



A NOTICE OF A BUSINESS MEETING OF **THE LASQUETI ISLAND LOCAL TRUST COMMITTEE**
to be held at 1:30 PM on Thursday, January 12, 2012
at the Islands Trust Office, 700 North Road, Gabriola Island, BC

AGENDA

		Page No.	*Approx. Time*
1.	CALL TO ORDER		1:30 pm
2.	APPROVAL OF AGENDA		
3.	MINUTES		
3.1	Local Trust Committee Meeting Minutes of October 20, 2011 – for information only	1-7	
4.	2012 BUSINESS MEETING SCHEDULE – <i>for approval</i>		
4.1	Proposed Local Trust Committee Meeting Schedule 2012 - <i>attached</i>	8	
4.2	Public Notification of Local Trust Committee Meetings		
5.	WORK PROGRAM		
5.1	Memorandum dated December 21, 2011 – <i>attached</i>	9-16	
6.	WORKSHOP DISCUSSION		
7.	LTC BUDGET		
7.1	Expenses posted to October 26, 2011 - <i>attached</i>	17	
7.2	Expenses posted to December 21, 2011 - <i>attached</i>	18	
7.3	Budget Expenditure for Our Isle & Times Newspaper		
8.	NEXT MEETING Thursday, March 15, 2012 at the Lasqueti Arts Centre, Main Road, Lasqueti Island, BC		
9.	SOLAR BC GRANT FOR FALSE BAY SCHOOL – LOCAL TRUSTEE CONTACT		
10.	ADVISORY PLANNING COMMISSION EXPRESSIONS OF INTEREST - <i>update</i>		
11.	ADJOURNMENT		2:30 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
THURSDAY, OCTOBER 20, 2011, 11:00 A.M.
AT THE LASQUETI ARTS CENTRE,
MAIN ROAD, LASQUETI ISLAND, BC

PRESENT: Peter Luckham Chair
Susan Morrison Local Trustee
Linda Prowse Staff Planner and Recorder

REGRETS: Jen Gobby Local Trustee

There were two (2) members of the public present.

1. **CALL TO ORDER**

The meeting was called to order at 11:15 am.

2. **APPROVAL OF AGENDA**

It was suggested that the agenda be amended as follows:

- Add 11.5 – Post Office Move
- Add 11.6 – Advisory Planning Commission Appointments

The agenda was approved by consensus.

3. **TOWN HALL SESSION**

John O'Halloran questioned the lead time that was required for posting notices of Local Trust Committee meetings, and specifically, how the notice of the schedule of yearly Local Trust Committee meetings was posted and advertised.

LA-028-2011

It was **MOVED** and **SECONDED** that the annual Local Trust Committee meetings notice be published in the Our Isle and Tides newspaper as soon as possible after the annual meeting dates are set, as well as in the newspapers used for legal purposes.

CARRIED

It was noted that staff would add "Public Notification of Meetings" to the next Local Trust Committee agenda.

4. MINUTES

- 4.1 *Lasqueti Island Local Trust Committee Meeting Minutes dated May 6, 2011; June 30, 2011 and August 17, 2011*

LA-029-2011

It was **MOVED** and **SECONDED** that the Lasqueti Island Local Trust Committee requires staff to amend the minutes of May 6, 2011, June 30, 2011 and August 17, 2011 by changing the resolution numbers starting with LA-010-2011 in the May 6, 2011 minutes and continue renumbering chronologically through to LA-27-2011 in the August 17, 2011 meeting minutes.

CARRIED

- 4.2 *Resolutions Without Meeting*

The log of Resolutions Without Meeting was received for information. 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 out at Local Trust Committee meetings.

5. BUSINESS ARISING FROM MINUTES

- 5.1 *Follow up Action List dated October 12, 2011*

Planner Prowse reviewed the follow up action list with the Local Trust Committee. The following matter was noted:

- The previous Forage Fish Workshop scheduled for August, 2011 needed to be cancelled, and the rescheduled Forage Fish Workshop will be held on November 5, 2011.

6. DELEGATIONS

There were no delegations.

7. CORRESPONDENCE

The correspondence dated September 30, 2011 from Grietje Van Dijk of BC Hydro to Trustee Susan Morrison regarding Remote Community Electrification Program was received.

