



Lasqueti Island Local Trust Committee Regular Meeting Agenda

Date: February 24, 2020
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. REPORTS | 11:10 AM - 11:30 AM | |
| 4.1 | Trustee Reports | |
| 4.2 | Chair's Report | |
| 4.3 | Electoral Area Director's Report | |
| 5. MINUTES | 11:30 AM - 11:35 AM | |
| 5.1 | Local Trust Committee Minutes dated October 28, 2020 - for adoption | 4 - 10 |
| 5.2 | Section 26 Resolutions-Without-Meeting - none | |
| 5.3 | Advisory Planning Commission Minutes - none | |
| 6. BUSINESS ARISING FROM MINUTES | 11:35 AM - 11:55 AM | |
| 6.1 | Follow-up Action List dated February 6, 2020 | 11 - 12 |
| 6.2 | 2020 Local Trust Committee Meeting Schedule - Memorandum | 13 - 14 |
| 7. APPLICATIONS AND REFERRALS | | |

8.	LOCAL TRUST COMMITTEE PROJECTS	11:55 AM - 12:20 PM	
8.1	Official Community Plan and Land Use Bylaw Technical Review - Staff Report		15 - 23
8.2	Official Community Plan and Land Use Bylaw Review Project Charter Review - Staff Report		24 - 37
9.	DELEGATIONS	11:20 AM - 11:35 AM	
9.1	Lasqueti Community Association - Presentation on their Official Community Plan Review Recommendations		
10.	CORRESPONDENCE		
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>		
11.	NEW BUSINESS	11:35 AM - 11:45 AM	
11.1	Standing Resolution regarding First Nations Reconciliation - Staff Report - for decision		38 - 40
11.2	Live Streaming of Local Trust Committee Meetings - Request for Decision		41 - 42
11.3	Letter dated August 15, 2019 from Islands Trust Conservancy to First Nations regarding Salish View Nature Reserve		43 - 45
11.4	Local Trust Committee Advocacy - for discussion		
11.5	Electronic Meetings – (Video Screen/Monitor and Camera) - for discussion		
12.	REPORTS	11:45 AM - 12:00 PM	
12.1	Trust Conservancy Reports dated October and December, 2019		46 - 47
12.2	Applications Report dated February 6, 2020		48 - 48
12.3	Trustee and Local Expense Report dated December, 2019		49 - 49
12.4	Adopted Policies and Standing Resolutions		50 - 51
12.5	Local Trust Committee Webpage		
13.	WORK PROGRAM	12:00 PM - 12:15 PM	
13.1	Top Priorities Report dated February 6, 2020		52 - 52
13.2	Projects List Report dated February 6, 2020		53 - 53

14. CLOSED MEETING 12:15 PM - 12:30 PM

14.1 Motion to Close the Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1) (a), (c), (d) and (f) for the purpose of considering Advisory Planning Commission, Labour Relations, Adopting in Camera Minutes dated September 30, 2019 and Bylaw Enforcement and that staff attend the meeting.

14.2 Recall to Order

14.3 Rise and Report

15. UPCOMING MEETINGS 12:30 PM - 12:35 PM

15.1 Next Regular Meeting Scheduled for Monday, April 27, 2020 at 11:00 am at the Judith Fisher Centre, #1 China Cloud Bay Road, Lasqueti Island, BC

16. ADJOURNMENT 12:35 PM - 12:35 PM

Lasqueti Island Local Trust Committee Minutes of Regular Meeting

Date: October 28, 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: Heather Kauer, Regional Planning Manager
Marnie Eggen, Island Planner, by GoToMeeting and teleconference
William Shulba, Freshwater Specialist, by GoToMeeting and teleconference
Dave Olsen, Recorder

Others Present: There were six (6) members of the public in attendance

1. CALL TO ORDER

Chair Luckham called the meeting to order at 11:06 am. He acknowledged that the meeting was being held in territory of the Coast Salish First Nations. He introduced staff and Trustees.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. REPORTS

3.1 Trustee Reports

Trustee Johnston had nothing to report since last meeting.

Trustee Peterson reported that he is planning to attend the Rural Islands Economic Forum on Pender Island in November.

3.2 Chair's Report

Chair Luckham reported his attendance at Trust Council on Bowen Island in September, and that the next meeting of Trust Council will be held in December, and will include discussion of the Strategic Plan and next year's budget.

3.3 Electoral Area Director's Report - none

4. TOWN HALL

A member of the public was concerned about the requirements regarding proof of potable water in relation to subdivision applications.

Trustees suggested that the Freshwater Specialist would be consulted regarding the merits of including proof of potable water requirements in the Land Use Bylaw (LUB) and noted that the Ministry of Transportation and Infrastructure (MoTI) is responsible for potable water requirements when local government bylaws are silent on the subject.

5. MINUTES

5.1 Local Trust Committee Minutes dated September 30, 2019 - for adoption

The following amendments to the minutes were presented for consideration:

- Under 3.1, replace the first bullet of Trustee Johnston's Report with "He has been appointed to the Wa lhtimá (Cultural) Working Group, established and guided by Lisa Wilcox, Senior Intergovernmental Policy Advisor, along with approximately 15 other trustees and Islands Trust staff members. They have met electronically, once so far."
- Under 3.1, delete the second bullet of Trustee Johnston's Report.
- Under 3.1, at the end of the 2nd bullet of Trustee Peterson's report, replace "ferry survey results **after**" with "ferry survey results before".
- Under 3.1, in the paragraph starting with "The Chair responded..." replace the email address with lasquetilocaltrustcommittee@islandstrust.ca
- Under 3.2, in the first white bullet under the second black bullet, delete everything after "He spoke with Scott Fraser, Minister of Indigenous Relations and Reconciliation."
- Under 3.2, in the second last white bullet, change "He asked that the Ministry to reach out before making changes." to "He asked that the Ministry reach out to the Islands Trust before making changes."
- Under 7.1, end of second paragraph, delete the word "light" in "Texada has a similar level of light zoning to Lasqueti."
- On page 6, in the discussion after LA-2019-025, delete everything in the second bullet after "It could be included in the OCP Review."
- The Chair asked that the words "discussion ensued" preface any comments noted within motions.

By general consent the minutes of September 30, 2019 were adopted as amended.

5.2 Section 26 Resolutions-Without-Meeting - none

5.3 Advisory Planning Commission Minutes - none

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated October 17, 2019

Chair Luckham noted that David and Laura Slik's letter was forwarded to Director of Local Planning Services Marlor and confirmed that the original letter would be part of the Director's forthcoming report.

6.2 Model Cell Tower Consultation Process - for discussion

Trustees asked that this item be deferred until comments from Director of Local Planning Services Marlor have been received.

Chair Luckham noted that he spoke with the President of the Lasqueti Internet Access Society (LIAS) and stated that it is important for smaller service providers to have their perspective heard.

Staff noted that there were two parts to the model strategy: the siting guidelines and the community consultation process. Staff suggested that they could easily tailor the community consultation process for the Local Trust Committee (LTC) and that the time required would not necessitate a project.

Staff also requested direction from the LTC with regard to incorporating the siting guidelines into the OCP/LUB Review and suggested that this discussion could continue at the Projects List agenda item.

7. APPLICATIONS AND REFERRALS - none

8. LOCAL TRUST COMMITTEE PROJECTS

8.1 Lasqueti Freshwater Sustainability Strategy Project - Staff Report

Freshwater Specialist Shulba summarized the Staff Report that identifies some minor changes to the Project Charter and proposes to expand the project by including the 2020 Lasqueti Island Agricultural Water Demand Model and assess groundwater recharge and availability. He reported that he attended a Pete's Lake Water Users Society (PLWUS) meeting and heard from their users. He has written to Island Health and the Ministry of Health's Manager of Drinking Water and is awaiting replies.

Trustees asked if this project could potentially inform a recommendation requiring proof of potable water as a condition for subdividing. Staff responded that the project would be about building our ability to look into the future.

