

Thetis Island Local Trust Committee

Regular Meeting Agenda

Date: August 11, 2015
 Time: 9:30 am
 Location: Thetis Island Community Centre (Forbes Hall)
 North Cove Road, Thetis Island, BC

	Pages
1. CALL TO ORDER	9:30 AM - 9:35 AM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	9:35 AM - 9:50 AM
4. COMMUNITY INFORMATION MEETING - None	
5. PUBLIC HEARING - None	
6. MINUTES	9:50 AM - 10:00 AM
6.1 Local Trust Committee Minutes dated June 12, 2015 for adoption	3 - 10
6.2 Section 26 Resolutions-without-meeting Report dated July 30, 2015	11 - 11
6.3 Advisory Planning Commission Minutes - None	
7. BUSINESS ARISING FROM MINUTES	10:00 AM - 10:20 AM
7.1 Follow-up Action List dated July 31, 2015	12 - 13
7.2 Phase 2 Local Trust Committee Input into Development of the Islands Trust Strategic Plan for 2014-2018	
7.2.1 <u>Memorandum dated June 30, 2015</u>	14 - 32
7.3 Email dated July 6, 2015 from Neil & Lillian Varcoe regarding Stone Quarry on Valdes Island forwarded from Gabriola Island LTC	
7.3.1 <u>Memorandum dated July 28, 2015</u>	33 - 35
7.4 Advisory Planning Commission - verbal update	
8. DELEGATIONS	
9. CORRESPONDENCE - None	

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

10.	APPLICATIONS AND REFERRALS	10:20 AM - 10:40 AM	
10.1	TH-DVP-2015.1 (Giesbrecht - Ruxton Island)		
10.1.1	<u>Staff Report dated July 22, 2015</u>		36 - 63
11.	LOCAL TRUST COMMITTEE PROJECTS	10:40 AM - 10:50 AM	
11.1	Riparian Areas Regulation Implementation - verbal update		
12.	REPORTS		
12.1	Work Program Reports		
12.1.1	<u>Top Priorities Report dated July 30, 2015</u>		64 - 64
12.1.2	<u>Projects List Report dated July 30, 2015</u>		65 - 65
12.2	Applications Report dated July 30, 2015		66 - 67
12.3	Trustee and Local Expense Report dated June, 2015		68 - 68
12.4	Adopted Policies and Standing Resolutions		
12.5	Local Trust Committee Webpage		
12.6	Chair's Report		
12.7	Trustee Reports		
12.8	Electoral Area Director's Report		
12.9	Trust Fund Board Report - None		
13.	NEW BUSINESS	10:50 AM - 11:15 AM	
13.1	LTC Budget Request for 2016-2017		
13.1.1	<u>Memorandum dated June 30, 2015</u>		69 - 73
14.	UPCOMING MEETINGS		
14.1	Next Regular Meeting Scheduled for Tuesday, September 29, 2015 at 9:30 am at the Thetis Island Community Centre (Forbes Hall), North Cove Road, Thetis Island, BC		
15.	TOWN HALL	11:15 AM - 11:30 AM	
16.	CLOSED MEETING - None		
17.	ADJOURNMENT	11:30 AM - 11:30 AM	



Thetis Island Local Trust Committee Minutes of a Regular Meeting

Date of Meeting: June 12, 2015
Location: Thetis Island Community Centre (Forbes Hall)
North Cove Road, Thetis Island, BC

Members Present: Susan Morrison, Chair
Peter Luckham, Local Trustee
Ken Hunter, Local Trustee

Staff Present: Aleksandra Brzozowski, Acting Regional Planning Manager
Marnie Eggen, Acting Island Planner
Jessie Sherk, Recorder

Media and Others: 5 members of the public were in attendance.

1. CALL TO ORDER

Chair Morrison called the meeting to order at 9:32 am. She acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

9.2 Letter from Dale Blikholder dated June 11, 2015

By general consent the agenda was approved as amended.

3. TOWNHALL and Questions

Dale Blikholder responded to the Ragged Islets situation that was outlined in the latest Thetis Island Quarterly. He read the article titled "Donations for Ragged Islet Signage" to the committee. He stated that he found it problematic that individuals were trying to restrict access to the island as well as solicit donations when they are not a legal body. He voiced his disagreement.

Easton asked for an update regarding ferry fare reductions, further to his email proposal that the ferry corporation should go back to the province. Trustee Luckham stated that this was an ongoing conversation and that yesterday a new campaign was launched asking for a 25% reduction in ferry fares. Discussion ensued. Easton then brought up the email he had forwarded to Trustee Luckham that was sent to Jas Chong regarding the budget. He stated that Jas

Chong did acknowledge receipt of the email but he has not heard anything further. Discussion ensued.

4. Community Information Meeting

None.

5. Public Hearing

None.

6. Minutes

6.1 Local Trust Committee Minutes Dated April 14, 2015-

The following amendments to the minutes were presented for consideration:

- page 5, in the paragraph after the first resolution; change “Columbus Institute...” to “Columbia Institute...”
- page 5, in the last sentence on the page, delete the words “after which they will be sent to the Ministry of Justice” and place a period after the word “Development”
- page 8, change the heading of 13.4.2 to “Southern Trustees Adhoc Meeting”
- page 6, Chair’s Report, change the second sentence to read, “Executive Council now begins at 8:45 am to allow more time for the meeting.”

By general consent the minutes were adopted as amended.

6.2 Section 26 Resolutions-without-meeting Report dated June 1, 2015

Received.

6.3 Advisory Planning Commission Minutes

None.

7. BUSINESS ARISING FROM MINUTES

7.1 Follow Up Action List dated June 1, 2015

The Follow Up Action list was reviewed and discussed.

7.2 Advisory Planning Commission

There are no updates. Trustee will encourage applicants.

7.3 Hardy Granite Quarry Permit on Valdes Islands – Letter to Aboriginal Affairs and Northern Development Canada

7.3.1 Memorandum dated May 7, 2015

Planner Eggen summarized the memorandum. Discussion ensued. It was noted that the document needed to be re-edited by staff.

7.4 Foreshore Lease Off Valdes Island – verbal update

Staff noted that the application for the foreshore lease is expected to be referred to Islands Trust in the near future, as noted in the FUAL.

7.5 Annual meeting with Cowichan Valley Regional District (CVRD) verbal update

Planner Eggen stated that she spoke to trustees by email and the preference is a fall meeting.

7.6 Mosquito Population on Thetis Island – Letter to CVRD

7.6.1 Memorandum dated May 4, 2015

Discussion ensued. It was agreed that it is important to send the letter and that it should be edited properly. The following corrections were noted:

- second paragraph, 3rd line should be changed to read, “ ... to conduct a visit to a site particularly affected by...”
- second paragraph, beginning of last sentence, change “As” to “It is”
- third paragraph, first line, replace the first “is” with “are” and the word “important” should be deleted.
- last paragraph, third line, the word “please” should be changed to “pleased”

Staff will make the corrections.

7.7 Finalize Input to Strategic Plan – discussion

Possible additions to put forward into the strategic plan were discussed. The list from the goal-setting meeting was reviewed. Trustee Luckham explained the opportunities and benefits of working with the United Nations Education, Scientific and Cultural Organization (UNESCO) to create a Biosphere Reserve.

TH-2015-017

It was **MOVED** and **SECONDED**, that the Thetis Island Local Trust Committee forward to Executive Committee, the Thetis Island Local Trust Committee’s priorities for the strategic plan including:

- Affordable housing, support for aging in place;

- To advocate for efficient, sustainable and safe transportation systems including ferry services;
- Shoreline protection guidelines;
- Explore opportunities for Islands Trust nominations as a United Nations Biosphere Reserve;
- Improve organization, cost effectiveness and resilience.

CARRIED

7.8 Letter dated February 25, 2015 from Trustee Luckham to Minister of Technology, Innovation and Citizens Services regarding Request for Support for Improved Internet Access on Thetis Island

Received for information.

8. DELEGATIONS

None.

9. CORRESPONDENCE

9.1 Email dated April 7, 2015 from Don Moss regarding Hardy Granite Quarry

Discussion ensued. No further communication needed.

9.2 Letter from Dale Blikholder dated June 11, 2015

Trustee Luckham reviewed the letter. He thanked Dale Blikholder for his concern. Discussion ensued regarding unofficial signage on Ragged Islets. It was agreed that there is nothing that the LTC can do besides speak to the individuals who put up the sign, as they have no jurisdiction.

10. APPLICATIONS AND REFERRALS

10.1 TH-RZ-2015.1 Penelakut Seafoods Inc. – verbal update

Planner Eggen noted she had not yet heard back from Penelakut, but they are still working toward having the map for the rezoning and the map for the licence of occupation be consistent. Staff would like to move forward with the rezoning once they have heard back from Penelakut.

10.2 Galiano Island Local Trust Area Bylaw Referral Request for Response for Land Use (LUB) Bylaw No. 251 and Official Community Plan (OCP) Bylaw No. 252

TH-2015-018

It was **MOVED** and **SECONDED**,
that the Thetis Island Local Trust Committee would advise Galiano Island Local Trust Committee that our interests are unaffected regarding Bylaw Nos. 251 and 252.

CARRIED

10.3 Galiano Island Local Trust Area Bylaw Referral Request for Response for OCP Bylaw No. 242 and LUB Bylaw No. 243

TH-2015-019

It was **MOVED** and **SECONDED**,
that the Thetis Island Local Trust Committee would advise Galiano Island Local Trust Committee that our interests are unaffected regarding Bylaw No. 243.

CARRIED

10.4 Galiano island Local Trust Area Bylaw Referral Request for Response for OCP Bylaw No. 254 and LUB Bylaw No. 255

TH-2015-020

It was **MOVED** and **SECONDED**,
that the Thetis Island Local Trust Committee would advise Galiano Island Local Trust Committee that our interests are unaffected regarding Bylaw Nos. 254 and 255.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Shoreline Protection

11.1.1 Memorandum dated May 28, 2015

Acting Regional Planning Manager (ARPM) Brzozowski summarized the memorandum. She noted that the Stewardship Centre is requesting feedback from the communities about what the priorities are for the coming year. She also summarized her follow-up of the three different sites that were part of the workshop last year. Trustees agreed that the report is in-depth and paints a clear picture. Discussion ensued regarding how to facilitate a mechanism to allow property owners and developers to easily access the information they need and get the support from planning/provincial staff in order to undertake best practices and ideally engage less with local government. It was suggested that

in the short term, the Shoreline Guide could be made available to property owners, which would help them understand the benefits of following this path.

