



Lasqueti Island Local Trust Committee

Regular Meeting Agenda

Date: December 11, 2023
Time: 11:00 am
Location: Electronic Meeting

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 Engagement | |
| 4. | TOWN HALL | 11:20 AM - 11:30 AM | |
| 5. | MINUTES | 11:30 AM - 11:35 AM | |
| | 5.1 | Local Trust Committee Minutes dated October 23, 2023 - for adoption | 4 - 11 |
| | 5.2 | Section 26 Resolutions-Without-Meeting Report dated November 30, 2023 | 12 - 12 |
| | 5.3 | Advisory Planning Commission Minutes - none | |
| 6. | BUSINESS ARISING FROM MINUTES | 11:35 AM - 11:45 AM | |
| | 6.1 | Follow-up Action List dated November 30, 2023 | 13 - 15 |
| 7. | APPLICATIONS AND REFERRALS - none | | |
| 8. | LOCAL TRUST COMMITTEE PROJECTS | 11:45 AM - 12:40 PM | |

8.1	Minor Project: Lasqueti Meeting Procedures Bylaw No. 102 - for Consideration of Adoption	16 - 17
	That Lasqueti Island Local Trust Committee Bylaw No. 102 cited as "Lasqueti Island Local Trust Committee Meeting Procedure Bylaw, 2022, Amendment No. 1, 2023", be adopted.	
8.2	Minor Project: Official Community Plan / Land Use Bylaw Review - Staff Report	18 - 40
9.	DELEGATIONS	12:40 PM - 12:50 PM
9.1	Karl Darwin from Lasqueti Island Ratepayer's Association regarding Docks	41 - 43
~ BREAK 12:50 PM - 1:20 PM ~		
10.	CORRESPONDENCE	1:20 PM - 1:25 PM
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>	
10.1	Email dated October 14, 2023 from M. Laviolette regarding Private Dock at Scotty Bay	44 - 44
10.2	Letter dated November 2, 2023 from Ministry of Municipal Affairs regarding Protocol Agreement between Islands Trust Council and Snaw-naw-as Nation	45 - 45
11.	NEW BUSINESS - none	
12.	REPORTS	1:25 PM - 1:45 PM
12.1	Trust Conservancy Report - none	
12.2	Applications Report dated November 30, 2023	46 - 46
12.3	Trustee and Local Expense Report dated October, 2023	47 - 47
12.4	Adopted Policies and Standing Resolutions	48 - 50
12.5	Local Trust Committee Webpage	
12.6	2024 LTC Meeting Schedule - Staff Report	51 - 52
13.	WORK PROGRAM	1:45 PM - 1:55 PM
13.1	Active Projects Report dated November 30, 2023	53 - 53
13.2	Future Projects Report dated November 30, 2023	54 - 55
14.	UPCOMING MEETINGS	

14.1 Next Regular Meeting Scheduled To Be Decided

15. CLOSED MEETING

1:55 PM - 2:10 PM

15.1 Motion to Close the Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1)(f) for the purpose of considering:

- (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

and that the Recorder and Staff attend the meeting.

15.2 Recall to Order

16. ADJOURNMENT

2:10 PM - 2:10 PM



Lasqueti Island Local Trust Committee

Minutes of Regular Meeting

Date: October 23, 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: Renée Jamurat, Regional Planning Manager by Zoom
Marlis McCargar, Island Planner by Zoom
Ian Cox, Island Planner by Zoom
Warren Dingman, Bylaw Compliance & Enforcement Manager by Zoom
Katherine Vogt, Recorder by Zoom

Others Present: Andrew Fall, Regional Director by Zoom
There were approximately five (5) members of the public and no members of the media in attendance.

1. CALL TO ORDER

Chair Elliott called the meeting to order at 11:00 a.m. She acknowledged that the meeting was being held on the territory of the Coast Salish First Nations. She introduced herself, Trustees, Staff, and Recorder; and welcomed members of the public.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- add item 11.1 “Bylaw Enforcement on Lasqueti Island”
 - discuss item 11.1 after Item 3.2.

By general consent the agenda was adopted as amended.

3. REPORTS

3.1 Trustee Reports

Trustee Peterson reported on the following:

- As a member of the Programs Committee, working on the updated Policy Statement; and working on the Stewardship Education Speaker Series for the topics of groundwater and fire mitigation.
- As a member of the Financial Planning Committee, working on the business cases for the 2024/2025 fiscal year.
- As a member of the Governance Committee, working on interpretations of the Islands Trust mandate as well as discussions on the new strategic corporate planning process.
- Attendance at the September Trust Council meeting at which it was agreed that all elements of the Trust mandate be given consideration; also at this meeting, the Office of the Ombudsman's report on bylaw enforcement was endorsed and referred to the Regional Planning Committee.
- Attendance at the Union of BC Municipalities (UBCM) conference in September as a member of the Executive Committee which included sessions on Reconciliation and implementation of the United Nations Declaration on the Rights of Indigenous Peoples; and sessions on transportation; and positive meetings with the Minister of Municipal Affairs and the Minister of Transportation and Infrastructure (MOTI) regarding future cooperation for Trust specific needs.
- A recent follow-up email from Trustee Peterson to MOTI Minister Rob Fleming expresses concerns about the automatic renewal in the spring of the Western Pacific Marine ferry contract in the absence of public consultation; and requests that the Minister review the situation.

Trustee Lironi reported on the following:

- Working as an Islands Trust representative for the Shellfish Aquaculture Management Advisory Committee to encourage smaller farms to get involved with the process.
- Attendance at the September Trust Council meeting on North Pender Island.
- Attendance at a meeting of the Regional Planning Committee at which housing issues were the focus.
- Expressed concerns regarding ongoing Lasqueti ferry issues.

3.2 Chair's Report

Chair Elliott reported on the following:

- As a member of the Financial Planning Committee, working on business cases and draft budgets.
- Attended as a member of the newly formed Reconciliation Learning Group, the group's first meeting, led by the new Islands Trust Senior Indigenous Relations Advisor Robyn Kefi, on October 2, 2023, which was the Canadian statutory holiday for the annual National Day for Truth and Reconciliation

- The September Trust Council meeting visioning process did not yet achieve a vision statement and is awaiting further input from First Nations.
- The Islands Trust will be offering funding for the first time for unstructured groups within the Trust area to provide their visions for the future of their communities.

3.3 Electoral Area Director's Report

Director Fall reported on the following:

- The qathet Regional District will be updating its community wildfire resilience plan. A status update of this project could be provided for the next Protocol Meeting

4. TOWN HALL

Members of the public asked or spoke on the following:

- The minutes of the last meeting record that there were no members of the media in attendance; however, there was one local member of the media in attendance.
 - Trustee Peterson offered to seek greater clarity on what the Islands Trust policy was regarding media presence and criteria for being considered a media representative.
 - A member of the public noted that other citizens of Lasqueti may also consider themselves members of the media, so if one local is considered a member of the media, others may need to be included.
- Regarding the fifth bullet point under Town Hall in the last July 26, 2023 minutes which states: "Regarding an email received from Trustee Lironi about lost stuff;" the word "received from" should be restated as "sent by."
 - Trustee Lironi clarified that the statement was correct as she had both received and sent an email.
- Why are some topics that come up in social media not permitted to be talked about by the LTC?
 - Manager Dingman responded that local Trustees cannot comment on any cases that are before the court because that may jeopardise the proceedings, and it is against Trust policy for Trustees to comment. Questions should be directed to staff. Manager Dingman can be contacted directly for information.
- Why was the last Rise and Report silent about the LTC in-camera decision to go to court? Whatever the case, this is an important budgetary decision.
 - Manager Dingman clarified that there was no policy prohibition on reporting that a court action had been decided on, it is at the discretion of the LTC. The LTC could have offered a press release; but there was no request for a press release from the LTC for their latest court action decision. Many cases on the larger islands are not announced by press releases. Other cases have greater public interest. Press releases are prepared by communications staff and reviewed by legal counsel.
- Local LTC budgets for meeting expenses seem to have shrunk and are incongruent with what is needed. Is this an aim to reduce the overall Trust-wide budget?

