



Lasqueti Island Local Trust Committee Regular Meeting Agenda

Date: May 27, 2019
Time: 11:00 am
Location: Judith Fisher Centre
#1 China Cloud Bay Road
Lasqueti Island, BC

Pages

- | | | | |
|-----|--|---------------------|---------|
| 1. | CALL TO ORDER | 11:00 AM - 11:00 AM | |
| | Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change." | | |
| 2. | APPROVAL OF AGENDA | | |
| 3. | TOWN HALL | 11:00 AM - 11:10 AM | |
| 4. | MINUTES | 11:10 AM - 11:15 AM | |
| 4.1 | Local Trust Committee Minutes dated April 15, 2019 - for adoption | | 3 - 10 |
| 4.2 | Section 26 Resolutions-Without-Meeting - none | | |
| 4.3 | Advisory Planning Commission Minutes - none | | |
| 5. | BUSINESS ARISING FROM MINUTES | 11:15 AM - 11:25 AM | |
| 5.1 | Follow-up Action List dated May 16, 2019 | | 11 - 12 |
| 6. | APPLICATIONS AND REFERRALS - none | | |
| 7. | LOCAL TRUST COMMITTEE PROJECTS | 11:25 AM - 12:00 PM | |
| 7.1 | Official Community Plan and Land Use Bylaw Review - Staff Report | | 13 - 17 |
| 8. | DELEGATIONS - none | | |
| 9. | CORRESPONDENCE - none | | |
| | <i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i> | | |

10.	NEW BUSINESS	12:00 PM - 12:30 AM	
10.1	Islands Trust - 2018-2019 Annual Report - Memorandum		18 - 18
10.2	Freshwater Sustainability Strategy Project - Staff Report		19 - 25
10.3	Public Engagement on Lasqueti Island for Visions 2099 - The Future of the islands in the Salish Sea - Staff Report		26 - 67
	----- BREAK 12:30 PM to 12:50 PM -----		
11.	REPORTS	12:50 PM - 1:10 PM	
11.1	Trustee Reports		
11.2	Chair's Report		
11.3	Trust Conservancy Report dated March, 2019		68 - 69
11.4	Electoral Area Director's Report		
11.5	Applications Report dated May 16, 2019		70 - 70
11.6	Trustee and Local Expense Report dated March, 2019		71 - 71
11.7	Adopted Policies and Standing Resolutions		72 - 73
11.8	Local Trust Committee Webpage		
12.	WORK PROGRAM	1:10 PM - 1:20 PM	
12.1	Top Priorities Report dated May 16, 2019		74 - 74
12.2	Projects List Report dated May 16, 2019		75 - 75
13.	UPCOMING MEETINGS		
13.1	Next Regular Meeting Scheduled for Monday, July 22, 2019 at 11:00 am at the Judith Fisher Centre, #1 China Cloud Bay Road, Lasqueti Island, BC		
14.	ADJOURNMENT	1:20 PM - 1:20 PM	



Lasqueti Island Local Trust Committee Minutes of Regular Meeting

Date: April 15, 2019
Location: Judith Fisher Centre
 #1 China Cloud Bay Road
 Lasqueti Island, BC

Members Present: Peter Luckham, Chair
 Peter Johnston, Local Trustee
 Timothy Peterson, Local Trustee

Staff Present: Ann Kjerulf, Regional Planning Manager by teleconference
 William Shulba, Water Specialist by teleconference
 Dave Olsen, Recorder

Others Present: There were two (2) members of the public in attendance

1. CALL TO ORDER

Chair Luckham called the meeting to order at 11:10 am. He acknowledged that the meeting was being held in territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

10.3 Engagement and Participation of the Public

By general consent the agenda was adopted as amended.

3. TOWN HALL

A member of the public provided the following comments:

1. Concern about limits to public participation. A second Town Hall provides an opportunity to comment on issues that arise during the meeting.
2. The Indigenous People of the Lasqueti Island Local Trust Area Briefing Binder and Trustee Toolkit –He could not find a copy of the document.
3. Community to Community Forum –He emphasized that early engagement will require more resources.
4. Electronic Meetings –Without clear policy, LTC meetings could become two-tier. He suggested following the lead of other jurisdictions in providing recordings of meetings.
5. qathet Regional District - 2019 Agricultural Land Use Inventory & Agricultural Water Demand Model - He noted that some ALR land on-island is not visible by the road and suggested a local liaison be available to help with logistics.

Trustees responded:

- A second Town Hall will be discussed later in the meeting.
- The binder is in draft and not yet available for distribution to the public.
- The Islands Trust is looking at opportunities to make electronic meetings easier.
- Having a local liaison for the Ministry of Agriculture survey team is a great idea.

4. MINUTES

4.1 Local Trust Committee Minutes dated February 25, 2019 - for adoption

The following amendments to the minutes were presented for consideration:

On page 3 of the agenda package, under **2. Approval of Agenda**, it states "A trustee" but should say "Trustee Johnston".

Staff responded by noting that minutes are taken according to Islands Trust policy. They are a summary of the discussion.

LA-2019-005

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee refer the question of the policy to not name Trustees in the minutes to the Executive Committee for review.

CARRIED

By general consent the minutes of February 25, 2019 were adopted.

4.2 Section 26 Resolutions-Without-Meeting Report dated April 4, 2019

Received

4.3 Advisory Planning Commission Adopted Minutes dated February 11, 2019 - for receipt

Received

4.4 Advisory Planning Commission Draft Minutes dated February 21, 2019 - for receipt

Received.

Trustee Johnston asked that it be recorded that he attended for the first 40 minutes of this meeting.

5. BUSINESS ARISING FROM MINUTES

5.1 Follow-up Action List dated April 4, 2019

Staff advised that they now have the APC minutes and can review these in relation to the OCP/LUB project.

5.2 Lasqueti LTC and qathet Regional District Agreements – Memorandum

Staff noted that the Local Trust Committee (LTC) previously endorsed a new Protocol Agreement and are waiting for a final copy to be returned to the Islands Trust from the qathet Regional District.

Staff reported the following:

- This item is regarding the Letter of Understanding (LOU) to implement the Protocol Agreement. It would replace the previous LOU in order to update legislative references and to be consistent with more modern LOUs.
- qathet Regional District (qRD) staff have reviewed the draft LOU and will bring it to the qRD Board pending endorsement by the LTC.
- Entering into a LOU provides a process to address opportunities for cooperation.

Trustees responded:

- Think it's a great thing to have staff work together.
- Ongoing communications and in-person meetings should occur when needed.

- In the past, the qRD met on Lasqueti on the same day as a LTC meeting but there was no coordinated meeting of the qRD and LTC.

Staff responded:

- A protocol meeting with elected officials and staff was held last year in Powell River.
- The LOU includes language to have an annual meeting, which is a commitment than rather than a legal requirement.
- With respect to travel, discussion included alternating the location of future meetings. The LTC can discuss limits on the number of staff attending to reduce costs.
- qRD Board has a tentative date to meet on Lasqueti this summer, which presents an opportunity for a protocol meeting.

Trustees responded:

- Thanked staff for getting this rolling; all the references in the previous LOU were outdated.
- Glad to update the Agreements and have better communication.
- Agreement provides an opportunity for coordinated land use planning within their jurisdiction, primarily parks and schools.
- Protocol Agreements are aspirational documents.

LA-2019-006

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee endorse the draft Letter of Understanding between staff for the Lasqueti Island Local Trust Committee and qathet Regional District Board and request staff to forward the draft Letter of Understanding to the qathet Regional District Board for endorsement.

CARRIED

LA-2019-007

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to coordinate a protocol meeting with qathet Regional District Board members in 2019 and that staff be requested to attend.

Discussion ensued and the following was noted:

- The qRD is possibly holding a meeting on Lasqueti this summer.
- Meeting agenda items can be identified later but may include discussion about services around parks and dock/ramp facilities.

CARRIED

6. APPLICATIONS AND REFERRALS - none

7. LOCAL TRUST COMMITTEE PROJECTS

7.1 Official Community Plan and Land Use Bylaw Review - Staff Report

Staff reported that they hoped to be further along at this meeting in terms of reporting a communication and engagement strategy, but only very recently received the APC minutes and their resolutions related to this strategy. The Project Charter is presented in case the LTC would like to adjust anything.

Staff indicated they would like to know if there is general concurrence with the APC recommendations.

Trustees discussed the APC recommendations and noted the following:

- Request to endorse the Lasqueti Community Association's (LCA) Official Community Plan Review Process and coordinate with the LCA's Official Community Plan Steering Committee seems reasonable.
- There is a lack of information about the LCA process.
- Province has specific requirements for the process but it should also be supported by the LCA.

Staff advised:

- Engagement needs to address all stakeholders including the LCA, First Nations and others who reside off-island. We want to ensure we are hearing from all stakeholders.
- There is a history in smaller communities where the APC or community groups wrote plans, but this challenging; the legislation is complex and the process needs to be fair.
- OCPs and Land use bylaws need to be carefully written to ensure they are within the LTC's authority and do not open the LTC to legal challenges.

Trustees discussed the following:

- The LCA OCP Steering Committee was very clear that their process was theirs and that the LTC was still under our legislative obligations.
- Staff was not able to attend the second APC meeting due to some technology issue.
- Clarity is needed around what the LCA OCP Steering Committee process is.
- We can support this in principle but we have to have a sit down with that committee because it is difficult with this back and forth.

Staff advised that it would be helpful to have a face-to-face meeting with the LCA Committee to see if mutual interests are being met.

Regarding the APC's second recommendation, Trustees asked for clarification about who stakeholders are and what are referral agencies and whether there were any concerns about adding the ones mentioned in the APC resolution.

Staff responded that they could identify referral agencies and stakeholders as discreet lists and break them out so that they are clear. Staff advised that they had no concerns about adding those mentioned by the APC.

Regarding the APC's fourth resolution, Trustees discussed sending a further referral to the APC regarding the OCP/LUB Review Project Charter to the APC:

Staff advised:

- To wait until there is a draft communication and engagement strategy and then refer both back to the APC.
- In scope issues are not an exhaustive list. Other issues will arise as the project progresses. The LTC can adjust the Project Charter as needed.

LA-2019-008

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee endorse in principle, the recommendations of the Advisory Planning Commission in the draft minutes of February 21, 2019.

CARRIED

LA-2019-009

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to communicate with the Lasqueti Community Association Official Community Plan Steering Committee's Chair regarding coordination of Lasqueti Community Association Official Community Plan Steering Committee's process and communication strategy and that they be advised that the Lasqueti Island Local Trust Committee would like to meet with the Lasqueti Community Association Official Community Plan Steering Committee once the draft has been reviewed.

CARRIED

LA-2019-010

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to inform the Advisory Planning Commission that the Lasqueti Island Local Trust Committee will be forwarding the draft communication strategy and project charter when ready.

CARRIED

Discussion ensued regarding whether the OCP and LUB will be revised together or separately.

Staff advised:

- OCP and Land Use Bylaws generally go to the Executive Committee simultaneously, but the OCP may advance more quickly.
- If they move together, it allows us to see how OCP policies translate into regulation.

8. DELEGATIONS - none**9. CORRESPONDENCE - none**

(Correspondence received concerning current applications or projects is posted to the LTC webpage)

----- BREAK ----- 12:40 to 1:05pm

10. NEW BUSINESS**10.1 qathet Regional District - 2019 Agricultural Land Use Inventory & Agricultural Water Demand Model - Staff Report**

Staff presented the report and opportunity for an Agricultural Land Use Inventory and Agricultural Water Demand Model to be prepared for Lasqueti Island by the Ministry of Agriculture (MoA), if the LTC wishes to partner with the qRD and contribute \$2000 funding to the project.

Trustees noted the following:

- Not clear on the specifics of how MoA would gather info, but certainly it would be helpful to have an on-island contact.
- Project includes land both within and outside the Agricultural Land Reserve (ALR).
- Concern for privacy; data would be destroyed at the end of the project.
- MoA would need to communicate with the Trustees.

LA-2019-011

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to prepare a work plan and budget for the Official Community Plan/Land Use Bylaw Review Project – Agricultural Land Use Inventory and Agricultural Water Demand Model and request funding confirmation in the amount of \$2,000 for the 2019/20 fiscal year.

Discussion ensued and the following was noted:

- The Director of Local Planning Services is authorized to approve funding of up to \$5,000.

CARRIED

LA-2019-012

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to notify the Ministry of Agriculture and qathet Regional District that the Lasqueti Island Local Trust Committee wishes to be a signatory to the Memorandum of Understanding for the 2019 Agricultural Land Use Inventory and Agricultural Water Demand Model project and, upon funding confirmation, that the Local Trust Committee will contribute \$2,000 for Lasqueti Island Agricultural Land Use Inventory and Agricultural Water Demand Model report and a presentation.

CARRIED

10.2 Water Sustainability Strategies - for discussion

Trustees stated that:

- All are aware of the problems with Pete's Lake.
- The Island Health (IH) is the main problem.

Islands Trust Freshwater Specialist Shulba responded:

- Existing regulations are challenging for the Last Resort Society (LRS).
- Water is an important issue for the overall sustainability of the island.
- If this issue is an LTC Top Priority, there is political support to identify challenges.
- A specific regulatory tool is needed to protect watersheds and could be addressed through the OCP/LUB or through the *Islands Trust Act* or *Water Sustainability Act*.
- LTC needs to endorse a Project Charter.

Staff noted that there already is a resolution on the floor for staff to come back to the LTC with a report and Project Charter. Water is an issue that could fit into an OCP/LUB review. Both projects can move forward in tandem.

LA-2019-013

It was MOVED and SECONDED

that the Lasqueti Island Local Trust Committee request staff to report on detailed possible water strategies to address regulatory issues regarding the Pete's Lake Watershed and its users.

CARRIED

10.3 Engagement and Participation of the Public in Meetings

Trustee Johnston indicated that he had asked for a second Town Hall at the last LTC meeting. During discussion the following points were raised:

- At the last LTC meeting the CAO advised that the usual process is not to have a second Town Hall;
- Lasqueti has had a second Town Hall for many years;
- Public engagement is an important aspect of our meetings and provides the opportunity to receive historical background and opinions;
- A second town hall may not be needed if the Chair allows public feedback;
- Would like meetings to be collegial and prefer to operate in a liberal way until there is a problem.

The Chair noted his support for public comment and suggested that:

- If Trustees think someone could add to the discussion, they can be prompted;
- In general, the public can write to the LTC, speak at the beginning of the meeting, register as a delegation if they need more time, and the LTC can allow someone to speak;
- In the case of an application, process must be followed and it would not be appropriate to allow debate between an applicant and the public;
- From a fairness perspective, people should be encouraged to speak at the beginning of a meeting so everyone can hear it.

