



Islands Trust

A NOTICE OF A BUSINESS MEETING OF **THE HORNBY ISLAND LOCAL TRUST COMMITTEE**
to be held at 11:30 am on Friday, February 7, 2014
Room to Grow, 2100 Sollans Road, Hornby Island, BC

AGENDA

	<i>Page No.</i>	<i>*Approx. Time*</i>
1. CALL TO ORDER		11:30 am
2. APPROVAL OF AGENDA		
3. MINUTES		
3.1 Local Trust Committee Meeting Minutes of November 22, 2013 – <i>for adoption</i>	1	
3.2 Section 26 Resolutions Without Meeting Log dated January 30, 2014 - <i>attached</i>	10	
3.3 Hornby Island Advisory Planning Commission Minutes dated January 13, 2014 - <i>attached</i>	11	
3.4 Hornby Island Advisory Planning Commission Minutes dated January 20, 2014 - <i>attached</i>	15	
3.5 Hornby Island Advisory Planning Commission Minutes dated January 24, 2014 - <i>attached</i>	19	
3.6 Hornby Island Advisory Planning Commission Draft Minutes dated January 27, 2014 - <i>attached</i>	23	
4. BUSINESS ARISING FROM MINUTES		
4.1 Follow-up Action List dated January 30, 2014 - <i>attached</i>	26	
5. CORRESPONDENCE <i>Correspondence specific to an active development application and/or project will be received by the Hornby Island Local Trust Committee when that application and/or project is on the agenda for consideration.</i>		
6. TRUSTEES' REPORT		
7. CHAIR'S REPORT		
8. DELEGATIONS - <i>none</i>		
9. TOWN HALL SESSION		12:30 pm
10. APPLICATIONS AND PERMITS - <i>none</i>		12:40 pm

11.	LOCAL TRUST COMMITTEE PROJECTS	
11.1	HO-OCP-2009.1 (Official Community Plan/Land Use Bylaw Review)	
11.1.1	Advisory Planning Commission Draft Official Community Plan Review Report – <i>verbal report</i>	
12.	REPORTS	1:15 pm
12.1	Work Program	
12.1.1	Top Priorities Report and Projects Report dated January 30, 2014 - <i>attached</i>	27
12.2	Applications Log	
12.2.1	Report dated January 30, 2014 - <i>attached</i>	31
12.3	Trustee and Local Expenses	
12.3.1	Expenses posted to November, 2013 - <i>attached</i>	33
12.3.2	Expenses posted to December, 2013 - <i>attached</i>	34
12.3.3	Expenses posted to January , 2014 - <i>attached</i>	35
12.4	Policies and Standing Resolutions	
12.4.1	Report – <i>attached for information</i>	36
13.	NEW BUSINESS	
13.1	Islands Trust Council – Strategic Plan 2011-2014 – updated December 2013 – <i>attached for information</i>	37
14.	BYLAWS	2:00 pm
15.	ISLANDS TRUST WEBSITE	
15.1	Hornby Pages – <i>for discussion</i>	
16.	NEXT MEETING DATE	
16.1	Friday, March 14, 2014 at 11:30 pm at Room to Grow, 2100 Sollans Road, Hornby Island, BC.	
17.	ADJOURNMENT	2:30 pm

*Approximate time is provided for the convenience of the public only and is subject to change without notice.



Hornby Island Local Trust Committee Minutes of a Regular Meeting

Date of Meeting:	Friday, November 22, 2013
Location:	Room to Grow 2100 Sollans Road, Hornby Island, BC
Members Present:	David Graham, Chair Alex Allen, Local Trustee Tony Law, Local Trustee
Staff Present:	Rob Milne, Island Planner Vicky Bockman, Recorder
Media and Others Present:	Approximately one (1) member of the public-am Approximately three (3) members of the public-pm

1. CALL TO ORDER

Chair Graham called the meeting to order at 11:30 am. He acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 13.4 Animal Control
- 13.5 Planned Changes to Ferry Service
- 13.6 Riparian Areas Assessment
- 17. Closed Meeting
- 18. Recall to Order

By general consent the agenda was approved, as amended.

3. MINUTES

3.1 Local Trust Committee Meeting Minutes of September 13, 2013

The following amendment to the minutes was presented for consideration:

- Page 6, item 13.3, last line: add after website “and the First Edition.”

By general consent the Local Trust Committee meeting minutes of September 13, 2013 were adopted, as amended.

HO-042-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to review the September, 2014 meeting date and to bring back suggestions for alternate dates.

CARRIED

3.2 Local Trust Committee Special Meeting Minutes of October 27, 2013

The following amendments to the minutes were presented for consideration:

- Page 4; second, fourth and eleventh paragraphs: change “Bevens” to “Bevan”.

By general consent the Local Trust Committee Special Meeting minutes of October 27, 2013 were adopted, as amended.

3.3 Section 26 Resolutions Without Meeting Log dated November 13, 2013

The Section 26 Resolutions Without Meeting Log dated November 13, 2013 was received.

3.4 Hornby Island Advisory Planning Commission Minutes – None.

4. BUSINESS ARISING FROM MINUTES

4.1 Follow-up Action List dated November 13, 2013

Planner Milne reviewed and provided updates to the Follow-up Action List dated November 13, 2013.

4.2 Hornby Island Bylaw Enforcement Policy for Accessory Building Rentals

4.2.1 Staff Report dated October 28, 2013

Planner Milne presented the staff report, advising that the Land Use Bylaw does not address rental of an accessory building to a person or persons who are not conducting a home occupation or carrying out an activity for monetary gain. He suggested that this issue could be highlighted for discussion in the current Official Community Plan and Land Use Bylaw review process.

Trustees indicated that the practice of accessory building rentals is a common and accepted practice for many in the community that does not create additional land impacts, and supported a review of the process in the future with consideration of this issue as a low priority for bylaw enforcement at this time.

HO-043-2013

It was MOVED and SECONDED,

1. that whereas the Land Use Bylaw and Official Community Plan for the Hornby Island Local Trust area are currently undergoing a community review process which amongst other items includes a review of home occupation AND THAT whereas neither document addresses the rental of accessory buildings for non-commercial use, it is resolved that enforcement actions related to the rental of accessory buildings shall be considered to be a low priority;
2. that nothing in this enforcement policy should be interpreted as giving permission to any party to violate the Land Use Bylaw and the Hornby Island Trust Committee may change this policy at any time and may give direction to commence enforcement activities without notice; and
3. that unless the Hornby Island Local Trust Committee extends the effective period on this enforcement policy it expires on September 30, 2014 or when the Land Use Bylaw and Official Community Plan review is complete, whichever is the sooner.

CARRIED

5. CORRESPONDENCE – None.

6. TRUSTEES' REPORT

Trustee Allen commented briefly that he appreciated Planner Milne's presentation at the recent Community Information Meeting, and in particular, the suggestion that the use of Temporary Use Permits for detached units would allow the community to test and assess the program. He reported that other meetings he attended included a Trust Programs Committee meeting and a Building Housing Solutions Together forum in Courtenay.

Trustee Law reported on a meeting he attended with the RCMP which focused on topics of communications, consistency and community-based policing. He commented on Ferry Advisory Committee (FAC) matters, noting that he had agreed to continue as Chair for another year. He advised that the FAC has written a letter to the Board of BC Ferries, suggesting a thorough review of the cable ferry project. He reported that the FAC Chairs attended a briefing on the BC Coastal Ferries Consultation & Engagement Process and that there has been significant media interest in ferry matters, allowing him the opportunity to participate in interviews and speak to the issues.

7. CHAIR'S REPORT

Chair Graham reported that the Executive Committee has finalized the content of the next Trust Council meeting which will be held in Victoria. He noted that after much consideration and with the intent to be as fiscally responsible as possible while continuing to do the work of preserving and protecting the islands, the Financial Planning Committee will be presenting, at that meeting, the 2014/2015 draft budget with a tax increase of less than one percent. He commented briefly that the proposed Raven Coal Mine is on hold, noting that

the proponent's application for environmental assessment certificate was rejected due to inadequate information.

Trustee Graham reported that constituents on Denman Island are opposed to BC Ferry's proposed service changes and that he has requested that they send him personal statements of anticipated impacts on jobs, education, health, family responsibilities or other concerns that he will incorporate into a submission to present to the Denman Island Local Trust Committee for consideration of endorsement.

8. DELEGATIONS – None.

9. TOWN HALL SESSION

Dianne Chuoke requested clarification of the process for application for detached units as proposed in the recent Community Information Meeting. She expressed support for the Temporary Use Permit strategy, observing that approval would be on a case-by-case basis and any individual in the Syzygy Cooperative Community who wished could apply. She noted that she found the affordability clause in the Temporary Use Permit for detached units to be confusing.

Trustee Law responded that as proposed in the draft Official Community Plan, a detached unit would require an application for a Temporary Use Permit which would be for a site-specific permit, explaining that this would be less expensive than a rezoning application and would provide a mechanism to evaluate the approach. He added that the Local Trust Committee's Projects List contains a project for the future that would examine residential density in depth to evaluate how these tools are working and what else might be proposed as a workable solution. He noted that the Temporary Use Permit would provide intent to keep the units affordable and would offer a degree of accountability with the ability to not renew if the use is not appropriate.

10. APPLICATIONS AND PERMITS

10.1 HO-DVP-2013.2 (4115 Roburn Road – Heinegg and Chalfin)

Planner Milne reported that the Development Variance Permit to facilitate a proposed subdivision will be rescheduled at the applicant's request.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 HO-OCP-2009.1 (Official Community Plan/Land Use Bylaw Review)

11.1.1 Staff Report dated November 13, 2013 regarding Summary of October 27, 2013 Community Information Meeting

Planner Milne commented on proposed policy changes based on feedback from the community. He advised that he would recommend referring the draft

Official Community Plan and Land Use Bylaw to the Advisory Planning Commission at this stage.