- The Chair noted that LTC budgets are considered on a Trust-wide basis.
- Trustee Peterson offered to review LTC budgets across the Trust area for clarification.
- Is there an Islands Trust process by which a member of the public could file a complaint regarding Trust bodies or trustees?
 - The Chair noted that the Chair of Islands Trust deals with complaints regarding trustee and Trust bodies and could be contacted.
 - The Chair read out the process by which a complaint could be made to the Chair of Islands Trust which can be found at: <https://islandstrust.bc.ca/about-us/accountability/administrative-fairness/>
- What happens if the LTC uses up their meeting expense budget?
 - A Trustee noted that there was a reserve fund to maintain critical business expenses.

LA-LTC-2023-039

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to report back on policy or requirements for identifying members of the media in regular meeting minutes.

CARRIED

5. MINUTES

5.1 Local Trust Committee Minutes dated July 26, 2023 - for adoption

By general consent the minutes of the Lasqueti Local Trust Committee Meeting of July 26, 2023 were adopted.

5.2 Section 26 Resolutions-Without-Meeting Report - none

5.3 Advisory Planning Commission Minutes dated April 20, 2023 - for receipt

The Advisory Planning Commission (APC) meeting on April 20, 2023 did not follow open meeting and/or notification policy, resulting in it not being considered a meeting.

Trustees received the APC minutes for information.

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated October 13, 2023

Received for information.

7. APPLICATIONS AND REFERRALS - none

8. LOCAL TRUST COMMITTEE PROJECTS

8.1 Minor Project: Correction to Lasqueti Island Local Trust Committee Meeting Procedure Bylaw - Staff Report

Planner McCargar presented the staff report prepared by Planner Baugh that explains that the updated Meeting Procedures Bylaw passed at the last meeting was afterwards found to contain staff formatting errors that have since been corrected to follow best practices for bylaw drafting. These corrections do not change the intent of the bylaw.

LA-LTC-2023-040

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee Bylaw No.102, cited as “Lasqueti Island Local Trust Committee Meeting Procedure Bylaw, 2022, Amendment No. 1, 2023,” be read a first time.

CARRIED

LA-LTC-2023-041

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee Bylaw No.102, cited as “Lasqueti Island Local Trust Committee Meeting Procedure Bylaw, 2022, Amendment No. 1, 2023,” be read a second time.

CARRIED

LA-LTC-2023-042

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee Bylaw No.102, cited as “Lasqueti Island Local Trust Committee Meeting Procedure Bylaw, 2022, Amendment No. 1, 2023,” be read a third time.

CARRIED

LA-LTC-2023-043

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee Bylaw No.102, cited as “Lasqueti Island Local Trust Committee Meeting Procedure Bylaw, 2022, Amendment No. 1, 2023,” be forwarded to the Executive Committee for approval.

CARRIED

9. DELEGATIONS - none

10. CORRESPONDENCE

10.1 Email dated August 23, 2023 regarding United Way Better at Home Program from C. Baldwin

Trustee Peterson, as a board member of the Lasqueti Island Last Resort Society, updated that since this email from C. Baldwin, the Last Resort Society has been notified that Lasqueti Island has been selected to be part of the United Way Better at Home Program, which provides non personal care assistance for seniors, such as firewood and yard maintenance; and is welcome news for local seniors hoping to age in place.

Trustees received the letter for information.

11. NEW BUSINESS

11.1 Bylaw Enforcement on Lasqueti Island

Trustee Peterson read out a one-page document on bylaw enforcement of the Official Community Plan and Land Use Bylaw on Lasqueti Island, noting that Lasqueti does not have a bylaw enforcement notification bylaw.

Chair Elliott explained to members of the public that the Local Trust Committee (LTC) was not able to comment on individual cases involving bylaw enforcement litigation and could not hear any comments from the public on matters before the court.

Bylaw Enforcement Manager Dingman noted the following:

- There are currently six open files on Lasqueti, with 5 of them on hold or in abeyance with no new evidence or complaints to move forward with them.
- There are approximately ten docks around Lasqueti that are all permitted in the Land Use Bylaw (LUB) with specific location references and land use file numbers given.
- The file regarding a new dock in Scotty Bay installed in 2019 without the proper (LUB) rezoning was opened in 2019 following a complaint; in early 2020 a demand letter was sent to the property owner from Islands Trust legal counsel after attempts to gain compliance were unsuccessful; a rezoning application was submitted by the property owner to the previous LTC but was declined for being inconsistent with the Official Community Plan (OCP). The owner then indicated that they wished to submit a new rezoning application to a newly elected 2022 LTC. There is currently a new rezoning application from the property owner before the Islands Trust and the property owner has retained legal counsel, who are in communication with Islands Trust legal counsel, and the matter is before the courts.
- The current LTC will have an opportunity to review the new rezoning application that the property owner submitted to the Islands Trust sometime after November of 2021; Bylaw 35 required that the property owner wait a year before submitting a new application.
- The Notice of Claim against the property owner is a public document that can be obtained from the online Court Registry for a \$12.00 fee. Go to justice.gov.bc.ca to search for civil cases by area or by the property owner's name; or Manager Dingman can be contacted by email for the information.

12. REPORTS

12.1 Trust Conservancy Report dated - none

12.2 Applications Report dated October 13, 2023

12.3 Trustee and Local Expense Report dated August 2023

Trustee Peterson offered to review the expense report for clarification.

12.4 Adopted Policies and Standing Resolutions

12.5 First Nations Report

Chair Elliott reported that letters to all the First Nations in the Trust Area went out in August of this year for the purpose of introducing Trustees and current LTC projects. The Senior Intergovernmental Policy Advisor will follow up with requests for person-to-person meetings.

Chair Elliott will explore the possibility of having a First Nations Elder open a Lasqueti LTC meeting in January 2024.

12.6 Local Trust Committee Webpage

LA-LTC-2023-044

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to post the Bylaw Enforcement on Lasqueti document to the Local Trust Committee webpage.

CARRIED

Trustee Peterson clarified that the Bylaw Enforcement on Lasqueti document referred to the document he read out at the beginning of the meeting, of which copies could be provided to staff.

12.7 Model Strategy for Antenna Systems - Amendment to include Standing Resolution language on First Nations engagement - Staff Report

Planner Cox presented the staff report that recommends that Trustees request that staff prepare a revised version of the Model Strategy for Antenna Systems to include First Nation consultation requirements.

LA-LTC-2023-045

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to prepare revisions to the Model Strategy for Antenna Systems in consideration of adoption by including the language used in standing resolution LA-LTC-2023-027.

CARRIED

Planner Jamurat clarified that staff could focus on the Model Strategy for Antenna Systems Minor Project when the OCP/LUB Minor Project was stalled.

13. WORK PROGRAM

13.1 Active Projects Report dated October 13, 2023

The Chair noted that the Model Strategy for Antenna Systems Minor Project had been added to the Active Projects list.

13.2 Future Projects Report dated October 13, 2023

Received for information.

Director Fall joined the meeting at 12:24 pm.

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for Monday, December 11, 2023 at 11:00 am and will be held electronically

15. ADJOURNMENT

By general consent the meeting was adjourned at 12:36 pm.

Tobi Elliott, Chair

Certified Correct:

Katherine Vogt, Recorder



Resolutions Without Meetings Log

Lasqueti Island

Resolution Number	Action	Date
<p>2023-002</p> <p>Press Release and Bylaw Enforcement Report</p> <p>"That the Lasqueti Local Trust Committee request Staff to prepare a press release regarding the legal action against John Carey, Tracee Carey, and Carey Development LTD and that an additional document with specific Lasqueti Local Trust Committee bylaw enforcement details be prepared and vetted for public release, with the assistance of Young Anderson Barristers & Solicitors".</p>	Carried	19-Oct-2023
<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>	Carried	01-Jun-2023

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

08-May-2023

Activity	Responsibility	Dates	Status
<p>1 Send Interim OCP referral status update to FNs with interest in the Lasqueti LTA</p>	Stephen Baugh		Completed
<p>2 Schedule meeting between the LA LTC and Snaw-naw-as First Nation to discuss OCP Bylaw No. 98.</p>	Stephen Baugh		In Progress

Follow Up Action Report

Lasqueti Island

26-Jul-2023

Activity	Responsibility	Dates	Status
1 Staff report back with a high level technical analysis of the latest draft of the Lasqueti OCP, and the scope of the potential land use bylaw amendments that would be required.	Stephen Baugh		Completed

