



Executive Committee Revised Agenda

Date: July 21, 2021
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	4 - 4
3. RISE AND REPORT DECISIONS FROM PREVIOUS CLOSED MEETING	
3.1. June 23 Closed Meeting	
See 2.2.1 Agenda Context Notes	
4. ADOPTION OF MINUTES	
4.1. June 23rd draft minutes	5 - 13
4.2. Resolutions without Meeting (RWM) Report	14 - 15
5. FOLLOW UP ACTION LIST AND UPDATES	
5.1. Follow Up Action List/Director/CAO Updates	16 - 26
5.2. Local Trust Committee Chair Updates	
5.3. Islands Trust Conservancy Liaison Update	
6. DELEGATION REQUEST	
6.1. Mairi Welman re: Further Public Engagement for the Islands Trust Draft Policy Statement - Power Point presentation	27 - 40
7. BYLAWS FOR APPROVAL CONSIDERATION	
None	
8. TRUST COUNCIL MEETING REVIEW AND PREPARATION	
8.1. Executive	
8.1.1. Roundtable Discussion	
8.1.1.1. Trustee Feedback	41 - 42

8.1.2.	Trust Council Decision Highlights	43 - 45
	See 2.2.1 Agenda Context Notes	
8.2.	Local Planning Services	
8.3.	Administrative Services	
8.4.	Trust Area Services	
9.	EXECUTIVE COMMITTEE PROJECTS	
9.1.	Trust Council Initiated	
9.1.1.	Executive	
9.1.2.	Trust Area Services	
9.1.2.1.	Islands 2050 - Engagement and Next Steps - Briefing	46 - 48
9.1.2.2.	First Nations Capacity Funding for Early and Ongoing referral Engagement of the draft new Policy Statement - RFD	49 - 50
	That the Executive Committee approve up to \$15,000 from the Islands 2050 public engagement budget to be used for capacity funding for First Nations early and ongoing referral engagement of the draft new Policy Statement.	
9.1.3.	Local Planning Services	
9.1.4.	Administrative Services	
9.2.	Executive Committee Initiated	
9.2.1.	Executive	
	See 2.2.1 Agenda Context Notes regarding items 9.2.1.1 to 9.2.1.5.	
9.2.1.1.	Vice Chair Rogers re: Islands Trust Act (s.8)(2)(e) re: communicating with Province - Briefing	51 - 52
9.2.1.2.	Vice Chair Fast re: Trails Strategy what we heard report email dated June 13, 2021	53 - 56
9.2.1.3.	Vice Chair Fast re: new tools for conduct, public hearing, electeds email dated June 13, 2021	57 - 58
9.2.1.4.	Vice Chair Rogers re: Local Trust Committee and Advisory Planning Commission meeting protocol – Discussion	
9.2.1.5.	Vice Chair Rogers re: Scope of authority of the local trust committee email dated June 20, 2021	59 - 59
9.2.2.	Trust Area Services	
9.2.3.	Local Planning Services	
9.2.4.	Administrative Services	
10.	NEW BUSINESS	
10.1.	Executive/Trust Council	

**10.1.1. Request for Executive Committee Sponsorship of Development
Application Fee - RFD**

60 - 77

THAT the Executive Committee approve financial sponsorship of \$1100.00 for temporary use application MA-TUP-2021.2 to allow for a *Thrift Store, Archive and Museum Storage* within an existing dwelling, and *Fall Fair Activities* on the outside area of the subject property.

10.2. Trust Area Services

10.2.1. LTC Chairs Report on Local Advocacy Topics

10.3. Local Planning Services

10.4. Administrative Services

11. CORRESPONDENCE (for information unless raised for action)

Correspondence received concerning Islands 2050 is posted to the project's webpage under Project Information, Public Correspondence.

11.1. K Reynolds re: an idea for TPS public engagement email dated July 14, 2021

78 - 79

11.2. Port of Vancouver Operations update emails dated July 6, and July 12, 2021

80 - 82

Chair Luckham - verbal update

11.3. Attendees of June 2021 Regional Meetings with Ministers Osborne and Eby letter dated July 20, 2021

83 - 88

12. WORK PROGRAM

12.1. Review and amendment of current work program

89 - 92

13. NEXT MEETING

The next Executive Committee meeting is scheduled for August 4, 2021 starting at 9:00 a.m.

14. CLOSED MEETING (if applicable)

None

15. ADJOURNMENT

Agenda No.	From	Context Notes
3.1	Executive Coordinator	Chair Luckham to rise and report from the June 23 rd Executive Committee (EC) closed meeting that the minutes of the May 26 th EC closed meeting were adopted as presented.
8.1.2	Executive Coordinator	Presented for information, the attached “Motions from July 8, 2021 Islands Trust Council Special Meeting” were compiled and reviewed by EC Chair and senior staff for immediate release, circulation to subscribers and posting to the website on July 12, 2021.
9.2.1	Executive Coordinator	Items 9.2.1.1 to 9.2.1.5 were deferred from the June 23 business meeting to the July 14 th meeting, which was rescheduled to July 21.



Executive Committee Minutes of Regular Meeting

Date: June 23, 2021
Location: Electronic meeting,
Islands Trust
200-1627 Fort Street
Victoria, B.C. V8R 1H8

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

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

Members of the public: 2-4 members of the public attended electronically

Delegation: Mielle Chandler

1. CALL TO ORDER

At 9:00 a.m., Chair Luckham called the meeting to order and humbly stated gratitude to live and work on Coast Salish First Nations traditional and treaty territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

For consideration to add the following item(s):

- 10.1.6 Scope of authority of the local trust committee,
- that Item 8.1.3 Trustee Feedback, pages 143 – 154 of agenda package re: Blue Economy Engagement be addressed as separate item 8.1.4.

2.2 Approval of Agenda

By general consent, the agenda was approved as amended.

2.2.1 Agenda Context Notes – None

3. RISE AND REPORT DECISIONS FROM CLOSED MEETING - None

4. ADOPTION OF MINUTES

4.1 June 7, 2021 meeting

By general consent, the minutes were adopted as presented.

5. FOLLOW UP ACTION LIST AND UPDATES

5.1 Follow Up Action List/Director/CAO Updates

Staff gave verbal updates on follow-up action list items and answered Executive Committee questions.

5.2 Local Trust Committee Chair Updates

Chairs of their local trust committees gave verbal updates on recently attended meetings, application updates and other current events.

By general consent, Executive Committee addressed item 7. Delegation Request next.

7. DELEGATION REQUEST

7.1 M. Chandler re: relationship between democracy and environmentalism

Mielle Chandler addressed Executive Committee (EC) reading from notes which had not been reviewed by EC prior to the meeting.

EC-2021-089

It was Moved and Seconded,

That Executive Committee not accept any delegation requests without receiving a full written submission in advance and approved by the Chair.

CARRIED

The meeting recessed for a break at 10:22 a.m. and reconvene at 10:32 a.m.

5.3 Islands Trust Conservancy Liaison Update – No report

5.3.1 Islands Trust Conservancy report dated May 25, 2021

Received for information.

6. BYLAWS FOR APPROVAL CONSIDERATION

6.1 Gabriola Island Local Trust Committee Bylaw No. 309 (LUB amendment)

Vice Chair Rogers spoke to the land use bylaw (LUB) amendment.

EC-2021-090

It was Moved and Seconded,

THAT the Executive Committee approve Gabriola Island Local Trust Committee Bylaw No. 309, cited as “Gabriola Island Land Use Bylaw, 1999, Amendment No. 1, 2021”, under Section 27 of the *Islands Trust Act*.

CARRIED

6.2 Galiano Island Local Trust Committee Bylaw No. 278 (LUB amendment)

Vice Chair Rogers spoke to the land use bylaw (LUB) amendment.

EC-2021-091

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 278, cited as Galiano Island Land Use Bylaw 127, 1999, Amendment No. 1, 2021 in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

6.3 Gambier Island Local Trust Committee, Gambier Associated Islands Bylaw No. 145 (OCP amendment)

Director of Local Planning Services (DLPS) Marlor spoke to the official community plan (OCP) amendment.

EC-2021-092

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Gambier Island Local Trust Committee Bylaw No. 145, cited as “Gambier Associated Islands Official Community Plan, 2009, Amendment No. 1, 2017”, in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

6.4 Gambier Island Local Trust Committee - Bowyer and Passage Land Use Bylaw No. 146 (LUB amendment)

Director of Local Planning Services (DLPS) Marlor spoke to the land use bylaw (LUB) amendment.

EC-2021-093

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Gambier Island Local Trust Committee Bylaw No. 146, cited as “Bowyer and Passage Islands Land Use Bylaw, 2011, Amendment No. 1, 2017” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

6.5 Gambier Island Local Trust Committee - Gambier Associated Islands Bylaw No. 147 (LUB amendment)

Director of Local Planning Services (DLPS) Marlbor spoke to the land use bylaw amendment.

EC-2021-094

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Gambier Island Local Trust Committee Bylaw No. 147, cited as "Gambier Associated Islands Land Use Bylaw, 2013, Amendment No. 1, 2017" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

8. TRUST COUNCIL MEETING PREPARATION

8.1 Executive

8.1.1 June Trust Council Business Decision Highlights

EC-2021-095

It was Moved and Seconded,

That Executive Committee endorse and staff circulate the Trust Council Business Decision highlights for June.

CARRIED

8.1.2 June 8-10, 2021 draft Trust Council minutes

By general consent, amend item 14.4 as discussed by stopping at "for consideration," and advance draft minutes to the July Special Meeting.

8.1.3 Trustee Feedback on June Trust Council

Received for information.

8.1.4 Blue Economy

Received for information.

8.1.5 DRAFT agenda - July 7-8 Special Electronic Trust Council Meeting

EC-2021-096

It was Moved and Seconded,

That Executive Committee request staff organize a 30 minute information session prior to the 7:00 p.m. town hall meeting, July 7th, for the Policy Statement process.

CARRIED

EC-2021-097

It was Moved and Seconded,

That Executive Committee request staff to revise the agenda for the Special Meeting, as discussed, and to add a live link to the Islands 2050 page to the cover page of the agenda.

CARRIED

8.1.6 Roundtable Feedback June Trust Council

Executive Committee gave comment and feedback on the June Trust Council meeting.

The meeting recessed for lunch at 12:05 p.m. and reconvene at 12:37 p.m.

8.2 Trust Area Services

8.2.1 New Draft Policy Statement Bylaw No. 183 – RFD

Executive Committee discussed the new draft bylaw as presented. Staff answered questions.

Vice Chair Fast suggested that, on page 5 of the draft, remove the word Gulf in reference to island.

EC-2021-098

It was Moved and Seconded,

That Executive Committee request staff amend the New Draft Policy Statement at 4.2.7., by moving the first (1st) and fourth (4th) bullet to follow the words “and shall strive to ensure”.

CARRIED

EC-2021-099

It was Moved and Seconded,

That Executive Committee request staff amend the New Draft Policy Statement at 4.2.8., that the words “strive to” be inserted after the word “shall”.

CARRIED

EC-2021-100

It was Moved and Seconded,

That Executive Committee request staff amend the New Draft Policy Statement, that the word “new” be added in front of “private docks” to 4.6.7 and 4.6.14.

CARRIED

EC-2021-101

It was Moved and Seconded,

That Executive Committee request staff to provide alternative language to “prohibiting private docks” language for Trust Council to consider consistent with our reconciliation commitment as options in the request for decision (RFD).

CARRIED

EC-2021-102

It was Moved and Seconded,

That Executive Committee forward the draft new Policy Statement Bylaw, No. 183, with amendments as recommended by the Trust Programs Committee resolutions TPC-2021-035 and TPC-2021-036, and Executive Committee resolutions EC-2021-098, EC-2021-099, and EC-2021-100 to Trust Council for consideration of First Reading.

CARRIED

8.3 Local Planning Services – None

8.4 Administrative Services – None

9. EXECUTIVE COMMITTEE PROJECTS

9.1 Trust Council Initiated

9.1.1 Executive

9.1.1.1 UBCM Premier & Minister meeting requests deadline June 30, 2021

EC-2021-103

It was Moved and Seconded,

Executive Committee request staff prepare a request to meet with the Minister of Indigenous Relations and Reconciliation to provide an update on reconciliation engagement with Trust Policy Statement and otherwise.

CARRIED

9.1.2 Trust Area Services - None

9.1.3 Local Planning Services - None

9.1.4 Administrative Services – None

9.2 Executive Committee Initiated

9.2.1 Executive – None

9.2.2 Trust Area Services – None

9.2.3 Local Planning Services – None

9.2.4 Administrative Services – None

By general consent, Executive Committee addressed the closed session next.

14. CLOSED MEETING

At 3:55 p.m., the meeting was closed to the public.

EC-2021-104

It was Moved and Seconded,

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

CARRIED

At 4:22 p.m., the meeting was reopened to the public.

Chair Luckham addressed item 11. Correspondence next.

11. CORRESPONDENCE

Unless otherwise noted, all correspondence was received for information.

11.1 ADM re: Local Government Meetings update letter dated June 17, 2021

11.2 Bowen Island Municipal (BIM) Council Island Plan 2021

Vice Chair Fast noted that Islands Trust is included in the BIM Council Island Plan.

11.3 BC Ombudsperson Quarterly Report: Jan 1 - Mar 31, 2021

11.4 District of Central Saanich re: Tsawout First Nation Claim to LEL'TOS, James Island letter dated May 19, 2021

11.5 AVICC resolution endorsed for UBCM, letter dated June 4, 2021

11.6 J. Balke re: Bat Friendly Communities seeking Trust Council endorsement email dated June 7, 2021

11.7 BC Gov Seeks Public Input re: climate change survey news release dated June 9, 2021

EC-2021-105

It was Moved and Seconded,

That item 11.7 - BC Gov Seeks Public Input re: climate change survey news release dated June 9, 2021, be forwarded to trustees for information.

CARRIED

11.8 R. Brockley Gabriola Land and Trails Trust re: tree cutting letter dated June 9, 2021

- 11.9 Mayne Island Conservancy re: public input for First Reading of proposed revisions to the Islands Trust Council draft bylaw No. 183 / Islands Trust Policy Statement Bylaw 2021 (Stage 5 - June to September 2021)
- 11.10 Green Municipal Fund Council approves Mayne Island Housing Society letter dated June 11, 2021
- 11.11 City of Pitt Meadows to MP Dalton & MLA Beare re: Truth and Reconciliation Commission's Call to Action #75 letter dated June 14, 2021
- 11.12 J. Margison response to Vice Chair Rogers letter dated June 2021

10. NEW BUSINESS

10.1 Executive/Trust Council

10.1.1 Vice Chair Fast re: Old Growth in Islands Trust Area – RFD

Vice Chair Fast will circulate the background information contained in the request for decision as an information piece to trustees.

10.1.2 Vice Chair Rogers re: Islands Trust Act (s.8) (2) (e) re: communicating with Province – Briefing

By general consent, defer item 10.1.2 to the July 14 Executive Committee meeting.

10.1.3 Vice Chair Fast re: Trails Strategy what we heard report email dated June 13, 2021

By general consent, defer item 10.1.3 to the July 14 Executive Committee meeting.

10.1.4 Vice Chair Fast re: new tools for conduct, public hearing, electeds email dated June 13, 2021

By general consent, defer item 10.1.4 to the July 14 Executive Committee meeting.

10.1.5 Vice Chair Rogers re: Local Trust Committee and Advisory Planning Commission meeting protocol – Discussion

By general consent, defer item 10.1.5 to the July 14 Executive Committee meeting.

10.1.6 Scope of authority of the local trust committee

By general consent, defer item 10.1.6 to the July 14 Executive Committee meeting.

10.2 Trust Area Services

10.2.1 LTC Chairs Report on Local Advocacy Topics

There were no verbal reports.

10.3 Local Planning Services - None

10.4 Administrative Services – None

12. WORK PROGRAM

12.1 Review and amendment of current work program

Received for information.

13. NEXT MEETING

The next Executive Committee meeting is scheduled for July 14, 2021, starting at 9:00 a.m., to be held electronically.

