



Executive Committee Agenda

Date: March 27, 2024
Time: 9:15 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	
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3. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING	
None	
4. ADOPTION OF MINUTES	
For review and approval	
4.1 Draft Executive Committee Minutes of January 31, 2024	7 - 15
4.2 Draft Executive Committee Minutes of March 12, 2024	16 - 19
5. FOLLOW UP ACTION LIST AND UPDATES	
5.1 Follow Up Action List/Director/CAO Updates	20 - 26
5.2 Local Trust Committee Chair Updates	
5.3 Islands Trust Conservancy Liaison Update	
6. BYLAWS FOR APPROVAL CONSIDERATION	

6.1 Thetis Island Local Trust Committee Bylaw Nos. 113 and 114 amendments - RFD 27 - 58

1. That the Islands Trust Executive Committee approve Thetis Island Local Trust Committee Bylaw No. 113, cited as “Thetis Associated Islands Official Community Plan, 2014, Amendment No. 1, 2023” in accordance with Section 27 of the *Islands Trust Act*.
2. That the Islands Trust Executive Committee approve Thetis Island Local Trust Committee Bylaw No. 114, cited as “Thetis Associated Islands Land Use Bylaw, 2014, Amendment No. 1, 2023” in accordance with Section 27 of the *Islands Trust Act*.

7. TRUST COUNCIL MEETING PREPARATION

7.1 Roundtable Review of March 12-14 Trust Council Meeting - Discussion

7.2 Executive

7.2.1 March Trust Council Business Decision Highlights 59 - 59

For review and approval to circulate to subscribers and post to the website.

7.2.2 Trust Council Follow Up Action List 60 - 73

Items added from March Trust Council meeting.

7.3 Planning Services

7.4 Administrative Services

7.5 Trust Area Services

8. EXECUTIVE COMMITTEE PROJECTS

8.1 Trust Council Initiated

8.1.1 Executive

8.1.2 Trust Area Services

8.1.2.1 Educational Webinar for Trustees: Legal Framework and Responsibilities Under the SARA Act - RFD 74 - 75

That the Islands Trust Executive Committee direct staff to organize and deliver a two hour webinar to trustees, regarding the legislative framework of, and responsibilities under, the Canadian Species at Risk Act.

8.1.2.2	Grant To Advance Biodiversity Conservation on Private Lands - RFD	76 - 79
	1. That the Executive Committee direct staff to prepare a project charter for a project to prepare for advocacy to the Province for changes to the Islands Trust Natural Area Protection Tax Exemption Program (NAPTEP) regulation to increase the incentive available.	
	2. That the Executive Committee direct staff to apply for a one-time Grant for Local Governments to Advance Biodiversity Conservation on Private Lands with the Fraser Basin Council to undertake analysis of tax shift scenarios for the Islands Trust Natural Area Protection Tax Exemption Program (NAPTEP) and to prepare a request to the Province for changes to the Islands Trust Natural Area Protection Tax Exemption Program (NAPTEP) regulation.	
8.1.2.3	Islands Trust Conservancy Presentation to Trust Council June 2024 - Briefing	80 - 80
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8.1.2.5	Policy Statement Trust Amendment Project Next Steps - Discussion	
8.1.3	Planning Services	
8.1.4	Administrative Services	
8.2	Executive Committee Initiated	
8.2.1	Executive	
8.2.1.1	Executive Committee Sponsorship of Trustee Attendance at AVICC - RFD	84 - 85
	See item 2.2.1 Agenda Context Notes	
	That Executive Committee sponsor Trustee Patrick's registration fees of \$451.50 to attend the Association of Vancouver Island and Coastal Communities Conference April 12-14, 2024 in Victoria and that the fees come out of Executive Committee's 2024/25 Training and Conferences budget.	
8.2.1.2	Meeting with Ministry of Transportation and Infrastructure - Briefing	86 - 90
8.2.1.3	Public Recording of Meetings - Briefing	91 - 92

	8.2.1.4	September Trust Council invitation to Coast Salish Leaders - Discussion	
		See item 2.2.1 Agenda Context Notes	
	8.2.2	Trust Area Services	
	8.2.2.1	Collaborative Action to Resolve Boat-related Issues in the Capital Region - Islands Trust	93 - 93
		See item 2.2.1 Agenda Context Notes	
	8.2.3	Planning Services	
	8.2.3.1	Science Horizons Internship Program - RFD	94 - 95
		That Executive Committee request staff to prepare a grant application to the Science Horizons Youth Internship Program, to hire a Sustainability Science Technician intern to advance the development of the Suitable Land Analysis tool.	
	8.2.4	Administrative Services	
9.		NEW BUSINESS	
	9.1	Executive/Trust Council	
	9.1.1	Annual Meeting with Bowen Island Municipality	
		See item 2.2.1 Agenda Context Notes	
	9.2	Trust Area Services	
	9.2.1	LTC Chairs Report on Local Advocacy Topics	
	9.3	Planning Services	
	9.4	Administrative Services	
10.		CORRESPONDENCE (for information unless raised for action)	
	10.1	2024-03-20 Trustee Yates - Request for June or September Trust Council	96 - 96
	10.2	2024-03-20 Active Vessel Traffic Management Program Update	97 - 99
	10.3	2024-03-18 R. Cruickshank - Canada's Land Thoughts For All	100 - 100
	10.4	2024-03-16 P. Nicholas - May Day for Mother Earth Event	101 - 101
	10.5	2024-03-15 Trustee Harris - 50th Anniversary	102 - 102
11.		WORK PROGRAM	
	11.1	Review and amendment of current work program	103 - 105

12. NEXT MEETING

The next Executive Committee meeting will be held electronically on April 24, 2024, at 9:15 a.m.

13. CLOSED MEETING (if applicable)

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

14. ADJOURNMENT

Agenda No.	From	Context Notes
8.2.1.1	Trustee Patrick	Executive Committee Sponsorship of Trustee Attendance at Association of Vancouver Island and Coastal Communities Conference – RFD Trustee Patrick has requested the following: <i>That Executive Committee sponsor Trustee Patrick’s registration fees of \$451.50 to attend the Association of Vancouver Island and Coastal Communities Conference April 12-14, 2024 in Victoria and that the fees come out of Executive Committee’s 2024/25 Training and Conferences budget.</i> Executive Budgets 2024/25 • Training and Conferences - \$7,500 • Travel for Training - \$7,500 Policy 6.12.1 Trustee Training/Conference Attendance Policy 6.12.2 UBCM/AVICC Membership & Resolutions
8.2.1.4	Vice Chair Elliott	September Trust Council invitation to Coast Salish Leaders – Discussion Vice-Chair Elliott has a proposal to invite Coast Salish Leaders for a ½ day session on governance in the Trust Area.
8.2.2.1	DTAS	CRD April 30 Workshop: Collaborative Action to Resolve Boat-related Issues in the Capital Region The Capital Regional District is holding regional workshop on April 30th to discuss the increase in derelict and abandoned boats and the proliferation of private mooring buoys and long-term moored boats in our marine waters. Southern Gulf Island trustees and chairs have been sent invitations to RSVP by the April 16th deadline. The REGISTER link has been disabled for inclusion in the agenda package. This workshop date conflicts with the Thetis LTC meeting.
9.1.1	DTAS	Annual Meeting with Bowen Island Municipality On March 12, 2024 the Chair raised the issue of an annual meeting with Bowen Island Municipality. Executive Committee requested that the topic be added to a future agenda. The Islands Trust Council–Bowen Island Municipality protocol agreement states in section 6.1: The Parties agree to schedule, by October of each year, regular meetings of the Islands Trust Executive Committee and Municipality to review the implementation of the protocol and/or other areas of mutual interest, such as advocacy topics and the conservation work of the Islands Trust Conservancy Board.



Executive Committee Minutes of a Regular Meeting

Date: January 31, 2024
Location: Electronic meeting

Members Present: Peter Luckham, Chair, Thetis Trustee
Tobi Elliott, Vice-Chair, Gabriola Trustee
David Maude, Vice-Chair, Mayne Trustee (Victoria boardroom)
Russ Hotsenpillier, Chief Administrative Officer (CAO)
Timothy Peterson, Vice-Chair, Lasqueti Trustee

Staff Present: David Marlor, Director, Legislative Services
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Administrative Services
Stefan Cermak, Director, Planning Services
Alexandra Trifonidis, Acting Executive Coordinator/Recorder

Members of the public present: 6 attended

1. CALL TO ORDER

The meeting was called to order at 9:15 a.m. Chair Luckham provided a territorial acknowledgement recognizing the Committee is meeting broadly across Coast Salish Territory.

Trustees introduced themselves and gave territorial acknowledgments.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

The Committee identified a need for a closed meeting to be held after the Islands Trust Conservancy Joint Session.

2.2 Approval of Agenda

By general consent the Committee approved the agenda as amended.

2.2.1 Agenda Context Notes - None

3. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

At the Executive Committee January 17th in-camera meeting, the December 20th in-camera meeting minutes were adopted as presented, and Executive Committee authorized funding for legal action on Wise Island.

4. ADOPTION OF MINUTES

The Executive Committee meeting minutes of January 17, 2024, were being reviewed by staff and will be added to the next meeting for review and adoption.

5. FOLLOW UP ACTION LIST AND UPDATES

5.1 Follow Up Action List/Director/CAO Updates

The Committee reviewed the Follow Up Action List.

CAO Hotsenpiller provided a verbal report noting the following as primary focuses of work:

1. Corporate planning process
2. Information Services hiring competition for Senior Technical Analyst: a consultant has been hired to provide professional services in this process
3. Salt Spring Island office relocation
4. March Trust Council preparation

The Directors updated the Committee on their respective work priorities.

5.2 Local Trust Committee Chair Updates

Local Trust Committee chairs spoke to recently attended and upcoming Local Trust Committee (LTC) meetings.

5.3 Islands Trust Conservancy Liaison Update

Vice Chair Elliott appreciated Director, Trust Area Services Frater stepping in for Islands Trust Conservancy Manager Emmings over the last few months.

6. BYLAWS FOR APPROVAL CONSIDERATION

6.1 Gambier Island Local Trust Committee Bylaw No. 158 – Request For Decision

Chair Luckham provided the Committee with a detailed backgrounder.

EC-2024-013

It was MOVED and SECONDED,

that Islands Trust Executive Committee return Gambier Island Local Trust Committee Bylaw No. 158, cited as Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2023, to the Gambier Island Local Trust Committee for the following reasons:

1. The referral is contrary to Islands Trust Policies 1.3.1 and 5.7.1 which requires a Policy Statement Directives Checklist to be included with a bylaw referred to the Executive Committee for approval,
2. No written evidence is provided of an assessment whether the proposed bylaw is contrary to or at variance with Keats Island Official Community Plan Bylaw No. 77, nor is there any written evidence provided of an assessment whether the proposed bylaw is contrary to or at variance with the Islands Trust Policy Statement, and that

3. Failure to provide evidence of the proposed bylaws evaluation variance with the Official Community Plan and Policy Statement is contrary to legislation, policies and best practices.

CARRIED

EC-2024-014

It was MOVED and SECONDED,

that Islands Trust Executive Committee provide the following direction to the Gambier Island Local Trust Committee:

- a. Provide an evidence based assessment, whether Gambier Island Local Trust Committee Bylaw No. 158, cited as Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2023 is contrary to or at variance with Keats Island Official Community Plan Bylaw No. 77, and
- b. Provide an evidence based assessment, by way of submitting an evaluated and completed Policy Statement Checklist, whether Gambier Island Local Trust Committee Bylaw No. 158, cited as Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2023 is contrary to or at variance with the Policy Statement.

CARRIED

The Committee recessed at 10:29 a.m. and resumed at 10:40 a.m.

7. TRUST COUNCIL MEETING PREPARATION

7.1 Executive

7.1.1 Strategy Session 2024 for Trust Council – BRF

CAO Hotsenpiller spoke to the briefing.

Discussion ensued on the following items:

- Strategic Plan Session: Ideas put forward for goals and objectives of Trust Council to be included in the session were: freshwater, reconciliation, preserving and protecting ecosystems and shorelines, corporate accountability, communication plan, policy statement, climate change, housing crises
- Possibility of a special meeting of Council held online one day between March and June Trust Councils to talk about what was decided at the March Trust Council with regards to the budget and how to help Local Trust Committees get to early conversations of budget before December
- Scheduling and theme of March Trust Council
- Fulsome agenda for March Trust Council
- Possibility of extending the March Trust Council schedule timeline to two full days as it contains the budget approval (poll trustees to see if they can make a possible earlier start on Tuesday at 10:30 a.m.)
- Ministry engagement for the Islands Trust 50th anniversary

- Trustee travel logistics

7.2 Planning Services - None

7.3 Administrative Services - None

7.4 Trust Area Services - None

8. EXECUTIVE COMMITTEE PROJECTS

8.1 Trust Council Initiated

8.1.1 Executive

8.1.1.1 San Juan County Invite to Trust Council – Briefing

Director, Trust Area Services Frater spoke to the briefing.

EC-2024-015

It was MOVED and SECONDED,

that Executive Committee request staff send an invitation to San Juan County to attend Trust Council in June or September and indicate their preference.

CARRIED

EC-2024-016

It was MOVED and SECONDED,

that Executive Committee request staff send an invitation to Minister Kahn and the Premier to attend June Trust Council in conjunction with the Islands Trust's 50th anniversary.

CARRIED

8.1.1.2 Committee of the Whole – Request For Decision

Director, Legislative Services Marlor presented the Request For Decision for information and feedback, and asked the Committee to email any suggested edits to himself before the next meeting.

8.1.1.3 Allocation of Ministry Grant for First Nations Engagement – Briefing

Received for information. Director, Trust Area Services Frater spoke to the briefing.

Discussion ensued on the following:

- Funding for the Lasqueti First Nations working group
- Funds allocated to each Local Trust Committee
- Major project for Hornby Island Local Trust Committee

8.1.1.4 Islands Trust Communications Plan – Request For Decision

DRAFT

Director, Trust Area Services Frater presented the Request For Decision noting it was presented at the last meeting and has been returned to the current meeting on request of the Committee. This document is intended to be a high-level strategic document with hopes that it will be accompanied with a public engagement strategy.

EC-2024-017

It was MOVED and SECONDED,

that Executive Committee ask staff to bring the draft Islands Trust Communications Strategy Request For Decision be brought back to the February 28, 2024 meeting.

CARRIED

8.1.1.5 Provincial Funding Process Protocol Agreement – Briefing

Director, Planning Services Cermak presented the brief. Received for information.

8.1.2 Trust Area Services

8.1.2.1 Policy Statement Amendment Project – Request For Decision

Director, Trust Area Services Frater presented the Request For Decision.

EC-2024-018

It was MOVED and SECONDED,

that Executive Committee direct staff to amend the Policy Statement Amendment Project 2024/25 business case to increase project funding for communications in 2024/25, and to reflect Option 3 in the 2024/25 business case.

CARRIED

The Committee recessed at 12:27 p.m. and resumed at 1:00 p.m. for the Joint Session with the Islands Trust Conservancy Board.

The Islands Trust Conservancy Board joined the meeting at 1:00 p.m.

12. ISLANDS TRUST CONSERVANCY BOARD JOINT SESSION

Chair Luckham welcomed the Islands Trust Conservancy Board members and provided a territorial acknowledgment. Islands Trust Conservancy Chair Smith introduced herself and informed the group that the Executive Committee and Islands Trust Conservancy Joint Sessions will be co-chaired by herself and Chair Luckham and that they chose today's topics.

Trustees conducted roundtable introductions.

12.1 Co-operation on Spatial mapping support for Islands Trust Conservancy and Land Use Planning

Chair Luckham introduced the item and Chair Smith provided a verbal report. Director, Planning Services Cermak shared organization needs and current uses of the programs, specifically the Geographic Information System (GIS) program.

Discussion ensued on the following:

- Specific staff to work together to identify solutions and latest technologies
- Cost
- Benefits
- Staffing turnover and workload
- Islands Trust Conservancy and Islands Trust Planning department in partnership
- Climate change – how to address

EC-2024-020

It was MOVED and SECONDED,

that Executive Committee request staff to provide the Executive Committee and Islands Trust Conservancy with options for sharing Geographic Information Systems (GIS) resources.

CARRIED

12.2 Provincial Funding Request re: Islands Trust Conservancy

Chair Smith provided a verbal report noting that this week the Islands Trust Conservancy were notified their five-year plan had not been approved by the Minister due to lack of First Nations engagement in the report.

Discussion ensued on the following:

- Capability of meeting First Nation engagement goals from the Minister
- Co-development of conserved and protected areas with First Nations – How can we be included?
- Provincial grant funding options and opportunities
- Going forward, brainstorm on what the Islands Trust Conservancy needs to engage with First Nations to develop a framework for co-management or governance
- Increase the time (30 minutes - 60 minutes) the two bodies (Executive Committee & Islands Trust Conservancy Board) have to discuss items during their joint sessions and keep the items to a minimum to promote fulsome discussion on the topics

The Islands Trust Conservancy Board left the meeting at 2:03 p.m. and the Executive Committee recessed until 2:10 p.m. resuming at item 8.1.2.2.

8.1.2.2 2023 / 2024 Annual Report Format – Request for Decision

Director, Trust Area Services Frater spoke to the request for decision.

EC-2024-019

It was MOVED and SECONDED,

that Executive Committee approves the format and content outlined for the 2023/24 Annual Report.

CARRIED

8.1.3 Planning Services - None

8.1.4 Administrative Services - None

8.2 Executive Committee Initiated

8.2.1 Executive - None

8.2.2 Trust Area Services

8.2.2.1 Climate Change Action – Briefing

Director, Trust Area Services Frater spoke to the briefing. Provide to Trust Council to determine where it sits on the priority list.

