

Executive Committee Agenda

Date: Wednesday, November 9, 2016
 Time: 8:45 am
 Location: Islands Trust Victoria Boardroom
 200-1627 Fort Street, Victoria, BC

	Pages
1. CALL TO ORDER	
2. APPROVAL OF AGENDA	
2.1 Introduction of New Items	
2.2 Approval of Agenda	
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3. ADOPTION OF MINUTES	
3.1 October 26, 2016	4 - 8
4. FOLLOW UP ACTION LIST AND UPDATES	
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4.2 Director/CAO Updates	
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7. EXECUTIVE COMMITTEE PROJECTS	
7.1 Trust Council Initiated	
7.1.1 Strategic Plan updates by Council Committee - Briefing	29 - 30
7.2 Executive Committee Initiated	
8. NEW BUSINESS	
8.1 Trust Area Services	
8.1.1 LTC Chairs Report on Local Advocacy Topics	

8.1.2	Chair letter re Howe Sound Fixed Link - RFD	31 - 56
	That the Executive Committee request staff to draft a letter for the Chair commenting on Sunshine Coast Fixed Link Feasibility Study by November 18, 2016.	
8.1.3	Steelhead LNG position - Briefing	57 - 60
8.1.4	Letter from BC Hydro Proposed Woodpole Maintenance Schedule (2016/17) and Change to Letter of Understanding	61 - 64
8.1.5	Chair letter re Species at Risk Act policies - RFD	65 - 66
	That the Executive Committee request staff to draft a letter for the Chair commenting on proposed Species at Risk Act policies by November 18, 2016.	
8.2	Local Planning Services	
8.3	Administrative Services	
8.4	Executive/Trust Council	
8.4.1	Roles and Responsibilities of the Chair of LTC	67 - 71
8.4.2	Revisiting question of Reply All or Reply on RWMs - Verbal	
8.4.3	Referral Response to Ministry re Salt Spring Island Incorporation	72 - 74
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	Saanich Inlet Protection Society re derelict vessels	75 - 78
11.2	Minister of International Trade re Trans-Pacific Partnership Agreement	79 - 80
11.3	Ministry of Agriculture re Regulatory Amendments Affecting Agri-tourism	81 - 86
11.4	AVICC Convention, Campbell River April 7-9, 2017	87 - 95
11.5	Trustee Bruce McConchie re Freighters in Plumper Sound	96 - 96
11.6	Powell River Regional District re Tucker Bay Road on Lasqueti Island	97 - 98
12.	WORK PROGRAM	
12.1	Review and amendment of current work program	99 - 100
13.	NEXT MEETING - November 23, 8:45 a.m, Victoria	
14.	ADJOURNMENT	

Agenda No.	From	Context Notes
8.1.4	LG/CF	A Nov 1 letter from BC Hydro asks staff to eliminate the usual public consultation process for its woodpole maintenance program this year and beyond. Staff recommend this approach, and plan to return with further recommendations about cancelling this agreement . The agreement was important when hazardous pesticides were used, but the current approach of using only solid boron and copper rods poses low threat to human or environmental health.
8.4.3	CAO	This email confirms the Ministry's interest in receiving input to the incorporation process, including the development of Letters Patent. The letter is included for information purposes at this time, a report will be provided to EC for November 23 which will provide some potential discussion points for each of the issue areas raised.
11		In accordance with the EC's policy (2.4.vi), correspondence items are for information only, unless raised for action by a member of the EC. In some instances, correspondence to others is included, if it relates to the Executive Committee's business.
12.1		The EC work program is amended before each meeting with suggested priorities proposed by staff. By resolution, the EC can provide direction regarding new items or the order of priorities.



Executive Committee Minutes of Regular Meeting

- Date:** October 26, 2016
- Location:** Islands Trust Northern Boardroom
700 North Road, Gabriola Island, BC
- Members Present:** Peter Luckham, Chair
Laura Busheikin, Vice Chair
Susan Morrison, Vice Chair
George Grams, Vice Chair
- Staff Present:** Russ Hotsenpiller, Chief Administrative Officer
Clare Frater, Acting Director, Trust Area Services (by phone)
David Marlor, Director, Local Planning Services (by phone)
Cindy Shelest, Director, Administrative Services (by phone)
Penny Hawley, Recorder
1. **CALL TO ORDER**
The meeting was called to order at 11:00 a.m. Chair Luckham acknowledged that the meeting was being held in Coast Salish First Nations territory, Snuneymuxw First Nation.
 2. **APPROVAL OF AGENDA**
 - 2.1 **Introduction of New Items**
 - 11.2 Correspondence received regarding BC Hydro tier 2 rate increase – discussion for advocacy
 - 2.2 **Approval of Agenda**
By General Consent, the agenda was approved as amended.
 3. **ADOPTION OF MINUTES**
 - 3.1 **October 5, 2016**
Page 4 – 8.1.2 – Remove “promotion” and end the sentence.

By General Consent, the Minutes of the October 5, 2016 Executive Committee Meeting were adopted as amended.
 4. **FOLLOW UP ACTION LIST AND UPDATES**
 - 4.1 **Follow Up Action List**
Staff provided updates on outstanding items in the Follow Up Action List.
 - 4.2 **Director/CAO Updates**
Directors provided updates on their follow up action list items and current activities.
 - 4.3 **Local Trust Committee Chair Updates**
Executive Committee members provided verbal updates on recent activities in their roles as local trust committee chairs.

5. BYLAWS FOR APPROVAL CONSIDERATION

5.1 Lasqueti Island Local Trust Committee Bylaw No. 94 (Fees Bylaw Amendment)

EC-2016-155

It was MOVED and SECONDED,

that the Executive Committee approve Lasqueti Island Local Trust Committee Bylaw No. 94, cited as "Lasqueti Island Local Trust Committee Fees Bylaw, 2009, Amendment No. 1, 2016" under Section 24 of the *Islands Trust Act*.

CARRIED

5.2 Gambier Island Local Trust Committee Bylaw No. 129 (OCP Amendment – RAR)

EC-2016-156

It was MOVED and SECONDED,

that the Executive Committee approve the Gambier Island Local Trust Committee Bylaw No. 129, cited as "Keats Island Official Community Plan, Bylaw 77, 2002, Amendment No. 1, 2015" under Section 24 of the *Islands Trust Act*.

CARRIED

5.3 Gambier Island Local Trust Committee Bylaw No. 130 (LUB Amendment – RAR)

EC-2016-157

It was MOVED and SECONDED,

that the Executive Committee approve the Gambier Island Local Trust Committee Bylaw No. 130, cited as "Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2015" under Section 24 of the *Islands Trust Act*.

CARRIED

5.4 Hornby Island Local Trust Committee Bylaw No. 153 (LUB Housekeeping)

EC-2016-158

It was MOVED and SECONDED,

that the Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 153 cited as "Hornby Island Land Use Bylaw, 2014, Amendment No. 1, 2016", under Section 24 of the *Islands Trust Act*.

CARRIED

5.5 Denman Island Local Trust Committee Bylaw No. 221 (Fees Bylaw Amendment)

EC-2016-159

It was MOVED and SECONDED,

that the Executive Committee approve Denman Island Local Trust Committee Bylaw No. 221, cited as "Denman Island Local Trust Committee Fees Bylaw, 2007, Amendment No. 1, 2016" under Section 24 of the *Islands Trust Act*.

CARRIED

The meeting recessed at 11:40 a.m. and resumed at 12:04 p.m.

6. TRUST COUNCIL MEETING PREPARATION

6.1 December Trust Council – Draft Schedule

By General Consent, the Executive Committee requested that staff add the draft schedule to the November 9, 2016 agenda for further discussion.

6.2 Continuous Learning Plan

Received and amended as per discussion at the Trust Council meeting in December and to move the San Juan County session to December, 2017 and the Regional District session to June, 2017.

6.3 September Trust Council Draft Minutes

By General Consent, the Minutes of the September 2016 Trust Council Meeting were referred to the December Trust Council meeting package, as amended.

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.2 Executive Committee Initiated

7.2.1 Strategic Plan – detailed review

Briefing received. Discussion ensued summarizing the following items:

- Strategic Plan updating.
- Delay in some items due to lack of resources.
- Committee FUALs and work programs consolidated into database for ease of reporting out.
- Computer Application Support Technician (CAST) identifying elements required to improve reports with input from Management Team.
- 2017/18 budget process provides opportunity to review and refine Strategic Plan activities and determine staff and financial resources required.
- Better to have a slimmed down Strategic Plan that is achievable rather than have so many items that do not get dealt with.
- It was suggested that the Briefing go to Trust Council so it is understood why things are being delayed or not being done.

Senior Policy Advisor Frater to bring back revised work program examples to the next Executive Committee meeting.

8. NEW BUSINESS

8.1 Trust Area Services

8.1.1 LTC Chairs Report on Local Advocacy Topics

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

By General Consent, the Executive Committee agreed to add the Howe Sound Forum Report to the December Trust Council agenda under Trustee updates.

8.2 Local Planning Services

8.2.1 Request for Variance from Trust Council Fees Bylaw – RFD

Received for information. No action taken.

EC-2016-160

It was MOVED and SECONDED,

that the Executive Committee request staff to write two letters for the Chair's signature; one to the Ministry of Transportation and Infrastructure and the other to the Agricultural Land Commission Vancouver Island Panel thanking them for their recent engagement.

CARRIED

8.3 Administrative Services**8.3.1 Meeting technology for Committee meetings**

Discussion regarding recent challenges with GoTo meetings and meeting logistics. No action taken.

8.4 Executive/Trust Council**8.4.1 Discussion regarding group emails only being sent by blind carbon copy as operational policy**

Discussion ensued. No action taken.

9. CLOSED MEETING**9.1 Motion to Close the Meeting****EC-2016-161**

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 for sections 1, 2, 3, 4 and 5.1.

CARRIED

The meeting closed to the public at 1:45 p.m. and reconvened in open meeting at 2:05 p.m.

10. RISE AND REPORT

Chair Luckham reported that in the Closed Meeting the Executive Committee adopted the minutes from the In-Camera meeting of October 5, 2016.

11. CORRESPONDENCE**11.1 Office of Ombudsperson re File reporting July 1 to Sept 30**

Received for information.

11.2 Correspondence received regarding BC Hydro Tier 2 rate increase – discussion for advocacy

Discussion ensued. No action taken.

12. WORK PROGRAM

12.1 Review and Amendment of Current Work Program

Received for information. Discussion ensued.

EC-2016-162

It was MOVED and SECONDED,

that the Executive Committee request the removal of item 1 listed under the Chief Administrative Officer, from the Top Priorities list; CAO transition planning/orientation and replace it with the *Islands Trust Act* amendments.

CARRIED

EC-2016-163

It was MOVED and SECONDED,

that the Executive Committee request the removal of item 2 listed under the Legislative Services Manager, from the Top Priorities list; Staff support to CAOHC.

CARRIED

EC-2016-164

It was MOVED and SECONDED,

that the Executive Committee request the removal of item 1 listed under the Director, Trust Area Services, from the Top Priorities list; 2015-16 Annual Report.

CARRIED

13. NEXT MEETING: November 9, 2016, at 8:45 a.m. Victoria, BC

14. ADJOURNMENT

EC-2016-165

It was MOVED and SECONDED,

To adjourn the meeting.

CARRIED

The meeting adjourned at 2:05 p.m.

Peter Luckham, Chair

Certified Correct

Penny Hawley, Recorder

Follow Up Action Report

Executive Committee

Carmen Thiel

Activity	Activity	Responsibility	Target Date	Status
26-Oct-2016	September Trust Council Minutes Amend as noted in the Oct 26 EC minutes.	Carmen Thiel Russ Hotsenpiller		On Going

Clare Frater

Activity	Activity	Responsibility	Target Date	Status
26-Oct-2016	Continuous Learning Plan Amend by moving San Juan County to December 2017 and Regional Districts to June 2017.	Clare Frater Jas Chonk		Done
26-Oct-2016	Strategic Plan - detailed review Staff to bring back Computer Application Support Technician (CAST) examples to the next EC meeting.	Clare Frater		On Going
26-Oct-2016	ALC and MOTI Thank you letters Staff to draft thank you letters for the Chairs signature, to the Ministry of Transportation and Infrastructure and to the Agricultural Land Commission Vancouver Island Panel thanking them for their recent engagement.	Clare Frater David Marlor		Done
26-Oct-2016	Howe Sound Forum Report Staff to add the report to December Trust Council agenda under Trustee Updates - Howe Sound Community Forum.	Clare Frater		On Going

David Marlor

Activity	Activity	Responsibility	Target Date	Status
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**Follow Up Action Report**

25-Nov-2015	9.2.4 Bring recommendations re Policy 4.1.ix (Bylaw referrals to adjacent LTCs) to future EC meeting	David Marlor	18-Jan-2017	On Going
06-Oct-2015	9.2.1 Develop draft flow chart illustrating Bylaw process decision-making for Chair toolkit	David Marlor Regina Robinson	23-Nov-2016	On Going
17-Aug-2016	Develop a Project Charter and draft set of principles that will inform a new organizational approach to First Nations relationship-building.	David Marlor Fiona MacRaild	23-Nov-2016	On Going
26-Oct-2016	Local Trust Committee Bylaws Advise Lasqueti, Gambier, Hornby and Denman LTCs of EC decision re Bylaws 94, 129, 130, 153, 221	David Marlor		Done

Jas Chonk

Activity	Activity	Responsibility	Target Date	Status
26-Oct-2016	EC Work Program Amendments - remove item 1 listed under the Chief Administrative Officer, from the Top Priorities list; CAO transition planning/orientation and replace it with the Islands Trust Act amendments. - remove item 2 listed under the Legislative Services Manager, from the Top Priorities list; Staff support to CAOHC, as it has been done. - remove item 1 listed under the Director, Trust Area Services, from the Top Priorities list; 2015-16 Annual Report.	Jas Chonk		Done

Lisa Gordon

Activity	Activity	Responsibility	Target Date	Status
28-Oct-2015	8.1.2 Contact FN offices about appropriate gifts and populate database	Lisa Gordon Fiona MacRaild	30-Dec-2016	On Going

**Follow Up Action Report**

31-Aug-2016	Staff to develop a Project Charter that includes the scope, timeline and budget for researching and developing a recommendation on how to advocate with respect to First Nations archaeological sites in collaboration with local trust committees and Bowen Island Municipality.	Lisa Gordon Fiona MacRaild Clare Frater	23-Nov-2016	On Going
05-Oct-2016	Chair Letter re Roberts Bank Terminal 2 Staff to draft a letter for the Chair commenting on proposed Roberts Bank Terminal 2 Project before October 28, 2016.	Lisa Gordon Clare Frater	28-Oct-2016	Done
05-Oct-2016	Proposed Steelhead LNGs Malahat LNG Project Staff to prepare a Request for Decision on taking a position on proposed Steelhead LNGs Malahat Project.	Lisa Gordon Clare Frater	23-Nov-2016	On Going

Russ Hotsenpiller

Activity	Activity	Responsibility	Target Date	Status
06-Apr-2016	8.4.2 Draft report on potential improvements to consultant evaluation procurement policy	Russ Hotsenpiller Cindy Shelest		On Going
09-Mar-2016	6.4.7 Return to EC with advice on priorities chart	Russ Hotsenpiller		On Going
17-Aug-2016	Recommendations regarding ongoing meeting locations (cost benefit analysis of islands venues versus city venues) based on challenges experienced resulting in Mayne Island TC meeting cancellation and similar challenges anticipated on the smaller islands.	Russ Hotsenpiller	30-Sep-2016	On Going
05-Oct-2016	Next steps for Visioning process Staff to prepare a report outlining next steps for visioning process.	Russ Hotsenpiller	23-Nov-2016	On Going

Follow Up Action Report

05-Oct-2016	Transition Plan Staff to prepare speaking notes for Executive Committee members, to post the Transition Plan to the website, and send the Transition Plan to the Minister of Community, Sport and Cultural Development and Salt Spring Island Incorporation Study Committee.	Russ Hotsenpiller Pamela Hafey	Done
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Trust Council Quarterly Meeting Schedule
December 6-8, 2016
Community Gospel Chapel, 147 Vesuvius Road, Salt Spring Island

Tuesday, December 6	Wednesday, December 7	Thursday, December 8
	7:30 Breakfast – Community Gospel Chapel	7:30 Breakfast – Community Gospel Chapel
Ferries to Salt Spring Island: Swartz Bay – lv 11:00 am; arv 11:40 am Crofton – lv 11:45 am; arv 12:05 pm Tsawwassen – lv 10:10 am; arv 1:10 pm Galiano – lv 11:15 am; arv 1:10 pm Mayne – lv 11:55 am; arv 1:10 pm Pender – lv 12:30 pm; arv 1:10 pm	8:30 New Business Items* * Review of Islands Trust Act - RFD Referral Response to Ministry re Salt Spring Island Incorporation 9:00 2017/18 Draft Budget Session 10:30 Break 11:00 First Nations Legal Seminar 12:30 Lunch - Community Gospel Chapel	8:30 Closed meeting 9:15 Trust Area Services * Director's Report TPC Work Program Trust Fund Board Report Marine Protection Tools – Briefing Legislative Monitoring Chart - Briefing * Strategic Plan Changes Section 9.1 Policy Statement – RFD * Policy Changes re 2.4.vi and 5.7.i - RFD 10:45 Break
12:00 Executive Committee Meeting		
1:00 Lunch – Community Gospel Chapel	1:30 Community Presentations 2:00 Delegations & Town Hall 3:00 Break	11:00 Summary/Updates Trustee Updates Priorities Chart Proposed March TC Draft Agenda Program Disposition of Delegations and Town Hall Requests 12:00 Correspondence
2:45 Break	3:30 Administrative Services Director's Report * FPC Work Program Report * September 30, 2016 Quarterly Financial Report – RFD Financial Forecast to March 31, 2017 – Briefing * KPMG Information Systems Assessment Report – Briefing * Policy 6.5.i General Revenue Fund Surplus Policy – RFD 4:30 Agricultural Land Commission Island Panel Update	12:15 Lunch – Community Gospel Chapel
3:15 Visioning Follow Up Session 4:15 Executive CAO's Report * EC Work Program Continuous Learning Plan Strategic Plan Updates 4:45 Local Planning Services Director's Report * LPC Work Program Bylaw Enforcement Briefing 5:15 Adjourn for the day	5:00 Adjourn for the day 6:00 Dinner - Penny's Pantry Salt Spring Island Golf and Country Club 805 Lower Ganges Road	12:30 Adjournment (approx.) Ferries from Salt Spring Island: Vesuvius to Crofton – 3:00 pm (1:55 pm DC) Long Harbour to Galiano/Mayne/Pender/Tsawwassen - 3:15 pm Fulford Harbour to Swartz Bay – 1:50 pm
		

* Denotes resolution/decision items

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



Islands Trust

Islands Trust Council Plan for Continuous Learning 2014-2018

(What other topics would trustees like to propose?)

2016-11-04

Year		Trust Wide and Administrative Topics	Legal and Governance Topics	Planning How-To	Working With Others
2017	March (Denman)			Archaeological Site Protection	Effective Advocacy
	June (Lasqueti)			Species at Risk	Regional Districts
	September (Gabriola)				
	December (Victoria)				San Juan County U.S. and Canadian Consul Generals
2016	2015-16 Webinars (dates TBD)	Email management IT Website	Introduction to Roberts Rules of Order Introduction to Freedom of Information/Protection of Privacy		Making meetings work
	September (Sidney)	Visioning Housing Session			San Juan County U.S. Consul General
	December (Salt Spring)	Draft 2017/18 Budget Session	First Nations Legal Seminar	Visioning follow-up	Report out of EC meeting with Island ALC Panel

POTENTIAL TOPICS/AGENCY LIAISON FOR CONSIDERATION FOR FUTURE SESSIONS:

Suggestions arising during 2014-2018 Term:

- 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
- Archaeological site training session
- First Nations legal session
- BC Water Sustainability Act session
- Strata Property Act/Bare Land Strata Regulations implications
- Agricultural Land Commission/Islands Trust Relationship Session

	<i>SESSIONS/ITEMS COMPLETED IN 2015-18</i>				
Year		Trust Wide and Administrative Topics	Legal and Governance Topics	Planning How-To	Working With Others
2016	June (Pender)	Marine Shipping Safety / Anchorages	Governance/Staff relations	Visioning (prelim)	
	March (Hornby)	Budget Session	Trust Council Electronic Meeting Options		First Nations
2015	2015 Webinars (held)	Annual Budget in Depth			
	Mar (Gabriola)	Introduction to Strategic Planning Annual Budget Session	Standards of Conduct (legal session) Provincial Assessment of Impact on Islands Trust (re potential SSI incorporation)	Community Planning 101 (for newly-elected)	Working with First Nations (introduction)
	June (Galiano)	Visioning/Strategic Planning			San Juan County
	Sept (Bowen)	Introduction to Structured Decision-Making Adaptation Strategy workshop Victoria Office Location Review workshop	Strategic Planning		Working with Bowen Island Municipal Council
	Dec (Victoria)	Draft 2016/17 Budget Session Strategic Plan Implications	Introduction to the Islands Trust Policy Statement		Working with the Trust Fund Board

Suggestions from previous terms:

- Using Special Tax Requisitions
- Introduction to UBCM
- Effective Advocacy (Trustee Steeves suggestion) / advocacy policy
- Dealing with difficult people (Trustee Busheikin suggestion)
- Dispute Resolution for planners and trustees (Trustee Grove suggestion)
- Introduction to the Climate Action Charter
- Effective Conservation Covenants
- Demographics-Aging Population
- Dept. of Fisheries and Oceans – marine sewage, fish farming
- Private Managed Forests Council
- BC Assessment Authority
- Ministry of Transportation
- Local GHG Emissions Inventory (e.g. Lasqueti Island)
- Advocacy and Media Relations
- Succession Planning and Staff Retention
- Soil Removal
- Alternate Energy Sources
- Using Technology – document and information management
- Using Social Media
- Adapting to Sea Level Rise
- Local Government Liability