23-Oct-2023

Activity	Responsibility	Dates	Status
1 Request staff to report back on policy or requirements for identifying members of the media in meeting minutes. Is a media representative required to to have certain qualifications? UPDATE: Identifying media representatives is not necessary in the LTC meeting minutes, will remove from 'Others Present' section of minutes template.	David Marlor Nadine Mourao	Target: 11-Dec-2023	Completed
2 That the Lasqueti Island Local Trust Committee Bylaw No. 102, cited as "Lasqueti Island Local Trust Committee Meeting Procedure Bylaw, 2022, Amendment No. 1, 2023", be read a first, second and third time. Bylaw No. 102 be forwarded to the Executive Committee for approval.	Nadine Mourao Stephen Baugh		Completed
3 Post the 'Bylaw Enforcement on Lasqueti' Document to IT webpage. <i>Posted to "News" at the bottom of the Lasqueti Home Page".</i>	Wil Cottingham		Completed



Follow Up Action Report

Lasqueti Island

23-Oct-2023

Activity	Responsibility	Dates	Status
<p>4 Request staff to prepare revisions to the Model Strategy for Antenna Systems in consideration of adoption by including the language used in standing resolution LA-LTC-2023-027. Add this to the active projects list. LTC would like this project prioritized over the OCP/LUB review, only if the OCP project is at a place that it can be easily put on hold without any significant delays. Staff to determine project management and the best way forward.</p>	Stephen Baugh		In Progress

**LASQUETI ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 102
Schedule No. 1**

1. **Section 4**, is amended by adding the following text after “local trust area.”:

“For any changes in regular business meeting start times, dates, and/or venues that are decided after an agenda is posted (5 business days in advance of the meeting), notice of these changes shall be reposted as soon as possible but, a minimum of 48 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.”

2. **Section 21**, is amended by deleting the words “fourteen (14) calendar days” and replacing them with “ten (10) calendar days.”



File No.: Lasqueti OCP/LUB Review Project

6500 LTC Work Program

DATE OF MEETING: December 11, 2023
TO: Lasqueti Island Local Trust Committee
FROM: Stephen Baugh, Island Planner
Northern Team
COPY: Renée Jamurat, Regional Planning Manager
SUBJECT: Lasqueti OCP/LUB Review Technical Analysis

RECOMMENDATION

1. That the Lasqueti Island Local Trust Committee approve the Project Charter version 6.0, for the Lasqueti Island OCP Review Project.
2. That the Lasqueti Island Local Trust Committee request staff to prepare amendments to proposed Bylaw No. 98 cited as “Lasqueti Island Official Community Plan, 2020” so that the bylaw meets Islands Trust Policy Statement directive policies and to satisfy *Local Government Act* requirements.
3. That the Lasqueti Island Local Trust Committee request staff add the following to the future projects list:
 - a. Land Use Bylaw review;
 - b. Official Community Plan update in regards to Consistency with the Regional Conservation Plan, Coastal Douglas-Fir Toolkit, and additional topics recommended by the Lasqueti Community Association Official Community Plan Steering Committee; and
 - c. Official Community Plan and/or Land Use Bylaw Subdivision regulations related to lot size, proof of water and public access to the foreshore.

REPORT SUMMARY

This staff report describes the current status of the OCP/LUB Review Project, provides a technical analysis of the Proposed Official Community Plan (OCP) Bylaw No. 98 and highlights the scope of Land Use Bylaw (LUB) amendments that would implement the proposed OCP Bylaw. The technical analysis reviews the proposed OCP Bylaw No. 98 with regards to its consistency with the project charter, Islands Trust Policy Statement and the *Local Government Act*. The technical review is divided into five parts under separate headings:

- Bylaw No. 98 Compared to Current OCP Bylaw No. 77
- Revising the Project Charter
- Remaining Work on Consistency with the Islands Trust Policy Statement

- Remaining Work on Consistency with the Local Government Act
- Other Bylaw Review Items

Staff recommend that the LTC endorse a revised version of the project charter with a reduced project scope and that the LTC add the Land Use Bylaw review, targeted OCP update, and updating subdivision regulations to the future projects list. Additionally, staff recommend the LTC request staff to draft amendments to proposed OCP Bylaw No. 98 to ensure consistency with the Islands Trust Policy Statement and the *Local Government Act*.

BACKGROUND

At their July 2023 Regular Business meeting, the Lasqueti LTC requested staff to bring a report on the Proposed Lasqueti OCP bylaw:

LA-LTC-2023-037

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

that the Lasqueti Island Local Trust Committee request that planning staff report back with a high level technical analysis of the latest draft of the Lasqueti OCP (version 3, 4.0, 4.1), and the scope of the potential land use bylaw amendments that would be required.

The proposed OCP, Bylaw No. 98, has been drafted and has been given first and second reading. Bylaw No. 98 is also identified as version 2.3. A version 2.4 and 2.4.1 were drafted to show how proposed amendments would appear in Bylaw No. 98 but, were not given bylaw readings. There is no version 3, 4.0 or 4.1, which are mistakenly referenced in the resolution.

Version 2.4 and 2.4.1 were included in a staff report in August 2022:

- Version 2.4 showed amendments that would address some of the public comments received and remove policies identified by the Ministry of Forests, Land, Natural Resource Operations and Rural Development (FLNRORD) as policies of concern.
- Version 2.4.1 was the same as version 2.4 except that it retained the FLNRORD policies of concern.

Version 2.3 is the only version of the bylaw that has been given readings and will be referred to as 'proposed Bylaw No. 98 for clarity.

CURRENT STATUS - Bylaw Amendment Process:

The Lasqueti OCP/LUB Review Project is intended to review and update the Lasqueti OCP and LUB. The OCP and LUB are each land use planning bylaws. A bylaw such as that proposed in this project must go through a legislated process before they become legal documents. Typically, a project begins with engagement that helps to identify or illuminate issues or opportunities that can be addressed through bylaw amendments. Then, bylaws are drafted that give language to the proposed solution and the legislative process begins. Statutory processing requirements for adopting an OCP bylaw in the Islands Trust include, in order:

1. First Reading by the LTC;
2. Referral to First Nations and agencies;
3. Second Reading by the LTC (Bylaw No. 98 was given 2nd reading in October 2021);
4. Public Hearing;
5. Third Reading by the LTC;

6. Executive Committee Approval (consistency with Islands Trust policies, including the Islands Trust Policy Statement) ;
7. Ministry Approval;
8. Adoption by the LTC.

Bylaw readings signify the LTC’s approval of the bylaw and although amendments to bylaws after first reading can occur, they are generally minor in nature and are within the scope and purpose of the project. The proposed Bylaw No. 98 has been given first and second readings. Referrals were also sent to First Nations and agencies.

Referrals for Lasqueti OCP Bylaw No. 98:

Some referral responses have included comments that could lead to changes to the bylaw. In particular, the responses from Snaw-naw-as Nation and FLNRORD.

Snaw-naw-as Nation has expressed a desire to meet with the LTC to discuss the bylaw and a protocol agreement with the Nation was recently approved by the minister. Implementing the protocol agreement will establish a working group with Snaw-naw-as Nation where the proposed OCP bylaw could be discussed. This work is ongoing.

FLNRORD (now reformed into 2 ministries: the Ministry of Forests, and the Ministry of Land, Water and Resource Stewardship), has stated that they do not support some of the policies that refer to crown lands. The LTC has deferred a referral to the Advisory Planning Commission on this topic until discussion with First Nations on the proposed OCP bylaw has occurred.

ANALYSIS – Technical Review of OCP

Bylaw No. 98 Compared to Current OCP Bylaw No. 77:

Although Bylaw No. 98 is drafted as a completely new bylaw to replace the existing OCP, Bylaw No. 77, many of the policies from the existing OCP Bylaw have been retained. When compared with the existing OCP Bylaw No. 77, the most significant changes proposed in Bylaw No. 98 are to:

- Add a definitions section;
- Add introductory language, including language about First Nations;
- Alter the formatting, including relocating some objectives and policies under new headings;
- Add new land use designations for Marine (M) and Parks and Protected Areas (PPA);
- Add policies related to environmental stewardship, resource stewardship and residential land use;
- Remove some policies related to commercial and industrial lands and resource stewardship; and
- Add some objectives and advocacy policies related to a variety of topics.

