

Executive Committee Revised Agenda

Date: Wednesday, June 5, 2024
Time: 9:15 a.m.
Location: Islands Trust Victoria Boardroom
200 - 1627 Fort Street, Victoria, BC

Pages

1. CALL TO ORDER

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

2.2 Approval of Agenda

2.2.1 Agenda Context Notes - None

3. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

Chair Luckham to rise and report that at the Executive Committee May 15, 2024, in-camera meeting the April 24, 2024, in-camera meeting minutes were adopted as presented and the Committee received legal opinion.

4. ADOPTION OF MINUTES

4.1 Draft Executive Committee Meeting Minutes of May 15, 2024

Pending - Late item

5. FOLLOW UP ACTION LIST AND UPDATES

5.1 Follow Up Action List/Director/CAO Updates

5.2 Local Trust Committee Chair Updates

5.3 Islands Trust Conservancy Liaison Update

6. BYLAWS FOR APPROVAL CONSIDERATION

5 - 11

6.1	Saturna Island Local Trust Committee - Bylaws 140 and 141 - RFD	12 - 42
	1. THAT the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 140, cited as "Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 1, 2023" in accordance with Section 27 of the <i>Islands Trust Act</i>. 2. THAT the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 141, cited as "Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 2, 2023" in accordance with Section 27 of the <i>Islands Trust Act</i>.	
6.2	Bowen Island Municipality - LUB Amendment Bylaw No. 653 - RFD	43 - 63
	1. THAT The Executive Committee advise Bowen Island Municipality that Bylaw No. 653 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 653, 2024" is not contrary to or at variance with the Islands Trust Policy Statement.	
7.	TRUST COUNCIL MEETING PREPARATION	
7.1	Draft June Trust Council 3-day Schedule	64 - 64
7.2	Draft June Trust Council Agenda Items	
	See addendum.	
	7.2.1 2025/26 Draft Budget Guidelines - BRF addendum item 11.2.3	65 - 66
	7.2.2 Peter Pare Delegation PowerPoint Presentation addendum item 5.1.2	67 - 87
	7.2.3 Ronald Wright Delegation Speaking Notes addendum item 5.1.4	88 - 89
	7.2.4 September's Trust Council meeting location - RFD addendum item 19.3.1	90 - 92
8.	EXECUTIVE COMMITTEE PROJECTS	
8.1	Trust Council Initiated	
	8.1.1 Executive	
	8.1.1.1 Appointment of Deputy Secretary - Executive Office - RFD That the Executive Committee appoint Executive Coordinator, Alexandra Trifonidis as Deputy Secretary.	93 - 94
	8.1.2 Trust Area Services	

	8.1.2.1	Deliberation on new draft of Policy Statement via Committee of the Whole meetings - RFD	95 - 97
		1. That Executive Committee direct staff to arrange three Trust Council Committee of the Whole meetings in June 2024 for consideration of the new draft of the Policy Statement and provision of recommendations to Trust Council. 2. That Executive Committee direct staff to invite legal counsel to attend the next Committee of the Whole meeting.	
	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	Advocacy for provincial assistance re: heritage protection - BRF Trustee Elliott	98 - 99
	8.2.2.2	Agreement with Snuneymuxw First Nation - RFD That Executive Committee request staff to develop a protocol agreement in cooperation with Snuneymuxw First Nation's for Trust Council's consideration.	100 - 101
	8.2.2.3	The 'Role of the Trust' Webinar - RFD That the Executive Committee approve the Role of the Trust webinar project charter.	102 - 104
	8.2.2.4	UBCM minister meeting requests - RFD That Executive Committee request staff prepare minister meeting requests for submission by June 21, 2024, to meet with the following minister(s) at the 2024 Union of British Columbia Municipalities Conference in order of top 3 preferences (a) Minister of X concerning X (b) Minister of X concerning X	105 - 118
	8.2.3	Planning Services - None	
	8.2.4	Administrative Services - None	
9.		NEW BUSINESS	
9.1		Executive/Trust Council - None	

9.2 Trust Area Services

9.2.1 LTC Chairs Report on Local Advocacy Topics

9.3 Planning Services - None

9.4 Administrative Services - None

10. CORRESPONDENCE (for information unless raised for action)

10.1 *2024-05-30 Trustee Morrison re: Committee of the Whole* 119 - 119

10.2 *2024-05-30 Trustee Morrison re: Timing and amendments* 120 - 120

11. WORK PROGRAM

11.1 Review and amendment of current work program 121 - 123

12. NEXT MEETING

The next scheduled Executive Committee meeting will be held in-person on June 18, 2024, at 10:00 a.m. at the Harbour House Hotel on Salt Spring Island.

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

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
2 Staff to amend the 'Draft Islands Trust Council Schedule - June 18-20, 2024' by adding a short session on 'Inclusive Decision Making' and invite MLA Adam Olsen to present on Tuesday, June 18th.	Russ Hotsenpiller	Meeting: 15-May-2024 Target: 30-May-2024	Completed
3 CAO to send trustees information on the strategic planning session, to be held on the Wednesday of June's Trust Council, including supporting documents and questions in preparation of the session.	Russ Hotsenpiller	Meeting: 15-May-2024 Target: 05-Jun-2024	In Progress

Director Legislative Services

Activity	Responsibility	Dates	Status
1 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	Completed
2 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	Completed

Follow Up Action Report

Executive Committee

Director Legislative Services

Activity	Responsibility	Dates	Status
3 Staff to forward the draft Code of Conduct to Trust Council Committee of the Whole in June 2024 for discussion and recommendation to Trust Council. On hold pending work of the Governance committee on the Code of Conduct, also planned for June/July.	David Marlor	Meeting: 24-Apr-2024 Target: 07-Jun-2024	In Progress
4 Staff to work with Chair Luckham and Vice Chair Elliott to respond to correspondent Rapport regarding Trust Council's response to serious concerns.	Clare Frater David Marlor	Meeting: 24-Apr-2024 Target: 18-Jun-2024	In Progress
5 Staff to work with Vice-Chair Peterson and Chair Luckham to prepare a request for decision for September Trust Council with options and a recommendation on policy for Disposition of Trust Council Delegations.	David Marlor	Meeting: 15-May-2024 Target: 01-Sep-2024	In Progress
6 Staff to prepare materials for a future Trust Council session on agreements with other agencies, governments and First Nations.	David Marlor	Meeting: 15-May-2024 Target: 01-Sep-2024	In Progress

Director of Planning Services

Activity	Responsibility	Dates	Status
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Follow Up Action Report

Executive Committee

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.	Clare Frater Stefan Cermak	Meeting: 29-Jun-2023 Target: 05-Sep-2024	Completed
2 Provide to EC and ITC options for sharing GIS resources.	Stefan Cermak	Meeting: 31-Jan-2024 Target: 30-Sep-2024	In Progress

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 forward this (<i>Recovering Meeting Costs from Absent Trustees BRF</i>) briefing to Trust Council at the June meeting with the recommendation that it be forwarded to Governance Committee and Financial Planning Committee.	Julia Mobbs	Meeting: 15-May-2024 Target: 30-May-2024	Completed

Follow Up Action Report

Executive Committee

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: 28-Mar-2025	In Progress
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: 28-Mar-2025	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
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: 03-Dec-2024	In Progress
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: 05-Sep-2024	Completed
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: 21-Aug-2024	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
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	Completed
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 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
9 Deliver a two hour webinar to trustees, regarding the legislative framework of, and responsibilities under, the Canadian Species at Risk Act.	Clare Frater	Meeting: 27-Mar-2024 Target: 10-Sep-2024	In Progress
10 Prepare a project charter for a project that requests the Province for NAPTEP funding changes. Apply for one-time Grant for Local Governments to Advance Biodiversity Conservation on Private Lands in preparation for request to Province.	Clare Frater	Meeting: 27-Mar-2024 Target: 03-Jul-2024	In Progress
11 Staff to schedule a special meeting of Executive Committee, after the Trust Council Committee of the Whole meeting (May 2024), for consideration of next steps of the draft Policy Statement project.	Clare Frater	Meeting: 17-Apr-2024 Target: 15-Jun-2024	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
12 Staff to work with Chair Luckham and Vice Chair Elliott to respond to correspondent Rapport regarding Trust Council's response to serious concerns.	Clare Frater David Marlor	Meeting: 24-Apr-2024 Target: 18-Jun-2024	In Progress
13 Staff to work with Trustee Elliott (and/or others) to explore interest and options and funding potential for First Nations leaders to potentially hosting a gathering to hear Coast Salish perspectives on vision and governance in the Islands in the Trust Area, in a separate session before or around September Trust Council 2024.	Clare Frater	Meeting: 15-May-2024 Target: 01-Sep-2024	In Progress



Islands Trust

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: 3900-20-04
SA-RZ-2023.2 (Thachuk)

DATE OF MEETING: June 5, 2024
TO: Islands Trust Executive Committee
FROM: Brad Smith, Island Planner
SUBJECT: Saturna Island Local Trust Committee – Bylaws 140 and 141

RECOMMENDATION

1. **THAT the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 140, cited as “Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 1, 2023” in accordance with Section 27 of the *Islands Trust Act*.**
2. **THAT the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 141, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 2, 2023” in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

Saturna Island Local Trust Committee has referred Bylaws 140 and 141 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaws as it is 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 **Saturna Island Local Trust Committee** regarding the Executive Committee decision by **June 7, 2024**.

Other

None

PURPOSE

Proposed Bylaws 140 and 141 will amend the Saturna Island Land Use Bylaw No. 119, 2018 (LUB) and the Saturna Island Official Community Plan Bylaw No. 70 (OCP) by rezoning the subject parcel located at 100/101 Payne Road to allow for an additional dwelling density to be added. Currently, the shared property has a single primary dwelling and an accessory cottage which are owned by separate families. The proposed additional density is to be transferred from the subject parcel located at 201 Harris Road. Three additional densities are also being donated by the Harris Road property owner to the Community Amenity Density Reserve (CADR), to be used for future property acquisition for conservation purposes.

BACKGROUND

Saturna Island Local Trust Committee Bylaws 140 and 141

At the July 27, 2023 regular meeting the LTC directed staff to proceed with the application and to draft amending Bylaw No. 140 and No. 141.

Proposed Bylaw No. 140 and No. 141 were given first reading on October 19, 2023, and second reading on February 15, 2024. A CIM and public hearing were held electronically via zoom on March 26, 2024.

The LTC gave proposed Bylaw No. 140 and No. 141 third reading at the May 23, 2024 meeting.

The LTC considered and determined that proposed Bylaw No. 140 and No. 141 are not contrary to or at variance with the Islands Trust Policy Statement at the October 19, 2023 LTC meeting.

Issues Relating To Provincial Interest

The proposed bylaws were referred to Parks Canada, Ministry of Transportation and Infrastructure, Capital Regional District – Building Inspection and Integrated Water Services, Island Health, and Mayne, North and South Pender Local Trust Committees for comment.

Island Health responded in favour of the amendment but did provide a number of comments in respect of future development at the property in consideration of drinking water, sewerage disposal and Island Health's healthy built environment initiative. Further in respect of water supply, CRD Integrated Water Services states: *"The CRD does not hold issue with the density transfer but cannot support an increased demand within the LHBC CRD water service area without further information being provided. If the subject property located at 100/101 Payne Road rezones, then develops any additional density, there should be a separate referral, as per any added demand/development, to confirm LHBC CRD water system capacity and requirements."*

In this case, as both 'new lots' are already built-out with septic and connected to the CRD water supply, the concerns of these agencies are largely avoided.

South Pender and Mayne LTCs responded that their interests are unaffected. No other responses were received.

No specific bylaw amendments or conditions of rezoning were recommended in response to these agency referrals.

Issues Relating To First Nation Interest

The Proposed Bylaws were referred to Cowichan Tribes, Halalt First Nation, Ts'uubaa-asatx First Nation, Lyackson First Nation, Malahat 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 and WSANEC Leadership Council for comment.

Ts'uubaa-asatx Nation and Tsawwassen First Nation responded generally with no comment or no objections (Referral responses included as Attachment 3). No other responses were received from First Nations.

Issues Relating To Resources and Enforcement

None

Public Comments

None at time of finalizing staff report.

Staff Comments

The Executive Committee is being asked to approve Saturna Island Bylaw No. 140, cited as "Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 1, 2023" and Bylaw No. 141, cited as "Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 2, 2023" in accordance with Section 27 of the *Islands Trust Act*.

- The proposed bylaws have been determined to be consistent with the ITPS by the LTC;
- First Nation referrals were completed and no concerns were raised;
- Agency referrals were completed and no concerns were raised;
- 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 application is consistent with OCP development policies as there is no overall increase in density only a transfer from one parcel to another;
- Completion of the rezoning process will result in a significant community benefit in the form of 3 densities to be transferred to the Community Amenity Density Reserve (CADR).

RELEVANT POLICY

- Section 27 of the *Islands Trust Act*
- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.i [Policy Statement Implementation Policy]

ALTERNATIVE

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

THAT the Executive Committee request that staff advise Saturna Island Local Trust Committee in writing that the Executive Committee considers that Bylaw No. 140, cited as “Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 1, 2023” and Bylaw No. 141, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 2, 2023” is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Saturna Island Local Trust Committee on steps needed to address the specified issues.

Submitted By:	Brad Smith, Island Planner	May 29, 2024
Concurrence:	Stefan Cermak, Director, Planning Services	May 29, 2024

ATTACHMENTS

1. EC Submission Cover
2. Bylaw Submission Checklist
3. Bylaw Referrals Report
4. Islands Trust Policy Statement Directives Only Checklist
5. EC Policy Checklist
6. Bylaw No. 140
7. Bylaw No. 141
8. First Nations follow-up Tracking



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Saturna Island Local Trust Committee

Bylaw No.: SA-140

Bylaw Type: Official Community Plan Bylaw

Date of resolution referring bylaw to Executive Committee: 23-May-2024

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

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

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

Date bylaw will appear on Executive Committee agenda: _____

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

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Saturna Island Local Trust Committee

Bylaw No.: SA-141

Bylaw Type: Land Use Bylaw

Date of resolution referring bylaw to Executive Committee: 23-May-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"*
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Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk

Bylaw: SA-140

Trust Area: Saturna Island Local Trust Committee
Type: Official Community Plan Bylaw
Bylaw No.: SA-140
Application No.: SA-RZ-2023.2
Trust Initiated: Yes

Proofread By:

Clerk: Yes
Planner: Yes

Technical Staff: No

First Reading Date: 19-Oct-2023

Bylaw Sent to Referrals: Yes
Date Proposed Bylaw to Web: 24-Oct-2023

Resolutions:

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

Secretary Signature Block:

Secretary's Signature: Chonk, Jas

Date: 01-Mar-2024

File complete and ready for Public review: Yes

Public Hearings:

Location: Electronic
Proofread By: Chonk, Jas

Legal Paper: Gulf Island Driftwood
First Publish Date: 13-Mar-2024

Second Publish Date: 20-Mar-2024

Alternate Paper:
First Publish Date:

Second Publish Date:

Mailout Date: 06-Mar-2024

Delivery Notices: 06-Mar-2024
Date Public Hearing Held: 26-Mar-2024

Second Reading Date: 15-Feb-2024

Third Reading Date: 23-May-2024

Bylaw: SA-141

Trust Area: Saturna Island Local Trust Committee

Type: Land Use Bylaw

Bylaw No.: SA-141

Application No.: SA-RZ-2023.2

Trust Initiated: Yes

Proofread By:

Clerk: Yes
Planner: Yes

Technical Staff: No

First Reading Date: 19-Oct-2023

Bylaw Sent to Referrals: No
Date Proposed Bylaw to Web: 24-Oct-2023

Resolutions:

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

Secretary Signature Block:

Secretary's Signature: Chonk, Jas

Date: 01-Mar-2024

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First Publish Date:

Second Publish Date:

Mailout Date: 06-Mar-2024

Delivery Notices: 06-Mar-2024
Date Public Hearing Held: 26-Mar-2024

Second Reading Date: 15-Feb-2024

Third Reading Date: 23-May-2024

Referrals: Bylaw SA-140

Agency	Sent	Received
Capital Regional District - All Referrals Aggie Chan and Jessica Arnet 625 Fisgard Street: Aggie Chan <i>Comment:</i> Environmental Services - No Comments Regional Parks - No impact on interests Integrated Water Services - The subject property that is applying for rezoning and additional dwelling density is within the Lyall Harbour Boot Cove (LHBC) water service area. The proposed density transfer does not mitigate or cancel out the proposed density increase, as the proposed density transfer is from a parcel outside the LHBC water service area (201 Harris Rd), to the parcel within the LHBC water service area (100/101 Payne Rd). The proposed rezoning and density increase could result in an increased demand within the existing LHBC CRD water service area if the properties develop to their zoning potential. The CRD does not hold issue with the density transfer but cannot support an increased demand within the LHBC CRD water service area without further information being provided. If the subject property located at 100/101 Payne Road rezones, then develops any additional density, there should be a separate referral, as per any added demand/development, to confirm LHBC CRD water system capacity and requirements. If you have any questions, or require further information, please contact Natalie Tokgoz, Manager, Water Distribution Engineering and Planning, Infrastructure Engineering at 250-474-9516, or ntokgoz@crd.bc.ca.	27-Oct-2023	30-Nov-2023
Cowichan Tribes 5760 Allenby Rd: Tracey Flemming <i>Comment:</i> No Comment Received	27-Oct-2023	
Halalt First Nation 7973 Chemainus Rd: Raven August <i>Comment:</i> No Comment Received	27-Oct-2023	
Island Health 3rd Floor, 6475 Metral Drive: Referrals Referrals	27-Oct-2023	20-Nov-2023



Referrals: Bylaw SA-140

Agency	Sent	Received
<i>Comment:</i> The referral response from Vancouver Island Health Authority regarding the proposed bylaw referral for property located at 100/101 Payne Road, Saturna Island is as follows: This office has no objections to the proposed rezoning referral subject to the following conditions: 1. A referral for the subdivision of any land parcels is sent to the office for an assessment against the Island Health Subdivision Standards. 2. Any water supply systems serving more than one single-family residence must obtain the necessary approvals/permits as per the Drinking Water Protection Act and Regulation. 3. Any proposed sewerage systems are constructed in accordance with the Sewerage System Regulation (SSR). 4. Any installation of wells are constructed in accordance with the Health Hazards Regulation. In particular, a well must be installed at least 30m from any probable source of contamination, including fertilizer or manure application. In addition, a comment from our Healthy Built Environments representative: This application will offer protection of a land area of ecological significance. Protection of biodiversity with natural supports a relationship between biodiversity and measures of ecosystem functioning such as maintaining water quality, soil health, plant health and pollination. In addition, the natural environment provides space for recreation, physical activity and promotes better mental health. There is a strong link between exposure and engagement with nature and the reduction of stress, chronic diseases, depression and anxiety and improvements to cognitive functioning.		
Lake Cowichan First Nation 313B Deer Road: Carole Livingstone <i>Comment:</i> Ts'uubaa-asatx Nation does not have any comments to provide at this time regarding this application proceeding. Please note that this "no comment" response is specifically intended for this application and is without prejudice to all future consultation with our Nation regarding not only the renewal of this application but any other application or decision within the Ts'uubaa-asatx Nation traditional territory. Furthermore, we may choose in the future to address the issues of Aboriginal rights and/or title infringement and compensation through the treaty process, the courts or other dispute resolution processes. We also reserve the right to raise objections if any cultural use, archaeological sites or environmental impacts are identified when the above development is being carried out or if we discover impacts on our rights or interest that we had not foreseen.	27-Oct-2023	03-Nov-2023
Lyackson First Nation 8017 Chemainus Road: Linda Aidnell <i>Comment:</i> No Comment Received	27-Oct-2023	
Malahat First Nation 110 Thunder Road, RR4: Heather Adams <i>Comment:</i> No Comment Received	27-Oct-2023	
Mayne Island Local Trust Committee Islands Trust: Jas Chonk <i>Comment:</i> Interests unaffected by bylaw.	27-Oct-2023	27-Nov-2023
Ministry of Transportation and Infrastructure Ministry of Transportation and Infrastructure: Ryan Pinches	27-Oct-2023	

Referrals: Bylaw SA-140

Agency	Sent	Received
<i>Comment:</i>		
North Pender Island Local Trust Committee <i>Islands Trust:</i> Jas Chonk <i>Comment:</i> Interests unaffected by bylaw.	27-Oct-2023	26-Jan-2024
Parks Canada 2220 Harbour Road: Parks Canada <i>Comment:</i>	27-Oct-2023	
Pauquachin First Nation 9010 West Saanich Road: Darlene Henry <i>Comment:</i> No Comment Received	27-Oct-2023	
Penelakut Tribe Box 360: Denise James <i>Comment:</i> No Comment Received	27-Oct-2023	
Semiahmoo First Nation 16049 Beach Rd: Chief & Council <i>Comment:</i> No Comment Received	27-Oct-2023	
Snuneymuxw First Nation 668 Centre Street: Desiree Thomas	27-Oct-2023	
South Pender Island Local Trust Committee 200 - 1627 Fort Street: Jas Chonk <i>Comment:</i> Interests unaffected by bylaw.	27-Oct-2023	10-Nov-2023
Stz'uminus First Nation 12611A Trans Canada Hwy: Chenoa Akey	27-Oct-2023	
Tsartlip First Nation PO Box 70: Karen Harry <i>Comment:</i> No Comment Received	27-Oct-2023	
Tsawout First Nation Box 121: Cathy Webster <i>Comment:</i> No Comment Received	27-Oct-2023	
Tsawwassen First Nation 1926 Tsawwassen Drive: Victoria Williams <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.	27-Oct-2023	23-Nov-2023
Tseycum First Nation	27-Oct-2023	

Referrals: Bylaw SA-140

Agency	Sent	Received
1210 Totem Lane: Chief Tanya Jimmy Comment: No Comment Received		
WSANEC WSANEC Leadership Council Society: Joni Olsen	27-Oct-2023	

Bylaw: SA-141

Trust Area: Saturna Island Local Trust Committee

Type: Land Use Bylaw

Bylaw No.: SA-141

Application No.: SA-RZ-2023.2

Trust Initiated: Yes

Proofread By:

Clerk: Yes
Planner: Yes

Technical Staff: No

First Reading Date: 19-Oct-2023

Bylaw Sent to Referrals: No
Date Proposed Bylaw to Web: 24-Oct-2023

Resolutions:

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

Secretary Signature Block:

Secretary's Signature: Chonk, Jas

Date: 01-Mar-2024

File complete and ready for Public review: Yes

Public Hearings:

Location: Electronic
Proofread By: Chonk, Jas

Legal Paper: Gulf Island Driftwood
First Publish Date: 13-Mar-2024

Second Publish Date: 20-Mar-2024

Alternate Paper:
First Publish Date:

Second Publish Date:

Mailout Date: 06-Mar-2024

Delivery Notices: 06-Mar-2024
Date Public Hearing Held: 26-Mar-2024

Second Reading Date: 15-Feb-2024

Third Reading Date: 23-May-2024



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No: 140 and 141
SA-RZ-2023.2 (Thachuk)
LTC Endorsement: October 19, 2023

PURPOSE

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

POLICY STATEMENT

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

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

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

DIRECTIVES ONLY CHECK LIST

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

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

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

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
✓	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.
✓	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
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
✓	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
✓	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.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
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
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
N/A	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.
✓	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.
	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
N/A	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.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
✓	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

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

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: Jas Chonk

Status

Date Resolution Referred to Exective Committee: 23-May-2024

Reading:

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: Jas Chonk

Status

Date Resolution Referred to Exective Committee: 23-May-2024

Reading:

PROPOSED

SATURNA ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 140

A BYLAW TO AMEND SATURNA ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 70, 2000

The Saturna Island Local Trust Committee in open meeting assembled enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 1, 2023”.

2. SCHEDULES

Saturna Island Official Community Plan Bylaw No. 70, 2000 is amended as shown on Schedule 1, attached to and forming part of this bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS	19 TH	DAY OF	OCTOBER	2023.
READ A SECOND TIME THIS	15 TH	DAY OF	FEBRUARY	2024.
PUBLIC HEARING HELD THIS	26 TH	DAY OF	MARCH	2024.
READ A THIRD TIME THIS	23 RD	DAY OF	MAY	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

**SATURNA ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 140**

SCHEDULE 1

The Saturna Island Official Community Plan No. 70, 2000, is amended as follows:

1. Part C – Policies, Subsection C.1.3 is amended by deleting the sentence “Details are described further in Appendix A.” and replacing it with the sentence “A reference table is included as an information note following Schedule E, Appendix A and not forming part of the bylaw for tracking and controlling changes in unallocated density designated as CADR”.
2. Subsection D.1.G (Rural General) is amended by:
 - a. adding a new Article D.1.G.6 that states “Despite Article D.1.G.5, the minimum lot area for subdivision of *Lot 1, Section 18, Saturna Island, Cowichan District, Plan 6417* shall not be less than 0.70 hectares (1.73 acres)”
 - b. renumbering subsequent Article D.1.G.6 accordingly.

PROPOSED

SATURNA ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 141

A BYLAW TO AMEND SATURNA ISLAND LAND USE BYLAW NO. 119, 2018

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

1. Citation

This bylaw may be cited for all purposes as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 2, 2023”.

2. Saturna Island Local Trust Committee Bylaw No. 119, cited as “Saturna Island Land Use Bylaw No. 118, 2018,” is amended as follows:

2.1 Inserting a new row in the Site Specific Regulations Table immediately following the row referencing RG(e) with the Site-Specific Zone Reference of “RG(f)”, such that it reads:

RG(f)	Lot 1, Section 18, Saturna Island, Cowichan District, Plan 6417	(7) Despite 4.2.12 no subdivision plan may be approved unless the lots created by the subdivision have a minimum lot area of at least 0.70 hectares (1.73 acres). (8) Despite 4.2.13 no subdivision plan may be approved unless the lots created by the subdivision have a minimum average lot area of at least 0.84 hectares (2.08 acres). (9) Despite 4.1.4, the maximum density is two (2) residences and zero (0) cottages. The maximum permitted floor area for one residence is 92.9 m ² .
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2.2 Inserting a new row in the Site Specific Regulations Table immediately following the row referencing RG(f) with the Site-Specific Zone Reference of “RG(g)”, such that it reads:

RG(g)	Lot 1, Section 5, Saturna Island, Cowichan District, Plan 25360	(10) Despite 4.2.13 no subdivision plan may be approved unless the lots created by the subdivision have a minimum average lot area of at least 7 hectares (1.78 acres). (11) Despite Subsections 4.2.4 - 4.2.6, the maximum density is one (1) residence.
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2.3 Schedule “B” – Zoning Map, is amended by changing the zoning classification of a portion of the lands legally described as Lot 1, Section 18, Saturna Island, Cowichan District, Plan 6417 from Rural General (RG) to Rural General (f) [RG(f)], 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. 119 as are required to effect this change.

2.4 Schedule “B” – Zoning Map, is amended by changing the zoning classification of a portion of the lands legally described as Lot 1, Section 5, Saturna Island, Cowichan District, Plan 25360 from Rural General (RG) to Rural General (g) [RG(g)], 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. 119 as are required to effect this change.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

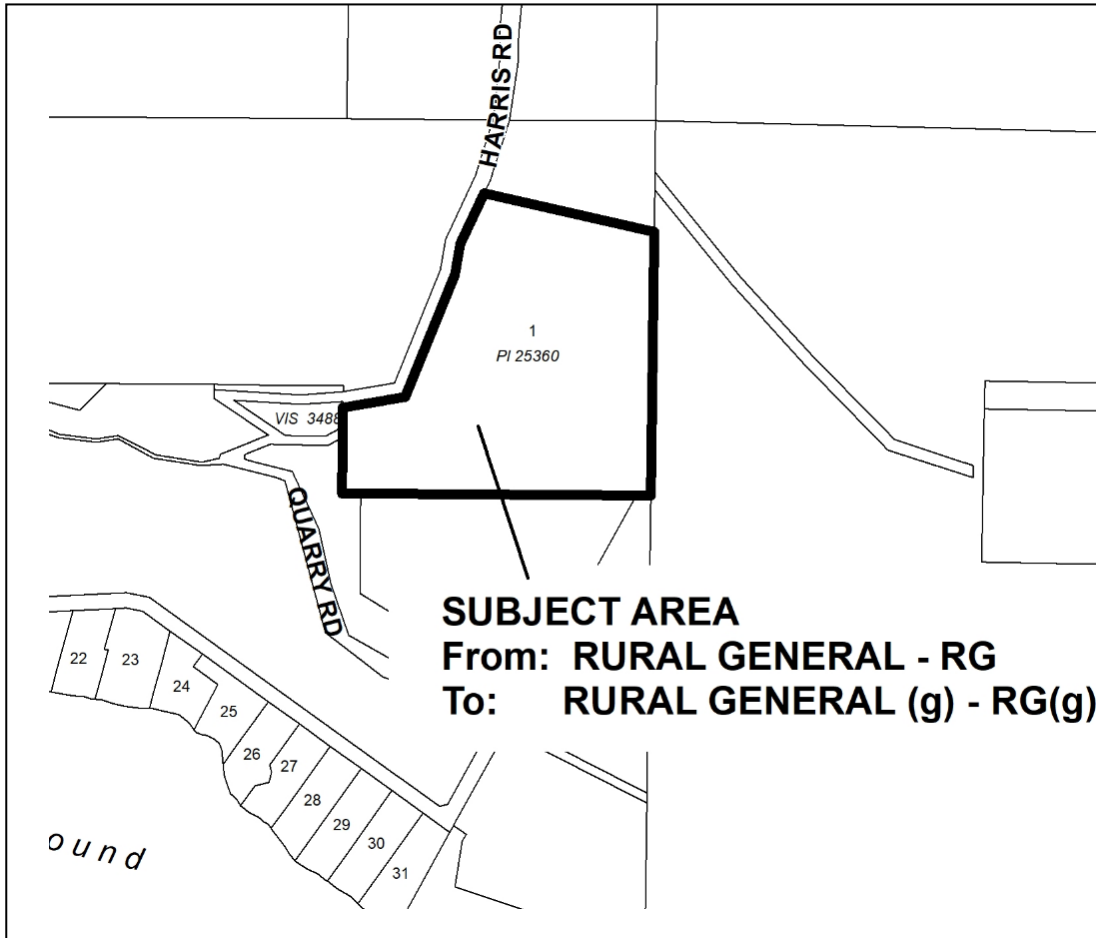
READ A FIRST TIME THIS	19 TH	DAY OF	OCTOBER	2023.
READ A SECOND TIME THIS	15 TH	DAY OF	FEBRUARY	2024.
PUBLIC HEARING HELD THIS	26 TH	DAY OF	MARCH	2024.
READ A THIRD TIME THIS	23 RD	DAY OF	MAY	2024.
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS				
	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

SATURNA ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 141

Plan No. 2



First Nation Engagement

Referral of: Saturna Island Bylaws 140 and 141

First Nation: Cowichan Tribes

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

First Nation: Halalt

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

First Nation: Ts'uubaa-asatx Nation (Lake Cowichan)

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
November 3, 2023	Ts'uubaa-asatx Nation does not have any comments to provide at this time regarding this application proceeding. Please note that this “no comment” response is specifically intended for this application and is without prejudice to all future consultation with our Nation regarding not only the renewal of this application but any other application or decision within the Ts'uubaa-asatx Nation traditional territory. Furthermore, we may choose in the future to address the issues of Aboriginal rights and/or title infringement and compensation through the treaty process, the courts or other dispute resolution processes. We also reserve the right to raise objections if any cultural use, archaeological sites or environmental impacts are identified when the above development is being carried out or if we discover impacts on our rights or interest that we had not foreseen.	JC

First Nation: Lyackson

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

First Nation: Malahat

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

First Nation: Pauquachin

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

First Nation: Penelakut Tribe

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

First Nation: Semiahmoo

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

First Nation: Snuneymuxw

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

First Nation: Stzuminus

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

First Nation: Tsartlip

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

First Nation: Tsawout

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

First Nation: Tsawwassen

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
November 23, 2023	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.	JC

First Nation: Tseycum

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

First Nation: WSANEC

Date	Comment/Action	Initial
October 27, 2023	Sent Referral	JC
February 29, 2024	Sent Follow-up Email.	JC

REQUEST FOR DECISION

ISLAND MUNICIPALITY BYLAW SUBMISSION

File No.: 08-3020-20-01 BIM_BL_653

DATE OF MEETING: June 5, 2024
TO: Islands Trust Executive Committee
FROM: Stefan Cermak
Director, Planning Services
SUBJECT: Bowen Island Municipality – LUB Amendment Bylaw No. 653

RECOMMENDATION

1. **THAT The Executive Committee advise Bowen Island Municipality that Bylaw No. 653 cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 653, 2024” is not contrary to or at variance with the Islands Trust Policy Statement.**

IMPLICATIONS OF RECOMMENDATION

Organizational - None

Financial - None

Policy - None

Implementation/Communications - Communication to Bowen Island Municipality regarding the Executive Committee decision by June 28, 2024.

