



Lasqueti Island Local Trust Committee

Regular Meeting Agenda

Date: March 20, 2023
Time: 11:00 am
Location: Judith Fisher Centre
#1 China Cloud Bay Road
Lasqueti Island, BC

Pages

- | | | |
|--|---------------------|---------|
| 1. CALL TO ORDER | 11:00 AM - 11:05 AM | |
| Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change." | | |
| 2. APPROVAL OF AGENDA | | |
| 3. RISE AND REPORT - In-camera Meeting January 23, 2023 | | |
| 4. REPORTS | 11:05 AM - 11:25 AM | |
| 4.1 Trustee Reports | | |
| 4.2 Chair's Report | | |
| 4.3 Electoral Area Director's Report | | |
| 5. PUBLIC COMMENTS | 11:25 AM - 11:35 AM | |
| 6. MINUTES | 11:35 AM - 11:40 AM | |
| 6.1 Local Trust Committee Minutes dated January 23, 2023 - for adoption | | 3 - 10 |
| 6.2 Section 26 Resolutions-Without-Meeting Report - none | | |
| 6.3 Advisory Planning Commission Minutes - none | | |
| 7. BUSINESS ARISING FROM MINUTES | 11:40 AM - 12:00 PM | |
| 7.1 Follow-up Action List dated March 13, 2023 | | 11 - 13 |
| 7.2 Model Strategy for Antenna Systems - for discussion | | 14 - 14 |
| 8. APPLICATIONS AND REFERRALS - none | | |
| 9. LOCAL TRUST COMMITTEE PROJECTS | 12:00 PM - 12:30 PM | |

~ BREAK 12:50 PM - 1:20 PM ~

10. DELEGATIONS - none**11. CORRESPONDENCE - none**

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

12. NEW BUSINESS

1:20 PM - 1:50 PM

12.1 Freedom of Information and Protection of Privacy Bylaw - Request for Decision

20 - 25

13. REPORTS

1:50 PM - 2:10 PM

13.1 Trust Conservancy Report dated February 15, 2023

26 - 27

13.2 Applications Report dated March 13, 2023

28 - 28

13.3 Trustee and Local Expense Report dated January, 2023

29 - 29

13.4 Adopted Policies and Standing Resolutions

30 - 31

13.5 Local Trust Committee Webpage

14. WORK PROGRAM

2:10 PM - 2:20 PM

14.1 Active Projects Report dated March 13, 2023

32 - 32

14.2 Future Projects Report dated March 13, 2023

33 - 34

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Monday, May 8, 2023 at 11:00 am at Judith Fisher Centre, #1 China Cloud Bay Road, Lasqueti Island, BC

16. ADJOURNMENT

2:20 PM - 2:20 PM



Lasqueti Island Local Trust Committee Minutes of Regular Meeting

Date: January 23, 2023
Location: Judith Fisher Centre
 #1 China Cloud Bay Road
 Lasqueti Island, BC

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

Staff Present: Sonja Zupanec, Island Planner
 Renee Jamurat, Regional Planning Manager
 Katherine Vogt, Recorder by Zoom
 Warren Dingman, Bylaw Enforcement Manager by Zoom

Others Present Andrew Fall, qathet Electoral Area Director by Zoom
 Approximately three (3) members of the public

1. CALL TO ORDER

Chair Elliot called the meeting to order at 11:02 am. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations. She introduced herself, Trustees, Staff, and Director Fall and welcomed members of the public.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. RISE AND REPORT - None

4. REPORTS

4.1 Trustee Reports

Trustee Peterson spoke on the following:

- Welcome to the new Local Trust Committee.
- Chairing recent meetings on Hornby, Salt Spring and Galiano Island.
- Recently elected by Trust Council to the new Governance Committee.
- Continuation as a member of the Trust Programs Committee and the Financial Planning Committee.
- Notable Issues for consideration this term are: reinstating a second Town Hall opportunity for the public; accommodation of persons with disabilities; amending the Land Use Bylaw regarding the 4 Hectare subdivision size loophole; potential amendment for the Strategy for Antennae Systems focusing on First Nations consultation; completion of the Official Community Plan review is contingent on First Nations consultation which is contingent on the Islands Trust position of Senior

Intergovernmental Policy Advisor being filled soon; future consultation with the Islands Trust Senior Freshwater Specialist.

Trustee Lironi spoke on the following:

- Attending Trust meetings and learning as a new Trustee.
- Becoming a member of the Regional Planning Committee.
- Meeting with Snaw-naw-as First Nation and learning about their perspective of Lasqueti Island.

