



Lasqueti Island Local Trust Committee Regular Meeting Agenda

Date: February 15, 2016
Time: 11:00 am
Location: Lasqueti Island Arts Centre
Main Road, Lasqueti Island, BC

	Pages
1. CALL TO ORDER	11:00 AM - 11:05 AM
2. APPROVAL OF AGENDA	11:05 AM - 11:10 AM
3. TOWN HALL AND QUESTIONS	11:10 AM - 11:25 AM
4. COMMUNITY INFORMATION MEETING - None	
5. PUBLIC HEARING - None	
6. MINUTES	11:25 AM - 11:30 AM
6.1 Local Trust Committee Adopted Minutes dated October 8, 2015 for receipt	3 - 9
6.2 Section 26 Resolutions-Without-Meeting Report dated February 1, 2016	10 - 10
6.3 Advisory Planning Commission Minutes - None	
7. BUSINESS ARISING FROM MINUTES	11:30 AM - 11:35 AM
7.1 Follow-up Action List dated February 4, 2016	11 - 13
8. DELEGATIONS - None	
9. CORRESPONDENCE - None	
<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>	
10. APPLICATIONS AND REFERRALS	11:35 AM - 12:15 PM
10.1 LA-RZ-2015.1 (KGL Freight Ltd.)	
10.1.1 Staff Report dated January 18, 2016	14 - 34
11. BREAK	12:15 PM - 12:45 PM

12.	LOCAL TRUST COMMITTEE PROJECTS	12:45 PM - 1:45 PM
12.1	Aging at Home	
12.1.1	Staff Report dated January 18, 2016	35 - 47
12.2	Riparian Areas Regulation	
12.2.1	Staff Report dated January 25, 2016	48 - 96
13.	REPORTS	1:45 PM - 2:15 PM
13.1	Work Program Reports	
13.1.1	Top Priorities Report dated February 1, 2016	97 - 97
13.1.2	Projects List Report dated February 1, 2016	98 - 98
13.2	Applications Report dated February 1, 2016	99 - 99
13.3	Trustee and Local Expense Report dated January, 2016	100 - 100
13.4	Adopted Policies and Standing Resolutions	101 - 101
13.5	Local Trust Committee Webpage	
13.6	Chair's Report	
13.7	Trustee Reports	
13.8	Electoral Area Director's Report - None	
13.9	Trust Fund Board Reports	
13.9.1	Report dated October, 2015	102 - 102
13.9.2	Report dated November, 2015	103 - 103
14.	NEW BUSINESS	2:15 PM - 2:45 PM
14.1	Land Use Consultation for Radio Communication Utilities	
14.1.1	Memorandum dated January 25, 2016	104 - 109
14.2	Ports Asset Transfer Program (False Bay)	
14.2.1	For Discussion	
14.3	Coastal Douglas Fir Conservation Strategy	
14.3.1	Briefing for meeting of February 15, 2016	110 - 135
15.	UPCOMING MEETINGS	
15.1	Next Regular Meeting Scheduled for Monday, March 14, 2016 at 11:00 am at the Lasqueti Arts Centre, Main Road, Lasqueti Island, BC	
16.	TOWN HALL	2:45 PM - 3:00 PM
17.	CLOSED MEETING - None	
18.	ADJOURNMENT	3:00 PM - 3:00 PM



Lasqueti Island Local Trust Committee Minutes of Regular Meeting

Date: October 8, 2015
Location: Lasqueti Island Arts Centre
 Main Road, Lasqueti Island, BC

Members Present Laura Busheikin, Chair
 Susan Morrison, Local Trustee
 Timothy Peterson, Local Trustee

Staff Present Marnie Eggen, Acting Island Planner
 Ann Kjerulf, Regional Planning Manager
 Dave Olsen, Recorder

Others Present There were five (5) members of the public in attendance.

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 11:02 am. She acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

6.1 “Adopted” is changed to “draft”, and “receipt” is changed to “adoption.”

13.9 Trustee Morrison’s report regarding trespass on Mount Trematon Nature Reserve

14.1 Union of B.C. Municipalities (UBCM) Grant for Age-Friendly Planning Project Funding

By general consent the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS

One member of the public spoke and the following was summarized:

A question was raised about the Local Trust Committee’s request for funding regarding the Official Community Plan and Land Use Bylaw review.

4. COMMUNITY INFORMATION MEETING - none

5. PUBLIC HEARING – none

6. MINUTES

6.1 Local Trust Committee Minutes dated July 30, 2015 for adoption.

By general consent the minutes of the Lasqueti Local Trust Committee Meeting of July 30, 2015 were adopted as presented.

6.2 Section 26 Resolutions-without-meeting - none

6.3 Advisory Planning Commission Minutes DRAFT - dated August 11, 2015 for receipt

Members of the Public advised that Milne Bay should read Mine Bay and that Peter Johnson's name should be corrected to Peter Johnston.

Received with corrections for information.

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated September 29, 2015

Acting Island Planner Eggen noted that some of the items will be addressed during the meeting.

7.2 Bylaw No. 91 - Amendment to Lasqueti Island Local Trust Committee Procedure Bylaw No. 74

7.2.1 Memorandum dated September 23, 2015

Bylaw No. 91, cited as "Lasqueti Island Local Trust Committee Meeting Procedure Bylaw No. 74, 2004, Amendment Bylaw No. 1, 2015". - For consideration of adoption.

Acting Island Planner Eggen gave an update regarding the status of this Bylaw.

A member of the public asked about coordinating with the Last Resort Society regarding telecommunications for on and off island use.

Acting Island Planner Eggen advised that staff will be talking with the Islands Trust Information Technology people and will pass this suggestion on.

LA-LTC-2015-045

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee adopt Bylaw No. 91, cited as "Lasqueti Island Local Trust Committee Meeting Procedure Bylaw No. 74, 2004, Amendment No. 1, 2015.

CARRIED

- 8. **DELEGATIONS - none**
- 9. **CORRESPONDENCE - none**
- 10. **APPLICATIONS AND REFERRALS - none**
- 11. **LOCAL TRUST COMMITTEE PROJECTS**

11.1 Riparian Areas Regulation (RAR) Implementation

11.1.1 Staff Report dated September 23, 2015

Discussion ensued regarding the budget and process. Concern was raised regarding the reassessments in terms of including seasonal water flow. It was noted that the Province directs the Qualified Environmental Professionals (QEP) regarding the assessments and that our concern could be highlighted to the new consultants.

LA-LTC-2015-046

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee revise draft Bylaw No. 90, Schedule A to rename "Watersheds with Perennial Fish Habitat" to "Watersheds with Fish Habitat," and re-categorize Boat Cove to "Watersheds with Fish Habitat."

CARRIED

LA-LTC-2015-047

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee advise the Executive Committee that it has reviewed the Directives Only Checklist and determined that Bylaw No. 90 is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

LA-LTC-2015-048

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee give first reading of Bylaw No. 90 cited as "Lasqueti Island Land Use Bylaw 78, 2005, Amendment No. 2, 2014" as revised.

CARRIED

LA-LTC-2015-049**It was MOVED and SECONDED,**

that the Lasqueti Island Local Trust Committee refer Bylaw No. 90 cited as “Lasqueti Island Land Use Bylaw 78, 2005, Amendment No. 2, 2014” to the following agencies and First Nations:

- Powell River Regional District
- Ministry of Forests, Lands and Natural Resource Operations – Ecosystems Branch
- Ministry of Agriculture
- Ministry of Forests, Lands and Natural Resource Operations - Crown Lands & Resource
- Ministry of Transportation and Infrastructure
- Sliammon First Nation
- Qualicum First Nation
- Hul'iqumi'num First Nation
- Lyackson First Nation
- Penelakut Tribe
- Stz'uminus First Nation
- Cowichan Tribes
- Halalt First Nation
- Lake Cowichan First Nation
- Snaw'Naw'As Nation

CARRIED

Acting Island Planner Eggen advised that funding for RAR is just for this fiscal year (2015/16).

Trustee Morrison noted that second reading would likely not occur in Fall 2016 and that the Work Plan Overview entries be changed as follows:

- Line 6 Deliverable/Milestone changed from “Consideration of first reading and any changes based on community consultation, agency and First Nation referrals” to “Consideration of first reading”
- Line 7 Date changed to Spring 2016
- Line 8 Public Hearing Date changed to Spring 2016
- Budget total revised to \$6800

LA-LTC-2015-050

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee endorse the Project Charter for the Lasqueti Island Riparian Areas Regulation Compliance as revised.

CARRIED

Chair Busheikin asked about funding timing.

Acting Island Planner Eggen advised that the Public Hearing needs to be held before the end of the fiscal year as no budget is allocated for the following year.

Trustee Peterson advised that the APC minutes state that a letter is to be forwarded to the Trustees. This letter has not been received to date.

A member of the public noted that the APC minutes are in draft format and may not meet again to formally adopt.

Acting Island Planner Eggen advised that the chair of the APC has reviewed the minutes.

LA-LTC-2015-051

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee continue to move forward with the third party review of the 11 watersheds as outlined in the Advisory Planning Commission referral.

CARRIED

12. BREAK

By general consent a break was not taken.

13. REPORTS

13.1 Work Program Reports

13.1.1 Top Priorities Report Dated September 29, 2015

The report was received.

13.1.2 Projects List Report Dated September 29, 2015

The report was received.

13.2 Applications Report Dated September 29, 2015

The report was received.

13.3 Trustee and Local Expense Report Dated September, 2015

The report was received.

13.4 Adopted Policies and Standing Resolutions

Chair Busheikin noted that this item is a reminder.

13.5 Local Trust Committee Webpage

Regional Planning Manager Kjerulf noted that the webpage will be updated soon.

Acting Island Planner Eggen noted that correspondence will also be added.

13.6 Chair's Report

Chair Busheikin gave her report.

13.7 Trustee Reports

The trustees gave their reports.

13.8 Electoral Area Director's Report - none

13.9 Trust Fund Board Report dated August, 2015

Trustee Morrison spoke to the report.

David Slik commented that there is an active mine claim next to the Mount Trematon Nature Reserve.

14. NEW BUSINESS

14.1 UBCM Grant for Age-Friendly Planning Project Funding

LA-LTC-2015-052

It was MOVED and SECONDED,
that the Lasqueti Island Local Trust Committee approve the development of an application for the Union of B.C. Municipalities Age Friendly Community Development Grant.

CARRIED

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Thursday, December 3, 2015 at 11:00 am at the Lasqueti Arts Centre, Main Road, Lasqueti Island, BC

16. TOWN HALL

Five members of the public spoke and the following summary was recorded:

A request was made for the Chair reports to be submitted to the minute taker to be included in the minutes.

Trustee Morrison offered to put these reports on the Lasqueti email list.

Chair Busheikin suggested it could be attached to the agenda.

A question was raised as to whether the LTC would be willing to adopt the final Report of Truth and Reconciliation Committee (TRC) recommendations.

Trustee Morrison suggested that the Islands Trust Executive Committee would be the body to address and adopt them.

Chair Busheikin noted that the TRC report has 16 recommendations that apply to local and regional governments. One of the recommendations is to offer professional development for public servants.

17. CLOSED MEETING - none

18. ADJOURNMENT

By general consent the meeting was adjourned at 12:33 pm.

Laura Busheikin, Chair

Certified Correct:

Dave Olsen, Recorder



Islands Trust

Print Date: February 1, 2016

Resolutions Without Meeting

Lasqueti Island

Resolution #	Action	Resolution Description	Resolution Date
2015-04	In Favour	"That the Lasqueti Island Local Trust Committee appoint Doane Grinnel to the Lasqueti Island Advisory Planning Commission for a term beginning June 1, 2015 and ending April 9, 2018."	27-May-2015
2015-05	In Favour	"That the Lasqueti Island Local Trust Committee cancel the Local Trust Committee Regular Business Meeting scheduled for Thursday, December 3, 2015."	23-Nov-2015
2015-06	In Favour	"THAT the Lasqueti Island Local Trust Committee schedule its 2016 regular business meetings to be held at the Lasqueti Island Arts Centre beginning at 11:00 AM on the following dates: Monday, February 15, 2016; Thursday, March 3, 2016; Monday, April 18, 2016 Thursday, June 9, 2016; Monday, August 8, 2016; Thursday, October 6, 2016; Monday, November 28, 2016."	23-Nov-2015
2015-07	In Favour	"That the Lasqueti Island Local Trust Committee adopt the minutes of its regular business meeting of October 8, 2015, as attached."	14-Dec-2015
2015-08	In Favour	"THAT the Lasqueti Local Trust Committee request that the Executive Committee write a letter to the new Minister of Transport Canada, Honourable Marc Garneau, requesting a reversal of the decision to include False Bay in the Port Asset Transfer Program due to the fact that this facility is vital to the community as it is the only dock facility providing public transportation access to and from Lasqueti Island."	10-Dec-2015
2016-01	In Favour	"THAT the Lasqueti Local Trust Committee approve budget allocation of \$2,500.00 from the 2015-16 OCP/LUB budget to meet the third party assessment and public hearing needs of the Riparian Areas Regulation Implementation project".	08-Jan-2016
2016-02	In Favour	"THAT the Lasqueti Island Local Trust Committee reschedule its Regular Business Meeting of Thursday, March 3, 2016 to Monday, March 14, 2016".	08-Jan-2016

Follow Up Action Report

Lasqueti Island

14-May-2015

No.	Activity	Responsibility	Target Date	Status
1	Staff to advertise, including within the Lasqueti Local Trust Area, for membership in a BOV appointed jointly with other LTCs in the Northern Region.	Becky McErlean Lisa Webster-Gibson	30-Jun-2015	On Going

15-Jun-2015

No.	Activity	Responsibility	Target Date	Status
1	Staff to prepare a letter to Transport Canada regarding the Ports Asset Transfer Program - False Bay Public Port Facility. And forward the Transport Canada letter dated May 14, 2015 to the PRRD.	Marnie Eggen	30-Jun-2015	On Going
1	Staff to research options for moving forward with draft bylaw no. 90 and future mapping/watershed assessments without the need for formal bylaw amendments.	Marnie Eggen	13-Jul-2015	Done
1	Staff to draft an amendment bylaw to amend the 'Lasqueti Island Local Trust Committee Fees Bylaw, 2009' to reduce the development variance permit fee to \$150.00 in respect of setback and screening regulations for streams (both RAR and non RAR streams) and that the reduction apply to residential, commercial, industrial, and institutional development.	Marnie Eggen	08-Oct-2015	On Going

30-Jul-2015

No.	Activity	Responsibility	Target Date	Status
1	Staff to provide info to LTC re: APC bylaw and increasing public notification period from 72 hours to at least 5 days.	Sonja Zupanec	30-Sep-2015	On Going

**Follow Up Action Report**

1	Staff to bring draft Bylaw No.90 with revisions to LTC for consideration of 1st reading.	Marnie Eggen	30-Sep-2015	Done
1	Staff to enter into a contract with a QEP to undertake a 3rd party review of watersheds, including Hadley Creek, once APC has prioritized the watersheds.	Marnie Eggen	30-Sep-2015	Done
1	APC referral recommendation to be considered by LTC via RWM. (considered at Oct. 8 mtg)	Becky McErlean Marnie Eggen	30-Sep-2015	Done

08-Oct-2015

No.	Activity	Responsibility	Target Date	Status
1	The Lasqueti Island Local Trust Committee adopted Bylaw No. 91 cited as "Lasqueti Meeting Procedure Bylaw No. 74, 2004, Amendment No. 1, 2015." Staff to undertake necessary admin follow up post bylaw adoption.	Becky McErlean	09-Nov-2015	On Going
1	Staff to provide info (procedural & technological) to Local Trust Committee regarding holding electronic meetings for Lasqueti LTC.	Becky McErlean Sonja Zupanec	18-Dec-2015	On Going
1	Staff to revise draft Bylaw No. 90 Schedule A with regard to the Legend categories. Bylaw No. 90 was given 1st reading, October 8th as revised.	Becky McErlean Marnie Eggen	16-Oct-2015	Done
1	Staff to advise Executive Committee that Bylaw No. 90 is not contrary to or at variance with the Islands Trust Policy Statement.	Marnie Eggen	16-Oct-2015	Done
1	Lasqueti LTC refer Bylaw No. 90 to agencies and First Nations.	Becky McErlean Marnie Eggen	30-Oct-2015	Done
1	Staff to update the RAR Compliance Project Charter as revised and with LTC endorsement.	Marnie Eggen	16-Oct-2015	Done
1	Staff to develop and submit an application for the Age Friendly Community Planning grant, subject to confirmation of community interest.	Marnie Eggen	30-Oct-2015	Done



Follow Up Action Report

STAFF REPORT

Date: January 18, 2016

File No.: LA-RZ-2015.1 (KGL
Freight Services Ltd.)

To: Lasqueti Island Local Trust Committee
For meeting February 15, 2016

From: Sonja Zupanec, Island Planner

Copy: Keith Morris, Applicant
Ann Kjerulf, Regional Planning Manager

Re: Commercial Rezoning Application for 1 Weldon Road, Lasqueti Island

Owner: KGL Freight Services Ltd.

Applicant: Keith Morris

Location: LOT D, SECTION 31, LASQUETI ISLAND, NANAIMO DISTRICT, PLAN
9259 (1 Weldon Road, Lasqueti Island PID 005-600-081)

THE PROPOSAL:

To rezone a 0.4 hectare (0.7 acre) lot from 'Land Based' (LB) to a commercial zone to permit a full service gas station, a laundromat, a convenience store, water sales, public washrooms and one residence.

BACKGROUND:

The subject property is currently for sale. The owner has made a commitment to a potential buyer to rezone the subject parcel prior to the completion of a sale and is requesting a commercial zone that will permit a full service gas station, a laundromat, convenience store, water sales and one dwelling. The applicant is proposing to relocate existing fuel tanks and pumps from the adjacent hotel property to the subject property to alleviate congestion and improve traffic safety on the ferry hill during peak ferry travel hours; and to relocate the existing house to a different location on the subject property. The applicant met with planning staff in the pre-application stage in January 2015 and submitted an application in September 2015 and has been working with planning staff since then to meet the submission requirements for the application.

The purpose of this staff report is to give the Local Trust Committee (LTC) a comprehensive preliminary overview of the proposal and options for next steps.

SITE CONTEXT:

The 0.4 hectare subject property is less than 30 metres (100 ft) from the ferry dock in False Bay and directly adjacent to the hotel/pub which currently houses the fuel pumps (Figure 1). The hotel property is also owned by the same owner but part of a different sale negotiation as the subject property. The subject property is currently used for vehicle and equipment storage, the following buildings and structures are sited on the subject property:

- the fuel tank that supports the existing fuel pumps.
- a portion of the infrastructure for sewage treatment for the Hotel (and dwelling);
- the well that services the subject property and adjacent hotel property;
- a small tire/mechanic shop;
- a dwelling; and
- a generator shed.



Figure 1. Subject property aerial imagery 2011

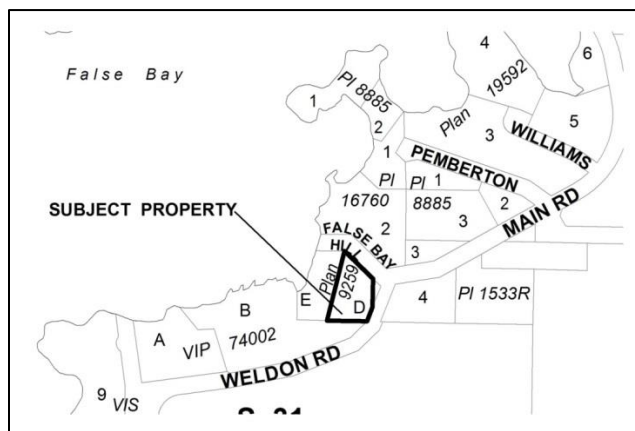


Figure 2. Subject property map.

The small triangular corner lot C along the eastern border of the subject property is owned by the Powell River Regional District for fire protection purposes. The applicant has donated a water tank for use by the Lasqueti volunteer fire department for use on Lot C.

The applicant is requesting a rezoning for the intended uses, but has made it clear to staff that the new prospective buyers would be responsible for developing the lot according to their preferences. For this reason the applicant has not submitted floor plans; a scaled site plan; building elevation details, water usage estimates or septic/well verification. These are standard rezoning application requirements as per the Islands Trust rezoning application guide and the Lasqueti Island Official Community Plan (OCP) guidelines pertaining to commercial rezoning applications. Figure 3 is a site plan for the proposed rezoning received by planning staff on January 11, 2016.

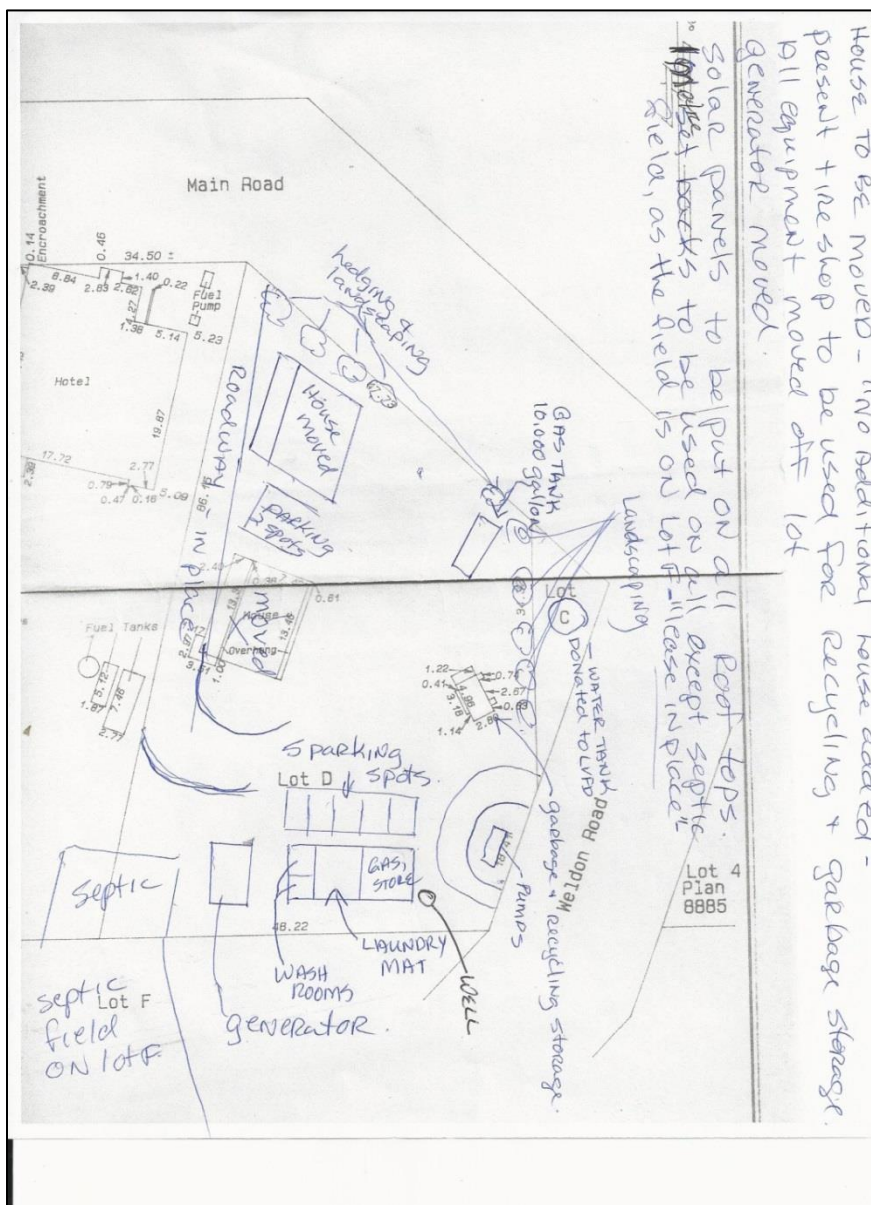


Figure 3. Applicant's site plan for proposed rezoning.

CURRENT PLANNING STATUS OF SUBJECT LANDS:

Islands Trust Policy Statement:

The proposal is not at variance with policies in the Islands Trust Policy Statement. Once an amending bylaw is ready for first reading, staff will provide to the LTC a completed copy of the Policy Statement Directives Checklist.

Official Community Plan

The subject property is designated 'Land Based' in the OCP (Figure 4).

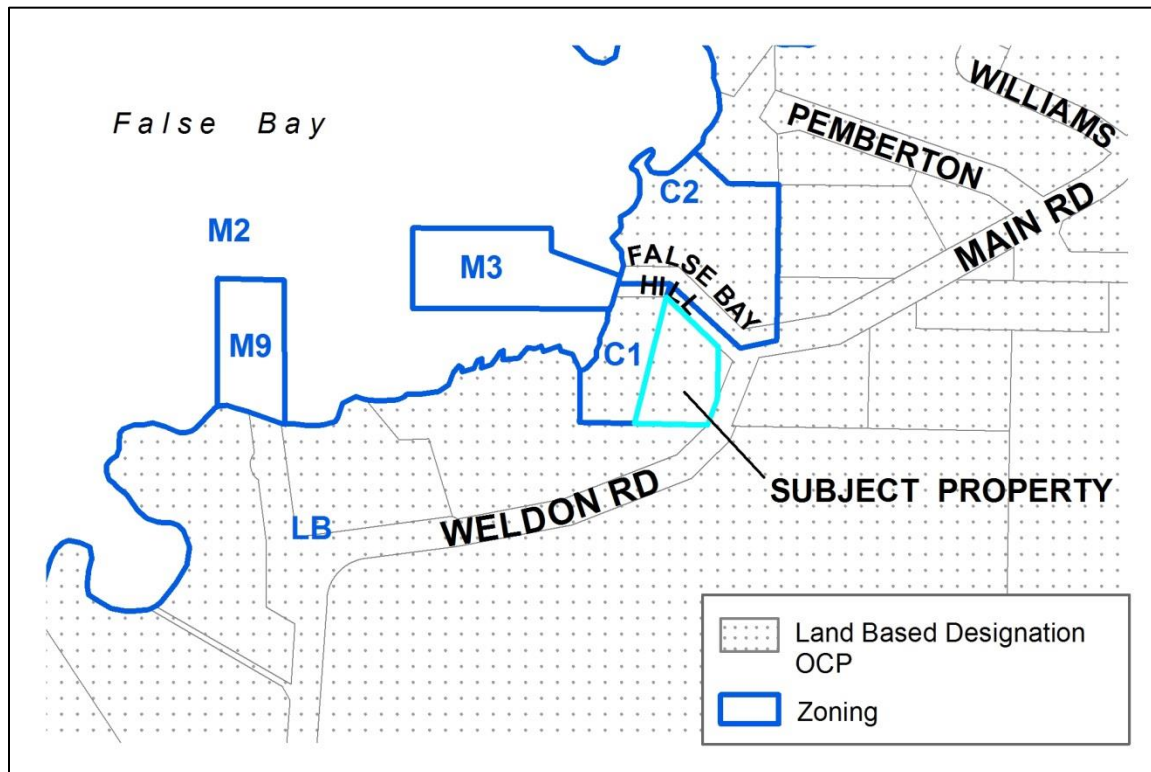


Figure 4. Zoning and OCP designations in the ferry dock neighbourhood.

OCP policies were developed by the Lasqueti community for the purposes of providing direction to staff and decision makers on critical community and land use planning matters. The following OCP policies pertain directly to the proposed rezoning and the staff comments are applicable to the LTC's consideration of this proposal:

Section 3.2 Enterprise and Resource: Commercial, Industrial, Agricultural and Forestry Land Use

Policy 2 Economic activities should provide adequate sewage disposal systems that prevent contamination or degradation (to) the environment.

The applicant has stated that all proposed uses requiring septic (washrooms, laundromat, dwelling) would utilize the existing septic system currently in operation for the hotel property on the adjacent lot. The septic system infrastructure spans three lots in total (refer to Figure 3. Site plan). The applicant has indicated that at the time of construction of the hotel, the septic system was overbuilt to accommodate greater future capacity. Staff has requested the applicant provide written verification from a registered onsite waste water practitioner (ROWWP) that the current

condition of the septic system can support the estimated maximum volume of sewage from the proposed uses on the subject property. The applicant is not willing to hire a qualified professional for this purpose as he feels the new owners will ensure the build out of the subject property will comply with septic requirements.