Revising the Project Charter:

Since 2018, the project charter has undergone a series of changes throughout the life of this OCP review project. Additionally, in April of 2020 the LTC separated the project into several “subprojects” in order to conform to the minor project definition. The way this was reflected in the project charter was not clear and the following topics are still included in the current project charter even though the previous LTC had decided to defer these bylaw updates:

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

- Update OCP in regards to Consistency with the Regional Conservation Plan and Coastal Douglas-Fir Toolkit, and;
- Explore additional remainder topics as recommended by the Lasqueti Community Association OCP steering committee.

The result of this is that some of the objectives of the project, such as those listed above, are not achieved by the proposed OCP bylaw although they are still listed as being within the scope of the current project.

The current project charter includes both an OCP update and a LUB update, and under Policy 5.9.1, the scope is larger than a minor project.

As a result, staff are recommending the project charter be amended to remove the topics above and LUB review. The proposed project charter can be found in Attachment 1 and also contains updates to some of the wording to more accurately reflect what has occurred for the project so far and the proposed work plan. All of the topics that are proposed to be removed are recommended to be added to the future projects list.

Amending the project charter will allow work to continue on the OCP, and the other aspects of the project can be added to the future projects list for tracking. These can be taken on as projects once the OCP has been adopted.

Remaining Work on Consistency with the Islands Trust Policy Statement:

The Islands Trust Policy Statement (ITPS) contains a number of policies requiring certain topics be addressed in LTC Bylaws. This is based on the *Islands Trust Act* which states that a bylaw must not be approved by the Executive Committee if it is contrary to or at variance with the Trust Policy Statement. The ITPS states “...where a certain policy requires a local trust committee to address a particular matter, the official community plan must contain policies that implement the policy stated by Trust Council or the plan must set out explicitly the reasons and justifications for local policies that do not do so.”

Staff have completed a review of the ITPS directive policies for proposed Bylaw No. 98 and note that the following directive policies have not been met in the proposed OCP bylaw since the plan neither addresses these topics nor, sets out the reasons and justifications for why they are not addressed:

4.1.6. Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse effects on agricultural land.

4.1.9. Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.

5.8.6. Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community’s current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

The complete ITPS Directives Checklist is included as Attachment 2. Amendments to the proposed OCP Bylaw No. 98 will be required in order to ensure it is consistent with the ITPS. Staff are recommending the LTC request staff draft amendments to the proposed OCP Bylaw No. 98 to ensure the bylaw is consistent with the directive policies in the ITPS.

Remaining Work on Consistency with the Local Government Act:

Section 473 of the *Local Government Act* contains requirements for content that must be included within all Official Community Plans that are adopted across the province. Proposed Bylaw No. 98 contains most, but not all, of these legislated requirements. Specifically, the following items are currently absent from the proposed bylaw:

- The location of present and proposed public facilities, including schools, parks and waste treatment and disposal sites; and
- Targets for the reduction of greenhouse gas emissions in the area covered by the plan.

A complete review of these requirements with respect to the proposed bylaw can be found in Attachment 3.

Additionally, the *Local Government Act* includes optional policy statements that are not required in an OCP such as policies relating to social needs of the community or the preservation, protection and enhancement of the natural environment. For matters not within the jurisdiction of the local government the OCP may only state the broad objective of the local government with respect to that matter. Staff have conducted this analysis of advocacy policies and identified four advocacy policies that should be amended to state only the broad objective of the LTC, these policies are identified in Attachment 3. Staff are recommending the LTC request staff draft amendments to the proposed OCP Bylaw No. 98 to ensure the bylaw meets the minimum requirements of the *Local Government Act*.

Other Bylaw Review Items:

Although a comprehensive staff review was not conducted, in the course of the technical analysis of proposed Bylaw No. 98, staff note that there are editorial improvements that could be made with regards to the formatting, bylaw language, and the structure which are included as part of a bylaw review and best practice. Additionally there were a number of typos throughout the bylaw that need to be corrected. These minor revisions to improve readability will be brought forward for the next bylaw reading alongside other amendments to the Proposed Bylaw for LTC consideration.

ANALYSIS – Land Use Bylaw Review:

To this point, the project has focused on updating the Lasqueti OCP, and OCP policies are implemented through regulatory bylaws such as an LUB, and including a review of both bylaws as one project or sequential projects is ideal. The LTC has requested staff highlight the potential LUB amendments that would be required should Bylaw No. 98 be adopted as currently drafted. Staff have analysed the existing OCP Bylaw No. 77 and the proposed OCP Bylaw No. 98. Findings show that the Lasqueti LUB would generally need amendments related to the following in order to maintain consistency with the proposed OCP:

- Removing the criteria for temporary use permits for log dumps in the Marine General zone; and
- Updating subdivision regulations to reflect the desire for public highway access to water bodies.

In addition to the above, there may be existing OCP policies that have still not been fully implemented in the LUB, and additional staff analysis would be required to determine if this is the case. The current project charter also includes the following that may lead to LUB amendments:

- A technical analysis of the LUB;
- Updating subdivision regulations related to proof of water and public access to the foreshore;
- Updating references to minimum lot sizes at subdivision; and

- Consideration of expanding the Marine Conservation zone.

Currently, the LUB amendments are included in the work plan for a future phase of this project following adoption of the OCP Bylaw. **Staff recommend the project charter be revised and an LUB review and amendments be added to the future projects list.** An LUB review project could then be started following the adoption of the OCP Bylaw No. 98.

Issues and Opportunities

The current project charter contains several components that would need to be carried out following the conclusion of the OCP review under an established scope. These components could each be a project in and of themselves. **Staff recommend that these additional components be removed from the existing project charter and added to the future projects list.** This will simplify the project charter, clarify what this project entails and will keep the scope and timeline of the ongoing project properly captured as a minor project.

In addition to these recommendations, staff carried out a technical analysis of the proposed OCP Bylaw No. 98 and also **recommend that additional policy work be completed to ensure the bylaw is consistent with the Local Government Act and Islands Trust Policy Statement.**

Through the revised Project Charter v. 6.0, staff suggest changing the order of the bylaw amendments to instead be completed after the LTC completes the engagement steps related to the referral responses that were received from Snaw-naw-As Nation and FLNRORD. This is because the engagement comments may lead to further revisions.

ALTERNATIVES

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

1. Approve the project charter with changes

The LTC may revise the project charter to add or remove items at their discretion. Project charter amendments usually have implications on timeline, budget, and staff time. They may also impact the classification of the project as a minor project. Recommended wording for the resolution is as follows:

That the Lasqueti Island Local Trust Committee endorse the following revisions to the Project Charter version 6.0 by [describe changes].

2. 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. Recommended wording for the resolution is as follows:

That the Lasqueti Island Local Trust Committee request staff provide [identify information].

3. Receive for information

The LTC may receive the report for information. Should the LTC select this option, then the project timeline and deliverables will be delayed and subject to limited staff resources and budget within a minor project.

NEXT STEPS

If the LTC pursues the staff recommendation, staff will draft bylaw amendments, update the project charter and update future projects list.

Submitted By:	Stephen Baugh, Island Planner	November 23, 2023
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	November 30, 2023

ATTACHMENTS

1. Project Charter v.6.0 (for endorsement)
2. Islands Trust Policy Statement Directives Checklist
3. Local Government Act Requirements
4. Current Project Charter v.5.1

OCP/LUB Review Project - Charter v6.0

Lasqueti Island Local Trust Committee

Date: December 2023

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

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

Objectives

- Conduct a technical analysis of the OCP;
- Incorporate the results of 2018 engagement sessions held by the Lasqueti Community Association;
- Determine where policy/regulatory changes may be required to be consistent with First Nations relations and perspectives, the Local Government Act, Object of the Islands Trust and Islands Trust Policy Statement;
- Develop an ‘OCP Engagement Strategy’ to prioritize engagement topics and methodology to be undertaken in Phase 2;
- Undertake community engagement on engagement topics determined in Phase 1; and
- Develop, review, and adopt draft amending bylaws to update the OCP based on analysis and community engagement.