4.2 Chair's Report

Chair Elliot spoke on the following:

- Experience as a Trustee on Gabriola Island working on the Official Community Plan (OCP) Review
- Excited to be the new Chair for Lasqueti Island as its Official Community Plan (OCP) review moves forward.
- As a member of the board of the Islands Trust Conservancy, can inform on their reports and provide information on First Nations consultation for stream management strategies.
- As a member of the Regional Planning Committee, looking forward to working with the Northern Gulf Islands and the Province for appropriate rural housing strategies.
- Welcoming members of the community to email their questions or concerns.
- Consider that Reconciliation is very important work.

4.3 Electoral Area Director's Report

Director Fall spoke on the following:

- qathet Regional District (qRD) budget discussions.
- It is the goal of qRD to meet annually with local Trustees to talk about subject areas of jurisdictional overlap. A meeting is anticipated sometime in the new year.
- qRD Coastal Shoreline Flood Risk Mapping Project data could be useful for Lasqueti land use planning to identify local shoreline areas at risk of erosion. There are some sensitivity concerns for property owners' shorelines identified as being in a red zone.
- An upcoming qRD report on options for affordable housing in rural areas.

5. TOWN HALL

Members of the public spoke on the following:

- Poor landline service by Telus is dangerous for residents with health conditions or unexpected injuries. Telus is intentionally squeezing Lasqueti so that they don't have to service the system. Can qRD or Islands Trust put some pressure on Telus to properly service the island?
- Telus treats individual resident outages differently than multi resident outages. It is the CRTC's, not Telus,' obligation to ensure phone service; and the rules are different when there are multiple providers. A new letter from the Local Trust Committee (LTC) to Telus would be helpful; the right part of the Telecommunications Act should be referred to in any letter to Telus; and a future letter could be cc'd to the Member of Parliament who may have advice.

- Lasqueti Island is a lost leader for Telus.
- Lasqueti does not have a Development Permit Area (DPA), and there is popular revolt against any mention of DPAs. Hopefully, Trustees will resist any attempt to institute DPAs on Lasqueti Island.
- An expected pending Administrative Bylaw referred to in the agenda on Page 14: -Adoption of a Land Use Permit Delegation Bylaw: this bylaw would delegate the approval of development permits to staff for all DPAs except Form and Character- seems disingenuous when Lasqueti does not have a DPA and it is giving more decision-making power to staff over Trustees. Lasqueti Islanders would prefer that local elected representatives make decisions for the island, not unelected bureaucrats.
- The OCP review has stalled, the agenda shows \$5000.00 allocated that was never used because the local First Nation had requested by letter that it be paused for review. It then took 7 months for staff to respond, which is insulting to the First Nation. The Trust Executive should take note of this.
- Future large subdivisions can be given extra lots because of the 4 hectares coming out to less than 10 acres. The LTC should attend to this.
- There should be a second Town Hall session at the end of the LTC meeting which encourages people to stay for the whole meeting and comment on the proceedings.
- The Islands Trust has a duty to accommodate persons with disabilities at their meetings, including the hearing impaired who could be accommodated by giving microphones to the speakers.
- What is this Chair's view on attendants' recording LTC meetings for their own personal use and could the Chair consult with the Islands Trust legal department?
 - The Chair responded that it was a courtesy to ask first because some members of the public may not want to be recorded. The Chair offered to consider the question further.

6. MINUTES

6.1 Local Trust Committee Minutes – None

The LTC regular and in-camera minutes dated August 29, 2022 were adopted by Resolution Without Meeting in October and November of 2022.

6.2 Section 26 Resolutions-Without-Meeting Report dated January 13, 2023

Trustee Peterson noted that the minutes of the last LTC meeting of August 29, 2022 were adopted by resolution without meeting because the scheduled November 28, 2022 meeting was canceled due to the coinciding election and election of a new Trustee who would have had no historical context with which to review the old minutes.

6.3 Advisory Planning Commission Minutes – None

Trustee Peterson noted that the Advisory Planning Commission (APC) had attempted to meet in June 2022; had failed to reach quorum; then the term ended, and only one application had been received by the LTC by August.

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-Up Action List dated January 13, 2023

The following issues regarding the Follow-up Action List were discussed:

- The regrettable 7-month delay in staff responding to Snaw-naw-as First Nation was discussed and noted.
- That Trust Area Services will be taking the lead in drafting letters for outreach to First Nations going forward.
- That the Trust is considering the hiring of an Administrative Coordinator to track communications so that they are not duplicated or left undone.
- That the Senior Intergovernmental Policy Advisor position was on the verge of being filled, so outreach to Snaw-naw-as was better deferred to next meeting.
- The Follow-Up Action List has changed to a new system. Instead of a 3 item Top Priorities List and a Projects List, the LTC will have 1 Major and 1 Minor Project ongoing.
- The Community to Community (C2C) funding grant to establish relationship with First Nations has 3 intakes per year, but only one LTC per year can receive one.
- A late letter received by the LTC by a resident who had not received any notification for today's meeting.
- The present meeting was on schedule and the public notified; it was uncertain what further measures could have been taken to enhance public notification.
- The current standing resolution on meeting procedures had added a protocol for public notification of a late change in time, date, or place for a scheduled LTC meeting, thereby filling a gap in the meetings procedures bylaw.