LA-030-2011

It was **MOVED** and **SECONDED** that the Lasqueti Island Local Trust Committee refers the September 30, 2011 letter from Grietje Van Kijk of BC Hydro to the Advisory Planning Commission for comment and to seek confirmation of not electrifying Lasqueti Island.

CARRIED

8. APPLICATIONS AND PERMITS

There were no applications or permits for the Local Trust Committee to consider.

9. LOCAL TRUST COMMITTEE PROJECTS

9.1 *Best Practices for Building and Living on Lasqueti Island - update*

Trustee Morrison provided an update, noting that the second printing of the booklet had been completed. It was further noted that the contractor had explained that the printing per booklet cost more than quoted, but given that there was an error in the quote, said that he would not charge the Local Trust Committee the extra funds.

LA-031-2011

It was **MOVED** and **SECONDED** that the Lasqueti Island Local Trust Committee authorizes staff to pay the \$474.60 invoice from Wildwood for the second printing of the Best Practices document.

CARRIED

9.2 *Lasqueti Climate Change Mitigation Workplan – attached for information*

Planner Prowse reviewed the document with the Local Trust Committee and noted that most of the items had been moved into the “Accomplishments” section as they had been completed. It was noted that Joseph Fall would be attending today’s meeting to give an update on his report to the Local Trust Committee on the Lasqueti Green House Gas Emissions Inventory, and recommended next steps.

9.3 *False Bay Parking Session and Master Plan – Current Parking Regulations*

Planner Prowse referred to her memorandum of October 7, 2011 to the Lasqueti Island Local Trust Committee which noted that the Arts Centre could accommodate parking with the consent of the Powell River Regional District which is the owner of the property.

LA-032-2011

It was **MOVED** and **SECONDED** that a letter be sent to the Powell River Regional District to request a discussion on the matter of creating parking on the Arts Centre property (Legal Description: District Lot 120, Nanaimo District (Situated On Lasqueti Island) Except That Part In Plan 9259).

CARRIED

It was noted that the funding request to embark on the Master Plan has been submitted to the Financial Planning Committee of the Islands Trust Council.

10. REPORTS**10.1 *Work Program Reports***

The Top Priorities Report and Projects Report dated October 12, 2011 was presented for review.

It was decided that the top priorities would be determined after the discussion on the Lasqueti Post Office relocation.

10.2 *Applications Log dated October 12, 2011*

Planner Prowse presented the Applications Log for review.

10.3 *Trustee and Local Expenses*

The Trustees and Local Expenses reports dated August 24, 2011 and September 21, 2011 were reviewed.

10.4 *Adopted Policies and Standing Resolutions*

It was noted that this report was not available in the agenda package. Planner Prowse noted that the only standing resolution was for the Lasqueti Island Local Trust Committee to have a yearly Community Stewardship Award.

10.5 *Chair's Report*

Chair Luckham gave his report, and the following was noted:

- The Islands Trust Executive Committee had held a meeting with the BC Ferry's Commissioner
- The National Marine Conservation Area is being created and will cover the entire area from the south of Gabriola Island down to the United States border.
- The first meeting of the new Islands Trust Council will be held in December, 2011

10.6 *Trustees' Reports*

Trustee Morrison gave her report, and the following was noted:

- The second Forage Fish Workshop will be held on Lasqueti Island on November 5, 2011
- She has met with contacts from the Post Office and the Church in regards to the post office needing to be relocated on Lasqueti.
- The Lasqueti Ferry Committee will be meeting shortly as negotiations for the contract for ferry service on Lasqueti will be coming up shortly.

11. NEW BUSINESS**11.1 *Telus – Improved Telephone Service Proposal***

Planner Prowse reported that she had received a phone call from an engineer with Telus, stating that Telus wished to improve the telephone service on Lasqueti by perhaps using telephone poles to carry phone lines instead of re-installing phone lines underground. Staff noted that the Lasqueti Official Community Plan has an advocacy policy asking communications agencies to continue the practice of placing phone lines underground or at grade, but that the Official Community Plan is not an enforceable document. The Telus Engineer noted that Telus staff were conducting a cost analysis to determine if telephone poles could be placed in areas on Lasqueti, or if phone lines should be buried. The engineer noted that Telus staff would contact Islands Trust staff with any updates on this matter.