Other - None

PURPOSE

Bowen Island Municipality Bylaw No. 653 (Attachment 1) is an amendment to the Bowen Island Municipality Land Use Bylaw (LUB) No. 57, 2002 in order to changes to the Land Use Bylaw required through Provincial Bill 44 as the Province takes measures to increase housing availability and affordability in BC.

BACKGROUND

On December 7, 2023, the Province of British Columbia brought into force Bill 44 which requires municipalities to permit minimum levels of housing in their communities. Bill 44 requires that every Municipality must, by June 30, 2024, permit “the use and density to accommodate one or both of the following on land:

1. At least one additional housing unit within a detached dwelling that would otherwise be a single-family dwelling;
2. At least one additional housing unit within another building on the same parcel or parcels of land on which a detached single-family dwelling is located.

As a result, Bowen Island Municipality must permit the use of attached secondary suites or detached secondary suites in every zone permitting single-family dwellings.

Bowen Island Municipality Bylaw No. 653

Proposed Bowen Island Municipality (BIM) Bylaw No. 653 brings BIMs zoning into compliance with Bill 44 primarily by:

- adding “accessory residential use” to any zone where a “dwelling” is permitted (this includes institutional, most comprehensive development zones, and various parcels within the Agricultural Land Reserve), and
- adding “detached dwelling” as permitted building/use where needed to allow the addition of a secondary suite within a single family dwelling or accessory structure.

Issues Relating To First Nation Interest

The BIM staff report does not indicate that any First Nations engagement occurred. The Islands Trust Policy Statement does not contain directive policies about First Nations.

Public Comments

As of the date of this Request for Decision (RFD), Islands Trust Staff have not received any public comments.

Staff Comments

The purpose of the staff report is to advise if the proposed bylaws are or are not contrary to or at variance with the Islands Trust Policy Statement (ITPS). Bowen Island Municipality has considered the Islands Trust Policy Statement Directives Policies Checklist (see Attachment 1 at end of report).

BIM staff have identified three relevant Islands Trust Council policies, BIM staff and Islands Trust staff comment follow:

- 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.

BIM staff comments:

The proposed amendments will add accessory residential use in zones which previously did not allow them, however, the amendments to zoning will not supersede any covenants

registered over land, such as for the purpose of restricting development due to concerns around water or sewer capacity. Likewise, areas of the area that have known challenges with quality of freshwater (Bluewater) have existing moratoriums on issuing new Building Permits that would increase water demand.

Islands Trust staff comments:

In follow up conversations, BIM staff report that the Bluewater Park Water System is the only area known to have freshwater quality issues. The proposed bylaw does not increase density in the area as secondary suites are already permitted in this area. Moreover, there is an existing moratorium on new connections to the water system.

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.

BIM staff comments:

The proposed amendments will add the allowance for secondary suites on some properties which previously only permitted dwellings, however will not exceed the maximum density prescribed under the OCP. Bowen's OCP supports the presence of secondary suites and detached secondary suites "in all residential areas" (Policy 129)

Islands Trust staff comments:

Staff note that several lots in the proposed zoning are not designated "residential" thus initially suspected that the proposed bylaw was at variance to this policy. However, Policy 5.2.5 calls for not exceeding the density limits defined in the BIM OCP. The BIM OCP density limit only restricts "primary" dwelling units, while encouraging secondary units. The proposed rezoning does not increase the number of permitted primary dwelling units, it only adds secondary units.

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.

BIM staff comments:

The purpose of the amendments is to increase housing availability and affordability in the community by increasing the options for creating secondary housing, as directed by new Provincial Legislation.

Islands Trust staff comments:

The proposed bylaw will address but not meet projected housing requirement per the BIM Housing Needs Report ([2020, Urbanics](#)).

BIM has similar housing issues to other local trust areas: lack of diverse housing types, lack of secure rental housing, lack of local affordability, and an aging population (lack of seniors housing).

The overall housing needs during 2016 to 2031 were projected to be:

- A total of 164 new households at an average rate of 11 new households per year.
- Of the projected new households, owner households will make up 135 and renter households will make up 29.

BIM is advancing several actions to address their diverse and affordable housing strategic initiative.

Secondary suites (attached or not) have been increasing yet have been insufficient to meet housing demands.

Other Directive Policies Not Commented on by BIM Staff:

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
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Islands Trust staff comments:

Some of the proposed secondary dwellings are proposed for lands in the Agricultural Land Reserve. It is not known if they support economic viability of farms without compromising agricultural capability. However, the proposal does not conflict with existing Agricultural Land Commission policies.

Based on a review of the proposed Bylaw No. 653, the Bowen Island staff reports, and the ITPS Checklist, Islands Trust staff concludes that proposed Bylaw No. 653 is not contrary to or at variance with the Islands Trust Policy Statement.

KEY ISSUES/CONCEPTS

- Referral of Land Use Bylaw No. 580 under s.15 of the Letters Patent
- Written response to Bowen Island Municipality required by June 28, 2024 (45 days after date of receipt of the referral on May 14, 2024).
- Comments from Executive Committee limited to whether or not Bylaw No. 653 is contrary to or at variance with the Islands Trust Policy Statement.
- Staff considers that Bylaw No. 653 may be contrary to or at variance with the Islands Trust Policy Statement.

RELEVANT POLICY

- [Islands Trust Policy 1.3.1](#) [Policy Statement Implementation]
- [Bowen Island Municipality Letters Patent](#)

ATTACHMENTS

1. BIM Staff Report dated May 13, 2024 (with proposed Bylaw 653 and Islands Trust Policy Statement Checklist attached to the report)

RESPONSE OPTIONS

RECOMMENDATION

1. *THAT The Executive Committee advise Bowen Island Municipality that Bylaw No. 653 cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 653, 2024” is not contrary to or at variance with the Islands Trust Policy Statement.*

ALTERNATIVE

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

1. *THAT the Executive Committee advise Bowen Island Municipality that Bylaw No. 653 cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 653, 2024” is contrary to or at variance with the Islands Trust Policy Statement for the following reasons: [list reasons]*

Submitted By:	Stefan Cermak, Director, Planning Services	May 30, 2024
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To: Mayor Leonard and Council

From: Drew Bakken, Island Community Planner

Date: April 29, 2024

Meeting Date: May 13, 2024

Subject: **Provincial Bill 44**
Upcoming changes to provincial legislation

RECOMMENDATION

That Bylaw No. 653, cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 652, 2024" be read a first time;

That Council refer Bylaw No. 653, 2024 and attached Island Trust Policy Statement to the Islands Trust; and

That Council advise staff to return with the results of those referrals.

PURPOSE

The purpose of this report is to return to Council with the results of the referrals to the Advisory Planning Committee and the Housing Advisory Committee, and to present the amending bylaw for first reading.

BACKGROUND

Further to the Government of British Columbia's introduction of Bill 44: Housing Statutes (Residential Development) Amendment Act, 2023, this report is to accompany the amending bylaw presented to Council for First Reading which upon adoption will enact the required changes to secondary suite regulations.

The upcoming provincial amendments were introduced to Council at the February 26, 2024 regular meeting of Council. Full details are outlined in the [staff report](#) on that agenda. At that meeting Council made the following motion:

RES#24-92 It was Moved and Seconded

That Council refer the report from the Island Community Planner re: Provincial Bill 44 to the Advisory Planning Commission and the Housing Advisory Committee; and
That Council direct staff to prepare a bylaw to amend the Land Use Bylaw in accordance with the changes required through Provincial Bill 44, subject to comments from the Advisory Planning Commission and the Housing Advisory Committees.

This report brings the result of those referrals and staff discussion on the Committee recommendations.

AFFECTED AREAS

Any areas shaded in the map below indicate either zones or else sub-areas of zones which are being amended through the proposed Bylaw No. 653. Staff presented a version of this map at the February 26, 2023 meeting. Staff subsequently revised the map to match precisely which sub-areas are included in Bylaw 653.



COMMITTEE REFERRALS

The Housing Advisory Committee met on March 8, 2024, with Council's referral of Bill 44 as one of the items on the agenda. Staff explained the proposed changes and committee members discussed both the upcoming changes to legislation in the province as well as the topic of maximum secondary suite sizes on Bowen Island. Members had in-depth discussion around septic restrictions (that covenants would supersede zoning), building permits (that a water source must be proven), size restrictions of secondary suites and caution around unlimited size threatening affordability, and options for incentivizing the creation of non-market affordable housing. Ultimately the Committee made the following recommendation:

Recommendation

It was Moved and Seconded

Whereas the Housing Advisory Committee (HAC) received a presentation regarding changes to the BIM Land Use Bylaw, No. 57, 2022, in accordance with the changes required through Provincial Bill 44, on March 8, 2024, and was asked for comment, particularly on maximum secondary suite size;

Therefore be it resolved, that the Housing Advisory Committee support the changes suggested by Staff to the current Land Use Bylaw to bring it into alignment with provincial regulations; and,

That the HAC support removing the 90 square metre secondary suite size restriction; and,

That should there be a limit to secondary suite size, that the attached secondary suite limit not be any smaller than the detached suite size; and

That density bonusing be considered for application for suites larger than the set limit, with contributions going to the Housing Reserve Fund.

CARRIED UNANIMOUSLY

The Bill 44 referral was further discussed at the Advisory Planning Commission meeting held on April 4, 2024. Committee members discussed the future of the community with regard to the changes in housing policies alongside the current situation of limited water and sewer capacity on Bowen Island. They made the following recommendation:

Recommendation

It was Moved and Seconded

That the Advisory Planning Commission (APC) support Staff navigating the required Land Use Bylaw amendments without further referral to the APC.

That the APC recommend that Council consider directing Staff to continue analysis of the water and sewer capacity on Bowen Island, and the financial implications of reaching an appropriate service level, to enable any increase in the number of secondary suites permitted by Bill 44.

That the APC recommend that Council give early consideration to the implications of legislative requirements in Bill 44 in anticipation of the population of Bowen Island reaching 5,000.

That the APC recommend that the Land Use Bylaw be amended to allow secondary suite size to be a maximum of 140 square metres for both detached and attached units.

CARRIED UNANIMOUSLY

PROPOSED AMENDMENTS

In bringing the *Land Use Bylaw* into compliance with Bill 44, the most common amendment to the BIM zoning designations was to add "accessory residential use" to any zone where "dwelling" is a permitted use and where "accessory residential use" isn't permitted already. Several zones also

needed the addition of “dwelling, detached” to the list of Permitted Buildings and Structures in that zone, which is necessary to allow the addition of a secondary suite within a single family dwelling. The third most common amendment was to change the language of “maximum number of dwellings” to “maximum number of primary dwellings”, which would ensure that attached or detached secondary suites would be allowed as an accessory use on a lot with a principal dwelling – this is the reason for the tables shown in Sections 2.7 and 3.0 of the proposed Bylaw No. 653, 2024.

One amendment is included in Sec 1.3 of the proposed bylaw which is not a requirement for compliance with Bill 44. This is an amendment to the maximum size of secondary suites, which was discussed by Council at the February 26, 2024 meeting then referred to and further discussed by the APC and HAC. Both committees supported a greater degree of housing options through increasing the maximum size of secondary suites, while also recognizing that the current detached secondary suite size limit being scaled to the lot size ensures that suites aren’t oversized on small lots. Staff determined this would be best addressed through regulating attached secondary suite sizes through the same scaled-to-lot-size maximum as for detached secondary suites, however that 90 sq m would remain the maximum in cases where the calculated allowance would come to a lesser size than currently permitted. In this way the flexibility of housing options is increased without further restricting secondary suites, and without deeming existing secondary suites as non-conforming.

Several Comprehensive Development zones previously identified as not allowing Accessory Residential Use were determined to already be in compliance with the legislation, in less conventional ways. For example, some zones which appeared to restrict Accessory Residential Use did allow multiple dwelling units per lot, making them compliant with the legislation. Other zones permitted multi-unit housing under other designations, such as “dwelling, attached” or “supportive housing”.

ISLANDS TRUST POLICY CHECKLIST

In this section staff provided comments on the completed attached Islands Trust Policy Checklist.

✓	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.
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Staff Comments:

The proposed amendments will add accessory residential use in zones which previously did not allow them, however, the amendments to zoning will not supersede any covenants registered over land, such as for the purpose of restricting development due to concerns around water or sewer capacity. Likewise, areas of the area that have known challenges with quality of freshwater (Bluewater) have existing moratoriums on issuing new Building Permits that would increase water demand.

✓	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.
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Staff Comments:

The proposed amendments will add the allowance for secondary suites on some properties which previously only permitted dwellings, however will not exceed the maximum density prescribed under the OCP. Bowen’s OCP supports the presence of secondary suites and detached secondary suites “in all residential areas” (Policy 129)

✓	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.
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Staff Comments:

The purpose of the amendments is to increase housing availability and affordability in the community by increasing the options for creating secondary housing, as directed by new Provincial Legislation.

FINANCIAL IMPLICATIONS

This amendment is not anticipated to have significant financial implications for the municipality.

COMMUNICATION STRATEGY

Under the provisions of Bill 44, the municipality is prohibited from sending this bylaw to a Public Hearing. Instead, prior to this First Reading of the amending bylaw, notice has been posted publicly in the Bowen Island Undercurrent and online to advertise the meeting date of the First Reading.

OTHER IMPLICATIONS

Islands Trust

Staff have presented a draft Policy Statement Checklist with discussion on the compliance of the bylaw with the various applicable policies of the Islands Trust. Following First Reading the proposed amendment bylaw will be referred to the Islands Trust Executive Committee.

Restrictive Covenants and Strata Building Schemes

Two common questions that have been raised with this proposed bylaw are: "What about covenants that don't allow secondary suites?" and "What about strata bylaws that don't allow secondary suites?" These topics are addressed through this report, but for absolute clarity, staff wanted to address the questions directly as well.

Restrictive covenants prohibiting secondary suites and strata bylaw that prohibit secondary suites will remain in effect. The Provincial Act and proposed BIM Bylaw would not override those existing prohibitions. If a property owner of a bare land strata lot wished to construct a secondary suite that was prohibited by their strata, they would have to work with their strata to gain appropriate approvals for their approval from their strata. Otherwise the strata would be in a position to take action against that property owner. Likewise, if a restrictive covenant prohibited the construction of a secondary suite that prohibition would have to be addressed by the property owner.

SUMMARY / CONCLUSION

These changes are required further to the new Provincial legislation intended to increase housing availability and affordability in BC, an issue that is very much relevant on Bowen Island. Moving ahead with these amendments will ensure the changes are made before the deadline set by the Province and will set clear expectations to the public on Bowen Island as to how the new initiatives will be implemented in the community.

ALTERNATIVES

Council has the following options available as alternatives to the staff recommendation:

1. Give first reading to Bylaw No. 653, 2024 and direct staff to refer the application to the Islands Trust;

2. That Council refer the proposal back to staff for further information;
2. That Council direct staff to not pursue the proposal any further; or
3. Other options as determined by Council.

Attachments and References:

Attachment 1 – [February 26, 2024 staff report – Bill 44 Introduction](#)
Attachment 2 – Bylaw No. 653, 2024
Attachment 3 – Islands Trust Policy Statement

SUBMITTED BY: Drew Bakken, Island Community Planner

DEPARTMENTAL REVIEW:

Bylaw Services	☐
Fire & Emergency	☐
Planning	☒
Public Library	☐
Public Works	☐
Recreation & Community Services	☐
Corporate Officer	☒



**Bowen Island Municipality
Bylaw No. 653, 2024**

A Bylaw to amend Land Use Bylaw No 57. 2002

WHEREAS, “Bowen Island Land Use Bylaw No. 57, 2002” regulates the use of land, buildings, and structures within the Bowen Island Municipality

AND WHEREAS, Council wishes to amend “Bowen Island Land Use Bylaw No. 57, 2002” to comply with the requirements of Bill 44: Housing Statutes (Residential Development) Amendment Act, 2023

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

1.0 Citation

- 1.1 This bylaw may be cited for all purposes as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 653, 2024”.

