



A NOTICE OF A BUSINESS MEETING OF **THE LASQUETI LOCAL TRUST COMMITTEE**
to be held at 11:00 AM on Thursday, July 12, 2012 at the Lasqueti Arts Centre,
Main Road, Lasqueti Island, BC

AGENDA

		<i>Page No.</i>	<i>*Approx. Time*</i>
1.	CALL TO ORDER		11:00 am
2.	APPROVAL OF AGENDA		
3.	TOWNHALL SESSION		
4.	MINUTES		11:05 am
4.1	Local Trust Committee Meeting Draft Minutes of May 3, 2012 – <i>for adoption</i>	1-8	
4.2	Local Trust Committee Special Meeting Adopted Minutes of June 21, 2012 – <i>to be distributed</i>		
4.3	Section 26 Resolutions Without Meeting Log dated July, 2012 – <i>to be distributed</i>		
5.	BUSINESS ARISING FROM MINUTES		
5.1	Follow-up Action List dated June 29, 2012 - <i>attached</i>	9-10	
6.	DELEGATIONS - <i>none declared</i>		
7.	CORRESPONDENCE - <i>none</i>		
8.	APPLICATIONS AND PERMITS		
	BREAK FOR LUNCH – <i>Sometime During the Following Segment</i>		
9.	LOCAL TRUST COMMITTEE PROJECTS		11:10 am
9.1	False Bay Parking Master Plan Advisory Planning Commission Response – <i>attached</i>	11-14	
9.2	Riparian Areas Regulation (RAR) Compliance – <i>verbal updates</i>		
	9.2.1 Staff Update - Riparian Areas Regulation Working Group		
	9.2.2 Trustee Update – Riparian Areas Regulation Workshop		
9.3	Workshops – <i>verbal updates</i>		
	9.3.1 Oil and Effluent Spills		
	9.3.2 Forage Fish July 2012 Workshop		

10.	REPORTS		12:00 pm
10.1	Work Program		
	Top Priorities Report and Projects List dated June 29, 2012 - <i>attached</i>	15-16	
10.2	Applications Log		
	Report dated June 29, 2012 - <i>attached</i>	17	
10.3	Trustee and Local Expenses		
	10.3.1 Expenses posted to May 31, 2012 - <i>attached</i>	18	
	10.3.2 Expenses posted to June 30, 2012 - <i>attached</i>	19	
10.4	Adopted Policies and Standing Resolutions - <i>attached</i>	20	
10.5	Chair's Report		
10.6	Trustees' Report		
11.	NEW BUSINESS		12:15 pm
11.1	Community Stewardship Award – <i>for information</i>		
11.2	Subdivisions – <i>verbal report for information</i>		v
	11.2.1 10% Road Frontage Waivers		
	11.2.2 Road Requirements for Subdivisions		
11.3	Communication with First Nations Expressing an Interest or Claim within the Lasqueti Island Local Trust Area – <i>attached for discussion</i>	21	
11.4	Renewable Energy on Lasqueti – Land Use Bylaw Provisions – <i>verbal report for information</i>		
11.5	Lasqueti Island Local Trust Committee Business Meeting Schedule Memorandum dated June 26, 2012 - <i>attached</i>	22	
11.6	Bylaw Enforcement Policy to Suspend Enforcement Pending a Review of Guest Cabin Regulations Staff Report dated July 12, 2012 – <i>attached</i>	23-24	
11.7	Request for Funding for a Level 2 Charging Station at False Bay Email dated June 27, 2012 – <i>attached for information</i>	25	
12.	BYLAWS		1:15 pm
12.1	Bylaw Enforcement Notification System		
	12.1.1 Staff Report dated June 28, 2012- <i>attached</i>	26-27	
	12.1.2 Proposed Bylaw No.87 cited as "Lasqueti Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No.87, 2011".- <i>for consideration of second and third readings and submission to Executive Committee for approval</i>	28-37	
12.2	Advisory Planning Commission Proposed Bylaw No. 88		
	12.2.1 Memorandum dated June 19, 2012 - <i>attached</i>	38	
	12.2.2 Proposed Bylaw No. 88 cited as "Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2012". - <i>for consideration of amendment and adoption as amended</i>	39-42	
13.	ISLANDS TRUST WEBSITE		
13.1	Lasqueti Page – <i>attached</i>	43	
14.	TOWN HALL SESSION		1:30 pm
15.	POWELL RIVER REGIONAL DISTRICT AND LASQUETI ISLAND LOCAL TRUST COMMITTEE		2:00 pm
15.1	Protocol Agreement – <i>for discussion</i>	44-46	
15.2	Funding for Dry Toilet Workshop Email dated June 28, 2012 – <i>attached for information</i>	47-49	

16. NEXT MEETING DATE

Thursday, August 30, 2012 at 11:00 am at The Lasqueti Arts Centre,
Main Road, Lasqueti Island, BC

17. ADJOURNMENT

3:30 pm

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

**MINUTES OF THE LASQUETI ISLAND LOCAL TRUST COMMITTEE MEETING
HELD AT 11:00 A.M. ON THURSDAY, MAY 3, 2012
AT THE ARTS CENTRE, LASQUETI ISLAND, BC**

<u>PRESENT:</u>	David Graham	Chair
	Peter Johnston	Local Trustee
	Susan Morrison	Local Trustee
	Linda Prowse	Staff Planner
	Miles Drew	Bylaw Enforcement Coordinator
	Melinda Auerbach	Recorder

There was one (1) member of the public present.

1. CALL TO ORDER

The meeting was called to order at 11:00 am.

2. APPROVAL OF AGENDA

The agenda was approved by consensus with the following additions:

- 11.5 Last Resort Society – Gas Tax funding
- 10.3.1 Expenses posted March 31, 2012
- 10.3.2 Expenses for fiscal year 2011-2012

3. TOWN HALL SESSION

There were no submissions from the audience.

4. MINUTES

4.1 *Lasqueti Island Local Trust Committee Public Meeting Adopted Minutes dated March 15, 2012 — for information*

Planner Prowse advised that the minutes were adopted before this meeting by Resolution Without Meeting.

4.2 *Resolutions Without Meeting*

Received. It was noted that Resolutions Without Meeting take place between scheduled Local Trust Committee meetings to ensure that Local Trust Committee business is carried out in a timely manner and that Resolutions Without Meeting are reported on at Local Trust Committee business meetings.

5. **BUSINESS ARISING FROM MINUTES**

5.1 *Follow up Action List dated April 24, 2012*

Planner Prowse reviewed the Follow Up Action list with the Local Trust Committee.

6. **DELEGATIONS**

None.

7. **CORRESPONDENCE**

There was no correspondence for the Local Trust Committee's consideration.

8. **APPLICATIONS AND PERMITS**

8.1 *LA-TUP-2012.1 Community Post Office*

Planner Prowse presented a staff report on the subject application and advised that the Advisory Planning Commission was in favour of issuing the Temporary Use Permit.

LA-013-2012 It was **MOVED** and **SECONDED** that *LA-TUP-2012.1* (Tony Seaman) be issued.

CARRIED

9. **LOCAL TRUST COMMITTEE PROJECTS**

9.1 *False Bay Parking Master Plan*

The Advisory Planning Commission will consider this item at their next meeting.

9.2 *Riparian Areas Regulation Compliance – Staff Report*

Planner Prowse presented the Staff Report dated April 5, 2012 for discussion by the Local Trust Committee.

LA-014-2012 It was **MOVED** and **SECONDED** that staff be directed to proceed with establishing a northern working group made up of northern trustees and staff in order to develop community consultation options and education materials for Riparian Areas Regulation implementation.

CARRIED

LA-015-2012 It was **MOVED** and **SECONDED** that staff be directed to prepare draft watercourse setback provisions for Local Trust Committee review that would be in accordance with the provincial Riparian Areas Regulation.

CARRIED

9.3 *Workshops – Oil and Effluent Spills and Forage Fish Workshops - update*

Trustee Morrison provided an update on this item. She had contacted Ramona deGraaf to come to Lasqueti for another forage fish workshop.

LA-016-2012 It was **MOVED** and **SECONDED** that the Local Trustees make arrangements for a forage fish workshop to be lead by Ramona DeGraaf in July, 2012

CARRIED

LA-017-2012 It was **MOVED** and **SECONDED** that an amount not to exceed \$300.00 be allocated from the Trustee Expense budget for this workshop and that staff ask the Bylaw Enforcement Coordinator if funds would be available for this workshop from the Bylaw Enforcement Training budget.

CARRIED

The Bylaw Enforcement Coordinator expressed interest in himself and other Bylaw Enforcement officers attending this workshop.

10. REPORTS

10.1 *Work Program Reports*

The Top Priorities Report and Projects Report dated April 24, 2012 was presented for review.

LA-018-2012 It was **MOVED** and **SECONDED** that staff add to the Project List a review of guest cabin regulations in the Lasqueti Island Land Use Bylaw.

CARRIED

10.2 *Applications Log dated April 24, 2012 – attached for review*

Planner Prowse presented the Applications Log for review.

10.3 *Trustee and Local Expenses – March 29, 2012*

Received.

10.3.1 *Expenses posted to March 31, 2012*

Received.

10.3.2 Expenses for fiscal year 2011-2012

Received.

11. NEW BUSINESS

11.1 Detailed Local Trust Committee budget for 2012-2013 - Memorandum

Planner Prowse presented a memorandum on this matter and presented it to the Local Trust Committee for consideration. It was noted that "Item 65000 Trustee Expense -\$1500" is the amount that Local Trustees can spend to attend Local Trust Committee meetings. It was further noted that "Item's 65200 through 65240 - \$3000" is the amount that the Lasqueti Island Local Trust Committee can spend to further the business of the Local Trust Committee. Specifically, the Local Trust Committee Expense account is used as follows:

- Advisory Planning Commission expenses (meeting and secretarial costs)
- LTC meeting costs including hall rental, external facilitation costs, and secretarial costs
- Local mail-outs and/or trustee newsletters
- Open house costs
- Funding to outside organizations or individuals for goods or services that support the land use planning mandate of the LTC

LA-019-2012

It was **MOVED** and **SECONDED** that the Lasqueti Island Local Trust Committee allocate its \$3,000.00 fiscal year budget as presented in the following table:

Budget Information for Fiscal 2012/13		Budget
640 Lasqueti	65000 Trustee Expense	1,500.00
640 Lasqueti	65200 LTC Meetings	1,000.00
	65210 APC Meetings	200.00
	65220 Communications	200.00
	65230 Special Projects	1,000.00
	65240 Miscellaneous	600.00
	TOTAL LTC Local Expense	3,000.00
640 Lasqueti	72300 OCP/LUB Expense	0.00

CARRIED

- 11.2 *Draft Letter of Support for the Lasqueti Fishery/Forestry Renewal Society - attached*

LA-020-2012

It was **MOVED** and **SECONDED** that the letter of support dated May 3, 2012 for the Lasqueti Fishery/Forestry Renewal Society be sent.

CARRIED

- 11.3 *Local Trust Committee Holding Electronic Meetings – for discussion*

Trustee Johnston explained the background for this item.

Planner Prowse provided a staff report dated April 25, 2012 on this item for information.

It was noted that if the Chairperson cannot physically attend a Local Trust Committee meeting, that the meeting could be moved to the Internet Centre so that the Chair can be present at the meeting by telephone.

