



Lasqueti Island Local Trust Committee

Regular Meeting Agenda

Date: July 26, 2023
Time: 11:00 am
Location: Judith Fisher Centre
#1 China Cloud Bay Road
Lasqueti Island, BC

	Pages
1. CALL TO ORDER	11:00 AM - 11:05 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. REPORTS	11:05 AM - 11:20 AM
3.1 Trustee Reports	
3.2 Chair's Report	
3.3 Electoral Area Director's Report	
3.4 First Nations Report	
4. PUBLIC COMMENTS	11:20 AM - 11:30 AM
5. MINUTES	11:30 AM - 11:35 AM
5.1 Local Trust Committee Minutes dated May 8, 2023 - for adoption	3 - 10
5.2 Section 26 Resolutions-Without-Meeting Report - dated July 25, 2023	11 - 11
5.3 Advisory Planning Commission Minutes dated April 20, 2023 - for receipt	12 - 14
6. BUSINESS ARISING FROM MINUTES	11:35 AM - 12:15 PM
6.1 Follow-up Action List dated July 18, 2023	15 - 17
6.2 Standing Resolution for First Nations Consultation for Proposed Antenna Systems - Staff Report	18 - 20
6.3 Lasqueti Island Freedom of Information and Protection of Privacy Bylaw No. 101, 2023 - for adoption	21 - 26

7. APPLICATIONS AND REFERRALS - none

~ BREAK 12:15 PM - 12:45 PM ~

8. LOCAL TRUST COMMITTEE PROJECTS 12:45 PM - 1:00 PM

8.1 Minor Project: Meeting Procedures Bylaw - Staff Report Meeting Procedures Bylaw - Staff Report 27 - 42

9. DELEGATIONS - none

10. CORRESPONDENCE 1:00 PM - 1:05 PM

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

10.1 Department of Fisheries and Oceans Consultation - Schedule 1 of the Species at Risk Act 43 - 44

10.2 Correspondence from M. Auerbach dated June 11, 2023 regarding Marine Zoning 45 - 45

11. NEW BUSINESS 1:05 PM - 1:15 PM

11.1 Findings from Community on Housing - Trustee Lironi - verbal update

12. REPORTS 1:15 PM - 1:35 PM

12.1 Trust Conservancy Report dated June, 2023 46 - 48

12.2 Applications Report dated July 18, 2023 49 - 49

12.3 Trustee and Local Expense Report dated May, 2023 50 - 50

12.4 Adopted Policies and Standing Resolutions 51 - 52

12.5 Local Trust Committee Webpage

13. WORK PROGRAM 1:35 PM - 1:45 PM

13.1 Active Projects Report dated July 18, 2023 53 - 54

13.2 Future Projects Report dated July 18, 2023 55 - 56

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for Monday, October 23, 2023 at 11:00 am at Judith Fisher Centre, #1 China Cloud Bay Road, Lasqueti Island, BC

15. ADJOURNMENT 1:45 PM - 1:45 PM



Lasqueti Island Local Trust Committee

Minutes of Regular Meeting

Date: May 8, 2023
Location: Judith Fisher Centre
 #1 China Cloud Bay Road
 Lasqueti Island, BC

Members Present: Tobi Elliott, Chair
 Timothy Peterson, Local Trustee
 Mikaila Lironi, Local Trustee

Staff Present: Stefan Cermak, Director, Planning Services
 Morgana van Niekirk, Communications Specialist
 Stephen Baugh, Planner 2
 Katherine Vogt, Recorder

Others Present: There were approximately two (2) members of the public and no members of the media in attendance.

1. CALL TO ORDER

The Chair called the meeting to order at 11:06 am. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations and that the Lasqueti Island Local Trust Committee was committed to Reconciliation and acknowledgement of Indigenous place in history. She introduced herself, Trustees, Staff, and Recorder; and welcomed members of the public.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. REPORTS

3.1 Trustee Reports

Trustee Lironi reported on the following:

- Attendance at a recent Shellfish Aquaculture Management Advisory Committee meeting was important given that Lasqueti has a shellfish farm and numerous clam leases; and that many other islands in the Trust have shellfish operations. Trustee Lironi provided a voice for the Trust environment and for small business operations.

Trustee Peterson reported on the following:

- Attendance at a Trust Programs Committee meeting on April 3, 2023 at which the new Draft Trust Policy Statement was discussed for hopeful inclusion at the June Trust Council meeting.
- Participation on the Governance and Finance Committees working on the new corporate planning process; including how to align the budget and strategic planning processes which is a new, exciting concept for the Trust involving many months of discussion.
- Chairing the busy Galiano, Salt Spring, and Hornby Island Local Trust Committee (LTC) meetings.
- Attendance as the Trustee representative at the most recent Advisory Planning Commission (APC) meeting, at which the definition of 'community benefit' for Temporary Use Permits (TUP)s was discussed.

3.2 Chair's Report

The Chair reported on the following:

- Attendance at the Union of BC Municipalities hosted Housing Summit in early April 2023 was a wonderful opportunity to observe how the provincial and federal governments are supporting local governments to provide housing. The Province has a new 'Homes for People Plan' that is not yet legislated.
- Attendance at the Association of Vancouver Island Coastal Communities conference in mid-April 2023 which brings together Regional Districts and local governments. Highlights were the Reconciliation panel which included the Minister of Municipal Affairs, who will present at the next Trust Council meeting in June.
- Participation as a member of the steering committee of the Vancouver Island Climate Change Community Energy Association working on coastal flood mitigation, climate resiliency planning, and inter-agency collaborative work practices.
- Attendance at the Rural Island Economic Partnership Forum held on Gabriola on April 25, 26, and 27, 2023 which brings together Islands Trust, Regional Districts, and other islands outside of the Trust to discuss economic and development issues. Everything discussed at the forum circled back to housing issues, including that young people want to farm on Vancouver Island and the surrounding islands.
- Attendance at an in-person Executive Committee meeting in Victoria on May 3, 2023 to discuss the new corporate plan approach to strategic planning to increase efficiency.

4. PUBLIC COMMENTS

Members of the Public asked or noted the following:

- Public notices of Advisory Planning Commission (APC) meetings are supposed to go out 10 days before the meeting so that members of the public may attend; but there was no notice for the last APC meeting.
 - Trustee Peterson apologised for the lack of notice.

- A Planner noted that the APC secretary is responsible for APC meeting notices; but that the new APC had just been elected at the last meeting so there had been no secretary available to provide notice.
- How much of the recently passed Islands Trust budget is allocated to staff salaries and benefits? This is relevant to the idea that increasing staff and salary levels correlates to increased development which contradicts the Trust preserve and protect mandate.
 - The Chair advised that the Director of Administrative Services could be emailed for information.
 - A Trustee noted that the idea was not to halt development but to manage it; and that there is a public expectation that applications be processed in a timely manner; and many applicants feel the process is currently too slow, especially for community housing projects.
- Trustees should bring up at Trust Council that planning staff is not prioritising community housing projects applications.
 - The Chair noted recent discussion by the Regional Planning Committee around balancing the needs of the environment with those of the community; also, the 'unique amenities' element of the Trust mandate is still being debated and clarified.
- Regarding the 10-acre minimum lot size proposal for subdivision, 10 acres converted to 4.04 hectares is not accurate since the more accurate 4.046856 hectares would traditionally be rounded up to 4.05 hectares. The lesser inaccurate number could allow an extra lot to be made from a large parcel subdivision, so the more accurate larger number or the actual correct number should be used.
 - The Chair noted that the 10-acre minimum issue would be discussed further in the meeting under Item 8.1.
- It used to be the practice that members of the public could raise their hands at a LTC meeting to comment on various proceedings and that this provided benefit to the Trustees.
- Can the Islands Trust promulgate and enforce policies that are contrary to the Criminal Code of Canada?
 - A Trustee responded that local laws that are contrary to federal ones seem to get struck down in court.
- Why has the agenda item of 'Town Hall' been recently changed to 'Public Comments'?
 - The Chair noted that there had been a recent staff change for the role of putting agendas together and that the new staff may be following a template rather than local protocol. It could be changed back to 'Town Hall.'
- Would a developer of a large lot subdivision have to comply with new rules about the 10-acre minimum? There is a rumor that there is a very large subdivision plan in the works that could get more lots out of a lot size minimum of 4 hectares rather than 4.05 hectares. The Trust is urged to accelerate the 10-acre minimum lot size issue.
 - The Chair advised that applications are processed based on current bylaws.
- It is disappointing when a Trustee is always attending meetings electronically. Are Trustees required to attend a minimum number of LTC meetings in person?
 - The Chair noted that two Trustees can hold a meeting in the absence of the third Trustee. Trustees sometimes travel for which electronic meetings are beneficial.

5. MINUTES

5.1 Local Trust Committee Minutes dated March 20, 2023 - for adoption

By general consent, the minutes of the Lasqueti Local Trust Committee Meeting of March 20, 2023 were adopted as presented.

5.2 Section 26 Resolutions-Without-Meeting Report - none

5.3 Advisory Planning Commission Minutes - none

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated April 28, 2023

The Chair updated that a Trust Accessibility Committee should be in place by September 2023; and commented that the Lasqueti Local Trust Committee (LTC) is ahead of the curve with extra speakers and microphones at the LTC meeting space improving hearing accessibility.

A Planner noted that the Advisory Planning Commission (APC) referral of the Ministry of Forests, Lands, and Natural Resource Operations and Rural Development (FLNRORD) objections to the draft OCP was deferred by the LTC pending further First Nations engagement on the OCP.

Regarding Follow Up Action Report activity 6: 'meeting procedures bylaw report,' the Planner updated that there is a tentative staff report that could be readied for next meeting.

By general consent Item 11.1: Advisory Planning Commission (APC) Meeting Notice was added to the agenda.

6.2 Draft Freedom of Information and Protection of Privacy Bylaw - Request for Decision

Trustees had reviewed, since last meeting, the staff report from the Director of Legislative Services, and had confirmed that the purpose of the bylaw is to update the existing bylaw with current legislation and Schedule of Fees.