LA-2019-029

It was MOVED and SECONDED

that the Lasqueti Island Local Trust Committee endorse the updated Freshwater Sustainability Strategy Project Charter version 2019.002 dated October 18, 2019.

CARRIED

LA-2019-030

It was MOVED and SECONDED

that the Lasqueti Island Local Trust Committee request staff to bring back a revised project charter for LTC endorsement to include:

- a) the 2020 Lasqueti Island Agricultural Water Demand Model; and
- b) a proposed 2020 Lasqueti Island Groundwater Recharge and Availability Assessment.

Discussion ensued and the following was noted:

- Part b) is intended to be a regional assessment. If only Lasqueti is interested, he will report back.

CARRIED

9. DELEGATIONS - none

10. CORRESPONDENCE

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

Trustee Johnston expressed interest in creating a special webpage for all correspondence received from the public for ease of access. Staff noted that correspondence is received in a consistent and transparent manner as per Islands Trust correspondence policy 7.4.i. Correspondence is posted to the web in accordance with Islands Trust Communications Policy 6.10.ii. If the correspondence is related to an application or project it is posted to the LTC webpage as noted on every agenda cover under the Correspondence, if not then it is added to the next agenda package. Any correspondence that includes third party or inflammatory information is not posted to the web. Islands Trust website is currently being updated and intends to improve the search capabilities.

Chair Luckham noted that correspondence received at the last LTC meeting came late, that it is recorded in the minutes and that he asked that the letter be included in the report from Director of Local Planning Services Marlor. He also thanked staff for their fulsome report.

Chair Luckham recessed the meeting at 12:32 and reconvened the meeting at 12:48

11. NEW BUSINESS

11.1 2020 Local Trust Committee Meeting Schedule – Memorandum

Trustee Johnston noted a long gap between today's meeting and the proposed next meeting and proximity of other LTC meetings to Trust Council meetings. He suggested that the first meeting be scheduled earlier in 2020 and that subsequent meetings be moved to a month later and that a sixth meeting be added.

Staff responded that the proposed schedule incorporates consideration of meetings of all other LTCs, Trust Council, the Executive Committee, various subcommittees, and availability of various venues. She noted that the LTC always has the option of adding a Special Meeting.

Trustee Peterson commended staff on their work to organise all of the meetings and that a Special Meeting could be added later, if one is needed.

LA-2019-031

It was MOVED and SECONDED

that the Lasqueti Island Local Trust Committee schedule its regular business meetings on the following dates in 2020: February 24, April 27, June 22, August 10 and October 5.

CARRIED

LA-2019-032

It was MOVED and SECONDED

that the Lasqueti Island Local Trust Committee ask staff to examine the possibility of either adding a January meeting and shifting the dates of the other five meetings a month later or adding a December meeting.

CARRIED

11.2 Subdivision Application Review Process - for discussion

Trustees began the discussion and the following was noted:

- This was discussed briefly at the last meeting, and staff has since provided the trustees with a link to the Ministry of Transportation and Infrastructure (MoTI) subdivision application process webpage.
- Staff summarized the subdivision application process and Islands Trust as a referral agency, and that referral responses are based on applicable OCP policies and LUB subdivision regulations.
- MoTI considers subdivision applications a private affair between the landowner and MoTI.
- Staff suggested that the LTC could add more policy to the OCP with respect to what they would like MoTI to do regarding public access to foreshore.
- Staff noted that MapIT is updated periodically with registered subdivisions.
- Chair Luckham noted that Islands Trust has considered applying to be the subdivision approving agency but it would require an entire new department and a substantial Provincial legislative change. He noted that the LTC's best approach would be to have a clearly laid out OCP policy and LUB regulation.

LA-2019-033

It was MOVED and SECONDED

that the Lasqueti Island Local Trust Committee ask staff to explore adding proof of water as a condition for subdivision to the In Scope section of the OCP Review Project Charter.

CARRIED

LA-2019-034

It was MOVED and SECONDED

that the Lasqueti Island Local Trust Committee ask staff to add public foreshore access at time of subdivision to the In Scope section of the OCP Review Project Charter.

CARRIED

12. REPORTS

12.1 Trust Conservancy Report - none

12.2 Applications Report dated October 17, 2019

Received for information.

12.3 Trustee and Local Expense Report – none

12.4 Adopted Policies and Standing Resolutions

Trustee Johnston asked why cannabis retail applications are a standing resolution and suggested that it go into a bylaw.

Staff responded that the standing resolution is a standard being used with other LTCs and addresses the new federal process, and if the LTC is interested in regulating retail sales, then staff would need to bring back a preliminary report.

12.5 Local Trust Committee Webpage

Received for information.

13. WORK PROGRAM**13.1 Top Priorities Report dated October 17, 2019**

Trustees discussed placing the model cell tower strategy on the Top Priorities List and removing the barge ramp item.

LA-2019-035

It was MOVED and SECONDED

that the Lasqueti Island Local Trust Committee ask staff to move the barge ramp to the Projects List and to add the model cell tower strategy to the Top Priorities List.

CARRIED

Staff reminded Trustees about the technical analysis they are currently undertaking which is outlined in the OCP/LUB Review Project Charter. The analysis will provide them with information regarding regulatory changes that are necessary. A summary of this analysis is expected to be available for the February meeting.

13.2 Projects List Report dated October 17, 2019

Received for information.

14. UPCOMING MEETINGS**14.1 Next Regular Meeting – February 24, 2020 at 11:00 am at the Judith Fisher Centre, #1 China Cloud Bay Road, Lasqueti Island, BC**

The Chair expressed thanks to the Lasqueti Fire Department for the use of their video monitor and suggested that they do a debrief of the use of the video conferencing technology at today's meeting.

Discussion ensued and the following was noted:

- That the audio worked fine, but that the video was a bit slow at times, which could be improved if they were connected to a wired network.
- The video was better when the Chair's laptop was connected to power.
- Wi-Fi boosters could help.
- It would have been better to see the agenda and any maps on the video screen.
- That the host computer can share screens and presentations.
- The staff in the Victoria office are experts with this technology, as are the Information Technology people.
- It was very helpful for the public.
- The electronic meeting bylaw stipulates how many Trustees need to be present at the meeting.

15. **ADJOURNMENT**

By general consent the meeting was adjourned at 1:53pm.

Peter Luckham, Chair

Certified Correct:

Dave Olsen, Recorder

DRAFT



Follow Up Action Report

Lasqueti Island

15-Apr-2019

Activity	Responsibility	Dates	Status
1 Staff to coordinate a protocol meeting between the Lasqueti LTC and qathet RD. <i>Update Jan 17/20: electronic meeting to be scheduled based on progress of Lasqueti OCP</i>	Bronwyn Sawyer Heather Kauer Wil Cottingham		In Progress

30-Sep-2019

Activity	Responsibility	Dates	Status
1 Staff to review and provide comments on letter from D. and L. Slik dated September 2019 regarding request that Trust Council amend the Model Radio Antenna Strategy to include guidance on consistency with Trust Council's Climate Change Emergency Declaration.	David Marlor		In Progress
2 Staff to facilitate a Go To type meeting for the October 28, 2019 Lasqueti LTC business meeting.	Heather Kauer		Completed

28-Oct-2019

Activity	Responsibility	Dates	Status
1 Staff to update the Project Charter (PJ) for the Freshwater Sustainability Project with LTC endorsement Oct. 28, 2019 and bring back revisions to the PJ to include Ag Water Demand Model and groundwater recharge and availability assessment.	William Shulba		In Progress



Follow Up Action Report

Lasqueti Island

28-Oct-2019

Activity	Responsibility	Dates	Status
2 The Lasqueti LTC endorsed the proposed regular business meeting schedule for 2020. And asked staff to examine the possibility of adding a January meeting, shifting dates to a month later or adding a December meeting. <i>Update: options for additional meeting date to be discussed at Feb 24, 2020 business meeting.</i>	Heather Kauer Wil Cottingham		In Progress
3 Staff to include in the scope of the OCP/LUB project: exploration of subdivision regulations for the purposes of requiring proof of potable water, and ensuring foreshore access that is physically accessible.	Bronwyn Sawyer Heather Kauer		In Progress
4 Staff to move third Top Priority: "review permitted uses upland to barge ramp" to the Projects List and add Model Cell Tower Strategy.	Marnie Eggen		Completed

MEMORANDUM

File No.: 3026-10 (LTC General –
Meeting Logistics)

DATE OF MEETING: February 24, 2020
TO: Lasqueti Island Local Trust Committee
FROM: Heather Kauer, Regional Planning Manager
Northern Team
SUBJECT: 2020 Local Trust Committee Meeting Schedule

RECOMMENDATION

1. That the Lasqueti Island Local Trust Committee set aside December 7, 2020 as a special meeting date if business items warrant a meeting; to be decided at the October 5, 2020 LTC meeting.