15. ADJOURNMENT

By general consent, the meeting was adjourned at 4:40 p.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator



Resolutions Without Meetings Log

Executive Committee

Resolution Number	Action	Date
2021-002 It was Moved by Vice Chair Patrick and Seconded by Vice Chair Rogers, That Executive Committee reschedule its July 14th business meeting to July 21st beginning at 9:00 a.m.	Carried	09-Jul-2021

Islands Trust Executive Committee
RESOLUTION WITHOUT MEETING

RWM Number: EC-RWM-2021-002

The following matter is considered urgent and necessary in order for Executive Committee to reschedule its July 14th, 2021, business meeting to July 21st, 2021, beginning at 9:00 a.m.

**It was Moved by Vice Chair Patrick and Seconded by Vice Chair Rogers,
That Executive Committee reschedule its July 14th business meeting to July 21st beginning at 9:00 a.m.**

Please vote on the above motion by completing the ballots below:

☒ IN FAVOUR

☒ IN FAVOUR

☒ IN FAVOUR

☐ OPPOSED

☐ OPPOSED

☐ OPPOSED

Sue Ellen Fast

Email Approval

Laura Patrick

Email Approval

Dan Rogers

Email Approval

July 7, 2021

Date

July 7, 2021

Date

July 7, 2021

Date

☒ IN FAVOUR

☐ OPPOSED

Peter Luckham

Verbal approval (in-person)

July 8, 2021

Date

THE CHAIR DECLARED THE ABOVE NOTED RESOLUTION CARRIED, IN ACCORDANCE WITH SECTION 13 OF THE *ISLANDS TRUST ACT*, THIS 9th DAY OF July, 2021.

Chair's Signature

RECEIVED BY THE ISLANDS TRUST SECRETARY THIS 9th DAY OF July, 2021

Secretary or Designate's Signature

Recording Staff's Signature (if applicable)

Follow Up Action Report

Executive Committee

Bylaw Enforcement Manager

Activity	Responsibility	Dates	Status
1 That Executive Committee direct staff to draft amendments to Trust Council policies on how fines and penalties are to be collected, or not collected, under the Bylaw Notice Enforcement system.	David Marlor Warren Dingman	Meeting: 26-May-2021 Target: 04-Aug-2021	In Progress
2 That Executive Committee direct staff to draft amendments to the Trust Council Bylaw Compliance and Enforcement Policy (5.5.1) to include the following: a. offence Act Prosecutions are to be used only for serious land use permit contraventions. b. long-form information may be sworn only after approval by a local trust committee; and c. Executive Committee has approved legal funding for the prosecution; and d. the long-form information has been reviewed and prepared by legal counsel.	David Marlor Warren Dingman	Meeting: 26-May-2021 Target: 04-Aug-2021	In Progress

Chief Administrative Officer

Activity	Responsibility	Dates	Status
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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. By general consent, at its Dec 16, 2020 meeting, Executive Committee put this item on hold pending review by Trust Programs Committee.	Russ Hotsenpiller	Meeting: 12-Sep-2017 Target: 05-Dec-2017	In Progress
2 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.	Carmen Thiel Russ Hotsenpiller	Meeting: 30-Sep-2020 Target: 08-Sep-2021	In Progress
3 That the report Potential legislative and procedure change by the Islands Trust in relation to forest protection - Briefing be brought to a future Executive Committee meeting for next steps.	Russ Hotsenpiller	Meeting: 18-Nov-2020 Target: 03-Feb-2021	In Progress
4 That Executive Committee ask staff to write a letter to our minister respecting possible follow-up actions regarding the meeting with K'òmoks and Minister Conroy.	Russ Hotsenpiller	Meeting: 26-May-2021 Target: 23-Jun-2021	In Progress
5 Trust Council referred the matter of electronic meetings back to Executive Committee for further consideration including cost/benefits and all comments at Trust Council.	Russ Hotsenpiller	Meeting: 09-Jun-2021 Target: 21-Sep-2021	In Progress



Follow Up Action Report

Executive Committee

Chief Administrative Officer

Activity	Responsibility	Dates	Status
6 Circulate agenda item 11.7 BC Climate Change Strategy seeks public input (deadline August 12) correspondence to trustees.	Russ Hotsenpiller	Meeting: 23-Jun-2021 Target: 21-Jul-2021	Completed
7 Executive Committee endorsed and staff to circulate the Trust Council (TC) Business Decision highlights from the June TC quarterly meeting.	Russ Hotsenpiller	Meeting: 23-Jun-2021 Target: 01-Jul-2021	Completed
8 June 8-10 Trust Council draft minutes amend item 14.4 to read "Trust Council discussed a proposed notice of motion as presented by Trustees Critchley and Rogers which may be brought back for consideration."	Russ Hotsenpiller	Meeting: 23-Jun-2021 Target: 25-Jun-2021	Completed
9 That staff revise the agenda for the Trust Council Special Meeting, as discussed, and to add a live link to the Islands 2050 page to the cover page of the agenda.	Russ Hotsenpiller	Meeting: 23-Jun-2021 Target: 25-Jun-2021	Completed
10 Staff prepare a UBCM meeting request with the Minister of Indigenous Relations and Reconciliation to provide an update on reconciliation engagement with the Trust Policy Statement and otherwise.	Russ Hotsenpiller	Meeting: 23-Jun-2021 Target: 30-Jun-2021	Completed



Follow Up Action Report

Executive Committee

Chief Administrative Officer

Activity	Responsibility	Dates	Status
11 Defer the following items to the July 14 (rescheduled to July 21) EC business meeting: ·10.1.2 Vice Chair Rogers re: Islands Trust Act (s.8) (2) (e) re: communicating with Province - Briefing ·10.1.3 Vice Chair Fast re: Trails Strategy what we heard report email dated June 13, 2021 ·10.1.4 Vice Chair Fast re: new tools for conduct, public hearing, electeds email dated June 13, 2021 ·10.1.5 Vice Chair Rogers re: Local Trust Committee and Advisory Planning Commission meeting protocol - Discussion	Russ Hotsenpiller	Meeting: 23-Jun-2021 Target: 21-Jul-2021	Completed

Director, Administrative Services

Activity	Responsibility	Dates	Status
1 Review Islands Trust Policy 6.5.2 as a whole and specifically make recommendations to amend the policy to ensure the policy is clear in regards to the process and decision making authority related to proposed "overspends" for any particular budget item.	Carmen Thiel Julia Mobbs	Meeting: 21-Oct-2020	In Progress
2 Staff review the sponsorship policy and report back recommendations on local trust committee approvals, communications, and funding mechanisms.	David Marlor Julia Mobbs	Meeting: 14-Apr-2021 Target: 16-Jun-2021	In Progress



Follow Up Action Report

Executive Committee

Director, Administrative Services

Activity	Responsibility	Dates	Status
3 That more information be brought back regarding the financial implications of Employee & Family Assistance Plan EFAP if the deductible changed to further consider if staff should enrol the new term of trustees in the Union of British Columbia Municipalities (UBCM) enhanced benefits plan with the Employee & Family Assistance Plan add-on.	Julia Mobbs	Meeting: 26-May-2021 Target: 14-Jul-2021	In Progress

Director, Local Planning Services

Activity	Responsibility	Dates	Status
1 That Executive Committee request staff to continue this discussion (Local Planning Services Renewal Status Report - Briefing) to a future Executive Committee meeting and the pros and cons of reducing the projects per local trust committee to one.	David Marlor	Meeting: 03-Feb-2021 Target: 08-Sep-2021	In Progress
2 Staff review the sponsorship policy and report back recommendations on local trust committee approvals, communications, and funding mechanisms.	David Marlor Julia Mobbs	Meeting: 14-Apr-2021 Target: 16-Jun-2021	In Progress
3 That Executive Committee direct staff to draft amendments to Trust Council policies on how fines and penalties are to be collected, or not collected, under the Bylaw Notice Enforcement system.	David Marlor Warren Dingman	Meeting: 26-May-2021 Target: 04-Aug-2021	In Progress

Follow Up Action Report

Executive Committee

Director, Local Planning Services

Activity	Responsibility	Dates	Status
4 That Executive Committee direct staff to draft amendments to the Trust Council Bylaw Compliance and Enforcement Policy (5.5.1) to include the following: a. offence Act Prosecutions are to be used only for serious land use permit contraventions. b. long-form information may be sworn only after approval by a local trust committee; and c. Executive Committee has approved legal funding for the prosecution; and d. the long-form information has been reviewed and prepared by legal counsel.	David Marlor Warren Dingman	Meeting: 26-May-2021 Target: 04-Aug-2021	In Progress

Follow Up Action Report

Executive Committee

Director, Local Planning Services

Activity	Responsibility	Dates	Status
5 Inform the associated local trust committees of Executive Committee approval of the following bylaws: 1. Gabriola Island Local Trust Committee Bylaws No. 309 (LUB amendment) 2. Galiano Island Local Trust Committee Bylaw No. 278 (LUB amendment) 3. Gambier Island Local Trust Committee, Gambier Associated Islands Bylaw No. 145 (OCP amendment) 4. Gambier Island Local Trust Committee - Bowyer and Passage Land Use Bylaw No. 146 (LUB amendment) 5. Gambier Island Local Trust Committee - Gambier Associated Islands Bylaw No. 147 (LUB amendment)	David Marlor	Meeting: 23-Jun-2021 Target: 25-Jun-2021	Completed

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: 31-Mar-2020	In Progress



Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
2 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: 31-Mar-2021	In Progress
3 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: 31-Mar-2021	In Progress
4 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: 31-Mar-2021	In Progress
5 The Executive Committee request staff to provide a Learning at Home series on the Murdered and Missing Indigenous Women and Girls Calls for Justice.	Clare Frater	Meeting: 05-Aug-2020 Target: 31-Mar-2021	In Progress
6 That Executive Committee request Director of Trust Area Services Frater invite the Coast Guard to make a presentation at Trust Council or, an education session to be arranged regarding oil spill response planning.	Clare Frater	Meeting: 30-Sep-2020 Target: 09-Jun-2021	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
7 Collaborate with Bowen Island Municipal staff on an insert for the tax notice and a delay for a year would be appropriate.	Clare Frater	Meeting: 14-Apr-2021 Target: 01-Feb-2022	In Progress
8 Staff to investigate the benefits and opportunities for the Islands Trust to cooperate with others in the anticipated Fall 2021 grant intake for the Government of Canada Nature Smart Climate Solutions Fund.	Clare Frater	Meeting: 05-May-2021 Target: 04-Aug-2021	In Progress
9 That a letter of thank-you be sent to the Pacific Pilotage Authority to thank them for writing the Letter to Industry and that it include thanks to Gerald Graham for raising the issue on Twitter and that it be copied to Gerald Graham, the Tyee and, the Gulf Islands Driftwood.	Clare Frater	Meeting: 07-Jun-2021 Target: 21-Jul-2021	Completed
10 That Executive Committee request staff to write to M. Green thanking them for the report and inviting them to September Trust Council meeting to present the results of the report.	Clare Frater	Meeting: 07-Jun-2021 Target: 21-Jul-2021	In Progress
11 That Staff organize a 30-minute information session prior to the 7:00 p.m. town hall meeting, July 7th, for the Policy Statement process.	Clare Frater	Meeting: 23-Jun-2021 Target: 25-Jun-2021	Completed



Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
12 Amend the new draft Policy Statement Bylaw No. 183 with the following: ·At 4.2.7., by moving the first (1st) and fourth (4th) bullet to follow the words "and shall strive to ensure". ·At 4.2.8., that the words "strive to" be inserted after the word "shall". ·That the word "new" be added in front of "private docks" to 4.6.7 and 4.6.14. And, provide alternative language to "prohibiting private docks" language for Trust Council to consider consistent with our reconciliation commitment as options in the request for decision (RFD).	Clare Frater	Meeting: 23-Jun-2021 Target: 25-Jun-2021	Completed
13 Forward the draft new Policy Statement Bylaw, No. 183, with amendments as recommended by the Trust Programs Committee resolutions TPC-2021-035 and TPC-2021-036, and Executive Committee resolutions EC-2021-098, EC-2021-099, and EC-2021-100 to Trust Council for consideration of First Reading.	Clare Frater	Meeting: 23-Jun-2021 Target: 25-Jun-2021	Completed

Legislative Services Manager

Activity	Responsibility	Dates	Status
1 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.	Carmen Thiel Russ Hotsenpiller	Meeting: 30-Sep-2020 Target: 08-Sep-2021	In Progress

Follow Up Action Report

Executive Committee

Legislative Services Manager

Activity	Responsibility	Dates	Status
2 Review Islands Trust Policy 6.5.2 as a whole and specifically make recommendations to amend the policy to ensure the policy is clear in regards to the process and decision making authority related to proposed "overspends" for any particular budget item.	Carmen Thiel Julia Mobbs	Meeting: 21-Oct-2020	In Progress
3 Staff to draft amendments for replacement of those Trust Council policies deemed as top priority for updating, based on policy review analysis, for consideration of approval by Trust Council.	Carmen Thiel	Meeting: 03-Feb-2021 Target: 01-Dec-2021	In Progress

From: Mairi Welman [REDACTED]
Sent: Monday, July 12, 2021 10:26 AM
To: Lori Foster
Subject: Delegation Request - Executive Cmte July 21, 2021

Hello Laurie;

I would like to speak as a delegation, at the July 21st Executive Cmte meeting, about the July 8 Trust Council motion regarding developing an additional phase of public engagement for the draft policy statement/Islands2050 process.

Is it possible to appear as a delegation on July 21st?

If so is it possible to use one or two PPT slides and provide a handout? If so, what is the deadline for submission of materials to the agenda, or are they provided on table?

Also, do delegations appear at the start of the meeting and how much time are delegations allotted? I have friends visiting and would like to be able to plan my day with them around this ahead of time.

Many thanks for your assistance on this!

regards,
Mairi Welman

[REDACTED]
[REDACTED]

Salt Spring island
BC V8K 1W5

Further Public Engagement for the Islands Trust Draft Policy Statement

Mairi Welman
Trust Council Executive Committee
July, 21, 2021

Thank you for you're the opportunity to speak to you today.

I'm a full-time resident of Salt Spring Island.

I recently retired after a 30-year career in strategic communications and public engagement.

Half of my career was spent in local gov't where I advised elected officials and senior staff on communicating and engaging with the public. This included leading the strategic communications teams at the City of Vancouver and the District of North Vancouver.

I am an annual guest faculty member of the Local Government Management Association of BC's Municipal Administration Training Institute, operated in partnership with Capilano University, which provides leadership training to mid and senior level local government employees.

After watching your meeting on July 8 and witnessing the public dialogue taking place about the policy statement engagement process, I felt compelled to provide some information for your consideration.

Why do you need an engagement framework?

A	B
Inconsistency in approach	Consistency in approach
Lack of standard language	Consistent terminology
Unpredictable/one-off tactics	Scalable/repeatable tactics
BREEDS MISTRUST	BUILDS TRUST

There are many reasons to engage with the community. It can...

- Allow community members and decision-makers to hear a variety of perspectives
- Manage differences, establish direction for moving forward on complex issues, and build understanding regarding trade-offs
- Foster confidence and trust in local government
- Build better and stronger communities through common understanding and shared aspirations
- Correct misinformation and address hidden obstacles or unknown consequences early in the process.

When you think about it - trust is the most important component of any engagement process.

When, as an organization, I engage with you:

Do you trust that I will listen to you?

Do you trust that I will actually hear you?