LA-LTC-2023-014

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee Bylaw No. 101, cited as "Lasqueti Island Local Trust Committee Freedom of Information and Protection of Privacy Bylaw No.101, 2023" be given first reading.

CARRIED

LA-LTC-2023-015

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee Bylaw No. 101, cited as "Lasqueti Island Local Trust Committee Freedom of Information and Protection of Privacy Bylaw No.101, 2023" be given second reading.

CARRIED

LA-LTC-2023-016

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee Bylaw No. 101, cited as “Lasqueti Island Local Trust Committee Freedom of Information and Protection of Privacy Bylaw No.101, 2023” be given third reading.

CARRIED

LA-LTC-2023-017

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee Bylaw No. 101, cited as “Lasqueti Island Local Trust Committee Freedom of Information and Protection of Privacy Bylaw No.101, 2023” be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

7. APPLICATIONS AND REFERRALS - none

8. LOCAL TRUST COMMITTEE PROJECTS

8.1 Official Community Plan / Land Use Bylaw Review Project - Staff Report

The Planner presented the staff report that asks Trustees to consider the newest version of the Project Charter for the Official Community Plan (OCP)/Land Use Bylaw (LUB) Review Project, version 5.0 with a new project work plan; and further engagement with Snaw-naw-as First Nation.

A Trustee clarified that the Ministry of Lands, Forests, Natural Resource Operations and Rural Development (FLNRORD) had objected to the proposed OCP advocacy policy that opined what should and should not happen on crown lands on Lasqueti Island because the language used in the proposed bylaw infringed on FLNRORD jurisdiction. An LTC request to FLNRORD for further response has not been answered. And some members of the community did not want to just remove the advocacy policy from the OCP/LUB Project without further information.

The Chair noted that it had been two years since Snaw-naw-as and other First Nations had received a referral from the LTC regarding the OCP/LUB Review Project; and that there may have been Band Council personnel changes.

- Director of Planning Services suggested that a letter from the LTC to reengage a First Nation be given a 60-day period for response; and that a First Nation Staff person be contacted directly regarding the letter after it has been sent.

The Planner offered to report back to Trustees regarding why the Tla’amin First Nation was on the Project Charter Project Team.

LA-LTC-2023-018

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to send an interim OCP referral status update to First Nations who either did not respond or responded with interest unaffected, given the time that has elapsed since the last referral.

CARRIED

By general consent, the meeting was recessed at 12:17 and reconvened at 12:22.

A Trustee noted that the community had always had the expectation of a 10-acre minimum lot size for subdivision; and, that the 4.04-hectare number had previously allowed an extra lot to be eked out of a large property parcel. Would it be better to use the extra decimal points as in 4.046, or round the number up to 4.05?

- The Planner responded that the standard practice was to use metric in the bylaw but that the exact 10 acres could be referenced in the project charter.

LA-LTC-2023-019

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to remove the reference to 4.04 hectares from Phase 3 of the Project Charter.

CARRIED

LA-LTC-2023-020

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee approve the Project Charter Version 5.0, including a new work plan, for the Lasqueti island OCP/LUB Review Project as amended.

CARRIED

LA-LTC-2023-021

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee direct staff to schedule a meeting between the Lasqueti Island Local Trust Committee and Snaw-naw-as First Nation to discuss the proposed OCP Bylaw No. 98.

CARRIED

A Trustee clarified that Snaw-naw-as First Nation had expressed some objection to the proposed OCP bylaw, but it was not known what they were specifically objecting to; and, that Snaw-naw-as concerns may be the same as those of FLNRORD; and, if this is the case, the community may be more accepting of the FLNRORD objections.

9. DELEGATIONS

A member of the public asked what were the current measurements used in the Land Use Bylaw (LUB) for subdivision?

- Planner responded that he believed the metric number was used, but could report back for certainty.

10. CORRESPONDENCE – none

11. NEW BUSINESS

11.1 Advisory Planning Commission (APC) Meeting Notice

The Planning Services Director noted that the APC Meeting Bylaw states that the Secretary is responsible for notifications.

- Planner added that a secretary had yet to be elected at the last APC meeting and that the previous secretary's term had expired.

LA-LTC-2023-022

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request Staff to notify the Advisory Planning Commission about who is responsible to post public meeting notices of Advisory Planning Commission meetings.

CARRIED

12. REPORTS

12.1 Trust Conservancy Report – none

12.2 Applications Report dated April 28, 2023

The Planner clarified that the acronym 'PLR' stood for Preliminary Layout Review.

12.3 Trustee and Local Expense Report dated February, 2023

Received.

12.4 Adopted Policies and Standing Resolutions

12.5 Local Trust Committee Webpage

12.6 Approval of Lasqueti Island's LTC Section for 2022/23 Annual Report - request for decision

The Chair welcomed new fulltime Communications Specialist Morgana van Niekirk who presented the report from Trust Area Services that asks Trustees to consider the following draft section for inclusion in the Annual Report:

'The Lasqueti Island Local Trust Committee (LA LTC) held five regular business meetings in the 2022/23 fiscal year. The Lasqueti LTC worked on key projects including the continuation of a comprehensive Official Community Plan review, which was initiated in 2018, and amending the Meeting Procedures Bylaw. Work for this period also focused on advancing the Lasqueti LTC priorities, including building positive relationships with Snaw-naw-as First Nation. From April 1, 2022 to March 31, 2023, the Lasqueti LTC did not receive any applications.'

LA-LTC-2023-023

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee approves the attached text for inclusion in the 2022/23 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs. **CARRIED**

12.7 Electoral Area Director's Report

The Chair wished to attempt to reach out to the qathet Regional District (qRD) Director in case he was having technical difficulties with joining the meeting electronically.

By general consent the meeting was recessed at 12:49 pm and reconvened at 1:00 pm.

The Chair announced that the LTC was unable to contact the qRD Director.

13. WORK PROGRAM

13.1 Active Projects Report dated April 28, 2023

Received

13.2 Future Projects Report dated April 28, 2023

Received.

14. UPCOMING MEETINGS

The Chair announced that the Planning Services Director had just advised the LTC that clause 44 of the Meeting Procedures Bylaw stipulates that ‘an individual member of the Local Trust Committee may not participate by means of electronic or other communications facilities in 2 consecutive regular meetings of the Local Trust Committee that are held in person;’ and that this information answers the question that was raised by the member of the public during Public Comments.

14.1 Next Regular Meeting Scheduled for Wednesday, July 26, 2023 at 11:00 am at Judith Fisher Centre, #1 China Cloud Bay Road, Lasqueti Island, BC

The LTC considered that the meeting could be held outside.

15. ADJOURNMENT

By general consent the meeting was adjourned at 1:04 pm.

Tobi Elliott, Chair

Certified Correct:

Kathryn Vogt, Recorder



Islands Trust

Resolutions Without Meetings Log

Lasqueti Island

Resolution Number	Action	Date
<p>2023-001</p> <p>Reschedule the October 2, 2023 Regular Local Trust Committee meeting to a new date.</p> <p>"That the Lasqueti Island Local Trust Committee request staff to reschedule their October 2, 2023 Regular Local Trust Committee meeting to a new date".</p>	<p>Carried</p>	<p>01-Jun-2023</p>



Minutes of the Lasqueti Island Advisory Planning Commission

Date: April 20, 2023
Location: Judith Fisher Centre
 #1 China Cloud Bay Road, Lasqueti Island, BC

Members Present: Shelly Garside, Chair
 Pachel Smith, Vice-Chair
 Shawna Karras, Secretary
 David Rogers, Member
 Gail Sorenson, Member By Teleconference

Staff Present: Sonja Zupanec, Island Planner
 Stephen Baugh, Planner 2
 Katherine Vogt, Recorder by Teleconference.

Others Present Timothy Peterson, Trustee

Regrets: Philippe Taillefer

1. CALL TO ORDER

The Planner called the meeting to order at 4:12 pm. She acknowledged that the meeting was being held in the territory of the Coast Salish First Nations. She welcomed Advisory Planning Commission (APC) members, Staff, Recorder, and Trustee Peterson. She noted that she would be acting as Chair until elections were completed at the current meeting. She invited APC members to conduct a roundtable introduction.

2. APPROVAL OF AGENDA

Trustee Peterson noted that a second Local Trust Committee (LTC) referral to the APC regarding the Ministry of Forests, Lands Natural Resources Operations and Rural Development (FLNRORD) objections to certain proposed amendments to the Official Community Plan (OCP) would be considered on a future agenda.

The following additions to the agenda were presented for consideration:

- Add Vice-Chair after Chairperson to the Title of Agenda Item 3.

By general consent the agenda was adopted as amended.

3. ELECTION OF CHAIRPERSON, VICE-CHAIR AND SECRETARY

The Planner described the roles of chairperson, vice-chair, and secretary, noting that some APCs rotate their chair role. APC members could nominate themselves or another member for the positions.

By general consent Shawna Karras was elected as secretary; Pachi Smith was elected as vice-chair; and Shelly Garside was elected as chairperson of the Lasqueti Island Advisory Planning Commission.

The Planner passed the chairperson meeting duties to newly elected Chair Garside.

4. NEXT MEETING DATE

There was no specific next meeting date determined; APC members discussed optimal days and times for each member to meet.

By general consent 4:00 pm on a Tuesday or Wednesday is an optimal APC meeting date.