11.2 Riparian Areas Regulations Implementation – verbal update

Planner Eggen updated the committee. She stated that there had been some previous discussion with Ian Ralston and planning staff about a Development Permit Area (DPA) but have since moved on from that idea to a conservation covenant. Staff and Mr. Ralston are working on the details of that at this point. Discussion ensued.

Planner Eggen explained the *Riparian Areas Regulation* to the public.

12. BREAK

Chair Morrison recessed the meeting at 11:30 am for a break, and reconvened at 12:00 pm.

13. REPORTS

13.1 Work Program Reports

13.1.1 Top Priorities Report Dated June 1, 2015

The Top Priorities report was reviewed. The following items were discussed:

- shoreline protection applications
- removing the Associated Islands Official Community Plan (OCP) from the list
- removing Riparian Area Regulations from the list

13.1.2 Projects List Report dated June 1, 2015

No updates or changes.

13.2 Applications Report Dated June 1, 2015

Reviewed.

13.3 Trustees and Local Expense Report dated March 2015

Received.

13.4 Adopted Policies and Standing Resolutions.

Reviewed.

13.5 Local Trust Committee Webpage

There were no updates.

13.6 Chair's Report

Chair Morrison reported on the upcoming Trust Council meeting. . She stated that it is being held on Galiano Island and that it is going to be very busy with lots of delegations.

13.7 Trustees' Report

Trustee Hunter reported on the grass cutting and fire hazard situation on Thetis. The possibility of writing a letter of concern was discussed.

TH-2015-021

It was **MOVED** and **SECONDED**,
that the Thetis Island Local Trust Committee write to the agencies responsible for road maintenance asking that they make the mower available to the island to cut the grass on road shoulders and that Ken Hunter will craft the letter for Chair's approval.

CARRIED

Trustee Luckham reported on Executive Committee noting that it will be very busy. He spoke to yesterday's launch of the BC Ferries campaign to reduce fares by 25%. He also discussed that he has been in conversation with the involved agencies regarding the bat caves and trying to facilitate a visit.

13.8 Electoral Area Director's Report

None.

13.9 Trust Fund Board Report

Chair Morrison stated that they had a good meeting with Qualicum First Nations and that next steps involve them coming to Lasqueti Island for a visit and walkabout.

14. NEW BUSINESS

None.

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Tuesday, August 11, 2015 at 9:30am at the Thetis Island Community Centre (Forbes Hall), North Cove Road, Thetis Island, BC

16. TOWN HALL

None.

17. CLOSED MEETING

17.1 Motion to Close the Meeting

TH-2015-022

It was **MOVED** and **SECONDED**,
that the Thetis Island Local Trust Committee close the meeting to the
public in accordance with the Community Charter, Part 4, Division 3,
s.90(1)(d) for the purpose of considering Adoption of In-Camera Meeting
Minutes dated April 14, 2015 and s.90(1)(f) for the purpose of Bylaw
Enforcement report and advice and that the recorder and staff attend the
meeting.

CARRIED

17.2 Recall to Order

Chair Morrison recalled the meeting to order at 12:35.

17.3 Rise and Report

Chair Morrison reported that the in-camera minutes of April 14, 2015 were
adopted.

18. ADJOURNMENT

BY GENERAL CONSENT the meeting was adjourned at 12:36pm.

Susan Morrison, Chair

Certified Correct:

Jessie Sherk, Recorder



Islands Trust

RWM From: June 01, 2015 To: July 30, 2015

Thetis Island

Resolution #	Action	Resolution Description	Resolution Date
2015-05	In Favour	"That the Thetis Island Local Trust Committee request staff to draft a letter of support, to be signed by the Chair on behalf of the Local Trust Committee, for the Stewardship Centre's proposal for Green Shores education and training for shoreline decision-makers program in their pursuit of funding from Natural Resources Canada."	Jun 01, 2015



Follow Up Action Report w/ Target Date

Thetis Island Jun-04-2014

No.	Activity	Responsibility	Target Date	Status
1	To prepare a referral response to the Woodlot License Plan for W2043, to be reviewed by the LTC. Update (July 23): Woodlot License Management Plan release has been delayed.	Aleksandra Brzozowski	Jul-23-2014	On Going
1	Post a link to the Coastal Douglas Fir Report to the website and a link be provided to the Woodlot Licence Plan, Woodlot 2043, referral, when it is available. Update (July 23): Woodlot License Management Plan release has been delayed.	Aleksandra Brzozowski	Jul-23-2014	On Going

Feb-03-2015

No.	Activity	Responsibility	Target Date	Status
1	Staff to look into creating a Correspondence section for the LTC webpage. Update: Correspondence from last two years to be included on the 'News' page.	Emily Kozak Mike Richards	Apr-14-2015	On Going

Apr-14-2015

No.	Activity	Responsibility	Target Date	Status
1	Staff prepare letter for review and signature to be sent to AANDC regarding the noise impact associated with the quarry operation on IR3.	Karin Kronstal	May-04-2015	On Going
1	Work with Penekalut Seafoods and Ministry to update map for the crown lease application so that the same boundaries apply to the license of occupation application area as those being applied for under the upcoming rezoning application.	Marnie Eggen	May-12-2015	On Going

1	Staff to contact the 3 pilot project properties owners and provide a memo summarizing their impressions of the property owners with their ability to move forward with their projects.	Aleksandra Brzozowski	May-12-2015	On Going
1	Follow up with AANDC to request the appendices attached to the Quarry Permit for Lyackson IR3.	Marnie Eggen	May-12-2015	Done
1	Staff to collect ideas from Thetis LTC about strategic plan input for final confirmation at June 12th LTC meeting.	Marnie Eggen	May-19-2015	Done
1	Representative from Bylaw enforcement to provide update via teleconference to Thetis LTC at June 12th LTC Meeting.	Warren Dingman Miles Drew Marnie Eggen	Jun-09-2015	Done
1	Staff to contact Regional District about possible dates for annual meeting and circulate options to Trustees.	Marnie Eggen Emily Kozak Mike Richards	Aug-31-2015	On Going



Memorandum

700 North Road Gabriola Island BC V0R 1X3

Telephone (250) 247-2063 FAX: (250) 247-7514

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC 1.800.663.7867

northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date June 30, 2015

File Number: Islands Trust Strategic Plan

To Thetis Local Trust Committee
From Marnie Eggen, A/Island Planner

Re PHASE 2 LOCAL TRUST COMMITTEE INPUT INTO DEVELOPMENT OF THE ISLANDS TRUST STRATEGIC PLAN FOR 2014 - 2018

At its meeting last week, Trust Council decided to have another round of consultation with Local Trust Committees regarding the Strategic Plan. At this stage in the process, the Executive Committee is seeking new input or a confirmation of previous input from Local Trust Committees (LTCs) with a focus on the objectives and strategies that LTCs believe to be priorities. Please find attached the Request for Decision from Linda Adams, Chief Administrative Officer.

At its regular business meeting on June 12, 2015, the Local Trust Committee passed the following resolution (draft) with regard to providing input into the Islands Trust Strategic Plan:

TH-2015-016

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

that the Thetis Island Local Trust Committee forward to Executive Committee the Thetis Local Trust Committee's priorities for the strategic plan including:

- Affordable housing, support for aging in place
- To advocate for efficient, sustainable and safe transportation systems including ferry services
- Shoreline protection guidelines
- Explore opportunities for Islands Trust nominations as a United Nations Biosphere Reserve
- Improve organization, cost effectiveness and resilience

CARRIED

pc: Aleksandra Brzozowski, A/Regional Planning Manager
Linda Adams, Chief Administrative Officer

REQUEST FOR DECISION

To: Local Trust Committees

For the Meeting of: Various dates (see list attached at end)

From: Linda Adams
Chief Administrative Officer

Date Prepared: June 29, 2015

File No.: Strategic Plan

SUBJECT: PHASE 2 LOCAL TRUST COMMITTEE INPUT INTO DEVELOPMENT OF THE ISLANDS TRUST STRATEGIC PLAN FOR 2014-2018

RECOMMENDATION:

That the ** Local Trust Committee recommend to Trust Council that the *Strategic Plan - Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term (Attachment 1)*, be amended as follows: *(to be determined by each LTC)*.

That the ** Local Trust Committee request its planner to complete Attachment 3, based on the LTC's work program, and forward it to the Chief Administrative Officer by August 7.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

The Islands Trust Council is in the process of developing a Strategic Plan, which will guide staff work programs, and budget development for the 2014-2018 term. Following earlier input from trustees and Islands Trust bodies, the Islands Trust Council has approved a Discussion Draft that identifies potential objectives and examples of strategies and activities for the 2014-2018 term. At this stage in the process, the Executive Committee is seeking input from Local Trust Committees (LTCs) with a focus on the objectives and strategies that LTCs believe to be priorities. Public consultation is also planned from July-August. An initial version of the Strategic Plan is scheduled for adoption in September, for the purposes of activities in the remainder of the 2015-2016 fiscal year and budget planning for the 2016-2017 fiscal year.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The task of developing and providing LTC recommendations about a Strategic Plan can be accommodated with existing resources.

FINANCIAL:

No external financial implications of providing LTC recommendations about a Strategic Plan.

LTC's requests for strategies and actions for the 2015-2016 fiscal year should consider the available resources in the current budget.

Should an LTC propose strategies and actions that would require additional resources in a future fiscal year, such requests would be considered by the Financial Planning Committee and Trust Council during the budget development process.

POLICY: No implications for existing policy. Trust Council's Strategic Plan could include objectives and strategies that result in amendments to existing policies.

IMPLEMENTATION/COMMUNICATIONS:

LTCs may wish to consider the following questions, in developing their input into *Strategic Plan - Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term*:

- Is the list of potential priority objectives complete? Should any be removed or amended?
- Should additional potential objectives be added? Should any be removed or amended?
- What is the relative importance of each potential objective identified?
- Are there additional or different strategies that should be identified at this stage? (Note: only broad strategies need to be identified at this stage; later in the process, more specific activities will be identified to carry out each strategy)

Local Trust Committee resolutions regarding potential additions, deletions or changes to the Discussion Draft of the Strategic Plan should be conveyed to the Chief Administrative Officer by **August 7**, for assembly and inclusion in the Executive Committee's August 19 meeting agenda package. Where this timing is not possible, resolutions should be submitted as soon as practical, for inclusion in Trust Council's September 2015 meeting agenda package.

OTHER: As other Islands Trust bodies will be asked for input about the Strategic Plan and Trust Council will have further opportunities to discuss successive drafts of the Strategic Plan, LTCs may wish to focus on matters that are most relevant to LTC work.