1.2 Amendments

- 1.3 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended by deleting Section 3.57.4 and replacing it with the following: “a *secondary suite* shall not exceed the greater of either: a total *floor area* of 90 square metres, or a total *floor area* of 65 square metres plus 0.625% of *lot area* to a maximum of 140 square metres.”.
- 1.4 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.2.1(1) by adding “*Accessory Residential Use*” use to the list of Accessory Uses of Land, Buildings and Structures in the Rural Commercial 1 (RC 1) and Rural Commercial 2 (RC 2) zones.
- 1.5 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.3.1(1) as follows:
- a) adding “*Accessory Residential Use*” to the list of Accessory Uses of Land, Building and Structures in the Tourist Commercial (TC 1) zone; and
 - b) adding “*Dwelling*” and “*Dwelling, Detached*” to the list of Permitted Buildings and Structures in the Tourist Commercial (TC 1) zone.
- 1.6 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.3.2(1) by removing “Maximum number of dwellings per lot” and replacing with “Maximum number of primary dwellings per lot” in the Tourist Commercial (TC 1) zone.
- 1.7 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.4.1(1) as follows:
- a) adding “*Accessory Residential Use*” to the list of Accessory Uses of Land, Buildings and Structures in the Island Institutional (II), Settlement Institutional (SI), and Island Civic (CI) zones; and

b) adding “*Dwelling*” and “*Dwelling, Detached*” to the list of Permitted Buildings and Structures in the Island Institutional (II), Settlement Institutional (SI), and Island Civic (CI) zones.

- 1.8 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.4.2(1) by removing “Maximum number or *dwelling*s per *lot*” and replacing with “Maximum number of primary *dwelling*s per *lot*” in the Island Institutional (II), Settlement Institutional (SI), and Island Civic (CI) zones.
- 1.9 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.6.1(1) by adding “*Accessory Residential Use*” to the list of Accessory Uses of Land, Buildings and Structures in the Village Residential 1 (VR 1) zone.
- 2.0 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.7.1(1) by adding “*Accessory Residential Use*” to the list of Accessory Uses of Land, Buildings and Structures in the Village Commercial 1 (VC 1) zone.
- 2.1 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.8.1(1) by adding “*Accessory Residential Use*” to the list of Accessory Uses of Land, Buildings and Structures in the Village Institutional (VI) and Village Civic (VCi) zones.
- 2.2 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.15.1(1) by adding “*Accessory Residential Use*” to the list of Accessory Uses of Land, Buildings and Structures in Area 6 of the Comprehensive Development 2 (CD 2) zone.
- 2.3 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.17.1(1) by adding “*Accessory Residential Use*” to the list of Accessory Uses of Land, Buildings and Structures in Area 2 of the Comprehensive Development 4 (CD 4) zone.
- 2.4 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.18.1(1) by adding “*Accessory Residential Use*” to the list of Accessory Uses of Land, Buildings and Structures in the Comprehensive Development 5 (CD 5) zone.
- 2.5 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.18.2 by amending “Maximum number of *dwelling*s per *lot*” to “Maximum number of primary *dwelling*s per *lot*” in the Comprehensive Development 5 (CD 5) zone.
- 2.6 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.19.1(1) by adding “*Accessory Residential Use*” to the list of Accessory Uses of Land, Buildings and Structures in Area 9 of the Comprehensive Development 6 (CD 6) zone.
- 2.7 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended by deleting the table in Section 4.19.1(4) and replacing it with the following:

Principal Uses of Land, Buildings and Structures	Area 9A	Area 9B	Area 9C
<i>Dwelling, Detached</i>	◆	◆	
<i>Dwelling, Attached</i>	◆	◆	
<i>Retail</i>		◆	

Golf Course			◆
Golf Course Club House		◆	◆
Guest House		◆	
Assembly		◆	
General Services		◆	
Restaurant		◆	
Pub		◆	
Accessory Uses of Land, Buildings and Structures			
Uses accessory to <i>principal uses</i>	◆	◆	
Accessory Residential Use	◆	◆	
Home Occupation use, subject to Section 3.34	◆	◆	

- 2.8 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.25.2(1) by changing the “Maximum number of accessory *secondary suites* or *detached secondary suites*” from 7 to 22 in Area 1 of the Comprehensive Development 12 (CD 12) zone.
- 2.9 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.30.1(1) by adding “*Accessory Residential Use*” to the list of Accessory Uses of Land, Buildings and Structures in Area 1 of the Comprehensive Development 18 (CD 18) zone.
- 3.0 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.33.2(1) by deleting the table and replacing it with the following:

	Area 1	Area 2	Area 3	Area 4	Area 5
Lot Coverage					
Maximum combined <i>lot coverage</i> of all <i>buildings</i> and <i>structures</i> (sq. m.) calculated as follows:	5% of lot area	5% of lot area to a maximum of 300 sq. m.	5% of lot area to a maximum of 300 sq. m.	30% of lot area	100 sq. m. plus 30% of lot area to a maximum of 500 sq. m.
Maximum number of primary <i>dwelling units</i>			1		22
Maximum number of primary <i>dwellings</i> per <i>lot</i>			1		6
Maximum number of primary <i>dwelling units</i> with maximum <i>Floor Area</i> , excluding garage, of 105 sq. m.					10
Maximum number of primary <i>dwelling units</i> with maximum <i>floor area</i> , excluding garage, of 171 sq. m.					11
Maximum number of primary <i>dwelling units</i> with maximum <i>floor area</i> of 465 sq. m.					1
Height					
Maximum <i>height</i> of a <i>building</i> or <i>structure</i> (metres)	9	9	9	9	11
Setbacks					

Minimum <i>setback</i> from front or rear <i>lot line</i> (metres)	7.5	7.5	7.5	7.5	3
Minimum <i>setback</i> from the surveyed right of way for a road	4.6	4.6	4.6	4.6	4.6
Minimum <i>setback</i> from side <i>lot line</i> (metres)	7.5	7.5	7.5	7.5	3
Conditions of Use					
Despite Section 3.54, maximum number of detached secondary suites permitted on <i>lots</i> smaller than 0.36 hectares					2

	Area 6	Area 7	Area 8	Area 9	Area 10
Lot Coverage					
Maximum combined <i>lot coverage</i> of all <i>buildings</i> and <i>structures</i> (sq. m.) calculated as follows:	100 sq. m. plus 30% of lot area to a maximum of 500 sq. m.	100 sq. m. plus 30% of lot area to a maximum of 500 sq. m.	100 sq. m. plus 30% of lot area to a maximum of 500 sq. m.	100 sq. m. plus 10% of lot area to a maximum of 1500 sq. m.	100 sq. m. plus 15% of lot coverage to a maximum of 500 sq. m.
Maximum number of primary <i>dwelling units</i>	70	80	12		
Maximum number of primary <i>dwelling units</i> with maximum <i>floor area</i> , excluding garage, of 115 sq. m.	3	15	12		
Maximum number of primary <i>dwelling units</i> with maximum <i>floor area</i> , excluding garage, of 171 sq. m.	65	61	0		
Maximum number of primary <i>dwelling units</i> with maximum <i>floor area</i> of 465 sq. m.	2	4	0		
Maximum <i>floor area</i> for <i>general services</i> (square metres)	300	600			
The maximum number of total units in Area 6 & 7 shall not exceed 131	◆	◆			
Number of Units and Site Areas					
Maximum number of primary <i>dwelling units</i> per <i>lot</i>	6	6	12	1	1
Maximum number of guest bedrooms per 0.4 ha <i>lot area</i>				12	12
Maximum number of guest bedrooms per <i>lot</i>				12	12
Maximum number of in-residence guests per <i>lot</i>				24	24
Maximum <i>floor area</i> for accessory <i>retail sales</i> (m ²)				20	20
Maximum number of meeting/course/workshop participants calculated as follows: 3 participants per each permitted guest bedroom				36	
Maximum number of accessory <i>buildings</i> for each 0.2 ha of <i>lot area</i> or portion thereof, plus one, subject to Part 3.				1	1

Maximum number of accessory <i>buildings</i> on any lot that may be used for <i>home occupation</i> for each 0.2 ha of <i>lot</i> area or portion thereof.				1	1
Maximum <i>height</i> of a <i>building</i> or <i>structure</i> (metres)	11	11	9	11	11
Setbacks					
Despite Section 3.30, minimum <i>setback</i> from front or rear <i>lot line</i> (metres)	3	3	3	3	3
Minimum <i>setback</i> from surveyed right of way for a road	4.6	4.6	4.6	4.6	4.6
Minimum <i>setback</i> from side <i>lot line</i> (metres)	2	2	2	3	3
Conditions of Use					
Despite Section 3.54, maximum total number of detached secondary suites permitted on <i>lots</i> smaller than 0.36 hectares	5	5			

- 3.1 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.34.1(1) by adding “*Accessory Residential Use*” to the list of Accessory Uses of Land, Buildings and Structures in Area 3, and Area 4 of the Comprehensive Development 22 (CD 22) zone.
- 3.2 “Bowen Island Municipality Land Use Bylaw No. 57, 2002,” is amended at Section 4.34.2(1) by deleting “Maximum number of *dwelling units*” and replacing it with “Maximum number of primary *dwelling units*” in the Comprehensive Development 22 (CD 22) zone.

READ A FIRST TIME this ____ day of _____, _____;

READ A SECOND TIME this ____ day of _____, _____;

PUBLIC HEARING this ____ day of _____, _____;

READ A THIRD TIME this ____ day of _____, _____;

RECONSIDERED AND FINALLY ADOPTED this ____ day of _____, _____;

Andrew Leonard
Mayor

Hope Dallas
Corporate Officer



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw No. 653, 2024

PURPOSE

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

POLICY STATEMENT

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

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

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

DIRECTIVES ONLY CHECK LIST

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

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

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

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
N/A	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory 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
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
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
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.
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PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
N/A	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory 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
N/A	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.
✓	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
N/A	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.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
✓	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

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

DRAFT Islands Trust Council Schedule					
June 18-20, 2024					
Tuesday, June 18		Wednesday, June 19		Thursday, June 20	
9:00	Executive Committee Bellenas-Winchelsea LTC Meeting	9:00	Strategic Planning Session	9:00	Closed Meeting
10:30	Executive Committee Meeting				Public are welcome to attend all sessions excluding the Closed Meeting
					Rise and Report
12:00	Lunch	10:30	Break	10:00	Break
12:30	Land Acknowledgement	10:45	Strategic Planning Session (Continued)	10:15	New Business
	Call to Order and Approval of Agenda				Trustee-Initiated Requests for Decision
	Territorial Welcome				Placeholder (Trustee Morrison - Notice of Motion from March Trust Council)
1:00	General Business Arising				Placeholder (Trustee Elliott - Postponed Motion from March Trust Council)
	Consent Agenda Item(s)				Placeholder (Trustee Bolland)
	Adoption of Minutes				
	Resolution Without Meeting			11:45	Disposition of Delegations from previous Trust Council Meeting (March)
	Trust Council Follow-up Action List				Correspondence
1:15	Trustee Roundtable				
	Emerging issues and island updates			12:00	Presentation: Ryan Greville - Transport Canada
2:00	Delegations / Public Comment				Trustee Updates about Working in Cooperation with Others (Written Updates Received for Information Only)
					Atl'ka7tsem/Howe Sound Biosphere Region
3:00	Break	12:00	Lunch		Baynes Sound/Lambert Channel Ecosystem Forum
					Southern Gulf Islands Forum
3:15	Executive	1:00	Strategic Planning Session (Continued)		VICC Climate Leadership Steering Committee
	Consent Agenda Item(s)				Snaw-naw-as Nation/ Islands Trust Joint Working Group
	Decision/Discussion Items				First Nations Relations
	Council Work Program				Shellfish Aquaculture Management Advisory Committee
	Executive Committee Work Program				Freighter Anchorages/Oceans Protection Plan Update
	Governance Committee Report	3:30	Break		BC Ferries Advisory Committees
4:15	Trust Area Services	3:45	Administrative Services		Priorities Chart
	Consent Agenda Item(s)		Consent Agenda Item(s)		September Trust Council Draft Schedule
	Decision/Discussion Items		Decision/Discussion Items		
	Trust Programs Committee Work Program		Financial Planning Committee Work Program		
	Islands Trust Conservancy Work Program (45 min presentation)			12:30	Adjournment (approx.)
5:45	Inclusive Decision Making Session - MLA Adam Olsen	4:45	Planning Services		
			Consent Agenda Item(s)		
			Decision/Discussion Items		
			Local Planning Services Work Program		
6:30	Adjourn for the Day (approx.)	5:30	Adjourn for the Day (approx.)		
*times are provided for information and may vary					Visit the meeting webpage:
					https://islandstrust.bc.ca/event/trust-council-quarterly-meeting-2/
					~ to view the agenda package
					~ to join the meeting electronically, view livestream or attend by phone-in





SUBJECT: 2025/26 BUDGET GUIDELINES

departmental budgets, guide capital funding, guide additional resourcing to advance the organization's strategic plan, and guide tax increases.

Specific examples from the District include the following:

- 2023 net departmental budget totals limited to 0% increase, exclusive of: existing personnel costs, core capital increases, non-discretionary increases.
- Resource requests for additional operating budgets (including one-time projects) and new personnel only to be considered for critical capacity issues, or where upfront investment will result in longer-term savings.
- Provision to be made for Corporate Information Technology replacement with the annual addition of \$X until annual sustained funding is achieved.
- The District will consider resourcing needs to continue implementation of the Climate Action Plan, the long-term staffing plan, initiatives from the 2019-2023 strategic plan.

Trust Council may reference these and other examples of budget guidelines to inform the kinds of guidelines it may wish to set in September for the 2025/26 budget. No action is required of Trust Council at this time.

ATTACHMENT(S):

FOLLOW-UP: As directed.

Prepared By: Director, Administrative Services
Reviewed By:

WHY SHOULD THE ISLANDS TRUST SUE BIG OIL?

(WITH OTHER LOCAL GOVERNMENTS)

19 June 2024

Andrew Gage,
West Coast Environmental Law



Photo by David O., used under CC Licence



Photos: Julia Kidder (Ashcroft),



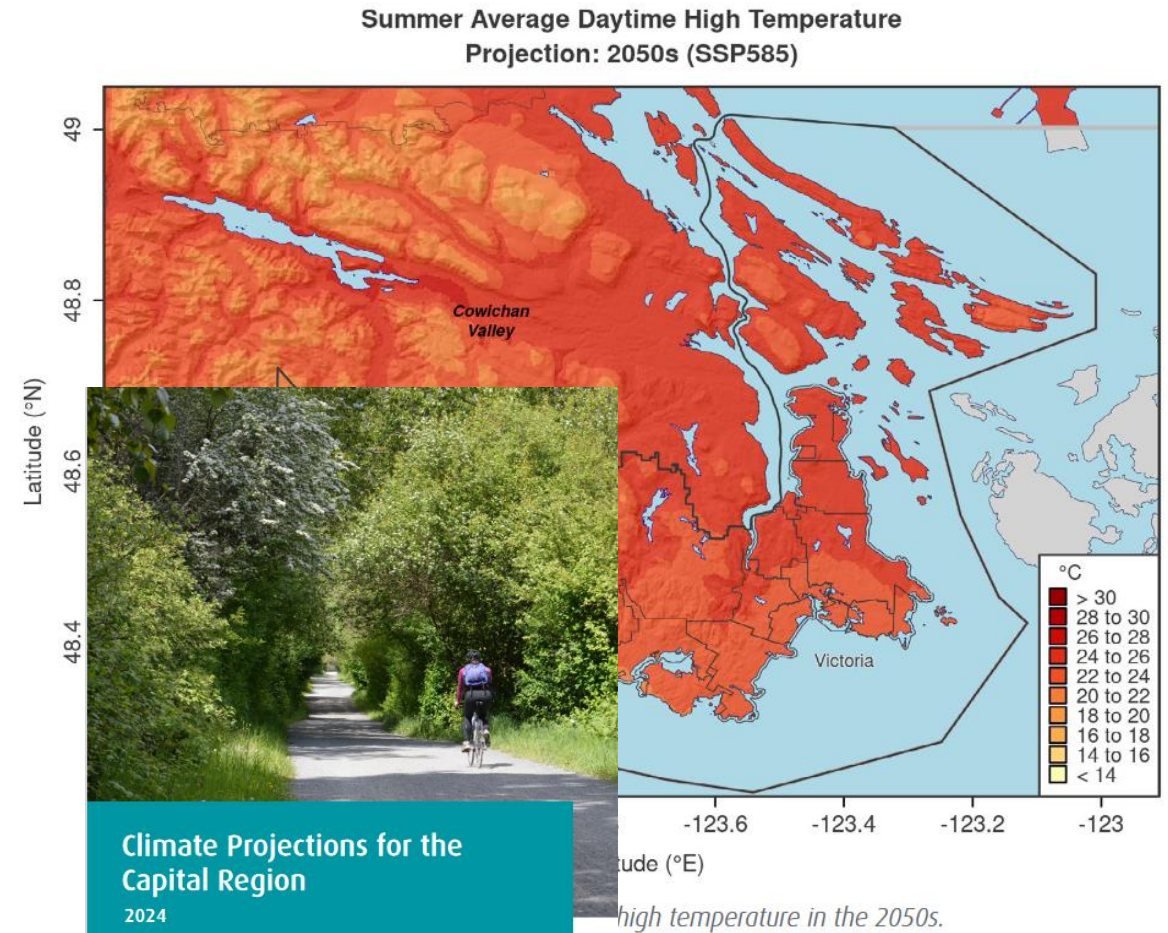
Tracy Calogheros (Iowna Island),



Province of BC (Abbotsford)



Damage in the form of a washout and erosion caused by heavy rains at the junction of Roland Road and Isabella Point Road at 3 p.m. on Nov. 15.



