



Executive Committee Agenda

Date: Wednesday, September 30, 2020
Time: 9:00 am
Location: Electronic meeting, Public venue
Islands Trust
200-1627 Fort Street
Victoria, BC V8R 1H8

	Pages
1. CALL TO ORDER	
2. APPROVAL OF AGENDA	
2.1 Introduction of New Items	
2.2 Approval of Agenda	
2.2.1 Agenda Context Notes	6 - 6
3. ADOPTION OF MINUTES	
3.1 September 14, 2020 EC draft minutes	7 - 11
4. FOLLOW UP ACTION LIST AND UPDATES	
4.1 Follow Up Action List/Director/CAO Updates	12 - 14
4.2 Local Trust Committee Chair Updates	
4.3 Islands Trust Conservancy Liaison Update	
5. BYLAWS FOR APPROVAL CONSIDERATION	
5.1 Bowen Island Municipal Bylaw No. 521 (OCP amendment) - RFD	15 - 22
THAT the Islands Trust Executive Committee approve Bylaw No. 521, cited as "Bowen Island Municipality Official Community Plan Amendment Bylaw No. 521, 2020" pursuant to Section 38 of the <i>Islands Trust Act</i>.	
5.2 Hornby Island LTC Bylaw No. 163 (LUB amendment) - RFD	23 - 37
THAT the Islands Trust Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 163, cited as "Hornby Island Land Use Bylaw, 2014, Amendment No. 1, 2020", in accordance with Section 27 of the <i>Islands Trust Act</i>.	
6. TRUST COUNCIL MEETING REVIEW	
6.1 Executive	
6.1.1 Executive Committee Roundtable	
6.1.2 Trust Council Business Decision Highlights - RFD	38 - 39
See Agenda Context Notes Item 2.2.1	

6.1.3 Delegation 1. Friends of San Juans Power Point

40 - 60

See Agenda Context Notes 2.2.1

6.2 Local Planning Services

6.3 Administrative Services

6.4 Trust Area Services

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.1.1 Executive

7.1.1.1 Executive Committee Budget Request for FY2021/22 - RFD

61 - 82

1. That the Executive Committee recommend that the Financial Planning Committee include \$10,000 in the Fiscal Year 2021/22 for the Policy Statement Amendment Project (Strategic Plan items 10, 16, 22,23).
2. That the Executive Committee recommend that the Financial Planning Committee include \$18,672 in the Fiscal Year 2021/22 for broadcasting of public meetings (Strategic Plan item 13).
3. That the Executive Committee recommend that the Financial Planning Committee include \$16,950 in the Fiscal Year 2021/22 for implementation of the Reconciliation Action Plan (Strategic Plan items 18,19).
4. That the Executive Committee request staff to draft an amendment to the Strategic Plan regarding development of heritage overlay mapping.
5. That the Executive Committee recommend that the Financial Planning Committee include \$30,000 in the Fiscal Year 2021/22 for the development of heritage overlay mapping (pending Executive Committee approval of a business case and adoption of a Strategic Plan amendment).
6. That the Executive Committee recommend that the Financial Planning Committee include \$15,000 in the Fiscal Year 2021/22 for Islands Trust signs throughout the Trust Area.

7.1.2 Trust Area Services

7.1.3 Local Planning Services

7.1.4 Administrative Services

7.2 Executive Committee Initiated

7.2.1 Executive

7.2.1.1 Synopsis of Minister Meetings for UBCM 2020 - Briefing

83 - 85

7.2.1.2 Oil Spill Response Planning in the Trust Area - Briefing

86 - 92

7.2.1.3 Posting of Council Committee and TC electronic meetings on the Islands Trust website - Briefing

93 - 95

7.2.1.4 Executive Committee/TC draft 2021 meeting schedule - Briefing

96 - 99

7.2.2 Trust Area Services

7.2.2.1 MMIWG Calls for Justice Recommendations - RFD

1. That the Executive Committee request that all staff be required to take training related to cultural safety in keeping with Murdered and Missing Indigenous Women and Girls Calls for Justice.
2. That the Executive Committee request that staff plan education on the Murdered and Missing Indigenous Women and Girls Calls for Justice for trustees and senior staff.
3. That the Executive Committee request that the Trust Programs Committee consider the Missing and Murdered Indigenous Women and Girls Calls for Justice when developing draft amendments to the Policy Statement.
4. That the Executive Committee request staff to include information about the Murdered and Missing Indigenous Women and Girls Calls for Justice and cultural safety in staff and trustee orientation materials.
5. That the Executive Committee request that staff draft amendments to the Communications Policy and the Advocacy Policy to address the Murdered and Missing Indigenous Women and Girls Calls for Justice.
6. That the Executive Committee request the Chair to write to the Union of British Columbia Municipalities Executive to report on actions taken by Islands Trust in response to the UBCM recommendation to its members that they consider the Missing and Murdered Indigenous Women and Girls Calls for Justice.

7.2.3 Local Planning Services

7.2.4 Administrative Services

8. NEW BUSINESS

8.1 Executive/Trust Council

8.2 Trust Area Services

8.2.1 LTC Chairs Report on Local Advocacy Topics

8.3 Local Planning Services

8.4 Administrative Services

9. CORRESPONDENCE (for information unless raised for action)

- | | | |
|-----|---|-----------|
| 9.1 | M. Sketch email w/attachments dated September 15, 2020 | 100 - 118 |
| 9.2 | F. Werden re: aquifer mapping and assessment on Denman email dated September 15, 2020 | 119 - 119 |
| 9.3 | UBCM The Compass Newsletters Sept 2 - 24 | 120 - 131 |

10. WORK PROGRAM

10.1 Review and amendment of current work program

11. NEXT MEETING

12. CLOSED MEETING

That the Executive Committee close this meeting to the public subject to Section 90(1)(k) of the Community Charter in order to consider matters related to negotiations and related discussions respecting the proposed provision of a service that is at its preliminary stages and that, in the view of the committee could reasonably be expected to harm its if they were held in public; and that staff be invited to remain in the meeting.

13. RISE AND REPORT DECISIONS FROM CLOSED MEETING (if applicable)

14. ADJOURNMENT

Agenda No.	From	Context Notes
6.1.2	Exec. Coord	September 2020 Trust Council Business Decision Highlights for Executive Committee review and direction for staff to send the approved version to subscribers and post to the website.
6.1.3	Exec. Coord	Delegation 1 to September Trust Council, Friends of San Juans re: Roberts Bank Terminal 2, experienced technical difficulties with audio and video and confusion on who was running or had the Power Point presentation which is before you in this agenda package. Executive Committee may wish to direct staff forward this Power Point presentation to all Trustees for information and notify the delegate.
11.		In accordance with the Executive Committee (EC) 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 Executive Committee work program is amended before each meeting with suggested priorities proposed by staff. By resolution, the Executive Committee can provide direction regarding new items or the order of priorities.



Executive Committee Minutes of Regular Meeting

Date: September 14, 2020
Location: Electronic meeting, Public venue
Islands Trust
200-1627 Fort Street
Victoria, BC V8R 1H8

Members Present: Peter Luckham, Chair, Thetis Island
Dan Rogers, Vice Chair, Gambier/Keats Island
Laura Patrick, Vice Chair, Salt Spring Island
Sue Ellen Fast, Vice Chair, Bowen Island Municipality

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director, Local Planning Services
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Administrative Services
Lisa Wilcox, Senior Intergovernmental Policy Advisor
Warren Dingman, Bylaw Compliance & Enforcement Manager
Dilani Hippola, Acting Senior Policy Advisor
Lori Foster, Executive Coordinator/Recorder

1. CALL TO ORDER

At 9:03 a.m., Chair Luckham called the meeting to order stating gratitude to live and work in Coast Salish First Nations treaty and traditional territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items – None

2.2 Approval of Agenda

By general consent, the agenda was adopted as presented.

2.2.1 Agenda Context Notes

Provided for information as indicated.

3. ADOPTION OF MINUTES

3.1 September 2, 2020

By general consent, the September 2, 2020 Executive Committee draft minutes were adopted as presented.

4. FOLLOW UP ACTION LIST AND UPDATES

4.1 Follow Up Action List (FUAL)/Director/CAO Updates

Chief Administrative Officer (CAO) Hotsenpiller and Directors reviewed the status of their FUAL items.

Verbal updates were given on the following:

- Union of British Columbia Municipalities (UBCM) minister meetings,
- Gambier Island dock management,
- Bylaw and planning technician positions,
- Fall webinar conservation series.

Executive Committee discussed the status of the freshwater/groundwater studies and the peer review element of the project.

4.2 Local Trust Committee Chair Updates

Local Trust Committee (LTC) Chairs gave verbal updates on recently attended and upcoming meetings.

Topics of note included:

- Short-term vacation rentals as a regional discussion,
- Connectivity problems on Hornby Island,
- Ongoing affordable housing project application and advisory planning commission meetings on Galiano Island,
- This afternoon's UBCM minister meetings.

4.3 Islands Trust Conservancy Liaison Update

Vice Chair Fast noted all updates on Conservancy business are contained in the Trust Council reports.

5. TRUST COUNCIL MEETING PREPARATION

5.1 Executive - None

5.2 Local Planning Services - None

5.3 Administrative Services - None

5.4 Trust Area Services - None

6. EXECUTIVE COMMITTEE PROJECTS

DRAFT

6.1 Trust Council Initiated

6.1.1 Executive

6.1.1.1 UBCM Minister Speak Notes

CAO Hotsenpiller introduced the minister meeting speaking notes for this afternoon's teleconference calls with Minister Donaldson and Minister Heyman.

Executive Committee and staff discussed the topics as contained in the speaking notes and how the teleconference calls would be conducted.

6.1.2 Trust Area Services – None

6.1.3 Local Planning Services – None

6.1.4 Administrative Services – None

6.2 Executive Committee Initiated

6.2.1 Executive

6.2.1.1 Coast Guard Consultation on Oil Spill Response – Briefing

Vice Chair Rogers spoke to the briefing and the gap in communication with the Coast Guard and regional jurisdictions and Islands Trust participation in oil spill response.

EC-2020-108

It was Moved and Seconded,

That Executive Committee request staff bring back a report to the September 30th meeting regarding Coast Guard oil spill response; and that staff explore the opportunity to invite the Coast Guard to bring a session to December Trust Council.

CARRIED

6.2.2 Trust Area Services – None

6.2.3 Local Planning Services – None

6.2.4 Administrative Services – None

7. NEW BUSINESS

7.1 **Executive/Trust Council** – None

7.2 Trust Area Services – None

7.2.1 LTC Chairs Report on Local Advocacy Topics - None

7.3 Local Planning Services - None

7.4 Administrative Services - None

The meeting recessed for a break at 10:50 a.m. and reconvened at 10:57 a.m.

At 10:57 a.m., the meeting was closed to the public.

8. CLOSED MEETING (under separate cover)

EC-2020-109

It was Moved and Seconded,

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

CARRIED

At 11:44 a.m., the meeting was reopened to the public.

At 11:44 a.m., Chair Luckham's electronic connectivity crashed and he was offline.

By general consent, Vice Chair Rogers stepped in as Acting Chair.

9. RISE AND REPORT

Vice Chair Rogers reported that a legal opinion was received by Executive Committee and staff were requested to release it to the Minister and staff at Forest, Lands, Natural Resources and Rural Development regarding the Private Managed Forests Lands Act.

10. CORRESPONDENCE (for information unless raised for action)

10.1 October 23, 2020 Howe Sound Community Forum

Received for information.

10.2 Follow-up to Georgia Strait Integrated Response Meeting email dated Sept 1, 2020

Received for information.

10.3 MOTI Minister Trevena response re: BC Ferries Service level in the Trust Area dated Sept 9, 2020

This item was received for information and already posted to the website.

10.4 Office of the Ombudsperson Quarterly Reports dated August 28, 2020

Received for information.

11. WORK PROGRAM

At 11:47 a.m., Vice Chair Rogers recognized Chair Luckham was back on-line and requested that discussion continue on the today's minister meetings.

By general consent, Executive Committee discussed this afternoon's minister meeting teleconference strategy regarding who would lead conversation, the tone of discussion and EC's request to the ministries.

11.1 Review and amendment of current work program

Received for information.

12. NEXT MEETING

The next meeting of the Executive Committee is September 30, 2020.

At 12:00 p.m., the Victoria boardroom electronic connection crashed.

13. ADJOURNMENT

By general consent, the meeting was adjourned at 12:01 p.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator



Follow Up Action Report

Executive Committee

Chief Administrative Officer

Activity	Responsibility	Dates	Status
1 Discuss with the province and report to Trust Council at the December Trust Council meeting on a process to identify potential governance and/or operational change that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area.	Russ Hotsenpiller	Meeting: 12-Sep-2017 Target: 05-Dec-2017	In Progress
2 That the Executive Committee request staff to investigate education opportunities to address the responsibilities of Trustees in terms of public comments related to staff and staff work product, and the role of Trustees or Trust Council as an employer.	Russ Hotsenpiller	Meeting: 08-Jul-2020 Target: 15-Sep-2020	In Progress

Director, Trust Area Services

Activity	Responsibility	Dates	Status
1 Investigate options for local trust committees with respect to being notified of aquaculture and mariculture license changes including changes in species in its negotiation of protocol agreements with the province.	Clare Frater	Meeting: 30-Jan-2019 Target: 17-Apr-2019	In Progress
2 That staff be requested to draft a letter to BIM Council encouraging them to engage with First Nations consistent with the Islands Trust reconciliation declaration.	Clare Frater	Meeting: 02-Oct-2019 Target: 30-Oct-2019	In Progress



Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
3 Authorize a grant of \$4,500 (from History and Heritage Grants) to Drama Camp Productions in support of the application to host screenings of the movie Dust n Bones and reconciliation discussions on Hornby, Denman and Gabriola Islands, subject to support of local trustees and affected local trust committees. Screening on HOLD due to COVID.	Clare Frater	Meeting: 26-Feb-2020 Target: 25-Mar-2020	In Progress
4 That staff redirect funding approved by resolution EC-2020-032 from its February 26th business meeting for Hornby Island under the History and Heritage grant application, be allocated to a Dust n Bones screening event on Salt Spring Island. On HOLD due to COVID.	Clare Frater	Meeting: 10-Mar-2020 Target: 15-Apr-2020	In Progress
5 That Trust Council request that the Executive Committee support Bowen Island Municipality in its efforts to oppose recreational use of motorized vehicles on Mount Gardner Crown land, subject to consultation with First Nations.	Clare Frater	Meeting: 17-Jun-2020 Target: 15-Sep-2020	In Progress
6 That the Trust Programs Committee request that the Executive Committee recommend to Financial Planning Committee include \$10,000 in the Fiscal Year 2021/22 for the Policy Statement Amendment Project (Strategic Plan items 10, 16, 22,23).	Clare Frater	Meeting: 13-Aug-2020 Target: 14-Oct-2020	In Progress
7 The Executive Committee request staff to provide a Learning at Home series on the one year anniversary on the Calls for Justice report.	Clare Frater	Meeting: 05-Aug-2020 Target: 02-Sep-2020	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
8 Director Frater stated that she would be attending the Salish Seas Shared Waters Forum on October 14/15, and will forward to all Trustees any pertinent information or material from the Forum.	Clare Frater	Meeting: 08-Jul-2020 Target: 21-Oct-2020	In Progress
9 Staff bring back a report to the September 30th meeting regarding Coast Guard oil spill response; and that staff explore the opportunity to invite the Coast Guard to bring a session to December Trust Council.	Clare Frater	Meeting: 02-Sep-2020 Target: 30-Sep-2020	Completed

REQUEST FOR DECISION

ISLAND MUNICIPALITY BYLAW SUBMISSION

File No.: BIM Bylaw No. 521

DATE OF MEETING: September 30, 2020
TO: Islands Trust Executive Committee
FROM: Kim Stockdill, Island Planner
SUBJECT: Bowen Island Municipality – OCP Amendment Bylaw No. 521

RECOMMENDATION

1. **THAT the Islands Trust Executive Committee approve Bylaw No. 521, cited as “Bowen Island Municipality Official Community Plan Amendment Bylaw No. 521, 2020” pursuant to Section 38 of the *Islands Trust Act*.**

IMPLICATIONS OF RECOMMENDATION

Organizational - None

Financial - None

Policy - None

Implementation/Communications - Communication to Bowen Island Municipality regarding the Executive Committee decision by October 16, 2020.

Other - None

PURPOSE

Bowen Island Municipality Bylaw No. 521 (Attachment 1) is intended to amend the Bowen Island Official Community Plan to allow issuance of Temporary Use Permits (TUPs) anywhere within the Island Municipality. The referral of OCP Bylaw No. 521 is under Section 38 of the Islands Trust Act for consideration of approval by the Executive Committee.

BACKGROUND

Excerpts from the Bowen Staff report dated June 12, 2020:

In short, while Bowen Island’s OCP includes conditions governing the issuing of TUPs it fails to designate areas where TUPs may be issued. This report brings comment from the Advisory Planning Commission and a draft bylaw for Council’s consideration.

Consistent with the recommendation from the Advisory Planning Commission and analysis of neighbouring communities found in the staff report from the May 11th Council Meeting, staff

recommend that the OCP designate the entire municipality of Bowen Island as appropriate for the OCP.

This amendment would be inserted into Policy No. 235, to read (amendment in italics):

Policy 235 The Municipality may consider issuing temporary land use permits provided the use is short-term or seasonal in nature and will not create an unacceptable negative impact upon the natural environment or the character of the neighbourhood. Permits shall be issued in accordance with the Local Government Act. *All areas within Bowen Island Municipality boundaries are designated Temporary Use Permit Areas.*

Bylaw 521 is a “housekeeping” amendment to correct an oversight when Policy 235 establishing guidance for issuance of TUPs failed to include the locations in the municipality where TUPs can be issued.

Pursuant to Section 14.3 of the Bowen Island Municipality’s Letters Patent, proposed Bylaw 521 was referred to the Executive Committee after receiving First Reading on June 22, 2020. At that July 8, 2020 meeting the Executive Committee passed a resolution stating that that the bylaw was not contrary to or at variance with the Islands Trust Policy Statement. Proposed OCP Bylaw 521 was given Second Reading on July 27, 2020 and Third Reading on September 14, 2020. A Public Hearing was held on August 27, 2020.

Bowen Island Municipality Bylaw No. 521

In summary, Bylaw No. 521 would amend of the Official Community Plan by amending to allow issuance of Temporary Use Permits (TUPs) anywhere within the Island Municipality.

Issues Relating To First Nation Interest

Bowen Island Municipality staff did not mention a plan for First Nations engagement for these bylaws. The Islands Trust Policy Statement does not contain directive policies with regards to First Nations.

Public Comments

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

Staff Comments

The purpose of the staff report is for Executive Committee to consider approval of proposed Bylaw No. 521 as per Section 38 of the *Islands Trust Act*. Based on a review of proposed Bylaw No. 521, Bowen Island staff report, and the ITPS Checklist, Islands Trust staff concludes that it is not contrary to or at variance with the Islands Trust Policy Statement and recommends the Islands Trust Executive Committee approve proposed Bylaw No. 521.

KEY ISSUES/CONCEPTS

- Referral of OCP Bylaw No. 521 is under Section 38 of the *Islands Trust Act* for consideration of approval by the Executive Committee.
- Written response to Bowen Island Municipality is required by September 16, 2020 (one month after date of receipt of the referral on October 16, 2020).

- Executive Committee review is limited to whether or not Bylaw No. 521 is contrary to or at variance with the Islands Trust Policy Statement.
- On July 8, 2020, the Executive Committee reviewed and advised Bowen Island Municipality that proposed bylaw 521 was not contrary to or at variance with the Islands Trust Policy Statement.
- Bowen Island Municipality has not made any changes to Bylaw 521 since the last referral to the Executive Committee.
- Staff considers that Bylaw No. 521 is not contrary to or at variance with the Islands Trust Policy Statement.

RELEVANT POLICY

- Section 38, Islands Trust Act
- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.i [Policy Statement Implementation Policy]
- Bowen Island Municipality Letters Patent

ALTERNATIVE

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

THAT the Executive Committee request that staff advise Bowen Island Municipality in writing that the Executive Committee considers that Bylaw No. 521 cited as “Bowen Island Municipality Official Community Plan Amendment Bylaw No. 521, 2020” is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], triggering meeting between Bowen Island Municipality and the Islands Trust Executive Committee.

Submitted By:	Kim Stockdill, Island Planner	September 21, 2020
Concurrence:	David Marlors, MCIP, RPP, Director, Local Planning Services	September 25, 2020

ATTACHMENTS

1. BIM Bylaw No. 521 - OCP Amendment
2. BIM ITPS Directives Only Checklist



**Bowen Island Municipality
Bylaw No. 521, 2020**

**A Bylaw to amend Bowen Island Municipality
Official Community Plan Bylaw No. 282, 2010**

WHEREAS, "Bowen Island Municipality Official Community Plan Bylaw No. 282, 2010" establishes conditions to issue Temporary Use Permits and

AND WHEREAS, Council wishes to amend "Bowen Island Municipality Official Community Plan Bylaw No. 282, 2010" to designate areas where temporary uses may be allowed:

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

1.1 Citation

- 1.2 This bylaw may be cited for all purposes as "Bowen Island Municipality Official Community Plan Amendment Bylaw No. 521, 2020".

2.1 Amendments

- 2.2 "Bowen Island Municipality Official Community Plan Bylaw No. 282, 2002" is amended by amending Policy 235 to read as follows:

Policy 235 The Municipality may consider issuing temporary land use permits provided the use will not create an unacceptable negative impact upon the natural environment or the character of the neighbourhood. Permits shall be issued in accordance with the Local Government Act. All areas within Bowen Island Municipality boundaries are designated Temporary Use Permit Areas

READ A FIRST TIME this 22nd day of June, 2020;

READ A SECOND TIME this 27th day of July, 2020;

PUBLIC HEARING this 27th day of August, 2020;

READ A THIRD TIME this 14th day of September, 2020;

FINALLY ADOPTED this ____ day of _____, _____;

Gary Ander
Mayor

Hope Dallas
Corporate Officer



Islands Trust CHECK LIST

POLICY STATEMENT DIRECTIVES ONLY

Bylaw No. 521, 2020 – File: Temporary Use Permit Designations

PURPOSE

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

POLICY STATEMENT

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

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

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

DIRECTIVES ONLY CHECK LIST

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

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

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

Part III Policies for Ecosystem Preservation and Protection

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

PART IV: Policies for the Stewardship of Resources

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

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

PART V: Policies for Sustainable Communities

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

N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulations, the development of land use patterns that encourage establishment of bicycle paths and other local transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulations, the identification of acceptable locations for the disposal of solid waste.