As the *Strategic Plan - Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term* indicates a number of strategies and activities for the Local Planning Committee and Local Trust Committees, completion of Attachment 3 will assist Trust Council in understanding LTCs' interests in addressing the topics identified.¹

BACKGROUND

- The Islands Trust Council adopts a strategic plan each term to focus its work on the priority areas identified by trustees, as well as the many separate bodies that make up the Islands Trust. Trust Council has assigned the Executive Committee the responsibility for facilitating development of the Strategic Plan.
- The Executive Committee has been following a process for Strategic Plan as provided to Trust Council at its June [Strategic Planning Session](#).
- In June 2015 Trust Council had a facilitated session and confirmed the list of *Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term* shown in Attachment 1, for the purposes of further consultation.
- A diagram and glossary of strategic planning terms is included in Attachment 2 for reference.

REPORT/DOCUMENT:

Attachment 1 -- *Strategic Plan - Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term*

Attachment 2 – Diagram and Glossary of Strategic Planning Terms

Attachment 3 – Local Trust Committees and Draft Strategic Plan 2014-2018

KEY ISSUE(S)/CONCEPT(S):

¹ Thanks to Trustee Tony Law for development of Attachment 3.

RELEVANT POLICY:

- The Strategic Plan is intended to carry out the Islands Trust Policy Statement, by identifying priorities for each term.
- [Trust Council's Policy 2.4.i](#) gives the Executive Committee the responsibility to facilitate development of the Strategic Plan.

DESIRED OUTCOME:

Phase 2 of LTC input into the Islands Trust's Strategic Plan for 2014-2018.

RESPONSE OPTIONS

Recommended:

That the ** Local Trust Committee recommend to Trust Council that the *Strategic Plan - Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term*, be amended as follows: *(to be determined by each LTC)*

That the ** Local Trust Committee request its planner to complete Attachment 3, based on the LTC's work program, and forward it to the Chief Administrative Officer by August 7.

Alternative:

That the ** Local Trust Committee not provide comments regarding the *Strategic Plan - Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term* at this time.

Prepared By: Linda Adams, Chief Administrative Officer

Reviewed By/Date: N/A



Linda Adams, Chief Administrative Officer

NOTE: This RFD has been prepared for receipt at the following meetings of LTCs:

Ballenas/Winchelsea: (Special meeting before Aug 7 if desired by LTC)

Denman LTC: July 21

Gabriola LTC: July 23

Galiano LTC: July 6

Gambier LTC: Aug 6

Hornby LTC: July 17

Lasqueti LTC: July 30

Mayne LTC: July 28

North Pender LTC: July 30

Salt Spring LTC: July 9 or Aug 6

Saturna LTC: (Special meeting before Aug 7 if desired by LTC)

South Pender LTC: (Special meeting before Aug 7 if desired by LTC)

Thetis LTC: Aug 11

Input from LTCs will be forwarded to the Executive Committee, Council's Advisory Committees (where feasible) and the September meeting of Trust Council.



Islands Trust Strategic Plan

Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term

Discussion Draft for Public Consultation
June 25, 2015

Policy Statement Goal A: Ecosystem Preservation and Protection...

POTENTIAL OBJECTIVE	EXAMPLES OF POTENTIAL STRATEGIES	EXAMPLES OF ACTIVITIES THAT COULD IMPLEMENT POTENTIAL STRATEGIES	WHO WOULD WORK ON IT?
1 PROTECT the natural environment of islands	1.1 Encourage voluntary stewardship of natural environment	Promote community participation in conservation through information sharing and education about private land stewardship options.	TFB
		Share information about best practices for covenants and NAPTEP with all planning staff.	TFB
		Improve and update mapping of natural and modified environments, including terrestrial ecosystem mapping, protected area networks, nearshore mapping and areas under sustainable forestry or sustainable agricultural use.	TFB
		Research and develop a pilot landowner contact program in collaboration with a local conservancy.	TFB
		Support island-based land trusts with partnerships, funding and capacity building opportunities.	TFB
	1.2 Expand Natural Areas Protection Tax Exemption Program (NAPTEP) program to entire Islands Trust Area	Present NAPTEP program to BIM Council for consideration Finalize Letter of Understanding with BIM.	EC
		Launch NAPTEP on Bowen Island (subject to BIM approval).	TFB

POTENTIAL OBJECTIVE	EXAMPLES OF POTENTIAL STRATEGIES	EXAMPLES OF ACTIVITIES THAT COULD IMPLEMENT POTENTIAL STRATEGIES	WHO WOULD WORK ON IT?
	1.3 Protect fish habitat by implementing Riparian Areas Regulation	Identify RAR watersheds. Improve mapping of riparian areas. Adopt new bylaws to implement RAR.	LTCs**
	1.4 Establish reliable, adequate and sustainable funding for the Islands Trust Fund	Seek legislative change regarding TFB name.	EC
		Develop and implement strategy re changes to name. Review and launch long-term funding strategy.	TFB
	1.5 Establish core conservation areas to protect biodiversity priorities identified in the Regional Conservation Plan	Map and prioritize high biodiversity areas and develop a strategy for protection. Protect land with high biodiversity, through acquisition, donation, or conservation covenant.	TFB
	1.6 Reduce greenhouse gas emissions & Encourage renewable sustainable and environmentally friendly energy systems	Use new planning tools to reduce greenhouse gas emissions (e.g. as illustrated in Council toolkit <i>Reducing Greenhouse Gases in the Islands Trust Area</i>).	LTCs**/BIM***
		Develop a Renewable Energy Tool Kit.	LPC
	1.7 Use land use planning tools and decisions to protect coastal Douglas fir and associated ecosystems	Develop a planning toolkit to illustrate how to protect coastal Douglas fir and associated ecosystems.	LPC
	1.8 Advocacy re protection of ecosystems	Advocate for a fallow deer management plan.	EC
2. PRESERVE and PROTECT coastal shorelines and marine areas	2.1 Use land use planning tools for shoreline protection	Specific activities and phases to be determined by LTCs and BIM.	LTCs**/BIM***
	2.2 Participate in planning for National Marine Conservation Area Reserve	Respond to NMCA implementation steps with complementary activities, as required.	TPC
	2.3 Advocate for protection of the Salish Sea and Howe Sound re shipping safety, derelict vessels and industrial activities	Advocacy letters from the Islands Trust Chair. 'Letter of Comment' to hearings related to Kinder Morgan tanker traffic. Continue to advocate for senior government solutions to derelict vessels .	EC

POTENTIAL OBJECTIVE	EXAMPLES OF POTENTIAL STRATEGIES	EXAMPLES OF ACTIVITIES THAT COULD IMPLEMENT POTENTIAL STRATEGIES	WHO WOULD WORK ON IT?
		Howe Sound advocacy – specific activities and phases to be defined by TPC with input from Gambier LTC and BIM.	TPC
		Participate in the Howe Sound Forum.	EC
		(EC to identify/confirm advocacy priorities in consultation with Trust Council). (e.g. light pollution, freighter anchorage activities , bridge connections, etc).	EC
		Advocate to reduce negative impacts of shellfish aquaculture practices. Develop working relationships with government and private agencies having interests in shellfish aquaculture. Participate in working groups and activities pertaining to shellfish aquaculture.	EC
	2.4 Encourage voluntary stewardship of nearshore ecosystems	TBD	TPC
	2.5 Work with San Juan County to have a coordinated oil spill response strategy	TBD	TPC

Policy Statement Goal B: Stewardship of Island Resources...

POTENTIAL OBJECTIVE	EXAMPLES OF POTENTIAL STRATEGIES	EXAMPLES OF ACTIVITIES THAT COULD IMPLEMENT POTENTIAL STRATEGIES	WHO WOULD WORK ON IT?
3. REDUCE our ecological footprint	3.1 Use land use planning tools to maximize resource efficiency	Amend OCPs to include new policies about resource efficiency. Amend LUBs to address resource efficiency (i.e. to make best use of existing buildings).	LTCs
	3.2 Advocate for efficient and sustainable transportation systems	TBD	EC
4. PROTECT quality and quantity of water resources	4.1 Coordinate with other agencies to protect water quality	Facilitate structured decision-making process to identify strategies for St. Mary Lake watershed management through SSIWPA (SSI). Further activities and phases to be identify by LTCs with this as a priority.	LTC
	4.2 Use land use planning tools to ensure levels of development are consistent with a sustainable water supply	TBD	LTCs

Policy Statement Goal C: Sustain Island Character and Healthy Communities...

POTENTIAL OBJECTIVE	EXAMPLES OF POTENTIAL STRATEGIES	EXAMPLES OF ACTIVITIES THAT COULD IMPLEMENT POTENTIAL STRATEGIES	WHO WOULD WORK ON IT?	
5. ENHANCE protect/restore community socio-economic diversity and economic sustainability	5.1 Advocate for sustainable, affordable and appropriate ferry service	To be defined by decisions of EC and recommendations of TPC.	EC	TPC
	5.2 Use land use planning tools and decisions to improve the availability of affordable, accessible, appropriate housing (as described in Trust Council's Community Housing Toolkit)	Amend OCPs to include affordable housing policies.	LTCs**/ BIM***	
		Amend LUBs to improve availability of affordable housing.	LTCs**/ BIM***	
		Develop an inventory of approaches and communications materials related to secondary suites and affordable housing initiatives on each island.	LPC	
		Develop an inventory of incentives for landowners.	LPC	
	5.3 Use land use planning tools to promote economic sustainability	Amend LUB to ensure an appropriate supply of land zoned for emerging industrial and commercial needs in one LTA. Improve planning for island villages (SSI and Gabriola). Amend LUB in one or more LTAs to address the diversity of economic and employment opportunities (e.g. Galiano project re contractor yards).	LTCs**	
		Develop an inventory of approaches to short-term vacation rentals on each island.	LPC	
	5.4 Use land use planning tools to address challenges of an aging population	Develop an inventory of land use planning tools that address aging population.	LPC	
	5.5 Use land use planning tools to assist communities in adapting to future climate change and rising sea levels	Develop a toolbox of planning tools that address climate change. Amend OCPs to address future climate change and rising sea levels. Amend LUBs to address future climate change and rising sea levels.	LTCs**	
	5.6 Work with other agencies to advocate for and promote economic sustainability	Recommend an advocacy position to TC for sustainable and appropriate agricultural policies - for presentation to the Agricultural Land Commission (ALC).	TPC	
		Advocate to the ALC re sustainable and appropriate agricultural policy, based on positions approved by TC.	EC	