8.2.3 Planning Services - None

8.2.4 Administrative Services - None

9. NEW BUSINESS

9.1 Executive/Trust Council

9.1.1 Mooring Buoy Regulation and Enforcement - Joint Discussion with the Capital Regional District (CRD) and potentially other regional districts – Discussion

Trustee Maude highlighted the cross-jurisdictional issues and proposed a meeting with the Capital Regional District to discuss common interests. Trustee Peterson has been having conversations with other agencies about considering interagency discussions with higher levels of government: Provincial, Federal, and First Nations, on the topic before moving forward. Trustee Elliott spoke to protocol agreements with North Pender Island Local Trust Committee and Salt Spring Island Local Trust Committee noting that Local Trust Committees should contact the Capital Regional Districts if concerned.

9.1.2 Salt Spring Island Office Business Case – Report

Trustee Elliott spoke to the report. Received for information.

9.2 Trust Area Services

9.2.1 Local Trust Committee Chairs Report on Local Advocacy Topics

Trustees provided brief reports.

9.3 Planning Services - None

9.4 Administrative Services - None

10. CORRESPONDENCE (for information unless raised for action)

10.1 **2024-01-14 Alix Deggan - Second Request for Explanation of Procedure Undertaken in-camera Sept 26, 2023**

Received for information. CAO Hotsenpiller indicated that there have been several letters received on this topic and asked the Committee how to respond to the volume of public questions with staff time constraints.

In the moment, Chair Luckham responded to the writer noting that Executive Committee has received the letter for information and that they are confident that the actions taken by Trust Council are upheld by the legislation to protect confidential information and discussions.

10.2 2024-01-17 ECCC-PPER Modernization - Launch of the 3rd Phase of Consultation

Received for information.

10.3 2024-01-19 Regional District of Nanaimo - Legislative Reform Initiative Update

Received for information. Director, Trust Area Services Fraser noted the last paragraph in the letter that asks, should they wish, that local governments send letters of support to demonstrate interest.

By general consent the Executive Committee requested that item 10.3 2024-01-19 Regional District of Nanaimo - Legislative Reform Initiative Update, be added to the March Trust Council agenda.

10.4 2024-01-24 UBCM Housing Summit - Forum focus: Surging Population and New Legislation

Received for information.

10.5 2024-01-25 BCFerries - Request for meeting re impacts of Hornby Island ferry traffic to Denman Island

Received for information.

11. WORK PROGRAM

11.1 Review and amendment of current work program

Received for information. Chair Luckham noted that changes will be seen on the next agenda.

13. CLOSED MEETING

EC-2024-021

It was MOVED and SECONDED,

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, subject to Sections 90(1),(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the Islands Trust, and 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and that the recorder and staff attend the meeting.

CARRIED

The Committee closed the meeting at 2:43 p.m. and reconvened in open meeting at 3:22 p.m. without report.

14. NEXT MEETING

The next scheduled Executive Committee meeting will be held February 28, 2024 at 9:15 a.m. and will be conducted electronically.

15. ADJOURNMENT

By general consent the meeting adjourned at 3:23 p.m.

Peter Luckham, Chair

Certified Correct:

Alexandra Trifonidis, Acting Executive Coordinator/Recorder

Minutes are not adopted until approved at the next meeting.



Executive Committee

Minutes of a Regular Meeting

Date: March 12, 2024
Location: Colville Room, Coast Bastion Hotel
11 Bastion Street, Nanaimo BC

Members Present: Peter Luckham, Chair, Thetis Trustee
Tobi Elliott, Vice-Chair, Gabriola Trustee
David Maude, Vice-Chair, Mayne Trustee
Timothy Peterson, Vice-Chair, Lasqueti Trustee

Staff Present: Russ Hotsenpiller, Chief Administrative Officer (CAO)
David Marlor, Director, Legislative Services (DLS)
Clare Frater, Director, Trust Area Services (DTAS)
Stefan Cermak, Director, Planning Services (DPS)
Alexandra Trifonidis, Acting Executive Coordinator

1. CALL TO ORDER

The meeting was called to order at 9:00 a.m. Chair Luckham acknowledged being on traditional lands of the Snuneymuxw people.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

No new items were introduced.

2.2 Approval of Agenda

By general consent the Committee approved the agenda as presented.

2.2.1 Agenda Context Notes - None

3. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

Chair Luckham reported on the following from the February 28, 2024 in-camera session:

- the Executive Committee minutes of the in camera meeting of January 17, 2024 were adopted
- the Executive Committee minutes of the in camera meeting of January 31, 2024 were adopted
- the Executive Committee has developed the agenda for the Trust Council in-camera meeting scheduled for March 14, 2024.

4. ADOPTION OF MINUTES

For review and adoption.

4.1 Draft February 28, 2024 Executive Committee Meeting Minutes

By general consent the Committee approved the minutes as presented.

The Chair noted that the January 31 minutes will be on the next Executive Committee meeting agenda.

5. FOLLOW UP ACTION LIST AND UPDATES

5.1 Follow Up Action List/Director/CAO Updates

Staff spoke to the status of items on the Follow-up Action List (FUAL), providing updates to the items in progress.

5.2 Local Trust Committee Chair Updates

Local trust committee chairs spoke to recently attended and upcoming Local Trust Committee (LTC) meetings.

Vice-Chair Elliott – The Lasqueti LTC meeting of March 4th was well attended. Debate ensued on an application for a private dock. South Pender conducted a special meeting where they discussed the scope of community information on land use planning project.

Vice-Chair Maude - Nothing to report since last meeting.

Vice-Chair Peterson - Nothing to report since last meeting.

Chair Luckham - Chaired the Salt Spring Island LTC meeting to assist with their meeting. Discussion on: Official Community Plan review, Bylaw No. 537 approved by Executive Committee and discussion on what to do next, adoption was deferred until after engagement with Tsawout in response to a letter received by Executive Committee. Thetis LTC had a public hearing regarding bylaws TH-113 and TH-114.

5.3 Islands Trust Conservancy Liaison Update

Vice Chair Elliott indicated that there is nothing to report.

6. BYLAWS FOR APPROVAL CONSIDERATION

6.1 Saturna Island Local Trust Committee Bylaw No. 142

EC-2024-036

It was MOVED and SECONDED,

that the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 142, cited as “Saturna Island Local Trust Committee Fees Bylaw, 2023” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

7. TRUST COUNCIL MEETING PREPARATION

7.1 Executive

7.1.1 March Trust Council 3-day Schedule

The Chief Administrative Officer (CAO) introduced the Trust Council Three Day Schedule, and Trust Council meeting logistics. The CAO touched on the budget session, and the Governance Committee work program.

7.2 **Planning Services** - None

7.3 **Administrative Services** - None

7.4 **Trust Area Services** - None

8. **EXECUTIVE COMMITTEE PROJECTS** - None

8.1 **Trust Council Initiated**

8.1.1 Executive

8.1.2 Trust Area Services

8.1.3 Planning Services

8.1.4 Administrative Services

8.2 **Executive Committee Initiated**

8.2.1 Executive

8.2.2 Trust Area Services

8.2.3 Planning Services

8.2.4 Administrative Services

9. **NEW BUSINESS**

9.1 **Executive/Trust Council** - None

9.2 **Trust Area Services**

9.2.1 LTC Chairs Report on Local Advocacy Topics

Vice-Chair Elliott reported that South Pender trustees have received a letter regarding docks and moorage, and this may come to Trust Council.

9.3 **Planning Services** - None

9.4 **Administrative Services** - None

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

10.1 **2024-02-23 Bowen Island Municipality - Response to Metro Vancouver re: Application for a new Regional Park**

Received for information.

The Chair raised the issue of annual meeting with Bowen Island Municipality. Add to an Executive Committee agenda for discussion.

DRAFT

11. WORK PROGRAM

11.1 Review and amendment of current work program

By general consent the Committee received the item for information.

12. NEXT MEETING

The next Executive Committee meeting will take place electronically on March 27, 2024, at 9:15 a.m.

13. CLOSED MEETING (if applicable) - None

14. ADJOURNMENT

EC-2024-037

It was **MOVED** and **SECONDED**,
that the meeting be adjourned at 9:34 a.m.

CARRIED

Peter Luckham, Chair

Certified Correct:

David Marlor, Director Legislative Services

Minutes are not official until adopted at a subsequent meeting.

Follow Up Action Report

Executive Committee

Chief Administrative Officer

Activity	Responsibility	Dates	Status
1 Explore future education/workshop sessions on decision-making to benefit trustees.	Russ Hotsenpiller	Meeting: 24-May-2023 Target: 26-Sep-2023	In Progress

Director Legislative Services

Activity	Responsibility	Dates	Status
1 Staff to report back on recording of meetings by members of the public re clarity on recording and report on recording of electronic meetings. 2023-10-11 EC meeting update: Create a one liner statement in the chair opening notes, for the Chair to read out regarding recording of the meeting by members of the public.	David Marlor	Meeting: 22-Mar-2023 Target: 22-Jun-2024	Completed
2 Staff to provide a briefing with respect to options for better understanding of the policy regarding Code of Conduct for vice-chairs, trustees and the public. 2023-10-11 EC update: review against Provincial guidelines and provide recommendation for any amendments.	David Marlor	Meeting: 12-Apr-2023 Target: 26-Jul-2024	In Progress
3 Staff to discuss, with interested trustees, requirements and options and report back on possibilities and effort required to improve Trustee access to key documents. On hold pending administrative staffing availability.	David Marlor	Meeting: 29-Jun-2023 Target: 26-Jul-2024	In Progress

Follow Up Action Report

Executive Committee

Director Legislative Services

Activity	Responsibility	Dates	Status
4 Staff consider options and report back on possibilities and effort required to provide Trustee view access to integrated calendar of Trust Meetings. On hold pending IT staffing availability.	David Marlor	Meeting: 29-Jun-2023 Target: 26-Jul-2024	In Progress

Director of Planning Services

Activity	Responsibility	Dates	Status
1 Develop a communications strategy and materials to support awareness of the housing affordability advocacy request and rationale. OCT 11: Referred to Regional Planning Committee	Stefan Cermak	Meeting: 22-Sep-2022 Target: 27-Jun-2023	In Progress
2 Coordinate a round table on housing, to include BC Housing, key ministers, housing leaders from island communities, and others, within the first six months of the new term and a panel session about housing challenges and solutions in the Islands Trust Area as part of trustee education OCT 11: Referred to Regional Planning Committee	Stefan Cermak	Meeting: 22-Sep-2022 Target: 06-Dec-2023	In Progress

Follow Up Action Report

Executive Committee

Director of Planning Services

Activity	Responsibility	Dates	Status
3 Staff to: a) evaluate the implications of a longer referral response window, and; b) consider how Trust Council and local trust committees (LTC's) might consult with First Nations to better understand what changes to the current referral process should be made to both improve communication and to further reconciliation, and report back to Trust Council.	Clare Frater Stefan Cermak	Meeting: 29-Jun-2023 Target: 31-Mar-2024	In Progress
4 Staff to follow up with Ministry staff regarding the letter from Minister Fleming of November 29, 2023.	Clare Frater Stefan Cermak	Meeting: 20-Dec-2023 Target: 15-Feb-2024	In Progress
5 Withdraw the application for the Union of British Columbia Municipalities Complete Communities Grant to advance data gathering and mapping work supporting Official Community Plan reviews and Housing Projects.	Stefan Cermak	Meeting: 28-Feb-2024 Target: 01-Apr-2024	Completed
6 Staff to assist Chair Luckham in responding to the letter writers of Bylaw 537 thanking them for their letter and that their issues were considered in light of the Policy Statement. Note: The Committee noted that the response to 10.1.9 from the Tsawout First Nation will need to be customized.	Clare Frater Stefan Cermak	Meeting: 28-Feb-2024 Target: 01-Apr-2024	In Progress

Director, Administrative Services

Activity	Responsibility	Dates	Status
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Follow Up Action Report

Executive Committee

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.	Julia Mobbs	Meeting: 21-Oct-2020 Target: 18-Sep-2024	In Progress
2 Staff to research the possibility of self-insurance for the organization.	Julia Mobbs	Meeting: 29-Jun-2023 Target: 11-Dec-2024	In Progress

Director, Trust Area Services

Activity	Responsibility	Dates	Status
1 Staff to work with trustees to organize two film screenings of the movie Dust n Bones and reconciliation discussions subject to support of affected local trust committees. (A grant in aid of 4,500 (from History and Heritage Grants in Aid program was provided in 2020 to host screenings on three islands but due to Covid-19 restrictions only one screening occurred.) EC previously indicated interest from Gabriola and Salt Spring Islands. As SSI LTC and Gabriola LTC initially expressed an interest in hosting a screening, Vice Chairs Peterson and Elliott will assess if the interest remains and will be involved in outreach and organizing those screenings.	Clare Frater	Meeting: 26-Feb-2020 Target: 31-Mar-2024	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
2 Investigate options for policies or policy updates for formal opportunities for First Nations presentations and engagement at Trust Council meetings.	Clare Frater	Meeting: 07-Oct-2021 Target: 31-Mar-2024	In Progress
3 Staff to develop policy regarding s. 8 (2) (h.1) (iii) and (iv) of the Islands Trust Act. This request responded to changes to the Islands Trust Act to give Trust Council new discretionary powers relating to supporting and give financial assistance to others to (iii)engage in activities to gain knowledge about the unique amenities and environment of the trust area and to increase public awareness, understanding and appreciation of the unique amenities and environment; (iv)preserve and protect the unique amenities and environment of the trust area. Executive Committee has discussed there may be an opportunity to concurrently review the secretariat services, and grants in aid policies with the intention of identifying administrative efficiencies.	Clare Frater	Meeting: 12-Apr-2022 Target: 30-Jun-2024	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
4 Staff to: a) evaluate the implications of a longer referral response window, and; b) consider how Trust Council and local trust committees (LTC's) might consult with First Nations to better understand what changes to the current referral process should be made to both improve communication and to further reconciliation, and report back to Trust Council.	Clare Frater Stefan Cermak	Meeting: 29-Jun-2023 Target: 31-Mar-2024	In Progress
5 Staff to add to a future EC agenda: Honoraria for Indigenous elders providing welcomes or presentations at local trust committee meetings.	Clare Frater	Meeting: 20-Dec-2023 Target: 08-Mar-2024	In Progress
6 The Committee request this Advocacy for provincial assistance re: heritage protection BRF be brought back to the joint meeting on January 31, 2024. JAN 26: On the Chair's (Luckham and Smith) request this item has been deferred until the next joint meeting.	Clare Frater	Meeting: 20-Dec-2023 Target: 31-Jan-2024	In Progress
7 Staff to develop a project charter for a webinar in 2024 on the role of Islands Trust.	Clare Frater	Meeting: 20-Dec-2023 Target: 31-Mar-2024	In Progress
8 Staff to follow up with Ministry staff regarding the letter from Minister Fleming of November 29, 2023.	Clare Frater Stefan Cermak	Meeting: 20-Dec-2023 Target: 15-Feb-2024	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
9 Discussion on a coordinated approach by Islands Trust Conservancy and EC to advance the request to the Province to review the funding model and governance structure of the Islands Trust, highlighting the successes of the Conservancy in protecting and preserving valuable ecological areas for the benefit of the Province and residents of BC, be added to the agenda for the Jan 31 EC/ITCB joint meeting.	Clare Frater	Meeting: 17-Jan-2024 Target: 31-Jan-2024	In Progress
10 Staff to send an invitation to San Juan County to attend Trust Council in June or Sept and indicate their preference.	Clare Frater	Meeting: 31-Jan-2024 Target: 12-Mar-2024	In Progress
11 Staff to add new business item: <i>Annual meeting with BIM</i>, as per Chair Luckham request, to an upcoming EC agenda.	Clare Frater	Meeting: 12-Mar-2024 Target: 24-Apr-2024	In Progress
12 Staff to assist Chair Luckham in responding to the letter writers of Bylaw 537 thanking them for their letter and that their issues were considered in light of the Policy Statement. Note: The Committee noted that the response to 10.1.9 from the Tsawout First Nation will need to be customized.	Clare Frater Stefan Cermak	Meeting: 28-Feb-2024 Target: 01-Apr-2024	In Progress



File No.: 6500-20 (OCP/LUB Marine
Areas Review Project)

DATE OF MEETING: March 27, 2024

TO: Islands Trust Executive Committee

FROM: Margot Thomaidis, Planner 2

SUBJECT: Thetis Island Local Trust Committee – Bylaw Nos. 113 and 114

RECOMMENDATION

1. That the Islands Trust Executive Committee approve Thetis Island Local Trust Committee Bylaw No. 113, cited as “Thetis Associated Islands Official Community Plan, 2014, Amendment No. 1, 2023” in accordance with Section 27 of the *Islands Trust Act*.
2. That the Islands Trust Executive Committee approve Thetis Island Local Trust Committee Bylaw No. 114, cited as “Thetis Associated Islands Land Use Bylaw, 2014, Amendment No. 1, 2023” in accordance with Section 27 of the *Islands Trust Act*.

DIRECTORS COMMENTS

Thetis Island Local Trust Committee (TH-LTC) has referred Proposed Bylaw Nos. 113 and 114 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaws as they are not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational

None

Financial

None

Policy

None

Implementation/Communications

Communication to **Thetis Island Local Trust Committee** regarding the Executive Committee decision by **March 29, 2024**.

Other

None

PURPOSE

Proposed Bylaws 113 and 114 will establish an expanded bylaw area of application for the Official Community Plan (OCP) and Land Use Bylaw (LUB) in the marine area surrounding Scott, Dayman and Hudson Islands to ensure the marine uses are consistent with the Object of the Islands Trust and to ensure the Thetis Associated Islands Bylaws are applicable in that area.