11.2 *Affordable and Special Needs Housing Documents*

Planner Prowse referred to a memorandum dated August 8, 2011 regarding Housing Agreements on Salt Spring Island and the Islands Trust Application Guide for Affordable and Special Needs Housing, and noted that Islands Trust Council had requested this information be sent to all Local Trust Committees for information.

11.3 *2012 Meeting Schedule*

Chair Luckham noted that the Local Trust Committee meeting schedule could not be determined until after the December, 2011 Islands Trust Council meeting. It was further noted that the Local Trust Committee meeting schedule would be determined as soon as possible after the December Trust Council meeting, and that the yearly schedule would be considered for approval at the first Lasqueti Local Trust Committee meeting in 2012.

11.4 *2009 – 2011 Local Trust Committee Term in Review*

A memorandum dated September 23, 2011 summarizing the Local Trust Committee term in review was discussed.

Both Chair Luckham and Trustee Morrison stated that the lack of presence of Trustee Gobby was very much noticed, and that she has been missed. They noted that Trustee Gobby had contributed significantly to many of the items that the Local Trust Committee had accomplished, and thanked her.

11.5 *Post Office Relocation*

Trustee Morrison reported that the property on which the Lasqueti Post Office is currently situated is up for sale, therefore there is a need for the post office to move. The main contact person at the Church has offered an area on the Church property to house a new post office building. The Post Office contact person will be contacted by staff and sent a Temporary Use Permit Application Form and Guide so that a post office on the Land Based zoned

church property could be considered for a Temporary Use Permit to be in compliance with the Lasqueti Land Use Bylaw.

11.5 *Advisory Planning Commission Appointments*

Planner Prowse noted that the Advisory Planning Commissioner appointments would be expiring on November 30, 2011.

LA-033-2011

It was **MOVED** and **SECONDED** that staff advertise for expressions of interest for Advisory Planning Commissioner appointments, and that the Local Trust Committee consider the expressions of interest at the first Local Trust Committee meeting in 2012.

CARRIED

12. **BYLAWS**

There were no bylaws for consideration by the Local Trust Committee.

13. **ISLANDS TRUST WEBSITE – LASQUETI PAGE**

A copy of the Lasqueti Page of the Islands Trust Website was presented for review and changes were noted.

It was noted that Advisory Planning Commission member, Joseph Fall, attended the Local Trust Committee meeting at 1:15pm to give a progress report about the Green House Gas Inventory and Next Steps report.

14. **TOWN HALL SESSION**

John O'Halloran asked when and where Advisory Planning Commission meeting notices are posted. He stated that he does not have internet access and does not drive; and in the past, Advisory Planning Commission meetings have been held in inconvenient places on Lasqueti making it difficult for him to attend.

It was noted that Advisory Planning Commission meeting notices are advertised on the Island at the Post Office. It was further noted that the next Advisory Planning Commission meeting would be held at either the Arts Centre or the Church, and that staff would send Mr. O'Halloran a letter to advise him when and where the next Advisory Planning Commission meeting would be held.

15. **CLOSED MEETING**

LA-034-2011

It was **MOVED** and **SECONDED** that the Lasqueti Island Local Trust Committee closes the next part of the October 20, 2011 business meeting to discuss matters pursuant to Section 90(1)(d) and Section 90(1)(f) of the Community Charter to consider adoption of closed meeting minutes and an enforcement issue and that staff be invited to attend this meeting.

CARRIED

16. **RECALL TO ORDER**

Chair Luckham reconvened the meeting at 1:55pm.

It was noted that in-camera meeting minutes were adopted and a bylaw enforcement matter was discussed.

LA-035-2011 It was **MOVED** and **SECONDED** that staff request Miles Drew, Bylaw Enforcement Coordinator, to attend the next Lasqueti Local Trust Committee meeting to give an update on guest cabins on Lasqueti Island.

CARRIED

TOP PRIORITIES

The Local Trust Committee members discussed the Committee's top priorities.