DISCUSSION

At their October 28, 2019 meeting the LTC approved the following dates for their meetings in 2020: February 24, April 27, June 22, August 10, and October 5. The LTC passed the following resolution in relation to the possibility of additional meetings:

that the Lasqueti Island Local Trust Committee ask staff to examine the possibility of either adding a January meeting and shifting the dates of the other five meetings a month later or adding a December meeting.

Staff recommend that December 7, 2020 is a date that might be set aside as a special meeting date if LTC business warrants it. The chair and / or staff could attend electronically depending on the weather. The LTC will not decide on January 2021 dates until the end of 2020, however, scheduling a Lasqueti meeting for the first two weeks of January is problematic due to statutory holidays and the fact that other northern region LTCs have their meetings in the last two weeks of January making it more difficult for staff to produce agenda packages in a timely manner.

If alternative dates are proposed, LTCs should avoid scheduling meetings on dates which may conflict with other planned meetings or events. Key dates are noted for reference in Attachment 1. Note, LTCs do not need to identify the planned start times or locations for meetings. Meeting details will be advertised in accordance with legislated notification requirements.

Submitted By:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	February 4, 2020
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ATTACHMENT

1. Tentative 2020 Northern Local Trust Committee Meeting Schedule

ATTACHMENT 1 – TENTATIVE 2020 NORTHERN LOCAL TRUST COMMITTEE MEETING SCHEDULE

LTC	Denman	Gabriola	Gambier	Hornby	Lasqueti	Thetis	Ballenas-Winchelsea
	January 21 - March 17 - May 19 - July 7 - September 8 - November 3 -	January 16 February 27 - April 2 May 14 June 25 July 30 - September 10 October 22 November 26 -	January 30 - March 26 - May 28 - July 23 - October 1 November 19 -	January 24 - March 6 - May 1 June 26 - September 11 - November 6 -	- February 24 - April 27 June 22 - August 10 - October 5 - -	- February 11 - April 14 - June 2 July 21 - September 1 October 27 - -	- - March 4 - - - - - October 7 - -
Total	6	9	6	6	5	6	2
Day	Tuesday	Thursday	Thursday	Friday	Monday	Tuesday	Wednesday
Time	12:30 pm	10:15 am	10:30 am	11:30 am	11:00 am	9:30 am	10:00 am
Location	Denman Activity Centre	Gabriola Arts & Heritage Centre	Various	New Horizons	Judith Fisher Centre	Thetis Community Centre	Various

Key Dates

Stat Holidays	Jan. 1; Feb.12; Apr 10, 13; May 18; July 1; Aug.3; Sept.1; Oct.12; Nov.11; Dec.25, 26
Trust Council	Mar. 10-12, June 16-18, Sept 15-17, Dec. 1-3 – locations tbd
Executive Committee	TBD
Financial Planning Committee	TBD
Islands Trust Conservancy Board	TBD
Trust Programs Committee	TBD
Local Planning Committee	TBD
SD 79 (Cowichan) Spring Break	Mar 9-20
SD 46 (Sunshine Coast) Spring Break	Mar 16-27
SD 68 (Nanaimo) Spring Break	Mar 16-27
SD 71(Comox) Spring Break	Mar 16-27
Salish Sea Ecosystem Conference	April 20-22
AVICC Conference	April 17-19
LGMA Conference	June 9-11
PIBC/CIP Conference	July 7-10
UBCM Conference	Sept. 21-25



DATE OF MEETING: February 24, 2020
TO: Lasqueti Island Local Trust Committee
FROM: Heather Kauer, Regional Planning Manager
Northern Team
SUBJECT: Lasqueti Official Community Plan/Land Use Bylaw - Technical Review

REPORT SUMMARY

A review of the existing *Lasqueti Island Official Community Plan Bylaw No. 77, 2005* and the *Lasqueti Island Land Use Bylaw No. 78, 2005* was added to the Lasqueti Local Trust Committee (LTC) Top Priorities Project List on January 8, 2018. A project charter for this project was originally endorsed by the LTC at the July 23, 2018 LTC meeting and updated most recently at the October 28, 2019 meeting.

One objective of the Project Charter is a technical review of the existing OCP and LUB. Attached to this memo are two tables summarizing the technical review of the existing *Lasqueti Island Official Community Plan Bylaw No. 77, 2005* and the *Lasqueti Island Land Use Bylaw No. 78, 2005*.

The tables for the Lasqueti Island OCP and LUB recommend revisions, additions and deletions are attached to this report. These include changes regarding: layout, formatting, reference updates, and inconsistencies within and between each document.

These tables are a starting point for the discussion on updating the bylaws and may be supplemented as the process moves forward. Recommended changes noted in the tables can move forward with, and form part of, future amending bylaws.

Staff does not seek direction from the Local Trust Committee at this time. This memo is provided as information for discussion.

NEXT STEPS

1. Once direction is given as to which amendments the LTC is proceeding with staff will incorporate them into an amending bylaw.

Submitted By:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	February 3, 2020
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ATTACHMENTS

1. Tables of Recommended Revisions

Table of Recommended Revisions for
Lasqueti Island Official Community Plan Bylaw No. 77, 2005

No.	Objective or Policy	Identified Issues and Potential Revisions
Overall		
1	References to specific Ministries	Replace with “appropriate Provincial Ministry.”
2	References to Power River Regional District	Replace with “qathet Regional District”
3	References to Local Government Act sections	Replace with updated section numbers
4	Terminology	Update terminology to align with more modern, commonly used phrases e.g. “Home enterprises” are more commonly referred to as “Home occupations”
Overall Layout & Formatting		
5	Overall layout of document	Consider overall reorganization to improve clarity and readability, including: - overall, better identify and delineate general policies from designated area policies and better clarify their hierarchy; - Section and subsection headings should reflect more current OCP organization style and terminology without taking away from environmental emphasis of document; - Update format to reflect more current OCP formatting styles; suggested examples of OCP organization and formatting styles: - Salt Spring Island OCP - Mayne Island OCP - Gabriola Island OCP
6	Formatting for all “List of Objectives” and all sub-policies	For clarity and consistency in formatting: - spaces should be added between each bullet; - after each objective include a semi-colon; - at the end of the second to last line include a semi-colon and an “and”; and - end the last line with a period.
7	All text	Fully justify for better readability
8	Definition Section	Include a definition section for clarity of terminology and make consistent with LUB definitions.