In order for the LTC to deem the proposal in compliance with Section 3.2 Policy 2 of the OCP, written verification from a qualified professional stating that the existing sewage disposal system can meet the needs of the proposed uses is strongly recommended.

Policy 4 The siting of commercial and industrial buildings should be at reasonable distances from lot lines to ensure a degree of privacy and the quiet tranquility consistent with a rural environment.

The applicant is requesting 1.0 metre setbacks from all lot lines. In comparison, the C1 and C3 zones on Lasqueti have no setback regulations. The C2 zone has a 5.0 metre setback from all lot lines.

The wording of Policy 4 suggests setbacks be regulated, therefore any amending bylaws drafted for this proposal should regulate a minimum 1.0 metre setback from all property lines for all buildings and structures. Setbacks for a well or sewage disposal system will be required and Vancouver Health Authority will be a referral for any bylaws moving forward.

Policy 6 Rezoning procedures for commercial and industrial application proposals are contained in the development and procedure bylaw of the Lasqueti Island Local Trust Committee; such proposals should be referred to the Advisory Planning Commission for review prior to final consideration by the Lasqueti Island Local Trust Committee.

Staff recommends any amending bylaws be referred to the Advisory Planning Commission prior to consideration of first reading.

Policy 10 In the review of commercial and industrial zoning applications the applicant should provide:

- ***Adequate off-street vehicle, motorcycle and bicycle parking;***

The applicant is proposing a 1200 sqft gas station/retail store and a minimum of five vehicle parking spaces as indicated on the revised site plan (Figure 3). The closest fit in the existing parking regulations (Section 3.3 in the Lasqueti LUB) for the proposed uses is 'retail sales' which requires one standard vehicle spot per 250 square feet, one of which must meet disabled parking standard requirements. As the on-street parking congestion in this neighbourhood is high, a new amending bylaw should clearly specify the number of off-street parking spaces required for the proposed uses (residential and commercial) and address motorcycle and bicycle parking.

- ***Adequate fire protection measures;***

The applicant has donated a water tank for use by the Lasqueti Volunteer Fire Department to be sited on the adjacent property (Lot C) owned by the Powell River Regional District.

- ***Adequate proof of sewage disposal capability;***

The applicant has provided verbal confirmation that the existing system can support greater volumes of sewage. Staff does not consider this 'adequate proof' consistent with the OCP policy. The septic system currently spans three separately titled lots with potentially three different owners and no registered easements in place for the purposes of sewage disposal over these lands.

- ***Adequate potable water supply and water conservation measures;***

The applicant has provided verbal confirmation that the existing well can support the new proposed uses (laundromat; public washrooms) as well as the existing uses (hotel). Staff has requested written verification by a qualified professional to confirm an adequate supply of potable water for the uses intended; however, the applicant has chosen not to provide this information on the premise that he will not be developing the site on the behalf of the new owners. Furthermore, no assurances through a registered easement are proposed to protect the hotel property's access to the subject property's well.

- ***A plan showing:***

- *Location and size of all buildings,*
- *The extent of the clearing of the area proposed to be zoned,*
- *That rural character is retained: setbacks of building, structures, parking, septic fields, sewage, sink waste or any other waste disposal system from lot lines,*
- *Road rights of way,*
- *Proposed and existing screening,*
- *Location of outhouse/toilet facilities for public use if appropriate,*
- *Locations planned for sources of power generation,*
- *Location of waste disposal specifying provisions for organic, inorganic and toxic wastes,*
- *High tide marks, lakes, watercourses, springs, swamps or sources of potable water,*

As there are no Development Permit guidelines for commercial properties on Lasqueti there is no mechanism to ensure that the proposal will address these fundamental planning issues to the satisfaction of the community at the time of build out. Staff has been working with the applicant for several months on obtaining an adequate site plan and the final revision was submitted January 2016 (see Figure 3). The locations of the proposed uses are indicated for the general purposes of developing a new commercial zone for the subject property. The site plan is not to scale and is the applicants' best guess as to how the property would be developed with the new zoning in place, by the new owner(s).

- ***How the rural character, scale and density of development is in keeping with the character of the surrounding properties;***

As there is no Development Permit (DP) for commercial development on Lasqueti Island, and details on building elevations or floor plans were not provided by the applicant, rural character, scale and density cannot be evaluated for this proposal.

- ***Identify measures to reduce noise levels;***

The applicant is proposing that the new owner may maintain operating hours of 3pm – 7pm; five days per week with minimal use of generators and install solar panels to all roofs. The LTC cannot require either of these conditions without a DP or restrictive covenant registered on the title of the subject property.

- ***Planned hours and days of operation (in particular any noise-making sources, e.g. cars, generators, machinery);***

The applicant is proposing that the new owner may maintain operating hours of 3pm – 7pm; five days per week with minimal use of generators and install solar panels to all roofs. The LTC cannot require either of these conditions without a DP or restrictive covenant registered on the title of the subject property

- ***Consideration of effect on island and neighbourhood services, ferry, phone, water sources, roads and traffic noise and visual impact; and***

The proposed uses on the subject property would alleviate congestion on Ferry Hill and are thought to improve traffic safety during peak ferry times. There is general community support for the relocation of the fuel tanks to the subject property for this purpose however traffic impacts on Weldon Road are not known.

- ***Be compatible with objectives of this Bylaw.***

The proposed uses are compatible with the objectives of the OCP.

Section 3.7 Community Servicing and Utilities

Objective 4 To encourage the provision of adequate and appropriate community services and amenities on the island.

The proposal addresses this objective of the OCP. There are currently no public washrooms in the neighbourhood for waiting ferry passengers, no laundromat, and a demonstrated need to relocate the fuel tanks to a less congested location. The adjacent hotel property zoned C1 currently allows for fuel tanks and a laundromat. These uses could be removed from the C1 zone and transferred to a new zone for the subject property in order to ensure appropriate community services in the specified locations.

Policy 3 Community services should provide a level and be conducted in a manner appropriate to the Island's needs.

The proposal addresses this objective of the OCP.

Land Use Bylaw

The subject property is currently zoned 'Land Based' (LB) in the Lasqueti Island Land Use Bylaw (LUB) and the adjacent commercial properties are zoned C1 and C2 (see Attachment 1 for reference). The proposal does not fit any of the existing commercial zones in the Lasqueti LUB and would require a new commercial zone (for example C4) to prescribe the permitted uses, setbacks, lot coverage or floor area restrictions for this proposal.

The applicant is requesting a new commercial zone for the subject property to permit fuel sales, fuel storage, retail sales, a laundromat and dwelling. These provisions are also currently permitted in the C1 zone. The duplication of permitted uses, specifically retail fuel sales; fuel storage and laundromat in a new commercial zone directly adjacent to the existing C1 zone is not recommended. The C1 zone should be amended as a part of the subject property rezoning.

Islands Trust Fund:

A referral of any amending bylaws to the Trust Fund is not required.

Regional Conservation Plan:

The proposed rezoning is not applicable to the Regional Conservation Plan.

Sensitive Ecosystems and Hazard Areas:

The subject property is within 30 metres of the False Bay shoreline which is classified as a 'low rock boulder shoreline'.

The subject property and surrounding area is classified as a 'Woodland' (WD) in the Islands Trust Sensitive Ecosystem Mapping (SEM) database.

Archaeological Sites:

The subject property is within 13 metres (44 ft) of the closest archeological site along the foreshore of False Bay. The Lyackson First Nation was given an early referral of the proposed rezoning in November 2015. Referral staff requested photos of the subject property and noted the property has already been significantly impacted by development and that they would likely not have concerns with the proposed rezoning. Any draft amending bylaws should be referred to First Nations for formal review and comment.

Covenants:

There are no covenants registered on the subject property.

Bylaw Enforcement:

There are no pending bylaw enforcement files on the subject property. Staff does not anticipate a need to refer draft amending bylaws to Bylaw Enforcement.

Climate Change Mitigation and Adaptation

The LTC has not yet developed criteria for assessing zoning amendment applications from the perspective of climate change adaptation and mitigation. The applicant has been asked to verify water conservation measures that could be in place for the proposed development but none were received at the time of report preparation. Any amending bylaws cannot require the new owner to implement water conservation measures for the proposed uses (i.e. low flow toilets; washing machines; fixtures) unless it was part of a Development Permit process or restrictive covenant registered on the title of the subject property.

Other:

Staff requested and received a 'Site Profile for Contaminated Sites' from the applicant (Attachment 3) as per section 40 of the *Environmental Management Act*. A site profile is required if a property has been used or is used for Industrial or commercial purposes and is submitted to a local government when a development application is made for the subject property or if the property is intended to be sold. Staff has forwarded a copy to the provincial site profile registry for filing. The applicant would be required to submit a 'Site Profile' for contaminated sites for the hotel property if the LTC decides to modify the existing C1 zone provisions at the same time as the subject property rezoning. More information about the Provincial Site Profile System is available at http://www.env.gov.bc.ca/epd/remediation/fact_sheets/pdf/fs19.pdf.

COMMUNITY CONSULTATION:

In February 2015 the applicant hosted a community information meeting regarding their proposal. Four members of the public attended and expressed support for the intent of the application. The issue of potential competition of the proposed convenience store with the existing store was raised. One letter of support has already been received regarding this application (Attachment 2). The applicant has noted that the fire chief is intending to submit a letter of support and it will be presented to the LTC when available.

A Community Information Meeting hosted by the LTC should be held prior to first reading of any amending bylaws. This would allow opportunity for the public to learn about the details of the proposal and for the LTC to hear from members of the public.

STAFF COMMENTS:

The proposal to move the existing fuel tanks from the hotel property to the subject property and transfer/allow for commercial uses is generally supportable to alleviate traffic and safety concerns on Ferry Hill Road and allow for an expanded commercial land base adjacent to the ferry docks.

The role of planning staff is to provide land use planning recommendations to the LTC, who in turn are tasked with making fair, evidence based decisions on behalf of residents of Lasqueti Island. Some elements of fair decision making are legal, for example the need for the applicant to submit a site profile for contaminated sites before a rezoning can be approved. Some elements of fair decision making are based on trustees and staff knowing, and following, best practices. The applicant has been asked to submit a standard quantity and quality of information to support their application, consistent with Trust Council's policies regarding procedural fairness; the policies of the Lasqueti OCP and application requirements of the Islands Trust rezoning application guide. This information can then be thoroughly evaluated by staff, the LTC and relevant referral agencies and First Nations.

The applicant for this proposal is opposed to providing the standard level of detail the Islands Trust requires, as the intent is to sell the subject property and leave the actual commercial development to the new owners. The applicant feels that the onus should be on the new owners to develop the properties within the confines of the new zoning and capacity of existing infrastructure.

Below is a list of options for the LTC to consider, based on the detailed overview of the proposal in this report, legal requirements and best practices. Staff recommends the LTC proceed with Option A in order to advance the application to the stages of draft bylaw amendment:

OPTION	DESCRIPTION	IMPLICATIONS
A.	Simultaneously amend the existing C1 zone to limit the uses to hotel and retail sales only and create a new commercial zone for the subject property to allow laundromat; fuel sales; retail sales and a dwelling.	- Requirement for a 'Site Profile for Contaminated Sites' for the hotel property. - Additional information from applicant for: 1) registered onsite waste water practitioner (ROWWP) verifying septic capability ; 2) registration of easements to protect septic infrastructure on adjacent Lots E and F and well infrastructure across Lots D and E; 3) qualified professional verification that existing well location, condition can meet the existing and proposed development needs for quantity and potability. - No duplication of zoning provisions on adjacent lots. - Need to create a new commercial zone for Lasqueti LUB.
B.	Retain existing C1 zone on hotel property and create a new commercial zone for the subject property to allow laundromat; fuel sales; retail sales and a dwelling.	- Additional costs to applicant for qualified professional verification of septic and water capability and easements to protect infrastructure across lot lines. - Duplication of zoning provisions on adjacent lot. - Need to create a new commercial zone for Lasqueti LUB.
C.	Proceed with options A or B and waive the need for recommended professional verification of septic and water or registration of easements to protect servicing infrastructure.	- Requirement for a 'Site Profile for Contaminated Sites' for the hotel property for Option A. - No additional costs to applicant. - LTC should be prepared to clearly document their rationale to proceed with the application despite standard application procedures; the direction of their OCP and Trust Council policies surrounding procedural fairness. - Staff will be acting under the direction of the LTC in responding to any agency or First Nations concerns on the absence of evidence to support the proposal. - Potential future complaints about LTC transparency; administrative fairness in how other rezoning applications are processed; potential legal and/or personal liability claims.

RECOMMENDATIONS:

THAT the Lasqueti Island Local Trust Committee request staff to notify the applicant that further consideration of rezoning application LA-RZ-2015.1 (KGL Freight Ltd.) will be on condition of the applicant submitting the additional information outlined in 'Option A' of the staff report dated January 20, 2016.

Prepared and Submitted by:

Sonja Zupanec

January 20, 2016

Date

Concurred in by:

Ann Kjerulf

January 25, 2016

Ann Kjerulf, MCIP, RPP
Regional Planning Manager

Date

Attachments:

1. Lasqueti Island Land Use Bylaw excerpts: LB, C1, C2
2. Email from Merrick Anderson
3. Site profile for subject property

Attachment 1. Lasqueti Island Land Use Bylaw excerpts

4.2. LAND BASED (LB)

(1) Permitted Uses

Except where otherwise regulated in this Bylaw, the following uses and no others shall be permitted on any parcel of land:

- (a) Residential;
- (b) Agriculture;
- (c) Forestry;
- (d) Mariculture facilities;
- (e) Home enterprise, subject to Subsection 3.6;
- (f) Slipways.

(2) Maximum Number and Size of Buildings and Structures

Except where otherwise regulated in this Bylaw, the following buildings and structures and no others are permitted on any parcel of land.

- (a) Dwellings, subject to Subsection 3.9;
- (b) Agricultural accessory buildings and structures necessary for the operation of a farm, including accessory buildings that contain temporary living quarters for transient agricultural workers;
- (c) Accessory buildings and structures;
- (d) Other non-residential buildings and structures to accommodate the permitted uses set out in this zone.

(3) Regulations

Sewage generated in the Institutional¹ zone may be disposed of on an adjacent Land Based zoned lot.

4.4. COMMERCIAL 1 (C1)

(1) Permitted Uses

The uses permitted in Section 4.2 plus the following uses and no others are permitted in the Commercial 1 zone:

- (a) Retail sales,
- (b) Restaurant,
- (c) Licensed lounge,
- (d) Hotel sleeping units,

Lasqueti Island Land Use Bylaw No. 78, 2005

Page 12

- (e) Retail fuel sales,
- (f) Fuel storage,
- (g) Laundromat

(2) Maximum Number and Size of Buildings and Structures

The buildings and structures permitted in Section 4.2 plus the following buildings and structures and no others are permitted in the Commercial 1 zone:

- (a) The maximum number of hotel sleeping units shall not exceed 12 units;
- (b) The floor area of all buildings shall not exceed 810 square metres (8719 square feet).
- (c) Accessory commercial buildings and structures;
- (d) Other non-residential buildings and structures to accommodate the permitted uses set out in this zone.

4.5. COMMERCIAL 2 (C2)

(1) Permitted Uses

The uses permitted in Section 4.2 plus the following uses and no others are permitted in the Commercial 2 zone:

- (a) Retail sales,
- (b) Bakery,
- (c) Restaurant,

(2) Maximum Number and Size of Buildings and Structures

The buildings and structures permitted in Section 4.2 plus the following buildings and structures and no others are permitted in the Commercial 2 zone:

- (a) One (1) principal commercial use building not to exceed 93 square metres (1001 square feet),
- (b) Density of one retail business per parcel of land or one for every four (4) hectares,
- (c) Maximum restaurant seating capacity of 40 persons,
- (d) Accessory commercial buildings and structures not exceeding 93 square metres (1001 square feet) of floor area to accommodate the permitted uses set out in this zone,
- (e) One (1) dwelling per parcel of land,
- (f) On split zoned parcels of land equal to or greater than 4 hectares of land area, residential density provisions are subject to Section 3.10,
- (g) Despite Section 3.9 two (2) dwellings are permitted on Lot 2, Plan 16760, Section 31, Lasqueti Island.

(3) Minimum Setback Requirements for Buildings and Structures

The minimum setback for commercial use buildings or structures except for a sign, fence, or pump/utility house is:

- (a) 5 metres (16.4 feet) from any lot line.

Attachment 2 – Email from Merrick Anderson

From: Merrick Anderson REDACTED
Date: December 23, 2015 at 1:59:15 PM PST
To: Susan <smorrison@islandstrust.bc.ca>, Timothy Peterson
<tpeterson@islandstrust.bc.ca>
Cc: Kathy Bond REDACTED
Subject: rezoning for gas pumps

Good Day Susan and Tim,

I am writing to support Kathy and Keith in their request to have the property off of Weldon Rd. re-zoned to allow the fuel to be dispensed from a new pump location there. We are all aware of the extreme public safety hazard that occurs regularly when the gas lineup on the False Bay hill is competing with the ferry traffic in the hour between 3:30 and 4:30 on Ferry days. There has been talk of moving the pumps for years, and now they tell me they would like to have the shift completed by next summer. Please do all you can to expedite this re-zoning so we can give the guardian angels a break! Many thank in advance for moving this along, and Seasons Greetings to you and your's,
Sincerely, Regional Director M. Anderson

04/02/2011 04:59 2504002627

KATHY BOND

PAGE 01/07

HENSON EUPHON

PAY: 250-247-7514

SCHEDULE 1 Site Profile

Version 4.0

Introduction

Under section 40 of the *Environmental Management Act*, a person who knows or reasonably should know that a site has been used or is used for industrial or commercial purposes or activities must in certain circumstances provide a site profile.

Schedule 2 of the Contaminated Sites Regulation sets out the types of industrial or commercial purposes or activities to which site profile requirements apply.

If section 40 of the *Environmental Management Act* applies to you and you know or reasonably should know that the site has been used or is used for one of the purposes or activities found in Schedule 2 of the Contaminated Sites Regulation, you may be required to complete the attached site profile.

Notes/Instructions

Persons preparing a site profile must complete Section I, II and III, answer all questions in sections IV through IX, and sign section XI. If the site profile is not satisfactorily completed, it will not be processed under the *Environmental Management Act* and the Contaminated Sites Regulation. Failure to complete the site profile satisfactorily may result in delays in approval of relevant applications and in the postponement of decisions respecting the property.

The person completing this site profile is responsible for the accuracy of the answers. Questions must be answered to the best of your knowledge.

Section 27 (1) of the *Freedom of Information and Protection of Privacy Act* requires that provision of personal information concerning an individual must be authorized by that individual. Persons completing the site profile on behalf of the site owner must be authorized by the site owner.

One (1) site profile may be completed for a site comprised of more than one titled or untitled parcel, but individual parcels must be identified.

The latitude and longitude (accurate to 0.5 of a second using North American Datum established in 1983) of the centre of the site must be provided. Also, please attach an accurate map, containing latitude, longitude and datum references, which shows the boundaries of the site in question. Please use the largest scale map available.

If the property is legally surveyed, titled and registered, then all PID numbers (Parcel Identifiers – Land Title Registry system) must be provided for each parcel as well as the appropriate legal description.

If the property is untitled Crown land (no PID number), then the appropriate PIN numbers (Parcel Identification Numbers – Crown Land registry system) for each parcel with the appropriate land description should be supplied.

If available, the Crown Land File Number for the site should also be supplied.

Anything submitted in relation to this site profile will become part of the public record and may be made available to the public through the Site Registry as established under the *Environmental Management Act*.

Under section 43 of the *Environmental Management Act*, corporate and personal information contained in the site profile may be made available to the public through the Site Registry. If you have questions concerning the collection of this information, contact the Site Registrar, at site@gov.bc.ca. For questions on site profiles, please send a message to siteprofiles@gov.bc.ca.

04/02/2011 04:59 2504002627

KATHY BOND

PAGE 02/07

I. CONTACT IDENTIFICATION**A. Name of Site Owner:**

Last _____ First _____ Middle Initial(s) _____ (and/or, if applicable)

Company KGL Freight Services Ltd.Owner's Civic Address 1 WELDON RoadCity Lasqueti Island Province/State BCCountry CANADA Postal Code/ZIP V0R 2T0**B. Person Completing Site Profile (Leave blank if same as above):**Last MORRIS First KEITH Middle Initial(s) B (and/or, if applicable)Company KGL Freight Services Ltd.**C. Person to Contact Regarding the Site Profile:**Last BOND First KATHY Middle Initial(s) L (and/or, if applicable)Company KGL Freight Services Ltd.Mailing Address #1 WELDON RoadCity Lasqueti Island Province/State BCCountry CANADA Postal Code/ZIP V0R 2T0Telephone (250) 792-5000 Fax (250) 333-8512**II. SITE IDENTIFICATION**

Please attach a site location map

All Property

Coordinates (using the North American Datum 1983 convention) for the centre of the site:

Latitude: Degrees _____ Minutes _____ Seconds _____

Longitude: Degrees _____ Minutes _____ Seconds _____

Please attach a map of appropriate scale showing the boundaries of the site.

For Legally Titled, Registered Property

Site Street Address (if applicable) _____

City _____ Postal Code _____

mapi

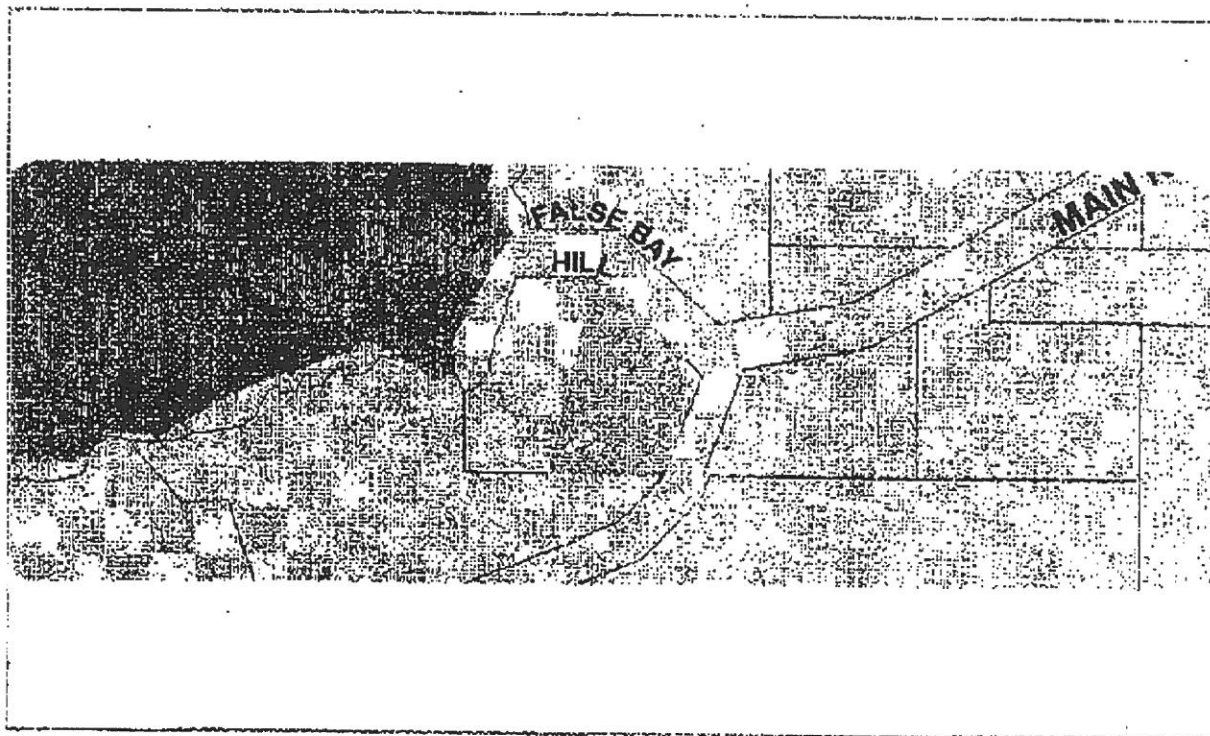
PROPERTY INFORMATION REPORT

Islands Trust
Mapping Department
250-405-5151
mapi@islandstrust.bc.ca

Print Date: 2016-01-12 12:47:16



Islands Trust

**LOCATION**

Address:

Latitude, Longitude: 49.490828, -124.349968

VALUE

Land: \$54,600

Improvements: \$86,800

Total: \$141,400

ADMINISTRATIVE

Local Trust Area: Lasqueti Island Local Trust Area

Local Trustees: Susan Morrison, Timothy Peterson

Regional District: Powell River Regional District

SITE

PID: 005-600-081

Assessment Area: 4

Folio: 76916736350

Legal Description: LOT D, SECTION 31, LASQUETI ISLAND, NANAIMO DISTRICT, PLAN 9259

Legal Plan:

BC Assessment Area 0.77

(Acres):

Islands Trust Map Area 0.31

(Hectares):

Islands Trust Map Area 0.78

(Acres):

04/02/2011 04:59 2504002627

KATHY BOND

PAGE 03/07

PID numbers and associated legal descriptions. *Attach an additional sheet if necessary.*

<u>PID</u>	<u>Legal Description</u>
005-600-081	04-76916736350
	LOT D, SECTION 31, LASQUETI ISLAND
	MANAMA DISTRICT PLAN 9259

Total number of titled parcels represented by this site profile is: 1

For Untitled Crown Land

PIN numbers and associated Land Description. *Attach an additional sheet if necessary.*

<u>PIN</u>	<u>Land Description</u>

Total number of untitled crown land parcels represented by this site profile is: _____

(and, if available)

Crown land file numbers. *Attach an additional sheet if necessary.***III. COMMERCIAL AND INDUSTRIAL PURPOSES OR ACTIVITIES**

Please indicate below, in the format of the example provided, which of the industrial and commercial purposes and activities from Schedule 2 have occurred or are occurring on this site.