LA-036-2011 It was **MOVED** and **SECONDED** that the Local Trust Committee top priorities be changed as follows:

1. Riparian Areas Regulation Compliance
2. False Bay Parking and Master Plan
3. Parking at the Arts Centre and Meeting with the Regional Director

CARRIED

17. **NEXT BUSINESS MEETING**

It was noted that the next Local Trust Committee meeting would be determined after the December, 2011 Islands Trust Council meeting.

16. **ADJOURNMENT**

The meeting was adjourned at 2:15 pm by consensus.

Recorder

Chair



Islands Trust

LASQUETI ISLAND LOCAL TRUST COMMITTEE

Visit Our Website:

www.islandstrust.bc.ca

Contact us:

northinfo@islandstrust.bc.ca

DRAFT FOR APPROVAL

PROPOSED BUSINESS MEETING SCHEDULE – 2012

THURSDAY, JANUARY 12, 2012
THURSDAY, MARCH 15, 2012
THURSDAY, MAY 3, 2012
THURSDAY, JULY 12, 2012 (OR 19)
THURSDAY, AUGUST 30, 2012 (OR SEPTEMBER 27)
THURSDAY, OCTOBER 18, 2012 (OR November 22)

THESE ARE REGULAR BUSINESS MEETINGS OF THE LOCAL TRUST COMMITTEE, WHERE ITEMS SUCH AS CORRESPONDENCE, APPLICATIONS AND BYLAWS WILL BE CONSIDERED.

ALL MEETINGS ARE OPEN TO THE PUBLIC



Memorandum

700 North Road Gabriola Island 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 December 21, 2011

File Number LA 08

To Lasqueti Island Local Trust Committee

From Linda Prowse
Planner 2
Northern Office

Re **Work Program and Priorities**

The start of a new term is an opportunity for the Local Trust Committee (LTC) to change or confirm their work program. With a new term, a new LTC Chair and a new local trustee, staff requests the LTC to confirm the priorities. The purpose of this memorandum is to provide the LTC with more information about the items currently on the work program, which includes items in the Top Three Priorities and that Projects list. **This memo can be brought back for discussion at the first on-island meeting to be scheduled sometime in March, 2012, and the Local Trust Committee can confirm the Work Program at that meeting.**

TOP PRIORITIES LIST:

As shown in the table below, the first priority is compliance with the Riparian Areas Regulation (RAR). The LTC requested funds to begin RAR mapping on Lasqueti which was turned down. Senior staff are reviewing options for all Local Trust Committees in becoming RAR compliant, and a report is expected to be available in March on this matter.

The second priority is working on a False Bay Parking and Master Plan to relieve the False Bay area of the derelict vehicle and illegal parking that is taking place in that area. Work has already taken place in regards to this project, and a memo has been attached to help explain the nature of this project. Staff suggests that the next step entail a community engagement and outreach program to obtain input from the community.

The third priority is a spin-off of the second priority, in which the Regional Director has been invited to attend the first on-island Lasqueti Local Trust Committee meeting to discuss the idea of having part of the Arts Centre priority (owned by the Powell River Regional District) to be used for public parking. Since this third priority is really an action step to further the False Bay Parking and Master Plan, and staff has already sent an invitation to the Regional Director, staff suggests that this matter be taken off the priorities list leaving an opening for a new third priority.

Table 1: Lasqueti Island Local Trust Committee Top Priorities List

Description	Activity	Staff Comments
Riparian Areas Regulation (RAR) Implementation and Compliance	Mapping potential fish bearing streams on Lasqueti and community outreach and engagement and Official Community Plan update	The funding request for RAR mapping was turned down by the Financial planning Committee. Senior Islands Trust staff are reviewing various options for Local Trust Committees to become RAR compliant, and will report back in March, 2012 with findings.

False Bay Parking and Master Plan	Various activities required, but upcoming will be community outreach and engagement	See attached memo dated July 21, 2011 summarizing what a Master Plan is, and outlining possible steps that could be taken to proceed. Note that steps 1 – 3 have taken place. Community outreach and engagement to obtain LOCAL thoughts and ideas on this matter is suggested as a next step.
Parking at Arts Centre and Meeting with Regional District Director	Meeting with Merrick Anderson to discuss the potential of using a portion of the Arts Centre lot for public parking	See attached letter dated November 9, 2011 to Merrick Anderson inviting him to this meeting. Staff will follow up with Merrick once a date for the first on-island LTC meeting in March, 2012 is confirmed.