5. REFERRAL FROM THE LASQUETI LOCAL TRUST COMMITTEE REGARDING OCP DEFINITION OF “COMMUNITY BENEFIT”-attached.

The Planner spoke on the memorandum contained in the APC agenda package that provides background information for the LTC referral; and requests that the APC define “community benefit” in the Official Community Plan (OCP) as it relates to Temporary Use Permits (TUP)s; or recommend a process by which the LTC could define “community benefit.” She noted the following:

- There is a category in the Fees Bylaw for TUP applications for residential or commercial use that may get a reduced fee for providing some portion of a presently undefined “community benefit.”
- The “community benefit” amenity may be the primary activity applied for in the TUP, or an adjunct activity to a primary commercial or residential reason for the TUP. A TUP application may be strengthened by the addition of a “community benefit” portion to it.
 - Trustee Peterson added that a TUP has a 3-year term which can be renewed once. This allows for a testing of the waters. If the TUP has been a successful fit for the community, a permanent zoning amendment could be applied for.
 - The Planner noted that TUPs could also legitimately be applied for actual temporary use situations or operations of 3 to 6 years.
- The APC could generate a list of “community benefit” amenities for the rural context of Lasqueti Island. Most OCPs have such a list.
- Examples of amenities considered of “community benefit “ in Vancouver Island and Sunshine Coast jurisdictions have included any natural, historical, heritage, cultural, architectural, environmental, wildlife, or plant life features that are valued by the community for protection; and also publicly accessible community meeting spaces, not-for-profit office spaces, recreational or cultural civic societies, affordable housing, childcare centres, public access trails or easements, wildlife corridors, parks, and environmental restoration.
- TUPs have been used on Denman Island for secondary dwellings. If affordable housing is added as a “community benefit,” there can be a housing agreement that maintains the affordability of the housing unit.

Planner Zupanec left the meeting at 5:19 pm.

Planner Baugh left the meeting at 5:35 pm.

APC members noted or asked the following:

- There has already been a huge amount of community consultation; and each APC member could further consult with neighbours and other locals.
- Is it appropriate to apply “community benefit” to a competing business that breaks a monopoly?
- There could be a requirement of proof of need in the community as well as benefit.
- An applicant’s creative or unusual claim of “community benefit” outside of the OCP list of amenities should be given the opportunity to go through a community input process amenities that the present APC will not anticipate.
- “Community benefit” requirements should not be too cumbersome.
- The following broad list of services and amenities could be considered a “community benefit” provided that they did not harm the existing environment or archaeological sites: restaurants, food services, construction services, stores, artisan facilities, manufacturing, plant nurseries, repair shops, spas, beauty salons, barber shops, childcare facilities, other care facilities, education, cultural, and entertainment facilities, car or bicycle sharing centres, charging stations, spiritual centres, churches, affordable housing, laundromats and other supportive infrastructure and industries.
- Affordable housing may be better addressed separately.
- A “community benefit” amenity should contribute to quality-of-life benefit; should provide proof of need and benefit; should be environmentally sensitive and adhere to the rural living aspect of Lasqueti Island; should have harmonious hours of operation; and should be aesthetic and not unsightly to neighbours.
- The legal definition of “community benefit” seems to be whatever is approved in the OCP.
- A “community benefit” adjunct portion of an application should not override a primary activity that is environmentally harmful.

Chair Garside articulated a draft definition of “community benefit” that would be emailed to APC members and the Planner.

6. ADJOURNMENT

There was no specific next meeting time set. It was considered that a new meeting could be called within the month.

7. ADJOURNMENT

By general consent the meeting was adjourned at 6:22 pm.

Shelly Garside, Chair

Certified Correct:

Katherine Vogt, Recorder

Follow Up Action Report

Lasqueti Island

11-Apr-2022

Activity	Responsibility	Dates	Status
<p>1 Referral of FLNRORD comments on the OCP to the APC to make a recommendation as to whether the policies of concern should be retained, removed, or amended.</p> <p>UPDATE: As of September 23, 2022 no response has been received by FLNRORD</p> <p>UPDATE: As of January 23, 2023 the LTC is deferring a referral to APC on this matter until FN consultation is completed.</p>			In Progress

23-Jan-2023

Activity	Responsibility	Dates	Status
<p>1 The LTC request staff to clarify the LTCs responsibility to provide accommodation for persons with disabilities during public meetings.</p>	Renee Jamurat		In Progress

20-Mar-2023

Activity	Responsibility	Dates	Status
<p>1 Request staff to analyze the SSI language for FN requirements for antenna systems and report back to the LTC on how it aligns with the protocol and the federal/provincial requirements and existing process for FN engagement.</p>	Stephen Baugh		Completed



Follow Up Action Report

Lasqueti Island

20-Mar-2023

Activity	Responsibility	Dates	Status
<p>2 LA LTC Requests CAO of Islands Trust write to Regional Manager of MOTI requesting joint meeting with LTC and qathet RD regarding barge ramp access issues on Lasqueti Island.</p> <p>UPDATE May 11, 2023 - CAO letter reviewed and sent.</p>	<p>Lori Foster Russ Hotsenpiller Stephen Baugh</p>		Completed
<p>3 Staff to check to see if a meeting procedures bylaw report from Heather Kauer was completed and is ready to move ahead to LTC and report back to the LTC in May; prioritize the OCP report analysis for the May LTC meeting if possible.</p>	<p>Renee Jamurat Stephen Baugh</p>		Completed

08-May-2023

Activity	Responsibility	Dates	Status
<p>1 BL 101 (FOIPP) was given first, second and third reading and can be forwarded to EC for approval through a Request for Decision report.</p>	<p>Nadine Mourao</p>		Completed
<p>2 Send Interim OCP referral status update to FNs with interest in the Lasqueti LTA</p>	<p>Stephen Baugh</p>		In Progress
<p>3 Remove the reference to "4.04 ha" from phase 3 of the project charter and upload v 5.0 of the project charter, as amended, to webpage.</p>	<p>Stephen Baugh</p>		Completed
<p>4 Schedule meeting between the LA LTC and Snaw-naw-as First Nation to discuss OCP Bylaw No. 98.</p>	<p>Stephen Baugh</p>		In Progress

Follow Up Action Report

Lasqueti Island

08-May-2023

Activity	Responsibility	Dates	Status
5 Notify the APC that the Secretary is responsible to post public meeting notices of the APC meetings.	Chloe Straw Stephen Baugh		Completed
6 LA LTC approves text for inclusion in the annual report for approval to Trust Council and submission to the Minister of Municipal Affairs.	Morgana van Niekerk		Completed



DATE OF MEETING: July 26, 2023

TO: Lasqueti Island Local Trust Committee

FROM: Stephen Baugh, Planner 2
Northern Team

SUBJECT: Standing Resolution for First Nations Consultation for Proposed Antenna Systems

PURPOSE

At their Regular Business meeting of March 20, 2023, the Lasqueti Local Trust Committee passed the following resolution requesting staff to analyse the language of the Salt Spring Island standing resolution on First Nations consultation for antenna systems and report back to the LTC on how it aligns with the protocol, the federal/provincial requirements and the existing process for First Nations engagement:

LA-LTC-2023-008

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to analyse the language in the Salt Spring Island Local Trust Committee Standing Resolution on “Strategy for Antenna Systems” and report back to the Lasqueti Island Local Trust Committee.

ANALYSIS

The current process for Antenna siting is governed by the Federal government and as a result local governments have limited opportunity for input on antenna systems. However, the Federal government does have a minimum public consultation process that proponents are required to undertake prior to antenna installations, local land-use authorities are able to augment the process by developing their own protocol with consultation requirements that go beyond the minimum default process. The Model Cell Tower Strategy was adopted by the Lasqueti LTC in 2021 to augment the process, however, the adopted strategy does have a deficiency in that it lacks a specific requirement for First Nations engagement or consideration of archaeological sites.

The Salt Spring Local Trust Committee also adopted the same Model Cell Tower Strategy and to fill the gap they also made a standing resolution relating to First Nations consultation for antenna systems. The standing resolution was developed by planning staff in conjunction with the Senior Intergovernmental Policy Advisor at the direction of the Salt Spring LTC. Notably, the standing resolution was intended as a transitory measure until the antenna strategy could be updated to include similar language. The wording for the standing resolution was crafted to be in line with the [Islands Trust Reconciliation Declaration](#).

Local Governments are limited somewhat in what can be included in the augmented process. However, they are able to:

- Specify application requirements in detail;
- Require pre-consultation;
- Specify a desired format for public consultation beyond information packages;
- Increase required notification area;
- Identify specific groups to notify; and/or
- Establish siting criteria

The standing resolution appears to fit within these limits and includes specifying application requirements, requiring pre-consultation and identifying specific groups to notify. In particular, the standing resolution requires that proponents seek staff advice and information from the BC Archaeological Branch regarding the proximity of a proposed antenna system to archaeological sites and areas of high archaeological potential, engage with First Nations, and in some cases obtain an Archaeological Impact Assessment.

NEXT STEPS

The LTC could consider the following options:

1. Adopt Standing Resolution

The LTC could adopt the following standing resolution, matching that of the Salt Spring Local Trust Committee:

That the Lasqueti Island Local Trust Committee adopt the following standing resolution with respect to First Nations consultation in accordance with the “Strategy for Antenna Systems” in the Local Trust Area:

- a. The proponent will consult with the Local Trust Area representative during the pre-consultation phase to determine proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential and obtain a list of First Nations rights and title holders;*
- b. The proponent is recommended to undertake consultation during the pre-consultation phase with the Islands Trust and a First Nations cultural knowledge holder for the siting of the proposed antenna system as it relates to cultural and sacred sites;*
- c. The proponent will obtain and provide a BC Archaeological Information request response from the BC Archaeology Branch to confirm proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential including permit requirements under the Heritage Conservation Act;*
- d. The proponent will obtain and provide an Archeological Impact Assessment for antenna systems proposed to be sited on or within 100 metres of a known archaeological site or cultural/sacred site identified by a First Nations cultural knowledge holder; and*
- e. The proponent will provide written notice – including, if applicable, the Archeological Impact Assessment – sent by regular mail or hand delivered to all First Nations rights and title holders identified during the pre-consultation phase.*

2. Receive for information

The LTC may receive this memorandum for information. Staff advise that the implication of this option is that there would be no requirement of guidance for First Nations consultation for telecommunication facilities.

3. 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. Recommended wording for resolution:

That the Lasqueti Island Local Trust Committee request staff to report back on [item]...

Submitted By:	Stephen Baugh, Planner 2	June 9, 2023
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Concurrence:	Reneé Jamurat, RPP MCIP, Regional Planning Manager	June 16, 2023
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REQUEST FOR DECISION

To: Local Trust Committees **For the Meeting of:** July 26, 2023
From: Nadine Mourao, Legislative Clerk **Date Prepared:** July 12, 2023
SUBJECT: Freedom of Information and Protection of Privacy Bylaw

RECOMMENDATION:

1. That Lasqueti Island Local Trust Committee Bylaw No. 101, cited as “Lasqueti Island Local Trust Committee Freedom of Information and Protection of Privacy Bylaw No. 101, 2023” be adopted.