Thetis Island Local Trust Committee Bylaw No. 113, cited as “Thetis Associated Islands Official Community Plan, 2014, Amendment No. 1, 2023” is to amend the current Thetis Associated Islands Official Community Plan, 2014 to designate a portion of the marine area that is currently outside the OCP designation area.

Thetis Island Local Trust Committee Bylaw No. 114 cited as “Thetis Associated Islands Land Use Bylaw, 2014, Amendment No. 1, 2023” is amending the Thetis Associated Islands Land Use Bylaw, 2014 to zone a portion of the marine area that is currently un-zoned in the LUB.

BACKGROUND

In 2020, this project was placed on the Future Projects List due to a rezoning application that came before the TH-LTC. The area in the application was partially located in the un-zoned/undesigned Thetis Island Local Trust Area. As a result, no Thetis or Associated Islands regulatory bylaws applied, and the TH-LTC could not regulate it. The area is currently subject to the policies of the Islands Trust Policy Statement. The Thetis Island LTC resolution dated April 18, 2023 set the Marine Areas Review project as a top priority for 2023/2024.

The TH-LTC considered and gave First and Second Readings to proposed Bylaw Nos. 113 and 114 on November 7, 2023. All relevant background information is contained in the [report](#) provided to the LTC at that meeting.

Referrals were sent to First Nations and agencies on December 8, 2023 and responses were received by January 26, 2024. This project was also referred to the Thetis Island Advisory Planning Commission, who held a meeting and provided a response in support of the project on January 18, 2024. The TH-LTC considered referral responses at their February 6, 2024 Regular Business meeting and directed the proposed Bylaws to proceed to Public Hearing.

A week before the Public Hearing, re-referrals and a notice of Public Hearing were sent to all First Nations that had not yet responded. The TH-LTC then held a Community Information Meeting followed by a Public Hearing on March 7, 2024. Directly proceeding the Public Hearing, the TH-LTC held a Special Meeting and gave Third Reading of the Bylaws, and directed staff to forward the Bylaw to the Islands Trust Executive Committee.

Reports and associated information for the Marine Area Review project are available on the Islands Trust website, under [Thetis Projects](#).

Issues Relating To Federal, Provincial and Other Agency Interest

Proposed Bylaw Nos. 113 and 114 were sent to the following agencies and organizations:

Federal Agencies:

- Fisheries and Oceans Canada

Provincial Agencies:

- Ministry of Agriculture
- Ministry of Forests, Land, Natural Resource Operations & Rural Development

- Ministry of Transportation and Infrastructure

Regional Agencies

- Cowichan Valley Regional District
- School District #79 – Cowichan Valley

Non-Agency Referrals

- Thetis Island Advisory Planning Commission

Adjacent Local Trust Committees and Municipalities

- Gabriola Island Local Trust Committee
- Salt Spring Island Local Trust Committee

Referral Responses:

All responses were either in support, with interests unaffected, or no objections to the proposed bylaws. One agency recommended that land use planning process consider establishing clear environmental conservation and protection objectives such as designation of sensitive areas, setback requirements, stormwater retention/detention requirements, land use restriction, and bylaws. Staff note that these proposed bylaws would increase environmental protection by restricting use of the marine area.

Issues Relating To First Nation Interest

Proposed Bylaw Nos. 113 and 114 was sent to the following First Nations:

- Cowichan Tribes
- Halalt First Nation
- Lyackson First Nation
- Pauquachin First Nation
- Penelakut Tribe
- Semiahmoo First Nation
- Snuneymuxw First Nation
- Stz'uminus First Nation
- Tsartlip First Nation
- Tsawout First Nation
- Tsawwassen First Nation
- Tseycum First Nation
- Ts'uu baa-asatx First Nation (Lake Cowichan)

Referral Responses:

Tsawwassen First Nation has no concerns regarding this file, at this time. However, they requested all copies of interim and final environmental and archaeological reports produced for this project, if required. Other First Nations did not provide responses or comments.

Issues Relating To Resources and Enforcement

None

Public Comments

Public comments were solicited through one community information meeting and a Public Hearing.

Staff Comments

The Executive Committee is being requested to approve the Thetis Island Local Trust Committee Bylaw No. 113, cited as “Thetis Associated Islands Official Community Plan, 2014, Amendment No. 1, 2023” and Bylaw No. 114 cited as “Thetis Associated Islands Land Use Bylaw, 2014, Amendment No. 1, 2023” in accordance with Section 27 of the *Islands Trust Act*.

The recommendations are supported as

- The proposed bylaws have been determined to be consistent with the ITPS by the TH-LTC;
- First Nation referrals were completed and no concerns were raised;
- Agency referrals were completed and no concerns were raised; and
- Statutory processes have been completed including the statutory notification and holding of a public hearing prior to third reading of the bylaw.

KEY ISSUES/CONCEPTS

- The bylaws will ensure that the marine uses in this area are consistent with the object of the Islands Trust.

RELEVANT POLICY

- Section 27 of the *Islands Trust Act*
- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.1 [Policy Statement Implementation Policy]

ALTERNATIVE

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

THAT the Executive Committee request that staff advise Thetis Island Local Trust Committee in writing that the Executive Committee considers that Bylaw Nos. 113 and 114 are contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Thetis Island Local Trust Committee on steps needed to address the specified issues.

Submitted By:	Margot Thomaidis, Planner 2	March 21, 2024
Concurrence:	Stefan Cermak, Director, Planning Services	March 21, 2024

ATTACHMENTS

1. EC Submission Cover for Bylaw 113

2. EC Submission Cover for Bylaw 114
3. EC Policy Checklist for Bylaw 113
4. EC Policy Checklist for Bylaw 114
5. Bylaw Referrals Report for Bylaw 113
6. Bylaw Referrals Report for Bylaw 114
7. Islands Trust Policy Statement Directives Only Checklist for Bylaw 113
8. Islands Trust Policy Statement Directives Only Checklist for Bylaw 114
9. Bylaw No. 113
10. Bylaw No 114



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Thetis Island Local Trust Committee

Bylaw No.: TH-113

Bylaw Type: Official Community Plan Bylaw - Assoc Islands

Date of resolution referring bylaw to Executive Committee: 07-Mar-2024

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

Recieved by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

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

Date bylaw will appear on Executive Committee agenda: _____

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

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Thetis Island Local Trust Committee

Bylaw No.: TH-114

Bylaw Type: Associated Islands Zoning Bylaw

Date of resolution referring bylaw to Executive Committee: 07-Mar-2024

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

Recieved by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

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

Date bylaw will appear on Executive Committee agenda: _____

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

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk

Executive Committee

Policy Checklist

Checklist Key:

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

Executive Committee Legislative Role Policy (2.4)

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

Checklist Key:

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

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

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

Comments

Completed By: Nadine Mourao

Status

Date Resolution Referred to Exective Committee: 07-Mar-2024

Reading: [THIRD READING 03/07/2024](#)

Executive Committee

Policy Checklist

Checklist Key:

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

Executive Committee Legislative Role Policy (2.4)

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

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

Comments

Completed By: Nadine Mourao

Status

Date Resolution Referred to Exective Committee: 07-Mar-2024

Reading: [THIRD READING 07-MAR-2024](#)

Referrals: Bylaw TH-113

Agency	Sent	Received
Cowichan Tribes <i>Chief and Council:</i> Candace Charlie <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Cowichan Valley Regional District <i>175 Ingram Street:</i> Mike Tippet <i>Comment:</i> The Board of Cowichan Valley Regional District passed the resolution that the Thetis Island Local Trust Committee be advised that the Cowichan Valley Regional District supports proposed Bylaw Nos. 113 and 114.	08-Dec-2023	24-Jan-2024
Fisheries and Oceans Canada <i>Fisheries & Oceans Canada:</i> Alain Magnan <i>Comment:</i> The conservation and protection of Canada's marine and freshwater resources is a top priority for Fisheries and Oceans Canada (DFO). DFO's Fish and Fish Habitat Protection Program (FFHPP) helps conserve and protect fish and fish habitat and restore fish habitat for future generations. The FFHPP administers and ensures compliance for development projects taking place in and around fish habitat, under the Fisheries Act and relevant provisions of the Species at Risk Act. DFO's FFHPP is not providing detailed comments. However, DFO recommends that land use planning processes consider establishing clear environmental conservation and protection objectives that are reflected in designation of environmentally sensitive areas, setback requirements, stormwater retention/detention requirements, land use restrictions and bylaws (e.g., tree removal). Protection of freshwater and marine resources provides long-term benefits to fish and fish habitat, as well as to the public, by regulating water quality and quantity, providing for stream channel and foreshore stability, and increasing resiliency to climate change impacts.	08-Dec-2023	11-Dec-2023
Gabriola Island Local Trust Committee <i>700 North Road:</i> Referrals Coordinator <i>Comment:</i> Interests unaffected	08-Dec-2023	25-Jan-2024
Halalt First Nation <i>7973 Chemainus Rd:</i> & Council Chief <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Islands Trust Conservancy <i>Islands Trust Conservancy:</i> K E <i>Comment:</i> As this bylaw doesn't fall under the Islands Trust Conservancy/Local Planning Services coordination policy, it doesn't require referral to the Islands Trust Conservancy Board. For efficiency, staff won't be assessing the content of the bylaw or the referral.	08-Dec-2023	12-Dec-2023
Lyackson First Nation <i>8017 Chemainus Road:</i> Cristina Hoffmann <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Ministry of Agriculture <i>P.O. Box 9120:</i> Bailey Reed	08-Dec-2023	15-Dec-2023

Referrals: Bylaw TH-113

Agency	Sent	Received
<i>Comment:</i> Interests are unaffected.		
Ministry of Forests, Land, Natural Resource Operations & Rural Development - Water Authorization Sec <i>1520 Blanshard Street:</i> Cali Melnechenko	08-Dec-2023	
Ministry of Transportation and Infrastructure <i>Vancouver Island District:</i> Derek Atchison <i>Comment:</i> The Ministry has no objections to the zoning text amendment.	08-Dec-2023	12-Dec-2023
Pauquachin First Nation <i>9010 West Saanich Road:</i> Referrals Administration <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Penelakut Tribe <i>Chief and Council:</i> Denean Jack <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Salt Spring Island Local Trust Committee <i>1 - 500 Lower Ganges Road:</i> Referrals Coordinator <i>Comment:</i> Interests Unaffected by Bylaw.	08-Dec-2023	15-Feb-2024
School District #79 - Cowichan Valley <i>2557 Beverly St:</i> Referrals Coordinator	08-Dec-2023	
Semiahmoo First Nation <i>16049 Beach Rd:</i> Chief & Council <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Snuneymuxw First Nation <i>668 Centre Street:</i> Desiree Thomas <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Stz'uminus First Nation <i>12611 A Trans Canada Hwy:</i> Ray Gauthier <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Tsartlip First Nation <i>PO Box 70:</i> Karen Harry <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Tsawout First Nation <i>PO Box 121, 7725 Tetayut Road:</i> Neesha Nandhra <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Tsawwassen First Nation <i>1926 Tsawwassen Drive:</i> Referrals Coordinator	08-Dec-2023	19-Jan-2024

Referrals: Bylaw TH-113

Agency	Sent	Received
<i>Comment:</i> Tsawwassen First Nation (TFN) has no concerns regarding this file, at this time. However, TFN requests all copies of interim and final environmental and archaeological reports produced for this project.		
Tseycum First Nation	08-Dec-2023	
1210 Totem Lane: Tanya Jimmy	27-Feb-2024	
<i>Comment:</i>		
Tsuubaaasatx First Nation	08-Dec-2023	
Referrals: Referrals Coordinator	27-Feb-2024	
<i>Comment:</i>		



Islands Trust

Referrals: Bylaw TH-114

Agency	Sent	Received
Cowichan Tribes <i>Chief and Council:</i> Candace Charlie <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Cowichan Valley Regional District <i>175 Ingram Street:</i> Mike Tippet <i>Comment:</i> The Board of Cowichan Valley Regional District passed the resolution that the Thetis Island Local Trust Committee be advised that the Cowichan Valley Regional District supports proposed Bylaw Nos. 113 and 114.	08-Dec-2023	25-Jan-2024
Fisheries and Oceans Canada <i>Fisheries & Oceans Canada:</i> Alain Magnan <i>Comment:</i> The conservation and protection of Canada's marine and freshwater resources is a top priority for Fisheries and Oceans Canada (DFO). DFO's Fish and Fish Habitat Protection Program (FFHPP) helps conserve and protect fish and fish habitat and restore fish habitat for future generations. The FFHPP administers and ensures compliance for development projects taking place in and around fish habitat, under the Fisheries Act and relevant provisions of the Species at Risk Act. DFO's FFHPP is not providing detailed comments. However, DFO recommends that land use planning processes consider establishing clear environmental conservation and protection objectives that are reflected in designation of environmentally sensitive areas, setback requirements, stormwater retention/detention requirements, land use restrictions and bylaws (e.g., tree removal). Protection of freshwater and marine resources provides long-term benefits to fish and fish habitat, as well as to the public, by regulating water quality and quantity, providing for stream channel and foreshore stability, and increasing resiliency to climate change impacts.	08-Dec-2023	11-Dec-2023
Gabriola Island Local Trust Committee <i>700 North Road:</i> Referrals Coordinator <i>Comment:</i> Interests unaffected.	08-Dec-2023	25-Jan-2024
Halalt First Nation <i>7973 Chemainus Rd:</i> & Council Chief <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Islands Trust Conservancy <i>Islands Trust Conservancy:</i> K E <i>Comment:</i> As this bylaw doesn't fall under the Islands Trust Conservancy/Local Planning Services coordination policy, it doesn't require referral to the Islands Trust Conservancy Board. For efficiency, staff won't be assessing the content of the bylaw or the referral.	08-Dec-2023	12-Dec-2023
Lyackson First Nation <i>8017 Chemainus Road:</i> Cristina Hoffmann <i>Comment:</i>	08-Dec-2023 27-Feb-2024	
Ministry of Agriculture <i>P.O. Box 9120:</i> Bailey Reed	08-Dec-2023	15-Dec-2023



Referrals: Bylaw TH-114

Agency	Sent	Received
<i>Comment:</i> Interests are unaffected.		
Ministry of Forests, Land, Natural Resource Operations & Rural Development - Water Authorization	08-Dec-2023	
Sec		
1520 Blanshard Street: Cali Melnechenko		
Ministry of Transportation and Infrastructure	08-Dec-2023	12-Dec-2023
Vancouver Island District: Derek Atchison		
<i>Comment:</i> The Ministry has no objections to the zoning text amendment.		
Pauquachin First Nation	08-Dec-2023	
9010 West Saanich Road: Referrals Administration	27-Feb-2024	
<i>Comment:</i>		
Penelakut Tribe	08-Dec-2023	
Chief and Council: Denean Jack	27-Feb-2024	
<i>Comment:</i>		
Salt Spring Island Local Trust Committee	08-Dec-2023	15-Feb-2024
1 - 500 Lower Ganges Road: Referrals Coordinator		
<i>Comment:</i> Interests Unaffected by Bylaw.		
School District #79 - Cowichan Valley	08-Dec-2023	
2557 Beverly St: Referrals Coordinator		
Semiahmoo First Nation	08-Dec-2023	
16049 Beach Rd: Chief & Council	27-Feb-2024	
<i>Comment:</i>		
Snuneymuxw First Nation	08-Dec-2023	
668 Centre Street: Desiree Thomas	27-Feb-2024	
<i>Comment:</i>		
Stz'uminus First Nation	08-Dec-2023	
12611 A Trans Canada Hwy: Ray Gauthier	27-Feb-2024	
<i>Comment:</i>		
Tsartlip First Nation	08-Dec-2023	
PO Box 70: Karen Harry	27-Feb-2024	
<i>Comment:</i>		
Tsawout First Nation	08-Dec-2023	
PO Box 121, 7725 Tetayut Road: Neesha Nandhra	27-Feb-2024	
<i>Comment:</i>		
Tsawwassen First Nation	08-Dec-2023	19-Jan-2024
1926 Tsawwassen Drive: Referrals Coordinator		

Referrals: Bylaw TH-114

Agency	Sent	Received
<i>Comment:</i> Tsawwassen First Nation (TFN) has no concerns regarding this file, at this time. However, TFN requests all copies of interim and final environmental and archaeological reports produced for this project.		
Tseycum First Nation	08-Dec-2023	
1210 Totem Lane: Tanya Jimmy	27-Feb-2024	
<i>Comment:</i>		
Tsuubaaasatx First Nation	08-Dec-2023	
Referrals: Referrals Coordinator	27-Feb-2024	
<i>Comment:</i>		



ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: 6500-20

File Name: Bylaw No. 113 (OCP)

PURPOSE

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

POLICY STATEMENT

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

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

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

DIRECTIVES ONLY CHECKLIST

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

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

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

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

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

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

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

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

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

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

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

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



ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: 6500-20

File Name: Bylaw No. 114 (LUB)

PURPOSE

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

POLICY STATEMENT

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

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

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

DIRECTIVES ONLY CHECKLIST

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

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

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

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

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

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

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

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

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

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

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

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

DRAFT

THETIS ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 113

A BYLAW TO AMEND THETIS ASSOCIATED ISLANDS OFFICIAL COMMUNITY PLAN BYLAW, 2014

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

1. Citation

This Bylaw may be cited for all purposes as “Thetis Associated Islands Official Community Plan Bylaw, 2014, Amendment No. 1, 2023”.

2.

Thetis Associated Islands Official Community Plan Bylaw No. 93, 2014, cited as “Thetis Associated Islands Official Community Plan Bylaw, 2014, Amendment No. 1, 2023” is amended as per Schedules “1” and “2” attached to and forming part of this bylaw.