- 11.4 *Current Local Trust Committee Application Fees – Lasqueti Island Fees Bylaw No. 85 - attached*

Planner Prowse presented the subject bylaw for information on the current fees that apply in the Lasqueti Island Local Trust Area.

- 11.5 *Request for Letter of Support for Last Resort Society – Gas Tax Funding*

Trustee Morrison provided background for this item. The proponent will speak with Planner Prowse after the conclusion of this meeting.

12. BYLAWS

- 12.1 *By law Enforcement Notification System –Staff Report dated March15, 2012.*

Miles Drew, Bylaw Enforcement Coordinator, presented this report to the Local Trust Committee.

- 12.2 *Bylaw Enforcement Notice and Dispute Adjudication System Brochure – attached*

The Bylaw Enforcement Coordinator presented the Bylaw Enforcement Notice and Dispute Adjudication System Report dated March 15, 2012 for discussion.

- 12.3 *Bylaw Violation Notice Sample – attached*

The Bylaw Enforcement Coordinator presented the Bylaw Violation Notice Sample for discussion.

- 12.4 *Draft Bylaw No. 87 cited as “Lasqueti Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 87, 2011 – for consideration of first, second and third readings and submission to the Executive Committee for approval.*

The Bylaw Enforcement Coordinator presented Draft Bylaw No. 87 for consideration by the Local Trust Committee.

The Local Trust Committee requested by consensus that the following changes be made to the draft bylaw:

Under 5.1(2), change the point to read: “request dispute adjudication by filling in the appropriate portion of the bylaw violation notice and delivering it, either in person during regular office hours, or by mail, to the Islands Trust as directed on the bylaw violation notice.”

LA-021-2012

It was **MOVED** and **SECONDED** that Draft Bylaw No. 87, cited as “Lasqueti Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 87, 2011 be given first reading as amended.

CARRIED

LA-022-2012

It was **MOVED** and **SECONDED** that staff co-ordinate a public information notice to the Lasqueti community to provide notification of the Bylaw Enforcement Notification Bylaw.

CARRIED

It was noted that staff would forward copies of the Bylaw Enforcement Notification information in the agenda package to Trustee Johnston who would post the information on island.

- 12.5 *Draft Bylaw No. 88, cited as “Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2012 – for consideration of first, second and third readings and submission to the Executive Committee for approval.*

Planner Prowse presented Draft Bylaw No. 88 for consideration by the Local Trust Committee.

The Local Trust Committee requested by consensus that the following changes be made to the draft bylaw:

Section 1(a). Add to the end the following sentence: “Provisions 2 – 7 apply to the Advisory Planning Commission”

Section 2(g). Change to read: “In the event that the Chairperson resigns or the Chairperson position is otherwise terminated, the Advisory Planning Commission shall elect a new Chairperson.

Section 4(c). Change to read: “The Advisory Planning Commission shall select a regular monthly meeting day to consider referrals at its first meeting.

Section 5(a). Change to read: The Secretary must give notice of

meeting including a description of all referrals to be discussed to each member at least five calendar days prior to the meeting.

LA-023-2012 It was **MOVED** and **SECONDED** that Bylaw No. 88, cited as “Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2012 be given first reading as amended.

CARRIED

LA-024-2012 It was **MOVED** and **SECONDED** that proposed Bylaw No. 88, cited as “Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2012 be given second reading.

CARRIED

LA-025-2012 It was **MOVED** and **SECONDED** that proposed Bylaw No. 88, cited as “Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2012 be given third reading.

CARRIED

LA-26-2012 It was **MOVED** and **SECONDED** that Bylaw No. 88, cited as “Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2012 be referred to Executive Committee.

CARRIED

13. ISLANDS TRUST WEBSITE – LASQUETI PAGE

It was noted that a copy of the Thetis Page of the Islands Trust website was in the agenda package, and staff provided the Local Trust Committee with a copy of the Lasqueti Page of the Islands Trust Website. The Local Trust Committee did not wish to make any changes to the Lasqueti page at this time.

14. TOWN HALL SESSION

Kristin Charleton: The Last Resort Society wants to apply for monies from the gas tax fund for renewable energy appliances and a wood heater for its building project. The Last Resort Society is eligible only for the difference between conventional costs and the cost for renewable systems. Also, the application needs to come from an entity that has a relationship with Vancouver Island Health Authority. She requested a letter of support from the Local Trust Committee for this application.

15. IN-CAMERA MEETING

LA-027-2012

It was **MOVED** and **SECONDED** that the Lasqueti Island Local Trust Committee close the next part of the May 3, 2012 business meeting to discuss matters pursuant to 90(1)(f) of the Community Charter to discuss Bylaw Enforcement matters and that staff be invited to attend this meeting.

CARRIED

The meeting was closed to the public at 2:10 pm to hold the In-Camera meeting.

The Local Trust Committee In-camera meeting adjourned at 2:20 pm.

16. RECALL TO ORDER AND REPORT OF CLOSED MEETING

Chair Graham reported on the results of the closed meeting.

LA-028-2012

It was **MOVED** and **SECONDED** that the Bylaw Enforcement Coordinator' prepare a report for the Local Trust Committee on guest cabin enforcement issues.

CARRIED

17. NEXT BUSINESS MEETING

It was noted that the next Lasqueti Island Local Trust Committee business meeting will be held at the Arts Centre on Thursday, July 12, 2012 at 11:00 am.

16. ADJOURNMENT

Chair Graham adjourned the meeting at 3:10 pm.

Recorder

Chair



Islands Trust

Follow Up Action Report w/ Target Date

Lasqueti Island

Jan-12-2012

No.	Activity	Responsibility	Target Date	Status
1	Up to \$250 from Local Trust Committee expense account be used to conduct a community information workshop on oil and effluent spills.	Nancy Roggers	Feb-28-2012	On Going

May-03-2012

No.	Activity	Responsibility	Target Date	Status
1	Linda to contact Marion (Islands Trust Grants Coordinator) in regards to the Last Resort Society's request for Gas Tax funding via the Local Trust Committee.	Linda Prowse	May-08-2012	Done
1	Staff amend the Lasqueti Projects List to add: 'Review of Land Use Bylaw Guest Cabin Regulations' and that the Bylaw Enforcement Coordinator come back to the July 12, 2012 meeting with a report to the Local Trust Committee on guest cabin and enforcement issues.	Miles Drew Linda Prowse	May-09-2012	Done
1	Linda to forward the detailed LTC budget to Nancy Roggers, Finance Clerk.	Linda Prowse	May-09-2012	Done
1	Staff to send out letter of support for the Lasqueti Fishery/Forestry Renewal Society	Linda Prowse	May-09-2012	Done
1	Staff issue LA-TUP-2012.1 for the new location of the Lasqueti Post Office (Tony Seaman applicant).	Jacque Hill	May-15-2012	Done
1	In regards to Bylaw No. 87 (Bylaw Enforcement Notification) - Trustees will draft an information notice, and staff will copy the notice and send it to the Lasqueti post office to be mailed to Lasqueti residents.	Peter Johnston Susan Morrison Linda Prowse	May-16-2012	Done
1	Bylaw Enforcement Coordinator to look into using bylaw officer training budget to fund the Forage Fish Workshop.	Miles Drew Nancy Roggers	May-23-2012	On Going

1	Trustee Johnston to try to arrange the oil and effluent spill workshop.	Peter Johnston	May-30-2012	On Going
1	Trustee Johnnston to check with Internet Centre to determine the possibility of holding electronic meetings (when required) at the centre.	Peter Johnston	May-30-2012	On Going
1	Bylaw No. 87 (Bylaw Enforcement Notification Bylaw) be read a First time, as amended.	Jacque Hill Linda Prowse	May-30-2012	Done
1	Bylaw No. 88 (Base APC Bylaw) be amended and given First, Second, Third readings and forwarded to the Executive Committee.	Jacque Hill Linda Prowse	May-30-2012	Done
1	Staff to prepare draft watercourse setback provisions for LTC review that would be in accordance wtih the Riparian Areas Regulation	Linda Prowse	Jun-06-2012	On Going
1	Trustees to arrange a forage fish workshop with Ramona DeGraff for July 12, 2012 not exceeding a budget of \$300.	Peter Johnston Susan Morrison Linda Prowse Nancy Roggers	Jun-20-2012	On Going
1	Establish a northern working group of trustees and staff to develop community consultation/education materials for Riparian Areas Regulation implementation.	Chris Jackson Linda Prowse	Jul-04-2012	On Going



Memorandum

700 North Road Gabriola Island, BC BC V0R 1X3

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northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date June 29, 2012 File Number LA 6500-02

To Lasqueti Island Local Trust Committee
For meeting to be held July 12, 2012

From Linda Prowse
Planner
Local Planning Services

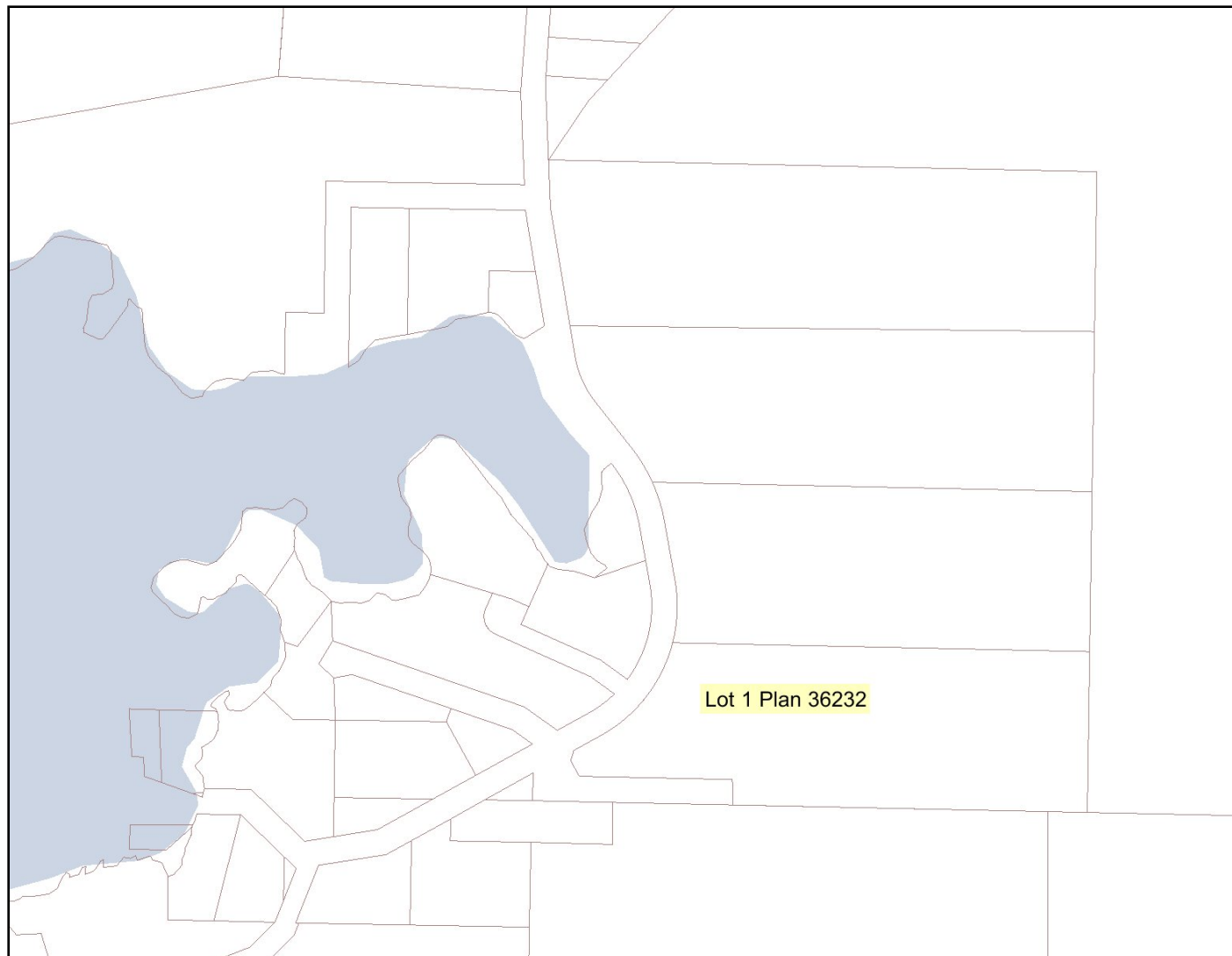
Re False Bay Parking and Master Plan – Advisory Planning Commission (APC) Recommendations of
May 8, 2012