DIRECTOR OF PLANNING SERVICES COMMENTS: The draft Freedom of Information and Protection of Privacy bylaw is in line with current legislation and Schedule of Fees.

1 PURPOSE:

To adopt the new Freedom of Information and Protection of Privacy bylaw and model bylaw to bring them in line with updated legislation.

2 BACKGROUND:

On November 25, 2021, the Government of British Columbia enacted Bill 22 bringing into force significant amendments to the *Freedom of Information and Protection of Privacy Act*. The *Act* governs how public bodies collect, use and disclose the personal information of individuals.

The current local trust committee freedom of information and protection of privacy bylaws have been unchanged since they were adopted in 1994. Since that time, amendments have been made to the *Act*, as well as fees updated.

At its regular business meeting June 21 to 23, 2022, Trust Council adopted a model Freedom of Information and Protection of Privacy Bylaw, and passed the following resolution:

That Trust Council request all local trust committees to consider adoption of a new Freedom of Information and Protection of Privacy bylaw based on the model bylaw.

Staff has drafted a new Freedom of information and Protection of Privacy Bylaw for each Island Local Trust Committee based on the adopted model bylaw.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

Minimal staff time to update material on the website.

FINANCIAL:

Fees incurred can be charged current amounts for actual costs and reflect charges for various media formats, including digital records.

POLICY: N/A

IMPLEMENTATION/COMMUNICATIONS:

Staff would update the Islands Trust website with the new bylaws.

FIRST NATIONS:

There is no impact on First Nations on the adoption of the new Freedom of Information and Protection of Privacy bylaw and model bylaw.

OTHER:

There are no other implications of the recommendation.

4 RELEVANT POLICY(S): N/A

5 ATTACHMENT(S):

- 1. Lasqueti Island Local Trust Committee – Freedom of Information and Protection of Privacy Bylaw No. 101**

Alternative:

- 1. That this report be referred back to staff for additional information.

Submitted By:	Nadine Mourao, Legislative Clerk	May 23, 2023
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	July 13, 2023

PROPOSED

LASQUETI ISLAND LOCAL TRUST COMMITTEE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY BYLAW NO. 101

A Bylaw to designate the head of the Lasqueti Island Local Trust Committee for the purposes of, and to set fees under, the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, c. 165, as amended.

GIVEN THAT:

- A. Section 77(a) of the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, c. 165, as amended (the "Act"), gives the Lasqueti Island Local Trust Committee the authority to designate a person as the head of the Lasqueti Island Local Trust Committee for the purposes of the Act, and
- B. Section 77(c) of the Act gives the Lasqueti Island Local Trust Committee the authority to set any fees the Lasqueti Island Local Trust Committee requires to be paid under section 75 of the Act,

THE LASQUETI ISLAND LOCAL TRUST COMMITTEE ENACTS AS FOLLOWS:

Citation

- 1. This bylaw may be cited as "Lasqueti Island Local Trust Committee Freedom of Information and Protection of Privacy Bylaw No. 101, 2023".

Definitions and Interpretation

- 2. In this Bylaw:

"Act"	means the <i>Freedom of Information and Protection of Privacy Act</i> , RSBC 1996, Chapter 165, as amended.
"Commercial Applicant"	means a person who makes a request for access to a record to obtain information for use in connection with a trade, business, profession or other venture for profit.
"Head"	means the person designated under Section 3 of this Bylaw as the head of the of the Lasqueti Island Trust Committee for the purposes of the Act.
"Request"	means a request for information under Section 5 of the Act.
"Records"	includes books, documents, maps, drawings, photographs, letters, vouchers, papers and any other thing on which information is recorded or stored by graphic, electronic, mechanical or other means, but does not include a computer program or any other mechanism that produces records.

PROPOSED

Designation of Head

3. The person from time to time appointed to the position of Secretary of the Islands Trust is designated as the Head of the Lasqueti Island Local Trust Committee for the purposes of the Act.
4. The person from time to time appointed to the position of Deputy Secretary of the Islands Trust and the person from time to time appointed to the position of Deputy Treasurer of the Islands Trust, each are authorized to perform any duty or exercise any function of the Head who is designated under Section 3.

Policies and Procedures

5. The Heads authorized to perform the duties of the Head shall operate in accordance with the Act and the Freedom of Information and Protection of Privacy policies, guidelines, and procedures, as set by the Islands Trust Council from time to time.

Fees

6. The fees that are payable by applicants under the Act are those set out in Schedule A to this bylaw.

Interpretation

7. Any word or expression used in this bylaw that is not defined in this bylaw has the meaning given to it in the Act on the date of final adoption of this bylaw.

Repeal

8. "Lasqueti Island Trust Committee Freedom of Information and Protection of Privacy Bylaw No. 49, 1994", is hereby repealed and replaced by this bylaw.

READ A FIRST TIME this 8TH DAY OF MAY, 2023

READ A SECOND TIME this 8TH DAY OF MAY, 2023

READ A THIRD TIME this 8TH DAY OF MAY, 2023

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
24TH DAY OF MAY, 2023

RECONSIDERED AND FINALLY ADOPTED THIS _____ DAY OF _____, 20__

Chairperson

Secretary

PROPOSED

**Lasqueti Island Local Trust Committee
Freedom of Information and Protection of Privacy
Bylaw No. 101 - Schedule 'A'**

Schedule of Maximum Fees

Item	Description of Services		Fees
1	(a)	Application Fee	\$10.00 (non-refundable)
	(b)	An applicant's request for his/her own personal information is not subject to any fees.	
2	For applicants other than commercial applicants:		
	(a)	for locating and retrieving a record	\$7.50 per ¼ hour after the first 3 hours
	(b)	for producing a record manually	\$7.50 per ¼ hour
	(c)	for producing a record from a machine readable record from a server or computer	\$7.50 per ¼ hour for developing a computer program to produce the record
	(d)	for preparing a record for disclosure and handling a record	\$7.50 per ¼ hour
	(e)	for shipping copies	actual costs of shipping method chosen by applicant
	(f)	for copying records	
	(i)	floppy disks	\$2 per disk
	(ii)	CDs and DVDs, recordable or rewritable	\$4 per disk
	(iii)	computer tapes	\$40 per tape, up to 2 400 feet
	(iv)	microfiche	\$3 per fiche
	(v)	microfilm duplication	\$25 per roll for 16mm microfilm \$40 per roll for 35mm microfilm
	(vi)	microfiche or microfilm to paper duplication	\$0.50 per page (8.5" x 11")
	(vii)	photographs, colour or black and white	\$5 to produce a negative \$12 each for 16" x 20" photograph \$9 each for 11" x 14" photograph \$4 each for 8" x 10" photograph \$3 each for 5" x 7" photograph
	(viii)	photographic print of textual, graphic or cartographic record, black and white	\$12.50 each (8" x 10")
	(ix)	dot matrix, ink jet, laser print or photocopy, black and white	\$0.25 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
	(x)	dot matrix, ink jet, laser print or photocopy, colour	\$1.65 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
	(xi)	scanned electronic copy of a paper record	\$0.10 per page
	(xii)	photomechanical reproduction of 105 mm cartographic record/plan	\$3 each

PROPOSED

		(xiii)	slide duplication	\$0.95 each
		(xiv)	audio cassette tape (90 minutes or fewer) duplication	\$5 per cassette plus \$7 per ¼ hour of recording
		(xv)	video cassette recorder (VHS) tape (120 minutes or fewer) duplication	\$5 per cassette plus \$7 per ¼ hour of recording
3	For commercial applicants for each service listed in Item 2			the actual cost to the public body of providing that service



DATE OF MEETING: July 26, 2023

TO: Lasqueti Island Local Trust Committee

FROM: Stephen Baugh, Planner 2
Northern Team

SUBJECT: Meeting Procedures Bylaw - update

RECOMMENDATION

1. That the Lasqueti Island Local Trust Committee rescind standing resolution 2022-022.
2. That the Lasqueti Island Local Trust Committee amend Bylaw No. 100, cited as “Lasqueti Island Local Trust Committee Meeting Procedures Bylaw, 2022”, as follows:
 - a. Section 4, is amended by adding the following:

“For any changes in meeting start times, dates, and/or venues that are decided after an agenda is posted, notice of these changes shall be reposted a minimum of 24 hours prior to the meeting time on the Islands Trust website, on a notice board on island that is accessible to the public, and on a building entrance of the original and new venue if the venue is being changed.”
3. That the Lasqueti Island Local Trust Committee Bylaw No. 100, cited as “Lasqueti Island Local Trust Committee Meeting Procedures Bylaw, 2022”, as amended, be given first, second, and third reading and forwarded to the Executive Committee for approval.

REPORT SUMMARY

This report is a response to the LTC resolution requesting options for the Meeting Procedures Bylaw regarding notification of meeting changes and submissions for delegations.

BACKGROUND

At the August 29, 2022 regular meeting, the Lasqueti Island LTC passed a resolution asking staff to bring a report back on options for submission of delegation materials and meeting notice for new meetings consistent with standing resolution 2022-022 in the Lasqueti Island meeting procedures bylaw.

Section 3 of the current meeting procedures bylaw specifies that the annual list of LTC meeting dates be posted “on a notice board on island that is accessible to the public and in the Northern Office of the Islands Trust.” Section 4 of the bylaw also specifies that the annual meeting schedule be published in a newspaper. Since the meeting schedule is decided once a year, these provisions assume that posting and advertisement will occur once a year. There is currently no requirement in the bylaw for notification to the public if these meeting dates are changed.