No.	Objective or Policy	Identified Issues and Potential Revisions
9	Designations / Abbreviations / Headings	There are no references to the abbreviated designations in Schedule B - Add abbreviated designation (e.g. CL – Crown Land) to the headings that refer to designations on Schedule B
Part 1 - Preamble		
10	1.6 Legal Basis	There are more sections of the Local Government Act that apply to Official Community Plans than are listed here. There is no requirement that you have a specific reference to these sections, but if a decision is made to keep this section in, then it could be amended to be more complete
Part 2 - Administration		
11	2.6 Covenants	The LTC might want to consider covenants being granted to Islands Trust Conservancy as well.
Part 3 – Official Community Plan		
12	Community Context	Update statistics and list of Trustees
13	OCP Graphic	Update LGA section reference
3.1 Residential Land Use		
14	Policy 3	In the new definitions section, add a definition for “long-term”
15	Policy 6	Amend to state “Residential lots should have an <u>on-site</u> source of fresh water...”
16	Policy 9	Define “guest cabin”
17	Policy 10	Define “sufficient” and “sustainable”
3.2. Enterprise and Resource: Commercial, Industrial, Agricultural and Forestry Land Use		
18	Policy 6	Update reference to the “development and procedure bylaw”
Boats and Maritime Vessels		
19	Policy 14	In recognition of the importance of providing suitable boat access for all residents, public boat ramps may be considered <u>through a zoning amendment</u> on a site specific basis. Development of public boat ramps should be subject to designation and regulation. In considering an application for a public boat ramp, environmental and social effects should be addressed.
20	Policy 15	Private docks may be considered on a site specific basis <u>through a zoning amendment</u> in the Marine General (M-2) zone. In considering an application for a dock, environmental and social effects must be addressed. Structures should not be sited or extended towards the sea beyond 37 metres (120 feet) from the surveyed high water mark or where no plan exists, from the natural boundary of the sea

No.	Objective or Policy	Identified Issues and Potential Revisions
21	Policy 16	In order to reduce the overall number of docks located along the foreshore, and thereby alleviate the ecological damage that can be caused by the proliferation of docks, private boat ramps may be considered <u>through a zoning amendment</u> on a site specific basis in the Marine General (M2) zone.

Table of Recommended Revisions for
Lasqueti Island Land Use Bylaw No. 78, 2005

No.	Objective or Policy	Identified Issues and Potential Revisions
Overall		
1	References to specific Ministries	Replace with “appropriate Provincial Ministry.”
2	References to Power River Regional District	Replace with “qathet Regional District”
3	References to Local Government Act sections	Replace with updated section numbers
4	Terminology / definitions	Update terminology to align with more modern, commonly used phrases e.g. “Home enterprises” are more commonly referred to as “Home occupations”
Overall Layout & Formatting		
12	Overall layout of document	Consider overall reorganization to improve clarity and readability, including:
Part 2 - Administration		
	2.8 Enforcement of Siting Requirements	Current language in this section refers to Development Permits. Since Lasqueti doesn’t have any Development Permit Areas, no Development Permits are currently needed for development on Lasqueti. The only way that siting requirements like setbacks, height, or parking are reviewed or enforced on Lasqueti are through Development Variance Permits or Bylaw enforcement complaints. Other islands within Islands Trust enforce siting requirements through: Siting and Use permits (Denman and Hornby Islands), Development Permits, or Building Permit referrals.
Part 3 – General Provisions		
	3.4 Agricultural Land Reserve Farm Use Regulations	ALC reference should be updated or simplified to state that the bylaw should simply be in compliance with the Agricultural Land Reserve regulation.

	3.5 Siting and Setback Provisions	Regulations regarding siting and setback provisions are essentially an honor system since there is no review of new proposals for compliance with these provisions. This is true of setbacks from Riparian Areas as well.
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File No.: 6500-20
LA OCP/LUB Review

DATE OF MEETING: February 24, 2020
TO: Lasqueti Island Local Trust Committee
FROM: Heather Kauer, Regional Planning Manager
Northern Team
SUBJECT: Report subject: OCP / LUB Review Project Scope Finalization

RECOMMENDATION

1. That subdivision regulations be removed from the Official Community Plan/Land Use Bylaw Review Project and added to the Project List as a stand-alone project; and
2. That the Lasqueti Island Local Trust Committee endorse the revised Official Community Plan/Land Use Bylaw Review Project Charter v.4.3, dated February 2020.

REPORT SUMMARY

The purpose of this report is to discuss and finalize topics to be addressed in the scope of the Lasqueti Official Community Plan / Land Use Bylaw review project going forward.

BACKGROUND

The Lasqueti Island Local Trust Committee (LTC) added a review of its Official Community Plan and Land Use Bylaw to their Top Priorities project list on January 8, 2018. Over time, the LTC has changed the topic focus of the project as well as its requests of staff in relation to tasks associated with this project. Originally the project listed the following topics to be addressed by Islands Trust staff:

- Protection of the Environment and Sensitive Ecosystems;
- Increasing Housing Options and Aging at Home;
- Food Security;
- Community Services and Village Planning;
- Public Trails, Beach Access, Marine Zoning.

In December, 2018 and February, 2019, respectively, the LTC added:

- Protection of the Coastal Douglas-fir and Associated Ecosystems Toolkit (2018);
- Land use bylaw cannabis production regulations.

In May of 2019 the LTC changed the objectives and scope of the project in recognition of work that the Lasqueti Community Association (LCA) was conducting in its review of the Official Community Plan and in October, 2019 land use subdivision regulations regarding water availability and public access to the foreshore were added to the scope of the project. The most currently endorsed Project Charter is Attachment 1 of this report.

In order to move forward with the development of an engagement plan and further analysis, staff are seeking confirmation that the LTC is ready to finalize the scope of the project.

ANALYSIS

Scope of the Project

The end result of the OCP/LUB review has been assumed by staff to be the adoption of two amendment bylaws: one for the OCP and one for the LUB. Each of these bylaws can cover a variety of topics; they can be expansive or narrow in scope. The work plan and public consultation associated with these bylaws depends largely on the number of topics that each of the bylaws addresses.

Further review of the project charter makes it clear that the “scope” of the project is not entirely consistent with the “objectives” identified. The objectives section anticipates that staff would:

- Conduct a technical analysis of the OCP and LUB;
- Incorporate the results of 2018 engagement sessions held by the Lasqueti Community Association;
- Determine where policy/regulatory changes may be required to be consistent with:
 - First Nations relations and perspectives;
 - the Local Government Act, and
 - 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
- Develop an ‘OCP/LUB Engagement Strategy’ to prioritize engagement topics and methodology to be undertaken in Phase 2.

In any OCP update process within Islands Trust, consistency with the Local Government Act and the Islands Trust Policy Statement are standard elements of staff analysis. Required updates to the Agricultural Land Commission Act would typically occur as updates to the Act occur, not within each and every OCP amendment project. Analysis of consistency with the Act as well as the Regional Conservation Plan and Douglas Fir Toolkit, are potentially major additions to the scope of the project depending on the level of analysis and public consultation surrounding each element. In addition, the scope, timeline, and budget of the project as listed in the charter do not anticipate any work being done related to these topics.

In order to meet the timelines and budgets anticipated by the project charter as well as assuring a clear relationship between the objectives and scope, staff recommend removing “consistency with the ALC Act, Conservation Plan, and Douglas Fir Toolkit” language from the Objectives section of the project charter.

Also to consider is the addition of subdivision regulations to the scope of the project. While any amendment to the OCP or LUB could technically be added to the scope of the overall project, each topic area that is added expands timeline, budgets and public consultation focus of the project. Subdivision regulations do not advance the objectives identified in the Project Charter. Staff recommend that the LTC consider separating subdivision

regulations as their own project as opposed to tacking them on to the OCP/LUB review. Attachment 3 reflects a Project Charter that would also eliminate subdivision regulations within the scope of the project.

A “technical review” by staff would include changes regarding: layout, formatting, reference updates, and inconsistencies within and between each document but would not include any substantive policy or regulatory changes. Staff have provided a report with a technical review to be presented to the LTC at the same meeting as this report.

Attachment 3 is staff’s proposed project charter that would limit the scope of the project to a list of topic areas that would be more likely to implement the objectives as well as meet timelines and budget estimates. Staff recommend that subdivision regulations be removed from the scope of this project and added to the LTC Project List as a stand-alone project.

Consultation and Engagement

Statutory processing requirements for adopting OCP or LUB amendment bylaws in the Islands Trust include, in order:

1. First Reading by the LTC;
2. Referral to First Nations and agencies;
3. 2nd Reading by the LTC;
4. Public Hearing;
5. 3rd Reading by the LTC;
6. Executive Committee Approval;
7. Ministry Approval;
8. Adoption by the LTC.