EXAMPLESchedule 2DescriptionReference

E1

appliance, equipment or engine repair, reconditioning, cleaning or salvage
solvent manufacturing or wholesale bulk storage

F10

*Please print legibly. Attach an additional sheet if necessary.*Schedule 2DescriptionReferenceE1EQUIPMENT STORAGE

04/02/2011 04:59 2504002627

KATHY BOND

PAGE 04/07

IV. AREAS OF POTENTIAL CONCERN			
	Is there currently or to the best of your knowledge has there previously been on the site any (please mark the appropriate column opposite the question):	YES	NO
A.	Petroleum, solvent or other polluting substance spills to the environment greater than 100 litres?		X
B.	Residue left after removal of piled materials such as chemicals, coal, ore, smelter slag, air quality control system baghouse dust?		X
C.	Discarded barrels, drums or tanks?		X
D.	Contamination resulting from migration of substances from other properties?		X
V. FILL MATERIALS			
	Is there currently or to the best of your knowledge has there previously been on the site any deposit of (please mark the appropriate column opposite the question):	YES	NO
A.	Fill dirt, soil, gravel, sand or like materials from a contaminated site or from a source used for any of the activities listed under Schedule 2?		X
B.	Discarded or waste granular materials such as sand blasting grit, asphalt paving or roofing material, spent foundry casting sands, mine ore, waste rock or float?		X
C.	Dredged sediments, or sediments and debris materials originating from locations adjacent to foreshore industrial activities, or municipal sanitary or stormwater discharges?		X
VI. WASTE DISPOSAL			
	Is there currently or to the best of your knowledge has there previously been on the site any landfilling, deposit, spillage or dumping of the following materials (please mark the appropriate column opposite the question):	YES	NO
A.	Materials such as household garbage, mixed municipal refuse, or demolition debris?		X
B.	Waste or byproducts such as tank bottoms, residues, sludge, or flocculation precipitates from industrial processes or wastewater treatment?		X
C.	Waste products from smelting or mining activities, such as smelter slag, mine tailings, or cull materials from coal processing?		X
D.	Waste products from natural gas and oil well drilling activities, such as drilling fluids and muds?		X
E.	Waste products from photographic developing or finishing laboratories; asphalt tar manufacturing; boilers, incinerators or other thermal facilities (e.g. ash); appliance, small equipment or engine repair or salvage; dry cleaning operations (e.g. solvents); or from the cleaning or repair of parts of boats, ships, barges, automobiles or trucks, including sandblasting grit or paint scrapings?		X

04/02/2011 04:59 2504002627

KATHY BOND

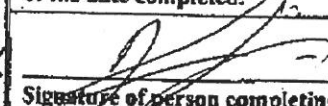
PAGE 05/07

VII. TANKS OR CONTAINERS USED OR STORED, OTHER THAN TANKS USED FOR RESIDENTIAL HEATING FUEL			
Are there currently or to the best of your knowledge have there been previously on the site any (please mark the appropriate column opposite the question):		YES	NO
A.	Underground fuel or chemical storage tanks other than storage tanks for compressed gases?		X
B.	Above ground fuel or chemical storage tanks other than storage tanks for compressed gases?		X
VIII. HAZARDOUS WASTES OR HAZARDOUS SUBSTANCES			
Are there currently or to the best of your knowledge have there been previously on the site any (please mark the appropriate column opposite the question):		YES	NO
A.	PCB-containing electrical transformers or capacitors either at grade, attached above ground to poles, located within buildings, or stored?		X
B.	Waste asbestos or asbestos containing materials such as pipe wrapping, blown-in insulation or panelling buried?		X
C.	Paints, solvents, mineral spirits or waste pest control products or pest control product containers stored in volumes greater than 205 litres?		X
IX. LEGAL OR REGULATORY ACTIONS OR CONSTRAINTS			
To the best of your knowledge are there currently any of the following pertaining to the site (please mark the appropriate column opposite the question):		YES	NO
A.	Government orders or other notifications pertaining to environmental conditions or quality of soil, water, groundwater or other environmental media?		X
B.	Liens to recover costs, restrictive covenants on land use, or other charges or encumbrances, stemming from contaminants or wastes remaining onsite or from other environmental conditions?		X
C.	Government notifications relating to past or recurring environmental violations at the site or any facility located on the site?		X
X. ADDITIONAL COMMENTS AND EXPLANATIONS			
(Note 1: Please list any past or present government orders, permits, approvals, certificates and notifications pertaining to the environmental condition, use or quality of soil, surface water, groundwater or biota at the site. Note 2: If completed by a consultant, receiver or trustee, please indicate the type and degree of access to information used to complete this site profile. Attach extra pages, if necessary): 			

04/02/2011 04:59 2504002627

KATHY BOND

PAGE 06/07

XI SIGNATURES			
The person completing the site profile states that the above information is true based on the person's current knowledge as of the date completed.			
 Signature of person completing site profile		2016/01/12 Date completed: (YY-MM-DD)	
XII OFFICIAL USE			
Local Government Authority			
Reason for submission (Please check one or more of the following)			
Subdivision application ☒ Zoning application ☒ Development permit ☐ Variance permit ☐ Demolition permit ☐		Soil removal ☐	
Date received:	Local Government contact:	Date submitted to Site Registrar:	Date forwarded to Director of Waste Management:
	Name _____		
	Agency _____		
	Address _____		
	Telephone _____ Fax _____		
Director of Waste Management			
Reason for submission (Please check one or more of the following)			
Under Order ☐ Site decommissioning ☐ Foreclosure ☐			
Date received:	Assessed by:	Investigation Required?	Decision date:
	Name _____		
	Region _____		
	Telephone _____ Fax _____	YES NO	
	If site profile entered, SITE ID # _____		
Site Registrar			
Date received:	Entered onto Site Registry by:	SITE ID #:	Entry date:

Date: January 18, 2016

File No.: 6500-20-Aging at Home

To: Lasqueti Island Local Trust Committee
For Meeting of February 15, 2016

From: Sonja Zupanec, Island Planner

Copy: Ann Kjerulf, Regional Planning Manager

Re: Aging at Home – part of the Lasqueti Island OCP Review

Preliminary Report

The Lasqueti Island Local Trust Committee (LTC) has identified the Official Community Plan and Land Use Bylaw Review as a top priority on the work program. In December 2015 the LTC applied for and was successful in receiving a grant from the Union of British Columbia Municipalities (UBCM) to undertake a comprehensive community consultation process to assess the needs of seniors living at home on Lasqueti Island.

The purpose of this report is to provide some background on the subject matter, and to introduce a process and recommend a scope of work. A draft project charter that establishes the objectives, scope, and timeline of the project has been prepared and is attached to this report.

Project Objectives

The objectives of the project are to:

- Complete a community consultation process for Lasqueti Island focusing on all aging at home needs for seniors. This will include a report with recommendations.
- Consider recommendations to address in the OCP and LUB: transportation and mobility; accessibility of indoor/outdoor public, institutional and commercial infrastructure; the availability of adequate, accessible, transitional housing; senior health services; and social inclusion and civic engagement of seniors.
- Make recommendations on how to improve the experience of seniors living on Lasqueti and specifically address aging at home issues.
- Identify partnerships with relevant agencies and community groups to collaborate on fulfilling the needs for Lasqueti seniors aging at home.

Project Background

The UBCM 'Seniors Housing and support Initiative' grant of \$9,465 has been approved and the project must be completed by December 31, 2016. The selected consultant will be tasked with ensuring the project objectives and deliverables are met based on the criteria set out in the UBCM application (Attachment 1). Staff will act in the position of project manager to ensure project timelines, deliverables and objectives are met.

On Lasqueti Island, ensuring an accessible built environment and enabling the ability for people to age in place or have at home care are important and attainable goals within the Local Trust Committee's authority. The goal of this project is to understand the degree to which Lasqueti Island can become a more supportive and inclusive community for aging seniors.

Relevant Policy and Land Use Considerations

Trust Council Strategic Plan

This project supports the 2014-2018 Islands Trust Council Strategic Plan: *"Goal C – to sustain island character and communities: 5.3 Use land use planning tools to address challenges of an aging population."*

Islands Trust Policy Statement

This project is consistent with the Islands Trust Policy Statement *Part V: Sustainable Communities, with specific relevance to Directive Policy 5.8.6:*

5.8.6 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

Official Community Plan

Currently only one objective in the OCP directly addresses senior or aging in place:

3.1 Residential Land Use Policies

Objective 4 To support the establishment of affordable housing, special needs housing and provide the opportunity for Island seniors to remain in the community.

Land Use Bylaw

The following definitions in the Lasqueti Island Land Use Bylaw are relevant to the discussion of seniors and aging in place:

"assisted living housing" means residences for seniors and/or people with special medical needs where rooms and/or meals and/or personal care are provided.

"public service" means a use, building or structure providing for community functions and services and includes public schools, firehalls, community halls, parking areas, public boat launching ramp, telephone facilities, outpatient clinics and seniors facilities but not including nursing homes.

The 'Institutional 1 (IN1) zone of the LUB was specifically created to accommodate six senior/assisted living units; a nursing station; health centre and employee accommodation. No other regulations in the LUB specifically pertain to seniors or aging in place.

Analysis

The publication, "[Planning for the Future: Age-friendly and Disability-friendly Official Community Plans](#)," offers guidelines for local governments in British Columbia to improve accessibility in their communities when updating Official Community Plans:

Age-friendly Guidelines

Guideline #1: *Include a commitment to accessibility and inclusion in the overall vision or mission section of the OCP.*

Lasqueti OCP doesn't currently have such a commitment in its Broad community Goals or Statement of Principles.

Guideline #2: *Actively invite the participation of people with disabilities and older people in the development or revision of the OCP as well as in all other local government public participation processes. Include disability and senior-serving organizations, individuals, family members and other related groups and individuals.*

Outreach can be targeted to senior-serving organizations, individuals, family members and other related groups and individuals. Consider how to plan and organize accessible public events. It may also be helpful to organize a range of meetings at different times of day to allow as many people as possible to attend.

Guideline #3: *Include goal statements in the OCP on key topics that have been shown to positively influence the quality of life of people with disabilities and older people, and to contribute to the development of healthy communities for everyone.*

Including OCP policies that relate to the well-being of people may foster a sense of community and influence the health and accessibility of new developments. UBCM has resources to inform such a process, for example a publication "Age Friendly Rural and Remote Communities: A Guide."

Guideline #4: *Complete an age-friendly and disability-friendly assessment of your community to discover what already works around accessibility and inclusion and what needs improvement.*

This is an area of research that would benefit from the LTC initiating a survey or audit of community members' experiences with the accessibility of Lasqueti Island. It is recommended to focus on one or two areas such as assessing the built environment and the location of services. Any recommendations from such a process should be incorporated in the OCP and/or the LUB.

Guideline #5: *In the OCP commit to having a local government committee that can continue to provide feedback and direction to elected officials and staff on aging and disability issues.*

On Lasqueti Island it would be helpful if such a committee had representation from different community and other government agencies such as Island Health, Powell River Regional District, and the Ministry of Transportation and Infrastructure.

Project Scope and Timeline

Please see the attached draft Project Charter for the Project Scope and Timeline.

Resources and Roles

Please see the attached Project Charter for more detail on roles and in-kind resources.

Communications and Community Consultation

The aging at home assessment of Lasqueti Island will involve volunteer surveys or questionnaires offered in both paper and on-line formats. All communications materials will use large text to enable a wide range of people to participate. Questionnaires will be distributed at key community gathering places and service areas around the island.

Subject to available budget, the consultation process will be advertised in the local newspaper.

As the project may involve an OCP amendment, the LTC is required by the *Local Government Act* to consider opportunities for consultation with persons, organizations and authorities it considers will be affected. The LTC will be asked to consider consultation options upon recommendations by staff as the project unfolds.

Project Charter

The attached Project Charter establishes the objectives, scope, and timeline of the project.

Next Steps

Next steps include:

1. Choosing a qualified professional to act as the lead consultant on this project.
 2. Consultant will design and implement a community consultation program including an aging-at-home online survey and paper questionnaires, which may be distributed at strategic community locations and through key community groups
 3. Consultant will prepare a final report including recommendations for LTC consideration in the OCP/LUB review project.
-

Summary of Planning Recommendations

The goal of this project is to understand the degree to which changes to land use planning policies and regulations can result in Lasqueti Island in becoming a more supportive and inclusive community for aging seniors.

The objectives of the project are proposed to include:

- Complete a community consultation process for Lasqueti Island focusing on all aging at home needs for seniors. This will include a report with recommendations.
- Consider recommendations to address in the OCP and LUB: transportation and mobility; accessibility of indoor/outdoor public, institutional and commercial infrastructure; the availability of adequate, accessible, transitional housing; senior health services; and social inclusion and civic engagement of seniors.
- Make recommendations on how to improve the experience of seniors living on Lasqueti and specifically address aging at home issues.
- Identify partnerships with relevant agencies and community groups to collaborate on fulfilling the needs for Lasqueti seniors aging at home.

RECOMMENDATIONS:

1. THAT the Lasqueti Island Local Trust Committee add "Aging at Home Project" to the project list;
2. THAT the Lasqueti Island Local Trust Committee endorses the project charter for the "Aging at Home Project";
3. THAT the Lasqueti Island Local Trust Committee direct staff to engage the services of a qualified consultant for the "Aging at Home Project".

Prepared and Submitted by:

Sonja Zupanec, Island Planner

January 18, 2016

Name, Title

Date

Concurred in by:

Ann Kjerulf

February 1, 2016

Ann Kjerulf
Regional Planning Manager

Date

Attachments:

1. UBCM Application
2. Draft Project Charter

Aging at Home Project - Draft Charter v 1.0

Lasqueti Island Local Trust Committee

Date: January 18, 2016

Purpose To undertake a comprehensive community consultation process to assess the needs of seniors living at home on Lasqueti Island

Background The Local Trust Committee (LTC) added this project to their Top Priority work program in February 2016.

Objectives

- Community consultation focussing on aging at home issues;
- Recommendations on opportunities to strengthen OCP and LUB;
- Identify partnerships with community groups and relevant agencies.

In Scope

- Comprehensive report on needs of seniors on Lasqueti island to age at home;
- Online and paper community consultation survey;
- One community consultation event on Lasqueti island;
- Recommendations on possible policy and regulatory changes.

Out of Scope

- Survey of those outside of the Lasqueti trust area;
- Comprehensive age friendly plan.

Workplan Overview

Deliverable/Milestone	Date
Engage consultant	February 2016
Information gathering/community consultation/engagement	Spring Summer 2016
LTC review of draft report and feedback from consultation	Fall 2016
Receive final draft report—final opportunity for revisions	November 2016
Submit final report to UBCM	December 31, 2016
Implementation of recommendations by LTC	2017 –2018

Project Team

Sonja Zupanec	Project Manager
Ann Kjerulf	Project Sponsor
TBD	Consultant

RPM Approval:

Date:

LTC Endorsement:

Resolution #:

Date:

Budget

Budget Source:

Fiscal	Item	Cost
2016-2017	Survey development, consultation, consultant fees, report preparation	\$9,465
2016-2017	IT staff project management; admin support (\$2000 in-kind; \$1250 from LTC OCP pending budget)	\$3,250
	Total	\$12,715 40

Seniors' Housing & Support Initiative



E-mail: lgps@ubcm.ca
525 Government Street, Victoria, BC, V8V 0A8



AgeFriendlyBC

2016 Age-friendly Community Planning & Project Grants APPLICATION FORM

Completed application forms and required attachments are due no later than **October 30, 2015**.
Please type directly in this form or print and complete. Attach additional pages if required.

Questions? Contact Local Government Program Services at lgps@ubcm.ca or (250) 356-2947.

Applicant Information

Local Government: Islands Trust on behalf of
Lasqueti Island Local Trust Committee (LTC)

Complete Mailing Address: 700 North Road
Gabriola Island, BC V0R 1X3

Contact person: Mike Richards

Position: Grants Program Manager

Phone: 250-247-2205

E-mail: mrichards@islandstrust.bc.ca

Other Contact

Contact person: Marnie Eggen

Position: A/Island Planner

Organization: Islands Trust

Complete Mailing Address: 700 North Road
Gabriola Island, BC V0R 1X3

Phone: 250-247-2210

E-mail: meggen@islandstrust.bc.ca

1. PROJECT INFORMATION

Project title: Supporting Lasqueti Island seniors to age at home.

Proposed project start and end dates: Start: Jan 01, 2016 End: Dec 31, 2016

Proposed project budget: Total Budget: \$12,715. Funding Requested: \$9,465

2. PROPOSED TYPE OF ACTIVITY - See examples in the Program & Application Guide.

- ☒ Age-friendly Community Planning (e.g. Age-friendly assessment or action plan)
- ☐ Age-friendly Community Project (e.g. seniors' resource directory or health information program)

3. PROPOSED FOCUS AREA(S) - Please indicate which age-friendly components will be the primary focus incorporated into your plan or project.

- | | |
|---|--|
| ☒ Outdoor spaces & buildings | ☒ Social participation |
| ☒ Transportation (including traffic safety) | ☒ Communication & information |
| ☒ Housing | ☒ Civic participation & employment |
| ☒ Respect & inclusion | ☒ Community support & health services |
| | ☒ Assessment dealing with all features |

4. DESCRIPTION OF PROPOSED ACTIVITIES - Please describe the specific activities you plan to undertake.

A comprehensive community consultation process to assess the needs of seniors living at home.

Information realised in this process will be used to identify any existing programs that would help with those needs and any areas that are currently not available to Lasqueti Island Seniors.

Identification of and relationship building with agencies and organizations that fund and/or operate such programs.

The information gathered during this process will be available for the Local Trust Committee to use in the upcoming Official Community Plan and Land Use Bylaw reviews.

If you are applying for project funding, have you completed an Age-friendly Plan?

Yes ☐ No ☒

If no, how was the proposed project identified?

The project was identified through community interactions with seniors and the Last Resort Society who have had challenges working with the current "Better at Home" program in the region. Due to Lasqueti Island's unique geographical, "off-grid", and cultural components other systems need to be put in place to support island seniors in their goal of aging at home.

5. PROGRAM GOALS & OBJECTIVES - How will your project meet the goals of the 2016 Age-friendly Community Planning & Project program? How will the project make your community more age-friendly?

The goals and objectives of the project are to:

- Complete a community consultation process for Lasqueti Island, focussing on all aging at home needs for seniors. This will include a report with recommendations.
- Consider recommendations to address: transportation and mobility (getting around Lasqueti); the accessibility of outdoor/indoor public, institutional, and commercial infrastructure (the built environment); the availability of accessible, adequate, and transitional housing; senior health services, and social inclusion/civic engagement of seniors.
- Consider updating OCP policies to support a built environment, transportation,

housing, and services that support aging in place for Lasqueti seniors.

- Consider updating the Land Use Bylaw to improve standards of accessibility required in the built environment.
- Make recommendations for how to improve the experience of seniors living on Lasqueti and that specifically address aging at home issues.
- Identify any further possible partnerships with relevant agencies/community groups to collaborate on fulfilling the needs for Lasqueti Seniors aging at home.

These goals align closely with the goals of the 2016 Age-friendly Community Planning and Project Program. By implementation of these objectives Lasqueti Island will realize its potential to be a more age-friendly community.

6. INTENDED OUTCOMES & DELIVERABLES - What do you hope the project will achieve? What will be the specific deliverables?

The consultation process will provide detailed information on the needs of seniors aging at home on Lasqueti Island. A report detailing needs and avenues for fulfilling those needs will be created.

7. COMMUNITY PARTNERS & PARTICIPATION BY SENIORS - Please list all confirmed partners (e.g. health authorities, school districts, First Nations, seniors, senior-serving organizations, community organizations and other local governments) that will directly participate in your plan or project and the specific role they will play (e.g. project implementation, community consultations, etc.).

Last Resort Society - Confirmed

School District 69 - Pending

Powell River Regional District - Pending

Vancouver Coastal Health Authority - Pending

Ministry of Transportation and Infrastructure - Pending

Please describe any direct participation by seniors in your plan or project (e.g. name of organization, role in project)

Surveys, interviews, and/or public meetings will be targeted towards direct participation by seniors and representatives from seniors' organizations (e.g. Last Resort Society) will be asked to be involved each step in the process.

8. EVALUATION - What tools will be used to evaluate the project (e.g. participant surveys, tracking tools, external evaluation, etc.)? How will this information be used?

Tools that can be used for evaluation include a spreadsheet that identifies the objectives of the project and determines whether the objective was met during implementation. The information will be considered in future planning and policy discussions. Many of the objectives are SMART, and easily measured. For example, the objective for the Lasqueti Island Local Trust Committee to consider amendments to the Land Use Bylaw and the Official Community Plan can be measured by reviewing the LTC's work program.

9. IMPACT ON LOCAL GOVERNMENT - List any policies, practices, plans or local government documents that will be developed or amended as a result of your project.

Islands Trust - Lasqueti Island Official Community Plan

Islands Trust - Lasqueti Island Land Use Bylaw

Recommendations intended to influence the policies, plans, and practices of other relevant agencies including:

Powell River Regional District - Lasqueti Island Fire Protection Service Statutory and Regulatory Requirements

10. SUSTAINABILITY - Will the project be sustained after the grant funding?

Yes ☒ No ☐

If yes, how?

Any programs developed or accessed via this grant would benefit local seniors for years to come. Any changes made to the OCP/LUB designed to aid seniors would also remain as beneficial in the future.

11. ADDITIONAL COMMENTS - Please use this space to add any additional comments.

Lasqueti island is a physically isolated and completely "off-grid" community in the middle of the Strait of Georgia, between the Sunshine coast on the mainland and Vancouver Island. Transportation to the island is via a walk-on ferry running between French Creek on Vancouver Island to False Bay on Lasqueti Island.

The population has grown 18% between the 2006 and 2011 census. The 2011 census reports 426 full time residents. During the six warmer months the population can rise to 1,200 residents. More than 65% of the community is over age 50 and, with no vehicle ferry, commuting to Vancouver Island is an onerous process for elderly residents.

12. REQUIRED ATTACHMENTS - Please submit the following with your application:

- ☒ Council/Board Resolution – Indicating local government support for the proposed project and a willingness to provide overall grant management
- ☒ Detailed budget

13. SIGNATURE – Applications are required to be signed by the local government applicant. Please note all application materials will be shared with the Province.

Signature

Mike Richards - Grants Program
Name and Title MANAGER.

Please send the completed Application Form and all required attachments as an e-mail attachment to Local Government Program Services (UBCM) at lgps@ubcm.ca.

If you submit by e-mail, hardcopies and/or additional copies of the application are not required. Please submit your application as either a Word or PDF file(s) and note "2016 SHSI" in the subject line.

AGE-FRIENDLY BC - For more information on Age-friendly BC or the recognition program, refer to Appendix 1 of the Program & Application Guide, e-mail AgeFriendlyBC@gov.bc.ca or phone (250) 387-9520.

Budget – Lasqueti Island Aging at Home Project - 2016

Expenses		
Consultant:		
Project development (15 hours) ¹	\$1,125	
A community wide survey (30 hours)	\$2,250	
Public consultation sessions (18 hours)	\$1,350	
Interviews with a range of stakeholders and service providers (18 hours)	\$1,350	
Report writing (20 hours)	\$1,500	
Travel (10 hours + ferry/gas)	\$1,000	
Contingency	\$1,000	
Islands Trust:		
Project Management	\$1,500	
Photocopying	\$250	
Staff assistance with facilitation and participation at public events	\$750	
Administration ²	\$640	
Total Expenses	\$12,715	
Revenue	Cash	In-Kind
Islands Trust -Lasqueti Island LTC Resources PENDING	\$1,250	
Islands Trust - Staff Resources CONFIRMED		\$2,000
SHSI Grant PENDING	\$9,465	
Total Revenues	\$10,715	\$2,000
TOTAL PROJECT BUDGET	\$12,715	

¹ Consultant rate - \$75 per hour

² Administration rate -\$320 per day

LA-LTC-2015-053

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee approve the development of an application for the Union of B.C. Municipalities Age Friendly Community Development Grant.

CARRIED

Date: January 25, 2016

File No.: 6500-20 RAR
Compliance

To: Lasqueti Local Trust Committee
For the meeting of February 15, 2016

From: Marnie Eggen, A/Island Planner

CC: Ann Kjerulf, Regional Planning Manager

Re: Riparian Areas Regulation Implementation – Proposed Land Use Bylaw Amendment No. 90

Riparian Areas Regulation (RAR) compliance is the top priority on the Lasqueti Island Local Trust Committee work program. The purpose of this report is the following:

- Review agency and First Nations referral responses received to date regarding proposed Bylaw No. 90, and recommend revisions;
- Review the third party assessment report and recommend revisions to proposed Bylaw No. 90;
- Request LTC approval of minor revisions to proposed Bylaw No. 90;
- Recommend the LTC proceed with second reading of Bylaw No. 90;
- Recommend notification of a community information meeting and public hearing.

Project Objectives

As per the Project Charter, the purpose of the project is to amend the Lasqueti Island Land Use Bylaw with setback and screening regulations to implement the provincial *Riparian Areas Regulation*. The objectives of the project are the following:

- Have all Lasqueti watersheds assessed to determine RAR applicability; and
- Ongoing notification and effective engagement with property owners and residents.

Project Background

At their last regular business meeting of October 8, 2015, the LTC resolved to give first reading to Bylaw No. 90 as revised and refer the bylaw to agencies and First Nations:

LA-LTC-2015-046

It was MOVED and SECONDED, that the Lasqueti Island Local Trust Committee revise draft Bylaw No. 90, Schedule A to rename “Watersheds with Perennial Fish Habitat” to “Watersheds with Fish Habitat,” and re-categorize Boat Cove to “Watersheds with Fish Habitat.”

CARRIED

LA-LTC-2015-047

It was MOVED and SECONDED, that the Lasqueti Island Local Trust Committee advise the Executive Committee that it has reviewed the Directives Only Checklist and determined that Bylaw No. 90 is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

LA-LTC-2015-048

It was MOVED and SECONDED, that the Lasqueti Island Local Trust Committee give first reading of Bylaw No. 90 cited as “Lasqueti Island Land Use Bylaw 78, 2005, Amendment No. 2, 2014” as revised.

CARRIED

LA-LTC-2015-049

It was MOVED and SECONDED, that the Lasqueti Island Local Trust Committee refer Bylaw No. 90 cited as “Lasqueti Island Land Use Bylaw 78, 2005, Amendment No. 2, 2014” to the following agencies and First Nations:

- Powell River Regional District
- Ministry of Forests, Lands and Natural Resource Operations – Ecosystems Branch
- Ministry of Agriculture
- Ministry of Forests, Lands and Natural Resource Operations - Crown Lands & Resource
- Ministry of Transportation and Infrastructure
- Sliammon First Nation
- Qualicum First Nation
- Hul’iqumi’num First Nation
- Lyackson First Nation
- Penelakut Tribe
- Stz’uminus First Nation
- Cowichan Tribes
- Halalt First Nation
- Lake Cowichan First Nation
- Snaw’Naw’As Nation

CARRIED

Referral Responses

Copies of referral responses received to date are attached.

Agricultural Land Commission

Recommends approval and appreciates that the proposed bylaw clearly exempts agricultural operations from setback and land use restrictions, which reflects the intent of exemptions under the Riparian Areas Regulation.

Fisheries and Oceans Canada

Notes that Fisheries and Oceans Canada does not have a regulatory role related to the review of bylaws.

Ministry of Transportation and Infrastructure

Approval recommended

Ministry of Agriculture

Approval recommended because the proposed bylaw includes an exemption for agricultural operations in Section 3.5 (2)(d)(xii).

Islands Trust Fund

Approval recommended

Powell River Regional District – planning

Supportive of proposed Bylaw No. 90

Sliammon First Nation

Interests unaffected

Lyackson First Nation

Staff met with Lyackson First Nation on January 20, 2016, where bylaw referrals were considered by First Nation staff. The following suggestions were made regarding Exemptions in Sections 3.5(2)(d) and (3)(a), and include staff recommendations:

- In Sections 3.5(2)(d)(iii) & 3.5(3)(a)(iii):
 - request a note indicating that the repair or replacement of a septic field be in accordance with the proper regulation/authority.
 - Staff recommend that minor wording could be added to this section for clarity.
- In Section 3.5(2)(d)(xii):
 - request note regarding farming best management practices around riparian areas.
 - Staff recommend minor wording could be added to this section for clarity.
- In Sections 3.5(2)(d)(xiii) & 3.5(3)(a)(i):
 - request only switchback fences as these do not require soil alteration, e.g. digging into vegetation root zones.
 - Staff recommend minor wording that permits only fences that do not require soil alteration (e.g. switchback fences).
- In Section 3.5(2)(d)(xiv):
 - request limiting length of a trail that parallels a stream.
 - Staff suggest that including such a limitation to this section would be quite awkward, and isn't particularly necessary given the other limiting factors included in this section (e.g. width of trail, distance from stream, pervious materials, designed to prevent erosion).
- In Sections 3.5(2)(d)(xvii) & 3.5(3)(a)(vi):
 - request a note indicating that this activity - micro-hydro-electricity, be in accordance with the proper authority.
 - Staff recommend that minor wording could be added to this section for clarity.

- In Section 3.5(3)(a)(i):
 - request only switchback fences as these do not require soil alteration, e.g. digging into vegetation root zones;
 - Staff recommend minor wording that permits only fences that do not require soil alteration (e.g. switchback fences).
 - request that access stairways be pervious and not chemically treated;
 - Staff recommend minor wording that stairways be pervious and not chemically treated.

As no responses were received from the following agencies and First Nations, it is assumed their interests are unaffected:

- Qualicum First Nation
- Hul'iqumi'num First Nation
- Penelakut First Nation
- Stz'uminus First Nation
- Cowichan Tribes
- Halalt First Nation
- Lake Cowichan First Nation
- Snaw'Naw'As Nation
- Ministry of Forests, Lands and Natural Resource Operations – Ecosystem Branch
- Ministry of Forests, Lands and Natural Resource Operations – Crown Land & Resource
- School District No. (69) - Superintendent

Staff have not identified any significant issues to date that would warrant postponing a community information meeting or public hearing. All input received up until the close of a public hearing would be considered by the LTC prior to consideration of third reading.