POTENTIAL OBJECTIVE	EXAMPLES OF POTENTIAL STRATEGIES	EXAMPLES OF ACTIVITIES THAT COULD IMPLEMENT POTENTIAL STRATEGIES	WHO WOULD WORK ON IT?	
		Specific activities to be determined (e.g. foster reputation/attraction of the Islands Trust Area as a model of sustainability, work related to waste management).	TPC	LTCs
	5.7 Reduce or eliminate tax revenue exported out of the Islands Trust Area	Initiate study into options for Islands Trust office and/or job locations.	EC	
	5.8 Facilitate exploration of intra and inter-island transportation options	Develop a project charter.	TPC	

Goal D: Effective, efficient and collaborative governance

POTENTIAL OBJECTIVE	EXAMPLES OF POTENTIAL STRATEGIES	EXAMPLES OF ACTIVITIES THAT COULD IMPLEMENT POTENTIAL STRATEGIES	WHO WOULD WORK ON IT?
6. STRENGTHEN relations with First Nations	6.1 Improve engagement with First Nations	Develop strategy to use funding allocated to improve FN relations.	EC
		Improve First Nations liaison at an informal political level.	LTCs
		Seek common ground with local First Nations and build on it by identifying areas of shared advocacy and by proactively proposing shared partnerships.	LTCs
	6.2. Improve protection of archaeological and First Nations cultural resources	Educational session at TC re concerns with archaeological site protection.	EC
		Advocacy with archaeology branch.	EC
		Develop toolkit for protection of archaeological sites.	LPC
7. IMPROVE organizational cost effectiveness and resilience	7.1 Improve cost effectiveness and quality of Trust Council operations	Amend TC Meeting Procedures Bylaw to enable electronic meetings.	EC
		Develop and adopt a program for review and update of Trust Council policies and procedures.	EC
		Develop and adopt an on-going performance measurement program for Trust Council operations (i.e. based on Key Performance Indicators or process analysis).	FPC
		Begin preliminary investigations into the possibility of forming a Gulf Island Regional District.	EC
		Increase opportunities for Trust Council to engage in in-depth discussion about its vision, goals, mandate and activities.	EC
		Provide for more collaboration with San Juan County representatives.	EC
	7.2 Improve cost-effectiveness and quality of local planning services	Develop an inventory of approaches and communications materials related to priority planning projects.	LPC
		Identify Key Performance Indicators for LTC operations. Develop an on-going performance measurement program for LTC operations.	LPC
		Investigate the use of Alternative Dispute Resolution and/or mediation in bylaw enforcement.	LPC

POTENTIAL OBJECTIVE	EXAMPLES OF POTENTIAL STRATEGIES	EXAMPLES OF ACTIVITIES THAT COULD IMPLEMENT POTENTIAL STRATEGIES	WHO WOULD WORK ON IT?	
	7.3 Prepare Island Trust organization to adapt to the potential incorporation of Salt Spring Island	'Value for money' audit and benchmarking of LPS services Process review of LPS services	LPC	
		Identify Adaptation Strategy principles and objectives.	EC	
		Review existing IT-MCSCD protocol agreement regarding incorporation of municipalities in the Islands Trust Area.	EC	
		Develop detailed Islands Trust Adaptation Strategy to implement in the event of municipal incorporation of Salt Spring Island.	EC	FPC
		Finalize and adopt detailed Adaptation Strategy.	EC	
8. Improve cooperation and integration with other levels of government	8.1 Negotiate new protocol agreement and letter of understanding with the Ministry of Forests, Lands and Natural Resource Operations in regards to Crown land tenures	Revise and consolidate six agreements with the Province relating to Crown Land in the Islands Trust Area.	TPC	
	8.2 Strategies to be determined (e.g. Integrated Community Sustainability Planning)	To be determined by LTCs, or potentially by LPC and EC (e.g. improve process for development of RD/LTC protocol agreements).	LTCs LPC	
	8.3 Explore opportunities and benefits of working with UNESCO and the TFB and others in seeking nomination of the Trust Area as a UN Biosphere	Develop project charter to explore UN Biosphere designation.	TPC	
9. Improve community and agency understanding and support of the Islands Trust	9.1 Engage communities and agencies in review/update of the Islands Trust Policy Statement	Develop project charter to explore review/update of the Islands Trust Policy Statement.	TPC	
	9.2 Improve communications about the Islands Trust object and history	New communications tools, such as: website photos social media strategy video	EC	
	9.3 Engage communities and agencies in development of updated land use bylaws	To be determined by LTCs	LTCs	

POTENTIAL OBJECTIVE	EXAMPLES OF POTENTIAL STRATEGIES	EXAMPLES OF ACTIVITIES THAT COULD IMPLEMENT POTENTIAL STRATEGIES	WHO WOULD WORK ON IT?
10. IMPROVE community engagement and participation in Islands Trust work	10.1 Improve communications and availability of information about Islands Trust activities	Electronic broadcast of meetings of Islands Trust bodies.	EC
	10.2 Improve Trust Council and Executive Committee engagement of stakeholders	Develop project charter	EC
	10.3 Improve LTC engagement of stakeholders	Develop project charter	LPC
11. HAVE a vision for the Islands Trust Area	TBD	TBD	TPC

* subject to decisions of Trust Fund Board **subject to decisions of local trust committees ***subject to decisions of Bowen Island Municipality

Colour Key for Last Column:

Colour	Potential committee/unit/body taking lead for a potential strategy
	Local Planning (through Local Planning Committee, Local Planning Services staff, Local Trust Committees and/or Bowen Island Municipality)
	Trust Programs Committee and/or Trust Area Services staff
	Executive Committee
	Trust Fund Board and/or Islands Trust Fund staff
	Financial Planning Committee

Abbreviations:

AVICC – Assoc. of Vancouver Island Coastal Communities
 BIM – Bowen Island Municipality
 cDf – coastal Douglas fir
 EC – Executive Committee
 FN – First Nations
 FPC – Financial Planning Committee
 FY – Fiscal Year
 IT – Islands Trust
 ITF – Islands Trust Fund
 ITPS – Islands Trust Policy Statement
 LGA – Local Government Act
 LPC – Local Planning Committee
 LPS – Local Planning Services

LTA – Local Trust Area
 LTC – Local Trust Committee
 LUB – Land Use Bylaw
 MCSCD – Ministry of Community, Sport and Development
 MVRD – Metro Vancouver Regional District
 NA – Not Applicable
 NEB – National Energy Board
 NAPTEP – Natural Area Protection Tax Exemption Program
 NMCA – National Marine Conservation Area
 OCP – Official Community Plan

ProD – Professional Development
 RAR – Riparian Areas Regulation
 RD – Regional District
 RFD – Request for Decision
 SSI – Salt Spring Island
 TAS – Trust Area Services
 TBD – To Be Determined
 TC – Trust Council
 TFB – Trust Fund Board
 TPC – Trust Programs Committee
 UBCM – Union of BC Municipalities

NOTES

Attachment 6

Strategic Planning - General Framework



Strategic Planning -- Glossary

Strategic Plan

- A high level plan that outlines an organization's mission and key objectives for the medium to long term, and sets out strategies for achieving the goals and objectives.
- Typically, a strategic plan covers a three to ten-year timeframe. In the case of the Trust Council, it has undertaken strategic planning exercises that correspond to a term of office (three years – now changed to four as of 2014), with some on-going strategies and actions that have carried on between terms.

Mission (Object)

- A broad statement of what an organization does, why it does it and who it does it for. In the case of the Islands Trust, its 'mission' is its provincial object:
"To preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the Government of British Columbia."

Goal

- A general statement of desired results to be achieved over an unspecified period of time. A goal should answer the question of 'what' needs to be achieved, rather than 'how' to achieve it.
- For the purposes of Trust Council's current strategic planning exercise, the current plan includes the three goals from the Islands Trust Policy Statement and a fourth that responds to the statement in the object about working in cooperation with others.

Objective

- A more precise statement of specific results to be achieved over a specified time.
- Like goals, objectives should focus on 'what' needs to be achieved, rather than 'how' to achieve it.
- For the purposes of Trust Council's current strategic planning exercise, Council has previously identified some potential objectives that have been grouped according to four goals and are related to objectives identified in the Islands Trust Policy Statement
- Typically, a local government should have between **seven** and **twelve** objectives at any one time.
- While an organization's mission and goals may remain relatively constant, objectives may change more frequently as some objectives are achieved, new ones emerge and priorities change.
- For the purposes of Trust Council's current strategic planning exercise, some potential objectives have been identified without particular time frames. As discussions continue, the number of objectives should be reduced and each objective should be made more specific both in terms of what is to be achieved and when.

Strategy

- The actions that describe how objectives are to be achieved. Strategies are made up of a set or group of activities. As opposed to goals and objectives, strategies focus on 'how' to achieve things.

Activities

- The actions, steps, projects or initiatives undertaken by an organization to carry out a strategy. This is the more detailed 'break-down' of a strategy, indicating if certain activities need to take place first, before others can be undertaken.

Measurement

- A process of assessing progress in achieving objectives.

ATTACHMENT 3

Local Trust Committees and Draft Strategic Plan 2014/2018

Please indicate the Local Trust Committee's interests in addressing the topics identified as possible strategies for LTCs to implement this term:

Local Trust Committee:			Planner/date:	
	Topics included as possible strategies in the draft strategic plan	Topic is on LTC Work Program	Topic is on LTC Future Projects List	Topic may possibly be addressed by LTC this term
1.3	Protect fish habitat by implementing Riparian Areas Regulation			
1.6	Use land use planning tools to reduce greenhouse gas emissions			
1.7	Use land use planning tools and decisions to protect coastal Douglas fir and associated ecosystems			
2.1	Use land use planning tools for shoreline protection			
3.1	Use land use planning tools to maximize resource efficiency			
4.1	Coordinate with other agencies to protect water quality			
4.2	Use land use planning tools to ensure levels of development are consistent with a sustainable water supply			
5.2	Use land use planning tools and decisions to improve the availability of affordable, accessible, appropriate housing			
5.3	Use land use planning tools to promote economic sustainability			
5.4	Use land use planning tools to address challenges of an aging population			
5.5	Use land use planning tools to assist communities in adapting to future climate change and rising sea levels			
5.6	Work with other agencies to advocate for and promote economic sustainability			
6.1	Improve engagement with First Nations			
6.2	Improve protection of archaeological and First Nations cultural resources			
7.2	Improve cost-effectiveness and quality of local planning services			
8.2	Improve cooperation and integration with other levels of government			
9.3	Engage communities and agencies in development of updated land use bylaws			
10.3	Improve LTC engagement of stakeholders			



Memorandum

700 North Road Gabriola Island BC V0R 1X3

Telephone **250. 247-2063** FAX: 250. 247-7514

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC **1.800.663.7867**

northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date July 28, 2015 File Number GB 5450-30

To Thetis Island Local Trust Committee

From Aleksandra Brzozowski
Acting Regional Planning Manager
Northern Office

Re: Correspondence from Gabriola residents re: Valdes Island sandstone quarry

At their July 23, 2015 regular business meeting, the Gabriola Island Local Trust Committee (LTC) received correspondence from concerned Gabriolans regarding the sandstone quarry on Valdes Island.