Trustees noted that the Advisory Planning Commission has already completed a detailed review of a prior draft of the Official Community Plan (OCP) and suggested that the review of the OCP be limited to changes that have occurred since their previous review.

HO-044-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee refer the draft Land Use Bylaw and associated schedules to the Advisory Planning Commission for their review and comment and refer the draft Official Community Plan and associated schedules for any comments arising from changes made from the previous draft.

CARRIED

12. REPORTS

12.1 Work Program

12.1.1 Top Priorities and Projects List Report dated November 13, 2013

Planner Milne reviewed the Top Priorities and Projects List dated November 13, 2013 and provided updates.

By general consent item 13.6 was moved to follow item 12.1.1.

13.6 Riparian Areas Assessment

Trustee Law advised that he had received an email from Bernhard Weiss dated November 22, 2013 concerning the Riparian Areas Assessment and solicited input as to how to respond.

Planner Milne indicated that he had received the email and there was discussion regarding the response that he would provide.

12.2 Applications Log

12.2.1 Report dated November 13, 2013

The reported dated November 13, 2013 was reviewed.

12.3 Trustee and Local Expenses

12.3.1 Expenses posted to September 30, 2013

The Local Trust Committee Expense Summary Report for invoices posted to September 30, 2013 was received.

12.3.2 Expenses posted to October 31, 2013

The Local Trust Committee Expense Summary Report for invoices posted to October 31, 2013 was received.

13. NEW BUSINESS

13.1 Shoreline Protection Workshop

Trustee Law suggested holding a Shoreline Protection Workshop primarily focused for waterfront property owners. He noted that he had recently had conversations with landowners that suggested this might be a useful and well attended workshop if held in the summer.

Trustees discussed the value of such a workshop and agreed that research regarding facilitating such a workshop would be warranted.

HO-045-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to research options for a shoreline protection workshop in the summer for waterfront property owners.

CARRIED

13.2 Briefing regarding Strategic Plan from Linda Adams, Chief Administrative Officer, dated October 3, 2013

Trustees reviewed the Briefing regarding Strategic Plan from Linda Adams, Chief Administrative Officer, dated October 3, 2013 and there were no changes proposed.

13.3 Advisory Planning Commission

13.3.1 Advertising for Expressions of Interest

Trustees discussed the membership of the Advisory Planning Commission, supporting the appointment of recently expired members and reappointment of current members, suggesting that these appointments would provide a level of continuity that, at this stage of the Official Community Plan and Land Use Bylaw review, would benefit the process.

By general consent the meeting was recessed at 12:38 pm and reconvened at 1:15 pm.

HO-046-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee adopt Bylaw No. 146 cited as "Hornby Island Trust Committee Advisory Planning Commission Bylaw, 1987, Amendment No. 1, 2013".

CARRIED

HO-047-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee appoint Sheila Farrington, Rudy Rogalsky and Carol Quin to the Advisory Planning Commission and reappoint Greg Moyles, Ross Muirhead and Elaine Antilla for a subsequent term on the expiration of their current appointment.

CARRIED

13.3.2 Referral of Draft Official Community Plan and Land Use Bylaw

This item was addressed at agenda item 11.1.1.

13.4 Animal Control

Trustee Law reported that there are on-going concerns of uncontrolled dogs on Hornby Island and suggested that the Comox Valley Regional District be contacted to suggest possible options for appropriate measures to address the issue.

Carol Quin, former Regional Director, cautioned that in the past the Regional District had difficulty addressing this issue because of the distance involved and the need to respond quickly to this type of concern.

Trustees discussed the possibilities and considered the approach of contacting the Regional District to discuss options to be a reasonable strategy prior to engaging other options.

HO-048-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee direct staff to contact Regional District Bylaw Services to determine what tools exist or may be available to address the problem of uncontrolled dogs on Hornby Island.

CARRIED

13.5 Planned Changes to Ferry Service

Trustee Law noted that submissions for the 2013 Coastal Ferries Community Engagement are to be received by December 20, 2013 and suggested that a response from the Local Trust Committee would be necessary at this time in order to meet that deadline. He submitted a draft document: "Hornby Island Local Trust Committee Submission for 2013 Coastal Ferries Community Engagement Proposed Service Reductions for Route 22 November 22, 2013" for consideration. He suggested that as a service to the community, the Local Trust Committee might consider mailing a flyer to every household on Hornby Island to provide information about the proposed planned changes to the ferry service and how to engage in the process. He submitted a draft flyer document: "Planned Changes to Ferry Service" for consideration.

Trustees discussed the response, the flyer, and costs involved.

HO-049-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee authorize the spending of up to \$200 to cover the cost of a flyer to all Hornby Island households, providing information about the province's Coastal Ferries Community Engagement process and planned changes to the Route 22 ferry schedule.

CARRIED

HO-050-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee recommends that the province not implement its plan to eliminate Hornby Island's once-a-week service of mid-to-late evening sailings, the service that is being provided on an every-day-of-the-week basis to other communities.

CARRIED

HO-051-2013

It was MOVED and SECONDED,

that the Chair be requested to provide a submission on behalf of the Hornby Island Local Trust Committee to the 2013 Coastal Ferries Engagement process including the document "Proposed Service Reductions for Route 22 dated 22 November, 2013" and including the following recommendation: "the Hornby Island Local Trust Committee recommends that the province not implement its plan to eliminate Hornby Island's once-a-week service of mid-to-late evening sailings, the service that is being provided on an every-day-of-the-week basis to other communities.

CARRIED

HO-052-2013

It was MOVED and SECONDED,

that the text of the flyer "Planned Changes to Ferry Service" and the Hornby Island Local Trust Committee's submission to the 2013 BC Coastal Ferries Consultation and Engagement process be posted on the Hornby Island page of the Islands Trust website.

CARRIED

14. BYLAWS

14.1 Bylaw No. 146 cited as "Hornby Island Trust Committee Advisory Planning Commission Bylaw, 1987, Amendment No. 1, 2013"

This item was addressed at agenda item 13.3.1.

15. ISLANDS TRUST WEBSITE

15.1 Hornby Page

This item was discussed at agenda item 13.5.

16. NEXT MEETING DATE

16.1 Local Trust Committee Business Meeting

The next meeting of the Hornby Island Local Trust Committee will take place on Friday, January 24, 2014 at 11:30 am at Room to Grow, 2100 Sollans Road, Hornby Island, BC.

17. CLOSED MEETING

17.1 Motion to Close the Meeting

HO-053-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee closes the next part of the November 22, 2013 business meeting to discuss matters pursuant to section 90(1)(f) Bylaw Enforcement of the *Community Charter* and that staff be invited to attend this meeting.

CARRIED

The Committee closed the meeting at 1:36 pm.

18. RECALL TO ORDER

By general consent the Committee reconvened in open meeting at 1:44 pm.

19. ADJOURNMENT

By general consent the meeting was adjourned at 1:45 pm.

David Graham, Chair

CERTIFIED CORRECT:

Vicky Bockman, Recorder



RWM From: November 14, 2013 To: January 30, 2014

Hornby Island

Resolution #	Action	Resolution Description	Resolution Date
2014-01	In Favour	"That the Hornby Island Local Trust Committee change the date of its regular business meeting scheduled on Friday, January 24, 2014, to Friday, February 7, 2014."	Jan 09, 2014
2013-02	In Favour	That the Hornby Island Local Trust Committee change the date of its regular business meeting scheduled on Friday, September 16th , 2014, to Friday, September 19th, 2014."	Dec 16, 2013

ADOPTED

Minutes of the Hornby Island Advisory Planning Commission

Date of Meeting:	Monday, January 13, 2014
Location:	Green Room, Hornby Island Community Hall Central Road, Hornby Island, BC
APC Members Present:	Rudy Rogalsky, Chair Ross Muirhead Carol Quin
Recorder:	Vicky Bockman
Regrets:	Greg Moyls

There were no members of the public in attendance.

1. CALL TO ORDER

Chair Rogalsky called the meeting to order at 10:15 am.

2. APPROVAL OF AGENDA

By general consent the agenda was approved.

3. MINUTES – *None*

4. NEW BUSINESS

4.1 Election of New Chair and Vice-Chair

By general consent Rudy Rogalsky was elected as Chair and Carol Quin was elected as Vice-Chair of the Hornby Island Advisory Planning Commission.

4.2 Discussion of Meeting Times and Duration

Members confirmed the January 20 and January 24, 2014 meeting dates and a 10:15 am start time, with the duration of the meetings to be determined as needed.

4.3 Discussion of Referral, Scope of Work and How to Proceed

The materials and orientation provided by Planner Milne were referenced as the referral background. It was determined that the focus of the first three meetings would be on the draft Official Community Plan (OCP) with the goal of having that portion of the review completed for Local Trust Committee review at their next business meeting. Members decided to proceed with Section VI-Objectives and Policies for Sustainable Land Use for discussion at this meeting.

4.4 Referral from Hornby Island Local Trust Committee – Review of the Draft Official Community Plan and Draft Land Use Bylaw

By General Consent the Advisory Planning Commission recommended the following changes, additions and items for follow-up in the draft OCP:

**HORNBY ISLAND OFFICIAL COMMUNITY PLAN
Draft for Comment Version 7.2, October 2013**

TABLE OF REVISIONS RECOMMENDED

No.	Section or Policy	Identified Revisions Supported
1.	6.3.1 Background	Add: “d) notwithstanding these challenges the location, amount, type and density of current residential lands are sufficient to meet anticipated housing needs over the next five years.”
2.	6.3.1 Objectives (4)	Change to: “to provide for community initiatives to address housing needs for the foreseeable future.”
3.	6.3.2 Background	Second paragraph, first line: delete extra space after “north”
4.	6.3.2 Background	Second paragraph, second line: change “as” to “has”
5.	6.3.2.11	Change to: “Home occupations should be...”
6.	6.3.3.1	No change; supported as currently drafted
7.	6.3.3.6	Delete extra space in “Breakfasts”
8.	6.3.3.6	Change upper case to lower case: “Vacation”
9.	6.3.5 Housing Background	Second paragraph, first sentence: change to read: “The report estimated that at least 97 Hornby households were in need of housing.”