7.2 2023 Local Trust Committee Meeting Dates for Adoption

LA-LTC-2023-001

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee schedule its regular business meetings on the following dates in 2023: March 20; May 8; July 26; October 2, and December 11.

CARRIED

8. APPLICATIONS AND REFERRALS - None

9. LOCAL TRUST COMMITTEE PROJECTS

9.1 Review of Active and Future Projects - Staff Report

Planner Zupanec presented the staff report which asks Trustees to review their Work Program of active and future LTC projects and provide direction to Staff of their priorities.

Planner Zupanec noted that LTCs were permitted 1 Major Project and 1 Minor Project in a fiscal year. Potential future Major Projects are ones with an expected budget over \$5000.00 in a fiscal year and would require a planner and a Business Case to be initiated in spring to allow time for final Trust approval in December.

A Trustee noted the following:

- The expected cost to continue the OCP Review this fiscal year was under the \$5000.00 threshold and so a business case had not been applied for it.
- There are two referrals outstanding to the Advisory Planning Commission (APC): one regarding the definition of 'Community Benefit,' as it applies to Temporary Use Permits (TUPs); and one regarding the objections of the Ministry of Forest, Lands, Natural Resource Operations and Rural Development (FLNRORD) to proposed OCP advocacy policies for Crown Land. Snaw-naw-as First Nation is also concerned that certain policies may fetter their Woodlot License. The LTC needs to know the specifics of Snaw-naw-as objections.

LA-LTC-2023-002

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request that staff prepare a referral to the Advisory Planning Commission to either define 'Community Benefit' for the Official Community Plan Project as it relates to Temporary Use Permits or recommend a process by which the Local Trust Committee could define 'Community Benefit.'

CARRIED

The meeting was recessed at 12:31 pm due to electrical disconnection and reconvened at 12:37 pm.

A Trustee noted that a subdivision regulation amendment to increase minimum lot size at time of subdivision from 4 Hectares to 4.04 Hectares in the Land Use Bylaw (LUB) to align with a 10-acre minimum lot size will close a loophole that allows extra lots to be derived from large subdivisions. The Lasqueti community has always had a felt expectation for the 10-acre minimum lot size.

Planner Zupanec noted the following:

- Currently, the OCP metrics are consistent with the Land Use Bylaw (LUB) metrics, and both bylaws would need to be amended.
- New subdivision applications would be grandfathered into existing regulations until the amendment had fully passed.
- The OCP/LUB metric amendments could be done as a minor project for 2023 beginning with work on a Project Charter which needs no funding. Funds for public engagement would not be needed until fiscal 2024. The entire project might take a minimum of a year, after which Ministry approval may take up to 8 months.
- Given that the ongoing OCP review project is a minor project rather than a major one, there would not be funds for 2 minor projects in a fiscal year, because only 1 major and 1 minor project can be funded at a time.
- Minor projects are done in-house with existing staff; major projects go to the Regional Planning Team for pre-approval.

By general consent, the meeting recessed at 1:01 pm and reconvened at 1:35 pm.

Planner Zupanec noted that the Cultural Heritage Protection Implementation is completed at Regional Planning and it is up to the LTC to determine if it has local relevance.

Chair Elliot noted that the Cultural Heritage Overlay Mapping Program had been halted with the loss of the consultant and some First Nations concern with the process.

LA-LTC-2023-003

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to prepare a status update report on the 1st Reading draft format of the Official Community Plan Review Project and provide a preliminary analysis of Land Use Bylaw alignment with it.

CARRIED

LA-LTC-2023-004

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee amend the Official Community Plan Review Project Charter by including consideration of adjusting references to minimum lot size at subdivision and Lasqueti Land Use Bylaw No. 78 Section 3.11 subdivision regulations, and to increase the number to reflect a 10-acre minimum lot size.

CARRIED

10. DELEGATIONS - None

11. CORRESPONDENCE

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

12. NEW BUSINESS

12.1 Possible Amendments to the Model Strategy for Antenna Systems

Discussion of 12.1 was deferred until the next LTC business meeting.