SESSIONS/ITEMS COMPLETED IN 2011-14

Year		Trust Wide and Administrative Topics	Legal and Governance Topics	Planning How-To	Working With Others
	<i>Webinar Sessions (held)</i>	<i>Email Management (Aug 2013) Carbon Offsets (June 2013)</i>			
2014	<i>Mar (Hornby)</i>	<i>Annual Budget Session</i>			<i>Provincial Treaty Negotiators</i>
	<i>June (Saturna)</i>	<i>Coastal Douglas Fir Zone Conservation Action Plan</i>	<i>Aquaculture Management</i>		<i>San Juan County Respectful Workplaces</i>
	<i>Sept (Gambier)</i>	<i>Term Review</i>	<i>Election Period Best Practices</i>		
	<i>Dec (Victoria)</i>	<i>Orientation Draft 2015/16 Budget Session</i>	<i>Orientation</i>	<i>Orientation</i>	<i>Orientation</i>
2013	<i>June (Mayne)</i>	<i>Carbon Neutral Policy</i>		<i>Making Difficult Decisions</i>	<i>Working with San Juan County</i>
	<i>Mar (Thetis)</i>	<i>Annual Budget Session</i>	<i>Legal Session Conflict of Interest</i>		<i>Working with the Islands Trust Fund</i>
	<i>Sept (Lasqueti)</i>	<i>Advocacy Policy</i>	<i>Freedom of Information and Protection of Privacy</i>	<i>Refresher on admin. fairness in application processes</i>	
	<i>Dec (Victoria)</i>	<i>Draft 2014/15 Budget Strategic Plan Review Invasive Species</i>		<i>Bylaw Enforcement Best Practices</i>	<i>Economic Sustainability Session</i>
2012	<i>Dec (Salt Spring)</i>	<i>Draft Budget Session</i>		<i>Greenshores for Homes re Shoreline Mapping</i>	<i>Agricultural Land Commission</i>
	<i>Sept (Bowen)</i>	<i>Strategic Planning Oil Spill Response</i>	<i>Standards of Conduct and Admin. Fairness Refresher</i>	<i>Best practices in public engagement</i>	<i>Bowen Island Municipality</i>
	<i>June (Penders)</i>	<i>Strategic Planning</i>	<i>Intro to Indemnification</i>		<i>First Nations San Juan County</i>
	<i>Mar (Gabriola)</i>	<i>Annual Budget Session Initial Strategic Planning</i>	<i>Standards of Conduct and Indemnification</i>	<i>Community Planning 101 (for new trustees)</i>	
2011	<i>Dec (Victoria)</i>	<i>Trustee Orientation</i>	<i>'Staying out of Trouble'</i>	<i>Planning Orientation</i>	<i>Making Fair Decisions Islands Trust Human Resources</i>

SESSIONS/ITEMS COMPLETED in 2008 – 2011 TERM					
Year		Trust Wide and Administrative Topics	Legal and Governance Topics	Planning How-To	Working With Others
2008	December (Victoria)	Intro to Budget Session Strategic Plan Discussion	General Orientation Governance (G. Cuff)	General Orientation	General Orientation
2009	Mar (Gabriola)	Annual Budget Session	Strategic Planning Legal Session	Intro to land use planning	
	June (N. Pender)		Procedural Fairness	Introduction to land use planning – part 2	Farm Industry Review Board San Juan County
	September (Mayne)	Climate Change – GHG Emission Reduction Targets		GHG Emission Reduction – planning policies actions	
	December (SaltSpring)	Intro Budget Session History of the Trust	Litigation 101	Comm. Housing Task Force Bill 27 Update	Trust Fund Board
2010	March (Hornby)	Strategic Plan Review Annual Budget Session	Update regarding court case	Comm. Housing Task Force Bill 27 Update	
	June (Saturna)	Marine Shipping Safety	Refresher on Orientation Topics	Refresher on Temporary Use Permits	San Juan County Parks Canada
	Sept (Bowen)	Strategic Plan Update and Review		Food Security through Land Use Planning RAR – QEP perspective	Bowen Island Council
	Dec (Victoria)	Intro Budget Session Strategic Plan Update		Good Planning Practice (Randall Arendt)	Trust Fund Board Regional Conservation Plan (RCP)
2011	March (Galiano)	Annual Budget Session		MAP IT demo Implementing RCP w/ LTCs	
	June (Denman)	Conservation Offsets	Operational Carbon Neutrality and Offsets	Rural By Design Practical examples	Electoral Area Director – Cortes Strathcona RD
	Sept (SaltSpring)	Term & Strategic Plan Review Advice to Incoming Council	Elections Period Best Practice		San Juan County



Islands Trust Council 2017 Quarterly Meetings Schedule

Revised November 2, 2016

Resolution:

That the Islands Trust Council establish the following meeting schedule for 2017:

March 14-16, 2017 – ~~Denman~~ Gabriola

June 20-22, 2017 – Lasqueti

September 12-14, 2017 – ~~Gabriola~~ Denman

December 5-7, 2017 – Victoria

REQUEST FOR DECISION

To: Trust Council

For the Meeting of: December 2016

From: David Critchley
George Grams
Lee Middleton

Date: November 4, 2016

SUBJECT: LEGISLATIVE CHANGES TO THE ISLANDS TRUST ACT

RECOMMENDATIONS:

THAT Trust Council approves in principle a review of the *Islands Trust Act*.

That Trust Council add to the 2014-2018 Strategic Plan the project of investigating the principle of amending the *Islands Trust Act* and assign the project to the Executive Committee.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Executive Committee resolved on Oct 26, 2016 to add amending the Islands Trust Act to the Chief Administrative Officer's work program. Trust Council's 2014-2018 Strategic Plan currently proposes one legislative amendment related to renaming the Islands Trust Fund. This Request for Decision does not explore the merits of the trustees' new proposals for legislative change but seeks Trust Council's support for allocating significant staff and Executive Committee time to investigating the principle of amending the Islands Trust Act and Islands Trust Regulations. Staff recommends that Trust Council consider the following implications of this project: 1) engagement with public, First Nations and affected agencies 2) timing of this project alongside the Salt Spring Island Incorporation Study and the provincial election and 3) previous experiences of seeking legislative changes.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The recommendations, if adopted, would lead to a re-prioritization of the Executive Committee's work program assignments.

FINANCIAL: No financial implications have been identified in regards to the recommendations, other than reallocation of staff resources.

POLICY: No implications identified.

IMPLEMENTATION/COMMUNICATIONS: Implementation would be through adjustment to the Executive Committee work program and undertaking work on this project as directed by the Executive Committee. Communications would be through regular updates from the Executive Committee to Trust Council.

OTHER: None identified.

BACKGROUND

The attached document titled “*Outline for RFD seeking changes to the Islands Trust Act*” provides background on this proposal.

REPORT/DOCUMENT:

1. Outline for RFD seeking changes to the Islands Trust Act
2. Islands Trust Requests to the Province of BC for Changes to Islands Trust Legislation/Regulation (During the past 10 years)

KEY ISSUE(S)/CONCEPT(S):

1. Review and improvements to the Islands Trust Act
2. Improved ability to preserve and protect the Islands Trust Area

RELEVANT POLICY:

1. 6.1.iii Advocacy Policy

DESIRED OUTCOME:

1. Expansion of and improvements to the way we fund and deliver services to the Islands Trust Area.

RESPONSE OPTIONS

Recommended:

THAT Trust Council approves in principle a review of the *Islands Trust Act*.

That Trust Council add to the 2014-2018 Strategic Plan the project of investigating the principle of amending the *Islands Trust Act* and assign the project to the Executive Committee.

Alternatives:

1. Trust Council delays this project until after the outcome of the Salt Spring Incorporation vote.
2. Trust Council requests staff to report back on the implications of specific amendments to the *Islands Trust Act* or Islands Trust Regulations.
3. Trust Council does not consider amendments to the Islands Trust Act or Islands Trust Regulations.

Prepared By: David Marlor, Director, Local Planning Services

Reviewed By/Date: Lisa Gordon, Director, Trust Area Services/Nov 4, 2016
Clare Frater, Senior Policy Analyst /Nov 4, 2016
Executive Committee/ November 9, 2016

Russ Hotsenpiller, Chief Administrative Officer

Background

The current Islands Trust Council has expressed a willingness to conduct a review of some of the Trust's core functions and its service delivery model, the intent of which is to ensure that the agency is comprehensively meeting its mandate and is providing the services needed by island communities.

To date the review comprises the following undertakings:

1. The development of a vision statement for the Islands Trust Area.
2. A 'state of the islands' survey to provide a snapshot of ecological and socio-economic indicators in the Islands Trust Area.
3. A review of the location of the Islands Trust head office.
4. The preparation of a transition/adaptation plan for the agency in the event that Salt Spring Island incorporates.
5. A targeted review of the Trust Policy Statement by the Trust Programs Committee.

In addition to the foregoing, in January of 2016 the Island Trust appointed a new CAO, Russ Hotsenpiller, whose duties have included engagement with the ministry of Community, Sport and Cultural Development to better understand the ministry's expectations of and hopes for the Trust. Reports received on the substance of that dialogue suggest that the ministry is open to considering changes to the Trust that would enhance its performance, permit it to better execute its mandate and improve services to island communities and better prepare it for the challenges that confront island communities and that are likely to arise in the next 20 - 30 years.

Other circumstances currently in convergence affirm that Trust Council has a particularly rare opportunity to broaden the range of initiatives to include a review of one of the most crucial determinants of how the Trust functions, the Islands Trust Act. If sensitively amended, revision offers the prospect for the Trust to considerably strengthen its ability to fulfill its core functions of preservation and protection, and of providing the comprehensive services of a planning authority.

Benefits of Changing the Act

It should be expressly noted that the intent of this RFD is restricted to seeking the consent of Council to a review of the Act *in principle*. It is not the intention of the authors of the RFD to promote specific changes within the Act. That role is recognized as Council's duty. Notwithstanding, the RFD contains some indicators of what powers or changes to the Act could be sought that might benefit the agency and the communities it serves. These examples are indicative only.

Should Council decide to approve a review of the Act, it is entirely the prerogative of Council, in consultation with staff, to determine the scope and nature of any changes that might emerge from the review.

Possible Changes to the Act

Potential change	Benefit
Empower the Trust to administer business licences.	Not only could this be a considerable income earner, it would provide the Trust with more sophisticated and powerful bylaw enforcement tools.
Name change for Trust Fund Board.	This is currently being sought by Council. The reasons for requesting the change are well recognized.
To seek funding for the Trust Fund Board through a provincial levy rather than a local one.	Currently islanders alone fund the preservation and protection work that is undertaken through the Trust Fund Board. The Trust Fund board's work is of provincial and national importance and should be funded accordingly.
Special property tax requisitions for LTC coordinated management activities.	Currently LTCs that wish to apply special tax requisitions need the approval of Council by a 2/3 majority. There are two possible changes to this requirement that might be considered. The first is to allow LTCs to raise property taxes without having to revert to Council. Clearly, this power would need to be conditional on the funding project being included in the strategic plan. An optional change is for Council to still approve the tax but on a simple majority vote.
Transfer of powers for subdivision approval.	Note that clause 77.1(b) of the Islands Trust Act already provides for the Trust to appoint its own approving officer subject to approval by the Lieutenant Governor in Council.
Power to regulate nuisances, including noise.	Integrated governance.

Date of Provincial Elections

A crucial factor for Council to consider is timing. Provincial elections are to be held in May 2017. The government is likely to begin work on its legislative calendar immediately it is elected. If Council decides that changes to the Act should be sought, there is benefit in making that request of the new government immediately after the May election. The longer Council delays in making a request for legislative time, the less likely is such a request to be sympathetically received.

This consideration is instrumental in determining the decision by the authors to seek Council approval in principle to review the Act in December, 2017. Such approval would enable:

1. a detailed review of the Act to be conducted and approved by Council at its meeting in March, 2017 (by which time the referendum result for Salt Spring Island should be known);
2. completion and approval of the specific changes that Council seeks to the Act to be undertaken and approved by Council at its meeting in June 2017;
3. submission to the ministry for consideration and action by the end of June 2017.

This schedule should enable presentation to the new government, along with further details of the adaptation plan, if appropriate, within a month or so of them taking office.

Outline for RFD seeking changes to the Islands Trust Act

Date	Document Revision
02 Aug 2016	Table amended to include subdivision approval.
12 Aug 2016	Misc corrections. Power to regulate nuisance added. Building inspection powers removed.
16 Aug 2016	Misc corrections.

ISLANDS TRUST REQUESTS TO THE PROVINCE OF BC FOR CHANGES TO ISLANDS TRUST LEGISLATION / REGULATION (DURING PAST 10 YEARS)

ISLANDS TRUST COUNCIL REQUEST	WHEN	METHOD	RESPONSE
1. Amendments to the <i>Islands Trust Act</i> that would cause four local trustees to be elected to sit on the Salt Spring Island Local Trust Committee and Trust Council.	July 20, 2007	Letter to Hon. Ida Chong, Minister of Community Services	May 2008 Minister Chong suggested Islands Trust hold a referendum in the Salt Spring Island LTA. If the referendum was successful, Minister Chong was willing to approve four local trustees for the SSILTC, but not to increase Salt Spring Island representation on Trust Council. Turned down by Salt Spring Island LTA referendum November 15, 2008.
2. Changes to the <i>Islands Trust Act</i> that would enable the Islands Trust Council to determine the size of its Executive Committee.	July 20, 2007	Letter to Hon. Ida Chong, Minister of Community Services	Not advanced by the Ministry. Never formally turned down.
	June 2008	Trust Council later requested a simpler amendment - that S. 20(3) of the Islands Trust Act be amended to increase the number of vice chairs from three to four.	
	June 2011	Raised during a meeting between the Executive Committee and the Hon. Ida Chong, Minister of Community Services	
	2014	Raised when meeting with Hon. Coralee Oakes	
3. The necessary changes to provincial / legislation and regulations to permit Islands Trust bodies to hold meetings through electronic or other communication facilities.	July 20, 2007	Letter to Hon. Ida Chong, Minister of Community Services	Achieved in 2009 through provincial creation of a new Islands Trust Regulation.
4. Changes to provincial/legislation and regulations be made, if necessary, to confirm that Islands Trust bodies may perform their duties and functions while outside of the Islands Trust Area.	July 20, 2007	Letter to Hon. Ida Chong, Minister of Community Services	This topic originally arose in response to a court case, where a bylaw was quashed because the public hearing was held outside the jurisdiction. Further evaluation determined that the relevant legislation had been amended and did not apply to local trust committees.
5. Natural Area Protection Tax Exemption Program (NAPTEP) –	October 27, 2009	Meeting with Hon. Bill Bennett, Minister of Community and Rural	Achieved June 2010 through minor amendment to legislation.

ISLANDS TRUST COUNCIL REQUEST	WHEN	METHOD	RESPONSE
extension to Bowen Island Municipality		Development	
6. Bylaw dispute adjudication system	October 27, 2009	Meeting with Hon. Bill Bennett, Minister of Community and Rural Development	Achieved in 2011
7. Trust Fund Board corporate status and name change	June 2011	Name change raised during a meeting with the Hon. Ida Chong, Minister of Community Services	Advised by Minister to explore other solutions first to determine if can resolve challenges in other ways. Trust Fund Board has asked Trust Council Chair to seek this change in writing. Several requests have been made
	June 2011	Staff met with Ministry staff	
	November 20, 2012	Letter to Hon. Bill Bennett, Minister of Community, Sport and Cultural Development	Response received Feb 2013. Minister Bennett stated that changing the corporate structure of the Trust Fund Board has broad implications that require careful consideration. He further noted that government often requires a compelling reason, such as a legislative barrier to operations, prior to considering such a legislative request. He suggested that Islands Trust staff contact the Assistant Deputy Minister to arrange for further evaluation of the proposal.
	Sept 2013 and Feb 2014	Letters to Hon. Coralee Oakes, Minister of Community, Sport and Cultural Development	Several contacts with Ministry staff have been made, most recently in May 2015. The Assistant Deputy Minister repeated earlier advice that that the ministry does not currently have the capacity to undertake this complex a legislative change, given other provincial priorities.
	May 12, 2015	Executive Committee and senior staff met with new Assistant Deputy Minister Jay Schlosar, who has since left government	
	September 2015	Letter to Hon. Peter Fassbender, Minister of Community, Sport and Cultural Development	Minister Fassbender did not focus on Trust Council's request for legislative changes, but on questions about Salt Spring governance and his request that Executive Committee meet with the Aboriginal Aquaculture Association.
	November 2015	Executive Committee and CAO met with Hon. Peter Fassbender, Minister of Community, Sport and Cultural Development	
8. Support in principle amending the Islands Trust Act to add "First Nations" to the list of those with whom we work "in co-operation."	September 2015	Trust Council requested the Executive Committee to consider asking the Minister of Community, Sport and Cultural Development to make this amendment, at an appropriate time, with respect to available resources and the potential for the amendment to be achieved.	

REQUESTS TO THE ISLANDS TRUST COUNCIL REGARDING CHANGES TO ISLANDS TRUST LEGISLATION / REGULATION (DURING PAST 10 YEARS)

REQUEST	WHEN	STATUS / NOTES
1. Delegate administrative planning decisions to staff (Sheila Malcolmson)	2014?	This was in the speaking notes Chair Malcolmson used when meeting with former Minister Coralee Oakes. Not sure whether this was formally requested. 1. This issue has come up during implementation of the Riparian Areas Regulation 2. While we can create Development Permit Areas, we don't have the ability to delegate the issuance of permits to staff. This is something that other local governments do to streamline the application process for property owners, while still protecting riparian areas. 3. We would like to request the legislative fix that would enable us to streamline this and similar processes for applicants. 4. The mechanism already exists for municipalities and regional districts, so we are hopeful it could be a relatively straightforward fix
2. Salt Spring Island Local Trust Committee requested the Executive Committee to investigate the possibility of amendments to the Islands Trust Act to broaden the Islands Trust's ability to serve its communities and to strengthen its mandate to preserve and protect.	May 5, 2016	Arising from SSI LTC Resolution #SS-2016-72 On May 18, 2016 the Executive Committee requested staff to added Salt Spring Island LTC Resolution re: Islands Trust Act to the Executive Committee work program report.



**‘DRAFT’
ISLANDS TRUST
BRIEFING**

FROM: Executive Committee

Date: Nov. 4th 2016

SUBJECT: COUNCIL COMMITTEE INPUT TO STRATEGIC PLANNING PROCESS

DIRECTED TO: Local Planning Committee, Financial Planning Committee, Trust Programs Committee, Select Committee

DESCRIPTION OF ISSUE:

Executive Committee is seeking input from all Council Committees regarding amendments to the 2014-2018 Strategic Plan in time for December Trust Council. This input will affect current and future staff work programs as well as Trust Council's deliberations and public consultation about the proposed 2017/18 budget.

BACKGROUND:

During the September 2015 Trust Council meeting, Council adopted its [2014-2018 Strategic Plan](#) including details of activities and strategies to support the identified priorities. Council committees have proceeded to carry out the assigned activities with varying degrees of success.

[Quarterly reports](#) keep Trust Council updated on progress. Staff is developing a database tool to allow Council and its committees to review progress in a format similar to that now used for follow-up-action lists.

In September 2016, Trust Council did a visioning exercise, partly guided by the results of an August 2016 [public opinion poll](#). The poll and the vision workshop [revealed](#) that preserving and protecting the natural environment remains a top priority and that there is an increasing need for attention to water, housing and First Nations. This Strategic Plan could benefit from greater alignment with those renewed priorities and provide greater clarity about which committees will sponsor which priorities. Recent learning about reconciliation with First Nations is strongly influencing staff recommendations about how to carry out previous strategic plan goals.

ATTACHMENT(S): Staff of each committee will attach customized list of strategic plan projects

AVAILABLE OPTIONS:

Each Council committee is asked to review the 2014-2018 Strategic Plan and recommend amendments, additions, deletions and adjustments to timing, as well as potential budget needs.

The Executive Committee is seeking the following kinds of advice from Council committees:

- X Committee proposes the following changes to the 2014-18 strategic plan:
- X Committee has the capacity to sponsor the following three projects in 2017/18:
- X Committee proposes spending \$X in the 2017/18 budget year in order to carry out the three projects (specify whether this is to funded from work in progress from 2016/17, base funding or additional project funding)

FOLLOW-UP:

- After receiving input from Council committees, the Executive Committee will prepare a further draft of the Strategic Plan for Trust Council's consideration in December.
- In December, Trust Council will be asked to endorse those objectives, strategies, activities and measures that are identified in the plan for Fiscal Years 2016/17 and 2017/18.
- The activities and associated costs for 2017/18 will form part of the public consultation on the budget in February 2017.
- In March 2017, Trust Council will receive detailed information about the costs of carrying out proposed 2017/18 activities, as part of its final review of the budget.

PREPARED BY: Lisa Gordon
Director, Trust Area Services

Executive Committee

SUBMITTED BY: _____

REVIEWED BY: Russ Hotsenpiller
(Chief Administrative Officer)

REVIEWED BY EXECUTIVE COMMITTEE:

November 9, 2016

OTHER REVIEW:

REQUEST FOR DECISION

To: Executive Committee

For the Meeting of: November 6, 2016

From: Clare Frater, Policy Advisor

Date: November 3, 2016

SUBJECT: CHAIR LETTER RE SUNSHINE COAST FIXED LINK FEASIBILITY STUDY

RECOMMENDATION:

That the Executive Committee request staff to draft a letter for the Chair commenting on Sunshine Coast Fixed Link Feasibility Study by November 18, 2016.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

The TAS staff work program can accommodate a request for up to one day of work without displacing existing commitments.

POLICY: No implications for existing policy.

FINANCIAL: None

IMPLEMENTATION/COMMUNICATIONS:

Staff will draft the letter for the Chair's approval, send to the consultant and post to the Islands Trust website. TAS staff will also provide draft messages and strategies for use in responding to issues arising from the Gabriola Bridge Feasibility Study.

Staff expect that the letter will focus on Policy Statement policy 5.3.2 and will acknowledge that we have not directly heard the positions of affected First Nations and that, given our commitment to establishing and maintaining a mutually respectful relationship with First Nations, we offer the Islands Trust position while being ready to respectfully consider their positions, as they become known.

Staff will cc Sunshine Coast First Nations, Sunshine Coast MLAs, Gambier Island LTC, Bowen Island Municipality, and Sunshine Coast Regional District.

Staff will continue to monitor the process. If the Anvil Island bridge option emerges as a top option, the Executive Committee may wish to discuss the proposed bridge with affected First Nations and consider advocacy directly to the Minister of Transportation and Infrastructure.

BACKGROUND

In February 2016, the Ministry of Transportation and Infrastructure, hired a consultant to study and report on the options to link the Sunshine Coast and Lower Mainland. The options range from a highway link around Jervis Inlet, to direct bridge connections along the coast. The purpose of the study is to:

- Assess the costs and benefits of possible overland connections and bridge crossings between the Sunshine Coast and the Lower Mainland as an alternative to existing air and ferry services
- Identify the financial and physical feasibility of constructing a fixed link
- Provide benefits and impacts analysis of potential fixed link scenarios

The study will review previous studies; identify fixed link scenarios; consult with various partners and interested parties in the study area; prepare high level cost estimates for road, bridge and ferry scenarios, along with estimates on forecast demand; and undertake an analysis of the potential scenarios

The consultant is expected to deliver a final report to government in late 2016 that summarizes the scenarios, outcomes of the analysis; and results of consultations.