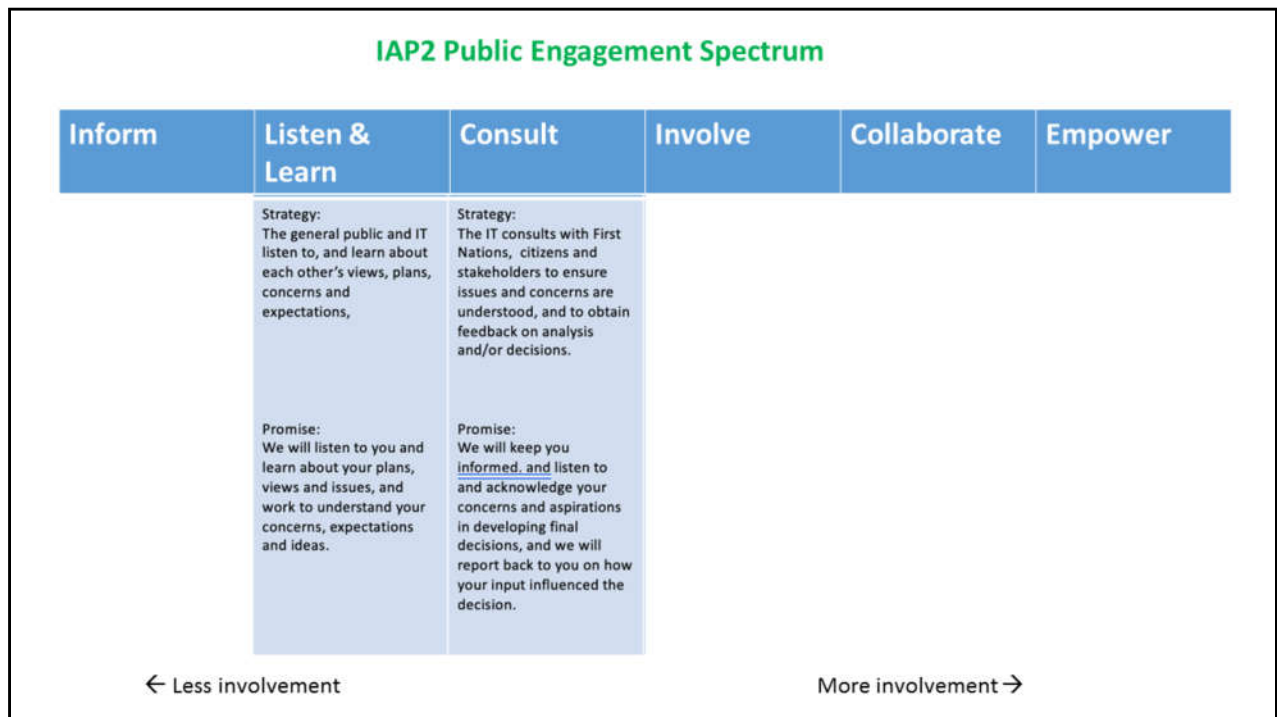
Do you trust that, if you take the time to absorb complex information and provide me with your input, I will take it into consideration and use it, or, if I can't do that, will I let you know why?

If we take a seemingly random approach to engaging with the public, or conversely, if you use the same approach every time, people are unable to discern the relative importance of each process or understand why specific tactics were used.

The more consistency you build into your language and approach the more comfortable and trusting people will be of the process.

You, as decision-makers can have confidence that you understand why staff are recommending any given approach on a project, and you can have confidence that you have a mandate from the public when staff reports back at the end of an engagement process.

So, how do you do that?



There are traditionally 5 levels of public engagement used by Planning departments – as described by international best practice standards in the IAP2 (International Association of Public Participation).

When I worked in municipal government and developed a new public engagement policy, we added a sixth level called “Listen & Learn” which IAP2 has formally approved for use by its membership worldwide.

It’s important to note that we don’t work our way through these as a steps on a continuum, we decide which level of engagement we are using for each project and stick to the promise it makes to the public. The full spectrum with complete descriptions of each level is available in the appendix to this presentation.

It’s important to consistently use this specific terminology for the different levels of engagement. Because then everyone, the public, staff, media, and council, all know what each term means AND the public can be clear on what promise the Trust is making to them within every engagement process.

It is of critical importance that staff and council do not use the terms ‘engage’ and ‘consult’

interchangeably. They do not mean the same thing and being aware of the expectations you create with the language you use is vital when building trust.

At the far left, the spectrum starts at Inform at the most basic level of public engagement, which is a one-way flow of information with no request for input or feedback.

The next levels are listen & learn, consult, and involve – all which ask for feedback, or input and involvement, with increasing degrees of commitment to implement what the public asks for

On the most deeply consultative level, over on the right-hand side of the graphic, are collaborate and empower – which are both very in-depth engagement practices that commit either to finding solutions together, or to completely empowering the public through referenda and elections.

I have included the full descriptions for Listen & Learn and Consult here because the previous engagement work that the Trust has conducted on the policy statement has aspects from both of these levels.

Note the promises that these levels of engagement make...

Engagement Objectives

What do you need to achieve?

How will you know if you're successful?

Clearly define your goals

So, if you as the Executive Committee decide that more engagement on the draft policy statement should indeed happen, it's important to think first about what the objectives are in engaging the public at this point.

Why are you doing it?

And why are you doing it now?

Before you begin to discuss HOW you want to engage, ask yourselves ... how would you define success for this phase?

What do you need to get out of this process in order to provide Trust Council with a solid mandate?

Thinking through this will help you stay on track and ensure your resources are aligned with the right strategy and devoted to the right tactics.

At this point, the Islands Trust has some work to do to rebuild trust in its engagement process before any forward motion with the policy statement can occur.

It is intended to provide the over-arching vision for the Trust area for decades to come.

So, from a strategic perspective, it is now worth engaging in a deeper process with the community to get it right, even if it takes additional time and resources.

I know this may seem like an awful lot of faffing around to some of you, but believe me, for local government at least, it is totally worth the up-front investment of time and energy do this strategically, rather than experience reputational damage, which can easily result in project delays, cost overruns and shatter public faith in the institution.

A path forward...

Inform	Listen & Learn	Consult	Involve	Collaborate	Empower
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Strategy:
IT partners with citizens, First nations and stakeholders in each aspect of the decision-making process, including the development of alternatives and the identification of the preferred solution.

Promise:
We will look to you for advice and innovation in formulating solutions and will incorporate your recommendations into the decisions to the maximum extent possible.

As someone with 30 years of experience in this area, I would strongly recommend that you not repeat the same engagement tactics previously used. They did not result in wide enough participation, nor did they yield the results to provide you with a mandate.

I would now move to engaging at the collaborate level and engage with the entire islands trust community in a public dialogue process.

Collaborate used to be a relatively rare occurrence when it comes to engagements by local gov't but, in my experience, when a community is deeply divided, or there are several equally possible solutions to a challenge, each with their own knock-on effects, this level of engagement can yield the most solid results.

Hosting a deliberative dialogue process is one way to engage at this level. It is a type of participative democracy process that brings together people from all walks of life with a super wide set of interests to roll up their sleeves and hammer out a consensus on the issues. I have seen it in action, and it is a thing of beauty.

It is inclusive and equitable. It builds community capacity, it creates awareness and understanding of differing viewpoints, it asks people who would not normally meet each other, far less discuss issues together, to explain their views to each other and find their common ground.

The process provides fact-based information as a common starting point, and is highly facilitated so that it is a safe space for all to express ideas and concerns.

It also brings in people you would not traditionally hear from (the people who are the most likely to be impacted by the very issues, such as reconciliation, climate change and housing insecurity, that you are seeking to address), and it provides a way for people who are not comfortable speaking in public to fully participate

The thing is, it absolutely works. I have used it successfully on highly contentious issues to help a community arrive at a widely-supported mandate and a way forward for elected officials.

I believe that this process can be conducted over the coming fall and winter months, and reported on next spring, providing Trust Council with clarity and actionable information well in advance of next year's local government elections.

I know your staff team is small. So, I would urge you to bring aboard qualified external assistance in the form a seasoned professional team of recognized public dialogue experts, such as SFU's Morris J. Wosk Centre for Dialogue, to assist you at this point. This kind of organization will bring in that extra bench strength you need in this specific area, and provide objective guidance to steer the Islands Trust communities through the process.

In my appendix I have provided links to a short three-minute video about the dialogue process and an example of a deliberative dialogue process final report.

Thank you for you time and attention today. I am happy to answer any questions.

APPENDIX

IAP2* Approved Public Engagement Spectrum					
Inform	Listen & Learn	Consult	Involve	Collaborate	Empower
Strategy: IT provides the general public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and solutions.	Strategy: The general public and IT listen to, and learn about each other's views, plans, concerns and expectations,	Strategy: The IT consults with First Nations, citizens and stakeholders to ensure issues and concerns are understood, and to obtain feedback on analysis and/or decisions.	Strategy: IT works directly with citizens, First Nations and stakeholders throughout the process to ensure that concerns and aspirations are consistently understood and considered.	Strategy: IT partners with citizens, First Nations and stakeholders in each aspect of the decision-making process, including the development of alternatives and the identification of the preferred solution.	Strategy: IT places the final decision-making power in the hands of the electorate.
Promise: We will keep you informed by providing information that is timely, accurate, balanced, objective and easily understood. We will respond to questions for clarification and direct you to sources of additional information.	Promise: We will listen to you and learn about your plans, views and issues, and work to understand your concerns, expectations and ideas.	Promise: We will keep you informed, and listen to and acknowledge your concerns and aspirations in developing final decisions, and we will report back to you on how your input influenced the decision.	Promise: We will work with you to ensure your concerns and aspirations are directly reflected in the alternatives developed, and we will report back on how your input influenced the decision.	Promise: We will look to you for advice and innovation in formulating solutions and will incorporate your recommendations into the decisions to the maximum extent possible.	Promise: We will implement what you decide.

*International Association of Public Participation

This graphic shows you the spectrum of options, what strategy each level consists of, and what promise is being made to the participants

At the far left, the spectrum goes from Inform at the most basic level of public engagement, which is a one-way flow of information with no request for input or feedback.

This is usually used with a matter of safety or regulation.

The next levels are listen & learn, consult, and involve – all which ask for feedback, or input and involvement, with increasing degrees of commitment to implement what the public asks for

On the most deeply consultative level over on the right-hand side of the graphic are collaborate and empower – which are both very in-depth engagement practices that commit either to finding solutions together, or to completely empowering the public through referenda and elections..

Collaborate used to be a fairly rare occurrence when it comes to engagements by local gov't but, in my experience, when a community is deeply divided, or there are several

equally possible solutions to a challenge, each with their own knock-on effects, this level of engagement can yield the most solid results.

Some useful links:

Short video about deliberative dialogue in Deep Cove:

<https://www.youtube.com/watch?v=nJt9ZTe-KMk&t=164s>

Deep Cove Deliberative Dialogue process final report:

<https://www.dnv.org/sites/default/files/edocs/deep-cove-dialogue-final-report.pdf>

From: Peter Johnston
Sent: Friday, July 9, 2021 8:58 AM
To: Executive Committee Mailbox; Deb Morrison
Subject: feedback on special meeting

Hello executive committee members and TPC chair,

Here is my post-meeting feedback. I hope it is helpful. I mean it to be constructive, and I apologize if it reads as critical.

At the end of the Town Hall session, I believe that there were five speakers with raised hands who had not spoken previously. I think it would have been possible to hear these five people within about 15 minutes, and it might have been a good idea to continue the Town Hall session by this amount. Our chair mentioned staff time as being an important consideration, and his previous commitment to end the meeting at 9:15. I would have liked to have trustees been consulted about whether to adjourn or extend the meeting for a short time beyond 9:15, rather than to have this simply decided and announced by our chair.

I think that the huge public reaction, much of it negative, was caused by the surprise to see the draft Policy Statement in its detail a very short time before our special meeting. I think the fact that we were considering first reading at a special meeting gave strong indication that the proposed Policy Statement was being hurried through. In hindsight, it probably would have been a good idea to circulate it widely through the islands and ask people to send us their feedback on it. (They did this anyway, but sent a lot of it to other levels of government, etc., causing considerable concern.)

The extensive consultation done was a long time ago, and it was very general in nature. Many of the people who emailed and attended the Town Hall and special meeting either did not know about the consultation that took place, had forgotten it, or simply did not connect it with the proposed PS. It looked like we were hurrying to adoption, though we said there would be consultation.

I was, and still am, surprised that there does not appear to be a consultation plan ready. We said that there would be consultation after first reading, but we are apparently not ready to begin, but instead (unless I miss-understand) we have now asked staff to draft a consultation plan for us. Unless we have an additional special meeting to consider and adopt a consultation plan sooner, we will not have one ready until near the end of September. This is especially a shame because there should have been one ready now, so we can begin consultation when there is lots of interest and attention, rather than two months from now. Very hurry up and wait!

I find it difficult and a bit chaotic when there are motions introduced during a meeting, and especially when there are multiple motions. It seems to me that it would be a good policy to expect that notice of motion be given prior to the meeting, and that some work be done

(probably by the Executive Committee) to organize and order these motions, so that they are deal with in a reasonable and efficient order. We expect this to be done for the introduction of new agenda items, and it seems especially important for motions, except in extraordinary circumstances. Even then, I would prefer a discussion on a new issue to take place and then for a motion to be formulated that captures the desire of the meeting. It seems to turn out that trustees listen to each other, and we do finally come up with decisions that seem reasonable and to respect the desire of council, but as I say, I find it more chaotic and difficult than I think it should be, and it seems fairly random which Council member manages to get their motion considered, and apparently always in a random, or no, order.

I was surprised that there were voices (including some of us) speaking for postponing the Town Hall (and maybe the meeting, too) because of power outages. We lost about 30 out of 150 people, and this was unfortunate, but not at all catastrophic. There will be other means for people to give us feedback. It would have been totally unreasonable to not proceed with the Town Hall.

I, along with one of the Town Hall speakers, felt our chair's extended comments about safety and speaking to the issues was overly long and hectoring. A brief and simple reminder should be sufficient, along with our chair intervening with anyone who doesn't follow the guidelines. More than a brief reminder gives the impression that the chair, or the meeting, expects less than polite or unruly behaviour. I think we all behaved quite well.

Again, I hope that some of this is helpful. Thanks for your energy and commitment. Peter



Motions from July 8, 2021, Islands Trust Council Special Meeting

The following resolutions are provided for information and are not the official minutes of the Trust Council Special Electronic meeting held July 8, 2021. Trust Council will adopt those minutes at its next meeting being held electronically September 21 -23, 2021.

4.1 Trustee Critchley – Motion

MOVED by Trustee Critchley, SECONDED by Trustee Busheikin,

That Trust Council affirms its understanding that preservation and protection of the natural environment is central to the mandate of the Islands Trust and that this responsibility must be given special and profound consideration in all our decisions and in all we do.

MOVED by Trustee Scott, SECONDED by Trustee Fast,

That the motion be amended to add the words “terrestrial and marine” between the words “natural” and “environment”.

CARRIED

The question on the following motion, as amended, was then called:

That Trust council affirms its understanding that preservation and protection of the natural terrestrial and marine environment is central to the mandate of the Islands Trust and that this responsibility must be given special and profound consideration in all our decisions and in all we do.

CARRIED

4.2 Islands Trust Policy Statement Draft Bylaw No. 183 Consideration of First Reading and Next Steps for Engagement – RFD

MOVED by Trustee Rockafella, SECONDED by Trustee Fast,

That the Islands Trust Council Bylaw No. 183, cited as “Islands Trust Policy Statement Bylaw, 2021” be read a first time.

DEFEATED

MOVED by Trustee Morrison, SECONDED by Trustee Peterson,

That the Islands Trust Council postpone consideration of first reading of Bylaw No. 183, cited as “Islands Trust Policy Statement Bylaw, 2021” to December 2021.

CARRIED

MOVED by Trustee Morrison, SECONDED by Trustee Peterson,

That the Islands Trust Council ask all Trustees to share the draft Trust Policy Statement with their Local Trust Area constituents between now and September, asking for feedback to be provided to Islands2050@islandstrust.bc.ca

MOVED by Trustee Fast, SECONDED by Trustee Patrick,

That this motion be tabled until a motion about the overall consultation is voted on.

CARRIED

MOVED by Trustee Morrison, SECONDED by Trustee Langereis,

That the Islands Trust Council request staff to develop a revised project charter for public engagement on the draft new Policy Statement for approval and implementation by the Islands Trust Executive Committee by the end of August 2021.

CARRIED

MOVED Trustee Morrison, SECONDED by Trustee Rockafella,

That the Islands Trust Council request that the draft new Policy Statement be referred to First Nations, Bowen Island Municipality, Local Trust Committees, the Islands Trust Conservancy Board, Regional Districts, Improvement Districts, School Districts and Provincial and Federal government agencies or departments having jurisdiction in the Trust Area.

MOVED by Trustee Rogers, SECONDED by Trustee Brent,

That the motion be amended to insert the words “receive the draft new Policy Statement and” between the words “that the Islands Trust Council” and “request”.

CARRIED

The question on the following motion, as amended, was then called:

That the Islands Trust Council receive the draft new Policy Statement and request that the draft new Policy Statement be referred to First Nations, Bowen Island Municipality, Local Trust Committees, the Islands Trust Conservancy Board, Regional Districts, Improvement Districts, School Districts and Provincial and Federal government agencies or departments having jurisdiction in the Trust Area.