Attached are the APC meeting notes of May 8, 2012. The APC made the following recommendations to the Local Trust Committee:

1. THAT the APC requests the Local trust Committee to enter into discussion with the Powerll River Regional District and the Department of Highways regarding getting access to and use of road access to Plan 36232, Lot 1, Section 27 for the use of long term parking in False Bay. – CARRIED with 1 opposed
2. THAT the APC asks the Local Trust Committee to find out which level(s) of government is (are) responsible for making a bylaw to be used to enforce parking regulations on Lasqueti. – CARRIED unanimously

In regards to Recommendation No. 1, see attached showing the property mentioned in the resolution.

Road Access to Lot 1 Plan 36232



Legend

- LTA Boundaries
- Major Roads
- TRIM Lake
- Lot Boundaries (IT ICF)

0 150 300 450 m.

Map center: 49° 29' 36.9" N, 124° 20' 45.3" W

Scale: 1:5,262

This map is a user generated static output from an Internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.

APRIL 23, 2012 Lasqueti Advisory Planning Commission Meeting Notes

- > > Meeting began at 7:05 with Chairperson Kristinsson explaining purpose of meeting and what would occur
 - > > Pat F asked where is boundary to Lawrence Fisher property?
 - > >
 - > > Melinda Auerbach said that the application seems like reasonable approach no objection supports TUP (temporary use permit)
 - > >
 - > > Marti Wendt agreed and wanted to know more about the pending master plan
 - > >
 - > > Dede Seaman noted that the post offices serves as a de facto visitor center, mini gallery, misc info center. Said that the proposed location was good for arts support and that is good to have interaction with new people walking about more than just mail. People stop in for info.
 - > >
 - > > Tony Seaman said part of the site selection was based on looking for safe road access. He indicated that the site is flagged for building best road access for parking and visibility
 - > >
 - > > Anne Caruthers said safety issue primary importance
 - > >
 - > > Ross Thompson asked about fall trees, big blind spot exiting new location
 - > >
 - > > Gwen Bigsby suggested limited parking to Pemberton Rd on the church lot side of Main road
 - > >
 - > > Merrick Anderson said more parking possible at the church lot as the owners amenable for clearing more land for more parking
 - > >
 - > > Tony S said that there was potential for 8 more spots
 - > >
 - > > Gail Fleming raised concerns about the distance of the post office from road 4'. She wanted to know where will patrons will park and who will maintain the parking area.
 - > >
 - > > Tony Seaman indicated he expects that he will maintain the lot
 - > >
 - > > Turning around the existing fir tree was discussed by most attendees and identified as potential issue
 - > >
 - > > No info about removal of tree available from Tony Seaman
 - > >
 - > > Space for parking in front of PO as well around tree.
 - > >
 - > > No loss of church parking spots Tony

- > >
- > > Ezra Auerbach asked Tony Seaman if concerns were raised by the neighbours or parking lot users. Tony Seaman replied that one individual concerned about his truck in lot. No other complaints from parking lot users or neighbors.
- >
- > > The meeting was moved to the site of the proposed post office to view parking, access and turning around the aforementioned fir tree. Most people indicated that their concerns voiced earlier were allayed
- >
- > > Gwen Bigsby said that she didn't see problem and had no objection as the nearest neighbor, concern that left out of lot not be blind turn change parking towards Pemberton.
- > >
- > > Carl Darwin sent a letter that was read, it was not clear if he was in favour or the proposal or not.
- > >
- > > Ross Thompson indicated that he though it was good temporary use and noted that there a time frame for change as plan evolves.
- > >
- > > Ton Weinerth inquired about the process and asked if the use required a rezoning?
- > >
- > > Nadine Simpson read from by-laws to clarify the reason for the TUP application.
- > >
- > > Tony Seaman indicated that rezoning would raise taxes for business only not the entire lot. He also indicated that the church supports cultural activities.
- >
- > The public portion of the meeting ended and the APC began it's deliberations
- > >
- > Motion to recommend the TUP to the LTC
- > > Ezra Auerbach- moves
- >
- > > Tom Weinerth seconds
- > >
- > > Carried, all
- > >
- > Election was held for vice chairperson
- > > EA moved TW seconded Tim P vice chair
- > >
- > > Secretary will rotate among members
- > >
- > > Secretary rotates. TW moves rotating secretary if secretary absent.v
- > >
- > > EA seconds.
- > >
- > > Adjourn EA /TW second.
- > >



Islands Trust

Top Priorities

Lasqueti Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Riparian Areas Regulation Compliance · Mapping and Bylaw Enactment		Aug-17-2011	Linda Prowse		On Going
2	False Bay Parking and Master Plan		Jun-30-2011	Linda Prowse		On Going
3	Update the Lasqueti Official Community Plan with intertidal zone policies using specific recommendations from the Forage Fish workshops.		Jan-12-2012	Linda Prowse	Dec-13-2012	On Going



Projects

Lasqueti Island

No.	Description	Activity	Received/Initiated	Status
1	Draft a protocol agreement with Sliammon First Nation. Work with RPM and TAS.		Jun-20-2008	On Going
1	Lasqueti Crown Lands - TAS informed LTC this is currently on hold until Protocol Agreement is finalized.		Feb-16-2007	On Going
1	Update the Lasqueti Official Community Plan by: 1. adding policy requiring all marinas applying for rezoning or a development permit to provide pump out facilities; and 2. adding advocacy policy encouraging neighbouring local governments to require that marinas servicing vessels traveling within the Trust Area install pump-out facilities when applying for rezoning or a development permit (Recommendations from Trust Council to all LTC's)			On Going
1	Update Official Community Plan and Land Use Bylaw to include provisions for food security. (Direction from Trust Council - December, 2010)		Mar-03-2011	On Going
1	Enter into an informal discussion and take part in a cultural exchange with the Sliammon First Nation		Sep-02-2010	On Going
1	Review of Land Use Bylaw Guest Cabin Regulations			On Going

Applications w/ Status - Lasqueti Island Status: Open

Applications

Subdivision

File Number	Applicant Name	Date Received	Purpose
LA-SUB-2012.1	Peter Mason	Mar-16-2012	Main Road, Lasqueti (Santor & Ogden Lake Holdings Ltd.) 2 lot subdivision (lot line adjustment)

Planner: Linda Prowse

Planning Status

Status Date: Jun-29-2012

Staff to review final plan of subdivision before sending letter to Ministry of Transportation to state that Islands Trust requirements met.

Status Date: Jun-26-2012

Report received from a registered Biologist stating that as a result of his Juen 11, 2012 survey there were no observed triggers for an assessment under the Riparian Areas Regulation.

Status Date: May-11-2012

Referral Response sent to the Ministry of Transportation and Infrastructure

From: Nancy Roggers
Sent: May-28-12 5:32 PM
To: David Graham; Linda Prowse; Peter Johnston; Susan Morrison; Becky McErlean
Cc: Cindy Shelest
Subject: Lasqueti expense report May/12

Islands Trust
LTC EXP SUMMARY REPORT F2012
 Invoices posted to May 31, 2012

640 Lasqueti	Invoices posted to May 31, 2012	Budget	Spent	Balance
65000	LTC "Trustee Expenses"	1,500.00	-	1,500.00
65200	LTC Local Exp LTC Meeting Expenses	3,000.00	115.57	2,884.43
65210	LTC Local Exp APC Meeting Expenses	-	-	-
65220	LTC Local Exp Communications	-	42.00	(42.00)
65230	LTC Local Exp Special Projects	-	-	-
65240	LTC Local Exp Miscellaneous	-	-	-
TOTAL LTC Local Expense		3,000.00	157.57	2,842.43
73001	Project OCP update	-	-	-

Thanks!

Nancy Roggers
 Finance Officer

Islands Trust
 #200 1627 Fort Street
 Victoria, B.C. V8R 1H8
 Phone: (250) 405-5154
 Fax: (250) 405-5155
www.islandstrust.bc.ca

Preserving *island* communities, culture and environment

Please consider the environment before printing this email.

From: Nancy Roggers
Sent: June-28-12 5:49 PM
To: David Graham; Linda Prowse; Peter Johnston; Susan Morrison; Becky McErlean
Subject: Lasqueti expense report - June/12

Islands Trust
LTC EXP SUMMARY REPORT F2013
 Invoices posted to June 30, 2012

640 Lasqueti	Invoices posted to June 30, 2012	Budget	Spent	Balance
65000	LTC "Trustee Expenses"	1,500.00	-	1,500.00
65200	LTC Local Exp LTC Meeting Expenses	1,000.00	269.66	730.34
65210	LTC Local Exp APC Meeting Expenses	200.00	-	200.00
65220	LTC Local Exp Communications	200.00	74.00	126.00
65230	LTC Local Exp Special Projects	1,000.00	-	1,000.00
65240	LTC Local Exp Miscellaneous	600.00	-	600.00
TOTAL LTC Local Expense		3,000.00	343.66	2,656.34
73001	Project OCP update	-	-	-

Thanks!

Nancy Roggers
 Finance Officer

Islands Trust
 #200 1627 Fort Street
 Victoria, B.C. V8R 1H8
 Phone: (250) 405-5154
 Fax: (250) 405-5155
www.islandstrust.bc.ca

Preserving *island* communities, culture and environment

Please consider the environment before printing this email.

Lasqueti Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

No	Meeting Date	Resolution No.	Issue	Policy
1.	November 4, 2010	LA-LTC-34-2010	Annual Lasqueti Stewardship Award	It was MOVED and SECONDED that the Local Trust Committee establish a standing resolution for an Annual Lasqueti Stewardship Award to be presented in the spring by way of voluntary nominations up to a maximum of two awards to show public recognition.