In response to this, the LTC passed standing resolution 2022-022:

[C:\Program Files\eSCRIBE\TEMP\1512210141\1512210141,,,LA-LTC_2023-07-26_Mtg-Proc-BYLW_RPT.docxZ:\12-Long-Range Planning\07-LA\6500-LTC Work Program\20-Projects \(P\)\2022 Meeting Procedures Bylaw\Staff Reports\2022-11-28\LA-LTC_2022-11-28_Mtg-Proc-BYLW_RPT.docx](C:\Program Files\eSCRIBE\TEMP\1512210141\1512210141,,,LA-LTC_2023-07-26_Mtg-Proc-BYLW_RPT.docxZ:\12-Long-Range Planning\07-LA\6500-LTC Work Program\20-Projects (P)\2022 Meeting Procedures Bylaw\Staff Reports\2022-11-28\LA-LTC_2022-11-28_Mtg-Proc-BYLW_RPT.docx)

Changes in meeting start times, dates, and/or venues shall be posted five business days prior to the meeting time on the Islands Trust website, on a notice board on island that is accessible to the public, and on a building entrance of the original and new venue if the venue is being changed.

Sections 19, 20, and 21 of the meeting procedures bylaw specifies that individuals may request the opportunity to be a delegation on an LTC agenda and the manner in which that request should be made. Specifically:

A delegation requesting permission to appear before the Local Trust Committee shall submit a written request to address the members of the Local Trust Committee...

The written request must specify the subject matter of the presentation and ***include either a copy of the presentation or an overview of the information to be presented.*** The written request must also include the name and address of the person(s) speaking.

All written requests to appear before the Local Trust Committee must be received by the Deputy Secretary by 12:00 noon fourteen (14) calendar days prior to the meeting.

ANALYSIS

Meeting Change Notification

While it is reasonable to provide as much notice as possible to the public when meeting dates, times, or venues change, and it is standard practice for staff to develop and publish notices as soon as possible after the meeting is changed, and the timing of such notice depends largely on: 1) the timing of the decision to change the meeting and 2) staff's capacity to develop and publish notice.

Currently, the only time limit specified for meeting notification beyond the annual posting and the standing resolution, is the Lasqueti Island Meeting Procedures bylaw provision for calling a special meeting. Section 7 of this bylaw specifies that two members of the LTC may call a special meeting and if they do so, they must give 48 hours notice to the third member of the LTC. Otherwise, there is no statutory requirement for timing of notice specified by the Province or Islands Trust.

The standing resolution could be seen as being in conflict with the 48 hours notice provision of the bylaw and this is one reason staff are recommending that the standing resolution be rescinded. Five days notice cannot be given on a meeting that was only called 48 hours in advance.

Determining a specific timeframe for meeting change notification can be problematic because it reduces the flexibility of the LTC to quickly call or change their business meetings if they deem it necessary, and it creates a dilemma for staff if they don't have enough time to develop and publish notice in the timeframe specified.

The rationale for this includes the understanding that LTC meetings are business meetings. The agendas and minutes for these meetings are required to be publically available and the meetings themselves are required to be open to the public, but they are not designed or required to include interaction with members of the public.

Islands Trust has taken the position that public comment should be a standing agenda item in the form of an agenda placeholder called "public comments" as a best practice. The organization also promotes the idea that notification should also be given in a reasonable manner. But operationally, the organization would struggle to

accommodate notification practices with short timelines due to limited resources, in particular since these notices are not required.

To help account for the administrative resources and time to public notice, staff suggest a minimum of 24 hours notice because a shorter timeframe doesn't provide the public enough time to have discovered the notice. Staff are recommending that 24 hours be the minimum notification period of changes in meeting time, date, or venue, but that a timeframe longer than that would be unworkable.

Delegations

The current language of the meeting procedures bylaw does not require that delegation requests include all the materials that the delegate wishes to present. Section 20 allows for the delegate to submit a copy of the presentation OR an overview of the information to be presented. Therefore, staff have no recommended amendments related to this topic. It is reasonable that a delegate summarize the topic and materials they want to present when they make the delegation request.

With regards to the timing of the delegation request, standard operating procedure is that draft LTC meeting agendas are considered by the LTC two weeks in advance of an LTC meeting and the final agenda is published seven calendar days in advance of LTC meetings. The current meeting procedures bylaw requirement is reflective of this procedure. For this reason, staff recommend that the language in the bylaw requiring 14 days remains.

If the LTC wishes to consider a different timeframe, it's important to understand that in order for staff to review materials being submitted by delegates, they need more than seven days to review, redact, or ask questions of the delegate before materials can be included in the agenda. Therefore, staff believe that ten days is a minimum for delegation requests. Anything less than ten days for a delegation request would not be workable.

Delegates can submit materials supportive of their presentation up to and during the LTCs meeting, however, these materials may not ultimately become part of the public record if they are 1) unrelated to topics that are outside the jurisdiction of the LTC or Islands Trust Council or 2) deemed to be defamatory.

ALTERNATIVES

The LTC currently has an active minor project to review the OCP. If the LTC does not want to proceed with amending the meeting procedure bylaw at the July 26, 2023 meeting, further work on the meeting procedures bylaw will need to be identified as a minor project on the future projects list. This is due to the limited staff time currently available and Trust Council Policy 6.2.1 which states that an LTC can have up to one active minor project at a time.

The LTC may consider the following alternatives to the staff recommended bylaw amendment:

1. Require ten days for delegation requests

The LTC may decide to reduce the number of days allowed for a delegation request to ten days. A resolution consistent with this would be:

That the Lasqueti Island Local Trust Committee amend Bylaw No. 100, cited as "Lasqueti Island Local Trust Committee Meeting Procedures Bylaw, 2022", as follows:

a) Section 21, is amended by replacing “fourteen (14) calendar days” with “ten (10) calendar days”.

NEXT STEPS

The bylaw would be forwarded to the Executive Committee for approval if staff recommendations are agreed to.

Submitted By:	Stephen Baugh, Planner 2	May 26, 2023
Approved By:	Renée Jamurat, RPP MCIP, Regional Planning Manager	June 15, 2023

ATTACHMENTS

1. Current Lasqueti Island Meeting Procedures Bylaw No. 100
2. Lasqueti Island Meeting Procedures Bylaw No. 100 showing recommended amendment

**LASQUETI ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 100, 2022**

A bylaw to establish procedures for meetings of the Local Trust Committee

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

SHORT TITLE

1. This bylaw may be cited as “Lasqueti Island Local Trust Committee Meeting Procedure Bylaw, 2022”.

MEETINGS AND NOTICE OF MEETINGS

2. The first regular meeting of the Local Trust Committee shall be held on a date to be determined by the Local Trust Committee by Resolution Without Meeting following a general local election.
3. At the first regular meeting and at the last regular meeting of the first, second, and third year following a general election, or by Resolution Without Meeting, the Local Trust Committee shall establish a schedule of the date, time and place of regular Local Trust Committee meetings for the following calendar year, of which there shall be at least two, and the schedule shall be posted on a notice board on island that is accessible to the public and in the Northern Office of the Islands Trust.
4. Public notice of the availability of the regular meeting schedule at the place specified in Section 3 shall be given at least once a year by publication in a newspaper circulating in the local trust area.
5. Advance public notice of a regular or special meeting that is to be conducted electronically shall include the way in which the meeting is to be conducted by means of electronic or other communication facilities, the place where the public may attend to hear the proceedings that are open to the public and be posted at the places specified in Section 3 and in accordance with Section 6. Notice of a special meeting which is to be conducted electronically must be delivered to the trustee in accordance with Section 7;
6. Each local trustee shall provide to the Secretary of the Islands Trust a telephone number, email, and mailing address for the purpose of receiving notices of Local Trust Committee meetings, and notice shall be deemed to have been sufficiently given to the local trustee if the notice is delivered to the trustee’s mailing or email address or given to the trustee in person.
7. Any two members of the Local Trust Committee may call a special meeting by giving notice of the day, time, place and purpose of the meeting to the third member of the Committee by telephone or written notice delivered to the trustee at least 48 hours before the time of the meeting, and by posting the notice at the place specified in Section 3, except that notice to Local Trust Committee members may be waived by unanimous vote.
8. If the Chairperson is not one of the members calling the special meeting, the members calling the special meeting shall, prior to doing so, advise the Chairperson of the calling of the meeting and consider the Chairperson’s representations, if any, regarding the calling of the meeting.

9. Regular and special meetings of the Local Trust Committee shall be open to the public, except where the Committee has stated by resolution in open meeting that the meeting or portion of the meeting is to be closed to the public, and has stated the statutory basis on which it is to be closed.
10. A quorum of the Local Trust Committee is two members.
11. In the event that neither the Chairperson nor the Alternate Chair of the Local Trust Committee appointed by the Chair of the Trust Council is present within one half hour of the scheduled time of a regular or special meeting, the Director of Local Planning Services, or his or her designate, shall call the meeting to order and the remaining trustees shall determine which of them shall act as Chairperson. In an in-person meeting, if the chair is unable to attend in-person, another Trustee may be chosen to Chair the meeting at the physical location.

MINUTES

12. The Director of Local Planning Services or his or her designate shall legibly record the minutes of the meetings of the Local Trust Committee, and shall record any resolutions without meeting. After the minutes of a meeting have been adopted, the Director or his or her designate shall certify the minutes as correct and the Chairperson or other trustee who presided at the meeting shall sign the minutes.
13. The minutes shall record every resolution of the Committee, and the mover, including every resolution closing a meeting to the public, the reading and adoption of every bylaw, and every declaration made in relation to a conflict of interest.

MEETING PROCEDURE, RESOLUTIONS AND BYLAWS

14. Any question of meeting procedure that is not provided for in this Bylaw, the *Islands Trust Act*, the *Local Government Act*, the *Community Charter*, or regulations under either of those statutes, shall be resolved in accordance with the most current edition of *Robert's Rules of Order*.
15. Resolutions may be in writing, and may be moved by any member of the Local Trust Committee.
16. Bylaws shall be in writing, may be read by title only, provided that each member of the Local Trust Committee is in possession of a complete copy of the proposed bylaw at the meeting, and may be adopted on a motion to that effect at a regular or special meeting. Bylaws may be read a first time, and may be adopted, by resolution without meeting.
17. The Chairperson of the Local Trust Committee or other trustee who presided at the meeting at which it was adopted, and the Secretary of the Islands Trust shall sign every bylaw adopted by the Local Trust Committee, and the Secretary shall keep a certified copy of the bylaw at the principal office of the Islands Trust.