11. REPORTS

11.1 Trustee Reports

Trustee Johnston reported:

- He heard from a beach clean-up group.
- Received a response from other islands, and will circulate this with other Trustees.

11.2 Chair's Report

Chair Luckham reported:

- He attended the AVICC convention in Powell River with qathet.
- He heard lots of support for water protection and the climate change emergency.
- Lasqueti's Styrophobe was the focus of much discussion.
- The Premier gave a speech and he had some rapport with ministers.
- Trust Council (TC) is getting ready for 2019-20; it passed the budget and Galiano Island will host the next TC.

11.3 Trust Conservancy Report - none

11.4 Electoral Area Director's Report - none

11.5 Applications Report dated April 4, 2019

Received

11.6 Trustee and Local Expense Report dated February, 2019

The Chair advised that requests for information and any concerns be directed to Nancy Roggers, Finance Officer.

Trustees noted:

- Concern about why the local meeting expenses appear to be high.
- Concern with expenses associated with rescheduling the Public Hearing twice.
- The Public Hearing expense came from the project budget.

Staff advised:

- Trustees will receive the expense report details by email soon.
- This LTC's meeting budget is lower than others but uncertain as to why.

11.7 Adopted Policies and Standing Resolutions

Trustees discussed the new Standing Resolution regarding trustee and staff attendance at APC meetings.

11.8 Local Trust Committee Webpage - received

12. WORK PROGRAM

12.1 Top Priorities Report dated April 4, 2019- received

12.2 Projects List Report dated April 4, 2019- received

13. CLOSED MEETING - none

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for Monday, May 27, 2019 at 11:00 am at the Judith Fisher Centre, #1 China Cloud Bay Road, Lasqueti Island, BC

15. ADJOURNMENT

By general consent the meeting was adjourned at 2:28 pm.

Peter Luckham, Chair

Certified Correct:

Dave Olsen, Recorder



Follow Up Action Report

Lasqueti Island

15-Apr-2019

Activity	Responsibility	Dates	Status
1 LTC referred the (policy) question of not specifically naming trustees in minutes to the Executive Committee.	Ann Kjerulf		Completed
2 LTC endorsed the draft Letter of Understanding between staff for Lasqueti Island LTC and qathet Regional District and request staff to forward the draft Letter of Understanding to the qRD for endorsement.	Ann Kjerulf		Completed
3 Staff to coordinate a protocol meeting between the Lasqueti LTC and qathet RD.	Ann Kjerulf		In Progress
4 1.LTC endorsed in principle the recommendations of the APC as per the Feb. 21, 2019 minutes. 2.Staff to communicate with LCA OCP steering committee chair regarding coordination of the LCA OCP steering committee process and communication strategy; and advise that the LTC would like to meet once the draft has been reviewed by the LTC. 3.Request staff to Inform the APC that the LTC will forward the draft community strategy and project to the APC following the May LTC meeting.	Marnie Eggen Sonja Zupanec		Completed
5 Staff to prepare a report on possible approaches to regulatory issues for Pete's Lake Watershed and users.	Ann Kjerulf William Shulba		In Progress

Follow Up Action Report

Lasqueti Island

15-Apr-2019

Activity	Responsibility	Dates	Status
6 LTC requested staff to: prepare a work plan and budget for the OCP/LUB Review Project - Agricultural Land Use Inventory and Agricultural Water Deman Model and request funding confirmation in the amount of \$2,000 for the 2019/20 fiscal year.	Marnie Eggen Sonja Zupanec		In Progress
7 LTC requested staff to notify the Ministry of Agriculture and qathet RD that the LTC wishes to be a signatory to the MoU for the 2019 Agricultural Land Use Inventory (ALUI) and Agricultural Water Demand Model (AWDM) project and upon funding confirmation, that the LTC will contribute \$2,000 for Lasqueti Island ALUI and AWDM report and presentation.	Sonja Zupanec		Completed

File No.: LA 6500-20
(OCP/LUB Review)

DATE OF MEETING: May 27, 2019
TO: Lasqueti Island Local Trust Committee
FROM: Sonja Zupanec, Island Planner
Marnie Eggen, Island Planner
Northern Team
SUBJECT: OCP/LUB Review

RECOMMENDATION

1. That the Lasqueti Island Local Trust Committee endorse the revised OCP/LUB Review Project Charter v.2, dated May 27, 2019.
2. That the Lasqueti Island Local Trust Committee request staff to prepare a revised work plan and budget for the OCP/LUB Review Project and request funding confirmation from the Director of Local Planning Services for the 2019/20 fiscal year.
3. That the Lasqueti Local Trust Committee request that the Lasqueti Community Association OCP Steering Committee provide a presentation and summary document to the Local Trust Committee on the results of the 2018/19 community engagement sessions and any recommendations to advance consideration of future amendments to the Official Community Plan and Land Use Bylaw.

REPORT SUMMARY

The purpose of this report is to request that the Local Trust Committee (LTC) consider revisions to the OCP/LUB Review Project Charter with consideration of Advisory Planning Commission (APC) recommendations and input from the Lasqueti Community Association OCP Steering Committee.

BACKGROUND

The LTC passed the following resolutions at their last business meeting held on April 15, 2019:

LA-2019-008

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee endorse in principle the recommendations of the APC in the draft minutes of February 21, 2019. **CARRIED**

The February 21, 2019 APC meeting minutes can be found in the April 15, 2019 LTC meeting [agenda package](#).

LA-2019-009

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to communicate with the Lasqueti Community Association OCP Steering Committee's Chair regarding coordination of Lasqueti Community Association OCP Steering Committee's process and communication strategy and that they be advised that the Lasqueti Island Local Trust Committee would like to meet with the Lasqueti Community Association OCP Steering Committee once the draft has been reviewed. **CARRIED**

LA-2019-010

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to inform the Advisory Planning Commission that the Lasqueti Island Local Trust Committee will be forwarding the draft communication strategy and project charter when ready. **CARRIED**

ANALYSIS

Issues and Opportunities

Revised Project Charter

Staff are recommending changes to the Project Charter based on the LTC's interest in considering the recommendations of the Advisory Planning Commission (APC) and work of the Lasqueti Community Association Official Community Plan Steering Committee (LCA OCP Committee). See the current Project Charter v.1.0 (Attachment 1) and revised draft Project Charter v.2.0 (Attachment 2). The changes advance the project by undertaking the necessary technical analysis early in the review process and allow time for staff and the APC to develop the OCP/LUB Engagement Strategy. Staff are recommending the project proceed in three distinct phases:

Phase 1 – Technical Analysis & OCP/LUB Engagement Strategy Development

- Staff to conduct a technical analysis of the OCP and LUB to identify policy and regulatory gaps in relation to the LTC's obligations with respect to the following:
 - *Local Government Act* and other applicable provincial legislation (i.e. *Agricultural Land Commission Act and Regulations*);
 - Islands Trust Policy Statement;
 - Islands Trust Conservancy Regional Conservation Plan 2018-2027;
 - Protection of the Coastal Douglas-fir and Associated Ecosystems Toolkit (2018);
 - First Nations – Provincial Guidelines, UNDRIP, and Islands Trust Council Priorities.
- Staff to prepare a background report for LTC consideration, incorporating the results of the technical analysis and results of the LCA OCP Committee's 2018/19 community engagement;
- Staff to work with the APC to develop a comprehensive OCP/LUB Engagement Strategy to clarify community, stakeholder and First Nations engagement topics and methodology to be used in Phase 2;
- LTC consideration of OCP/LUB Engagement Strategy and updated project charter.

Phase 2 – Community Engagement & Bylaw Drafting

- Undertake stakeholder and community engagement, including First Nations engagement to develop a shared understanding of First Nations rights and interests in relation to policy and regulatory options, and, in particular, recognition of Tla'amin Treaty rights;
- Develop draft OCP and LUB amending bylaws;
- Consultation with the APC and broader community on draft bylaws;

Phase 3 – Statutory Bylaw Process

- Referrals, public hearing, bylaw readings, bylaw review by Executive Committee and the Minister of Municipal Affairs and Housing and bylaw adoption.

LCA OCP Steering Committee Review Process and Community Engagement Strategy

Staff recommend that a summary of the LCA OCP Committee's work be submitted to the LTC so that it may be fulsomely considered and incorporated into the OCP/LUB Engagement Strategy . Recommendations by the LCA OCP Committee may include topic areas identified by the community for inclusion in the OCP/LUB review, desired methods for engaging the community during the review and stakeholders to be included in the engagement. This information is extremely valuable to informing the broader OCP process. As an aside, on Gabriola Island, a similar community-led [presentation and report](#) was prepared by a volunteer group for the Gabriola Island Local Trust Committee in order to inform future amendments to the OCP and LUB regarding the island's village planning area.

Rationale for Recommendation

Staff recommend that the LTC endorse the revised Project Charter to advance the OCP and LUB Review project and request the LCA OCP Committee prepare a presentation and summary document on the results of the 2018/19 community engagement sessions for LTC consideration. The staff recommendations are included on Page 1 of this report.

ALTERNATIVES

The LTC may consider the following alternative to the staff recommendation:

1. Request further revisions to the Project Charter

The LTC may request staff to revise the Project Charter with additional objectives, in-scope activities or phases. If selecting this alternative, the recommended wording for the resolution is as follows:

That the Lasqueti Island Local Trust Committee request staff to revise the OCP and LUB Review Project Charter v. 2.0 with the following (insert specific details).

NEXT STEPS

Upon LTC endorsement of the revised draft Project Charter v.2.0, staff would prepare a budget work plan for Director's approval.

Submitted By:	Sonja Zupanec, MCIP, RPP Island Planner	Marnie Eggen, MCIP, RPP Island Planner	May 10, 2019
Concurrence:	Ann Kjerulf, MCIP, RPP Regional Planning Manager		May 14, 2019

ATTACHMENTS

1. Project Charter v.1.0, endorsed December 17, 2018
2. Revised draft Project Charter v.2.0, dated May 27, 2019

OCP/LUB Review Project Charter v 1.0

Lasqueti Island Local Trust Committee

Date: February 2019

Purpose To review and update the Lasqueti Official Community Plan (OCP) policies and Land Use Bylaw (LUB) regulations, in a manner which supports community participation, the Object of the Islands Trust, strengthens relations with First Nations and addresses community land use planning priorities.

Background The LTC identified a “Comprehensive OCP/LUB Review” as a top priority project and held an early community information meeting in April 2018 to gather ideas on the scope of the project. Support for the Islands Trust’s “preserve and protect mandate”, including a focus on strengthening relations with Tla’amin Nation and other Nations, is an overarching priority for this review.

Objectives

- Develop a Community Engagement and Communication Strategy to prioritize consultation methodology .
- Strengthen relations with First Nations and incorporate Nation perspectives and recognition of Tla’amin Treaty rights into policy/regulatory options.
- Ensure proposed policy/regulatory changes are consistent with the Local Government Act, Object of the Islands Trust and Islands Trust Policy Statement, with focus on protection of sensitive ecosystems and biodiversity.
- Ensure proposed policy/regulatory changes address Islands Trust Conservancy ‘Regional Conservation Plan 2018 -2027’ goals and priorities and implement the protection of the coastal Douglas-fir and associated ecosystems toolkit.

In Scope

First Nations Relations and Perspectives

- Establish opportunities for inter-governmental collaboration for effective decision making respecting Treaty and First Nations rights throughout the OCP/LUB review.

Protection of the Environment and Sensitive Ecosystems:

- Consider updated policies and regulations to protect sensitive ecosystems, biodiversity, shorelines and freshwater resources to address the Islands Trust Conservancy Regional Conservation Plan.

Increasing Housing Options and Aging at Home:

- Review housing policies and regulations; consider cluster and density transfer provisions.
- Consider incorporating ‘Aging at Home’ 2016 report recommendations and ‘Housing Needs Assessment’ 2018 report recommendations.

Food Security:

- Update agricultural land designations and zoning to ensure protection of the Agricultural Land Reserve and consistency with provincial ALC regulations.
- Review cannabis production regulations.

Community Services and Village Planning:

- Consider updates to OCP designations, density provisions, zoning.

Public Trails, Beach Access, Marine Zoning

- Consider public trail and beach access planning.
- Consider marine zoning updates and new regulations for docks and marine structures.

Workplan Overview

Deliverable/Milestone	Date
LTC endorses project charter; referral to APC for comment on communication/engagement strategy considerations.	July –October 2018
Develop Community Engagement and Communication Strategy for LTC endorsement, incorporating Tla’amin Nation intergovernmental consultation.	2018/2019
Initiate broad community consultation on review topics.	2019
Development of draft bylaws.	2020
Community consultation and early referrals of draft bylaws.	2020
Legislative process for proposed bylaws.	2021
Adoption of proposed bylaws and development of communications materials.	Spring/Summer 2022

Project Team

Island Planner	Project Manager/ Planner
Regional Planning Manager	Project Sponsor
Legislative Clerk	Legislative Process/ Bylaw Review
Islands Trust Communications Specialist / Planner 2	Communications / Graphic Support
Tla’amin First Nation	Intergovernmental Collaboration
Advisory Planning Commission/ Community Groups	Community Representatives

RPM Approval: Ann Kjerulf

Date: July 23, 2018

LTC Endorsement:

Resolution # 2018-037
2018-066

Budget

Budget Source: Lasqueti OCP/LUB Review Project		
Fiscal	Item	Cost
2018-2019	Communication and Engagement Strategy	\$2,000
2019-2020	Topic Consultation/Legal Review	\$8,000 (pending budget approval)
2020-2021 2021-2022	Legislative Process (community information meetings; public hearing; advertising)	\$1,000 (pending budget approval)
	Total	\$11,000

OCP/LUB Review Project Charter v 2.0

Lasqueti Island Local Trust Committee

Date: May 2019

Purpose To review and update the Lasqueti Official Community Plan (OCP) policies and Land Use Bylaw (LUB) regulations in three phases which supports community participation, the Object of the Islands Trust, strengthens relations with First Nations and addresses community land use planning priorities.

Background The LTC identified a “Comprehensive OCP/LUB Review” as a top priority project and held an early community information meeting in April 2018 to gather ideas on the scope of the project. Support for the Islands Trust’s “preserve and protect mandate”, including a focus on strengthening relations with Tla’amin Nation and other Nations, are overarching priorities for this review.