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

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



Islands Trust

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: HO 6500-20
HO Bylaw No. 163
(Hornby Island Housing Society
(HIHS) Rezone to R3A)

DATE OF MEETING: September 30, 2020
TO: Islands Trust Executive Committee
FROM: Heather Kauer, Regional Planning Manager
SUBJECT: Hornby Island Local Trust Committee – Bylaw No. 163 (LUB Bylaw Amendment)

RECOMMENDATION

1. **THAT the Islands Trust Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 163, cited as "Hornby Island Land Use Bylaw, 2014, Amendment No. 1, 2020", in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

The Hornby Island Local Trust Committee (LTC) has referred Bylaw No. 163 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaw as it is not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational: The key aspect of Bylaw No. 163 is to amend the Hornby Island Land Use Bylaw to rezone 5040 Central Road from Residential 3 – Community Housing (R3) Zone (*Elder Housing*) to *Residential 3A – Community Housing (R3A) Zone (ISLA)*.

Financial: Not applicable.

Policy: Bylaw No. 163 is consistent with the Islands Trust Policy Statement.

Implementation/Communications: If approved by the Executive Committee, Bylaw No. 163 will be forwarded to the Hornby Island Local Trust Committee for approval.

PURPOSE

The purpose of this Request for Decision is to provide the Executive Committee with a summary of the proposed amendments to Hornby Island Local Trust Committee Bylaw No. 163, cited as "Hornby Island Land Use Bylaw, 2014, Amendment No. 1, 2020" and request approval of this bylaw.

BACKGROUND

Hornby Island Local Trust Committee Bylaw No. 163

In 2016, the Hornby LTC adopted bylaw No. 149 which was a major update to the Hornby Island OCP. As part of this update, Development Permit Area 5 was created that was specific to 5040 Central Road. Also part of the adoption of bylaw No. 149 was the application of the Small Lot Residential / Community Housing (SR/CH) land use designation to this property.

Hornby Island Land Use Bylaw No. 150 was updated shortly after the OCP was amended and that update included the addition of a zoning designation entitled “*Residential 3A – Community Housing (R3A) Zone (ISLA)*”. While 5040 Central Road was commonly referred to at the time as the “ISLA” property, named after the housing society that owned the property at the time, Bylaw 150 did not apply R3A zoning to 5040 Central Road on Schedule B (Zoning Map) of the Land Use Bylaw. The property was depicted as “*Residential 3 – Community Housing (R3) Zone (Elder Housing)*”. Residential 3 (R3) housing is not consistent with the guidelines of DPA No. 5 but R3A zoning is.

In 2018, an Islands Trust staff report indicated that the application of R3 zoning instead of R3A zoning had been made in error. As a result of this information, the Hornby Island LTC included the zone change in their Top Priorities project list; in essence, the LTC agreed to initiate a rezone of the property rather than have the property owner submit an application.

The change of zoning remained on the LTCs Top Priority list as part of a larger project until January, 2020 when the LTC singled out the rezone of 5040 Central Road as a stand-alone project and put it on their Top Priority list as their #1 Priority.

Pursuant to Section 464(2) of the B.C. Local Government Act:

A local government may waive the holding of a public hearing on a proposed zoning bylaw if

- (a) an official community plan is in effect for the area that is subject to the zoning bylaw, and
- (b) the bylaw is consistent with the official community plan

The LTC found that the rezone of 5040 Central Road is consistent with the Hornby Island Official Community Plan and waived the public hearing. Pursuant to Section 467 of the Local Government Act, Notice was issued for waiving of the Public Hearing.

Bylaw No. 163 was given three readings and found to be “not contrary to or at variance with the Islands Trust Policy Statement”.

Issues Relating To Provincial Interest:

- Sections 464(2) and 467 of the Local Government Act

Issues Relating To Resources and Enforcement:

N/A

Issues Relating To First Nation Interest:

The meeting minutes of the LTCs June 26, 2020 meeting indicate the following:

A Trustee considered that sending the referral to First Nations may not be necessary in this case as the proposed amendment is limited to a change in the map designation and response time might delay the project.

The Hornby Island Trust Committee declined to refer Bylaw No. 163 to K'omoks First Nation for comment.

Public Comments to Executive Committee

As the public hearing was waived, no changes were made to the bylaw resulting from public input.

Staff Comments

Staff is recommending approval of Bylaw No. 163 as it is deemed to be consistent with the *Islands Trust Act* and *Local Government Act* and the Islands Trust Policy Statement.

KEY ISSUES/CONCEPTS

- Open and transparent governance

RELEVANT POLICY

- Section 38 of the *Islands Trust Act*
- Islands Trust Policy Statement Directive Policies
- 1.3.i Policy Statement Implementation Policy

ALTERNATIVE

THAT the Executive Committee request that staff advise the Hornby Island Local Trust Committee in writing that the Executive Committee considers that Bylaw No. 163, cited as "Hornby Island Land Use Bylaw, 2014, Amendment No. 1, 2020", is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Hornby Island Local Trust Committee on the steps needed to address the specified issues.

Submitted By:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	September 15, 2020
Concurrence:	David Marlor, MCIP, RPP Director of Local Planning Services	September 25, 2020

ATTACHMENTS

1. EC Submission Cover
2. Bylaw Submission Checklist
3. Bylaw Referrals Report
4. Islands Trust Policy Statement Directives Only Checklist
5. EC Policy Checklist
6. Bylaw No. 163



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Hornby Island Local Trust Committee

Bylaw No.: HO-163

Bylaw Type: Land Use Bylaw

Date of resolution referring bylaw to Executive Committee: 11-Sep-2020

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

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

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

Date bylaw will appear on Executive Committee agenda: _____

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

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk

Trust Area: Hornby Island Local Trust Committee
Type: Land Use Bylaw
Bylaw No.: HO-163
Application No.:
Trust Initiated: Yes

Proofread By:

Clerk: Yes
Planner: Yes

Technical Staff: No

First Reading Date: 26-Jun-2020

Bylaw Sent to Referrals: Yes
Date Proposed Bylaw to Web: 29-Jun-2020

Resolutions:

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

Secretary Signature Block:

Secretary's Signature: McErlean, Becky

Date: 30-Jul-2020

File complete and ready for Public review: Yes

Public Hearings:

Location:
Proofread By: ,

Legal Paper: Hornby Tribune
First Publish Date: 26-Aug-2020

Second Publish Date: 02-Sep-2020

Alternate Paper:
First Publish Date:

Second Publish Date:

Mailout Date: 17-Aug-2020
Second Reading Date: 26-Jun-2020

Delivery Notices: 25-Aug-2020
Date Public Hearing Held:
Third Reading Date: 11-Sep-2020

Referrals: Bylaw HO-163

Agency	Sent	Received
Comox Valley Regional District 600 Comox Road: Ton Trieu <i>Comment:</i> Interests unaffected	29-Jul-2020	05-Aug-2020
School District 71 607 Cumberland Raod: Tom Demeo	21-Jul-2020	



ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: 6500-20

File Name: 5040 Central Rd RZ to R3A

PURPOSE

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

POLICY STATEMENT

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

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

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

DIRECTIVES ONLY CHECKLIST

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

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

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

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

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

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

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

	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
✓	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

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

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

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

Executive Committee

Policy Checklist

Checklist Key:

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

Executive Committee Legislative Role Policy (2.4)

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

Checklist Key:

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

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

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

Comments

Completed By: Becky McErlean

Status

Date Resolution Referred to Exective Committee: 11-Sep-2020

Reading:

PROPOSED

HORNBY ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 163

A BYLAW TO AMEND HORNBY ISLAND LAND USE BYLAW, 2014

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

1. Citation

This bylaw may be cited for all purposes as “Hornby Island Land Use Bylaw, 2014, Amendment No. 1, 2020.”

2. Schedule “A” of the Hornby Island Local Trust Committee Bylaw No. 150, cited as “Hornby Island Land Use Bylaw, 2014,” is amended as follows:

2.1 **Part 4 SIGN REGULATIONS**, Section 4.6 **Sign Number and Area**, Subsection 4.6 (1) **Table 4.6: Sign Number and Area** is amended by adding the following:

Zone/Use	Number of Signs Permitted for each lot, Premises or Use	Maximum total sign area permitted for each lot, premises or use
R1, R2, R3, <u>R3A</u> , R4	1 per lot or home occupation	1.0 m ²

2.2 **Part 7 ESTABLISHMENT OF ZONES**, Section 7.1 **Division into Zones**, is amended by adding the following after “Residential 2 – Community Housing”:

Zone Name	Abbreviation
Residential 3 – Community Housing (<u>Elder Housing</u>)	R3
<u>Residential 3A – Community Housing (ISLA)</u>	<u>R3A</u>

3. Schedule “B” of the Hornby Island Local Trust Committee Bylaw No. 150, cited as “Hornby Island Land Use Bylaw, 2014,” is amended as follows:

- a. By changing the zoning classification of LOT 1, SECTION 11, HORNBY ISLAND, NANAIMO DISTRICT, PLAN VIP 87990 (PID 028-221-401) from Residential 3 – Community Housing (Elder Housing) (R3) to Community Housing Zone (ISLA) (R3A) as shown on Plan No. 1, attached to and forming part of this bylaw, and by making such alterations to Schedule “B” of Bylaw No. 150 as are required to effect this change.

PROPOSED

READ A FIRST TIME THIS 26TH DAY OF JUNE , 2020

READ A SECOND TIME THIS 26TH DAY OF JUNE , 2020

PUBLIC HEARING WAIVED THIS 26TH DAY OF JUNE , 2020

READ A THIRD TIME THIS 11TH DAY OF SEPTEMBER , 2020

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

_____ DAY OF _____ , 20XX

ADOPTED THIS _____ DAY OF _____ , 20XX

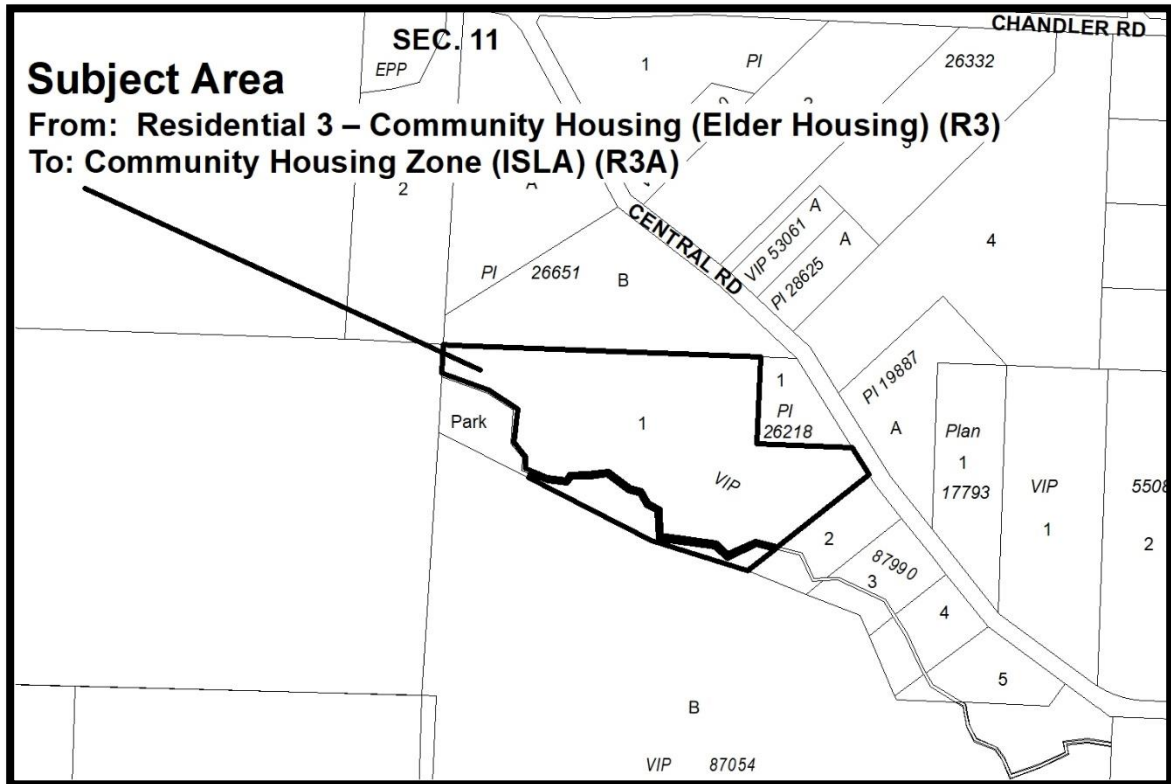
Chair

Secretary

PROPOSED

HORNBY ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 163

Plan No. 1





Islands Trust Council Highlights September 15-16, 2020

The following is a list of highlights of Trust Council's activities and decisions during its September 15-16 meeting held electronically. These highlights are not the official minutes of the Trust Council meeting; Trust Council will adopt those at its December 2020 electronic meeting.

Summary of Local Trust Committee Policy

Trust Council requested staff review of the Local Trust Committee Correspondence Policy 7.4.i, to ensure it is up to date.

Prioritizing of the 2018-2022 Continuous Learning Plan

Trust Council approved the delivery of a prioritized Continuous Learning Plan and postponed inviting Dr. Richard Hebda to give a presentation, until a more appropriate time.

Islands Trust Council December Meeting Logistics

The December 1-3, 2020 regular Trust Council meeting will be conducted electronically.

June 30, 2020 Quarterly Financial Report

Trust Council approved the June 30, 2020 First Quarter Financial Report as presented.

History, Heritage and Conservation Grants-in-Aid Policy

Trust Council amended Policy 2.1.14 to be inclusive of First Nations history, heritage objects and sites.

Secretariat Services Policy

Trust Council adopted Policy 2.1.15 Secretariat Services, a function to provide coordinating administrative services in the Trust-area.

Amendments and Suspension of Community Stewardship Awards Program

Trust Council amended Policy 2.1.11 to align with its commitments to Climate Change Emergency and First Nation's Reconciliation; however, a decision to suspend the program to prioritize other Trust Area Services work and refocus due to COVID was passed.

Changing Islands Trust Tagline

Trust Council adopted the new tagline "Preserving and Protecting Over 450 Islands and their Surrounding Waters in the Salish Sea".

Change the Name of Local Planning Committee to Regional Planning Committee

Trust Council approved renaming the "Local Planning Committee" to "Regional Planning Committee" and directed staff to update Policies 2.3.1, 2.3.2, 2.1.5, 6.2.1, 6.5.4, 6.13 and 6.11.1 to reflect this name change.

Legislative Monitoring Report

Trust Council directed staff to work with the Regional Planning Committee to review policies and fees related to the Agricultural Land Commission Exclusion Regulation which comes into effect October 1, 2020.

Cost of Enhanced Bylaw Enforcement

Trust Council asked the Director of Regional Planning Services to put the business case for an additional bylaw compliance and enforcement officer forward to the Financial Planning Committee.

Policy Interpretation or Amendment - Trust Council Policy 6.3.2 s.6.3

Trust Council supported a Salt Spring Island Local Trust Committee (LTC) request regarding use of unspent funds from the LTC's special property tax requisition and directed staff to draft amendments to Trust Council Policy 6.3.2.

Northern Gulf Islands Groundwater Study Peer review in respect of the Southern Gulf Islands Groundwater study

Trust Council delegated to the Regional Planning Committee, consideration of the peer review and determination of the usefulness of the Southern Island groundwater project.

New Brighton Dock at Gambier Island

The Chair was requested to write to all relevant federal and provincial ministries to ensure the New Brighton Dock remains a public access point; while at the same time being a fair and reasonable option for the owners of the dock, the Skwxwú7mesh Uxwumixw Council, to consider in their deliberations.

BC Coastal Strategy and Law

Trust Council requested the Chair write to all relevant Ministers to enact a Coastal Strategy and law in response to Canadian Parks and Wilderness Society / West Coast Environmental Law delegation request.

Raincoast Conservation Foundation

That the Executive Committee review the recommendations presented by the Raincoast Conservation Foundation regarding policy to protect endangered forests and provide recommendations to Trust Council.

Trust Council will request the Province to enhance local jurisdiction over tree cutting bylaws and to make the Islands Trust jurisdiction equal to other jurisdictions under the Community Charter.

My Sea to Sky: Municipal Carbon Accounting and Accountability

Trust Council indicated commitment to participate in the My Sea to Sky development of a Climate Action Report Card tool, subject to Trust Programs Committee endorsement.

Salt Spring Solutions & Non-profit Community Groups Collective Concern for the Islands 2050 Consultation Process

Trust Council requested staff address the collective concerns of the groups, within the development and implementation of ongoing public engagement related to the Policy Statement Update Project.

Roberts Bank Terminal 2

Presentation to the Islands Trust Council



September 16, 2020



Lovel Pratt
Marine Protection and Policy Director



Friends *of the*
San Juans



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Elsewhere in BC 1.800.663.7867
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December 16, 2010

Admiral Robert J. Papp, Jr.,
Commandant of the United States Coast Guard
2100 2nd St SW Stop 7000
Washington DC 20593-7000
Via Email: 00ea@uscg.mil

The Honourable Chuck Strahl
Canadian Minister of Transport, Infrastructure
and Communities
Tower C - 330 Sparks St.
Ottawa, Ontario K1A 0N5
Via Email: mintc@tc.gc.ca

Marc Grégoire, Commissioner
Canadian Coast Guard
200 Kent Street
Ottawa, Ontario K1A 0E6
Via Email: marc.gregoire@dfo-mpo.gc.ca

The Honourable John Baird
Canadian Minister of the Environment
10 Wellington Street, 28th Floor
Gatineau, Quebec K1A 0H3
Via Email: minister@ec.gc.ca

Dear Admiral Papp; Commissioner Grégoire; Minister Strahl; and Minister Baird:

Re: United States of America and Canada cooperative review of maritime safety standards

We are writing to request that the US Coast Guard, Canadian Coast Guard, Transport Canada and Environment Canada begin discussions in 2011 to review comparability of their maritime safety standards, and develop compatible regulations on both sides of the border to provide the best oil spill protection possible for the Salish Sea.

Friends *of the* San Juans



Science, Education,
Policy and Law



**Protecting and restoring the San Juan Islands
and the Salish Sea for people and nature since 1979**

Endangered Species Listings

Canadian Species at Risk Act 2003

US Endangered Species Act 2005

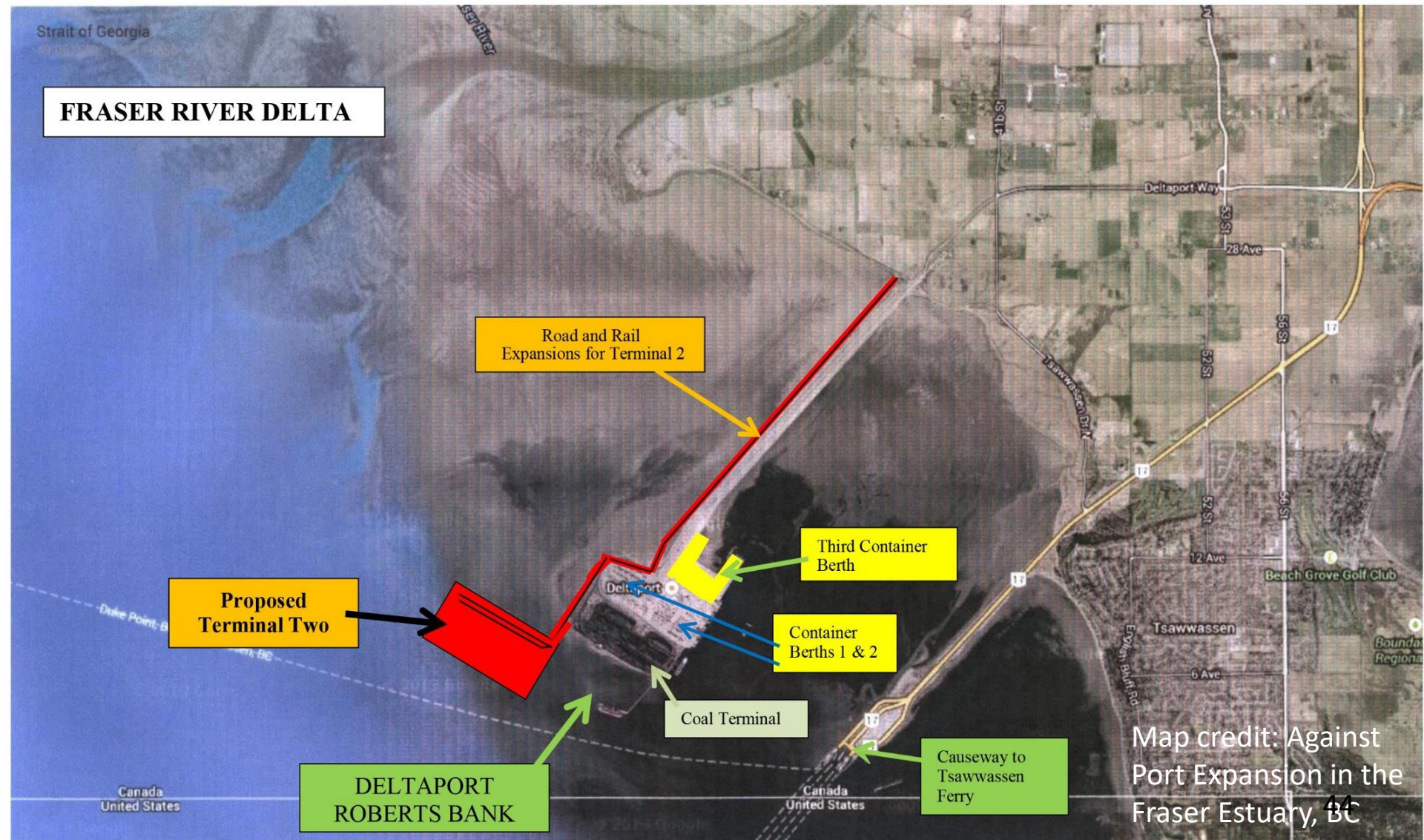


Identified Threats:

- **Prey/Chinook salmon declines – quality and quantity**
- **Pollution, oil spills – actual and potential**
- **Vessel impacts – presence and noise**

Roberts Bank Terminal 2

Deltaport BC terminal expansion with capacity for 468-520 additional container ship transits per year





L87 in Haro Strait. Photo credit: Capt. Alan Niles / Maya's Legacy V

*A key to quieter seas:
half of ship noise comes from 15% of the fleet*

“About 43% of container ships are gross polluters, by far the highest proportion of any ship class in our dataset.”

Gross polluters = ships with source levels greater than 179 dB

Source: Veirs, S., Veirs, V., Williams, R., Jasny, M., and Wood, J. (2017). A key to quieter seas: half of ship noise comes from 15% of the fleet. *Authorea*. DOI: 10.22541/au.149039726.69540798.