The following motion had no other better section in the agenda to be presented.

LA-LTC-2023-005

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee requests staff to clarify the Local Trust Committee's responsibility to provide accommodation of persons with disabilities at public meetings.

CARRIED

13. REPORTS**13.1 Trust Conservancy Report dated October 16, 2022**

Chair Elliot noted there would be a board meeting in-person tomorrow and that the strategic plan timeline has been reduced from 5 years to 3 years to provide for better First Nations engagement.

13.2 Applications Report dated January 13, 2023

Received.

13.3 Trustee and Local Expense Report dated November, 2022

Received.

13.4 Adopted Policies and Standing Resolutions

Chair Elliot offered to follow up on First Nations letter response.

13.5 Local Trust Committee Webpage**14. WORK PROGRAM****14.1 Active Projects Report dated January 13, 2023**

A Trustee noted that the barge ramp issue was waiting for response from the Chief Administrative Officer.

14.2 Future Projects Report dated January 13, 2023

LA-LTC-2023-006

It was MOVED and SECONDED,

that the Lasqueti Island Local Trust Committee request staff to arrange a protocol agreement meeting between the Local Trust Committee and qathet Regional District Board prior to the summer of 2023.

CARRIED

15. UPCOMING MEETINGS**15.1 Next Regular Meeting Scheduled for Monday, March 20, 2023 at 11:00 am at Judith Fisher Centre, #1 China Cloud Bay Road, Lasqueti Island, BC**

Planner Zupanec advised that if a meeting is in person, one officer of the Islands Trust must be present.

Trustees agreed that all future meetings be considered in person. It was much simpler to pivot from an in person meeting to an electronic one than the other way around.

The LTC discussed that persons with disabilities could be accommodated by online technology; and that close caption Zoom may be helpful for some members of the public.

16. CLOSED MEETING

16.1 Motion to Close the Meeting

LA-LTC-2023-007

It was MOVED and SECONDED,

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1)(a)(f) and (g) for the purpose of considering (a) Appointment of APC Members, (f) Bylaw Enforcement and (g) Legal Advice AND that the recorder and staff attend the meeting.

CARRIED

The meeting was closed at 2:28 pm.

16.2 Recall to Order

Chair Elliot recalled the meeting to order at 3:09 pm.

Chair Elliot announced that the Lasqueti Island local Trust Committee is pleased to report that they have appointed the following members to the Advisory Planning Commission: Shelley Garside; David Rogers; Gail Sorensen; Shawwna Karras; Pachiell Smith, and Phillipe Taillefer.

17. ADJOURNMENT

By general consent the meeting was adjourned at 3:10 pm.

Tobi Elliott, Chair

Certified Correct:

Katherine Vogt, Recorder

Follow Up Action Report

Lasqueti Island

11-Apr-2022

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

23-Jan-2023

Activity	Responsibility	Dates	Status
<p>1 LTC endorsed 2023 meeting dates as presented.</p>	Wil Cottingham		Completed



Follow Up Action Report

Lasqueti Island

23-Jan-2023

Activity	Responsibility	Dates	Status
<p>2 LTC request staff to prepare a status update report on the OCP review project and preliminary analysis of the scope of possible amendments that may need to be considered to update the LUB so that it is aligned with the OCP if adopted as presented at 1st reading. - PENDING STAFF RESOURCING OF LTC PROJECTS (March 2023)</p> <p>LTC request staff to send a referral to APC to either define 'community benefit' for the OCP project as it relates to TUPs or have APC recommend a process by which the LTC could define community benefit. (COMPLETED MARCH 2023)</p> <p>The LTC request staff to update the OCP Project Charter in-scope section to include adjusting references of minimum lot sizes at subdivision in the OCP and LUB to 10 acre (4.04 ha). (COMPLETED MARCH 2023)</p>			In Progress
<p>3 For LA LTC March 20 agenda ADD under PROJECTS:</p> <p>Future Projects - for discussion</p> <p>- model strategy for antenna systems (defer 12.1 from january agenda)</p>	Becky McErlean		In Progress
<p>4 The LTC request staff to clarify the LTCs responsibility to provide accommodation for persons with disabilities during public meetings.</p>	Renee Jamurat		In Progress
<p>5 The LTC request staff to arrange for a protocol agreement meeting with the LTC and qathet RD Board prior to summer 2023.</p> <p>UPDATE Feb 28 2023: Meeting has been tentatively scheduled for March 17, 2023.</p>	Renee Jamurat Wil Cottingham		Completed

Follow Up Action Report

Lasqueti Island

23-Jan-2023

Activity	Responsibility	Dates	Status
6 LTC appointed 6 members to APC as per minutes.	Penny Hawley		In Progress

From: Timothy Peterson <tpeterson@islandstrust.bc.ca>

Sent: Wednesday, January 11, 2023 11:59 AM

To: Sonja Zupanec <szupanec@islandstrust.bc.ca>; Renee Jamurat <rjamurat@islandstrust.bc.ca>

Subject: SSI Tower Protocol

I just wanted to draw attention to the following, as i think it may be appropriate to advance to other LTC's for discussion, and possible adoption or inclusion into their protocols. In particular, for the Northern region, I would like to see this on both the Hornby and Lasqueti agendas as soon as practical.