In July, the Province held meetings with First Nations, local governments, chambers of commerce and other community leaders. Ann Kjerulf, Regional Planner Manager and Aleksandra Brzozowski, Island Planner, attended a local government staff consultation. Staff is aware that Trustee Stamford attended an elected officials session.

In October, the Islands Trust received notice that the Ministry of Transportation and Infrastructure will undertake public consultation from October 18 to November 8 to present the preliminary study findings and to seek public and stakeholder feedback on the on study process and the draft results of the analysis of the various potential future fixed link scenarios. The consultant held open houses between October 18-27, 2016 in five Sunshine Coast/West Vancouver locations to share the list of scenarios to be assessed and the preliminary analysis and seek public input. Trustee Stamford attended one of the sessions.

The Gambier Island Local Trust Committee and the Islands Trust Council have been granted an extension to submit comments until November 18. The consultant suggested that the Chairs may wish to respond to the survey questions in the form of a letter.

REPORT/DOCUMENT:

- 1) Sunshine Coast Fixed Link Feasibility Study Consultation Display Boards
- 2) Sunshine Coast Fixed Link Feasibility Study Consultation Feedback Form
- 3) September 2014 Islands Trust Chair letter to Minister Stone re Studying the feasibility of a bridge to Gabriola Island

KEY ISSUE(S)/CONCEPT(S): Allocating staff resources to Trust Council's advocacy program.

RELEVANT POLICY:

- [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](#) policy 5.3.2:
It is Trust Council's policy that no island in the Trust Area should be connected to Vancouver Island, the mainland or another island by a bridge or tunnel, notwithstanding the existing bridge between North and South Pender Islands.
- [Advocacy Policy 6.10.iii](#)
- [Communications Policy 6.10.ii](#)

DESIRED OUTCOME: Promotion of the Islands Trust Policy Statement policy 5.3.2; protection of the unique amenities and environment of the Trust Area

RESPONSE OPTIONS

Recommended

That the Executive Committee request staff to draft a letter for the Chair commenting on Howe Sound Fixed Link by November 18, 2016.

Alternatives:

- 1) Direct the Chair to send the letter to the Minister instead of the consultant
- 2) No action.

Prepared By: Clare Frater, Policy Advisor, November 3, 2016

Reviewed By/Date: Lisa Gordon, Director, Trust Area Services, November 4, 2016

WELCOME

Thank you for attending today's Open House about the Sunshine Coast Fixed Link Feasibility Study.

The purpose of this Open House is to:

- Present preliminary study findings
- Obtain your input on the study process and various potential future fixed link scenarios
- Provide information on next steps

Please take some time to review the display boards, speak with the Project Team and complete a Feedback Form.

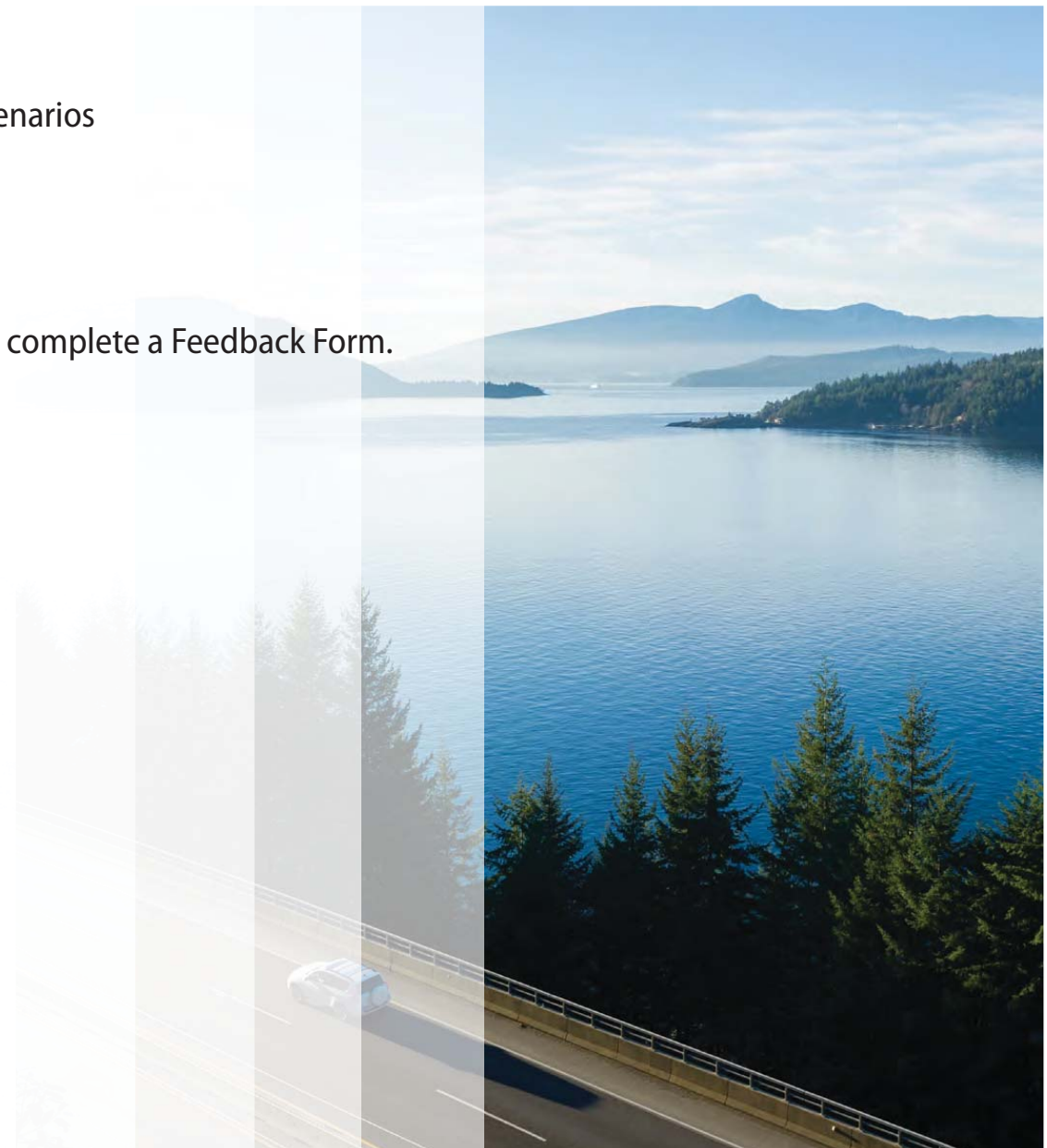
For more information, please visit gov.bc.ca/sunshinecoastfixedlink

Please submit your feedback by November 8, 2016.

Online at: gov.bc.ca/sunshinecoastfixedlink

By email: fixedlink@lucentquay.ca

In person: at today's Open House



Ministry of
Transportation
and Infrastructure

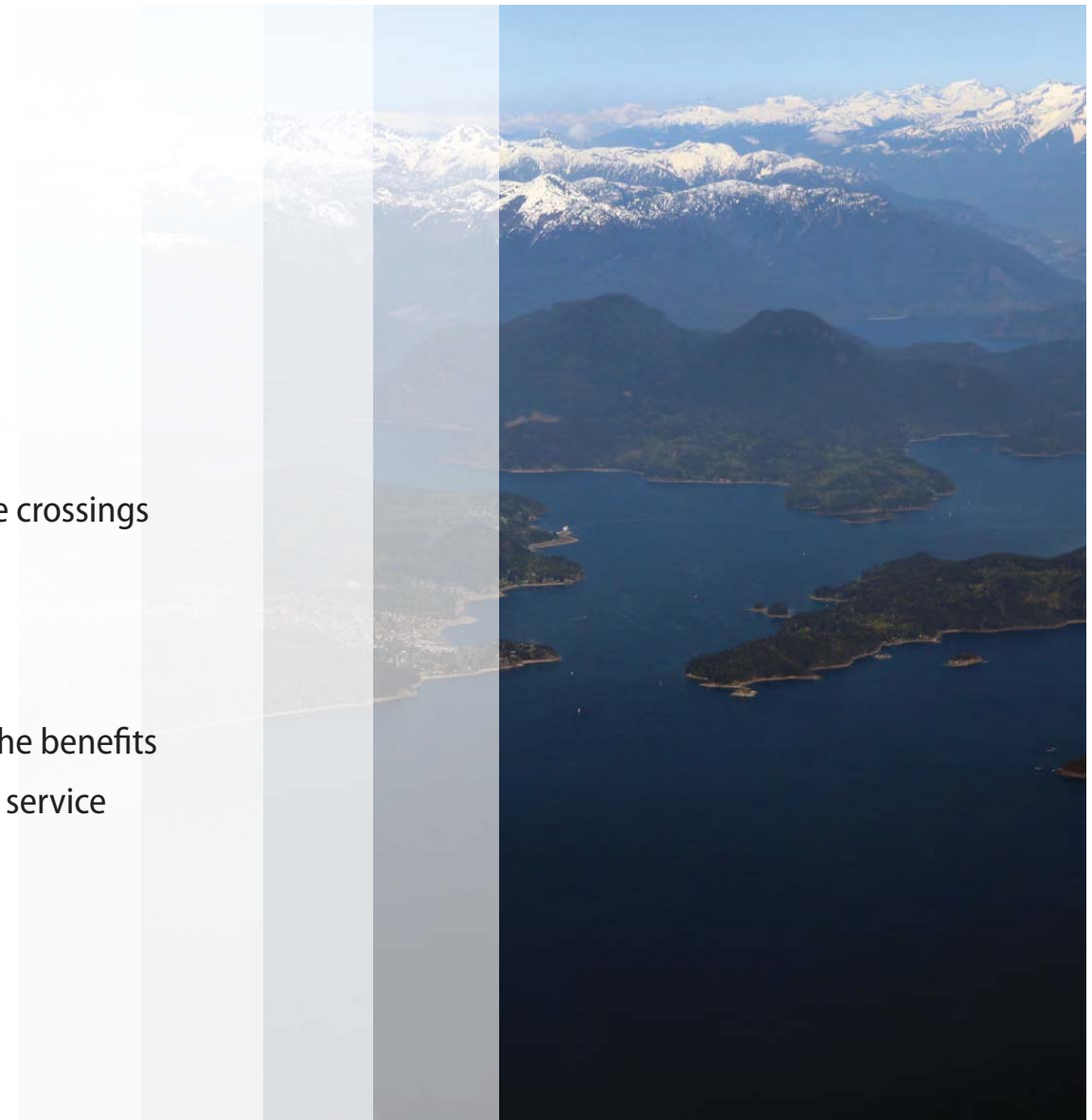
**SUNSHINE COAST FIXED LINK
FEASIBILITY STUDY**

WHY CONSIDER A FIXED LINK?

- Since 1951, B.C.'s Sunshine Coast has been connected to the rest of the mainland through two ferry routes. Immediate and long-term challenges facing the BC Coastal ferry system have led to service reductions for ferry users in recent years.
- With lower growth and economic development as compared with other regions in the Province, despite the area's proximity to the Lower Mainland, and recognizing the recent historical trend of an aging population base, various Sunshine Coast community leaders and stakeholders are increasingly advocating for a cost-effective fixed link connection to the Lower Mainland.
- The intent is that the connection would:
 - Improve access and reliability
 - Foster sustainable growth and economic development
 - Strengthen the region's attractiveness
 - Generate provincial economic benefits

The purpose of the study is to:

- Assess the costs and benefits of possible future overland connections and bridge crossings between the Sunshine Coast and the Lower Mainland
- Identify the financial and physical feasibility of constructing a fixed link
- Undertake a detailed analysis of potential future fixed link scenarios, providing the benefits and impacts of each of the scenarios considered, as compared with current ferry service



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SUNSHINE COAST FIXED LINK FEASIBILITY STUDY

CONSULTATION PROCESS

The Ministry is committed to a comprehensive planning and consultation process for this study. Consultation to date includes:

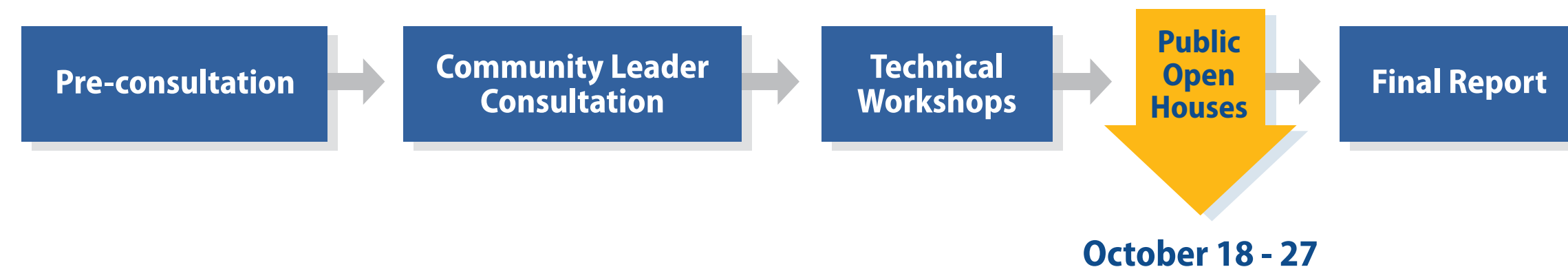
Pre-consultation (April): Telephone interviews with select representative stakeholders having local technical and community expertise to supplement research and assist in developing the draft problem definition statement, potential alignment scenarios and preliminary evaluation criteria.

Community Leader Consultation (June – July): A series of project kick-off meetings with community leaders, including First Nations, local and regional governments, chambers of commerce, and trucking companies. These meetings focused on the Ministry's planning process and study schedule and the benefits and constraints of the identified scenarios.

Technical Workshops (July): Technical workshops with staff from select representative stakeholders groups to assist in finalizing the problem definition statement, to confirm the scenarios to be evaluated and to discuss and refine the evaluation criteria.

Public Open Houses (October): Public Open Houses in Squamish, West Vancouver, Powell River, Sechelt and Gibsons to seek feedback on the draft preliminary study findings.

Reporting Out (target December): Consultation summary report and final Multiple Account Evaluation (MAE) report to be released. MAE report will include a summary of how consultation input was considered in finalizing the MAE.



SCENARIOS OVERVIEW



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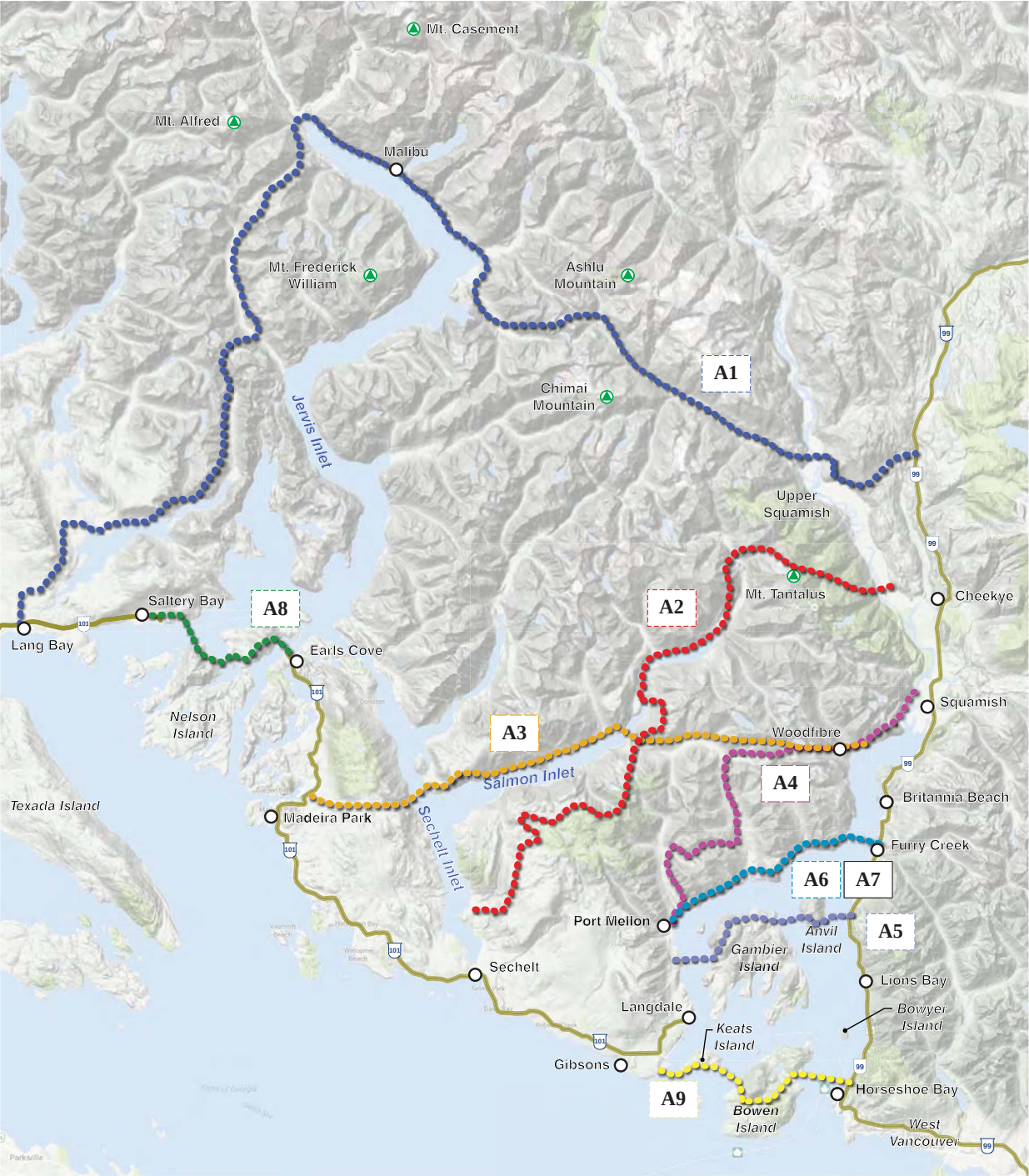


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SUNSHINE COAST FIXED LINK FEASIBILITY STUDY

ALTERNATIVE SCENARIOS CONSIDERED

IDENTIFIED THROUGH TECHNICAL STAKEHOLDER WORKSHOPS



..... A1 Alternate Powell River Road • Overland route to Powell River, closely follows Jervis Inlet • A shorter distance, but difficult terrain and a high avalanche risk with the steep slopes adjacent to Jervis Inlet • Similar cost to the Powell River Road Link	 A2 Alternate Sunshine Coast Road (North) • Follows a potential bicycle trail from Ashlu River Road to Davis Bay • Very circuitous and steep grades , cuts through mountainous terrain so likely need long tunnels • Unlikely to meet design standards and higher cost than the Langdale Road Link	 A3 Alternate Sunshine Coast Road (Middle) • Follows the BC Hydro power line from Woodfibre to Garden Bay • Steep grades and two major bridges across Salmon Inlet and Sechelt Inlet • Unlikely to meet design standards and higher cost than the Langdale Road Link
..... A4 Alternate Sunshine Coast Road (South) • Follows the Fortis Gas line from Squamish to Port Mellon • Longer distance and steeper terrain than the Howe Sound scenario • Unlikely to meet design standards and higher cost than the Langdale Road Link	 A5 Sunshine Coast Multi-bridge Link • Three bridges, Hwy 99 to Anvil Island, Anvil Island to Gambier Island and Gambier Island to Sunshine Coast • Was originally shown as one of the scenarios on the RFP, however the Langdale Bridge Link has a cost advantage with one less bridge and no road connection to Gambier Island	 A6 Sunshine Coast Floating Bridge Link • Single long bridge along the 'shallower' part of Howe Sound near Furry Creek and Defence Islands • Considered as a combined floating bridge and cable-stayed bridge for the navigational channel • Much more environmental and navigational impacts, potential construction risk, along with a similar cost to the Langdale Bridge Link
..... A7 Sunshine Coast Floating Tunnel Link • Floating tunnel • Under consideration in Norway but none constructed, potential construction risk and cost is expected to be much higher than a bridge	 A8 Powell River Multi-bridge Link • Combination bridge and cable ferry • Ferry service - Earls Cove to Nelson Island • Bridge crossing - Nelson Island to Saltery Bay • May create navigational issues for other vessels • Technical uncertainty (long cable ferry) translates into operational risk • Limited redundancy, temporary refit relief would be with a tug and barge • Capacity could become a constraint to access • The life cycle cost may be more expensive than the selected Powell River Bridge Link scenario	 A9 Bowen Island Multi-bridge Link • Three bridges: • Highway 99 to Bowen Island • Bowen Island to Keats Island • Keats Island to Sunshine Coast • Potential 4 km long combined floating bridge and cable-stayed bridge for navigational channel between Hwy 99 and Bowen Island: • New world-record length and navigational height for this type of bridge • Significant impact to existing channel navigational width • Potential construction and future maintenance risks, along with a much higher cost than the Langdale Bridge Link • Significant private property impacts and difficult connection to Hwy 101