10.	6.3.5.2	Fifth line: change “densities” to “density”
11.	6.3.5 Affordable Housing	Affordable Housing Heading: change to “Affordable Housing Policies”
12.	6.3.5 Rental Housing	Rental Housing Heading: change to “Rental Housing Policies”
13.	6.3.5.13	Third line: change “on lots larger than 2.0 hectares” to “on lots 2.0 hectares or larger”
14.	6.3.5 Special Needs Housing	Special Needs Housing Heading: change to “Special Needs Housing (including housing for seniors) Policies”
15.	6.3.5.20	Sixth line: change “densities” to “density”
16.	6.3.5.22	First line: change “person’s” to “personal”
17.	6.3.5 Land Co-operatives	Land Co-operatives Heading: change to “Land Co-operative Policies”
18.	6.5.1.3	Reword this policy to more closely define the location for this limited expansion of live/work use
19.	6.5.2 Area	Consider changing the text: see section 6.5.5-Area for possible similar verbiage
20.	6.5.2 Objectives (1)	Change “allow” to “avoid”
21.	Placement to be determined-possibly in a section at the beginning of the OCP	Add: Delineation of relevant area jurisdictions e.g., federal, provincial, regional, local or other agencies, perhaps as a graphic illustration

**TABLE OF ISSUES REQUIRING FURTHER DISCUSSION
AND/OR CLARIFICATION FROM STAFF**

No.	Section or Policy	Identified Issues and Revisions for Discussion And/or Clarification from Staff
1.	Definitions	New definitions or clarifications provided on terms including: • temporary/non-permanent housing (what is the difference? Should be consistent) • dwelling • resident • housing need • household • change “densities” to “density” throughout
2.	6.3.5.14	Clarify/discuss the issues relating to use of Temporary Use Permits for detached units
3.	6.3.5.23	Clarify the “impact assessment plan”
4.	6.3.5.23	Questions re: the background; has this been discussed in the community? How would it affect density?
5.	6.4.1.1	Clarification requested on the stated exception to the

ADOPTED

		minimum parcel size
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The review of the OCP, beginning at section 6.5.2, will continue at the next meeting.

5. NEXT MEETING DATE

The next meeting of the Hornby Island Advisory Planning Commission will take place on Monday, January 20, 2014 at 10:15 am at the Green Room, Hornby Community Hall, Central Road, Hornby Island, BC.

6. ADJOURNMENT

By general consent the meeting was adjourned at 1:15 pm.

Rudy Rogalsky, Chair

CERTIFIED CORRECT:

Vicky Bockman, Recorder

ADOPTED

Minutes of the Hornby Island Advisory Planning Commission

Date of Meeting: Monday, January 20, 2014

Location: Green Room, Hornby Island Community Hall
Central Road, Hornby Island, BC

APC Members Present: Rudy Rogalsky, Chair
Ross Muirhead
Carol Quin

Recorder: Vicky Bockman

There were no members of the public in attendance.

1. CALL TO ORDER

Chair Rogalsky called the meeting to order at 10:15 am.

2. APPROVAL OF AGENDA

By general consent the agenda was approved.

3. MINUTES

3.1 Advisory Planning Commission Minutes dated January 13, 2014

The following amendments were presented for consideration:

- Page 3, Table item 21: add after jurisdictions: "e.g., federal, provincial, regional, local or other agencies"
- Page 4, item 5: change "January 13, 2014" to "January 20, 2014"

It was **MOVED** and **SECONDED** that the minutes be adopted, as amended.

CARRIED

4. NEW BUSINESS

4.1 Discussion of Work Program, Meetings

ADOPTED

Members confirmed the January 24 and January 27, 2014 meeting dates and times. It was noted that Planner Milne has agreed to attend the Monday, January 27, 2014 meeting to discuss issues and to answer questions as requested. Chair Rogalsky will forward a list of items for discussion to Planner Milne prior to the meeting.

The appointment of an APC Secretary was discussed; however no action was taken at this time. Chair Rogalsky offered to post the notice of meetings on the Islands Trust board at the Co-op. The general procedures for delivery of draft and adopted minutes to the Islands Trust Northern Office were reviewed.

4.2 Continuation of Work Program Referral from Hornby Island Local Trust Committee – Review of the Draft Official Community Plan and Draft Land Use Bylaw

By General Consent the Advisory Planning Commission recommended the following changes, additions and items for follow-up in the draft OCP:

HORNBY ISLAND OFFICIAL COMMUNITY PLAN Draft for Comment Version 7.2, October 2013

TABLE OF REVISIONS RECOMMENDED

No.	Section or Policy	Identified Revisions Supported
1.	5.6.6	Second line, after “around the Island” add: “,especially in parks or at public swimming beaches”
2.	5.8.1	This policy should be removed from “Policies” and added to the “Advocacy Policies” section
3.	5.8.1 Main Rural	First line: add after 60 km/hr “except the Local Trust Committee may consider requesting:” The APC felt that the speed limit lowering request here should perhaps not be requested by the Trustees until sufficient community awareness and discussion/consultation regarding the implications of lowering the speed limit on any part of Central Road for Neighbourhood Zero Emission Vehicles has taken place. It was reported at a Ratepayers meeting that the RCMP and other agencies were concerned about safety, enforcement problems and other issues surrounding their use during the busy high-traffic periods.
4.	6.2	Second paragraph, second line: change to read: “School District #71 owns the land on which the Community School, “Room to Grow” and the Preschool are located. The Hornby Island Residents’ and Ratepayers’ Association owns the land on which the Community Hall, Union Bay Credit Union-Hornby Branch, Art Centre, the Teen Centre, “the Kitchen”, and RCMP office are located;” the Fire Hall is...

ADOPTED

5.	6.2.1	Fourth line: remove quotation mark after "Use"
6.	6.2.7	No change; supported as currently drafted
7.	6.5.1.3 a)	Add "central" after "existing" and change "sites" to "area(s)"
8.	6.5.2 – Area	After further discussion the APC agreed to support this language as drafted (No. 19 in the January 13, 2014 Revisions Recommended Table had suggested a revision)
9.	6.5.2.3	Add after impact assessment report: ", as defined in 7.3.1 (f),"
10.	6.5.3	Add Area section after Background and before Objectives, using verbiage similar to 6.5.5 Area
11.	6.5.3.5	Add after evidence: "from the authorizing agency"
12.	6.5.4.2	No change; supported as drafted
13.	6.5.5.5 e)	Delete "Stationary saw milling" as an example; the APC questions whether this is permitted as a home occupation. Replace example with a permitted operation that could create significant noise
14.	Throughout OCP	Consider capitalization of Impact Assessment Report if there is a specific report with that title
15.	At the beginning of the OCP	Add a Definitions section with the following added to those definitions suggested in the Jan. 13, 2014 meeting: • Impact Assessment Report
16.	Placement to be determined – possibly in a section at the beginning of the OCP	Add the appropriate authorizing agency for "sewage system evidence" to the jurisdictional graphic proposed in No. 21, January 13, 2014 Revisions Recommended Table
17.	6.6.1 Objectives (1)	Change to read: "to retain the traditional accesses to shoreline, beach areas, crown land, trails, parks, and viewpoints; and"
18.	6.6.1 Objectives (2), (3), (4)	Correct the fragment currently listed as (2) to read: "to ensure that outdoor activities are compatible with the natural environment and with the rural ambience of a small island.", and then delete (3) and (4)
19.	6.6.1.11	New Advocacy Policy to read: "Seaplanes and helicopters should be discouraged or restricted from landing in parks or public swimming beaches."

TABLE OF ISSUES REQUIRING FURTHER DISCUSSION AND/OR CLARIFICATION FROM STAFF

No.	Section or Policy	Identified Issues and Revisions for Discussion And/or Clarification from Staff
1.	6.3.5 Land Co-operatives	Should ISLA be included in this section (6.3.5.23?) or under another designator?
2.	6.5.3.5	Does the Islands Trust have jurisdictional authority to require evidence such as sewage disposal permits?

ADOPTED

3.	6.5.5.1 a) and b)	Discuss size of properties (is 0.1 hectares the intended size?) and discuss possible inclusion of permitted accessory buildings in Limited Home Occupations
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The review of the OCP will continue at the next meeting.

5. NEXT MEETING DATE

The next meeting of the Hornby Island Advisory Planning Commission will take place on Friday, January 24, 2014 at 10:15 am at the Green Room, Hornby Community Hall, Central Road, Hornby Island, BC.

6. ADJOURNMENT

By general consent the meeting was adjourned at 12:55 pm.

Rudy Rogalsky, Chair

CERTIFIED CORRECT:

Vicky Bockman, Recorder

ADOPTED

Minutes of the Hornby Island Advisory Planning Commission

Date of Meeting: Friday, January 24, 2014

Location: Green Room, Hornby Island Community Hall
Central Road, Hornby Island, BC

APC Members Present: Rudy Rogalsky, Chair
Ross Muirhead
Carol Quin

Recorder: Vicky Bockman

There were no members of the public in attendance.

1. CALL TO ORDER

Chair Rogalsky called the meeting to order at 10:30 am.

2. APPROVAL OF AGENDA

By general consent the agenda was approved.

3. MINUTES

3.1 Advisory Planning Commission Minutes dated January 20, 2014

The following amendments were presented for consideration:

- Page 2, Table item 3: add after “requesting:” “The APC felt that the speed limit lowering request here should perhaps not be requested by the Trustees until sufficient community awareness and discussion/consultation regarding the implications of lowering the speed limit on any part of Central Road for Neighbourhood Zero Emission Vehicles has taken place. It was reported at a Ratepayers meeting that the RCMP and other agencies were concerned about safety, enforcement problems and other issues surrounding their use during the busy high-traffic periods.”
- Page 2, Table item 7: change “areas” to “area(s)”

By general consent the minutes were adopted, as amended.