PROJECTS LIST:

The purpose of the projects list is to keep a record of topics raised for future work by the LTC. Before any work beyond basic scoping or preliminary discussion with other agencies begins, the item should be moved to the Top Priorities list to ensure that staff resources are not being taken away from other top priorities.

Table 2: Thetis Island Local Trust Committee Projects List

Description	Activity	Staff Comments
Protocol Agreement with Sliammon First Nation	In the past, Trust Area Services staff were meeting with various First Nations in the Trust Area to discuss entering into protocol agreements	The Islands Trust Chief Administrative Officer and Director of Trust Area Services are currently working on a Trust-wide strategy to improve relationships with all Trust Area First Nations using some one-time program funding that expires on March 31. The Trust Area Services Director will report to Council on this after March 31, 2012. First Nations Protocol agreements will not proceed for now.
Enter into an informal discussion and take part in a cultural exchange with the Sliammon First Nation	Local Trustees were to have an informal meeting with Sliammon First Nation delegates.	This meeting was to take place in the summer of 2011 as Sliammon counselors were coming to Lasqueti for another meeting and the Local Trustees were invited to join. The Sliammon cancelled their summer visit to the island, and the visit and meeting has not been rescheduled.
Lasqueti Crown Lands acquisitions	There is no active application for Lasqueti Crown Land, but the Trust Fund Board (TFB) will likely move forward with one in the next year or two. The Sliammon have confirmed they have no land interest on Lasqueti, however the TFB is still trying to contact other first nations with potential land interest on Lasqueti. Since TFB staff are currently involved in a fundraising campaign for Tucker Bay on Lasqueti, that	The Islands Trust Fund is able to apply to the Provincial Government for the acquisition of Crown Land through the BC Sponsored Crown Grant Program. The TFB works with island communities to identify Crown lands mostly in need of protection, and with the support of First Nations, can then apply to the province for the transfer of the Crown Land. This project is on hold because of the fundraising campaign for Tucker Bay on Lasqueti, which is the focus of the TFB staff right now.

	is the focus right now.	
Update the Lasqueti Official Community Plan	- Update policies to protect the intertidal zone. These policies can be drafted from specific recommendations made at the Forage Fish Workshops - Adding policy requiring marinas applying for a rezoning or a development permit to provide pump out facilities - Adding advocacy policy encouraging neighbouring local governments to require that marinas servicing vessels travelling within the Trust Area install pump-out facilities when applying for rezoning or a development permit (recommendations from Trust council to all LTCs) - include provisions for food security. (recommendation from Trust Council to all LTCs)	All of these recommendations have been made by Islands Trust Council to all Local Trust Committees. No work has been done on any of these recommendations

pc Chris Jackson, Regional Planning Manager
 Attachments – False Bay Parking and Master Plan Report – July 21, 2011
 Letter to Regional Director dated November 9, 2011



700 North Road, Gabriola Island, BC V0R 1X3
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Email northinfo@islandstrust.bc.ca

Web www.islandstrust.bc.ca

July 21, 2011

FALSE BAY PARKING AND MASTER PLAN

The Lasqueti Island Advisory Planning Commission Report on Parking in False Bay – June, 2011, identified the need for a False Bay Parking and Master Plan. This report was endorsed by the Lasqueti Island Local Trust Committee at its June 30, 2011 meeting.

What is a Master Plan?

A Master Plan can be defined as a comprehensive long range plan intended to guide growth and development of a community or area within a community. The Master Plan is a policy based document and it does not regulate land use. A Master Plan is not a zoning document.

Staff suggests that the Local Trust Committee define what it wishes to accomplish in the False Bay Parking and “Master Plan”, so that there is a clear concept for the community to make their comments about and for the community to help form the document.

Staff further suggests that this Master Plan consist of a Policy document (would be in the form of an Official Community Plan amendment) AND a Regulatory document (would be in the form of a Land Use Bylaw amendment). This would ensure that parking and other land use decisions (eg. relocating the gas pump to another appropriately zoned property) can be addressed.