READ A FIRST TIME THIS	7 th	DAY OF	NOVEMBER	, 2023
READ A SECOND TIME THIS	7 th	DAY OF	NOVEMBER	, 2023
PUBLIC HEARING HELD THIS	7 th	DAY OF	MARCH	, 2024
READ A THIRD TIME THIS	7 th	DAY OF	MARCH	, 2024
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

**THETIS ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 113**

SCHEDULE 1

1. Schedule “A” of “Thetis Associated Islands Official Community Plan No. 93, 2014” is amended as follows:

PART E – ADMINISTRATION AND INTERPRETATION, is amended by deleting Section 16.7.2(e) in its entirety.

2. **Schedule “B” Plan Area – Area of Application** of the Thetis Associated Islands Official Community Plan No. 93, 2014 is amended as follows:

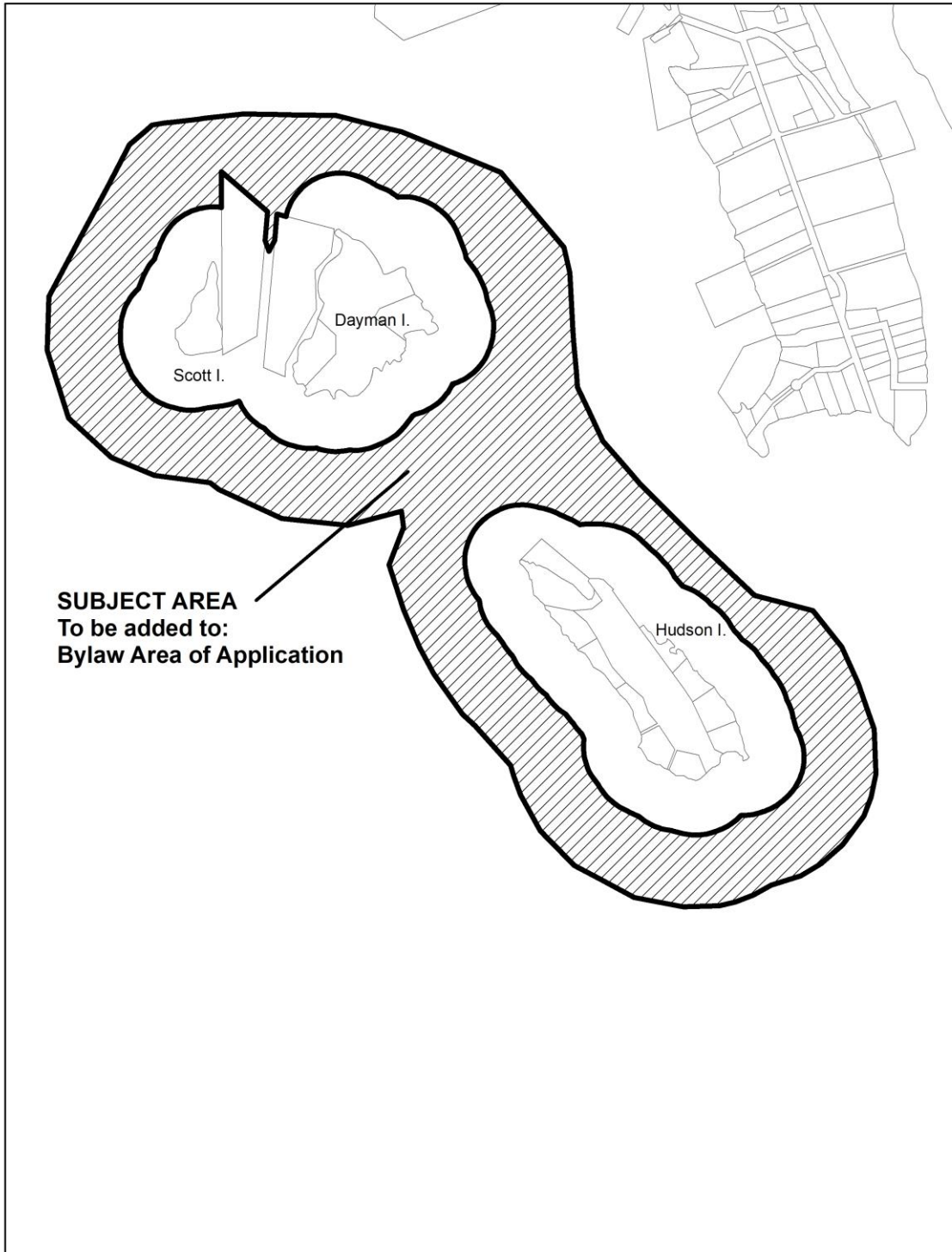
The area of application map is replaced with a new map as shown on Plan No. 1 attached to and forming part of this bylaw and by making such alterations to Schedule “B” of Bylaw No. 93 as are required to effect this change.

3. **Schedule “C” – Land Use Designation Map C** of the Thetis Associated Islands Official Community Plan No. 93, 2014 is amended as follows:

The land use designation is changed from “Undesignated” to “Marine” as shown on Plan No. 2 attached to and forming part of this bylaw and by making such alterations to Schedule “C” of Bylaw No. 93 as are required to effect this change.

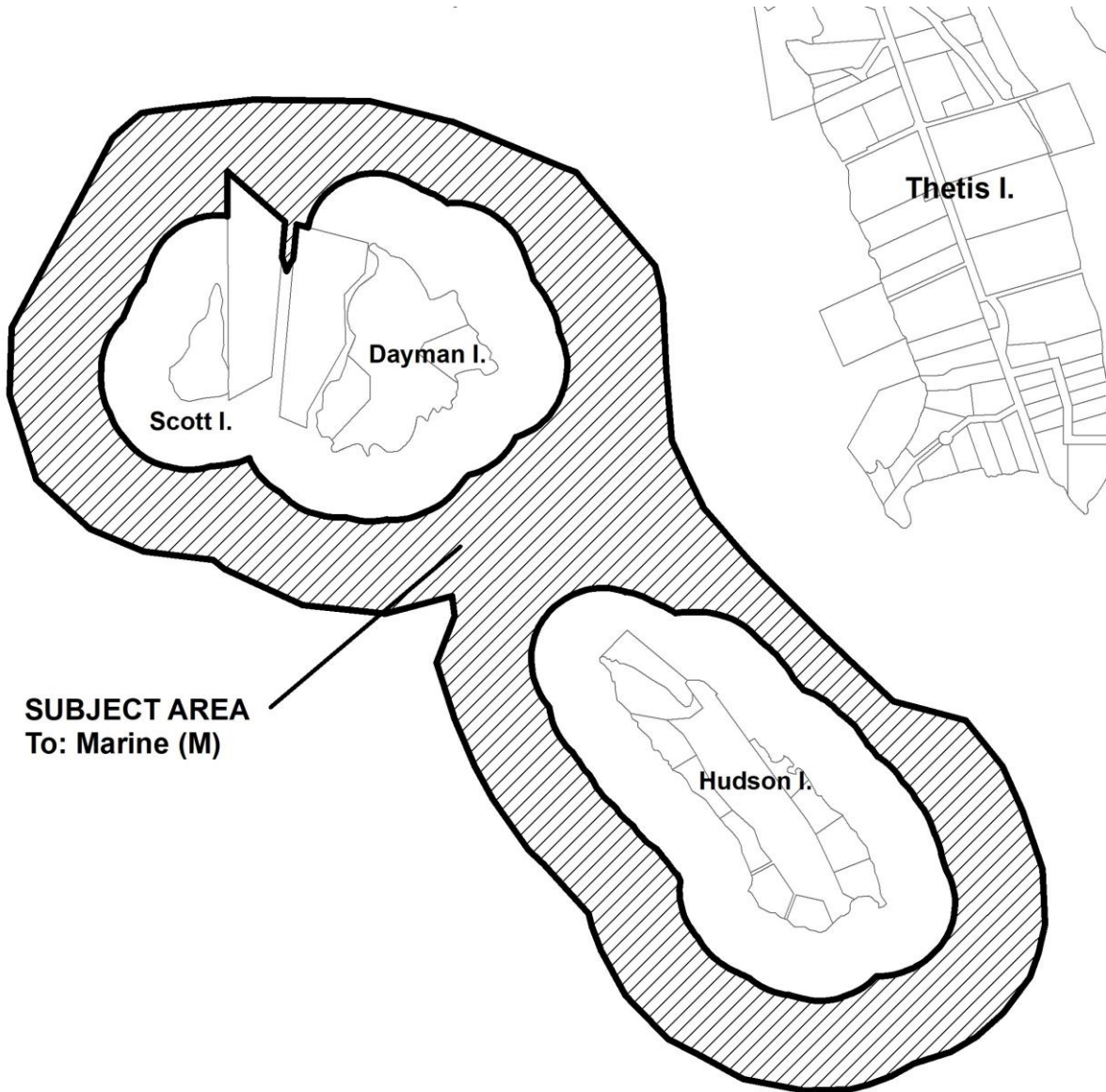
THETIS ASSOCIATED ISLANDS LOCAL TRUST COMMITTEE
BYLAW NO. 113

Plan No. 1



THETIS ASSOCIATED ISLANDS LOCAL TRUST COMMITTEE
BYLAW NO. 113

Plan No. 2



DRAFT

THETIS ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 114

A BYLAW TO AMEND THETIS ASSOCIATED ISLANDS LAND USE BYLAW, 2014

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

1. This bylaw may be cited for all purposes as “Thetis Associated Islands Land Use Bylaw, 2014, Amendment No. 1, 2023”.
2. Thetis Associated Islands Local Trust Committee Bylaw No. 94, cited as “Thetis Associated Islands Land Use Bylaw, 2014,” is amended as follows:
 - 2.1 Schedule “B” – Area of Application, is amended as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “B” to Bylaw No. 94 as are required to effect this change.
 - 2.2 Schedule “C” – Zoning Map C, on those marine areas on Plan No. 2 the zoning is changed from unzoned to “Water 1 (W1)” as shown on Plan No. 2 attached to and forming part of this bylaw and by making such alterations to Schedule “B” of Bylaw No. 94 as are required to effect this change.

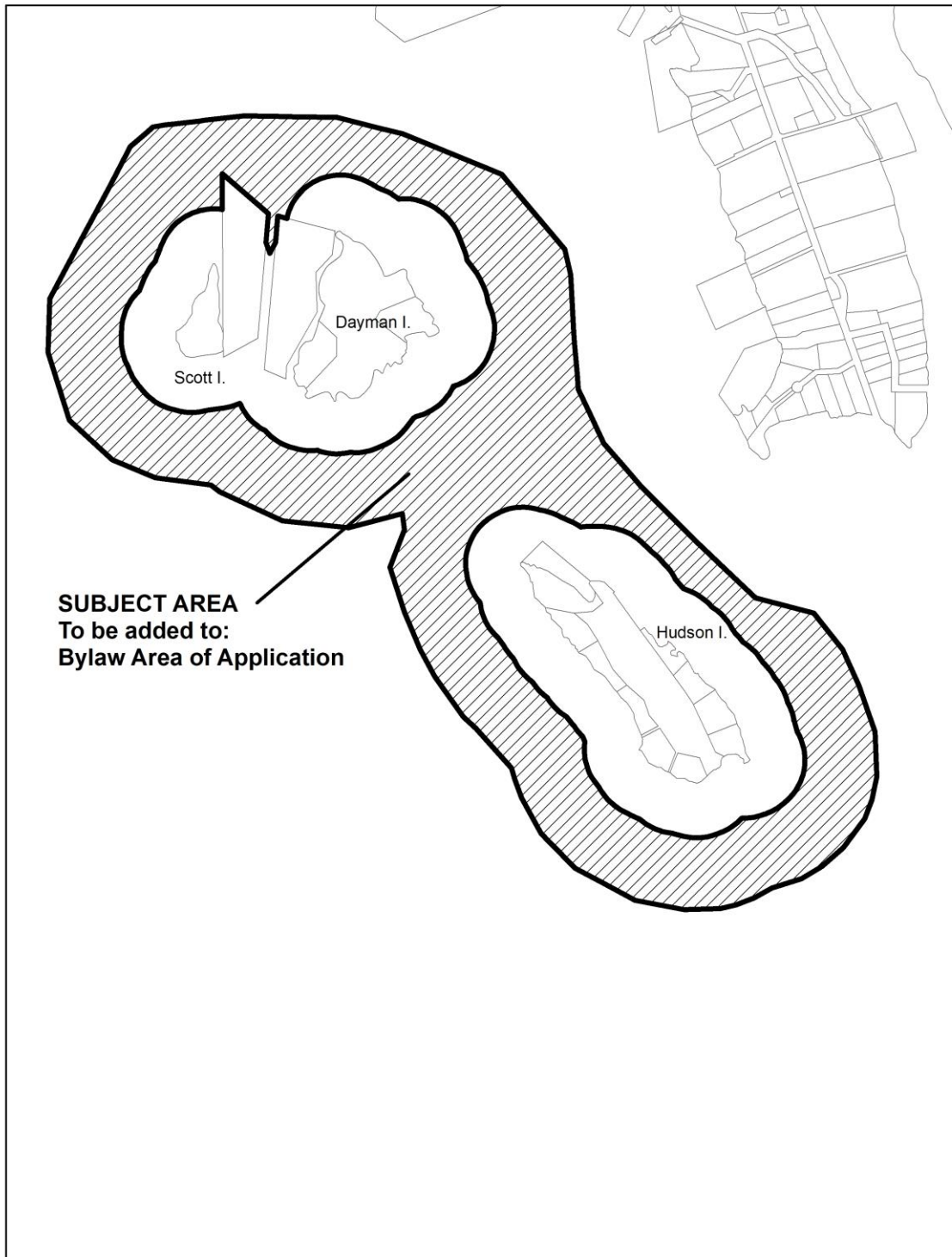
READ A FIRST TIME THIS	7 th	DAY OF	NOVEMBER	, 2023
READ A SECOND TIME THIS	7 TH	DAY OF	NOVEMBER	, 2023
PUBLIC HEARING HELD THIS	7 TH	DAY OF	MARCH	, 2024
READ A THIRD TIME THIS	7 TH	DAY OF	MARCH	, 2024
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

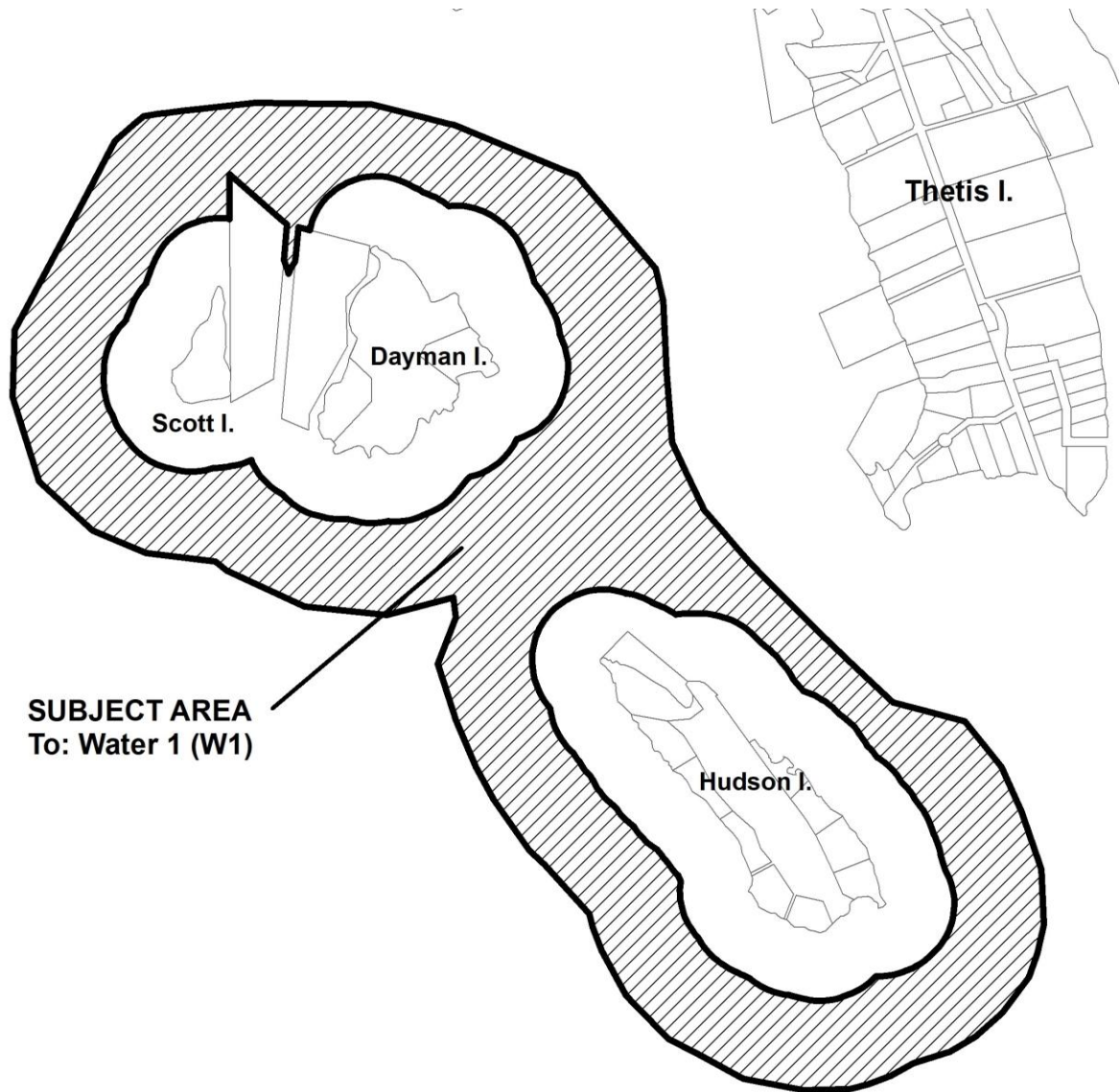
THETIS ASSOCIATED ISLANDS LOCAL TRUST COMMITTEE
BYLAW NO. 114

Plan No. 1



THETIS ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 114

Plan No. 2



Islands Trust Council Highlights March 12-14, 2024

The following is a list of agenda highlights of Trust Council's activities and decisions from its March 12-14, 2024, quarterly meeting. These highlights are not the official minutes; Trust Council will adopt those at its June 18-20, 2024 meeting being held in-person on Salt Spring Island. [Visit the March 2024 Trust Council meeting site to view the recordings.](#)

Islands Trust Budget 2024/25 – Approved

This [news release](#) summarizes the highlights of the \$10.98 million dollar budget Trust Council approved to continue operations and undertake select projects.