Photo credit: Don Wilson/Port of Seattle

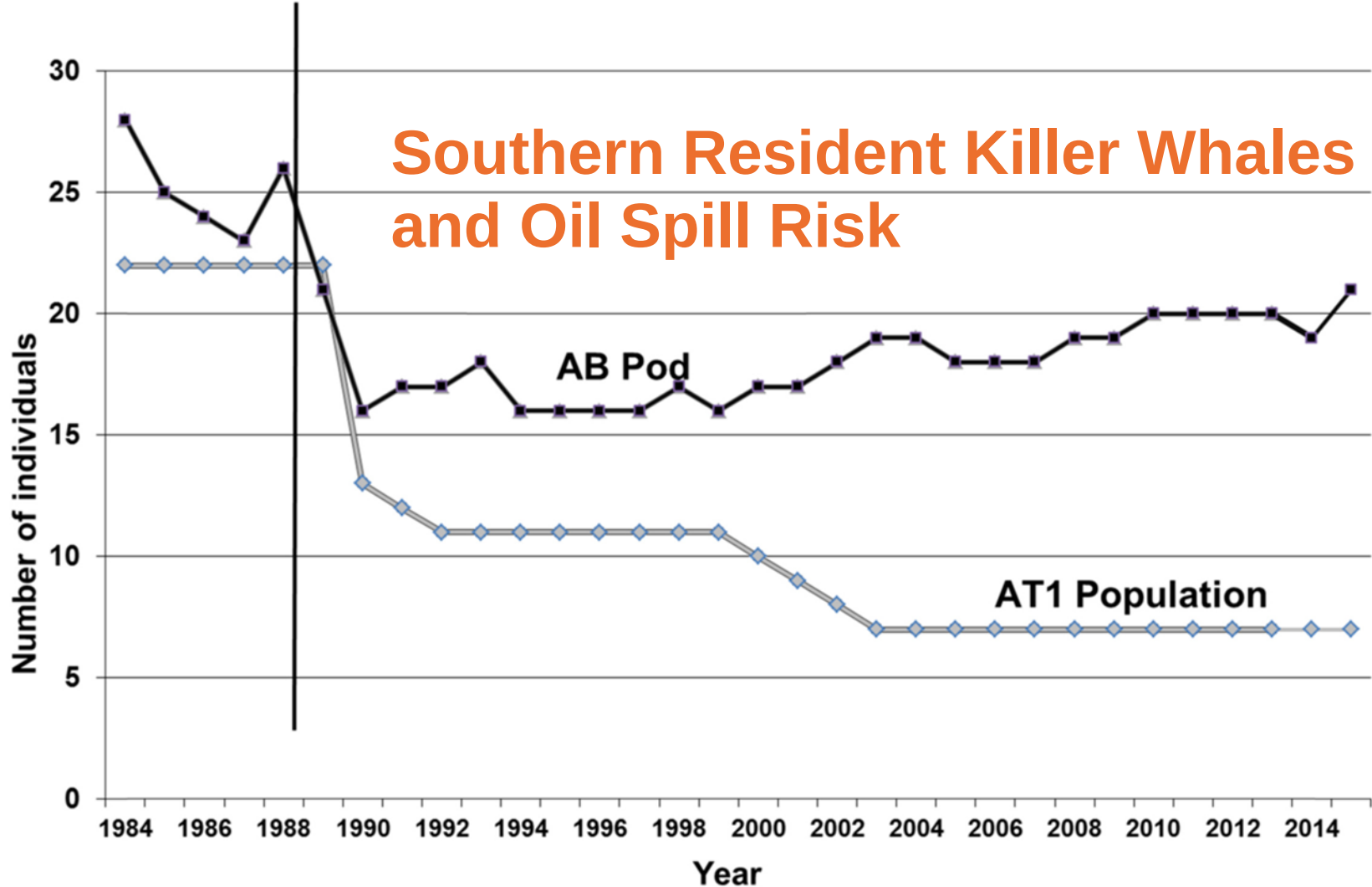
CMA CGM Benjamin Franklin

18,000 TEUs

Propulsion fuel capacity:

4.5 million gallons / 17,034,353 liters

Source: <https://response.restoration.noaa.gov/about/media/how-much-oil-ship.html>



Change in numbers of killer whales in resident (AB) pod and transient (AT1) population that occur in Prince William Sound, Alaska. The vertical line indicates the time of the Exxon Valdez oil spill.

Source: Esler et al., 2017. Timelines and mechanisms of wildlife population recovery following the Exxon Valdez oil spill

San Juan County Oil Spill Risk Consequences Assessment

EARTH
ECONOMICS 

Estimated
damages in San
Juan County
from a 1-million
gallon spill of
heavy fuel oil at
Turn Point:

***\$84 to \$243
Million USD***

Source:

https://www.sjcmrc.org/media/18754/sanjuancoilspill-riskconsequencesassessment_eartheconomics_030119.pdf

San Juan County Emergency Response Towing Vessel Cost Evaluation

Prepared for

San Juan County

Prepared by



Anchorage
800 E Diamond Boulevard
Suite 3-300
Anchorage, Alaska 99515-2049
Phone: 907.274.5600
Fax: 907.290.2464
Seattle
1455 NW Leary Way
Suite 400
Seattle, WA 98107
Phone: 206.747.8475
www.northerneconomics.com

The annual cost
of positioning an
Emergency
Response Towing
Vessel in San
Juan County:
**\$4.3 - \$6.2
Million USD**

Source:

https://www.sjcmrc.org/media/18755/sjc_ertvcostevaluationfinalreport.pdf



© Clark Crawford
MarineTraffic.com

The Jeffrey Foss ERTV stationed at Neah Bay. Photo by Clark Crawford - MaritimeTraffic.com

COMPANY NEWS JANUARY 4, 2019 / 6:40 AM / 5 MONTHS AGO

Hapag Lloyd container ship battling fire off Canada's east coast

2 MIN READ



FRANKFURT, Jan 4 (Reuters) - German shipping line Hapag Lloyd said on Friday that it was trying to extinguish a fire on its Yantian Express container vessel off Canada's east coast but was being hampered by bad weather.

Source: <https://www.reuters.com/article/hapag-lloyd-fire/hapag-lloyd-container-ship-battling-fire-off-canadas-east-coast-idUSL8N1Z42TT>

Toxic Peroxide Found on Dutch Beach After Cargo Ship Loses 277 Containers



Rough weather caused more than 270 shipping containers to fall off a large cargo ship in the North Sea, including ones containing a toxic substance. Some of the dangerous material washed up on a Dutch island near the German border. Dutch Coastguard, via Reuters

Jan. 4, 2019



BRUSSELS — The Dutch authorities were struggling on Friday to respond to a possible environmental crisis after a cargo ship sailing the North Sea during a storm lost 277 giant shipping containers, including at least one carrying a toxic substance.

NEWS

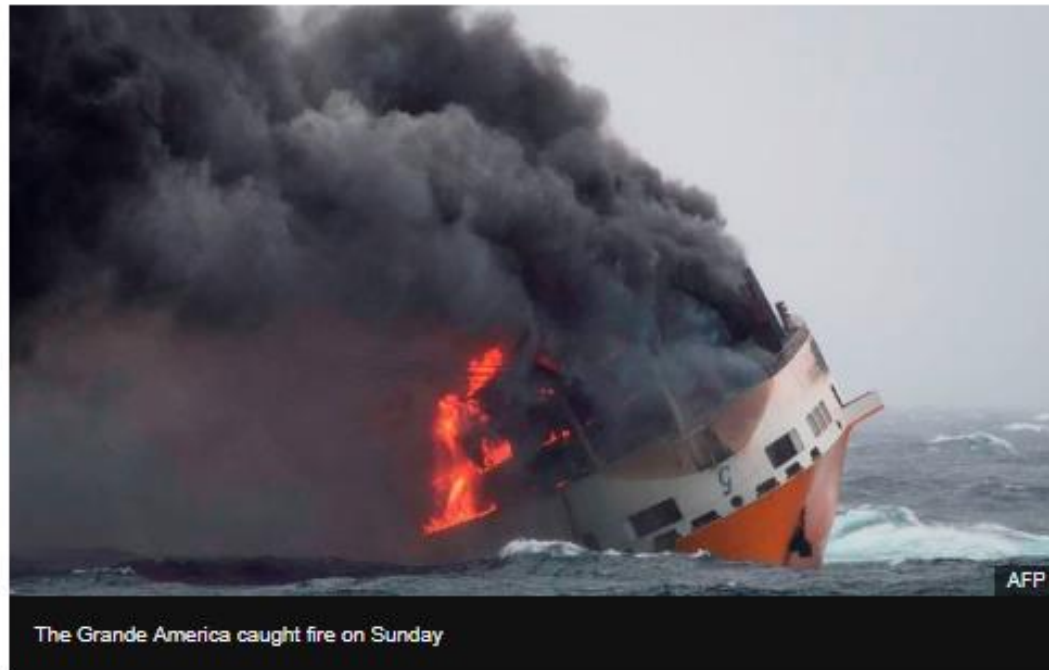
[Home](#) | [Video](#) | [World](#) | [US & Canada](#) | [UK](#) | [Business](#) | [Tech](#) | [Science](#) | [Stories](#) | [Entertainment & Arts](#) | [Health](#) | [More](#)[Europe](#) | [European Elections 2019](#)

Grande America: France braces for oil spill damage after ship blaze

🕒 14 March 2019



Share



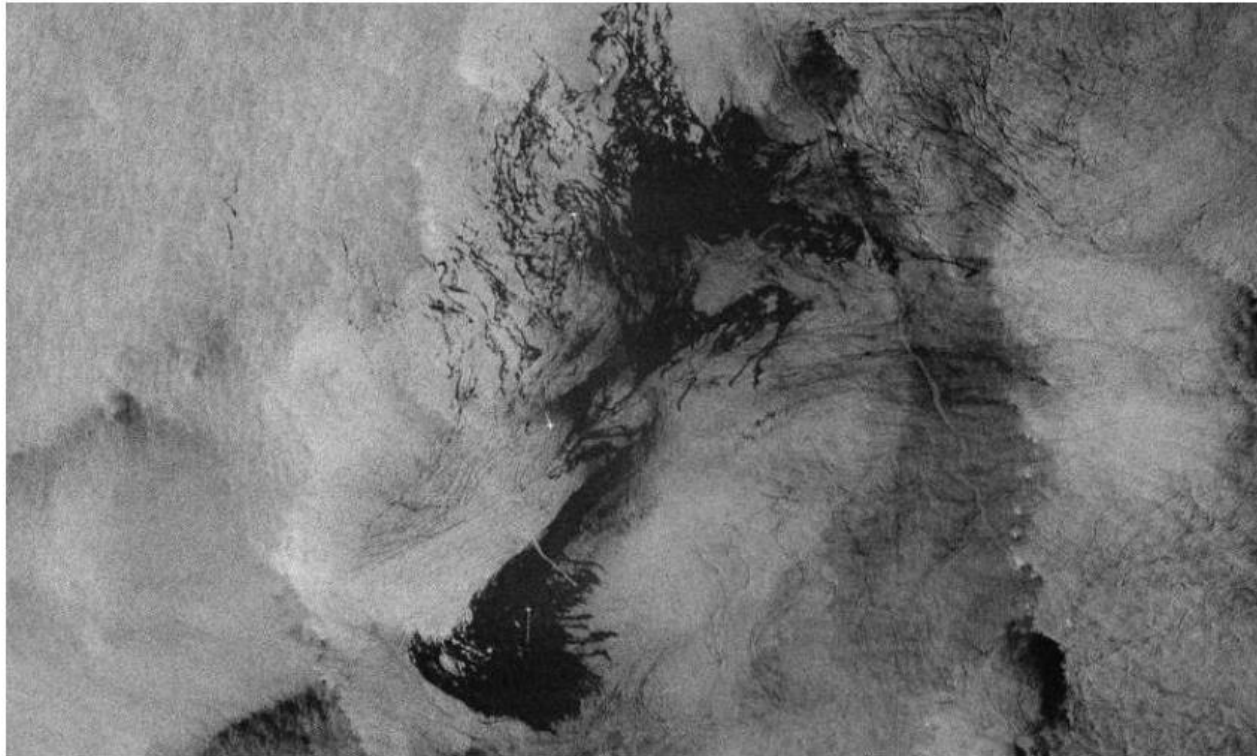
The Grande America caught fire on Sunday

French authorities are bracing for a huge oil slick to hit the country's coastline after an Italian ship capsized near La Rochelle on Tuesday.

🕒 MARCH 21, 2019

Image: Grande America oil spill

by European Space Agency



Credit: contains modified Copernicus Sentinel data (2018), processed by ESA, [CC BY-SA 3.0 IGO](#)

Captured just yesterday, 19 March, at 17:11 GMT (18:11 CET) by the Copernicus Sentinel-1 mission, this image shows the oil spill from the Grande America vessel. The Italian container ship, carrying 2200 tonnes of heavy fuel, caught fire and sank in the Atlantic, about 300 km off the French coast on 12 March.

Source: <https://phys.org/news/2019-03-image-grande-america-oil.html>
and <https://en.wikipedia.org/wiki/Sentinel-1>

[Updated] At Least 25 Injured in Container Ship Blaze at Thai Port

Follow us



Source: YouTube, Credit: TNC

Source: <https://www.maritime-executive.com/article/at-least-25-injured-in-container-ship-blaze-at-thai-port>



I respectfully request that the Islands Trust Council oppose the Roberts Bank Terminal 2 project



If this project is destined for approval in spite of opposition, please consider advocating for these additional conditions to help mitigate RBT2 impacts:

- To address the increased risks of accidents, oil spills, and cargo spills from RBT2 vessel traffic, an additional Emergency Response Towing Vessel should be required.
- To reduce noise impacts from RBT2 shipping traffic that would be detrimental to the critically endangered Southern Resident orcas and other marine fauna, all container ships that call on RBT2 should be required to be accredited as quiet by a ship-classification society.
- To reduce the environmental, cultural, and economic impacts from potential oil spills, all container ships that call on RBT2 should be required to exclusively use propulsion fuels that comply with the International Maritime Organization's 0.50% sulfur limit. This would prohibit the use of Heavy Fuel Oil – the high viscosity, tar-like fuel that can have significant environmental and economic and cultural impacts when spilled. The required use of International Maritime Organization's compliant low-sulfur fuel would also prevent pollution from wet scrubber discharges.

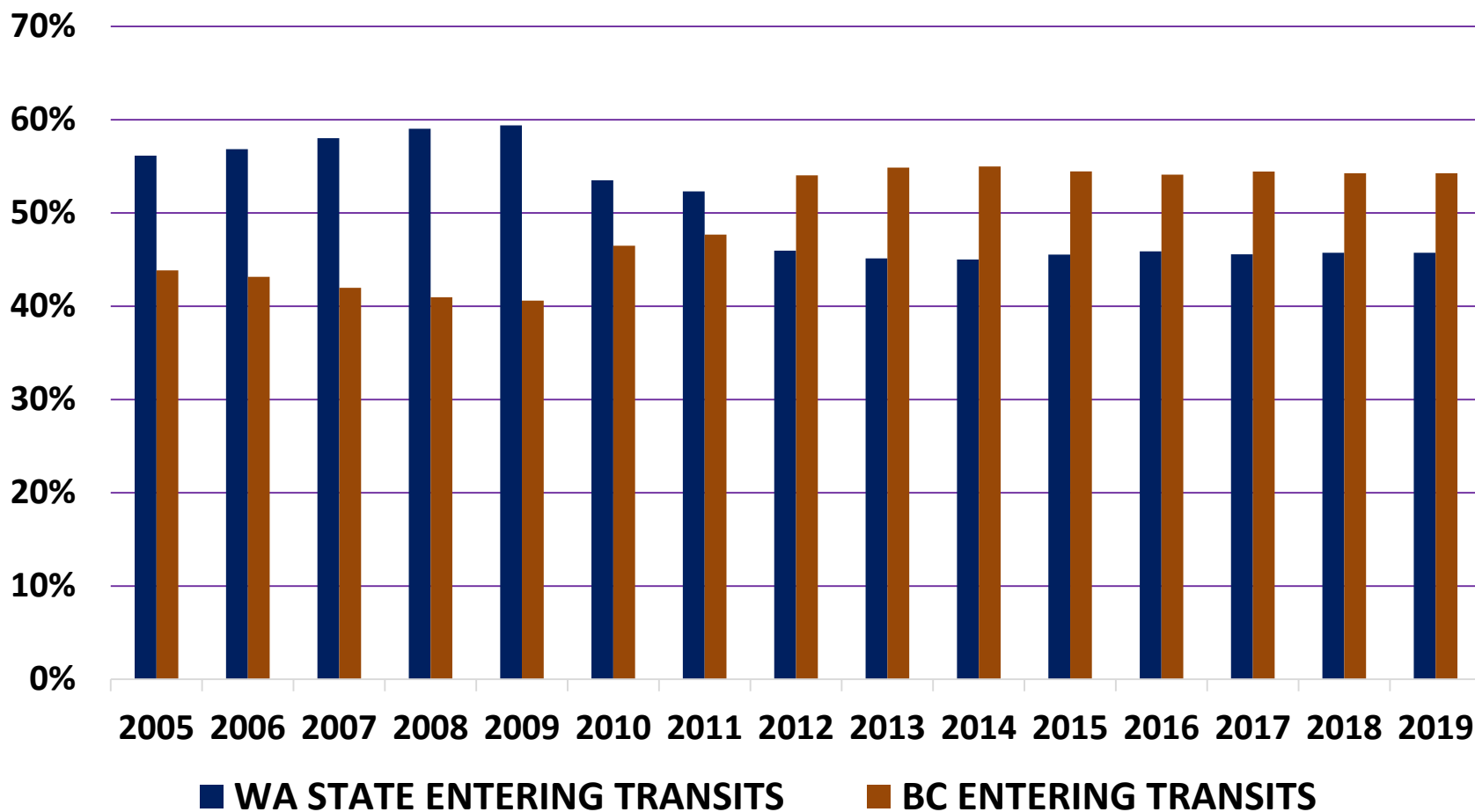
Questions?
Thank you!



Friends *of the*
San Juans

L87 - Photo credit: Jessica Newley

WA vs. BC Bound Transits Entering the Salish Sea





PROJECTED NEW ANNUAL VESSEL TRANSITS

1	Discovery LNG	732 *
2	Woodfibre LNG	80
3	Nanaimo Port Authority	222 *
4	Fibreco Export increase in vessel size +	18
5	Neptune Terminals	104
6	G3 Terminal	224
7	Centerm Container	130
8	Canada's TMX Pipeline	696
9	Pacific Coast Terminals	88
10	Fraser Surrey Docks	160
10	Fraser Surrey Docks	364
11	WesPac LNG	136
12	Vancouver Airport Fuel	96
13	Roberts Bank Terminal 2	520
14	Westshore Terminals	62
15	GCT Deltaport increase in vessel size	222 *
15	GCT Deltaport	144
16	Phillips 66 & REG	TBD
16	Phillips 66	TBD
17	Marathon (formerly Tesoro)	120
18	Cruise Seattle	TBD
19	Seaport Alliance increase in vessel size +	TBD
20	US Oil & Refining Co	72*+ TBD
21	Puget Sound Energy LNG	TBD
22	Grays Harbor	42 *
TOTAL PROJECTED NEW TRANSITS		4,232 + TBD
2018 TRANSITS		12,120
TOTAL 2018 + NEW TRANSITS		16,352 + TBD

July 27, 2019



REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** September 30, 2020
From: Russ Hotsenpiller **Date Prepared:** September 25, 2020
SUBJECT: Executive Committee Budget Request for FY2021/22

RECOMMENDATION:

1. That the Executive Committee recommend that the Financial Planning Committee include \$10,000 in the Fiscal Year 2021/22 for the Policy Statement Amendment Project (Strategic Plan items 10, 16, 22,23).
2. That the Executive Committee recommend that the Financial Planning Committee include \$18,672 in the Fiscal Year 2021/22 for broadcasting of public meetings (Strategic Plan item 13).
3. That the Executive Committee recommend that the Financial Planning Committee include \$16,950 in the Fiscal Year 2021/22 for implementation of the Reconciliation Action Plan (Strategic Plan items 18,19).
4. That the Executive Committee request staff to draft an amendment to the Strategic Plan regarding development of heritage overlay mapping.
5. That the Executive Committee recommend that the Financial Planning Committee include \$30,000 in the Fiscal Year 2021/22 for the development of heritage overlay mapping (pending Executive Committee approval of a business case and adoption of a Strategic Plan amendment).
6. That the Executive Committee recommend that the Financial Planning Committee include \$15,000 in the Fiscal Year 2021/22 for Islands Trust signs throughout the Trust Area.

CAO COMMENTS: The recommended items support the 2018-2022 Islands Trust Strategic Plan and implementation of the Reconciliation Action Plan.

1 PURPOSE:

The purpose of this report is to recommend budget allocations for Fiscal Year 2021/22 to further the Trust Council 2018-2022 Strategic Plan as well as the draft Communications Plan.

2 BACKGROUND:

At the December 2019 meeting, Trust Council adopted the 2018-2022 Strategic Plan. This Strategic Plan has the following items that would be undertaken by the Executive Committee:

Strategic Plan Item	Suggested Budget Request
<u>Strategic Plan Item 3:</u> “Amend legislation to increase the percentage of the Natural Area Protection Tax Exemption Program (NAPTEP) to act as an incentive for the protection of forest cover for climate change mitigation and adaptation in the Islands Trust Area”.	\$0 Will be accomplished using existing staff resources.
<u>Policy Statement Amendment:</u> <u>Strategic Plan Item 10:</u> “Amend the Islands Trust Policy Statement to add climate change mitigation, adaptation and resiliency policies.” <u>Strategic Plan Item 16:</u> “Implement the following high priority actions outlined in the Affordable Housing in the Trust Area: Strategic Actions for Islands Trust previously referred by Trust Council. i. Review the Islands Trust Policy statement and give consideration to: a) giving affordable housing a greater profile for its role in sustainable communities b) including a reference to affordable housing in its policy direction to LTCs and municipalities. ii. Review the Islands Trust Policy statement to ensure that it: a) includes clear and well-thought out definition of ‘affordability’ b) includes clearly articulated vision, goal and objectives for affordable housing c) gives affordable housing a greater profile for its role in sustainable communities d) includes a reference to affordable housing in its policy direction to LTCs and municipalities.” <u>Strategic Plan Item 22:</u> “Amend the Policy Statement introductory and definitions sections.” <u>Strategic Plan Item 23:</u> “Determine if additional changes to the Policy Statement are desired by Trust Council.”	\$10,000 Business case attached
<u>Strategic Plan Item 11:</u> “Advocate to minimize the impact of commercial activities on the marine environment and participate in Canada’s Southern Resident Killer Whale (SRKW) recovery plan.”	\$0 Will be accomplished using existing staff resources.
<u>Strategic Plan Item 13:</u> “Develop the capacity to broadcast public meetings of Local Trust Committees, Council Committees and Trust Council.”	\$18,672 Business case attached
<u>Strategic Plan Item 14:</u> “Develop a new website and initiate a social media program.”	\$0. New website to be completed in 20/21 and social media program to be implemented using existing staff resources and communications budget.
<u>Strategic Plan Item 17:</u> “Adopt a Reconciliation Declaration”	Done. No funds needed.
<u>Strategic Plan Item 18:</u> “Adopt and implement a Reconciliation Action Plan”	\$16,950 Business case attached

Strategic Plan Item 19: "Develop a Trust Area-wide archaeological impact strategy and establish a Cultural Working Group."	Funds requested via Reconciliation Action Plan business case.
Total Strategic Plan budget requests	\$90,622

Recommendations 5 and 6 have resulted from recent discussions about the opportunity to further reconciliation through the use of Heritage Conservation Areas as a method for protecting cultural heritage. Staff anticipate that a consultant would be needed to undertake the project under the oversight of the Regional Planning Committee with active engagement from First Nations. This work is currently not specified in the Strategic Plan, but is a tool that can be used to protect cultural heritage sites throughout the Trust Area. The recommendation is to create a budget place holder of \$30,000 and staff will develop a business case and refine the budget request for consideration of the Executive Committee and Financial Planning Committee, and recommendations on amendments to the Strategic Plan to incorporate this item.