Consultative Areas Database (CAD) reports
Queried from GeoBC - December, 2012 <http://geobc.gov.bc.ca/>

First Nation or Treaty Group	Office location	Denman	Hornby	Lasqueti	Gabriola	Gambier	Thetis	Notes:
Cowichan Tribes	Duncan	X	X	X	X	X	X	
Halalt First Nation	Chemainus	X	X	X	X	X	X	
H'ul'qumi'num Treaty Group	Ladysmith	X	X	X	X	X	X	
K'omoks First Nation	Courtenay	X	X	X				
Laich-kwil-tach Treaty Society	Campbell River	X	X	X				
Lake Cowichan First Nation	Lake Cowichan	X	X	X	X	X	X	
Lyackson First Nation	Chemainus	X	X	X	X	X	X	
Penelakut Tribe	Penelakut Island	X	X	X	X	X	X	
Qualicum First Nation	Qualicum Beach	X	X	X				
shishalh (Sechelt) First Nation	Sechelt			X		X		
Sliammon First Nation	Powell River	X	X	X		x		Thormanby Islds only
Snaw'Naw'As Nation	Lantzville	X	X	X	X	X		
Snuneymuxw First Nation	Nanaimo				X		X	
Squamish First Nation	Squamish					X		
Tsawwassen First Nation	Tsawwassen					X	X	
<u>First Nations never referred to by Islands Trust before March, 2012 - see notes for updates once a first referral has been sent</u>								
<i>Musqueam First Nation</i>	<i>Vancouver</i>					X		
Nanwakolis First Nations Referral O	Campbell River	X	X	X				
<i>Seabird Island</i>	<i>Seabird Island</i>					X		
Semiahmoo First Nation	Surrey				X	x	X	
<i>Shxw'ow'hamel First Nation</i>	<i>Hope</i>					X		
Stz'uminus First Nation	Ladysmith	X	X	X	X	X	X	
Te'Mexw Treaty Association	Victoria	X	X	X	X	X		
<i>Tsleil-Waututh Nation</i>	<i>North Vancouver</i>					X		
We Wai Kai Nation	Quadra Island	X	X	X				Member nation of Laich-Kwil-Tach Treaty Society who seems to respond to referrals on their behalf.
Wei Wai Kum First Nation	Campbell River	X	X	X				
<i>Skawahlook c/o Sto:Lo Research and Resource Management Centre</i>	<i>Chilliwack</i>					X		
<i>Soowahlie Indian Band</i>	<i>Cultus Lake</i>					X		
<i>Sto:Lo First Nation</i>	<i>Chilliwack</i>					X		
<i>Sto:Lo Tribal Council</i>	<i>Agassiz</i>					X		
Xwemalhkwu (Homalko) First Natio	Campbell River	X	X	X				

Note: For Gambier I had to do two queries on the map as the area was too large for the database.

The First Nations in italics are only relevant for the water area of the Gambier LTA south and west of the islands in the LTA.

Note: For all LTA's it would be a good idea to run a new query for every bylaw referral querying only the area affected by the bylaw and not associated islands or water areas in the LTA not in the area of bylaw application.

This will reduce the number of first nation referrals for some LTA's



Memorandum

700 North Road Gabriola Island, BC BC V0R 1X3

Telephone (250) 247-2063 FAX: (250) 247-7514

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC 1.800.663.7867

northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date June 26, 2012 File Number LA 3040

To Lasqueti Island Local Trust Committee
For meeting being held July 12, 2012

From Linda Prowse
Planner
Local Planning Services

Re Staff cost to hold an evening Local Trust Committee meeting

In an effort to assist the Local Trust Committee (LTC) in its discussion about the possibility of holding evening Lasqueti Island Local Trust Committee business meetings, staff has put together the following information showing the current STAFF COST of holding a mid-day LTC meeting vs holding an evening LTC meeting.

Vehicle milage rate and ferry costs remain the same for either type of meeting

Time/Expense Type	11am-4pm mid-day meeting	7pm-11:00pm evening meeting
Parking at French Creek	\$4	\$8
Overnight hotel	n/a	\$80
Meals	\$47	\$47
Overtime	3 straight hrs = 5 hours compensatory time off	6 straight hours = 11 hours compensatory time off

The only difference in staff cost for an evening meeting, paying the approx. \$80 hotel room, an extra \$4 for parking, and staff incurring an extra 6 hours of overtime.

OTHER CONSIDERATIONS

1. If an evening meeting was held, it would likely only go for a maximum of 4 hours, and possibly less, unless trustees and the public wish to "burn the midnight oil". This cuts down on the present mid-day meeting time of approximately 5 hours.

1. The Chairperson would need to book two days instead of one day for a Lasqueti business meeting which could infringe on his schedule of chairing other LTC meetings or attending to other Islands Trust work or other matters.

pc Chris Jackson, Regional Planning Manager

STAFF REPORT

File No.:

To: Lasqueti Island Local Trust Committee

From: Miles Drew, Bylaw Enforcement Manager

Date: For the Lasqueti Island Local Trust Committee meeting of July 12, 2012

Re: **Bylaw Enforcement Policy to Suspend Enforcement Pending a Review of Guest Cabin Regulations**

THE PROPOSAL:

This report will recommend that the Lasqueti Island Local Trust Committee adopt an enforcement policy suspending enforcement on “guest cabins” to give time for the Lasqueti Island Local Trust Committee to review the related Land Use Bylaw regulations.

ISSUES SUMMARY:

The attached staff report on Guest Cabins dated September 2, 2010 outlines the regulations about guest cabins contained in the Land Use Bylaw. The report concludes that enforcement of these provisions is problematic because the Bylaw is confusing and because guest cabins provide an irresistible invitation to violate the bylaw.

Background:

Currently there is one bylaw investigation on Lasqueti Island which concerns the unlawful use of a guest cabin. Staff is uncertain that the courts would support the Bylaw in its current configuration and require the occupant to vacate the guest cabin. Additionally the Lasqueti Island Local Trust Committee has indicated that it wishes to review the use of guest cabins and has put the issue on its projects list. However, a review of the guest cabin regulations cannot take place until some other planning projects of higher priority are completed. Therefore the Lasqueti Island Local Trust Committee should consider adopting an enforcement policy directing bylaw enforcement officers not to enforce the Land Use Bylaw regulations pertaining to guest cabins except if there are issues relating to health, safety, or environmental damage. These exceptions are necessary because by not enforcing on such issues irreparable or serious harm may be done and because it is unlikely that any change to a Land Use Bylaw would permit such circumstances.

Enforcement policies which suspend enforcement should be temporary as they must not become de facto amendments to Bylaws. Therefore, it is necessary that the enforcement policy have an expiry date. If the review is not complete by the expiry date it can be reconsidered by the Lasqueti Island Local Trust Committee and extended.

RECOMENDATIONS:

That the Lasqueti Island Local Trust Committee resolves that:

1. As the Lasqueti Island Local Trust Committee intends to review guest cabin regulations in Land Use Bylaw No. 78 bylaw enforcement activity pertaining to guest cabins is suspended;
2. Despite section 1 above bylaw enforcement activity pertaining to guest cabins is not suspended if there are issues related to health, safety, or environmental damage;
3. Nothing in this enforcement policy should be interpreted as giving permission to violate the Land Use Bylaw and the Lasqueti Island Trust Committee may change this policy at any time and may give direction to expand enforcement activities at any time; and
4. Unless the Lasqueti Island Local Trust Committee extends the effective period on this enforcement policy it expires on August 1, 2013 or when the guest cabin regulation review is complete, which ever is sooner.

Miles Drew
Bylaw Enforcement Manager

From: Peter Johnston
Sent: June-27-12 8:33 PM
To: Becky McErlean
Subject: Re: Lasqueti DRAFT LTC Agenda for July 12, 2012

One more addition to the agenda, please:

Application for funding for a level 2 charging station at False Bay. This would be solar powered, and available for electric vehicles, including bicycles, scooters, and cars/vans/trucks. There is an individual who wants to spearhead this, with Regional District permission to use their small lot at the top of False Bay Hill. Funding pays 3/4 of the costs (of eligible costs) to a max of \$4,000. Information and application, etc. available at pluginbc.ca We missed the early bird application deadline of June 27, but there is a deadline in September.

Thanks, Peter



STAFF REPORT

Date: June 28, 2012

File No.: Bylaw No. 87

To: Lasqueti Island Local Trust Committee
Meeting of July 12, 2012

From: Miles Drew
Bylaw Enforcement Manager

Re: Bylaw Notice System Bylaw No. 87

THE PROPOSAL:

This report will explain two options for that the Lasqueti Island Local Trust Committee may follow. These options are to:

1. Proceed no further with "Lasqueti Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 87, 2011"; or
2. Give second and third reading to the Bylaw and send to the Executive Committee for approval.

Background:

On May 3, 2012 the Lasqueti Island Local Trust Committee gave first reading to the attached Bylaw No. 87.

STAFF COMMENTS:

A community information meeting was held on June 21, 2012. Staff did not attend but the Trustees report that about 45 persons attended and that there was the public was unanimously opposed for a Bylaw Enforcement Notification Bylaw of Lasqueti Island.

The Lasqueti Local Trust Committee may wish to proceed no further with Bylaw No. 87 given that there is little public support for a Bylaw Enforcement Notification Bylaw or the Bylaw Enforcement Notification processes at this time.

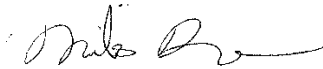
Staff believes that as the bylaw supports the Land Use Bylaw and the Official Community Plan as interpreted by the Land Use Bylaw and as the Bylaw Enforcement Notification Bylaw is a cost effective and uncomplicated method of enforcing the Land Use Bylaw it should be adopted by The Lasqueti Local Trust Committee. The concerns voiced at the community information meeting were that compliance with the Land Use Bylaw should be kept as a local matter for neighbours to resolve; these concerns are addressed by the Trust Council enforcement policy. This policy requires that bylaw enforcement take place only after a written complaint is made and ensures that neighbours have an opportunity to resolve issues before the bylaw enforcement officer

is involved. The only exceptions to this complaint first policy are: if there are environmental concerns, the violation is advertised, another government agency refers the matter, or if a permit is required.

RECOMMENDATION:

1. That the Lasqueti Island Local Trust Committee give Bylaw No. 87 second and third reading and send it to the Executive Committee by making the following resolutions:
 - a) That the Lasqueti Island Local Trust Committee gives the Second Reading to Proposed Bylaw No. 87 cited as Lasqueti Island Local Trust Area Bylaw Enforcement Notification Bylaw No. 87, 2011.
 - b) That the Lasqueti Island Local Trust Committee gives the Third Reading to Proposed Bylaw No. 87 cited as Lasqueti Island Local Trust Area Bylaw Enforcement Notification Bylaw No. 87, 2011.
 - c) That the Lasqueti Island Local Trust Committee refers the Proposed Bylaw No. 87, 2011 to Executive Committee for approval.

Prepared and Submitted by:



June 28 , 2012

Bylaw Enforcement Manager

Date

Concurred by:

June 28 , 2012

David Marlor

Bylaw Enforcement Manager

Date

LASQUETI ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 87

A BYLAW TO RESPECT THE ENFORCEMENT OF BYLAW NOTICES WITHIN THE LASQUETI ISLAND LOCAL TRUST AREA

WHEREAS the Lasqueti Island Local Trust Committee is the Local Trust Committee having jurisdiction on and in respect of the Lasqueti Island Local Trust Area, pursuant to the *Islands Trust Act*; and

WHEREAS the Lasqueti Island Local Trust Committee wishes to regulate the Enforcement of Bylaw Notices in the Lasqueti Island Local Trust Area;

NOW THEREFORE the Lasqueti Island Local Trust Committee enacts, in open meeting assembled, as follows:

Citation

1. This Bylaw may be cited as “Lasqueti Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 87, 2011”.

1.0 INTERPRETATION

In this Bylaw:

- 1.1 “Act” means the *Local Government Bylaw Notice Enforcement Act*, SBC 2003, c 60.
- 1.2 “Registry” means the North Shore Bylaw Notice Adjudication Registry established pursuant to section 6 of this bylaw.
- 1.3 “LTC” means the Lasqueti Island Local Trust Committee.