Assuming that the Local Trust Committee would like to accomplish parking and land use planning goals via OCP and LUB amendments, this report will:

1. Outline the purpose of a False Bay Parking and Master Plan
2. Provide a suggested process showing key actions that would take place in the processing of the Master Plan (ie. OCP/LUB amendment bylaws)
3. Estimate the potential budget to finalize a False Bay Parking and Master Plan

Part 1

PURPOSE of MASTER PLAN (What is it and what will it do?)

By working closely with the Lasqueti Island Community, the Master Plan will:

- Establish the area that will be the subject of the Master Plan
- Provide a detailed review of existing parking in False Bay
- Estimate parking supply and demand for the next 10 years
- Develop alternative models for parking other than the status quo with a focus on improving the safety and eliminating the vehicle congestion around the ferry landing
- Develop an implementation program for sustainable parking operations
- Protect the environment in False Bay by minimizing the impacts of parking facilities on air, water, land and other natural resources
- Promote efficient land use in the False Bay core area with a focus on zoning, parking, shared passenger transportation, and walking/cycling areas
- Preserve the community character by identifying what is important and how it should be protected
- Link together with other organizations such as the Powell River Regional District, the Ministry of Transportation and Infrastructure and the RCMP whose interests are affected by the False Bay Parking and Master Plan
- Lead to Official Community Plan and Land Use Bylaw amendments that focus on parking and land use in the False Bay area.

Part 2

Below is an example of how the process could unfold for creating a False Bay Parking and Master Plan.

PROCESS – FALSE BAY PARKING AND MASTER PLAN

1. LTC directs that False Bay Parking and Master Plan becomes a top priority and staff writes a preliminary report outlining the process, timelines, and budget to be presented to LTC
2. Staff presents preliminary report on purpose, timelines and budget to the LTC
3. LTC, Regional Director and APC have discussion about the "APC Report on Parking in False Bay – June, 2011" and the Staff report "False Bay Parking and Master Plan – July 21, 2011"
4. Staff presents second report including the discussion items from the August meeting with the LTC/Regional Director/APC and providing recommendations on how to proceed.
5. LTC refers preliminary and second staff reports to APC for comment and recommendations
6. APC submits comments and recommendations to the LTC
7. LTC directs staff to arrange the first Community Outreach Meeting
8. Community participation and input initiated via a Community Outreach Meeting as well as other comment collecting initiatives (eg, survey, internet form on Lasqueti website, etc.)

9. Staff presents Community Outreach Report No. 1 to the LTC, and LTC directs staff according to the community's input
10. LTC directs Staff to draft amendment to the Official Community Plan and amendment to the Land Use Bylaw
11. Staff drafts report explaining draft bylaws and presents draft bylaws to the LTC for consideration.
12. LTC gives first reading to bylaws, requests that bylaws be sent to referral agencies, and requests a second Community Outreach Meeting be arranged.
13. Community participation and input continued via a second Community Outreach Meeting in which draft bylaws are presented. Other comment collecting initiatives (eg, survey, internet form on Lasqueti website, etc.) continue. Other agencies could be invited to attend outreach meeting (eg. Ministry of Transportation staff)
14. Staff presents Community Outreach Report No. 2 and a report on the bylaw referral responses to the LTC, and LTC considers sending bylaws to public hearing.
15. Public Hearing takes place and LTC considers further readings being given to bylaws – LTC cannot accept any further public consultation
16. LTC gives Second and Third readings to bylaws and refers both bylaws to Executive Committee and the proposed OCP amendment to the Minister –
17. Executive Committee approves both bylaws and Minister approves proposed OCP amendment bylaw.
18. LTC considers adopting the amendment bylaws.