In addition to Strategic Plan projects, the Executive Committee has responsibility for the communications program. Many activities in the draft communications plan can be undertaken within the communication program budget (\$20,000 in 2020/21), however, staff recommend undertaking a signage program in 2021/22 which would require additional project funding. Prior to initiating a signing program, the Executive Committee would need to consider if it wished to initiate a project to change the Islands Trust logo. Unless a full public engagement process is desired regarding a new logo, a review of the logo could be achieved with the communications program budget.

Communications Plan implementation	Suggested Budget Request
Islands Trust signs throughout the Trust Area Project	\$15,000

IMPLICATIONS OF RECOMMENDATIONS

ORGANIZATIONAL: Staff assigned to the Executive Committee will undertake work with staff/consultants support work per the business cases.

FINANCIAL: The FY2021/22 budget would need to include the required funds to support the projects.

POLICY: No implications of the recommendations on policy, except that not continuing to fund the continuation of the Policy Statement amendment process would prevent completion of the project.

IMPLEMENTATION/COMMUNICATIONS: The Executive Committee resolutions will be forwarded to the Financial Planning Committee.

If Recommendations 5 and 6 are accepted, staff will draft a full business case and proposed Strategic Plan amendment for consideration by Executive Committee at the October 21, 2020 meeting. Financial Planning could consider the business case and any associated changes in requested funding at the November 12, 2020 meeting.

FIRST NATIONS: As detailed in the attached business cases. Funding for development of heritage overlay mapping would be a practical approach to implementing Trust Council's commitment to reconciliation.

OTHER: No other implications.

3 RELEVANT POLICY(S): Budget Process Policy (6.3.1)

4 ATTACHMENT(S):

- a. Policy Statement Amendment Project Business Case
 - b. Broadcasting of public meetings Business Case
 - c. Reconciliation Action Plan Implementation Business Case
 - d. Islands Trust signs throughout the Trust Area Project Business Case
-

RESPONSE OPTIONS

Recommendation:

1. That the Executive Committee recommend that the Financial Planning Committee include \$10,000 in the Fiscal Year 2021/22 for the Policy Statement Amendment Project (Strategic Plan items 10, 16, 22,23).
2. That the Executive Committee recommend that the Financial Planning Committee include \$18,672 in the Fiscal Year 2021/22 for broadcasting of public meetings (Strategic Plan item 13).
3. That the Executive Committee recommend that the Financial Planning Committee include \$16,950 in the Fiscal Year 2021/22 for implementation of the Reconciliation Action Plan (Strategic Plan items 18,19).
4. That the Executive Committee request staff to draft an amendment to the Strategic Plan regarding development of heritage overlay mapping.
5. That the Executive Committee recommend that the Financial Planning Committee include \$30,000 in the Fiscal Year 2021/22 for the development of heritage overlay mapping (pending Executive Committee approval of a business case and adoption of a Strategic Plan amendment).
6. That the Executive Committee recommend that the Financial Planning Committee include \$15,000 in the Fiscal Year 2021/22 for Islands Trust signs throughout the Trust Area.

Alternative: As directed by the Executive Committee.

Prepared By: Clare Frater, Director, Trust Area Services

Reviewed By/Date: Russ Hotsenpiller, CAO, September 25, 2020



**Budget Funding Request
Short-Form Business Case**

This business case is a Staff recommendation, and is subject to EC/TPC approval of its work program for FY21/22.

TO BE COMPLETED BY INITIATOR

Initiated by: Clare Frater, Director, Trust Area Services	Budget Source (select all that apply): ☒ Specific Project Funding (select all that apply) ☐ Third Party Contractors ☐ Staff Travel Expense ☐ Staff Overtime Expense ☐ New Staff Member – Temporary for project ☐ Computer Hardware/Software ☐ Furniture & Equipment ☐ Computer Hardware/Software/Supplies ☐ New Staff Resources (see Staff Costing Tool) ☐ Permanent ☐ Temporary Temp Duration: _____ ☒ Other – please describe: Legal Services
Business Area: Trust Area Services	
Name of Request: Policy Statement Amendment Project \$10,000	
Date of Funding Request: September 20, 2020	Funding Required for (date range): Fiscal 2021/22
ISSUE/OPPORTUNITY: Trust Council's Policy Statement Amendment Policy (1.2.i) states that each term, Trust Council will identify Policy Statement review and/or amendment tasks. The Islands Trust Council has assigned the Executive Committee, with involvement from Trust Programs Committee as appropriate, to co-ordinate a review of the Introduction, Part I, Part II and Schedule 1 - Definitions sections and climate policies of the Policy Statement. The Executive Committee has adopted an engagement plan and project charter to guide the amendment process. The 2018-2022 Strategic Plan includes the following direction: • <u>Strategic Plan Item 10:</u> "Amend the Islands Trust Policy Statement to add climate change mitigation, adaptation and resiliency policies." • <u>Strategic Plan Item 16:</u> "Implement the following high priority actions outlined in the Affordable Housing in the Trust Area: Strategic Actions for Islands Trust previously referred by Trust Council."	

- i. Review the Islands Trust Policy statement and give consideration to: a) giving affordable housing a greater profile for its role in sustainable communities b) including a reference to affordable housing in its policy direction to LTCs and municipalities.
- ii. Review the Islands Trust Policy statement to ensure that it: a) includes clear and well-thought out definition of 'affordability' b) includes clearly articulated vision, goal and objectives for affordable housing c) gives affordable housing a greater profile for its role in sustainable communities d) includes a reference to affordable housing in its policy direction to LTCs and municipalities.
- Strategic Plan Item 22: Amend the Policy Statement introductory and definitions sections.
- Strategic Plan Item 23: Determine if additional changes to the Policy Statement are desired by Trust Council.

The multi-year Policy Statement Amendment Project is expected to continue into 2021/22. In 2020/21, Trust Council approved spending of \$45,000 for this work. As of September 24, 2020, staff have spent approximately \$7,000 and expect to spend a further \$28,000 by the end of the fiscal year on First Nations and public engagement, and on legal review. This would leave \$10,000 in unspent monies that would contribute to the accumulated surplus fund at the end of the fiscal year, in accordance with accounting practices.

To complete the project in 2021/22, staff recommend that Trust Council include \$10,000 in the 2021/22 budget for this work. This budget amount could be funded from surplus funds to avoid any new taxation for this project. This funding amount is consistent with the total project budget approved in the project charter and would be used for statutory advertising and legal review if required.

On August 13, 2020, the Trust Programs Committee passed the following resolution:

TPC-2020-041

It was MOVED and SECONDED,

that Trust Programs Committee request that the Executive Committee recommend to Financial Planning Committee to include \$10,000 in Fiscal Year 2021/22 for the Policy Statement Amendment Project (Strategic Plan items 10, 16, 22,23).

PROJECTED RESULTS/DELIVERABLES:

4th Reading by Trust Council of an amended Policy Statement bylaw, and a plan for subsequent amendments.

RISK ASSESSMENT:

As noted in the project's engagement plan, due to the nature of this project and the number of First Nations and stakeholders involved, there is substantial risk that the project plan will need to be amended to respond to emerging issues, communication/engagement requests or other developments. Staff will maintain a focus on the big-picture (e.g. Reconciliation as an overarching priority) and will bring forward recommendations to Executive Committee and Trust Programs Committee for project amendments as needed.

ALTERNATIVES CONSIDERED:

Option 1: Budget a reduced funding amount. This option is not recommended as the amount recommended is the minimum required to complete the project.

Option 2: Defer work on the project to FY22/23. This option is not recommended as the project is already underway with active First Nation and public engagement, and it would push the project completion past the end of the 2018-2022 term of office.

CRITICAL SUCCESS FACTORS: Successful adoption of an amended Policy Statement bylaw depends on shared understanding by Trustees, the Minister, First Nations, referral agencies, stakeholders and the public about the purpose and function of the Policy Statement and the rationale for any changes.
RECOMMENDED OPTION: That \$10,000 be budgeted for the Policy Statement Amendment Project.
COST/BENEFIT ANALYSIS: <u>Quantitative Analysis:</u> • \$10,000 for Policy Statement Amendment Project <u>Qualitative Analysis:</u> Amending the Policy Statement will advance the Islands Trust Council's commitment to Reconciliation and to updating its foundational document.
PURCHASING PROCEDURE: All expenditures will be in accordance with Policy 6.5.3 on Procurement.
PROPOSED IMPLEMENTATION STRATEGY: As per the adopted engagement plan.
CHANGE MANAGEMENT/COMMUNICATIONS/COLLABORATION: Change management, communication and collaboration will be addressed via the strategies outlined in the project's engagement plan and as directed by Trust Programs Committee and Executive Committee during consideration of next steps.

Clare Frater / Director, Trust Area Services
Initiator Name and Title

September 24, 2020
Date

Executive Committee

Reviewed by: Name and Title

September 30, 2020

Date

Budget Funding Request Short-Form Business Case

Completion of this form initiates a request to the management team for allocation of budget funds. The form is to be completed and submitted at the start of the decision making process. The business case forms part of the Annual Budget Process (refer to Islands Trust Council Budget Process Policy 6.3.i).

TO BE COMPLETED BY INITIATOR

Initiated by: <i>Mark van Bakel,</i> <i>Information Services Coordinator</i>	Budget Source (select all that apply): ☐ Specific Project Funding ☐ Third Party Contractors ☐ Staff Travel Expense ☐ Staff Overtime Expense ☐ New Staff Member ☐ Computer Hardware/Software ☐ Furniture & Equipment ☒ Computer Hardware/Software ☐ New Staff Resources (see Staff Costing Tool) ☐ Permanent ☐ Temporary Temp Duration: _____ ☐ Other – please describe: _____
Business Area: <i>Administrative Services - Information Services</i>	
Name of Request: <i>Broadcasting of Public Meetings</i> <i>\$18,672</i>	
Date initiated: September 24, 2020	Date required: April 1, 2021

BACKGROUND:

Islands Trust strategic plan includes the following initiative: *Develop the capacity to broadcast public meetings of Local Trust Committees, Council Committees and Trust Council.*

Trust Council approved an amount of \$7,100 to trial meeting broadcasting with a subset of LTCs in the year, prior to determining if this was a desired undertaking for all public meetings at the Trust.

Prior to commencing the trial, COVID-19 forced the Trust to revise how public meetings are conducted to comply with health and safety regulations. This reimagining of meeting delivery resulted in all Islands Trust public meetings, including LTC, ITC, Council Committee, and Trust Council meetings being conducted under a fully digital model using the Zoom Webinar and Meeting platforms. In addition to providing a safe and cost effective alternative to physical meetings, Zoom also facilitates live streaming for members of the public using a

contracted private streaming service, in full compliance with the Freedom of Information and Protection of Privacy Act (FOIPPA). In effect, the 2020/21 budgeted trial planned for a portion of LTCs was been expanded to all Committees by necessity as a result of the pandemic. However, as health restrictions ease and the ability to return to physical meetings arises, a decision will need to be made as to how this streaming initiative will continue, if at all. This decision will have varying budget implications.

PROBLEM STATEMENT/OBJECTIVES:

Under the current fully digital mode of conducting meetings, the public has three ways to view/engage in Islands Trust meetings:

1. Via Zoom as a meeting attendee in the session
This option allows the public to participate in a meeting (ie: speak at a town hall session) as directed by the meeting host.
2. By watching the Live Stream online as the meeting happens
This option simply allows members of the public to view the meeting as it unfolds but does not provide participation opportunities. Meeting viewing is provided by way of a web link.
3. By watching the recorded meeting posted online subsequent to the meeting time (called Video on Demand (VOD)).
This option is similar to option 2 in that it allows for meeting viewing only, but no participation. This option provides the ability to watch the meeting at a later date.

In the coming fiscal year, the manner in which meetings are conducted will depend in part on the evolving external COVID-19 protocols. However, as life returns to a more usual standard, decisions will need to be made internally as to how public meetings should continue. Currently identified options include: the Covid-19 status quo, relying entirely on digital participation; a hybrid approach integrating both digital attendees with physical public venues; and a return to purely physical meetings. The technology implications of each of the identified options and the associated cost estimates are provided in this report.

PROJECTED RESULTS/DELIVERABLES:

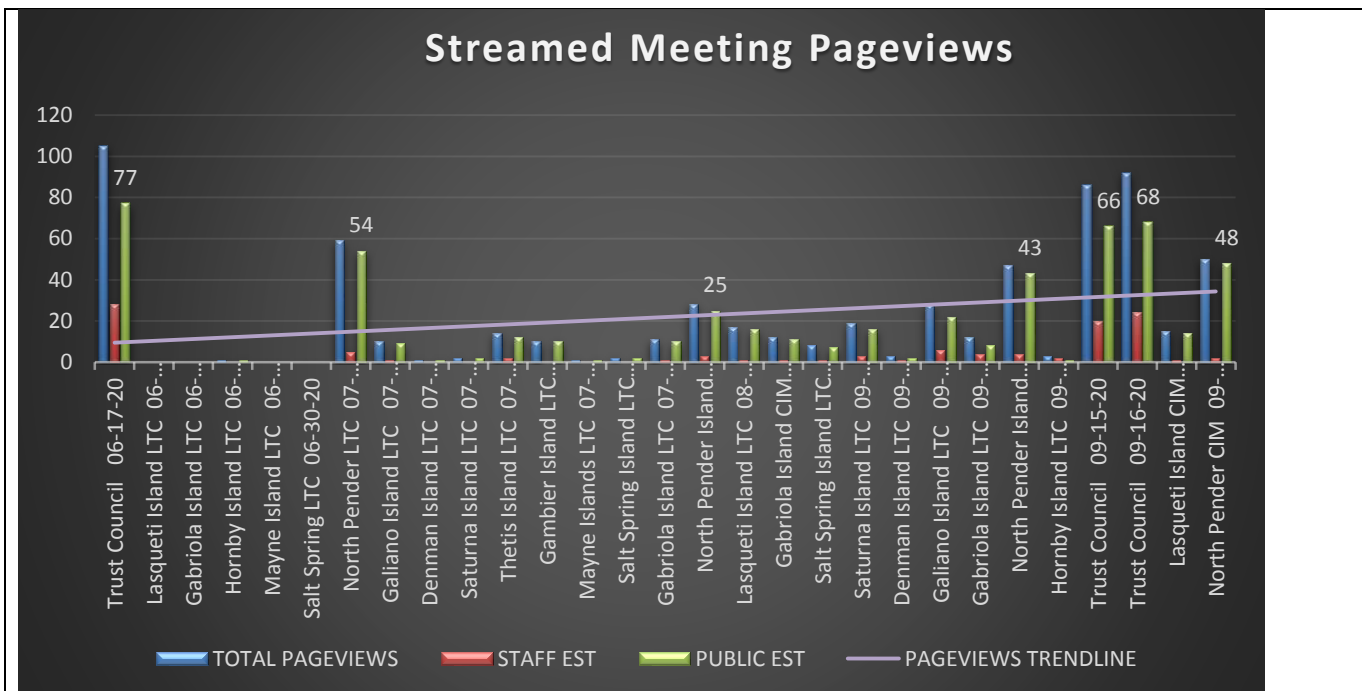
Broadcasting of public meetings in line with strategic plan item 13 which allows for increased islander engagement with the Trust.

ALTERNATIVES CONSIDERED:

OPTION 1: CONTINUE WITH FULLY DIGITAL PUBLIC MEETINGS

Digital meetings have provided a new way for members of the public to engage with and learn about the Trust. Analytics tracking of meeting views since June 17, 2020 provides preliminary information regarding meeting viewership online (see Chart below). Since analytics tracking began, there have been a total of 74 Zoom webinars/meetings which have yielded the following:

- A total of 2025 Zoom participants (i.e. panelists + attendees). We are currently unable to effectively extract the number of attendees (i.e. public) but are working to remedy this;
- An estimated 526 live stream views, with Trust Council and North Pender LTC meetings attracting the greatest public streaming volumes.



The Trust’s private streaming service provider live streams Zoom content and provides unlimited data storage at a cost of \$700/month. In addition, in order to facilitate full public participation in Islands Trust meetings two additional webinar licenses have been procured at an annual cost of \$1,272 annually. The following table describes the estimated cost of maintaining fully digital meetings in fiscal 2020/21.

ITEM	Units Required	Cost per Unit	Total Cost
Private Streaming Service & Storage	1	\$8,400	\$8,400
Zoom Webinar License	2	\$636	\$1,272
TOTAL			\$9,672

This option provides significant savings in the area of staff and trustee travel (including meal and accommodation) costs, reduces travel time for staff which results in less OT expense and an increase in time for other work, reduces meeting hall rental costs, reduces the Trust’s operational carbon footprint, and creates time and expense savings for public attendees while increasing islander ability to engage in Trust work.

OPTIONS 2: A HYBRID MODEL - DIGITAL + PHYSICAL ATTENDEES

When public meeting venues are once again permitted under health regulations, a decision to incorporate this manner of meeting back into Trust operations may be made. An option to integrate public meeting venues into a hybrid in-person and digital model is possible, but accommodating two modes of delivery into one model creates twice as much effort and similarly the same increase in technology costs. In this option, the Zoom platform would continue to be used for participants who wish to remain remote, and in-person attendees would be integrated into the Zoom meeting with additional on-site video and audio hardware to capture the physical attendees as a single Zoom participant with a single camera view/audio track. The following table describes the estimated cost of integrating public venue attendees into the digital Zoom and live streaming approach.

ITEM	Units Required	Cost per Unit	Total Cost
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Audio/Visual Capture Device	4	\$1,000	\$4,000
Control Unit (TC meetings only)*	1	\$5,000	\$5,000
Private Streaming Service & Storage	1	\$8,400	\$8,400
Zoom Webinar License	2	\$636	\$1,272
TOTAL			\$18,672

** The number of attendees and speaker configuration associated with Trust Council requires multiple cameras, requiring a production control unit for camera management.*

Above estimates include only technology costs and do not contemplate the possibility that additional staff support or time may be required to set up the hardware at the physical meeting location or support for this function.

OPTION 3: PHYSICAL ATTENDEES ONLY

If physical meeting venues once again become the preference and standard for all public meetings, the option to revert to the 2019 streaming recommendations (See Public Meeting Streaming Options 2019 Briefing) and employ on-site audio, video and encoding hardware to live stream meeting proceedings is available.

The following table outlines the costs of physical meeting configurations, along with the option to stream the proceedings, while eliminating the option for remote participation. Zoom would no longer be employed as the standard platform. Meeting content would be recorded via audio/visual capture devices, encoded locally at the meeting, and broadcasted via the existing streaming service. Note that the 2019 recommendations have been adjusted to reflect the significant savings in network storage requirements in light of the existing private streaming service contract which includes data storage. Since Zoom webinars would no longer be the standard platform for meetings the cost for two additional licenses would no longer be required which has been accounted for in the estimated figures.

ITEM	Units Required	Cost per Unit	Total Cost
Audio/Visual Capture Device	4	\$1,000	\$4,000
Control Unit (TC meetings only)	1	\$5,000	\$5,000
Private Streaming Service & Storage	1	\$8,400	\$8,400
Zoom Webinar License	-2	-\$636	-\$1,272
Encoder	3	\$5000	\$15,000
Post-Processing Software	1	\$500	\$500
TOTAL			\$31,628

Above estimates include only technology costs and do not contemplate the possibility that additional staff support or time may be required to set up the hardware at the physical meeting location or support for this function.

CRITICAL SUCCESS FACTORS (List):

Appropriate technology for desired manner of meeting conduction; appropriately trained staff to administer technology; appropriately informed public to make the undertaking worthwhile;

CHANGE MANAGEMENT/COMMUNICATIONS/COLLABORATION:

Continued communications and notices currently underway for public meetings, including notice of physical and digital attendance options with links to livestreams on the website. News releases would be circulated as deemed necessary by the Communications team.

BENEFIT/COST ANALYSIS SUMMARY:

Option 1 – Lowest cost option; staff and trustees hold knowledge and skill in this meeting delivery model given current use; no additional purchases of hardware which would require refresh periodically; provides a significant increase in the ability of islanders to engage and participate in, or view, Trust meetings; significantly reduces travel costs and staff time savings as outlined above.

Option 2 – Mid-level cost option; benefits mirror those outlined in Option 1, with the added benefit of physical attendance for members of the public who may have limited access to reliable internet for digital attendance as well as providing compliance with (current, non-pandemic) legislated meeting requirements to have physical locations for public meetings.

Option 3 – Highest cost option; no staff time or travel cost savings; increased training for staff on new hardware; increased staff time to process meeting recordings post-meeting; no digital attendance options for islanders restricting access to engagement opportunities.

RECOMMENDED DECISION:

If meeting streaming remains an objective of the Trust after the current year 'trial', and health restrictions lift to allow for physical meetings, staff recommend Option 2 – A Hybrid Model, digital and physical attendees.

Staff will include amounts for meeting streaming under option 2 in the fiscal 2020/21 budget unless directed otherwise.

PURCHASING PROCEDURE:

Software is already in use with no additional purchases required. Zoom software renewals would take place in the new fiscal year as required.

Hardware purchases will be made via minimum of three quotes from known vendors or via an ITQ process.

Mark vanBakel, Information Services Coordinator
Initiator:

September 24, 2020
Date

Julia Mobbs, Director, Administrative Services
Russ Hotsenpiller, Chief Administrative Officer
Director/CAO

September 24, 2020
September 25, 2020
Date

This business case is a Staff recommendation, and is subject to Executive Committee approval of its work program for FY21/22.