Policy Statement Amendment Project Update

Islands Trust Council approved an amended project charter for the Policy Statement Amendment Project to add in virtual public engagement opportunities, adjust project timelines, and to have Trust Council receive the revised draft Policy Statement in a virtual meeting in May 2024 rather than have it reviewed first by a committee.

Bylaw Compliance and Enforcement Review Project

Trust Council approved the Bylaw Compliance and Enforcement Review Project Charter. The project's aim is to review and amend Islands Trust bylaw compliance and enforcement policies and procedures to be administratively fair, reasonable, and transparent, with the aim of restoring public confidence.

Records Management System Bylaw No. 195

Trust Council conducted first, second, and third readings of the Records Management System Bylaw No. 195. This bylaw will update the previous Trust Council records management bylaw to reflect current best practices and standards.

Committee of the Whole - Meeting Procedures Bylaw Amendment No. 196

In December 2023, Trust Council requested that staff amend the Trust Council meeting procedures bylaw wording to allow "Committee of the Whole" meetings as an option to improve operations of Trust Council. Trust Council conducted the first, second and third readings of the Meeting Procedures Bylaw Amendment No 196. Next steps are to hold a vote via Resolution Without Meeting after the conclusion of the meeting to adopt the new Bylaw.

Strategic Planning

Trust Council engaged in a Strategic Planning workshop focused on goals and priorities facilitated by Cheeying Ho, Executive Director, WCS Engagement & Planning. During the session, Trust Council broke out into smaller groups to brainstorm priorities and then prioritized as a group using the results from a survey of trustees on goal topics and priorities (see page 81 of the [agenda](#)). No final decisions were made. Work on developing a new strategic plan will continue when the Islands Trust Council meets in June.

Media & Social Media Training Session

Trust Council participated in a media and social media training workshop facilitated by training consultant, Jan Enns, from Jan Enns Communications Inc. This engaging and informative session focused on strategies for delivering clear, consistent and engaging messages.

September Trust Council to be held on Gabriola Island

Trust Council will hold its September meeting on Gabriola Island, September 24-26, 2024.

Follow Up Action Report

Trust Council

Chief Administrative Officer

Activity	Responsibility	Dates	Status
1 That Trust Council consider approaching the Province of British Columbia to request additional funding for the Islands Trust annual budget, ensuring any request that goes forward is appropriately strategized in line with other requests currently being asked of the Province; and that Trust Council direct staff to work with Executive Committee and the Islands Trust Conservancy Board to strategize an approach for requesting additional funding from the Province.	Russ Hotsenpiller	Meeting: 17-Sep-2019 Target: 06-Dec-2023	In Progress
2 Coordinate the provision of expert advice and training to the incoming Trust Council, early in the new term, on the theme of public engagement and consultation, building on lessons learned from the first three phases of Islands 2050 public engagement from 2019 - 2022.	Clare Frater Russ Hotsenpiller	Meeting: 21-Sep-2022 Target: 15-Dec-2023	In Progress
3 Trust Council ask the Governance Committee to review the current method of appointment and the make-up of membership for Trust Council standing committees. (added to GC FUAL)	Russ Hotsenpiller	Meeting: 07-Mar-2023 Target: 27-Jun-2023	In Progress
4 That Trust Council direct Executive Committee to work with staff on a coordinated strategy and prepare a request that the Province revisit the provincial grant funding formula to the Islands Trust and further that Trust Council respond to Minister Kang to the effect that TC will revisit the request for a review of the Islands Trust mandate, governance, and structure and provide the Minister with an update.	Russ Hotsenpiller	Meeting: 07-Mar-2023 Target: 27-Jun-2023	In Progress

Follow Up Action Report

Trust Council

Chief Administrative Officer

Activity	Responsibility	Dates	Status
5 Staff to research the possibility of self-insurance.	Julia Mobbs Russ Hotsenpiller	Meeting: 27-Jun-2023 Target: 10-Dec-2025	In Progress
6 6.2 Governance Committee Work Program. That Trust Council approved the attached Draft Corporate Planning Framework, and requested that Governance Committee continue work on Corporate Plan development. Advise the Governance Committee of Trust Council decision.	Russ Hotsenpiller	Meeting: 26-Sep-2023 Target: 12-Dec-2023	In Progress
7 Trust Council request Staff to report back on options to join the class action suit to sue big oil with other municipalities at the rate of \$0.50/resident of the Trust Area Review ability of TC to fund such a lawsuit - legal advice as necessary. Report back to Trust Council.	Russ Hotsenpiller	Meeting: 26-Sep-2023 Target: 12-Dec-2023	In Progress
8 THAT TC request items on FUAL listed as "should be consolidated", be consolidated and that staff be requested to prepare a RFD for further work on the Trust Council follow-up Action List	Russ Hotsenpiller	Meeting: 07-Dec-2023 Target: 09-Feb-2024	In Progress

Follow Up Action Report

Trust Council

Chief Administrative Officer

Activity	Responsibility	Dates	Status
9 THAT Trust Council hire a qualified independent consultancy firm to work with the elected officials of Trust Council in the drafting of a Chief Administrative Officer Performance Evaluation Policy using current policies and materials provided by Trustee Patrick and Trustee Falck to Trust Council Dec 7, 2023.	Russ Hotsenpiller	Meeting: 07-Dec-2023 Target: 31-Jan-2024	In Progress

Director Legislative Services

Activity	Responsibility	Dates	Status
1 That Trust Council request staff to recommend amendments to Trust Council Policy 6.3.2 to address the use of unspent special property tax requisition funds on new programs or initiatives when the original program or initiative remains ongoing. STAFF: FINANCIAL POLICY WORK IS SET TO BEGIN IN 2024	David Marlor Julia Mobbs	Meeting: 15-Sep-2020 Target: 19-Jun-2024	In Progress
2 Trust Council asked staff to provide recommendations about how to broaden engagement and capacity building within local communities, particularly with respect to involving First Nations, in the work of the Islands Trust Area. (STAFF: THE FOCUS MAY BE DEVELOPMENT OF AN ENGAGEMENT STRATEGY TO INCREASE COMMUNITY AND FIRST NATION ENGAGEMENT, A LARGE PROJECT)	Clare Frater David Marlor	Meeting: 10-Mar-2021 Target: 16-Oct-2026	In Progress

Follow Up Action Report

Trust Council

Director Legislative Services

Activity	Responsibility	Dates	Status
3 Staff to discuss, with interested trustees, requirements and options and report back on possibilities and effort required to improve Trustee access to key documents.	David Marlor	Meeting: 29-Jun-2023 Target: 26-Jul-2024	In Progress
4 Staff consider options and report back on possibilities and effort required to provide Trustee view access to integrated calendar of Trust Meetings.	David Marlor	Meeting: 29-Jun-2023 Target: 26-Jul-2024	In Progress
5 5.2.2 Review of Trust Council Policies - Undertake review and recommend updates and consolidation of policies. Bring one or more policies back to each Trust Council. Work with relevant director.	David Marlor	Meeting: 26-Sep-2023 Target: 12-Dec-2023	In Progress

Follow Up Action Report

Trust Council

Director Legislative Services

Activity	Responsibility	Dates	Status
6 That Trust Council request Staff to prepare a draft amendment to the Trust Council Meeting Procedures Bylaw under Section 11 of the Islands Trust Act so that it also applies to all 13 local trust committees, and add amendments to require release of local trust committees' agenda outlines a minimum of two days before release date of full agenda. THAT Trust Council request staff to prepare a draft Local Trust Committee Development Procedures Bylaw under Section 11 of the Islands Trust Act that will establish standard procedures applicable to all local trust committees. THAT Trust Council request Staff to prepare a Public Notice Policy with a model Local Trust Committee Public Notice Bylaw, and a draft Trust Council Public Notice Bylaw.	David Marlor	Meeting: 07-Dec-2023 Target: 09-Feb-2024	In Progress
7 Staff amend follow-up action report so that a percentage complete for each line item is added	David Marlor Lori Foster	Meeting: 12-Mar-2024 Target: 18-Jun-2024	In Progress
8 Bylaw 196 (meeting Procedures): 1.RWM for adoption 2.and then, once adopted, update website and files.	David Marlor	Meeting: 12-Mar-2024 Target: 22-Mar-2024	In Progress

Follow Up Action Report

Trust Council

Director Legislative Services

Activity	Responsibility	Dates	Status
9 That Trust Council request Staff amend draft bylaw 195 be amended in .6, to add words ", the "Islands Trust Council Records Management System Manual", " after "manual of procedures and policy" Final wording: The Designated Officer is authorized to create and maintain a manual of procedures and policy, the Islands Trust Council Records Management System Manual (the "Manual"). Staff to: 1.amend bylaw wording as above 2.conduct RWM for adoption 3.and then, post to website and update files.	David Marlor	Meeting: 12-Mar-2024 Target: 22-Mar-2024	In Progress
10 Staff to publicly release briefing from the CAOHC, from the March Trust Council IC agenda. Note: Remove 'confidential' from the briefing and post to the CAOHC website.	David Marlor	Meeting: 14-Mar-2024 Target: 22-Mar-2024	Completed
11 Bylaw 193 (five year financial plan) given 3 readings Staff to: 1.send to Minister for approval 2.and then RWM for Trust Council adoption.	David Marlor	Meeting: 14-Mar-2024 Target: 22-Mar-2024	In Progress

Follow Up Action Report

Trust Council

Director Legislative Services

Activity	Responsibility	Dates	Status
12 Staff to prepare a report with options and recommendations for providing meeting agendas in HTML as well as PDF versions.	David Marlor	Meeting: 14-Mar-2024 Target: 18-Jun-2024	In Progress
13 Staff to work with Trust Council Chair Peter Luckham to draft a letter in response to correspondence 14.5.5 and 14.5.6 and that the above letter be sent to other letter writers (14.5.1 and 14.5.2) expressing similar concerns.	David Marlor	Meeting: 14-Mar-2024 Target: 05-Apr-2024	In Progress

Director of Planning Services

Activity	Responsibility	Dates	Status
1 Staff to: a) evaluate the implications of a longer referral response window, and; b) consider how Trust Council and local trust committees (LTC's) might consult with First Nations to better understand what changes to the current referral process should be made to both improve communication and to further reconciliation, and report back to Trust Council. (STAFF; NOT STARTED - PENDING HIRE OF SENIOR INDIGENOUS POLICY ADVISOR).	Clare Frater Stefan Cermak	Meeting: 29-Jun-2023 Target: 06-Dec-2023	In Progress
2 Inform appropriate staff that Trust Council approved Bylaw Compliance and Enforcement Review Project Charter V1.	Stefan Cermak	Meeting: 12-Mar-2024 Target: 18-Jun-2024	Completed

Follow Up Action Report

Trust Council

Director of Planning Services

Activity	Responsibility	Dates	Status
3 Staff to report in the September (2024) and March (2025) Trust Council meetings about the tracking of planning staff time and application revenue with regards to cost recovery.	Stefan Cermak	Meeting: 14-Mar-2024 Target: 18-Jun-2024	In Progress

Director, Administrative Services

Activity	Responsibility	Dates	Status
1 That Trust Council request staff to recommend amendments to Trust Council Policy 6.3.2 to address the use of unspent special property tax requisition funds on new programs or initiatives when the original program or initiative remains ongoing. STAFF: FINANCIAL POLICY WORK IS SET TO BEGIN IN 2024	David Marlor Julia Mobbs	Meeting: 15-Sep-2020 Target: 19-Jun-2024	In Progress
2 Staff to research the possibility of self-insurance.	Julia Mobbs Russ Hotsenpiller	Meeting: 27-Jun-2023 Target: 10-Dec-2025	In Progress
3 Bylaw 194 (Revenue Anticipation Borrowing Bylaw) - given three readings Staff to: 1.send to Minister for approval 2.and then RWM for Trust Council adoption.	Julia Mobbs	Meeting: 14-Mar-2024 Target: 22-Mar-2024	In Progress

Director, Trust Area Services

Activity	Responsibility	Dates	Status
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Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
1 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 Bowen Island's Municipality First Nations consultation. (STAFF: LEGACY ITEM THAT CAN BE REVISITED IF NEEDED, NO ONGOING WORK AT PRESENT, COULD BE REMOVED AS ACTIVE ITEM ON FUAL)	Clare Frater	Meeting: 17-Jun-2020 Target: 06-Dec-2022	In Progress
2 Trust Council asked staff to provide recommendations about how to broaden engagement and capacity building within local communities, particularly with respect to involving First Nations, in the work of the Islands Trust Area. (STAFF: THE FOCUS MAY BE DEVELOPMENT OF AN ENGAGEMENT STRATEGY TO INCREASE COMMUNITY AND FIRST NATION ENGAGEMENT, A LARGE PROJECT)	Clare Frater David Marlor	Meeting: 10-Mar-2021 Target: 16-Oct-2026	In Progress
3 That Trust Council request staff to provide a report outlining potential options for how the Trust and local trust committees can engage and assist with the Coast Guard Oil Spill response planning process. (STAFF: WITHOUT BACKFILL OF THE SENIOR POLICY ADVISOR ROLE STAFF WILL NOT HAVE THE RESOURCES TO COMPLETE THIS REQUEST UNTIL THE POLICY STATEMENT AMENDMENT PROJECT HAS REACHED THE REFERRAL STAGE)	Clare Frater	Meeting: 22-Sep-2021 Target: 16-Oct-2026	In Progress



Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
4 Policy Statement Amendment Project - Amend draft Bylaw No. 183 as directed by adopted resolutions. (ONGOING)	Clare Frater	Meeting: 21-Sep-2022 Target: 07-Sep-2026	In Progress
5 Continue to build staff-to-staff relationships with First Nations who provided input to the Policy Statement Amendment Project in Phases 1 and 2 of early and meaningful engagement, and provide additional capacity funding to support continued First Nations engagement on this project. (ONGOING)	Clare Frater	Meeting: 21-Sep-2022 Target: 16-Oct-2026	In Progress
6 Coordinate the provision of expert advice and training to the incoming Trust Council, early in the new term, on the theme of public engagement and consultation, building on lessons learned from the first three phases of Islands 2050 public engagement from 2019 - 2022.	Clare Frater Russ Hotsenpiller	Meeting: 21-Sep-2022 Target: 15-Dec-2023	In Progress
7 Staff to: a) evaluate the implications of a longer referral response window, and; b) consider how Trust Council and local trust committees (LTC's) might consult with First Nations to better understand what changes to the current referral process should be made to both improve communication and to further reconciliation, and report back to Trust Council. (STAFF; NOT STARTED - PENDING HIRE OF SENIOR INDIGENOUS POLICY ADVISOR).	Clare Frater Stefan Cermak	Meeting: 29-Jun-2023 Target: 06-Dec-2023	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
8 Once the Minister has approved the Snaw-naw-as -Islands Trust Council Protocol agreement issue an RWM requesting that Islands Trust Council appoint the following trustees to a Snaw-naw-as First Nation/Islands Trust Joint Working Group as established under the Snaw-naw-as First Nation/Islands Trust Protocol Agreement: Peter Luckham, Tobi Elliott, Mikaila Lironi, and Tim Peterson. Then, if it passes, organize working group meetings for remainder of 2023. Add this working group to meetings to be scheduled as part of the larger Trust Council meeting scheduling for 2024 calendar year. (STAFF: AGREEMENT APPROVED BY MINISTER, WORKING GROUP DATES SELECTED, WAITING FOR SNAW-NAW-AS TO ADVISE ON SIGNING CEREMONY PREFERENCE).	Clare Frater Lori Foster	Meeting: 26-Sep-2023 Target: 12-Dec-2023	In Progress
9 11.2.5 Islands 2050 That Trust Council approve Policy Statement Amendment Project Charter v7.	Clare Frater Mary Storzer	Meeting: 26-Sep-2023 Target: 12-Dec-2023	In Progress
10 Staff to create a detailed workplan in addition to the existing project Charter to clarify, and specify, the work involved within each step of the Policy Statement.	Clare Frater	Meeting: 14-Mar-2024 Target: 18-Jun-2024	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
11 Staff to amend the 'Policy Statement Amendment Project - Project Charter V8' to have the Draft Policy Statement be initially provided to Trust Council at a special meeting.	Clare Frater	Meeting: 14-Mar-2024 Target: 18-Jun-2024	In Progress
12 That Trust Council endorse the Policy Statement Amendment Project Charter Version as amended.	Clare Frater	Meeting: 14-Mar-2024 Target: 18-Jun-2024	Completed
13 Staff to work with Trust Council Chair Peter Luckham to write, sign, and send a letter regarding Dock Tenures to Honourable Premier Eby, Honourable Minister Cullen, Honourable Minister Rankin and Honourable Minister Kang .	Clare Frater	Meeting: 14-Mar-2024 Target: 29-Mar-2024	In Progress

Executive Coordinator

Activity	Responsibility	Dates	Status
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Follow Up Action Report

Trust Council

Executive Coordinator

Activity	Responsibility	Dates	Status
1 Once the Minister has approved the Snaw-naw-as -Islands Trust Council Protocol agreement issue an RWM requesting that Islands Trust Council appoint the following trustees to a Snaw-naw-as First Nation/Islands Trust Joint Working Group as established under the Snaw-naw-as First Nation/Islands Trust Protocol Agreement: Peter Luckham, Tobi Elliott, Mikaila Lironi, and Tim Peterson. Then, if it passes, organize working group meetings for remainder of 2023. Add this working group to meetings to be scheduled as part of the larger Trust Council meeting scheduling for 2024 calendar year. (STAFF: AGREEMENT APPROVED BY MINISTER, WORKING GROUP DATES SELECTED, WAITING FOR SNAW-NAW-AS TO ADVISE ON SIGNING CEREMONY PREFERENCE).	Clare Frater Lori Foster	Meeting: 26-Sep-2023 Target: 12-Dec-2023	In Progress
2 Staff amend follow-up action report so that a percentage complete for each line item is added	David Marlor Lori Foster	Meeting: 12-Mar-2024 Target: 18-Jun-2024	In Progress
3 Staff to make arrangements for September Trust Council meeting to be held on Gabriola Island.	Lori Foster	Meeting: 14-Mar-2024 Target: 18-Jun-2024	In Progress
4 Add to June Trust Council agenda under Business: 1.staff explore options to charge accommodation costs back to Trustees if they commit to attendance in person, but do not, with the exception of medical emergencies or extraordinary circumstances.	Lori Foster	Meeting: 14-Mar-2024 Target: 18-Jun-2024	In Progress

Follow Up Action Report

Trust Council

Senior Policy Advisor

Activity	Responsibility	Dates	Status
1 11.2.5 Islands 2050 That Trust Council approve Policy Statement Amendment Project Charter v7.	Clare Frater Mary Storzer	Meeting: 26-Sep-2023 Target: 12-Dec-2023	In Progress



REQUEST FOR DECISION

To: Executive Committee

For the Meeting of: March 27, 2024

From: Islands Trust Conservancy Staff

Date Prepared: March 20, 2024

SUBJECT: Educational Webinar for Trustees: Legal Framework and Responsibilities Under the Canadian Species at Risk Act (SARA)

RECOMMENDATION(S): That the Islands Trust Executive Committee direct staff to organize and deliver a two hour webinar to trustees, regarding the legislative framework of, and responsibilities under, the Canadian Species at Risk Act.