Phase 1 Objectives

- Conduct a technical analysis of the OCP and LUB to determine where policy/regulatory changes may be required to be consistent with First Nations relations and perspectives, the Local Government Act, Object of the Islands Trust and Islands Trust Policy Statement, Islands Trust Conservancy ‘Regional Conservation Plan 2018 -2027’ goals and priorities, Agricultural Land Commission Act, Protection of the Coastal Douglas-fir and Associated Ecosystems Toolkit (2018); and incorporate the results of 2018 engagement sessions held by the Lasqueti Community Association .
- Develop a ‘OCP/LUB Engagement Strategy’ to prioritize engagement topics and methodology to be undertaken in Phase 2.

Phase 2 and 3 Objectives

- Undertake community engagement on engagement topics determined in Phase 1.
- Develop, review, adopt draft amending bylaws to update the OCP and LUB based on Phase 1 analysis and Phase 2 community engagement.

Phase 1 In-Scope

- Establish opportunities for inter-governmental collaboration for effective decision making respecting Treaty and First Nations rights throughout both phases of the OCP/LUB review.
- Planning staff to conduct a comprehensive technical analysis of the OCP and LUB and present findings for LTC consideration.
- Lasqueti Community Association OCP steering committee to prepare a summary document and presentation to the LTC on the results of the 2018/19 community engagement sessions. Planning staff to incorporate findings into the technical analysis of the OCP and LUB.
- Work with the Advisory Planning Commission to develop a ‘OCP/LUB Engagement Strategy’ to clarify Phase 2 engagement topics and methodology based on technical analysis and community input to date.

Phase 2 In-Scope

- Update the Project Charter to reflect Phase 2 Scope of Project.
- Implement the ‘OCP/LUB Engagement Strategy’.
- Incorporate First Nation perspectives and recognition of Tla’amin Treaty rights into policy/regulatory options.
- Develop draft amending bylaws for the Official Community Plan and Land Use Bylaw.

Phase 3 In-Scope

- Legislative review, referrals and bylaw adoption.

Workplan Overview

Deliverable/Milestone	Date
Phase 1: LTC endorses revised project charter	May 2019
Phase 1: LCA presentation/report back to LTC on summary of 2018/19 community engagement sessions, consultation findings and recommendations	Summer 2019
Phase 1: Planning presentation on summary of technical analysis of OCP and LUB	Winter 2019
Phase 1: Development of OCP/LUB Engagement Strategy	Winter 2019-Spring 2020
Phase 2: LTC endorses revised project charter Phase 2—Commence Phase 2 Engagement	Spring/Summer 2020
Phase 2: Development of draft bylaws, referrals and community engagement	Fall/Winter 2020
Phase 3: Legislative Review of Bylaws	2021

Project Team

Island Planner	Project Manager/ Planner
Regional Planning Manager	Project Sponsor
Legislative Clerk	Legislative Process/ Bylaw Review
Islands Trust Communications Specialist / Planner 2	Communications / Graphic Support
Tla’amin First Nation	Intergovernmental Collaboration
Advisory Planning Commission/ Community Groups	Community Representatives

RPM Approval: Ann Kjerulf
 Date: July 23, 2018; Dec 17, 2018;

LTC Endorsement:
 Resolution # 2018-037;
 2018-066;

Budget

Budget Source: Lasqueti OCP/LUB Review Project		
Fiscal	Item	Cost
2019-2020	Technical analysis of OCP and LUB; development of OCP/ LUB engagement strategy	\$3,000 (pending budget approval)
2020-2021 2021-2022	Community consultation and legislative process (community information meetings; public hearing; advertising)	TBD
	Total	\$3,000

MEMORANDUM

File No.: 0680-25
(Annual Report)

DATE OF MEETING: May 27, 2019
TO: Lasqueti Island Local Trust Committee
FROM: Ann Kjerulf, Regional Planning Manager
Northern Team
SUBJECT: 2018-2019 Annual Report

RECOMMENDATION:

1. That the Lasqueti Island Local Trust Committee endorse the following text for inclusion in the 2018-2019 Annual Report for approval by the Islands Trust Council and submission to the Minister of Municipal Affairs & Housing.

The Lasqueti Island Local Trust Committee (LA LTC) held five regular business meetings, three special meetings, and one public hearing in the 2018/19 fiscal year.

During the fiscal year, the LA LTC amended the Lasqueti Island Land Use Bylaw subdivision regulations, initiated a comprehensive Official Community Plan and Land Use Bylaw Review Project, and issued one development variance permit.

The LA LTC also developed and endorsed a new protocol agreement with the qathet Regional District Board.

DISCUSSION

Local trust committees are asked to endorse their draft sections of the 2018-2019 Annual Report so that Trust Council is readily able to approve the annual report at the Trust Council meeting in June 2019.

Preparation of the Islands Trust Annual Report is outlined in Trust Council's [Annual Report Policy 6.10.i](#). Once each committee has approved its section, staff will create a draft Annual Report for review by the Executive Committee and subsequent consideration of Trust Council in June. Upon approval by Trust Council, staff will send the Annual Report to the Minister of Municipal Affairs & Housing and circulate it as indicated in Trust Council's policy.

The recommended text (above) has been reviewed by the Islands Trust Communications Specialist and approved by the Director of Local Planning Services (or designate).

Submitted By:	Ann Kjerulf, MCIP, RPP Regional Planning Manager	May 14, 2019
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File No.: 6500-20 / Hornby Island
(Freshwater Sustainability
Strategy Project)

DATE OF MEETING: May 13, 2019
TO: Lasqueti Island Local Trust Committee
FROM: William Shulba, Senior Freshwater Specialist
Local Planning Services
SUBJECT: Freshwater Sustainability Strategy Project:
Pete's Lake Water Users Preservation Project Charter

RECOMMENDATION

1. That the Lasqueti Island Local Trust Committee endorse the Freshwater Sustainability Strategy Project Charter v. 1 dated May 13, 2019.

REPORT SUMMARY

The Lasqueti Island Local Trust Committee (LTC) is asked to consider the attached draft project charter for the top priority "Freshwater Sustainability Strategy" project.

BACKGROUND

Subsequent to a presentation by the Islands Trust Senior Freshwater Specialist in winter 2018, the LTC passed the following resolutions on September 24, 2018:

2018-050

It was **MOVED** and **SECONDED**

That the Lasqueti Island Local Trust Committee request staff to remove the Community to Community Forum from the Top Priority List and place it on the Projects List and to add Freshwater Project to (the) Top Priority List.

CARRIED

2018-051

It was **MOVED** and **SECONDED**

That the Lasqueti Island Local Trust Committee request staff to bring back a report suggesting activities for a Freshwater Project.

CARRIED

2018-052

It was **MOVED** and **SECONDED**

That the Lasqueti Island Local Trust Committee request staff to allocate up to \$300 for a follow up workshop with William Shulba.

CARRIED

A second workshop was held on Lasqueti Island in November 2018.

The LTC again discussed the freshwater project at the April 15, 2019 meeting and passed the following (draft) resolution:

2019-013

It was MOVED and SECONDED

That the Lasqueti Island Local Trust Committee request staff to report on detailed possible water strategies to address regulatory issues regarding the Pete's Lake Watershed and its users.

CARRIED

ANALYSIS

Policy/Regulatory

The Islands Trust Policy Statement (ITPS) and Lasqueti Island Official Community Plan (OCP) contain numerous statements in support of this LTC project (see Attachment 1).

Issues and Opportunities

Regulatory

Since the workshops in 2018, staff have discussed the challenges and opportunities facing the Lasqueti Island community with respect to the unique amenities and character of the island. It has become clear that the challenges between regulatory bodies and community groups and infrastructure of the island are at odds at finding a regulatory pathway to providing a sustainable water supply for the island into the future.

In March 2019, the Islands Trust Council declared a climate emergency in the Islands Trust Area and directed staff to include a central focus on equitable climate change mitigation, adaptation, and resilience into strategic planning. To address this significant generational challenge, the community, regulators and others need to have harmonized practices with respect to watershed protection and preservation of water use that match the form and character of watershed ecosystems and water use. Resident water users in the Islands Trust Area have high water-literacy and are often very conscious of where their water comes from and how much they have. However, it is apparent that certain regulatory constraints that are applied in urban and other rural residential zones of the coastal region, do not apply well to island communities. Watershed ecosystem health and sustainable freshwater use are metrics of mitigation and adaptation strategies to overcome challenges of climate change. Vulnerabilities of seasonal precipitation changes, evapotranspiration forcing, recharge alterations, and saltwater intrusion risk will increase if not addressed in a meaningful way that is symbiotic with island community resources and align with Official Community Plans.

Staff note there are particular challenges for Pete's Lake water users, which may be better defined through a broader freshwater sustainability strategy project.

Project Charter

Endorsement of the project charter will confirm objectives, in-scope and out of scope activities, a timeline, budget, and staff resources to support the project. The project charter is necessary to support funding of project activities consistent with Islands Trust Council policies, and may be revised by the LTC as needed in the future.

Consultation

An initial activity identified in the project charter is a community workshop, which is intended to both educate island residents and to solicit input to further refine the project as it moves forward.

First Nations

Through the Freshwater Sustainability Strategy Project, the LTC has an opportunity to hear from local First Nations regarding their knowledge, interests, and concerns regarding Lasqueti Island's water resources.

Rationale for Recommendation

The staff recommendation is found on Page 1 of the report.

ALTERNATIVES

1. Amend the Project Charter

That the Lasqueti Island Local Trust Committee endorse the Freshwater Sustainability Strategy Project Charter v. 1, as amended.

2. Receive for information

The LTC may receive the report for information.

NEXT STEPS

Staff will provide an update report to the LTC for the July 22, 2019 meeting.

Submitted By:	William Shulba, P.Geo Senior Freshwater Specialist Licensed Scientific Officer	May 13, 2019
Concurrence:	Ann Kjerulf, MCIP, RPP Regional Planning Manager	May 16, 2019

ATTACHMENTS

1. Guiding Policies
2. Freshwater Sustainability Strategy Project Charter v.1

ATTACHMENT 1 – POLICIES

ISLANDS TRUST POLICY STATEMENT (ITPS)

Guiding Principles

The primary responsibility of the Islands Trust Council is to provide leadership for the preservation, protection and stewardship of the amenities, environment and resources of the Trust Area.

When making decisions and exercising judgment, Trust Council will place priority on preserving and protecting the integrity of the environment and amenities in the Trust Area.

Commitments of Trust Council

3.1.1 Trust Council holds that:

- proactive land use planning is essential for the protection of Trust Area ecosystems,
- protection must be given to the natural processes, habitats and species of the Trust Area, including those of the old forests, Coastal Douglas-fir forests, Coastal Western Hemlock, Garry Oak/Arbutus forests, wetlands, open coastal grasslands, the vegetation of dry rocky areas, lakes, streams, estuaries, tidal flats, salt water marshes, drift sectors, lagoons, and kelp and eel grass beds, and
- planning must account for the cumulative effects of existing and proposed development to avoid detrimental effects on watersheds, groundwater supplies and Trust Area species and habitats.

Directive Policy

3.3.2 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.

Commitment of Trust Council

4.4.1 It is Trust Council's policy that islands in the Trust Area should be self-sufficient in regard to their supply of freshwater.

Directive Policies

4.4.2 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure:

- neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater,
- water quality is maintained, and
- existing, anticipated and seasonal demands for water are considered and allowed for.

4.4.3 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses.

Recommendations

4.4.4 Trust Council encourages island property owners, residents and visitors to adopt conservation practices in their use of freshwater.

4.4.5 Trust Council encourages the Provincial government to implement property tax incentives for the retention of groundwater and watershed recharge areas and freshwater wetlands.

4.4.6 Trust Council encourages the Provincial government to adopt legislation that protects the sustainability and quality of the groundwater of the Trust Area.

4.4.7 Trust Council encourages government agencies, corporations, property owners and residents to use innovative technologies that promote efficient use of freshwater resources, including cisterns, alternative sewage disposal systems, reuse of water, the treatment and use of grey water, and the use of water saving devices.

LASQUETI ISLAND OFFICIAL COMMUNITY PLAN (OCP)

Objective 4 To promote the preservation of fresh and salt water purity.

Policy 14 Watersheds and catchment areas should be protected from contamination and degradation.

Policy 15 Fresh and salt water purity and quality should be protected from contamination and degradation.

Policy 16 The Lasqueti Island Local Trust Committee supports initiatives to monitor groundwater and surface water resources and the related watersheds and catchment areas to assist in future decision making.

Policy 21 Particular care should be taken to ensure that contamination of the fresh water supply does not occur.

Policy 22 Access to or along significant sources of fresh water should be by trail only, except as may be required for purposes of fire fighting.

Policy 23 Land development adjacent to sources of fresh water should follow an environmental impact assessment prepared by the proponent.

Water Resources Advocacy Policy Advocacy

Policy 9 The Local Trust Committee encourages the appropriate Provincial Ministry to:

- evaluate and monitor the Island's water resources prior to issuing surface water rights;
- establish ground and surface water monitoring programs;
- re-evaluate the requirement for drilled well regulations;
- encourage surface water and catchments systems as an alternative to drilled wells provided such systems do not degrade the environment;
- encourage the Ministry to support microhydro electrical systems, including run-of-stream systems, recognizing that such systems are a viable and sustainable source of domestic electric power.

ATTACHMENT 2

Lasqueti Freshwater Sustainability Strategy Project Charter

Lasqueti Island Local Trust Committee

Date: May 15, 2019

Version: 2019.001

Purpose

This project is to identify the challenges and opportunities relating to the safe and sustained water use on Lasqueti Island, with a specific focus on Pete's Lake and for the general protection of the watershed by investigation of existing and potential regulations and research.

Background

In 1965, the Lasqueti Land Company, in order to provide water to its members, installed pipelines and built a higher dam around Pete's Lake to raise the level of the lake. On June 1, 1989, a bill of sale was formally signed by the Lasqueti Land Company and the PLWUS which transferred to the Society all the installed parts of the water system. PLWUS was granted Water Licence #72113 allowing the Society to remove up to 50,000 gallons of water per day from the Lake. In 2009, Island Health contacted PLWUS to comply with the Drinking Water Protection Act and Regulation requiring system metering and treatment. Discrepancies in regulation and reality of the challenges and limitations of a community water supply on Lasqueti are mounting. In November 2018, Senior Freshwater Specialist offered a water sustainability workshop on Lasqueti Island and it was identified that the current issues with PLWUS, Judith Fisher Centre, and the OCP review are of top priority with respect to water.

In March 2019 the Islands Trust Council declared a climate emergency directing staff to focus on equitable climate change mitigation, adaptation, and resilience into strategic planning.