Public Consultation beyond the statutory requirements of Referral and Public Hearing are at the discretion of the LTC. Professional best practices around public consultation suggest that the method of public consultation should be designed for the specific needs of any particular community and the scope of the topics to be discussed. The more topics that are being addressed typically prompt more expansive community consultation. The public hearing is required to be the last step in public consultation for consideration of a particular bylaw; the LTC cannot consider any public comment made after the public hearing is over on the bylaws.

From the beginning of the OCP/LUB review project, the scope of the review has included a task related to the development of a community engagement strategy. The May, 2019 amended project charter specified that staff should “Work with the Advisory Planning Commission to develop an ‘OCP/LUB Engagement Strategy’ to clarify Phase 2 engagement topics and methodology based on technical analysis and community input to date.” Referring the engagement strategy to the APC is entirely at the LTCs discretion and is not typical within Islands Trust or other jurisdictions.

Depending on the methods used, public consultation for each topic area has the potential for expanding the project budget and extending the project completion date. Also to be considered is the timing of the public engagement. Engagement can occur prior to bylaws being drafted to seek input. At a minimum, engagement must occur after the bylaws receive first reading as they are required to be referred to specific stakeholders. The ability for staff to conduct multiple community information meetings depends on a few factors including their overall workload, venue availability, and ferry schedules.

Staff discussions with LCA members have suggested that their process for reviewing the OCP has included a great deal of public input. However, its staff's understanding that the LCA review of the OCP thus far has not included consideration of the Douglas Fir Toolkit, Conservancy Policies or subdivision regulations. Moving forward, if these topics remain part of the scope of the project, the project budget will need to be expanded and the estimated completion date will need to be extended possibly beyond the current term. It is also estimated that staff time and resources would need to be entirely dedicated to this project and would not be available for any other LTC priority projects.

Summary

To summarize, assuming public consultation will occur both before and after first reading of bylaws, the three scope options presented to the LTC are as follows. Estimated completion dates would be sooner if consultation only occurs after 1st reading of bylaws:

Scope Version	Topics of review	Estimated Completion Date	Estimated Budget
Attachment 1 Currently Endorsed Scope - Project Charter v. 4.1	- The Lasqueti Community Association's recommended changes to the OCP - Review of Consistency with Islands Trust policies related to the Douglas Fir Toolkit; - Review of Consistency with Islands Trust Conservancy Policies - Consistency with Agricultural Land Commission Act - Staff's suggested changes to the OCP and LUB based on a technical, a.k.a "housekeeping" review - LUB amendments for subdivision regulations related to proof of water and public access to the water	Spring, 2022	\$8,000
Attachment 2 Narrowed Scope w/subdivision regulations – Project Charter v. 4.2	- The Lasqueti Community Association's recommended changes to the OCP - Staff's suggested changes to the OCP and LUB based on a technical, a.k.a "housekeeping" review - LUB amendments for subdivision regulations related to proof of water and public access to the water	Fall / Winter 2021	\$7,200
Attachment 3 Recommended Scope – Project Charter v. 4.3	- The Lasqueti Community Association's recommended changes to the OCP - Staff's suggested changes to the OCP and LUB based on a technical, a.k.a "housekeeping" review	Summer, 2021	\$6,000

Rationale for Recommendation

In the interest of completing the project within the current term and managing staffing resources to enable work on other Lasqueti LTC priority projects, staff recommend Project Charter v. 4.3 as summarized above. This

option focuses amendments to the OCP on those recommended by the Lasqueti Community Association and is estimated to have a completion date that is sooner than the other options.

ALTERNATIVES

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

1. Adopt alternative Project Charter

The LTC may decide to modify the currently endorsed project charter by adopting the Project Charter v. 4.2 (Attachment 2 of this report.) If so, the LTC would not adopt recommendation 2 of this report and instead the motion would be:

That the Lasqueti Island Local Trust Committee endorse the revised Official Community Plan/Land Use Bylaw Review Project Charter v.4.2, dated February 2020.

2. Amend existing Project Charter

The LTC may decide to modify the currently endorsed project charter in some other way:

That the Lasqueti Island Local Trust Committee amend the OCP/LUB Review Project Charter with the following amendments.....

3. Ask for more information

Alternatively the LTC could ask staff to report back with more detailed information on one or more of the above options prior to finalizing the project scope.

NEXT STEPS

If the LTC finalizes a Project Charter, staff will conduct an analysis of the finalized topic areas and bring back a draft consultation plan for LTC consideration.

Submitted By:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	February 6, 2020
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ATTACHMENTS

1. Currently endorsed Project Charter v. 4.1
2. Alternative Project Charter including subdivision regulations v. 4.2
3. Proposed Project Charter v. 4.3

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.

Objectives

- Conduct a technical analysis of the OCP and LUB;
- incorporate the results of 2018 engagement sessions held by the Lasqueti Community Association;
- determine where policy/regulatory changes may be required to be consistent with First Nations relations and perspectives; the Local Government Act, and 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
- Develop an ‘OCP/LUB Engagement Strategy’ to prioritize engagement topics and methodology to be undertaken in Phase 2; and
- Update subdivision regulations related to proof of water and public access to the foreshore.

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.

In Scope

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.
- Update subdivision regulations related to proof of water and public access to the foreshore

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.

Out of Scope

- Cannabis regulations
- Review of consistency with Housing Needs Assessment

Workplan Overview	
Deliverable/Milestone	Date
Phase 1: LTC endorses revised project charter	May 2019
Phase 1: Planning presentation on summary of technical analysis of OCP and LUB; LCA Presentation;	February, 2020
Phase 1: Staff analysis and recommendations on consistency with Douglas Fir Toolkit, Conservancy Policies and Agricultural Land Commission	Spring / Summer 2020
Phase 2: LTC endorses consultation plan; Commence Phase 2 Engagement	Fall 2020 / Winter / Spring 2021
Phase 2: Development of draft bylaws, referrals and community engagement	Summer 2021
Phase 3: Legislative review, referrals and bylaw adoption.	Fall/Winter 2021

Project Team	
<i>Heather Kauer, RPM</i>	Project Manager / Project Sponsor
Planner 2	Planner
Legislative Clerk	Legislative Process / Bylaw Review
Senior Policy Advisor	IT First Nations Liaison
Tla'amin First Nation	Intergovernmental Collaboration
Advisory Planning Commission/Community Groups	Community Representatives
RPM Approval: <i>Heather Kauer, RPM</i> Date: July 23, 2018; Dec 17, 2018; May 14, 2019; Oct 28, 2019	LTC Endorsement: Resolution #: 2018-037, 2018-066, 2019-003, 2019-033, 2019-034

Budget		
Budget Sources:		
Fiscal	Item	Cost
2019-2020	Technical analysis of OCP and LUB; development of OCP/LUB engagement strategy; MoA water analysis	\$1,000
2020-2021	Community consultation	\$4,000
2021-2022	legislative process (community information meetings; public hearing; advertising)	\$1,500
2021-2022	Legal Review	\$1,500
	Total	\$7,000

PROJECT CHARTER WORK PLAN OVERVIEW			
Meeting	Deliverable/Milestone	Target Date	Cost
N/A	Phase 1: Defining project scope; LCA review; MoA report; Staff technical Review	February 24, 2020	\$1,000
February 24, 2020	LTC Endorses Phase 2 Project Charter; referral to APC for comment on communication / engagement strategy options	February 24, 2020	
August 10, 2020	Staff provide analysis report on LCA recommendations; MoA data; Consistency with Douglas Fir Toolkit, Conservancy Policies and ALC Act; Subdivision Regulations; APC makes recommendations regarding consultation plan	August 10, 2020	
N/A	Staff conduct Preliminary Consultation including community meeting with Tla'amin First Nation and SCRD protocol meeting	August - October 2020	\$4,000
October 5, 2020	Community Information Meeting	October 5, 2020	\$500
Next scheduled LTC meeting	Staff provide report regarding results of preliminary consultation and make recommendation for draft bylaws		
Next scheduled LTC meeting	Draft bylaws presented to LTC for 1 st Reading and recommended referral to APC, First Nations, SCRD, and other stakeholders	Winter / Spring 2021	
	Legal Review of bylaws	December, 2020	\$1,500
	Referral Period	Spring / Summer 2021	
Next scheduled LTC meeting	Staff report to LTC in regards to referral responses; recommended 2 nd Reading Draft,	August, 2021	
	CIM and Public Hearing; LTC considers 3 rd Reading	October, 2021	\$1,000
	Executive Committee consideration of bylaws	Fall / Winter 2021	
	Ministry consideration of bylaws	Winter / Spring 2022	
	Final Adoption of Bylaws via Resolution Without Meeting	Spring, 2022	
TOTAL			\$ 8,000

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.