4. NEW BUSINESS**4.1 Discussion of Work Program, Meetings**

Members discussed scheduling of future meetings and determined that this matter should be brought forward for a discussion at the January 27, 2014 meeting.

**4.2 Continuation of Work Program
Referral from Hornby Island Local Trust Committee – Review of the Draft
Official Community Plan and Draft Land Use Bylaw**

By General Consent the Advisory Planning Commission recommended the following changes, additions and items for follow-up in the draft OCP:

**HORNBY ISLAND OFFICIAL COMMUNITY PLAN
Draft for Comment Version 7.2, October 2013**

TABLE OF REVISIONS RECOMMENDED

No.	Section or Policy	Identified Revisions Supported
1.	1.4	Page 3, last paragraph: insert the following after the words "... minimum lot size was introduced." the words: "in 1969 through a provincial cabinet Order-in-Council known as the "Ten-Acre Freeze", applying it to all of the Gulf Islands. The decree permitted no further subdivision creating lots under 10-acres in size, with a maximum of two dwellings per parcel, and was to continue to apply until zoning and subdivision bylaws could be enacted by the local governments for each island. As well, in about 1972, using existing soil analysis mapping, the Province established the BC Agricultural Land Reserve (ALR), and its Commission known as the ALC, covering all the known useable farm and grazing land in BC to prevent further subdivision or development of the Province's remaining farmland, except through application to the ALC (this was estimated to include no more than 3% of the province's land mass). In 1973, the Comox-Strathcona Regional District responded to the call for land use regulation by assisting the Hornby community to develop and pass its first set of local land use and subdivision bylaws (Bylaws # 137 and 139)."

ADOPTED

2.	1.4	Page 4, first paragraph: please insert after the words "...inappropriate use and development." a new sentence: "In April 1977, the new Hornby Island Local Trust Committee, following lengthy discussion with Hornby residents, approved the first Official Community Plan for the Island."
3.	3.2 a)viii) (page 17)	Delete "Cove" to read "Ford Creek"
4.	3.7.7	First Line: after "requested" add ",in addition to the already designated Ford Cove hill section of Central Road,"
5.	4.3.7	Delete (blank) and renumber accordingly
6.	4.4.3	Delete (blank) and renumber accordingly
7.	4.5.16	After "dry" add "or salty"
8.	5.8 Roads Background	First line: change to read "Hornby's roads fall into four categories: main rural, minor rural, residential rural and heritage rural."
9.	Current 5.8.1 (this number will change as it has been recommended that it be moved to Advocacy Policies)	Add a new, fourth category for road standards: 'Heritage Rural' with the same subset maximum speed and widths as residential rural
10.	6.3.5.4 b)	"classes of persons" was considered inappropriate language. Change "classes of persons if" to "persons with"
11.	6.3.5.4 c)	Second line: change "within a class" to "with special needs requiring accommodations"
12.	Map: Schedule B	The Mariculture lease to the south of Phipps Point should be labeled "MA"
13.	Map: Schedule B	Change the "Marine Transport" classification (no longer applicable) to "Public Use" or "Beach Access"
14.	Map: Schedule B	Add the islet off of Downes Point (shown as P2 in the LUB) to the schedule
15.	Map: Schedule C	Add "Heritage Road" to road classification section and show cross hatching of some sort for the Ford Cove heritage section

TABLE OF ISSUES REQUIRING FURTHER DISCUSSION AND/OR CLARIFICATION FROM STAFF

No.	Section or Policy	Identified Issues and Revisions for Discussion And/or Clarification from Staff
1.	Map: Schedule D1	This map with overlapping colours is confusing; consider labeling with class initials (as done in Schedule B)
2.	Map: Schedule E	Should ISLA be included on this schedule?
3.	6.1.5	Please clarify the comment (RM3)
4.	6.3.5 Background	Third paragraph, second line: does the Hornby Outer Island Housing Society still exist as a viable organization for inclusion here?

ADOPTED

5. NEXT MEETING DATE

The next meeting of the Hornby Island Advisory Planning Commission will take place on Monday, January 27, 2014 at 1:00 pm at the Green Room, Hornby Community Hall, Central Road, Hornby Island, BC.

It was noted that this meeting will provide an opportunity to clarify several points with Planner Milne and the agenda will include a delegation from Islanders Secure Land Association.

6. ADJOURNMENT

By general consent the meeting was adjourned at 12:55 pm.

Rudy Rogalsky, Chair

CERTIFIED CORRECT:

Vicky Bockman, Recorder

DRAFT

Minutes of the Hornby Island Advisory Planning Commission

Date of Meeting: Monday, January 27, 2014

Location: Green Room, Hornby Island Community Hall
Central Road, Hornby Island, BC

APC Members Present: Rudy Rogalsky, Chair
Ross Muirhead
Carol Quin

Staff Present: Rob Milne, Island Planner

Recorder: Vicky Bockman

There were two (2) members of the public in attendance.

1. CALL TO ORDER

By general consent the meeting was called to order at 1:00 pm.

2. APPROVAL OF AGENDA

By general consent the agenda was approved.

3. MINUTES

3.1 Advisory Planning Commission Minutes dated January 24, 2014

By general consent the minutes were adopted.

4. DELEGATIONS

4.1 Islanders Secure Land Association

Planner Milne provided an introduction, noting that the Islanders Secure Land Association (ISLA) project can be included in the draft Official Community Plan and Land Use Bylaw at this time to reduce the timeline and costs. He advised that the presentation today, along with the review of associated proposed bylaw amendments,

DRAFT

are intended to assist the APC in their consideration of inclusion of the enabling language into the draft Official Community Plan (OCP) and Land Use Bylaw (LUB).

Michael McNamara and Katherine Ronan were present representing ISLA and provided an overview of the intent, history, current status and future plans for the build-out of the project. Included in the presentation were preliminary development plans of the site design, biological survey and Riparian Areas Regulations setbacks, site conditions, and a plan for Phase 1, and Phase 4. A question and answer session followed the presentation.

Planner Milne reviewed the draft of a proposed new regulation: 8.4 Residential 3A – Community Housing (R3A) Zone and a draft of a proposed new policy: 6.9.3 Form and Character of Community Housing Areas. He noted that if the APC indicates support for this project, the language in these documents will be incorporated into the current OCP and LUB drafts.

5. NEW BUSINESS

5.1 Discussion with Planner Milne

Planner Milne remarked that he had reviewed the valuable recommendations from the APC. Discussion followed on items recommended and on items for which the APC had requested clarity. Planner Milne requested that the Ford Cove heritage section on Map C be marked and sent to him to ensure accuracy.

Next steps were considered and Planner Milne suggested that it would be valuable for an APC member(s) to be present at the February 7, 2014 Local Trust Committee when the recommendations from their review of the OCP are scheduled to be presented and members agreed. He noted that this would represent a conclusion of their OCP review, although he confirmed that any other OCP changes that are identified as a result of the upcoming LUB review could be recommended at that time.

5.2 Continuation of Work Program

Referral from Hornby Island Local Trust Committee – Review of the Draft Official Community Plan and Draft Land Use Bylaw

After having received clarification from Planner Milne on several items, the APC identified additional revisions to recommend for the draft OCP.

By General Consent the Advisory Planning Commission recommended the following changes and additions to the draft OCP:

HORNBY ISLAND OFFICIAL COMMUNITY PLAN Draft for Comment Version 7.2, October 2013

TABLE OF REVISIONS RECOMMENDED

DRAFT

No.	Section or Policy	Identified Revisions Supported
1.	6.9.3	The APC supports this policy with the following change to the title: change "Form and Character of Community Housing Areas" to "Form and Character of Community Housing Development Permit Area"
2.	Jan. 13 th minutes, item no. 15	Delete this recommendation, retain the term "densities"
3.	6.3.5 Background	Third paragraph: delete "Hornby Outer Island Housing Society" as this is no longer a viable organization
4.	Jan. 20 th minutes, item no. 15.	Delete this recommendation. Planner advises that a definition section is typically presented in the LUB; however, he will be alert to the possibility of adding definitions where appropriate throughout the text
5.	Jan. 20 th minutes, item no. 13	After discussion with the Planner, it was recommended that the "MT" designation be deleted and left blank
6.	Map B	Identify the parcel below the MT designation (which is to be deleted) as "MA"

ACP members indicated that this marks the conclusion of their OCP review in general, and that they will be conducting their review of the LUB in subsequent meetings. They confirmed that additional items noted for the draft OCP may be identified as the LUB work progresses.

Planner Milne thanked the APC members for their work on this project, noting that based on this review he will prepare a new draft version for the Local Trust Committee's consideration.

6. NEXT MEETING DATE

The next meeting of the Hornby Island Advisory Planning Commission has not yet been determined due to quorum considerations and member availability.

7. ADJOURNMENT

By general consent the meeting was adjourned at 3:45 pm.

Rudy Rogalsky, Chair

CERTIFIED CORRECT:

Vicky Bockman, Recorder



Islands Trust

Follow Up Action Report w/ Target Date

Hornby Island Nov-22-2013

No.	Activity	Responsibility	Target Date	Status
1	that the Hornby Island Local Trust Committee refer the draft Land Use Bylaw and associated schedules to the Advisory Planning Commission for their review and comment and refer the draft Official Community Plan and associated schedules for any comments arising from changes made from the previous draft	Rob Milne		On Going
1	that the Hornby Island Local Trust Committee request staff to research options for a shoreline protection workshop in the summer for waterfront property owners.	Rob Milne		On Going



Islands Trust

Top Priorities

Hornby Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Official Community Plan and Land Use Bylaw Review.	Targeted review and update of the OCP and LUB. At the November 22, 2013 LTC meeting the following resolution was passed: HO-044-2013 that the Hornby Island Local Trust Committee refer the draft Land Use Bylaw and associated schedules to the Advisory Planning Commission for their review and comment and refer the draft Official Community Plan and associated schedules for any comments arising from changes made from the previous draft.	Feb-03-2012	Rob Milne		On Going
2	APC Bylaw review and update	Review language of current bylaw and consider amendment to current language which prevents appointments after March. Bylaw 146 adopted at November 22, 2013 Local Trust meeting.	Jun-07-2013	Rob Milne		Done
3	Riparian Areas Regulation mapping and implementation.	Additional data collection and mapping is planned to be completed in the fall of 2013. Contract issued to Madrone Environmental Services Inc. November 8, 2013. Mapping to take	Feb-03-2012	Rob Milne	Dec-31-2012	On Going

place the week of November
25th.