In Scope

Phase 1 Engagement

- Identify opportunities for inter-governmental collaboration respecting Treaty and First Nations rights throughout the OCP review. **TO DO**
- Planning staff to conduct a targeted technical analysis of the OCP and present findings for LTC consideration. **COMPLETED**
- Lasqueti Community Association OCP steering committee to prepare a summary document and presentation to the LTC on the results of the 2018/19 community engagement sessions. **COMPLETED**
- Work with the Advisory Planning Commission to develop an ‘OCP/LUB Engagement Strategy’ to clarify Phase 2 engagement topics and methodology based on technical analysis and community input to date. **COMPLETED**
- Implement the ‘OCP/LUB Engagement Strategy’. **COMPLETED**

Phase 2 Analysis and Bylaw Drafting

- Incorporate comments heard from First Nation into proposed OCP policies. **TO DO**
- Develop draft amending bylaws for the Official Community Plan incorporating the Lasqueti Community Association OCP steering committee recommendations. **TO DO**

Phase 3 Legislative Review and Early Bylaw Readings

- First Reading
- Referral of Proposed OCP
- Legislative Review. **TO DO**
- Second Reading

Phase 4 Final Readings and Bylaw Adoption

- Public Hearing. **TO DO**
- Third Reading of OCP. **TO DO**
- Approval by Executive Committee. **TO DO**
- OCP Bylaw adoption. **TO DO**

Out of Scope

- Cannabis regulations
- Review of consistency with Housing Needs Assessment
- Review of consistency with Agricultural Land Commission Act
- LUB Amendments
- Additional public engagement except for, outstanding referrals, First Nation discussions, statutory requirements and LTC meetings for bylaw adoption.

Project Team	
Regional Planning Manager	Project Sponsor
Island Planner	Project Manager / Planner
Legislative Clerk	Legislative Process / Bylaw Review
RPM and Island Planner	IT First Nations Liaison
First Nation	
Advisory Planning Commission/Community Groups	Community Representatives
RPM Approval: Date: November 29, 2023; July 23, 2018; Dec 17, 2018; May 14, 2019; Oct 28, 2019; Feb 24, 2020; April 27, 2020; March 2023; May 2023	LTC Endorsement: Resolution #: 2018-037; 2018-066; 2019-003; 2019-033; 2019-034; 2020-002; 2020-007; 2023-009; 2023-020; 2023-036

Budget		
Budget Sources:		
Fiscal	Item	Cost
2019-2020	Technical analysis of OCP and LUB; development of OCP/LUB engagement strategy; MoA water analysis	\$1,000
2020-2021	Community consultation; legislative process (community information meetings; public hearing; advertising) related to OCP amendments	\$3,000
2021-2022	Community consultation; legislative process (community information meetings; public hearing; advertising) related to Subdivision regulations	
2023	Community consultation; legislative process (community information meetings; public hearing; advertising), update project management documents, analysis, Protocol Agreement	\$4,000
2024	First Nation discussion, Legislative process (statutory referrals, public hearing, statutory notifications)	\$4,000
	Total	\$8,000

Lasqueti Island OCP/LUB Review Project Work Plan			
Category	Milestone/Deliverable	Completed/Targeted Date	Estimated Cost
Phase 1 – Engagement			
Project Planning	Initial Project Charter Endorsed	July 2018	\$1000
Engagement	Lasqueti Community Association Review of OCP	2018-January 2020	
Project Planning	LTC Endorses Phase 2 Project Charter	April 27, 2020	
Phase 2 – Analysis and Bylaw Drafting			
Engagement	Lasqueti Community Association Report referred to Advisory Planning Committee	June 2020	
Engagement	Two Community Information Meetings	September 2020	\$1000
Engagement	Bylaw drafted	October 2020	
Phase 3 – Legislative Review and Early Bylaw Readings			
Legislative Process	First Reading of OCP Bylaw No. 98	November 2020	
Legislative Process	Bylaw referred to First Nations, Local Governments, and other Agencies	November 2020-June 2021	
Legislative Process	Second Reading of Bylaw No. 98	June 2021, August 2021, October 2021	
Project Planning	LTC Endorses Revised Work Plan	May 8, 2023	
Technical	Resolve outstanding referral comments and amend bylaw as required	<i>Early 2024</i>	* Resolving comments on hold until ministerial approval of Protocol agreement (Minister approved in November 2023). * Includes Resolution # 2023-037 to complete technical analysis.
Technical	Legal Review of Proposed OCP Bylaw		\$2000
Legislative Process	LTC consider Bylaw referral to agencies impacted by amendments if required		
Legislative Process	LTC consider Bylaw Amendments for second reading	<i>Mid 2024</i>	

Phase 4 – Final Readings and Bylaw Adoption

Engagement	Community Information Meeting and Public Hearing	<i>Mid 2024</i>	\$1000
Legislative Process	Third Reading	<i>Mid 2024</i>	
Legislative Process	Refer to Executive Committee	<i>Mid 2024</i>	
Legislative Process	Ministry Approval	<i>End 2024</i>	
Legislative Process	OCP Bylaw Adoption	<i>End of 2024</i>	



PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, Island Municipalities address certain matters in their official community plans, and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council’s guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council’s position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECKLIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is consistent with the policy from the Policy Statement, or
- ✘ if the bylaw is inconsistent (contrary or at variance) with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT	No.	DIRECTIVE POLICY
	3.1	Ecosystems
✓	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
✓	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
✓	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
✓	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
✓	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
✓	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
✓	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

CONSISTENT	No.	DIRECTIVE POLICY
	4.1	Agricultural Land
✓	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
✓	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
✗	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.
	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
✓	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
✗	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
✓	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
✓	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
✓	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.2.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of native biological diversity.
CONSISTENT	No.	DIRECTIVE POLICY

	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
✓	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
✓	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
✓	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
✓	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
✓	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
✓	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

CONSISTENT	No.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
✓	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
✓	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
✓	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
✓	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
✓	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
✓	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
✓	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
✓	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.
CONSISTENT	No.	DIRECTIVE POLICY

	5.5	Recreation
✓	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
✓	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
✓	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
✓	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
✓	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
✓	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
✓	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
✓	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
x	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

	POLICY STATEMENT COMPLIANCE
	<i>In compliance with Trust Policy</i>
x	<p>Not in compliance with Trust Policy for the following reasons:</p> <p>4.1.6 – Not addressed. 4.1.9 – Not addressed. 5.8.6 – Housing requirements must be addressed. Long-term needs for educational, community, health-related, cultural, and recreational facilities and services must be addressed.</p>

Local Government Act Requirements	OCP Bylaw No. 98 Sections that Address LGA	Comments	Addressed in Existing OCP Bylaw No. 77
473(1) An official community plan must include statements and map designations for the area covered by the plan respecting the following:			
(a) the approximate location, amount, type and density of residential development required to meet anticipated housing needs over a period of at least 5 years;	<p>Statements: Found in section 5.1 Land Base</p> <p>Map: Schedule B Land Based</p>	Land Based Designation shows approximate location of residential development. This area would likely be sufficient to meet anticipated housing needs over the next 5 years.	Land Based Designation shows approximate location of residential development. This area would likely be sufficient to meet anticipated housing needs over the next 5 years.
(b) the approximate location, amount and type of present and proposed commercial, industrial, institutional, agricultural, recreational and public utility land uses;	<p>Statement: None</p> <p>Map: Schedule B Land Based designation can include agricultural, residential, commercial or industrial uses. Parks and Protected Areas include recreational uses. Public utility land uses are not mapped.</p>		Satisfied, may not be adequate.
(c) the approximate location and area of sand and gravel deposits that are suitable for future sand and gravel extraction;	<p>Statement: 5.1.5.I. Permitted in the Land Based designation</p> <p>Map: Specific sites are not mapped but, Land Base designation allows gravel extraction.</p>		Satisfied
(d) restrictions on the use of land that is subject to hazardous conditions or that is environmentally sensitive to development	<p>Statement: 5.1.8 includes language encouraging limited development in hazard areas unless protective measures are taken but, it does not restrict the use of this land.</p> <p>Map: Not mapped, policy to encourage identifying these areas.</p>	No change in wording from existing bylaw	Satisfied
(e) the approximate location and phasing of any major road, sewer and water systems	<p>Statement: 4.4.9. is an advocacy policy related to Road systems. No identification of future road network. No sewer and water systems identified.</p> <p>Map: Major roads are shown on</p>	4.4.9. Objective and then (a) is the policy.	