Third Party Review of Watersheds

Mainstream Biological Consulting (MBC) conducted a third party review of Lasqueti watersheds to determine which watersheds provide freshwater fish habitat and are therefore subject to the RAR. As requested by the LTC, landowners within the proposed survey areas were notified by mail, as well as with follow up phone calls. Property access was not granted by owners within Hadley Lake watershed or Johnson's Lagoon watershed, and these were not surveyed.

The results of the third party assessment are consistent with the previous QEP assessments. Seven watersheds (Billdown Swamp, Deane Creek, Mine Bay, Monahon Creek, Trematon Creek, Tucker Brook and the stream draining into Drift Cove) provide potential freshwater fish habitat within some portion of the watershed and therefore streams within the watershed are RAR applicable. Two watersheds, the stream in the Osland Nature Reserve and the stream draining into Windy Bay, currently do not have habitat accessible by anadromous fish because of accumulated gravel at the mouth of the streams, but the current blockages are non-permanent and therefore these watersheds are also RAR applicable.

Summary of Minor Revisions to proposed Bylaw No. 90

The following is a summary of the minor revisions to proposed Bylaw No. 90 based on the referral responses and the third party review:

- a. To Section 3.5(2)(d)(iii) & 3.5(3)(a)(iii) add “in accordance with provincial legislation governing onsite sewage disposal.”
- b. To Section 3.5(2)(d)(xii) add “(see Information Note below)”
- c. To “Information Note” add “For best management practices on building setback standards from watercourses and wetlands in farming areas, and on conservation of riparian habitat in agricultural areas, property owners should contact the British Columbia Ministry of Agriculture.”
- d. To Section 3.5(2)(d)(xiii) reword with the following:
 “The construction of a fence if all of the following apply:
 - does not require soil alteration (such as switchback fences);
 - no native trees are removed;
 - the disturbance of native vegetation is restricted to 0.5 meters on either side of the fence, or 1.5 meters on either side of the fence in agricultural areas;”
- e. To Sections 3.5(2)(d)(xvii) & 3.5(3)(a)(vi) add “(see Information Note below);”
- f. To Information Note add “Micro-hydro-electrical projects may require a licence from the province.”
- g. To Section 3.5(3)(a)(i) add “if it does not require soil alteration (such as switchback fences),” after the word “fence”.
- h. To Section 3.5(3)(a)(i) add “if it is pervious and not chemically treated;” after the words “access stairway”.
- i. To Schedule A, categorize all watersheds as “Watersheds with Fish Habitat” except Hadley Lake and Unnamed Stream (Johnson’s Lagoon).

Staff have also made the following minor administrative revision to proposed Bylaw No. 90:

- j. To Section 3.5(4)(a)(iii), replacing “Clause 3.5(6)(a)” with “Clause 3.5(4)(a)(ii)” in order to reference the proper subsection.
- k. To Section 3.5(2)(d), deleting “(xj)” and replacing with “(x)” in order to correct a typographical error in subsection numbering.

Project Charter

Attached for reference is the Project Charter. It was updated to reflect timeline changes made at the October 8, 2015 meeting and to reflect budget allocation to cover costs of the third party review of Lasqueti watersheds and a public hearing.

Next Steps

The following schedule and project timeline is proposed to advance the proposed bylaw as per the Project Charter:

February 15, 2016: Review referral responses and consider second reading and information from the third party review of watersheds.

March 2016: Hold a Community Information Meeting and Public Hearing, and that both could be held on the same day. *Note: budget has been allocated to cover the costs of a CIM and public hearing in the 2015/16 fiscal year (ending March 31, 2016).*

Spring 2016: Consider input and third reading, and final adoption.

RECOMMENDATIONS:

- 1) **THAT** the Lasqueti Island Local Trust Committee amend Bylaw No. 90, cited as “Lasqueti Island Land Use Bylaw 78, 2005, Amendment No. 2, 2014” as follows:
 - a. To Section 3.5(2)(d)(iii) & 3.5(3)(a)(iii) add “in accordance with provincial legislation governing onsite sewage disposal.”
 - b. To Section 3.5(2)(d)(xii) add “(see Information Note below)”
 - c. To “Information Note” add “For best management practices on building setback standards from watercourses and wetlands in farming areas, and on conservation of riparian habitat in agricultural areas, property owners should contact the British Columbia Ministry of Agriculture.”
 - d. To Section 3.5(2)(d)(xiii) reword with the following:
 - “The construction of a fence if all of the following apply:
 - does not require soil alteration (such as switchback fences);
 - no native trees are removed;
 - the disturbance of native vegetation is restricted to 0.5 meters on either side of the fence, or 1.5 meters on either side of the fence in agricultural areas;”
 - e. To Sections 3.5(2)(d)(xvii) & 3.5(3)(a)(vi) add “(see Information Note below);”
 - f. To Information Note add “Micro-hydro-electrical projects may require a licence from the province.”
 - g. To Section 3.5(3)(a)(i) add “if it does not require soil alteration (such as switchback fences),” after the word “fence”.
 - h. To Section 3.5(3)(a)(i) add “if it is pervious and not chemically treated;” after the words “access stairway”.
 - i. To Schedule A, categorize all watersheds as “Watersheds with Fish Habitat” except Hadley Lake and Unnamed Stream (Johnson’s Lagoon).
 - j. To Section 3.5(4)(a)(iii), replacing “Clause 3.5(6)(a)” with “Clause 3.5(4)(a)(ii)” in order to reference the proper subsection.
 - k. To Section 3.5(2)(d), deleting “(xj)” and replacing with “(x)” in order to correct a typographical error in subsection numbering.
- 2) **THAT** the Lasqueti Island Local Trust Committee give second reading to Bylaw No. 90 cited as “Lasqueti Island Land Use Bylaw 78, 2005, Amendment No. 2, 2014,” as amended;
- 3) **THAT** the Lasqueti Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw No. 90, cited as the “Lasqueti Island Land Use Bylaw 78, 2005, Amendment No. 2, 2014”;

Prepared and Submitted by:

Marnie Eggen

Marnie Eggen, A/Island Planner

February 3, 2016

Date

Concurred in by:

Ann Kjerulf

Ann Kjerulf, Regional Planning Manager

February 4, 2016

Date

Attachments:

1. Proposed Land Use Bylaw Amendment No. 90, as amended for consideration of second reading – Schedule A to be distributed.
2. Third Party Watershed Assessment Report from Mainstream Biological Consulting, dated January 2016.
3. Project Charter as revised January 2016.

PROPOSED

Lasqueti Island Local Trust Committee

BYLAW NO. 90

A BYLAW TO AMEND THE LASQUETI ISLAND LAND USE BYLAW, NO. 78

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

1. Bylaw No. 78, cited as “Lasqueti Island Land Use Bylaw No. 78, 2005” is amended as shown on Schedule 1, attached to and forming part of this bylaw.
2. This bylaw may be cited as “Lasqueti Island Land Use Bylaw 78, 2005, Amendment No. 2, 2014”

READ A FIRST TIME THIS	8 th	DAY OF	OCTOBER	, 2015
PUBLIC HEARING HELD THIS		DAY OF		, 201x
READ A SECOND TIME THIS		DAY OF		, 201x
READ A THIRD TIME THIS		DAY OF		, 201x
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST				
THIS		DAY OF		, 201x
ADOPTED THIS		DAY OF		, 201x

SECRETARY

CHAIRPERSON

Lasqueti Island Local Trust Committee

Bylaw No. 90

Schedule 1

1. Schedule “A” of Lasqueti Island Land Use Bylaw No. 78 cited as “Lasqueti Island Land Use Bylaw No. 78, 2005”, is amended as follows:

- A. Delete Section 3.5 in its entirety and replace it with the following:

“3.5 Siting and Setback Provisions

(1) General

- (a) All building and structure setbacks and spatial separation requirements must be measured on the horizontal plane from the exterior finished façade of the building or structure to the natural boundary, parcel line or other point specified in this Bylaw.

**(2) Setbacks and Screening for Streams as Defined in the British Columbia
*Riparian Areas Regulation***

- (a) Terms used in Section 3.5(2) that are defined in the provincial *Riparian Areas Regulation* have the same meaning as the definition given in the Regulation, as it may be amended from time to time;

- (b) The following freshwater features, located on properties designated as ‘RAR Applicable’ as noted on Schedule A, being:

- (i) a watercourse, whether it usually contains water or not;
- (ii) a pond, lake, river, creek or brook;
- (iii) a ditch, spring or wetland that is connected by surface flow to something referred to in paragraph (i) or (ii),

must be screened from development as defined in the British Columbia *Riparian Areas Regulation*, through the retention of all existing vegetation ONLY, in the form of:

- a 30 metre strip on both sides of the stream, measured from the high water mark;
- for a ravine less than 60 metres wide, a strip on both sides of the stream measured from the high water mark to a point that is 30 meters beyond the top of the ravine bank; and
- for a ravine 60 metres wide or greater, a strip on both sides of the stream measured from the high water mark to a point that is 10 meters beyond the top of the ravine bank;

- (c) Applications to vary 3.5(2)(b) above will require a report from a qualified environmental professional conducted according to the *Riparian Areas Regulation* methodology.

(d) Notwithstanding 3.5(2)(b) above, the following land use activities are permitted in the stream screening area:

- (i) for certainty, all uses that are not residential, commercial or industrial or accessory to such a use;
- (ii) interior or exterior alterations, renovations, maintenance, reconstruction or repair to a pre-existing permanent building or structure to an extent that does not alter, extend or otherwise increase the footprint;
- (iii) repair or replacement of a septic field on the same spot in accordance with provincial legislation governing onsite sewage disposal;
- (iv) the removal of trees that have been examined by an arborist or registered professional forester and certified to pose a threat to life or property;
- (v) With the exception of nesting trees protected under Section 34 of the *Wildlife Act*, cutting of vegetation and trees more than 15 meters from the stream's high water mark or the top of the ravine bank, provided the cutting is not a precursor to development, the roots/stumps are left in the ground, and the cutting does not result in land alteration;
- (vi) gardening and yard maintenance activities within a pre-existing *landscaped area*, including mowing, pruning, planting, and minor soil disturbance that does not alter the general contours of the land;
- (vii) manual removal of invasive species and manual planting of native vegetation conducted in accordance with best management practices;
- (viii) pruning of not more than two trees in one growing season and that is conducted in accordance with the standards and recommendations of the International Society of Arboriculture, and that does not involve: the lift pruning of lower limbs to the extent that the live crown ratio is less than 50%, the removal of more than 25% of the crown in one growing season, topping, or the pruning or removal of a structural root within the critical root zone;
- (ix) ecological restoration or enhancement projects undertaken or authorized by a public body;
- (x) work that is authorized by Fisheries and Oceans Canada by permit under Section 35 of the *Fisheries Act*;
- (xi) emergency procedures to prevent, control or reduce immediate threats to life or property including:
 - emergency actions for flood-protection and erosion protection;
 - clearing of an obstruction from a bridge or culvert or an obstruction to drainage flow; and

- repairs to bridges and safety fences carried out in accordance with the *Water Act*;
- (xii) farm operations as defined in the *Farm Practices Protection (Right to Farm) Act* and farm uses as defined in Section 2(2) of the *Agricultural Land Reserve Use, Subdivision, and Procedure Regulation* (see Information Note below);
- (xiii) The construction of a fence if all of the following apply:
 - does not require soil alteration (such as switchback fences);
 - no native trees are removed;
 - the disturbance of native vegetation is restricted to 0.5 meters on either side of the fence, or 1.5 meters on either side of the fence in agricultural areas;
- (xiv) The construction of a private trail if all of the following apply:
 - The trail is one meter wide or less;
 - No native trees are removed;
 - The surface of the trail is pervious (for example, soil, gravel or wood chips);
 - The trail is designed to prevent soil erosion where slopes occur; and
 - Where the trail parallels the stream, the trail is more than 5 meters away from the high water mark of a stream.
- (xv) Disturbance of soils more than 15 meters from the stream's high water mark or the top of the ravine bank if the total area of soil disturbance is less than 5 meters squared;
- (xvi) The constructing of a small accessory building such as a pump house, gazebo, garden shed or playhouse more than 15 meters from the stream's high watermark or the top of the ravine bank if the building is located within an existing landscaped area and the total area of small accessory building is less than 10 meters squared;
- (xvii) Structures used to provide micro-hydro-electricity 10kw capacity or less (see Information Note below).

(3) Setbacks for Other Streams, Creeks, Lakes, Wetlands, and Watercourses

- (a) The minimum setback for buildings and structures for any other streams, creeks, lakes, wetlands, and watercourses is 30 metres, except for the following:
 - (i) fence if does not require soil alteration (such as switchback fences), or access stairway if it is pervious and not chemically treated;
 - (ii) interior or exterior alterations, renovations, maintenance, reconstruction or repair to a pre-existing permanent building or structure to an extent that does not alter, extend or otherwise increase the footprint;

- (iii) repair or replacement of a septic field on the same spot in accordance with provincial legislation governing onsite sewage disposal;
- (iv) emergency procedures to prevent, control or reduce immediate threats to life or property including:
 - emergency actions for flood-protection and erosion protection;
 - clearing of an obstruction from a bridge or culvert or an obstruction to drainage flow; and
 - repairs to bridges and safety fences carried out in accordance with the *Water Act*;
- (v) The constructing of a small accessory building such as a pump house, gazebo, garden shed or playhouse more than 15 meters from the stream's high watermark or the top of the ravine bank if the building is located within an existing landscaped area and the total area of small accessory building is less than 10 meters squared
- (vi) Structures used to provide micro-hydro-electricity 10kw capacity or less (see Information Note below).

(4) Minimum Setback for Buildings and Structures from the Natural Boundary of the Sea

- (a) The minimum setback from the natural boundary of the sea for buildings and structures, except for a boathouse, fence, or access stairway is:
 - (i) 5.0 metres (16.4 feet) for a boathouse;
 - (ii) 15 metres (49.2 feet) for all other buildings and structures;
 - (iii) despite Clause 3.5(4)(a)(ii), where the frontage on the sea is adequately protected from erosion by natural bedrock or works as certified by a professional engineer, buildings and structures may be sited as close as 7.5 metres (24.6 feet) from the natural boundary of the sea.
- (b) The minimum allowable difference in elevation between the underside of the lowest floor in the building or structure and the elevation of the natural boundary of the sea must be 1.5 metres, except for a boathouse.
- (c) Where fill is used to attain the elevation required in this section:
 - (i) the minimum setback distance required shall be measured from the toe of the fill slope to the natural boundary of the sea; and
 - (ii) the face of the fill slope must be protected against wave action from floodwaters.

Information Notes:

For best management practices on manual removal of invasive species and planting of native vegetation, property owners should contact organizations such as the Invasive Species Council of British Columbia and the Coastal Invasive Species Committee.

For best management practices on building setback standards from watercourses and wetlands in farming areas, and on conservation of riparian habitat in agricultural areas, property owners should contact the British Columbia Ministry of Agriculture.

Micro-hydro-electrical projects may require a licence from the province.

(5) Setbacks and Screening from Nesting Trees

- (a) A protective screen of natural vegetation must be retained within a 30 metres (98.4 feet) radius of the trunk of a tree bearing nests of herons, eagles, ospreys, vultures, falcons, hawks and owls.”

B. To current “Part 1.1 – Definitions” insert the following new definition in alphabetical order:

“*landscaped area*” means an area significantly altered by human activity where there is maintenance of no vegetation, cultivated vegetation and/or landscape materials, including but not limited to stones, boulders, cobbles, pavers and decorative concrete;”

Lasqueti Island Local Trust Committee

Bylaw No. 90

Schedule A

(To be distributed at the Lasqueti Local Trust Committee meeting February 15, 2016)

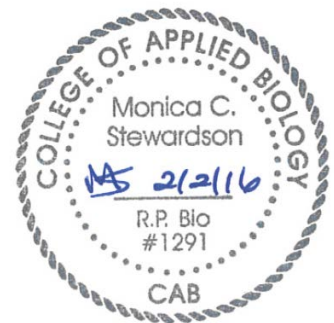
Lasqueti Island *Riparian Areas Regulation* Third Party Watershed Assessment

Prepared for:

Marnie Eggen, MCIP, RPP
Islands Trust
700 North Road
Gabriola Island, BC. V0R 1X3

Prepared by:

Dori Manley, RPBio
Monica Stewardson, RPBio



1310 Marwalk Crescent,
Campbell River, BC. V9W 5X1
Phone: (250) 287-2462 Fax: (250) 287-2452
Email: info@mainstreambio.ca

January 2016

Summary

The Lasqueti Island Local Trust Committee (LTC) has been working to protect fish habitat on the Island through compliance with the *Riparian Areas Regulation (RAR)*. The LTC engaged a Qualified Environmental Professional (QEP) in 2012 and 2013 to conduct assessments of Lasqueti Island watersheds to determine which watersheds provide freshwater fish habitat and are therefore subject to the *RAR*. Based on public feedback from the review of the results of these assessments and in consultation with the Lasqueti Island Advisory Planning Commission (APC), reassessment of 11 watersheds was requested by the LTC. Mainstream Biological Consulting (MBC) conducted the second field assessment of the island watersheds on December 15 and 16, 2015 under high stream flow conditions.

Property owner contact was done through a mail out to property owners within the proposed survey areas completed by the Islands Trust. Follow up phone calls were completed by Doug Hopwood, RPF, a Lasqueti Island resident. Only streams within properties where permission was granted were accessed and surveyed. Property access was not received from the property owners within the Hadley Lake watershed or the Johnson's Lagoon watershed.

The third party review included a desktop review of the results of the original watershed surveys, using the consultant reports and mapping as background. Stream assessments were completed in nine watersheds by MBC in December 2015. Field assessment focused on evaluating anadromous fish access into the watershed at the mouth of the stream and the confirmation of adequate freshwater fish habitat present within the stream and did not include a complete survey of the entire stream network within the identified watersheds.

In total, nine watersheds located on Lasqueti Island were assessed to determine if they met the definition of a "stream" under *RAR*. Findings were consistent with the previous QEP assessments in all nine watersheds. Seven watersheds (Billdown Swamp, Deane Creek, Mine Bay, Monahon Creek, Trematon Creek, Tucker Brook, and the stream draining into Drift Cove) currently provide potential freshwater fish habitat within some portion of the watershed and therefore streams within the watershed are *RAR* applicable. Two watersheds, the unnamed stream in the Osland Nature Reserve and the stream draining into Windy Bay, currently do not have habitat accessible by anadromous fish due to accumulated gravel at the mouth of the streams. However, the current blockages are non-permanent and therefore these two watersheds are also *RAR* applicable.

Table of Contents

Summary	ii
Table of Contents.....	iii
1.0 Introduction	1
2.0 Methods	4
3.0 Results	6
3.1 Billdown Swamp Drainage	6
3.2 Deane Creek (Tucker Bay)	7
3.3 Mine Bay.....	7
3.4 Monahon Creek (Anderson Bay).....	8
3.5 Trematon Creek.....	9
3.6 Tucker Brook (Long Bay)	10
3.7 Unnamed Stream (Osland Nature Reserve).....	10
3.8 Unnamed Stream (Powder Flask, Drift Cove)	11
3.9 Unnamed Stream (Windy Bay).....	12
4.0 Discussion and Conclusions.....	16
5.0 References.....	19
Appendix 1 – Photographs.....	I

1.0 Introduction

The *Riparian Areas Regulation (RAR)* came into effect in designated areas of British Columbia on March 31, 2005. The *Regulation* is intended to provide local governments with a legislated framework for the protection of fish and fish habitat for new residential, commercial and industrial land under local government jurisdiction (BC WLAP, 2006).

The Lasqueti Island Local Trust Committee (LTC) has been working to protect fish habitat on the Island through compliance with the *Riparian Areas Regulation (RAR)*. The LTC engaged a Qualified Environmental Professional (QEP) in 2012 and 2013 to conduct assessments of Lasqueti Island watersheds to determine which watersheds provide freshwater fish habitat and are therefore subject to the *RAR* (Morgen, 2013; Lange, 2014a; Lange, 2014b). Based on public feedback from the review of the results of these assessments and in consultation with the Lasqueti Island Advisory Planning Commission (APC), reassessment of the island watersheds was requested by the LTC. Eleven watersheds located on Lasqueti Island were identified by the Islands Trust as requiring a third party review to confirm they are *RAR* applicable (Figure 1):

1. Billdown Swamp Drainage
2. Deane Creek (Tucker Bay)
3. Hadley Lake
4. Mine Bay
5. Monahon Creek (Anderson Bay)
6. Trematon Creek
7. Tucker Brook (Long Bay)
8. Unnamed Stream (Johnson's Lagoon)
9. Unnamed Stream (Osland Nature Reserve)
10. Unnamed Stream (Powder Flask, Drift Cove)
11. Unnamed Stream (Windy Bay)

The field assessment for the third party review of the identified watersheds was completed on December 15 and 16, 2015 under winter high stream flow conditions. The purpose of the third party review was to complete additional field assessment of the identified watersheds to provide an additional QEP assessment of these previously assessed watersheds. The field assessment focused on evaluating anadromous fish access into the identified watersheds and a description of the available fish habitat within the assessed drainages. The field assessment was completed to confirm whether or not the drainages met the definition of a “stream” according to the *RAR*.

A *RAR* applicable stream is defined in the *Regulation* as:

“...any of the following that provides fish habitat:

- a. a watercourse, whether it usually contains water or not;
- b. a pond, lake, river, creek, brook;
- c. a ditch, spring or wetland that is connected by surface flow to something referred to in paragraph (a) or (b).

Side channels, intermittent streams, seasonally wetted contiguous areas are included by the definition of a stream which includes active floodplains and wetlands connected to streams."

The RAR further defines a stream as any watercourse (natural or constructed) that provides fish habitat, that contains water on a perennial or seasonal basis, is scoured by water or contains observable deposits of mineral alluvium, or had a continuous channel bed including a watercourse that is obscured by overhanging or bridging vegetation or soil mats. This definition includes all watercourses or reaches of a stream that may not provide fish habitat (i.e. stream habitat located upstream of a barrier to fish passage) but may provide water, food and nutrients to streams through a connection to downstream freshwater fish habitat.

This report provides the results of the third party field review of the identified watersheds on Lasqueti Island. Summaries of the field assessment are presented for each assessed watershed and the results are compared to those of the previously completed assessments.

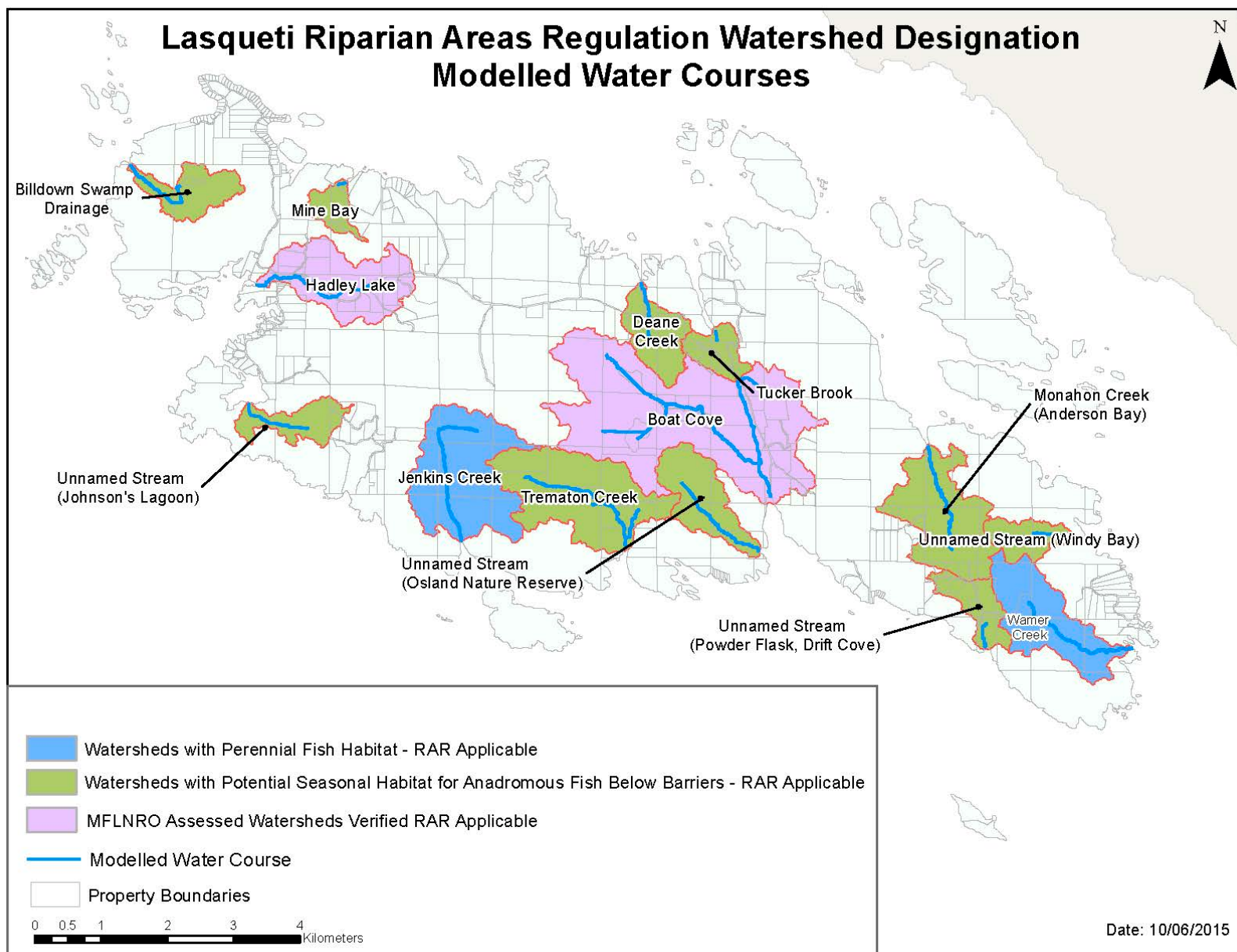


Figure 1. Lasqueti Island watersheds and their *Riparian Areas Regulation* designations. Figure provided by the Islands Trust (2015).

2.0 Methods

The procedures followed for this third party review included a combination of office and field activities. The office activities consisted primarily of a review of the background information from previous assessments of the identified watersheds provided by the Islands Trust.

Prior to conducting the field assessments, the areas within each watershed where field assessment may be required were identified. The property owners within these potential assessment areas were identified and property owner contact was initiated by the Islands Trust. A letter was mailed to each of the property owners within the proposed survey areas. Follow up phone calls to each of the property owners was completed by Doug Hopwood (RPF), a Lasqueti Island resident. Only streams within properties where land owner permission was granted to access the property were surveyed in the field.

Field assessment was completed on December 15 and 16, 2015 by Monica Stewardson, RPBio and Luke Denbigh, RBTech of Mainstream Biological Consulting Inc. (MBC) with assistance from Doug Hopwood. Field assessment focused on collecting data to determine if there was anadromous fish access into the watershed and to determine if there was adequate habitat present within the watershed to support fish. Data collection included methods to confirm whether or not the watercourse met the definition of a “stream” according to the *RAR* through the assessment of channel conditions, evidence of scour due to water flow and the potential for fish access into the watershed based on conditions observed at the mouth of the stream.

In general, habitat assessment included the measurement and description of:

- Channel bankfull width – measured at representative locations in order to determine an average for each reach,
- Gradient – a minimum of one upstream and one downstream measurement taken over as long a distance as possible,
- Stage of stream discharge (flow level) – description of the amount of water in the channel in relation to the bankfull depth at the time of survey,
- Cover – description of the type and amount,
- Bed material – description of the dominant and subdominant bed material,
- Any other significant features identified in the field, such as a barrier to fish migration, were documented and described.

Stream surveys were typically conducted within the lower reaches of the watershed starting at the mouth of the primary stream. Access to the identified watersheds was by boat to some of the watersheds or via roads and vehicle to the others. The assessed section of the stream extended far enough upstream from the mouth of the drainage to verify the nature of the drainage and confirm continuous surface flow connection to the mouth. A complete review of the stream network within the watershed was not conducted during this field assessment.

Opportunistic fish sampling was conducted by electrofishing using a Smith Root LR-20 backpack electroshocker. Electrofishing is a fish sampling method suitable for small to medium sized streams that introduces electrical current into the water in order to induce muscular contractions in fish that allow the fish to be captured. When applied correctly, this method does not result in permanent harm to fish. Electrofishing settings were determined in the field and were dependant on the water conditions at the time of the survey. Water temperatures were low and flow level was high during the field assessments, which are not optimal conditions for fish sampling. Fish sampling was completed in an effort to confirm fish presence only and the lack of fish captures does not indicate or prove fish absence.