2.0 DEFINITIONS

The terms in this bylaw have the same meaning as the terms defined in the *Act*.

3.0 BYLAW CONTRAVENTIONS

The bylaws and bylaw contraventions designated in Schedule “A” attached to this bylaw may be dealt with by Bylaw Violation Notice.

4.0 PENALTY

The penalty for a contravention referred to in Section 3 is as follows:

- (1) subject to paragraphs (2) to (4), is the Penalty amount set out in column A1 of Schedule “A” as attached to this bylaw;
- (2) if received by the Islands Trust within 14 days of the person receiving or being presumed to have received the bylaw violation notice, is the Early Payment Penalty set out in column A2 of Schedule “A” as attached to this bylaw applies;
- (3) if more than 28 days after the person has received or is presumed to have received the bylaw violation notice, is subject to a late payment surcharge in addition to the penalty under paragraph (1), and is the Late Payment Surcharge set out in column A3 of Schedule “A” as attached to this bylaw or
- (4) if paid under a compliance agreement, may be reduced as provided under column A5 of Schedule “A” as attached to this bylaw.

5.0 PERIOD FOR PAYING OR DISPUTING NOTICE

- 5.1 A person who receives a bylaw violation notice must, within 14 days of the date on which the person received or is presumed to have received the bylaw violation notice,

- (1) pay the penalty, or
- (2) request dispute adjudication by filling in the appropriate portion of the bylaw violation notice,

and delivering it, either in person during regular office hours, or by mail, to the Islands Trust as directed on the bylaw violation notice.

- 5.2 A person may pay the indicated penalty after 14 days of receiving the notice subject to the applicable surcharge for late payment in accordance with Section 4(3) of this bylaw, but no person may dispute the bylaw violation notice after 14 days of receiving it.
- 5.3 Where a person was not served personally with a bylaw violation notice and advises the Islands Trust that they did not receive a copy of the original notice, the time limits for responding to a bylaw violation notice under Sections 5, 6 and 7 of this bylaw do not begin to run until a copy of the bylaw violation notice is re-delivered to them in accordance with the *Act*.

6.0 BYLAW NOTICE DISPUTE ADJUDICATION SYSTEM

- 6.1 The Registry is established as a bylaw violation notice dispute adjudication system in accordance with the *Act* to resolve disputes in relation to bylaw violation notices.
- 6.2 The civic address of the Registry is 141 West 14th Street, North Vancouver, BC, V7M 1H9.
- 6.3 Every person who is unsuccessful in dispute adjudication in relation to a bylaw violation notice, or a compliance agreement under the dispute adjudication system established under this Section, must pay the Islands Trust an additional fee of \$25.00 for the purpose of the Islands Trust recovering the costs of the adjudication system.

7.0 SCREENING OFFICERS

- 7.1 The position of screening officer is established.
- 7.2 The following are designated classes of person that may be appointed as screening officers:

- (1) Regional Planning Manager;
- (2) Bylaw Enforcement Coordinator;
- (3) Bylaw Enforcement Officer;
- (4) Bylaw Enforcement Assistant;

and the LTC may appoint screening officers from these classes of persons by name of office or otherwise.

- 7.3 The powers, duties and functions of screening officers are as set out in the *Act*, and include the following powers:
- (1) Where requested by the person against whom a contravention is alleged, to communicate information respecting the nature of the contravention, the provision of the bylaw contravened, the facts on which the contravention allegation is based, the penalty for a contravention, the opportunity to enter into a compliance agreement, the opportunity to proceed to the bylaw violation notice dispute adjudication system and the fee or fees payable in relation to the bylaw violation notice enforcement process;
 - (2) To communicate with any or all of the following for the purposes of performing their functions under this bylaw or the *Act*:
 - (a) the person against whom a contravention is alleged or their representative;
 - (b) the officer issuing the bylaw violation notice;
 - (c) the complainant or their representative;
 - (d) the Islands Trust staff and record regarding the disputant's history of bylaw compliance.
 - (3) To prepare and enter into compliance agreements under the *Act* with persons who dispute bylaw violation notices, including to establish terms and conditions for compliance that the

screening officer considers necessary or advisable, including time periods for payment of penalties and compliance with the bylaw;

- (4) To provide for payment of a reduced penalty if a compliance agreement is entered into as provided in column A5 of Schedule "A" as attached to this bylaw; and
- (5) To cancel bylaw violation notices in accordance with the *Act* or LTC policies and guidelines.

7.4 The bylaw contraventions in relation to which a screening officer may enter into a compliance agreement are indicated in column A4 of Schedule "A" as attached to this bylaw.

7.5 The maximum duration of a compliance agreement is one year.

8.0 BYLAW ENFORCEMENT OFFICERS

Persons acting as any of the following are designated as bylaw enforcement officers for the purposes of this bylaw and the *Act*:

- (a) Bylaw Enforcement Coordinator;
- (b) Bylaw Enforcement Officer.

9.0 FORM OF BYLAW VIOLATION NOTICE

The LTC may, from time to time, stipulate the form or forms of the bylaw violation notice provided the bylaw violation notice complies with Section 4 of the *Act*.

10.0 SCHEDULES

The following schedules are attached to and form part of this bylaw:

- (a) Schedule A – Lasqueti Island Land Use Bylaw No. 78, 2005 Contraventions and Penalties.

READ A FIRST TIME THIS 3 rd DAY OF May ,2012

READ A SECOND TIME THIS DAY OF ,20__

READ A THIRD TIME THIS DAY OF ,20__

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
DAY OF ,20__

ADOPTED THIS DAY OF ,20__

SECRETARY

CHAIR

Schedule A
LASQUETI ISLAND LAND USE BYLAW NO. 78
CONTRAVENTIONS AND PENALTIES

Bylaw Section	Description The following fines apply To the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 14 days)	A3 Late Payment (after 28 days)	A4 Compliance Agreement Available	A5 Compliance Agreement Discount
3.1.1	Non Permitted Use Of Accessory Building/Structure As Dwelling	\$300.00	\$225.00	\$150.00	Yes	50%
3.2.1	Inadequate Landscape Screening	\$100.00	\$75.00	\$50.00	Yes	75%
3.3.1(a)	Off-Road Parking Spaces Not At Permitted Location	\$250.00	\$187.50	\$125.00	Yes	75%
3.3.1(b)	Inadequate Location/Signage For Parking For Disabled Persons	\$250.00	\$187.50	\$125.00	Yes	75%
3.3.2(a)	Parking Space Does Not Meet Size Requirements	\$250.00	\$187.50	\$125.00	Yes	75%
3.3.2(b)	Parking Space For Disabled Persons Does Not Meet Size Requirements	\$250.00	\$187.50	\$125.00	Yes	75%
3.3.2(c)	Inadequate Length Of Parallel Parking Space	\$250.00	\$187.50	\$125.00	Yes	75%
3.3.4	Fail To Provide Minimum Number Of Parking Spaces	\$250.00	\$187.50	\$125.00	Yes	75%
3.5.2(a)	Encroachment Into Setback From Natural Boundary Of Fish Bearing Stream/Lake/Wetland/Other Watercourse	\$300.00	\$225.00	\$150.00	Yes	75%
3.5.2(b)	Encroachment Into Setback From Natural Boundary Of The Sea	\$300.00	\$225.00	\$150.00	Yes	75%
3.5.2(c)	Exceed Minimum Allowable Difference In Elevation Between Underside Of Lowest Floor In Building/Structure And Elevation Of The Natural Boundary Of The Sea	\$300.00	\$225.00	\$150.00	Yes	75%
3.5.3(a)	Fail To Maintain Adequate Vegetative Screen Within Setback From Nesting Trees	\$100.00	\$75.00	\$50.00	Yes	75%
3.6(a)(i)	Home Enterprise Not Accessory To Principal Residential Use Of Property	\$250.00	\$187.50	\$125.00	Yes	50%
3.6(a)(ii)	Home Enterprise Not Conducted By A Minimum Of One Resident	\$250.00	\$187.50	\$125.00	Yes	50%
3.6(a)(iii)	Home Enterprise Produces Consistent Noise/Vibration/Smoke/Dust/Odour/Litter/ Electrical Interference/Fire Hazard/Glare Detectable Off Property	\$250.00	\$187.50	\$125.00	Yes	50%
3.6(a)(iv)	Exceed Maximum Number Of Motor Vehicles Stored External To Building In Which Home Enterprise Is Operated	\$250.00	\$187.50	\$125.00	Yes	50%
3.6(a)(v)	Home Enterprise Does Not Maintain Residential Appearance	\$250.00	\$187.50	\$125.00	Yes	50%
3.6(a)(vi)	Inadequate Landscape Screen/Fence For Outdoor Storage For Home Occupation	\$100.00	\$75.00	\$50.00	Yes	75%
3.6(b)(i)	Bed And Breakfast Provides Service Other Than Visitor Overnight Accommodation	\$250.00	\$187.50	\$125.00	Yes	50%
3.6(b)(ii)	Bed And Breakfast Accommodation Exceeds Three (3) Bedrooms	\$250.00	\$187.50	\$125.00	Yes	50%
3.6(b)(iii)	Bed And Breakfast Not Accommodated Within Owners/Occupiers Permanent Residence	\$250.00	\$187.50	\$125.00	Yes	50%