"FYI In regard to the tower siting protocol, SSI passed a new standing resolution to address FN consultation:

That the Salt Spring Island Local Trust Committee adopt the following standing resolution with respect to

First Nations consultation in accordance with the "Strategy for Antenna Systems" in the Local Trust Area:

a. The proponent will consult with the Local Trust Area representative during the pre-consultation

phase to determine proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential and obtain a list of First Nations rights and title holders;

b. The proponent is recommended to undertake consultation during the pre-consultation phase with the Islands Trust and a First Nations cultural knowledge holder for the siting of the proposed

antenna system as it relates to cultural and sacred sites;

c. The proponent will obtain and provide a BC Archaeological Information request response from

the BC Archaeology Branch to confirm proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential including permit requirements under

the Heritage Conservation Act;

d. The proponent will obtain and provide an Archeological Impact Assessment for antenna systems

proposed to be sited on or within 100 metres of a known archaeological site or cultural/sacred site identified by a First Nations cultural knowledge holder; and

e. The proponent will provide written notice – including, if applicable, the Archeological Impact Assessment – sent by regular mail or hand delivered to all First Nations rights and title holders identified during the pre-consultation phase:

Thank you,
Tim

File No.: Lasqueti OCP Project
6500 LTC Work Program

DATE OF MEETING: March 20, 2023
TO: Lasqueti Island Local Trust Committee
FROM: Sonja Zupanec, Island Planner
Northern Team
SUBJECT: Project Charter Update for OCP Review Project

RECOMMENDATION

1. That Lasqueti Island Local Trust Committee approve the updated Lasqueti Official Community Plan Project Charter version 4.5, dated March 2023.

REPORT SUMMARY

This report summarizes minor updates to the April 2020 [version 4.4 of the Official Community Plan \(OCP\) Project Charter](#) in order to expand the scope of project activities based on Local Trust Committee (LTC) discussion at the January 2023 meeting, and highlight those elements of the project that have been completed or are still pending action. The project charter is intended to be updated regularly to accurately reflect the project work plan progress and deliverables for Proposed Bylaw No. 98 as it moves through the legislative review process.

BACKGROUND

At the January 2023 regular business meeting, the LTC passed the following resolutions:

LA-LTC-2023-003 It was MOVED and SECONDED,
that the Lasqueti Island Local Trust Committee request staff to prepare a status update report on the 1st Reading draft format of the Official Community Plan Review Project and provide a preliminary analysis of Land Use Bylaw alignment with it. CARRIED

A status update report is currently being prepared by staff for consideration by the LTC at the next LTC meeting date.

LA-LTC-2023-004 It was MOVED and SECONDED,
that the Lasqueti Island Local Trust Committee amend the Official Community Plan Review Project Charter by including consideration of adjusting references to minimum lot size at subdivision and Lasqueti Land Use Bylaw No. 78 Section 3.11 subdivision regulations, and to increase the number to reflect a 10-acre minimum lot size. CARRIED

Attachment #1 reflects the LTC endorsed amendment. Staff have highlighted all sections of the project charter and workplan that will require updates in the near future to reflect intended next steps, dependant on budget confirmation and desired direction of the LTC following review of the status update report.

Rationale for Recommendation

The project charter has been updated to include the LTC requested in-scope activity to amend all OCP and LUB references to minimum lot sizes at subdivision to 10 acres (4.04 ha). Staff have also identified areas of the project charter that will need to be updated once a workplan for the 2023-2024 fiscal year has been determined (pending Trust Council budget approval) and the LTC has discussed options for next steps at a future LTC meeting date.

ALTERNATIVES

1. Further amend the Project Charter

The LTC can further amend the Project Charter at this time with any level of detail necessary to more accurately reflect the next steps in the legislative review process during the 2023-2024 fiscal year. If selecting this alternative, the LTC should describe the specific amendments. Recommended wording for the resolution is as follows:

That the Lasqueti Island Local Trust Committee amend the draft Official Community Plan Project Charter version 4.5, dated March 2023 with the following changes (specify changes).