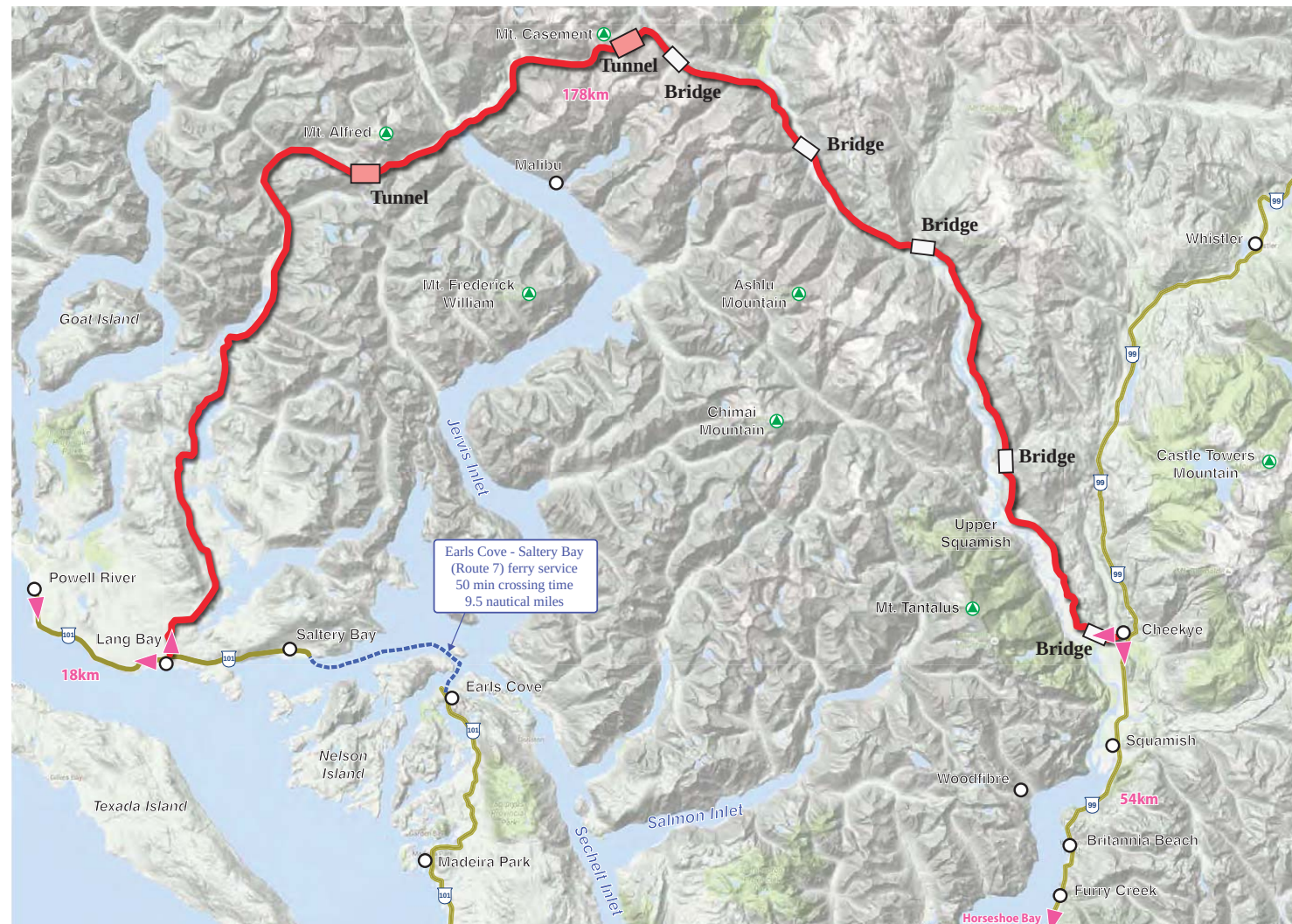


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SUNSHINE COAST FIXED LINK

FEASIBILITY STUDY

POWELL RIVER ROAD LINK



Powell River to Squamish 200 km
Travel time 2.5 hours @ 80 km/h

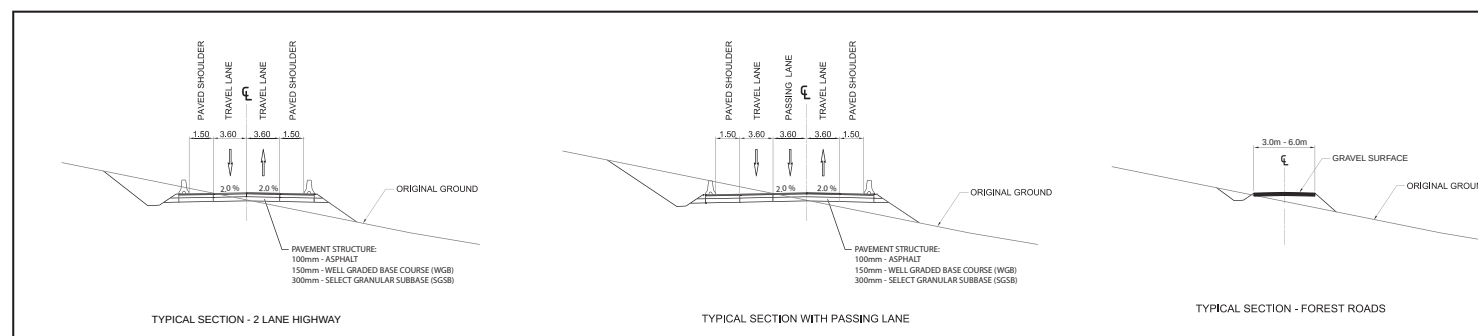
Powell River to Horseshoe Bay 250 km
Travel time 3.0 hours @ 80 km/h

Retains both existing BC Ferries services

Construction highlights include:

- Two-lane highway, with passing lanes
- Includes 5 bridges over creeks and 2 tunnels
- Parallels existing logging roads where possible

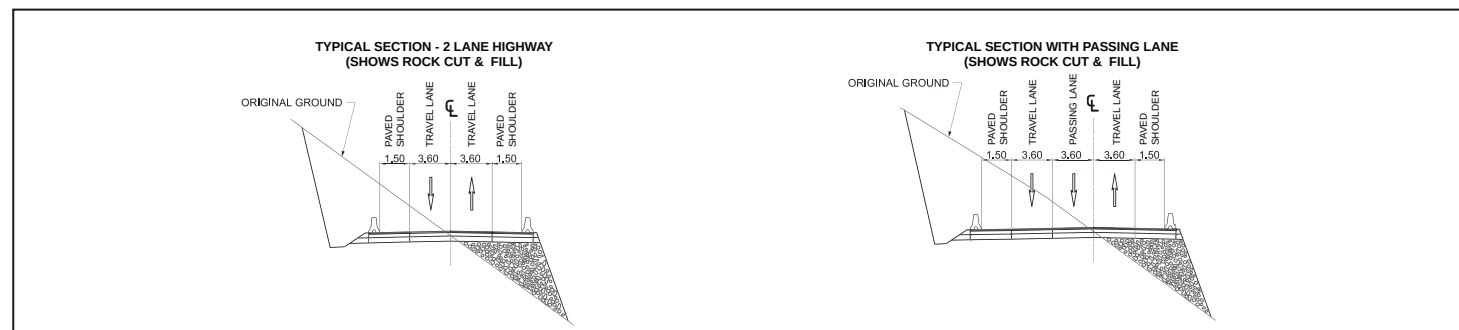
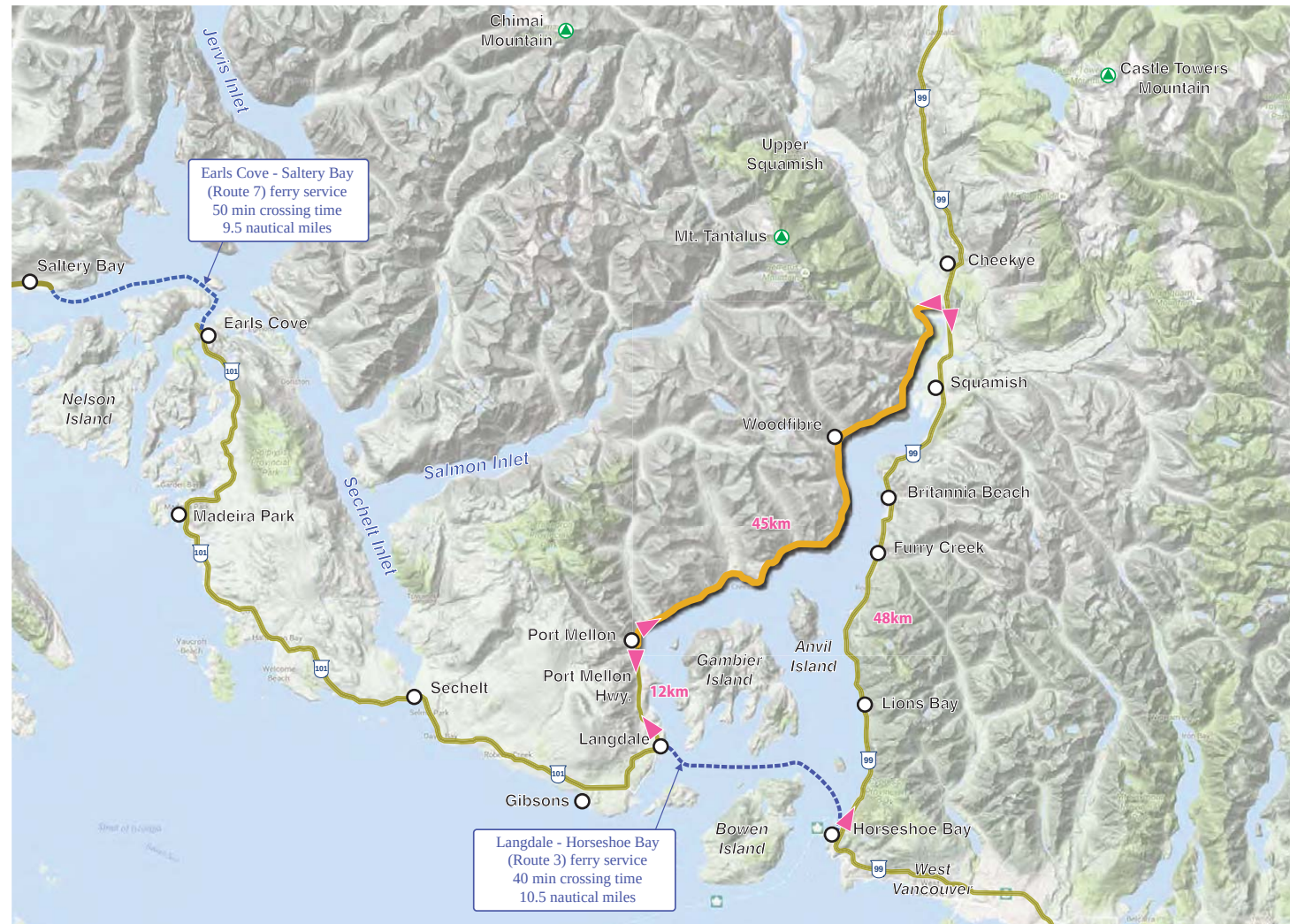
Total Project Cost - Approx. \$2.5 B - \$3.0 B



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SUNSHINE COAST FIXED LINK FEASIBILITY STUDY

LANGDALE ROAD LINK



LANGDALE BRIDGE LINK

VIA ANVIL ISLAND



Brunswick Point to intersect with the Langdale Road Link - 10 km
Travel time 8 minutes @ 80 km/h

Langdale to Horseshoe Bay 50 km
Travel time 40 minutes @ 80 km/h

Retains existing BC Ferries service to Powell River but eliminates Langdale service

Construction highlights include:

- Two-lane highway, with passing lanes
- New Interchange at Highway 99
- Bridge - Highway 99 to Anvil Island
 - 1.5 km clear span suspension bridge
 - 60+m vertical navigational clearance
 - 200+m deep channel
- Highway construction on north side of Anvil Island (assumes no direct access)
 - Significant rock cut and fills
- Bridge - Anvil Island to Sunshine Coast
 - 1.5+ km clear span suspension bridge
 - 60+m vertical navigational clearance
 - 190m deep channel
- Highway construction on Sunshine Coast to Port Mellon
 - Significant rock cut and fills

Total Project Cost - Approx. \$2.0 B - \$2.5 B

POWELL RIVER BRIDGE LINK

VIA NELSON ISLAND



Earls Cove to Saltery Bay 19 km
Travel time 15 minutes @ 80 km/h

Retains existing BC Ferries service to Langdale but eliminates Powell River service

Construction highlights include:

- Two-lane highway, with passing lanes
- Bridge - Earls Cove to Nelson Island
 - 1.5 km clear span suspension bridge
 - 30+m vertical navigational clearance
 - 170m deep channel
- Highway construction on Nelson Island
- Bridge - Nelson Island to Ahlstrom Point
 - 2.0+ km clear span suspension bridge
 - 50+m vertical navigational clearance
 - 500m deep channel
- Highway construction to Saltery Bay

Total Project Cost - Approx. \$1.5 B - \$2.0 B



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SUNSHINE COAST FIXED LINK FEASIBILITY STUDY

EVALUATION METHODOLOGY

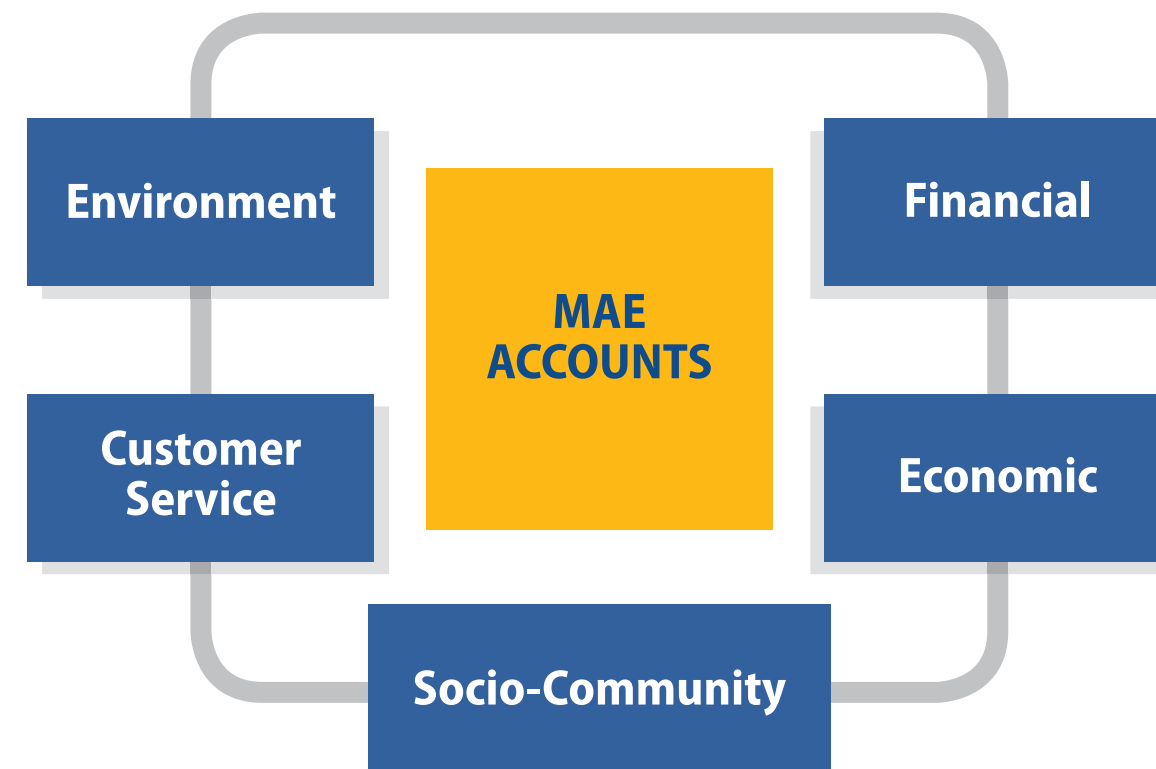
A Multiple Account Evaluation (MAE) of the scenarios was conducted in accordance with the Ministry's guidelines. The MAE compares expected benefits and impacts of the various scenarios against the Base Case (existing ferry service), and illustrates trade-offs between the scenarios.

The Base Case assumes the following:

- Existing ferry service levels and capacity changes required to maintain existing levels if / as demand changes
- Includes full life-cycle analysis of financial considerations (including vessel replacement as needed)
- 25 year life-cycle (first 10 years of data provided by BC Ferries)
- For Powell River route scenarios, the Base Case is Earls Cove – Saltery Bay ferry service data
- For Langdale route scenarios, the Base Case is Horseshoe Bay – Langdale ferry service data

Standard Ministry evaluation accounts include Financial, Customer Service, Environment, Economic and Socio-Community. The Ministry is also engaging with area First Nations and the results of these discussions will be incorporated into the final report.

The criteria, or factors, for each account were developed based on Ministry requirements, best practice, and results of consultation and engagement to date.



CUSTOMER SERVICE ACCOUNT

Criteria	Sunshine Coast Scenarios		Powell River Scenarios	
	Langdale Road Link	Langdale Bridge Link (via Anvil Island)	Powell River Road Link	Powell River Bridge Link (via Nelson Island)
Travel Time Reliability	✓	✓✓	✓✓	✓
Multimodal Accessibility (for bikes and pedestrians)	X	X	---	X
Accessibility to Emergency Services	✓	✓✓	✓	✓
Emergency Evacuation	✓✓	✓	✓	✓
Travel Quality/Experience	X	---	X	---
Safety	X	X	X	X
Legend: --- Neutral ✓ Better ✓✓ Much Better X Worse X X Much Worse				

Travel Time Reliability includes consideration of availability, travel time consistency, and potential for delay due to weather or capacity

Multimodal Accessibility includes consideration of availability and convenience for all modes of travel

Accessibility to Emergency Services includes consideration of access to hospitals, availability of emergency responders, as well as cell phone coverage

Emergency Evacuation includes consideration of capacity to support community evacuation in the event of a major emergency or disaster

Travel Quality/Experience includes consideration of availability of amenities, such as food services and washrooms, driver comfort and stress/fatigue, Sunshine Coast viewscales, and driver experience

Safety includes accident rates, types, and severity of collisions based on Ministry statistics for roadway types



ECONOMIC DEVELOPMENT ACCOUNT

Criteria	Sunshine Coast Scenarios		Powell River Scenarios	
	Langdale Road Link	Langdale Bridge Link (via Anvil Island)	Powell River Road Link	Powell River Bridge Link (via Nelson Island)
Effects on Private Property Values	✓	✓✓	✓✓	✓
Influence on Tourism and Other Local Business Development	✓	✓✓	✓✓	✓
Natural Resource Development Potential	✓	— — —	✓✓	— — —
Marine Navigation Effects	✓✓	✓	— — —	✓
Legend: — — — Neutral ✓ Better ✓ ✓ Much Better ✗ Worse ✗ ✗ Much Worse				

Effects on Private Property Values includes consideration of increased value commensurate with increased accessibility

Influence on Tourism and Other Local Business Development includes consideration of increased economic development and potential for increased tourism related to exposure to higher travel demand volumes, improved access to goods and services, and improved access to back country tourism areas

Natural Resource Development Potential includes consideration of improved road access to back country areas

Marine Navigation Effects includes consideration of economic implications of increases or decreases in vessel traffic and/or increases or decreases in impediments to marine travel (e.g. new bridge piers or reduced ferry crossing conflicts for other vessels)



SOCIO-COMMUNITY ACCOUNT

Criteria	Sunshine Coast Scenarios		Powell River Scenarios	
	Langdale Road Link	Langdale Bridge Link (via Anvil Island)	Powell River Road Link	Powell River Bridge Link (via Nelson Island)
Population	✓	✓✓	✓✓	✓
Property Requirements	X	X	XX	X
Consistency with Community Policies, Character and Identity	---	X	---	---
Effects on Population-supporting Infrastructure	X	XX	X	X
Visual/Aesthetic Effects	X	---	---	X
Noise Effects	X	X	---	---
Community Severance and Connectivity	✓	✓	✓	✓
Recreation Effects	✓✓	✓	✓✓	✓
Legend: --- Neutral ✓ Better ✓✓ Much Better X Worse XX Much Worse				

Population includes consideration of potential to support population growth

Property Requirements includes consideration of impacts to private property or otherwise designated crown lands for roadway development

Consistency with Community Policies, Character and Identity includes consideration of potential to support the realization of the vision of Official Community Plans and related neighbourhood and transportation plans

Effects on Population-supporting Infrastructure includes consideration of potential requirement for increased investment in local roads, sewers, potable water supply, waste handling and other utilities as a result of increased population and temporary visitors

Visual/Aesthetic Effects includes consideration of changes in viewscales through communities as a result of new roads and bridges

Noise Effects includes consideration of noise levels through communities as a result of new roads and bridges, and/or increased traffic volumes, as well as the elimination of ferries and ferry terminals and associated traffic impacts

Community Severance and Connectivity includes consideration of changes in community accessibility and connectivity between local communities

Recreation Effects includes consideration of changes in recreation potential resulting from increased access to back country areas



ENVIRONMENT ACCOUNT

Criteria	Sunshine Coast Scenarios		Powell River Scenarios	
	Langdale Road Link	Langdale Bridge Link (via Anvil Island)	Powell River Road Link	Powell River Bridge Link (via Nelson Island)
Air Quality	X	X	X	---
Freshwater Fish, Wildlife & Habitat	X	---	XX	---
Marine Resources	✓	X	---	X
Parks and Protected Areas	XX	---	XX	---
Effects of the Environment on the Project	XX	X	XX	X
Legend: --- Neutral ✓ Better ✓✓ Much Better X Worse XX Much Worse				

Air Quality includes consideration of potential changes in criteria air contaminants and greenhouse gases as a result of increased vehicle traffic and decreased ferry traffic

Freshwater Fish, Wildlife & Habitat includes consideration of potential effects on these biophysical resources as a result of new roadways and vehicle use

Marine Resources includes consideration of potential effects on marine life and habitat as a result of changes in ferry service, as well as new bridge crossings over marine areas

Parks and Protected Areas includes consideration of physical effects on these designated areas as a result of new roadways

Effects of the Environment on the Project includes consideration of factors such as climate change and extreme weather events

FIRST NATIONS CONSIDERATIONS

Consideration	Sunshine Coast Scenarios			Powell River Scenarios	
	Langdale Road Link	Langdale Bridge Link (via Anvil Island)		Powell River Road Link	Powell River Bridge Link (via Nelson Island)
Aboriginal Rights	XX	X		XX	— — —
Archaeological Resources	X	X		XX	X
Economic and Land Development	Discussions underway				
Legend: — — — Neutral ✓ Better ✓ ✓ Much Better X Worse X X Much Worse					

Aboriginal Rights includes consideration of publicly available information with respect to overlap with First Nations Land claims, tenure or known sacred or conservancy/wildland areas

Archaeological Resources includes consideration of overlap with areas of known or high potential for archaeological and heritage sites

Economic and Land Development (discussions underway) will include confirmation with First Nations regarding any other interests or concerns



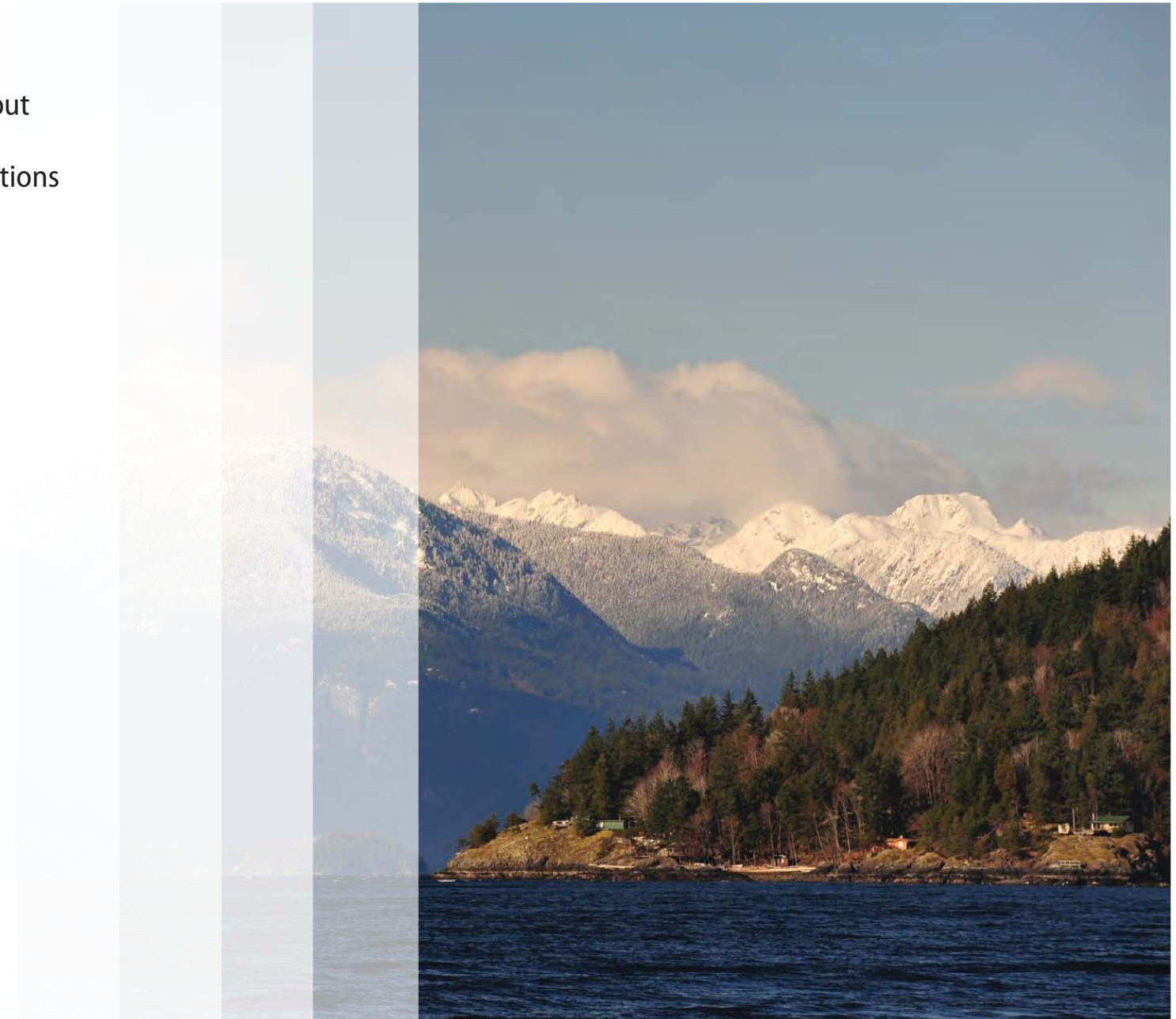
NEXT STEPS

Thank you for participating in the consultation for the Sunshine Coast Fixed Link Feasibility Study.