In response to this correspondence, the LTC passed the following resolution:

GB-2015-086

It was **MOVED** and **SECONDED**,
that the Gabriola Island Local Trust Committee request staff to relay community concern regarding the Valdes Island Stone Quarry to the Thetis Island Local Trust Committee and request the Thetis Island planning staff to relay back to Gabriola planning staff any updates on the progress of this application.

Attachment: Email dated July 6, 2015 from Neil and Lillian Varcoe

pc: Gabriola Island Local Trust Committee
Marnie Eggen, Island Planner (Northern Team)

From: vortac [REDACTED]
Sent: July 6, 2015 10:35 AM
To: Heather Nicholas
Subject: Stone Quarry on Valdes Island

OPEN LETTER to: Islands Trust, Gabriola Sounder, Nanaimo Regional District, Lyacksun First Nations, Aboriginal Affairs and Northern Development Canada, Parks Canada, BC Parks, Environment Canada, Health Canada, Natural Resources Canada, Fisheries and Oceans Canada, Council of BC Yacht Clubs.

Dear Concerned Parties:

Re: Stone Quarry on Valdes Island - Lyackson Indian Reserve No.3

I understand that permission for operation of this sandstone quarry was granted in 2012 by the Aboriginal and Northern Development Canada (BC region). I also understand that other government department were consulted, such as, Parks Canada, Environment Canada, Health Canada, Natural Resources Canada, and Fisheries and Oceans Canada. It appears no local agencies were consulted. Islands Trust might have been considered since 1974 Islands Trust is empowered to “preserve and protect” the Trust Area and its unique amenities and environment in cooperation with others.”

There was no environment assessment. There was no consultation with nearby residents. Nevertheless, permission was granted on the grounds that, “Our department determined that the quarry was not likely to cause significant adverse environmental effects,” said Hazel Desharnais, Communications Officer for AANDA as reported in a February 2015 article in the Gabriola Sounder.

Since then, however, adverse effects have been significant enough to justify the shutting down of the quarry during the 2015 summer months for the eagle-nesting season.

So what kind of adverse effects are there from an operating stone quarry?

There is blasting - booming, percussive explosions that send pressure waves unimpeded by obstruction and amplified by skimming across the water to anyone within 3 or 4 miles. But not only is blasting a molestation; the continuous high-pitched whine of rock drilling - comparable to fingernails across a blackboard - is equally beyond endurance.

Who is impacted by this noise - apart from the animals and birds who flee when there's a sudden boom - are the residents of DeCourcy Island, and Ruxton Island, who are directly across from the quarry, line of sight, less than 1 1/2 miles away. Mudge Island and even Gabriola Island, who are over 3 miles away, still hear enough noise that there have been complaints. While the residents of the islands are affected the most, the year around tourist industry will also suffer.

There are three Provincial Parks less than 2-miles from the granite quarry.
The safest anchorage and most popular is Pirates Cove Provincial Marine Park on DeCourcy

Island, on Pylades Channel, directly across from the quarry. The park is a paragon to the Provincial Park mandate: “dedicated to the protection of natural environments for the inspiration, use and enjoyment of the public.” There are campsites, picnic tables, two expensive aluminum dinghy docks and a sheltered anchorage capable of holding up to 45 transient yachts.

When the blasting and whining drill from across the bay jolts park visitors, all the effort to provide public enjoyment will be wasted.

As local full-time residents we cannot just pack up and leave. We are stuck bearing the onslaught of direct line-of-sight quarry noise and left with some perplexing questions: a) why was there no public consultation required before this stone quarry was approved, and b) why is it that no governing agency seems aware that the peaceful habitation of a large portion of Gulf Island residents are having their lawful right to the quiet use and enjoyment of her or her land interfered with, let alone a discussion of concurrent property devaluation.

Another question that arises is a Nanaimo Noise Bylaw for Electoral Area “B” that encompasses DeCourcy, Mudge and Gabriola Islands, but for some reason the bylaw is restricted to Gabriola only. Surely those taxpayers living on other the islands within Electoral Area B deserve the same right of peaceful habitation.

The most perplexing question of all is: why is Islands Trust is not addressing this not so thin-edge-of-a-wedge stone quarry into an area where their mandate of “preserve and protect” is being thwarted.

The final worry is that Hardy Island Granite Quarries Ltd. has applied for a commercial water lease on Pylades Channel so that they can barge their stone off island. Obviously, they are planning on a long-term operation...with long-term consequences.

Yours truly,

Neil & Lillian Varcoe - [REDACTED]

Without Prejudice

E & OE

STAFF REPORT

Date: July 22, 2015

File No.: TH-DVP-2015.1 (GIESBRECHT)

To: Thetis Island Local Trust Committee
For meeting August 11, 2015

From: Teresa Ritemann, Planner 1

CC: Aleksandra Brzozowski, Acting Regional Planning Manager

Re: Development Variance Permit – Lot 7, Section 31, Nanaimo District,
Plan VIP 17982; PID 003-689-964

Owners: Daniel Giesbrecht, Renee Giesbrecht, Heidi Giesbrecht, and Alexander Mendelev

Applicant: Daniel Giesbrecht

Location: Lot 7, Otter Bay Trail, Ruxton Island

THE PROPOSAL:

The applicant is seeking a Development Variance Permit to vary the setback distance in the Settlement zone, as described in Subsection 3.1(a) of the Ruxton Island Zoning Bylaw No. 13:

“No building or structure or part thereof shall be located within 5 metres of any lot line”

in order to permit only those portions of a patio (as shown in the Site Plan in Figure 2) that are currently within the required 5.0 metre setback, to a minimum of 0.8 metres from the interior side lot line (southeast property boundary).

SITE CONTEXT:

The subject property is a waterfront lot located on the eastern side of Ruxton Island, as shown in Figure 1. The property is approximately 0.17 hectares (0.42 acres) in size, and is bordered by the natural boundary of the sea to the northeast and northwest, and by private, residential property to the southeast. Access to the subject property is by a rural road along the southwest property line. In addition to the primary dwelling and associated decks, a woodshed, a shed, a water tank, an outhouse, an accessory building (studio) with deck, as well as a wharf structure currently exist on the property, as shown in Figure 2. Figure 3 shows the site plan as it appears in the draft Development Variance Permit.

Photos of the patio are shown in Photos 1 and 2 and other buildings and structures in Photos 7 - 10 (taken during the March 19, 2015 site visit by Islands Trust Staff Warren Dingman and Teresa Ritemann). Additional site photos from Bylaw Enforcement file TH-BE-2009.1 are shown in Photos 3 – 6.