NEXT STEPS

Once the project charter has been endorsed by the LTC, staff will update the [project website](#) and finalize a comprehensive staff report for future LTC consideration, providing a review of Proposed Bylaw No. 98; anticipated next steps in the workplan and potential Land Use Bylaw amendments required to enact the OCP policies, if adopted.

Submitted By:	Sonja Zupanec, RPP, MCIP Island Planner	March 7, 2023
Concurred By:	Renée Jamurat, RPP, MCIP Regional Planning Manager	March 7, 2023

ATTACHMENTS

1. Draft Project Charter v4.5 – March 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 (4.04 ha).
- 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 remainder topics as recommended by the Lasqueti Community Association OCP Steering Committee

Out of Scope

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

Workplan Overview	
Deliverable/Milestone	Date
Phase 1: LTC endorses revised project charter	May 2019 COMPLETED
Phase 1: Planning presentation on summary of technical analysis of OCP and LUB; LCA Presentation;	February, 2020 COMPLETED
Phase 2: Development of draft bylaws, referrals and community engagement related to LCA Steering Committee recommendations for OCP	2020-2022 COMPLETED
Phase 2: Legislative review, referrals and bylaw adoption of OCP amendments.	PENDING
Phase 3: Development of draft bylaws, referrals and community engagement related to subdivision regulations	PENDING
Phase 3: Subdivision Legislative review, referrals and bylaw adoption	PENDING
Phase 4: Review of specified topic areas previously not addressed	PENDING

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	LTC Endorsement: Resolution #: 2018-037, 2018-066, 2019-003, 2019-033, 2019-034, 2020-002, 2020-007

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	\$3,000
2023 – 2024	TBD Pending Trust Council budget approval	TBD
	Total	\$x,000

PROJECT CHARTER WORK PLAN OVERVIEW			
Meeting	Deliverable/Milestone	Target Date	Cost
N/A	Phase 1: Defining project scope; LCA review; MoA report; Staff technical Review	February 24, 2020 COMPLETED	\$1,000
April 27, 2020	LTC Endorses Phase 2 Project Charter;	April 27, 2020 COMPLETED	
June 22, 2020	Staff provide draft bylaws for 1 st Reading and referral, and draft consultation plan to be referred to APC	June 22, 2020 COMPLETED	
August 10, 2020	APC referral response; Staff report on agency referral response	August 10, 2020 COMPLETED	
August – September, 2020	Legal Review of bylaws	COMPLETED	\$1,000
August – September 2020	Public engagement	August – September	\$1,000
October 5, 2020	Staff provide report regarding results of consultation and make recommendation for draft bylaws	October 5, 2020 COMPLETED	
	CIM and Public Hearing; LTC considers 3 rd Reading	TBD	\$1,000
	Executive Committee consideration of bylaws	TBD	
	Ministry consideration of bylaws	TBD	
	Final Adoption of Phase 2 Bylaws via Resolution Without Meeting	TBD	
Phase 3	Same process as above without Ministry consideration	TBD	\$3,000
Phase 4	TBD	TBD	TBD
TOTAL			\$ 7,000



REQUEST FOR DECISION

To: Local Trust Committees **For the Meeting of:** Various
From: David Marlor, Director, Legislative Services **Date Prepared:** March 6, 2023
SUBJECT: Freedom of Information and Protection of Privacy Bylaw

RECOMMENDATION:

1. That Lasqueti Island Local Trust Committee Bylaw No. 101, cited as “Lasqueti Island Local Trust Committee Freedom of Information and Protection of Privacy Bylaw No. 101, 2023” be given first, second and third reading.
2. That the Lasqueti Island Local Trust Committee Bylaw No. 101, cited as “Lasqueti Island Local Trust Committee Freedom of Information and Protection of Privacy Bylaw No. 101, 2023” be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

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

1 PURPOSE:

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

2 BACKGROUND:

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

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

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

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

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

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

Minimal staff time to update material on the website.

FINANCIAL:

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

POLICY: N/A

IMPLEMENTATION/COMMUNICATIONS:

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

FIRST NATIONS:

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

OTHER:

There are no other implications of the recommendation.

4 RELEVANT POLICY(S): N/A

5 ATTACHMENT(S):

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

Alternative:

1. That draft Bylaw No. 101 be amended, and be read a first, second and third time. In this case, any amendments not consistent with the model would be reviewed by the Executive Committee to ensure they do not cause a financial burden to the organization.
2. That this report be referred back to staff for additional information.