Your feedback is important. Please take some time today to complete a Feedback Form, or visit gov.bc.ca/sunshinecoastfixedlink to view the consultation materials and complete one electronically.

Following this consultation, the Project Team will:

- Review and prepare a summary report on consultation input
- Continue technical analysis and engagement with First Nations
- Develop a final report, using the feedback received



Ministry of
Transportation
and Infrastructure

**SUNSHINE COAST FIXED LINK
FEASIBILITY STUDY**

Sunshine Coast Fixed Link Feasibility Study

FEEDBACK FORM



Ministry of
Transportation
and Infrastructure

Thank you for your interest in the Sunshine Coast Fixed Link Feasibility Study. Input received through this consultation will be considered along with ongoing technical analysis in developing the final report in late 2016.

ABOUT THE PROJECT

The purpose and scope of the Sunshine Coast Fixed Link Feasibility Study is to:

- Assess the costs and benefits of possible overland connections and bridge crossings between the Sunshine Coast and the Lower Mainland
- Identify the financial and physical feasibility of constructing a fixed link
- Undertake an analysis of potential fixed link scenarios, providing the benefits and impacts of each of the scenarios considered

**PLEASE PROVIDE YOUR FEEDBACK BY
November 8, 2016.**



To help us understand where people who are interested in this study live, please provide the first three characters of your postal code.

1. Please use the space below to provide your comments, if any, on the study purpose and scope.

WHY A FIXED LINK?

Since 1951, B.C.'s Sunshine Coast has been connected to the rest of the mainland through two ferry routes. Immediate and long-term challenges facing the BC Coastal Ferry system have led to service reductions for ferry users in recent years.

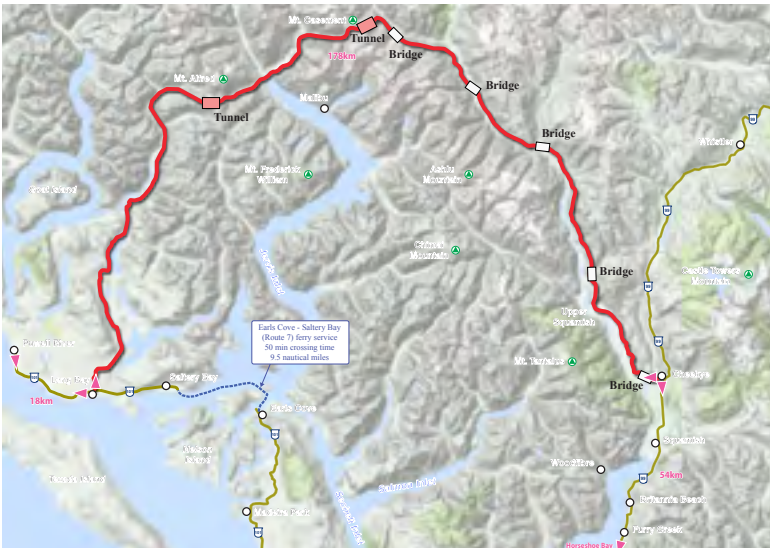
With lower growth and economic development as compared with other regions in the Province, despite the area's proximity to the Lower Mainland, and recognizing the recent historical trend of an aging population base, various Sunshine Coast community leaders and stakeholders are increasingly advocating for a cost-effective fixed link connection to the Lower Mainland.

The intent is that the connection would improve access and reliability for businesses, residents and visitors, provide improved access to emergency services and foster sustainable growth and economic development for the Sunshine Coast while strengthening the region's attractiveness as a recreational and vacation tourism destination and generating added provincial economic benefits. The potential fixed link scenarios will be assessed as compared with current ferry service levels as the base case.

2. Having reviewed the Problem Definition Statement above, what comments, if any, do you have?

FIXED LINK ROUTE SCENARIOS

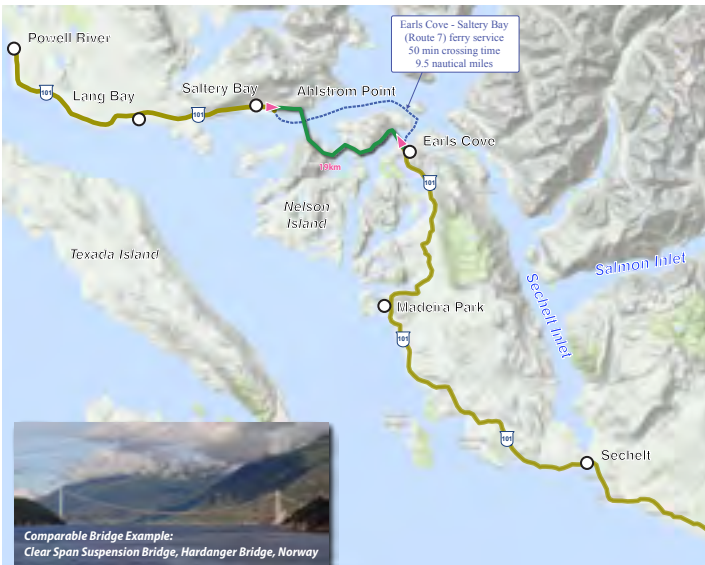
Based on the Ministry’s Request for Proposal, technical analysis and public input to date, four route scenarios for consideration have been identified for the Sunshine Coast Fixed Link Feasibility Study.



POWELL RIVER ROAD LINK

New inland route connecting Powell River to Highway 99 (north of Brackendale), paralleling existing logging roads through mountainous terrain, including five bridges and two tunnels (Approx. 200 km to Squamish or 250 km to Horseshoe Bay). Based on the study findings, existing ferry services would need to remain.

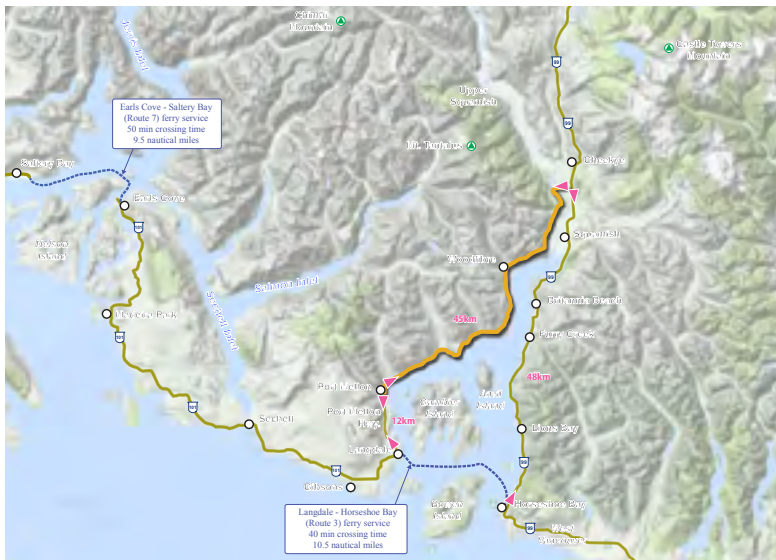
3. Please use the space below to provide your comments, if any, on the Powell River Road Link.



POWELL RIVER BRIDGE LINK (via Nelson Island)

Two clear-span suspension bridges connecting Earls Cove to Saltery Bay via Nelson Island (Approx. 19 km long). Some new road construction would be required on Nelson Island to connect the two bridges, and from Ahlstrom Point to Saltery Bay. Based on the study findings, the new bridges would replace the existing Earls Cove-Saltery Bay ferry service, while the Horseshoe Bay-Langdale ferry service would remain.

4. Please use the space below to provide your comments, if any, on the Powell River Bridge Link.



LANGDALE ROAD LINK

New coastal road connecting Port Mellon to Highway 99 (Squamish), with significant rock cut/fill sections at several locations and approximately 5 km of bridges across streams (Approx. 105 km between Horseshoe Bay and Langdale). Based on the study findings, the new road would replace the existing Horseshoe Bay-Langdale ferry service, while the Earls Cove-Salter Bay ferry service would remain.

5. Please use the space below to provide your comments, if any, on the Langdale Road Link.



LANGDALE BRIDGE LINK (via Anvil Island)

Two clear-span suspension bridges connecting Port Mellon to Highway 99 (near Brunswick Point south of Porteau Cove) via Anvil Island and a new 14-km road from McNab Creek to Port Mellon (Approx. 50 km long between Horseshoe Bay and Langdale). There would be no direct connection to Anvil Island. Based on the study findings, the new road would replace the existing Horseshoe Bay-Langdale ferry service, while the Earls Cove-Salter Bay ferry service would remain.

6. Please use the space below to provide your comments, if any, on the Langdale Bridge Link.

EVALUATING THE SCENARIOS

A Multiple Account Evaluation (MAE) of the scenarios was conducted in accordance with the Ministry’s guidelines and standards of practice to ensure consistency with other studies involving evaluations of similar scope and size. The MAE compares the benefits and impacts of the various scenarios against the base case (existing ferry service) and illustrates trade-offs between scenarios to inform decision-making. Draft results are presented in the information display boards at the open house and available on the study web page at gov.bc.ca/sunshinecoastfixedlink.

Evaluation accounts define the range of criteria used to compare the scenarios. Standard Ministry evaluation accounts include Financial, Customer Service, Environment, Economic and Socio-Community. The Ministry is also engaging with area First Nations and the results of these discussions will be incorporated into the final report. The criteria, or factors for each account were developed based on Ministry requirements, best practice, and results of consultation and engagement to date.

7. Having reviewed the draft MAE summaries for each account that are outlined in the display boards, how satisfied are you with the criteria identified for each account? Please check only one.

- ☐ Extremely satisfied ☐ Very satisfied ☐ Somewhat satisfied ☐ Not very satisfied ☐ Not at all satisfied

8. Please use the space below to provide your comments, if any, on the draft findings for the MAE accounts.

ADDITIONAL COMMENTS

9. If the study determines there is merit for further analysis and consultation, what additional information would you like to see?

10. Please use the space below to provide any additional comments you may have about the Sunshine Coast Fixed Link Feasibility Study.

PLEASE TELL US ABOUT YOURSELF

The following questions help us to determine how the feedback we receive represents the local community. Individual responses are treated as anonymous.

11. How did you hear about this open house? *Please check all that apply.*

- ☐ Friends/Neighbours
- ☐ Advertisements
- ☐ Media
- ☐ Other _____

12. I ... *Please check all that apply*

- ☐ Live in Sechelt
- ☐ Live in Gibsons
- ☐ Live in Powell River
- ☐ Live elsewhere on Sunshine Coast: which area? _____
- ☐ Live in Squamish
- ☐ Live in West Vancouver
- ☐ Live elsewhere in the Lower Mainland: which area? _____
- ☐ Work on the Sunshine Coast: which area? _____
- ☐ Work in the Lower Mainland: which area? _____
- ☐ Other (*please describe*) _____

13. Would you like to be added to our database to receive project updates by email? *Please check only one.*

- ☐ Yes – (Please provide contact information on the back page of this form)
- ☐ No thanks – I'm already a member of the database
- ☐ No thanks – Not interested

CONTACT INFORMATION (optional)**

Name: _____

Email: _____

Thank you for your input.

Please complete and return your Feedback Form on or before November 8, 2016

To return your Feedback Form:

In person: at an open house
Online: www.gov.bc.ca/sunshinecoastfixedlink
By email: fixedlink@lucentquay.ca
By mail: Ministry of Transportation and Infrastructure
Suite 310 – 1500 Woolridge Street
Coquitlam, BC V3K 0B8
ATTENTION: Sunshine Coast Fixed Link Feasibility Study

**Personal information is collected for the purposes of informing the Sunshine Coast Fixed Link Feasibility Study undertaken by the Ministry of Transportation and Infrastructure's Study team under s.26 of the Freedom of Information and Protection of Privacy Act. For questions about the collection of personal information, please contact Project Manager, Ministry of Transportation and Infrastructure at andrew.hind@gov.bc.ca.



Ministry of
Transportation
and Infrastructure

From: Transportation, Minister TRAN:EX [<mailto:Minister.Transportation@gov.bc.ca>]
Sent: Tuesday, November 04, 2014 11:54 AM
To: Jas Chonk
Cc: OfficeofthePremier, Office PREM:EX; McRae.MLA, Don LASS:EX; Stilwell.MLA, Michelle LASS:EX; Sturdy.MLA, Jordan LASS:EX
Subject: 229889 - Gabriola Island Fixed Link Study

Sheila Malcolmson, Chair
Islands Trust Council
c/o jchonk@islandtrust.bc.ca

229889 - Gabriola Island Fixed Link Study

Dear Chair Malcolmson:

Thank you for your e-mail of September 19, 2014, regarding the provincial government's recently announced study of the feasibility of a fixed link connecting Nanaimo to Gabriola Island.

Connecting coastal communities in a sustainable manner remains a priority for the ministry, and the feasibility study is consistent with the ministry's long-term strategy to look for innovative opportunities to achieve savings and reduce the pressure on ferry fares. After a significant number of Gabriola residents petitioned the government, we agreed to undertake this study so that future discussions about a fixed link can be based on current, factual information.

The feasibility study will examine potential locations for a fixed link, estimate the costs of a fixed link, and compare these costs with the existing ferry service. The feasibility study will get underway this fall and is expected to be completed in spring 2015. The ministry will post more details about the study once a consultant is in place.

Regarding the recent Union of British Columbia Municipalities (UBCM) report on our coastal ferry system, while I feel the report overstates the impact on ridership and the economy, I do recognize that ferry fare increases affect ridership. That is why it is important the government continue to explore different ways, including fixed links, to reduce the cost of connecting coastal communities.

Thank you again for taking the time to write.

Sincerely,

Todd G. Stone
Minister

Copy to: Premier Christy Clark
Honourable Don McRae, Minister of Social Development and Social Innovation,
And MLA, Comox Valley
Michelle Stilwell, MLA, Parksville-Qualicum
Jordan Sturdy, MLA, West Vancouver-Sea to Sky



BRIEFING

To: Executive Committee

For the Meeting of: November 9, 2016

From: Clare Frater, Senior Policy Advisor

Date prepared: November 3, 2016

SUBJECT: STEELHEAD LNG POSITION

DESCRIPTION OF ISSUE:

Steelhead LNG and the Malahat Nation are partners on the proposed “Steelhead LNG Project” on the Malahat Nation-owned Bamberton Industrial Lands, approximately seven kilometres south of Mill Bay in the Saanich Inlet. The Saanich Inlet is within the Islands Trust Area.

BACKGROUND:

On May 2, 2016, the Islands Trust Chair wrote to Steelhead LNG on behalf of the Executive Committee to decline Steelhead LNG's March 10, 2016 offer to meet with Islands Trust representatives. The Chair stated in the letter that assuming sufficient notice and budget, the Islands Trust Council may authorize staff or elected officials to participate in formal public consultations or environmental assessment processes when they occur.

On September 7, 2016 Gary Holman MLA for Saanich North and the Islands presented to the Island Trust Council to ask that Trust Council to go through due diligence with the project proposal and expressed his hope that Trust Council would support local governments and First Nations in opposing it.

On October 5, 2016 the Executive Committee requested that staff prepare a Request for Decision on taking a position on proposed Steelhead LNG's Malahat Project.

On November 9th, staff would like Executive Committee to consider the information in this briefing and clarify or confirm its direction prior to staff drafting an RFD to Trust Council for Executive Committee review on Nov. 23.

Steelhead LNG and the Malahat Nation are working together to explore the opportunity to develop the proposed Malahat LNG Project on the Malahat Nation-owned Bamberton Industrial Lands, approximately seven kilometres south of Mill Bay in the Saanich Inlet. The Saanich Inlet is within the Islands Trust Area.

Proposed Malahat LNG Project

The proposed project is currently in the preliminary engineering and design stage. The proposed Malahat LNG Project would include floating liquefaction production facilities moored to jetties along the shoreline with supporting land-based infrastructure. At this preliminary stage, the proponent estimates that the project will result in one LNG carrier loading at the facility every three to five days

(~73 -122 vessels per year). For an LNG facility to legally operate on the Bamberton site, the Cowichan Valley Regional District would require an amendment to the Official Community Plan, Zoning Bylaw amendment, and possibly a development permit application.

Proposed Island Gas Connector Natural Gas Pipeline

Steelhead LNG is working with Williams (Northwest Pipeline LLC) to determine the feasibility of building and operating an Island Gas Connector natural gas pipeline that would bring the natural gas to the proposed Malahat LNG facility. Subject to regulatory approvals, the proposed 129-kilometre pipeline system would carry Canadian natural gas to the site of the proposed Malahat LNG Project.

Other local government positions

In February, 2016, the Cowichan Valley Regional District Board voted to advise Steelhead LNG that the CVRD is opposed to any LNG facility being located at Bamberton or anywhere else in the Regional District. In March 2016, the CVRD Board issued a statement that “While the Board of the CVRD has expressed its opposition and lack of support for future LNG projects in the Cowichan Valley, the Board is aware of its responsibilities to give appropriate consideration to any land use application that might be made to the Regional District in accordance with the Local Government Act.” The CVRD is responsible to zone the land-use and the SSI LTC could request that the rezoning application be referred to them for comment.

Staff are aware that the following local governments/First Nations on the Saanich Peninsula have expressed opposition to the proposed LNG facility:

- In March 2016, four out of five WSANEC Nations (Pauquachin First Nation, Tsartlip First Nation, Tsawout First Nation, Tseycum First Nation) issued a news release expressing opposition to the LNG facility, the associated pipeline and associated vessel traffic.
- In May, after hearing a presentation from Steelhead LNG, the District of Central Saanich voted to express opposition to the proposed floating LNG facility in the Saanich Inlet, along with the associated pipeline through the Salish Sea.
- In July, after hosting a well-attended public forum, the District of North Saanich voted to express opposition to the proposed floating Liquified Natural Gas facility in Saanich Inlet and the associated pipeline through the Salish Sea.

The Town of Sidney has received information on the project and has not considered whether to take a position.

Previous Islands Trust positions re LNG facilities

In June 2014, Trust Council requested the Executive Committee to monitor and consider directing activities related to the environmental assessment process for the Woodfibre LNG project. The Executive Committee subsequently appointed a staff person to the BC Environmental Assessment Office’s Woodfibre LNG Advisory Working Group to provide technical comments on the marine shipping components of the Woodfibre LNG application.

In 2003, after participating as an intervenor in the Canadian Environmental Assessment agency of the proposed BC Hydro/Williams gas pipeline through the San Juan County/Islands Trust Area Trust Council passed a resolution stating that it strongly supports sustainable energy projects

that do not add CO2 gases and other pollutants to the atmosphere; and that Trust Council opposes both the proposed GSX pipeline and gas-fired generation projects on Vancouver Island.

Considerations

Staff are seeking input from Executive Committee on which of the following Trust Council policy directions apply to a potential recommendation to oppose the proposed floating liquefied natural gas facility proposed for the Saanich Inlet and the associated pipeline through the Salish Sea.