3.0 Results

In total nine of the eleven watersheds identified for assessment by the Islands Trust on Lasqueti Island were assessed in the field to determine if they met the definition of a “stream” under *RAR*. Property owners did not grant permission to access their properties to assess the streams within the Hadley Lake watershed or the Johnson’s Lagoon watershed.

Table 1 presents the channel characteristics collected for each of the watersheds during the field assessment completed in December 2015. Field assessment was completed under high water flow conditions which were ideal to identify surface connections and potential fish access into watersheds as well as potential seasonal habitat present during the wet season. Brief summaries of the information collected for each of the nine assessed watersheds is provided below, along with comments relating to the inclusion of these areas as *RAR* streams. Figure 2 shows the locations where field assessments were completed in each watershed. Fish sampling effort and results are summarized in Table 2. Photographs referenced in the text are presented in Appendix 1.

3.1 Billdown Swamp Drainage

The Billdown Swamp drainage had a shallow, poorly defined channel through the intertidal zone (Photo 1). This would limit anadromous fish access into the stream to periods of high tide but would not be a barrier to fish access into this stream.

The stream had an average bankfull width of 1.6 m and a channel gradient of 12.5%. There was a series of small (0.5-1.0 m) high steps over roots upstream of the high tide line that would be obstacles to juvenile fish access into the stream but are not significant enough to form a barrier (Photo 2). There was good pool habitat present within the drainage associated with these steps and large boulders, as well as some overhanging vegetation and undercut banks as cover for fish.

Two passes of electrofishing totalling 580 seconds of effort did not result in the capture or observation of any fish (Table 2). One frog was observed and stunned by the electroshocker. The lack of fish captured does not indicate or prove the absence of fish in this watershed due to the poor sampling conditions at the time of the survey.

Due to the absence of barriers to fish access into this stream and the presence of suitable rearing habitat present within the stream, the Billdown Swamp drainage is *RAR* applicable. In

addition, the presence of a wetland in the headwaters of this watershed as well as low gradient habitat suitable for fish may provide appropriate channel conditions to support a resident fish population. Previous assessment indicated that this drainage required additional assessment to ensure that it was accurately designated as fish habitat (Morgen, 2013). This third party assessment confirms that there is potential fish access and fish habitat present within this watershed.

3.2 Deane Creek (Tucker Bay)

Deane Creek drained into Tucker Bay via a shallow flow pathway across the intertidal zone at low tide (Photo 3). This channel would provide good access for anadromous fish into the stream. The stream was assessed over the first 50 m upstream of the mouth. The stream had an average bankfull width of 2.2 m and a gradient of 1.5%. The channel substrate consisted of gravel and cobble with potential anadromous spawning substrate over the first 10 m, which then transitioned to fine substrate upstream (Photo 4). The stream continued upstream beyond the 50 m assessment area with similar channel characteristics. Electrofishing was completed over the first 50 m of Deane Creek but no fish were captured or observed but this cursory sampling does not prove the absence of fish within this watershed (Table 2).

Deane Creek provides low gradient freshwater fish habitat and there are no barriers to anadromous fish access into this stream. Therefore Deane Creek is an *RAR* applicable stream. A previous assessment confirmed that there was good fish habitat present within the first reach of the stream and the presence of a fish barrier located 250 m from the ocean (Morgen, 2013). As the stream provides potential fish habitat below this barrier, all reaches of Deane Creek and any tributaries with a surface connection to Deane Creek contribute water and nutrients to potential fish habitat located downstream. The *RAR* would be applicable to all streams within this watershed with a surface connection to Deane Creek, including those located above the identified barrier that may or may not be fish bearing.

3.3 Mine Bay

The creek draining into Mine Bay meandered through the intertidal zone within a small well defined channel near the high water mark, followed by subsurface flow through gravel and then laminar seepage at the mid intertidal zone (Photo 5). Anadromous fish access into this stream may be limited to higher tides but there were no barriers to fish access observed.

A man-made structure present immediately upstream of the high water mark has created a pool where sediment collects. A well-defined narrow (1.3 m wide) channel was present in the downstream reach of this drainage (Photo 6). Channel substrates consisted of fines with scattered gravel with dense overhanging salmonberry. Small scour pools were present associated with large woody debris and short wood cascades. One pass of electrofishing was completed but no fish were captured or observed but this cursory sampling does not prove the absence of fish within this watershed (Table 2).

The stream draining into Mine Bay provides potential rearing habitat within at least the first 80 m of channel immediately upstream of the mouth. This was the only portion of the stream surveyed during the field assessment. Due to the absence of barriers this habitat could be used as refuge habitat by juvenile salmonids. There was no spawning habitat identified within the surveyed portion of the stream due to the absence of spawning gravel. A previous assessment identified suitable sized spawning substrate within other sections of the stream but a lack of deep pool habitat (Lange, 2014).

Due to the absence of barriers at the mouth of the stream that drains into Mine Bay the stream has the potential to provide freshwater fish habitat and therefore it is *RAR* applicable. This assessment result is consistent with the previous assessment which concluded that the Mine Bay drainage met the definition of a “stream” under *RAR* (Lange, 2014).

3.4 Monahon Creek (Anderson Bay)

Monahon Creek drains into Anderson Bay via a well-defined channel with anadromous fish access into the stream from the intertidal zone (Photo 7). A prickly sculpin (110 mm) was captured within the first pool upstream of the high tide line (Photo 8).

The stream was located within a deep “V” shaped gully (Photo 9). The stream had an average bankfull width of 2.3 m and an average gradient of 1.8%. The channel was contained within well-defined banks with substrates of gravel and fines (Photo 10). Cover was provided by overhanging vegetation, undercut banks, large woody debris and occasional pools.

Monahon Creek contains good quality rearing habitat with abundant cover and pools. Some small gravel was present that may be suitable for trout spawning. A 10 m high bedrock cascade was present 145 m upstream of the mouth that is a barrier to upstream fish migration and marks the upstream end of anadromous fish habitat in the drainage (Photo 11). Potential resident fish

habitat is present upstream of this barrier and the channel morphology was similar to the habitat documented downstream.

Due to the absence of a barrier to fish access into Monahon Creek and the presence of good quality rearing habitat and some potential anadromous spawning habitat (trout), this stream is *RAR* applicable. As the stream provides potential freshwater fish habitat all reaches of Monahon Creek and any tributaries with a surface connection to the stream contribute water and nutrients to potential habitat downstream. The *RAR* would be applicable to all streams within this watershed with a surface connection to Monahon Creek, including those located above the identified barrier which may or may not be fish bearing.

3.5 Trematon Creek

Trematon Creek had a well-defined but shallow channel across the intertidal zone at the mouth of the stream in Robinson Bay (Photo 12). The 2.7 m wide stream channel was confined within a small gully with vertical banks at the downstream end of the watershed (Photo 13). The channel substrates consisted of angular gravel and fines with scattered cobble. Trace amounts of cover were present from overhanging vegetation, large woody debris and some undercut banks. Few scour pools were present associated with large woody debris. These pools would provide rearing habitat but generally the channel was primarily cascade habitat with an average gradient of 2%.

Anadromous fish species would be able to access Trematon Creek through the driftwood accumulated at the high water mark. The stream provides low value potential anadromous spawning habitat due to the shallow flow and angular gravel present. The downstream end of Trematon Creek provides moderate quality rearing habitat that could be used as refuge habitat for juvenile salmonids. No fish were caught or observed during cursory fish sampling conducted within the first 100 m of this stream but this does not prove the absence of fish within this watershed.

Due to the lack of barriers to anadromous fish access at the mouth of Trematon Creek and the presence of suitable rearing habitat within the stream, this drainage is confirmed to provide potential freshwater fish habitat. These observations confirm that Trematon Creek and any streams connected to this drainage are *RAR* applicable. The presence of a lake in the headwaters of this watershed as well as low gradient habitat may provide appropriate conditions to support a resident population of fish upstream. The third party assessment results are

consistent with previous assessment results which documented the presence of suitable anadromous fish habitat at the mouth of Trematon Creek (Morgen, 2013).

3.6 Tucker Brook (Long Bay)

Tucker Brook drains into Long Bay on the north side of Lasqueti Island. The stream had a well-defined channel across the intertidal zone with a short bedrock cascade at the high water mark (Photo 14). This obstacle would be passable during a high tide under high water flow conditions. There was a short 25 m long and 1.2 m wide stream channel before the stream was confined into a pond by a man-made dam (Photos 15 and 16). The dam does not block potential fish access into the pond habitat. Electrofishing was conducted in the pond outlet channel but no fish were captured or observed but this cursory sampling does not prove the absence of fish within this watershed (Table 2).

Due to the absence of barriers to anadromous fish access into the stream as well as the abundant pond habitat available within Tucker Brook this stream is confirmed to provide freshwater fish habitat and is therefore *RAR* applicable.

This third party assessment is consistent with the previous assessment results that indicated that Tucker Brook is classified as a “stream” under *RAR* (Morgen, 2013).

3.7 Unnamed Stream (Osland Nature Reserve)

The unnamed stream that runs through the Osland Nature Reserve has an extensive accumulation of gravel and large woody debris at the high tide line that currently blocks anadromous fish access into the stream (Photo 17). The gravel was mobile, not compacted and not vegetated indicating that this accumulation is not permanent and may shift or be scoured in the future to allow fish access into the stream. Therefore this gravel and large woody debris wedge is considered a non-permanent barrier.

The stream had an average bankfull width of 1.6 m and a channel gradient of 9% (Photo 18). At the time of the assessment water flow was moderate with shallow pools present (<30 cm in depth). Abundant overhanging vegetation was present with some large woody debris and boulders also present as cover. One pass of electroshocking was completed spot shocking where stream access was available and no fish were caught or observed. The lack of fish captured does not indicate or prove the absence of fish in this watershed due to the poor sampling conditions at the time of the survey.

The stream present within the Osland Nature Reserve provides low value potential rearing habitat within the first 75 m of the stream. This habitat is currently inaccessible to anadromous fish due to the gravel accumulation at the mouth blocking fish access. The gravel is actively mobile and therefore does not represent a permanent barrier to fish access. Therefore, the first 75 m of this stream is considered potential freshwater fish habitat and this stream is *RAR* applicable. In addition there is low gradient stream habitat present upstream of previously identified cascades that may be barriers to upstream fish movement within the watershed (Morgen, 2013). This low gradient habitat combined with the presence of a wetland in the headwaters of this watershed may provide adequate habitat to support a resident fish population.

These third party assessment results are consistent with the previous assessment which indicated that the unnamed stream flowing through the Osland Nature Reserve contains potential fish habitat from the tidewater to the base of the identified cascade and therefore is classified as a “stream” under *RAR* (Morgen, 2013).

3.8 Unnamed Stream (Powder Flask, Drift Cove)

Good intertidal connection under the accumulated driftwood present on the beach within Drift Cove was observed at high tide during the assessment of the unnamed stream that drains into the cove (Photo 19). Larger salmonids may be impeded by the driftwood present but there was good access into the stream from the marine environment available to trout and juvenile salmonids.

A property owner in the area indicated that there is a large pond that feeds the creek but that flow within the creek is flashy and reactive to rain without consistent flow through the winter. The small (1.9 m wide) channel had a gradient of 3% with channel substrates of fines and gravel (Photo 20). Few pools were present but there was abundant overhanging vegetation as well as some undercut banks as cover. The channel was confined within vertical banks.

The pond was located approximately 140 m upstream of the mouth of this stream (Photo 21). The pond and low gradient habitat present within the outlet stream could provide potential freshwater fish habitat.

As there is accessible freshwater fish habitat present within the lower reaches of this stream and potential resident fish habitat located upstream the unnamed stream draining into Drift Cove

is *RAR* applicable. This assessment result agrees with the previously reported conclusion that due to the presence of perennial habitat and lack of a permanent barrier, the drainage and watershed are applicable under the *RAR* (Morgen, 2013).

3.9 Unnamed Stream (Windy Bay)

The unnamed stream that drains into Windy Bay had a well-defined channel upstream of the high tide line but the stream flows subsurface through the gravel and woody debris wedge present in the intertidal zone (Photos 22 and 23). This wedge would likely prevent anadromous fish access into the stream at this time but the gravel is not compacted or vegetated and therefore does not present a permanent barrier to fish access.

The stream was surveyed from the mouth over a distance of 100 m. The average bankfull width was 2.0 m with a gradient of 5% and the stream was contained within an incised gully (Photo 24). Channel substrates consisted of angular gravel and cobble. The lower reaches of the stream appeared to follow an old skid trail to an old log dump flowing through and around abundant mature red alder trees. The channel contained shallow (<10 cm in depth) flow at the time of the assessment and there was poor pool development at the downstream end of the stream. One pass of electrofishing was completed by no fish were captured or observed but this cursory sampling does not prove the absence of fish within this watershed (Table 2).

Access into this stream for anadromous fish species is questionable at this time due to the gravel wedge present at the mouth of the stream. This accumulated gravel is mobile and therefore does not present a permanent barrier to fish access into this stream. The presence of a wetland in the headwaters of this watershed in combination with the presence of low gradient stream habitat does indicate that this stream may also provide suitable habitat for a resident fish population.

These assessment results agree with the previous assessment that the gravel berm present in the intertidal zone is not considered a permanent barrier under *RAR* (Morgen, 2013). Due to the absence of a barrier to anadromous fish access into the stream and the presence of potential freshwater fish rearing habitat within the stream the unnamed stream that drains into Windy Bay is *RAR* applicable.

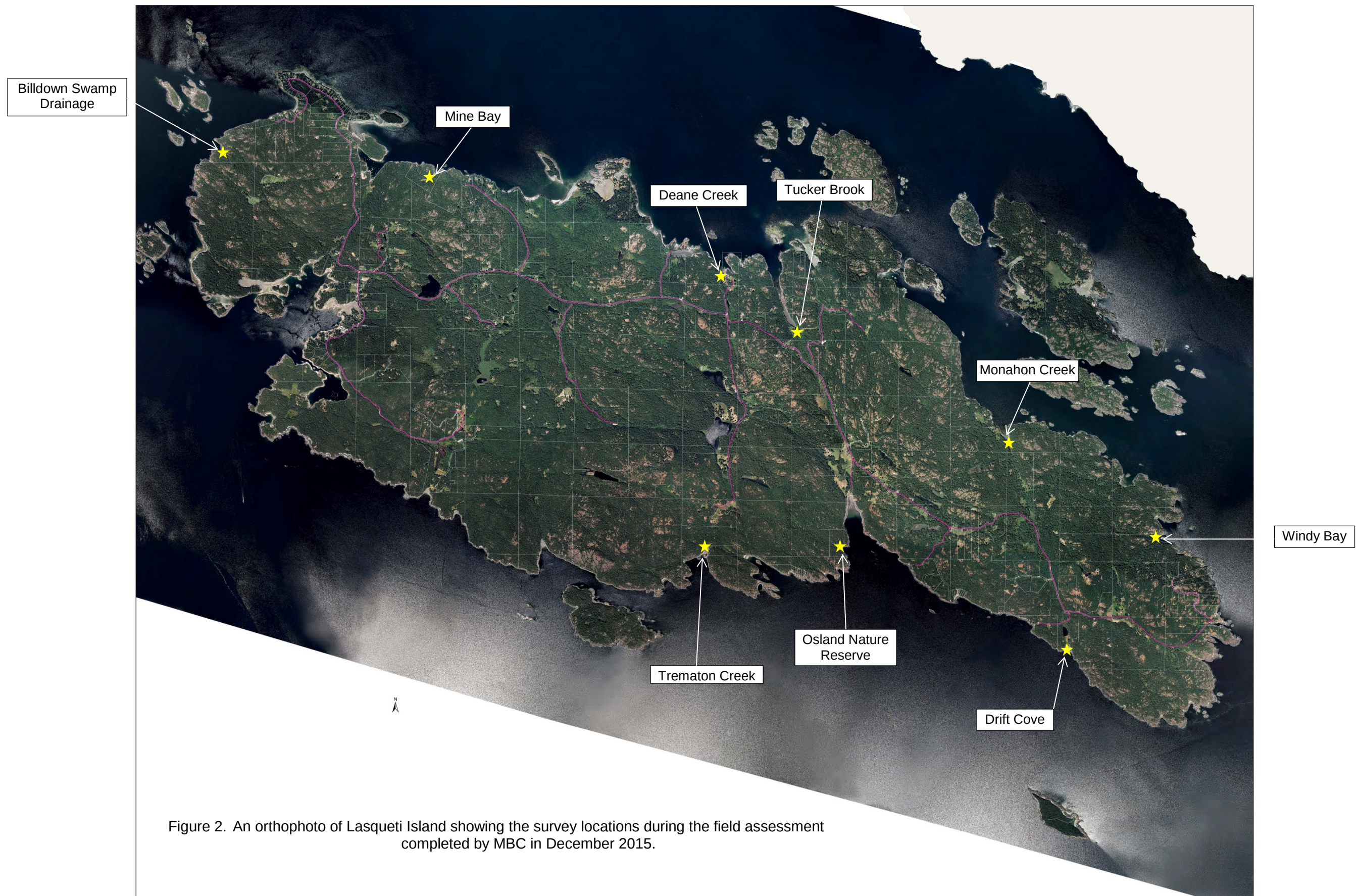


Figure 2. An orthophoto of Lasqueti Island showing the survey locations during the field assessment completed by MBC in December 2015.

Table 1: A summary of habitat characteristics for drainages within the identified watersheds assessed by MBC in December 2015 on Lasqueti Island. W_b = bankfull width

Drainage	Reach	Avg. W_b (m)	Avg. gradient (%)	Substrate ¹	Stage ²	Cover Types ³	Comments
Billdown Swamp Drainage	1	1.6	12.5	GC	M	OV U	Good pool habitat was available associated with steps and large boulders.
Deane Creek (Tucker Bay)	1	2.2	1.5	GF	M		Potential anadromous spawning habitat in the lower reach followed by rearing habitat.
Mine Bay	1	1.3	4.5	FG	M	OV	No spawning habitat but small scour pools provide potential rearing habitat.
Monahon Creek (Anderson Bay)	1	2.3	1.8	GF	M	OV U	Good quality rearing habitat present with confirmed fish access.
Trematon Creek	1	2.7	2.0	GF	M	OV LWD	Potential low value anadromous spawning habitat due to shallow flow and angular gravel. Moderate quality rearing habitat.
Tucker Brook (Long Bay)	1	1.2	-	GC	M		No barriers to upstream fish access into the stream. Abundant pond habitat present 25 m upstream of the mouth.
Unnamed Stream (Osland Nature Reserve)	1	1.6	9	GC	M	OV LWD	Low value potential rearing habitat in the first 75 m of the stream due to infrequent pools and shallow flow. Non-permanent barrier to fish access at mouth of stream.
Unnamed Stream (Powder Flask, Drift Cove)	1	1.9	3	FG	M	OV U	Stream provides rearing habitat and potential resident fish habitat due to the presence of a pond at the headwaters.
Unnamed Stream (Windy Bay)	1	2.0	5	GC	M		Shallow flow was present within the channel with poor pool development but could provide rearing habitat for juvenile salmonids if access was available.

1 – Dominant substrate followed by subdominant substrate: F = fines, G = gravel, C = cobble, B = boulders, R = boulders larger than 4 m and bedrock, A = anthropogenic (rip-rap, dikes, etc.)

2 – L = low – flow is 0-30% of bankfull depth, M = moderate – flow is 30-90% of bankfull depth, H = high – flow is >90% of bankfull depth

3 – SWD = small woody debris, LWD = large woody debris, OV = overhanging vegetation, IV = instream vegetation, B = boulder, U = undercut banks, DP = deep pool

Table 2. Fish sampling effort and results in nine streams on Lasqueti Island assessed in December 2015.

Stream	Reach	Water Quality			Electrofishing				
		Water Temp. (°C)	Turb. ¹	Cond. ² (µS/cm)	Pass	Length (m)	Time (s)	EF Settings	Result ³
Trematon Creek	1	5.6	C	123	1	100	246	20 Hz 10 ms 250 V	NFC
Trematon Creek	1	5.6	C	123	2	100	241	30 Hz 6.7 ms 250 V	NFC
Billdown Swamp Drainage	1	5.5	C	65	1	100	344	30 Hz 6.7 ms 250 V	NFC
Billdown Swamp Drainage	1	5.5	C	65	2	100	236	30 Hz 6.7 ms 250 V	NFC
Unnamed Stream (Osland Nature Reserve)	1	6.3	C	125	1	80	120	30 Hz 6.7 ms 250 V	NFC
Mine Bay	1	7.3	C	155	1	50	182	30 Hz 6.7 ms 250 V	NFC
Tucker Brook	1	6.4	C	140	1	10	54	30 Hz 6.7 ms 250 V	NFC
Deane Creek	1	6.5	C	105	1	50	115	30 Hz 6.7 ms 250 V	NFC
Unnamed Stream (Windy Bay)	1	4.5	C	176	1	100	241	30 Hz 6.7 ms 250 V	NFC
Unnamed Stream (Powder Flask, Drift Cove)	1	5.6	C	163	1	50	51	30 Hz 6.7 ms 250 V	NFC
Monahon Creek	1	4.2	C	130	1	110	379	30 Hz 6.7 ms 250 V	1 CAS (110 mm)

¹ Turb. = Turbidity: T = turbid - muddy, brown water with visibility restricted to a few cms, M = moderately turbid - muddy water with increased visibility in shallow areas; general shapes on bed surface can be discerned, but deeper areas are not visible, L = lightly turbid - features can be distinguished in shallow areas and limited visibility in slightly deeper pools (~>1.5m), C = clear - excellent visibility except in very deep areas.

² Cond. = Conductivity

³ Result: NFC=no fish captured, CAS=prickly sculpin.

4.0 Discussion and Conclusions

The results of the third party review of the watersheds identified by the Islands Trust showed agreement with the results of the previous watershed assessments for the presence of potential fish habitat and determination of the applicability of the *RAR*. A summary of this third party assessment and the applicability of the *RAR* to the eleven identified watersheds is presented in Table 3. The assessments were completed under ideal conditions during winter flow levels which confirmed surface water flow in the potential freshwater habitat in all of the assessed watersheds.

Table 3. A summary of the third party assessment of eleven watersheds on Lasqueti Island completed by MBC in December 2015.

Drainage	<i>RAR</i> Applicability
Billdown Swamp Drainage	Watershed provides rearing habitat at the downstream end and could provide resident fish habitat = <i>RAR</i> stream
Deane Creek (Tucker Bay)	Freshwater fish habitat present in lower reach = <i>RAR</i> stream
Hadley Lake	Unknown – property access not granted by property owner
Mine Bay	The lower reach of this stream provides potential freshwater refuge habitat = <i>RAR</i> stream
Monahon Creek (Anderson Bay)	Confirmed fish access into Monahon Creek plus good quality freshwater rearing habitat = <i>RAR</i> stream
Trematon Creek	Watershed contains freshwater fish habitat at downstream end and a lake present in the headwaters that could provide resident fish habitat = <i>RAR</i> stream
Tucker Brook (Long Bay)	Watershed contains potential freshwater fish habitat = <i>RAR</i> stream
Unnamed Stream (Johnson's Lagoon)	Unknown – property access not granted by property owner
Unnamed Stream (Osland Nature Reserve)	Watershed has the potential to provide anadromous fish habitat and could provide resident fish habitat = <i>RAR</i> stream
Unnamed Stream (Powder Flask, Drift Cove)	Watershed has accessible freshwater fish habitat at the downstream end and potential resident fish habitat = <i>RAR</i> stream
Unnamed Stream (Windy Bay)	Potential freshwater fish rearing habitat as well as potential resident habitat = <i>RAR</i> stream

Property owner permission to access private property to conduct stream assessments in the Hadley Lake watershed and the unnamed stream draining Johnson's Lagoon was not granted. These two watersheds have not been assessed.

Seven watersheds (Billdown Swamp Drainage, Deane Creek, Mine Bay, Monahon Creek, Trematon Creek, Tucker Brook, and the stream draining into Drift Cove) currently provide potential freshwater fish habitat within some portion of the watershed and therefore all streams within the watershed are *RAR* applicable. Some of these drainages provide minimal fish habitat or only rearing habitat but this accessible habitat present at the mouths of these watersheds could be used by juvenile salmonids as refuge habitat. Sampling for fish was restricted to the lower reaches of the assessed drainages.

Refuge habitat is defined as freshwater fish habitat that is accessible to fish from the marine environment that may be able to support fish during part or all of the year. This type of habitat is typically used by juvenile fish (salmon or trout) that may have originated from other fish bearing watersheds but were blown out of those systems during high flow events. Fish are able to access the refuge habitat by travelling along the shoreline on the freshwater lens and enter the refuge streams during high or moderate flow periods (i.e. fall freshet or over winter). This type of habitat is typically restricted to short sections of stream that may or may not contain potential spawning habitat, is accessible through the intertidal zone and may or may not flow year round. Due to the habitat limitations in these streams, fish populations are not likely to establish in the anadromous habitat and therefore permanent populations of fish may not be present in these areas. Permanent resident populations of fish may be present in potential upstream habitat above barriers to upstream fish migration, and these fish may also be swept downstream into the refuge areas from time to time. Therefore, the accessible portions of these streams do provide some amount of freshwater fish habitat even though fish presence could not be confirmed during the survey. Due to the presence of potential freshwater fish habitat these refuge habitat streams meet the definition of a "stream" under the *RAR*.

Given that these watersheds do contain freshwater fish habitat within their lower reaches the presence of barriers to upstream fish migration located elsewhere within the watershed do not influence the *RAR* applicability of the stream. A ditch spring or wetland that is connected by surface flow to a watercourse, whether it usually contains water or not, or a pond, lake, river, creek or brook that provides fish habitat meets the definition of a "stream" under *RAR*. Therefore the *RAR* would apply to sections of these streams and watershed that may be non-

fish bearing due to a lack of available habitat (i.e. steep gradient sections of the stream) and / or lack of year round flow, if at some time of the year this stream contributes water, food and nutrients to areas located downstream within the watershed that do provide potential freshwater rearing and / or spawning habitat.

In some of the watersheds, including the Billdown Swamp drainage, Monahon Creek, Trematon Creek, the unnamed stream that runs through the Osland Nature Reserve, the unnamed stream that flows into Drift Cove and the unnamed stream that flows into Windy Bay, potential low gradient habitat is also present upstream of identified barriers and the presence of suitable fish habitat in combination with a perennial water source may provide resident fish habitat. Further assessment would be required to investigate fish presence or absence in these areas and provide additional information on habitat availability in these areas.

Two watersheds, the unnamed stream in the Osland Nature Reserve and the stream draining into Windy Bay, currently do not have habitat accessible by anadromous fish due to accumulated gravel at the mouth of the streams but the current blockages are non-permanent and therefore these two watersheds would still be considered “streams” according to the *RAR*.

Cursory fish sampling was completed during the field assessment but water temperatures during the assessment were low and did not present ideal fish sampling conditions. No salmonids were captured or observed during sampling within the nine assessed watersheds. Sampling was completed to attempt to confirm fish presence and the lack of fish captured does not indicate or prove the absence of fish due to the poor sampling conditions. In the absence of a barrier preventing anadromous fish access into a stream and the presence of adequate freshwater fish habitat to support fish, a stream is by default considered to provide fish habitat and therefore it would be considered *RAR* applicable.

5.0 References

- BC WLAP. 2006. Riparian Areas Regulation Implementation Guidebook. s.l. : Environmental Stewardship Division, 2006.
- Lange, J. 2014a. Lasqueti Island Watershed Assessment for Presence of Fish Habitat - Mine Bay and Sam Creek Watersheds Addendum. Prepared for Linda Prowse, Lasqueti Island Planner. Prepared by Madrone Environmental Services Ltd.
- Lange, J. 2014b. Lasqueti Island Watershed Assessment - Determination of the Applicability of the Riparian Area Regulation Stonehouse Creek, Cocktail Cove and Hadley Lake Watersheds Addendum. Prepared for Marnie Eggen, Lasqueti Island Planner. Prepared by Madrone Environmental Services Ltd.
- Morgen, J. 2013. Lasqueti Island Watershed Assessment for Presence of Fish Habitat. Prepared for Linda Prowse, Islands Trust Northern Office. Prepared by Madrone Environmental Services Ltd.