DELEGATIONS

18. A Delegation period, limited to fifteen (15) minutes in duration, may be scheduled for each regular meeting of the Local Trust Committee and may be extended by unanimous vote of the members present.

19. An individual, or a representative of an organization, may request the opportunity to address the Local Trust Committee as a delegation. A delegation requesting permission to appear before the Local Trust Committee shall submit a written request to address the members of the Local Trust Committee. The subject of the written request and the presentation must fall within the jurisdiction of the Local Trust Committee, or address an item within the jurisdiction of the Islands Trust Council.
20. The written request must specify the subject matter of the presentation and include either a copy of the presentation or an overview of the information to be presented. The written request must also include the name and address of the person(s) speaking.
21. All written requests to appear before the Local Trust Committee must be received by the Deputy Secretary by 12:00 noon fourteen (14) calendar days prior to the meeting.
22. Each address shall be limited to five (5) minutes unless a longer period is agreed to by unanimous vote of those Local Trust Committee members present.
23. Any video presentations used as part of a delegation's address to the Local Trust Committee will count toward the time limit permitted for the delegation.
24. In the event of a delegation presenting a petition, the petition shall contain each petitioner's signature and printed name and address.
25. Where written requests have not been received by the Deputy Secretary as prescribed in section 20, an individual may address the meeting in the Public Participation period, as outlined within this bylaw.
26. The Local Trust Committee must not permit a delegation to address a meeting of the Committee regarding a bylaw in respect of which a public hearing has been held, where the public hearing is required under an enactment as a pre-requisite to the adoption of the bylaw.
27. The Deputy Secretary may schedule delegations to another Local Trust Committee meeting according to the subject matter of the delegation.
28. The Deputy Secretary may refuse to place a delegation on the agenda if the issue is not considered to fall within the jurisdiction of the Local Trust Committee or address an item within the jurisdiction of the Islands Trust Council. If the delegation wishes to appeal the Deputy Secretary's decision, the information must be distributed under separate cover to the Local Trust Committee for their consideration.

ORDER AND DECORUM

29. The Chair is to preserve order at every meeting of the Local Trust Committee and has the power to make such rulings as are necessary to do so, including the power to rule on all points of order and may deny any individual or a delegation the right to address a meeting if, in the Chair's opinion, the individual or the delegation:
 - 29.1 makes defamatory remarks about any person or speaks disrespectfully of any person;
 - 29.2 addresses issues not contained within the written application of the individual or delegation, as prescribed in sections 19 and 20; or,

- 29.3 immoderately raises his or her voice, or uses profane, vulgar or offensive language, gestures or signs.
30. Individuals and delegations will not be heard at regular meetings of the Local Trust Committee on the following:
- 30.1 the promotion of commercial products or services which have no connection to the business of the Local Trust Committee;
 - 30.2 matters on which the Local Trust Committee has approved commencement of prosecution and on which judgment has not been rendered;
 - 30.3 publicly tendered contracts or proposal calls for the provision of goods and services for the Local Trust Committee, between the time that such contract or proposal call has been authorized and the time such contract or proposal call has been awarded, either by the Local Trust Committee or Islands Trust staff; or
 - 30.4 Topics which are normally dealt with by Islands Trust staff as a matter of routine.
31. A Local Trust Committee member may ask or answer questions of a member of the public who is addressing the Local Trust Committee. Debate with, or by any member of the Local Trust Committee or staff is not permitted.
32. The Chair or person presiding may expel and exclude a person from a meeting of the Local Trust Committee for improper conduct.

INVITED PRESENTATIONS

33. Members of the Lasqueti Island Local Trust Committee may, with the Chair's approval, invite a person, persons, or organizations(s) to make a presentation to the Local Trust Committee. Time permitting, the Deputy Secretary shall include the subject of the presentation and the designated speaker on the meeting agenda.

PUBLIC PARTICIPATION

34. A public participation period, limited to fifteen (15) minutes in duration, may be scheduled for each regular meeting of the Local Trust Committee and may be extended by majority vote of the Local Trust Committee members present.
35. A member of the public may have three (3) minutes to address the Local Trust Committee during the public participation period, unless extended by unanimous vote of the Local Trust Committee members present.
36. Persons wishing to address the Local Trust Committee will be asked to state their name and topic involved.
37. Subjects must relate strictly to matters under the jurisdiction of the Local Trust Committee, or items within the jurisdiction of the Islands Trust Council, unless the Local Trust Committee waives this requirement by majority consent.
38. Subjects must be on topics which are not normally dealt with by Islands Trust staff as a matter of routine.

39. Subjects must be brief and to the point.
40. The order of priority in which speakers will be heard during the duration of the public participation period will be determined as follows: first, those addressing items on the Local Trust Committee agenda; second, those addressing items within the jurisdiction of the Local Trust Committee; and third, those addressing items within the jurisdiction of the Islands Trust Council.

ELECTRONIC MEETINGS

41. Regular or special meetings of the Local Trust Committee may be conducted entirely by means of audio or audio and visual electronic communication facilities if a majority of the members of the Local Trust Committee have agreed by resolution that the meeting may be conducted in this way and provided the Deputy Secretary has received sufficient notice and can make the necessary arrangements.
42. An individual Local Trust Committee member who is not at the physical location of a Local Trust Committee meeting that is held in-person may choose to participate by means of audio or audio and visual electronic communication facilities, provided the Deputy Secretary has received sufficient notice and can make the necessary arrangements.
43. Not more than one Local Trust Committee member may participate by means of electronic communication facilities when the meeting has been scheduled for an in-person meeting.
44. An individual member of the Local Trust Committee may not participate by means of electronic or other communication facilities in two consecutive regular meetings of the Local Trust Committee that are held in-person.
45. The Local Trust Committee may waive the restrictions in sections 43 and 44 by unanimous resolution.
46. Local Trust Committee members who use electronic communication facilities to participate in a meeting conducted in accordance with this bylaw are deemed present at the meeting.
47. Members of the Local Trust Committee may begin participation in a meeting by electronic communication facilities after the meeting has been called to order.
48. Where members of the Local Trust Committee are participating in a meeting through electronic communication facilities, the facilities must enable all meeting participants to hear, or watch and hear, each other and must provide notice when participants join or leave the meeting.
49. Where members of the Local Trust Committee are participating in a meeting through electronic communication facilities, the facilities must enable the public to hear, or watch and hear, all meeting participants at a place specified in the meeting notice, unless the meeting has been properly closed to the public.
50. For the duration of an electronic meeting that is open to the public, a designated staff member must attend at the place specified in the meeting notice for the public to hear, or watch and hear, the participants.
51. If communication is lost to one or more electronic participants during a meeting:

**LASQUETI ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 100, 2022**

A bylaw to establish procedures for meetings of the Local Trust Committee

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

SHORT TITLE

1. This bylaw may be cited as “Lasqueti Island Local Trust Committee Meeting Procedure Bylaw, 2022”.

MEETINGS AND NOTICE OF MEETINGS

2. The first regular meeting of the Local Trust Committee shall be held on a date to be determined by the Local Trust Committee by Resolution Without Meeting following a general local election.
3. At the first regular meeting and at the last regular meeting of the first, second, and third year following a general election, or by Resolution Without Meeting, the Local Trust Committee shall establish a schedule of the date, time and place of regular Local Trust Committee meetings for the following calendar year, of which there shall be at least two, and the schedule shall be posted on a notice board on island that is accessible to the public and in the Northern Office of the Islands Trust.
4. Public notice of the availability of the regular meeting schedule at the place specified in Section 3 shall be given at least once a year by publication in a newspaper circulating in the local trust area. For any changes in meeting start times, dates, and/or venues that are decided after an agenda is posted, notice of these changes shall be reposted a minimum of 24 hours prior to the meeting time on the Islands Trust website, on a notice board on island that is accessible to the public, and on a building entrance of the original and new venue if the venue is being changed.
5. Advance public notice of a regular or special meeting that is to be conducted electronically shall include the way in which the meeting is to be conducted by means of electronic or other communication facilities, the place where the public may attend to hear the proceedings that are open to the public and be posted at the places specified in Section 3 and in accordance with Section 6. Notice of a special meeting which is to be conducted electronically must be delivered to the trustee in accordance with Section 7;
6. Each local trustee shall provide to the Secretary of the Islands Trust a telephone number, email, and mailing address for the purpose of receiving notices of Local Trust Committee meetings, and notice shall be deemed to have been sufficiently given to the local trustee if the notice is delivered to the trustee’s mailing or email address or given to the trustee in person.
7. Any two members of the Local Trust Committee may call a special meeting by giving notice of the day, time, place and purpose of the meeting to the third member of the Committee by telephone or written notice delivered to the trustee at least 48 hours before the time of the meeting, and by posting the notice at the place specified in Section 3, except that notice to Local Trust Committee members may be waived by unanimous vote.

8. If the Chairperson is not one of the members calling the special meeting, the members calling the special meeting shall, prior to doing so, advise the Chairperson of the calling of the meeting and consider the Chairperson's representations, if any, regarding the calling of the meeting.
9. Regular and special meetings of the Local Trust Committee shall be open to the public, except where the Committee has stated by resolution in open meeting that the meeting or portion of the meeting is to be closed to the public, and has stated the statutory basis on which it is to be closed.
10. A quorum of the Local Trust Committee is two members.
11. In the event that neither the Chairperson nor the Alternate Chair of the Local Trust Committee appointed by the Chair of the Trust Council is present within one half hour of the scheduled time of a regular or special meeting, the Director of Local Planning Services, or his or her designate, shall call the meeting to order and the remaining trustees shall determine which of them shall act as Chairperson. In an in-person meeting, if the chair is unable to attend in-person, another Trustee may be chosen to Chair the meeting at the physical location.