- Trust Council's [Administrative Fairness Principles Policy](#) (7.1.i) states that prior to voting on the recommended resolution, the Islands Trust Council should notify the proponents about the decision making process and opportunities to participate in it (section 3.1) and provide an opportunity for the proponent to provide written or verbal information in support of their position (section 3.4). In recent years, the Islands Trust Council has not typically considered the application of this policy to its advocacy decisions.
- Trust Council's Advocacy Policy states that Islands Trust bodies will ensure their advocacy positions and strategies:
 - respect the roles and needs of other stakeholders, and demonstrate a sincere attempt to build lasting relationships, even during conflict;
 - are non-partisan;
 - respect the public policy process by targeting requests to decision-making bodies with the mandate to act on the request and; demonstrate adequate knowledge and expertise, using scientific knowledge where appropriate.
- The emerging Trust Council priority of reconciliation with First Nations discussed during Trust Council's September 2016 visioning session, including the intention to prove sincere desire for reconciliation with First Nations.
- Proposed Policy 6.1.1 "First Nations Engagement Principles" implies that with increased respect for the 37 First Nations associated with the Trust Area, Islands Trust may be required to take more neutral positions on issues where there are conflicted and competing First Nations interests

ATTACHMENT(S): (links only)

1. [November 2015 Steelhead LNG/Malahat Nation Lunch and Learn presentation](#) (A vessel traffic map is available on page 15 and Island Gas Connector map is on page 16).
2. [March 1, 2016 News Release WSA NEC First Nations stand opposed to Malahat LNG](#)

AVAILABLE OPTIONS:

- 1) Receive for information
- 2) Request that the Chair write to the Malahat Nation and Steelhead LNG/Island Gas Connector Natural Gas Pipeline to request full information on the proposed projects and advise that Trust Council will be considering a position on the project in December.
- 3) Request that staff invite representatives of the Malahat Nation and Steelhead LNG/Island Gas Connector Natural Gas Pipeline to present to EC/TC and advise that Trust Council will be considering a position on the project in December.
- 4) Reconsider Oct 5th EC resolution

FOLLOW-UP:

- 1) Staff will follow-up as directed.

Prepared By:	Clare Frater, Policy Advisor	November 4, 2016
Reviewed By/Date:	Lisa Gordon, Director, Trust Area Services	November 4, 2016
	Fiona MacRaid	Nov 5 th , 2016
	Russ Hotsenpiller	Nov 5 th , 2016

Richard Poland
4400 West Saanich Rd
Victoria, BC
V8Z 3E9

1 November 2016

Lisa Gordon
Director, Islands Trust Services

Dear: Lisa Gordon

Re: Proposed Woodpole Maintenance Schedule (2016/17) and Change to Letter of Understanding between Islands Trust, Municipality of Bowen Island and BC Hydro

In a September 23, 2003 Letter of Understanding, Islands Trust Council, Bowen Island Municipality and BC Hydro agreed to an ongoing consultative process to communicate regarding pesticide use during BC Hydro's Woodpole Test and Treatment.
(<http://islandstrust.bc.ca/tc/pdf/orgagrsep232003oth.pdf>)

The process is generally as follows:

- 1) Two months prior to beginning its Woodpole Test and Treat Program on any island, BC Hydro notifies Islands Trust of its plans, of the areas where wood poles will be tested and treated, and of the Pest Management Plan conditions that will cover sensitive areas within the operational areas.
- 2) Trust Area Services staff forward this information to the relevant local trust committee or island municipality, relevant planning staff and staff at the Islands Trust Fund, with a draft response for consideration by the relevant local trust committee or island municipality.
- 3) After the relevant local trust committee or island municipality consider a briefing on the planned test and treat program, Trust Area Services staff send a reply to BC Hydro staff, incorporating any comments or suggestions from the local trust committee or island municipality.

- 4) BC Hydro considers the advice or suggestions offered by the local trust committee or island municipality and supplies information provided by the Islands Trust or island municipality to the professionally-trained woodpole test and treat contractors who will be completing the current program. Where possible, the information is placed onto BC Hydro's pole maps so that those conducting the Woodpole Test and Treat program are aware of any areas where caution should be taken or where further contact may be required with selected landowners.

This process has been effective in developing some confidence in the program with the Islands Trust and Bowen Municipal staff as well as residents of the islands. We feel it is a good time to revise our process due to some major changes in our test and treat program described below.

Evolution in the use of wood preservatives

BC Hydro has been doing research on the use of boron as a wood preservative since 1996. It was known to be a much safer alternative to the fumigant, metam sodium, but its field performance was unproven. After in-house scientific research and consultations with scientists and utilities employing boron, it was determined that it would be a superior replacement to the fumigant. This spring, BC Hydro changed its provincial woodpole maintenance program and now relies on a solid boron/copper rod and a boron/copper paste to preserve the poles. The maintenance cycle has now increased from 8 years to 10 years as research has indicated these products will protect poles for longer periods of time than previous materials.

Some important advantages of using boron/copper products:

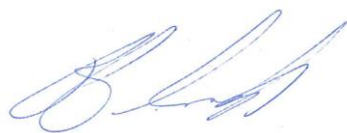
- Improvement in the safety of contractors and BC Hydro employees.
- Reduction in environmental risks.
- Extension of the maintenance cycle from 8 to 10 years.
- Excluded from the BC Integrated Pest Management Act and Regulations.
- Due to the environmental safety, there are no restrictions on use near water.
- The products cannot be spilled.
- There are no special requirements for personal protective equipment other than gloves.

Our 2016/2017 program in your area is focussed on high risk poles (Appendix 1.). These are lodgepole pine poles which have not performed as well as the Western redcedar poles in our system. It would be advantageous for the signatories of the memorandum to come to a consensus in the near future, as this maintenance program will commence shortly.

As a result of these significant changes to the program and reduction of risks to human health and environment BC Hydro is recommending that the existing framework of consultation and communication be either eliminated or adjusted to reflect these changes. Our current process is a demanding one and places a strain on resources for all the signatories of the memorandum.

Please feel free to discuss this recommendation with me. I would be pleased to coordinate a meeting or conference call if that would be useful.

Yours truly,

A handwritten signature in blue ink, appearing to read 'R. Poland', with a stylized flourish at the end.

Richard Poland, Work Program Manager

cc: Tara McCormick, Contracts Manager, BC Hydro
Rene Roddick, Vegetation/Pest Biologist, BC Hydro
Clare Frater, Islands Trust

Appendix 1. Gulf Islands Pole Treatment 2016/2017

Island	# Poles (approx.)
Denman	6
Hornby	2
Gabriola	80
Mudge	75
Thetis	10
Galiano	12
Saltspring	60
Mayne	10
Pender	8
Saturna	16

REQUEST FOR DECISION

To: Executive Committee

For the Meeting of: November 9, 2016

From: Clare Frater

Date Prepared: November 3, 2016

SUBJECT: ADVOCACY RE SPECIES AT RISK ACT POLICIES

RECOMMENDATION:

That the Executive Committee request staff to draft a letter for the Chair commenting on proposed Species at Risk Act policies by November 18, 2016.

SENIOR STAFF COMMENTS: This recommendation will allow the Islands Trust to provide comments to Environment and Climate Change Canada on draft policies guiding the implementation of the *Species at Risk Act*

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Depending on the amount of original research and analysis required, this project could require about one day of staff time, shared between LPS and TAS staff. There is no other significant advocacy project that would be displaced by this work.

FINANCIAL: None.

POLICY: No implications for existing policy

IMPLEMENTATION/COMMUNICATIONS: Staff will draft the letter for the Chair's approval, send to the Environment and Climate Change Canada and post to the Islands Trust website. Staff expect that the letter will focus primarily on comments relating to the proposed Policy on Critical Habitat Protection on non-federal Lands.

BACKGROUND

Environment and Climate Change Canada is seeking input on seven draft policies on the implementation of the *Species at Risk Act*. Feedback will be accepted until November 18, 2016.

The seven draft policies are designed to support predictable, clear and consistent implementation of the act, and address critical habitat protection on non-federal lands, *Species at Risk Act* permitting, and listing policy for terrestrial species at risk, among other topics. The seven proposed policies are available upon request. They include:

1. [Species at Risk Act Permitting Policy](#)
2. [Approach to the Identification of Critical Habitat under the Species at Risk Act when Habitat Loss and Degradation is Not Believed to be a Significant Threat to the Survival or Recovery of the Species](#)
3. [Listing Policy for Terrestrial Species at Risk](#)
4. [Policy on Critical Habitat Protection on Non-federal Lands](#)

5. [Policy on Protecting Critical Habitat with Conservation Agreements under Section 11 of the Species at Risk Act](#)
6. [Policy on Survival and Recovery](#)
7. [Policy Regarding the Identification of Anthropogenic Structures as Critical Habitat under the Species at Risk Act](#)

Staff have determined that the Chair could provide comments on the following:

1. The clarity with which the policy framework sets out the roles and responsibilities of local government;
2. The importance of technical and financial support to assist local governments working to protect critical habitat on non-federal lands;
3. The importance of private land stewardship and the need to provide supportive funding.

REPORT/DOCUMENT: None

KEY ISSUE(S)/CONCEPT(S): Advocacy to protect the Islands Trust Area

RELEVANT POLICY:

- [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](#)

DESIRED OUTCOME: Species at Risk Act implementation policies that provide clear information about local government roles and responsibilities.

RESPONSE OPTIONS

Recommended:

That the Executive Committee request staff to draft a letter for the Chair commenting on proposed Species at Risk Act policies by November 18, 2016.

Alternatives:

1. Do not send a letter.

Prepared By: Clare Frater, Senior Policy Advisor, Trust Area Services

Reviewed By/Date: Kate Emmings, Ecosystem Protection Specialist, Nov. 4, 2016
Marnie Eggan, Planner 2, Northern Office, Nov. 3, 2016
David Marlor, Director, Local Planning Services, Nov. 4, 2016

From: Peter Luckham
Sent: Thursday, October 13, 2016 2:38 PM
To: Wendy Scholefield
Cc: Susan Morrison; George Grams; Laura Busheikin; Bruce McConchie; Russ Hotsenpiller
Subject: Re: Role and Responsibilities of the Chair of the Local Trust Committee

Thank you Wendy for this email and the summary of events of the last South Pender LTC. I did as I advised you Brought this topic up at the last EC meeting last week. The discussion was not in depth particularly with the details you have provided. The EC did not take any action nor provide specific advice although the conversation embraced different views on chair conduct. I will by this email ask staff to add this email to the next EC agenda for further consideration of this topic. I will reserve any comments for that discussion. I would like to advise you that you are more than welcome to attend the EC meeting where this would be discussed, either in person or by phone. All EC meetings are public unless closed.

Peter Luckham
Chair Islands Trust Council
Thetis island Trustee
+1 (250) 210-2553
Sent from my iPhone

On Oct 13, 2016, at 1:20 PM, Wendy Scholefield <wscholefield@islandstrust.bc.ca> wrote:

I discussed the concerns outlined below directly with the Chair of our Local Trust Committee on September 15 at the conclusion of the Trust Council meeting; I told him then that I would be writing to the Executive Committee to request that the Executive Committee discuss the role and responsibilities of an LTC Chair in order to clarify the degree of involvement a Chair should have with individual members of the island community on which the Chair is serving on issues of substance (as opposed to procedure) being considered by the Local Trust Committee.

I am writing to request that the Executive Committee begin a discussion of the roles and responsibilities of the Chair of a Local Trust Committee. My hope is that the discussion may result in clarifying the distinction between the roles of the local Trustees and that of the chair in the conduct of the meetings.

The Chair of the Local Trust Committee has the responsibility for ensuring that the business of the local community is conducted in an orderly manner. He or she is also representing the Islands Trust and may advise the Trustees if an action being contemplated by the Local Trust Committee violates the mandate of the Trust. The Guidelines provide no information on the degree of involvement of the Chair in the direct governance and decision-making of the Local Trust Committee, other than to indicate that the Chair is a voting member of the Local Trust Committee.

According to the Local Trust Committee Chairperson Guidelines, the role of the Chair is:

Policy 2.2. To ensure that LTC's procedural processes, activities and decisions are consistent with Trust Council policies, procedures and guidelines.

2.3. To assess and determine the motion's inadmissibility and give reasons for the Chairperson's decision in relation to consistency with the Islands Trust mandate, Trust Council policy and/or LTC policy.

The Guidelines also state:

1.4. To conduct meetings in accordance with the LTC's Procedural Bylaw and related policies, procedures and guidelines. In the absence of any LTC specific "procedural" documentation the Chairperson will be guided by Trust Council "procedural" bylaws, policies and guidelines. **In the absence of relevant rules of order in either of the above documents, Robert's Rules of Order will be used.**

According to Robert's Rules of Order, the Chair may ask another member to chair the meeting if the chair wants to take part in the debate. However,

"This should rarely be done, and nothing can justify it in a case where much feeling is shown and there is a liability to difficulty in preserving order. If the chairman has even the appearance of being a partisan, he loses much of his ability to control those who are on the opposite side of the question. There is nothing to justify the unfortunate habit some chairmen have of constantly speaking on questions before the assembly, even interrupting the member who has the floor. One who expects to take an active part in debate should never accept the chair, or at least should not resume the chair, after having made his speech, until after the pending question is disposed of."

The situation that arose on South Pender that caused me concern took place during our work on the revisions to the Land Use Bylaw. This is a brief summary of what occurred.

The proposed Land Use Bylaw included a revision to the minimum lot size for Agricultural and Forestry lots from 4 hectares to 16 hectares. The change, along with all other proposed changes, was discussed at the June 17 Community Information Meeting. After that meeting, and prior to our September 6 Local Trust Committee meeting, both Trustees made themselves available to community members to discuss and debate the proposed changes. The property owners affected by the increased minimum lot size asked to meet with each of the Trustees. I suggested that the best approach would be for a meeting notice to be posted, that the meeting be open to anyone interested in attending, and that both Trustees would attend so that all of the information exchanged would be heard by both Trustees. The group preferred to meet individually with the Trustees and that was agreed to. After the two meetings were held, a member of the group sent a "summary" of the discussions to the Local Trust Committee. In that summary, the group wrote:

"Going forward, the landowners requested that the Trust invest some additional time to research alternative approaches to the potential development and long term use of the Forest and Farm lands. Some suggestions of different approaches were identified as examples, which differ from the provisions of the current draft bylaw and would require stakeholders to gather information, review options, develop a consensus, research the legal process, etc. The landowners expressed a desire to work with the Trust, as opposed to against it in developing some guidelines for the use of forestry and farming lands on the island."

And concluded that:

"We cannot state emphatically enough, how important additional research, community engagement and thoughtful by-law development is to the future viability of the island and the community."

I responded to their email and concluded with:

"I appreciate your suggestion that landowners have a desire to work with the Trust to gather information, review options, develop a consensus and review the legal process to identify alternative approaches to the potential development and long term use of the Forest and Agricultural lands.

I look forward to discussing all of this information with the other members of the Local Trust Committee and feel reasonably confident that we will be able to agree on a mechanism for addressing your issues and those of other members of the community who will also be impacted by any changes that are made to the Land Use Bylaw ."

The Chair received a copy of both emails so he was well aware that some groundwork had been laid with the property owners to discuss their concerns and to reconsider the proposed changes to the Land Use Bylaw.

The group of property owners then contacted the Chair and requested a meeting with him to discuss their concerns. As indicated above, he was aware that both Trustees had already met with the group of property owners and he had received a copy of the "summary" of those meetings. He had the option of suggesting that the property owners attend the Local Trust Committee meeting as a delegation to present their concerns to the full Local Trust Committee for discussion.

Instead, he scheduled a meeting with the property owners immediately before the Local Trust Committee meeting in the meeting location of the LTC. I arrived at the Firehall prior to the meeting time in order to set up chairs and get ready for the meeting. Instead I arrived to find the room closed and a meeting in progress with 15-20 people in attendance. A number of people were outside waiting for the Local Trust Committee meeting to start.

Just after ten o'clock, when our meeting was to begin, the door opened and those people waiting outside were allowed to enter the building. The sense in the room was that the business of the Trust had already been conducted and those of us outside were late. We then began our Local Trust Committee meeting.

The Chair did not allow himself any time to reflect upon the concerns raised by the property owners or to consider whether other community members might have different views than those expressed by the people who had the potential of being affected financially by the proposed change. When I asked why he met with them, the Chair responded that he was "under a lot of pressure" to meet them. No surprise, then, that following the meeting with them he may have felt intimidated by their presence and anxious to satisfy them.

During our Local Trust Committee meeting, when I proposed that we take the property owners up on their offer to work together to develop alternative solutions for the Agricultural and Forestry properties, the Chair rejected the idea immediately. He did not even look to the other South Pender Trustee to solicit his views. The Chair proposed the creation of a special APC, appointed by the Local Trust Committee, to bring forward recommendations to the LTC. I responded that that approach would require months of work and no information would be available before a March meeting. This observation was of no concern to him, but, to me, it meant that the conflict in the community would continue for a further six months and would not be responsive to the Agricultural and Forestry owners desire to work together to develop

solutions. It was clear to me that the Chair had, for reasons that he did not share, decided not to proceed with any changes to the existing bylaw with regard to Forestry and Agricultural lands. The Local Trust Committee held no discussion of the issue; neither positive or negative views of the changes were discussed, and no alternative proposals were considered.

Trustee McConchie then proposed retaining the current 4 hectare minimum acreage for Agriculture and Forestry properties. He saw that he had the support of the Chair and did not consider that the property owners may have been able to develop proposals that would ensure preservation of the lands without the large increase in minimum lot size. I voted in favour of his motion because without involving the property owners in a better solution, we would essentially waste six months before deciding to retain the status quo.

In summary, I am concerned that:

- the Chair of the Local Trust Committee took on the role of a local Trustee in hearing the arguments of property owners opposed to the proposed changes, despite the fact that there was an offer on the table from the property owners to work together to find a solution that might meet the needs of the community and of the property owners. In meeting with the property owners directly, he undermined the role of the local Trustees in interacting with members of their community and in deciding on the appropriate balance between community good and individual property owners financial concerns. He could no longer be considered neutral in the decision making process, particularly as he had heard nothing from other community members who may have supported the change. Inadvertently perhaps, the Chair contributed to the perception that off-island people are making decisions for our islands and to the view that decisions are based on who is able to schedule a meeting with the chair and lobby for support, rather than on the merit of the arguments made for and against a proposal.
- the Chair met with property owners on South Pender island to discuss an issue that is before the Local Trust Committee without providing any prior notification to the local Trustees. The afternoon before the meeting he said in an email that he might be meeting with a group of “folks” prior to the meeting and therefore would not require a ride from the planner. I do not consider that appropriate notice of a meeting with property owners who are opposed to an action being contemplated by the local Trustees.
- the timing of the meeting (directly before the Local Trust Committee) that the Chair had with affected property owners resulted in changing the dynamics of the Local Trust Committee meeting. The Chair moved directly from his meeting with the property owners to conducting the Local Trust Committee meeting. The property owners, rightly perhaps, believed that they had the ear of the chair and all would go their way – as it did.
- the Chair rejected a course of action proposed by a Trustee without any discussion of the merits of the proposal by the Property owners that was on the table and essentially said that a special APC was the way to proceed. I believe that he overstepped his authority as Chair when he offered a single avenue for consultation when no request for advice had been asked of him and the Trustees were not at that point at an impasse as to how to proceed, since no discussion had been held on the matter.

Though the Local Trust Committee Chairperson Guidelines do not address the issue of the Chair's direct involvement with community members in a meeting, without the involvement of either or both Trustees, I think that the problems created by this degree of activism by a Chair are obvious.

I believe that, in keeping with Robert's Rules of Order, that the Chair must maintain a neutral position with regard to decision making on each island. The primary responsibility of the Chair is to maintain order in the meetings and to work with the elected Trustees to assist them in finding common ground in making difficult decisions with regard to land use on their island. Clearly when agreement is impossible, the Chair exercises a vote. That vote should be based on hearing both Trustees, listening to those concerns of the community that are raised at Local Trust Committee meetings, and considering the application of the mandate of the Islands Trust to preserve and protect the islands. Taking an activist role directly with members of island communities has a negative impact on the Islands Trust as a federation, undermines the work done by local Trustees, and opens the Chair to increasing pressure to "take sides" in a divisive community discussion, rather than having the chair put energy toward finding common ground between the opposing viewpoints.

I am aware that our Local Trust Committee may, after a full discussion of the matter, have decided to retain the four hectare minimum for Forestry or for Agricultural lands, or even for both, but I believe that the Chair's actions subverted, rather than facilitated, the process of coming to a decision. People on South Pender island are extremely sensitive to the issue of off-island members of the Local Trust Committee making decisions for our island; this latest situation, though it served the purpose of some islanders, provides fuel to the view that our local Trustees do not make the decisions for our island.

I ask that the Executive Committee discuss the issues raised in this situation and clarify the reference to Robert's Rules of Order so that individuals chairing Local Trust Committee meetings maintain their neutrality in community discussions and do not assume the responsibilities of local Trustees by meeting with community members outside of the Local Trust Committee meetings. I believe this distinction is critical to the well functioning of Local Trust Committees and will relieve the pressure on Chairs to meet with individuals or groups on islands where they serve as chair.

Thank you for your consideration.

Wendy Scholefield

From: Edmondson, Marijke CSCD:EX [<mailto:Marijke.Edmondson@gov.bc.ca>]
Sent: Wednesday, November 02, 2016 9:15 AM
To: Russ Hotsenpiller
Cc: Galeazzi, Linda CSCD:EX
Subject: Islands Trust input...
Importance: High

Dear Russ,

Further to our meeting at UBCM and subsequent conversations, I am writing to invite the Trust Council's input on a variety of matters related to the potential incorporation of a Salt Spring Island municipality.

Should incorporation of Salt Spring Island be approved by the local electors, Government will need to enact, amend, or revoke a variety of constitutional documents in order to implement the change in local governance. These documents include municipal letters patent (which are binding on a municipality), the Islands Trust Regulation (which defines the trust areas), regional district letters patent (which transfer service jurisdiction to the municipality), and improvement district letters patent (which are revoked upon conversion to municipal services). In order for the public and electorate of Salt Spring Island to understand the full scope of the proposed municipality under consideration, it is considered advisable that as many of the key policy directives to be addressed in these documents are known before a vote on incorporation is taken.

At the earliest opportunity, the Ministry would like to either confirm or hear in the alternative from Trust Council in regards to the following Letters Patent matters:

- The term and manner of selection of municipal trustees.

Unless otherwise advised, the Ministry has assumed that the approach used for Bowen has proven satisfactory to the Trust Council and should be repeated for Salt Spring Island.

Generally, this would include: a term of office concurrent with municipal council; electors asked to select, in the manner of an election, two Council members to be appointed as municipal trustees; and the option to discontinue elector selection, with the approval of the electors, after not less than 10 years.

- Bylaws and resolutions continued

As occurred for Bowen, and is the practice where land use jurisdiction is assumed from regional districts, the municipality would inherit all bylaws of the Salt Spring Island Local Trust Committee as if they had been adopted by the municipal council.