Projects

Hornby Island

No.	Description	Activity	Received/Initiated	Status
1	Review of home occupation regulations to allow the rental of accessory building space to a non-resident of the property for commercial use.			On Going
1	Review of Siting and Use Permit Bylaw No. 52 regarding applicability to the construction of secondary suites within a dwelling and research requirements for proof of adequate water and septic capability.		Feb-01-2013	On Going
1	Review and update 'Building on Hornby Island' brochure and include HPO information.		Feb-01-2013	On Going
1	Develop and implement a Development Approval Information Bylaw.		Mar-15-2013	On Going
1	Review of environmentally sensitive areas OCP map schedule (D2) as a stand alone mapping project or addition to the community profile.		Apr-26-2013	On Going
1	Review development permit for water conservation for new development, including water catchment requirements.		Apr-26-2013	On Going
1	Establish a community process to review residential density to address community housing needs following the completion of the official community plan and land use bylaw reviews.		Jun-07-2013	On Going
1	Inventory and assessment of beach access and other unopened road allowances		Jul-12-2013	On Going
1	Development Procedures Bylaw	<i>Consider options prepared by staff for amending the development procedures bylaw to include requirements for posting of signs on property with respect to significant applications.</i>	Feb-03-2012	On Going

2	Continue relationship building with K'omoks First Nations.		Feb-03-2012	On Going
3	GHG Emissions Reduction	Facilitate <i>community communications regarding greenhouse gas emissions in collaboration with community organizations.</i>	Feb-03-2012	On Going
3	Review of vacation home rental regulations by 2017		Sep-13-2013	On Going
3	Review of approaches to groundwater protection on Hornby Island.		Sep-13-2013	On Going
4	Communications strategy for revised OCP and LUB		Feb-03-2012	On Going
5	Review community profile by adding further information on environmentally sensitive areas and important habitat and including information in Schedule D2 of OCP.		Nov-23-2012	On Going



Applications w/ Status - Hornby Island Status: Open

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
HO-DVP-2013.2	Zaharko Land Surveying Inc. Planner: Marnie Eggen	Sep-17-2013	to vary Lot 5 front lot line

Planning Status

Status Date: Nov-19-2013

Applicant revising subdivision plan; DVP put on hold

Status Date: Nov-05-2013

Mailout sent Nov 5, 2013 / Hand Delivery Nov 8 - Statutory Notice Period Nov 8 - 21, 2013

Subdivision

File Number	Applicant Name	Date Received	Purpose
HO-SUB-2012.3	Peter Mason	Apr-26-2012	1410 Carmichael Road (Gustein & Burrows) 2 lot subdivision under Section 946 Local Government Act

Planner: Linda Prowse

Planning Status

Status Date: Dec-05-2013

Continuing to await RAR report and DVP application from applicant

Status Date: Dec-20-2012

Still awaiting RAR report and DVP application from applicant

Status Date: May-18-2012

Referral response sent to the Ministry of Transportation and Infrastructure

File Number	Applicant Name	Date Received	Purpose
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HO-SUB-2013.1

Zaharko Land Jun-13-2013
Surveying Inc.
Planner: Marnie Eggen

4115 Roburn Road, Hornby Island 2 lot subdivision, Section 946 Local
Government Act

Planning Status

Status Date: Jul-29-2013

Referral report emailed to MOTI; requires variance and 946 covenant

Status Date: Jun-25-2013

Planner reviewing

Siting and use Permit

File Number	Applicant Name	Date Received	Purpose
HO-SUP-2011.11	Hornby Island Resorts Ltd. (The Thatch) Planner: Marnie Eggen	Sep-22-2011	Commercial Building, Triplex and Duplexes, Pump House and Water Cistern

Planning Status

Status Date: Jul-02-2013

no change

Status Date: Dec-07-2012

Awaiting further info from applicant

Status Date: Nov-26-2012

DP and DVP approved

Islands Trust
 LTC EXP SUMMARY REPORT F2014
 Invoices posted to Month ending November 2013

12.3.1

635 Hornby	Invoices posted to Month ending November 2013	Budget	Spent	Balance
65000-635	LTC "Trustee Expenses"	1,300.00	52.48	1,247.52
LTC Local				
65200-635	LTC - Local Exp - LTC Meeting Expenses	3,000.00	1,128.15	1,871.85
65210-635	LTC - Local Exp - APC Meeting Expenses	1,000.00	0.00	1,000.00
65220-635	LTC - Local Exp - Communications	500.00	458.53	41.47
65230-635	LTC - Local Exp - Special Projects	2,000.00	500.00	1,500.00
65240-635	LTC - Local Exp - Miscellaneous	250.00	0.00	250.00
TOTAL LTC Local Expense		<u>6,750.00</u>	<u>2,086.68</u>	<u>4,663.32</u>
Projects				
73001-635-2004	Hornby OCP/LUB	0.00	4,292.23	-4,292.23
73001-635-3009	Hornby RAR	12,000.00	0.00	12,000.00
TOTAL Project Expenses		<u>12,000.00</u>	<u>4,292.23</u>	<u>7,707.77</u>

Islands Trust
 LTC EXP SUMMARY REPORT F2014
 Invoices posted to Month ending December 2013

12.3.2

635 Hornby	Invoices posted to Month ending December 2013	Budget	Spent	Balance
65000-635	LTC "Trustee Expenses"	1,300.00	425.80	874.20
LTC Local				
65200-635	LTC - Local Exp - LTC Meeting Expenses	3,000.00	1,320.49	1,679.51
65210-635	LTC - Local Exp - APC Meeting Expenses	1,000.00	0.00	1,000.00
65220-635	LTC - Local Exp - Communications	500.00	543.86	-43.86
65230-635	LTC - Local Exp - Special Projects	2,000.00	1,500.00	500.00
65240-635	LTC - Local Exp - Miscellaneous	250.00	0.00	250.00
TOTAL LTC Local Expense		<u>6,750.00</u>	<u>3,364.35</u>	<u>3,385.65</u>
Projects				
73001-635-2004	Hornby OCP/LUB	0.00	4,292.23	-4,292.23
73001-635-3009	Hornby RAR	12,000.00	8,094.95	3,905.05
TOTAL Project Expenses		<u>12,000.00</u>	<u>12,387.18</u>	<u>-387.18</u>

Islands Trust
LTC EXP SUMMARY REPORT F2014
Invoices posted to Month ending January 2014

12.3.3

635 Hornby	Invoices posted to Month ending January 2014	Budget	Spent	Balance
65000-635	LTC "Trustee Expenses"	1,300.00	431.05	868.95
LTC Local				
65200-635	LTC - Local Exp - LTC Meeting Expenses	3,000.00	1,757.29	1,242.71
65210-635	LTC - Local Exp - APC Meeting Expenses	1,000.00	0.00	1,000.00
65220-635	LTC - Local Exp - Communications	500.00	608.86	-108.86
65230-635	LTC - Local Exp - Special Projects	2,000.00	1,500.00	500.00
65240-635	LTC - Local Exp - Miscellaneous	250.00	0.00	250.00
TOTAL LTC Local Expense		<u>6,750.00</u>	<u>3,866.15</u>	<u>2,883.85</u>
Projects				
73001-635-2004	Hornby OCP/LUB	0.00	4,292.23	-4,292.23
73001-635-3009	Hornby RAR	12,000.00	13,480.37	-1,480.37
TOTAL Project Expenses		<u>12,000.00</u>	<u>17,772.60</u>	<u>-5,772.60</u>

Hornby Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

No	Meeting Date	Resolution No.	Issue	Policy
1.	November 22, 2013	HO-O43-2013.	Enforcement Actions related to rentals of Accessory buildings by non-residents	It was MOVED and SECONDED, 1. that whereas the Land Use Bylaw and Official Community Plan for the Hornby Island Local Trust area are currently undergoing a community review process which amongst other items includes a review of home occupation AND THAT whereas neither document addresses the rental of accessory buildings for non-commercial use it is resolved that enforcement actions related to the rental of accessory buildings shall be considered to be a low priority; 2. that nothing in this enforcement policy should be interpreted as giving permission to any party to violate the Land Use Bylaw and the Hornby Island Trust Committee may change this policy at any time and may give direction to commence enforcement activities without notice; and 3. that unless the Hornby Island Local Trust Committee extends the effective period on this enforcement policy it expires on September 30, 2014 or when the Land Use Bylaw and Official Community Plan review is complete, whichever is the sooner.



Islands Trust

Preserving Island
communities, culture
and environment

Our Provincial Mandate

“to preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia”

– Islands Trust Act

Islands Trust Council — Strategic Plan 2011-2014

Adopted September 12, 2012 – Updated – Amended Dec 4, 2013

The Trust Area

The Trust Area covers the islands and waters between the British Columbia mainland and southern Vancouver Island, including Howe Sound and as far north as Comox. This is a unique and special place composed of 13 major islands and more than 450 smaller islands covering approximately 5200 square kilometres.

The beauty, tranquility, and sometimes fragile natural environment of the islands in the Strait of Georgia and Howe Sound, characterized by an exceptional variety of species, have given the area national recognition.

The islands support strong communities characterized by a mix of lifestyles, livelihoods and individuals. Island residents bring unique skills, viewpoints and sense of place together to sustain a tradition of community involvement.