Schedule A
LASQUETI ISLAND LAND USE BYLAW NO. 78
CONTRAVENTIONS AND PENALTIES

Bylaw Section	Description The following fines apply To the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 14 days)	A3 Late Payment (after 28 days)	A4 Compliance Agreement Available	A5 Compliance Agreement Discount
3.6(b)(iv)	Exceed More Than One Bed And Breakfast Per Dwelling	\$250.00	\$187.50	\$125.00	Yes	50%
3.8.2	Non Permitted Use Of Travel Trailer/Mobile Home/Bus/Vessel/Other Recreational Vehicle Used As Dwelling Unit Or Permitted Use Does Not Comply With Residential Density Calculations	\$300.00	\$225.00	\$150.00	Yes	50%
3.8.3	Non Permitted Use Of Travel Trailer/Mobile Home/Bus/Vessel/Other Recreational Vehicle In Place Of Guest Cabin Or Permitted Use Exceeds Area Restriction	\$300.00	\$225.00	\$150.00	Yes	50%
3.8.4	Guest Cabin Exceeds Maximum Floor Area Restriction	\$300.00	\$225.00	\$150.00	Yes	75%
3.8.5	Guest Cabin Actively Used For Long Term Rental Accommodation Purposes	\$300.00	\$225.00	\$150.00	Yes	50%
3.8.6	Guest Cabin In Non-Permitted Area Or Guest Cabin In Permitted Area Used As Commercial Rental For More Than 29 Days	\$300.00	\$225.00	\$150.00	Yes	50%
3.9.1	More Than One Dwelling In Upland Lot	\$300.00	\$225.00	\$150.00	Yes	75%
3.9.2	Exceed Maximum Number Of Dwellings Permitted In Subdivision District A/B/C	\$300.00	\$225.00	\$150.00	Yes	75%
3.9.3	Number Of Guest Cabins Exceeds Number Of Permitted Dwellings On Lot	\$300.00	\$225.00	\$150.00	Yes	75%
3.9.4	Exceed Maximum Density Of Tenting Sites	\$300.00	\$225.00	\$150.00	Yes	75%
3.10.1	Exceed Dwelling Density On Lots Located Within More Than One Boundary	\$300.00	\$225.00	\$150.00	Yes	75%
4.2.1	Non Permitted Use In Land Based Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.2.2	Exceed Maximum Number/Size Of Buildings And Structures In Land Based Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.2.3	Non Permitted Disposal Of Sewage In Land Based Zone	\$500.00	\$375.00	\$250.00	Yes	50%
4.3.1	Non Permitted Use In Institutional 1 Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.3.2	Exceed Maximum Number/Size Of Buildings/Structures In Institutional 1 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.3.3	Encroachment Of Building/Structure Into Setback In Institutional 1 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.4(b)	More Than 5 Bedrooms Occupied By Health Centre And Assisted Living Staff In Institutional 1 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.4(c)	Exceed Maximum Combined Floor Area For All Buildings In Institutional 1 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.4(d)	Home Enterprise Uses Not Fully Conducted Indoors	\$250.00	\$187.50	\$125.00	Yes	50%
4.4(e)	Non Permitted Bed & Breakfast Home Enterprise	\$250.00	\$187.50	\$125.00	Yes	50%
4.4.1	Non Permitted Use In Commercial 1 Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.4.2	Exceed Maximum Number/Size Of Buildings/Structures In Commercial 1 Zone	\$300.00	\$225.00	\$150.00	Yes	75%

Schedule A
LASQUETI ISLAND LAND USE BYLAW NO. 78
CONTRAVENTIONS AND PENALTIES

Bylaw Section	Description The following fines apply To the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 14 days)	A3 Late Payment (after 28 days)	A4 Compliance Agreement Available	A5 Compliance Agreement Discount
4.5.1	Non Permitted Use In Commercial 2 Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.5.2	Exceed Maximum Number/Size Of Buildings/Structures In Commercial 2 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.5.3	Encroachment Of Building/Structure Into Setback In Commercial 2 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.6.1	Non Permitted Use In Commercial 3 – Tourist Accommodation Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.6.2	Exceed Maximum Number/Size Of Buildings/Structures In Commercial 2 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.7.1	Non Permitted Use In Industrial 1 Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.7.2	Exceed Maximum Number/Size Of Buildings/Structures In Industrial 1 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.8.1	Non Permitted Use In Industrial 2 Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.8.2	Exceed Maximum Number/Size Of Buildings/Structures In Industrial 2 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.8.3	Encroachment Of Building/Structure Into Setback In Industrial 2 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.8.4	Fail To Provide Adequate Screening Of Industrial Building/Structure In Industrial 2 Zone	\$100.00	\$75.00	\$50.00	Yes	75%
4.9.1	Non Permitted Use In Industrial 3 Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.9.2	Exceed Maximum Number/Size Of Buildings/Structures In Industrial 3 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.9.3(a)	Encroachment Of Building/Structure Into Setback In Industrial 3 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.9.3(b)	Fail To Provide Adequate Screening Of Industrial Building/Structure In Industrial 3 Zone	\$100.00	\$75.00	\$50.00	Yes	75%
4.10.1	Non Permitted Use In Industrial 4 Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.10.2	Exceed Maximum Number/Size Of Buildings/Structures In Industrial 4 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.10.3	Encroachment Of Building/Structure Into Setback In Industrial 4 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.10.4(a)	Fail To Provide Adequate Screening Of Industrial Building/Structure In Industrial 4 Zone	\$100.00	\$75.00	\$50.00	Yes	75%
4.10.4(b)	Fail To Provide Adequate Screening Of All Vehicles Being Serviced/Stored In Industrial 3 Zone	\$100.00	\$75.00	\$50.00	Yes	75%
4.10.4(c)	Storage Area For Unlicensed/Licensed Vehicles Exceeds Area Restriction	\$300.00	\$225.00	\$150.00	Yes	75%
4.11.1	Non Permitted Use In Industrial 5 Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.11.2	Exceed Maximum Number/Size Of Buildings/Structures In Industrial 5 Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.12.1	Non Permitted Use In Watershed Protection 1 Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.12.2	Exceed Maximum Number/Size Of	\$300.00	\$225.00	\$150.00	Yes	75%

Schedule A
LASQUETI ISLAND LAND USE BYLAW NO. 78
CONTRAVENTIONS AND PENALTIES

Bylaw Section	Description The following fines apply To the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 14 days)	A3 Late Payment (after 28 days)	A4 Compliance Agreement Available	A5 Compliance Agreement Discount
	Buildings/Structures In Watershed Protection 1 Zone					
4.13.1(a)	Permitted Structure Blocking Access To Water By An Owner Of Adjacent Upland Or Structure Impedes Foot Passage Along The Foreshore In Marine Zones	\$300.00	\$225.00	\$150.00	Yes	75%
4.13.1(b)	Exceed More Than One Dock Per Contiguous Upland Parcel That Abuts The Foreshore On Lasqueti Island Or Dock Not Located In Manner That Minimizes Visual And Environmental Affects Or Dock Restricts Access To Shellfish Sites Or Structure Sited/Extended Towards Sea Beyond Restriction In Marine Zones	\$300.00	\$225.00	\$150.00	Yes	75%
4.13.1(c)	Exceed More Than One Dock Per Island/Inlet Where Dock Is Providing Access to Island/Inlet Where No Valid Tenure For Dock Exists Or Dock Not Located In Manner That Minimizes Visual And Environmental Affects Or Dock Restricts Access To Shellfish Sites Or Structure Sited/Extended Towards Sea Beyond Restriction In Marine Zones	\$300.00	\$225.00	\$150.00	Yes	75%
4.13.1(d)	Exceed More Than One Slipway Per Contiguous Upland Parcel That Abuts The Foreshore Or For Every 16 Hectares Contained In A Contiguous Upland Parcel That Abuts The Foreshore Or Slipway Constructed In Manner That Alters The Natural Elevation Of The Foreshore Or Impedes Foot Passage In Marine Zones	\$300.00	\$225.00	\$150.00	Yes	75%
4.13.1(e)	Mooring Buoy Interferes With Public Navigation/Commercial/Mariculture/Industrial Activity In Marine Zones	\$300.00	\$225.00	\$150.00	Yes	75%
4.13.1(h)	Non Permitted Fish Farm In Marine Zones	\$300.00	\$225.00	\$150.00	Yes	50%
4.14.1	Non Permitted Use In Marine Conservation (M1) Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.14.2	Non Permitted Structure In Marine Conservation (M1) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.15.1	Non Permitted Use In Marine General (M2) Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.15.2	Non Permitted Building/Structure In Marine General (M2) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.15.3(a)	Structure Below The High Water Mark Impedes Foot Passage Along Foreshore In Marine General (M2) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.15.3(b)	Mooring Buoy/Private Dock/Slipway Used For Commercial/Utility/Industrial Purposes In Marine General (M2) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.15.3(c)	Private Dock/Slipway Not Located Within	\$300.00	\$225.00	\$150.00	Yes	75%

Schedule A
LASQUETI ISLAND LAND USE BYLAW NO. 78
CONTRAVENTIONS AND PENALTIES

Bylaw Section	Description The following fines apply To the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 14 days)	A3 Late Payment (after 28 days)	A4 Compliance Agreement Available	A5 Compliance Agreement Discount
	Boundaries Of Water Lease/License Of Occupation In Marine General (M2) Zone					
4.15.3(d)	Slipway Exceeds Maximum Height/Width Restrictions Or Concrete/Cement Surface Exceeds Combined Width Restriction Or Dredging/Filling In Construction Of Slipway In Marine General (M2) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.15.3(e)	Structure Other Than Moveable Cradle Constructed To Travel On Slipway In Marine General (M2) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.15.3(f)	Fail To Store Slipway Cradle Above The High Tide Or Fail To Remove When Not In Use In Marine General (M2) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.15.3(g)	Sign/Marker Exceeds Height/Width Restrictions In Marine General (M2) Zone	\$150.00	\$112.50	\$75.00	Yes	75%
4.16.1	Non Permitted Use In Marine Commercial (M3) Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.16.2	Non Permitted Building/Structure In Marine Commercial (M3) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.16.3(a)	Dock/Structure Below High Water Mark Impedes Foot Passage Along Foreshore In Marine Commercial (M3) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.16.3(b)	Sign/Marker Exceeds Height/Width Restrictions In Marine Commercial (M3) Zone	\$150.00	\$112.50	\$75.00	Yes	75%
4.16.3(c)	Storage Shed Exceeds Height/Total Floor Area Restrictions In Marine Commercial (M3) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.17.1	Non Permitted Use In Marine Mariculture (M4) Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.17.2	Non Permitted Building/Structure In Marine Mariculture (M4) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.17.3(a)	Dock/Structure Below High Water Mark Impedes Foot Passage Along Foreshore In Marine Mariculture (M4) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.17.3(b)	Private Float/Mooring Buoy/Dock/Wharf Used For Commercial/Utility/Industrial Purposes Other Than Mariculture In Marine Mariculture (M4) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.17.3(e)	Sign/Marker Exceeds Width/Height Restrictions In Marine Mariculture (M4) Zone	\$150.00	\$112.50	\$75.00	Yes	75%
4.18.1	Non Permitted Use In Marine Industrial (M5) Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.18.2	Non Permitted Building/Structure In Marine Industrial (M5) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.18.3(a)	Dock/Structure Below High Water Mark Impedes Foot Passage Along Foreshore In Marine Industrial (M5) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.18.3(b)	Sign/Marker Exceeds Width/Height Restrictions In Marine Industrial (M5) Zone	\$150.00	\$112.50	\$75.00	Yes	75%