In the Transition Plan, all bylaws of the Salt Spring Island Local Trust Committee have been inventoried, with some consideration given to those which would in whole or in part be retained under the authority of another local trust committee and those that would be inherited by the municipality. While authority exists to require an island municipality to amend or repeal a continued resolution or bylaw, the Ministry would look to the Islands Trust to identify any bylaws or resolutions to which it is advisable to consider such a requirement.

- The process for submitting bylaws for approval under section 38 of the Islands Trust Act.

Unless otherwise advised, the Ministry has assumed that the approach used for Bowen has proven satisfactory to the Trust Council and should be repeated for Salt Spring Island.

Generally, this would include: provisions for referral of OCP bylaws prior to public hearing; submission of OCP bylaws before adoption; provisions for circumstances in which approval is not granted by Executive Committee, including authority for Minister to send the bylaw to dispute resolution. Additionally, the Bowen example provides for the process of bylaw approval for other matters to be outlined in a coordination or Protocol agreement established between the Islands Trust and the municipality, with discussions on such an agreement to be underway within approximately four (4) months following incorporation.

Should Trust Council indicate that an alternative approach is preferred (e.g. adjustments to time frames), the Ministry would consider amending the Bowen Letters Patent to ensure equitable treatment of both municipalities.

- Regard for the object of the Trust

While the modern legislative drafting style generally precludes repetition of a statute provision in subsidiary enactments such as Letters Patent, which is legally unnecessary, it is understood from review of the Transition Plan that the Trust Council may desire the inclusion of a provision in Letters Patent that requires the municipality to “have regard to the object of the trust in adopting a bylaw or issuing a permit or licence.”

If the Trust Council indicates that such a provision is necessary for political reasons, the Ministry would propose to an approach that clarifies that nothing in the Letters Patent nor an agreement between the Trust Council and the municipality alleviates the obligation established in s. 39.1 for the municipality to have regard to the object of the trust in adopting a bylaw or issuing a permit or licence.

- Protocol and other agreements

In addition to establishing an obligation to promptly enter discussions on communications between the municipality and Islands Trust noted above, the Bowen approach would extend the requirement for ministerial approval of coordination agreement between the municipality and other agencies and governments; establish time frames for comment by the municipality or executive committee on referred draft coordination agreements; and obligate the municipality to determine applicability of existing Islands Trust protocol agreements within ten (10) months of incorporation.

The Ministry would appreciate Trust Council’s perspectives on the adequacy of those time frames or identification of any agreements that, from the perspective of the Trust, ought to be binding on the new municipality.

- Land use planning services contract

Unless otherwise advised, the Ministry has assumed that the approach used for Bowen has proven satisfactory to the Trust Council and should be repeated for Salt Spring Island.

Generally, this would include: establishment of a contract for local planning services between the municipality and the Trust for three (3) years following incorporation; obligation for the municipality and Trust to enter into an agreement detailing the terms of the contract within seven (7) months; obligation for the municipality to pay costs under the contract; and authority for the parties to terminate the contract early or extend the contract by mutually agreement.

- Assets and liabilities assumed

The general approach would be the transfer of all Local Trust Committee assets, liabilities and obligations to the new municipality on the date of incorporation and deem references to the local trust committee in a wide manner of documents as references to the municipal council.

In the Transition Plan, specific actions are noted relating to leased assets, including office space on Salt Spring Island, that may be cancelled or transferred to the municipality. Should the Trust wish to retain specific assets on Salt Spring Island as integral to the delivery of land use planning services under the contract between the Trust and the municipality, it would be advisable for us to discuss how to exempt such assets from the general transfer.

If the Bowen approach were replicated, covenants registered in the name of the Islands Trust would also be transferred to the municipality.

The Ministry would also like to receive the Trust Council recommendations in regard to assignment of islands and islets within the Salt Spring Island LTC that would be outside of the proposed municipal boundary. This will inform development of amendments to the mapping that will define the Local Trust Areas in the Islands Trust Regulation.

With input from the Trust, the Minister and Ministry will be in a better position to clarify the policy direction on these matters. The precise language used in Letters Patent and regulation amendments would be developed by legislative counsel once the vote outcome is known for consideration by Cabinet. While this means that the drafts are subject to Cabinet confidence, it would be the Ministry's preference to consult with you on a confidential basis to ensure that the proposed text meets the spirit of any commitments made to the Trust with respect to these matters.

As always, I am happy to discuss these or any other matters.

Marijke Edmondson | Director, Local Government Structure

Governance and Structure Branch | Ministry of Community, Sport and Cultural Development

Direct: 250.387.4058 | Mobile: 250.889.8198 | Fax: 250.387.7972 | Email: marijke.edmondson@gov.bc.ca

From: saanichinletprotectionsociety [<mailto:saanichinletprotectionsociety@gmail.com>]
Sent: Wednesday, October 26, 2016 9:26 PM
Subject:

Good Day,

SIPS has prepared the attached response to Transport Canada following their presentation by video link at the October Saanich Inlet Roundtable. It would be helpful if you could also respond to them. Numbers matter in this business ! Please use, if you wish, the SIPS response as a guide but it would be best if you used your own words and ideas. There is no deadline for responses but the feeling we have is the sooner the better.

Below is our cover letter sent to the Transport Canada Manager who made the presentation, Nicole Legault (nicole.legault@tc.gc.ca) and her analyst Eric Huberdeau (Eric.Huberdeau@tc.gc.ca):

The thrust of our response is to make sure that existing legislation and regulations are enforced and that there is sufficient budget available to do so effectively. We believe this would reduce the seemingly endless recurrence of vessels of concern. Secondly there is an urgent need for funds to clean up legacy problems with these vessels. Thirdly there is, as you identified in your presentation, a need to enact new legislation. Without adequate funding none of this will make any difference.

If you have any questions resulting from our response please contact us and we will do our best to better explain.

We look forward to learning of the approach the government will take to addressing this urgent matter that affects every coastal community.

Thank you for participating in the Roundtable and lets hope that there is some action coming from the Federal government on this issue.



SAANICH INLET PROTECTION SOCIETY

PO Box 75, Brentwood Bay, BC V8M 1R3

Phone: 250-652-9758 or 250-652-1260

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Response to Presentation by Transport Canada to Saanich Inlet Roundtable October 13th 2016 on abandoned, derelict and wrecked vessels

Background: Our response is based on the current situation in Brentwood Bay, District of Central Saanich, but also applies, generally, to Saanich Inlet.

Recent Events in Brentwood Bay:

1. In Brentwood Bay within the last month one boat has sunk, one has been removed by Transport Canada, one removed by Central Saanich Police Service (CSPS), and another drifted on to rocks and refloated. The owners are at present unknown, with the exception of the last mentioned boat. The boat that sank first drifted, then beached on shore, and was then deliberately towed into deeper water and sunk, presumably by the owner. This boat is now submerged except four feet of mast that emerges at low tide with a buoy attached (presumably placed there by a community minded resident).
2. In a recent inventory of the bay the RCMP and CSPS, with assistance from Transport Canada, recorded over 400 floating "objects", including power and sail boats some of which cannot move without external assistance. There are also buoys, many of which, but not all, conform to TC standards. There are also floats, some of which are attached to boats and some of which are isolated and unlighted.
3. Our society has assisted in the disposal and break-up of abandoned boats over the years; has made our own inventory of floating objects in the bay, conducting biological surveys and assisting with re-introduction of eel grass; has lobbied for the enforcement of existing laws and regulations; has operated a pump-out boat on a volunteer basis; has advocated for additional sewage pump-out facilities; and has promoted for the designation of Saanich Inlet as a Schedule 2 no sewage discharge zone.
4. Last year local residents were seriously injured in a boating accident caused by a third party vessel with no license and no insurance. Charges are pending.

The TC presentation was very much appreciated by SIPS, as it recognized many of the problems that we face in Brentwood Bay and Saanich Inlet.

Highlights of the TC analysis:

- i. about 40,000 boats per years reach the end of their useful life,
- ii. there is no law against abandoning boats,
- iii. there are limited disposal opportunities for these vessels,
- iv. Federal government jurisdiction is strongest in "scheduled waters",
- v. a confusing maze of jurisdictional responsibilities and lack of budget makes solutions to these situations very difficult,
- vi. changes are needed to licensing to make it useful, and



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vii. the legacy of derelict, abandoned and wrecked vessels is a financial burden on communities.

Our suggestions on these and related subjects are as follows:

1. **Vessel owners** have to be identifiable and made responsible for the costs of vessel disposal at the end of the vessel's useful life. This means that the present licensing system needs to be actively managed and enforced. Just as motor vehicles are licensed and are required to be insured, a similar regime needs to be mandatory for vessels. As marine waters are primarily the responsibility of the Federal government this vessel licensing and insurance system is a Federal responsibility. Revenues from licenses should be dedicated to removal of abandoned vessels.
2. **The legacy** of abandoned, derelict and wrecked boats in waters adjacent to coastal communities (whether or not they are in "scheduled waters") can only be solved by making financial assistance to those communities. The system adopted in the US State of Washington referenced in the Annex of the presentation describes only part of the solution. Revenue from vessel licenses, renewable annually, in Washington is used to assist removal and disposal of vessels. Most importantly the fund also received a multi-million dollar infusion from the State of Washington without which most of its achievements would not have been possible.
3. **"Scheduled Waters"**: There are many harbours on the BC coast which are not managed by a Harbour authority and which do not support significant commercial marine activities, Brentwood Bay is one of them. Any system for distributing funding for clean-up of derelict, abandoned and wrecked vessels needs to recognize the needs of such harbours.
4. **Funding Implementation of Existing Laws**: While new laws are needed, for example prohibiting vessel abandonment as suggested in the presentation, immediate attention needs to be made to implementing, and adequately funding implementation of, existing laws and regulations. Our priority suggestions for implementation and funding are:
 - i. **Vessel Licenses**: Maintain the existing vessel license system so that vessels have to display a current license number, carry documentation, and with up to date office record keeping. Fund Transport Canada to maintain records of vessel licenses and fund the RCMP to check licenses on the water.
 - ii. **Mooring Buoys**: Implement the existing Minor Works Order respecting mooring buoys. Transport Canada should issue permits for buoys and ensure that placement respects conditions of issue. Fund Transport Canada to deliver this service and fund the RCMP to perform field checks.
 - iii. **Sewage Disposal**: Implement regulations under the Canada Shipping Act that require all vessels with toilets to have a holding tank. Fund the RCMP to inspect for holding tanks and compliance.



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- iv. **Navigation Channels:** Implement an active program of marking and maintaining navigation channels funded through Transport Canada and the Canadian Hydrographic Service.
 - v. **Public Awareness:** Make the vessel owning and operating public aware of the above laws. Sufficient government funding needs to be made available to marine organizations to enable adequate dissemination of knowledge of these regulations, including the rationale for them, to the boating community.
- 5. **Existing laws** need to be amended to:
 - i. Require annual vessel license fees and mooring buoy fees, and to dedicate the funds received to addressing marine issues.
 - ii. Require third party insurance to be carried by the owner or operator of any vessel.
 - iii. Create a fund for removal of legacy issues with abandoned, derelict and wrecked vessels
 - iv. Broaden the definitions of “wreck” and “derelict” to enable proactive intervention by public authorities in situations of local concern.
- 6. **Local Action:** Generally, empower local authorities to take action in marine waters only when adequate funding is provided to assist them to do so. For example:
 - i. work done by District of Central Saanich Police Service to assist the RCMP should be funded by either the RCMP or Transport Canada.
 - ii. the need for a public pump-out facility to replace the former volunteer service in Brentwood Bay should be cost-shared by the Federal government.
 - iii. disposal of materials from vessels that are broken-up should be cost-shared by the Federal government.

We wish to thank you, and the Federal government generally, very much for the effort put in to analyzing, suggesting changes, and consulting with us on these very challenging issues. We look forward to changes to the governance of the marine environment based on these consultations. They are urgently needed.

Prepared and Approved by SIPS Board of Directors, November 2016



Ottawa, Canada K1A 0G2

OCT 21 2016



Mr. Peter Luckham
Chair
Islands Trust Council
200-1627 Fort Street
Victoria BC V8R 1H8

Dear Mr. Luckham:

The Office of Prime Minister Justin Trudeau has forwarded to me your letter of June 28, 2016, in which you share your views on the Trans-Pacific Partnership (TPP) Agreement. As the Government of Canada deliberates on our potential participation in the TPP, we welcome all contributions for a constructive dialogue.

The government is undertaking a broad process of consultations on the outcomes of the TPP. Since November 2015, we have held over 250 consultations with over 450 stakeholders across the country. A variety of groups, including provinces and territories, academics, civil society organizations, farmers, businesses, labour unions, students, and citizens have shared their views. In addition, many Canadians participated in town hall meetings held across Canada.

I have personally heard from various stakeholders, like your organization, who have concerns regarding specific aspects of the agreement. I have also heard from Canadians who support the country's participation in the TPP and from those who have further questions as they deliberate on the merits of Canada's participation. The government is committed to being open and transparent and we continue to provide an opportunity for Canadians to fully debate the TPP. Please rest assured that your views are being taken into serious consideration.

In parallel, the House of Commons Standing Committee on International Trade is holding public consultations on the TPP and has already heard from a significant number of witnesses. The Committee is also accepting written submissions until

.../2

October 31, 2016. For more information on the work of the Committee and how to participate in their consultation process, I encourage you to visit their website: www.parl.gc.ca/CIIT.

Thank you for contributing to the government's dialogue on the TPP.

Sincerely,

A handwritten signature in blue ink, appearing to be 'C. Freeland', with a stylized flourish at the end.

The Honourable Chrystia Freeland, P.C., M.P.

c.c. Ms. Pam Goldsmith-Jones, M.P.
Mr. Gord Johns, M.P.
Mr. Alistair MacGregor, M.P.
Ms. Sheila Malcolmson, M.P.
Ms. Elizabeth May, M.P.



October 26, 2016
File: 0280-30
Ref: 184862

Dear Chief Administrative Officer,

Re: Regulatory Amendments Affecting Agri-tourism

Last fall the Government of British Columbia (Government) undertook a consultation on a Draft Minister's Bylaw Standard on Agri-tourism and Retail Sales. The consultation closed on January 15, 2016 and 106 responses were received from local governments, associations and agri-tourism operators. A link to the online consultation summary is provided here: http://www2.gov.bc.ca/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-assets-and-environment/strengthening-farming/consultation_summary-agritourism_consultations_sept_2016.pdf.

In response to comments received during the consultation, on August 2, 2016 the Government announced regulatory amendments affecting agri-tourism in the Agriculture Land Reserve (ALR). The recent amendments to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (171/2002) under the *Agricultural Land Commission Act* (ALCA) provide clarity to agri-tourism activities in the ALR. This includes updating agri-tourism definitions and providing new opportunities with respect to events.

Agri-tourism Definitions

The definition of agri-tourism has been clarified. *Agri-tourism* means an activity that is carried out on land that is classified as a farm under the *Assessment Act*; to which members of the public are invited, with or without a fee; for which permanent facilities are not constructed or erected; and include ancillary services. Defined farm-use agri-tourism activities can be undertaken without an application to the ALC and these include:

- (a) an agricultural heritage exhibit displayed on the farm;
- (b) a tour of the farm, an educational activity or demonstration in respect of all or part of the farming operations that take place on the farm, and activities ancillary to any of these;
- (c) cart, sleigh and tractor rides on the land comprising the farm;
- (d) subject to section 2 (2) (h), activities that promote or market livestock from the farm, whether or not the activity also involves livestock from other farms, including shows, cattle driving and petting zoos;
- (e) dog trials held at the farm;

(f) harvest festivals and other seasonal events held at the farm for the purpose of promoting or marketing farm products produced on the farm; and

(g) corn mazes prepared using corn planted on the farm.

Local governments may not prohibit the above agri-tourism activities. Local governments can regulate, prohibit and impose requirements on factors like fireworks, nuisances, and disturbances (e.g., noise) within their communities and all landowners must continue to meet all relevant local government requirements such as event hosting, liquor licenses, and fire code requirements.

Event Opportunities

Through the regulations, Government has clarified that ALR land owners will not need to apply to the Agricultural Land Commission (ALC) to host events like commercial weddings, concerts, or non-agriculture related festivals, providing:

- The land has farm status;
- No new permanent structures are being built;
- All parking will be on the property (no road parking);
- The number of guests at any event is 150 or less; and
- The number of annual events is ten or less.

Local governments may not prohibit events. Local governments can within their communities regulate, prohibit and impose requirements with respect to factors like fireworks, noise, nuisances and fire codes and all landowners must meet these requirements.

ALR landowners will continue to need to apply and receive approval from the ALC if they do not meet all five of the conditions above. These limits will not apply to wineries, meaderies and cideries wishing to host activities like commercial weddings, concerts, or non-agriculture related festivals as they already have other restrictions placed on them through their license.

The ALCA amendments further clarify that no application to the ALC is required for a farmer hosting weddings for family members or friends ***at no charge***. If farmers are receiving a payment for hosting the wedding of a family member or friend, an application to the ALC is required if any of the above conditions are not met. The ALC will review the application and make their decision based on their mandate of preserving agricultural land and promoting farming.

These changes provide the balance needed to grow a farmer's income while preserving land within the ALR to produce local foods for British Columbians. The full regulation may be found at the following link: http://www.bclaws.ca/civix/document/id/complete/statreg/171_2002. A link to the ALC website may be found here: <http://www.alc.gov.bc.ca/alc/content/home>. In addition, a fact sheet that serves as useful reference document about the changes made is attached to this letter as Appendix A.

Please contact your local Regional Agrologist, or contact the following number if you have any other questions on agri-tourism or other Planning for Agriculture matters.

AgriService BC:

- Telephone: 1 888 221-7141
- E-mail: AgriServiceBC@gov.bc.ca

Sincerely,

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

Derek Sturko
Deputy Minister

Attachments

Appendix A

Agri-tourism in the Agricultural Land Reserve - Factsheet

September 26, 2016

Roles and Authorities

The Agricultural Land Commission:

- The Agricultural Land Commission (ALC) is an independent agency established under authority of the Provincial *Agricultural Land Commission Act* (ALC Act). As an independent administrative tribunal, it is dedicated to preserving land and encouraging farming in British Columbia
- The ALC is responsible for the administration of the Agricultural Land Reserve (ALR) which protects land to be used for agricultural purposes
 - The ALC collaborates with the Ministry of Agriculture, First Nations and local governments to ensure the agricultural land base is preserved and protected, and farm use of agricultural land in the ALR is the priority land use
- The *ALR Use, Subdivision and Procedure Regulation* (ALR USP Regulation) provides the framework to describe what are permitted uses in the ALR
 - Recent amendments to the ALR USP Regulation have introduced revisions on agri-tourism and 'gathering for events' such as commercial weddings
- The ALC Act provides the authority for the ALC to ensure compliance and enforcement of its provisions and regulations
 - ALC initiated compliance enforcement activities are primarily complaint-based

Local Governments:

- Local governments under the *Local Government Act* and *Community Charter* are provided limited authority to regulate and/or prohibit land use within their jurisdiction
 - The ALC Act and ALR USP Regulation provide further specific provisions on how local governments bylaws must be consistent respecting land in the ALR
- Through this authority, and recognising detailed and specific limiting powers, local governments can regulate and/or prohibit land use in the ALR
 - Local government bylaws that allow land use activities to proceed in the ALR that are not consistent with the *Local Government Act*, *Community Charter*, ALC Act and ALR USP Regulation, or do not have approval by the ALC, are considered to have "no force and effect" and are treated as such by the ALC and Ministry of Agriculture

Ministry of Agriculture:

- The Ministry of Agriculture (AGRI) has final responsibility for the *Agricultural Land Commission Act* and can initiate amendments through the legislative process.
- Ministry staff, working together with ALC staff, are available to assist local governments, the agricultural sector and agri-tourism operators in providing applicable information on the ALC Act, ALR USP Regulation and *Local Government Act* regulations.
- The Ministry respects that the ALC is an independent tribunal and it would not be appropriate for the ministry to conduct any ALC Act compliance and enforcement activities.

Agri-tourism in the ALR

ALC Farm Use:

- The ALC Act defines "farm use" as meaning, "an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm

Appendix A

Agri-tourism in the Agricultural Land Reserve - Factsheet

September 26, 2016

use by regulation, and includes a farm operation as defined in the *Farm Practices Protection (Right to Farm) Act*"

- Recently revised agri-tourism activities are described and designated by the ALR USP Regulation as "farm uses", and as such may not be prohibited by a local government bylaw. Regulated communities have the option of requesting farm bylaws that further refine agri-tourism within their jurisdictions.
- Local governments can require a land owner to apply for a Temporary Use Permit which could specify conditions related to amplified sound, parking, fireworks or other disturbances associated with these agri-tourism activities¹;

ALC Non-Farm Use Applications:

- Recent amendments to the ALR USP Regulation clarify that ALR land owners will not need to apply to the ALC to host activities like commercial weddings, concerts, or non-agriculture related festivals, providing:
 - The land has farm status;
 - No new permanent structures are being built;
 - All parking will be on the property (no road parking);
 - The number of guests at any event is 150 or less;
 - The number of annual events is ten or less.
- If land owners in the ALR want to host activities like commercial weddings, concerts and non-agriculture related festivals that do not meet all five of the conditions above, they will continue to need to apply to the ALC.
- These limits do not apply to wineries, meaderies and cideries hosting activities like commercial weddings, concerts, or non-agriculture related festivals - it is business as usual - an application to the ALC is still not required.

Compliance and Enforcement

- If a **local government** is notified of a violation of their own bylaws that also correspond to the ALC Regulations, the local government is expected to conduct their own bylaw enforcement activities first, and then work together with ALC enforcement activities if necessary.
- If a **local government** is notified of a violation of ALC Regulations that they don't regulate, they should forward the complaint to the ALC without delay.
- If a **resident** has a complaint about a violation of ALC Regulations, they can take the following steps:
 1. Communicate the issue to their local government (who will enforce and/or forward the concern to the ALC);
 2. Contact a Ministry of Agriculture's AgriServiceBC staff representative (contact info below) who will forward the concern to the ALC;
 3. Contact the ALC directly (contact info below).
- The Ministry of Agriculture's Regional Agrologists and other specialist staff can provide additional support to local governments, the ALC, land owners, residents and complainants in an effort to resolve a concern.

¹ And meet the provisions established in the *Farm Practices Protection Act*.