Our Council

The Islands Trust Council has a unique mandate from the province to preserve and protect the amenities and environment of the Islands Trust Area, for the benefit of residents and all British Columbians. It meets quarterly to make decisions about the Islands Trust's overall policy, advocacy positions, staff resources and budget. Trust Council is made up of the 26 locally-elected trustees who also sit on 12 local trust committees and one island municipality. There they have responsibilities for land use planning and regulatory decisions that are separate from their role at the Islands Trust Council. The current Council was elected for a 3-year term during BC Local General Elections in November 2011. Trustee terms will end in November 2014.

A Strategic Plan for the 2011-2014 term

The Islands Trust Policy Statement is partially implemented through Council's strategic plan. By identifying goals and developing a plan to achieve them, Council focuses finite resources and measures progress. After extensive review and public input, Trust Council has confirmed the following focus areas for its 2011-2014 term:

Goal A - Ecosystem Preservation and Protection

The Islands Trust will work to protect the natural environment of islands by:

- Encouraging and enabling islanders in voluntary stewardship actions that protect special areas, including the shoreline
- Working to protect fish habitat under BC's *Riparian Areas Regulation*
- Protecting special ecosystems, managing shoreline areas and reducing greenhouse gas emissions when land use decisions are made
- Advocating for new approaches to oil spill preparedness, derelict vessels, industrial developments, aquaculture, marine sewage and national marine conservation

Goal B – Stewardship of Island Resources

The Islands Trust will focus on good management of island water resources by:

- Encouraging voluntary stewardship, advocating for legislative reform and exploring creative solutions for watershed management
- Using land use planning tools and decisions to protect the quality and quantity of water resources

Goal C – Sustain Island Character and Healthy Communities

The Islands Trust will work to enhance the economic sustainability and security of island communities by:

- Creating linkages between islanders and regional districts to share effective economic development models
- Continuing to advocate for sustainable, affordable and appropriate ferry services
- Using land use planning tools and decisions to positively affect housing, food security, farmland protection, and socio-economic diversity.

Goal D – In Cooperation with Others

The Islands Trust will work with others by:

- Strengthening relations with the many First Nations who have interests in the Islands Trust Area, through improved liaison at the political level and communications about marine advocacy.
- Continually working to improve our organizational effectiveness

Shaded text=activities primarily achieved in *the current* or prior fiscal years or proposed for future fiscal years and subject to future budget decisions;
Italics – status updates since last Trust Council meeting

NOTE: Status column has now been colour coded to provide a quick visual indicator, as follows:

	Not due to start or awaiting actions of others
	Completed
	In Progress – On Target
	Partially In Progress – Partially On Target (i.e. on target, by one or few LTCs)
	In progress - Behind Target (e.g. not funded, delayed by other priorities, etc.)
	Not started – Behind target

Policy Statement Goal A: Ecosystem Preservation and Protection...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
1 PROTECT the natural environment of islands	1.1 Encourage voluntary stewardship of natural environment	<u>FY 2011/12- 2014/15</u> 1.1.1 Promote community participation in conservation through information sharing and education about private land stewardship options	TFB	Subject to funding in annual budgets or grant funding	By whether the Islands Trust Fund is actively promoting its conservation programs at community events, in publications and online	Ongoing
		<u>FY 2012/13 – 2013/14</u> 1.1.2 Share information about best practices for covenants and NAPTEP with all planning staff	TFB	Funded by base budget	By whether planners have been provided with covenant education opportunities and whether information is available through the Islands Trust Fund website	Website information complete ITF presentation to LPS not started
		<u>FY 2012/13 – 2014/15</u> 1.1.3 Improve and update mapping of natural and modified environments, including terrestrial ecosystem mapping, protected area networks, nearshore mapping and areas under sustainable forestry or sustainable agricultural use.	TFB	Funded by program budget in 2013/14 \$22K for eelgrass mapping; \$10K for forage fish mapping Further work subject to 2014/15 budget \$25K for eelgrass mapping	By whether maps of natural and modified environments are available to LTC's and BIM, RDs, local conservancies and other partners	Draft Protected Area Network mapping available; eelgrass mapping completed for Gambier, Thetis, Thetis associated islands (except Valdes) Lasqueti, North Pender, South Pender and Mayne and forage fish habitat mapping completed for North and South Pender; additional eelgrass mapping in progress
		<u>FY 2013/14</u> 1.1.4 Research and develop a pilot landowner contact program in collaboration with a local conservancy	TFB	Subject to external funding	By whether a landowner contact pilot program is implemented	Planning in progress
		<u>FY 2011/12 - 2014/15</u> 1.1.5 Support island-based land	TFB	Funded by base budget and	By whether the Opportunity Fund grows by at least 10%	Recent grants awarded to Pender

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?		IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
		trusts with partnerships, funding and capacity building opportunities			donations	per year and by the amount of grants issued	Island Conservancy (\$5,000), Salt Spring Island Conservancy (\$5,000) and Mayne Island Conservancy (\$3450)
		<u>FY 2013/14</u> 1.1.6 Council workshop regarding invasive species	TFB		Funded by base budget	By whether a Trust Council workshop has been held	Complete
		<u>FY 2013/14 - 2014/15</u> 1.1.7 Share information with the public about managing invasive species	TFB		Subject to funding in 2014/15 program budget	By whether information has been shared with the public	In progress. Invasive species control information shared through ITF website and e-newsletter
	1.2 Expand Natural Areas Protection Tax Exemption Program (NAPTEP) program to entire Islands Trust Area	<u>FY 2012/13</u> 1.2.1 Present NAPTEP program to BIM Council for consideration	TFB	BIM***	Funded by base budget	By whether or not BIM has considered participating in the NAPTEP program	Complete. BIM declined for current term
		<u>FY 2013/14</u> 1.2.2 Seek support from Metro Vancouver RD for NAPTEP.	TFB		Funded by base budget	By whether support from Metro Vancouver RD (MVRD) has been sought	Complete
		<u>FY 2013/14 - 2014/15</u> 1.2.3 Launch NAPTEP on the islands in MVRDRD (subject to BIM and MVRD approval)	TFB		Funded by base budget	By whether NAPTEP has been launched on the islands within the MVRD	Complete. Program launched on Gambier LTC islands. BIM declined for current term.
	1.3 Protect fish habitat by implementing Riparian Areas Regulation	<u>PHASE 1 - Identify watersheds</u> <u>FY 2013-14 - 2014/15</u> 1.3.1 Identify RAR watersheds on Gambier, Hornby and Lasqueti	LTCs**		Subject to budget	By whether all RAR watersheds on Gambier, Hornby and Lasqueti have been identified	Contract awarded for Hornby
		<u>PHASE 2 - Improve mapping</u> <u>FY 2012/13</u> 1.3.2 Improve mapping of some riparian areas on SSI	LTCs**		Funded by 2012/13 program budget	By whether new mapping of priority riparian areas is complete	Complete
		<u>FY 2013/14</u> 1.3.3 Improve mapping of additional riparian areas on Denman, Hornby and all remaining riparian areas on Salt Spring islands	LTCs**		Funded in 2013/14 program budget \$71,000 RAR budget \$30,000 Sci/Tech budget	By whether new mapping of riparian areas is complete	Contracts awarded for Denman, Hornby and SSI for all known RAR watersheds
		<u>FY 2014/15</u> 1.3.4 Improve mapping of additional riparian areas in Gambier LTA	LTCs**		Subject to 2014/15 program budget (\$30,000 mapping on Gambier)	By whether new mapping of riparian areas is complete	Not due Not started
		<u>PHASE 3 - Adopt bylaws</u> <u>FY 2012/13 - 2013/14</u> 1.3.5 Adopt new bylaws to implement RAR on selected	LTCs**		Funded by 2013/14 program budget	By whether Gabriola, Lasqueti, Mayne Saturna and Thetis are RAR compliant through bylaw development	Saturna complete Gabriola, Lasqueti & Thetis in progress. Mayne resolved to not

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?		IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
		islands (Gabriola, Lasqueti, Mayne, Saturna, Thetis)					proceed with adoption of bylaws
		<u>FY 2014/15</u> 1.3.6 Adopt new bylaws to implement RAR on all islands where still required (Ballenas/Winchelsea, Denman, Hornby, and Salt Spring)	LTCs**		Subject to 2014/15 program budget (\$17,500)	By whether Ballenas/Winchelsea, Denman, Hornby and Salt Spring are compliant with RAR through bylaw development	Not due Not started
		<u>FY 2015/16 - ?</u> 1.3.7 Adopt new bylaws to implement RAR on all Lasqueti and Gambier watersheds	LTCs**		Subject to 2015/16 program budget	By whether all Gambier and Lasqueti watersheds are compliant with RAR through bylaw development	Not due Not started
	1.4 Establish reliable, adequate and sustainable funding for the Islands Trust Fund	<u>FY 2012/13 – 2014/15</u> 1.4.1 Seek legislative change regarding TFB corporate structure and name	EC	TFB	Funded by base budget	By whether legislative change has been requested	Chair correspondence sent Nov/12. Initial response received Feb/13. Further meeting sought
		<u>FY 2011/12 – 2014/15</u> 1.4.2 Engage in outreach to expand donor base, develop legacy giving program and secure acquisition funds	TFB*		Partially funded through 2012/13 program budget	By whether the TFB has implemented outreach regarding funding needs and legacy gifts	Information package re Planned Giving distributed to estate planners
		<u>FY 2014/15</u> 1.4.3 Develop and implement strategy re changes to corporate structure and name	TFB		Subject to 2014/15 program budget	By whether TFB corporate status and name change has been implemented	Not started. Not due unless province makes legislative changes
		<u>FY 2015/16</u> 1.4.4 Review and launch long-term funding strategy	TFB		Subject to 2015/16 program budget	By whether the long-term funding strategy has been reviewed and launched	Not started. Not due unless province makes legislative changes
	1.5 Establish core conservation areas to protect biodiversity priorities	<u>FY 2011/12- 2013/14</u> 1.5.1 Map and prioritize high biodiversity areas and develop a strategy for protection	TFB		Funded by base budget	By whether the TFB has a prioritized high biodiversity areas, and developed a strategy including a funding needs assessment)	Mapping finalized
		<u>FY 2011/12 – 2014/15</u> 1.5.2 Protect land with high biodiversity, through acquisition, donation, or conservation covenant	TFB*		Partial funding through base budget; acquisitions funded by donations and external grants	By whether the TFB has protected at least 500 hectares of high biodiversity land in the timeframe of the Regional Conservation Plan 2011-2015	144 hectares protected since 2011
		1.5.3 Participate in Coastal Douglas Fir and Association Ecosystem Conservation Partnership	LTCs**		Funded by base budget	By whether one LTC is actively participating	Galiano LTC participating