Objectives

Information Inventory and Data Stewardship	<i>Collate and synthesize existing watershed information, data, references, correspondence, interviews, and regulatory requirements into a data stewardship platform providing access to information for a regulatory review.</i>
Monitoring and Analysis	<i>Investigate historical and potential monitoring networks and analysis strategies to address how natural and anthropogenic changes impact watershed hydrological function and water users.</i>
Policy and Planning	<i>Investigate strategies and regulatory pathways to ensure a sustainable freshwater supply to the Lasqueti community and to provide support for next steps for PLWUS.</i>
Coordination and Education	<i>Participate in community knowledge building initiatives and coordinate with Local Trust Committee, regional districts, improvement districts, community organizations, Island Health, and other Provincial ministries on watershed protection and water user preservation strategies.</i>

In Scope

Information Inventory and Data Stewardship	• Consolidation of existing PLWUS information and regulatory correspondence • Collate general watershed information, research, and monitoring requirements • Produce a information platform with the intentions of a regulatory review and strategy
Monitoring and Analysis	• Investigation into previous and potential water quality monitoring program(s). • Provide analysis of previous monitoring efforts • Define a watershed monitoring strategy
Policy and Planning	• Review regulatory approaches to water sustainability and drinking water protection • Identification of potential policy and regulatory changes. • Strategy Development
Coordination and Education	• Community workshops and community education initiatives • Advocacy/Education/Consultation/Coordination with other agencies and First Nations • Development of an coordination agreement between participating agencies.

Out of Scope

- Associated actual field work and water sampling, analysis, and other laboratory testing.
- Detailed assessment of Water License #C072113
- Other watersheds in the Lasqueti Local Trust Area

Lasqueti Freshwater Sustainability Strategy Project Charter

Lasqueti Island Local Trust Committee

Date: May 15, 2019

Version: 2019.001

Watershed Protection Strategies

Reviewing watershed protection strategies in the Lasqueti Official Community Plan is desired to create land-use planning conditions that will preserve water users through watershed protection strategies and other regulatory measure that strive to uphold bulk water quality. Watershed Protection reviews may provide insight to areas of the landscape and built environment that are causing water quality hardships for water distribution systems. This project will present recommendations to increase watershed protection strategies through coordination, regulation, research, monitoring, and best management practices.

Addressing Island Health Boil Water Advisory on Pete's Lake Water Users Society

On January 2019, Island Health Staff issued a letter to the Lasqueti Last Resort Society, with respect to the Judith Fisher Centre restating that the newly designed and built water treatment system does not have an operating permit and is on a boil water advisory. They mention that PLWUS is not in compliance with Section 6 of the Drinking Water Protection Act. A review of this condition as well as additional monitoring requests from Island Health is to be investigated.

Workplan	Task	Start Date	Status	Budget (hrs)
Information Inventory and Data Stewardship	<i>Information and Correspondence Inventory</i>	<i>June 2019</i>	<i>Proposed</i>	<i>35</i>
	<i>Data Gap Analysis</i>	<i>June 2019</i>	<i>Proposed</i>	<i>10</i>
	<i>Collate information into a useable platform</i>	<i>June 2019</i>	<i>Proposed</i>	<i>25</i>
Monitoring and Analysis	<i>Investigate historical monitoring strategies</i>	<i>Aug 2019</i>	<i>Proposed</i>	<i>25</i>
	<i>Investigate potential monitoring strategies</i>	<i>Aug 2019</i>	<i>Proposed</i>	<i>10</i>
	<i>Investigate funding avenues for monitoring</i>	<i>Aug 2019</i>	<i>Proposed</i>	<i>TBD</i>
Policy and Planning	<i>Regulatory and Reference Review</i>	<i>Aug 2019</i>	<i>Proposed</i>	<i>35</i>
	<i>Island Health Boil Water Authorizations Review</i>	<i>Aug 2019</i>	<i>Proposed</i>	<i>35</i>
	<i>PLWUS Sustainability Strategy</i>	<i>Sept 2019</i>	<i>Proposed</i>	<i>70</i>
Coordination and Education	<i>Community Aquifer Workshop #1</i>	<i>Summer 2019</i>	<i>Proposed</i>	<i>TBD</i>
	<i>Community Aquifer Workshop #2</i>	<i>Fall 2019</i>	<i>Proposed</i>	<i>TBD</i>
	<i>PLWUS Sustainability Strategy Toolkit</i>	<i>Fall 2019</i>	<i>Proposed</i>	<i>TBD</i>

Project Team

William Shulba Freshwater Specialist	Project Manager
Ann Kjerulf, Regional Planning Manager	Project Sponsor
Marnie Eggen, Island Planner	Planning Support
Wil Cottingham, Office Admin Asst.	Admin Support
Mark van Bakel, Technical Analyst	Info. Coordination

Director Approval:

Date:

LTC Endorsement:

Date:

Budget

Budget Sources: LA LTC Special Projects (2018/19);
LPS Project Budget (2019/2020)

Fiscal	Item	Cost
2019-20	Community Workshops	\$1000
2019-20	Consultation & Communications	\$1000
2019-20	Island Health Meeting	TBD
	Total	\$2,000



File No.: 4800-25

DATE OF MEETING: May 27, 2019

TO: Lasqueti Island Local Trust Committee

FROM: Gillian Nicol,
Project Lead, Visions 2099: The Future of the islands in the Salish Sea
Program Coordinator, Trust Area Services

Andrew Templeton,
Communication Lead, Visions 2099– The Future of the islands in the Salish Sea
Communication Specialist, Trust Area Services
Southern Team

COPY: Russ Hotsenpiller
Project Sponsor, Visions 2099–The Future of the islands in the Salish Sea
Chief Administrator Officer, Islands Trust

SUBJECT: Public Engagement on Lasqueti Island for Visions 2099: The Future of the islands in the
Salish Sea (Working Title)

RECOMMENDATION

1. **That the Lasqueti Island Local Trust Committee approve the recommended public engagement activities to take place in the Lasqueti Local Trust Area in support of the Trust Council's Visions 2099: The Future of the islands in the Salish Sea, as outlined in the May 27th, 2019 staff report.**

REPORT SUMMARY

The purpose of this report is to give the Lasqueti Island Local Trust Committee (LALTC):

- background information on Trust Council's Visions 2099: The Future of the islands in the Salish Sea (working title);
- an outline and description of the in-person and online engagement activities that are proposed for the Lasqueti Island Local Trust Area, which will take place between June and November 2019.

BACKGROUND

On June 21, 2017, the Islands Trust Council voted to assign the Executive Committee (EC) co-ordination of a review of the following sections of the Islands Trust Policy Statement: Introduction, Part I, Part II and Schedule 1 - Definitions.

The Executive Committee established the objectives for this review as follows:

1. To receive final adoption by Trust Council of a bylaw amending Introduction, Part I, Part II and Schedule 1 - Definitions sections of the Policy Statement that includes up-to-date information, improved history section and appropriate acknowledgment of First Nations, and a recognition of the increasing impacts of climate change.

2. To improve understanding of the content and function of the Policy Statement
3. To increase awareness and knowledge about Islands Trust and its mandate
4. To promote understanding of Reconciliation and history
5. To develop stronger relationships with First Nations
6. To seek input on long term visions for the Trust Area.
7. To gain experience with the Policy Statement amendment process to inform future processes and budget processes.
8. To increase awareness about the potential impacts of climate change on the Trust Area, as well as opportunities for mitigation, resilience, and adaptation policies to prepare for this threat.

At its March 2019 meeting, EC approved an engagement plan to support this review process. With the working title *Visions 2099: The Future of the islands in the Salish Sea*, the plan features a twin-track approach with strategies designed to engage First Nations alongside residents of the island communities and the general public. It is with the latter engagement work that this current report is concerned.

An individual engagement plan will be developed for each local trust area, making use of different engagement options, which are outlined in the appendix.

Both online and in-person, the approach will be one of openhearted engagement, a genuine opportunity to take the temperature and better understand the visions that different communities/people have for themselves, the islands individually, and for the region as a whole, in order to better understand present hopes and fears and to effectively prepare for the future.

This discussion will be framed through the Object of the Islands Trust with acknowledgement that the world has changed in the intervening years, and the Islands Trust needs to remain effective in preserving and protecting for the long-term and be prepared to meet new and unexpected challenges.

Recommended Engagement Activities

The recommended course of action for the Lasqueti Island Local Trust Area in support of *Visions 2099* is as follows:

We would hold a community drop-in and world café event (Appendix 1, Page 14 for more information) during the engagement period of August to October 2019. During the community drop-in portion of the event, information boards with the following content will be posted:

- The history of First Nations in the Salish Sea region, with specific reference to the Lasqueti Island LTA;
- Reconciliation and rights and title;
- A very brief history and purpose of the Islands Trust and our areas of responsibility;
- An overview of how the Policy Statement impacts decision-making in the Islands Trust Area;
- A snapshot of environmental health and demographics of the **Lasqueti** Island LTA, how things might change in the future if trends continue as they are;
- A snapshot of the environmental and social health of the Salish Sea region as a whole;
- Identify some of the issues that unite island communities; how things might change in the future if trends continue as they are.

The world café is a technique that brings people together in simultaneous rounds of conversation about questions that matter. We will provide members of the public an opportunity to foster meaningful discussion

on questions pertaining to the topics from the information boards and others identified. This method provides the opportunity for members of the public to collaborate with others and empower one another.

1. We will hold an information booth (Appendix 1, Page 14 for more information), featuring local and regional information boards and access to the online survey during one of the existing community events, markets, and/or other community driven events in July or August. We hope to target island residents as well as the general public during one of these existing events.
2. That the online engagement (Appendix 1, Page 15 for more information) would offer a robust online campaign using a range of social media tools and our website to disseminate information about the engagement process. It will contain the same information about the Lasqueti Island LTA provided during the in-person engagement and encourage online participation on the issues.
3. We will provide an educational and fun opportunity to connect with youth during their school classroom time, and/or after school activities by getting them involved in the process (Appendix 1, Page 15 for more information).

Promotion of the project will happen at both the regional and local level. This will include advertising in local paper, list serves, and promotion through social media as well as a mail out to property owners. A few weeks in advance of the proposed in-person engagement, individuals with an interest in the Lasqueti Island LTA will be invited to submit their suggestions and ideas for topics that could fit within the broad themes of the project for the in person engagement.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

1. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request.

2. Suggest alternative engagement methods

The LTC suggest an alternative option for how engagement could take place in the Lasqueti Island LTA, supported by the materials contained in the attached Visions 2099 document. The LTC should be aware that the engagement processes—involving as it does, 13 different local trust areas and Bowen Island Municipality—is complex and requires a certain level of consistency across the entire Islands Trust Area to support appropriate data-collection.

RECOMMENDATION

That the Lasqueti Island Local Trust Committee approve the recommended public engagement to take place in the Lasqueti Island Local Trust Area in support of the Trust Council's Policy Statement amendment project.

Submitted By:	Gillian Nicol, Project Lead, Visions 2099: The Future of the islands in the Salish Sea Program Coordinator, Trust Area Services Andrew Templeton	May 10, 2019
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	Project Communication, Visions 2099: The Future of the islands in the Salish Sea Communications Specialist, Trust Area Services Southern Team	
Concurrence:	Russ Hotsenpiller Project Sponsor, Visions 2099: The Future of the islands in the Salish Sea Chief Administrator Officer, Islands Trust	May 10, 2019

ATTACHMENTS

Appendix 1: Engagement plan for the Visions 2099: The Future of the islands in the Salish Sea, working title.



**Visions 2099:
The future of the islands in the Salish Sea
(Working Title)
Engagement Plan**

**(to inform amendments to Introduction, Part I, Part II and
Schedule 1 - Definitions sections
of the Islands Trust Policy Statement and the Islands Trust Act)**

March 29, 2019

Introduction

On June 21, 2017, the Islands Trust Council voted to assign the Executive Committee, with involvement from Trust Programs Committee as appropriate, co-ordination of a review of the Introduction, Part I, Part II and Schedule 1 - Definitions sections of the Policy Statement; herein called Phase 1. By limiting the review/ amendment process to the preamble and definitions sections, Trust Council provides an opportunity to update sections of the document while promoting better understanding of the Islands Trust and an opportunity for all parties in the amendment process (Islands Trust staff, provincial staff, First Nations, referral agencies and the public) to familiarize themselves with the Policy Statement and amendment processes.

Thereafter, information and insight gained from Phase 1 will be applied to the more complex engagement required to amend the commitment, recommendation and directive policies of Trust Council in Part Three of the Policy Statement; herein called Phase 2. Trust Council's Policy Statement Amendment Policy outlines the required steps for Trust Council to review and amend the Policy Statement Bylaw. Key considerations for the amendment process are that the Policy Statement Bylaw may be amended by Trust Council only with the approval of the Minister responsible for local government, and such Ministerial approval will be based on ensuring no conflicts with Provincial interests and adequate engagement with First Nations.

The Policy Statement Amendment Policy defines the required sections and audiences for a plan for engaging First Nations and stakeholders on the Policy Statement. These are addressed below.

In November 2017, the Islands Trust Chair sent letters to First Nations inviting them to be involved in this project. This plan will support re-initiation of that invitation.

In December 2018, Trust Council requested that the Minister consider 10 changes to the Islands Trust Act that address the themes of enforcement and administration, modernization and advancing the mission.

In March 2019, Trust Council adopted a Reconciliation Declaration that will underpin this project. The First Nations Engagement Principles Policy sets out that Trust Council is committed to proving sincere desire for reconciliation with First Nations. Phase 1 engagement will endeavor to ensure First Nations define how they want to comment and which areas of the Policy Statement they would like to review. Phase 1 should ensure that we do not define the process and limit it to how we would like to engage. We want to ensure that engagement is allowing for collaborative decision-making and relationship building. This may include First Nations providing extensive comments on the document as a whole, while others may only focus on certain areas.

In March 2019, Trust Council added climate change mitigation, resilience, and adaptation policies to the Islands Trust Policy Statement amendment project.

Reconciliation with First Nations and the impact of climate change are changing how we think of our communities and how we plan for the future. With these major forces in play, impacting our lives on both the individual and collective levels, we need to ensure that the policy foundations set in place today preserve and protect the islands in ways that will ensure their health into the long-term future. What are our Island Visions for 2099? Do our current policy frameworks guide us to that desired future?