1 PURPOSE: To seek Executive Committee (EC) approval for a species at risk webinar for trustees, in fulfillment of Island Trust Conservancy's commitments to Environment and Climate Change Canada, and request approval to proceed with organization and delivery.

2 BACKGROUND:

Management of species at risk in Canada is governed by the [Species at Risk Act \(SARA\)](#) and is the responsibility of all levels of government, including Islands Trust. In 2017, following a presentation by federal and provincial staff on species at risk, Trust Council passed the following resolution:

TC-2017-029

MOVED by Trustee Stamford, SECONDED by Trustee Grove,

that Trust Council request that the Trust Fund Board [Islands Trust Conservancy Board] investigate options for increased use of federal or provincial stewardship agreements for species at risk in the Islands Trust Area.

The Islands Trust Conservancy's (ITC) Species at Risk (SAR) Program resulted from conversations between Islands Trust and Environment and Climate Change Canada (ECCC) staff regarding federal stewardship agreements and funding opportunities. Now beginning its fifth year, the funding agreement between ITC and ECCC is focused on six strategies to implement the SAR Program across the Islands Trust Area:

- I. Program administration
- II. Coordination and analysis of existing species at risk information for the Trust Area
- III. Inventory, monitoring and management of Species at Risk on ITC properties
- IV. Engagement and Outreach**
- V. Land Securement
- VI. Consideration of longer term stewardship agreements

A primary goal of the **Engagement and Outreach** strategy is to maintain communications with Islands Trust and Bowen Island Municipality staff and elected officials about species at risk, through ITC presentations and knowledge sharing. The last educational webinar about species at risk was presented to trustees in 2017 and there has been a 64% turnover in trustees since then. Bowen Island Council members have not been included in past presentations. ITC staff propose to invite federal (ECCC) and provincial (Water, Land and Resource Stewardship, WLRS) partners to co-deliver an educational webinar for trustees and Bowen Island Mayor and Council members to

provide information about their responsibilities, the broader context of the Species at Risk Act in Canada, and opportunities for collaboration.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Better understanding of Species at Risk will help bring Islands Trust into alignment with higher levels of government, and support the conservation of biodiversity in the Islands Trust Area. As elected officials, trustees can play a role in the success of the program, by incorporating knowledge of SARA into decisions made at local trust committee and Trust Council levels.

Most of the work required to organize and deliver this webinar will be carried out by the Species at Risk Coordinator, with the support of the ITC Manager and the ITC Communications Specialist. Some support from the Information Systems team may be required. The webinar will require two hours of time from trustees. This project will not displace other planned work.

FINANCIAL: Beyond staff time, costs will be minimal and the Species at Risk Program budget includes funds for projects such as this one.

POLICY: None

IMPLEMENTATION/COMMUNICATIONS: Staff will work with ECCC and Ministry of Water, Land and Resource Stewardship partners to identify a date for the workshop. A communications plan will be developed with the Islands Trust and ITC Communications Specialists, as needed.

FIRST NATIONS: None.

CLIMATE CHANGE: Climate change and biodiversity loss are co-occurring crises: the loss of biodiversity is strongly linked to the effects of climate change, and actions to protect biodiversity. See [Climate – Biodiversity Nexus: Relationship of Climate Change Mitigation and Biodiversity Policy Measures](#) (Finnish Environment Institute, 2023) for a discussion of the linkage.

OTHER: None

4 RELEVANT POLICY(S)

[6.10.4 Islands Trust / Islands Trust Conservancy Board Communications](#)

5 ATTACHMENT(S): None

RESPONSE OPTIONS

RECOMMENDATION(S): That the Islands Trust Executive Committee direct staff to organize and deliver a two hour webinar to trustees, regarding the legislative framework of, and responsibilities under, the Canadian Species at Risk Act.

Alternative(s): Do not direct staff to organize and deliver a webinar to trustees on the Species at Risk Act (SARA) in Canada.

Prepared By: Erica Wheeler, Species at Risk Program Coordinator

Reviewed By / Date: Kate Emmings, Islands Trust Conservancy Manager / March 21, 2024
Clare Frater, Director, Trust Area Services / March 21, 2024

REQUEST FOR DECISION

To: Executive Committee

For the Meeting of: March 27, 2024

From: Trust Area Services

Date Prepared: March 13, 2024

SUBJECT: Preparation for advocacy re NAPTEP Regulation

RECOMMENDATION:

That the Executive Committee direct staff to prepare a project charter for a project to prepare for advocacy to the Province for changes to the Islands Trust Natural Area Protection Tax Exemption Program (NAPTEP) regulation to increase the incentive available.

That the Executive Committee direct staff to apply for a one-time Grant for Local Governments to Advance Biodiversity Conservation on Private Lands with the Fraser Basin Council to undertake analysis of tax shift scenarios for the Islands Trust Natural Area Protection Tax Exemption Program (NAPTEP) and to prepare a request to the Province for changes to the Islands Trust Natural Area Protection Tax Exemption Program (NAPTEP) regulation.

A/CHIEF ADMINISTRATIVE OFFICER COMMENTS: The proposed resolutions would lay the groundwork for advancement of a goal of Trust Council's Strategic Plan that has not advanced over the last five years. The Fraser Basin grant is a unique, one-time grant opportunity that seems a good fit to support the required next steps.

1 PURPOSE: To request Executive Committee direction to develop a project charter to prepare for advocacy to the Province for changes to the Islands Trust Natural Area Protection Tax Exemption Program (NAPTEP) regulation and apply for a grant in order to engage a contractor to do analysis of the tax impacts associated with increasing the % of NAPTEP exemption up to 75%, 90%, and 100%.

2 BACKGROUND:

At the request of Trust Council, the Province brought the [Islands Trust Natural Area Protection Tax Exemption Program \(NAPTEP\) regulation](#) into force in 2002. NAPTEP is an Islands Trust program which is administered by Islands Trust Conservancy at the request of Trust Council. NAPTEP provides a financial incentive for landowners to choose land protection over development. Property owners that choose to register a conservation covenant through the NAPTEP receive an annual property tax exemption of 65% on the protected portion of their land. It does not reduce parcel taxes or the tax on improvements. There is a small "tax-shift" to other taxpayers with each new successful NAPTEP application.

In 2005, Islands Trust and Islands Trust Conservancy prepared some data for islands in the Capital Regional District around the hypothetical tax shift due to the implementation of the Natural Area Protection Tax Exemption Program (NAPTEP). At that time, the shift of taxes if, for an anticipated 1% uptake of eligible landowners, was estimated to result in an average annual tax increase per taxpayer of approximately:

- 0.01 cents for property owners throughout the province
- 1 to 6 cents for taxpayers in regional districts in the Islands Trust Area
- 40 to 45 cents for Islands Trust Area taxpayers

As of January 2024, 27 eligible landowners have entered NAPTEP; this is approximately a 1% uptake of eligible landowners.

The 2018-2022 Strategic Plan (which Trust Council has extended into the 2022-2026 term) has the following objective:

Amend legislation to increase the percentage of the Natural Area Protection Tax Exemption Program (NAPTEP) to act as an incentive for the protection of forest cover for climate change mitigation and adaptation in the Islands Trust Area.

At an Islands Trust Conservancy (ITC) Board/Executive Committee liaison meeting in 2019 it was discussed that the ITC Board had requested that Trust Council advocate to the Province to increase the property tax exemption rate for NAPTEP and that Trust Council had responded by including advocacy about amendment of the exemption rate in its Strategic Plan as a means of protecting forest cover.

Staff made preliminary enquiries to provincial staff. Ministry of Municipal Affairs staff referred the Islands Trust to the Ministry of Finance for further information. It was explained that the Islands Trust would need to develop a tax shift analysis for a business case to the Province regarding Trust Council's desire that legislation be amended to increase the NAPTEP exemption. Since that time, the proposed project has continued to receive little discussion due to a lack of staff time and because the Executive Committee has not requested funding for the tax analysis work. In reporting to Trust Council about the Strategic Plan, for years staff have noted that they continue to look for grants for this project.

This topic is now being raised again as the Fraser Basin Council, in partnership with the Province of B.C., is offering a one-time grant for local governments/Islands Trust in 2024 to explore opportunities for funding conservation tools *and incentives* on private land to enable and expand the role of local governments in conservation. There is now an opportunity to secure resources to through a grant in order to engage a contractor to do analysis of the tax impacts associated with increasing the % of NAPTEP exemption up to 75%, 90%, and 100%.

Background on the grant opportunity:

The grant program's purpose is to support local governments/Islands Trust in exploring how to develop a private landowner incentive model to achieve biodiversity conservation and climate action goals through carbon storage or sequestration. The grant can also be used as seed funding to investigate how to support private land conservation through developing agreements directly with private landowners.

The amounts available for a local government/Islands Trust is expected to be \$15,000 to \$90,000. Islands Trust staff expect that a contract to support the project would be in approximately \$6,000 range. Grant applicants must match the grant 1:1 with non-federal funds and/or in-kind staff time. Islands Trust staff will carefully consider what in-kind staff time/matching funds are available in 2024/25 prior to finalizing the application.

The deadline for grant applications is April 30, 2024, with funding decisions expected by May 15, 2024. The deadline for successful applicants to report on projects is March 2025.

For more information and the Expression of Interest form, please visit Fraser Basin Council's webpage [here](#).

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Trust Area Services staff time will be required to develop the project charter and to develop submit the grant application. This work will be primarily undertaken by the Grants Manager with support from the Director of Trust Area Services. If approved, the Senior Policy Advisor's time will be needed to procure a contractor and request a contract, engage with First Nations about the potential advocacy, and write any required reports. If the Senior Policy Advisor is unavailable due to the Policy Statement Amendment Project, other staff may be asked to take on this work. Staff time will also be required to monitor the project. The ITC Board has not allocated ITC staff time to the project and the ITC Manager has indicated that very little ITC staff time is available in 2024/25 to assist with this work.

FINANCIAL: None at this time.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Staff will prepare a project charter for Executive Committee approval in April 2024 and will prepare a grant application for submission by April 30, 2024. The ITC Board will be informed of the project as it progresses.

FIRST NATIONS: No immediate implications.

OTHER: None.

4 RELEVANT POLICY(S):

[Grants and Donations Administration Policy](#)
[Islands Trust Natural Area Protection Tax Exemption Regulation](#)
[Islands Trust Bylaw No. 86, MOA between EC and ITC Board](#)

5 ATTACHMENT(S):

1. None.

RESPONSE OPTIONS

Recommendation:

That the Executive Committee direct staff to prepare a project charter for a project to prepare for advocacy to the Province for changes to the Islands Trust Natural Area Protection Tax Exemption Program (NAPTEP) regulation to increase the incentive available.

That the Executive Committee direct staff to apply for a one-time Grant for Local Governments to Advance Biodiversity Conservation on Private Lands with the Fraser Basin Council to undertake analysis of tax shift scenarios for the Islands Trust Natural Area Protection Tax Exemption Program (NAPTEP) and to prepare a request to the Province for changes to the Islands Trust Natural Area Protection Tax Exemption Program (NAPTEP) regulation.

Alternative:

That the Executive Committee direct staff to proceed no further.

Prepared By: Mike Richards, Grants Program Manager

Reviewed By/Date: Clare Frater, Director, Trust Area Services/March 22, 2024



BRIEFING

To: Executive Committee **For the Meeting of:** March 27, 2024
From: Islands Trust Conservancy Board **Date Prepared:** March 20, 2024
SUBJECT: ITC Presentation to Trust Council, June 2024

PURPOSE: To request that the Executive Committee set aside 45 minutes for an ITC presentation to Trust Council at the June 2024 meeting.

BACKGROUND:

At its March 19, 2024 meeting, the Islands Trust Conservancy (ITC) Board received a report regarding Trust Council proceedings in March 2024. Board members who had been present at the Trust Council meeting indicated that would be beneficial for ITC to provide further information to Trust Council to facilitate an enhanced understanding of the work of the ITC. Discussion included the potential for inclusion of ITC materials during the 50th anniversary presentations. Following the discussion, the ITC Board passed the following resolution:

ITC-2024-017

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board request that the Executive Committee set aside 45 minutes for an Islands Trust Conservancy presentation to Trust Council at the June 2024 meeting.

ITC presentations at Trust Council are supported by [Trust Council Policy 6.10.4, Islands Trust/Islands Trust Conservancy Board Communications](#), which states:

1.1 Islands Trust Conservancy Board will provide an annual workshop at Trust Council meetings to provide trustees with information regarding the work of the Islands Trust Conservancy.

ATTACHMENT(S): None.

FOLLOW-UP: Staff will follow up as directed. If requested, the ITC Chair will work with staff to deliver a presentation to Trust Council.

Prepared By: Kate Emmings, Manager, Islands Trust Conservancy

Reviewed By/Date: Clare Frater, Director, Trust Area Services / March 21, 2024
Russ Hotsenpiller/March 21, 2024

BRIEFING

To: Executive Committee **For the Meeting of:** March 27, 2024
From: Trust Area Services **Date Prepared:** March 19, 2024
SUBJECT: ISLANDS TRUST PROPERTY TAX ASSESSMENT NOTICE INSERT FOR 2024/25

PURPOSE: To seek feedback on a draft revised Islands Trust property tax assessment notice insert for 2024/25.

BACKGROUND:

In August 2019, Islands Trust learned that Islands Trust was eligible to include a Rural Tax Notice Insert in the mailing of Rural Property Tax Notices by the Ministry of Finance, with the mailing costs paid by the Ministry of Finance. The Islands Trust sent its first Rural Tax Notice Insert to local trust areas in 2021, and continues to do so on an annual basis.

A finalized tax notice insert must be submitted to the Province by April 1st each year. The notice will be printed on white legal sized paper in greyscale.

The notice provides general information about the Islands Trust and basic budget information.

Staff provided the 2024/25 property tax insert notices to Financial Planning Committee for feedback in February 2024. As there was insufficient time to consider the notice at the meeting, trustees were invited to e-mail feedback. Only one comment was received from a trustee after the meeting. The attached revised draft incorporates that suggestion along with updated budget information.

The tax notice is for local trust areas only. A tax notice insert for Bowen Island has not been requested at this time.

ATTACHMENT(S):

1. DRAFT revised tax notice insert for 2024/25.

FOLLOW-UP: The project is already underway. Staff will integrate feedback received and send to the graphic designer for revisions. Staff will then send to provincial staff before the April 1 deadline.

Prepared By: Morgana van Niekerk, Communications Specialist, March 19, 2024

Reviewed By/Date: Clare Frater, Director, Trust Area Services, March 19, 2024

The Islands Trust is located within the treaty and territorial lands and waters of the BOKÉĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəwəθən, səliwətaʔ, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', STÁUTW , Stz'uminus, ʔaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W JOŁŁŁP, W SIKEM, Xeláltxw, Xwémalhkwx, Xwsepsum, and xʷməθkʷəy̓əm First Nations.

Islands Trust

The Islands Trust is a special-purpose government mandated to **preserve and protect** over 450 islands and surrounding waters in the Salish Sea.



Islands Trust

Implementing the Preserve and Protect Mandate

The Islands Trust works to preserve and protect the Islands Trust Area through land use planning, land conservation, and programs in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons, organizations, the government of British Columbia, and you.