CARRIED

MOVED by Trustee Peterson, SECONDED by Trustee Johnston,

That the following motion be lifted from the table:

That the Islands Trust Council ask all Trustees to share the draft Trust Policy Statement with their Local Trust Area constituents between now and September, asking for feedback to be provided to Islands2050@islandstrust.bc.ca

CARRIED

Debate ensued on the motion.

MOVED by Trustee Busheikin, SECONDED by Trustee Fast,

That the motion be amended to add the words “as part of a comprehensive consultation plan and supported by contextual material created by staff” after the word “constituents”.

DEFEATED

The question on the original motion was then called,

CARRIED

MOVED by Trustee Rogers, SECONDED by Trustee Langereis,

That Trust Council approve an additional transfer of up to \$75,000 from the general revenue surplus fund in fiscal 2021/2022 for enhanced community and First Nations engagement on the draft new Policy Statement subject to approval of the revised engagement project charter by Trust Council.

CARRIED

6. ADJOURNMENT

MOVED by Trustee Kaile, SECONDED by Trustee Busheikin,

That the meeting be adjourned at 3:00 p.m.

CARRIED

To: Executive Committee **For the Meeting of:** July 21, 2021
From: Trust Area Services **Date Prepared:** July 14, 2021
SUBJECT: Islands 2050 – Engagement and Next Steps

PURPOSE: To update the Executive Committee on next steps and public engagement following Trust Council’s decisions at the July 2021 special Trust Council meeting.

BACKGROUND:

At a special business meeting July 7-8, 2021, Islands Trust Council passed the following resolutions:

1. *That the Islands Trust Council postpone consideration of first reading of Bylaw No. 183, cited as “Islands Trust Policy Statement Bylaw, 2021” to December 2021.*
2. *That the Islands Trust Council request staff to develop a revised project charter for public engagement on the draft new Policy Statement for approval and implementation by the Islands Trust Executive Committee by the end of August 2021.*
3. *That the Islands Trust Council receive the draft new Policy Statement and request that the draft new Policy Statement be referred to First Nations, Bowen Island Municipality, Local Trust Committees, the Islands Trust Conservancy Board, Regional Districts, Improvement Districts, School Districts and Provincial and Federal government agencies or departments having jurisdiction in the Trust Area.*
4. *That the Islands Trust Council ask all Trustees to share the draft Trust Policy Statement with their Local Trust Area constituents between now and September, asking for feedback to be provided to Islands2050@islandstrust.bc.ca*
5. *That Trust Council approve an additional transfer of up to \$75,000 from the general revenue surplus fund in fiscal 2021/2022 for enhanced community and First Nations engagement on the draft new Policy Statement subject to approval of the revised engagement project charter by Trust Council.*

Key points to consider in development of engagement plan:

- Staff are currently engaged in developing an enhanced public engagement process to satisfy community feedback and Trust Council direction.
- In regards to Resolution 1 above, for First Reading to occur at December Trust Council, public engagement would need to be completed by October 20, 2021.
- In regards to Resolution 2 above, at end of August the Executive Committee will require a meeting to consider the engagement plan

- In regards to Resolution 3 above, Staff will be sending out a referral of the draft new policy statement to Provincial agencies, Federal agencies, regional districts, local trust committees, Bowen Island Municipality, Islands Trust Conservancy, school districts, and improvement districts in mid-July. We will also be holding a webinar for these agencies to explain the document, what is being asked, and provide an opportunity for questions and answers. The session will be recorded for those agencies unable to attend the session. Our administrative Staff will follow-up with the agencies to maximize a response. For First Nations we will be doing a parallel referral process, and will be meeting with First Nations governments and Indigenous representatives to collaboratively work with them on how they would like to engage during this early and meaningful phase of the amendment process. A separate Request for Decision regarding capacity funding for First Nations engagement will be provided to the Executive Committee.
- In regards to Resolution 4 above, Staff is reviewing how to best support the direction for trustees to undertake some form of public engagement. Comments on how to facilitate this by the Executive committee is appreciated.
- In regards to Resolution 5 above, some potential outcomes for the use of the \$75,000 funds would be:
 - A two-level approach to public engagement incorporating low tech, on-island meetings that are not capital intensive or require specialized expertise, and a 3rd party consultant process for select locations;
 - Enhanced in-person community engagement islands using selected consultants
 - A robust on-line hosted forum for community and public feedback and discussion.
 - A package involving some or all of these, along with an extended deadline to March 2022 for community engagement.

Implications of December First Reading

The necessary sequence of events, most critically access to funding, leading to consideration of first reading in December does provide some challenges. Trust Council consideration of the revised public engagement Project Charter at its regular business meeting September 21-23, 2021 would result in the public engagement that requires use of these funds not beginning until early to mid-October 2021. Given the deadline for Trust Council agenda, and in the absence of a concurrent low cost process, this could result in a compressed timeline.

Effect of Delaying First Reading to March 2022

If Trust Council was to delay first reading to March 2022, then:

- Public engagement could continue to early February 2022, allowing three to four months of engagement.
- First Nations and regional districts would receive further referrals following first reading and be given 60 days to respond.
- Consideration of second and third reading could occur at June 2022 Trust Council
- Assuming Ministerial approval is obtained, Trust Council could consider adoption up to the swearing in of the new Trust Council in November 2022.

After first reading, there is a legislated requirement to refer the proposed bylaw to the regional districts' boards, and there is an expectation by the Minister that there will be a formal referral of the proposed bylaw to First Nations; this referral would likely require 60 days.

The Islands Trust Policy Statement requires the approval of the Minister of Municipal Affairs between third reading and consideration of adoption. For planning purposes, we have used six months as the expected time frame from sending the bylaw and receipt of approval from the Minister; however,

Provincial staff advise there is a good chance Ministerial approval could take significantly less time than six months.

Trust Council can consider adoption by resolution-without-meeting, but must consider second and third readings in a meeting.

Given the above, a March first reading would result in the following potential timeline:

- **Mid July 2021** – Staff begins referral process of the draft new policy statement.
- **Mid to late August 2021** – Executive Committee considers and approves a revised public engagement Project Charter.
- **September 21-23, 2021** – Trust Council considers and approves the revised public engagement Project Charter
- **Early October 2021** - Staff begins the public engagement as outlined in the revised public engagement Project Charter
- **March 2022** – Trust Council considers first reading of the new policy statement.
- **June 2022** – Trust Council considers second and third readings. Staff refers new policy statement bylaw to Minister for approval.
- **September/October 2022** - if Ministerial approval is received within this timeframe, Trust Council may consider adoption at September Trust Council, by resolution-without-meeting or at a Special Meeting.

Note that the local government election will be held on Saturday October 15, 2022, and new trustees will be sworn in at the first Trust Council meeting held at the beginning of November 2022. The current Trust Council can consider adoption of bylaws up to the date of the new trustees being sworn in.

Key points for Executive Committee to consider:

- What type of engagement will be most effective to achieve full community consultation?
 - On a Local trust area basis – general engagement for the community at large
 - On a stakeholder basis – engagement for specific groups
- Which type of specific meeting elements would provide the most viable engagement?
 - Open houses
 - Deliberative dialogue
 - Town halls
 - Software based engagement platforms
 - Other

ATTACHMENT(S):

1. **No attachments**

FOLLOW-UP:

Staff will undertake the referrals as outlined in this briefing, and will provide a Request for Decision to the Executive Committee with recommendations and a revised public engagement project charter.

Prepared By: David Marlor, Director, Local Planning Services

Reviewed By/Date: Russ Hotsenpiller, Chief Administrative Officer/July 15, 2021
Lisa Wilcox, Senior Intergovernmental Policy Advisor/July 15, 2021
Dilani Hippola, Senior Policy Advisor/July 15, 2021

REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** July 21, 2021

From: Trust Area Services **Date Prepared:** July 15, 2021

SUBJECT: First Nations Capacity Funding for Early and Ongoing referral Engagement of the draft new Policy Statement

RECOMMENDATION: That the Executive Committee approve up to \$15,000 from the Islands 2050 public engagement budget to be used for capacity funding for First Nations early and ongoing referral engagement of the draft new Policy Statement.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: It is important that we proceed with the First Nations referral process as soon as possible in keeping with the direction of Trust Council. Approval of this recommendation will allow for staff to effectively plan the referral process and initiate contacts with Nations on their capacity and timelines for response.

1 PURPOSE: To seek approval to allocate a portion of the public engagement funding for First Nations capacity funding for the Islands 2050 project.

2 BACKGROUND:

At the July 2021 special Trust Council meeting, Trust Council passed the following resolutions:

That Trust Council approve an additional transfer of up to \$75,000 from the general revenue surplus fund in fiscal 2021/2022 for enhanced community and First Nations engagement on the draft new Policy Statement subject to approval of the revised engagement project charter by Trust Council.

That the Islands Trust Council receive the draft new Policy Statement and request that the draft new Policy Statement be referred to First Nations, Bowen Island Municipality, Local Trust Committees, the Islands Trust Conservancy Board, Regional Districts, Improvement Districts, School Districts and Provincial and Federal government agencies or departments having jurisdiction in the Trust Area.

Trust Council intended a portion of engagement funding to be used for First Nations engagement; however, approval of the additional \$75,000 by Trust Council will not occur until the September Trust Council meeting. In order to allow staff to offer capacity funding to the First Nations during the referral process authorized by the second resolution above, Staff is requesting that a portion of the existing \$20,000 reserved for public engagement be used to provide capacity funding to First Nations.

This will allow Staff to offer capacity funding during the referral process, while reserving some of the engagement funding to undertake work on engagement between now and September Trust Council; this work would be outlined in the revised public engagement Project Charter that will be presented to the Executive Committee in mid to late August 2021.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

No organization implications.

FINANCIAL:

No financial implications. Reallocation of funds already allocated for engagement on the Islands 2050.

POLICY:

No policy implications.

IMPLEMENTATION/COMMUNICATIONS:

Referral letters to First Nations will go out in mid-July, and will include an offer of capacity funding.

FIRST NATIONS:

Capacity funding could improve ability of a First Nation to respond to the engagement request.

OTHER:

No other implications.

4 RELEVANT POLICY(S):

None.

5 ATTACHMENT(S):

None

RESPONSE OPTIONS

Recommendation: That the Executive Committee approve up to \$15,000 from the Islands 2050 Public engagement budget to be used for capacity funding for First Nations early and ongoing referral engagement of the draft new Policy Statement.

Alternative: Not approve the capacity funding. Referral letters to First Nations would still go out, but would not include any offer of capacity funding.

Prepared By: David Marlor, Director, Local Planning Services

Reviewed By/Date: Russ Hotsenpiller, Chief Administrative Officer/July 15, 2021
Dilani Hippola, Senior Policy Advisor/July 15, 2021
Lisa Wilcox, Senior Intergovernmental Policy Advisor/July 15, 2021

To: Executive Committee For the Meeting of: May 26, 2021
From: Vice Chair Rogers Date Prepared: May 19, 2021
SUBJECT: Islands Trust Act (s.8 (2)(e) re: communicating with Province-

For Executive Committee Discussion and Consideration

I've been pondering how the Trust could more effectively communicate our needs to the Province. My experience is that there appear to be 3 ways we communicate:

- a) Informal communication and consultation through senior staff and occasionally elected leadership. This is probably an effective way to communicate but likely is restricted to responding to specific issues as they arise and ways we can assist each other and collaborate as opposed to changes in policy.
- b) Motions passed through AVICC and UBCM. It's unclear how effective this but it remains a good avenue for issues that would benefit from widespread support across the province.
- c) "Asks" from Trust Council in the form of motions and a letter. Again this requires a lot of resources and time under a) to shepherd through the province but they are "asks".

I may be missing some methods.

What it appears we don't do is exercise our authority under s. 8 (2) (e) of the Islands Trust Act which reads as follows:

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

(e) make recommendations to the Lieutenant Governor in Council respecting the determination, implementation and carrying out of policies for the preservation and protection of the trust area and its unique amenities and environment,

As the Lieutenant Governor in Council is the Cabinet, this is a specific "responsibility" of the Trust Council that would appear to be somewhat different than the ways that the Trust has gone about trying to influence policy.

My reading of this section is that it was intended to reflect an attitude that the needs of the Trust Area would evolve and change over time, issues would arise that may have been unforeseen or have been accentuated and that it was the Trust's legislated responsibility to serve as an advisor the Province in its role of overseeing and assisting in the achieving of the object of the Trust. This is an important role as the Trust is the organization that is on the ground and the section emphasizes the fact that preservation and protection of the Trust is for the benefit of all residents of British Columbia.

I would like to explore how to activate this responsibility. I imagine a scenario where in addition or complementary to or separate from our Annual report we would choose and make a number of

recommendations to the Cabinet (**note ... not just our Minister or a particular Minister**) that would have been chosen by Trust Council. We could gather those throughout the year and then have a session where the most important ones could be vetted somehow and then presented. These could be political, scientific, monetary or otherwise.

I recognize this may require some resources, a discussion about a process (Committee?) and there may be considerations I had not thought of so bring it to EC first for discussion and any direction to staff before something more thoroughly thought through might go to Trust Council.

From: Sue Ellen Fast
Sent: Sunday, June 13, 2021 5:07 PM
To: EC
Subject: Fwd: Trails Strategy for BC- report on what we heard from local governments

For TC review next EC meeting please -

Sue Ellen

Sue Ellen Fast (she/her)
Nexwłélexm / Kwílàkm (Bowen Island) Trustee | Municipal Councillor | Islands Trust Vice Chair
sfast@islandstrust.bc.ca sefast@bimbc.ca
Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

Thankful to live and work in the treaty and territories of the BOKEĆEN, Cowichan Tribes, Halalt, Homalco, K'ómoks, Klahoose, Ts'uubaa-asatx, Lək'wəŋən (SXIMELEL, Songhees, T'Sou-ke), Lyackson, MÁLEXEL, Penelakut, Qualicum, Scia'new, səliłwətaʔl, SEMYOME, shíshálh, Snaw-naw-as, Snuneymuxw, Skwxwú7mesh, STÁUTW, Stz'uminus, Tla'amin, scəwəθən məsteyəxʷ, We Wai Kai, Wei Wai Kum, WJOLELP, WSIKEM, and xʷməθkʷəy̓əm.

Begin forwarded message:

From: Sue Ellen Fast <sfast@islandstrust.bc.ca>
Subject: Re: Trails Strategy for BC- report on what we heard from local governments
Date: May 20, 2021 at 12:31:53 PM PDT
To: Peter Luckham <pluckham@islandstrust.bc.ca>
Cc: Laura Patrick <lpattick@islandstrust.bc.ca>, EC <ec@islandstrust.bc.ca>

Islands Trust should also be included in the consultation - sheesh.
First Nations are recognized in this report and apparently had a different consultation.
Unless Clare's team responded on behalf of all LTCs?
Sue Ellen

On May 20, 2021, at 9:06 AM, Peter Luckham
<pluckham@islandstrust.bc.ca> wrote:

Hmmm yes we/I do raise this on a regular basis, this is indeed another case in point.

Staff advice on how we might influence recognition of First Nations and the Islands Trust in publications when referring to local government is worthy of consideration.

Peter Luckham, Chair Trust Council
Trustee, Thetis Island
Islands Trust
#200 1627 Fort Street
Victoria, B.C. V8R 1H8
Home Phone: (250) 210-2553
Office Fax: (250) 405-5155
www.islandstrust.bc.ca
Preserving and protecting over 450 islands
and surrounding waters in the Salish Sea
On 5/20/2021 8:54 AM, Laura Patrick wrote:

You know – a major step forward would be for the province and UBCM to recognize the Islands Trust in its reporting. Can we advocate for that?

From: Trails Strategy DO NOT REPLY:FLNR:EX
[<mailto:Trails.Strategy.DoNotReply@gov.bc.ca>]
Sent: Thursday, May 20, 2021 8:35 AM
To: Trails Strategy DO NOT REPLY:FLNR:EX
Subject: Trails Strategy for BC- report on what we heard from local governments

Hello,

In the summer of 2020, a survey was sent to local government staff and elected officials seeking input on a comprehensive review of the Trails Strategy for BC. The survey was live between late May and early July 2020. In total, 233 individuals representing 145 different municipalities and regional districts completed the survey. Please find attached a summary of what we heard from that engagement process.