	Schedule B, sewer and water systems are not shown.		
(f) the approximate location and type of present and proposed public facilities, including schools, parks and waste treatment and disposal sites	Statement: 4.2.8.a. meets requirement for type of parks, 4.3.4.c. states school building should be on-island, 4.4.14.b. states freestore should be maintained as park of waste management. Map: Not mapped		Type Satisfied but, no indication of location of parks or school. New Map Schedule required.
(g) other matters that may, in respect of any plan, be required or authorized by the minister.	No additional matters required.		
473(2) An official community plan must include housing policies of the local government respecting affordable housing, rental housing and special needs housing	No policies related to housing.	Housing objectives are stated in 4.3.7 but, do not have accompanying policies.	Satisfied
473(2.1) the local government must consider the most recent housing needs report the local government received, and the housing information on which the report is based,	Housing objectives stated in 4.3.7.	Reasonable to conclude the LTC has considered the housing needs assessment. No requirement to include particular information.	New requirement added since adoption of OCP Bylaw No. 77. Out of scope for this project.

<p>473(3) An official community plan must include targets for the reduction of greenhouse gas emissions in the area covered by the plan, and policies and actions of the local government proposed with respect to achieving those targets.</p>	<p>Climate Change Policies are contained in 4.1.8.</p>	<p>No change in wording from existing bylaw</p>	<p>Policies and actions are included. No specific target for the reduction of GHG's is stated.</p>
<p>473(4) In developing an official community plan, the local government must consider any applicable guidelines under section 582 [provincial policy guidelines].</p>	<p>None to consider.</p>		
<p>474(2) If a local government proposes to include a matter in an official community plan, the regulation of which is not within the jurisdiction of the local government, the plan may state only the broad objective of the local government with respect to that matter unless the minister has, under section 473 (1) (g), required or authorized the local government to state a policy with respect to that matter.</p>	<p>4.2.3.h. The Province is requested to designate all unencumbered Crown land on Lasqueti in a formal protected status.</p> <p>4.4.3.f. The qathet Regional District will adopt, amend, or repeal regional service establishment bylaws, or initiate withdrawal of a service, only with full consultation and support of the Community.</p> <p>4.4.3.h. The qathet Regional District Electoral Area Director representing Lasqueti Island should only consent on behalf of the electors to approval of a new regional service, or to significant modification or amendment of a regional service, if there is evidence of a clear majority of</p>		<p>Advocacy listed in the column to the left should be amended to state only the broad objective of the LTC.</p>

	<p>community support to justify not seeking approval via a referendum or an alternative approval process.</p> <p>4.4.3.i. The qathet Regional District Electoral Area Director representing Lasqueti Island should only initiate withdrawal of a regional service if there is evidence of a clear majority of community support for such withdrawal.</p>		
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OCP/LUB Review Project - Charter v5.1

Lasqueti Island Local Trust Committee

Date: July 2023

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

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

Objectives

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

Phase 2, 3 and 4 Objectives

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

In Scope

Phase 1 In-Scope

- Establish opportunities for inter-governmental collaboration for effective decision making respecting Treaty and First Nations rights throughout both phases of the OCP/LUB review. PENDING
- Planning staff to conduct a comprehensive technical analysis of the OCP and LUB and present findings for LTC consideration. PENDING
- Lasqueti Community Association OCP steering committee to prepare a summary document and presentation to the LTC on the results of the 2018/19 community engagement sessions. COMPLETED

Phase 2 In-Scope

- Update the Project Charter to reflect Phase 2 Scope of Project. COMPLETED
- Work with the Advisory Planning Commission to develop a ‘OCP/LUB Engagement Strategy’ to clarify Phase 2 engagement topics and methodology based on technical analysis and community input to date. COMPLETED
- Implement the ‘OCP/LUB Engagement Strategy’. COMPLETED
- Incorporate First Nation perspectives and recognition of Tla’amin Treaty rights into policy/regulatory options. PENDING
- Develop draft amending bylaws for the Official Community Plan incorporating the Lasqueti Community Association OCP steering committee recommendations. PENDING
- Legislative review, referrals and bylaw adoption of OCP updates PENDING

Phase 3 In-Scope

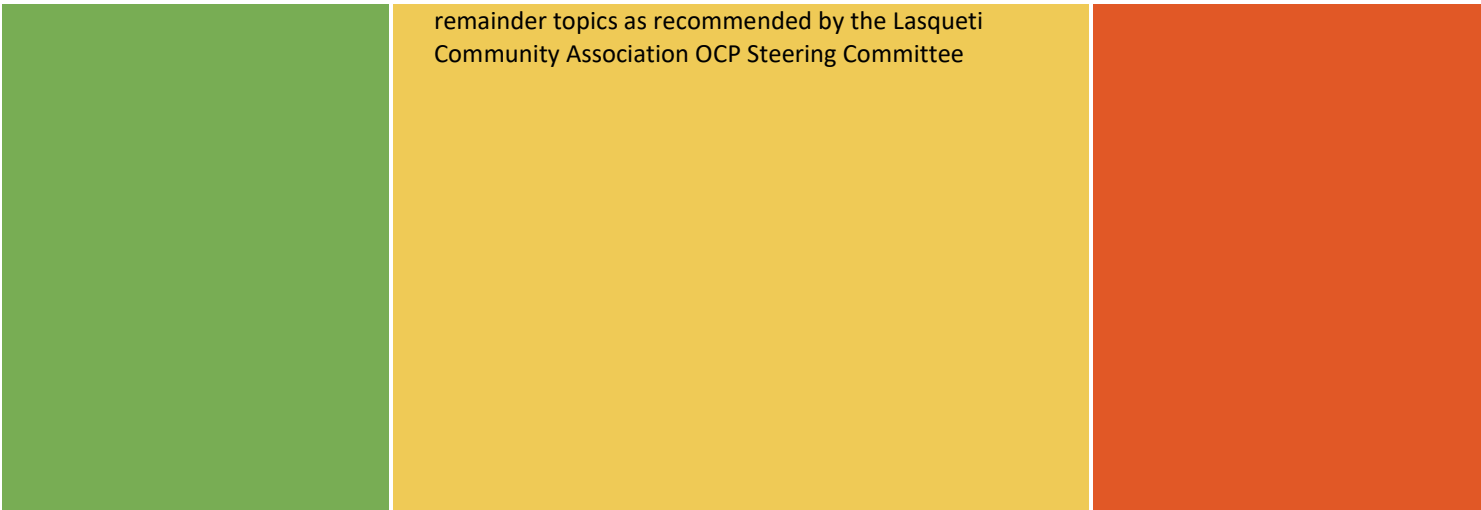
- Update subdivision regulations related to proof of water and public access to the foreshore.
- Update OCP and LUB with updated references to minimum lot sizes at subdivision to be 10 acres.
- Consider expanding Marine Conservation zone to appropriate areas.
- Legislative review, referrals and bylaw adoption.

Phase 4 In-Scope

- Update OCP in regards to Consistency with the Regional Conservation Plan, Coastal Douglas-Fir Toolkit, and explore

Out of Scope

- Cannabis regulations
- Review of consistency with Housing Needs Assessment
- Review of consistency with Agricultural Land Commission Act



remainder topics as recommended by the Lasqueti Community Association OCP Steering Committee

Project Team	
Regional Planning Manager	Project Manager / Project Sponsor
Planner 2	Planner
Legislative Clerk	Legislative Process / Bylaw Review
Senior Policy Advisor	IT First Nations Liaison
Tla'amin First Nation	Intergovernmental Collaboration
Advisory Planning Commission/Community Groups	Community Representatives
RPM Approval: Date: July 23, 2018; Dec 17, 2018; May 14, 2019; Oct 28, 2019; Feb 24, 2020; April 27, 2020; March 2023; May 2023	LTC Endorsement: Resolution #: 2018-037; 2018-066; 2019-003; 2019-033; 2019-034; 2020-002; 2020-007; 2023-009; 2023-020; 2023-036

Budget		
Budget Sources:		
Fiscal	Item	Cost
2019-2020	Technical analysis of OCP and LUB; development of OCP/LUB engagement strategy; MoA water analysis	\$1,000
2020-2021	Community consultation; legislative process (community information meetings; public hearing; advertising) related to OCP amendments	\$3,000
2021-2022	Community consultation; legislative process (community information meetings; public hearing; advertising) related to Subdivision regulations	
2023 – 2024	Community consultation; legislative process (community information meetings; public hearing; advertising) related to Subdivision regulations	\$3,000
	Total	\$7,000