Figure 1: Subject Property

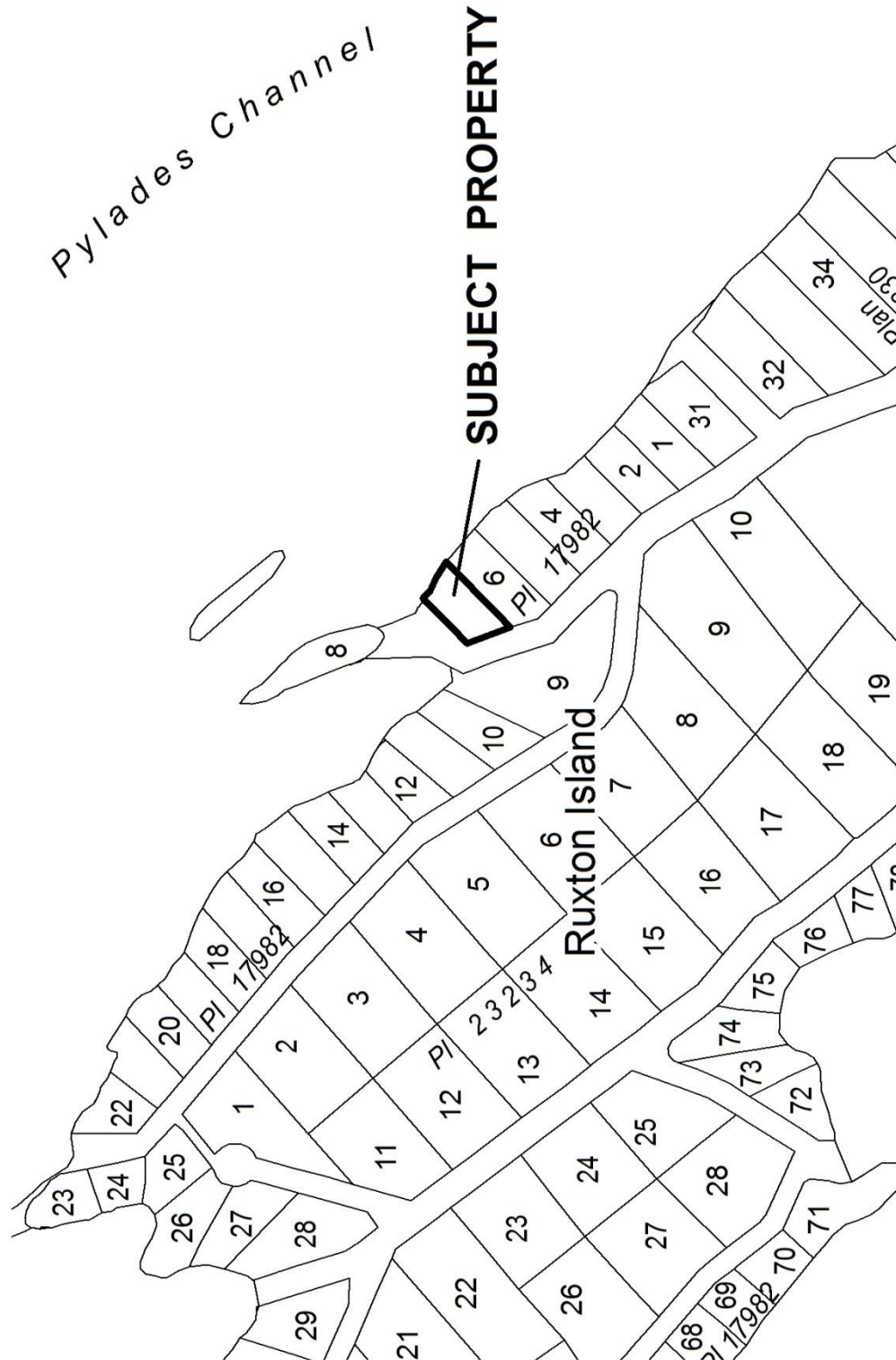
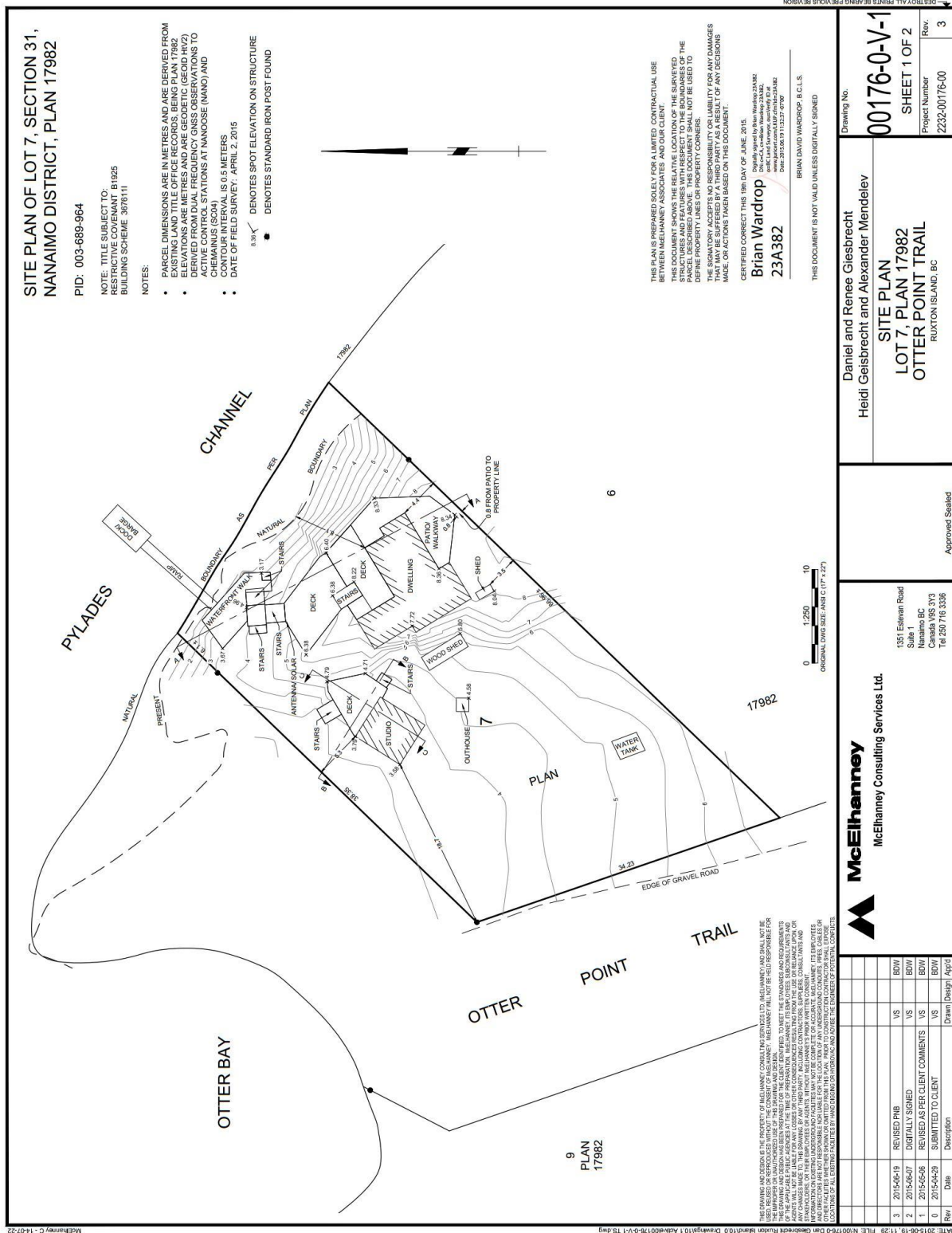


Figure 2: Surveyed Site Plan (dated June 19, 2015)



[illegible]

Photo 1 : View of Patio, facing south



Photo 2: View of Patio, facing northeast



Photo 3: Visual distance from patio to southeast property line marker



Photo 4: Measured distance from southeast property line to patio



Photo 5: Distance of about 66 inches (5.5 feet / 1.67m) from southeast property line to inside of patio railing



Photo 6: Structure labeled “Waterfront Walk” on Site Plan



Photo 7: View of “Waterfront Walk” – facing north



Photo 8: “Waterfront Walk” structure – facing northeast



Photo 9: Access stairs connecting to “Waterfront Walk” structure



Photo 10



Portion of "Waterfront Walk" structure excepted under S. 2.4(c) of Ruxton Island Zoning Bvlaw No. 13

Waterfront Stairs to access foreshore

CURRENT PLANNING STATUS OF SUBJECT LANDS:

Islands Trust Policy Statement:

This application is in conformity with the Islands Trust Policy Statement.

Official Community Plan

Ruxton Island currently has no Official Community Plan in effect, and therefore, there are no Development Permit Areas or Heritage Conservation Areas associated with this application.

Land Use Bylaw

The property is zoned Settlement (S) as per the Ruxton Island Zoning Bylaw No. 13 (1984). Subsection 3.1 of the Zoning Bylaw permits one dwelling unit and accessory buildings and structures per parcel, subject to the following (**emphasis added**):

- (a) No building or structure or part thereof shall be located within 5 metres of any lot line;**
- (b) No building shall be located within 10 metres of the natural boundary of the sea;
- (c) No building or structures shall exceed a height of 8 metres; and
- (d) Buildings and structures in total shall cover not more than 20 per cent of the lot.

Thus, the applicant is seeking a reduction to the setback, from 5.0 metres to a minimum of 0.8 metres from the interior side lot line (southeast property boundary) in order to permit only those portions of an existing deck which currently lie within the setback.

Islands Trust Fund:

As per the Islands Trust Fund Policy Manual, this application does not directly affect Islands Trust Fund Board (TFB) interests as it does not directly affect a TFB owned property or conservation covenants, nor does it affect property directly adjacent to TFB owned property or conservation covenants.

Regional Conservation Plan:

Map 16 of the Islands Trust Fund Regional Conservation Plan indicates that the estimated importance of habitat composition is *medium* for this property.

Sensitive Ecosystems and Hazard Areas:

Islands Trust Sensitive Ecosystem Mapping (SEM) does not indicate any sensitive ecosystems being mapped, though the Islands Trust Ecosystem Mapping (ITEM) database indicates this is an area of Young Forest – Coastal Douglas Fir (Figure 4, Light Yellow shading). The applicant was made aware of this occurrence and has been provided with supplemental information on this ecosystem from: <http://www.env.gov.bc.ca/wld/documents/douglasfir.pdf>. The northeast property line also has a rather steep slope mapped (see Figure 5). Additionally, Islands Trust mapping indicates that the Groundwater Vulnerability is moderately high for this property (see Figure 6). Email discussion with the Islands Trust Fund Ecosystem Protection Specialist (Kate Emmings) confirmed that there are no Species at Risk occurrences on the property.