Schedule A
LASQUETI ISLAND LAND USE BYLAW NO. 78
CONTRAVENTIONS AND PENALTIES

Bylaw Section	Description The following fines apply To the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 14 days)	A3 Late Payment (after 28 days)	A4 Compliance Agreement Available	A5 Compliance Agreement Discount
4.18.3(c)	Dock Sited/Extended Towards Sea Beyond Restriction Or Float Exceeds Area Restriction In Marine Industrial (M5) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.18.3(d)	Storage Shed Exceeds Height/Area Restrictions In Marine Industrial (M5) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.19.1	Non Permitted Use In Marine Transportation (M6) Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.19.2	Non Permitted Building/Structure In Marine Transportation (M6) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.19.3(a)	Dock/Structure Below High Water Mark Impedes Foot Passage Along Foreshore In Marine Transportation (M6) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.19.3(b)	Sign/Marker Exceeds Width/Height Restrictions In Marine Transportation (M6) Zone	\$150.00	\$112.50	\$75.00	Yes	75%
4.20.1	Non Permitted Use In Marine Boat Ramp (M7) Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.20.2	Non Permitted Building/Structure In Marine Boat Ramp (M7) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.20.3(a)	Structure Below High Water Mark Impedes Foot Passage Along Foreshore In Marine Boat Ramp (M7) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.20.3(b)	Ramp Exceeds Maximum Total Width/Height Restrictions In Marine Boat Ramp (M7) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.20.3(c)	Ramp Sited/Extended Towards Sea Beyond Restriction In Marine Boat Ramp (M7) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.20.3(d)	Sign/Marker Exceeds Width/Height Restrictions In Marine Boat Ramp (M7) Zone	\$150.00	\$112.50	\$75.00	Yes	75%
4.21.1	Non Permitted Use In Marine Barge Ramp (M8) Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.21.2	Non Permitted Building/Structure In Marine Barge Ramp (M8) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.21.3(a)	Structure Below High Water Mark Impedes Foot Passage Along Foreshore In Marine Barge Ramp (M8) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.21.3(b)	Ramp Exceeds Maximum Total Width/Height Restrictions In Marine Barge Ramp (M8) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.21.3(c)	Ramp Sited/Extends Towards Sea Beyond Restriction In Marine Barge Ramp (M8) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.21.3(d)	Sign/Marker Exceeds Width/Height Restrictions In Marine Barge Ramp (M8) Zone	\$150.00	\$112.50	\$75.00	Yes	75%
4.22.1	Non Permitted Use In Multi Use Ramp (M9) Zone	\$300.00	\$225.00	\$150.00	Yes	50%
4.22.2	Non Permitted Building/Structure In Multi Use Ramp (M9) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.22.3(a)	Structure Below High Water Mark Impedes Foot Passage Along Foreshore In Multi Use	\$300.00	\$225.00	\$150.00	Yes	75%

Schedule A
LASQUETI ISLAND LAND USE BYLAW NO. 78
CONTRAVENTIONS AND PENALTIES

Bylaw Section	Description The following fines apply To the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 14 days)	A3 Late Payment (after 28 days)	A4 Compliance Agreement Available	A5 Compliance Agreement Discount
	Ramp (M9) Zone					
4.22.3(b)	Ramp Exceeds Maximum Total Width/Height Restrictions In Multi Use Ramp (M9) Zone	\$300.00	\$225.00	\$150.00	Yes	75%
4.22.3(c)	Sign/Marker Exceeds Width/Height Restrictions In Multi Use Ramp (M9) Zone	\$150.00	\$112.50	\$75.00	Yes	75%



Memorandum

12.2.1

700 North Road Gabriola Island, BC BC V0R 1X3

Telephone (250) 247-2063 FAX: (250) 247-7514

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC 1.800.663.7867

northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date June 19, 2012 File Number LA-ADM-2012.1 and LA-BL-88

To Lasqueti Island Local Trust Committee
For meeting to be held on July 12, 2012

From Linda Prowse
Planner
Local Planning Services

Re Proposed Lasqueti Island Local Trust Committee Bylaw No. 88 - Advisory Planning Commission Bylaw

At the May 28, 2012 Islands Trust Executive Committee business meeting, the Executive Committee passed the following resolution:

That the Executive Committee approve Lasqueti Island Local Trust Committee Bylaw No. 88, cited as "Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2012", under Section 24 of the Islands Trust Act, with the following corrections: In Section 2(a), "Local Trust Committee" be replaced with local trust area; and, "Municipal Act" be replaced with "Local Government Act".

RECOMMENDATIONS

1. THAT the Lasqueti Island Local Trust Committee amend Lasqueti Island Local Trust Committee Bylaw No. 88, cited as: "Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2012" as follows:

- Section 2(a) – Change the words "Trust Committee" to "local trust area"; and change the reference "Municipal Act" to "Local Government Act", so that Section 2(a) reads as follows:

"2(a) The Advisory Planning Commission (APC) consists of up to a maximum of nine members. Every member must be an elector of the local trust area, as defined in the *Local Government Act*, and at least two thirds (2/3) of the members must be residents of the Local Trust Area."

2. THAT the Lasqueti Island Local Trust Committee Adopt Lasqueti Island Local Trust Committee Bylaw No. 88, cited as: "Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2012" be Adopted, as amended.

pc

LASQUETI ISLAND TRUST COMMITTEE

BYLAW NO. 88

A BYLAW TO ESTABLISH ADVISORY PLANNING COMMISSIONS FOR THE LASQUETI ISLAND LOCAL TRUST AREA PURSUANT TO THE *LOCAL GOVERNMENT ACT* AND THE *ISLANDS TRUST ACT*

The Lasqueti Island Trust Committee, being the Local Trust Committee having jurisdiction on and in respect of the Lasqueti Island Local Trust Area in the Province of British Columbia, pursuant to the *Islands Trust Act*, enacts as follows:

1. Continuation and Establishment

- a) The Lasqueti Island Advisory Planning Commission (APC), an advisory planning commission established to advise the Local Trust Committee on all matters respecting land use, community planning, or proposed bylaws and permits that are referred to it by the Local Trust Committee, is continued.

Provisions 2 – 7 apply to the Advisory Planning Commission

- b) The Local Trust Committee may, from time to time, establish advisory planning commissions to provide advice to the Local Trust Committee on specific topics or for special projects.

Special Projects Advisory Planning Commissions (SPAPC) will be appointed based on a terms of reference endorsed by the Local Trust Committee which will outline the number of members, the terms of the appointments, and the scope and role of that Special Projects Advisory Planning Commission.

Provisions 2(c)-(h), and 3 – 7, apply to the special projects advisory planning commissions established and continued by this bylaw.

2. Appointment of Members

- (a) The Advisory Planning Commission (APC) consists of up to a maximum of nine members. Every member must be an elector of the Trust Committee, as defined in the *Municipal Act*, and at least two thirds (2/3) of the members must be residents of the Local Trust Area.
- (b) The Local Trust Committee may, by resolution, appoint the members to three-year terms to closely coincide with Islands Trust Local Trustee tri-annual elections.
- (c) The Local Trust Committee may, by resolution, remove a member at any time.
- (d) Where a member resigns or an appointment is otherwise terminated, the Local Trust Committee may appoint a member to serve the balance of the term of the appointment.
- (e) The members must, during the first meeting of their new term, from among the members, elect a Chairperson, a Secretary, and a Deputy Chairperson to act in the place of the Chairperson in the absence of the Chairperson.

- (f) The Deputy Chairperson shall, in the absence of the Chairperson, serve as described in Section 3(b).
- (g) In the event that the Chairperson resigns or the Chairperson position is otherwise terminated, the Advisory Planning Commission shall elect a new Chairperson.
- (h) An individual may serve concurrently on the Advisory Planning Commission or on a Special Projects Advisory Planning Commission.

3. Roles

a) Secretary

- i) The Secretary is to:
 1. assist the Chairperson, as required, in arranging meetings;
 2. ensure that proper notification of meetings is given in compliance with this bylaw;
 3. keep legible minutes of all meetings; and
 4. provide copies of all minutes and recommendations to the Secretary of the Islands Trust.

b) Chairperson

- i) The Chairperson is to:
 1. receive referrals from the Local Trust Committee and, in response, decide when and where meetings shall be held;
 2. ensure proper conduct of all meetings in accordance with the requirements of this Bylaw and the principles of procedural fairness; and
 3. sign the minutes certifying that they are true and correct after the members have approved them.

4. Referrals

a) The Local Trust Committee may by resolution:

- i) refer an application for an amendment to a bylaw, or a permit, pursuant to the *Local Government Act*, or may refer a proposed bylaw or permit to an advisory planning commission with a request for a recommendation; or
- ii) refer a project in support of the Local Trust Committee's work program, an agency referral or other item of Local Trust Committee business to an advisory planning commission with a request for a recommendation; or
- iii) refer a plan or bylaw amendment or permit that has been partially processed and seen at the application stage by an advisory planning commission for additional recommendations if it feels changes to the application warrant the review, and in these cases an advisory planning commission may be asked to respond in a briefer than normal time period.

- b) An advisory planning commission must meet when there is a need to consider a referral, at a duly constituted meeting as defined under this Bylaw and as called by the Chairperson.
- c) The advisory planning commission shall select a regular monthly meeting day to consider referrals at its first meeting.
- d) In the event that no referral is received by the Chairperson at least 7 calendar days prior to the date of the next regular meeting, then no meeting need be held.

- e) A meeting on any particular referral must be held not more than 30 days after the date of receipt of that referral unless the Local Trust Committee has requested a response by an earlier specified date.
- f) The Chairperson may call an extraordinary meeting after consultation with the Secretary and all other members to deal with any matter for which a quick response is requested from the Local Trust Committee.
- g) Although the recommendations must be received by the Local Trust Committee, the Local Trust Committee is not bound by the recommendations.

5. Notice of Meeting

- a) The Secretary must give notice of meeting including a description of all referrals to be discussed to each member at least five calendar days prior to the meeting.
- b) The Secretary must confirm by telephone, email or note, the date and time of any extraordinary meetings with each member.
- c) The Secretary must ensure an applicant is notified of the date, time and place of the meeting at which his or her application or proposal will be discussed at least five calendar days prior to the meeting.
- d) The Secretary must ensure the Local Trustees and the Islands Trust planner are notified of each meeting at least five days prior to the day of the meeting.

6. Conduct of Meeting

- a) All deliberations must take place in a meeting, and all meetings must be open to the public.
- b) A quorum is the lesser of five members, or 50 per cent of those appointed.
- c) The Chairperson is to convene the meeting and may adjourn it from time to time.
- d) An applicant must be afforded opportunity to present his or her proposal and to answer any questions asked by members.
- e) If the applicant or agent fails to appear and was duly notified as required by this Bylaw, deliberations and recommendations may be made in the applicant's absence.
- f) At the request of any member, the Chairperson must invite any elected official, staff or resource person present at the meeting to comment on the matters before the Commission.
- g) Development proposals and other applications must not be received directly from applicants.
- h) An advisory planning commission must not consult directly with other government agencies.

7. Notice of Recommendation

- a) If the Local Trustees did not attend an advisory planning commission meeting, they may require a verbal report from the Chairperson.
- b) The Secretary must ensure minutes of each meeting are recorded and approved by the members at a subsequent meeting.
- c) The Secretary must ensure that a copy of the draft minutes is submitted to the Secretary of the Islands Trust office within seven calendar days of the meeting.
- d) A recommendation may be in the form of recorded commentary, in the form of minutes or in the form of a resolution, provided that all dissenting opinions are also recorded.

8. Transition

- a) "Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2000", as amended, is repealed.

9. Citation

- a) This Bylaw may be cited as the "Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2012".

READ A FIRST TIME THIS 3rd DAY OF May, 2012

READ A SECOND TIME THIS 3rd DAY OF May, 2012

READ A THIRD TIME THIS 3rd DAY OF May, 2012

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
28th DAY OF May, 2012

ADOPTED THIS DAY OF, 20

SECRETARY

CHAIRPERSON



Population (2011):
Approximately 426

Size:
6,645 hectares (16,420 acres)

Location:
20 kilometres north of French Creek located on Vancouver Island.

- [Land Use Planning](#)
- [Related Planning Services](#)
- [Related Resources](#)
- [Trust Area Mapping](#)
- [Related Links](#)

Lasqueti Island Local Trust Committee

Latest News

In this section you will find current news items that are relevant to your Local Trust Area and your community. [Subscribe](#) to the Lasqueti Island Latest News updates and receive the latest information on official community plan reviews, staff reports, notifications and other documents published in the latest news section.