Objectives

1. To receive final adoption by Trust Council of a bylaw amending Introduction, Part I, Part II and Schedule 1 - Definitions sections of the Policy Statement that includes up-to-date information, improved history section and appropriate acknowledgment of First Nations, and a recognition of the increasing impacts of climate change.
2. To improve understanding of the content and function of the Policy Statement
3. To increase awareness and knowledge about Islands Trust and its mandate
4. To promote understanding of Reconciliation and history
5. To develop stronger relationships with First Nations
6. To seek input on long term visions for the Trust Area.
7. To gain experience with the Policy Statement amendment process to inform future processes and budget processes.
8. To increase awareness about the potential impacts of climate change on the Trust Area, as well as opportunities for mitigation, resilience, and adaptation policies to prepare for this threat

Context

The Policy Statement was developed over a period of two years from 1991 to 1993, through a comprehensive public consultation process that generated a high level of public participation and interest. However, at that time the consultation process did not focus or include engagement with First Nations who had historical and present day treaty, rights and title, and reserves within the Trust Area. Trust Council considered input from individuals, groups and other government agencies through presentations and more than 400 written submissions that outlined values, hopes and concerns. The Islands Trust Council adopted the Policy Statement bylaw in June 1994, following approval by the Minister of Municipal Affairs. Trust Council made updates to the Policy Statement in 1996, 1998, and 2002, following further consultation and ministerial approval.

In March 2010, Trust Council established a Policy Statement Assessment Task Force to conduct a preliminary assessment of the Trust Policy Statement and make recommendations regarding further actions. The task force produced a final report in May 2011. In March 2012, Trust Council decided not to undertake a three year comprehensive Policy Statement review process with funding from Canada's Gas Tax Fund.

Since that time there has been many changes in case law such as the Tsilhqot'in decision, signing of the United Nations Declaration on the Rights of Indigenous Peoples, the Trust and Reconciliation

Commission Calls to Action, as well as the Islands Trust First Nations Engagement Policy, and Islands Trust Reconciliation Declaration. There have also been changes in the region that include population growth, property value increases, demographics changes, climate change concerns, and increased concern with marine shipping and other marine uses. In preparation for this engagement initiative, staff have prepared an interim State of the Islands report that will inform conversations. There is an opportunity to engage on these societal and environmental changes through an inclusive process that creates positive opportunities to educate about the present state and the role of Islands Trust, and to envision a desired future.

Approach

Island Vision 2099

The project will be overseen by the Executive Committee with involvement from Trust Programs Committee as appropriate. In addition, the Ministry of Municipal Affairs and Housing has requested that the project have an inter-municipal advisory group comprised of, at minimum, representatives of the Ministry of Municipal Affairs and Housing, the Ministry of Indigenous Relations and Reconciliation, and Forests, Lands and Natural Resource Operations and Rural Development. There is also a need to keep the Minister of Municipal Affairs and Housing informed about the project on a regular basis. The first update to the Minister is proposed for mid-May 2019.

The project will feature a twin-track approach with strategies designed to engage with First Nations alongside engagement work designed for general island communities. It will also include regular updates to Trust Council and some engagement with Trust Council itself. As an agency that works on behalf of all British Columbians, the project will accept feedback from individuals who have an interest in the Trust Area but may not currently be a resident or landowner.

Both online and in-person, the approach will be one of openhearted engagement, a genuine opportunity to take the temperature and better understand the visions that different communities/people have for themselves, the islands individually and for the region as a whole, in order to better understand present hopes and fears and to effectively prepare for the future.

This discussion will be framed through the Object of the Islands Trust with acknowledgement that the world has changed and the Islands Trust needs to remain effective in preserving and protecting for the long-term and be prepared to meet new and unexpected challenges.

To support the conversation, we will provide background information in the following topic areas:

- The history of First Nations in the region and the LTA in question;
- Reconciliation and rights and title;
- A very brief history and purpose of the Islands Trust and our areas of responsibility;
- A snapshot of environmental health and demographics of the LTA in question, how things might change in the future if trends continue as they are;
- A snapshot of the environmental and social health of the region as a whole;

- Identify some of the issues that unite island communities; how things might change in the future if trends continue as they are.

The first three bullet points—dealing with First Nations, Reconciliation, and the Islands Trust—are communication exercises that will help establish context and baseline knowledge among those who are participating in the process. If people want to discuss these issues, we will note their points of view but will try to gently keep the conversation focused on the primary topics.

It will be under the following bullet points—local and regional environmental health—that the engagement activities will be organized (at least for the general communities). Feedback and ideas generated under these two headings will help us reshape how the Policy Statement could / should be reframed.

Both online and in-person, the process for engagement will be similar: layout the background information, as described above, and then invite feedback on the core issues that communities are facing on the local and larger regional levels and what could/should be doing to preserve and protect.

Key messages

In keeping with Islands Trust Public Engagement Principles (Appendix C) and the [December 2016 First Nations and Public Engagement project charter](#) this engagement strategy aims to be inclusive, respectful of Reconciliation principles, accessible, transparent, and adaptable. Initial key messages will be those below, recognising that these messages will evolve as staff develop the engagement materials, hear from the Ministry about how to proceed with engaging on the Islands Trust Act changes, and receive feedback:

- The Islands Trust Policy Statement is fundamental to the operations of the Islands Trust, guiding decisions about land use planning and advocacy.
- The 20-year-old Policy Statement continues to offer a positive vision for the Trust Area but is overdue for some updates.
- The Policy Statement Amendment Project will offer diverse opportunities for community members and First Nations to raise issues they are passionate about;
 - Trust Council's current Policy Statement Amendment Project is focused on the introduction and definition sections.
- The Policy Statement will play a role in reconciliation creating policies and principles that uphold the Islands Trust Reconciliation Declaration, and other guiding principles at this time.

Staff will work with the Executive Committee on any major deviations from this messaging.

Interested parties

- Trust Council
- Executive Committee
- Trust Programs Committee
- Interagency advisory group
- Trust Area community members
- Islands Trust trustees
- Islands Trust staff
- Honourable Selina Robinson, Minister of Municipal Affairs and Housing
- Ministry of Municipal Affairs and Housing staff
- Media
- First Nation Chiefs and Councils
- Referral agencies: (listed below)

Islands Trust bodies

1. Ballenas-Winchelsea Islands LTC
2. Bowen Island Municipality
3. Denman Island LTC
4. Gabriola Island LTC
5. Galiano Island LTC
6. Gambier Island LTC
7. Hornby Island LTC
8. Lasqueti Island LTC
9. Mayne Island LTC
10. North Pender Island LTC
11. Salt Spring Island LTC
12. Saturna Island LTC
13. South Pender Island LTC
14. Thetis Island LTC
15. Trust Fund Board

First Nations

16. Cowichan Tribes
17. SXIMEŁEŁ (Esquimalt) Nation
18. Halalt First Nation
19. Homalco First Nation
20. K'ómoks (Comox) First Nation
21. Klahoose First Nation
22. Lake Cowichan First Nation
23. Lyackson First Nation

24. MÁLEXEL (Malahat) Nation
25. xʷməθkʷəy̓əm Musqueam Indian Band
26. BOKÉCEN (Pauquachin) First Nation
27. Penelakut Tribe
28. Qualicum First Nation
29. Scia'new (Beecher Bay) First Nation
30. SEMYOME (Semiahmoo) First Nation
31. Shíshálh (Sechelt) Nation
32. Snaw-naw-as (Nanoose) First Nation
33. Snuneymuxw (Nanaimo) First Nation
34. Lekwungen (Songhees) Nation
35. Sk̓wx̓wú7mesh (Squamish) Nation
36. Stz'uminus (Chemainus) First Nation
37. Tla'amin (Sliammon) First Nation
38. T'Sou-ke (Sooke) Nation
39. W̱JOŁŁP (Tsartlip) First Nation
40. S̱ÁUTW̱ (Tsawout) First Nation
41. Tsawwassen First Nation
42. Tsleil-Waututh/
Səl̓íl̓wəṭaʔ/Selilwitulh (Burrard Inlet)
Nation
43. W̱SIḴEM (Tseycum) First Nation
44. We Wai Kai (Cape Mudge) First
Nation
45. Wei Wai Kum (Campbell River) First
Nation

46. Treaties and Treaty Groups

47. Douglas Treaty
48. Nanwakolas Council
49. Hul'qumi'num Treaty Group
50. Laich-kwil-tach Treaty Society
51. Naut'sa mawt Tribal
52. Te'mexw Treaty Association

Regional Districts

53. Capital Regional District
54. Comox Valley Regional District
55. Cowichan Valley Regional District
56. Metro Vancouver Regional District

- 57. Nanaimo Regional District
- 58. qathet Regional District
- 59. Sunshine Coast Regional District

School District Boards

- 60. School District No. 45 (West Vancouver) (Gambier)
- 61. School District No. 46 (Gambier)
- 62. School District No. 79 (Thetis)
- 63. School District No. 68 (Gabriola/Ballenas-Winchelsea)
- 64. School District No. 69 (Lasqueti/Ballenas-Winchelsea)
- 65. School District No. 71 (Denman/Hornby)
- 66. School District No. 64 (Gulf Islands – Galiano/Mayne/North Pender/Salt Spring/Saturna/South Pender)

Improvement District Boards

- 67. Gabriola (Fire Protection District)
- 68. Graham Lake (Improvement District)
- 69. Schmidt (Improvement District)
- 70. Galiano Estates (Improvement District)
- 71. Gossip Island (Improvement District)
- 72. Montague (Improvement District)
- 73. Spanish Hills (Improvement District)
- 74. Wise Island (Improvement District)
- 75. Bennett Bay (Waterworks District)
- 76. Campbell-Bennett Bay (Improvement District)
- 77. Lighthouse Point (Waterworks District)
- 78. Mayne Island (Improvement District)
- 79. Village Point (Improvement District)
- 80. Georgina (Improvement District)
- 81. Razor Point (Improvement District)
- 82. Trincomali (Improvement District)
- 83. Harbour View (Improvement District)
- 84. Mount Belcher (Improvement District)
- 85. North Salt Spring (Waterworks District)
- 86. Piers Island (Improvement District)
- 87. Salt Spring Island (Fire Protection District)
- 88. Scott Point (Waterworks District)
- 89. Secret Island (Waterworks District)
- 90. Saturna Shores (Improvement District)
- 91. Thetis Island (Improvement District)
- 92. Vaucroft (Improvement District)

Provincial Government

- 93. Ministry of Agriculture

- 94. Ministry of Municipal Affairs and Housing (Intergovernmental Relations and Planning Branch)
- 95. Ministry of Municipal Affairs and Housing (Housing Policy Branch)
- 96. Ministry of Energy, Mines and Petroleum Resources
- 97. Ministry of Environment and Climate Change Strategy
- 98. Ministry of Environment and Climate Change (BC Parks and Conservation Officer Service Division)
- 99. Ministry of Forests, Lands, Natural Resource Operations and Rural Development – South Coast Office, Crown Lands, Water Licensing, Ecosystems, Archaeology
- 100. Ministry of Forests, Lands, Natural Resource Operations and Rural Development – West Coast Office– South Coast Office, Crown Lands, Water Licensing, Ecosystems, Archaeology
- 101. Ministry of Transportation and Infrastructure on Vancouver Island and South Coast
- 102. Ministry of Indigenous Relations and Reconciliation (West Coast Office)
- 103. Ministry of Indigenous Relations and Reconciliation (South Coast Office)
- 104. Ministry of Health
- 105. BC Ferries
- 106. Agricultural Land Commission

Federal government

- 107. Environment Canada
- 108. Transport Canada
- 109. Fisheries and Oceans Canada – Fish Protection and Aquaculture
- 110. Parks Canada

Resources

The project will be supported by the following elected officials:

Position	Role
Chair	Spokesperson and participant in First Nations meetings
Vice Chairs	Participant in First Nations meetings, as required, as spokespeople as required.
Trustees	Participants in public engagement processes on their islands.

This project will be supported by the following staff positions:

Position	Role
Chief Administrative Officer	General project oversight and participant at meetings with First Nations, project sponsor
Director, Trust Area Services	Project manager, note taker at First Nations meetings as required, project reporting
Senior Intergovernmental Policy Advisor	Delivery of First Nations engagement, support to public engagement, note taker at First Nations meetings as required, project reporting
Senior Policy Advisor	Support for public engagement and support to First Nations engagement, note taker at First Nations meetings as required, project reporting
Communications Specialist	Communications planning and implementation
Program Coordinator	Project lead, Project coordination, delivery of public engagement, delivery of first nations engagement, correspondence mgm't, meeting logistics, referral mgm't, tracking of project milestones/ costs/reporting, comms support
Finance Officer	Processing of service contracts
Finance Clerk	Processing of invoices
Director, Local Planning Services	Advisor on public engagement processes

Regional Planning Officers	Support and advisor on public engagement processes and events
Island Planners and Planners 1 and 2	Provide support when leading up to engagements and during engagements
Legislative Clerks	Support report writing and event/engagement planning
Administration Assistant	Support event/engagement planning

Promotion

To support the engagement processes in-person and online, staff will be creating a variety of print and digital materials that will explore the key themes of the review process from both a regional and local perspective for each local trust area.

Launch: On Monday June 24th, 2019, after presenting to Trust Council, staff will launch the Island Visions 2100 engagement. This will include sending out a media release and follow up with key media, an all island subscriber notice, a dedicated page on our website with a pop-up from the home page, and through our social media platforms for both the Islands Trust and the Islands Trust Conservancy (Twitter, YouTube, and a planned new Facebook page). This campaign will be supported by advertising in local print media and strategic boosts to social media posts.

Throughout the engagement process, these social media platforms will lead individuals to information about the upcoming in-person engagements, as well as the online survey-based engagement process.

Video: During the launch period, the Trust will release two videos: **What is the Islands Trust?** and **What is your Vision for the islands in the Salish Sea** (which will act as an introduction to goals of the Policy Statement process). In addition to supporting dialogue, the videos will help build awareness about the Islands Trust and the work that we do.

Print: Brochures on both subjects – What is the Islands Trust and the Policy Statement review—will be made available to trustees and staff, along with posters of detailing upcoming island engagements and links to the Islands Trust website where they can connect to the online survey.

Social media: Staff will provide trustees with the appropriate information and tools to help spread the word on our social media platforms, which will help boost our new Facebook page.

Partnerships: Staff will reach out and collaborate with regional governments, local governments, community organizations, and educational intuitions to help spread the word.

Prizes: The Islands Trust will offer a range of prizes during the engagement process. We will provide some prizes during our online survey, in-person engagement events, and/or for youth who participate in

our art engagement at the markets/fairs. We will also offer door prizes at every in-person engagement to help spread the word. The prizes would range from \$5.00 to \$250.00. Some examples are ferry passes, local artwork and other local products from islands, and short trips depending on the engagement method.

Engagement Method

This plan includes multiple channels for engagement with the public, First Nations, referral agencies, and Trust Council. It includes a suite of tools that will be selected and applied as appropriate for each community/Nation.