TO BE COMPLETED BY INITIATOR

Initiated by: Lisa Wilcox, Senior Intergovernmental Policy Advisor	Budget Source (select all that apply): ☐ Specific Project Funding (select all that apply) ☐ Third Party Contractors ☒ Staff Travel Expense ☒ Staff Overtime Expense ☐ New Staff Member – Temporary for project ☐ Computer Hardware/Software ☐ Furniture & Equipment ☐ Computer Hardware/Software/Supplies ☐ New Staff Resources (see Staff Costing Tool) ☐ Permanent ☐ Temporary Temp Duration: _____ ☒ Other – please describe: Training and Reconciliation Initiatives
Business Area: Trust Area Services	
Name of Request: Reconciliation Action Plan FY21/22 Total Budget Request: \$16,950	
Date of Funding Request: October 1, 2020	Funding Required for (date range): April 1, 2021 to March 31, 2022
ISSUE/OPPORTUNITY: Other the past year initiatives related to the Reconciliation Action Plan have achieved significant progress. Training and orientation sessions for staff and trustees were successfully implemented and engagement with First Nations, cultural knowledge holders, and Indigenous community members created new opportunities for sharing understanding, dialogue about core concerns, and principles. COVID-19 meant that some initiatives were not fully realized due to the inability to meet face to face in community. In many cases, a shift in focus, technology and connectivity limitations made it difficult to implement some Reconciliation Action Plan initiatives. Adapting to this challenge, the focus shifted to online engagement, and development of internal processes that would see long term reconciliation principles integrated into the work of the Islands Trust. This Islands Trust Reconciliation Action Plan is based on the following principles called the foundation documents: Islands Trust First Nations Engagement Principles Policy Islands Trust Reconciliation Declaration Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples (relevant Principles) United Nations Declaration on the Rights of Indigenous Peoples (relevant Articles) Truth and Reconciliation Commission: Calls to Action (relevant Calls to Action) Declaration on the Rights of Indigenous Peoples Act (DRIPA) Murdered and Missing Indigenous Women and Girls: Calls for Justice (relevant Calls)	

PROJECTED RESULTS/DELIVERABLES:

Total budget request for FY21/22 is \$16,950. The breakdown of the budget request are shown against the relevant items from Trust Council's Reconciliation Action Plan. Only those items with a budget request for FY21/22 are shown below.

1. Education/Training - Cultural Competency, Cultural Safety – FY2021/22 Total Budget: \$4,750		
Goal/Action Item	Details	Budget Forecast
1.1 One to One Dialogue Sessions	- On-going - SIPA travel to each office twice per year. - Focus moves to land use planning and cultural safety.	\$500
1.2 Facilitated Workshop	- On-going - SIPA travel to each office once per year. - Focus moves to needs based topics.	\$500
1.5 Learning about the Land – The importance of place.	Honorarium for speaker at LPS day or other scheduled meeting with Planning staff.	\$1,000
1.6 Speaker Series	- On-going - Cost for honorarium, travel costs, mileage, expenses for continuous learning session for trustees.	\$1,000
1.7 Lunch & Learn Series	- On-going - Cost for snacks, or lunch.	\$100
1.8 Indigenous Learning Series	- On-going - Honorarium for webinar speakers or on-site learning.	\$1,200
1.9 New Employee Orientation	- On-going - Travel for SIPA to regional offices or locations for training. - Mileage, travel, expenses.	\$300
1.11 Monthly Learning Series	- On-going - Webinar or online	\$50
1.12 External Presentations/Education	- On-going - Travel costs, expenses for SIPA to location.	\$100
3. Policy & Procedures – FY2020/21 Total Budget: \$4,850		
Goal/Action Item	Detail	Budget Forecast
3.2 Land Use Planning	Honorarium for engagement with First Nations and cultural knowledge holders	\$2,500
3.4 Cultural Sites Preservation & Protection	- Initiative to define and engage on cultural site preservation and protection. - Travel and honorarium costs.	\$2,000
3.5 Review of Current Initiatives	Review of files contract	\$250
3.6 Database	Review of files contract	\$100
4. Cultural, Naming & Recognition Work – FY2021/22 Total Budget: \$250		
Goal/Action Item	Detail	Budget Forecast

4.1 Naming and Recognition	- From time to time travel to various locations to engage in dialogue on naming and recognition. - Honorarium for dialogue on naming.	\$250
5. Liaison and Engagement with First Nations & Others – FY2021/22 Total Budget: \$1,100		
Goal/Action Item	Timeline	Budget Forecast
5.1 Crown Agreements	Engagement with other Ministries to update past Crown agreements	\$0
5.2 Community to Community Engagement	Grant should be sought for UBCM funding	Seek UBCM funding
5.3 Regional Districts & Islands Trust	2022 initiative	N/A
5.4 Ministry Indigenous Relations and Reconciliation (MIRR) & Islands Trust	On-going	\$0
5.5 First Nations & Islands Trust	On-going	\$500
5.6 Treaty Table	2022 initiative	N/A
5.7 Advocacy	Work with First Nation Leadership Council	\$100
5.8 Protocol Agreements	- Review and engage on past protocol agreements - Further development and engagement with Naut'sa'mawt	\$500
6. Communications and Messaging – FY2021/22 Total Budget: \$2,500		
Goal/Action Item	Timeline	Leads
6.1 Creation of Public Materials.	- Brochure and material - Design, writing, and engagement	\$2,000
6.2 Webpage	Honorarium for Indigenous writing and posts	\$500
6.3 News Releases	N/A	N/A
6.4 On-going review	N/A	N/A
7. Cultural Working Group – FY2021/22 Total Budget: \$3,500		
Goal/Action Item	Detail	Budget Forecast
7.2 Cultural Working Group Training	- Travel and mileage, expenses to locations and regional offices. - Honorarium for cultural knowledge holders.	\$2,500
7.3 Incident-based Liaison	On-going	\$1,000
RISK ASSESSMENT: Implementation of the Reconciliation Action Plan is dependent on interagency cooperation and building relationships. COVID-19 restrictions and challenges may require shifting focus to online and technology based engagement until such time as community and on-site engagement can resume.		
ALTERNATIVES CONSIDERED: Option 1: Limit development of reconciliation process to a specialized single staff member. Cost of implementation would be reduced to salary, travel expenses etc. This approach allows for implementation of some aspects of the Reconciliation Action Plan but limits cultural competency to one individual that retains most of the knowledge versus the dissemination of knowledge and skills to all staff.		

Option 2: End initiatives at an organizational training level. Organizational training with cultural competency and cultural safety initiatives would allow for the dissemination of knowledge to most staff and trustees. However, without review of best practices and implementation of policy and process initiatives the Islands Trust will continue to work in the same way as an organization and may not be able to create the necessary relationships at a government-to-government level with First Nations to ensure that they are in line with Provincial and Federal reconciliation initiatives. This may ultimately lead to challenges to the jurisdictional relevance of the *Islands Trust Act* and organization as a whole.

Option 3: Do nothing. This may ultimately lead to possible litigation due to poor decision making and challenges to meaningful engagement, lack of ability to realize risks of decisions in relation to Aboriginal rights and title, treaty, and traditional territory factors.

CRITICAL SUCCESS FACTORS:

Over the past year the Reconciliation Action Plan success factors included standardization of resolutions related to implementation on reconciliation and UNDRIP at with all LTC's with the exception of Bowen and Saturna. Training and orientation standards were successfully implemented with training sessions held with all staff and trustees, with new staff orientation. Naming and recognition signage was successfully completed on Bowen Island with a process to implement region wide. The Cultural Working Group met separately (due to COVID-19) with cultural knowledge holders to learn about how to be on the land in a respectful way. Reconciliation communications included postings online and communications to community about specific initiatives and principles. Trustees began utilizing training understanding to create more meaningful and thoughtful engagements with First Nation elected officials. Staff began to realize tangible ways to incorporate reconciliation into the object and mandate of the Islands Trust and Islands Trust Conservancy.

The past two years have established a solid foundation to build on the coming work that needs to be undertaken. Staff and trustees have engagement in a meaningful way to acknowledge the history and legacy that is part of the Islands Trust area. Having undertaken this internal work, the staff and trustees can turn their minds to implementing initiative that are reflective of the foundation documents and apply these principles to land and water use decision making.

RECOMMENDED OPTION:

That \$16,950 be budgeted to support the Reconciliation Action Plan.

Work closely with local trust committees, trustees, and staff to develop methodology and processes that create paths of respect, partnership, and collaboration. These would include mapping and heritage preservation to inform land and water use decisions, on-going learning from Indigenous knowledge holders and speakers, and continued engagement with First Nations governments and their representatives to develop and define reconciliation within the Islands Trust area.

COST/BENEFIT ANALYSIS:

Quantitative Analysis:

Financial costs due to COVID-19 were significantly reduced for 2019-2021 budget. Cost for honorarium or contract work are expected to be higher this budget period as the Reconciliation Action Plan moved to implement the building of competency with cultural knowledge holders, and First Nation experts in planning and community.

Qualitative Analysis:

Benefits to the Islands Trust that are outside the financial scope include greater satisfaction among staff in the alignment of core values to values of stewardship, respect, purpose, and preservation. This leads to retention among staff who feel their core values align with the values of the organization.

Implementation of reconciliation aligns the work of the Islands Trust bodies with those of the Province of BC, and Federal government and the foundational principles of UNDRIP, TRC, and MMIWG Calls for Justice; as well as, the Declaration on the Rights of Indigenous Peoples Act. It provides effective mechanisms for redress related to the history of the islands and Salish Sea area. This allows for direct skills based processes that guide staff and trustees in the work that they are undertaking in relation to land and water decisions. These processes lead to cost reductions creating overall processes and initiatives that are applicable to the region as a whole.

PURCHASING PROCEDURE:

All funding will be implemented and deliverables outlined as per the Islands Trust policies and procedures.

PROPOSED IMPLEMENTATION STRATEGY:

The Reconciliation Action Plan roll-out is from April 2019-December 2022. The 2021 to 2022 budget covers Phase Two initiatives.

Phase Two is the implementation phase. With staff and the organization at a place of awareness after year one we reach out to begin the elements “gathering together to share knowledge and understanding”. Staff and the organization as a whole will feel confident in understanding how to learn about First Nation core concerns, how those concerns are incorporated into the work we do and how we are supported in the work we do as an organization.

Phase Two will include the implementation of process and policies that meet the needs and engagement best practices of First Nations, and will see the development of cooperative process for Indigenous and non-Indigenous communities. The Islands Trust as an organization will in Phase Two build on the foundational work that has been undertaken toward reconciliation and will strive to build trust and demonstrate their commitment to the long-term relationships needed to facilitate reconciliation. Phase Two will see the development of procedures to support long-term reconciliation process through protocols, agreements, engagement processes, and change management.

Phase Two ensures that support to Local Trust Committees is facilitated to assist them in the work they endeavor. The principle will be to hear, advise, reflect and comment while building and developing the foundational work of the Islands Trust as a whole.

CHANGE MANAGEMENT/COMMUNICATIONS/COLLABORATION:

First Nations are identified through the consultative area database (CAD) provided by the Provincial Government, as well as through the BC Treaty Commission stages 1-6 Statement of Intent and Final Agreements, as well as First Nations stated territories and treaty areas. Interagency partnerships are identified through Ministry contacts and roles in relation to First Nation engagement. Note that the Islands Trust work focuses on land use decision making and preserving and protecting land and marine values versus programs and services so is specific to agencies that work within the land and water tenure and decision making structure of government-to-government discussion, policy, and initiatives. Islands Trust also represents constituents within the Islands Trust region, people of British Columbia, and Canada as a whole. Hence processes should be considerate of Indigenous, Métis, and Inuit throughout British Columbia and Canada. Islands Trust also works with stakeholders, advocacy group, property owners, and other municipal, and regional governments.

Lisa Wilcox
Senior Intergovernmental Policy Advisor

Initiator Name and Title

September 25, 2020

Date

Clare Frater
Director Trust Area Services

David Marlor
Director, Local Planning Services

September 25, 2020

Date

Reviewed by: Name and Title



**Budget Funding Request
Short-Form Business Case**

This business case is a Staff recommendation, and is subject to EC/TPC approval of its work program for FY21/22.

TO BE COMPLETED BY INITIATOR

Initiated by: Clare Frater, Director, Trust Area Services	Budget Source (select all that apply): ☒ Specific Project Funding (select all that apply) ☒ Third Party Contractors ☐ Staff Travel Expense ☐ Staff Overtime Expense ☐ New Staff Member – Temporary for project ☐ Computer Hardware/Software ☐ Furniture & Equipment ☐ Computer Hardware/Software/Supplies ☐ New Staff Resources (see Staff Costing Tool) ☐ Permanent ☐ Temporary Temp Duration: _____ ☐ Other – please describe:
Business Area: Trust Area Services	
Name of Request: Signage Project \$15,000	
Date of Funding Request: September 30, 2020	Funding Required for (date range): Fiscal 2021/22
ISSUE/OPPORTUNITY: The Islands Trust draft Communications Strategy, received for information by the Executive Committee on September 2, 2020 includes the activity: <u>Create Island Signage for Placement near Ferry Terminals</u> • Pilot on Bowen 2020 • Create a business case and budget for other island signs 2021/22 On September 2, 2020 the Executive Committee approved the design of the Islands Trust sign for Bowen Island. Bowen Island Municipality staff are expected to install the sign in late September.	

Nexw̱lélexm / Kwíłakm Bowen Island

A community within the Islands Trust

Islands Trust **preserves and protects** over 450 islands in the Salish Sea.

Nexw̱lélexm / Kwíłakm (Bowen Island) is within the territory of the
Skwxwú7mesh and sə́lilwətaʔt Peoples.



PROJECTED RESULTS/DELIVERABLES:

1. Development and installation of approximately 15 Islands Trust signs at or near ferry terminals throughout the Trust Area at yet to be determined locations.

RISK ASSESSMENT:

This project will depend upon sufficient staff time available to administer the project. It will also depend on the cooperation of BC Ferries and Ministry of Transportation and Infrastructure in placing signs at terminals or on road right of way.

On an ongoing basis, there will be a need to replace any signs damaged by vandalism or accidents/weather events.

If the Islands Trust were to make significant changes to its brand or logo or if there is a request by First Nations to acknowledge territory or treaty lands, there may be a need to replace the signs. To reduce costs if such a need arises, the signs will be installed in such a way that the sign can be removed from the posts and a new sign mounted.

ALTERNATIVES CONSIDERED:

Option 1: Budget a reduced funding amount for fewer signs. Using the costs of the Bowen sign and previous Conservancy signs as a guide, staff estimate up to \$1,000 per sign (graphic design, printing, shipping, posts, cement and installation labour costs).

Option 2: Defer work on the project to FY22/23.

Option 3: Do not proceed with the project.

CRITICAL SUCCESS FACTORS:

Successful completion of the project will depend on:

- engagement with First Nations throughout the region prior to finalization of signage wording.
- Available staff time (salary costs not included in project budget)

RECOMMENDED OPTION:

That \$15,000 be budgeted for the Signage Project.

COST/BENEFIT ANALYSIS:

Quantitative Analysis:

- \$15,000 for the Signage Project.

Qualitative Analysis:

- Placing signage at or near ferry terminals will increase the visibility of the Islands Trust and its mandate as well as the Nations with territory in the Trust Area.
- There will be a need to dedicate a portion of the communications budget and staff time to ongoing sign maintenance.

PURCHASING PROCEDURE:

All expenditures will be in accordance with Policy 6.5.3 on Procurement.

PROPOSED IMPLEMENTATION STRATEGY:

Communications Specialist will work with the Intergovernmental Policy Advisor on draft sign wording and design. It is anticipated that each sign will acknowledge all Nations with territory in the Trust Area.

The Intergovernmental Policy Advisor will lead engagement with First Nations about the proposed signage.

The graphic design of the signs would be contracted out.

The Communications Specialist will liaise with BC Ferries and Ministry of Transportation and Infrastructure about proposed installation locations and requirements.

CHANGE MANAGEMENT/COMMUNICATIONS/COLLABORATION:

Change management, communication and collaboration will be addressed as needed and as directed by the Executive Committee.

Clare Frater / Director, Trust Area Services
Initiator Name and Title

September 24, 2020
Date

Executive Committee
Reviewed by: Name and Title

September 30, 2020
Date

To:	Executive Committee	For the Meeting of:	September 30, 2020
From:	Staff	Date Prepared:	September 24, 2020
SUBJECT:	Synopsis of Minister Meetings for UBCM 2020		

PURPOSE: To consider the outcomes of the meetings with the Minister of Forest, Lands, Natural Resource Operations and Rural Development and the Minister of Environment and Climate Change Strategy during the Union of British Columbia Municipalities (UBCM) minister meetings held September 14, 2020.

BACKGROUND:

Executive Committee met with Ministers Donaldson and Heyman as part of the UBCM ministry meetings program. Speaking notes and specific requests of each ministry were prepared, and the Chair, with support from Executive Committee, pressed those requests to the Ministers.

Minister Donaldson

Topic 1. Crown Land Agreements

- The Minister warmly greeted our delegation and expressed that “he was very interested in renewal of agreements and new processes that we could work on together.” He expressed knowledge of the Islands Trust and the mandate and the number of corporate bodies within the organization. He recommended that we reach out to his Acting Assistant Deputy Minister through Sara Blackstock, Senior Executive Assistant.
- Review of crown land agreements is an important topic to carry out our preserve and protect mandate, and we need to update these agreements, we would like to have this advanced in coming months. Current agreements don’t align with our mandate of preserve and protect and with cultural heritage and we don’t receive the crown land referrals, and with policies related to reconciliations we would like to see cooperation with the province to build those relations working together, and we have been asked to advocate on their behalf as well.
- Request to seek support to get dedicated resources to update these agreements.
- Minister comments –“thank you for the work you do and the responsibilities you have under the Act and how they manifest on the ground with the pressures, I understand the challenges:”
 - The order of magnitude I would like to acknowledge;
 - We have very old agreements that are 20 plus years and lots has changed in the communities and in government over the last 3 years;
 - Our approach to reconciliation and DRIPA and I would be very interested to get a report and direct staff to work on how we engage and the high level way we look at new processes to streamline; not having them updated has created uncertainties and delays and I see you as a partner in this;

- You are working for your constituents and when they stop you on the street you need to be able to address and know about that;
- I will leave that to staff on First Nations re: commercial or proprietary issues;
- I would err on the side of transparency;
- You are held to account more than the provincial politicians;
- I will speak with Sarah Fraser as the contact person to work out how these protocols would be set out;
- Craig Sutherland and Sarah Fraser to follow up and work together on this.”

Topic 2: Private Managed Forest Land (PMFL)

- The Minister indicated that this is a deeper dive and that the Ministry would be releasing a more detailed report in November than the “What We Heard” Report that followed the PMFL Review process. He indicated that the Islands Trust would be engaged by his staff prior to this report going out and that the Ministry wishes to ‘find a balance.’ Islands Trust staff should likely prioritize getting in touch with Ministry staff to ensure this outcome is satisfied.
- We have no concerns with the intention of the Act, but conflicts on values exist, and limitation of the Act restricts Islands Trust (IT) advocacy of preserving and protecting.
- The forestlands in the Gulf Islands are significant.
- We would like to see Act amendments not to prohibit but take into consideration the mandate of the Trust.
- Dan Rogers (Vice Chair):
 - Forestry is an active issue, using Galiano as an example.
 - Contradiction between the PMFL and the intent of the IT to preserve and protect.
 - Are not subject to public review.
 - Section 21 limits activity.
 - We have written to the Minister about this issue and reviewing the Act.
 - We have options we would like to provide.
- Islands Trust would like to work on the amendments, current regime limits our ability to conduct our work, we would like to resolve these conflicts.
- Coastal Douglas-fir zone is within the Islands Trust (IT).
- We have sought a legal opinion and looked at legal changes, and we would like to share this opinion with you.
- Minister – will follow up with IT being a contributor to the review and please send him the report.

Minister Heyman

Topic: Freighter Anchorages in the Trust Area

Minister Heyman warmly greeted Chair Luckham, remembering him from previous discussions.

- Deeply shares the concerns expressed by Chair Luckham and Executive Committee (EC) regarding environmental impacts of freighter activity.
- Have researched the provincial jurisdiction on this matter and have come to the conclusion that it is a federal jurisdiction.
- Indicated concern with First Nations interests being impacted by current freighter management regime and cultural and environmental impacts.
- Promised to reach out to Minister Jonathan Wilkinson, Ministry of Environment and Climate Change, to express our mutual concerns and for support and advice in communicating with Transport Canada.
- James Mack, Assistant Deputy Minister as follow up contact.

ATTACHMENT(S):

1. none

FOLLOW-UP: As directed by Committee.

Prepared By: L Wilcox
R Hotsenpiller

Reviewed By/Date: September 24, 2020

BRIEFING

To: Executive Committee **For the Meeting of:** September 30, 2020

From: Trust Area Services **Date Prepared:** September 23, 2020

SUBJECT: Oil spill response planning in the Trust Area

PURPOSE: To provide an update to the Executive Committee about oil spill response planning work in the Trust Area and the opportunity to invite the Canadian Coast Guard to present to Trust Council in December.

BACKGROUND:

Since 2010, the Islands Trust Council has made advocacy on oil spill preparedness, planning and response a priority. In 2016, the Chair wrote to Transport Canada with [feedback](#) on the Area Response Planning Initiative.

On October 30, 2019, the Executive Committee considered correspondence from Coast Guard staff (see attachment 2) and discussed that while the Islands Trust does not have a formal role in emergency response it is important to be involved in planning and to raise awareness that our local trustees are looked to by islanders for leadership and information during emergencies. They also discussed that local trustees and Islands Trust often have the best communication channels to islanders via e-mail lists and social media channels.

The Executive Committee chose to have Vice-Chairs Dan Rogers and Laura Patrick be the primary contacts for the integrated response planning work and any invites to Islands Trust representatives for training and exercises.

On September 14, 2020 the Executive Committee discussed a briefing provided by Vice-Chair Rogers. They discussed that the Canadian Coast Guard is looking for:

- a) local knowledge about ecosystems, land based supports (accommodations, staging areas, Wi-Fi, docks, roads etc.).
- b) what role Islands Trust can play (i.e. do we give a 24 hour contact, can we help with information, what jurisdiction do we have.)

The Canadian Coast Guard offers training on response and provides workshops on topics such as alerting and notification and incident management best practices, and may look at developing other topics based on interest from the working group.

The Canadian Coast Guard is currently developing integrated response plans that include the Trust Area and plan to collaborate on the plans on an ongoing basis. They are applying a holistic approach to marine environmental response planning that takes into account unique regional, ecological, geological and socio-economic factors. The project involves collaboration with Indigenous communities, federal, provincial, and local governments as well as industry, response organizations and port/harbour

authorities. They are conducting planning which is predicated on evidence and risk, and takes into account regional, environmental, ecological, and socio-economic factors, as well as local and Indigenous Knowledge; and facilitates the collection of information on marine sensitivities, socio-economic activities and Indigenous Knowledge to support evidence-based response planning and incident response decisions.

These plans, will improve the Coast Guard's ability to prepare for, and respond to ship-source and mystery-source pollution incidents in Canadian waters. The development of these plans will focus on:

- building relationships and partnerships;
- connecting roles and responsibilities of all spill response partners within an identified area;
- building understanding of Incident Command System and preparing for its implementation during spill response, including Unified Command;
- clarifying alerting and notification procedures;
- documenting logistics and other geographically specific information; and
- incorporating unique local risks and features and how these will impact environmental response.