Submitted By:	David Marlor, Director, Legislative Services	March 6, 2023
Concurrence:	Renée Jamurat, Regional Planning Manager	March 7, 2023

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

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

GIVEN THAT:

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

THE LASQUETI ISLAND LOCAL TRUST COMMITTEE ENACTS AS FOLLOWS:

Citation

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

Definitions and Interpretation

- 2. In this Bylaw:

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

Designation of Head

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

Policies and Procedures

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

Fees

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

Interpretation

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

Repeal

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

READ A FIRST TIME this _____ DAY OF _____ ,20__

READ A SECOND TIME this _____ DAY OF _____ ,20__

READ A THIRD TIME this _____ DAY OF _____ ,20__

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS _____ DAY OF _____ ,20__

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

Chairperson

Secretary

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

Schedule of Maximum Fees

Item	Description of Services		Fees
1	(a)	Application Fee	\$10.00 (non-refundable)
	(b)	An applicant's request for his/her own personal information is not subject to any fees.	
2	For applicants other than commercial applicants:		
	(a)	for locating and retrieving a record	\$7.50 per ¼ hour after the first 3 hours
	(b)	for producing a record manually	\$7.50 per ¼ hour
	(c)	for producing a record from a machine readable record from a server or computer	\$7.50 per ¼ hour for developing a computer program to produce the record
	(d)	for preparing a record for disclosure and handling a record	\$7.50 per ¼ hour
	(e)	for shipping copies	actual costs of shipping method chosen by applicant
	(f)	for copying records	
	(i)	floppy disks	\$2 per disk
	(ii)	CDs and DVDs, recordable or rewritable	\$4 per disk
	(iii)	computer tapes	\$40 per tape, up to 2 400 feet
	(iv)	microfiche	\$3 per fiche
	(v)	microfilm duplication	\$25 per roll for 16mm microfilm \$40 per roll for 35mm microfilm
	(vi)	microfiche or microfilm to paper duplication	\$0.50 per page (8.5" x 11")
	(vii)	photographs, colour or black and white	\$5 to produce a negative \$12 each for 16" x 20" photograph \$9 each for 11" x 14" photograph \$4 each for 8" x 10" photograph \$3 each for 5" x 7" photograph
	(viii)	photographic print of textual, graphic or cartographic record, black and white	\$12.50 each (8" x 10")
	(ix)	dot matrix, ink jet, laser print or photocopy, black and white	\$0.25 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
	(x)	dot matrix, ink jet, laser print or photocopy, colour	\$1.65 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
	(xi)	scanned electronic copy of a paper record	\$0.10 per page
	(xii)	photomechanical reproduction of 105 mm cartographic record/plan	\$3 each
	(xiii)	slide duplication	\$0.95 each
	(xiv)	audio cassette tape (90 minutes or fewer)	\$5 per cassette plus \$7 per ¼ hour of

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



HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY January 24, 2023 BOARD MEETING

NOTE: For more detail on Conservancy meetings, including meeting minutes, please visit <https://islandstrust.bc.ca/whats-happening/meetings-and-events/>

1. ORGANIZATION UPDATES/TEAM

- Nominations for the Chair, Vice-Chair and Financial Planning Committee (FPC) representative were held. Trustee Adams was elected Chair of ITC Board, Trustee Smith was elected Vice-Chair, and Trustee Yates was elected as the FPC representative.
- The ITC Board discussed the ITC ex officio seat on the Governance Committee, noting the ITC Chair will appoint a member to the committee. Shortly after the ITC meeting, the ITC Chair appointed Trustee Grant Scott as the ITC Board's ex-officio member on the Islands Trust Council's Governance Committee.
- The ITC Board continues to have a vacancy for one Ministerial appointment. The posting for the vacancy closed on October 7, 2022. The ITC Board is awaiting news from the [Crown Agencies and Board Resourcing Office](#) regarding a potential new member.

2. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Board approved the draft 2023-2025 Islands Trust Conservancy Interim Plan in November 2022 and directed staff to forward it to the Minister of Municipal Affairs by December 31, 2022, for review and approval. A meeting has been set to discuss the plan with Ministry staff. Staff will inform the ITC Board of the outcomes.
- The ITC Board reviewed and approved the 2026-2030 ITC Plan Project Charter.
- The ITC Board reviewed and approved the 2023-2026 Species at Risk Program Project Charter.
- The ITC Board reviewed the 2023/24 ITC Budget briefing from the Financial Planning Committee. The ITC Board discussed potential budget reductions and moved that ITC Budget has been carefully considered potential budget reductions and their implications, and concluded that its budget request is necessary and responsible going forward.

3. COVENANT AND PROPERTY ACQUISITIONS

- The ITC Board received reports on covenants and acquisitions for information.
- ITC registered a 11.35 hectare covenant, known as the Livingstone Covenant on Lasqueti island. This covenant is the first covenant on Lasqueti and is part of the Natural Area Protection Tax Exemption (NAPTEP) Program. It was gifted through the Federal Ecological Gifts Program.