Updated April 2024

PACIFIC CLIMATE
IMPACTS CONSORTIUM

CRD
Making a difference. Together.



Islands Trust

Islands Trust Expenses

SUE
BIG OIL

Island Planning

Conservancy

Programs

Mapping & Resources

What's Happening

About Us

I WANT TO... ▾

PROGRAMS OVERVIEW »

» Advocacy

» Application Sponsorship

» Climate Change

» Ecosystem Inventories

» Forest Protection

» Wildfires

» Freshwater Sustainability

» Heritage Preservation

» History and Heritage
Conservation Grants in Aid

» Housing Affordability

» Islands 2050

» Marine Shorelines

» Natural Area Protection Tax
Exemption Program (NAPTEP)

» Stewardship Awards

» Stewardship Education

» Support for Coordination
Groups

» Trend Monitoring

Cost of Mitigation

The Denman Island community is aware that avoiding the worst impacts of climate change will require significant expenditures by the Islands Trust, the CVRD and the residents of the island. As a rural community, there is a small population base to pay for major climate impacts. DCA does not have funds help these at-risk ecosystems adapt to climate change, and funding may be required from ITC (which ultimately comes from the IT) to prevent the worst climate impacts.

Funding needs may include:

- Fire prevention strategies including fire monitor contractors, temporary infrastructure to prohibit entry into high-risk areas, signage, community educational/informational outreach.
- Fire rapid response equipment at forested sites, may include cisterns.
- Ecological monitoring to observe and respond to alterations caused by climate change.
- Restoration of areas affected by climate change (vegetation restoration, securing wetlands).

- Denman Island Conservancy, October 17, 2023



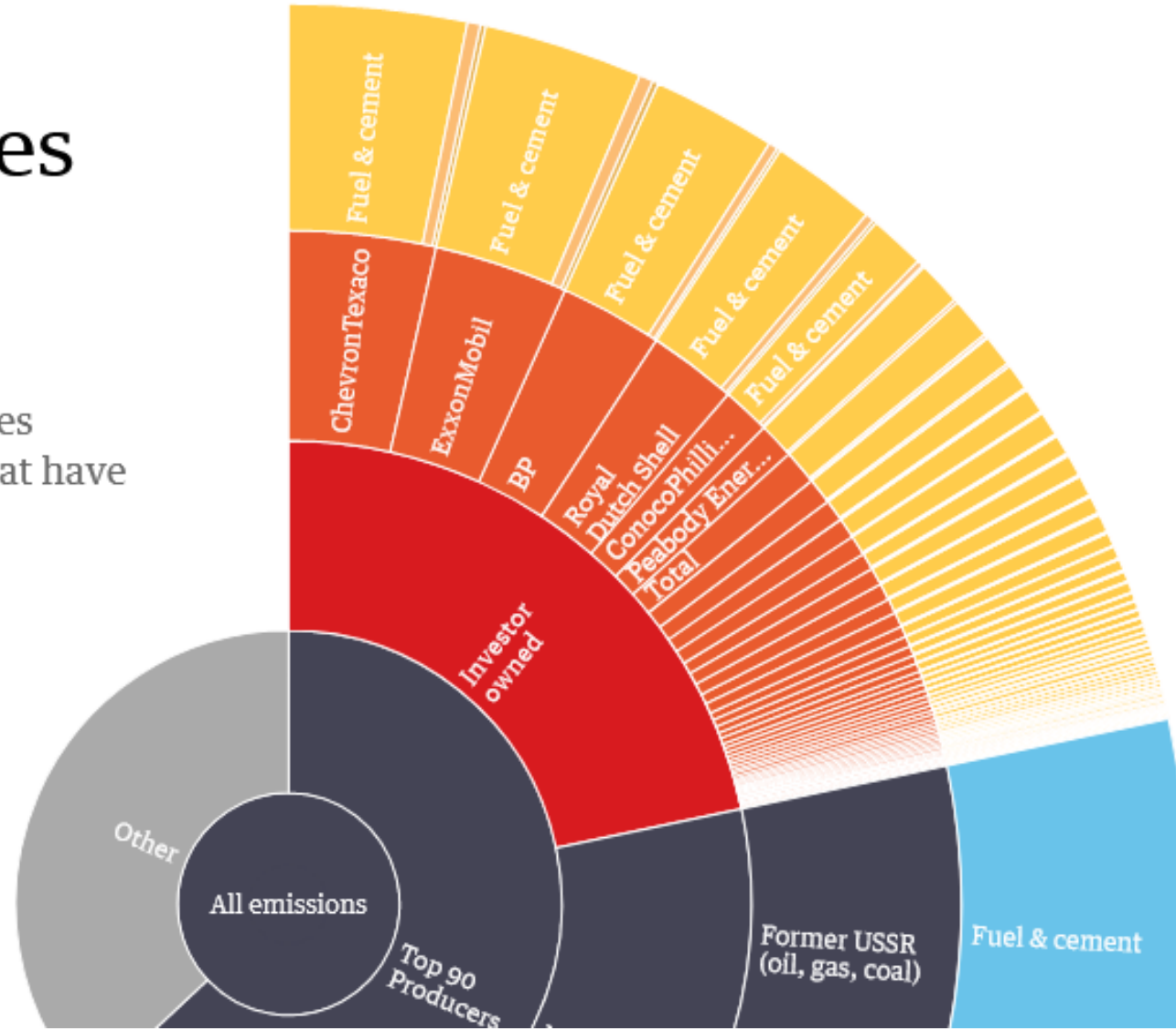
Which companies caused global warming?

A new paper shows which companies extracted the carbon-based fuels that have caused climate change.

👉 Hover and click to explore

📖 [Read the news story](#)

Image from The Guardian, 2013

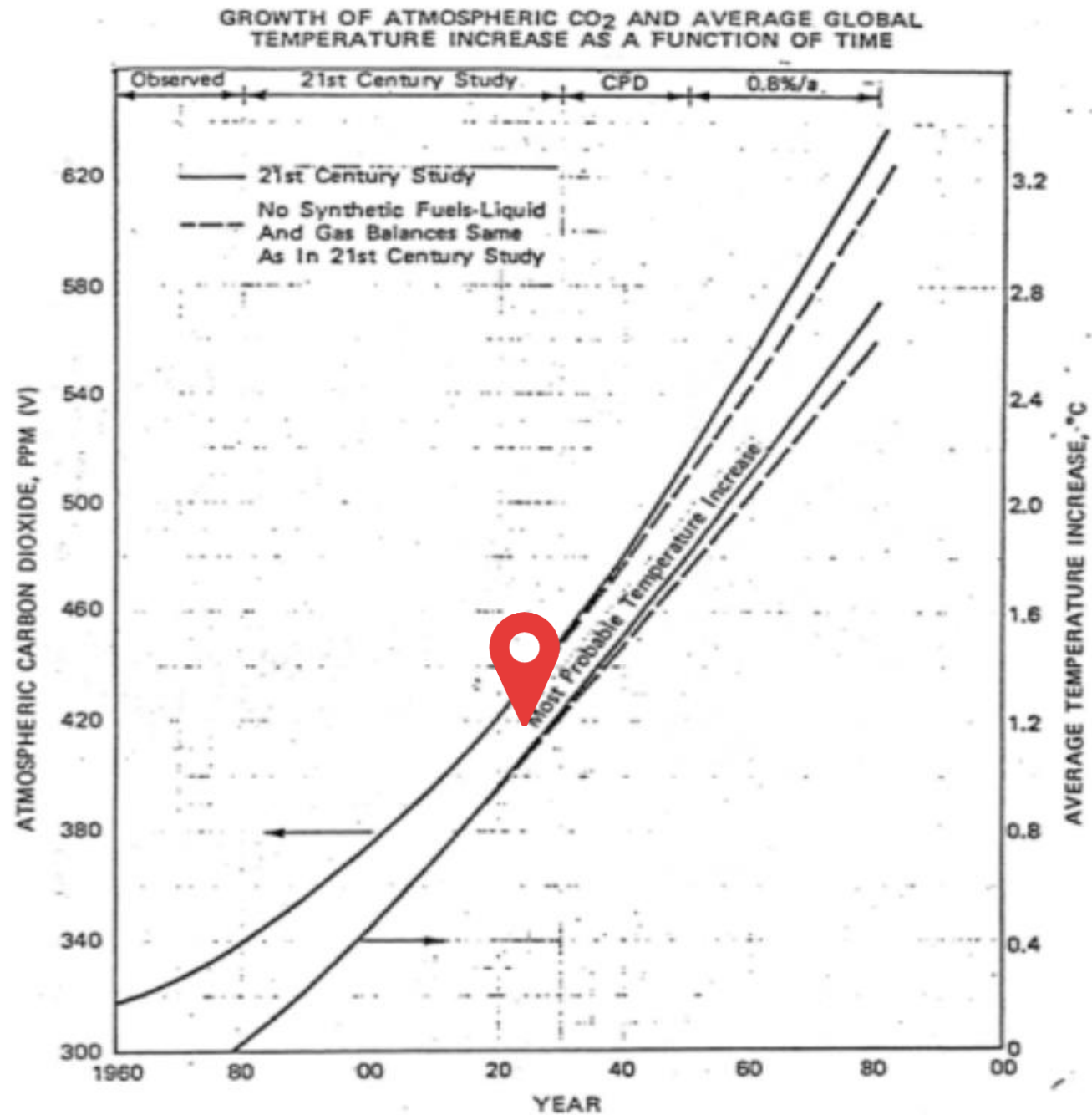


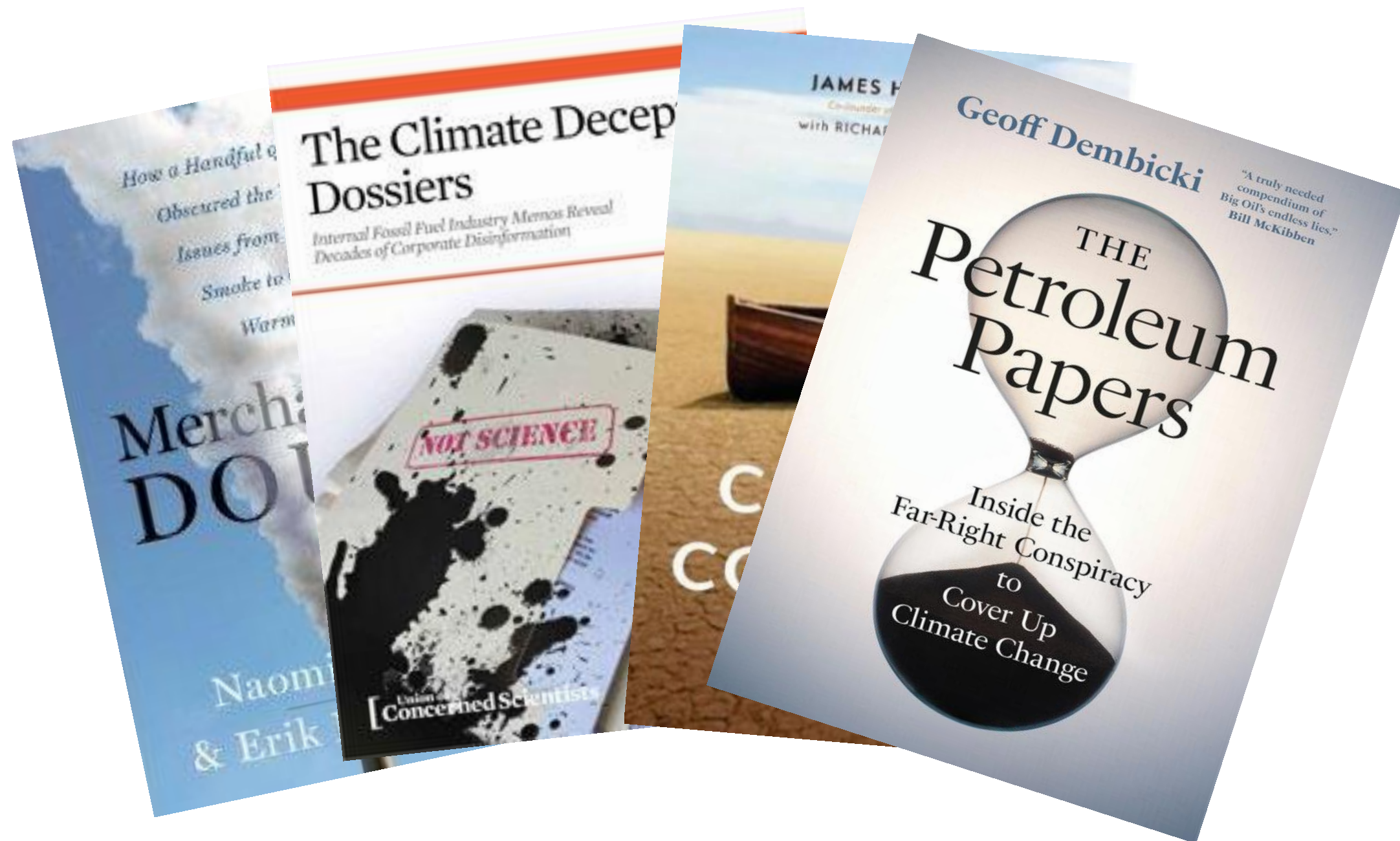
“Whenever you burn conventional fuel, you create carbon dioxide... [contributing to] a greenhouse effect ... [A] temperature rise corresponding to a 10 per cent increase in carbon dioxide will be sufficient to melt the icecap and submerge New York. All the coastal cities would be covered”

– Dr. Edward Teller, 1959, Speaking to the American Petroleum Institute



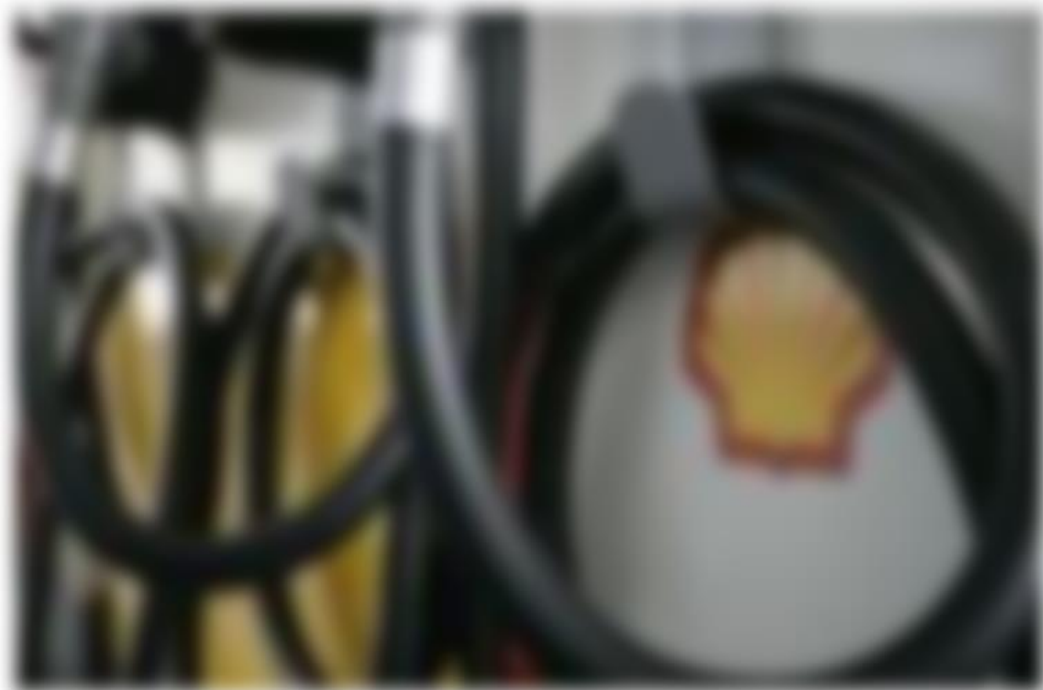
Exxon
Mobil 1982





Shell Hits the Brakes on Growing Renewables Unit After Record 2022 Profit

- Company aims to focus investments to boost shareholder value
- Low-carbon energy spending has grown as Shell aims to cut C



Photographer: Dimas Ardian/Bloomberg

World's top fossil-fuel bosses deride efforts to move away from oil and gas

Executives at Texas summit claim clean-energy transition is failing and say world should 'abandon the fantasy' of fossil-fuel phaseout

Mark

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Dow Jo

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S&P 500

Nasdaq

S&P/TSX

S&P/BVL

BRAZIL



Cre

📷 Amin Nasser, Saudi Aramco president and chief executive, speaks in Houston, Texas on 18 March 2024. Photograph: Mark Felix/AFP/Getty Images

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Three Decades of Climate Mitigation: Why Haven't We Bent the Global Emissions Curve?