Land Use Planning

Land use planning contributes to preserving and protecting the environment, cultural heritage, and communities through the maintenance of 20 unique official community plans; hosting community information meetings to help islanders understand land use planning; and rezoning and application processes. Islands Trust also develops and delivers longer-term projects to support strategic goals.

Islands Trust Conservancy

Islands Trust Conservancy is governed by a board made up of provincial appointees and Islands Trust trustees. Its mission is to protect the special places in the Islands Trust Area by encouraging and assisting voluntary conservation initiatives. To date, 1,390+ ha of land across 113 conservation properties have been protected, including 79 conservation covenants and 34 nature reserves.

Programs

The Islands Trust Council supports the preserve and protect mandate through region-wide programs such as public education sessions on topics such as wells and groundwater; a stewardship package mailed to new residents; advocacy to other governments about decisions and initiatives that affect the islands; ecosystem mapping; and cooperating with others governments, including First Nations, to benefit the Trust Area.

The Trust Area

The Trust Area, located in Coast Salish territory, is the homeland of many Coast Salish Peoples who have called this Area home since time immemorial. Covering 5,200 square kilometres of land and water in the Salish Sea, the Trust Area has over 30,000 residents and 10,000 non-resident property owners. The region features spectacular beauty, extensive archaeological and culturally significant sites, and sensitive habitats for a variety of species.

Governance

There are 13 island groups called local trust areas and each has a local trust committee. These local trust committees are made up of an appointed chair and two locally elected trustees. Elections take place every four years. Local trust committees are responsible for land use decisions within their local trust area. Bowen Island is the only island municipality in the Islands Trust Area.

In total there are 26 trustees, including two municipal trustees representing Bowen Island Municipality. Together, they form the Islands Trust Council, which makes decisions that impact the whole Trust Area. Trust Council meets at least four times a year.

Generally, Islands Trust meetings are open to the public. Community members are encouraged to attend. Dates and times are posted on the Islands Trust website at www.islandstrust.bc.ca.



Trustees want to hear from you!

Trust Area residents are welcome to participate in Trust meetings online, by phone, or in-person when possible.

Receive Islands Trust updates including local trust committee meeting notices, news releases, event announcements, and the Islands Trust Conservancy newsletter by subscribing on the Islands Trust website: islandstrust.bc.ca/subscribe

    @IslandsTrust



SCAN FOR
SIGN-UP PAGE

Islands Trust Budget 2024/25

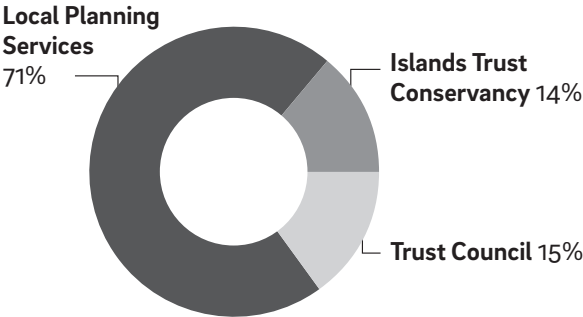
Islands Trust Council adopted its 2024/25 budget in March 2024.

The budget features a total approved budget of \$10.98M, with \$9.65M directed to operations, \$983,000 directed to special projects, and \$347,000 directed to the purchase of new capital assets.

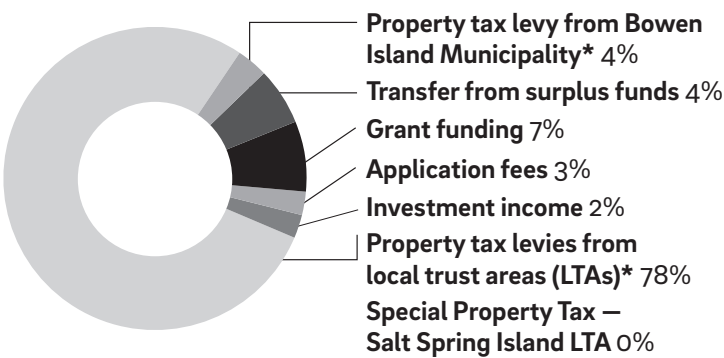
The budget is funded by:

- \$8.55M – local trust area property taxes (excludes Bowen Island)
 - Salt Spring Island: previously unspent special tax requisition to be used for special projects
- \$391,260 – Bowen Island Municipal tax requisition
- 12.7% increase in total planned spending for operations, projects, and capital purchases
- \$834,000 – external grant funds
- \$663,500 – transfers from Island Trust surplus funds reserve funds
- \$276,000 – application fees and sales
- \$260,000 – investment and other income

Where the budget is spent



How the budget is funded



Actual tax changes by individual LTA may vary based on distribution of property values within the Trust Area
*Includes tax revenue from new construction

Property Tax Changes – Ten Year History

Fiscal Year	Property Tax Change **
2024/25	5.9%
2023/24	2.06%
2022/23	2%
2021/22	3.26%
2020/21	0%
2019/20	2%
2018/19	2%
2017/18	0%
2016/17	0%
2015/16	0%

**Excludes tax revenue from new construction

Program Spotlight: Strengthening Housing Affordability

Islands Trust has taken a range of actions to support opportunities for affordable housing in the Gulf Islands. This work furthers Trust Council’s goal of sustaining island character and healthy communities. Last year, the Islands Trust Council endorsed a Housing Strategic Action Plan and created an Islands Trust Housing Options Toolkit. Islands Trust has 13 housing agreements in place that ensure affordable units.



SCAN FOR MORE INFORMATION

NOTE: The Provincial Surveyor of Taxes issues your Rural Property Tax Notice, and the BC Provincial Government receives your tax payment. Please refer to your Rural Property Tax Notice for payment options. Questions about your property tax notice should be directed to: 1-888-355-2700 (toll-free)

ISLANDS TRUST
REQUEST FOR TRAINING, CONFERENCE AND WORKSHOPS

TRUSTEE INFORMATION

Name: LTA:

Is this request for a conference: No ☐ Yes ☒ (if Yes, please note that Executive Committee or Trust Council resolution of approval is required as per sections 1.1.3 and 2.3 and 4 of Trust Council Policy 6.12.1)

COURSE/CONFERENCE INFORMATION

Name of Course/Conference:

Date(s) of Course/Conference:

Offered by:

Training Location:

Brief Summary of Course/Conference content: (attach detailed course information)

The AVICC annual conference is a place where a LTC, representing an LTA with about 12,000 people, can work with various municipalities and regional districts to unite in a call to action.

Describe how this training will benefit Islands Trust and you.

Attending and working alongside other elected officials who are facing the same challenges helps to lessen the isolation and builds strength.

Are you aware of other trustees who are attending this event?

Luckham, Elliott, Maude, Morrison

FUNDING GUIDELINES

☒ Level 1 funding – Approving authority requests a trustee to attend OR trustee attendance approved by an approving authority as high relevance/benefit to it

☐ 100% expenses and registration fee

☐ or as otherwise agreed and/or determined by the budget

X

☐ Level 2 funding – Potential relevance to approving authority while of a personal developmental interest to the trustee

- A portion of expenses and registration fee, as agreed and/or determined by the budget

TRAVEL STATUS

☐ Full travel status

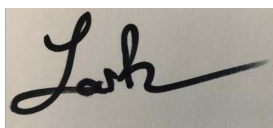
☐ Negotiated travel expenses – please indicate details:

N/A

COST SUMMARY:

Registration Fee	451.00
Per Diem Meal Costs	0.00
Accommodation **	0.00
Travel to/from Location **	0.00
Course Materials	0.00
Other	0.00
Total Training Request	\$ 451.50

**** Contact the Victoria Administrative Assistant for assistance with accommodation and travel estimates. All travel arrangements (flights, hotel reservations, etc.) are to be coordinated through the Victoria Administrative Assistant.**



Trustee Signature _____ Date March 21, 2024

EC or TC Resolution number (if required) _____ Date _____

REGISTRATION

Confirm you have registered for this course: **Yes** ☒ **No** ☐ (Administrative Assistant to register)

PAYMENT

Confirm "cheque payment" selected on registration: **Yes** ☐ (Finance to send cheque) **No** ☒

REGISTRATION AND PAYMENT INSTRUCTIONS:

1. Register for the course/conference and choose "cheque payment" as the option. Print and attach the invoice to this form. Finance will arrange for payment of your course/conference fee. ***If you are unable to register without making payment, please contact Finance immediately.***
2. Submit completed form to the Victoria Administrative Assistant.

It is the trustee's responsibility to notify the Victoria Administrative Assistant immediately if they are unable to attend the course so that any available refund can be obtained.

BRIEFING

To:	Executive Committee	For the Meeting of:	March 27, 2024
From:	Trust Area Services	Date Prepared:	March 21, 2024
SUBJECT:	Meeting with Ministry of Transportation and Infrastructure		

PURPOSE: To seek views of Executive Committee on a meeting with Ministry of Transportation and Infrastructure.

BACKGROUND: The Islands Trust Letter of Agreement with the Ministry of Transportation and Infrastructure was signed by the Chair of the Islands Trust and the Minister of Transportation on October 20, 1992. The agreement sets road standards that would be applied when new roads are developed on the islands as a result of subdivision or development, and the agreement provides a consultative framework for Ministry of Transportation and Infrastructure (MOTI) and Islands Trust staff to communicate on areas of mutual concern. The agreement includes provision for safety of cyclists on designated cycle routes when roads are upgraded and added consultation before undertaking upgrades of identified scenic/heritage roads. The agreement also indicates that the Islands Trust will identify scenic/heritage roads and cycle routes.

A letter dated April 16, 1996 outlines the roads on each island that the Ministry of Transportation and Infrastructure will accept as being designated scenic/heritage. A second letter of the same date identifies roads that the Ministry of Transportation and Infrastructure will accept as being designated cycle routes.

On July 18, 1996 the Letter of Agreement was amended to add new principles and clarify responsibility, add a new classification for gravel roads, add a new classification for access-by-water only subdivisions and to add new procedures to deal with variances to the road standards.

The task “To engage with the Ministry of Transportation on an updated Memorandum of Understanding” is on the Executive Committee Future Projects list. At previous interagency meeting of MOTI and Islands Trust staff, MOTI staff have suggested that amending the agreements today would necessitate inclusion of current engineering standards for roads which would likely run counter to the Islands Trust’s and residents’ notion of “rural island roads”.

At the September 2023 Union of BC Municipalities convention, Islands Trust representatives met with the Minister of Transportation and Infrastructure. At that meeting the Islands Trust explained that there is a need for better coordination between Islands Trust, the Ministry of Transportation and Infrastructure, and BC Ferries regarding planning for ferry terminal infrastructure, ferry parking, and active transportation infrastructure on the islands. It was also discussed that the climate emergency is requiring climate-smart land use planning that supports active transportation and the mitigation of greenhouse gas emissions from vehicle use. It was mentioned that greater information and collaboration with regard infrastructure development and heritage conservation, road maintenance and active transportation is desired.

The Islands Trust requested the Minister's support for dedicated staff and funding to better support ongoing collaboration between the parties towards developing integrated infrastructure & transportation strategies for the islands appropriate to the unique climate vulnerabilities, environment & needs of rural island communities. There was discussion about establishing an interagency task force for the Southern Gulf Islands region. The Minister agreed to support development of a task force.

Ministry of Transportation and Infrastructure staff have set a meeting time of 11: 30 a.m.-1 p.m. on April 29, 2024 for Southern Gulf Island trustees/staff and Capital Regional District elected officials/staff. The meeting is booked as in-person meeting in Victoria with optional virtual participation.

Topics proposed to date include:

- Introductions
- Review of 1992 Letter of Agreement between Islands Trust/MOTI
- Inter agency communication
- Public communication about MOTI initiatives
- Intent/scale/geographic scope/meeting frequency of the requested Islands Trust/MOTI task force

Executive Committee members may wish to suggest additional topics, and whether the meeting should include all trustees or be limited to trustees from local trust areas within the Capital Regional District. MOTI is prepared to invite senior managers from other regions.

Executive Committee may also wish to discuss that trustees will have travel expenses associated with travel for this in-person meeting (i.e. each local trust committee will need to approve travel expenses in advance by resolution).

ATTACHMENT(S): November 29, 2023 Letter to Minister Fleming, MOTI to Islands Trust Chair re response to meeting at 2023 UBCM convention.

FOLLOW-UP: Staff will communicate any requested agenda topics to MOTI staff, and communicate to desired participants.

Prepared By: Clare Frater, Director, Trust Area Services

Reviewed By/Date: Russ Hotsenpiller, CAO March 22, 2024



November 29, 2023

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

Reference: 320719

Dear Chair Luckham:

Re: UBCM Meeting 2023

Thank you for taking the time to meet with me in Vancouver during the 2023 Union of British Columbia Municipalities (UBCM) Convention.

I appreciated the opportunity to discuss your support for the development of an integrated transportation strategy for the Island Trust area.

Every year at UBCM I am reminded how fortunate British Columbia is to have local leaders who are dedicated, informed and passionate about the future of their communities. Our governments are most effective when we bring together our insights and resources, and my team and I were honoured to be part of this year's gathering to hear more about the ideas and priorities B.C.'s communities care about most.

The Province has developed an integrated planning approach to better align transportation and land-use planning in B.C., which will enhance current planning processes to help focus government policy and better coordinate with local governments and First Nations on economic development and land-use planning initiatives.

Ministry staff are committed to continuing to work closely with Islands Trust to address your priorities with respect to Gulf Islands maintenance activities, active transportation interests and concerns about ferry services. I have asked ministry staff to follow up with you to discuss arranging regular meetings with your office to discuss these matters. Please do not hesitate to contact District Manager Michael Pearson if you have any questions in the meantime. He can be reached at 250 713-2815 or Michael.Pearson@gov.bc.ca and would be pleased to assist you.

.../2

The ministry's B.C. Active Transportation Infrastructure Grants Program helps Indigenous and local governments develop and improve safe active transportation networks: www2.gov.bc.ca/gov/content/transportation/funding-engagement-permits/funding-grants/active-transportation-infrastructure-grants. The program shares the cost of infrastructure projects, such as bicycle and pedestrian overpasses and separated multi-use paths, with local governments. In 2022, the budget for this program was increased by 67 per cent to \$60 million over the next three years.

The active transportation grants are a regular, annual funding program. Although the intake for this year closed on October 27, 2023, I would encourage Islands Trust to visit the ministry's website for more information, such as program eligibility and deadlines for future intake. If you have questions about the application process, please do not hesitate to contact Kate Berniaz, Director, Clean Transportation and Programs. She can be reached at 250 419-8544 and would be happy to assist you. You can also sign up to receive updates about the grants program on the ministry's website at survey.th.gov.bc.ca/activetransportation.

Budget 2023 also includes an additional \$100 million in funding for infrastructure investments to expand active transportation options for British Columbians along ministry property: bcbudget.gov.bc.ca/2023/default.htm.

With the help of leaders like you, my ministry is building a resilient transportation network that will continue to keep people safe and connected in a changing world. Our goal is a sustainable multimodal network that advances our climate and housing goals and that delivers the efficient supply chains and economic opportunities needed to keep life affordable for B.C. families.

Thank you again for taking the time to meet with me.

Sincerely,



Rob Fleming
Minister

.../3

Copy to: Kathryn Krishna, Deputy Minister

Reg Bawa, Assistant Deputy Minister
Policy, Programs and Partnerships Division

Trish Rorison, Executive Director
Clean Transportation and Programs Branch

Kathryn Weicker, Executive Director
Integrated Transportation Planning Branch

Kate Berniaz, Director
Clean Transportation and Programs

Michael Pearson, District Manager
Vancouver Island District

BRIEFING

To: Executive Committee **For the Meeting of:** March 27, 2024

From: David Marlor, Director,
Legislative Services **Date Prepared:** March 20, 2024

SUBJECT: Public Recording of Meetings

PURPOSE: To provide local trust committee chairs with a means to handle public requests to record local trust committee meetings.

BACKGROUND:

At its regular business meeting on March 22, 2023, the Executive Committee passed the following resolution:

Staff to report back on recording of meetings by members of the public re clarity on recording and report on recording of electronic meetings.

Local trust committees' meeting procedure bylaws do not address recording of meetings by the public. There is no Trust Council policy or guidance on this issue either.

There is no legislation indicating one way or the other whether the public have a right to record meetings. The only requirement is that, except for a few exemptions, the meetings must be open to the public.

As set out in the meeting procedure bylaws, the chair is responsible for maintaining order and decorum during meetings, and as such, has the right to establish ground rules for those participating or attending the meeting.

Since the Pandemic, all local trust committees' open meetings are live streamed and recorded, with the recordings posted on the Islands Trust website for future viewing. While this negates the need for the public to record the meeting, there may still be those that wish to do so.

Staff recommend that to address this, in the absence of a bylaw amendment or policy amendment, that the Chair posts a notice at the meeting location advising that the meeting is being live streamed and recorded. The notice can further state that those wishing to personally record the meeting (video or audio) must obtain the consent of the Chair in advance of doing so. The notice can also state that the video recording must be focused on the local trust committee, not the audience or public speakers, and that Chair can require that the member of the public halt the recording at any time for any reason.

At the start of the meeting, the Chair should state to the audience that the meeting is being live streamed and recorded. If there has been a public request to record, state that as well.

At the time of public comment or delegation, the Chair should reiterate the recording situation. While the Chair does not need to prompt a request, if there is a request to turn off the personal recording, the Chair should require the person recording to respect the wishes of the speaker.