First Nations and Organizations Engagement

First Nations engagement begins with Trust Council's Declaration on Reconciliation and making that visible and distributed out to community. The Declaration affirms the organization's commitment to Reconciliation and how the Trust will be moving forward. From that platform we will then begin re-engaging with First Nations within the consultation boundary of the Islands Trust Area. The engagement will consider the commitments within existing and planned protocol agreements with First Nations. Results from this re-engagement will determine which Nations we will develop more meaningful engagement with in the process of a dialogue about and reviewing the Policy Statement. Meaningful engagement will include the following suite of engagement option to be applied as appropriate and as desired by the individual Nations:

- Leadership government to government meetings to discuss core concerns;
- Community meetings with membership and leadership to talk about the Policy Statement and the vision for the future;
- Online interaction including surveys, newsletter notices, Facebook, letters to Chiefs and Councils;
- Meetings with alliances and First Nation associations such as First Nations Summit, BC Treaty Commission and Tribal Councils;
- Collaborate with schools and youth organizations.

There will be follow-up and building of relations. Staff will ensure that meetings held for purposes of relationship building are not classified as consultation on the Policy Statement. Staff will keep a record of each meeting and compile into an engagement record to provide to Ministry with the final bylaw after third reading.

Staff will collaboratively develop storyboard as an education component of Reconciliation for use at engagement events. Acknowledgement of place will be included as a central theme.

General Public and Island Resident Engagement

The engagement strategies for the general public and island residents will include educational materials and will be supported by prepared questions and a strongly facilitated process. All in-person events will be supported by companion online engagement opportunities (survey and e-mail).

Creating opportunities for meaningful engagement means building new communities and sparking people's imagination. Our goal is to create content that resonates enough that people personalize it and push it onto the other audiences. We want social media users to own the message we are trying to confirm with them. We will do this by encouraging them to personally consider: What are their Island Vision 2099?

There will be a suite of five different engagement options developed to be applied locally as appropriate, with decisions to be made in consultation with local trustees and in consideration of different island populations.

- Large-scale community drop-in and open space / world café events, featuring educational information boards;
- Vision Booth, featuring information boards set up at community events, markets, or other community driven event; this could also include making online content available through laptops or tablets;
- Online survey/e-mail feedback;
- Collaborating with schools/ youth organizations.

Each engagement channel will feature a data collection method, all of which will feed into a final report on the findings from the engagement process. During in person, large-scale community engagements, we will provide educational information boards and brochures that address the key themes and help explain the work of the Islands Trust. Each of these themes will also be supported by a short explainer video that provides the context and background, which will also be a part of our online education campaign. The online component will feature a survey and potential live-streaming of key meeting(s).

Our goal is to have in-person engagements within each of the thirteen island communities. Because each island community is different, our expectation is that the Island Vision 2099 process will have a different look in each local trust area, drawing on the different engagement options available. Working with trustees, we will identify which combination of engagements will work best in a particular local context. It is also expected that local trust areas with larger populations will receive a higher number of in-person engagements.

This process is also an opportunity for Islands Trust to pilot the use of different forms of engagement tools and methods and measure their effectiveness.

Below are identified 'options' streams which will run parallel to one another. First Nation and Alliances engagement will commence at the same time as the process designed to reach out to the general public and island residents

Engagement methods: the suite of options

The IAP2's Spectrum of Public Participation (see Appendix D) was designed to assist with the selection of the level of participation that defines the public's role in any public participation process as much as possible, within resources, we will strive to follow these guidelines for public engagement

In defining the different First Nations engagement options, it is acknowledged that some Nations might rather have Islands Trust build relationships with designated individuals and/or committees instead of with the wider community. This form of engagement, which is outlined below as option C, could be something that happens in its own right or as a precursor to a large-scale event that involves the rest of the community. In these instances, individuals and/or committees could support the implementation of a large-scale event hosted by both governments

General Public and Island Residents	Options	Description	Objectives	Timeframe	Who is involved?	Estimated Budget
	Option A: Community drop-in and open space, featuring information boards that explore each of the major Visions 2099 themes.	Following IAP2 guidance on how to conduct healthy engagement processes, we host an open house first to featuring information boards that explore each of the major Visions 2099 themes, and then we would use world café forms of engagement. The goal through open house engagement is to help improve public understanding about a complex project to receive public input and provide information through information boards covering major themes. World Café engagement style would help foster meaningful discussion on questions pertaining to	To provide opportunities for members of the public and island residents a chance to participate in an interactive and dynamic way where we inform, consult, involve, collaborate and empower with them.	July – December 2019, Jan – March 2020	Trust Area Services staff, local trustees, Information Systems Coordinator, and Computer Applications Support Technician,	Upfront Cost - \$5,000.00, Individual Event - \$500.00 – \$2000.00

		these topic(s) among participants who otherwise would not listen, talk or share with one another.				
	Option B: Vision Booth	We will set up information booths, featuring local and regional information boards and access to the online survey during existing community events, markets, and/or other community driven events.	To target the general public as well as residents of the islands at existing events	July – December 2019	Trust Area Services staff, local trustees	\$300.00 - \$500.00 per event
	Option C: On-line survey & dedicated email address	The main form of the online engagement will be survey-based. We would offer a robust online campaign using a range of social media tools and our website to disseminate information about the engagement process. The online information campaign will replicate the information that will be produced for the in-person engagements, so individuals can learn about the situation in their local context as well as the regional context. Because some individuals are more comfortable with emails than surveys, we will also provide a dedicated	To provide an inclusive opportunity for the general public and island residents to participate in the process, if they cannot attend in person participation. It is also an opportunity to gain input from wider communities outside of the Islands Trust Area.	July – December 2019, January – March 2020	Trust Area Services Staff, Information Systems Coordinator, and Computer Applications Support Technician	\$4000.00

		"Visions2099@" email address where people can send in their idea. They can also send them through traditional mail as well				
	Option D: Collaborate with Schools/ Youth Organizations	We will provide opportunities to connect with students and youth with school classrooms and youth organizations. We would use a creative writing and/or art opportunities for youth to describe their vision of the islands. We would offer a prize.	To connect with youth, to be able to provide them with opportunities to engage in the issues that Visions 2099 is concerned with	July – December 2019	Trust Area Services Staff,	\$500 - \$1000.00

First Nations and Alliances	Options	Description	Objectives	Timeframe	Who is involved?	Estimated Budget
	Option E: Leadership government-to-government meetings	Leadership from Trust Council and leadership from a First Nation(s) meet to discuss core concerns. Each meeting takes place at a location convenient for First Nation leaders to attend.	To build relationship and discuss core concerns. If appropriate, support the provision of other 'options' for engagement to their membership	July 2019 — June 2021 and ongoing (Squamish mtg April 8)	CAO, Chair, Executive Committee, Trust Area Services Director and some Staff, possibly Trust Council	\$300.00 - \$500.00
	Option F: Community meetings with membership and leadership	A small-large scale lunch/dinner event where Islands Trust, in partnership with the Nation, provides opportunities for community members to share their core concerns of their territory, and their vision for the future.	For Islands Trust to build relationships with staff, leadership, and members of the community, Visions 2099 process and create opportunity to discuss their vision for the future and, if	July – December 2019	Trust Area Services Staff and local trustees	\$500.00 - \$2000.00

			appropriate, contribute to the Visions 2099 process.			
	Option G: Face-to-face with staff	Meetings with staff, and/or committees to work on various topics: educational materials, visioning work as part of the Visions 2099 process as well as other core concerns and/or items of interest to the First Nation.	To communicate and engage with Nations in an accessible manner that is appropriate to the situation.	July – December 2019	CAO, Trust Area Services Director and staff, Local Planning Services Director	\$200 - \$1000
	Option H: Survey engagement	A social media campaign targeted at a variety of community members from different Nations across the Salish Sea. Using a variety of tools, including targeted advertising and prizes, the campaign would encourage participants to view our background materials and fill in a special survey. May also include printed material distributed through newsletters and on reserve.	To engage a range of First Nations members through online survey.	July – December 2019	Trust Area Services Staff	\$750.00 - \$1000.00
	Option I: Meetings with alliances and First Nation associations	Islands Trust co-host an event with First Nation associations/alliances such as First Nations Summit, BC Treaty Commission, and Tribal Councils.	To connect with a range of First Nations all at once and build relationships with them. If appropriate, engage them with the issues of Visions 2099 and how they imagine the future.	July – December 2019	CAO, Trust Area Services Director and staff, Local Planning Services Director	\$250.00 - \$5000.00

	Option J: Collaborate with Schools/ Youth Organizations	We connect with schools in community along with organizations that support youth to offer some opportunities for them to be heard and to be able to take action through various means (e.g. art work, writing, etc).	To connect with youth, to be able to provide them with opportunities to engage in the issues that Visions 2099 is concerned with	July – December 2019, January to March 2020	Trust Area Services staff	\$500.00 - \$1000.00
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Referral agencies	N/A	As required by provincial statutes: LTCs; First Nations; local, regional, provincial and federal government agencies will be sent referral letters inviting input on the draft amendments to the Policy Statement	To solicit feedback on the proposed amendments.	June – September 2021	Trust Area Services staff, Chair	\$1,000
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Risks and mitigation

There are risks with any project. Due to the nature of this project and the number of First Nations and stakeholders involved, there is substantial risk that the project plan will need to be amended to respond to emerging issues, communication/engagement requests or other developments. Staff will try to be nimble and responsive and will maintain a focus on the big-picture (e.g. Reconciliation as an overarching priority) and will bring forward recommendations to Executive Committee for project amendments as needed.

At this time the Islands Trust has established a level of engagement and relationship with First Nations within the Trust Area. However, when looking at the relationship over time, many Nations may view processes and engagement with the Trust with hesitation. Not only is there a level of jurisdictional scepticism but there is also a level of distrust that the mandate of the Trust applies to First Nations concerns. First Nations view government bodies such as municipal, district, regional, and city as not having their interests at the forefront of their policies and processes. They may feel the jurisdictional authority lies with the Province and that providing education on Reconciliation, rights and title, and treaty is not a valuable process to engage in.

It is staff's understanding that many Nations within the Island Trust Area continue to see a lack of consideration by the Islands Trust and other levels of government in relation to their cultural heritage, archaeological sites, land use and marine use planning, and use of cultural and spiritual areas for recreational use without engagement on impacts or accommodation. This raises questions for Nations about the willingness of the Island Trust to truly engage and create meaningful policy processes that are inclusive of their core concerns. At this time, it could be seen that the Islands Trust preserves and protects only the values of post-colonial interests.

Given this situation, it maybe difficult to create an effective engagement process that allows for meaningful understanding of core concerns and impacts. It may be difficult to receive responses that recognize the cumulative effects and policy infinitives that will impact Nations rights and title. Therefore, it will require that the Islands Trust continues to engage and sets out the processes in which it will regain the trust of First Nations and First Nations community without defined timelines. Interagency meetings may allow for more valuable interactions that provide informed recommendations for engagement, but processes will be highly dependent on walking the talk: to build trust all Islands Trust bodies need to make decisions and undertake reconciliation actions that result in tangible sustained changes that demonstrate sustained commitment over time.

There is also risk that referral agencies will not understand the Policy Statement or purpose of referral. It has been many years since Islands Trust referral agencies have had to consider changes to the Policy Statement. In addition, they may question why their input is being sought on the introduction and definition sections only, rather than the policies that they may be more familiar with. They may wish to request significant amendments that are outside the scope of the project. To mitigate these risks, staff will undertake an assessment and, as necessary, contact referral staff before the referral is sent to explain the project. Should there be requests for significant changes that are outside the scope of this

project, staff will explain that these requests will be considered in future phases and will work with Ministry of Municipal Affairs staff and the interagency working group to coordinate responses.. Staff will also draft a clear, easy-to understand, referral letter.

Appendices

Appendix A – Draft timeline (subject to change based on feedback and First Nation engagement processes)

Appendix B – Budget

Appendix C – Islands Trust Public Engagement Principles and Communication Objectives

Appendix D - IAP2 Spectrum

Appendix E –Reconciliation Declaration

Appendix F – December 2018 Chair letter to Honourable Selina Robinson re Legislative change to the *Islands Trust Act*.

Appendix G – Visions 2099 Project charter



Appendix A: Visions 2099 Engagement Strategy – Work Plan

Deliverables Detail

Phase 1 of the Islands Trust Policy Statement involves amending Part 1, Part II and definitions.

Deliverable / Milestone	Target Completion Date	Responsible
Approval of revised Project Charter	March 27, 2019	Executive Committee
Endorsement of Policy Statement Engagement Plan	March 27, 2019	Executive Committee
Review of Policy Statement Engagement Plan	May ?, 2019	Trust Programs Committee
Approval of Policy Statement Engagement Plan	June 5, 2019	Executive Committee
Launch Policy Statement Engagement Process	June 24, 2019	Trust Council/Chair
Launch on-line engagement	June 24, 2019	TAS Staff
Undertake in-community meetings in each local trust area	July to December 2019	TAS Staff
Bowen Island Municipality	July to October 2019 - TBA	TAS Staff
Denman LTA public engagement meeting	July to October 2019 - TBA	TAS Staff
Gabriola LTA public engagement meeting	July to October 2019 - TBA	TAS Staff
Galiano LTA public engagement meeting	July to October 2019 - TBA	TAS Staff
Gambier LTA public engagement meeting	July to October 2019 - TBA	TAS Staff
Hornby LTA public engagement meeting	July to October 2019 - TBA	TAS Staff
Lasqueti LTA public engagement meeting	July to October 2019 - TBA	TAS Staff
Mayne LTA public engagement meeting	July to October 2019 - TBA	TAS Staff
North Pender/South Pender LTA public engagement meeting	July to October 2019 - TBA	TAS Staff
Salt Spring LTA public engagement meeting	July to October 2019 - TBA	TAS Staff
Saturna LTA public engagement meeting	July to October 2019 - TBA	TAS Staff
Thetis LTA public engagement meeting	July to October 2019 - TBA	TAS Staff
Undertake First Nations engagement	July to December 2019 and ongoing throughout	SIPA, CAO, Chair, Executive Committee, TAS Staff
Interim Report to Trust Council	December 2019	TAS Staff
Compilation of community and First Nations input report	December 2019	TAS Staff
Draft RFD with engagement analysis based on community and First Nations input, and recommendations to request staff draft bylaw	December to March 2020	TAS Staff
RFD to Trust Council with recommended ITPS amendments and request staff to draft bylaw	March 2020	
Trust Council – 1 st Reading of ITPS Amendment Bylaw	June 2020	
Referral of proposed bylaw to agencies and First Nations	June to September 2020	

Deliverable / Milestone	Target Completion Date	Responsible
Public Meeting (or on-line public review of the draft bylaw amendments)	June to September 2020	
RFD to Trust Council with summary of referrals and recommended amendments – if any	September 2020	
Trust Council consideration of 2 nd and Third Reading Reading	December 2020	
Submission to Minister for Approval	December 2020	
Final adoption by Trust Council (can be by RWM if not back in time for council meeting)	June 2021	

Appendix B: Budget

Preliminary estimates per activity are included above in the engagement methods section. A detailed budget will be developed prior to the launch of Visions 2099.