Annual Review of Environment and Resources

Vol. 46:653-689 (Volume publication date October 2021)

First published as a Review in Advance on June 29, 2021

<https://doi.org/10.1146/annurev-environ-012220-011104>

Isak Stoddard,¹ Kevin Anderson,^{1,2} Stuart Capstick,³ Wim Carton,⁴ Joanna Depledge,⁵ Keri Facer,^{1,6} Clair Gough,² Frederic Hache,⁷ Claire Hoolohan,^{2,3} Martin Hultman,⁸ Niclas Hällström,⁹ Sivan Kartha,¹⁰ Sonja Klinsky,¹¹ Magdalena Kuchler,¹ Eva Lövbrand,¹² Naghmeh Nasiritousi,^{13,14} Peter Newell,¹⁵ Glen P. Peters,¹⁶ Youba Sokona,¹⁷ Andy Stirling,¹⁸ Matthew Stilwell,¹⁹ Clive L. Spash,²⁰ and Mariama Williams¹⁷



“We call on our local governments to:

- take urgent action to reduce our fossil fuel use and protect us from future heat waves, wildfires, flooding and other climate impacts;
- set aside at least \$1 per person towards a community fund to sue Big Oil;
- join with other local governments to file a class action lawsuit to recover a fair share of our climate costs;
- work to build equitable, sustainable systems for transportation, housing and food that put people and the planet before corporate profits; and
- cooperate with Indigenous peoples in



puts climate risks onto industry balance sheets

Fossil fuel
producers

Everyone – including fossil
fuel companies - pays their
fair share of climate costs

Communities pay
the cost of climate
change



SUE BIG OIL is legally possible

Photo from MillieuDefensie



SUE
BIG OIL



SUE BIG OIL is financially manageable



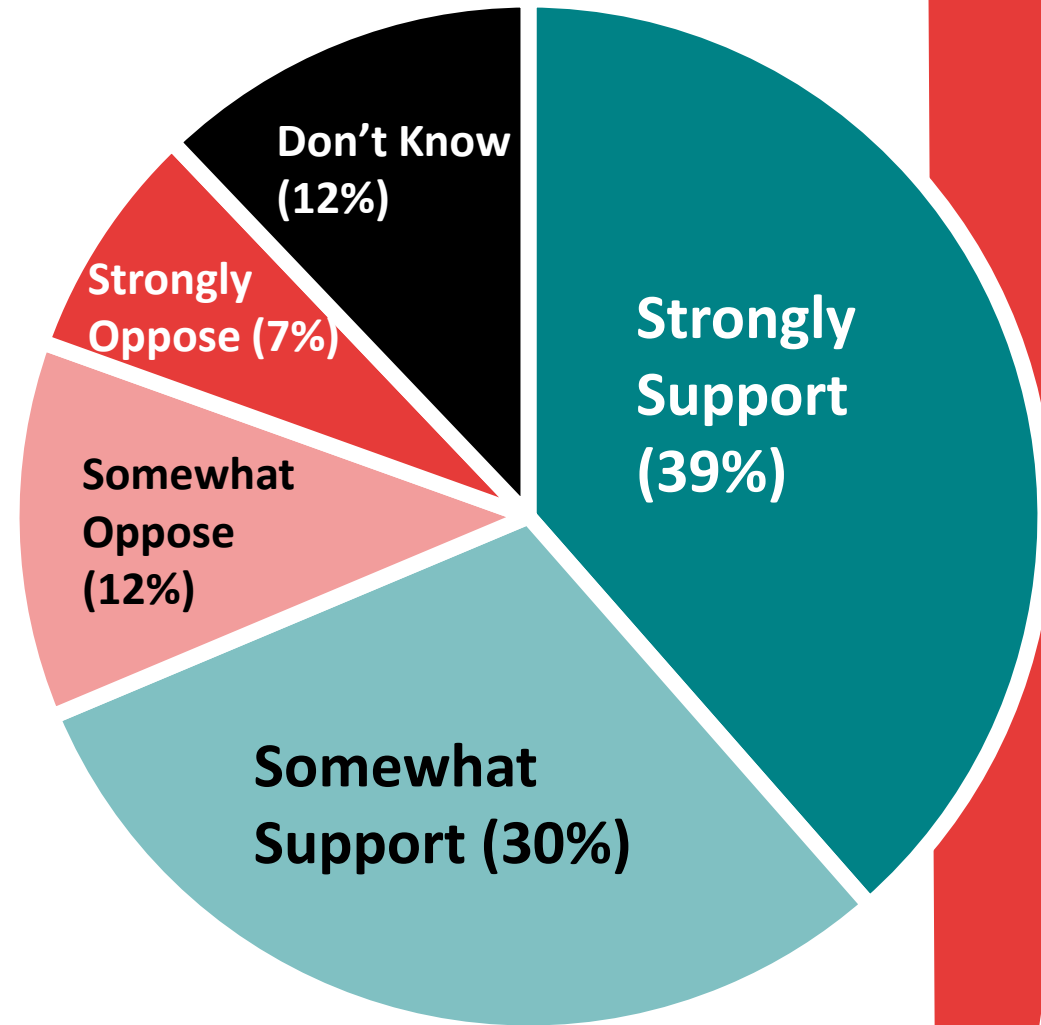
**SUE
BIG OIL**



SUE BIG OIL is Popular

"Some people say that instead of local communities and taxpayers paying all of the increasing costs of climate change, local governments in BC should work together to sue the world's most polluting oil companies to make them pay for a share of these costs. Do you support or oppose this idea?"

(Stratcom, 2022)



SUE BIG OIL benefits our communities

- Early on judge confirms that there is a winnable case.
- Changes in investor, fossil fuel company behaviour.
- Needed resource for our communities.
- Fossil fuel companies, investors and governments record climate costs as a liability, making better business decisions.

Gibsons commits to the Sue Big Oil campaign

Town to work with other local governments in B.C. to file a class action lawsuit to recover costs from global fossil fuel companies.

Connie Jordison
Mar 10, 2023 12:50 PM



Representatives of Sunshine Coast Sue Big Oil outside of Gibsons town hall (left to right) Ardith Beynon; George Smith; Penny Brown; Suzanne Senger; Lee Ann Johnson; Anthony Paré; Sec Cecil; Jef Keighley; Dawn Allen; Alaya Boisvert; and Linda Hoechstetter. | submitted photo

GOLDSTREAM NEWS GAZETTE

View Royal votes to support lawsuit against global oil companies

Led by the Sue Big Oil campaign, the initiative is seeking municipal support

Justin Samanski-Langille
Jun 7, 2023 3:50 PM



News / Local News

Port Moody votes to support class-action lawsuit against fossil fuel companies

Seven B.C. municipalities and 40 organizations now support West Coast Environmental Law's campaign to sue oil companies for climate costs.

Fany Crawford

lished May 24, 2024 • Last updated 1 week ago • 2 minute read

8 Comments



NELSON STAR

News More Contests Shop E-Editions Classifieds Autos Jobs Obituar

Slocan council votes to join proposed lawsuit against 'Big Oil'

Class action seeks compensation for costs of climate change damage



Bill Metcalfe
Mar 5, 2024 9:02 AM



Burnaby now

News Opinion Arts & Life Features Classifieds Obituaries Connect

Burnaby joins Sue Big Oil campaign, would commit \$1 for every resident

"I think it's very prudent; it makes sense," said a local Burnaby mom advocating for the campaign.



Lauren Vanderdean
May 13, 2024 5:30 PM



SQUAMISH CHIEF

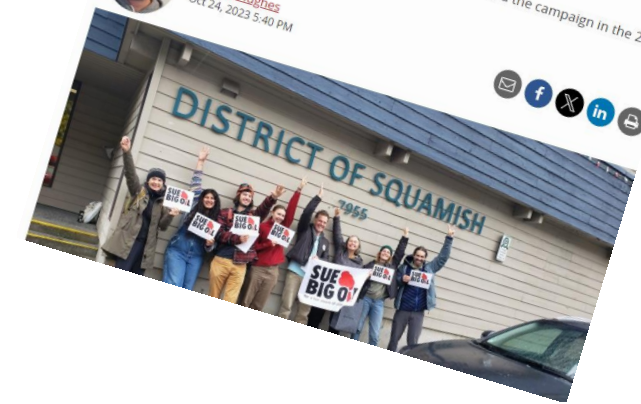
News Opinion Arts & Life Features Classifieds Obituaries Connect

Squamish council takes a step toward joining the Sue Big Oil campaign

By a 5-2 vote, pledges \$1 per resident or about \$25,000 toward the campaign in the 2025 budget.



Andrew Hughes
Oct 24, 2023 5:40 PM



PARKSVILLE QUALICUM BEACH NEWS

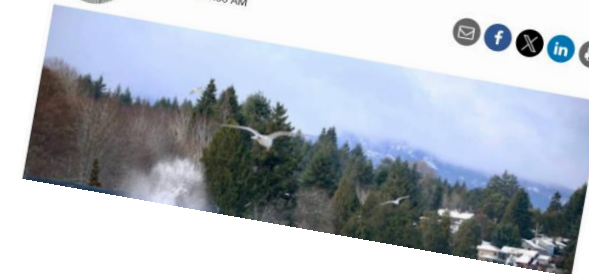
News More Contests Shop E-Editions Classifieds Autos Jobs Obitua

Qualicum Beach commits to class-action lawsuit against fossil fuel companies

Council voted 4-1 but is contingent town acquiring legal opinion



Michael Briones
Feb 10, 2024 1:30 AM



What Sue Big Oil wants from the Islands Trust

- \$0.50 per resident pledged;
- A call to the Regional Districts to contribute the other \$0.50; and
- A pledge to work with other local governments to work towards a class action lawsuit.



www.suebigoil.ca

agage@wcel.org

**SUE
BIG OIL**



WEST COAST
Environmental Law

As requested, further to Ronald Wright's application to speak as a delegation at the Trust Council Quarterly Meeting June 18-20, 2024, here is the draft presentation for the Trust Executive Committee's information on Wednesday June 5th.

Chair Luckham and members of Trust Council:

I'm here to speak for Keep Salt Spring Sustainable (KSSS), a group of residents working to uphold our island's environmental well-being and rural character, as protected by the Islands Trust Object, the existing Trust Policy Statement (TPS), and Salt Spring's Official Community Plan (OCP).

We have concerns about the content and process of recent draft revisions to the Trust Policy Statement, above all the proposed new interpretation of the Trust Act's core wording on the Trust Area's "unique amenities and environment." In Council's statement of Sept.26th 2023, these are now claimed to be "broad-ranging and may include issues such as, but not limited to, housing, livelihoods, infrastructure and tourism."

Council's similar statement posted on January 18th declares: "The current Governance Committee, appointed in December, 2022, decided that it was a priority to review the mandate and report back to Trust Council on that review. Today's presentation summarized and clarified all previous legal opinions."

We are puzzled that the said opinions and "clarifications" do not mention the Trust Council *Position Paper No.1*, published and given Ministerial approval in 1986, which lays out at length, with many examples, how the wording of the Act's "Object" (or mandate) should be interpreted. In 2021, a new *Discussion Paper* reminded Trust Council of the 1986 paper's importance, noting it "provided explicit, detailed interpretations of the Islands Trust Object," and stating that the Object "is fundamentally about conservation-oriented, place-based protection... not traditional human-centric land-use planning."

Instead, the only legal opinions made public so far are two excerpts, both by the same lawyer Bill Buholzer --one apparently written in 2000 and another from 2020.

This lack of evidence and openness is deeply alarming, especially as the proposed new interpretation was reached behind closed doors at an in-camera meeting. No information has been released as to who was at that meeting, how they voted, or whether a proper vote was even held. Closed meetings are sometimes justified to hear sensitive legal advice, but they are not for discussing public policy in secret. That is at best an abuse of process, and at worst may be a breach of law.

Council Executive and the Governance Cte seem to be promoting a narrative that the *Islands Trust Act's* wording is vague. The *Oxford English Dictionary* defines "unique" as "one of a kind" or "unparalleled." The Gulf Islands are indeed unique in their outstanding natural beauty and fragile environment. "Housing, livelihoods, infrastructure and tourism" are not unique. They can be found anywhere.

We respectfully ask that you desist from, in effect, trying to rewrite the *Islands Trust Act* and undermine its powers.

With thanks for your attention,

Ronald Wright



REQUEST FOR DECISION

To: Trust Council

For the Meeting of: June 18, 2024

From: Executive Administrative
Assistant

Date Prepared: June 4, 2024

SUBJECT: September's Trust Council meeting location

RECOMMENDATION:

That Trust Council change the September 24-26, 2024, quarterly meeting location from Gabriola Island to Nanaimo.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Conducting a Trust Council meeting requires adequate meeting space and services as well as electronic meeting capabilities. The Haven Resort's auditorium, the preferred meeting venue when Council meets on Gabriola was not available. Staff researched other on-island options and visited potential venues but nothing suitable was found. Supporting this RFD will ensure September's meeting will be functional and properly serviced.

-
- 1 PURPOSE:** To inform Trust Council of meeting venue uncertainties and logistical concerns with holding the September 24-26, 2024, quarterly business meeting on Gabriola Island and to advise Council that Nanaimo offers an option that will ensure a functional meeting space.
 - 2 BACKGROUND:** At its December 2023 meeting, Trust Council adopted its 2024 quarterly meeting schedule with dates and locations for March, June, and December; however, September's location was recorded in resolution TC-2023-082 as "on an island to be determined."

At its March 2024 meeting, by resolution TC-2024-039, Trust Council voted to hold September's meeting on Gabriola Island. Staff immediately contacted The Haven Resort to book the Phoenix Auditorium, the meeting space/venue routinely used when Trust Council convenes on Gabriola Island, unfortunately the auditorium had been booked 6 months in advance and was unavailable. The Haven advised that a limited number of lodgings were still available and that food service could be accommodated while sharing the restaurant with other Haven guests.

Staff made inquiries into 6 potential Gabriola Island meeting venues however only one presented as viable in terms of availability, floor space, food service, Wi-Fi /internet and budget.

Staff conducted a site visit to the venue on May 1, met with the general manager, toured the entire facility (excluding the kitchen) and reported to Executive Committee that lodging, (potential) food service and a meeting space while available presented uncertainties.