Appendix 1 – Photographs



Photo 1

An upstream view of the Billdown Swamp drainage showing the poorly defined channel through the intertidal zone during a low tide.



Photo 2

An upstream view of the Billdown Swamp drainage showing a series of small bedrock steps present at the downstream end of the stream.



Photo 3

A downstream view of Deane Creek showing the stream flowing over the intertidal zone into Tucker Bay.



Photo 4

An upstream view of Deane Creek in the portion of the stream with sand substrate.



Photo 5

An upstream view of the unnamed creek flowing into Mine Bay across the intertidal zone showing the seepage flow emerging at the mid-intertidal zone during a low tide.



Photo 6

A downstream view of the unnamed stream flowing into Mine Bay immediately upstream of the ponded section where sediment collects.



Photo 7

An upstream view of Monahon Creek from the intertidal zone showing good fish access into the stream.



Photo 8

A prickly sculpin (110 mm) captured in the first pool present upstream of the high tide line in Monahon Creek.



Photo 9

A downstream view of Monahon Creek showing the gully that the channel was located within, taken approximately 30 m upstream of the mouth of the stream.



Photo 10

An upstream view of Monahon Creek immediately upstream of the mouth showing the well-defined banks of the drainage.



Photo 11

An upstream view of a 10 m high bedrock cascade located 145 m upstream of the mouth of Monahon Creek that would be a barrier to anadromous fish and upstream fish migration within this stream.



Photo 12

A view of Trematon Creek at the mouth of the stream showing the large woody debris present that would be an obstacle to fish access into the stream but not a barrier.



Photo 13

A downstream view of Trematon Creek showing the well-defined channel within a small gully.



Photo 14

A view of the mouth of Tucker Brook from Long Bay showing a small bedrock cascade present at the high tide line. This cascade is not a barrier to fish access into the drainage.



Photo 15

A view looking east across a man-made dam present immediately upstream of the mouth of Tucker Brook, with the resulting pond present on the right hand side of the photo.



Photo 16

An upstream view of the pond present on Tucker Brook taken from the man-made dam.



Photo 17

A downstream view of the mouth of the unnamed stream that flows through the Osland Nature Reserve, showing the accumulated large woody debris and gravel present at the mouth of the stream.



Photo 18

An upstream view of the unnamed stream that flows through the Osland Nature Reserve showing the narrow channel present immediately upstream of the high tide line.



Photo 19

A downstream view of the large woody debris accumulated at the mouth of the unnamed stream that drains into Drift Cove.



Photo 20

An upstream view of the unnamed stream that drains into Drift Cove showing a typical section of the assessed drainage confined within vertical channel banks.



Photo 21

An upstream view of the pond present approximately 140 m upstream of the mouth of the unnamed stream that drains into Drift Cove that could provide resident fish habitat.



Photo 22

A downstream view looking towards the mouth of the unnamed stream that drains into Windy Bay.



Photo 23

A view of the accumulated large woody debris over gravel present at the mouth of the unnamed stream that drains into Windy Bay. This accumulation of material currently blocks anadromous fish access into the stream but is not be considered a permanent barrier.



Photo 24

A downstream view of the unnamed stream that drains into Windy Bay showing a typical section of the channel within a “V” shaped gully.

Lasqueti Island Riparian Areas Regulation Compliance Project Charter

Date: January, 2016

Purpose To amend the Lasqueti Island Land Use Bylaw with setback and screening regulations to implement the provincial *Riparian Areas Regulation*.

Background In 2013, Madrone Environmental Services Ltd. was contracted to assess Lasqueti watersheds to determine which watersheds are subject to the provincial *Riparian Areas Regulation*. The March 31, 2013 report broke down the watersheds into the following categories: (1) Watersheds with perennial Fish habitat; (2) Watersheds with Potential Seasonal Habitat for Anadromous Fish below barriers; (3) Watersheds Requiring Further Investigation; (4) Watersheds with no Fish Habitat. Further assessment of three watersheds is required in the 2013-14 fiscal year, and an additional assessment of THREE watersheds in the 2014-15 fiscal year. In addition, at the October 17, 2013 LTC meeting, the LTC decided to endorse the setback/screening method of coming into RAR compliance rather than going the Development Permit Area route.

Objectives

- Have all Lasqueti watersheds assessed to determine RAR applicability
- Ongoing notification and effective engagement with property owners and residents

Scope & Deliverables

- Review all Lasqueti watersheds to determine RAR applicability
- Review setback and screening option and draft bylaw amendment implementing this option to become RAR compliant
- Inform/notify community via newsletters, community consultation; and community information meeting(s) and public hearing

Workplan Overview

Deliverable/Milestone	Date
Draft LUB amendment. Firm up CIM date and time and place.	July 3, 2014
CIM takes place at special meeting to be held September 13th.	Sept 13, 2014
Madrone completes assessment of remaining 3 watersheds.	Sept 15, 2014
Staff presents report summarizing CIM and presenting draft bylaw for possible changes.	Oct 16, 2014
Community consultation: CIM (1), APC referrals (2)	Spring/Summer 2015
Consideration of first reading	Summer/Fall 2015
Consideration of second reading and any changes based on referrals responses.	Spring 2016
Public Hearing, consideration of 3rd reading, EC referral, adoption and amendment consolidation	Spring 2016

Project Team

Lasqueti Island LTC	
Marnie Eggen, Planner	Project Manager

Budget

Budget Source: RAR Project

Item	Cost
Assessment - 2 watersheds	2000 (done 13/14)
Assessment - 3 other watersheds	5000 (done 14/15)
Community consultation	600 (done 15/16)
3rd party watershed assessment	6000 (15/16 fiscal)
Legislative process	1500 (15/16 fiscal)
Total	7500

RPM Approval:

Courtney Simpson

Date: January 22, 2015

LTC Endorsement:

Resolution #: LA-2015-004; LA-2015-50

Date Received: February 5, 2015



Top Priorities

Lasqueti Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Riparian Areas Regulation Compliance: Watershed Assessment and Bylaw Enactment		17-Aug-2011	Sonja Zupanec Marnie Eggen		On Going
1	Lasqueti Official Community Plan and Land Use Bylaw review		13-Sep-2014	Sonja Zupanec		On Going
1	Establish relationships with First Nations that have interests in the Lasqueti Local Trust Area.		30-Jul-2015	Sonja Zupanec	30-Nov-2016	On Going



Projects

Lasqueti Island

No.	Description	Activity	Received/Initiated	Status
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 LTCs) 3. Update with Intertidal zone policies using specific recommendations from the Forage Fish team and the Greenshores and Eelgrass Project			On Going
2	Update Official Community Plan and Land Use Bylaw to include provisions for food security. (Direction from Trust Council - December, 2010)		03-Mar-2011	On Going
3	Utilize Land Use Planning tools and decisions to protect Coastal Douglas Fir and associated ecosystems.		30-Jul-2015	On Going



Islands Trust

Rezoning

Print Date: February 1, 2016

Applications

File Number	Applicant Name	Date Received	Purpose
LA-RZ-2015.1	KGL Freight Services Ltd.	26-Aug-2015	PID 005-600-081 - 1 Weldon Road. Application to rezone lot to commercial use to put in full service gas station/Laundromat/convenience store and water sales.

Planner: Sonja Zupanec

Planning Status

Status Date: 30-Sep-2015

Planner reviewing. Further information requested.

Islands Trust
LTC EXP SUMMARY REPORT F2016
Invoices posted to Month ending January 2016

640 Lasqueti	Invoices posted to Month ending January 2016	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-640	LTC "Trustee Expenses"	750.00	321.45	428.55
LTC Local				
65200-640	LTC - Local Exp - LTC Meeting Expenses	500.00	824.86	-324.86
65210-640	LTC - Local Exp - APC Meeting Expenses	500.00	190.97	309.03
65220-640	LTC - Local Exp - Communications	300.00	86.00	214.00
65230-640	LTC - Local Exp - Special Projects	750.00	0.00	750.00
TOTAL LTC Local Expense		<u>2,050.00</u>	<u>1,101.83</u>	<u>948.17</u>
Projects				
73001-640-2015	Lasqueti OCP/LUB	5,000.00	0.00	5,000.00
73001-640-3004	Lasqueti RAR	5,000.00	0.00	5,000.00
		<u>10,000.00</u>	<u>0.00</u>	<u>10,000.00</u>

Lasqueti Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

No	Meeting Date	Resolution No.	Issue	Policy
1.	July 11, 2013	LA-020-2013	APC member Agenda Package	It was MOVED and SECONDED , that on request by an Advisory Planning Commission member, that they receive a Lasqueti Island Local Trust Committee Agenda package at no charge.

Trust Fund Board Report to Local Trust Committees and Bowen Island Municipality October 2015

Opportunity Fund Grant for Mayne Island Conservancy – Mayne Island

The Trust Fund Board received and approved one Opportunity Fund grant at its last meeting, to assist the Mayne Island Conservancy with costs related to the ecological assessment of a potential conservation property. The Opportunity Fund is supported by individual donors and fundraising initiatives, such as the sale of our birthday calendars. The Fund is available to our partners, through grants, in support of land conservation projects in the Islands Trust area.

Trespass at Mount Trematon Nature Reserve– Lasqueti Island

Islands Trust Fund continues to address the damage caused by trespass at Mount Trematon Nature Reserve on Lasqueti Island. A professional biologist and local machine operator were supported by staff and local volunteers to remove the culvert and naturalize the stream bed. Vehicle access has been restricted with a culvert and gate, and the boundary has been surveyed and clearly marked.

Annual Monitoring Report

The Trust Fund Board received and reviewed the results of this year's monitoring visits. Only minor issues were identified at the time of monitoring and staff are currently meeting with landowners and working to remedy these issues.

Management Plans

Horton Bayviary Nature Reserve (Mayne Island)

The Trust Fund Board reviewed and approved the Horton Bayviary Nature Reserve Management Plan, prepared under contract by the Mayne Island Conservancy Society. The management plan was an update to the original plan, prepared after the property was acquired by the Trust Fund Board in 2002.

Manzanita Ridge Nature Reserve (Salt Spring Island)

The Trust Fund Board and Salt Spring Island Local Trust Committee co-hold a covenant on Manzanita Ridge Nature Reserve, which is owned by the Salt Spring Island Conservancy. The Trust Fund Board reviewed the new management plan for the Reserve and found it to be consistent with the terms of the conservation covenant, and therefore it was approved.

Fallow Deer Control on Sidney Island

The Board approved a request from the strata landowners on Sidney Island to allow hunting of fallow deer in the covenant areas. The landowners have been working for years to dramatically reduce the population of fallow deer on the island, which are non-native and having a severe negative impact on the vegetation and ecology.

Clam Bay Farm Covenant – North Pender Island

The Board finalized and signed off on a conservation covenant on a property known as Clam Bay Farms. The covenant protects approximately 8.25 hectares of Coastal Douglas-fir forest. As the covenant is a requirement of a development application, staff will notify the North Pender Local Trust Committee officially when the covenant is registered.

Evaluation of Outreach Projects

Staff provided the Board with a review of two recent pilot outreach programs – a landowners contact program on Lasqueti Island and outreach to realtors and other professionals on North Pender Island. Both projects resulted in successful outcomes, and staff will be working to develop realtor outreach events on other major islands.

Trust Fund Board Report to Local Trust Committees and Bowen Island Municipality November 2015

Conservation Proposal for Settlement Lands –Denman Island

The Trust Fund Board has received a conservation proposal to covenant 63.25 hectares (157 acres) of land acquired by Denman Island Conservancy. The land was received as part of a legal settlement and is adjacent to the new Denman Island Provincial Park and TFB's Inner Island Nature Reserve. TFB approved the proposal subject to the development and approval of a management plan. The management plan will consider: recovery of forest on the logged portion of the land, activities to maintain butterfly habitat for rare species (Edith's Checkerspot and Dun Skipper), maintenance of two significant wetlands and an area of ALR land on the property.

Trail Proposal for the Lindsay Dickson Nature Reserve –Denman Island

TFB agreed to consider including an existing trail on this forested nature reserve in the Denman Island Cross-Island Trail, which is currently being developed by the Comox Valley Regional District. It is proposed that the ferry-to-ferry trail would follow an old logging road across one corner of the reserve, an existing trail that appears suitable for increased use. The Board will make a final decision once discussions have addressed continued protection of the values of the reserve.

McFadden Creek Nature Sanctuary management plan – Salt Spring Island

TFB has approved the management plan for our newest nature sanctuary, acquired in November 2014. McFadden Creek is one of very few protected areas in the northern part of Salt Spring Island. TFB became involved with partners to secure a significant heron colony at McFadden Creek almost two decades ago. The protected area has significant natural features, including the presence of five provincially listed species at risk. The heronry has been abandoned, however habitat remains for herons and it is possible they may return.

Conservation and Working Landscapes

TFB's Regional Conservation Plan includes a commitment to research staff and resource requirements of conservation on lands that include working landscapes and cultural features. Former ITF Communications and Fundraising Specialist, Christine Rikley, is tackling this topic in conjunction with her Masters of Public Administration program at UVIC. She has provided an opportunity for TFB to make suggestions of how her research might inform what might be required for ITF to expand protection activities.

Coastal Douglas-fir Ecosystem Conservation

Following up on a decision at the September Trust Council meeting, all local trust committees have received a copy of the Conservation Strategy prepared by the *Coastal Douglas-fir and Association Ecosystems Conservation Partnership (CDFCP)*. Trust Council's newly adopted Strategic Plan includes a strategy to "use land use planning tools and decisions to protect Coastal Douglas-fir and associated ecosystems". Subject to interest among LTCs, the Plan notes that the Local Planning Committees could "develop a planning tool kit to illustrate how to protect Coastal Douglas-fir and associated ecosystems". CDFCP and ITF could also provide information that might help individual LTCs tackle protecting this nationally-significant ecosystem.

December Trust Council Meeting: Working with the Islands Trust Fund

The Board and staff are preparing for the upcoming opportunity for information sharing and discussion at the December Trust Council Meeting (Tuesday afternoon). We want to make sure this is as productive as possible for Council members. We would welcome advance notice of any particular topics you would like covered or questions you might have so that we are prepared to include them (please contact Chair Tony Law as soon as possible).



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 January 25, 2016 File Number 3030-01

To Denman Island Local Trust Committee
Gabriola Island Local Trust Committee
Gambier Island Local Trust Committee
Hornby Island Local Trust Committee
Lasqueti Island Local Trust Committee
Thetis Island Local Trust Committee
Ballenas Winchelsea Islands (Executive Committee) Local Trust Committee

From Sonja Zupanec
Island Planner
Local Planning Services

Re Land Use Consultation for Radio Communication Utilities

The Executive Committee is asking LTC's to consider the attached letter from Innovation, Science and Economic Development Canada indicating they are giving notice of rescinding the 1996 Letter of Understanding (LOU) "Land Use Consultation for Radio Communication Utilities". The LOU is included in the attachment.

As indicated in the letter, the Federal Government (Canada) has developed an antenna siting policy and a guide to assist local governments in developing antenna system siting protocols. In addition, the Federation of Canadian Municipalities has developed an Antenna system siting protocol template.

In the absence of a LOU, Canada will expect local trust committees to either develop their own consultation policy or use the consultation guidelines provided by Canada. The Gabriola LTC is the only northern LTC with a standing resolution (GB-025-2010) stipulating consultation policies for radio communication utilities.

If a local trust committee would like to have a Trust-wide consultation policy, or model policy and procedures developed by Trust Council, a resolution indicating your LTC's preference is requested. This resolution will be forwarded to the Executive Committee for consideration as a Trust Council agenda topic.

Option 1: Request Trust Council develop a Trust-wide consultation policy

THAT the XX Island Local Trust Committee requests Trust Council explore the option of a Trust-wide policy on land use consultation for radio communication utilities.

Option 2: Request Trust Council develop model policy and procedures for each LTC to consider

THAT the XX Island Local Trust Committee requests Trust Council explore the option of a model policy and procedures on land use consultation for radio communication utilities.

R:\LTC\Multi-LTC Projects\Radio Communications Utilities\LTC memo Jan 2016 Radio communication utilities.docx

copy Ann Kjerulf, Manager

Attachment:

1. Letter from Innovation, Science and Economic Development Canada



Linda Adams
Chief Administrative Officer, Islands Trust
Suite 200, 1627 Fort St.
Victoria, BC
V8R 1H8

Date: December 1st, 2015

Subject: Rescinding the 1996 Letter of Understanding (LOU) "*Land use Consultation for Radio Communication Utilities*"

Dear Ms. Adams,

As per our telephone discussion today, please accept this letter as our formal notification to provide a three month notice to rescind the above LOU. I have attached a copy for your reference. It is our belief that this document is outdated.

Going forward, Islands Trust may wish to consider an "islands wide" tower siting consultation policy of their own. There are many good examples of these being used by various local governments. If drafted well, clearly outlining the requirements and obligations of both the proponent and the land use authority, such a policy can save both parties time and result in a more streamlined, timely and assured process.

Most jurisdictions either have their own tower siting consultation policy or use the Innovation, Science and Economic Development Canada policy:

CPC 2-0-03 Radiocommunication and Broadcasting Antenna Systems: <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html>

If this is of interest, our department provides a guide that can be used to help develop a policy. It is called the *Guide to Assist Land-use Authorities in Developing Antenna System Siting Protocols*:

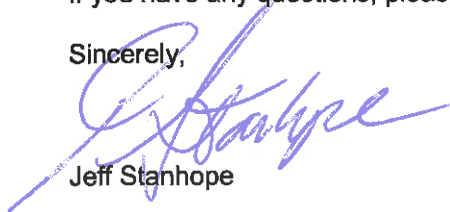
<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf10860.html>

Also, the Federation of Canadian Municipalities, in partnership with the Canadian Wireless Telecommunications Association, have developed a policy template: *Antenna System Siting Protocol Template*:

http://www.fcm.ca/documents/tools/fcm/Antenna_System_Siting_Protocol_EN.pdf

If you have any questions, please do not hesitate to call me at the number below.

Sincerely,



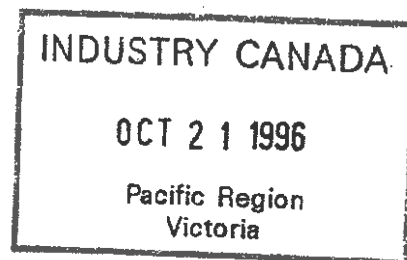
Jeff Stanhope

Spectrum Operations Manager, Spectrum Management Operations Branch
Innovation, Science and Economic Development / Government of Canada
Jeff.Stanhope@canada.ca / Tel: 250-363-3597 / TTY: 1-866-694-8389

Letter of Understanding

between

INDUSTRY CANADA
Vancouver Island District
Spectrum Program
("Industry Canada")



and the

ISLANDS TRUST COUNCIL on behalf
of Trust Area Local Trust Committees
("Islands Trust")

regarding

LAND-USE CONSULTATION FOR RADIO COMMUNICATION UTILITIES
within the Islands Trust Area

WHEREAS, section 8.1 of the *Islands Trust Act* authorizes the Islands Trust Council to enter into agreements with the Government of Canada on behalf of one or more local trust committees to coordinate activities within the Islands Trust Area to achieve the legislated object of the *Islands Trust Act* ... "to preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of the Province generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of the Province";

WHEREAS, a local trust committee is responsible for regulating the development and use of land within a local trust area;

WHEREAS, Section 5 of the *Radiocommunications Act* defines the Minister's powers, the Minister may, (i) approve each site on which radio apparatus, including antenna systems, may be located and approve the erection of all masts, towers and other antenna-supporting structures;

WHEREAS, Industry Canada recognizes that land-use authorities may have an interest in the location of significant antenna structures proposed within their jurisdiction and may have concerns that should be considered in the exercise of authority under the *Radiocommunications Act*;

AND WHEREAS, the Islands Trust consider significant antenna structures as being any structure over 25 metres measured from the ground level.

NOW THEREFORE, both parties agree to implement the following interagency consultation procedures regarding applications to Industry Canada for the site-specific authorization of significant antenna structures within the Islands Trust Area:

1.0 NOTIFICATION

- 1.1 Either party will use best efforts to notify the other party of an applicant's expression of interest to build or modify a significant antenna structure.
- 1.2 Industry Canada will use best efforts to advise applicants that they are required to notify and consult with the appropriate local trust committee to address local land-use concerns as explained in Client procedure Circular, CPC-2-0-03.

2.0 APPLICANT / LOCAL TRUST COMMITTEE CONSULTATION

- 2.1 Local trust committees will make their views known to both the applicant and Industry Canada within 60 days of receiving an application unless otherwise mutually agreed by the local trust committee and the applicant.
- 2.2 The local trust committee will use its best efforts to consult with the applicant and to consider requirements of the applicant.
- 2.3 When Industry Canada becomes aware of a local trust committee's objection to a site-specific significant antenna structure, consideration to issue a license will be delayed for up to 60 days or longer if otherwise mutually agreed by the local trust committees and the applicant so consultations can occur between the applicant and the local trust committee.

3.0 APPLICATION APPROVAL

- 3.1 Industry Canada does not play a direct role in land-use consultations. This responsibility remains with the applicant and the local trust committee to work toward a mutually acceptable agreement.
- 3.2 Industry Canada will use best efforts to notify a local trust committee of its intent to process an application indicating the content of the applicant's signed land-use consultation attestation.
- 3.3 Industry Canada, upon the request of a local trust committee, will meet with that local trust committee to hear its concerns before final approval of a license.

4.0 CONDITIONS

- 4.1 Nothing in this agreement shall be construed to fetter the legislative or administrative discretion of either of the parties within their respective areas of jurisdiction.
- 4.2 Any party to this Agreement may terminate this Agreement at any time by delivering three months written notice to the other party.
- 4.3 The officials of each party who shall be responsible for notices and the administration of this Agreement are:

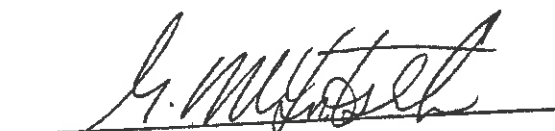
Executive Director
Islands Trust
2nd Floor, 1627 Fort Street
Victoria, British Columbia
V8R 1H8

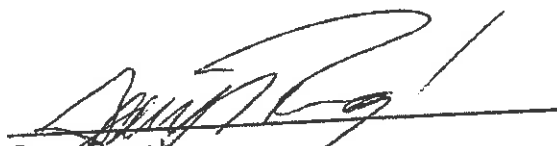
Phone #: (604) 952-4182
Fax #: (604) 952-4193

Director, Vancouver Island District
Pacific Region
Industry Canada
#318 - 816 Government Street
Victoria, British Columbia
V8W 1W9

Phone #: (604) 363-3800
Fax #: (604) 363-0208

Both parties commit to respect the terms of this agreement dated this 30 day of October, 1996.


Gordon A. McIntosh
Executive Director
Islands Trust


Gary Paugh
Director, Vancouver Island District
Industry Canada

To: Local Trust Committees, Bowen Island Municipality **For the Meeting of:** February 15, 2016.

From: Kate Emmings, Ecosystem Protection Specialist & Jennifer Eliason, ITF Manager

File No.: 5450-30; 0410-20

SUBJECT: COASTAL DOUGLAS-FIR CONSERVATION STRATEGY

DESCRIPTION OF ISSUE:

At its September 2015 meeting, Trust Council asked staff to forward the CDFCP Conservation Strategy to local trust committees and Bowen Island Municipality as a potential resource. This briefing explains the issue and offers some options for further action.

The Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) has finalized a Conservation Strategy for Coastal Douglas-fir forests and their associated ecosystems. The whole of the Islands Trust area is included in the strategy and, as a member of the CDFCP, the Islands Trust and its political bodies are expected to find ways to support or achieve some of the goals within the CDFCP Conservation Strategy.

BACKGROUND:

The Threatened Coastal Douglas-fir Forest

The Coastal Douglas-fir Biogeoclimatic (CDF) Zone is the smallest and most at-risk biogeoclimatic zone in British Columbia and is of great conservation concern (Biodiversity BC, 2008). It is home to the highest number of species and ecosystems at risk in BC, many of which are ranked globally as imperilled or critically imperilled (BC Conservation Data Centre, 2012). The global range of the CDF lies almost entirely within BC, underscoring both its global uniqueness and BC's responsibility for its conservation. **Twenty-five percent (25%) of the CDF lies within the Islands Trust area.**

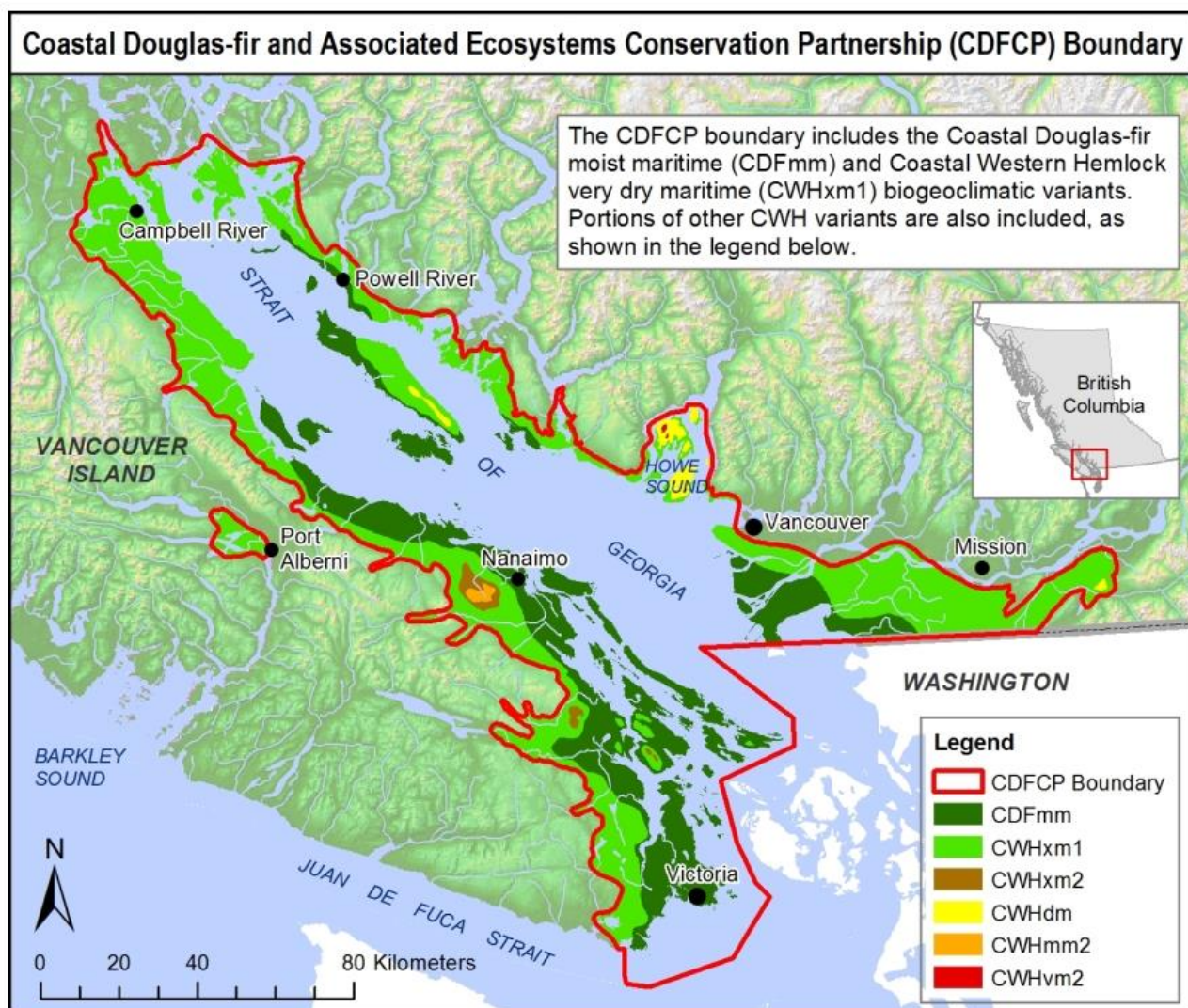
Coastal Douglas-fir ecosystems are also found in the Coastal Western Hemlock very dry maritime subzone (CWHxm1) which has many similarities with ecosystems in the CDF Zone. The CWH xm1 is found on Salt Spring and the islands in Howe Sound and is at similar conservation concern.