Item	Cost
Communication Materials	\$11,000
Legal review	\$4,000
FN engagement	\$20,000
Public engagement	\$25,000
Total activity costs:	\$60,000

Appendix C: Islands Trust Public Engagement Principles and Communications Objectives

(adopted by the Executive Committee, August 17, 2016)

“Good public participation results in better decisions” – [International Association for Public Participation](#).

Local trust committees and Trust Council make decisions about the islands in the Salish Sea that affect First Nations, the public and other stakeholders.

Effectively and consistently engaging with people affected by those decisions leads to good governance, better policies, durable decisions, reduced conflict and enhanced civic participation.

Successful public engagement is guided by well-defined and formalized principles that represent a promise to the public and stakeholder groups, help establish shared expectations and a shared vocabulary and improve the working relationship between elected officials, senior managers and staff.

The principles that follow are adapted from the Islands Trust Policy Statement, the Communications Policy 6.10.ii, in the Executive Committee Terms of Reference, observations from Trust Council roundtable discussions, staff survey and conversations, as well as the International Association of Public participation and best practices research in local government public engagement.

The principles will guide the communications and engagement initiatives and activities sponsored by Trust Council, local trust committees and within the organization.

Guiding Principles for public engagement at Islands Trust

Inclusive:

Those who are affected by an issue or decision should have an opportunity to influence outcomes and choices. Trust Council will seek information from a broad range of sources in its decision-making processes, recognizing the importance of local knowledge in this regard (Policy Statement)

Open and authentic:

Input of the public should play a role in the decision-making process. Trust Council believes that open, consultative public participation is vital to effective decision making for the Trust Area (Policy Statement)

Respectful of First Nations:

To strengthen relationships with over 30 tribes and nations in the Trust Area, Trust Council will root all its engagement practices in the spirit of reconciliation. (In a separate RFD, staff are seeking direction from EC to develop a Project Charter and set of principles to inform a new organizational approach to First Nations' relationship-building. Once approved by EC and possibly TC, these principles would be incorporated into all correspondence and communication.)

Diverse:

Decisions are more durable when all participants are aware of the range of interests and needs of everyone involved, including decision makers, surrounding an issue or decision.

Accessible:

Everyone potentially affected by the process has an opportunity to become involved.

Appropriate:

The public engagement process uses one or more discussion formats to reach the identified participants and, where feasible, invites input into the design of the process.

Informed:

Those involved in engagement exercises have the information required to meaningfully participate in the process.

Transparent:

Participants are informed about how their contributions were considered, used and/or not used.

Adaptable:

Each public engagement process, along with the collected feedback, is evaluated so that lessons can be shared broadly and applied to future engagement efforts.

Communications Objectives

The following communications objectives will be realized using different strategies and will be updated regularly as appropriate.

1. Improve community and agency understanding and support of the Islands Trust (2014-2018 Strategic Plan – priority #9)
2. Improve community engagement and participation in Islands Trust work (2014-2018 Strategic Plan – priority #10)
3. Increase profile (visibility) of the Islands Trust within the Trust Area (e.g. increased presence at community events and going where the public is)
4. Create and maintain a positive (modern, consistent, uniform) image of the Islands Trust (e.g. graphic design standards, issues management and processes, revisit tag line – on EC agenda)
5. Prepare trustees and staff (planning and bylaw enforcement) – the face of the organization – to deliver consistent and co-ordinated messages to the public and stakeholders in a way that reflects the unique character and needs of each island and project.
6. Create ongoing opportunities to listen to public and stakeholder opinions and concerns and report back when appropriate (e.g. web comments handling, feedback line/channel, comment cards at offices, rotating weekly/monthly FAQs on web, at LTC meetings, etc.)

Appendix D: IAP2 Spectrum

IAP2 Spectrum of Public Participation



IAP2's Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public's role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

INCREASING IMPACT ON THE DECISION					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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Appendix E: Reconciliation Declaration

The Islands Trust Council acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and honours the rich history, stewardship, and cultural heritage that embody this place we all call home.

The Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous peoples. Islands Trust states a commitment to Reconciliation with the understanding that this commitment is a long-term relationship-building and healing process.

The Islands Trust Council will strive to create opportunities for knowledge sharing and understanding as people come together to preserve and protect the special nature of the islands within the Salish Sea.

Adopted: March 14, 2019 Trust Council on Gabriola Island

Appendix F: December 2018 Chair letter to Honourable Selina Robinson re Legislative change to the Islands Trust Act



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Telephone **(250) 405-5151** Fax (250) 405-5155
Toll Free via Enquiry BC in Vancouver 604.660.2421. Elsewhere in BC **1.800.663.7867**
Email information@islandstrust.bc.ca
Web www.islandstrust.bc.ca

December 18, 2018

File No.: 0110-20

via email: MAH.minister@gov.bc.ca

The Honourable Selina Robinson
Minister of Municipal Affairs and Housing
Parliament Buildings
Victoria BC V8V 1X4

Dear Minister Robinson:

Re: Request for legislative change

This request follows our January 23, 2018 meeting to discuss matters of importance to the Islands Trust Executive Committee, including potential legislative changes to the *Islands Trust Act* and other relevant legislation. At that time you requested a prioritized list of *Act* amendments that could form the basis for a review by Ministry and Islands Trust staff. I also understood from that discussion that it would be important that the Islands Trust ensure that it was fully utilizing its current authorities to achieve its preserve and protect mandate and that any proposed amendments to the *Act* would need to be demonstrably necessary.

We have taken that advice to heart and believe that we have identified realistic and achievable amendments to our primary legislation that will support the efforts of the Trust on behalf of all British Columbians. At their September 18, 2018 meeting Trust Council requested that I write to you asking for legislative change along three broad themes, as follows:

ENFORCEMENT AND ADMINISTRATION: Improvements to the Islands Trust's ability to enforce its current regulatory and legislative powers in support of the preserve and protect mandate of the Trust and its land use planning function. The Islands Trust does not have the same enforcement tools as other land use jurisdictions in British Columbia but is expected to provide a similar service. The recommended amendments are:

1. Allowance for entry warrants;
2. Development permit area enforcement via municipal ticketing;
3. Adoption of development approval information bylaws by local trust committees;
4. To enable the ability to charge fees for telecommunication applications.

MODERNIZATION: The *Islands Trust Act* has not been substantially amended in a number of years and there are areas that require updating in order for the organization to remain relevant. Recommended amendments are:

5. Amending the *Act* to add "First Nations" to the list of those with whom we work "in co-operation;"
6. The ability to delegate development permit and temporary use permits to staff;
7. Clarification of foreshore zoning authority and jurisdiction throughout the Trust Area;
8. In keeping with broader powers afforded regional districts, relative to S. 294 of the *Local Government Act*, to allow the Islands Trust entities, "incidental or conducive powers;"
9. To include reference to the ecosystem in section 8.2 of the *Islands Trust Act*.

ADVANCING THE MISSION OF THE ISLANDS TRUST: Diverse communities are a key element of Trust Council's vision for the Trust Area and relates to its current land use authority. Recommended amendments are:

10. Affordable Housing: to be able to enter into agreements with third parties to administer affordable housing, to be able to operate a housing service, and for local trust committees to be able to acquire and dispose of land.

(Appendix A attached provides a brief rationale and implementation requirement for each of the above amendments)

These amendments vary in terms of the difficulty or complexity of implementation with, in our minds, the foreshore jurisdiction and affordable housing service amendments being the most complicated and in need of a cooperative approach.

We would sincerely appreciate your Ministry's feedback on this proposal and how it could be achieved. We are hopeful that you will be able to dedicate some Ministry staff time in order to work with us on developing a defensible and modern update to the *Islands Trust Act*. Of course, we also wish to understand your priorities and if they can be realized through this work. Trust Council considers that this is an important opportunity for the Islands Trust, and the region, and we wish to work with you to implement reasonable change.

A topic as important as legislative change to the *Islands Trust Act* will require public engagement and I would appreciate collaboration with the Ministry on how it would foresee an appropriate process. Undoubtedly full and authentic public engagement will generate additional suggestions for legislative changes from the community itself. We are mindful that Island communities are participatory, feel their future is vested in the Trust and want to contribute to that future.

In closing, I note that Bill 52, : *Agricultural Land Commission Act* 2018 has passed into legislation and I am struck by the symmetry of how the Islands Trust and the Agricultural Land Reserve, born of a certain era in BC politics, have stood the test of time. We believe it is time that the *Islands Trust Act* is given appropriate and similar attention.

Of course, if it would be convenient to you or beneficial to this request, we are happy to meet with you at your convenience.

With appreciation,



Peter Luckham, Chair
Islands Trust Council

cc: Islands Trust Area MPs
 Islands Trust MLAs
 Islands Trust Electoral Area Directors
 Assistant Deputy Minister Faganello
 BOKEĆEN (Pauquachin) First Nation
 Cowichan Tribes
 Halalt First Nation
 Homalco First Nation
 Klahoose First Nation
 K'ómoks First Nation
 Lake Cowichan First Nation
 Lekwungen (Songhees) Nation
 Lyackson First Nation
 MÁLEXEŁ (Malahat) Nation
 Penelakut Tribe
 Qualicum First Nation
 Scia'new (Beecher Bay) First Nation
 SEMYOME (Semiahmoo) First Nation
 shíshálh First Nation

Snuneymuxw First Nation
 Skwxwú7mesh (Squamish) Nation
 Snaw-naw-as (Nanoose) First Nation
 SȚÁUTȚ (Tsawout) First Nation
 Stz'uminus First Nation
 SXIMEŁEŁ (Esquimalt) Nation
 Tla'amin (Sliammon) Nation
 Tsawwassen First Nation
 Tsleil-Waututh Nation
 T'Sou-ke Nation
 Wei Wai Kum (Campbell River) First Nation
 We Wai Kai (Cape Mudge) First Nation
 ȚJOŁEŁP (Tsartlip) First Nation
 ȚSIȚEM (Tseycum) First Nation
 x"məθk"əȚəm Musqueam
 Bowen Island Municipal Council
 Islands Trust Council
 Islands Trust website

Appendix A

Summary of potential amendments to the

Islands Trust Act, 2018

ENFORCEMENT AND ADMINISTRATION AMENDMENTS

1. Allowance for Entry Warrants	S. 28(1.1) of the <i>Local Government Act</i> is applicable to Regional Districts but not the Islands Trust. This authority should not be excluded from Islands Trust/local trust committees and the lack of authority impacts delivery of enforcement of land use planning decisions.
Implementation i. Amend Section 28 (1.1) of the <i>Local Government Act</i> to add “Islands Trust”. ii. Staff training and administrative training would be required. Actual bylaw enforcement procedures would require some change management process to ensure appropriate use. iii. There does not seem to be any cogent policy reason for excluding s. 424 of the <i>Local Government Act</i> (entry warrants) from the bundle of enforcement powers conferred on local trust committees. With this amendment of s. 28(1.1) of the <i>Islands Trust Act</i>, Division 1 of Part 12 of the <i>Local Government Act</i> including s. 424 would apply to the local trust committees and s. 424 in turn applies s. 275 of the Community Charter. Section 275 enables a justice to issue an entry warrant if satisfied that access to property is necessary for the purposes of the <i>Local Government Act</i>, which is the source of the enforcement powers that are conferred on local trust committees by s. 28(1.1) of the <i>Islands Trust Act</i>, in connection with which an entry warrant would be sought.	
2. Development Permit Area Enforcement Using Tickets	The use of ticketing to support the administration and delivery of a robust development permit authority would be the preferred outcome. The Trust has made this request of the Ministry in the past, most recently in 2016.
Implementation i. Pilot project in the Islands Trust Area – by conferring additional enforcement powers by regulation under Section 54(2) of the <i>Islands Trust Act</i>. ii. Add to s. 28 a section to the effect that under s. 264 of the Community Charter, applicable to local trust committees under s. 414 of the <i>Local Government Act</i> and s. 28(1.1) of the <i>Islands Trust Act</i>, a local trust committee may also designate ss. 489 and 501(2) of the <i>Local Government Act</i> for the purposes of s. 264. Section 489 is the section of the <i>Local Government Act</i> that prohibits subdivision, etc. in a development permit area if a development permit hasn’t been obtained. Section 501(2) is the section that requires land to be developed strictly in accordance with the permit. There are currently no jurisdictions that have the authority to issue tickets for development permit	

violations, so the Islands Trust would be joining municipalities and Regional Districts in requesting this change. While this authority would be useful to all local governments, it is particularly relevant for an entity with a statutory mandate to “preserve and protect” an area of the province that is environmentally sensitive, since the key land use management tools in relation to environmental protection are development permit area designations and development permit conditions. However, allowing local governments to ticket for an offence against a provincial statute is a novel idea.

The Ministry may want to consider proposing this amendment as a “pilot project” for the Islands Trust only, following the evaluation of which the Province might consider extending the authority to municipalities and regional districts, and offering to partner with the Province in monitoring and evaluating the enforcement approach. This additional authority could be conferred on the local trust committees by Cabinet order under s. 54(2) of the *Islands Trust Act* on a pilot project basis.

3. Adoption of Development Approval Information Bylaws by local trust committees (LTC)	Mainly an administrative improvement, this amendment would increase the efficiency and independent ability of LTCs to administer their areas. This should reduce wait times for applicants.
Implementation i. Amend <i>Islands Trust Act</i> by repealing s.29(3.1) Amendment of s. 29(3.1) of the <i>Local Government Act</i> is required. Implementation by the Islands Trust would be relatively easy, would simplify the process and would reduce staff/administrative time.	

4. For the Islands Trust to obtain the authority to charge a fee for telecommunications applications	A fee structure and process is needed to allow thorough review of antenna and telecom infrastructure applications.
Implementation (to be determined) The Ministry of Innovation, Science and Economic Development Canada (ISED) has jurisdiction over telecommunications. ISED looks for the relevant land use authority to issue a letter of concurrence, the production of which requires a public process. Section 462 of the <i>Local Government Act</i> restricts the ability for local trust committees to charge fees. The <i>Islands Trust Act</i> limits the Islands Trust to only proscribe fees associated with its land use authority. We would request assistance from the Ministry to find a means for the Islands Trust to charge a fee for such an occurrence as is described.	