- The general manager could not guarantee any food service at the meeting venue i.e. lunch/dinner due to uncertainty regarding availability of kitchen staff, even with 6 months advance notice. Dinners would have to be organized with other establishments.
- Hiring off-site catering was suggested, however the general manager would not confirm that the caterer could have access to the kitchen for cooking or refrigeration needs.
- Table seating during meals was limited to 25, there is a patio option which would be weather dependent, or sitting at the business meeting table would be the other option.
- Staff determined the meeting space would be extremely cramped using our typical floor plan layout including a technicians table, projection screen, staff table and space for the public. There are no windows in the meeting space to allow for fresh air and no ventilation was observed. Cramped seating with no provision for distancing and lack of ventilation is not conducive to good air quality.
- Wi-Fi is available but reported as inconsistent and not reliable. Trust Council meetings are expected to be live streamed and to offer electronic attendance to the public as well as trustees.
- Trustee and staff accommodations would be in grouped in 2-3 various locations adding a level of coordination regarding breakfast logistics.
- Hiring a bus to shuttle trustees between the meeting venue, various lodging locations and dinner locations adds another level of coordination but may be considered to reduce individual vehicle use or recommend carpooling.

The one viable venue option on Gabriola is fraught with uncertainties and various additional administrative coordination as described. Staff have confirmed that Nanaimo does present an option which ensures that September's meeting space is functional and quality food service is provided.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

The Coast Bastion Ballroom is unavailable for Trust Council's meeting space needs. The Vancouver Island Conference Centre (VICC) presently has only one space available which satisfies meeting space and food service requirements for lunches and if desired, dinners. The Dorchester Hotel, located across from the Bastion Hotel has enough lodgings available and are also on hold. Trustees are familiar with these venues which are within 10 minutes walking distance of each other. Ample parking is available in the parkade which connects the Bastion and VICC.

Pending Trust Council's consideration to hold September's meeting in Nanaimo these locations will contractually secured. Time is of the essence.

FINANCIAL:

Trust Council meeting expenses are approved in the 2024/25 budget.

POLICY:

Trust Council's Meeting Procedures Bylaw No. 101 (2.2) states "at the meeting in December... the Council shall establish the schedule of the date, time and place of regular Council meetings for the following calendar year, one of which shall be in each of the months of March, June, September and December."

IMPLEMENTATION/COMMUNICATIONS:

If the recommendation is approved to move Trust Council's September meeting to Nanaimo meeting schedules are updated and posted on notice boards at Islands Trust offices in Victoria, Gabriola and Salt Spring. The meeting's webpage will be amended and a subscriber notice sent to inform subscribers.

FIRST NATIONS: N/A

OTHER: N/A

4 RELEVANT POLICY(S):

Consistent with Trust Council's Meeting Procedures Bylaw No. 101

5 ATTACHMENT(S): None

RESPONSE OPTIONS

Recommendation:

Alternative: As directed by Trust Council.

Prepared By: Executive Administrative Assistant

Reviewed By/Date: CAO/ June 5, 2024

REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** June 5, 2024

From: David Marlor, Director,
Legislative Services **Date Prepared:** May 28, 2024

SUBJECT: Appointment of Deputy Secretary – Executive Office

RECOMMENDATION:

That the Executive Committee appoint Executive Coordinator, Alexandra Trifonidis as Deputy Secretary.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The recommended resolution is a standard practice to ensure that there is designated signing authority in the Executive Office.

1 **PURPOSE:** To appoint the office of Deputy Secretary consistent with legislation.

2 **BACKGROUND:**

Section 17 of the *Islands Trust Act* requires the Islands Trust Council to appoint a person to the office of Secretary. Section 22 of the *Interpretation Act* provides for the appointment of a person as the public officer's deputy. Through Section 1(a) of Trust Council Bylaw 3, the Islands Trust Council has delegated the authority for appointment of officer positions to the Islands Trust Executive Committee.

The Director of Legislative Services is, by job description and role, the person intended to be designated as Secretary for the Islands Trust

Deputy Secretaries have been appointed for each office within Local Planning Services (i.e. Northern, Southern and Salt Spring Island offices) to ensure that there is ability to sign documents as necessary in each office. Alexandra Trifonidis has been hired to fill the position of Executive Coordinator in the Executive Office. This position is normally appointed as Deputy Secretary.

The appointment of Secretary and Deputy Secretary is necessary to ensure that there is a designated signing authority in the offices for a variety of documents. The *Islands Trust Act*, other related provincial Acts, and Islands Trust office practices and procedures outline the duties of the Corporate Secretary, and by association the Deputy Secretary.

3 **IMPLICATIONS OF RECOMMENDATION**

ORGANIZATIONAL:

No organization implications.

FINANCIAL:

No financial implications.

POLICY:

Ensure legislative requirements for appointment of Deputy Secretary are met.

IMPLEMENTATION/COMMUNICATIONS:

Staff will be advised through normal channels.

FIRST NATIONS:

No First Nation implications.

OTHER:

No other implications.

4 RELEVANT POLICY(S):

- Islands Trust Act (s.17)
- Interpretation Act (s.22)
- Trust Council Bylaw No. 3

5 ATTACHMENT(S):

No attachments

RESPONSE OPTIONS**Recommendation:**

That the Executive Committee appoint Executive Coordinator, Alexandra Trifonidis as Deputy Secretary.

Alternative:

N/A

Prepared By: David Marlor, Director, Legislative Services

Reviewed By/Date: Russ Hotsenpiller, CAO/May 28 2024



REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** June 5, 2024
From: Trust Areas Services **Date Prepared:** May 31, 2024
SUBJECT: Deliberation on new draft of Policy Statement via Committee of the Whole meetings

RECOMMENDATION:

1. That Executive Committee direct staff to arrange three Trust Council Committee of the Whole meetings in June 2024 for consideration of the new draft of the Policy Statement and provision of recommendations to Trust Council.
2. That Executive Committee direct staff to invite legal counsel to attend the next Committee of the Whole meeting.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The recommendation supports utilization of a series of Committee of the Whole meetings to provide Trust Council with opportunity to discuss the new draft of the Policy Statement prior to contemplating giving it approval-in-principle or providing alternate direction at a meeting of Trust Council. The proposed approach would have Trust Council considering recommendations from the Committee of Whole at a special meeting. However, should more Committee of the Whole meetings be needed, they could be scheduled.

- 1 **PURPOSE:** To seek direction from the Executive Committee on a process for supporting Trust Council's deliberations on an updated draft Policy Statement prior to Trust Council considering approval in principle.

2 BACKGROUND:

Proposed Next Steps for Committee of the Whole Deliberation on the Updated Draft

Committee of the Whole Meetings

The first meeting of Trust Council's committee of the Whole to discuss the revised draft policy statement took place on Thursday May 30, 2024. At this meeting the Committee of the Whole did not provide direction as to process for next steps, other than the following recommendation:

That the Committee of the Whole recommends to Trust Council that it have legal counsel available for a future Committee of the Whole meeting.

Given the discussion at the Committee of the Whole, and the need for more discussion by Trustees on the draft document, Staff suggest that:

- Executive Committee set out a desired schedule for regular meetings of the Committee of the Whole (e.g. weekly or bi-weekly) until the Committee feels prepared to make recommendations to Trust Council
- Executive Committee request staff to poll trustees on a selection of meeting times and for suggested areas for focus at future Committee of the Whole meetings
- That Executive Committee advise staff about when legal counsel should be invited to attend a Committee of the Whole meeting.

If trustees are not prepared to schedule a special meeting of Trust Council after three meetings, Executive Committee could schedule additional Committee of the Whole meetings.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Polling of trustees and scheduling Committee of the Whole meetings can be achieved within existing staff resources.

FINANCIAL: Cost of electronic Committee of the Whole meetings include trustee remuneration for attendance, and staff time. There are no other financial implications.

POLICY: There are no policy implications.

IMPLEMENTATION/COMMUNICATIONS: Staff will poll trustees and schedule meetings, as requested. Staff will provide a weekly information bulletin to trustees, will update the website with information on the project and the new draft Policy Statement.

The [Islands 2050 webpage](#) has been the primary web portal for Policy Statement Amendment Project communications since 2019 and continues to be the main source of accurate project information. Project correspondence is channelled to a dedicated islands2050@islandstrust.bc.ca email account and posted to the Islands 2050 webpage at regular intervals. News updates have been and will continue to be distributed via Islands Trust news releases, social media posts, print advertisements, flyers and mail outs, and an Islands 2050 email subscriber list. Staff have engaged a communications consultant to assist with timely communications materials and will implement the communication strategy with the help of the contracted communications specialist and internal communication resources.

FIRST NATIONS: There are no implications for First Nations relations, although proactive, timely communications benefit all parties involved in the project. Input and feedback from First Nations is welcomed throughout the entirety of the amendment project.

OTHER: N/A

4 **RELEVANT POLICY:** [Trust Council Policy Statement Amendment Policy](#)

5 **ATTACHMENT:** None.

RESPONSE OPTIONS

Recommendation:

1. That Executive Committee direct staff to arrange three Trust Council Committee of the Whole meetings in June 2024 for consideration of the new draft of the Policy Statement and provision of recommendations to Trust Council.

2. That Executive Committee direct staff to invite legal counsel to attend the next Committee of the Whole meeting.

Alternative:

That the Executive Committee provide alternate direction.

Prepared By: Clare Frater, Director Trust Area Services/May 30, 2024

Reviewed By/Date: David Marlor, Director, Legislative Services/May 31, 2024
Russ Hotsenpiller, CAO/May 31, 2024

BRIEFING

To:	Executive Committee	For the Meeting of:	December 20, 2023
From:	Trust Area Services	Date Prepared:	December 14, 2023
SUBJECT:	Advocacy for provincial assistance re heritage protection		

PURPOSE: To support an Executive Committee discussion about advocacy regarding cultural heritage protection.

BACKGROUND:

At its October 26, 2023 meeting, the Gabriola Island Local Trust Committee passed the following resolution:

that the Gabriola Local Trust Committee draft a letter to formally request the Provincial and Federal governments' support and direction to aid the Gabriola Local Trust Committee in preserving and protecting Indigenous cultural heritage sites that may be at risk due to impacts of development. In the absence of clear legislation and guidelines to support local governments' obligations to international, national and provincial frameworks, interim guidance and direction from the Province would be welcome, to ensure the Islands Trust can fulfill its obligations and duties to the preservation and protection of sacred cultural heritage sites.

The Gabriola Island Local Trust Committee also passed the following resolution:

that the Chair of the Gabriola Island Local Trust Committee work with staff to write to seek support from Snuneymuxw First Nation and to understand if there would be interest in working on a joint call to the Provincial and Federal government to request support and direction to aid the Gabriola Local Trust Committee in preserving and protecting Indigenous cultural heritage sites that may be at risk due to impacts of development.

The Islands Trust [Advocacy Policy](#) (6.10.iii) guides advocacy. Notably its sets out the following:

- B4. Islands Trust bodies will ensure that their advocacy positions consider the roles and needs of all other bodies of the Islands Trust. When practical, Islands Trust bodies will coordinate their advocacy efforts through the Executive Committee so that related issues can be advanced strategically, in the context of Trust Council's Strategic Plan.
- B5. When making decisions about new advocacy positions and actions, Islands Trust bodies will base those decisions on research, such as: a) a review of related past Trust Council and Executive Committee decisions and actions; b) consistency with the Islands Trust Policy Statement; c) consistency with Official Community Plan policies; d) relevant evidence; e) contextual information; f) an assessment of partnership opportunities; g)

implications of proceeding or not proceeding with certain courses of action; and h) potential workload implications for staff and trustees

- C11. Local trust committees may, by resolution, undertake advocacy *on land use issues specific to their local trust area and consistent with the official community plan* after considering whether the position may fetter their discretion on current or future land use planning decisions.
- C3. Executive Committee members encourage a coordinated approach to advocacy and external liaison as part of their appointment to local trust committees and the Islands Trust Conservancy Board.
- C5. The Executive Committee directs individual advocacy actions in accordance with the advocacy direction set by Trust Council through resolutions and the Strategic Plan.

In accordance with the policy, an advocacy letter such as one requested by the Gabriola Island Local Trust Committee that is not about a local land use matter that is requesting legislative change or requesting provincial support should be from Executive Committee or Islands Trust Council.

Advocacy is most successful when there is a specific, researched request that is achievable. In this circumstance the request could be researched and then re-framed such as:

- 1) That Minister of Municipal Affairs request that the next Declaration on Rights of Indigenous Peoples Action Plan include changes to the Local Government Act, Community Charter and/or Islands Trust Act to achieve XXX
- 2) That the Ministry of Municipal Affairs provide a mediator to assist with resolving a dispute concerning XXXX
- 3) That the Ministry of Municipal Affairs provide guidance on involving First Nations in non-discretionary land use decisions such as development permit applications in culturally significant areas.

Topic such as these that affect many local governments and First Nations would benefit from a more fulsome advocacy campaign that includes collaboration with local governments and First Nations, a session at AVICC or UBCM, and/or research into potential options that would refine the request. However, at this time, there are insufficient staff resources available to support all but very simple advocacy letters. The Senior Policy Advisor position is almost exclusively focused on the Policy Statement Amendment Project so, without backfill of the position, there is little time available for the position's regular duties such as advocacy.

ATTACHMENT(S): None.

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

Prepared By: Clare Frater, Director, Trust Area Services

Reviewed By/Date: Russ Hotsenpiller, CAO/December 14, 2023

REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** June 5, 2024
From: Trust Area Services **Date Prepared:** May 27, 2024
SUBJECT: Agreement with Snuneymuxw First Nation

RECOMMENDATION: The Executive Committee request staff to develop a protocol agreement in cooperation with Snuneymuxw First Nation's for Trust Council's consideration.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Development of an updated protocol agreement with Snuneymuxw First Nation demonstrates Council's commitment to building collaborative relationships with First Nations in the Trust Area.

1 **PURPOSE:** To seek Executive Committee direction for staff to develop an updated protocol agreement between Island Trust and Snuneymuxw First Nation.

2 **BACKGROUND:**

On May 16, 2024, during a meeting between the Gabriola Island Local Trust Committee and Snuneymuxw First Nation, representatives from the Nation expressed an interest in developing a protocol agreement with Island Trust. Snuneymuxw First Nation is currently developing an agreement to be sent for review.

If adopted, the protocol agreement may make some organizational commitments, including the creation of a working group that would meet on a regular basis.

3 **IMPLICATIONS OF RECOMMENDATION**

ORGANIZATIONAL: This is expected to take a two days of time between the Trust Area Services Director and Senior Intergovernmental Policy Advisor and will require review by the CAO and Legislative Services Manager. Other staff may also be involved in meetings as appropriate.

FINANCIAL: Approximately \$2,000 for legal review, as needed. This will come from the Reconciliation Program budget.

POLICY: None. The lessons learned from this process may result in future recommendations for policy/bylaw amendments.

IMPLEMENTATION/COMMUNICATIONS: Staff will work with Snuneymuxw First Nation and legal to align their draft agreement with Island Trust Council's draft protocol agreement for Trust Council's consideration in September or December 2024 for approval and forwarding to Minister for approval.

Staff will also advise Ministry staff that a draft agreement is in progress and will be provided to the Minister for approval in due course.

FIRST NATIONS: Development of an agreement with Snuneymuxw First Nation could strengthen the relationship, reduce the likelihood for misunderstandings.

OTHER: None.

4 **RELEVANT POLICY(S):**

Policy on Coordination Agreements: <https://islandstrust.bc.ca/document/policy-2-1-4-coordination-agreements-process/>

Trust Council's Bylaw No. 65: <https://islandstrust.bc.ca/document/trust-council-protocol-process-bylaw-no-2023/><https://islandstrust.bc.ca/document/trust-council-protocol-process-bylaw-no-65/>

5 **ATTACHMENT(S):** None.

RESPONSE OPTIONS

Recommendation: That Executive Committee request staff to cooperate with Snuneymuxw First Nation to develop a protocol agreement for Trust Council's consideration.

Alternative: Request staff to not proceed with the project.

Prepared By: Joe Elliott, Senior Indigenous Relations Advisor

Reviewed By/Date: Clare Frater, Director, Trust Area Services, May 27, 2024
Russ Hotsenpiller, CAO, May 30, 2024



REQUEST FOR DECISION

To: Executive Committee

For the Meeting of: June 5, 2024

From: Trust Area Services

Date Prepared: May 29, 2024

SUBJECT: The 'Role of the Trust' Webinar

RECOMMENDATION: That the Executive Committee approve the Role of the Trust webinar project charter.

1. **PURPOSE:** To seek endorsement from Executive Committee for the project charter for the Role of the Trust webinar, which is part of the 50th anniversary activities.
2. **BACKGROUND:** The Role of the Trust webinar aims to provide the public with more understanding on the role of Islands Trust within the Trust Area.