Of all the zones in BC, the CDF has been most altered by human activities. Less than 1% of the CDF remains in old growth forests (Madrone, 2008) and 49% of the land base has been permanently converted by human activities (Hectares BC, 2010). The trend of deforestation and urbanization continues and has resulted in a natural area that is now highly fragmented with continuing threats to remaining natural systems. Approximately 9% of the CDF zone is protected in conservation areas (MFLNRO, 2011). Of the remaining land in the CDF zone, approximately 80% is privately owned, which creates significant challenges for protection. The Islands Trust area still has high quality natural spaces, making it a natural focus for CDF conservation.

The Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP):

Established in 2013, the CDFCP is a forum for communication and collaboration regarding the maintenance and restoration of healthy Coastal Douglas-fir and Associated Ecosystems. The CDFCP recognizes the need for shared stewardship of ecosystems and strives to focus resources collaboratively, strategically and transparently to avoid duplicating existing efforts and

to maximize conservation gains. The CDFCP has 34 members, including four local governments and two Provincial ministries. Its area of interest is shown in the map below and includes the entire Islands Trust area. More information about the CDFCP is available at www.cdfcp.ca.



Islands Trust Involvement in the CDFCP:

The Trust Fund Board and the Gambier Island Local Trust Committee are signatories to the CDFCP Statement of Cooperation and the Islands Trust Fund's Ecosystem Protection Specialist is a CDFCP Steering Committee member. Islands Trust Council resolved to sign the CDFCP Statement of Cooperation at its March 2013 meeting and received a presentation from the CDFCP in June 2014. At that time, Trust Council passed the following resolutions:

TC-2014-061

That the Islands Trust Council request that the Executive Committee consider sponsoring an Association of Vancouver Island Coastal Communities/Union of BC Municipalities resolution that calls on the Province to provide funding for the CDFCP and for land protection initiatives in the CDF zone.

TC-2014-062

That the Islands Trust Council request that staff work with the CDFCP to develop recommendations for Trust Council's consideration regarding local planning tools that local trust committees could use to protect Coastal Douglas-fir ecosystems.

A resolution requesting adequate provincial funding for the CDFCP, including implementation of recommendations made by the CDFCP, was endorsed by AVICC and passed at UBCM in September 2013.

In February 2015, the Islands Trust Executive Committee passed the following resolution:

EC-2015-013

That the Executive Committee direct staff to finalize and forward a resolution requesting provincial funding for the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) to the Association of Vancouver Island and Coastal Communities (AVICC) and Union of BC Municipalities (UBCM) with a backgrounder for consideration by members at the 2015 conventions.

The AVICC endorsed a resolution, which was then presented to UBCM at the September 2015 meeting, where it passed.

Creation of the CDFCP Conservation Strategy:

In the summer of 2014, the CDFCP, working with the Nature Conservancy of Canada, obtained \$17,500 in funding for a CDFCP Conservation Strategy. Work began on the strategy in the fall of 2014 and the strategy was completed in July 2015.

The Islands Trust was invited to provide feedback on the plan through participation in a workshop in February 2015 which was attended by Tony Law, Hornby Island Trustee, and by the Islands Trust Fund Ecosystem Protection Specialist. Representatives from twenty-one (21) CDFCP member organizations attended. The Executive Committee was updated on work with the CDFCP in May 2015, and provided with notes from the February workshop.

Trust Council received the completed CDFCP Conservation Strategy at its September 2015 meeting and passed the following resolutions:

TC-2015-121

That Islands Trust Council receive the CDFCP Conservation Strategy for information and request the Chair to send a letter to the CDFCP Steering Committee in support of the Conservation Strategy and indicating a willingness to work with the CDFCP to implement the strategy as capacity allows.

TC-2015-122

That staff be requested to forward the CDFCP Conservation Strategy to local trust committees and Bowen Island Municipality as a potential resource.

ATTACHMENT(S):

Letter from the Islands Trust Chair to the CDFCP, November, 2015
CDFCP Conservation Strategy

AVAILABLE OPTIONS:

- 1) Receive the CDFCP Conservation Strategy for information.
- 2) Request local planning staff work with CDFCP to draft recommendations regarding land use planning tools that will effectively conserve Coastal Douglas-fir forest ecosystems.
- 3) Become a signatory to the CDFCP Statement of Collaboration (In addition to the Trust Council and the Trust Fund Board, the Gambier Island LTC has joined the CDFCP. Other LTCs or municipalities could also become partners).

FOLLOW-UP:

Islands Trust Fund staff will continue to participate on the CDFCP Steering Committee.

Planning staff will follow up as directed by the local trust committee or island municipality.

Prepared By: Kate Emmings, Ecosystem Protection Specialist & Jennifer Eliason, ITF Manager

Reviewed By: Lisa Gordon
Director, Trust Area Services

Date: November 9, 2015
Reviewed By: David Marlor
Director, Local Planning Services

Date: November 10, 2015

November 10th, 2015

File Number: 5450-30; 0410-20

Via Email: info@cdfcp.ca

Coastal Douglas-fir and Associated Ecosystems Conservation Partnership Steering Committee
 c/o Darryn McConkey, Interim Chair

Dear Darryn McConkey:

Re: Support for Coastal Douglas-fir and Associated Ecosystems Conservation Partnership's Conservation Strategy

As Chair of the Islands Trust Council, I'm writing to advise you that at its quarterly meeting in September 2015, the Islands Trust Council received the Coastal Douglas-fir Conservation Partnership (CDFCP) Conservation Strategy for information. Trust Council requested that I write to you to express support of the Conservation Strategy and to indicate the Islands Trust's willingness to work with the CDFCP to implement the strategy as capacity allows. As a first step, Trust Council has requested that staff forward the CDFCP Conservation Strategy to Islands Trust local trust committees and Bowen Island Municipality as a land-use planning resource.

The Islands Trust Council supports the CDFCP's goal of bringing governments, organizations and individuals together to collaboratively address ongoing threats to the conservation of Coastal Douglas-fir and Associated Ecosystems. This work would advance the following sections of the Islands Trust Policy Statement:

3.2.1 *It is Trust Council's policy that*

- *forest ecosystems in the Trust Area should be protected, and*
- *the remaining stands of relatively undisturbed Coastal Douglas-fir, Coastal Western Hemlock, Garry Oak and Arbutus should be preserved.*

3.2.3 *Trust Council encourages government agencies, non-government organizations, property owners and occupiers to protect forested areas through voluntary donation, acquisition, conservation covenants and careful management.*

At the September 2015 Union of BC Municipalities Convention, the Islands Trust put forward the following resolution which was endorsed and provided to the Province of BC:

WHEREAS the UBCM members previously endorsed resolution 2013-B104 requesting that the Ministry of Forests, Lands and Natural Resource Operations adequately resource the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (the Partnership);

AND WHEREAS in 2015 the Partnership will issue a 30-year conservation strategy for the coastal Douglas-fir biogeoclimatic zone, the most at risk zone in British Columbia, but has insufficient resources to implement the strategy:

THEREFORE BE IT RESOLVED that UBCM request the provincial government to provide core, multiyear funding to the Partnership to assist its members to implement the conservation strategy with the Province, First Nations, local governments, the federal government, stakeholders, and the general public.

We note that the CDFCP Conservation Strategy identifies the following actions related to its work with local governments:

1.2 Assist local governments, conservation groups and First Nations to identify priority areas for securement and stewardship in their jurisdiction

5.1 Work with local governments to develop plans, policies, bylaws and incentives that enhance Coastal Douglas-fir and associated ecosystem values

We will forward the Conservation Strategy to local trust committees with a recommendation that those wishing to advance the Islands Trust Policy Statement consider working directly with the CDFCP to support the priority actions identified in the CDFCP Conservation Strategy.

We look forward to further cooperation to protect the Coastal Douglas-fir biogeoclimatic zone; home to the highest number of species and ecosystems at risk in British Columbia.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'P. Luckham', with a stylized, cursive script.

Peter Luckham
Chair, Islands Trust Council
pluckham@islandstrust.bc.ca

cc: Islands Trust Executive Committee
Bowen Island Municipality
Trust Fund Board
Craig Sutherland, Assistant Deputy Minister, Regional Operations: Coast, Min. of Forest, Lands and Natural Resource Operations
Islands Trust website



COASTAL DOUGLAS-FIR
& ASSOCIATED ECOSYSTEMS
CONSERVATION PARTNERSHIP

**CONSERVATION
STRATEGY
2015**

ACKNOWLEDGEMENTS

This Conservation Strategy was developed by the Coastal Douglas-fir Conservation Partnership, under the guidance of the Steering Committee: Tim Ennis, Darryn McConkey, Kate Emmings, Dave Haley, Peter Arcese, Todd Golumbia, Adam Taylor, Kim Richardson, and Erik Piikkila.

Members of the Partnership met in February 2015 to review the Strategy and provide input into the objectives and actions.

The funding support for the planning process from the Real Estate Foundation of British Columbia is gratefully acknowledged. We also appreciate the contributions from the Ministry of Forests, Lands and Natural Resource Operations, Cowichan Valley Regional District and Islands Trust Fund. Funding for the Marxan project was provided by the Real Estate Foundation of BC, North Pacific Landscape Conservation Cooperative, Forest Renewal BC, and University of British Columbia.

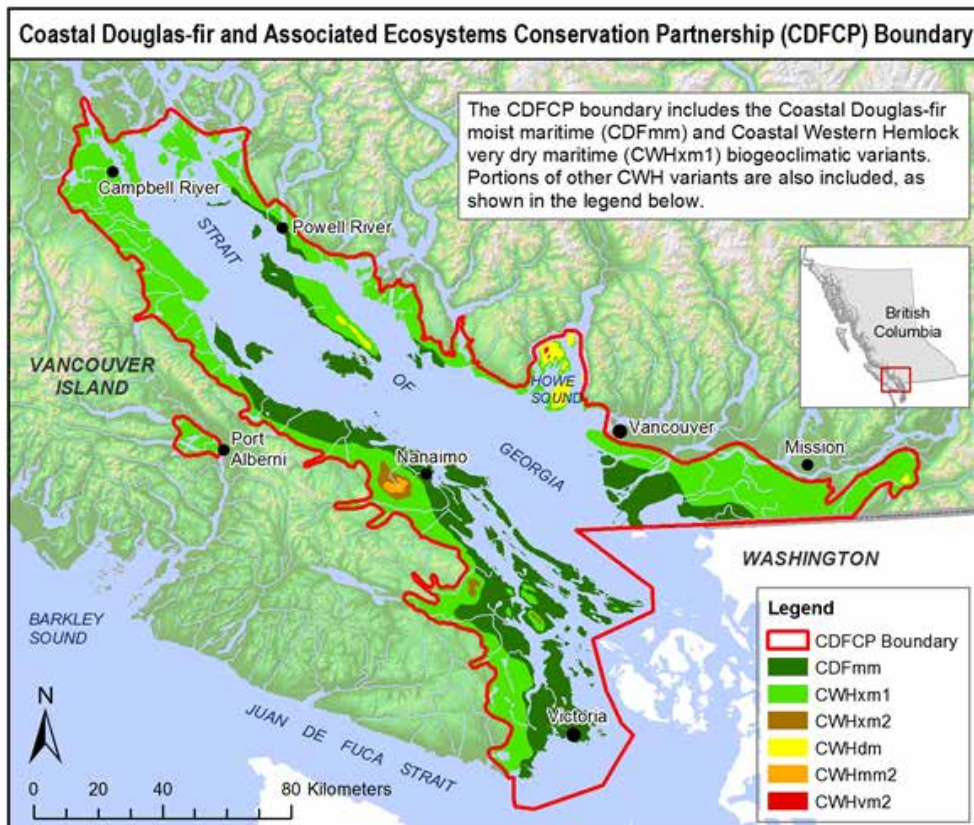


Writing and facilitation for this project was provided by Judith Cullington, Judith Cullington & Associates

INTRODUCTION

Purpose of the Conservation Strategy

This Conservation Strategy sets a 30-year vision and goals for the Coastal Douglas-fir Conservation Partnership (CDFCP); with objectives and actions identified for the next five years (2015–2020). The intent is to review and update this strategy at least every five years.



Coastal Douglas-fir and Associated Ecosystems

The Coastal Douglas-fir biogeoclimatic zone (CDF zone) is the smallest and most at-risk zone in British Columbia (B.C.). As home to the highest number of species and ecosystems at risk in B.C., many of which are ranked globally as imperiled or critically imperiled, it is of great conservation concern. The global range of the CDF lies almost entirely within B.C., underscoring both its global uniqueness and B.C.'s responsibility for its conservation. Of all the zones in the province, the CDF has been most altered by human activities. Less than 1% of the CDF remains in old growth forests and 49% of the land base has been permanently converted by human activities. The trend of deforestation and urbanization continues and has resulted in a natural area that is highly fragmented with continuing threats to remaining natural systems. Approximately 9% of the CDF zone is currently protected in conservation areas. The extent of disturbance, combined with the low level of protection, places the ecological integrity of the CDF zone at high risk.



As shown on the map, the area of concern to the CDFCP includes some parts of the Coastal Western Hemlock very dry maritime zone (CWHxm1 and CWHxm2), as these ecosystems share similar attributes and threats.

Threats to the integrity of the Coastal Douglas-fir and associated ecosystems (CDFAE) include:

- **Land conversion.** The CDF zone is 80% privately owned, in part due to the historic Esquimalt and Nanaimo (E & N) railway land grant. About 10% is provincially owned and the remaining 10% is owned by other levels of government. Much of the private land has been converted to urban and rural development, transportation and utility corridors, and agricultural use. Forty-nine percent (49%) of the land base in the CDF has been converted to human uses.
- **Ecosystem degradation.** Less than 1% of the CDF zone currently remains as old growth forest (over 250 years in age), and forests over 100 years in age now occupy only 4% of their former extent. Deforestation in a land base that was once predominantly forested has consequences for the small patch ecosystems, specialized habitats and at-risk species that were previously buffered and supported by the ecological processes of the surrounding forests. Remaining forests are predominantly younger, less diverse and bisected by roads. These changes affect hydrological patterns and the ability to filter and store water; destabilizes forest soils and reduces capacity to regenerate soils; alters the resistance to the invasion of alien species; alters prey-predator relationships; alters carbon and nutrient cycles, including the release of carbon to the atmosphere; and removes specialized habitat features for wildlife foraging, shelter and breeding.
- **Loss of natural processes.** Wildfires and deliberate burning by First Nations played an important role in shaping CDF ecosystems. Fires create openings in the canopy, kill off other less fire-resistant species, and help to establish and maintain the large, thick-barked Douglas-fir, Maple and Garry Oaks as the dominant trees in the area. Today and for the past 100 years, forest fires have been suppressed.
- **Species disturbance.** Human influence has artificially changed the balance of species, with resulting impacts on ecosystems. An example is the reduction in cougar and wolf populations, which has led to the hyper-abundance of deer populations and in turn reduction of native plants on which deer like to feed.
- **Invasive species** have increasingly intruded into all ecosystem types, displacing native plants and animals, altering ecosystem function and dynamics, and removing food sources for wildlife.
- **Climate change.** Changing climates are increasingly placing stress on native ecosystems and species through changes in seasonal temperatures, reduced snowpacks, winter rains instead of snowfalls, rain on snow events, and water availability, as well as introducing new pests and diseases.
- **Environmental Contaminants.** Environmental contaminants, including fertilizers, pesticides, household and industrial chemicals, sediment from human land disturbance, and human and animal wastes affects the function of ecosystems in the CDFAE. Some of these contaminants are from point sources, such as industry, but many come from non-point sources such as road infrastructure, housing developments, agriculture, and forestry.



A MOSAIC OF PROTECTION AND STEWARDSHIP

Coastal Douglas-fir and associated ecosystems (CDFAE) are found across the landscape. Large areas are set aside for ecosystem protection, forestry and agriculture, while small patches of natural habitat exist in community parks and backyards. The mosaic of protection and stewardship recognizes that this place is home to a diversity of native plants and animals, as well as home to many people. Some areas will be protected and set aside with a primary purpose of supporting ecological integrity; the primary use of other areas may be for economic, recreational or other uses. Stewardship of the CDFAE lands must balance these sometimes competing, sometimes complementary, roles.

This mosaic includes lands under government and private ownership and management, ranging in size from small to large parcels. Examples include:

- Protected areas (e.g., federal, provincial, regional and municipal parks, wildlife management areas, and non-government organization (NGO) owned nature reserves)
- Private lands managed for ecosystem values, including lands with conservation covenants
- Working landscapes (including forestry and agriculture)
- Connectivity corridors, including riparian areas
- Drinking water watersheds
- Community parks and recreation areas
- First Nations lands
- Private woodlots
- Urban forests
- Private backyards



THE COASTAL DOUGLAS-FIR CONSERVATION PARTNERSHIP AND ITS MISSION

The Coastal Douglas-fir Conservation Partnership (CDFCP) is a collaboration of agencies, organizations and land managers who are interested in promoting and protecting healthy CDFAE into the future. Land trusts, governments (federal, provincial, regional, municipal, and First Nations), environmental stewardship groups, resource industry professionals, private landowners and academic institutions are encouraged to become CDFCP Participants or Supporters.

As set out in its terms of reference, the CDFCP is led by a Steering Committee and supported by a series of Working Groups focused on different aspects of the CDFCP goals. The CDFCP provides a forum for collaboration, communication and action to effectively protect and steward Coastal Douglas-fir and associated ecosystems. Its mission is:

To promote the conservation and stewardship of the Coastal Douglas-fir and associated ecosystems in south-western British Columbia through sound science, shared information, supportive policies, and community education.

VISION FOR COASTAL DOUGLAS-FIR AND ASSOCIATED ECOSYSTEMS

By 2045:

Coastal Douglas-fir and associated ecosystems have ecological integrity and resilience to change. A system of core protected areas are actively managed to provide habitat for native species and places to learn about the importance of healthy ecosystems. Working landscapes are actively managed to enhance their ecosystem values, while also supporting jobs and economic development opportunities. The public and land managers understand that Coastal Douglas-fir and associated ecosystems are special places that merit support and investment.

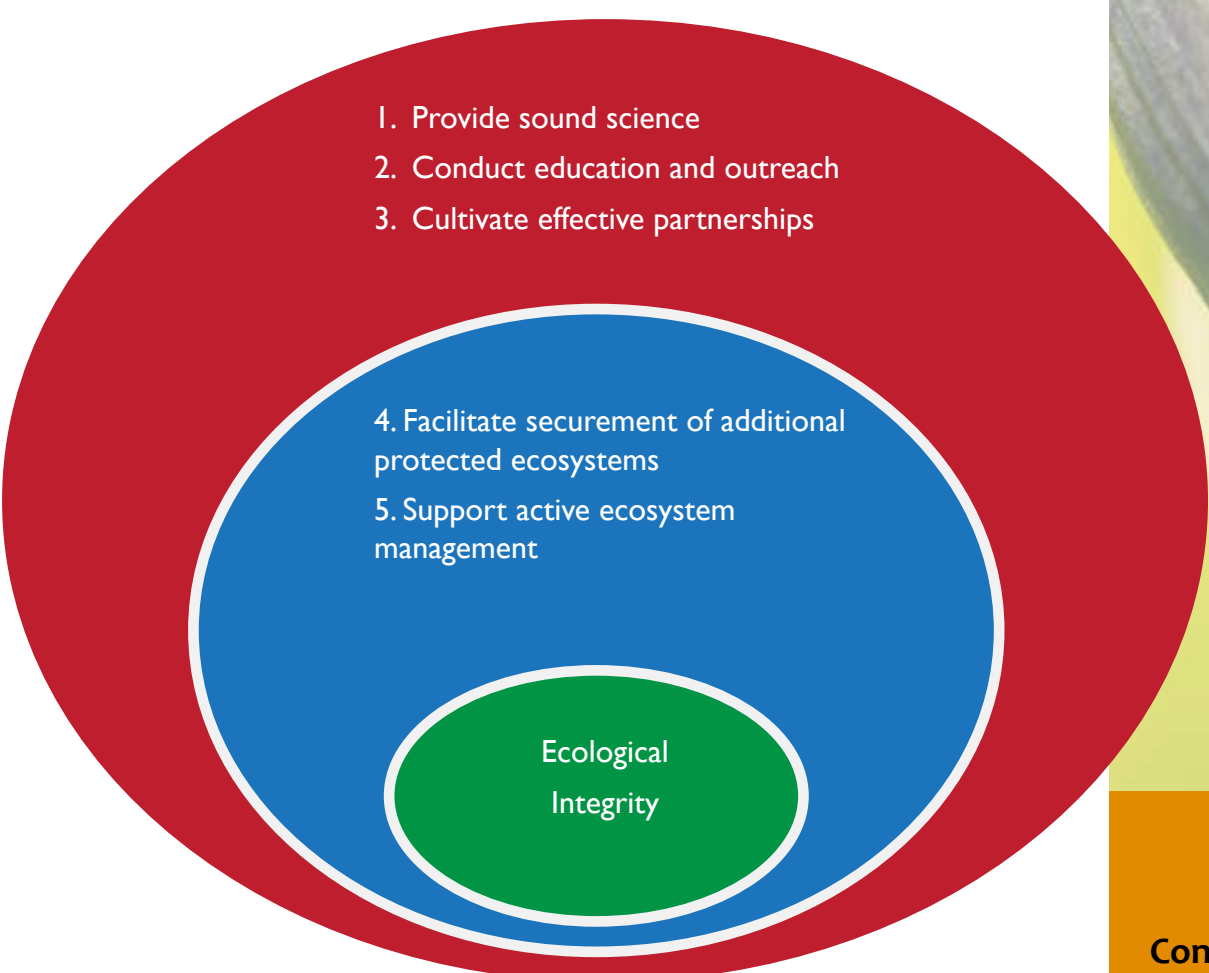


GOALS AND OBJECTIVES FOR THE CDFCP

Goals

The five goals express the ways in which CDFCP is working towards the vision of ecological integrity for Coastal Douglas-fir and associated ecosystems. The first three are core business of the CDFCP, the other two are activities supported by the Partnership.

- 1. Provide sound science***
- 2. Conduct education and outreach***
- 3. Cultivate effective partnerships***
- 4. Facilitate securement of additional protected ecosystems***
- 5. Support active ecosystem management***

- 
1. Provide sound science
 2. Conduct education and outreach
 3. Cultivate effective partnerships

4. Facilitate securement of additional protected ecosystems
5. Support active ecosystem management

Ecological
Integrity

SHORT-TERM OBJECTIVES AND ACTIONS

The goals reflect long-term aims. The objectives are specific outcomes for the next five years (2015-2020); supporting actions to achieve those objectives are also indicated. Objectives and actions are dependent on the availability of resources; the list below reflects the desired list of actions for the coming years, should resources (staff and funds) become available. For a list of objectives and actions which are “core” activities that are part of the ongoing CDFCP effort, please see Appendix A.

Summary of objectives and actions for 2015–2020:

1. Provide sound science to support land securement and stewardship

- 1.1. Provide tools for prioritization of areas for securement and stewardship within the CDF Zone
- 1.2. Assist local governments, conservation groups and First Nations to identify priority areas for securement and stewardship in their jurisdiction
- 1.3. Provide information on emerging CDFAE threats
- 1.4. Report annually on conservation outcomes

2. Conduct education and outreach

- 2.1. Develop and implement a communications and outreach strategy
- 2.2. Share success stories

3. Cultivate effective partnerships

- 3.1. Create and fund a coordinator position
- 3.2. Create and Support Working Groups
- 3.3. Encourage First Nations representation in the Partnership
- 3.4. Support the work of CDFCP Signatories
- 3.5. Collaborate with other groups working on ecosystem conservation

4. Facilitate securement of protected ecosystems

- 4.1. Provide advice on land securement
- 4.2. Identify options and contacts for funding land securement and stewardship
- 4.3. Promote and support land securement partnerships

5. Support active ecosystem management

- 5.1. Work with local governments to develop plans, policies and bylaws and incentives that enhance CDF values
- 5.2. Identify and promote opportunities for CDFAE stewardship
- 5.3. Identify pilot (case study) lands and land managers where focused management activities would benefit CDFAE on working landscapes
- 5.4. Work with the resource, developers and real estate sectors to enhance CDF stewardship



1. PROVIDE SOUND SCIENCE TO SUPPORT LAND SECUREMENT AND STEWARDSHIP

Effective and reliable science, combined with local knowledge, supports decisions that are made using the best available information.

1.1. Provide tools for prioritization of areas for securement and stewardship within the CDF Zone

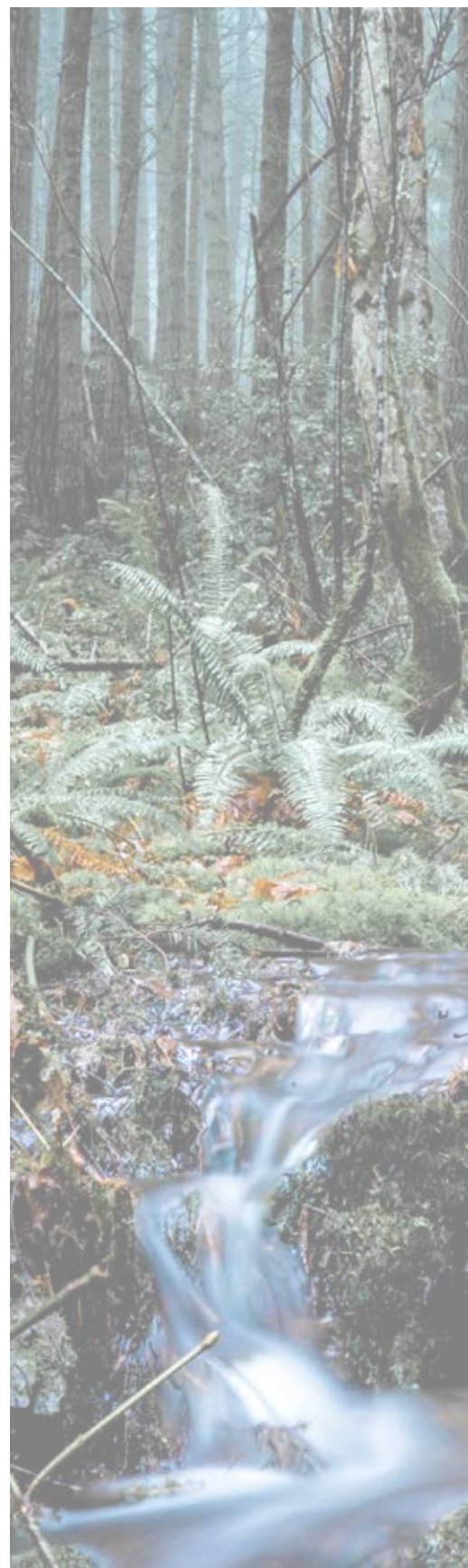
Actions:

- Working with UBC and other information providers, use the Marxan tool and analysis to develop landscape-level maps that identify potential conservation priorities.
- Refine the landscape-level mapping by improving data collection quality and input tools.
- Use the Marxan tool and other information to identify high-value conservation areas for discussion with partners.
- Use the Marxan tool and other analysis to identify CDFAE values within existing protected areas and determine the amount and spatial distribution of 'additional' protected areas required to create a resilient system.
- Create realistic scenarios for 'core' protection, taking into account spatial distribution and connectivity.
- Use the Marxan tool and other analysis to identify working landscapes and other lands with high CDF values.
- Develop and keep current a list of priority parcels for securement, and develop information on those parcels to support acquisition.
- Develop a methodology for ranking and ground truthing an individual conservation opportunity.