In addition to local governments, numerous other engagements were undertaken in support of the review of the Strategy. The engagement was completed in a partnership between Recreation Sites and Trails BC (RSTBC) and the Provincial Trails Advisory Body (PTAB). The engagements have been completed as a means of informing a comprehensive review of the Trails Strategy for British Columbia to ensure the continued relevance of the strategy to recreationalists, communities, First Nations, the tourism sector, and the Province. The review included:

- background research,
- a literature review of the benefits of trails,

- over 40 interviews with representatives from provincial ministries, non-profits, and recreation clubs and associations,
- a survey of over 200 local government representatives,
- focus group webinars with recreation sector interests,
- a public survey of over 5,900 British Columbians, and
- a separate government-to-government engagement process with all First Nation governments in BC.

The province continues to review the results of the review of the Strategy. Recommendations will be made to update the strategy based on findings from the research and engagements. Recommendations will provide direction for formally updating the strategy to reflect the broad viewpoints of the First Nations and various stakeholders involved in the engagement processes. Once RSTBC receives the mandate to proceed with the recommended changes, the Trails Strategy will be updated and implemented to improve trail development, management and maintenance across the province. A new draft version of the strategy is expected to be complete by the end of 2021.

It is important to note that the Trails Strategy engagement process was conducted during the COVID-19 pandemic. During that time, a significant increase in trail-based recreation was noted likely due to outdoor trail use being an acceptable, healthy, and popular activity to engage in while adhering to social distancing protocols. This trend of increasing recreation trail use is expected to continue even after the pandemic is over owing to the large number of people that have been introduced to the benefits of British Columbia's extensive trail network.

Thank you to all those who participated in the Trails Strategy review process. Your contributions will result in a significant improvement to the management of BC's world-class natural amenities and trails networks.

Related Links:

- Trails Strategy for BC <https://www2.gov.bc.ca/assets/gov/sports-recreation-arts-and-culture/outdoor->

[recreation/camping-and-hiking/rec-sites-and-trails/trail-strategy.pdf](https://www2.gov.bc.ca/gov/content/sports-culture/recreation/camping-hiking/sites-trails/trail-strategy.pdf)

- Trails Strategy Public engagement 'what we heard' report <https://www2.gov.bc.ca/gov/content/sports-culture/recreation/camping-hiking/sites-trails/program/policies-strategies/prov-trail-strategy>
- The Provincial Trails Advisory Body <https://www.orcbc.ca/provincial-trails-advisory-body/>

Thank you,

Recreation Sites and Trails BC



From: Sue Ellen Fast
Sent: Sunday, June 13, 2021 6:16 PM
To: EC
Subject: Fwd: New tools for conduct - public hearings and electeds

Two related topics for next EC meeting agenda, please:

1. Conduct in Public hearings - new tools from New West that I will ask Heather to adapt and add into my script for public hearings that I chair, eg their guidelines for comments: <https://www.newwestcity.ca/publicnotices>

Vancouver Sun article about the new approach: https://vancouver.sun.com/opinion/jennifer-wolowic-a-marvel-of-a-public-hearing-in-new-westminster?fbclid=IwAR2ZsV0SpEQLQZgnplYn8kCg_Kx7BKekaWfYOOh4EHmwmJrfMz3i6EJKFJk

And here's the video of the public hearing described in the article: https://newwestcity.ca.granicus.com/MediaPlayer.php?view_id=1&clip_id=1172&fbclid=IwAR0CXY8HoWo-qiydjl8hcqIcSduXSdygBKBPEWeA77gtmV7clW1-l9NoDcw

The whole intro is interesting, or start at:

4:00 minute mark for the new respect/conduct rules.

12:50 min for the second affordable housing proposal to see the new guidelines flashed up on the screen

24:50 min the mayor begins call for speakers, including that elected folks will be stepping in if they hear comments that are not respectful. First speaker supports, she is Chief Rhonda Larrabee who mentions her support, ceremony, and that they will have an office there:

<https://www.newwestrecord.ca/local-news/qayqayt-chief-rhonda-larrabee-named-douglas-college-honorary-fellow-3863826>

2. Conduct of elected officials: I would like to discuss this tweet from Minister Osborne back in April: [BC's #localgov](#) have a new resource with tools & practical ideas to help prevent conduct issues, so elected officials remain accountable & better serve the people in their communities.

This guide has been developed with our partners [@UBCM](#). [@LGMABC](#)

More: <https://tinyurl.com/4jfs2z3p>

Sue Ellen

Sue Ellen Fast (she/her)

Nexwlélexm / Kwilákm (Bowen Island) Trustee | Municipal Councillor | Islands Trust Vice Chair

sfast@islandstrust.bc.ca sfast@bimbc.ca

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

Thankful to live and work in the treaty and territories of the BOKEĆEN, Cowichan Tribes, Halalt, Homalco, K'ómoks, Klahoose, Ts'uubaa-asatx, Lək'wəŋən (SXIMELEE, Songhees, T'Sou-ke), Lyackson, MÁLEXEL, Penelakut, Qualicum, Scia'new, səliłwətaʔi, SEMYOME, shishálh, Snaw-naw-as, Snuneymuxw, Skwəwú7mesh, STÁUTW, Stz'uminus, Tla'amin, scəwəθən məsteyəxʷ, We Wai Kai, Wei Wai Kum, WJOLELP, WSIKEM, and xʷməθkʷəy̓əm.

Begin forwarded message:

From: Sue Ellen Fast <sefast3@icloud.com>

Subject: New tools for conduct issues

Date: April 22, 2021 at 9:13:57 PM PDT

To: EC <EC@islandstrust.bc.ca>

Minister

Osborne: https://mobile.twitter.com/Josie_Osborne/status/1385392384368812033

Sue Ellen Fast

Bowen Island Trustee | Municipal Councillor | Islands Trust Vice Chair

sefast@bimbc.ca sfast@islandstrust.bc.ca

[604 833-2418](tel:6048332418)

*Feeling fortunate to live in beautiful Átl'ka7tsem / Howe Sound in the territory of
Squamish Nation*

From: Dan Rogers
Sent: Sunday, June 20, 2021 1:39 PM
To: EC
Subject: New Business Item

Hello EC and senior Staff. I'd like to have a couple of questions answered related to LTC processes etc. It seems I have understood different points of view on a couple of things (and there may be more than 2). Can we please put on the Agenda something like " scope of authority of LTC. " and specifically three question:

- a) Can we place conditions on a DVP? I've had both yes and no answers from planning staff.
- b) Can we pass a resolution placing a moratorium on certain types of TUP's – ie STVRs? I've had both answers from staff about that as well.
- c) At some point I'd appreciate a primer on the scope of the LTC's jurisdiction /authority around DP's? When can we say we are not satisfied in the face of environmental or other reports?

I appreciate the answers to all of these may not be answered on Wednesday but if we can provide a process to get the answers.

Thanks

Dan

Daniel J Rogers
Islands Trust Vice-Chair and Gambier Area Trustee
604-220-1500

[Preserving and Protecting Over 450 Islands and the Surrounding Waters in the Salish Sea](#)

I am humbly thankful that I live and work in the territory of the BOKEĆEN, Cowichan, Halalt, Homalco, K'ómok, Klahoose, Lake Cowichan, Lekwungen, Lyackson, MÁLEXEL, Penelakut, Qualicum, Scia'new, selilwitulh, SEMYOME, Shishálh, Snaw-naw-as, Snuneymuxw, Skwxwú7mesh, SṠÁUTW, Stz'uminus, SXIMELEL, T'Sou-ke, Tla'amin, Tsawwassen, We Wai Kai, Wei Wai Kum, WJOLELP, WSIKEM, and x'məθk'əyəm.

REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** July 14, 2021
From: Phil Testemale, Planner 2 **Date Prepared:** July 7, 2021
SUBJECT: Request for Executive Committee Sponsorship of Development Application Fee

RECOMMENDATION:

THAT the Executive Committee approve financial sponsorship of \$1100.00 for temporary use application MA-TUP-2021.2 to allow for a *Thrift Store, Archive and Museum Storage* within an existing dwelling, and *Fall Fair Activities* on the outside area of the subject property.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The attached application for Executive Committee sponsorship of development application fees complies with Islands Trust Policy 4.1.xiii.

1 PURPOSE:

The purpose of the Request for Decision (RFD) is to request the Executive Committee to consider the development application fee sponsorship application from the Mayne Island Agricultural Society and Fall Fair (MIASFF).

2 BACKGROUND:

Staff has reviewed the application and confirmed that a Temporary Use Permit (TUP) is required, the fee for which is \$1100.00. See receipt of application and fee in Attachments.

The Mayne Island Agricultural Society and Fall Fair (MIASFF) is a registered, charitable, not for profit society that is the owner and operator of the historic Agricultural Hall at 430 Fernhill Road (Lot 16). They also own and operate the Gaol (Museum) and Thrift Store on the adjacent (facing) Lot 9, and recently purchased the subject property (Lot 19) at 437 Fernhill Road.

MIASFF has applied for a TUP for thrift store, archive and museum storage within an existing dwelling, and Fall Fair Activities on the outside area of the subject property. The TUP was approved by resolution of the MILTC on June 21, 2021 and issued on June 23, 2021 for period of three (3) years.

The TUP facilitates the relocation of the thrift store, archive and museum storage from buildings on the abutting Lot 9, which are in poor repair, no longer suitable for the society's needs and require demolition. The TUP will also allow for expanded outdoor Fall Fair uses.

MIASFF have confirmed that they will be making a future OCP amendment/rezoning ('rezoning') application and subsequently consolidate Lots 9 and 19. The TUP permits the uses until that process is finalized.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

None.

FINANCIAL: please adapt to reflect this file

Approval of the application for sponsorship would reduce the funds that would otherwise be received from the TUP application fee. Trust Council has allocated \$5,000 to cover costs for applications that are approved for sponsorship. In FY2021/22 \$4,950 has been spent, leaving \$50 in the account. Approval of this request would over-spend by \$1,050.

POLICY:

The attached application for Executive Committee sponsorship of development application fees complies with Islands Trust Policy 4.1.xiii.

IMPLEMENTATION/COMMUNICATIONS:

Staff will inform the applicant of the outcome of their request of the Executive Committee.

FIRST NATIONS: None.

OTHER: None.

4 RELEVANT POLICY(S):

Islands Trust Policy 4.1.xiii

5 ATTACHMENT(S):

1. Complete Development Application Fee Sponsorship Application Form
2. Application Package MA-TUP-2021.2
3. Development Summary from applicant.
4. MA-TUP-2021.2 (MIASFF/Hoff) – issued June 23, 2021
5. [Trust Council policy 4.1.13](#)

RESPONSE OPTIONS

Recommendation:

THAT the Executive Committee approve financial sponsorship \$1100.00 for temporary use application MA-TUP-2021.2 to allow for a *Thrift Store, Archive and Museum Storage* within an existing dwelling, and *Fall Fair Activities* on the outside area of the subject property.

Alternative:

1. THAT the Executive Committee not approve financial sponsorship \$1100.00 for temporary use application MA-TUP-2021.2 to allow for a *Thrift Store, Archive and Museum Storage* within an existing dwelling, and *Fall Fair Activities* on the outside area of the subject property.
2. THAT the Executive Committee approve a portion of the requested financial sponsorship of [amount TBD by EC] for temporary use application MA-TUP-2021.2 to allow for a *Thrift Store, Archive and Museum Storage* within an existing dwelling, and *Fall Fair Activities* on the outside area of the subject property.

Prepared By: Phil Testemale, Planner 2 – July 7, 2021

Reviewed By/Date: David Marlor, Director of Local Planning Services/July 15, 2021



Islands Trust

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200-1627 Fort Street
Victoria, BC V8R 1H8

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information@islandstrust.bc.ca

North Pender, South Pender,
Galiano, Mayne, Saturna

Salt Spring Office
1-500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8

Telephone: (250) 537-9144
Fax: (250) 537-9116
ssiinfo@islandstrust.bc.ca

Salt Spring

Northern Office
700 North Road
Gabriola Island BC V0R 1X3

Telephone: (250) 247-2063
Fax: (250) 247-7514
northinfo@islandstrust.bc.ca

Gambier, Lasqueti, Hornby,
Denman, Gabriola, Thetis,
Ballenas-Winchelsea

Development Application Fee Sponsorship Application Form

*Under Islands Trust Policy 4.1.xiii, Trust Council Executive Committee may sponsor development application fees. When applying for sponsorship, please submit this form, or the details in a letter, **with your development application**. Applicants are encouraged to file this form with or after their development application.*

To be eligible for Executive Committee Sponsorship:

- ✓ The applicant is a non-profit agency or organization seeking to establish, expand or modify a facility for the benefit of the community at large and consistent with goals in the Official Community Plan (OCP).
- ✓ The applicant is an established or establishing institution supported by taxpayers that is seeking to establish, expand or modify a community facility. (Potential sponsorship of up to one half of the costs of the application)
- ✓ The applicant seeks to implement specific objectives of an OCP with broad community benefits.

The following are NOT eligible for Executive Committee Sponsorship:

- ✗ The applicant is a registered for-profit corporation under the Corporations Act.
- ✗ The applicant is a non-profit agency or organization seeking to establish, expand or modify a facility that would not benefit the community at large.
- ✗ An applicant claims that he or she cannot afford the cost of the application, and the application would not otherwise qualify for sponsorship or initiation.
- ✗ ALR and Subdivision referral application fees are not eligible.

SECTION 1: APPLICANT INFORMATION

(Please print or type all sections)

Organization Name: Mayne Island Agricultural Society and Fall Fair

Primary Contact: Jon Hoff

Address: 411 Village Bay Road

Telephone: 250-539-8022 E-mail: jonhoff@shaw.ca

Charitable Status Number (If applicable): 844469684-RR0001

Organization Mandate (Attach bylaws, constitution or cite organization website): _____

mayneagriculturalsociety.com

Board Members (Name, Position):

SHARON BURNETT, SECRETARY
JON HOFF, TREASURER

SECTION 2: DEVELOPMENT APPLICATION INFORMATION

Check development application where fee refund is requested:

- ☒ Official Community Plan
☒ Zoning Bylaw Amendment
☐ Development Permit

- ☐ Development Variance Permit
☒ Temporary Use Permit
☐ Other: _____

Development Application Submitted? ☐ Yes ☒ No

Application #: _____

Development Application Fees Paid (Amount): _____ Receipt #: _____

SECTION 3

Objective of Development Application: TO REZONE THE PROPERTY AT

437 FERRIS ROAD, MAYNE ISLAND - LOT 19,
PLAN V/P 23126, SECTION 12, COQUICHAN LAND DISTRICT

Describe how the Development Application furthers official community plan goals: THE INTENT IS
TO HAVE THE PROPERTY REZONED FOR PUBLIC USE
AND ADJACENT TO THE SOCIETIES ADJACENT PROPERTY.

SECTION 4

I/we declare that all of the above statements and the information contained in the material submitted in support of the application are to the best of my/our knowledge true and correct.

Printed Name: Jon Hoff

Signature: [Signature] Date: MARCH 11, 2021

Contact Information (e-mail and/or phone): JOXHOFF@SIKID.CA

INFORMATION TO BE COMPLETED BY ISLANDS TRUST

Submitted Executive Committee/Board/Committee/Decision: _____

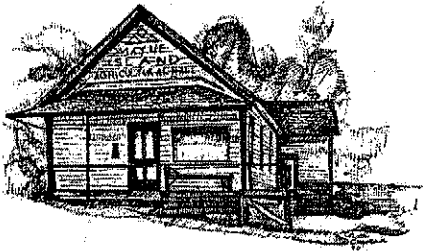
Financial Details: _____

Fee Refund: _____

Organization/Charitable Status Number: _____

UTC Number/Date: _____

Applicant's Name/Address: _____



Mayne Island Agricultural Society & Fall Fair

430 Fernhill Road Mayne Island BC V0N 2J2

Islands Trust Commission

Narissa Chadwick, Mayne Island Planner

Re: Application to rezone the property at 437 Fernhill Road -TUP requested

Legal description Lot 19, Mayne Island, Cowichan District, Plan 23126

The Mayne Island Agricultural Society and Fall Fair, a registered, charitable, not for profit society, is the owner and operator of the historic Agricultural hall at 430 Fernhill Road (Lot 16). The Society also owns and operates the Gaol, built in 1896 and a Thrift Shop located across the road - Lot 9, Plan 3138.