The plans will include information on alerting and notification procedures and identify steps for activating a coordinated response. Appendices and annexes in subsequent iterations will include area specific content.

Plan development activities include:

- establishing working group(s) with a focus on introducing Environmental Response, response planning under the current regime, and
- conducting workshops on specific topics to facilitate an increased common understanding of ICS/spill response and to support the planning process.

Local area plans could include Geographic Response Strategies. A Geographic Response Strategy is a site specific response plan tailored to protect sensitive areas threatened by a marine pollution incident.

The area plans can be thought of as the "strategic level" where Western Canada Marine Response Corporation (WCMRC) plans are more "tactical." Coast Guard area plans outline how they activate a coordinated response and who is involved, while WCMRC geographic response strategies describe which equipment is needed to protect very specific areas.

Islands Trust staff have offered GIS mapping layers to the Coast Guard for response planning purposes. Staff may also offer the mapping to Environment and Climate Change Canada for use during a response.

There are three planning processes underway in the Islands Trust Area: Greater Vancouver, Georgia Strait, and Juan de Fuca, each with working groups. The main topics of discussion are:

1. Notification procedures
2. Coordination Call process
3. Initial actions of responders
4. Incident review

1. **Greater Vancouver** (includes Gambier Island Local Trust Area in East Howe Sound (including Passage, Bowyer and surrounding waters) and Bowen Island)

In the Greater Vancouver area Coast Guard started the response planning process in 2015, shortly following the English Bay incident. During that response one of the greater lessons

learned was that there was more of a response capacity and interest in the area that was not being included in the response in the most efficient manner possible.

Initially the Greater Vancouver Integrated Response Plan only covered Burrard Inlet and Indian Arm. At the end of 2018 the area was expanded southward to the border to include Tsawwassen. At the end of 2019 the area was expanded once again to include Howe Sound, following the Squamish-Lillooet Regional District Boundary.

The result was the Greater Vancouver Integrated Response Plan. The 2020 version of the Greater Vancouver Integrated Response Plan is at: <http://waves-vagues.dfo-mpo.gc.ca/Library/40880618.pdf>

Work is continuing with working group members to collaborate and refine content with a focus on local information specific to the Greater Vancouver planning area.

2. **Strait of Georgia** (includes Thetis, Gabriola, Valdez, Lasqueti, Denman and Hornby Island Local Trust Areas as well as Gambier Island Local Trust Area (including West Howe Sound (Keats, Gambier, the Paisleys and the Thormanbys).

Started the planning process in 2020 using the same process used for the Greater Vancouver Plan.

The 2020 version of the Georgia Strait Integrated Response Plan is at: <http://waves-vagues.dfo-mpo.gc.ca/Library/40880606.pdf>

Through 2020 Coast Guard is working collaboratively to develop several appendices that will focus on local considerations for the plan area. These appendices include roles and responsibilities of planning participants in the area, logistics and resources, information on the incident command system and other response details. A draft Resources at Risk template is currently being created by Fisheries and Oceans and Environment and Climate Change Canada.

Working group meetings monthly until the end of November when content is expected to be complete for the 2021 version of the plan.

3. **Juan de Fuca**: (includes Galiano, Salt Spring, North and South Pender, Mayne and Saturna Local Trust Areas)

Started the planning process in 2019 using the same process used for the Greater Vancouver Plan.

The 2020 version of the Juan de Fuca Integrated Response Plan can be found here: <http://waves-vagues.dfo-mpo.gc.ca/Library/4088062x.pdf>

Currently, Fisheries and Oceans Canada and Environment and Climate Change Canada are focusing on resources at risk and this work will provide a template for other plans.

Through 2020 Coast Guard is working collaboratively to develop several appendices that will focus on local considerations for the plan area. These appendices include roles and responsibilities of planning participants in the area, logistics and resources, information on the incident command system and other response details. A draft Resources at Risk template is currently being created by Fisheries and Oceans and Environment and Climate Change Canada.

Trust Council meeting presentation:

Staff have enquired as to whether Canadian Coast Guard staff could present via Zoom to Trust Council on December 1 or 2, 2020. They have confirmed a speaker or speakers will be available.

ATTACHMENT(S):

- 1) Map of planning areas
- 2) October 23, 2019 e-mail from Sarah Hughes to the Executive Committee re Invitation to participate in the Integrated Response Planning process for response to Marine Pollution

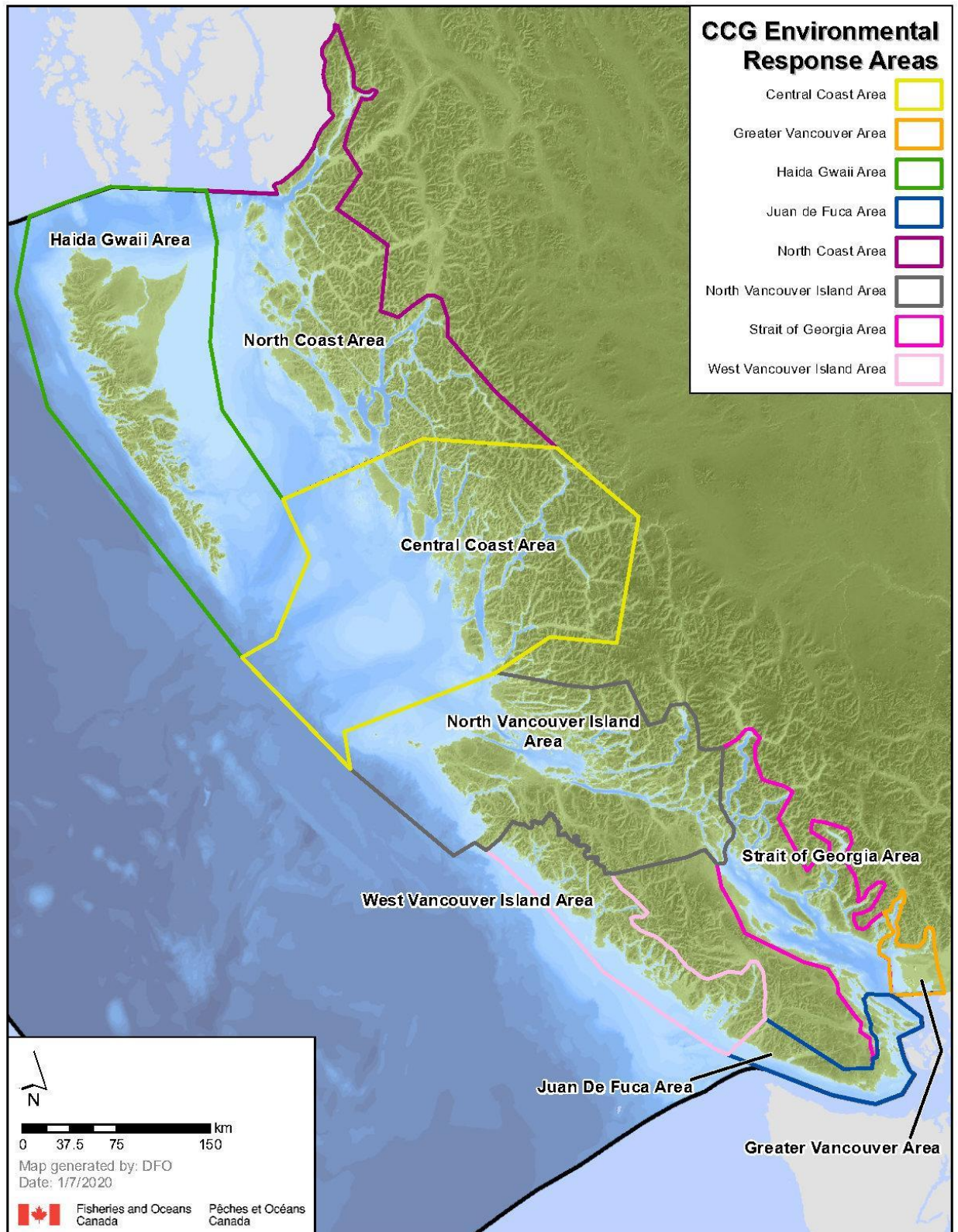
FOLLOW-UP: Staff will follow-up as directed.

The Executive Committee could share this briefing with all trustees and continue to discuss what role Islands Trust might play during a response.

Prepared By: Clare Frater, Director, Trust Area Services

Reviewed By/Date: Russ Hotsenpiller, CAO/September 24, 2020

Attachment 1:



Attachment 2:

From: Hughes, Sarah <Sarah.Hughes@dfo-mpo.gc.ca>

Sent: Wednesday, October 23, 2019 3:12 PM

To: Clare Frater <cfrater@islandstrust.bc.ca>; information <information@islandstrust.bc.ca>

Subject: Invitation to participate in the Integrated Response Planning process for response to Marine Pollution

Good afternoon

I would like to invite you to participate in any part of the process for Integrated Response Planning for Marine Pollution that you feel is appropriate. I would like to provide some explanation and context to help you determine what you feel is appropriate.

In the Greater Vancouver area we started the response planning process in 2015, shortly following the English Bay incident. During that response one of the greater lessons learned was that there was more of a response capacity and interest in the area that was not being included in the response in the most efficient manner possible. The result is the attached document, the Greater Vancouver Integrated Response Plan, which is also undergoing another review to create a more stream-lined and easier to read set of guidelines. The area covered by this plan extends from Howe Sound to the Canada/US border and up the Fraser River to the Hwy 1 bridge. In the Vancouver area the working group has become the Environmental Response Sub-Committee of the full Marine Emergency Response and Coordination Committee (MERCC).

Last year we also started the same process at the entrance to Juan de Fuca Strait and now plan to loop that work around to include all the area covered by the Capital Regional District to include the southern Gulf Islands and Peninsula. We used the regional district boundaries where possible because of the work already being done with CRD staff. This is just a Working Group for the moment, until we have a structure in place to support another ER Sub-Committee in the Juan de Fuca area.

Another team also will be starting in the Georgia Strait area very shortly, reaching out to First Nations and other local contacts. I'll have a map very shortly (hopefully later this week) that can show you the breakdown of the areas. I believe there could be meetings relating to various parts of Islands Trust interests and you don't have to attend all, the conversations are similar and the procedures we're discussing are regional and therefore applicable no matter which area is engaged in response planning. And even in those areas without response planning ongoing.

Our main topics of discussion for any area are:

1. Notification procedures – how we notify those in the area that an incident has occurred.
2. Coordination Call process – once we've notified we then invite any participants in the area to call where information can be briefed and participants are given the opportunity to participate in the response in whichever way they deem appropriate. Or simply to receive additional updates.
3. Initial actions of responders – we have many participants, such as the local response organization, who are actively involved and can, along with CG, familiarize you with any actions they are taking for the response.
4. Incident review – we look through recent incidents and what we can learn/change for future efficiencies.

My team and I are also very happy to come and speak with any group you feel would benefit, we can walk through the plans, any lessons we're learning, and discuss any local concerns or considerations you

feel should be raised. So, the working group meetings are not the only way to work with the Coast Guard on these plans.

The next two meetings in February – one in Vancouver, the second in Victoria – will have a focus on the draft response plans that we hope to have the Assistant Commissioner sign by end of Fiscal Year. Draft documents should be going for review in the next few days and everyone will have until January 10 to provide comments, or ask additional questions.

I look forward to working with Islands Trust to familiarize ourselves with when and how we can work together either before or during a response.

Oh, and we also share Training and Exercise opportunities as well, open to anyone.

Regards,

Sarah Hughes

**Environmental Response
South Coast Planning
Incident Management Directorate – Western Region
Canadian Coast Guard
914 Yates St., Victoria BC V8V 3M2
Cell: 250-609-0321**



REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** September 30, 2020

From: CAO **Date Prepared:** September 16, 2020

SUBJECT: Posting of Council Committee and Trust Council electronic meetings on the Islands Trust website

RECOMMENDATION:

1. **THAT Executive Committee direct that a resolution without meeting (RWM) be conducted by Trust Council on the question *THAT Trust Council post its quarterly meetings to the Islands Trust website.***
2. **THAT Executive Committee write to Trust Programs Committee, Financial Planning Committee and Regional Planning Committee recommending that they post their regular meetings and that they conduct a process of deliberation on the matter.**
3. **THAT Executive Committee direct that their regular committee meetings be posted on the Islands Trust website.**
4. **THAT Executive Committee direct that staff develop draft policy regarding the provision of electronic meetings for application by Trust Council and Committees for when the Provincial State of Emergency is concluded.**

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Posting of Trust Council meetings would provide the public a convenient means of listening to Trust Council meetings and engaging with the organization. Certainly, this step would assist in raising the public profile of the organization and allow for greater public input.

While it is recommended that Council Committees adopt the same process, ultimately each committee has the authority to determine the extent to which it provides a record of its activities beyond its responsibilities under Bill 19, the Community Charter and the Local Government Act.

- 1 **PURPOSE:** To consider whether to post Trust Council and/or Council Committee electronic meetings on the Islands Trust website.
- 2 **BACKGROUND:** Posting of electronic meetings means providing a recording of any given meeting on our website for external viewing by the public and stakeholders on an as needed basis.

By way of review, there are currently three types of electronic meeting engagement being used at the Islands Trust by various committees:

1. Electronic attendance: where members of the public actually join the Zoom meeting as attendees;
2. Livestreaming: external viewers/public simply visit the Islands Trust website for a link to view a meeting without joining the Zoom meeting;

3. Posting: saving and posting any given meeting to the website for future viewing by the public.

As EC is aware, since March 2020, due to the COVID 19 pandemic it has been regular business to provide electronic attendance for the public for LTC and Trust Council meetings via Zoom. This allows us to fulfill our public meeting transparency responsibilities and principles and to further Trust business. However, we are doing so under provincial emergency authority and not through our meeting procedures or bylaws. In fact, none of our current meeting procedures bylaws (TC or LTCs) addresses the use of electronic meetings for regular meetings, except in cases of emergency. Accordingly, we have no policy or framework for related issues such as recording protocols or posting of electronic means on our website.

Since August, a number of Local Trust Committees, (LTCs) have decided to post their Zoom meetings on the Islands Trust website for public convenience. This is not common throughout the organization however and we do not currently post Trust Council meetings. However, the public, and indeed Trustees, would likely assume that we are posting meetings in such fashion. While there is no legal requirement to post meetings of any corporate body of the Trust there are no impediments to doing so and it is likely a preferred public transparency service that would be appreciated.

In order to begin posting meetings there would need to be direction provided by each corporate authority: i.e. Trust Council and each Council Committee. In order to accelerate this action for Trust Council, Executive Committee could direct that a resolution without meeting (RWM) be conducted to direct the posting of Trust Council meetings. Assuming there will not need to be discussion on the matter a simple vote would provide direction to staff and depending upon the result we could immediately post the Sept and June TC meetings. If discussion is required then the matter will need to wait until December.

With regards to Executive Committee itself, direction to post meetings would be required by the Committee. Further, Executive Committee may wish to refer this report to each of the Council Committees so that they too have an opportunity to decide whether to post their meetings.

Council Committees will need to address this issue individually, and staff will work with each of the Chairs to ensure that the matter is on the next available agenda. Trust Council itself, using S. 11 of the Islands Trust Act, could compel all local trust committees (LTCs) to post meetings, but that may not be a preferred means of achieving the communications goals of the organization.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Information Services has recorded the June and September Trust Council meetings and would be able to quickly provide them to the website if directed.

FINANCIAL: There are no obvious impacts to the Financial Plan in proceeding with the recommendation.

POLICY: The Islands Trust does not have any current policy or meeting procedures bylaws that address the following:

- i) Use of electronic meeting technology for Trust Council, Council Committee or LTCs,
- ii) Broadcasting of electronic meetings,
- iii) Posting or archiving of any Council or Committee meetings.

Staff are aware, as are Trustees, that in a post COVID world there may be interest in continuing with electronic meetings. It may be of value for Executive Committee to direct some early policy work given this eventuality.

IMPLEMENTATION/COMMUNICATIONS: Actually, posting the meetings is technically simple and we have the capacity to store the amount of data required.

Under the Freedom of Information and Protection of Privacy Act (FOIPPA), the Islands Trust has a responsibility to not publicly disseminate damaging information or commentary, so if such an occurrence arose at a meeting destined to be posted there would need to be some postproduction redaction conducted by staff.

FIRST NATIONS: First Nations governments, who generally rarely attend Trust Council, could benefit from access to Trust Council deliberations and, in particular, in understanding the significant First Nation engagement and Reconciliation work that occurs at Trust Council and Committees.

4 RELEVANT POLICY(S): NA

5 ATTACHMENT(S): NA

RESPONSE OPTIONS

Recommendation:

- 1. THAT Executive Committee direct that a resolution without meeting (RWM) be conducted by Trust Council on the question *THAT Trust Council post its quarterly meetings to the Islands Trust website.***
- 2. THAT Executive Committee write to Trust Programs Committee, Financial Planning Committee and Regional Planning Committee recommending that they post their regular meetings and that they conduct a process of deliberation on the matter.**
- 3. THAT Executive Committee direct that their regular committee meetings be posted on the Islands Trust website.**
- 4. THAT Executive Committee direct that staff develop draft policy regarding the provision of electronic meetings for application when the Provincial State of Emergency is concluded.**

Alternative: There is no requirement that any meetings of the Islands Trust be posted so each Committee could decide to simply provide electronic attendance opportunities to the public.

Prepared By: R Hotsenpiller

Reviewed By/Date: September 23, 2020.



BRIEFING

To: Executive Committee **For the Meeting of:** September 30, 2020
From: Lori Foster **Date Prepared:** September 24, 2020
SUBJECT: EC-TC DRAFT 2021 meeting schedule

PURPOSE: To present to Executive Committee a draft 2021 business meeting schedule and 2021 Trust Council meeting dates.

BACKGROUND: [The Meeting Procedures Bylaw No. 101 2.2](#) states “at the (Trust Council) meeting in December of each of the subsequent three years, the Council shall establish the schedule of the date, time and place of regular Council meetings for the following calendar year, one of which shall be in each of the months of March, June, September and December.

With the determination of the Trust Council Quarterly meetings, the resultant committee meetings can be drafted. It is prudent to set the Trust Council/EC business meeting schedule early so that the Financial, Trust Programs, and Regional Planning committees, as well as local trust committees, can set their 2021 schedules and adopt them before year-end.

Meeting Schedule Rational:

Trust Council meetings have traditionally run over three days from Tuesday to Thursday; however due to the organization’s response to COVID, in June and September, Trust Council has been run over two days from Tuesday to Wednesday with it pre TC – EC meeting held on Monday. Trustees have requested that Executive committee consider some amendments to the 2 day electronic format, such as:

1. Have shorter meetings over more days
2. Holding delegations and townhall in the evening
3. Having meetings every month
4. Other

Until these discussions take place and a determination made, this draft schedule has been set on usual the 3-day timeframe. The dates are set in March, June, September and December adjusted by statutory holidays and associated known conference dates.

Because Executive Committee (EC) approves the Trust Council agenda package for distribution, EC meetings are set such that , the Trust Council agenda package is distributed 11 calendar days before the Trust Council meeting. The EC meeting following Trust Council has been set 14 days after, whenever possible. The rest of the Executive Committee business meetings are adjusted accordingly. EC business meetings flow between 2 – 4 week frequencies. The current draft presents 19 meetings.

ATTACHMENT(S):

1. List view 2021 Draft EC/TC schedule
2. Calendar view 2021 Draft EC/TC schedule

FOLLOW-UP: The Executive Committee should consider adoption of its 2021 business-meeting schedule by its October 21st business meeting or sooner, by resolution without meeting (RWM).

Prepared By: Lori Foster

Reviewed By/Date: CAO, September 25, 2020



Islands Trust Executive Committee 2021 DRAFT Meeting Schedule

All meetings are held on Wednesdays starting at 9:00 a.m.; however, due to COVID measures, meetings will be held electronically and livestreamed, unless noted otherwise then held at Islands Trust Office, #200-1627 Fort Street, Victoria BC. Visit [islandstrust.bc.ca/ trust-council/council-meetings.aspx](https://islandstrust.bc.ca/trust-council/council-meetings.aspx) for information on how to attend or view a meeting.

January 13

February 3

February 24

March 8 pre TRUST COUNCIL March 9-11

March 24

April 14

May 5

May 26

June 7 pre TRUST COUNCIL June 8-10

June 23

July 14

August 4

September 8

September 20 pre TRUST COUNCIL September 21-23

October 6

October 27

November 17

November 29 pre TRUST COUNCIL November 30 - December 1-2

December 15

Trust Council Meetings

March 9-11

June 8-10

September 21-23

November 30 - December 1-2

Council Committee Meetings

Trust Programs Committee – TBD

Regional Planning Committee -TBD

Financial Planning Committee – TBD

Calendar View 2021 Draft EC/TC Schedule 2020 EC/TC Adopted Meeting Dates

SEPTEMBER 2020							OCTOBER 2020							NOVEMBER 2020							DECEMBER 2020						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	5					1	2	3	4	5	6	7					1	2	3	4	5
6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
27	28	29	30											22	23	24	25	26	27	28	29	30					

Proposed EC / TC 2021 Schedule

JANUARY 2021							FEBRUARY 2021							MARCH 2021							APRIL 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6		1	2	3	4	5	6				1	2	3	
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24	25	26	27	28	29	30	28							28	29	30	31				25	26	27	28	29	30	
31																											
MAY 2021							JUNE 2021							JULY 2021							AUGUST 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1		1	2	3	4	5	6		1	2	3	4	5	6	7	8	9	10	11	12	13
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30	31				
30	31																										
SEPTEMBER 2021							OCTOBER 2021							NOVEMBER 2021							DECEMBER 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4		3	4	5	6	7	8	9	1	2	3	4	5	6				1	2	3	4
5	6	7	8	9	10	11	10	11	12	13	14	15	16	7	8	9	10	11	12	13	5	6	7	8	9	10	11
12	13	14	15	16	17	18	17	18	19	20	21	22	23	14	15	16	17	18	19	20	12	13	14	15	16	17	18
19	20	21	22	23	24	25	19	20	21	22	23	24	25	21	22	23	24	25	26	27	19	20	21	22	23	24	25
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	
							26	27	28	29	30																

■ STATUTORY HOLIDAYS

Red Boxed Dates = Executive Committee Meetings
 Purple Boxed Dates = Trust Council Meeting
 Disregard the Green dates

From: Michael Sketch [REDACTED]

Sent: Tuesday, September 15, 2020 11:57 PM

To: Sue Ellen Fast <sfast@islandstrust.bc.ca>; Michael Kaile <mkaile@islandstrust.bc.ca>; Laura Busheikin <lbusheikin@islandstrust.bc.ca>; David Critchley <dcritchley@islandstrust.bc.ca>; Scott Colbourne <scolbourne@islandstrust.bc.ca>; Kees Langereis <klangereis@islandstrust.bc.ca>; Dan Rogers <drovers@islandstrust.bc.ca>; Tahirih Rockafella <trockafella@islandstrust.bc.ca>; Jane Wolverton <jwolverton@islandstrust.bc.ca>; Kate-Louise Stamford <kstamford@islandstrust.bc.ca>; Alex Allen <aallen@islandstrust.bc.ca>; Grant Scott <gscott@islandstrust.bc.ca>; Peter Johnston <pjohnston@islandstrust.bc.ca>; Timothy Peterson <tpeterson@islandstrust.bc.ca>; Peter Luckham <pluckham@islandstrust.bc.ca>; Jeanine Dodds <jdodds@islandstrust.bc.ca>; David Maude <dmaude@islandstrust.bc.ca>; Benjamin McConchie <bemcconchie@islandstrust.bc.ca>; Deb Morrison <dmorrison@islandstrust.bc.ca>; Laura Patrick <lpatrick@islandstrust.bc.ca>; Peter Grove <pgrove@islandstrust.bc.ca>; Paul Brent <pbrent@islandstrust.bc.ca>; Lee Middleton <lmiddleton@islandstrust.bc.ca>; Cameron Thorn <cthorn@islandstrust.bc.ca>; Steve Wright <stwright@islandstrust.bc.ca>; Doug Fenton <dfenton@islandstrust.bc.ca>
Cc: Russ Hotsenpiller <rhotsenpiller@islandstrust.bc.ca>; Lori Foster <lfoster@islandstrust.bc.ca>; Lisa Wilcox <lwilcox@islandstrust.bc.ca>; David Marlor <dmarlor@islandstrust.bc.ca>; Clare Frater <cfrater@islandstrust.bc.ca>; Kate Emmings <kemmings@islandstrust.bc.ca>; Linda Adams <ladams@islandstrust.bc.ca>; Donald Clarke <dclarke@islandstrust.bc.ca>; Susan Hannon <shannon@islandstrust.bc.ca>; Carmen Thiel <cthiel@islandstrust.bc.ca>; Robert Kojima <rkojima@islandstrust.bc.ca>; Stefan Cermak <scermak@islandstrust.bc.ca>; akjerulf@islandstrust.bc.ca; Michael Sketch [REDACTED]

Subject: M Sketch submission to Trust Council for 16Sep2020

Councillors, staff, the Trust Programs Committee and Conservancy,

Attached is my written submission to Trust Council for 16Sep2020 and a precursor from 04Dec2019.