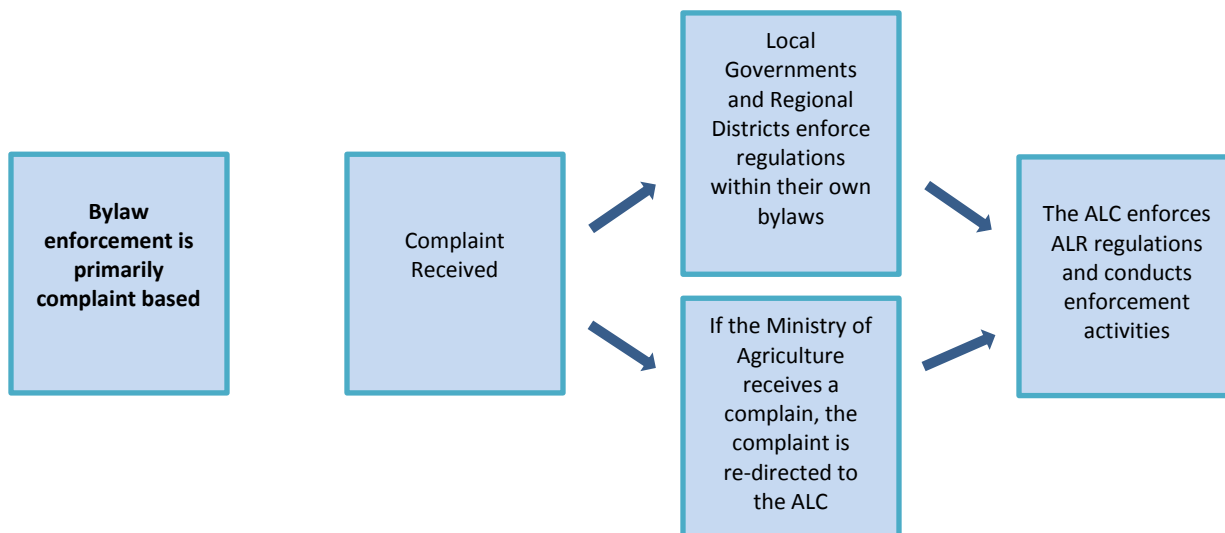
Appendix A

Agri-tourism in the Agricultural Land Reserve - Factsheet

September 26, 2016

- If the ALC is notified of an infraction that contravenes ALC Regulations, the ALC will conduct enforcement activities.

Summary of Complaint Process:



Contact Information

For further information, please contact the following:

AgriService BC, Ministry of Agriculture

Telephone: 1-888-221-7141

Email: AgriServiceBC@gov.bc.ca

Agricultural Land Commission

Telephone: 604-660-7000

Email: ALCBurnaby@Victoria1.gov.bc.ca



TO: Mayors and Councils, Chairs and Boards
Chief Administrative Officers, Corporate Officers

FROM: President Barbara Price

DATE: November 1, 2016

RE: **RESOLUTIONS NOTICE/REQUEST FOR SUBMISSIONS**
CALL FOR NOMINATIONS FOR AVICC EXECUTIVE COMMITTEE

Attached is the Resolutions Notice/Request for Submissions and the Call for Nominations for the AVICC Executive. Please note that this year's resolution and nomination deadline is **Tuesday, February 21, 2017.**

Both AVICC and UBCM members strongly believe in the value of resolutions debate and continually seeks ways to improve the process. AVICC strives to mirror and complement UBCM's processes in order to develop efficiency and ease of understanding for delegates.

Debating of Resolutions by the Area Association in Advance of Submission to UBCM

We have asked for members' assistance in bringing forward resolutions for consideration at the Area Association as opposed to submitting them directly to UBCM and have appreciated that you have responded.

Number of Resolutions

We continue to hear from delegates during the AVICC Resolutions Sessions that some of the resolutions being considered are too general or focus on topics that are not under local government purview. Another concern is that bringing forward too many resolutions detracted from debate on the most important issues, and might not be to the benefit of local government because other levels of government could get side tracked on issues that are of lesser importance. Let's continue to ensure that resolutions that are being brought forward are specific and focus on new issues of provincial or AVICC-wide interest.

Late Resolutions

Last year, AVICC received six resolutions after the regular resolutions deadline with only one recommended that it be admitted for debate as a result of meeting the late resolutions criteria.

All three issues noted above will continue to be improved by adhering to the following two recommendations:

- ✓ Forward your resolutions for debate first to our AVICC AGM & Convention by the regular resolutions deadline of **Tuesday, February 21, 2017**.
- ✓ Focus resolutions on new issues of provincial or AVICC-wide interest avoiding repeat resolutions by checking the UBCM Resolutions database available through the website at www.ubcm.ca. Click on the Resolutions and Policy tab at the top of the page. It will be possible to enter a search to locate any Resolutions on the same topic that have been considered in the past and what the response has been.

Included with the Resolutions Notice are guidelines for preparing and submitting resolutions. We appreciate all efforts to expedite and facilitate the debate among members.

Sincerely,

A handwritten signature in black ink that reads "Barbara Price". The signature is written in a cursive, flowing style.

Councillor Barbara Price,
President, AVICC



2017 AGM & CONVENTION

RESOLUTIONS NOTICE

REQUEST FOR SUBMISSIONS

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the AVICC office by: **FEBRUARY 21, 2017**

SUBMISSION REQUIREMENTS

Resolutions submitted to the AVICC for consideration shall be received as follows:

1. One copy of the resolution by regular mail to:
AVICC
525 Government Street
Victoria, BC
V8V 0A8

AND

2. One copy submitted electronically either through the online submission form or by email (submitting the resolution in MS Word is preferred):
 - a) Online http://ubcm.formstack.com/forms/avicc_2017_resolutions_submission_form
 - b) Email to avicc@ubcm.ca (Word version of the resolution itself preferred)
- The resolution should not contain more than two "whereas" clauses; and
- Background documentation **must** accompany each resolution submitted.

Sponsors should be prepared to introduce their resolutions on the Convention floor.

LATE RESOLUTIONS

- a. Resolutions submitted following the expiry of the regular deadline shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution must be forwarded to the AVICC by the Wednesday noon preceding the date of the Annual General Meeting. This year's late resolution deadline is **April 5, 2017**.
- b. Late resolutions shall be available for discussion after all resolutions printed in the Resolutions Book have been debated.
- c. Late resolutions are deemed to be appropriate for discussion only if the topic is such that it has arisen since or was not known prior to the regular deadline date for submission of resolutions.
- d. In the event that a late resolution is recommended to be admitted for discussion AVICC shall produce sufficient copies for distribution to the Convention.

UBCM ASKS FOR RESOLUTIONS TO BE CONSIDERED BY THE AREA ASSOCIATIONS FIRST

UBCM urges members to submit resolutions first to Area Associations for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor.

A resolution should be submitted directly to UBCM only if the resolution addresses an issue that arises after the Area Association annual meeting. In this case, local governments may submit council- or board-endorsed resolutions to UBCM prior to June 30 each year. Should this be necessary, detailed instructions are available under the Resolutions tab on <http://www.ubcm.ca>.

UBCM RESOLUTIONS PROCESS

1. Members submit their resolutions to their Area Association for debate.
2. The Area Association submits the endorsed resolutions to UBCM.
3. The UBCM Resolution Committee reviews the resolutions for submission to the UBCM Convention.
4. Endorsed resolutions at the UBCM Convention are submitted to the appropriate level of government for responses.
5. Once the provincial responses have been conveyed to the UBCM they are forwarded to the sponsor for their review.

GUIDELINES FOR PREPARING RESOLUTIONS FROM THE UBCM

The Construction of a Resolution:

All resolutions contain a preamble and enactment clause. The preamble describes *the issue and* the enactment clause outlines *the action being* requested. A resolution should answer the following three questions:

- What is the problem?
- What is causing the problem?
- What is the best way to solve the problem?

Preamble:

The preamble commences with a recital, or "WHEREAS", clause. This is a concise paragraph about the nature of the problem or the reason for the request. It should clearly and briefly outline the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. If explaining the problem requires more than two preliminary clauses, then provide supporting documents to describe the problem more fully. Do not add extra clauses.

Enactment Clause:

The enactment clause begins with the words "THEREFORE BE IT RESOLVED". It must convey the resolution's intent, and should propose a specific action by AVICC and UBCM.

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

How to Draft a Resolution:

1. *Address one specific subject in the text of the resolution.*

Since your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. Delegates will not support a resolution if the issues it addresses are too complex for them to understand quickly.

2. Use simple, action-oriented language and avoid ambiguous terms.

Explain the background briefly and state the desired action clearly. Delegates can then consider the resolution without having to parse complicated text or vague concepts.

3. Provide factual background information.

Even a carefully constructed resolution may not clearly indicate the problem or the action being requested. Where possible, provide factual background information to ensure that the "intent" of the resolution is understood.

Two types of background information help to clarify the "intent" of a resolution:

i Supplementary Memo:

A brief, one-page memo from the author, that outlines the background that led to the presentation and adoption of the resolution by the local government.

ii Council/Board Report:

A report on the subject matter, presented to council or board in conjunction with the resolution. If it is not possible to send the entire report, then extract the essential background information and submit it with the resolution.

Resolutions submitted without adequate background information will not be considered until the sponsor has been consulted and has provided documentation outlining the intent of the resolution.

4. Construct a brief, descriptive title.

A title assists to identify the intent of the resolution and eliminates the possibility of misinterpretation. It is usually drawn from the "enactment clause" of the resolution.

For ease of printing in the Annual Report and Resolutions Book and for clarity of intent, a title should be no more than three or four words.

5. Check legislative references for accuracy.

Where necessary, identify:

- The correct jurisdictional responsibility (e.g., ministry or department within the provincial or federal government); and
- The correct legislation, including the name of the Act.

6. Focus on issues that are province-wide.

The issue identified in the resolution should be relevant to other local governments across the province. This will support proper debate on the issue and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC municipalities and regional districts.

7. Avoid repeat resolutions.

In the past, Resolutions have often come back year after year on the same topic. Members and staff are encouraged to search the UBCM Resolutions database available through the website at www.ubcm.ca. Click on the Resolutions and Policy tab at the top of the page. It will be possible to locate any Resolutions on the same topic that have been considered in the past and what the response has been.

8. Ensure that your own local government's process for handling/approving of resolutions to AVICC/UBCM is followed.

UBCM GOLD STAR AND HONOURABLE MENTION RESOLUTIONS

The UBCM Gold Star and Honourable Mention resolution recognition initiative was launched at the 2003 UBCM Convention, and is intended to encourage excellence in resolutions drafting and to assist UBCM members in refining their resolutions in preparation for submission to the annual UBCM Convention.

To be awarded the UBCM Gold Star or Honourable Mention recognition, a resolution must meet the standards of excellence established in the following Gold Star Resolutions Criteria, which are based on the resolution:

1. Resolution must be properly titled.
2. Resolution must employ clear, simple language.
3. Resolution must clearly identify problem, reason and solution.
4. Resolution must have two or fewer recital (WHEREAS) clauses.
5. Resolution must have a short, clear, stand-alone enactment (THEREFORE) clause.
6. Resolution must focus on a single subject, must be of local government concern province-wide and must address an issue that constitutes new policy for UBCM.
7. Resolution must include appropriate references to policy, legislation and regulation.
8. Resolution must be submitted to relevant Area Association prior to UBCM.

If you have any questions, please contact Reiko Tagami by email at rtagami@ubcm.ca or by calling 604-270-8226 (extension 115).

MODEL RESOLUTION

SHORT TITLE: _____

Sponsor's Name _____

WHEREAS _____

AND WHEREAS _____

THEREFORE BE IT RESOLVED that _____

(Note: A second resolve clause if it is absolutely required should start as follows:)

AND BE IT FURTHER RESOLVED that _____

AVICC
525 Government Street
Victoria, BC V8V 0A8
Telephone: 250-356-5122
email: avicc@ubcm.ca



2017 AGM & CONVENTION

CALL FOR NOMINATIONS FOR AVICC EXECUTIVE

AVICC is the collective voice for local government on Vancouver Island, the Sunshine Coast, Powell River and the Central Coast. The membership elects directors during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides the direction for the Association between Conventions.

This circular is notice of the AVICC Executive positions open for nomination, the process and the procedures for nomination.

1. POSITIONS OPEN TO NOMINATIONS

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Director at Large (3 positions)
- Electoral Area Representative

2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE

The candidate must be an elected official of an AVICC member and must be nominated by two elected officials of an AVICC local government member.

Background information that defines the key responsibilities and commitments of an AVICC Executive member is available on request from the AVICC Office and is published on the website at www.avicc.ca

A nomination and consent form should be used for all nominations (attached or on the website).

The Chair of the 2017 Nominating Committee will be Past President Joe Stanhope, Nanaimo Regional District Director.

3. NEXT STEPS

It is part of the duties of the Nominating Committee to review the credentials of each candidate. A Report on Nominations including, at the candidate's option, a photo and 300-word biography will be prepared under the direction of the Nominating Committee and distributed in the AVICC Convention Newsletter.

**To Be Included In *The Report on Nominations*,
Nominations Must Be Received By
FEBRUARY 21, 2017**

4. AT CONVENTION

The nomination process outlined above does not change the process whereby candidates can be nominated off the floor at the Convention. It does allow those that are interested in seeking office to be nominated in advance of the Convention with the "sanction" of a Nominating Committee and to have their biographical information published in the AVICC Convention Newsletter.

5. FURTHER INFORMATION

Copies of the "consent form" or duties of Executive members are available from the AVICC office or on the website.

All other inquiries should be directed to:

**Past President Joe Stanhope, Chair
2017 Nominating Committee
c/o AVICC
525 Government Street
Victoria, BC V8V 0A8**

Phone: (250) 356-5122

Email: avicc@ubcm.ca

NOMINATIONS FOR THE 2017-18 AVICC EXECUTIVE

We are qualified under the AVICC Constitution to nominate¹ a candidate and we nominate:

Name: _____

Local Gov't Position (Mayor/Councillor/Director): _____

Municipality or Regional District Represented: _____

AVICC Executive Office Nominated For: _____

Printed Name: _____ Printed Name: _____

Position: _____ Position: _____

Muni/RD: _____ Muni/RD: _____

Signature: _____ Signature: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the AVICC Constitution². I also agree to provide the following information to the Chair, AVICC Nominating Committee (c/o AVICC Office) by **Tuesday, February 21, 2017**.

- 2"x3" Photo in digital format should be sent to avicc@ubcm.ca
- Biographical information. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall edit as required. A copy in Word format should be emailed to avicc@ubcm.ca

Printed Name: _____

Position: _____

Muni/RD: _____

Signature: _____

Date: _____

¹ Nominations require two elected officials of members of the Association.

² All nominees of the Executive shall be elected representatives of a member of the Association. Nominees for electoral area representative must hold the appropriate office.

**Return To: Past President Joe Stanhope, Chair, Nominating Committee, AVICC
525 Government Street, Victoria, BC V8V 0A8
or scan and email to avicc@ubcm.ca**

From: Bruce McConchie <bmcconchie@islandtrust.bc.ca>
Date: November 1, 2016 at 8:27:48 AM PDT
To: EC <EC@islandtrust.bc.ca>, Clare Frater <cfrater@islandtrust.bc.ca>
Subject: Freighters in Plumper Sound

Hello Clare and Executive Committee

This email is primarily for Clare but I felt it important that the EC should be kept informed.

We now have three freighters anchored in Plumper Sound. Although this itself is not unusual, there are a couple of issues that the Islands Trust needs to be cognizant about.

Firstly and most important, the freighter Hanjin Scarlet that recently anchored, is a ship belonging to a company that is bankrupt. Please check out the recent stories regarding this vessel. There is no indication when this ship will depart this anchorage, if ever. More worrisome is the fact that the Vancouver port authority has no oversight and does not monitor any activities of this ship in Plumper Sound.

The second issue involves the freighter Odysseas L. It originally anchored in Plumper Sound awaiting a berth to load its cargo. It departed then arrived back again in its original anchorage a few days later. It appears fully loaded but is now had been sitting at anchor for a number of days. It is at the mouth of Browning Harbour and we hear the sound of its generators 24 hours a day. Although the AIS website indicates its next port is Balboa, there is no indication as to when this ship will be leaving Plumper Sound.

I realize from your previous email Clare, that you have no direction or funding to pursue freighter issues but I do want you to know what is happening in our waters. Perhaps the EC may address this also.

Thank you

Bruce McConchie



POWELL RIVER REGIONAL DISTRICT

#202 - 4675 Marine Avenue, Powell River, BC V8A 2L2
Telephone: 604-485-2260 Fax: 604-485-2216
Email: administration@powellriverrd.bc.ca
Website: www.powellriverrd.bc.ca

"Genetically Engineered Free Crop Area"

October 28, 2016



Peter Luckham
Chair, Islands Trust Council
Islands Trust
200 - 1627 Fort St
Victoria, BC V8R 1H8

Dear Chair Luckham:

The Powell River Regional District Board is currently seeking that Minister Todd Stone declare Tucker Bay Road on Lasqueti Island (Electoral Area E) as a Section 42 highway.

According to the *Transportation Act*, "highway" means a public street, road, trail, lane, bridge, trestle, tunnel, ferry landing, ferry approach, any other public way or any other land or improvement that becomes or has become a highway by any of the following:

- (a) deposit of a subdivision, reference or explanatory plan in a land title office under section 107 of the Land Title Act;
- (b) a public expenditure to which section 42 applies;
- (c) a common law dedication made by the government or any other person;
- (d) declaration, by notice in the Gazette, made before December 24, 1987;
- (e) in the case of a road, colouring, outlining or designating the road on a record in such a way that section 13 or 57 of the Land Act applies to that road;
- (f) an order under section 56 (2) of this Act;
- (g) any other prescribed means.

Section 42 of the *Act* states:

Travelled roads becoming highways

42 (1) Subject to subsection (2), if public money is spent on a travelled road that is not a highway, the travelled road is deemed and declared to be a highway.

(2) Subsection (1) does not apply to any road or class of roads, or to any expenditure or class of expenditures, that is prescribed by the regulations.

On or about the year 2014 a subject property, Fractional S.W.1/4 of Section 13 except for Plan 610R, came under new ownership. Shortly after that the use of Tucker Bay Road as a public access to the beach became difficult and confrontational. The new

owners blocked the road, put up threatening signs and chased would be passersby off the access claiming that it was a private road and that they were trespassing.

Residents were upset over this as access to the beach via this route had gone on for as long as anyone could remember. Some committed individuals took it upon themselves to research and obtained hard fact evidence that public monies had been spent on Tucker Bay Road and thus qualifying it as a Section 42 highway. The researchers gathered together a 227 page report which is enclosed. It includes 1914 and 1915 government documents referring to a wharf at Tucker Bay. A 1919 provincial survey of Tucker Bay Road. As well as annual provincial reports from 1925 – 32 demonstrating public monies being spent on Tucker Bay Road. It also includes log books of road maintenance from 1965 – 87.

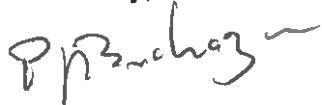
Staff have discovered a report, which is also enclosed, indicating that Tucker Bay Road was clearly in the province's inventory. It was assigned a road class of 6D and its length was measured to be .840 kilometers. Thus, open admission and confirmation that public monies had been and were being spent on Tucker Bay Road. An enclosed map supports this.

In the Board's estimation there is only one event that could possibly now stop this road from being declared a Section 42 highway. That is if the province sold it to the new property owner. As part of our continued research, the Board raises the following questions:

- 1) As the planning agency for Lasqueti Island, did you or your planners receive any referrals regarding a potential road closure and/or sale of Tucker Bay Road?
- 2) Are you or your planners aware of any public engagement on Lasqueti Island relative to a potential road closure and/or sale of Tucker Bay Road?
- 3) Are you or your planners aware of any subdivision and/or lot amalgamations related to Fractional S.W. 1/4 of Section 13 except for Plan 610R?
- 4) If the answer is yes to any of the above, what was the position taken or recommendation made by Islands Trust and what public engagement was performed with the residents on Lasqueti Island?

Thank you for your time and we look forward to your reply.

Sincerely,



Patrick Brabazon, Chair



Islands Trust

Print Date: November 4, 2016

Top Priorities

Executive Committee

No.	Description	Activity	R/Initiated	Responsibility	Target Date
Chief Administrative Officer					
1	Islands Trust Act Amendments	Investigate possibility of amendments to the Islands Trust Act to broaden the Islands Trusts ability to serve its communities and to strengthen its mandate to preserve and protect.	26-Oct-2016	Russ Hotsenpiller	
Director, Local Planning Services					
1	First Nations Relationship Building	Development of Project Charter for Reconciliation Principles Development of Project Charter for Archaeology advocacy	31-Aug-2016	David Marlor	01-Dec-2016
Director, Trust Area Services					
1	Revisions to Crown Land protocol agreements and letters of understanding	Meeting held with BIM, LPS, TAS, CSCD and FLNRO.	19-Jun-2014	Lisa Gordon	01-Dec-2016
2	Oil Spill and Shipping Safety	Staff to attend Oil Spill Risk Mitigation Workshop in Bellingham on October 18-19, 2016	01-Apr-2014	Lisa Gordon	31-Oct-2016
Legislative Services Manager					
1	TC Electronic Meetings	Presentation to Trust Council re considerations for bylaw amendments	01-Sep-2015	Carmen Thiel	01-Dec-2016

Projects

Executive Committee

Description	Activity	R/Initiated
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Chief Administrative Officer

Litigation Defense

Ongoing instruction to Counsel re Ellis and Stoneman

01-Aug-2012

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Page 1 of 2

**Executive Committee**

No.	Description	Activity	R/Initiated	Responsibility	Target Date
	Seek legislative change regarding TFB name	2015 11 03 Meeting with Minister			12-Sep-2012
	Trust Council and Executive Committee Orientation Program	2015 08 05 EC Review of own orientation schedule and materials			04-Feb-2014
	Manage Hwlitsum Litigation Case	On-going instruction to Counsel			10-Nov-2014
	Documentation about prep of RFDs and briefings	Staff workshop held on August 12, 2014			08-Dec-2012
	Provide advice about amendments to Policy 2.2.1 (RFDs)				15-Feb-2015
	Policy/Procedures regarding litigation defense				08-Dec-2012
	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.			18-May-2016
	Improve policy and procedure process	Updated numbering in policies. Directors need to review anomalies that came to light as a result of updating numbering.			08-Dec-2012
Director, Local Planning Services					
	Rural Status for Southern LTC Grant Eligibility	Ask staff to review and report back on options for legislative change.			02-Nov-2015
	Review process for development of RD/LTC protocol agreements	Development of a process to review development of RD/LTC protocol agreements.			12-Aug-2012
	Application Sponsorship Policy	Provide advice on amendments to the Application Sponsorship Policy in relation to government bodies.			20-Nov-2012
	Provincial Tenure Referrals Process	Review and report on provincial tenure process regarding tenure referrals			12-Aug-2012