The Society is about to purchase (April 30, 2021) Lot 19 Plan 23126 at 437 Fernhill Road which is adjacent to Lot 9. We wish to annex this purchased property to our existing property (Lot 9). At this time, we are applying for a Temporary Use Permit before moving on to future rezoning of the property.

The new property has a prefabricated manufactured building, approximately 1200 sq. ft. centrally located on the lot. The building is currently occupied as a private residence. The Museum and Thrift Shop structures on our property (Lot 9) are inadequate for our future needs and the Thrift Shop is in bad repair. The newly purchased building has heat, water and septic facilities that we need to safely operate the thrift shop and house our museum's photographic and archival documents and artifacts. There will be no home occupation of this building. The Thrift Shop is the social enterprise of the Society which helps provide the funds to operate and maintain the Hall and the Museum.

Sincerely,

Trish Hoff, President



Islands Trust
www.islandstrust.bc.ca

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200 - 1627 Fort Street
Victoria, BC V8R 1H8
(250) 405-5151
southinfo@islandstrust.bc.ca

Galiano, Mayne, North Pender,
Saturna, South Pender Islands

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ssinfo@islandstrust.bc.ca

Salt Spring Island

Northern Office
700 North Road
Gabriola Island, BC V0R 1X3
(250) 247-2063
northinfo@islandstrust.bc.ca

Denman, Gabriola, Gambier, Hornby,
Lasqueti, Thetis, Ballenas-
Winchelsea Islands

Land Use Application

Application Type: Check all that apply

See Associated Schedules for Information
and Application Requirements

- | | |
|--|--|
| ☐ Bylaw Amendment | ☐ OCP ☐ Land Use / Rezoning ☐ Land Use Contract |
| ☐ Development Permit | ☐ Renewal or Amendment |
| ☐ Development Variance Permit | ☐ Renewal |
| ☐ Heritage Alteration Permit | |
| ☐ LCRB License | ☐ Liquor ☐ Temporary Change ☐ Cannabis Retail |
| ☐ Order - Board of Variance | |
| ☐ Siting & Use Permit | |
| ☐ Soil Deposit / Removal | ☐ Registration ☐ Permit |
| ☐ Strata Conversion | |
| ☐ Subdivision Review | |
| ☒ Temporary Use Permit | ☐ Renewal |

Schedule A
Schedule B
Schedule C
Schedule D
Schedule E
Schedule F
Schedule G
Schedule H
Schedule I
Schedule J
Schedule K

Description of Subject Property:

Civic Address **537 Fernhill Rd.**

PID

Legal Description **Lot 19 Plan 23126
Section 12, Mayne Island, Cowichan District Plan 3138**

Purpose of Application: Provide a brief description (attached additional pages if needed)

To put a temporary use permit in place so that we can operate our social enterprise operation, the Thrift Shop, in place while we complete the official rezoning of the property to public use to match our adjacent property. The Thrift Shop is the main revenue source for

Applicant:

Name **Mayne Island Agricultural Society & Fall Fair**

the community non-profit.
Mayne Island Agriculture
Society & Fall Fair

Mailing Address **430 Fernhill Road
Mayne Island, BC V0N 2J2**

Phone **250-539-2598**

Email **mayneagsociety@gmail.com**

Declaration:

As the owner or agent authorized to act on behalf of the owner(s) of the subject property, I declare the information submitted in support of this application is true and correct in all respects.

Signature

Patricia Hoff

Office Use Only:

Date Received

April 5 2021

Fees Paid

Receipt No.

TAPIS No.

MA-TUP-2021.2

Local Planning Services Application

April 2019

Owner Authorization:

As the registered owner(s) of the subject property, I/we declare that the information submitted in support of this application is true and correct in all respects. I/we hereby authorize Islands Trust staff or their contractors to conduct site inspections of the subject property for the purpose of processing this application, and hereby authorize and appoint:

Sharon Bunnin, Secretary, Mayne Island Agriculture Society & Fall Fair
Print Name (Complete if applicant is not the owner(s))

... to serve as the agent for this application, and communicate with Islands Trust staff and Islands Trust bodies on our behalf.

All registered owners on title must be listed on and sign the application. Corporations must include a list of directors.

Name/Company Name Blake Wilson Signature Blake F Wilson
Mailing Address [REDACTED]
Phone [REDACTED] Print Name Blake Wilson
Email [REDACTED] Date March. 26, 2021

Name/Company Name Mayne Island Agricultural Society & Fall Fair Signature [REDACTED]
Mailing Address 430 Fernhill Rd.
Mayne Island Bc.
VON V22
Phone [REDACTED] Print Name Patricia Hoff
Email mayneagsociety@gmail.com Date March 26, 2021

Name/Company Name _____ Signature _____
Mailing Address _____
Phone _____ Print Name _____
Email _____ Date _____

Application Checklist The following materials must accompany the application:

- ☒ Completed application form
- ☒ Current title search (issued within 30 days)
- ☐ Copies of all title charges (restrictive covenants, rights-of-way, etc.)
- ☐ Application fee (see applicable Local Trust Committee Fees Bylaw for current fees)
- ☐ If applicable, QEP Report registered in Province of BC Riparian Areas Regulation (RAR) Notification System
- ☒ Required plans, drawings, reports and other information as noted on the applicable schedules and DAI Bylaws

NOTE A complete application and fee must be received before the application will be processed. Fees may be paid using cash, cheque or interac e-transfer (contact Islands Trust for e-transfer procedure). Applicants are advised that processing times may depend on applications volumes and timing of local trust committee meetings. Applicants are encouraged to apply for permission well in advance of scheduled development.

NOTE: Pursuant to section 4(4) of the Contaminated Sites Regulation, BC Reg. 375/96, a site profile is not required and will not be accepted by the Islands Trust.

Freedom of Information

The collection of personal information, for the purpose of processing this application, is authorized under the Local Government Act, Community Charter and section 26(c) of the Freedom of Information and Protection of Privacy Act. Enquiries may be directed to a Deputy Secretary at any of the Islands Trust Offices, as noted on page 1 of this form. A request for information, under the Freedom of Information and Protection of Privacy Act may be made to: FOI Coordinator, Islands Trust, 200-1627 Fort Street, Victoria, BC V8R 1H8, Tel. (250) 405-5153, Fax (250) 405-5155.

Date: 21/02/26 TITLE SEARCH PRINT Time: 10:07:50
Requestor: (laura@saanichtonlaw.com)
TITLE - CA5291446

VICTORIA LAND TITLE OFFICE TITLE NO: CA5291446
FROM TITLE NO: N49584

APPLICATION FOR REGISTRATION RECEIVED ON: 27 JUNE, 2016
ENTERED: 04 JULY, 2016

REGISTERED OWNER IN FEE SIMPLE:
BLAKE FLEMING WILSON, LAWYER
437 FERNHILL ROAD
MAYNE ISLAND, BC
V0N 2J2

TAXATION AUTHORITY:
Capital Assessment Area
Mayne Island Improvement District

DESCRIPTION OF LAND:
PARCEL IDENTIFIER: 000-008-575
LOT 19, SECTION 12, MAYNE ISLAND, COWICHAN DISTRICT, PLAN 23126

LEGAL NOTATIONS:

HERETO IS ANNEXED EASEMENT CA5255333 OVER PART OF LOT 9 PLAN 3138 AND
LOT 18 PLAN 23126
SHOWN ON PLAN EPP62348

CHARGES, LIENS AND INTERESTS:
NATURE OF CHARGE
CHARGE NUMBER DATE TIME

OPTION TO PURCHASE
CA6836512 2018-05-31 16:04
REGISTERED OWNER OF CHARGE:
MAYNE ISLAND AGRICULTURAL SOCIETY AND FALL FAIR
INCORPORATION NO. S0006437
CA6836512

"CAUTION - CHARGES MAY NOT APPEAR IN ORDER OF PRIORITY. SEE SECTION 28, L.T.A."

DUPLICATE INDEFEASIBLE TITLE: NONE OUTSTANDING

TRANSFERS: NONE

PENDING APPLICATIONS: NONE

CORRECTIONS: NONE

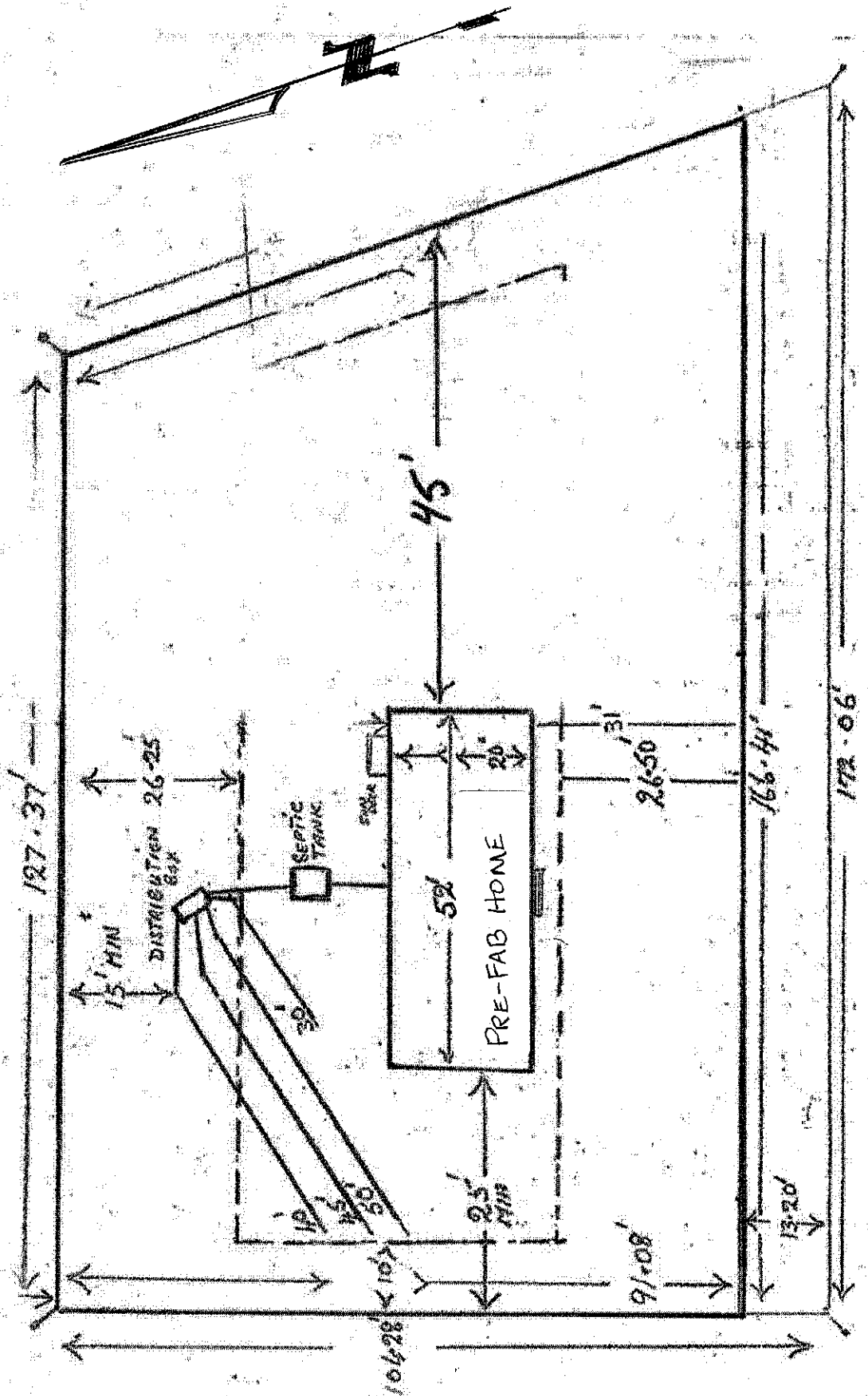
TUP Application Requirement Supplement

437 Fernhill Road, Mayne Island, B.C., VoN 2J0
Lot #19, Plan VIP 23126, Section 12, Cowichan Land District

Existing and Proposed uses/ Buildings and Structures on property:

- The existing building is a Pre -Fab home construction and is quite amenable to conversion to a retail store as it was originally set-up in an office/home configuration. The building would provide water, septic and electricity for our Thrift Store/ Museum/Fall Fair use.
- We envision an open gathering area in middle of the property for daily use as well as Fall Fair activities especially children's games, picnic area – tables, and possible market area.
- The existing Thrift Store on the adjacent lot, needs to be demolished as it is a non- conforming structure and plans are to use the newly opened area as a focal point for a future park.
- Large trees on the property need examination for pruning and possible removal.
- The front face of the existing property needs a facelift, and thoughts are to attach long tiered steps for access (including a ramp for handicap access) which could also be used for seating during the Fall Fair parade.
- Existing driveway and gate to be maintained for maintenance activities as well as event parking. Provision for two handicapped parking stalls is planned on the site as well as bike racks.
- The Farm Boy shed with a new fixed roof to be retained and possibly relocated on site.
- A trail is envisioned, starting at the front of the Museum by the Indigenous Interpretive Kiosks, including various fixed mounted identified displays, such as the dummy torpedo and fog horn, and possible story board displays highlighting the history of Mayne Island. This trail would connect to the picnic area and beyond.
- A public washroom with handicap access is recommended as an addition to the north end of the building along with heated archives/museum storage.
- Proposed inside/outside renovations to utilize optimal space for retail use:
 - Remove back washroom/bedroom inside for retail space or possible history viewing area.
 - Construct drop off parking and turnaround.
 - Construct a sorting room for examination, cleaning, pricing of Thrift Store donations.
 - Recommend driveway construction off of Fernhill to the south end of the building for donations drop off, parking and turnaround.

437 Fernhill Road, Mayne Island, B.C.
 Lot #19, Plan VIP 23126, Section 12,
 Cowichan Land District



18
PLAN 23126

Setback requirement 8 metres

Setback requirement 8 metres

Water valve

Shed

Shed

Garage

Farm Bay

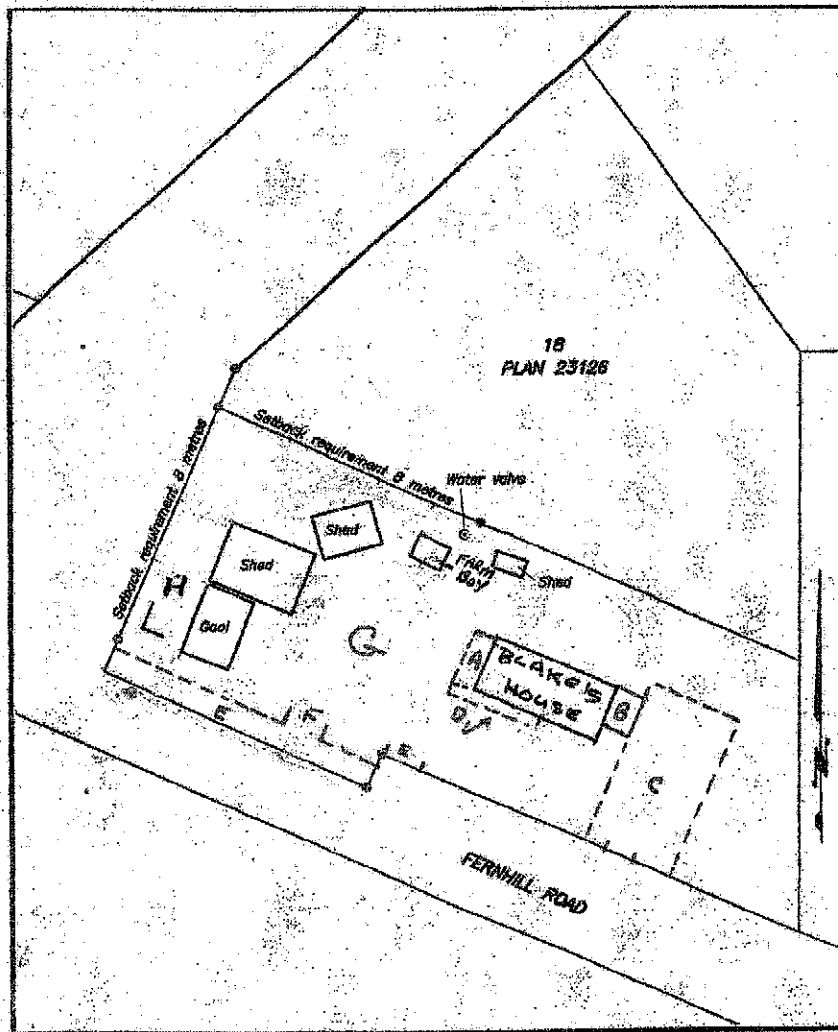
Shed

G

BLAKE'S HOUSE

C

FERNHILL ROAD



Site Plan Legend:

A - Washroom Addition and Archives/Museum Storage

B - Existing Back Deck with Roof Added

C - Drop Off Parking with New Entrance

D - Handicap Entrance

E - Existing level Entrance / Tiered Front Steps

F - Main Park Entrance

G - Community Focal Point Area

H - Indigenous Interpretive Kiosks between Minty Drive and the Museum, installation possibly Summer, 2019. Also, future installation 72

BRITISH COLUMBIA LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE

PARCEL IDENTIFIER: 006-280-463

LEGAL DESCRIPTION:

LOT 9, SECTION 12, MAYNE ISLAND, COWICHAN DISTRICT, PLAN 3138

This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or property corners.