Lasqueti Island OCP/LUB Review Project Work Plan			
Category	Milestone/Deliverable	Completed/Targeted Date	Estimated Cost
Phase 1			
Project Planning	Initial Project Charter Endorsed	July 2018	\$1000
Engagement	Lasqueti Community Association Review of OCP	2018-January 2020	
Project Planning	LTC Endorses Phase 2 Project Charter	April 27, 2020	
Phase 2 – OCP Bylaw			
Engagement	Lasqueti Community Association Report referred to Advisory Planning Committee	June 2020	
Engagement	Two Community Information Meetings	September 2020	\$1000
Legislative Process	First Reading of OCP Bylaw No. 98	November 2020	
Legislative Process	Bylaw referred to First Nations, Local Governments, and other Agencies	November 2020-June 2021	
Legislative Process	Second Reading of Bylaw No. 98	June 2021, August 2021, October 2021	
WE ARE HERE (May 8, 2023) – NEXT STEPS:			
Project Planning	LTC Endorses Revised Work Plan	May 8, 2023	
Technical	Resolve outstanding referral comments and amend bylaw as required	<i>For LTC Direction Summer 2023 (TBC)</i>	
Legislative Process	LTC consider Bylaw Amendments for second reading	<i>*Special Meeting August/September 2023</i>	
Legislative Process	LTC consider Bylaw referral to agencies impacted by amendments	<i>*Special Meeting August/September 2023</i>	
Technical	Legal Review of Proposed OCP Bylaw	October 2023	\$2000
Engagement	Community Information Meeting and Public Hearing	December 2023	\$1000
Legislative Process	Third Reading	December 2023	
Legislative Process	Refer to Executive Committee	December 2023	
Legislative Process	Ministry Approval	Early 2024	

Legislative Process	OCP Bylaw Adoption	Early 2024	
Future Phase 3 – LUB Bylaw Update (Minor Project)			
Project Planning	LTC Endorses Phase 3 Project Charter and Work Plan	2024-2025 Fiscal Year	
	Implement Work Plan		
Future Phase 4 – Targeted OCP Review (For consistency with Regional Conservation Plan and CDF Toolkit)			
Project Planning	LTC Endorses Phase 4 Project Charter and Work Plan		
	Implement Work Plan		

The Lasqueti Island Ratepayer's Association was established in 1997 in response to the inability of our elected representatives—the regional director or trustees—to be able to initiate a project without the advocacy of a community organization.

The purposes of the society are: (a) to provide direction to and liaison with other levels of government where the interests of property owners may be affected; and (b) to provide in general for the welfare of Lasqueti Island in any capacity deemed appropriate by the membership.

Pragmatically speaking, this mandate translates into identifying a problem and proceed to a solution with a minimal amount of democratic process.

To this end we were instrumental in initiating the construction of the multi-use barge ramp and obliquely conspired to help get the False Bay hill paved. Today we are involved in a court case to prevent the privatisation of Tucker Bay road.

Currently, there are ten locations where private docks are permitted under the current Land Use Bylaw. The criteria for the establishment of these locations is that they are inaccessible to a public road.

We propose that Land Use Bylaw 4.15 be changed to permit, in conjunction with the objectives in the Official Community Plan, to permit the construction of private docks on properties which are accessible by public road.

The principal objection to private docks is that they will proliferate in great numbers, detract from aesthetics of the shoreline and damage the marine ecology.

Let's count the locations where private docks might be built: Starting at Jenkins Bay and going around the island, they are: Jenkins Bay, Graveyard Bay, Richardson Bay, Boat Cove, Windy Bay, Rouse Bay,

(2)

Anderson Bay, Boho Bay, Long Bay, Tucker Bay, Conn Bay, Sandy Cove, West Point, Mine Bay, Scotty Bay, Maple Bay, Spring Bay, Cocktail Cove, Mud Bay and lastly, False Bay. Eight of the 20 locations go dry at low tide and three are exposed to high winds. This leaves nine remaining possible locations spread along an estimated 50 kilometres of shoreline.

Lasqueti, whether you like it or not, is not some ecologically endangered fairyland but a growing community with unique problems, one of which is the absence of an adequate public dock to accommodate the growing fleet of residential boats. If you doubt the community is growing, you need only count the parked cars in False Bay along with the 70 or so mooring buoys dotting the waters around the island.

The public dock in False Bay was the ideal location to accommodate the berthing of the 226-foot S. S. Cardena which served the island for decades. The occasional south-west gale-force wind had no effect. Today, the short-lived but fierce south-west gales that blow into False Bay make it less than ideal for mooring small boats. The problem could be solved with a breakwater. However, False Bay is too deep.

Scotty Bay has been proposed as the best location for a public dock. However, the one public access is prohibitively steep and ends on a drying mud flat. The location suffers from another geographical feature unique to Lasqueti: There is a dearth of flat land anywhere near any public access to park cars. In fact, there is hardly any flat land near the water anywhere.

Lasqueti is served by a five-day-a-week passenger-only ferry. You can assume that one day it will be inadequate if the population continues to grow. When will we need a bigger ferry? Or how much longer before a five-day service is inadequate? Or suppose you had a new ferry with a capacity of 100, where will it dock?

(3)

Private docks are, of course, a great convenience to the owner of one. It alleviates the necessity of packing freight and groceries on and off a frequently overcrowded ferry.

We live in a fool's paradise. Nothing ever happens here. Nevertheless, the regional district is obliged to outline evacuation routes in the event of some calamity. The current plan is that everybody drive to False Bay.

Suppose the island had to be evacuated due to a wildfire? Unlikely, but possible. Suppose you had a car fire on the dock in False Bay? Unlikely, but possible. How about a 70-knot south-wester on a king tide? Unlikely, but possible. What advantages do private docks provide to the community? Additional points of departure, should it become necessary.

We don't believe that private docks, given the few locations where they could be constructed-if ever-are much of a threat to the environment. Nor will they solve any problems posed by a growth. There is no logic to prohibit them and some advantage to the community as a whole to permit them. Consequently we would ask that changes to bylaw 4.15 be undertaken.

LASQUETI ISLAND RATEPAYER'S ASSOCIATION

From: Marisol Laviolette <[REDACTED]>
Sent: October 14, 2023 10:11 PM
To: Tobi Elliott
Cc: Timothy Peterson; Mikaila Lironi
Subject: The private dock at Scotty Bay

Hello,

I would like my opinion regarding the bylaw complaint against the private dock in Scotty Bay taken into consideration and recorded. My opinion on the island trust taking Aslan and Tracy to Supreme Court for what is simply a bylaw infraction goes against the core ethos of Lasquetians.

Scotty bay specifically is loaded with environmental hazards...from abandoned float house, boats in disrepair, sometimes sinkers, non compliant bouys, the list goes on and yet this specific case is being taken to the Supreme Court. We don't operate this way. The implications of this heavy handed and invasive governance will create a precedence no one wants. Where does this type of action stop? It's a slippery slope. Calling in bylaw enforcement without community consultation will change the Lasqueti we all know. Have you been paying attention to the issues the island has had this summer with the ferry service? Getting on and off the island has been difficult to say the least. People with boats have been offering taxi services to help their community members. A dock to facilitate two people who have been a part of the island for years and have contributed in this specific capacity for several seniors when the ferry won't take large items... Which is an absolute catastrophe for elderly moving off for the hard winter season. As well as other numerous ways cannot possibly be a situation that justifies this aggressive tactic. Nor does it serve the people en mass, especially when the community at large have not been informed. Considering Aslan went through and met ALL of the requirements at the time of application, don't you think community consultation would be a necessary step before heading to Supreme Court? It's very short sighted and has the potential to change things as we have known them for my lifetime and in a way that I know the majority feel goes against the very fabric of the unique society created to peacefully and democratically handle situations of this kind.

This avenue is NOT the way and SHOULD not have been even considered.

Marisol Laviolette

Sent from my iPhone



November 2, 2023

Ref: #273343

Chair Peter Luckham
Islands Trust Council
#200 – 1627 Fort Street,
Victoria BC, V8R 1H8
Email: execadmin@islandstrust.bc.ca

RE: Protocol Agreement between Islands Trust Council and Snaw-naw-as Nation

Dear Peter Luckham:

Thank you for your referral seeking the approval of the Minister of Municipal Affairs for the Islands Trust to enter into a Protocol Agreement with the Snaw-naw-as Nation, which is required under the *Islands Trust Act*.