Objectives

- Conduct a technical analysis of the OCP and LUB
- incorporate the results of 2018 engagement sessions held by the Lasqueti Community Association;
- determine where policy/regulatory changes may be required to be consistent with First Nations relations and perspectives, the Local Government Act, and 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);~~
- Address Subdivision proof of water and public access to the foreshore;
- Develop an ‘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.

In Scope

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.
- Planning staff to conduct analysis of subdivision regulations related to proof of water and public access to the foreshore;
- 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.

Out of Scope

- Cannabis regulations
- Review of consistency with Douglas Fir Toolkit implementation
- Review of consistency with Conservation Action Plan
- Review of consistency with ALC regulations
- Review of consistency with Housing Needs Assessment

Workplan Overview	
Deliverable/Milestone	Date
Phase 1: LTC endorses revised project charter	May 2019
Phase 1: LTC endorses project charter with finalized topical focus areas	February, 2020
Phase 1: Planning presentation on summary of technical analysis of OCP and LUB; LCA Presentation; referral of engagement strategy to APC	February, 2020
Phase 1: Staff analysis of subdivision regulations and presentation to LTC	June, 2020
Phase 2: LTC endorses consultation plan; Commence Phase 2 Engagement	Summer / Fall 2020
Phase 2: Development of draft bylaws, referrals and community engagement	Spring / Summer 2021
Phase 3: Legislative review, referrals and bylaw adoption.	Summer/Fall/Winter 2021

Project Team	
Heather Kauer, RPM	Project Manager / Project Sponsor
Planner 2	Planner
Legislative Clerk	Legislative Process / Bylaw Review
Senior Policy Advisor	IT First Nations Liaison
Tla'amin First Nation	Intergovernmental Collaboration
Advisory Planning Commission/Community Groups	Community Representatives
RPM Approval: Heather Kauer, RPM Date: July 23, 2018; Dec 17, 2018; May 14, 2019; Oct 28, 2019	LTC Endorsement: Resolution #: 2018-037, 2018-066, 2019-003, 2019-033, 2019-034

Budget		
Budget Sources:		
Fiscal	Item	Cost
2019-2020	Technical analysis of OCP and LUB; development of OCP/LUB engagement strategy; MoA water analysis	\$1,000
2020-2021	Community consultation	\$3,200
2020-2021	legislative process (community information meetings; public hearing; advertising)	\$1,500
2021-2022	Legal Review	\$1,500
	Total	\$7,200

PROJECT CHARTER WORK PLAN OVERVIEW			
Meeting	Deliverable/Milestone	Target Date	Cost
N/A	Phase 1: Defining project scope; LCA review; MoA report; Staff technical Review	February 24, 2020	\$1,000
February 24, 2020	LTC Endorses Phase 2 Project Charter;	February 24, 2020	
April 27, 2020	Staff provide discussion paper on subdivision regulations;	April 27, 2020	
June 22, 2020	Staff provide analysis report on LCA recommendations, MoA data and subdivision regulations; LTC endorses topics to move forward for public consultation; referral to APC for comment on communication / engagement strategy options	June 22, 2020	
August 10, 2020	LTC considers APC recommendations regarding consultation plan	August 10, 2020	
N/A	Staff conduct Preliminary Consultation	Aug – Oct, 2020	\$3,200
October 5, 2020	Community Information Meeting	October 5, 2020	\$500
Next scheduled LTC meeting	Staff provide report regarding results of preliminary consultation and make recommendation for draft bylaws	February, 2021	
Next scheduled LTC meeting	Draft bylaws presented to LTC for 1 st Reading and recommended referral to APC, First Nations, and agencies;	April, 2021	
N/A	Legal Review of draft bylaws		\$1,500
Next scheduled LTC meeting	Staff report to LTC in regards to referral responses; recommended 2 nd Reading Draft,	June, 2021	
	CIM and Public Hearing; 3 rd Reading	August, 2021	\$1,000
	Executive Committee consideration of bylaws		
	Ministry consideration of bylaws		
	Final Adoption of Bylaws via Resolution Without Meeting	Fall /Winter 2021	
TOTAL			\$ 7,200

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.

Objectives

- Conduct a technical analysis of the OCP and LUB;
- incorporate the results of 2018 engagement sessions held by the Lasqueti Community Association;
- determine where policy/regulatory changes may be required to be consistent with First Nations relations and perspectives; the Local Government Act, and 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
- Develop an ‘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.

In Scope

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.

Out of Scope

- Cannabis regulations
- Subdivision regulations
- Review of consistency with Douglas Fir Toolkit implementation
- Review of consistency with Conservation Action Plan
- Review of consistency with ALC regulations
- Review of consistency with Housing Needs Assessment

Workplan Overview	
Deliverable/Milestone	Date
Phase 1: LTC endorses revised project charter	May 2019
Phase 1: LTC endorses project charter with finalized topical focus areas	February, 2020
Phase 1: Planning presentation on summary of technical analysis of OCP and LUB; LCA Presentation; referral of engagement strategy to APC	February, 2020
Phase 2: LTC endorses consultation plan; Commence Phase 2 Engagement	Spring/Summer 2020
Phase 2: Development of draft bylaws, referrals and community engagement	Fall/Winter 2020
Phase 3: Legislative review, referrals and bylaw adoption.	Spring 2021

Project Team	
<i>Heather Kauer, RPM</i>	Project Manager / Project Sponsor
Planner 2	Planner
Legislative Clerk	Legislative Process / Bylaw Review
Senior Policy Advisor	IT First Nations Liaison
Tla'amin First Nation	Intergovernmental Collaboration
Advisory Planning Commission/Community Groups	Community Representatives
RPM Approval: <i>Heather Kauer, RPM</i> Date: July 23, 2018; Dec 17, 2018; May 14, 2019; Oct 28, 2019	LTC Endorsement: Resolution #: 2018-037, 2018-066, 2019-003, 2019-033, 2019-034

Budget		
Budget Sources:		
Fiscal	Item	Cost
2019-2020	Technical analysis of OCP and LUB; development of OCP/LUB engagement strategy; MoA water analysis	\$1,000
2020-2021	Community consultation	\$2,000
2021-2022	legislative process (community information meetings; public hearing; advertising)	\$1,500
2021-2022	Legal Review	\$1,500
	Total	\$6,000

PROJECT CHARTER WORK PLAN OVERVIEW			
Meeting	Deliverable/Milestone	Target Date	Cost
N/A	Phase 1: Defining project scope; LCA review; MoA report; Staff technical Review	February 24, 2020	\$1,000
February 24, 2020	LTC Endorses Phase 2 Project Charter; referral to APC for comment on communication / engagement strategy options	February 24, 2020	
April 27, 2020	Staff provide analysis report on LCA recommendations and MoA data; APC makes recommendations regarding consultation plan	April 27, 2020	
N/A	Staff conduct Preliminary Consultation including community meeting with Tla'amin First Nation and SCRD protocol meeting	May – Aug, 2020	\$2,000
June 22, 2020	Community Information Meeting	June 22, 2020	\$500
August 10, 2020	Staff provide report regarding results of preliminary consultation and make recommendation for draft bylaws	August 10, 2020	
October 5, 2020	Draft bylaws presented to LTC for 1 st Reading and recommended referral to APC, First Nations, SCRD, and other stakeholders	October 5, 2020	
	Legal Review of bylaws	December, 2020	\$1,500
	Referral Period	December, 2020	
Next scheduled LTC meeting	Staff report to LTC in regards to referral responses; recommended 2 nd Reading Draft,	February, 2021	
	CIM and Public Hearing; LTC considers 3 rd Reading	April, 2021	\$1,000
	Executive Committee consideration of bylaws	April / May 2021	
	Ministry consideration of bylaws	Spring 2021	
	Final Adoption of Bylaws via Resolution Without Meeting	Summer, 2021	
TOTAL			\$ 6,000



File No.:

DATE OF MEETING: February 24, 2020

TO: Lasqueti Island Local Trust Committee

FROM: Lisa Wilcox, Senior Intergovernmental Policy Advisor
Heather Kauer, Regional Planning Manager
Northern Team

SUBJECT: Standing Resolution - Reconciliation

RECOMMENDATION

1. That the Lasqueti Island Local Trust Committee adopt the following standing resolution with respect to First Nations in the Local Trust Area:

Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission (TRC) Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to:

- a) Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities;
- b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory;
- c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history;
- d) Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols;
- e) Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.