January 2012

- [Lasqueti Island Local Trust Committee Meeting Schedule for 2012](#)

January 2011

- [Tax Incentive to Conserve Land Arrives on Lasqueti](#)

October 2008

- [Living on Lasqueti Brochure](#)

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Lasqueti Island Local Trust Committee Projects

False Bay Parking and Master Plan

- [APC Report on Parking in False Bay- June 13, 2011](#)
- [Staff Report on False Bay Parking and Master Plan - July 21, 2011](#)

Climate Change Actions

- [2007 Community Energy and Emission Inventory Reports \(CEEIs\) now available](#)
- [Climate Wise Islands](#)
- [Fact Sheets](#)
- [Community Information Meeting Minutes - December 3, 2009](#)
- [Adopted Bylaw No. 86](#)
- [Lasqueti Island Woodburning Workshop Report](#)
- [Lasqueti Greenhouse Gas Baseline Report by Joseph Fall - October, 2011](#)

General

- [Best Practices for Building and Living on Lasqueti Island](#)
- [Understanding "Guest Cabin" Definition in Lasqueti Land Use Bylaw No. 78 - September 2, 2010](#)
- [Lasqueti Island Draft Build Out Map - October 2008](#)
- [Powell River Regional District Parks and Greenspace Plan](#)

Ecosystem Mapping

- [Draft Lasqueti Island Local Trust Area ecosystem maps and feedback form](#)

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Committee Links

- [Committee Home](#)
- [Trustee Membership](#)
- [Contact Trustees](#)
- [Contact Planning Staff](#)
- [Planning Bylaws](#)
- [Administrative Bylaws](#)
- [Meetings Schedule](#)
- [Meeting Agendas](#)
- [Meeting Minutes](#)
- [Resolutions-Without-Meeting](#)
- [Associated Islands](#)
- [Land Use Application Forms](#)

**REGIONAL DISTRICT BOARD /
LOCAL TRUST COMMITTEE
PROTOCOL AGREEMENT**

This Protocol Agreement ("Agreement") dated for reference November 20, 1998 is

AMONG:

LASQUETI ISLAND LOCAL TRUST COMMITTEE
("Local Trust Committee")

AND:

POWELL RIVER REGIONAL DISTRICT BOARD
("Regional District Board")

(Referred to as the "Parties")

WHEREAS:

A. Under Section 22(2) of the *Islands Trust Act*, a local trust committee may enter into an agreement with municipalities, regional districts and boards of school trustees respecting the coordination of activities in a local trust area;

B. The Lasqueti Island Local Trust Committee is a local trust committee established under s.21 of the *Islands Trust Act* for the purpose of preserving and protecting the Lasqueti Island Local Trust Area and has the authority to regulate the development and use of land in this local trust area;

C. The Powell River Regional District is a regional district established by letters patent, dated the 19th day of December, 1967 and continued under s.767 of the *Municipal Act*, R.S.B.C. 1979, c. 290, and has the authority to provide services in this local trust area; and

D. The Parties met to discuss respective areas of responsibility and to develop principles, processes and conditions for the coordination of activities within the Lasqueti Island Local Trust Area.

NOW THEREFORE, the Local Trust Committee and the Regional District Board agree as follows:

1.0 PRINCIPLES

The Local Trust Committee and Regional District Board agree to the following principles regarding interagency relations:

1. Recognition of each others' jurisdictions and capabilities with a commitment to promoting a spirit of partnership through joint legislative, policy, program and communication initiatives;

2. Coordination of planning, servicing and growth management activities that is responsive to the needs of the local trust area and the electoral area of which they are a part;
3. Respect for the legislated 'preserve and protect' object of the Islands Trust, the servicing function of the Regional District Board and the respective land use planning authority of both Parties;
4. Cooperation through sharing of information and notification of significant initiatives that may impact the other Party and through regular liaison.

2.0 COOPERATION

1. The Parties agree to cooperate with respect to the implementation, coordination and administration of each Party's legislative authority that may impact the other Party.
2. The Parties agree to coordinate the following activities:
 - (a) community planning;
 - (b) parkland and school site acquisition;
 - (c) servicing arrangements; and
 - (d) administrative arrangements.
3. It is the intent of the Parties to formalize their cooperation by way of letters of understanding as required for specific matters.
4. Both Parties agree to notify and consult the other Party on legislative, municipal incorporation and boundary restructure initiatives.

3.0 COMMUNICATIONS

1. The Parties agree to schedule regular meetings of the regional director, the local trustee committee and appropriate staff to review the implementation of the protocol and letter of understanding.
2. Neither Party is obligated to convey information to the other Party that is protected from disclosure under the *Freedom of Information and Protection of Privacy Act*, any other legislation protecting information from disclosure, or that is subject to solicitor-client privilege.
3. Both Parties agree to pursue alternate methods of dispute resolution before initiating legal proceedings directed at the other Party.

4.0 CONDITIONS

1. Nothing in this Agreement shall be construed so as to fetter the legislative discretion of either of the Parties within their respective areas of jurisdiction or, without limiting the generality of the foregoing, to oblige either of the Parties to adopt or prevent either of the Parties from adopting any bylaw or resolution.
2. The interpretation of terms used in this Agreement shall be governed by the interpretation provisions of the *Islands Trust Act* and the *Municipal Act*.
3. This Agreement may be amended by agreement in writing between the Regional District Board and the Local Trust Committee.
4. Any Party to this Agreement may terminate this Agreement at any time by delivering three months' written notice to the other Party.
5. Information and notification pertinent to this Agreement shall be delivered to:

Lasqueti Island Local Trust Committee

Islands Trust
2nd Floor, 1627 Fort Street
Victoria, BC V8R 1H8

Powell River Regional District Board:

5776 Marine Avenue
Powell River, BC V8A 2M4

6. The officials of each Party who shall be responsible for the notices and the administration of this Agreement are:

Lasqueti Island Local Trust Committee:	the Executive Director of the Islands Trust;
and Powell River Regional District Board:	the Administrator of the Regional District

From: Peter Johnston
Sent: June-28-12 3:25 PM
To: Becky McErlean; Linda Prowse
Subject: Dry toilet systems info for new LTC agenda item

Hi Becky and Linda

Brief summary: I was contacted by Geoff Hill, a PhD candidate who has researched and works with dry toilet systems. Basically, the mixed latrine microbial composting toilet - the pit toilet we know - doesn't work, and a source separating vermicomposting toilet (separates urine from solid wastes and uses worms to break down the material, does work much better in rendering the wastes less bulky, less potentially dangerous, more disposable, and better in every way. He proposes doing a workshop on Lasqueti towards the end of August, and asks for Trust and Regional District support.

I understand from Merrick that he and Mac Fraser (PRRD administrator, known to the Trust) will be at our July 12 meeting. I think it might be workable for IT and RD to offer some support, and also ask participants in the workshop to pay a fee for attending.

Geoff sent me a proposed budget, which I forwarded to Merrick and Susan. Since then, when I said it was much higher than we usually support, he has agreed to reduce it to under \$1.000.

Following are some excerpts from some of the Emails from Geoff. I don't know how useful it will be to have everything in the agenda package. Please discard whatever you can, or ask me for more if you think it would be helpful.

Thanks to you both. Peter

Rick Corbett suggested I contact with regards to dry toilet waste management systems on Lasqueti Island. I'm finishing doctoral research at UBC on remote site waste management. I've focused on composting toilets and pit toilets and have exposed some very interesting results. I'm attaching a publication recently accepted in the journal *Waste Management* and a few titles of manuscripts currently under review (note copyright laws on the published paper). I have not found a single public composting toilet in North America that is accomplishing its objective. Moreover, they require constant maintenance, create high levels of exposure to raw fecal matter, and enlarge the resulting end-product rather than reducing it. Frequently end-product is disposed in violation with BC OMRR whereby operators discharge end-product on-site without adequate monitoring of the process or testing of end-product.

Rick suggested that you may be interested in having me present a workshop on this topic for the residents of Lasqueti Is. There are some simple things folks can do to improve the performance and / or sanitation of their dry toilet systems including the use of urine diversion, earthworms, or urea+ash amendment. I'd be interested in delivering such a workshop.

Pit latrines, depending on the depth of excavation, local soil conditions, and ground water depth, have considerable potential to contaminate ground water, causing eutrophication and/or pathogen transmission. Pathogens survive very long times in cold water / saturated soil. Standard BC Parks practices has pits dug 8'. This places the bottom of the pit into the till in most locations in BC, much below the active root zone and active microbial layers which are primarily responsible for nutrient assimilation and pathogen attenuation. In my opinion, most pit toilets would not be permitted if classified as the septic fields. I am working on a retrofit that eliminates the environmental contamination hazard and improves decomposition.

BC is behind the times in terms of waterless waste management. Luckily we have so much water and can afford to build sewers and WWTPs.

Date: Jun. 24, 2012

Client Agency: Island Trust

Client Contact: Peter Johnston

Why Crescent Moon Consulting?

Crescent Moon Consulting specializes in remote site human waste management. Geoff Hill, Principal at Crescent Moon Co., PhD Candidate at UBC in the Department of Geography, has studied human waste management in remote environments for the last 3.5 years. He has exposed much erroneous information on the costs, operations, and impacts of a variety of systems including composting toilets and pit toilets and has explored a variety of alternatives such as urine diversion, dehydration, vermicomposting, and pack-out. He has obtained funding for research from a wide variety of governmental and private sources and is building a list of clients including Ecosphere Technologies in France, BC Parks, Canadian and US National Park Services, Metro Vancouver, and Alberta Parks. Geoff's Masters research was on the influence of fertilization on tundra plant communities and understands the potential impacts of toilet waste management systems on sensitive and pristine Park environments.

Project: Evening Presentation followed by a four hour workshop the next day

Date: TBD – weekend in August?

Evening presentation:

A compilation of stories, research findings, and solutions from 4 years of doctoral research into poop. Despite focusing on all matters fecal, Geoff has a diverse background and an enthusiastic presentation style that attracts a broad audience. The presentation will set the stage for the subsequent workshop. The material covered in this workshop will be entirely new and never before presented to a North America audience (as far as the presenter knows). It will not cover 'thermophilic compost pile maintenance' as this is both thoroughly discussed in Jenken's Humanure Handbook, and rarely realized.

Workshop:

The workshop will be broken down into the following topics

1) Monitoring and interpreting compost toilet (aka dry toilet) end-product

Quotation 1.1

Remote

Site

Waste

Management

stability, maturity, and quality with Solvita® NH₃, Solvita® CO₂, and pH test kits

2) Turning a dysfunctional microbial composting toilet into a vermicomposting toilet with urine diversion.

3) Achieving dry toilet sanitation through ammonification and pH adjustment

Estimated Budget:

Site visits plus environmental analysis:

Professional hours: 6 hrs x \$85/hr : \$510

Travel hours: 8 hrs x \$50/hr: \$400

Expenses:

Solvita® test kits (10): \$100

pH test kits (10): \$50

Urea & Ash prep: \$50

Travel + Ferry: \$150

Per diem (2): \$80

Total: \$1340

Sincerely,

Geoff Hill, PhD Candidate, MSc, BSc

Principal: Crescent Moon Consulting