Part 3

BUDGET TO FINALIAZE FALSE BAY PARKING AND MASTER PLAN

- 1 APC Meeting – (Hall rental, advertisement/mailout, APC expenses) - \$100 (Currently \$200 in 2011-2012 Budget)
- One Community Outreach Meeting (Hall rental, advertisement/mailout) - \$80
- Survey to all Lasqueti residents – \$50
- Survey and Comment Sheet on Lasqueti and IT Websites – no charge
- Second Community Outreach Meeting (Hall rental, advertisement/mailout) - \$80
- Possibly consulting services – \$2500
- Bylaws to Public Hearing (Public Hearing Notice advertisements, hall rental, mailout) - \$1500 (bulk of this is legislative requirement to advertise in a “newspaper” and we use the Parksville News to fulfil this requirement)

ATTACHMENT NO. 2



700 North Road, Gabriola Island, 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**

Email northinfo@islandstrust.bc.ca

Web www.islandstrust.bc.ca

File No. LA-15/3

November 9, 2011

Merrick Anderson
Regional Director – Area E
Powell River Regional District
5776 Marine Avenue
Powell River, BC V8A 2M4

Dear Merrick,

Re: Parking at Lasqueti Island Arts Centre

At the October 20, 2011 Lasqueti Island Local Trust Committee meeting, the Local Trust Committee passed the following resolution:

“It was **MOVED** and **SECONDED** that a letter be sent to the Powell River Regional District to request a discussion on the matter of creating parking on the Arts Centre property (Legal Description: District Lot 120, Nanaimo District -Situated On Lasqueti Island) Except That Part In Plan 9259).”

This resolution came out of a Local Trust Committee discussion on the attached staff memo which states that the Lasqueti Island Land Use Bylaw allows expanded parking on the Arts Centre lot. The Arts Centre lot owner, being the Powell River Regional District, would need to grant permission for any expanded parking at the Arts Centre.

The Local Trust Committee would like to have a discussion with you about the feasibility of using this option of expanding the Arts Centre parking to assist in alleviating the parking situation along Main Road in the False Bay area.

The 2012 Lasqueti Island Local Trust Committee meet dates have not yet been set. Linda Prowse, our staff Planner, will contact you to advise when the first Local Trust Committee meeting will be held in the new year in hopes that you will be able to attend this meeting and have this this discussion.

In the meantime, if you have any questions or concerns, please contact Linda at 250-247-2200.

Sincerely,

A handwritten signature in dark ink, appearing to read "P. Luckham". The signature is fluid and cursive, with a large initial "P" and a long, sweeping underline.

Peter Luckham
Chair
Lasqueti Island Local Trust Committee

Attachment

pc: Lasqueti Island Local Trustees

From: Nancy Roggers
Sent: October-28-11 3:37 PM
To: Jen Gobby; Linda Prowse; Peter Luckham; Susan Ann Morrison; Becky McErlean
Cc: Craig Elder
Subject: Lasqueti expense report - Oct/11

		Budget	Spent	Balance
Invoices posted to OCTOBER 26, 2011				
640 Lasqueti	65000 Trustee Expense	1,000.00	15.08	984.92
640 Lasqueti	65200 LTC Meetings	1,000.00	194.83	805.17
	65210 APC Meetings	200.00		200.00
	65220 Communications	200.00		200.00
	65230 Special Projects	1,000.00	75.00	925.00
	65240 Miscellaneous	600.00		600.00
	TOTAL LTC Local Expense	3,000.00	269.83	2,730.17
640 Lasqueti	72300 OCP/LUB Expense	-		-

Thanks!

Nancy Roggers
 Finance Officer

Islands Trust
 #200 1627 Fort Street
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 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: December-22-11 2:41 PM
To: David Graham; Linda Prowse; Peter Johnston; Susan Ann Morrison; Becky McErlean
Cc: Craig Elder
Subject: Lasqueti expense report - December/11

Hello Trustees,

This is a summary only for the Agenda Package. Please be advised that the details of expenditures to date will be sent to you by email in January/12.

		Budget	Spent	Balance
Invoices posted to DEC 21, 2011				
640 Lasqueti	65000 Trustee Expense	1,000.00	15.08	984.92
640 Lasqueti	65200 LTC Meetings	1,000.00	319.83	680.17
	65210 APC Meetings	200.00	214.40	(14.40)
	65220 Communications	200.00	210.00	(10.00)
	65230 Special Projects	1,000.00	1,344.15	(344.15)
	65240 Miscellaneous	600.00		600.00
	TOTAL LTC Local Expense	3,000.00	2,088.38	911.62
640 Lasqueti	72300 OCP/LUB Expense	-		-

Thanks!

Nancy Roggers
 Finance Officer

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Preserving *island* communities, culture and environment

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