Figure 4: Islands Trust Ecosystem Mapping – Young Forest

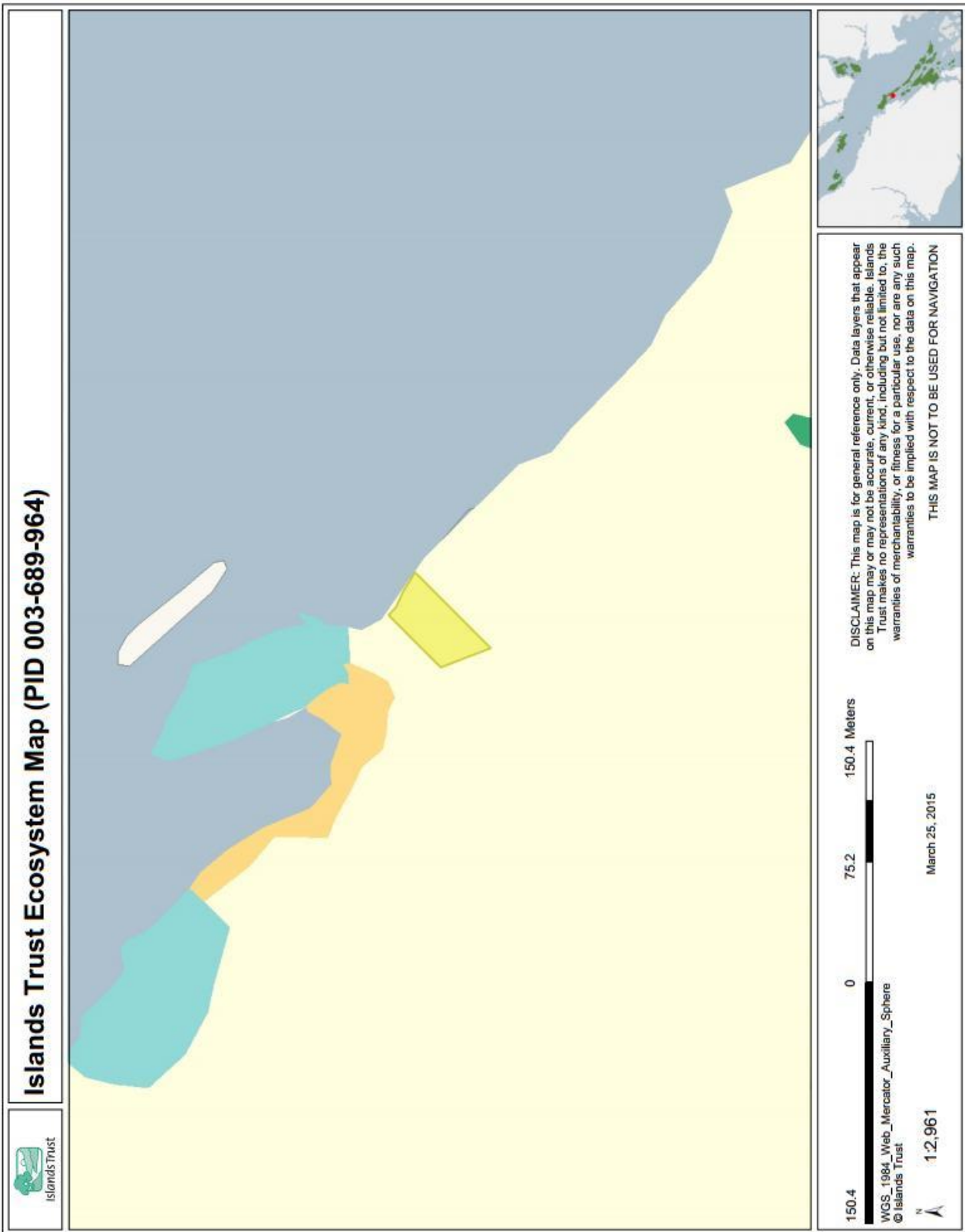


Figure 5: Contour Map

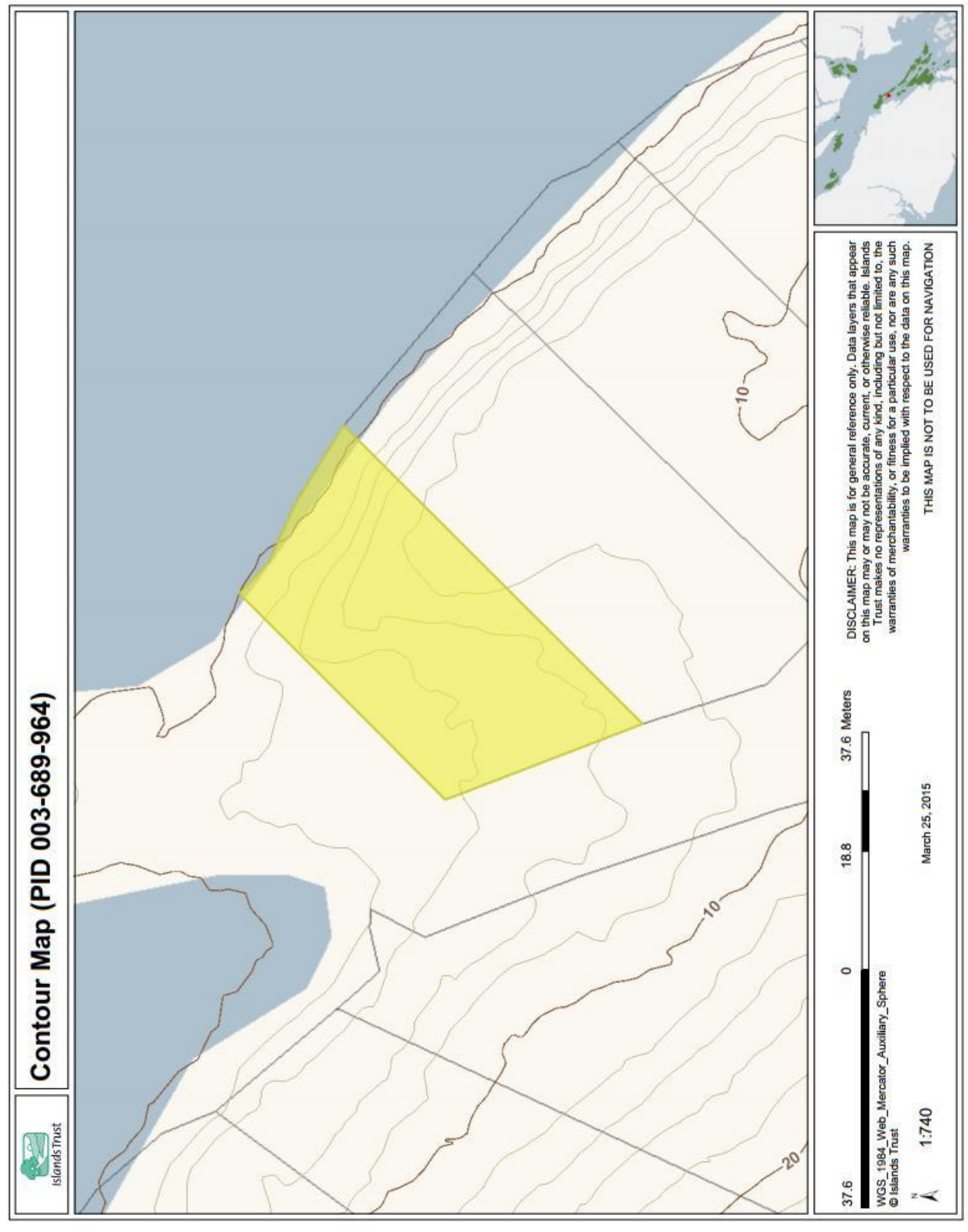
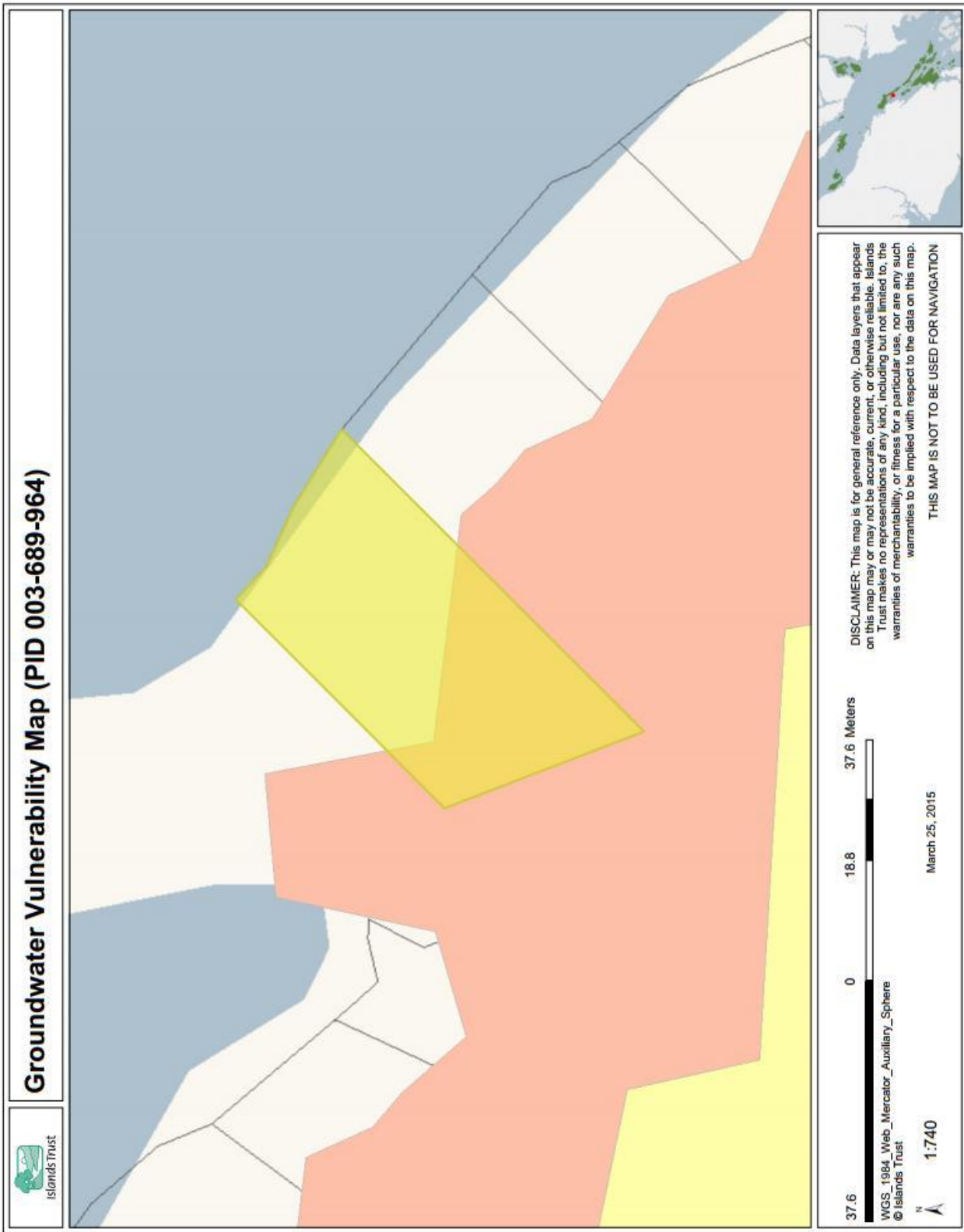


Figure 6: Groundwater Vulnerability Map – Moderately High



Archaeological Sites:

There are recorded archaeological sites located within 10.0 metres of the property, and the property itself also includes significant areas of archeological potential. The applicant has been made aware that it is their responsibility to consult with the Archaeological Branch with regards to any archaeological sites that may be of concern with respect to development.

Covenants:

Covenants registered on this property:

- Restrictive Covenant B1925 (1973) – No buildings/structures etc. without approval of “Ruxton Island Resorts Ltd.”

A Registry Analyst at Service BC has confirmed that “Ruxton Island Resorts Ltd. was dissolved on September 7, 1990 for failure to file annual reports with our office,” and as such, this restricted covenant likely does not affect this Development Variance Permit application.

Bylaw Enforcement:

This Development Variance Permit application emerged as a result of Bylaw Enforcement file TH-BE-2009.1. Another potential bylaw issue is the wharf structure that currently exists on the property, which is labeled as “Waterfront Walk” on the surveyed Site Plan (Figure 2). Although the survey shows that this structure does not encroach into the natural boundary of the sea, it is also not a permitted use in the current Ruxton Island Zoning Bylaw No. 13. The applicant intends to pursue the site-specific rezoning of their property to permit the use of their wharf structure by the public, once the new Thetis Associated Islands Land Use Bylaw No. 94 is approved.