4. COVENANT AND PROPERTY MANAGEMENT



ISLANDS TRUST CONSERVANCY

ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

- ITC Board reviewed and approved the ITC NAPTEP Covenants Monitoring Report for 2022, and directed staff to address management concerns as identified in the report.
- ITC Board reviewed and approved the ITC Nature Reserve Monitoring Report 2022.

5. COMMUNICATIONS AND OUTREACH

- ITC has updated its website to include information about the species at risk program, see <https://islandstrust.bc.ca/conservancy/species-at-risk/>
- ITC is hosting Species at Risk focussed speaker series between February 16 and April 12, 2023. For more information, see <https://islandstrust.bc.ca/conservancy/species-at-risk/>

6. FUNDRAISING AND CONSERVANCY SUPPORT

- The ITC Board received a legacy donation of \$25,000 for the purposes of implementing a Western Screech-Owl research project on Link Island.
- The ITC Board reviewed an application from the Nature Conservancy of Canada and awarded a \$50,000 Opportunity Fund Grant for the acquisition of 161 ha (397 acres) of conservation lands on Reginald Hill on Salt Spring Island.
- The ITC Board awarded a \$4,614.75 grant from the Morrison Waxler Biodiversity Legacy Fund Grant program to expand the existing Nighthawk Hill NAPTEP covenant on North Pender Island.

To find out more about Islands Trust Conservancy and our current goals, to donate to our Opportunity Fund, or to subscribe to email updates, visit our website: <https://islandstrust.bc.ca/conservancy/>

Shortcuts of interest:

- **Goals:** <https://islandstrust.bc.ca/conservancy/conservation-planning/>
- **Opportunity Fund:** (context) <https://islandstrust.bc.ca/conservancy/supporting-local-conservancies/opportunity-fund-grants/> ; (to donate online) <https://islandstrust.bc.ca/donate-to-conservancy/>
- **Request key updates via email:** <https://islandstrust.bc.ca/subscribe/> (NB: by scrolling down, you may also add your home address for a free hardcopy of the Heron newsletter, published three times per year)

Applications

Subdivision

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

Islands Trust
LTC EXP SUMMARY REPORT F2023
Invoices posted to Month ending January 2023

640 Lasqueti	Invoices posted to Month ending January 2023	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-640	LTC "Trustee Expenses"	62.00	132.69	-70.69
LTC Local				
65200-640	LTC - Local Exp - LTC Meeting Expenses	976.00	1,519.05	-543.05
65210-640	LTC - Local Exp - APC Meeting Expenses	333.00	61.90	271.10
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>1,830.00</u>	<u>1,580.95</u>	<u>249.05</u>
Projects				
73001-640-2015	Lasqueti OCP/LUB	<u>3,000.00</u>	<u>0.00</u>	<u>3,000.00</u>
		<u>3,000.00</u>	<u>0.00</u>	<u>3,000.00</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	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.
6.	February 24, 2020	LA-2020-003	First Nations Reconciliation	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: 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: a) Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities; b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory; c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, community education on Coast Salish and local First Nations' cultural heritage and history; d) Work with First Nation governments on engagement principles for inclusive land use, marine use and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols; e) Establish and maintain government to government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights and First Nations' traditional territories within the Islands Trust Area.
7.	June 6, 2022	LA-2022-022	Meeting notification	It was MOVED and SECONDED, that Lasqueti Island Local Trust Committee adopt the following standing resolution with respect to public notification of changes in Local Trust Committee meeting times, dates, or venues: Changes in meeting start times, dates, and/or venues shall be posted five business days prior to the meeting time on the Islands Trust website, on a notice board on island that is accessible to the public, and on a building entrance of the original and new venue if the venue is being changed.



Active Projects Report

Lasqueti Island

1. OCP/LUB Review

Responsible

Dates

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

Heather Kauer

Rec'd: 08-Jan-2018

Implementation of Coastal Douglas-fir and Associated Ecosystems Toolkit added to Project Charter (Dec.22, 2018)

LTC endorsed the OCP/LUB Review Project Charter v.2 (May 27, 2019).

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

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

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

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

2. Amend the Meeting Procedures Bylaw

Responsible

Dates

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

Heather Kauer

Rec'd: 06-Jun-2022

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

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

29-Aug-2022

5. *Administrative*

Responsible

Date Received

Future Projects Report

Lasqueti Island

6. <i>Bylaw Enforcement</i>	Responsible	Date Received
<hr/>		