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?		IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
	1.6 Reduce greenhouse gas emissions	<u>FY 2012/13 - 2014/15</u> 1.6.1 Use new planning tools (Bill 27) to reduce greenhouse gas emissions to implement OCP policies LTCs adopted last term (e.g. as illustrated in Council toolkit Reducing Greenhouse Gases in the Islands Trust Area)	LTCs**/BIM***		Funded in 2013/14 annual budget	By whether LTCs/BIM have used new planning tools to foster reduced GHG emissions from development	Gabriola working on regulations to implement OCP policies
		<u>FY 2012/13 – 2013/14</u> 1.6.2 Develop policy regarding carbon-neutral operations and purchase of carbon credits to balance GHG emissions that cannot be eliminated	FPC		Funded by base budget	By whether Trust Council has adopted a policy	Complete
		<u>FY 2013/14 - 2014/15</u> 1.6.3 Develop a Renewable Energy Tool Kit	LPC		Funded by base budget	By whether elements of a Renewable Energy Tool Kit have been developed	Two reports complete: (Domestic Small Scale Wind Energy and Ocean Based Geo-Exchange)
2. PROTECT coastal and marine ecosystems	2.1 Encourage understanding of shoreline processes and voluntary stewardship of coastal and marine ecosystems	<u>FY 2012/13</u> 2.1.1 Develop integrated shoreline and watershed protection mapping for major islands	LPC		Funded by external grants	By whether integrated shoreline and watershed protection mapping has been developed for major islands	Complete
		<u>FY 2013/14</u> 2.1.2 Identify and post updated website links regarding existing shoreline stewardship information	TAS		Funded by base budget	By whether website links have been updated	Complete
		<u>FY 2013/14 - 2014/15</u> 2.1.3. Pilot a Green Shores for Homes credit rating incentive system in one LTA	LTCs**	LPC	Funded by base budget and grant funds	By whether an LTC has piloted a Green Shores for Homes credit rating incentive system	Not started. On LPC work program to work with Thetis LTC on a pilot
	2.2 Participate in planning for National Marine Conservation Area Reserve	<u>FY 2011/12 – 2013/14</u> 2.2.1 Advocate for implementation of the NMCA reserve	EC		Funded by base budget	By whether the EC has continued to actively advocate for implementation of the NMCA reserve	Resolution supported by TC in Dec 2012 Feb 2013 Chair letters to Ministers Lake & Kent
		2.2.2 Participate in NMCA workshops and consultation opportunities	LTCs**	TAS	EC	Funded by base budget	Workshops attended in Aug and Oct No funding proposed in 2013/14 budget. LTCs commenting on boundary details
		<u>Future fiscal years (TBD)</u> 2.2.3 Respond to NMCA implementation steps with complementary activities, as	LTCs**		May require additional funds	TBD	Not due Not started

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
		required				
	2.3 Advocate for protection of the Salish Sea and Howe Sound from oil spills, derelict vessels and industrial activities	<u>FY 2011/12 – 2014/15</u> 2.3.1 Chair correspondence regarding oil spill prevention and response	EC	Funded by base budget	By whether the Chair has sent correspondence to advocate for oil spill prevention and response	2011:7 letters sent 2012:1 letters sent 2013: 3 letters sent Related resolutions passed at UBCM 2012 and AVICC 2013 conventions
		2.3.2 Chair participation through a 'letter of comment' to hearings related to Kinder Morgan tanker traffic	EC	Funded by base budget	By whether the Chair has sent a letter of comment regarding the Kinder Morgan pipeline proposal	Not started Not due
		2.3.3 Chair participation in hearings related to tanker traffic increases	EC	Letter of comment would be funded by base budget	By whether the Chair has participated in hearings related to tanker traffic increase	NEB hearing presentation Aug 2012
		2.3.4 Host local government workshops to raise awareness of gaps in oil spill prevention and response capacity	EC	Funded by base budget	By whether workshops have been held	One workshop held at AVICC. Jan 2013 Chair presentation to Regional District Nanaimo Board. 2013: Chair presentation at San Juan County marine managers workshop
		2.3.5 Participate in mock oil spill exercises to understand gaps in oil spill response capacity	EC	Funded by base budget	By whether participation has taken place	Complete Participation in two exercises in 2012
		<u>FY 2011/12 – 2014/15</u> 2.3.6 Continue to advocate for senior government solutions to derelict vessels	EC	Funded by base budget	By whether the Islands Trust has continued to advocate for derelict vessel solutions	Islands Trust participation on derelict vessel working group is on-going Mar/13 Letter to minister seeking action on Transport Canada report Sept/13 Organized resolution, clinic and meeting with Minister at UBCM Sept and Nov/13 Chair correspondence

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
		<u>FY 2011/12 – 2013/14</u> 2.3.7 Advocate regarding potential impacts of the proposed Raven Coal Mine upon Baynes Sound	EC	Funded by base budget	By whether the Executive Committee has advocated regarding the proposed Raven Coal Mine	Complete May/13 BC EAO rejected proposal as submitted
		<u>FY 2012/13 – 2014/15</u> 2.3.8 Advocate regarding potential impacts of the proposed Burnco Gravel Mine upon Howe Sound	EC	Funded by base budget	By whether the Chair has written a letter to advocate regarding the proposed Burnco Gravel Mine	Complete Chair correspondence sent (Oct/13)
		<u>FY 2013/14 – 2014-15</u> 2.3.9 Advocate for a comprehensive Howe Sound management plan that ensures a balance between development and protection	EC	Funded by base budget	By whether the Chair has written in support of a comprehensive Howe Sound Management Plan	Participated in a minister meeting at UBCM and community meeting. Awaiting specific request from community group.
		2.3.10 Provide ecosystem sensitivity mapping data to partners advocating for Howe Sound management plan	TAS	Funded by base budget	By whether mapping data has been offered	Complete
		<u>FY 2013/14 – 2014/15</u> 2.3.11 Clarify jurisdictional issues related to Islands Trust Area boundary	EC	Funded by base budget	By whether a method to clarify jurisdictional issues has been implemented	Preliminary discussion with ministry staff Initial briefing prepared for EC
	2.4 Advocate for appropriate regulation of aquaculture	<u>FY 2013/14 – 2014/15</u> 2.4.1 Meet with regulatory agencies responsible for shellfish activities in the Islands Trust Area	EC	Funded by base budget	By whether staff and the Executive Committee has met with regulatory agencies regarding shellfish activities	Staff meetings held Nov-Dec/13
	2.5 Advocate for effective regulation of marine sewage	<u>FY 2011/12 – 2014/15</u> 2.5.1 Chair correspondence regarding marine sewage regulation	EC	Funded by base budget	By whether the Chair has written to advocate for regulation of marine sewage	Research and mapping in progress

Policy Statement Goal B: Stewardship of Island Resources...

TC	STRATEGIES	ACTIVITES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
3. PROTECT quality and quantity of water resources	3.1 Encourage understanding and voluntary stewardship of water resources	<u>FY 2013/14</u> 3.1.1 Compile and web-post educational materials about water resources done by local groups	TPC	Funded by base budget	By whether educational materials have been compiled and posted.	Complete

TC	STRATEGIES	ACTIVITES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
		3.1.2 Identify gaps and make recommendations about new educational materials about water resources.	TPC	Funded by base budget	By whether gaps have been identified and recommendations about new educational materials have been made	Not started
	3.2 Advocate for provincial Water Act reform	<u>FY 2011/12 – 2013/14</u> 3.2.1 Continue to participate in Water Sustainability Act reform consultations	EC	Funded by base budget	By whether participation in Water Sustainability Act reform has taken place	Input to Water Sustainability Act complete
	3.3 Use land use planning tools and decisions to protect water quality and quantity	<u>FY 2013/14</u> 3.3.1 Develop toolkit including model Development Permit Areas for use by LTCs/BIM that illustrates options for using planning tools to protect water quality and quantity	LPC	Funded by 2013/14 program budget (\$2500)	By whether a toolkit has been developed	Project charter approved by LPC; Draft report prepared
		<u>FY 2013/14 – 2014/15</u> 3.3.2 Amend OCPs to include new policies for water resource protection	LTCs**/BIM***	Funded in 2013/14 program budget	By whether OCPs have been amended to include new policies about water resource protection	Galiano DAI bylaw adopted - addresses water protection
		3.3.3 Amend LUBs to include new regulations aimed at protection of water quality and quantity	LTCs**/BIM***	Funded in 2013/14 program budget	By whether LUBs have been amended to include new regulations aimed at protection of water quality and quantity	Initial water reports completed on Galiano
	3.4 Explore alternative tools for improving watershed management	<u>FY 2012-13</u> 3.4.1. Identify options within the Islands Trust Act for coordination of watershed protection	EC	Funded by base budget	By whether options have been identified	Complete
		<u>FY 2013-14</u> 3.4.2 Consider pilot project for coordination of watershed protection within one LTA	LTCs**	Partially funded by base budget.	By whether a pilot project has been considered	Complete St. Mary Lake Watershed Working Group formed on SS1. June/13 - TC adopted bylaw to delegate some TC coordination and advocacy powers to SS1/TC.