MINUTES

12. The Director of Local Planning Services or his or her designate shall legibly record the minutes of the meetings of the Local Trust Committee, and shall record any resolutions without meeting. After the minutes of a meeting have been adopted, the Director or his or her designate shall certify the minutes as correct and the Chairperson or other trustee who presided at the meeting shall sign the minutes.
13. The minutes shall record every resolution of the Committee, and the mover, including every resolution closing a meeting to the public, the reading and adoption of every bylaw, and every declaration made in relation to a conflict of interest.

MEETING PROCEDURE, RESOLUTIONS AND BYLAWS

14. Any question of meeting procedure that is not provided for in this Bylaw, the *Islands Trust Act*, the *Local Government Act*, the *Community Charter*, or regulations under either of those statutes, shall be resolved in accordance with the most current edition of *Robert's Rules of Order*.
15. Resolutions may be in writing, and may be moved by any member of the Local Trust Committee.
16. Bylaws shall be in writing, may be read by title only, provided that each member of the Local Trust Committee is in possession of a complete copy of the proposed bylaw at the meeting, and may be adopted on a motion to that effect at a regular or special meeting. Bylaws may be read a first time, and may be adopted, by resolution without meeting.
17. The Chairperson of the Local Trust Committee or other trustee who presided at the meeting at which it was adopted, and the Secretary of the Islands Trust shall sign every bylaw adopted by the Local Trust Committee, and the Secretary shall keep a certified copy of the bylaw at the principal office of the Islands Trust.

DELEGATIONS

18. A Delegation period, limited to fifteen (15) minutes in duration, may be scheduled for each regular meeting of the Local Trust Committee and may be extended by unanimous vote of the

members present.

19. An individual, or a representative of an organization, may request the opportunity to address the Local Trust Committee as a delegation. A delegation requesting permission to appear before the Local Trust Committee shall submit a written request to address the members of the Local Trust Committee. The subject of the written request and the presentation must fall within the jurisdiction of the Local Trust Committee, or address an item within the jurisdiction of the Islands Trust Council.
20. The written request must specify the subject matter of the presentation and include either a copy of the presentation or an overview of the information to be presented. The written request must also include the name and address of the person(s) speaking.
21. All written requests to appear before the Local Trust Committee must be received by the Deputy Secretary by 12:00 noon fourteen (14) calendar days prior to the meeting.
22. Each address shall be limited to five (5) minutes unless a longer period is agreed to by unanimous vote of those Local Trust Committee members present.
23. Any video presentations used as part of a delegation's address to the Local Trust Committee will count toward the time limit permitted for the delegation.
24. In the event of a delegation presenting a petition, the petition shall contain each petitioner's signature and printed name and address.
25. Where written requests have not been received by the Deputy Secretary as prescribed in section 20, an individual may address the meeting in the Public Participation period, as outlined within this bylaw.
26. The Local Trust Committee must not permit a delegation to address a meeting of the Committee regarding a bylaw in respect of which a public hearing has been held, where the public hearing is required under an enactment as a pre-requisite to the adoption of the bylaw.
27. The Deputy Secretary may schedule delegations to another Local Trust Committee meeting according to the subject matter of the delegation.
28. The Deputy Secretary may refuse to place a delegation on the agenda if the issue is not considered to fall within the jurisdiction of the Local Trust Committee or address an item within the jurisdiction of the Islands Trust Council. If the delegation wishes to appeal the Deputy Secretary's decision, the information must be distributed under separate cover to the Local Trust Committee for their consideration.

ORDER AND DECORUM

29. The Chair is to preserve order at every meeting of the Local Trust Committee and has the power to make such rulings as are necessary to do so, including the power to rule on all points of order and may deny any individual or a delegation the right to address a meeting if, in the Chair's opinion, the individual or the delegation:
 - 29.1 makes defamatory remarks about any person or speaks disrespectfully of any person;

- 29.2 addresses issues not contained within the written application of the individual or delegation, as prescribed in sections 19 and 20; or,
 - 29.3 immoderately raises his or her voice, or uses profane, vulgar or offensive language, gestures or signs.
30. Individuals and delegations will not be heard at regular meetings of the Local Trust Committee on the following:
- 30.1 the promotion of commercial products or services which have no connection to the business of the Local Trust Committee;
 - 30.2 matters on which the Local Trust Committee has approved commencement of prosecution and on which judgment has not been rendered;
 - 30.3 publicly tendered contracts or proposal calls for the provision of goods and services for the Local Trust Committee, between the time that such contract or proposal call has been authorized and the time such contract or proposal call has been awarded, either by the Local Trust Committee or Islands Trust staff; or
 - 30.4 Topics which are normally dealt with by Islands Trust staff as a matter of routine.
31. A Local Trust Committee member may ask or answer questions of a member of the public who is addressing the Local Trust Committee. Debate with, or by any member of the Local Trust Committee or staff is not permitted.
32. The Chair or person presiding may expel and exclude a person from a meeting of the Local Trust Committee for improper conduct.

INVITED PRESENTATIONS

- 33. Members of the Lasqueti Island Local Trust Committee may, with the Chair's approval, invite a person, persons, or organizations(s) to make a presentation to the Local Trust Committee. Time permitting, the Deputy Secretary shall include the subject of the presentation and the designated speaker on the meeting agenda.

PUBLIC PARTICIPATION

- 34. A public participation period, limited to fifteen (15) minutes in duration, may be scheduled for each regular meeting of the Local Trust Committee and may be extended by majority vote of the Local Trust Committee members present.
- 35. A member of the public may have three (3) minutes to address the Local Trust Committee during the public participation period, unless extended by unanimous vote of the Local Trust Committee members present.
- 36. Persons wishing to address the Local Trust Committee will be asked to state their name and topic involved.
- 37. Subjects must relate strictly to matters under the jurisdiction of the Local Trust Committee, or items within the jurisdiction of the Islands Trust Council, unless the Local Trust Committee waives this requirement by majority consent.

38. Subjects must be on topics which are not normally dealt with by Islands Trust staff as a matter of routine.
39. Subjects must be brief and to the point.
40. The order of priority in which speakers will be heard during the duration of the public participation period will be determined as follows: first, those addressing items on the Local Trust Committee agenda; second, those addressing items within the jurisdiction of the Local Trust Committee; and third, those addressing items within the jurisdiction of the Islands Trust Council.

ELECTRONIC MEETINGS

41. Regular or special meetings of the Local Trust Committee may be conducted entirely by means of audio or audio and visual electronic communication facilities if a majority of the members of the Local Trust Committee have agreed by resolution that the meeting may be conducted in this way and provided the Deputy Secretary has received sufficient notice and can make the necessary arrangements.
42. An individual Local Trust Committee member who is not at the physical location of a Local Trust Committee meeting that is held in-person may choose to participate by means of audio or audio and visual electronic communication facilities, provided the Deputy Secretary has received sufficient notice and can make the necessary arrangements.
43. Not more than one Local Trust Committee member may participate by means of electronic communication facilities when the meeting has been scheduled for an in-person meeting.
44. An individual member of the Local Trust Committee may not participate by means of electronic or other communication facilities in two consecutive regular meetings of the Local Trust Committee that are held in-person.
45. The Local Trust Committee may waive the restrictions in sections 43 and 44 by unanimous resolution.
46. Local Trust Committee members who use electronic communication facilities to participate in a meeting conducted in accordance with this bylaw are deemed present at the meeting.
47. Members of the Local Trust Committee may begin participation in a meeting by electronic communication facilities after the meeting has been called to order.
48. Where members of the Local Trust Committee are participating in a meeting through electronic communication facilities, the facilities must enable all meeting participants to hear, or watch and hear, each other and must provide notice when participants join or leave the meeting.
49. Where members of the Local Trust Committee are participating in a meeting through electronic communication facilities, the facilities must enable the public to hear, or watch and hear, all meeting participants at a place specified in the meeting notice, unless the meeting has been properly closed to the public.



Consultation check-in on 9 aquatic species under consideration for addition to Schedule 1 of the Species at Risk Act



The 9 aquatic species listed below were assessed as at-risk by the Committee on the Status of Endangered Wildlife in Canada (COSEWIC) between 2009 and 2022. Fisheries and Oceans Canada (DFO) undertook consultations with Indigenous peoples, stakeholders, and other interested parties on the potential addition of these species to Schedule 1 of SARA between 2012 and 2021. To ensure the Minister of Fisheries, Oceans and the Canadian Coast Guard takes into account current opinions in her listing advice, DFO is inviting interested parties to confirm their previous positions or offer additional information that the Minister can consider in finalizing her advice.

Consultation period: 2023-06-07 to 2023-08-10

Send comments to dfo.ncrsara-leprcn.mpo@dfo-mpo.gc.ca or [see below for other contact information](#).

File

- Consultation check-in on 9 aquatic species under consideration for addition to Schedule 1 of the Species at Risk Act (2023-06-07)
 - PDF format: [Cd-9Species-v00-2023June-Eng.pdf](#)
 - HTML format: [check-in-9-aquatic.html](#)

Contact person

Director
SARA Directorate
Department of Fisheries and Oceans
200 Kent St.
Ottawa, ON
K1A 0E6
dfo.ncrsara-leprcn.mpo@dfo-mpo.gc.ca

Related species

- [Atlantic Sturgeon](#) (*Acipenser oxyrinchus*) - St. Lawrence populations
- [Atlantic Sturgeon](#) (*Acipenser oxyrinchus*) - Maritimes populations

- Bocaccio (*Sebastes paucispinis*)
- Cusk (*Brosme brosme*)
- Lake Sturgeon (*Acipenser fulvescens*) - Western Hudson Bay populations
- Lake Sturgeon (*Acipenser fulvescens*) - Saskatchewan - Nelson River populations
- Northern Fur Seal (*Callorhinus ursinus*)
- Quillback Rockfish (*Sebastes maliger*)
- White Sturgeon (*Acipenser transmontanus*) - Upper Fraser River population

Date modified: 2023-06-13

From: Melinda Auerbach <[REDACTED]>

Sent: June 11, 2023 8:59 AM

To: Lasqueti Island Local Trust Committee

Subject: Marine zoning: Lasqueti Island

Hello Tim, Mikaila and Tobi,

I am writing to you with regard to a marine zoning matter.