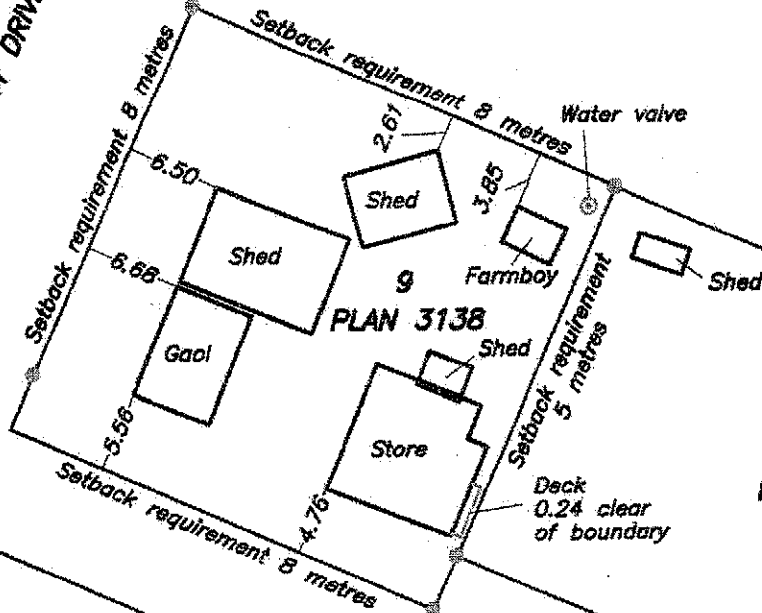
Survey post found shown thus ●
Dimensions to buildings are to their roofs.

Scale 1:500



MINTY DRIVE

18
PLAN 23126



19
PLAN 23126

FERNHILL ROAD

Certified correct this 27th day of November, 2015.

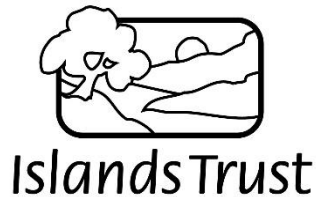
Peter E. Thomson, BCLS CLS
Galiano Island, BC
peter.thomson@telus.net

TUP Application Requirement Supplement

437 Fernhill Road, Mayne Island, B.C., VoN 2J0
Lot #19, Plan VIP 23126, Section 12, Cowichan Land District

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MAYNE ISLAND LOCAL TRUST COMMITTEE
TEMPORARY USE PERMIT
MA-TUP-2021.2 (Hoff - MIASFF)

437 Fernhill Road

To: Mayne Island Agricultural Society and Fall Fair
c/o Trish Hoff, President, Mayne Island Agricultural Society and Fall Fair

1. This Permit applies to the land described below:

Lot 19, Section 12, Mayne Island, Cowichan District, Plan 23126
(PID: 000-008-575).

2. This Permit is issued for the purpose of permitting the owner to conduct the following use on their property:

- a) ***Thrift Store within the dwelling***
- b) ***Archive and Museum Storage within the dwelling***
- c) ***Fall Fair Activities***

3. The uses in section 2. a) and b), above, may be carried out subject to the following conditions and specifications and shall be substantively consistent with Schedule 'A', attached to and forming part of this permit:

- a) The hours of operation are limited to between 9:00 a.m. and 1:00 p.m. Wednesday, Friday and Saturdays;
- b) on-site parking in compliance with Section 7 of the Mayne Island Land Use Bylaw No. 146, 2008, including two (2) accessible parking spots; and,
- c) additions to the existing dwelling limited to those indicated on Schedule 'A'.

4. This permit is valid for three (3) years from date of issuance of the permit and upon expiry of the permit the owner of the site shall discontinue the temporary use to the satisfaction of the Islands Trust.

5. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Mayne Island Land Use Bylaw No. 146, 2008" and to obtain other approvals necessary for completion of the proposed development, including approvals from the Capital Regional District, Island Health and Ministry of Transportation and Infrastructure.

AUTHORIZING RESOLUTION PASSED BY THE MAYNE ISLAND LOCAL TRUST COMMITTEE THIS 21ST DAY OF JUNE, 2021.

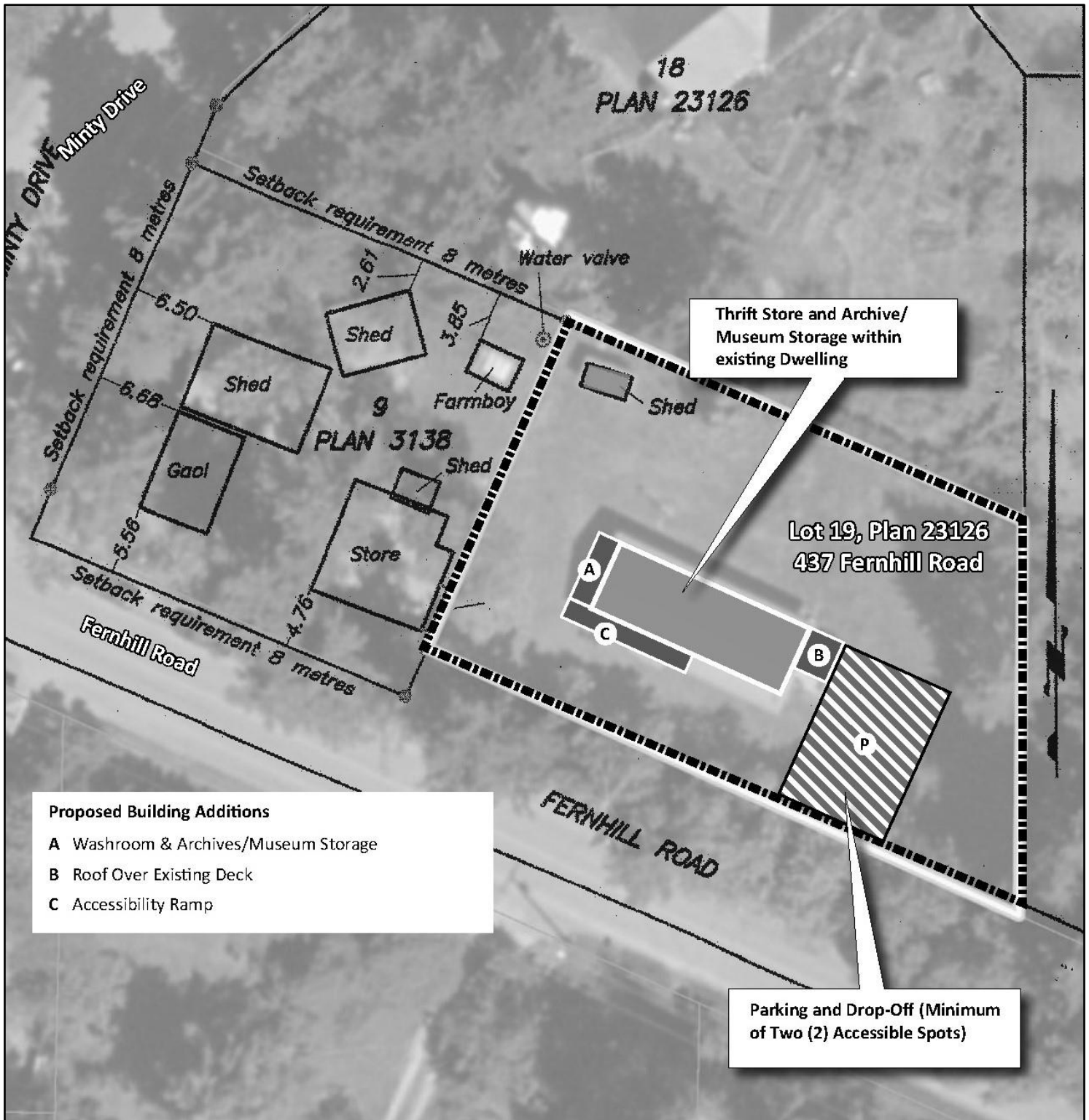
Deputy Secretary, Islands Trust

June 23, 2021

Date Issued

MAYNE ISLAND LOCAL TRUST COMMITTEE

TEMPORARY USE PERMIT MA-TUP-2021.2 (Hoff - MIAFF)
Schedule "A" (Site Plan)



From: Kate Reynolds [REDACTED]
Sent: Wednesday, July 14, 2021 12:42 PM
To: Dan Rogers
Subject: Re: FW: An idea for public engagement re the TPS

Hi Dan

As Susan explained to you my interest in the next stages of engagement is process facilitation. The Trust is well versed in securing public input but perhaps not so much in what to do with that input - how to bring people together in a collaborative way, how to facilitate a process where all voices are heard, how to craft a product that all parties have a stake in. One person who comes highly recommended to me is Leonie Smith who lives in Vancouver. Her website is [The Thoughtful Workplace](#)

How such facilitation happens would, of course, need to be considered carefully but I wanted to put the suggestion out there.

Respectfully
Kate

On Tue, Jul 13, 2021 at 12:43 PM Dan Rogers <drogers@islandstrust.bc.ca> wrote:
Hello Kate. If you'd like to contact me with any ideas you might I'd be pleased to take them to the Ex Committee. We have a meeting next week in which the next stages of engagement will be very much on our Agenda.

Likely if there is some specific info you give or suggestions you have I might connect you with Senior staff who will be overseeing the implementation of any engagement we approve.

Regards.

Dan Rogers

Daniel J Rogers
Islands Trust Vice-Chair and Gambier Area Trustee
604-220-1500

Preserving and Protecting Over 450 Islands and the Surrounding Waters in the Salish Sea
I am humbly thankful that I live and work in the territory of the BOKEĆEN, Cowichan, Halalt, Homalco, K'ómok, Klahoose, Lake Cowichan, Lekwungen, Lyackson, MÁLEXEŁ, Penelakut, Qualicum, Scia'new, selilwitulh, SEMYOME, Shíshálh, Snaw-naw-as, Snuneymuxw, Skwxwú7mesh, STÁUTW, Stz'uminus, SXIMEŁEŁ, T'Sou-ke, Tla'amin, Tsawwassen, We Wai Kai, Wei Wai Kum, WJOŁEŁP, WSIKEM, and x^wməθk^wəyəm.

-----Original Message-----

From: Susan Yates [mailto:[\[REDACTED\]](mailto:[REDACTED])]
Sent: Monday, July 12, 2021 4:17 PM
To: Dan Rogers; Deb Morrison
Cc: Kate Reynolds
Subject: Re: An idea for public engagement re the TPS

Thank you Dan and Deb; I hereby connect you with Kate Reynolds by e-mail, and I'm sure she will have good suggestions for further public engagement on the Policy Statement.

Kind regards, and thank you both for your speedy replies!

Susan

> On Jul 12, 2021, at 2:52 PM, Dan Rogers <drogers@islandstrust.bc.ca> wrote:

>

> Hi Susan. I don't know if anyone has answered you. You could certainly give Kate my email address and I would commit to carry any information to senior staff and the Executive.

>

> Thanks

>

> Dan

>

>

> Daniel J Rogers

> Islands Trust Vice-Chair and Gambier Area Trustee

> 604-220-1500

> Preserving and Protecting Over 450 Islands and the Surrounding Waters in the Salish Sea

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From: Madiwal, Shri <Shri.Madiwal@portvancouver.com>
Sent: Tuesday, July 6, 2021 10:57 AM
To: Peter Luckham
Cc: EC; Xotta, Peter; Lalari, Terry; Jang, Danielle
Subject: Port of Vancouver Operations Update

Follow Up Flag: Follow up
Flag Status: Flagged

Good Morning Peter,

It is a pleasure to meet you. In follow up with your conversation with Peter Xotta, I wanted to provide an operational update and impacts of recent BC wildfires. All rail service coming into and out of the Port of Vancouver has been halted as a result of the B.C. wildfires. Currently, there are a large number of trains waiting to arrive at the Port of Vancouver. Both CN and CP Rail are working closely with Transport Canada and onsite inspectors to determine the necessary steps to resume safe rail operations.

With rail impacts on terminal operations, vessel delays and heightened anchorage demand are expected. We are working closely with our container terminal operators, railways, and government to understand the impacts of these delays on terminal operations and to develop a recovery plan.

Year to date the SGI anchorages utilization is trending at 26% and 74% for VFPA anchorages. We expect that due to the impact of rail outages, utilization is expected to increase at SGI. VFPA is closely following the event, and will be working on maintaining the supply chain fluidity including the anchorages.

We will continue to monitor the situation and keep you informed on any new developments as they arise.

Real-time insights into Port of Vancouver operations can be accessed through the PortVan eHub app. The PortVan eHub app can be downloaded at <https://www.portvancouver.com/port-dashboard/ehub-app> or through the App Store (search for PortVan eHub or Port of Vancouver). Additionally, daily updates on import rail performance and weekly updates on truck terminal turn time performance are available through the Port's website at <https://www.portvancouver.com/port-dashboard/>.

Please feel free to forward this update within your organization. If you have any questions, please don't hesitate to reach me or our 24/7 Operations Centre at 604.665.9086

Thanks,
Shri

Capt. Shri Madiwal, MM, MBA
Director, Marine Operations & Safety, Harbour Master



Vancouver Fraser Port Authority
100 The Pointe, 999 Canada Place
Vancouver, B.C. Canada V6C 3T4

P: 604.665.9182 | C : 778 772 8057
24/7 Operations Centre: 604.665.9086
[portvancouver.com](https://www.portvancouver.com)

From: Madiwal, Shri <Shri.Madiwal@portvancouver.com>
Sent: Monday, July 12, 2021 1:57 PM
To: Peter Luckham
Cc: EC; Xotta, Peter; Lalari, Terry
Subject: Port of Vancouver Operations Update - July 12th, 2021

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Peter,

I wanted to provide the latest operations update and the anchorage status in Port of Vancouver.

On July 11, 2021 rail services resumed on the CP rail line that was affected by the B.C. interior wildfires. Under a co-production arrangement, both CP and CN trains are now moving on the opened rail line through the impacted area. The CN rail line routed through the same impacted area is not yet operational as it is undergoing maintenance and repair work. CN continues to divert traffic where possible and work with both CP and the BNSF on alternative routings for trains.

The Ministerial Order issued on July 11, 2021 to enact precautionary safety measures to further protect against wildfires during extreme weather conditions will remain in effect until October 31, 2021. The Order places operational restrictions on CN and CP rail lines routing between Kamloops and Boston Bar (Ashcroft Subdivision) and Kamloops and North Bend (Thompson Subdivision) when the fire hazard rating is listed as "extreme". Restrictions include reduced speed limits and fire mitigation measures. The Order also notes required risk mitigation action by all Class 1 railroads throughout Canada when the air temperature is 30° C or above and the fire hazard level is listed as "extreme".

A copy of the July 11, 2021 Ministerial Order can be found here: [Ministerial Order – July 11, 2021](#)

Anchorage demand continues to be high and nearing full capacity. Demand for large vessel anchorages presently exceeds supply. Anchorages are assigned in a manner that ensures fluidity across all ship types and maintains essential services. In SGI, we have 9 anchorages for vessels 260m or less available. Few large vessels have been diverted to Nanaimo and Victoria Royal Roads Anchorages. Vessels in port can be viewed on the home page of the PortVan eHub app by selecting "Vessels in Port".

We will continue to monitor the situation and keep you updated on any new developments as information becomes available.