1.2. Assist local governments, conservation groups and First Nations to identify priority areas for securement and stewardship in their jurisdiction

Actions:

- Working with UBC and other groups, use the Marxan tool and other analysis to develop jurisdictional maps throughout the CDF area that identify areas with high conservation values, taking local priorities into account.
- Share existing data and knowledge through information forums and data sharing sites such as iMap, while respecting data privacy as required.
- Develop ways and means to facilitate timely and efficient access to a collective database.
- Engage local groups in the prioritization process so that they understand and support the selection process.
- Encourage jurisdictions to incorporate the results of regional mapping into their plans and policies.



- Provide training on the use and interpretation of the outcomes of this mapping and prioritization.

1.3. Provide information on emerging CDFAE threats

Actions:

- Gather information on the anticipated impacts from climate change, land conversion, invasive species and other emerging threats.
- Provide information on emerging threats to CDFCP partners and others through webinars, presentations and existing online resources.

1.4. Report annually on conservation outcomes

Actions:

- Establish parameters to be tracked (indicators).
- Monitor, evaluate and report annually on progress for these conservation indicators.

2. CONDUCT EDUCATION AND OUTREACH

Increasing public understanding of the importance of healthy Coastal Douglas-fir and associated ecosystems to humans and other species is necessary to create the political and financial support for programs that promote ecological integrity.

2.1. Develop and implement a communications and outreach strategy

Actions:

Through the Outreach and Education Working Group (OEWG):

- Develop a communications and outreach strategy.
 - Identify target audiences (e.g., senior and local governments, First Nations, the resource sector, and private landowners), and learn about their interests, perspectives and information needs.
 - Identify the most effective communications media for each of these audiences (e.g., e-newsletters, in-person meetings, social and regular media).
 - Develop key messages to be conveyed.
 - Identify existing materials (e.g., GOERT manuals, land trust strategies), and identify gaps in readily available information.
 - Identify organizations (partners and others) who can help to raise awareness of CDFAE.
 - Identify regions where there are no local groups to assist; consider options for filling this outreach gap.
- Provide informative educational materials in a variety of formats.
 - Provide links to existing online materials from the CDFCP website (and maintain links to ensure they remain current).
 - Where appropriate information does not already exist, create materials aimed at meeting the needs of specific groups.
 - Create engaging and clear information on CDFAE values for the general public.



- Post new materials on the CDFAE website in “print-ready” format and make them available through CDFCP partners.
- Distribute information widely.
 - Maintain an informative online presence, ensuring that content is updated regularly.
 - Ensure the coordinator role includes regular communications through email, social media and other methods.
 - Encourage CDFCP partners to share CDFCP news via their own websites, social media and other outreach.
- Host webinars, workshops and/or other information exchanges among existing and potential CDFCP partners
 - Identify target audiences and key topics for specific events.
 - Host at least one webinar (or in-person meetings) per year on different aspects of CDFAE protection and stewardship; encourage partners to co-host other events.
 - Consider events, contests and other activities that reach other audiences, such as youth.

2.2. *Share success stories*

Actions:

- Use proactive communications methods (not just website listings) to share success stories, such as:
 - Successful land securement deals, especially those using new and innovative approaches, Target audiences for these include developers/builders, agricultural land owners/managers.
 - Best practices to enhance CDFAE values (and reduce negative impacts), including restoration techniques.

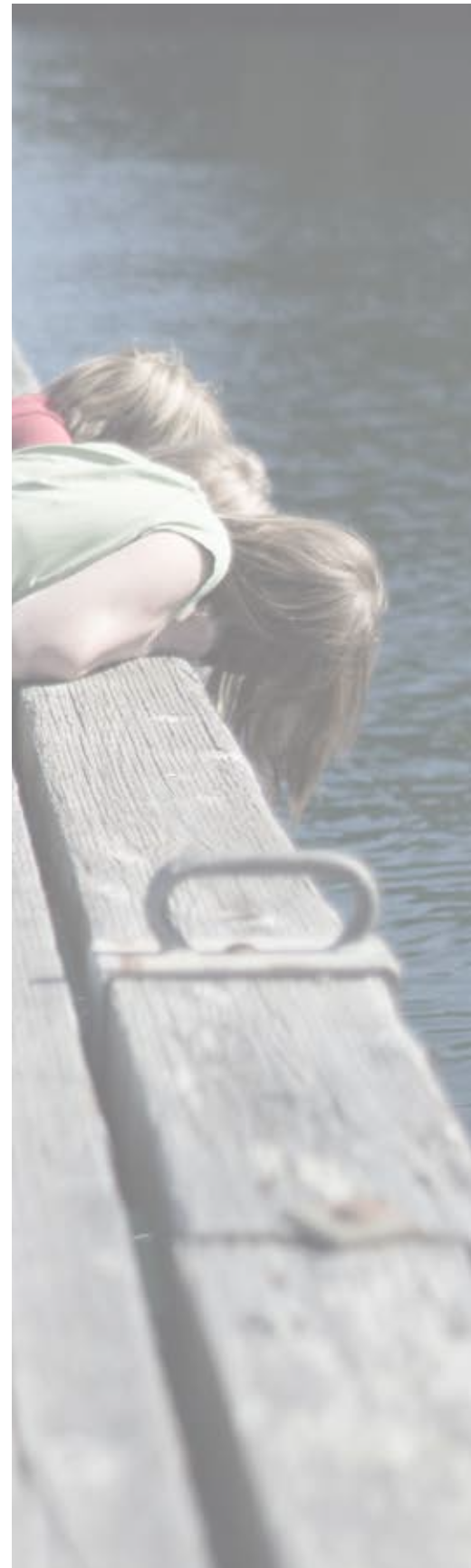
3. CULTIVATE EFFECTIVE PARTNERSHIPS

Create an effective and growing partnership in support of Coastal Douglas-fir and associated ecosystems.

3.1. *Create and fund a coordinator position*

Actions:

- Hire the coordinator. Refine the existing job description, gather funding to support this position for at least the first two years, and advertise for/hire the coordinator.
 - Seek funding for ongoing support for this position.
 - Annually, prepare a budget and workplan that identifies appropriate CDFCP banker(s) and core funding and project funding.
 - Identify potential funders for proposed projects; write grant proposals.
 - Prepare a simple annual update that provides information on achievements, funds expended, in-kind contributions from partners and others, identification of ways members can help, etc.



3.2. Create and Support Working Groups

Actions:

- Confirm Working Group membership, create a Terms of Reference for each group and identify official communications channels
- Where the working group role is filled by a parallel partnership (e.g., the Local Government Species At Risk Local Government Working Group), consider how this will meet the needs of the CDFCP and how best to achieve shared goals.
- Task each Working Group to provide a list of their priorities annually.
- Ensure the membership and efforts of the Working Groups are shared among all partners and supporters.

3.3. Encourage First Nations representation in the Partnership

Actions:

- Invite First Nations to CDFCP webinars and meetings to provide them with an opportunity to learn about the partnership.
- Meet in person with First Nations to:
 - Seek to understand the value of the CDFCP to First Nations
 - Share ideas on benefits of CDFAE conservation and overlap with traditional ecological knowledge, perhaps through joint mapping
 - Invite the inclusion of First Nations knowledge in the post-processing analysis.
- Invite First Nations representation on the Steering Committee.

3.4. Support the work of CDFCP Signatories

Actions:

- Develop an internal communications strategy for regular communications amongst partners.
- Identify the ‘point person(s)’ for information flow (internally and externally).
- Identify specific needs of the partners; help partners to further their CDFAE goals.
- Share the information (spreadsheet) identifying programs and gaps in ecosystem protection.
- Facilitate a peer-to-peer format for exchange of information, capacity building and access to funding.

3.5. Collaborate with other groups working on ecosystem conservation

- Identify potential new partners and encourage their participation in the CDFCP.
- Identify gaps in partner membership (e.g., in geographical regions as well as areas of expertise)
- Share information with similar organizations and partnerships (e.g., South Coast Conservation Partnership) on an ongoing basis.
- Coordinate with region-wide groups (e.g., GOERT) regarding shared interests
- Promote members of CDFCP as mentors for smaller organizations and community groups.
- Contact community organizations working on complementary objectives (e.g., Shawnigan Watershed study and Cedar Watershed Study) and identify opportunities for collaboration.



4. FACILITATE SECUREMENT OF PROTECTED ECOSYSTEMS

Establishing and expanding a system of core protected areas that are specifically managed to protect ecosystem integrity will support the long-term resilience of CDFAE. These protected areas will include publicly-owned lands (e.g., parks and watershed lands), lands owned by conservation organizations, and private lands under conservation covenant or similar legal status.

4.1. Provide advice on land securement

Actions:

Through the Securement Working Group:

- Gather information on the options for land securement including conservation covenants, land donations, eco-gifts, land acquisition, Crown Land securement, leveraging land acquisition, land trades, and other voluntary conservation options.
- Provide advice as needed to support the efforts of government agencies and land trusts to plan for securement and to secure specific CDFAE lands for conservation.
- Provide letters of support for securement efforts that support the ecological integrity of CDFAE.

4.2. Identify options and contacts for funding land securement and stewardship

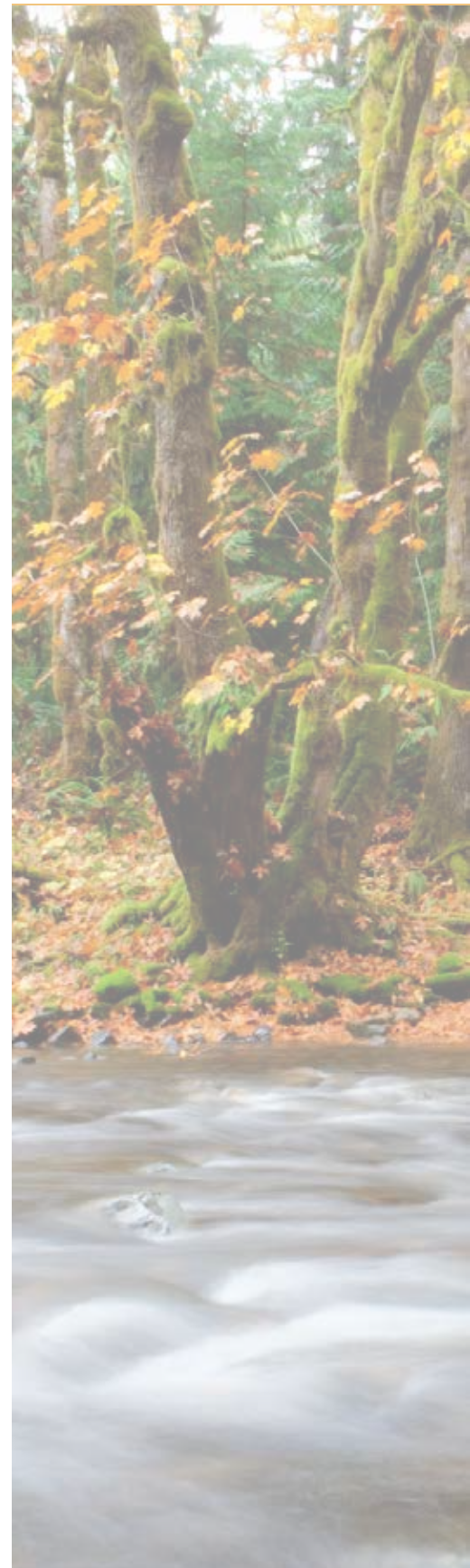
Actions:

- Identify and provide information on financial and other incentives for CDFAE securement and stewardship, e.g., potential carbon offset benefits.
- Provide examples of creative approaches to land securement, such as leveraging, land trades, or acquiring lands for trade.
- Identify contacts for fundraising (funders, fundraising expertise).
- Work with Provincial and regional organizations (e.g., the Land Trust Alliance of BC) to strategically promote funding for land conservation with government, funding agencies, financial advisors, and estate planners.
- Help to develop and advocate for new innovative funding opportunities, as well as encouraging increased funding levels for existing programs.

4.3. Promote and support land securement partnerships

Actions:

- Create venues for conversation about land securement options.
- Clarify roles various partners can play.
- Provide skills mapping for securement partners.
- Look at multi-purpose acquisitions that broaden the scope of conservation constituents, such as farming-conservation, mining-conservation and/or development-conservation.



5. SUPPORT ACTIVE ECOSYSTEM MANAGEMENT

Without active management (stewardship), even protected areas may lose ecosystem integrity. By 2045, it is hoped that protection and stewardship of CDFAE will be an integral component of the plans, policies and management activities of all governmental, private and non-governmental land managers.

5.1. Work with local governments to develop plans, policies and bylaws and incentives that enhance CDF values

Actions:

Through the Local Government Working Group:

- Find examples of practices (e.g., policies, incentives) from B.C. and elsewhere that could be used to enhance CDFAE values; share these with local governments.
- Develop and promote model policies and bylaws.

5.2. Identify and promote opportunities for CDFAE stewardship

Actions:

- Identify incentives (financial and other) for CDFAE stewardship on working landscapes.
- Meet with representatives from the forestry, agriculture and mining sectors to discuss benefits and barriers to CDFAE stewardship.
- Facilitate a peer-to-peer format for exchange of information and capacity building.
- Create a recognition strategy to appreciate good stewardship.

5.3. Identify pilot (case study) lands and land managers where focused management activities would benefit CDFAE on working landscapes

Actions:

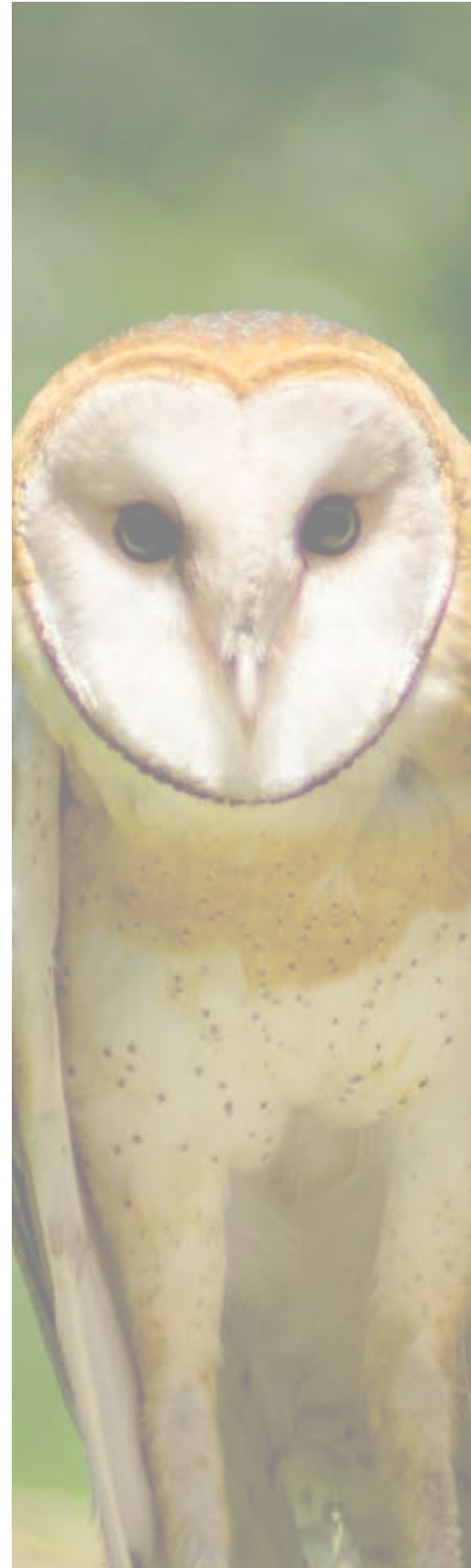
- Collaborate with land managers to identify priority lands for active management. – e.g., agriculture, forestry, real estate.
- Initiate pilot projects for stewardship projects that benefit land managers and enhance CDFAE values on working lands.
- Share the lessons from these pilot projects with the CDFCP and others.

5.4. Work with the resource, developers and real estate sectors to enhance CDF stewardship

Actions:

Through the Resource Sector Working Group, work with the resource sector (including forestry companies, woodlot owners, farmers and mining operators, and real estate sector) to:

- Identify aspects of CDFAE stewardship that enhance operations on working landscapes, and aspects that may create challenges.
- Increase awareness of the impacts of resource extraction activities on CDFAE.
- Explore and promote economic opportunities that are consistent with the CDFAE conservation objectives.
- Seek ways to increase the compatibility of resource activity outcomes with CDFAE conservation objectives.
- Work with the resource sector to integrate CDF values into strategic and operational plans.



APPENDIX A: CORE PRIORITIES

These activities form part of the CDFCP core work, and can be completed through the Steering Committee members and other partners.

1. Provide sound science to support land securement and stewardship

Effective and reliable science, combined with local knowledge, supports decisions that are made using the best available information.

1.1. Provide tools for prioritization of areas for securement and stewardship within the CDF Zone

- Working with UBC and other information providers, use the Marxan tool and analysis to develop landscape-level maps that identify potential conservation priorities.
- Use the Marxan tool and other information to identify high-value conservation areas for discussion with partners.
- Use the Marxan tool and other analysis to identify working landscapes and other lands with high CDF values.
- Develop a methodology for ranking an individual conservation opportunity.

1.2. Assist local governments, conservation groups and First Nations to identify priority areas for securement and stewardship in their jurisdiction

- Requires additional resources to complete, and is dependent on funding availability.

1.3. Provide information on emerging CDFAE threats

- Requires additional resources to complete, and is dependent on funding availability.

1.4. Report annually on conservation outcomes

- Requires additional resources to complete, and is dependent on funding availability.

2. Conduct education and outreach

Increasing public understanding of the importance of healthy Coastal Douglas-fir and associated ecosystems to humans and other species is necessary to create the political and financial support for programs that promote ecological integrity.

2.1. Develop and implement a communications and outreach strategy

- Requires additional resources to complete, and is dependent on funding availability.

2.2. Share success stories

- Requires additional resources to complete, and is dependent on funding availability.

3. Cultivate effective partnerships

3.1. Create and fund a coordinator position

- Hire the coordinator. Refine the existing job description, gather funding to support this position for at least the first two years, and advertise for/hire the coordinator.
- Seek funding for ongoing support for this position.
- Prepare a simple annual update that provides information on achievements, funds expended, in-kind contributions from partners and others, identification of ways members can help, etc.



- Other actions require additional resources to complete, and is dependent on funding availability.

3.2. Create and Support Working Groups

- Requires additional resources to complete, and is dependent on funding availability.

3.3. Encourage First Nations representation in the Partnership

- Invite First Nations representation on the Steering Committee.
- Other actions require additional resources to complete, and is dependent on funding availability.

3.4. Support the work of CDFCP Signatories

- Identify the ‘point person(s)’ for information flow (internally and externally).
- Share the information (spreadsheet) identifying programs and gaps in ecosystem protection.
- Other actions require additional resources to complete, and is dependent on funding availability.

3.5. Collaborate with other groups working on ecosystem conservation

- Identify potential new partners and encourage their participation in the CDFCP.
- Identify gaps in partner membership (e.g., in geographical regions as well as areas of expertise)
- Share information with similar organizations and partnerships (e.g., South Coast Conservation Partnership) on an ongoing basis.
- Other actions require additional resources to complete, and is dependent on funding availability.

4. Facilitate securement of protected ecosystems

Establishing and expanding a system of core protected areas that are specifically managed to protect ecosystem integrity will support the long-term resilience of CDFAE. These protected areas will include publicly-owned lands (e.g., parks and watershed lands), lands owned by conservation organizations, and private lands under conservation covenant or similar legal status.

4.1. Provide advice on land securement

Through the Securement Working Group:

- Provide advice as needed to support the efforts of government agencies and land trusts to plan for securement and to secure specific CDFAE lands for conservation.
- Provide letters of support for securement efforts that support the ecological integrity of CDFAE.



4.2. Identify options and contacts for funding land securement and stewardship

- Work with Provincial and regional organizations (e.g., the Land Trust Alliance of BC) to strategically promote funding for land conservation with government, funding agencies, financial advisors, and estate planners.
- Other actions require additional resources to complete, and is dependent on funding availability.

5. *Support active ecosystem management*

Without active management (stewardship), even protected areas may lose ecosystem integrity. By 2045, it is hoped that protection and stewardship of CDFAE will be an integral component of the plans, policies and management activities of all governmental, private and non-governmental land managers.

5.1. Work with local governments to develop plans, policies and bylaws and incentives that enhance CDF values

Through the Local Government Working Group:

- Find examples of practices (e.g., policies, incentives) from B.C. and elsewhere that could be used to enhance CDFAE values; share these with local governments.
- Other actions require additional resources to complete, and is dependent on funding availability.

5.2. Identify and promote opportunities for CDFAE stewardship

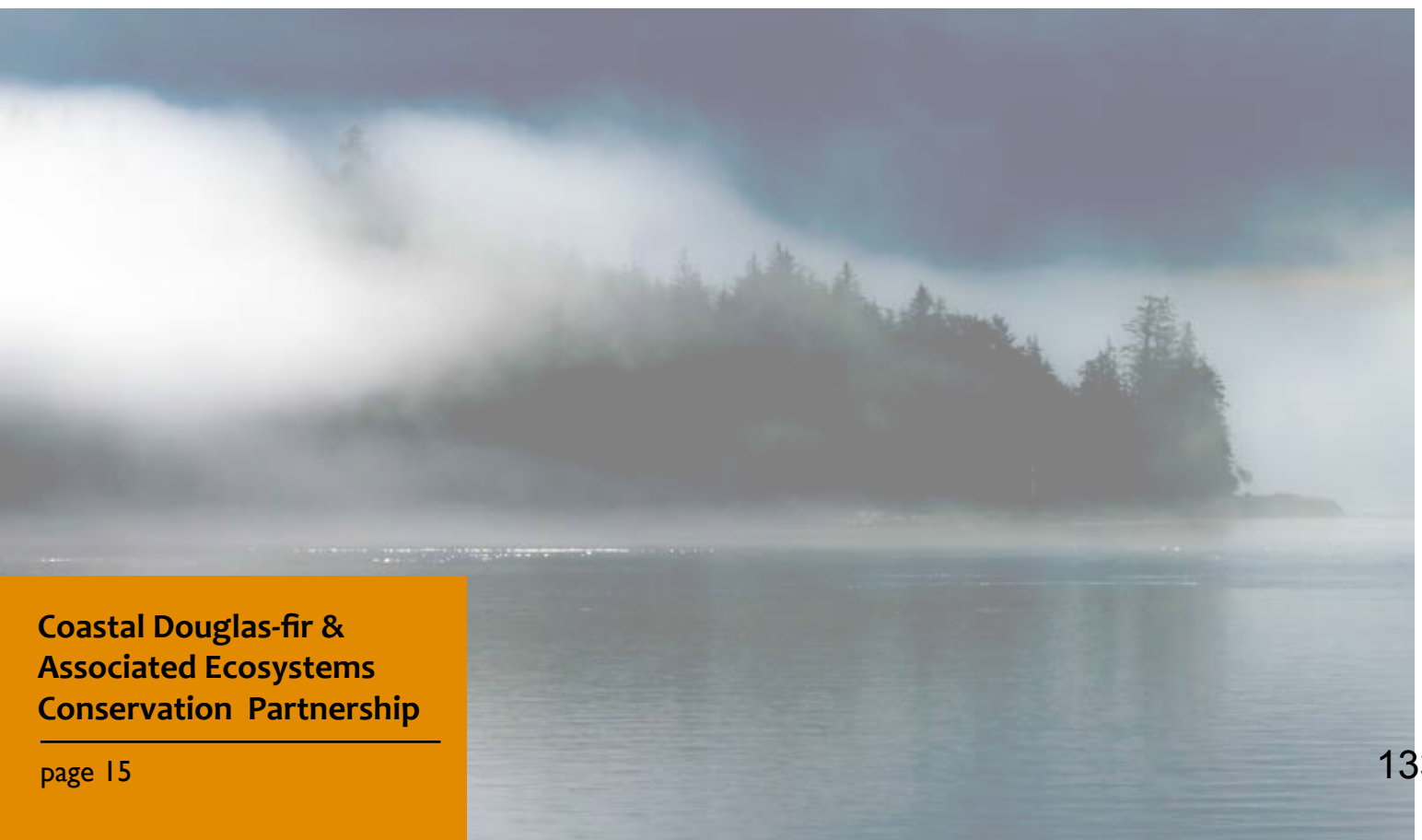
- Requires additional resources to complete, and is dependent on funding availability.

5.3. Identify pilot (case study) lands and land managers where focused management activities would benefit CDFAE on working landscapes

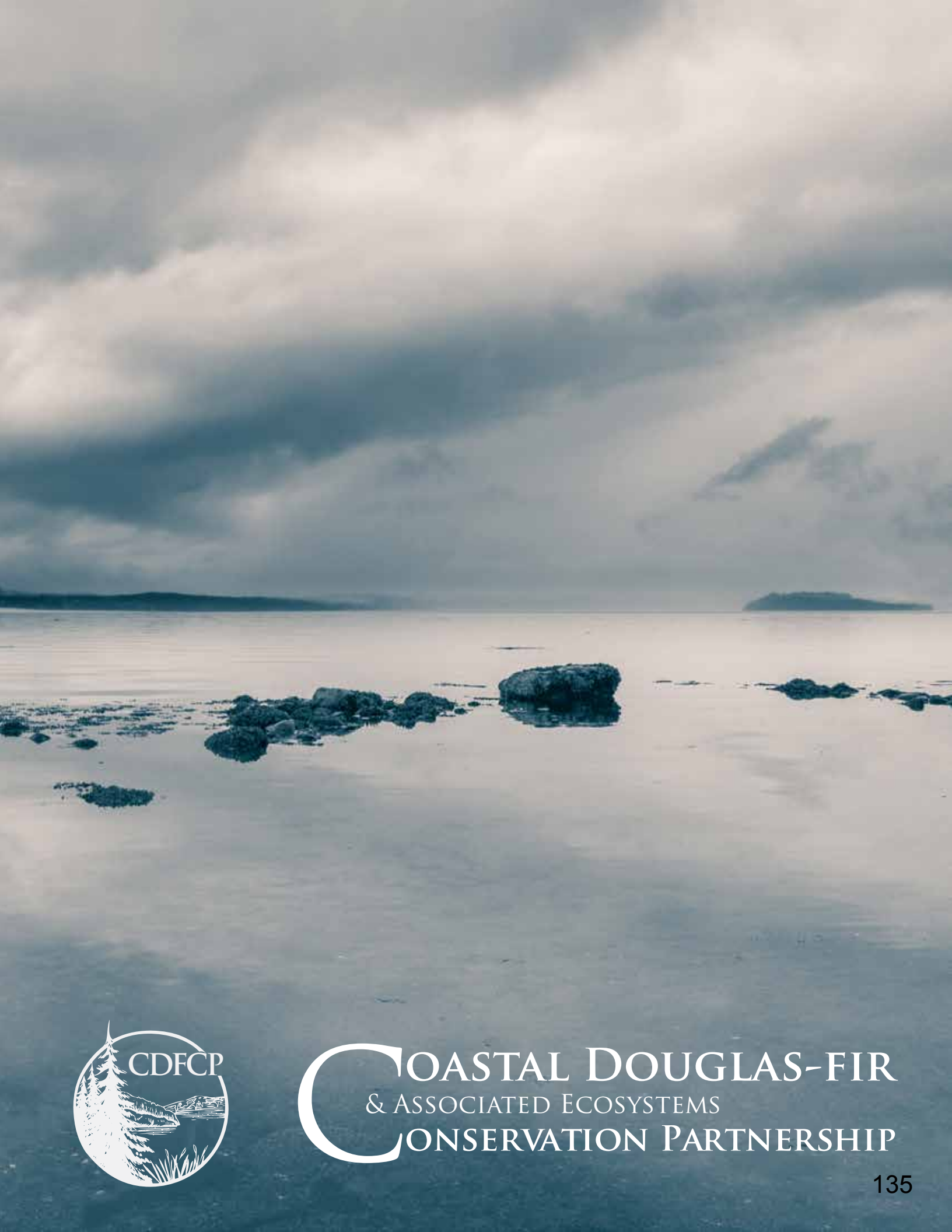
- Requires additional resources to complete, and is dependent on funding availability.

5.4. Work with the resource, developers and real estate sectors to enhance CDF stewardship

- Requires additional resources to complete, and is dependent on funding availability.







COASTAL DOUGLAS-FIR
& ASSOCIATED ECOSYSTEMS
CONSERVATION PARTNERSHIP