Lasqueti is blessed with a long, contiguous, and protected coastal ecosystem at its extreme eastern edge. Nearly forty years ago the Lasqueti community successfully advocated for the establishment of a Marine Park on fourteen acres surrounding Squitty Bay. In 2007 an additional 90 plus acres of coastal property was added to the Park. Just last year the adjacent waterfront property was purchased by the BC Parks Foundation.

I believe that it is important that the waters of the Salish Sea, within the boundary of the Lasqueti Local Trust Area, which touch these lands should be zoned Marine Conservation. During this current OCP review please consider making any necessary modifications to the marine zoning maps in order to ensure they are so protected.

Thank you for your consideration of this matter,

Melinda Auerbach

[REDACTED]

Lasqueti Island, BC [REDACTED]

[REDACTED]



ISLANDS TRUST CONSERVANCY

News Release

200-1627 Fort Street, Victoria, B.C., V8R 1H8

Telephone: 250-405-5186

itcmail@islandstrust.bc.ca

islandstrust.bc.ca/conservancy

June 20, 2023

FOR IMMEDIATE RELEASE

New Conservation Area on Lasqueti Island Protects Mature Forest for Species at Risk

Lək̓ʷəŋən, METULIYE/Victoria, B.C. — The Islands Trust Conservancy’s new Livingstone Forest covenant protects 11.35 hectares of forest and wetland on Xwe'etay/Lasqueti Island. The covenant provides important habitat for species at risk including the Northern Red-legged Frog, Western Toad, and Little Brown Myotis Bat.

Christine Ferris and Doug Hopwood, long-standing conservation stewards, placed the conservation covenant on their land to ensure long-term protection of the property’s biodiversity and carbon stores. Ferris and Hopwood chose to register the covenant through the Islands Trust’s Natural Area Protection Tax Exemption Program (NAPTEP) which will lower future property taxes on the area protected by the covenant.

Lasqueti Island is located southwest of Texada Island in the Georgia Strait. The Livingstone Forest covenant is named after the Livingstone family, who stewarded the land for 60 years prior to Ferris and Hopwood’s purchase of the property in 1992. In August, both families will gather to place a plaque on the property to commemorate Kate Livingstone, who settled on the land in 1912 and raised her six children there. Several of her grandchildren retain their connection to Lasqueti today. The Livingstone Forest NAPTEP covenant is located in the territory of Tla’amin Nation and Qualicum First Nation.

The covenant protects a mature and productive second-growth coastal forest ecosystem and a wetland. The forest, with tree species including Coastal Douglas-fir, Western redcedar, and Red alder, acts as a natural carbon sink, while the wetland is an important water source for local species and provides filtration for groundwater.

“For close to 25 years, Doug and I worked for the Islands Trust Conservancy annually monitoring conservation areas, and we saw how a covenant can allow landowners to protect conservation values while retaining the use of the land. We met many owners who were so grateful to know that the features that make their properties so special will be protected for the long term,” said Christine Ferris. “A big factor in our decision to put a covenant on our land was our awareness of the climate emergency. Conserving forests, along with eliminating fossil fuels, is essential for the future of humanity and nature.”

Protecting Islands in the Salish Sea

“Livingstone Forest NAPTEP covenant is the Islands Trust Conservancy’s first covenant on Lasqueti Island,” said Linda Adams, Chair of the Islands Trust Conservancy Board. “We hope that this gift from Christine Ferris and Doug Hopwood will open the doors to other Lasqueti Island landholders who may be considering conservation options.”

About Islands Trust Conservancy

Islands Trust Conservancy is the conservation land trust for over 450 islands of the Salish Sea and is a part of Islands Trust. Since 1990, the Islands Trust Conservancy has protected more than 1,360 hectares of island ecosystems. This success is thanks to the vision, support, and generosity of donors and partners. Learn more online at islandstrust.bc.ca/conservancy.

-END-

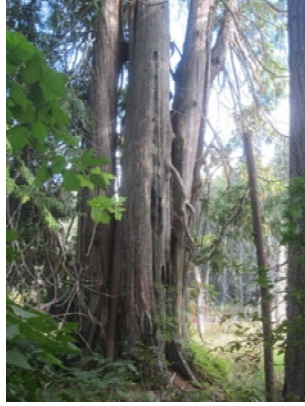
Quick Facts

- The Islands Trust Conservancy (ITC) protects natural landscapes across the Islands Trust region. The support of individuals and partners has helped to protect more than 1,375 ha of land within 33 nature reserves and 79 conservation covenants on islands in the Salish Sea.
- More than 65% of land on islands in the Salish Sea is privately held – meaning that individual, voluntary conservation actions are critical to protecting biodiversity and addressing impacts from climate change in the region.
- A conservation covenant is an agreement that is registered on a land title to protect natural features on privately held land. It is designed to be perpetual and to bind future landholders.
- The Natural Area Protection Tax Exemption Program (NAPTEP) offers a 65% property tax reduction on the protected portion of land when landholders place a conservation covenant on land with the Islands Trust Conservancy. The program is unique to the Islands Trust Area in British Columbia.
- B.C. is the most biologically-diverse province in Canada – but it is also a hotspot for biodiversity loss.
 - More than 100 species listed in the federal *Species at Risk Act* as being at risk of extinction are found in the Islands Trust Area. Protecting habitat is one of the best ways to prevent species from becoming at risk of extinction and aid in the recovery of those currently at risk.

Press Assets

Media has been made available for download to support this news release. You can [access these assets here](#).

Please use only the images identified in the **Islands Trust Conservancy Media Assets** gallery in support of this story with credit to appropriate authors (in the file name).



Contact

For all media enquiries please contact Micaela Yawney, Communications Specialist, Islands Trust Conservancy, 250-405-5183, myawney@islandstrust.bc.ca



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

File Number	Applicant Name	Date Received	Purpose
LA-SUB-2020.1	Fern Road Consulting Ltd. - Rachel Hamling	28-Aug-2020	PIDs: 026-666-464 and 000-232-335 Five lot subdivision. Civic address: Rocky and Weldon Roads, Lasqueti Island, BC

Planner: Stephen Baugh

Planning Status

Status Date: 04-Apr-2023

Revised referral response sent.

Status Date: 03-Apr-2023

received revised plans from applicant.

Status Date: 27-Mar-2023

Revised referral response sent in response to PLR extension.

Islands Trust

LTC EXP SUMMARY REPORT F2024
Invoices posted to Month ending May 2023

		<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
640 Lasqueti	Invoices posted to Month ending May 2023			
65000-640	LTC "Trustee Expenses"	59.00	0.00	59.00
LTC Local				
65200-640	LTC - Local Exp - LTC Meeting Expenses	392.00	315.10	76.90
65210-640	LTC - Local Exp - APC Meeting Expenses	333.00	198.65	134.35
65220-640	LTC - Local Exp - Communications	250.00	0.00	250.00
65230-640	LTC - Local Exp - Special Projects	271.00	0.00	271.00
TOTAL LTC Local Expense		1,246.00	513.75	732.25
Projects				
73001-640-2015	Lasqueti OCP/LUB	4,000.00	0.00	4,000.00
		4,000.00	0.00	4,000.00

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	<p>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:</p> <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> ○ 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.

No	Meeting Date	Resolution No.	Issue	Policy
5.	February 25, 2019	LA-2019-IC-003	Staff & Trustee at APC meetings	<p>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.</p>
6.	February 24, 2020	LA-2020-003	First Nations Reconciliation	<p>It was MOVED and SECONDED, that the Lasqueti Island Local Trust Committee adopt the following standing resolution with respect to First Nations in the Local Trust Area:</p> <p>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 Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples, 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:</p> <ul style="list-style-type: none"> 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, 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.
7.	June 6, 2022	LA-2022-022	Meeting notification	<p>It was MOVED and SECONDED, that Lasqueti Island Local Trust Committee adopt the following standing resolution with respect to public notification of changes in Local Trust Committee meeting times, dates, or venues: Changes in meeting start times, dates, and/or venues shall be posted five business days prior to the meeting time on the Islands Trust website, on a notice board on island that is accessible to the public, and on a building entrance of the original and new venue if the venue is being changed.</p>

Active Projects Report

Lasqueti Island

1. OCP/LUB Review

Responsible

Dates

A comprehensive review of the Lasqueti Island Official Community Plan and Land Use Bylaw.

Stephen Baugh

Rec'd: 08-Jan-2018

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).

LTC endorsed revised OCP/LUB Review Project Charter v.4.4 (April, 2020).

Added April 11, 2022: Add a definition of 'community benefit' to the project.

Added June 6, 2022: Consider new or updated zoning that would allow 'community use' and specifically the renting out of meeting space as a permitted use.

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

2. Amend the Meeting Procedures Bylaw

Responsible

Dates

Amend Meeting Procedures Bylaw 100 by adding language on notification of changes in meeting dates, times, and venues, consistent with the standing resolution, and by amending Section 21 regarding delegations.

Stephen Baugh

Rec'd: 06-Jun-2022

Updated August 29, 2022: Staff to bring a report back on options for submission for delegation materials and meeting notice for new meetings consistent with standing resolution 2022-022 in the meeting procedure bylaw. (Submission of documents before agenda package is published or at the meeting.)



Print Date: July 18, 2023

Follow Up Action List

Active Projects Report

Lasqueti Island

Future Projects Report

Lasqueti Island

1. <i>Advocacy and Communications</i>	Responsible	Date Received
Apply for Community to Community grant funding to support a relationship-building event with First Nations with interests in the Lasqueti Local Trust Area.		29-Aug-2022
2. <i>LUB</i>	Responsible	Date Received
3. <i>OCP</i>	Responsible	Date Received
4. <i>OCP & LUB</i>	Responsible	Date Received
Shoreline Management Plan: - Develop a plan for managing mooring buoys and road access to the shoreline in Scottie Bay; - Community mapping of values along the shorelines of Lasqueti Island.		29-Aug-2022
5. <i>Administrative</i>	Responsible	Date Received



Future Projects Report

Lasqueti Island

6. *Bylaw Enforcement*

Responsible

Date Received