My address is a brief review of development of the statutory requirement for trust area policy, sufficient to demonstrate the provincial intention that Trust Council's regional plan be effective in preserving and protecting amenities and environment in each of our local area jurisdictions. First trust area policy, then implementation in local trust area bylaws. Where implementation of the Act has been ineffective, remedy is recommended.

The province delegates its legal responsibility for land use planning, but the ebb and flow of provincial policy determines the relative weight given to i) regional plans and ii) local planning.

In the mid 1980s, there was a time when regional plans were rescinded.

However, unambiguously, a 1989 amendment to the Islands Trust Act asserted a regional plan for the trust area as would be adopted by Trust Council as the Trust Policy Statement.

However well intentioned the provincial direction, implementation of the Act is subject to conflicting interests among Trust bodies and the employees of Trust Council.

In part for that reason, I submit that the potential of the Act to preserve and protect has been compromised.

Given ambiguities in interpretation of the Trust object, the efficacy of “preserve and protect” depends on effective implementation of directive trust policies local trust area bylaws.

I think there is opportunity and reason to ask the Islands Trust Conservancy to contribute more broadly to better realize potential of the Islands Trust Act.

Here are my suggestions to Trust Council for remedy, from my submissions to Trust Council for 04Dec2019 and 16Sep2020.

From my submission to Trust Council for 04Dec2019:

**Delegation submission to the Islands Trust Council from
Michael Sketch for an electronic quarterly meeting,
1:00 p.m. session on Wednesday, 16 September, 2020**

(“Background and Evolution” section omitted for oral presentation)

A Regional Plan of Trust Area Policies: History and Implementation

Councillors, staff, the Trust Programs Committee, Conservancy and members of the public,

My address is a brief review of development of the statutory requirement for trust area policy, sufficient to demonstrate the provincial intention that Trust Council’s regional plan be effective in preserving and protecting amenities and environment in each of our local trust area jurisdictions. First trust area policy, then implementation in local trust area bylaws. Where implementation of the Act has been ineffective, remedy is recommended.

For thousands of years the built environment on Salish Sea islands tread lightly on land and water. But the post-colonial built environment has weighed ever more heavily. For some islands, the Islands Trust Act was crisis management.

There were Islands Trust policy initiatives in 1975 and 1983, but the province gave prescriptive force and effect to preservation and protection in a 1989 amendment to the Act. A regional growth plan was the optional mandate for regional districts which share the trust area. But for the trust area¹, 1989 provincial law required Trust Council to adopt a very different regional plan – a statement of policies to further the Trust object to preserve and protect. Not only adopt a policy statement, but a Council committee would review local area bylaws consequent to the policies. Day to day land use planning and advice to decision makers was to be consistent with the policies. Preserve and protect should be secure.

In November last year I addressed Trust Council on the limited effectiveness of trust area policies to preserve and protect. Limited, that is, by the language of directive policies and by local planning staff process. It was constructive criticism and I suggested remedy to Council, continued as follows.

Where there is overbuilt environment, offence to law and ecosystems; ineffectiveness of trust policy directives are your immediate concern, Trust Council.

¹ The “trust area” descriptor is used as in the Act. For clarity in this presentation, the terms “local area” and “local trust area” are used loosely to describe the island jurisdictions which are not incorporated and are not among the smaller islands associated with the larger island jurisdictions. However the critique and recommendations of this presentation are intended for all jurisdictions within the trust area, whether presided over by a local trust committee or a municipal council.

Borrowing from the spirit of a 1973 environmental publication (Exhibit 1):

*‘The Act is only as effective
as public consciousness allows it to be
and a quorum of Trust Council insists that it be’*

Anecdotally, senior staff have referred to directive policy as “higher level policy”.

The implication may be that directive policies are a secondary concern in local area planning. The effect of a ‘local planning centric’ interpretation of the Act is to diminish the importance of the federal component compared with local areas in Islands Trust (IT) governance.

However the balance between local and regional control of land use is a provincial matter and the 1989 amendment to the Act was definitive.

Yes, there was a time in the mid 1980s when the province steered clear of regional plans in favour of local control, but the combination of regional oversight and local planning has proved more effective.

That was a lightning look at background and evolution of the IT Act.

Background and Evolution of the Islands Trust Act

Amongst revolutionary changes following the heady 1960s, a societal imperative was recognized to protect the natural environment whose resources had sustained explosive growth in the post second world war built environment.

Witness the Gaia Hypothesis², resurrection of the public trust doctrine³ and environmental legislation in several American states. In 1976 a slim volume⁴ from the U. of Vermont set out the basis for rural environmental planning in the face of urban encroachment.

In 1969, British Columbia responded to uncontrolled development on the Gulf Islands. A 10 acre minimum lot size freeze was introduced as a precursor to environmental legislation.

In 1973 the Land Commission Act was enacted to protect provincial farmland.

² e.g. Lovelock and Margulis, 1972; which can be interpreted in terms of the interaction between built and unbuilt environments

³ which asserts the public interest in natural resources. Note: “The Coming Out of Hibernation: The Canadian Public Trust Doctrine” Kate Smallwood, master of laws thesis, UBC, 1993.

⁴ FO Sargent, Rural Environmental Planning, U. Vermont, 1976

The IT Act of 1974 established a federal governance structure for the trust area. It's a variation of the Regional District (RD) model introduced by the province in 1965. In the early days, the legislated federal component consisted of the preserve and protect object statement and a council which oversaw furtherance of the object in the local land use jurisdictions. The province tread carefully, hedging its governance permissions to balance guidance for decision making between regional trust area and local area jurisdictions.

The province also tread carefully in an arguably deliberate lack of precise wording for the trust object. Legal counsel for the Trust gave a 30 year review⁵ of the Act, commenting that the object had been referenced, but not tested in the courts.

I say the Act established a variation of the RD model because before 1974 the RD provided land use planning *and* services. The Islands Trust Act deliberately separates service provision from land use jurisdiction.

The rationale for separating service provision from land use jurisdiction, was the ever increasing need for services in a developing local area. The local area response was to plan for an increased tax base to pay for increased services. By separating the land use and service provision jurisdictions, one facet of development pressure should be diminished.

The 1980s saw significant changes of provincial intention⁶. In 1984, the Trust's power to require compliance with the local area official community plan was repealed by order in council. Land use planning, first held by the regional districts, was transferred to the Trust in 1977 and – controversially – given to the Ministry of Municipal Affairs in 1985, then later returned to the Trust. Arguably based on the differing interests of local and regional governance, regional plans were rescinded for a time.

Despite the provincial trend, it is significant that the Trust of the day was committed to trust area regional planning to guide local area planning. “The Policy of the Islands Trust”⁷ (Exhibit 2) was adopted in 1983, revising the 1975 document. Semantics aside, the policy statement was a regional plan.

5 “The Islands Trust: 30 Years of Protecting B.C.’s Gulf Islands”, Bill Buholzer, Digest of Municipal and Planning Law, Vol.10, Issue 3, March, 2005.

6 Sustainability and local government.: The case of the British Columbia Islands Trust. Michael McGonigle, Canadian Public Administration, Vol.32, No.4, Pgs. 524-544, 1989.

7 “The Policy of the Islands Trust” was adopted under By-law No.9 18Aug1983 and cited as “Islands Trust Policy Adoption By-Law. 1983”. Also “The Policy of the Islands Trust”, Aug1975.

But late in the 1980s, the province returned to the benefit of regional plans. A 1989 amendment to the IT Act deliberately enhanced the federal component. By bylaw, Trust Council was to adopt a statement of general policies to carry out the trust object in the trust area. A preservation and protection based regional plan for the trust area. The federal component of the IT is now the Trust Council, trust object and Trust Policy Statement.

The current Trust Policy Statement concurs⁸, interpreting that the 1989 IT Act amendment assigned “a regional level planning function to the Islands Trust Council”.⁹

By comparison, a RD board is guided by a ‘regional growth plan’. Growth which would pay for services. For the post 1989 IT, the regional plan is the trust object reinforced by a general statement of policies for the entire trust area. If necessary, policies which could limit growth. A very substantial variation of the RD model.

There’s an important distinction here. The Local Government Act (LGA) is enabling statute and contains a framework for developing regional land use plans that have legal status. The RD can adopt a regional growth strategy, but is not required to do so, unless so ordered by the minister¹⁰. However the post 1989 IT Act *requires* Trust Council to adopt a trust policy statement bylaw that applies to the trust area.

⁸ Islands Trust Policy Statement, consolidated 2003, Trust Council Bylaw 17, 11Jun1994 as amended

⁹ It appears the Islands Local Planning Service has lost sight of the IT Act imperative that (the policy component of) directive trust policies be effective in the policy and regulation of each local area jurisdiction and in the advice given by staff to decision makers during deliberation of proposed land use changes.

¹⁰ “Legal Framework for Local Government Land Use Planning”. Chapter 2 of “The Smart Growth Guide to Local Government Law and Advocacy” Nolan, Rolfe, Grant; West Coast Environmental Law, 2001.

Two measures to better preserve and protect

First measure - An environmental body to oversee local area land use planning

Potential for conflicting interests for local area land use planning. The Act intends that Trust Council oversee – albeit a delegated oversight – the advice given by planning staff to decision makers and that the advice effectively implements preservation and protection. But there is potential for conflicting interests between:

- i) preservation and protection based planning and
- ii) the perceived need to expedite development applications coupled with the need for continued development potential to plan for.

If manacled by expediting development applications and planning to secure continued development potential, Trust Council will preside over ever more dense development. Probable if Trust Council is silent, but not necessary.

There is an important initiative suggested in Glover's 1974 UBC thesis¹¹. The thesis reviewed 1973 provincial legislature consideration of the anticipated Gulf Islands Trust. Protection of the environment was a recognized criteria in decision making¹² but in 1973 – as today - “legitimizing environmental interests” was difficult. Glover recommended¹³ environmental committees in each local area jurisdiction. That coupled with truly local planning committees. The two committees would cooperate by both inclination and design. Of course that model has its problems.

Today, I think Glover would petition the Conservancy board to give force and effect to environmental protection by recommending that its mandate¹⁴ be expanded¹⁵ to provide:

- i) environmental assessment controls in proposals for changes in land use use and
- ii) oversight for local area land use planning.

Conservancy is well placed in the Trust governance structure to give ‘at arms length’ conservation for the trust object and directive policies. Potential for conflicting interests for local area planners should be diminished.

11 The Islands Trust Concept. A proposed institutional arrangement to implement a policy of controlled development for the Gulf Islands of British Columbia. Julia Mary Glover, M.Sc. thesis, School of Community and Regional Planning, UBC, May, 1974.

12 *ibid*, page 131

13 *ibid*, page 135

14 Islands Trust Act at S.41

15 Islands Trust Act at S.8(2)(d); Trust Council recommend to the Lieutenant Governor in Council that the Conservancy mandate be enhanced to provide environmental assessment controls and oversight for local area land use planning in order to better carry out the object of the trust and to better implement trust area directive policies. Also the Act at S.41(1)(d) by order of the minister or Lieutenant Governor in Council.

Second measure

A Trust Council bylaw under S.11 of the Act to establish procedures which have the effect of:

1. requiring each local trust area to include directive trust area policies and corresponding effective regulation in their official community plans and land use bylaws respectively and
2. where a directive policy requires an action not within the local trust area jurisdiction, that directive policy implementation will consist of advocacy in official community plan policy which details the necessary statutory changes or inter-agency agreements and
3. requiring that all staff reports which advise decision makers respecting a change in land use or a policy change, will tabulate the relevant directive policies and a corresponding address in official community plan and regulatory bylaws and
4. allowing a local trust area to petition Trust Council to absolve, given a 2/3 majority vote, the local area jurisdiction from responsibility to implement the subject directive policy in their official community plan and regulatory bylaws and
5. where the local area jurisdiction refuses instruction from Trust Council to implement one or more directive policies in their official community plan and regulatory bylaws, then Trust Council reserves the right to withhold sums from the budget allotment to the local area jurisdiction and to the responsible land use planning authority.

Please, Trust Council deliberate the terms of a procedural bylaw which insists upon the effectiveness of directive policies throughout the trust area, based on the above five points.

A question for the Chair of Council and of the Trust Executive Committee respecting local area bylaw review.

At the last North Pender LTC meeting, I asked the chair why staff hadn't recommended inclusion of all directive policies in the land use bylaw, given a current review. Staff responded that the bylaws are consistent with the Trust Policy Statement because they have been approved by trust executive. But there are obvious gaps in our land use bylaw.

The Act intends adherence to the object and trust policy in the entire process from assessment of development applications to draft bylaws. The backbone of preserve and protect.

But in staff report practice, the default acknowledgement of statute is to use a checklist to demonstrate that the consequent bylaw itself doesn't offend trust policy.

Chair Luckham, please tell us the criteria used to determine whether draft local area bylaws reviewed by trust executive are contrary to or at variance with the trust policy statement.

Specifically, I ask if trust executive checks whether directive policies are addressed in the local area OCP *and* LUB? Does trust executive further check that the policy component of directive policies is addressed? Or is a staff checklist relied on?

Thank you

Michael Sketch

[REDACTED]
North Pender Island
B.C. V0N 2M1
[REDACTED]

Exhibit 1

A law is only as effective as public consciousness allows it to be and a sufficient number of concerned people insist that it be.

(Burhenne and Irwin, 1973)

Burhenne, W.E. and Irwin, W.A., "The Coordination of Legislative Policy and the Regulation of Private Interests: Some Suggested Pragmatic Principles for Environmental Policy," in Utton, A.E. and Henning, D.H. (eds.), *Environmental Policy: Concepts and International Implications*, New York: Praeger Publishers, 1973.

Exhibit 2

THE POLICY OF THE ISLANDS TRUST

The Policy of the Islands Trust was officially adopted by the Islands Trust Committee on August 18, 1983 under By-law No. 9 cited as: "Islands Trust Policy Adoption By-law, 1983".

Excerpt from pages 6 and 7 of "Introduction"

In 1978, the Trust was given the obligation to prepare a Regional Plan for the Trust Area. Since that time the need for such a Plan and its content have been discussed at many meetings involving Local Trustees and representatives of many government departments. In brief, the Plan was viewed as being a general statement of goals and policies, sufficient in scope to provide an integrating context for local planning, capable of dealing with factors common to two or more islands, yet clearly establishing the ways in which both local and provincial interests could be defined and protected. It was recognized that whereas conventional planning instruments were probably adequate at the local level, a regional planning approach would be needed to protect both the local and broader public interest in the Trust Area as a whole.

Recently, however, because of proposed amendments to the Municipal Act, it has become quite clear that the role and nature of regional planning in British Columbia is quite uncertain. It was consequently decided as there was an urgent need for general policies and guidelines for the future management of the Trust Area, that the present document should proceed as a policy document rather than as a regional plan document.

Abstract

submitted for review by staff and the Trust Executive Committee 24Aug2020

The Islands Trust Act establishes a federal governance structure which is a variation of the Regional District model introduced by the province in 1965. There are significant differences, necessary to support the trust object.

In the late 1960s a societal imperative was recognized to protect the natural environment which had sustained an explosive post second world war built environment. Unique in Canada, the 1973 Land Commission Act and the 1974 Islands Trust Act each legislate protection; for farmland and for the environment and unique amenities of the trust area respectively. Some 13% of the superior ALC jurisdiction is within the trust area and the protected Agricultural Land Reserve is formally recognized as a unique amenity.

The 1980s saw significant changes of provincial intention, arguably based on the differing interests of local and regional governance. Regional plans were rescinded for a time, but in 1989 the IT Act was significantly amended to include a requirement that, by bylaw, Trust Council adopt a statement of general policies of Trust Council for the trust area to carry out the trust object. The clear provincial intention was to establish a preservation and protection based regional plan for the trust area.

It is incumbent upon all trust bodies, and therefore the staff employees of Trust Council, to further the trust object. The Act makes clear that policies of Trust Council are intended to apply to all actions of trust bodies and therefore to the advice given to land use decision makers by planning staff. There is separate provision in the Act to ensure that local area bylaws don't offend trust area policy.

The 1989 amendment to the IT Act should better inform the administration structure of the Islands Trust. The province intended that the federal component - the object, trust policy statement and Trust Council - be a significant determinant in local area planning and consequent land use decisions.

Neither expediting development proposals nor a perceived need to preserve and protect development potential should be seen to justify sidestepping the ALC jurisdiction, circumventing directive trust policies and/or offending the natural environment.

A Trust Council procedural bylaw is proposed which would have the effect of requiring each local trust area to include directive trust area policies and corresponding effective regulation in their official community plans and land use bylaws respectively. Local trust areas wishing to be relieved of one or more trust area directive policy obligations may petition Trust Council for a 2/3 majority vote. Both a procedural bylaw and opportunity for relief from adherence to trust area policies are consistent with the Act.

end of abstract

Glover's 1974 UBC thesis² reviewed provincial consideration of the anticipated Gulf Islands Trust. Glover recommended³ environmental committees in each local area jurisdiction. That coupled with truly local planning committees. The two committees would cooperate by both inclination and design. Of course that model has its problems.

Today, I think Glover would petition the Conservancy board to give force and effect to environmental protection by recommending that its mandate⁴ be expanded⁵ to provide:

- i) environmental assessment controls in proposals for changes in land use and
- ii) oversight for local area land use planning.

Conservancy is well placed in the governance structure to give 'at arms length' conservation for the trust object and directive policies. Potential for conflicting interests for local area planners should be diminished.

Second measure

A Trust Council bylaw under S.11 of the Act to establish procedures which have the effect of:

requiring each local trust area to include directive trust area policies and corresponding effective regulation in their official community plans and land

**Written Town Hall submission to the Islands Trust Council
from Michael Sketch at 1 p.m. on 4 December, 2019 at the
Coast Victoria Hotel, 146 Kingston St., Victoria, British Columbia
with introductory email letter and preamble**

Implementation of Trust Policy Statement directive policies

December 16, 2019 at 9:36 PM

To: sfast@islandstrust.bc.ca, mkaile@islandstrust.bc.ca, lbusheikin@islandstrust.bc.ca, David Critchley, scolbourne@islandstrust.bc.ca, klangereis@islandstrust.bc.ca, drogers@islandstrust.bc.ca, trockafella@islandstrust.bc.ca, Jane Wolverton, kstamford@islandstrust.bc.ca, aallen@islandstrust.bc.ca, gscott@islandstrust.bc.ca, Peter Johnston, tpeterson@islandstrust.bc.ca, pluckham@islandstrust.bc.ca, jdodds@islandstrust.bc.ca, dmaude@islandstrust.bc.ca, Benjamin McConchie, Deb Morrison, Laura Patrick, pgrove@islandstrust.bc.ca, pbrent@islandstrust.bc.ca, lmiddleton@islandstrust.bc.ca, cthorn@islandstrust.bc.ca, stwright@islandstrust.bc.ca, dfenton@islandstrust.bc.ca

cc: rhotsenpiller@islandstrust.bc.ca, lwilcox@islandstrust.bc.ca, dmarlor@islandstrust.bc.ca, cfrater@islandstrust.bc.ca, kemmings@islandstrust.bc.ca, Carmen Thiel, Robert Kojima, scermak@islandstrust.bc.ca, hkauer@islandstrust.bc.ca, jchonk@islandstrust.bc.ca, lfoster@islandstrust.bc.ca,

From: Michael Sketch, North Pender Island

Trustees, staff and the Trust Programs Committee -

In submissions to Trust Council last term and this, I gave examples where applications to change land use and subsequent planning staff process on five trust area islands resulted in offence to one or more of environment, provincial legislation, or trust area policy.

Given the clear intent of the Islands Trust Act to preserve and protect and to cooperate with provincial law, how has implementation of the Act failed?

In pages 5&6, “directive policy” of the Trust Policy Statement is examined; while the Act requires that Trust Council adopt a statement of policies for the trust area which will further the trust object, the directive component of each policy is a construct accepted by Trust Council. In effect the policy component of each directive policy is delegated to each local trust area for implementation.

Pages 3&4 are a preamble to set the stage for directive policy. I think the first sentence is very important and accurately interprets the intention of the Act:

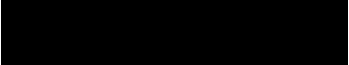
The Act establishes a federation political entity in the trust area wherein Trust Council federal governance presides over the union of partially self-governing Local Trust Committees (LTCs), each with jurisdiction over land use in their local trust area – and for islands associated with a local trust area where applicable.