MODERNIZATION

5. Support in principle for amending the <i>Islands Trust Act</i> to add "First Nations" to the list of those with whom we work "in co-operation"	This amendment is both timely and appropriate with the focus of Trust Council on principles of reconciliation and the adoption of a First Nations Engagement Plan.
--	--

Implementation

- i. amendment to the *Islands Trust Act*, Part 2, Section 9 to add First Nations.
- ii. amendment to *Islands Trust Act*, Part 3 to add “First Nations”

This request was made to the Ministry in 2015. It would not be a significant challenge for the Islands Trust to implement. An amendment to Part 2 section 9 ‘Coordination agreements with other government bodies’ would enable the Trust Council and its delegates to enter into coordination agreements with First Nations and this seems uncontroversial.

6. Development Permit and Temporary Use Permit delegation to Staff

Unlike other jurisdictions in BC with land use authority, the Islands Trust does not have the ability to delegate via bylaw the authority to staff to issue development permits.

Implementation

- i. Amend Section 29 of the *Islands Trust Act* to enable local trust committees to delegate, by bylaw, the issuance of development permits and development variance permits, subject to the right of the applicant to have the local trust committee reconsider the matter without charge and to the local trust committee, in its procedures bylaw enacted under s. 460 of the LGA, establishing reconsideration procedures.

Each LTC would decide on whether or not to delegate issuance of development permits. This would reduce wait times, simplify the application process and reduce administrative costs. As development permits are issued based upon guidelines in the OCP or LUB, which are approved by LTCs, there is relatively little discretion afforded staff in issuing a permit. Implementation from an operating perspective would be straight forward once the delegation bylaws were adopted.

7. Clarification of foreshore zoning authority

There are jurisdictional inconsistencies with how foreshore zoning is administered with regard Regional Districts throughout the Trust Area. This matter is long standing and is a function of language and mapping in the *Islands Trust Act* and the Islands Trust Regulation.

Implementation (to be determined)

Clarification on this matter would support consistency in interpretation and aid in working with other jurisdictions that have foreshore zoning powers. Implications of implementation of any potential changes are undetermined. Engaging in discussions with the Ministry on this issue would require dedicated staff time and legal analysis.

The matter is sensitive since it potentially affects the enforcement of Islands Trust and regional district bylaws throughout the water areas within the trust area, where some of the most controversial land use issues tend to arise. Jurisdiction should not be controversial in relation to either the foreshore areas immediately adjacent to the various Gulf Islands or the estuary areas immediately adjacent to the upland areas of the regional districts, because effective land use management in either case has to include jurisdiction over immediately adjacent water area. However, a dividing line between jurisdictions has to be established somewhere, and there may be legitimate differences of opinion on where it should be.

8. Add language to *Islands Trust Act* similar to *Local Government Act*, s. 294, allowing for “incidental or conducive powers.”

A minor broadening of corporate power, similar to what Regional Districts have, would allow the Trust to undertake some supportive actions in support of the mandate of Trust.

Implementation

- i. Amend Section 4 of the *Islands Trust Act* by adding “The Trust Council, the executive committee, and the local trust committees have all the necessary power to do anything incidental or conducive to the exercise or performance of any power, duty or function conferred by this or any other enactment.”

This power is not a full ‘corporate person power;’ rather it would provide a backstop to a given jurisdictional issue or challenge. Some recommended language would be something like:

“the Local Trust Committee and, the Executive Committee, have all necessary power to do anything incidental or conducive to the exercise or performance of any power, duty, or function conferred on them by this or any other enactment.”

There is no logical reason that Islands Trust entities exercising exactly the same type of regulatory authority as other land use regulators should not have access to the same complementary authority to do things that are “incidental and conducive” to the exercise of their land use management authority. The wording of s. 294 makes the scope of these complementary powers exactly coterminous with the scope of the basic powers that have otherwise been conferred, so there is no substantive expansion of jurisdiction or authority and this should not be controversial.

9. Include reference to the ecosystem in section 8.2 of the *Islands Trust Act*

8.2 (f) and (h) of the ITA allows for ‘support and give financial assistance to activities referenced to in paragraphs (f) and (g) that are undertaken by others. This section seems to all LTCs to fund heritage and history related activities but does not include “environment or ecosystem.”

Implementation

- i. Amend s. 8(2)(f) of the *Islands Trust Act* to “amenities, environment, history and heritage”

Clarity is sought as to whether LTCs can allocate funds for environmental activities undertaken by others, in a similar fashion to history and heritage conservation. We recommend amending “history and heritage” in

two places in 8(2)(f) to “amenities, environment, history and heritage”. Amenities and environment are the terms used in the object statement in s. 3 of the Act.

ADVANCING THE MISSION OF THE ISLANDS TRUST

10. Affordable Housing and Housing service amendments	The Islands Trust has limited ability to provide affordable housing initiatives to communities and is reliant on Regional Districts to establish and deliver affordable housing services, in cooperation with the Trust. Increased authority in this area would be in keeping with both a key vision element of Trust Council and its strategic plan.
Implementation i. Amendments to confer the powers of a regional district board that would be required to establish and operate a non-profit housing service, including the authority to acquire and dispose of land and interests in land The Islands Trust would seek to be able to hold land for the purposes of affordable housing. We would seek to cooperate with relevant Regional Districts but also provide this service if a given Regional District does not provide a satisfactory service. Desired changes: a) To be able to enter into agreements with third parties to administer affordable housing. b) To be able to operate a housing service. c) Local Trust Committees be able to acquire and dispose of land.	



Islands Trust Conservancy Report to Local Trust Committees and Bowen Island Municipality March 2019

Local Trust Committee Referrals

The ITC Board considered two local trust committee referrals regarding development proposals on two properties adjacent to ITC Nature Reserves on Salt Spring and North Pender Islands. Read the details in the Island-by-Island Activities.

Standards and Practices for Land Trusts

The ITC Board received a comparison report about the revised Canadian Land Trust Alliance Standards and Practices. While the Islands Trust Conservancy meets the majority of recommended standards, there will be further work done to ensure it fulfills all relevant recommendations.

ITC Board Fund Development Advisory Committee

The ITC Board Fund Development Advisory Committee met for the first time since forming in a special closed meeting after the regular closed and open March 26 ITC Board meetings.

Islands Trust Reconciliation Declaration

The ITC Board discussed options for endorsement or participation in the Islands Trust Reconciliation Declaration.

Summary of Current Island-by-Island Activities

The ITC continues to work on management plans for eight nature reserves on Thetis (1), Gambier (3) and Denman (4) Islands and received forage fish habitat mapping for Sidney and James Islands.

Denman

The ITC Board received a briefing on the Comox Valley Regional District Engagement with First Nations in relation to a request from the Cowichan Valley Regional District to allow a segment of the Denman Cross Island Trail to cross the Lindsay Dickson Nature Reserve.

Management planning for the Valens Brook Nature Reserve, including the recent addition, is under way. Invasive species removal and trail clearing, sign installation, and tree protection for forest restoration continue at Inner Island, Lindsay Dickson, and Morrison Marsh Nature Reserves on Denman. New ten-year management plans for these three nature reserves will be completed in 2019.

Gabriola

Expansion of the boardwalk over wet areas and exposed roots on the west side of the loop trail in Elder Cedar Nature Reserve has been completed and additional minor trail improvements are planned for 2019.

Galiano

The ITC received a report from the Habitat Acquisition Trust that approximately 30 m³ of Scotch broom was removed from the bluffs at Trincomali Nature Sanctuary by volunteers in October 2018. Improved signage for the trail in Vanilla Leaf Land Nature Reserve is planned for 2019.

Gambier

Management planning for three Gambier Island Nature Reserves (Brigade Bluffs, Long Bay Wetland, Mount Artaban) continues.

Lasqueti

The ITC and the Lasqueti Island Nature Conservancy (LINC) have met the fundraising goal for the Salish View acquisition campaign. Staff are continuing working to finalize the land transfer. Once the land transfer is complete, public consultation and management planning will begin.

North Pender

The ITC Board discussed a referral from the North Pender Island Local Trust Committee for Bylaw No. 220. The subject property for the bylaw is adjacent to the Medicine Beach Nature Sanctuary. The ITC Board noted concerns about the effects of light pollution on many animal species, including bats, and concerns about storage of toxic materials on the site. Staff provided the ITC Board response to the local trust committee and followed up with planning staff regarding best management practices for external lighting and wildlife.

Salt Spring

The ITC Board considered a referral from Salt Spring Island planning staff regarding a Development Variance Permit for lands adjacent to the Lower Mount Erskine Nature Reserve. The ITC Board indicated that its interests are not significantly impacted and directed staff to work with the Salt Spring Island Planner to follow up with the landowner to provide information regarding conservation options to provide a natural buffer for the Nature Reserve.

Thetis

The ITC is assisting the Thetis Island Nature Conservancy and the Cowichan Community Land Trust with an application for funding for a trail and kiosk on Fairyslipper Forest Nature Reserve. The ITC continues to work on management plans for recent acquisitions on Thetis Island, including archaeological work and communications with the Penelakut Tribe regarding cultural values on the lands. ITC staff plan to install signage informing the public of Thetis Island nature reserve boundaries in 2019.

Please feel free to contact the Islands Trust Conservancy for more details.

Kate-Louise Stamford, Chair kstamford@islandstrust.bc.ca

Islands Trust Conservancy itcmail@islandstrust.bc.ca



Islands Trust

Subdivision

Print Date: May 16, 2019

Applications

File Number	Applicant Name	Date Received	Purpose
LA-SUB-2014.1	Collings, Aileen Planner: Sonja Zupanec	18-Mar-2014	Boundary Adjustment and then a 9 lot strata subdivision
Planning Status			
Status Date: 14-Feb-2019 File assigned to S. Zupanec			
Status Date: 24-Oct-2018 Update email sent to MOTI and copied to applicant to notify that Planner TR is leaving IT and to correspond through general email until another Planner is assigned.			
Status Date: 14-Sep-2018 Revised PLA from MOTI. Waiting for final plan of subdivision before issuing a final confirmation letter.			
File Number	Applicant Name	Date Received	Purpose
LA-SUB-2018.1	Fern Road Consulting	02-Jan-2018	PIDs: 017-115-736 (Cash) Civic address 2 Grant Road, Lasqueti Island BC 017-312-183 (Ross) Lot line adjustment
Planner: Sonja Zupanec			
Planning Status			
Status Date: 27-Jul-2018 PLA letter from MOTI received. Waiting for final plan of subdivision and conditions of PLA to be met in order to provide written confirmation that bylaws and regulations have been met.			
Status Date: 18-Jun-2018 DVP approved by LA LTC June 4 - awaiting PLR (Preliminary Layout Review - formerly PLA)			
Status Date: 04-Jun-2018 LTC must approve DVP for lot depth/width ratio before SUB can proceed.			

Islands Trust
 LTC EXP SUMMARY REPORT F2019
 Invoices posted to Month ending March 2019

640 Lasqueti	Invoices posted to Month ending March 2019	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-640	LTC "Trustee Expenses"	750.00	18.90	731.10
LTC Local				
65200-640	LTC - Local Exp - LTC Meeting Expenses	1,250.00	2,570.64	-1,320.64
65210-640	LTC - Local Exp - APC Meeting Expenses	500.00	530.41	-30.41
65220-640	LTC - Local Exp - Communications	250.00	0.00	250.00
65230-640	LTC - Local Exp - Special Projects	500.00	0.00	500.00
TOTAL LTC Local Expense		<u>2,500.00</u>	<u>3,101.05</u>	<u>-601.05</u>
Projects				
73001-640-2015	Lasqueti OCP/LUB	2,500.00	1,483.22	1,016.78
73001-640-4095	Lasqueti Subdivision regulation review	1,500.00	1,034.50	465.50
		<u>4,000.00</u>	<u>2,517.72</u>	<u>1,482.28</u>

Lasqueti Island Local Trust Committee Policies & Standing Resolutions

No	Meeting Date	Resolution No.	Issue	Policy
1.	July 11, 2013	LA-2013-020	APC member Agenda Package	It was MOVED and SECONDED , that on request by an Advisory Planning Commission member, that they receive a Lasqueti Local Trust Committee Agenda package at no charge.
2.	February 28, 2017	LA-2017-006	APC to also act as TAC	It was MOVED and SECONDED , that the Lasqueti Island Local Trust Committee make a Standing Resolution to request the APC to undertake the function of a Transportation Advisory Committee.
3.	July 23, 2018	LA-2018-040	Non-medical cannabis retail applications	It was MOVED and SECONDED that the Lasqueti Island Local Trust Committee adopt the following standing resolution with respect to the processing of non-medical cannabis retail license applications: • Proposed or amended licenses for non-medical cannabis retail establishments require an application to the local trust committee. • The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical. • The public consultation process shall be determined by the local trust committee after initial review of the proposal. • However, as a minimum, the local trust committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: ○ Name of the applicant and a description of the proposal in general terms ○ The location of the proposed establishment and the subject site. ○ The place where, and date and time when, both a public meeting will be held and a resolution of the local trust committee considered. ○ The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application. ○ How public comments may be submitted to the local trust committee.
4.	December 17, 2018	LA-2018-062	Notice of Intention to Apply for Federal Cannabis License	It was MOVED and SECONDED that the Lasqueti Island Local Trust Committee adopt the following standing resolution: that the Lasqueti Island Local Trust Committee requests that Notices of Intention to Apply for a Federal Cannabis License be forwarded to the Local Trust Committee upon receipt by the Islands Trust.

5.	February 25, 2019	LA-2019-IC-001	Staff & Trustee at APC meetings	It was MOVED and SECONDED that the Lasqueti Island Local Trust Committee adopt the following standing resolution: that all Advisory Planning Committee meetings will include a staff member and a Trustee.
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Top Priorities Report

Lasqueti Island

1. *OCP/LUB Review*

A comprehensive review of the Lasqueti Island Official Community Plan and Land Use Bylaw.
Implementation of Coastal Douglas-fir and Associated Ecosystems Toolkit added to Project Charter (Dec.22, 2018)

Responsible

Sonja Zupanec

Dates

Rec'd: 08-Jan-2018

2. *Freshwater Project*

Scope and activities to be determined. Staff to prepare a preliminary report for LTC consideration regarding suggested activities for a freshwater project.

Responsible

William Shulba

Dates

Rec'd: 24-Sep-2018

3. *Review permitted uses upland to barge ramp.*

Staff to research and report back on options to make the current uses associated with the barge ramp legal.

Responsible

Dates

Rec'd: 17-Dec-2018

Projects Report

Lasqueti Island

1. *Community to Community Forum*

Responsible

Date Received

Establish relationships with First Nations with interests in the Lasqueti Local Trust Area.

24-Sep-2018

2. *Subdivision Review Project*

Responsible

Date Received

Staff to prepare a draft project charter for a subdivision review project to review conservation based and cluster subdivision options.