Real-time insights into Port of Vancouver operations can be accessed through the PortVan eHub app. The PortVan eHub app can be downloaded at <https://www.portvancouver.com/port-dashboard/ehub-app> or through the App Store (search for PortVan eHub or Port of Vancouver). Additionally, daily updates on import rail performance and weekly updates on truck terminal turn time performance are available through the Port's website at <https://www.portvancouver.com/port-dashboard/>.

Please feel free to forward this update within your organization. If you have any questions, please don't hesitate to reach me or our 24/7 Operations Centre at 604.665.9086

Thank you for your continued support of the Port of Vancouver.

Sincerely,
Shri

Capt. Shri Madiwal, MM, MBA

Director, Marine Operations & Safety, Harbour Master



Vancouver Fraser Port Authority

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portvancouver.com



July 20, 2021

Ref: 267846

Mayors and Regional District Chairs of British Columbia
Attendees of June 2021 Regional Meetings with Minister Josie Osborne and Minister David Eby

Dear Mayors and Chairs:

Thank you for taking the time to join Minister Josie Osborne and Minister David Eby for the June 2021 regional MS Teams meetings. As Minister Osborne and Minister Eby said, these conversations continue to be a great opportunity to hear from you about the key issues and opportunities that you are working on in your communities.

I first wish to acknowledge the many people and communities in B.C. currently facing the crisis of wildfires -- especially the devastating impact on the people of Lytton, the Lytton First Nation and surrounding area. I know that in many places you and your residents are under intense stress, facing evacuation orders and alerts and doing everything possible to stay safe. Please know that our thoughts and support are with you, along with our deep gratitude for the courage, tireless work and dedication to community demonstrated by you and your staff in this devastating situation.

As we know, communication is crucial during emergencies and EMBC's Emergency Operations Centre (EOC) Communications Toolkit can be found [here](#) to help in your outreach to your communities. Government urges all British Columbia residents and visitors to seek out official sources of wildfire and emergency management information including the BC Wildfire Service at www.bcwildfire.ca and EMBC at www.emergencyinfobc.gov.bc.ca. There is also useful recent information on what to do if under an evacuation order or alert [here](#). I encourage you to share this information broadly within your communities.

Given the focus of the June 2021 meetings, I wanted to share information on some of the many housing-related topics you raised-- many thanks to staff in the Ministry of Attorney General for the updates.

Complex Care Housing

While supportive housing is working for many people, the Province is aware that there are people with problematic substance use issues who have distinct and complex housing needs beyond what existing

supportive housing is able to provide. Through efforts led by the Ministry of Mental Health and Addictions (MMHA), we are working on developing a new housing approach to support people with complex needs. The objective is to provide a new suite of housing, health, social and cultural services to support people with more complex needs.

This work involves close integration between the Province, BC Housing and local health authorities. The Ministry of Mental Health and Addictions is currently working to develop several pilot sites across the province. Tricia Poilievre, Senior Director, Strategic Policy and Performance at MMHA is available to answer further questions and can be reached at Tricia.Poilievre@gov.bc.ca or (250) 952-1304.

Seniors' Housing

BC Housing offers several housing programs specifically for seniors:

Seniors' Supportive Housing provides housing and support services to older adults, seniors and people with disabilities. The program assists low-income British Columbians who are 55 years of age or older, and people of any age who have a disability or diminished ability. Non-profit partners operate subsidized housing buildings with modified apartment units designed for people who can live independently with some assistance, but who are not eligible for assisted living or a greater level of care. Detailed information, including eligibility, services, and how to apply, can be found [here](#).

The BC Rebate for Accessible Home Adaptations Program (BCRAHA), formerly known as the Home Adaptations for Independence Program (HAFI), provides rebates to eligible low-income households to complete home adaptations for independent living. Homeowners, landlords and tenants may apply for eligible modifications up to a lifetime maximum. Detailed information, including eligibility, and how to apply, can be found [here](#).

The Shelter Aid for Elderly Renters program (SAFER) helps make rents affordable for BC seniors with low to moderate incomes. SAFER provides direct monthly cash payments to subsidize rents for eligible BC residents who are age 60 or over and who pay rent for their homes. Detailed information, including eligibility, and how to apply, can be found [here](#).

Building Inspectors

Many local governments are experiencing challenges with recruitment and retention of building officials. Providing a competitive compensation package and finding candidates with the requisite qualifications are challenging in today's labour market. The Province is working to raise the profile of the Building Official career as part of provincial career planning information.

We encourage local governments to consider collaborative approaches to meeting their needs, such as sharing a resource or pooled contracting of additional (higher level) capacity to address short-term increases in demand. Creative approaches to recruitment include attending local trades school job fairs

or information sessions and supporting networking by existing building department staff to identify promising young candidates who may currently be working in adjacent fields. The [Building Officials Association of BC](#) offers succession planning resources that may help local governments.

BC Building Code Requirements

There are a number of regulations related to the design and construction of buildings, including the BC Building Code, Plumbing Code, Fire Code, Gas Code, and BC Electrical Code. These codes provide minimum design and construction requirements with the objective of establishing baseline levels of health, safety, accessibility, fire and structural protection, and protection of the environment. All changes to the codes undergo impact analysis to ensure that the impact of changes is documented and considered acceptable.

While some code changes may increase costs of construction or building ownership, these impacts are considered against the objectives that codes are designed to address: health, safety, accessibility, fire and structural protection, and protection of the environment. Codes are also sometimes required to be updated to address changing conditions as new information improves our understanding of issues such as climate change, seismic events, and other physical threats to buildings and occupants.

Housing Authorities

Municipal housing corporations (MHCs) provide a vehicle for a local government to develop, own, and operate housing to meet the needs of their community. Local government legislation enables local governments to incorporate a corporation (or acquire shares in a corporation) with approval of the Inspector of Municipalities. An MHC can be an alternative to having in-house expertise on housing development or entering partnering agreements with another housing provider, such as a non-profit society. Once an MHC has been formed, the local government can enter into partnering agreements with it to provide assistance, such as allowing the use of local government land or investing funds from an Affordable Housing Reserve Fund in projects taken on by the MHC. It is important to carefully consider what delivery model might best meet the needs of your community. For more information on the creation of corporations by local governments, visit the guide for [Launching and Maintaining a Local Government Corporation](#).

Examples of MHCs in British Columbia include the [Metro Vancouver Housing Authority](#), [Capital Region Housing Corporation](#), [Whistler Housing Authority](#), and [Tofino Housing Corporation](#).

Supportive Housing

The COVID-19 pandemic has shone a spotlight on the increasing need in our communities for supportive housing for a diverse range of needs, from youth aging out of care to survivors of violence and trauma who struggle to sustain housing independently. When a new supportive housing project is proposed in a community, it may raise concerns about potential neighbourhood impacts. A [BC Housing study](#) of five

supportive housing projects found that the concerns neighbours expressed about the projects did not materialize once the housing was operational. While there is an adjustment period for new housing, calls to police fell below the level that occurred prior to projects opening.

Supportive housing developments not only get people out of the cold and into safe, secure housing; they also help people rebuild their lives with the right supports, dignity and respect. More information about the community benefits of supportive housing are online [here](#).

Each community has distinct populations and needs, as many of you have learned through your Housing Needs Assessments. Our Ministries and BC Housing are committed to working with all B.C. communities to develop and welcome diverse forms of housing supply that serve your residents. Communities can contact their regional development manager here: dev-strategies@bchousing.org.

Approval process streamlining

The Province understands that prompt turnaround times for Provincial permits are needed to support new housing coming to market. The reduction of turnaround times is a priority throughout all ministries in the provincial government. We are working across government to identify opportunities for improvement in permitting processes and appreciate each local government that is also striving to improve your local development approvals processes.

Renovictions

‘Renoviction’ describes an eviction that is carried out to renovate or repair a rental unit. In the past, tenants have been unfairly evicted in cases where landlords completed minor repairs to re-rent units to new tenants at a higher rate.

In 2018, the Rental Housing Task Force’s number one recommendation was to stop renovictions. The Province has followed through on this recommendation by introducing new measures to protect tenants from renovictions.

As of July 1, 2021, landlords must apply to the Residential Tenancy Branch (RTB) for pre-approval to end a tenancy for renovations. An arbitrator will decide if ending the tenancy is the only way to complete the required renovations or repairs. This will ensure that ending tenancies for repair or renovation only occur in situations where that is the only way to do the necessary repairs or upgrades.

Landlords must have all required permits and approvals and will need to prove that the only way to complete the work is by ending the tenancy. Tenants will be able to participate in a dispute resolution hearing and provide evidence that the tenancy does not need to end for the work to be completed.

For more information about renovictions and the application process, please see the [RTB website](#)

Short-Term Rentals (STRs)

The pandemic has affected both tourism and housing markets dramatically, and the impacts have varied throughout the Province. Staff from both Ministry of Attorney General and Municipal Affairs have been working with UBCM in a joint Advisory Group on Short-Term Rentals since early 2020. The purpose of this group is to help inform the Province's consideration of potential policy approaches to STRs, including possible measures to support local governments interested in taking further actions to address STR impacts. We appreciate the hard work done by representatives of the nine participating local governments (Whistler, Vancouver, Victoria, Burnaby, Kelowna, Nelson, Thompson-Nicola Regional District, Islands Trust, and Tofino) to prepare a report that is coming to the UBCM Executive and the Province this summer. We know it's important to ensure your communities are equipped with the tools to experience the benefits that STRs can produce in tourism, while protecting your housing supply for long-term residents and workers.

Municipal & Regional District Tax (MRDT) and Online Accommodation Platform (OAP) revenue for affordable housing

During the meetings questions were raised with respect to the use of MRDT/OAP revenues for affordable housing. See the summary below; more detailed information can be found [here](#).

To use general MRDT revenue for affordable housing: Designated recipients that wish to use general MRDT revenues for affordable housing must submit a complete application package including all the documentation required for a renewal or rate increase application outlined in the MRDT Program Requirements.

To use Online Accommodation Platform (OAP) MRDT revenue for affordable housing: Designated recipients are able to use OAP MRDT revenues on affordable housing initiatives either:

- By allocating OAP revenues to affordable housing in their initial application for the MRDT program, or
- During the five-year period of the MRDT program without submitting a new five-year strategic business plan or application package (but with details in the required tactical plan).

If the designated recipient is a not-for-profit business association (e.g. a Destination Marketing Organization, DMO), the DMO is eligible to receive the money and they make the decisions where this money is allocated. If a municipality/regional district would like to allocate the OAP to affordable housing but they are not the designated recipient for the accommodation area, the municipality/regional district needs an agreement with the designated recipient (DMO) to do so.

For more detailed information visit <https://www.destinationbc.ca/what-we-do/funding-sources/mrtdt/faq/>. Information on application procedures and requirements can be found in Section 7 and 9 of the [Municipal and Regional District Tax Program Requirements](#). Information on affordable housing can be found in Section 8 of the Municipal and Regional District Tax Program Requirements.

Complete application packages must be submitted in PDF format to Destination BC via email at MRDT@destinationbc.ca or call 604-953-6704.

And lastly, just a short pandemic restart reminder.

COVID-19 Update

As you are aware, [B.C.'s four-step restart plan](#) to bring B.C. back together was announced on May 25, 2021. The plan is focused on protecting people and safely getting life back to normal.

On July 1, B.C. moved into [Step 3](#) of the restart plan and the provincial State of Emergency was lifted: <https://news.gov.bc.ca/releases/2021PREM0043-001268>. I appreciate and thank you for all the extraordinary efforts local governments have made over the last eighteen months to keep their communities healthy and safe.

Information was sent to you and your Chief Administrative Officers/Corporate Officers with respect to B.C.'s Restart on July 2, 2021. These communications provided further details about the end of the state of emergency and transition for local governments including bylaw approval processes and other ministerial orders that may impact local governments. If you have any questions about the transition to Restart Step 3 or the end of the state of emergency, please contact our Governance and Structure Branch by telephone at: 250 387-4020, or by email at: LGGovernance@gov.bc.ca.

We will be taking a summer break from the regional meetings and restart them in September/early October after the 2021 UBCM Convention. Ministry staff will be in touch with you about date, time, and meeting information. Please have a safe summer.

Sincerely,



Tara Faganello
Assistant Deputy Minister

pc: Honourable Josie Osborne, Minister of Municipal Affairs
Honourable David Eby, Attorney General and Minister Responsible for Housing
Cheryl May, Assistant Deputy Minister, Office of Housing and Construction Standards
Gary MacIsaac, Executive Director, UBCM
Nancy Taylor, Executive Director, LGMA
Todd Pugh, Executive Director, CivicInfo
Roari Richardson, Ministerial Advisor, Minister of Municipal Affairs



Top Priorities Report

Executive Committee

1. *Islands Trust Act Amendments*

Investigate possibility of amendments to the Islands Trust Act to broaden the Islands Trusts ability to serve its communities and to strengthen its mandate to preserve and protect. (Strategic Plan 5.1)

Responsible

Russ Hotsenpiller

Dates

Rec'd: 26-Oct-2016

2. *Update Islands Trust Policy Statement*

With involvement from Trust Programs Committee as appropriate, co-ordinate a review of the Policy Statement including a First Nations and public engagement process. Project charter approved February 26, 2020. (Strategic Plan 3.1, 4.4 , 5.6, 5.7)

Responsible

Clare Frater

Dates

Target: 15-Sep-2022

3. *Climate Change Emergency*

Matters pertaining to Islands Trust declaring a climate change emergency. (Strategic Plan 3.1)

Responsible

Russ Hotsenpiller

Dates

Rec'd: 05-Jun-2019

4. *Business Response to COVID-19*

Draft and implement safety plan, consider public messaging as needed.

Responsible

Russ Hotsenpiller

Dates

Rec'd: 15-Apr-2020

Top Priorities Report

Executive Committee

5. *First Nations Reconciliation*

Implementation of the Reconciliation Action Plan. (Strategic Plan Items 4.5 & 4.6)

Responsible

Russ Hotsenpiller

Dates

Rec'd: 02-Sep-2020

5. *Preserve and protect marine ecosystems*

Continue advocacy re: Freighter Anchorages, Trust Council added freighter anchorages to the list of Executive Committee list of top priorities. (Strat Plan Item 2.1)

Responsible

Clare Frater

Dates

Rec'd: 11-Mar-2021

**Projects Report****Executive Committee****1. *Development of an Islands Trust Communications Strategy*****Responsible****Date Received**

Including development of a new website. (Strategic Plan Item 4.2)

Clare Frater

30-Aug-2017

2. *Marine Advocacy***Responsible****Date Received**

Associated with i.) impact of commercial activities on Southern Resident Killer Whales SRKW (Strat Plan Item 2.1), ii.) oil spills and iii.) anchorages.

Clare Frater

02-Sep-2020

3. *Broadcast Public Meetings***Responsible****Date Received**

Develop the capacity to broadcast public meetings of Local Trust Committees, Council Committees and Trust Council. (Strategic Plan Item 4.1)

Clare Frater

02-Sep-2020

Julia Mobbs

Russ Hotsenpiller

4. *Improve Communications about the Islands Trust***Responsible****Date Received**

Related to Strategic Plan Items 4.1 & 4.2

Clare Frater

30-Aug-2017

5. *NAPTEP regulation changes to increase the percentage of tax exemption***Responsible****Date Received**

Strategic Plan Item 1.3

Clare Frater

02-Sep-2020

Kate Emmings



Projects Report

Executive Committee

6. *Advocate to reduce negative impacts of shellfish aquaculture practices*

Responsible

Date Received

Develop project charter and budget requests to build organizational capacity (knowledge and time) related to shellfish aquaculture advocacy.

16-Aug-2017

7. *Strengthen relations with First Nations*

Responsible

Date Received

MMIWG Calls for Justice Resolutions (Strategic Plan Item 4.6)

21-Oct-2020

1. All staff required to take training related to cultural safety in keeping with the Missing and Murdered Indigenous Women and Girls Calls for Justice.

2. That staff plan education on the Missing and Murdered Indigenous Women and Girls Calls for Justice for trustees and senior staff.

4. Staff to include information about the Missing and Murdered Indigenous Women and Girls Calls for Justice and cultural safety in staff and trustee orientation materials.

5. Draft amendments to the Communications Policy and the Advocacy Policy to address the Missing and Murdered Indigenous Women and Girls Calls for Justice.

8. *Strengthen relations with First Nations*

Responsible

Date Received

Develop a policy regarding referral responses where there is a known archeological site. (Strategic Plan Item 4.7)

26-May-2021