REPORT SUMMARY

The Lasqueti Island Local Trust Committee (LTC) is asked to consider adopting the above-noted standing resolution as a mechanism to guide reconciliation within the Local Trust Area.

BACKGROUND

From 2015 to the present, the Lasqueti Local Trust Committee has passed resolutions that acknowledge First Nations territory, and looked for ways to develop and create joint relationship building, and engage on issues of environment, naming and recognition, and advocacy.

ANALYSIS

Issues and Opportunities

Standing Resolution

Staff have prepared a draft standing resolution for LTC consideration that will enable the LTC to transition from reconciliation being a First Nations “project” to incorporating reconciliation more holistically into the LTC’s business and work program.

The draft standing resolution references key documents to guide the LTC’s journey of reconciliation with local First Nations. These include:

- Truth and Reconciliation Commission (TRC) Calls to Action
https://nctr.ca/assets/reports/Calls_to_Action_English2.pdf
- United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP);
https://www.un.org/esa/socdev/unpfii/documents/DRIPS_en.pdf
- Draft Principles that Guide the Province of BC’s Relationship with Indigenous Peoples;
https://www2.gov.bc.ca/assets/gov/careers/about-the-bc-public-service/diversity-inclusion-respect/draft_principles.pdf
- Islands Trust First Nations Engagement Principles.
<http://www.islandstrust.bc.ca/media/342128/firstnationsengagementprinciples.pdf>

The draft standing resolution includes five areas in which the LTC can endeavour to take action:

- a) Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities;
- b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory;
- c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations’ cultural heritage and history;
- d) Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols;
- e) Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations’ traditional territories within the Islands Trust Area.

From Engagement to Reconciliation

The draft standing resolution is similar to one prepared for the Gabriola Island LTC in 2018, with an emphasis on the work that the LTC will do as part of their Reconciliation process. The intent is to provide processes that focus

on best practices and provide workable first steps for staff and Trustees to progress and develop a Reconciliation plan. The process acknowledges that reconciliation requires both internal and external knowledge building and will focus on processes to help and advise on First Nations engagement. It also provides a framework for the LTC to engage with all local First Nations with interests in the Local Trust Area.

Rationale for Recommendation

The Lasqueti Island LTC has made a significant progress in its recent efforts toward reconciliation. These efforts may continue, as an integral part of routine LTC business and work program activities. The LTC may also seek opportunities with other local First Nations that have asserted rights and title, treaty, or overlapping territory in the area. The draft standing resolution provides a framework to support reconciliation and continued relationship building, where capacity is available. The staff recommendation is included on Page 1 of the report.

ALTERNATIVES

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

- 1. Request further information**
- 2. Amend the Standing Resolution**
- 3. Receive for information**

NEXT STEPS

Should the LTC adopt the recommended standing resolution, staff will draft letters of introduction to all First Nations within interests in the Local Trust Area, as noted in item (a) of the resolution and welcome input, dialogue and opportunities to address items (b) through (e) of the resolution.

Submitted By:	Lisa Wilcox, kwakwemtenaat Senior Intergovernmental Policy Advisor	November 6, 2019
Concurrence:	Heather Kauer Regional Planning Manager	Select Date.

ATTACHMENTS

None



REQUEST FOR DECISION

To: Local Trust Committees **For the Meeting of:** October 24, 2019
From: David Marlor, Director, Local Planning Services **Date Prepared:** October 23, 2019
SUBJECT: Live Streaming of Local Trust Committee Meetings

RECOMMENDATION:

That the Local Trust Committee communicate to Trust Council its interest (or lack thereof) in filming and streaming its public meetings.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Meeting streaming provides a new way for island constituents to engage in Islands Trust work. Challenges and opportunities related to this topic will be explored in a report to Trust Council in coming months.

1 PURPOSE:

To determine the level of interest in streaming local trust committee meetings.

2 BACKGROUND:

At its June 19, 2019 meeting Trust Council made the following resolutions:

"That Trust Council request that each local trust committee and Trust Council committees indicate whether it has an interest in filming and streaming its public meetings."

And,

"That Trust Council request staff to prepare a report about the costs and feasibility of filming and streaming videos of public meetings through the new Islands Trust website and social media."

The report requested in the latter resolution is currently being prepared by staff.

Forming part of this discussion will be the level of interest of Council committees in pursuing this initiative for their own public meetings. As such, a committee decision is required for communication to Trust Council to inform dialogue and appropriate resource allocation.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: A change in procedures for how local trust committee meetings are organized and conducted.

FINANCIAL: Additional costs for equipment, processing and storage of recordings and staff resources to operate the equipment.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: The interest or lack thereof of the Local Trust Committee will be communicated to Trust Council as requested.

FIRST NATIONS: None.

OTHER: None.

4 RELEVANT POLICY(S):
None.

5 ATTACHMENT(S):
None.

RESPONSE OPTIONS

That the Local Trust Committee communicate to Trust Council its interest in filming and streaming its public meetings.

OR

That the Local Trust Committee communicate to Trust Council that it is not interested in filming and streaming its public meetings.

Prepared By: David Marlor, Director, Local Planning Services

Reviewed By: Clare Frater, Director, Trust Area Services



August 15, 2019

Dear Chief and Council,

Re: Salish View Nature Reserve

The Islands Trust Conservancy, through its work as a land trust, is working on a draft management plan for the new Salish View Nature Reserve on Lasqueti Island.

The Islands Trust and the Islands Trust Conservancy wish to acknowledge First Nations treaty and rights within the Islands Trust Area and ensure that the direction of our management plans is reflective of both reconciliation and conservation goals. We would like to ensure that our management plans are informed by the cultural significance and traditional use of the area so that these values can also be protected—now and into the future. We understand that the cultural significance of this land may be confidential and we would work with you to ensure that the management plan reflects this significance appropriately.

The Salish View Nature Reserve (PID 004-248-481, North West 1/4 of Section 3, Lasqueti Island, Nanaimo District; District Plan EPP81731) is an 11.5-hectare (28 acre) protected area located at the southeastern end of Lasqueti Island (shown on map below). The acquisition of this land was made possible in part by a large community fundraising effort led by the Islands Trust Conservancy (ITC) and the Lasqueti Island Nature Conservancy (LINC). ITC will work in partnership with LINC to conserve the unique natural and ecological values of this land.

Salish View Nature Reserve is named for its prominent ridgetop which offers a stunning 270-degree vista of the Salish Sea. The Reserve protects Coastal Douglas-fir forests, including remnant old growth forest, 20 metre-high rocky bluffs, deep, narrow valleys, small wetland pools and moss-covered rocky outcrops. It also protects four sensitive and provincially red- or blue-listed ecological communities. The Conservancy's management of Salish View Nature Reserve will focus on protecting the natural values of the land and, if appropriate, cultural heritage. There are no registered archeological sites within the Nature Reserve; however, two registered archeological sites are located less than 750 m below the Nature Reserve along the coast of Squitty Bay Provincial Park. We welcome any information to help us better understand and manage the cultural values of Salish View Nature Reserve.