In May 2020, Lantzville prohibited public recordings of its council meetings via an emergency motion of the Council. This was in response to altered or inappropriately focused videos of the meetings appearing on social media. Local trust committees may, by resolution or bylaw, establish their own requirements for public recording of their meetings. The only requirement is that the local trust committees ensure that the meetings are open to the public, and this is satisfied by allowing the public into the meeting venue, to join the meeting on-line, or to watch the livestream. Limiting public recording of the meetings would not violate the open meeting requirements.

ATTACHMENT(S): None

FOLLOW-UP:

Staff will create a notice for the meeting locations, and a script for the local trust committee chairs, for use as desired.

Alternatively, as requested by Executive Committee.

Prepared By: David Marlor, Director, Legislative Services

Reviewed By/Date: Clare Frater, Director of Trust Area Services (A/CAO), March 21, 2024



Making a difference...together

Parks & Environmental Services T: 250.360.3078
625 Fisgard Street, PO Box 1000 F: 250.360.3079
Victoria, BC, Canada V8W 2S6 www.crd.bc.ca

March 14, 2024

File: 5220-20
Abandoned Boats
File: 0220-20
General Correspondence

Timothy Peterson
Galiano Island & Salt Spring Chair
Islands Trust
Via email: tpeterson@islandstrust.bc.ca

Dear Timothy Peterson:

RE: REGIONAL WORKSHOP INVITE: COLLABORATIVE ACTION TO RESOLVE BOAT-RELATED ISSUES IN THE CAPITAL REGION

At its February 14, 2024 meeting, the Capital Regional District (CRD) Board directed staff to host a regional workshop to discuss the increase in derelict and abandoned boats and the proliferation of private mooring buoys and long-term moored boats in our marine waters. The workshop will review local government options for managing boat-related issues and identify collaborative actions to resolve these issues. Staff and elected officials from local, provincial and federal governments and First Nations partners are invited to participate.

These issues have a complex and multi-jurisdictional regulatory framework that includes both provincial and federal regulations and policies. While local governments have options to manage boat-related use of lands within their metes and bounds through zoning, land use and structure bylaws, there are implications across our region as action to resolve ongoing boat issues in one area could transfer or increase boat issues in other areas. Therefore, a regional conversation is needed, along with input from provincial and federal agencies with jurisdiction and oversight.

The CRD will host a regional workshop with staff and elected officials from local, provincial and federal agencies and First Nations on:

Date: Tuesday, April 30, 2024
Time: 9:00 am - 12:00 pm
Location: CRD Headquarters, 625 Fisgard Street (virtual option available)

Please [register](#) by April 16, 2024, specifying your attendance preference—whether in person or virtually. Following registration, you will receive a calendar invite and an agenda package.

If you have any questions, please contact Jody Watson, Supervisor, Environmental Stewardship and Initiatives at jwatson@crd.bc.ca or 250.360.3307.

Sincerely,

Glenn Harris, Ph.D., R.P.Bio
Senior Manager, Environmental Protection

REQUEST FOR DECISION

To: Executive Committee

For the Meeting of: March 27, 2024

From: Planning Services

Date Prepared: March 20, 2024

RECOMMENDATION: That Executive Committee request staff to prepare a grant application to the Science Horizons Youth Internship Program, to hire a Sustainability Science Technician intern to advance the development of the Sutable Land Analysis tool.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Successful receipt of the grant would assist staff in implementing freshwater sustainability and housing strategies approved by Islands Trust Council.

- 1 **PURPOSE:** To recommend that the Executive Committee support an application for funding under the Science Horizons Youth Internship Program (Science Horizons), funded by Environment and Climate Change Canada.
- 2 **BACKGROUND:** Islands Trust Planning Services has continuing work on development of the Sutable Land Analysis mapping tool based on watershed security, groundwater resources, zoning, transportation, and other aspects of land-use planning. This work would benefit from an intern would work directly with the Senior Freshwater Specialist to compile available and emerging freshwater geospatial data into the Sutable Land Analysis, and to assist with water balance assessments as time permits. Current GIS resources within the Islands Trust are extremely limited.

The result of this work will be data that supports evaluation of bylaws against the Islands Trust Policy Statement directive policies related to not increasing the density or intensity of land use if there is seen to be a problem with the quantity or quality of the supply of freshwater. This work would also support strategic objectives focused on freshwater management and support the Freshwater Sustainability Strategy priority of continued implementation of the groundwater science program. In addition, the data resulting from the intern's work would inform Official Community Plan and Land Use Bylaw reviews as well as housing and freshwater sustainability projects.

Grant Opportunity:

As per the [Science Horizons](#) website: "The Science Horizons Youth Internship Program (Science Horizons) provides wage subsidies to eligible employers across Canada to hire recent university, college and polytechnic graduates for 6 to 12 month internships in the environmental science, technology, engineering and mathematics sectors. Science Horizons provides the following funding to eligible employers:

- wage subsidies up to \$25,000
- funding up to \$5,000 for wrap-around services (skills development, certification and training, job accessibility, other supports)

Objectives

- Help young graduates gain valuable work experience to support their success in the job market
- Supports green jobs for youth (under 30)
- Support companies and organizations grow their green workforce
- Contribute to Canada's green economic growth in environmental and clean technology sectors

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: There are no organizational impacts except for the time required to prepare the grant application and, if funding approved, undertake hiring processes. The creation of this internship position will require job classification approval from the Public Service Agency (PSA). This would not displace currently assigned projects, and would, ultimately, advance assigned work.

FINANCIAL: Internship application may subsidize 50% of an internship salary, up to \$25,000. Staff propose to match funds from existing unspent funds: Province of BC: Real Estate Foundation – \$15,568. These are unspent funds from the Healthy Watersheds Initiative that the grantor has approved for use on freshwater related work. This would bring total grant funding to approximately \$31,000 for this opportunity.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Staff will prepare a grant application, and if approved, will proceed with hiring a Sustainability Science Technician intern.

FIRST NATIONS: This project could support improved relations with First Nations as a number of First Nations are indicating an interest in having better data and models to discuss water availability.

OTHER: None.

4 RELEVANT POLICY(S):

[Policy 6.5.4 – Grants and Donations Administration](#)

5 ATTACHMENT(S): None.

RESPONSE OPTIONS

Recommendation: That Executive Committee request staff to prepare a grant application to the Science Horizons Youth Internship Program, to hire a Sustainability Science Technician intern to advance the development of the Suitable Land Analysis tool.

Alternative:

1. Do not request that staff submit an application.

Prepared By: Stefan Cermak, Director, Planning Services

Reviewed By/Date: Clare Frater, A/CAO, March 21, 2024

From: Susan Yates
Sent: Wednesday, March 20, 2024 10:35 PM
To: EC
Cc: Deb Morrison; Sam Borthwick
Subject: Request for June or September Council

Good evening EC,

Pursuant to several Trustees wanting to follow up on the 'Sue Big Oil' initiative, on our FUALas #9 for March TC, I would like to know if EC thinks a short presentation, either in person, or via Zoom, from West Coast Environmental Law Association, for our June (or September) Council meeting would help Council decide whether this is still worth pursuing.

I understand the problems inherent in the Trust's cross-jurisdictional geography, and I do not think we should be spending Council legal funds on determining if this initiative is reasonable for us to pursue, but I would like help so that we can determine if it is a worthwhile pursuit.

I look forward to your advice/decision on this as soon as possible, so that we may inform our constituents how/whether Trust Council intends to keep this as a Follow Up Action.

Thank you kindly,

Susan



Active Vessel Traffic Management Program



Programme de gestion active du trafic maritime

[Share this update with your network](#) or [forward to your contacts](#)

About the Active Vessel Traffic Management Program

The Vancouver Fraser Port Authority has launched and continues to develop a multi-part active vessel traffic management system to manage and optimize commercial ship traffic at the Port of Vancouver. The system aims to enhance marine safety, enable efficient cargo movements in port, and help reduce the environmental and social impacts of commercial ship traffic in the region. [Learn more](#)

The latest



Pilot trial extended: arrival and departure window for ships anchoring around the Southern Gulf Islands

The port authority is extending the trial period of the **arrival and departure window for cargo ships anchoring around the Southern Gulf Islands**, while we assess the pilot's operational viability. We recorded a 42% year-over-year decrease in nighttime arrivals and departures at Southern Gulf Islands

anchorage between July and December 2023, thanks to the cooperation of 50+ ship operators who adjusted their arrival and departure times whenever it was possible to do so.

In the coming months, we will engage with trial participants to discuss their experience prioritizing daytime anchoring operations and any unintended impacts of the pilot on their operations. The arrival and departure window is maintained while we determine if it can become a standard for operators anchoring ships around the Southern Gulf Islands and if it needs to be adjusted to be made permanent.

Our focus for the months ahead

Enhancing our approach to assigning and managing anchorages

As a key link in the maritime supply chain, anchorages must be used and managed efficiently to keep goods moving and support growing trade. Building on previous engagement with industry, Indigenous groups, and the public, we will collaborate with port users and

stakeholders throughout the spring and summer to update our anchorage management procedures, including the prioritization principles we use for anchorage assignments and guidelines for turnaround times at anchor. We will share more information in the coming months, as the updated procedures take shape.

Expanding the active planning of commercial ship transits in Burrard Inlet

Following the initial rollout of a **centralized scheduling system** in the Second Narrows last fall, we are working to expand the system's capabilities to enable transit planning in the First Narrows (Lions Gate Bridge area) later this year. Using the centralized scheduling system to plan and coordinate ship transits throughout Burrard Inlet will help streamline the flow of commercial ships heading to and from the 23 marine terminals in the area for safer and more efficient and sustainable port calls. This is a win for port users, local communities, and the environment.



Exploring how active vessel traffic management can help further protect marine mammals

Throughout 2024, we are collaborating with the **Enhancing Cetacean Habitat and Observation (ECHO) Program** team to assess how the work conducted as part of the AVTM Program can help protect at-risk whales in the region. We are exploring how the program's **centralized scheduling system** and anchorage management initiatives can support the objective of limiting unnecessary ship movements to further reduce environmental impacts, including the threat from underwater noise on Southern Resident killer whales and other endangered whales in the Salish Sea.

In case you missed it



The anchorage code of conduct turns one

February 2024 marked one year since the anchorage code of conduct took effect at the Port of Vancouver. We would like to thank the hundreds of ship operators who diligently reviewed and followed the code's procedures while at anchor at the Port of Vancouver and around the Southern Gulf Islands. We also thank those who used the

community feedback line to help us provide timely reminders of the code's requirements to ship crews when needed.

Shipping 101: how rain impacts grain cargoes

When exposed to water or humidity, grain can absorb moisture, develop mold, and spoil. Wet grain and rainwater seeping into cargo holds during loading operations can add significant weight to the ship and compromise its stability at sea. To preserve grain integrity and ensure ship safety, it is common practice to avoid loading it onto ships when it rains.

As peak grain export season extends from early fall to late winter and coincides with Vancouver's wettest months, the rain can momentarily halt loading operations at grain terminals and cause more ships to anchor at the Port of Vancouver and around the Southern Gulf Islands over the winter. Industry members, including terminal operators, are currently working with the Government of Canada to develop safe and efficient solutions to enable ships to load grain even when it rains.

About the Vancouver Fraser Port Authority

The Vancouver Fraser Port Authority is the federal agency responsible for the shared stewardship of the lands and waters that make up the Port of Vancouver. Our mandate is to facilitate Canada's trade objectives, ensuring goods are moved safely through the Port of Vancouver while protecting the environment and considering local communities. [Learn more](#)

Keep in touch

Visit our [website](#)

Sign up for our [newsletter](#)

Learn about [engagement opportunities](#)

Email the program team: avtm@portvancouver.com

Learn more

Download the [PortVan eHub app](#) for real-time insight into Port of Vancouver operations, including the type and number of ships at anchor.

Tune in to our [Breaking Bottlenecks podcast series](#) and discover the initiatives and innovations underway at the Port of Vancouver to help navigate logistics, infrastructure and supply chain-related challenges.

From: Rodney Cruickshank <[REDACTED]>
Sent: Monday, March 18, 2024 5:28 PM
To: Executive Admin <execadmin@islandstrust.bc.ca>
Subject: Canadas Land Thoughts For All

A Caution

Province of British Columbia Land Conservancy / Islands Trust February 18 ,2024

Reconciliation has become a very popular go-to activity for politicians. Reconciliation is a very important issue in our country which has become a popular talking point for politicians.

The fact remains that colonization (a worldwide occurrence) has had negative and positive repercussions for all societies. Originally, it segregated indigenous populations depriving them of their culture and language. It has also brought the indigenous populations

into the twentieth century. Colonization has created a wonderful country known as Canada. by welcoming citizens from around the world into our cultural mosaic. We have created a very industrious energetic population brought together over

many years populated from all around the world. The integration of our population should not be split now by pressure that puts artificial edicts on our population from (outside jurisdictions. ?)

We must continue to enhance our civilization so that all survive and develop into a proud cohesive country. How this is to be accomplished remains an enigma. This must be accomplished by including all segments of the population. Ostracizing some groups and

going overboard to appease others will not work. It will ensure conflict for generations to come. If Canada is to remain a country, there must be one set of laws and rules for all. Palestinians have discovered the many problems this creates.

The United Nations' idea is a step that must be tempered by reality to create workable solutions.

Please use realistic solutions while engaged in "reconciliation ".This is a very divisive problem.

Please distribute to All Involved In this Area
Rod D. Cruickshank
[REDACTED]
Mayne Island BC.
[REDACTED]

From: Pamela Nicholas <[REDACTED]>
Sent: Saturday, March 16, 2024 8:17 PM
To: Executive Admin
Subject: May Day for Mother Earth Event

Follow Up Flag: Follow up
Flag Status: Completed

Dear Island Trust Executive Committee Members,

I am writing to find out if we could get someone to represent your organization at our May Day on Mother's Day event taking place at Royal Bay Secondary School in Colwood from 12pm-4pm, Sunday, May 12th. The event is being held by the Greater Victoria Climate Reality Community Hub. We will be having a panel of Westshore municipal leaders and climate specialists, a panel of climate activists, tabling opportunities, documentary screenings, and workshops as well as vendors.

I am really hoping your group could be there to host a hands-on workshop where people could learn about the damage the freighters are doing to our our coastline.

If this is something you would be interested in doing, please let me know as we would love to have you! I would be happy to answer any questions you might have!

Thank you so much for your time and consideration. I look forward to hearing from you!

Best Wishes,
Pam Nicholas
Regional Organizer Lower Mainland BC and Vancouver Island
Climate Reality Project
250-83-6996

From: Jamie Harris
Sent: Friday, March 15, 2024 9:14 PM
To: Tobi Elliott; Timothy Peterson; David Maude; Peter Luckham
Cc: Lori Foster; Jeanine Dodds; Alex Allen; Kate-Louise Stamford; Lee Middleton; Sue Ellen Fast; Russ Hotsenpiller; Deb Morrison; Laura Patrick; Grant Scott; Alexandra Trifonidis; Ben Mabberley; Aaron Campbell; David Graham; Dag Falck; Joe Bernardo; Judith Gedye; Ken Hunter; Lisa Gauvreau; Mairead Boland; Sam Borthwick; Susan Yates; Mikaila Lironi; Kristina Evans
Subject: 50th Anniversary

Dear Executive Committee,

Given the historical significance of the 50th anniversary of the Islands Trust, I believe it is incumbent upon the I/T to extend a cordial invitation to all First Nations with roots in the trust area to attend the celebration plan for trust council in June on Salt Spring Island, if they haven't been invited already.

Thank you,

Trustee Harris

Active Projects Report

Executive Committee

1. 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. Updated Project charter approved March 2023. (Strategic Plan 3.1, 4.4 , 5.6, 5.7)

Responsible

Clare Frater
Russ Hotsenpiller

Dates

Rec'd: 26-Feb-2020
Target: 26-Sep-2023

2. First Nations Reconciliation

Develop Islands Trust First Nations Reconciliation and engagement planning (Strategic Plan Items 4.5 & 4.6)

Responsible

Russ Hotsenpiller

Dates

Rec'd: 02-Sep-2020

3. Provincial Funding Strategy

Develop a strategy to request additional funding from the Province, including revisiting the provincial grant funding formula to the Islands Trust.

Responsible

Russ Hotsenpiller

Dates

Rec'd: 07-Mar-2023

3. Request for Provincial Review

Per Trust Council request respond to Minister Kang to the effect that Trust Council will revisit the request for a review of Islands Trust mandate, governance and structure and provide the minister with an update.

Responsible

Russ Hotsenpiller

Dates

Rec'd: 08-Mar-2023
Target: 06-Dec-2023

Active Projects Report

Executive Committee

4. *Strategic Planning*

Guide the development and implementation of the Islands Trust Strategic Plan.

Responsible

Russ Hotsenpiller

Dates

Rec'd: 03-May-2023

5. *Communications*

Development of an Islands Trust Communications Strategy.

Responsible

Clare Frater
Russ Hotsenpiller

Dates

Rec'd: 03-May-2023

Future Projects Report

Executive Committee

1. *Marine Ecosystems*

Responsible

Date Received

Advance the preservation and protection of marine ecosystems.

03-May-2023

2. *MOTI MOU's*

Responsible

Date Received

To engage with the Ministry of Transportation on a updated Memorandum of Understanding.

03-May-2023

3. *Climate Change Emergency*

Responsible

Date Received

Programming associated with the Climate Change declaration of the Islands Trust.

03-May-2023

4. *Request to Minister for Review of Islands Trust*

Responsible

Date Received

To follow up on the request by Trust Council for a review of the Islands Trust by the Minister of Municipal Affairs.

01-Nov-2023

5. *Summary of requests by Trust Council to approach the Province to provide ongoing funding to the Islands Trust*

Responsible

Date Received

This work item is the combination of a number of requests by Trust Council (March 2023), (July 2023) and previous terms to develop a strategy to request further funding from the Province.