This first sentence contrasts with the Islands Trust webpage interpretation: *"The Islands Trust is a federation of local governments ..."*

The Islands Trust webpage interpretation of the "*Islands Trust is ...*" omits the federal component (Trust object, Trust Council, Trust Policy Statement) of the Islands Trust federation. That is consistent with the delegation of Trust Council policy to the LTCs.

I believe there is serious consequence for effective implementation of the potential of the Act to preserve and protect.

My submission to Trust Council for 04Dec2019 is attached.

Michael Sketch


**Written Town Hall submission to the Islands Trust Council
from Michael Sketch at 1 p.m. on 4 December, 2019 at the
Coast Victoria Hotel, 146 Kingston St., Victoria, British Columbia**
Oral version; excerpts from Pgs. 3&4 as 2 minutes allowed by the Chair

Implementation of Trust Policy Statement directive policies

Currently, each directive policy has i) directive and ii) policy components.

Although the Act contemplates direct implementation of each policy in the trust area, the Trust Policy Statement uses the directive component to delegate implementation to each island jurisdiction.

*Implementation is once removed from Trust Council
and from the potential for trust area regulation.*

Preamble: The Islands Trust is . . . and Trust policy

The Act establishes a federation¹ political entity in the trust area wherein Trust Council federal governance presides over the union of partially self-governing Local Trust Committees (LTCs)², each with jurisdiction over land use in their local trust area – and for islands associated with a local trust area where applicable.

Under the Act, trust bodies are continued for the purpose of carrying out the trust object, therefore measures taken to establish a balance between Trust Council governance and the degree of LTC autonomy must be shown to further the object.

Trust Council is required to adopt a trust policy statement (the Act, S.15) applicable to the trust area, with the caveat that policies may differ (the Act, S.15(2)(b)) for different parts of the trust area.

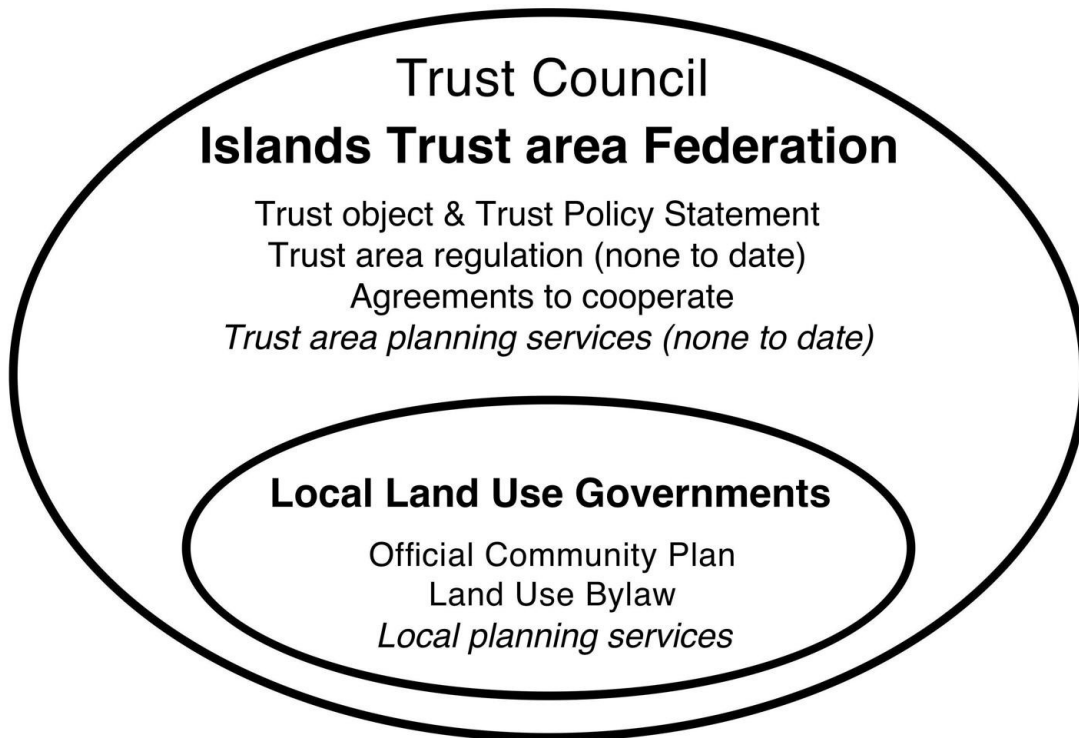
These general policies adopted by Trust Council are to carry out the object of the trust (the Act, S.15(2)) and it follows that it is a responsibility of Trust Council to ensure the effectiveness of measures to implement the force and effect of trust policy in each local trust area.

The current Trust Policy Statement utilizes “directive” policies which have the effect of delegating implementation of core trust policy to each LTC to address in their local bylaws. While the technique does allow for different trust policies to be addressed by each local trust area (the Act, S.15(2)(b)), the act of delegation by Trust Council to individual LTCs respecting directive policy can and has resulted in less effective adherence to the individual policies. In which cases, the perceived benefits of LTC autonomy are offset by more frequent transgressions of trust policy than would be the case were the same directive policies implemented and regulated within the entire of the trust area, subject to direct Trust Council oversight.

¹ See the Wikipedia page for Federation

² The Executive Committee of Trust Council functions as an LTC for the Associated Islands area

The Islands Trust Act establishes a federation wherein Trust Council federal governance presides over the union of partially self-governing Local Trust Committees, each with jurisdiction over land use in their local trust area



The Act intends that the Trust object and Trust area policy be binding upon the actions of Local Trust Committees and upon draft bylaws

Draft bylaws must be submitted to a committee of Trust Council which ensures bylaws don't offend Trust area policy

End of preamble

Trust Council, Staff and members of the public – In submissions to Trust Council last term and this, I gave examples where applications to change land use and planning staff process on five trust area islands resulted in offence to one or more of environment, provincial legislation, or trust area policy.

But the trust object requires protection of environment and amenities and requires cooperation with the province. Further, the Act requires that Trust Council adopt a policy statement to ensure protection and cooperation within the trust area.

*Then how were environment and law offended
during processing of land use applications on five islands?*

In part, the answer lies in how the flagship ‘directive policies’ of the Trust Policy Statement are implemented. Each directive policy has two components; a common directive and the individual policy.

Directive policy is usually presumed an imperative in trust actions to preserve and protect and Council is charged with the responsibility of implementation. But in fact the directive component simply instructs each LTC to address the policy component in local bylaws. The directive component delegates policy implementation to each island jurisdiction. Trust councillors, please check your own OCP and LUB. Are all Trust directive policies addressed? If not, trust directive policy may be the moral imperative, *but there will be no bylaw enforcement*.

With each draft LTC bylaw, staff prepare a directive policy checklist; at face value intended to demonstrate adherence – or not – to trust policy. But look at the staff understanding of the checklist purpose: “to highlight issues addressed in staff reports and as a means to ensure LTCs address certain matters in their OCPs and regulatory bylaws”.

Is this the intent of the Act? Is the trust object furthered? I think not.

More to the point, offences to trust directive policy during local bylaw deliberations might be swept under the carpet.

Finally, when last did you see implementation of trust policy in your OCP and LUB as a direct result of directive policy checklist scrutiny?

There is remedy at hand. Trust Council has directed review of the Trust Policy Statement. Please consider removing the directive component from each directive policy and insert a new Trust policy at the beginning of the directive policy section, as follows:

New trust policy – Each directive policy shall be implemented in the policy and regulatory bylaws of each LTC or Trust Executive jurisdiction, save where Trust Council concurs by a 2/3 majority that a policy in question not be implemented for that jurisdiction. For certainty, the intent and letter of each directive policy are to be implemented in the actions of all trust bodies in the jurisdictions agreed by Trust Council and directive policy shall be implemented in the entire local planning process; from application review to bylaw adoption.

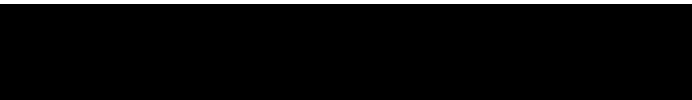
Now, the door is open to implement directive trust policy in the entire trust area, with enforcement enabled both locally and by new trust area regulation. A trust area land use bylaw. And of course trust area land use planning. As I think the Act intends.

We would be closer to the heart of a better balance between Trust Council's trust area governance and autonomy for each island jurisdiction.

Please take charge, trust councillors, as the pendulum swings.

Thank you for considering my submission.

Michael Sketch
North Pender Island



There is remedy at hand. Trust Council has directed review of the Trust Policy Statement. Please consider removing the directive component from each directive policy and insert a new Trust policy at the beginning of the directive policy section, as follows:

New trust policy – Each directive policy shall be implemented in the policy and regulatory bylaws of each LTC or Trust Executive jurisdiction, save where Trust Council concurs by a 2/3 majority that a policy in question not be implemented for that jurisdiction. For certainty, the intent and letter of each directive policy are to be implemented in the actions of all trust bodies in the jurisdictions agreed by Trust Council and directive policy shall be implemented in the entire local planning process; from application review to bylaw adoption.

From: Frieda Werden [REDACTED]
Sent: Tuesday, September 15, 2020 10:54 PM
To: Trustees <Trustees@islandstrust.bc.ca>
Subject: Aquifer mapping and assessment on Denman

Hello,

I gather the trustees are having a discussion today about whether to fund an assessment of the aquifers on Denman Island. I would strongly encourage that you do.

This is an important issue to me, and I have been searching for information. Water usage in my immediate area of Denman West has grown recently through increased occupancy and growth of intensive farming, and I am starting to experience changes in the behaviour of my well that I haven't seen before.

I don't want to leap to conclusions, so I would very much like to know who is sharing water resource with whom, whether we are starting to compete and need to talk about that, and whether there is enough to support proposed increases in housing nearby.

Have a good meeting. And thank you for your service.

Frieda Werden

[REDACTED]

Denman Island VOR 1T0

[REDACTED]

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Horgan highlights pandemic leadership

September 24, 2020

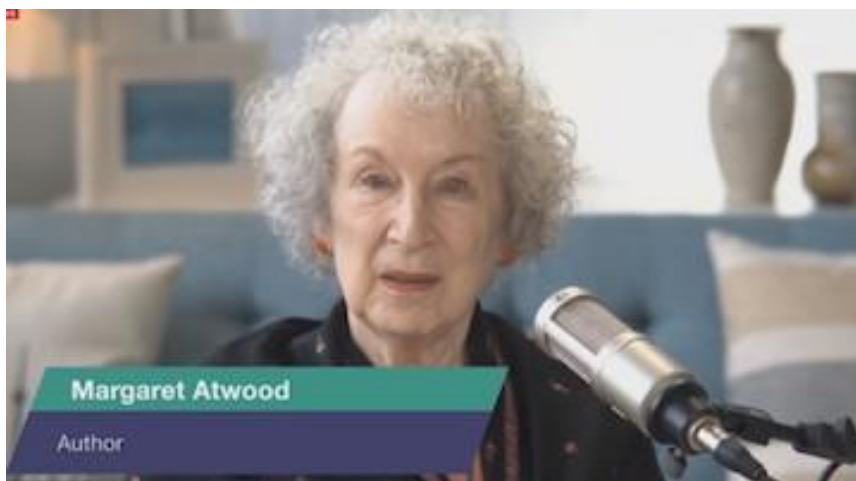
NDP leader John Horgan highlighted actions by his party through the period of the pandemic in an address to delegates earlier today. Mr. Horgan was interviewed by Metro Vancouver Chair Sav Dhaliwal at the invitation of the party leader. [Read More](#)



COVID, climate change, and community: a conversation with Margaret Atwood

This morning, delegates were treated to the critical mind and perceptive words of Margaret Atwood as Simi Sara and Atwood shared the virtual stage to explore the themes of climate change, COVID-19, and community.

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So how did we do?

There will be lots for us to discuss after this year's Convention, which makes your feedback more important than ever. Please take a few moments to tell us how we did by completing our [survey](#).

UBCM Executive election results

The results of the Executive elections are now complete. The following have been elected with the completion of the runoff earlier today for Third Vice President. [Read More](#)

Furstenau champions collaborative governance

Green Party of BC leader Sonia Furstenau addressed delegates earlier today, highlighting the role of local communities and the importance of collaborative governance as British Columbia tackles COVID-19, illicit drugs, and climate change. [Read More](#)

Federal address pledges a more inclusive & sustainable Canada

Addressing UBCM delegates from Ottawa, federal Environment and Climate Change Minister Jonathan Wilkinson offered his government's support for local governments in BC in the very difficult, indeed extraordinary times in which we find ourselves. [Read More](#)

Climate and Energy Action Awards winners

The Community Energy Association is pleased to announce the 2020 Climate & Energy Action Award Winners. The awards are organized annually by the Community Energy Association in partnership with the Province of British Columbia, Union of BC Municipalities, BC Hydro, FortisBC, and Real Estate Foundation of BC. [Read More](#)

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2020 UBCM Resolution decisions

September 23, 2020

The resolutions session of the 2020 Convention was held earlier today. A summary of the decisions from today's proceedings is now available. The official results of the resolutions will appear in the Convention minutes. [Read More](#)



Throne Speech prioritizes COVID, recovery & climate action

The Governor General, the Right Honourable Julie Payette, delivered the federal Throne Speech on September 23rd, which highlights the federal government's priorities as Parliament prepares to resume. The Speech largely focusses on continued efforts to address the pandemic and measures to support an economic recovery. [Read More](#)



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Confronting systemic racism

Following recent high-profile incidents of racism, delegates at the 2020 UBCM Convention were invited to consider the ways in which racism continues to manifest in Canada and the ways in which it may be confronted. The panel included Chief Dr. Robert Joseph, Ambassador for Reconciliation Canada; Dr. Akwasi Owusu-Bempah, Assistant Professor at the University of Toronto, and; Harsha Walia, Executive Director of the BC Civil Liberties Association. [Read More](#)



Wilkinson commits to increased housing supply, supports for forestry

Andrew Wilkinson, Leader of the Official Opposition, opened his address to UBCM delegates by criticizing the NDP decision to call an election in the midst of a pandemic, suggesting that his party was "sideswiped by the ambitions of John Horgan and the NDP", who have "embarked on what we consider to be an unethical power grab." [Read More](#)



UBCM Community Excellence Award winners

The Union of British Columbia Municipalities presented its 2020 Community Excellence Awards at a ceremony broadcast from this year's virtual convention. The awards showcase municipalities, regional districts, and First Nations that have implemented projects and programs demonstrating excellence in meeting the purposes of local government in BC.

[Read More](#)



BC's Economic Recovery Plan

On Thursday, September 17, 2020, the provincial government released *Stronger BC for Everyone: BC's Economic Recovery Plan*. The plan identified a number of initiatives that are designed to support people, businesses, and communities in responding to the COVID-19 pandemic, including over \$1 billion in public transit funding under the federal/provincial Safe Restart Agreement. It is estimated that there is \$3.7 billion in combined federal/provincial economic recovery spending in BC. [Read More](#)

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convention bulletin

Leadership reimagined

September 22, 2020

On the opening day of convention, delegates had the opportunity to hear three distinguished panelists discuss leadership during a time of crisis. The Honourable Janet Austin, Lieutenant Governor of BC; Kim Baird, former Chief of the Tsawwassen First Nation, and; Dr. Bonnie Henry, BC's Provincial Health Officer joined with Mayor Maja Tait to reflect on their experience as women in leadership, including Dr. Henry's recounting of significant threats made against her and her staff during the pandemic.

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Public Transit, Post-COVID

Earlier today, delegates heard perspectives on how transit can recover and rebuild from the ridership and financial impacts of COVID-19. Representatives from transit agencies and local government addressed how the recently announced Safe Restart funding will help them recover, and identified key policy considerations to support continued growth of transit going forward.

[Read More](#)

Passing the torch during a pandemic

In a departure from the conventional podium speech, UBCM's President Maja Tait sat down with 1st Vice President Brian Frankel, on camera, to review and discuss the organization's past year. Councillor Frankel will inherit Mayor Tait's presidential responsibilities at the culmination of this week's Convention. [Read More](#)

Register for post-convention EA forum

Electoral Area Directors will have an opportunity to meet and discuss issues in a virtual session following the UBCM Convention on October 5th, 10 am - 12pm. To register for this free session, please [contact](#) Raelene Adamson to receive Zoom information and an agenda.



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convention bulletin

Convention to open as election gets underway

September 21, 2020

With the call of the provincial election today, there will be an added dimension as we welcome addresses from the three main party leaders at our annual convention. These speeches will be more closely watched than ever and will provide an early window into the direction of each campaign. To reflect common practices for provincial election periods, we are making some adjustments to our program. [Read More](#)



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Minister Jonathan Wilkinson to deliver federal address

UBCM is very pleased to welcome an address by the Honourable Jonathan Wilkinson, Minister of Environment and Climate Change, to delegates attending the 2020 Convention on Thursday, September 24, 9:00 am (Pacific). [Read More](#)





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News and information from
the Union of BC Municipalities



September 17, 2020



Canada & BC to deliver \$540 million for local government operations

The Government of Canada and the Province of British Columbia are working together to contribute close to \$540 million in funding to support local government operations. Today's announcement also includes details on an additional \$418 million for community infrastructure, along with \$1 billion in provincial and federal investments to help keep people moving, whether by transit, TransLink or BC Ferries. [Read more](#)



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September 16, 2020



Old Growth report released

On September 11th the Province announced the release of *A New Future for Old Forests: What we Heard*. The report by panel members Al Gorley and Gary Merkel, outlines a four-phased process that the Province should undertake to develop and implement an old growth strategy. [Read more](#)



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Changes proposed to the Municipal Pension Plan

Plan partners of the Municipal Pension Plan are proposing changes to update the Plan. The proposed changes have been guided by an approach focused on: improving equity for members; aligning benefits with how the majority of members use them; setting a strong foundation for the long-term sustainability of the plan; and staying within the current cost envelope. [Read more](#)

Plastics bylaws approved; expanded EPR under consideration

The Province is moving to approve bylaws banning single-use plastics for Richmond, Victoria, Saanich, Tofino and Ucluelet, which would allow those communities to implement their bans. The Province will also consider other bylaws as they are submitted. [Read more](#)

Consultation on licensing of First Responders

The provincial government is seeking feedback on proposed changes to licensing of first responders (FR) to ensure that all emergency medical assistants (EMAs) are examined to the same standards. Currently, training institutions or fire departments can administer the practical examinations for first responders. Local governments and their protective services branches are asked to provide feedback on the proposed options by **September 30, 2020**. [Read more](#)

Save the date: EA Directors' discussion

Electoral Area Directors will have an opportunity to meet and discuss issues in a virtual session following the UBCM Convention on **October 5th, 10 am - 12pm**. This session will replace the EA Directors Forum that is typically part of the UBCM Convention program. If you would normally attend this session, please save this date. More details to come.

RCMP tracker shows modernization progress

The RCMP has introduced an ongoing modernization project in advance of its 150th anniversary in 2023. Vision 150 focuses on internal RCMP modernization, as well as initiatives to enhance overall policing services. Recently, the RCMP

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publicly released its results tracker to illustrate the status of the project initiatives. Cost impacts are expected to be included in the multi-year financial plans. [Read more](#)

Climate and Energy Action Awards

As in previous years, the Community Energy Association's Climate and Energy Action Awards will be announced at the UBCM Convention. These awards recognize the efforts of communities across BC in reducing community and corporate energy use and decreasing greenhouse gas emissions; as well as municipal leadership on climate change adaptation. A nomination [video](#) showcases all the projects being considered for the awards. Winners will be announced on September 23rd.

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September 9, 2020



The New Now: Life after COVID-19



Many of the disruptions introduced by the pandemic will have a lasting impact on the economy, how we work and the way we design our communities. To explore the road ahead, UBCM has invited a panel of experts to a 2020 Convention workshop to share their thoughts on the challenges and opportunities that will confront decision-makers. In the words of Dan Gunn, CEO of VIATeC, "socio-economic recovery should not simply mean returning to things as they were before. Communities, regions and economies that are opportunistic and adaptive will be best positioned to take advantage of the changes brought by these unique times." [Read more](#)



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Convention workshop will examine seniors' care



A 2020 UBCM Convention workshop will explore the ways in which the COVID-19 pandemic has revealed significant gaps in long term care. The session, to be held Thursday September 24, will explore the structure and funding of seniors' homes, and discuss what changes are needed to improve long-term care in our province. The panel will include Senior Advocate Isobel MacKenzie, academics from York University and the University of British Columbia, and Dr. Terry Lake from BC Care Providers.

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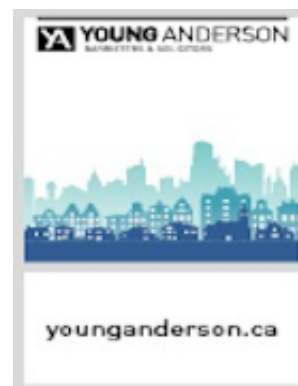
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Housing needs report guidelines & intake

The Ministry of Municipal Affairs and Housing has developed guidelines for local governments in the process of creating a Housing Needs Report for their community. These guidelines are intended to provide additional clarity on several aspects of the requirements and recommendations for the reports. [Read more](#)

Orange Shirt Day

Orange Shirt Day is approaching: September 30 has become an annual day of recognition of the harm the residential school system did to children's sense of self-esteem and wellbeing, and as an affirmation of our commitment to ensure that everyone around us matters. Members interested in honouring the survivors and remembering those that did not survive may learn more via the [Orange Shirt Society](#).



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September 2, 2020



Confronting Systemic Racism in Canada

A workshop at the 2020 UBCM Convention will bring together diverse voices to explore how racism continues to manifest itself in Canadian society. Panelists will look beyond the headlines to shed light on the challenges faced by black and Indigenous peoples and others, and to point towards concrete approaches to confronting systemic racism. [Read more](#)



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Non-member registration fee reduced

As planning continues for the 2020 UBCM Convention, we are reducing our fees for non-member individuals and organizations. In addition to being able to observe the keynote addresses, presentations and resolution sessions, non-member registrants will be able to connect with other delegates in our virtual lounge. Features include direct messaging with other delegates, and the ability to post discussion topics. Registration for non-members is now \$450. Stay physically distanced and professional connected by registering today. [Read more](#)

New Funding for active transportation planning

A new Active Transportation Planning program was launched this week. Local governments with populations up to 25,000 can now submit applications. The goal of the program is to support local governments to incorporate or enhance active transportation components of formal planning documents, including research, consultation, and policy development. [Read more](#)

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Housing Supply Challenge

The Federal Government has [announced](#) the October launch of the first round of the Housing Supply Challenge. This round will disburse \$25 million to fund solutions addressing gaps in housing data. Eligible applicants, including local governments, can find [application details](#) on the Impact Canada webpage. The Housing Supply Challenge was introduced in the 2019 Budget to address barriers to housing supply and affordability.

Funding & Resources Update

Each month we provide an update on UBCM funding programs and information on other programs, events and resources that may be of interest to local governments and First Nations. [Read more](#)