You may also be interested to know that the ITC has developed a draft management plan template that includes cultural heritage. I would be pleased to provide it to you, if you would like to comment on it.

Thank you for considering our request to ensure that the management plan for Salish View Nature Reserve is reflective of treaty, inherent rights, and the traditional territories of your Nation. Please contact me at the number or email listed below. Thank you for your kind consideration.

Sincerely,



Gemma Green
A/ Property Management Specialist
Covenant Management and Outreach Specialist
Islands Trust Conservancy
250-405-5193 | jgreen@islandstrust.bc.ca

Islands Trust Conservancy's Victoria office is located in Coast Salish territory and we acknowledge with respect the BOŖEĆEN, Cowichan, Halalt, Homalco, K'ómok, Klahoose, Lake Cowichan, Lekwungen, Lyackson, MÁLEXEŁ, Penelakut, Qualicum, Scia'new, selílwitulh, SEMYOME, Shíshálh, Snaw-naw-as, Snuneymuxw, Skwxwú7mesh, SÁÁUTW, Stz'uminus, SXIMEŁEŁ, T'Sou-ke, Tla'amin, Tsawwassen, We Wai Kai, Wei Wai Kum, WJOŁEŁP, WSIKEM, and x̱məθḵəy̱əm territories in which we live and work.



Salish View Nature Reserve on southeast Lasqueti Island.



Lyackson First Nation

***7973A Chemainus Road
Chemainus BC V0R 1K5***

Telephone: (250) 246-5019

Fax: (250) 246-5049

Thursday, January 09, 2020

Lyackson First Nation is in receipt of the referral for:

File #:

Dated: August 15, 2019

Proponent: Jemma Green

Location: Lasqueti Island

Proposed Activity: Salish View Nature Reserve

Lyackson First Nation recognizes this referral as being in the Hul'qumi'num Treaty Group's Marine Statement of Intent area. Lyackson First Nation had primary and secondary, fishing and marine harvesting rights/practices in this area, but not necessarily title and governing authority.

As this referral is in close proximity to other First Nations' territorial lands and marine areas, Lyackson First Nation defers to those First Nations' whose title and governing authorities are directly affected. By deferring this referral to another First Nation, Lyackson First Nation in no way surrenders its current rights and title claims.

This decision is based on knowledge available at this time. Should Lyackson First Nation identify greater interests in the future we retain the right to revise this assessment.

Huy ch q'a,

This email has been sent to you on behalf and under direction of,

Anna (Sam) Hudson

Consultations and Accommodation Manager
Lyackson First Nation



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

Islands Trust Conservancy New Board Member

Trustee Dr. Susan Hannon joined the Board November 2019. Susan Hannon is a retired Ecology Professor from University of Alberta, currently living on Salt Spring Island. Dr. Hannon's research expertise is in forest ecology, impacts of habitat fragmentation, forest birds and conservation. Active in her community, Dr. Hannon is a Commission Member for The Advisory Planning Commission for Islands Trust. She has also served on the boards of The Salt Spring Island Conservancy, The Nature Trust of BC, Bird Studies Canada, and the Garry Oak Ecosystem Recovery Team Society. Dr. Hannon has worked in land stewardship with private landowners, runs the nest box program on Salt Spring, worked in Garry oak ecosystem restoration and removal of invasive plants. She holds a Doctor of Philosophy in Ecology from the University of British Columbia.

Islands Trust Conservancy Staff Changes

Islands Trust Conservancy is pleased to welcome Kathryn Martell as the acting Ecosystem Protection Specialist, replacing Wayne Bourque.

Carla Funk is acting ITC Communications and Fundraising Specialist while Crystal Oberg is on education leave until August, 2020.

Goal 1 – Science-based Conservation Planning

Goal 2 – Strong relationships with First Nations

The Islands Trust Conservancy Board received a letter from Lyackson First Nation in regards to the Salish View Nature Reserve for information.

Goal 3 – Protection of core conservation areas

Property Management

Mt. Artaban Nature Reserve Management Plan

Islands Trust Conservancy Board approved the 2019 update of the Mount Artaban Nature Reserve Management Plan. The plan will be made available online once it is approved by the covenant holders.

Land Acquisition and Covenants

Covenant Modification Agreement – Woodwinds NAPTEP Covenant

The Islands Trust Conservancy Board agreed to modify the Woodwinds NAPTEP covenant on North Pender Island to address an existing septic field.

Goal 4 – A strong voice for nature conservation

1. Islands Trust Conservancy Board directed staff to consider including a Note Disclosure highlighting the importance of natural assets to the mandate of Islands Trust and the services they provide for island communities, starting with the current fiscal year's annual financial reporting.
2. Islands Trust Conservancy Co-Chair, Sue-Ellen Fast and three staff attended the biennial Land Trust Alliance of BC Seminar Series. The ITC Manager co-presented with the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) regarding the CDFCP conservation planning tool.
3. Staff provided an update to the ITC Board regarding the status of the website renewal project and the integration of the ITC website into the Islands Trust site.

Activities by Local Trust Area/Island Municipality

Gambier

The Islands Trust Conservancy Board approved the Mount Artaban Nature Reserve Management Plan.

The Islands Trust Conservancy Board reviewed the Public Acquisitions Report for information. Discussion ensued on the Sandy Beach acquisition history and current project details.

North Pender

Islands Trust Conservancy Board directed staff to write a letter to the North Pender Island Local Trust Committee describing concerns regarding potential long-term impacts of contaminated runoff, and alternative designs such as containment of any point source runoff or spills related to a Temporary Use Permit extension application adjacent to the Medicine Beach Nature Sanctuary.

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

Applications

Subdivision

File Number	Applicant Name	Date Received	Purpose
LA-SUB-2019.1	KGL Freight Services Ltd. (T.G. Hoyt)	25-Jun-2019	PIDs: 025-448-811 and 005-600-081. Parcel line adjustment. Lasqueti Island Hotel, Weldon Road, Lasqueti Island, BC.
Planner: Sonja Zupanec			
Planning Status			
Status Date: 23-Jul-2019			
Referral response sent to MOTI			

Islands Trust
LTC EXP SUMMARY REPORT F2020
Invoices posted to Month ending December 2019

640 Lasqueti	Invoices posted to Month ending December 2019	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-640	LTC "Trustee Expenses"	151.00	14.30	136.70
LTC Local				
65200-640	LTC - Local Exp - LTC Meeting Expenses	1,205.00	1,856.49	-651.49
65210-640	LTC - Local Exp - APC Meeting Expenses	411.00	67.60	343.40
65220-640	LTC - Local Exp - Communications	250.00	0.00	250.00
65230-640	LTC - Local Exp - Special Projects	294.00	0.00	294.00
TOTAL LTC Local Expense		<u>2,160.00</u>	<u>1,924.09</u>	<u>235.91</u>
Projects				
73001-640-2015	Lasqueti OCP/LUB	4,500.00	0.00	4,500.00
		<u>4,500.00</u>	<u>0.00</u>	<u>4,500.00</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-003	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. <i>OCP/LUB Review</i>	Responsible	Dates
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) LTC endorsed the OCP/LUB Review Project Charter v.2 (May 27, 2019).	Bronwyn Sawyer Heather Kauer	Rec'd: 08-Jan-2018
2. <i>Freshwater Project</i>	Responsible	Dates
LTC endorsed the v.1 freshwater sustainability strategy project charter (May 27, 2019).	William Shulba	Rec'd: 24-Sep-2018
3. <i>Model Cell Tower Strategy</i>	Responsible	Dates
Staff to implement		Rec'd: 28-Oct-2019

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.

3. *Model Radio Antenna Strategy*

Responsible

Date Received

Staff to develop development guidelines to be incorporated into bylaws.

4. *Review permitted uses upland to barge ramp*

Responsible

Date Received

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