On December 20, 2023 Executive Committee passed the following motion:

Staff to develop a project charter for a webinar in 2024 on the role of Islands Trust.

This was in response to a Trust Programs Committee request from their November 6, 2023 meeting:

That Trust Programs Committee request Executive Committee consider the topic of the role of Islands Trust (who, what, where and why) as a webinar or other communication strategy to present for the Islands Trust 50th anniversary.

3. IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The work can be undertaken within existing TAS staff resources.

FINANCIAL: The webinar promotion costs are \$50 which will come from the Communications budget. Staff or trustees will present the webinar so no additional costs.

POLICY: None. However, delivery of an additional webinar will allow staff to refine and finalize internal procedures that guide delivery of webinars.

IMPLEMENTATION/COMMUNICATIONS: Staff will implement the activities in the charter as proposed which will include public communication activities. This will include selecting presenters.

FIRST NATIONS: None. The script for the webinar will include a land acknowledgement and there will be information on the Islands Trust's reconciliation efforts.

OTHER: None.

4. RELEVANT POLICY(S): [Communications Policy](#)

5. ATTACHMENT(S): Draft Role of the Trust Webinar Project Charter

RESPONSE OPTIONS

Recommended: That the Executive Committee approve the Role of the Trust webinar project charter.

Alternative:

- 1) That the Executive Committee approve the Role of the Trust webinar project charter.
- 2) That the Executive Committee request that staff provide a revised or alternative project charter for Executive Committee's consideration on June 17, 2024.
- 3) Request no further action on a Role of the Trust webinar.

Prepared By: Morgana van Niekerk, A/ Communications Specialist

Reviewed By/Date: Clare Frater, Director, Trust Area Services/ May 30, 2024
Russ Hotsenpiller, CAO, May 31, 2024

Purpose To provide one public webinar titled The Role of the Trust, as part of the 50th anniversary activities.

Background: Trust Council requested staff host a webinar for the public on the role of Islands Trust in the Trust Area.

This sixty minute webinar would feature a 10 minute welcome, 30 minutes of presentation, followed by a 20 minute question and answer period.

Objectives

- To improve community engagement and participation
- To enhance the understanding of the role of the trust in the Trust Area community
- To provide an opportunity for community members to ask questions

In Scope

- Organization and promotion of a webinar on the role of Islands Trust

Out of Scope

- Additional topics
- Additional webinars

Work plan Overview

Deliverable/Milestone	Date
Draft slides and script for webinar	June 2024
Implement the communication and evaluation plan for the webinar	August - December 2024
Host the webinar	September—November 2024
Implement the speaker series evaluation plan for the webinar	September—November 2024

Project Team	
Director, Trust Area Services	Project Manager
Senior Policy Advisor	Project Support
Program Coordinator & Communications Specialist	Webinar delivery
Communications Specialist	Promotion
Approved by: <i>Clare Frater</i> Date: May 30, 2024	Endorsement: EC resolution #: EC- Date:

Budget		
Budget Source:		
Fiscal	Item	Cost
2024/25	Organizer Fees (planning, research & facilitation)	\$0
2024/25	Promotion (paid social media)	\$50
2024/25	Honorarium for subset of presenters	\$0
	Total	\$50

REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** June 5, 2024
From: Executive Office **Date Prepared:** May 31, 2024
SUBJECT: UBCM minister meeting requests

RECOMMENDATION: That Executive Committee request staff prepare minister meeting requests for submission by June 21, 2024, to meet with the following minister(s) at the 2024 Union of British Columbia Municipalities Conference in order of top 3 preferences

(a) Minister of X concerning X

(b) Minister of X concerning X

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Resolutions that are endorsed by the UBCM membership can trigger advocacy support from UBCM staff and usually result in a well-considered response from the relevant Ministry or Department. Executive Committee may wish to consider additional advocacy such meeting with a minister at the upcoming 2024 UBCM Conference on priority topics.

- 1 **PURPOSE:** Staff seek direction on which minister meeting requests Executive Committee wish to have staff submit for the 2024 Union of British Columbia Municipalities (UBCM) Convention being held in September.
- 2 **BACKGROUND:** Annually, the Province invites local governments and Islands Trust to request meetings with ministers at the UBCM Conference via a prescribed form. Submission explanations are limited because of the number of characters the form will permit.

Ministry	Name of Minister	Name of Ministry
----------	------------------	------------------

Topic (1)	100 characters
Background	700 characters
Request	300 characters

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: There is sufficient staff capacity in the Executive Office for this annual activity.

FINANCIAL: Executive Committee is attending the convention being held in Victoria.

POLICY: No implications for existing policy.

IMPLEMENTATION/COMMUNICATIONS: Staff to submit minister meeting no later than by end of day, June 21, 2024. It is noted that June 21 is National Aboriginal Day.

FIRST NATIONS: Islands Trust has not undertaken engagement with First Nations regarding AVICC or UBCM resolution submissions or minister meeting requests.

OTHER: Executive Committee may wish to speak with the Minister of Health to advocate for AVICC endorsed resolution moving to UBCM for consideration calling on a review of the Manual of Composting Toilet and Greywater Practice.

4 RELEVANT POLICY(S):

- [Policy 6.12.2 - UBCM/AVICC Membership and Resolutions](#)

ATTACHMENT(S):

UBCM Minister Meeting Request Process

RESPONSE OPTIONS

Recommendation: That Executive Committee request staff prepare minister meeting requests for submission by June 21, 2024, to meet with the following minister(s) at the 2024 Union of British Columbia Municipalities Conference in order of top 3 preferences

(a) Minister of X concerning X

(b) Minister of X concerning X

Alternative: Do not request minister meetings at this time. It is possible to request meetings throughout the year, and non-UBCM meetings are frequently longer than the 10-15 minutes allocated at the UBCM Conference.

Prepared By: Lori Foster, Executive Administrative Assistant

Reviewed By/Date: Clare Frater, Director, Trust Area Services May 31, 2024
Russ Hotsenpiller, CAO/May 31, 2024

Delegates Process Overview

2024 UBCM CONVENTION

1

CONTENT

Minister Meetings

Ministry, Agencies, Commissions,
and Corporation (MACC) Meetings

Provincial Appointment Book
(PAB)

Request Form Examples

Q&A

Minister Meetings – Overview

- In-person only
- 15 mins meetings, 5 minutes in between meetings
- May request up to three topics
- Participants
- Meeting location
- Meetings will be held during the following times:
 - Monday – Thursday: 8:00 am – 5:30 pm
 - Friday: 8:00 am – 11:00 am
- **Minister of Municipal Affairs Meetings vs. Premier and Cabinet Minister Meetings**

3

Minister Meetings – Requests

- Requests for the Minister of Municipal Affairs are submitted through a **separate** request site
- Each community may request only **one meeting** per Minister/Parliamentary Secretary
- Be **specific** in your request, and provide **clear** and **detailed** information
- If you're unsure of which ministry to direct your request to:
 - Use the Provincial Appointment Book (PAB)
 - Contact us
- Please **do not** submit the same topic with multiple Ministers/Parliamentary Secretaries
- **Note:** Interregnum period begins September 21

4

Minister Meetings – Redirects

- Redirects occur to ensure that you are meeting with the Minister/Parliamentary Secretary who is responsible for the topic and best able to respond to the request.
- Best way to avoid redirects is to use the Provincial Appointment Book when requesting and/or contact us prior to submitting if you are unsure.
- Redirects resulting in 3+ topics
- **Minister of Municipal Affairs Meetings vs. Premier and Cabinet Minister Meetings**

5

Minister Meetings – Decisions & Scheduling

- The Premier/Ministers/Parliamentary Secretaries will grant meetings based on a variety of criteria, rather than the order they are received
- Premier/Ministers/Parliamentary Secretaries receive more meeting requests than their schedule can accommodate
- We all work closely together when creating the meeting schedules to ensure that your Premier/Minister/PS/MACC staff meetings do not conflict with one another
 - **Please keep your assigned meeting date/time**

6

Minister Meetings – Timeline

- **Site Opened:** Wednesday, May 15
- **Site Closes:** Friday, June 21
- **Redirects/Meeting Decisions:** late June – early August
- **Meeting Regrets Communicated:** mid August
- **Meeting Confirmations Sent:** late August
- **Meetings held:** Monday, September 16 – Friday, September 20

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MACC Staff Meeting – Overview

- In-person in a large meeting space with individual tables
- Deputy Ministers, Assistant Deputy Ministers, executive staff, and subject matter experts
- 30-minute meetings, 10 minutes in between meetings
 - 20-minute meetings for Ministry of Transportation and Infrastructure staff
- Recommended 1-3 topics
 - If a community/organization submits multiple requests to meet with the same MACC, the requests will be combined into a single meeting
- Meetings will be held:
 - **New for 2024! Monday:** 8:30 am – 4:00 pm, Fairmont Waterfront Hotel, Concourse Level, Malaspina Room
 - **Tuesday – Thursday:** 8:30 am – 5:30 pm, Fairmont Waterfront Hotel, Concourse Level, MacKenzie Ballroom

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MACC Staff Meeting – Timeline

- **Sites Opened:** Wednesday, May 15
- **Sites Closes:** Wednesday, August 21
- **Meeting Redirects:** Ongoing
- **Meeting Regrets Communicated:** Ongoing
- **Meeting Confirmation and Schedule Information:** by Wednesday, September 11
- **On-site requests:** Monday, September 16 to Thursday, September 19
 - Requests made on Thursday will be arranged after the Convention
- **Meetings Held:** Monday, September 16 – Thursday, September 19

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Minister Meetings VS MACC Staff Meetings

Minister Meetings:

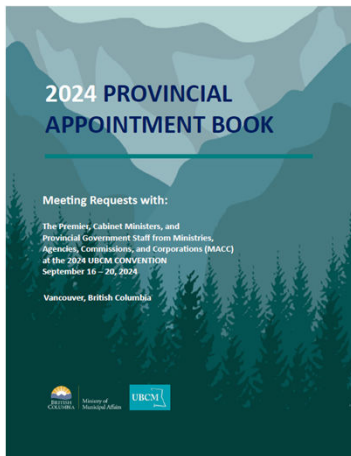
- High-level
- Limited time, only 15 mins

MACC Staff Meetings:

- More technical, with subject matter experts
- Longer and able to go more in detail

10

Provincial Appointment Book (PAB)



- Meeting dates and locations
- Meeting request site links and invitation codes
- Information to assist in determining which Minister or MACC best fits your topic
- CTRL+F to search for key words or phrases
- If you are still unsure where your topic belongs, please contact us

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Request Form Example *Premier & Cabinet Minister Meetings*

Request Form: <https://ubcmreg.gov.bc.ca/>
Invitation Code (case sensitive):

12



BRITISH
COLUMBIA

2024 UBCM Convention

Cabinet Minister Meeting Request Form

If you wish to request a meeting with a Cabinet Minister at the 2024 UBCM Convention, please complete this form by 6:00 PM June 20, 2024.

Please ensure all fields are completed and accurate; incomplete Meeting Requests will lead to delays in processing.

Contact Information

* Required Fields

Municipality/Regional District
BC Area Association

-- Select --

Contact First Name

Contact Last Name

Contact Title

Phone(XXX-XXX-XXXX)

Email

NOTE: All follow-up communication will be sent via e-mail. Please ensure your address is entered correctly. Please make sure to check your Spam folders.

Secondary Email (optional)

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BRITISH
COLUMBIA

2024 UBCM Convention

Meeting Request

Please select the Cabinet Minister or
Parliamentary Secretary you are
requesting to meet with:

-- Select --

If you would like to request a meeting with more than one Minister, please complete this form and click 'Submit' at the bottom of the page. You will then have the option to return to the form to request a meeting with another Minister.

Preference Order

Due to the volume of requests and scheduling availability, it is important to indicate the order of preference for each of your requests (i.e. 1, 2, 3 etc.). Please DO NOT assign the same preference number to more than one meeting.

MLA

☐ Will you be inviting your local MLA to this meeting?

If yes, please enter their name here:

Municipality/Regional District Attendees

(please list all council members and staff that are planning on attending the meeting, as meeting space is chosen based on the number of listed attendees)

First Name

Last Name

Title

Attendee List *

Add →

← Remove

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BRITISH
COLUMBIA

2024 UBCM Convention

*Topic #1:

Provide a brief topic title

100 characters left

Background

Include: context, timeframe, parties involved, previous steps/actions

700 characters left

Request

Provide a one sentence summation of what you would like from the meeting

300 characters left

Additional information relevant to this meeting request

300 characters left

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Request Form Example

*Minister of Municipal
Affairs Meetings*

Request

Form: <https://www.civicinfo.bc.ca/UBCMMeetingRequest/M>

UNI

Invitation Code (case sensitive):

16

Minister of Municipal Affairs Meeting Request Process

Community/Organization Information

* Community/Organization Name

* Invitation Code
(Case Sensitive)

Primary Contact Person

* Name

* Title

* Primary Phone #

Secondary Phone #

* Email

* Confirm Email

* Secondary Email

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Minister of Municipal Affairs Meeting Request Process

Primary Contact Person at Convention (i.e. Information to be used at Convention)

☐ Check if same as Primary Contact

* Name

* Title

* Primary Phone #

Secondary Phone #

* Email

* Confirm Email

* Secondary Email

REQUEST A MEETING

* Please list the people from your organization attending this meeting. Include the title, first and last name (e.g. Mayor, John Smith; Councillor Jane Jones;):

(use ; to separate names)

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Minister of Municipal Affairs Meeting Request Process

List the topic(s) to be discussed and provide specific details

* Topic #1:

100 characters left

Background:

700 characters left

Request:

300 characters left

The Minister welcomes MLA's attendance at the meetings. Will you be inviting your MLA(s) to attend?
☐ Yes ☐ No

[Submit Meeting Request](#)

Need Assistance?

Phone: 236 478-0537
Email: MUNI.UBCM.MeetingRequests@gov.bc.ca

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Request Form Example *MACC Staff Meetings*

Request

Form: <https://www.civicinfo.bc.ca/UBCMMeetingRequest/Staff>

Invitation Code (case sensitive):

20

MACC Staff Meeting Request Process

Community/Organization Information

* Community/Organization Name	Select Community/Organization...
* Invitation Code	
	(Case Sensitive)

Primary Contact Person

* Name	
* Title	
* Primary Phone #	
Secondary Phone #	
* Email	
* Confirm Email	
* Secondary Email	

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MACC Staff Meeting Request Process

Primary Contact Person at Convention (i.e. information to be used at Convention)

	☐ Check if same as Primary Contact
* Name	
* Title	
* Primary Phone #	
Secondary Phone #	
* Email	
* Confirm Email	
* Secondary Email	

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MACC Staff Meeting Request

REQUEST A MEETING

* Select Ministry, Agency, Commission or Corporation (MACC):

Please select...

*Note: Unsure which MACC your topic falls under? Check out the Provincial Appointment Book for more information on each MACC. If you are still unsure, please contact MUNI.UBCM.MeetingRequests@gov.bc.ca

If there is a specific staff member you would like to meet with at Convention, enter name:

* Please list the people from your organization attending the meeting. Include the Title, First and Last name (e.g., Mayor, John Smith; Councillor, Jane Jones):

(use ; to separate names)

23

MACC Staff Meeting Request

List the topic(s) to be discussed and provide specific details

* Topic #1:

Provide a brief topic title

100 characters left

* Background:

Include: context, timeframe, parties involved, name of grant/program/project, previous steps/actions, etc.

700 characters left

24

From: Deb Morrison
Sent: Thursday, May 30, 2024 9:52 AM
To: EC
Subject: Committee of the Whole

Obviously meeting facilitation is important to all of us as is process for deciding this. Please provide a process for electing a chair for the next committee of the whole for future meetings instead of deciding this within EC.

d

From: Deb Morrison
Sent: Thursday, May 30, 2024 12:52 PM
To: EC
Subject: Timing and amendments

Follow Up Flag: Follow up
Flag Status: Completed

I send this note to raise the concern I have with not supporting Trustee Evans to submit an amendment to the motion to remove the word "significant" from the motion I put forward around the inclusion of time in the June TC meeting for COW conversations on the TPS. I was going to raise a point of order around this but chose not to be as I don't want to be the only one doing so ...ever it seems.

Bad process folks, bad process. We need to ensure that Trustees are supported to enact what they wish to see as our collective decisions. Time is NOT a decision in determining whether to support an amendment. Please plan time more appropriately if that is an issue?

Bad process, I am disappointed.

d

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.