NOTE: Status column has now been colour coded to provide a quick visual indicator, as follows:

	Not due to start or awaiting actions of others
	Completed
	In Progress – On Target
	Partially In Progress – Partially On Target (i.e. on target, by one or few LTCs)
	In progress - Behind Target (e.g. not funded, delayed by other priorities, etc.)
	Not started – Behind target

Policy Statement Goal C: Sustain Island Character and Healthy Communities...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS ⁺⁺
4. ENHANCE community economic sustainability and security	4.1 Create linkages between islands and Regional Districts to share effective and appropriate economic sustainability models	<u>FY 2013/14</u> 4.1.1 Half day session on Trust Area economic sustainability at Dec 2013 Council in Victoria, inviting all EA reps	TPC	Funded by base budget	By whether a joint session has occurred	Complete
	4.2 Advocate for sustainable, affordable and appropriate ferry service	<u>FY 2013/14</u> 4.2.1 Develop and implement research program in support of advocacy program	TPC	Funded in 2013/14 program budget (\$20,000)	By whether a research program has been developed and implemented	Aug/13 TPC approved research program Nov/13 TPC recommends reducing program
		<u>FY 2011/12 – 2014/15</u> 4.2.2 Continue advocacy program regarding ferry fares and service.	EC	Funded by base budget	By whether advocacy actions have been taken in regards to ferry fares and service	Submissions sent to Transportation Ministers Chair meetings with Premier, Transportation Ministers, opposition critics and ferry commissioner
	4.3 Use land use planning tools and decisions to improve the availability of affordable, accessible, appropriate housing (as described in Trust Council's toolkit, Community Housing Toolkit)	<u>FY 2011/12 – 2014/15</u> 4.3.1 Amend OCPs to include affordable housing policies	LTCs**/BIM***	Funded in 2013/14 program budgets	By whether OCPs have been amended to include new affordable housing policies	Hornby, Salt Spring and Saturna considering OCP amendments to allow secondary suites and/or temporary portable homes.
		4.3.2 Amend LUBs to improve availability of affordable housing	LTCs**/BIM***	Funded in 2013/14 program budgets	By whether LUBs have been amended to improve availability of affordable housing	SSI LUB amended to legalize secondary suites in some locations. Galiano, Mayne and N. Pender considering affordable/senior

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS ⁺⁺
						housing applications. Denman and Saturna considering or drafting bylaw to allow secondary suites and/or dwelling units
	4.4 Use land use planning tools and decisions to increase local food security and farmland protection (as described in Trust Council's 2010 report, Exploring Food Security in the Trust Area)	<u>FY 2012/13 – 2014/15</u> 4.4.1 Amend OCPs to include food security and farmland protection policies	LTCs**/BIM***	Funded in 2013/14 program budgets	By whether OCPs have been amended to address food security and farmland protection	Included in Gabriola OCP review
		4.4.2 Amend LUBs to improve food security	LTCs**/BIM***	Funded in 2013/14 program budgets	By whether LUBs have been amended to improve food security	Included in Gabriola LUB review
	4.5 Use land use planning tools to promote socio-economic diversity	<u>FY 2013/14 – 2014/15</u> 4.5.1 Amend LUB to ensure an appropriate supply of land zoned for emerging industrial and commercial needs in one LTA	LTCs**	Funded in 2013/14 program budget for one LTC (SSI) Funded requested in 2014/15 budget	By whether one LUB has been amended to ensure an appropriate supply of land zoned for emerging industrial and commercial needs	Work underway on SSI
		4.5.2 Undertake background analysis regarding improved planning for Ganges Village, including Ganges Harbour	LTCs**	Funded in 2013/14 program budget for one LTC (SSI) Funded requested in 2014/15 budget	By whether background analysis work is proceeded	Work underway on SSI

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	Not started – Behind target

Goal D: In cooperation with others...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?		IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS ⁺⁺
5. STRENGTHEN relations with First Nations	5.1 Improve engagement with First Nations	<u>FY 2011/12 – 2014/15</u> 5.1.1 Reallocate resources to enable adoption of a First Nations Engagement Strategy	TAS	LPS	Funded by 2011/12 program budget	By whether Trust Council has reallocated resources to enable adoption of a First Nations Engagement Strategy	<i>Resources not included in proposed budget</i>
		<u>FY 2012/13</u> 5.1.2 Trustee workshop on working with aboriginal peoples	EC		Funded by 2012/13 program budget	By whether a trustee workshop has been held	Complete
		<u>FY 2013/14</u> 5.1.3 Identify resource needs for improved FN engagement	EC		Funded by base budget	By whether the resource needs for improved engagement have been identified	Complete Resources not included in proposed budget
		<u>FY 2013/14-2014/15</u> 5.1.4 Implement First Nations liaison improvements at an informal political level	LTCs		Funded by base budget	By the number of meetings trustees have attended to improve liaison with First Nations level	EC as an LTC has added a work program item to improve engagement with Nanoose FN. DILTC members seeking informal discussion with Komoks FN. SSILTC has grant funding to engage with FNs in 2014
6. IMPROVE organizational cost and operational effectiveness	6.1 Confirm a fair distribution of Islands Trust Services to Bowen Island Municipality	<u>FY 2012/13</u> 6.1.1 Review and amend Policy 7.2.vi (Municipal Requisition Cost Allocations)	FPC		Funded by base budget	By whether Policy 7.2.vi has been amended	Complete
		<u>FY 2012/13 – 2014/15</u> 6.1.2 Identify Bowen Island Municipality needs for services provided by Trust Area Services unit	TAS		Funded by base budget	By whether BIM needs for TAS services have been identified	Initial discussion held Sep/12. Chair follow up sent Oct/12 and Jan/13 Awaiting BIM response

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?		IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
		6.1.3 Identify improved opportunities for BIM to access services provided through Trust Area Services unit	TAS		Funded by base budget	By whether opportunities for BIM to access TAS services have been identified	Pending requests from BIM Staff follow up e-mail to CAO sent Jan/13 Awaiting BIM response
		6.1.4 Review budget lines to ensure accurate allocation of costs	FPC		Funded by base budget	By whether budget lines have been reviewed	Complete Municipal Requisition policy amended Dec/13
		<u>FY 2013/14</u> 6.1.5 Provide additional TAS services to BIM	TAS		Funded by base budget	By whether BIM is accessing additional TAS services as identified	Improved notice of IT items to BIM. Pending requests from BIM. BIM staff invited to training opportunities.
	6.3 Prepare Island Trust organization to adapt to the potential incorporation of Salt Spring Island (if province advances a provincial restructure study for SSI)	<u>FY 2013/14</u> 6.3.1 Provide input into provincial study that assesses impact on Islands Trust of the potential incorporation of Salt Spring Island and identifies alternative adaptation strategies	EC		Funded and managed by province	By whether input has been provided	In progress. Input into study terms of reference complete. Response to initial info requests from consultant complete.
		<u>FY 2014/15 – ?</u> 6.3.2 Consider options and adopt an adaptation strategy, for Islands Trust to implement in the event of municipal incorporation of Salt Spring Island	FPC	EC	Subject to future budgets	By whether options for an adaptation strategy have been considered and a preferred strategy adopted by Trust Council.	Not started. Not due unless a SSI restructure study is launched and is nearing completion
		<u>FY 2015/16(?) - ?</u> 6.3.3 Implement adopted adaptation strategy	EC		Subject to future budgets	By whether an strategy has been implemented to adapt to incorporation of SSI	Not started Not due unless SSI community passes a referendum to incorporate as a municipality
		<u>FY 2014/15(?)</u> 6.3.4 Review existing IT-MCSCD protocol agreement regarding incorporation of municipalities in the Islands Trust Area	EC		Funded by base budget	By whether the protocol agreement with the ministry has been reviewed and amended	Not started Not due unless a SSI restructure study is launched

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS ⁺⁺
	6.4 Review service delivery regarding application processing	<u>FY 2014/15</u> 6.4.1 Consider development and use of a quality management system pilot on Salt Spring Island for processing of development applications	LTC**	Funded by base budget	By whether a quality management system has been considered by the SSILTC for one type of application process	Not started Not due

* subject to decisions of Trust Fund Board

**subject to decisions of local trust committees

***subject to decisions of Bowen Island Municipality

Abbreviations:

AVICC – Assoc. of Vancouver Island Coastal Communities
 BIM – Bowen Island Municipality
 EC – Executive Committee
 FN – First Nations
 FPC – Financial Planning Committee
 FY – Fiscal Year
 IT – Islands Trust
 ITF – Islands Trust Fund
 ITPS – Islands Trust Policy Statement
 LGA – Local Government Act
 LPC – Local Planning Committee

LPS – Local Planning Services
 LTA – Local Trust Area
 LTC – Local Trust Committee
 LUB – Land Use Bylaw
 MCSCD – Ministry of Community, Sport and Cultural Development
 MVRD – Metro Vancouver Regional District
 NA – Not Applicable
 NEB – National Energy Board
 NAPTEP – Natural Area Protection Tax Exemption Program
 NMCA – National Marine Conservation Area

OCP – Official Community Plan
 ProD – Professional Development
 RAR – Riparian Areas Regulation
 RD – Regional District
 RFD – Request for Decision
 SSI – Salt Spring Island
 TAS – Trust Area Services
 TBD – To Be Determined
 TC – Trust Council
 TFB – Trust Fund Board
 TPC – Trust Programs Committee
 UBCM – Union of BC Municipalities

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Colour Key for Middle Column:

Colour	Potential committee / unit / body taking lead for a potential strategy
	Local Planning (through Local Planning Committee, Local Planning Services staff, Local Trust Committees or Bowen Island Municipality)
	Trust Programs Committee or Trust Area Services staff
	Executive Committee
	Trust Fund Board or Islands Trust Fund staff
	Financial Planning Committee

**** Colour Key for Status Column:**

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	In progress - Behind target (e.g. not funded, delayed by other priorities, etc.)
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Islands Trust

Summary of Strategic Planning Process