On October 12, 2023, Honourable Anne Kang, Minister of Municipal Affairs approved the Protocol Agreement between the Islands Trust Council and the Snaw-naw-as Nation. The agreement can be amended in the future to include other local trust committees, as needed, but any amendments will require Ministerial approval.

This Snaw-naw-as Nation Protocol Agreement adds to the Islands Trust existing protocol agreements with Snuneymuxw First Nation (2008), Lyackson First Nation (2000) and many provincial agencies and regional districts. The protocol agreement identifies opportunities for collaboration, includes statements of mutual respect and sets out meeting methods.

This protocol supports objectives of the *Declaration on the Rights of Indigenous Peoples Act* (DRIPA) and respectful government-to-government relationships between Snaw-naw-Nation and Islands Trust. The Islands Trust work in these areas demonstrates the commitment to reconciliation and building collaborative relationships of mutual respect and co-operation with First Nations in Trust Area.

Sincerely,

Kris Nichols
Manager, Planning Advice & Approvals

pc: Clare Frater, Director, Trust Area Services, Islands Trust



Rezoning

File Number	Applicant Name	Date Received	Purpose
LA-RZ-2023.1	Carey, John & Tracee	19-Oct-2023	PID: 002-917-475 requesting an amendment to Bylaw no.78 to permit a dock fronting Lot 62 in Scottie Bay, Lasqueti Island.

Planner: Stephen Baugh

Planning Status

Status Date:

Subdivision

File Number	Applicant Name	Date Received	Purpose
LA-SUB-2019.1	KGL Freight Services Ltd. (T.G. Hoyt)	25-Jun-2019	PIDs: 025-448-811 and 005-600-081. Parcel line adjustment. Lasqueti Island Hotel, Weldon Road, Lasqueti Island, BC.

Planner: Sonja Zupanec

Planning Status

Status Date: 23-Jul-2019

Referral response sent to MOTI

Islands Trust

LTC EXP SUMMARY REPORT F2024

Invoices posted to Month ending October 2023

640 Lasqueti	Invoices posted to Month ending October 2023	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-640	LTC "Trustee Expenses"	59.00	0.00	59.00
LTC Local				
65200-640	LTC - Local Exp - LTC Meeting Expenses	392.00	986.65	-594.65
65210-640	LTC - Local Exp - APC Meeting Expenses	333.00	248.65	84.35
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		<u>1,246.00</u>	<u>1,235.30</u>	<u>10.70</u>
Projects				
73001-640-2015	Lasqueti OCP/LUB	<u>4,000.00</u>	<u>0.00</u>	<u>4,000.00</u>
		<u>4,000.00</u>	<u>0.00</u>	<u>4,000.00</u>

Lasqueti Island Local Trust Committee Policies & Standing Resolutions

No	Meeting Date	Resolution No.	Issue	Policy
1.	July 11, 2013	LA-2013-020	APC member Agenda Package	It was MOVED and SECONDED , that on request by an Advisory Planning Commission member, that they receive a Lasqueti Local Trust Committee Agenda package at no charge.
2.	February 28, 2017	LA-2017-006	APC to also act as TAC	It was MOVED and SECONDED , that the Lasqueti Island Local Trust Committee make a Standing Resolution to request the APC to undertake the function of a Transportation Advisory Committee.
3.	July 23, 2018	LA-2018-040	Non-medical cannabis retail applications	<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.	July 26, 2023	LA-2023-027	First Nations Consultation	<p>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:</p> <ul style="list-style-type: none"> 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-

No	Meeting Date	Resolution No.	Issue	Policy
				<p>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;</p> <p>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;</p> <p>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 of cultural/sacred site identified by a First Nations cultural knowledge holder; and</p> <p>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.</p>



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

DATE OF MEETING: November 30, 2023

TO: Lasqueti Island Local Trust Committee

FROM: Stephen Baugh, Island Planner
Northern Team

SUBJECT: 2024 Local Trust Committee Meeting Schedule

RECOMMENDATION

1. That the Lasqueti Island Local Trust Committee schedule its regular business meetings on the following dates in 2024: March 4, May 6, July 15, October 21, and December 16.

DISCUSSION

Each Local Trust Committee (LTC) is asked to endorse, by resolution, its regular business meeting schedule for 2024. Tentative dates have been identified in relation to anticipated project commitments, application volumes, trustee availability, ferry schedules, statutory holidays, conferences, Trust Council, Trust Council Committees, Islands Trust Conservancy, and available staff and financial resources. Tentative meeting dates are identified in Attachment 1.

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

As part of this endorsement, the LTC may wish to designate which meeting dates are anticipated to be electronic or in-person. This would allow staff to plan further in advance to accommodate meeting logistics. The alternative is that the format of each meeting is chosen at the end of each previous meeting. If the LTC chooses the latter, staff will book venues for the year and anticipate cancelling the bookings if the meetings get changed to electronic-only.

Also of note, LTCs may consider additional special meetings that require dedicated time to discuss and provide direction on matters such as key deliverables of major projects, prioritization of the LTC’s upcoming year initiatives, or direction for upcoming fiscal budget proposals.

Submitted By:	Stephen Baugh, Island Planner	November 16, 2023
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	November 17, 2023

ATTACHMENT

1. Tentative 2024 Northern Local Trust Committee Meeting Schedule

ATTACHMENT 1 – TENTATIVE 2024 NORTHERN LOCAL TRUST COMMITTEE MEETING SCHEDULE

LTC	Denman	Gabriola	Gambier	Hornby	Lasqueti	Thetis
	-	January 18	January 29	-	-	-
	February 13	February 22	-	-	-	February 6
	-	March 21	March 26	March 1	March 4	-
	April 9	April 18	-	April 26	-	April 30
	-	May 23	May 28	-	May 6	-
	June 4	June 27	-	June 14	-	-
	-		July 30	-	July 15	July 9
	August 13	August 8	-	August 23	-	-
	-	September 5	-	-	-	September 10
	October 8		October 1	-	October 21	-
	-	November 7	November 26	November 1	-	November 12
	December 10	-	-	-	December 16	-
Total	6	9	6	5	5	5
Start Time -In Person	10:00 am	10:30 am	10:00 am	11:30 am	11:00 am	9:30 am
Location if in person	Denman Activity Centre	Gabriola Arts & Heritage Ctr/ The Haven	<i>Gibsons/ Keats Is./ Gambier Is.</i>	Room to Grow or Community Hall	Judith Fisher Centre	Thetis Community Centre

Key Dates

Stat Holidays	Jan 1; Feb 19; Mar 29; Apr 1; May 20; Jul 9; Aug 5; Sep 2; Oct 14; Nov 11; Dec 25,26
Trust Council	Mar 12-14, Jun 18-20, Sep 24-26, Dec 3-5
Executive Committee	Jan 10, Jan 31, Feb 28, Mar 27, Apr 24, May 15, Jun 5, Jul 3 & 24, Aug 21, Oct 9 & 30, Nov 20, Dec 18
Financial Planning Committee	Jan 24, Feb 21, May 29, Aug 28, Oct 16, Nov 13
Islands Trust Conservancy	Jan 23, Mar 19, May 28, Jul 23, Oct 1, Nov 19
Trust Programs Committee	Feb 12, Apr 15, May 27, Aug 26, Nov 4
Regional Planning Committee	Feb 16, May 24, Sep 4, Nov 8
AVICC Conference	Apr 12-14
LGMA	Jun 11-13
UBCM Conference	Sep 16-20

Active Projects Report

Lasqueti Island

1. *Minor Project - Official Community Plan / Land Use Bylaw Review*

Responsible

Dates

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

Stephen Baugh

Rec'd: 08-Jan-2018

2. *Minor Project - Amend the Meeting Procedures Bylaw*

Responsible

Dates

Administrative bylaw.

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.

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.)

Stephen Baugh

Rec'd: 06-Jun-2022

Future Projects Report

Lasqueti Island

1. *Advocacy and Communications*

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. *LUB*

Responsible

Date Received

3. *OCP*

Responsible

Date Received

4. *OCP & LUB*

Responsible

Date Received

Shoreline Management Plan:

- Develop a plan for managing mooring buoys and road access to the shoreline in Scottie Bay;

Bay;

- Community mapping of values along the shorelines of Lasqueti Island.

29-Aug-2022

5. *Administrative*

Responsible

Date Received



Future Projects Report

Lasqueti Island

6. *Bylaw Enforcement*

Responsible

Date Received