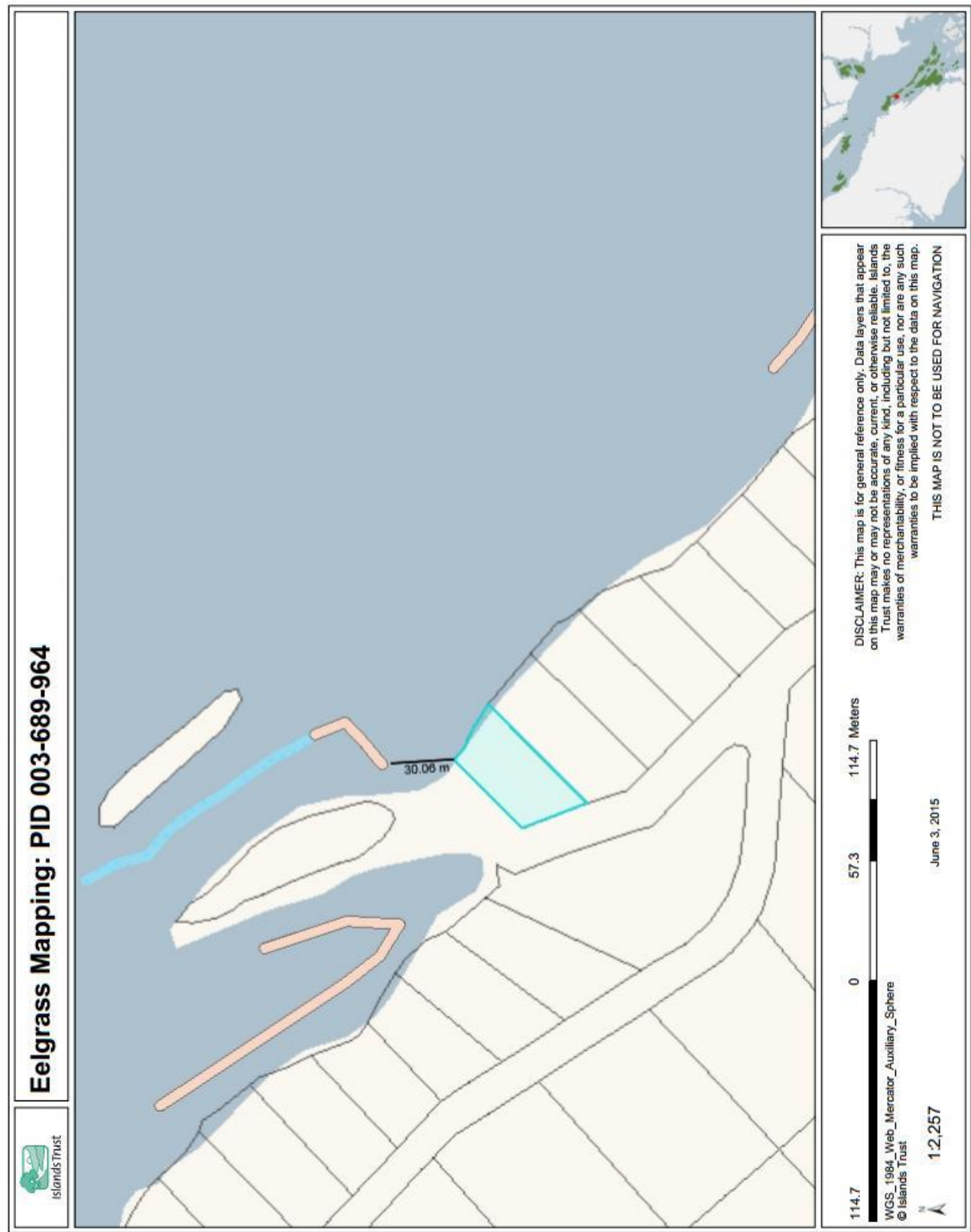
Climate Change Mitigation and Adaption:

For waterfront properties, sea level rise is an important consideration to take into account when new development is proposed. The elevation of much of this property is at least 4 metres above sea level; based on the current sea level rise projection for the area, there is minimal risk of impact to the development due to sea level rise as a result of this variance. There are also no anticipated impacts on greenhouse gas emissions that would result from varying this setback as proposed.

Shoreline:

This is a waterfront property with no other waterbodies or watercourses mapped. Islands Trust mapping has not yet mapped the types of shorelines on Ruxton Island, though a site visit and photos indicate a mostly rocky (hard) shoreline. Forage fish and Bull Kelp populations are not mapped nearby, though a patch of Eelgrass is mapped about 30 metres off shore (see Figure 7 below).

Figure 7: Map showing Eelgrass Location



Riparian Areas Regulation

Riparian Areas Regulations mapping has not yet been conducted for Ruxton Island.

COMMUNITY INFORMATION MEETING(S):

No Community Information Meeting is recommended for this application.

RESULTS OF CIRCULATION:

Notification of this variance application will be distributed to neighbouring property owners on July 30, 2015 in accordance with statutory requirements. At the time of writing this report, staff had received no submissions regarding the application.

STAFF COMMENTS:

Although some previous construction may have been granted variances in the past or others may apply in the future, each request for a variance is evaluated on its individual merits.

The impact on visual qualities and neighbouring properties of the proposed variance to allow an area of the patio to be within the lot line setback from the southeast property line is expected to be minimal. Views to the sea and to the adjacent property to the southeast should not be impacted. In Section 9 of their application, the applicants indicated that "The patio...encroaches into the south-side lot setback and could potentially have a privacy impact for our south-side neighbour on lot 6 should they plan to construct a cabin near the side lot setback. Mitigating factors is that our ground level is below lot 6 and **at our expense, should lot 6 request it, we have agreed to construct a privacy fence and/or plan a hedge/privacy bushes in order to provide additional privacy screening. I have discussed the above with our lot 6 neighbour and they advised me that they are agreeable with the above.**" In addition, notification as required by the *Local Government Act* will allow surrounding property owners the opportunity to provide further comments on any potential impacts of this variance.

Summary Table of Requested and Recommended Variances and Outcomes

Building or Structure (as labeled in Figure 3)	Variance necessary for structure	Staff Recommends	Explanation of Recommended Variances	Outcome of recommendation for building or structure
"Waterfront Walk"	- Portion coloured in solid red is excepted under section 2.4(c) of Ruxton Zoning Bylaw No. 13 - Remainder of the structure is not permitted	No variance required	- Staff does not view this entire structure as a "Walk" – only the portion coloured in solid red is used to access the waterfront/northeast of the property safely and for those with mobility issues. This portion connects to another small set of stairs which leads to an access path to the rear and side of the property (Figure 8) - The remainder of the structure is completely within the 5.0m setbacks and is used to store the "Ramp" when not in use	- Portion coloured in solid red to remain - Remainder of the structure not to be permitted
Patio	Section 3.1(a) of Ruxton Zoning Bylaw requires 5.0 meters from any lot line. Portion hatched in red requires variance to a minimum of 0.8 m from the side lot line	0.8 m recommended	- Applicant has indicated that he has discussed with current neighbour on Lot 6 who are in agreement, with a privacy fence to be constructed when needed - Only a small corner of the dwelling itself encroaches into the side lot setback. The portion of the "Patio / Walkway" is at ground level and is less likely to invade privacy or impede views	Portion of structure hatched in red to remain

Figure 8



Staff recommends approving the variance to allow only those portions of the existing patio currently within the setback from the southeast property line (as shown in Figure 3) to a minimum of 0.8m because the impact on visual qualities, disruption to neighbouring property owners, and to ecological systems and processes appear to be minimal.

RECOMMENDATIONS:

THAT the Thetis Island Local Trust Committee **APPROVE** the issuance of Development Variance Permit TH-DVP-2015.1 to Daniel Giesbrecht and Renee Giesbrecht & Heidi Giesbrecht and Alexander Mendelev, for Lot 7, Section 31, Nanaimo District, Plan 17982; PID 003-689-964.

Prepared and Submitted by:



Teresa Ritemann
Planner 1

July 22, 2015

Date

Concurred in by:



Aleksandra Brzozowski
Acting Regional Planning Manager

July 22, 2015

Date

Attachments:

1. Public Notice
2. Proposed Permit (Including "Schedule A" - Site Plan)
3. Addendum to DVP application (for "Waterfront Walk") received via email from applicant on July 3, 2015



Islands Trust

**NOTICE
TH-DVP-2015.1
THETIS ISLAND LOCAL TRUST COMMITTEE**

NOTICE is hereby given that the Thetis Island Local Trust Committee will be considering a resolution allowing for the issuance of a Development Variance Permit, pursuant to Section 922 of the *Local Government Act*, varying Subsection 3.1(a) of the Ruxton Island Zoning Bylaw No. 13:

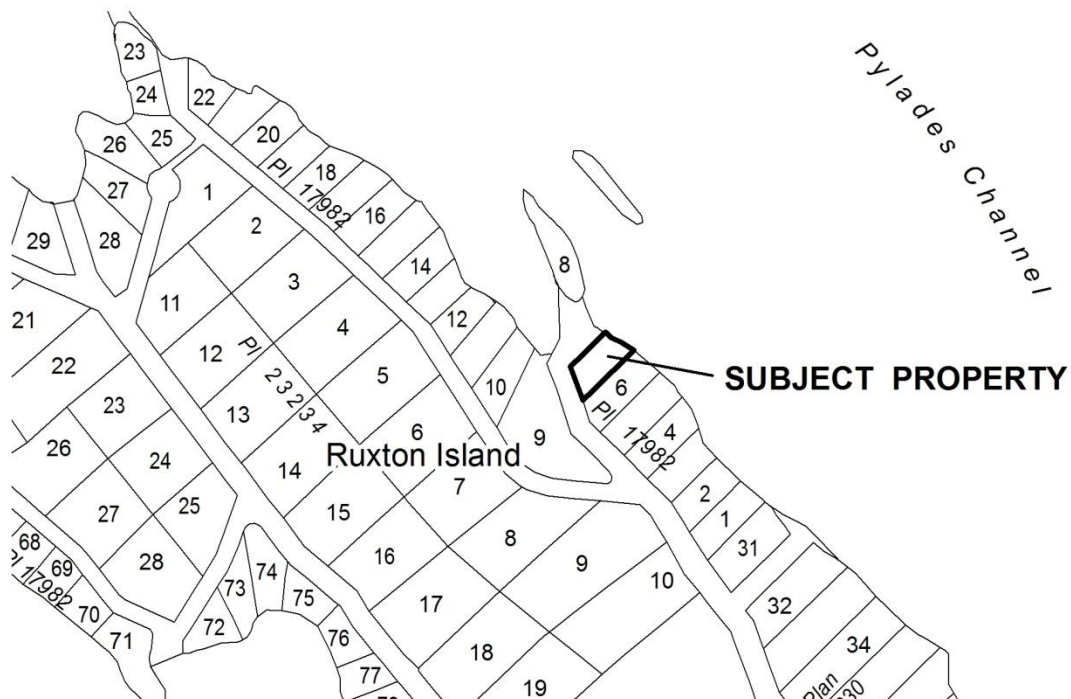
“No building or structure or part thereof shall be located within 5 metres of any lot line.”

The purpose of this Permit is to allow only those portions of an existing deck that are currently within the required 5.0 metre setback, to a minimum of 0.8 metres from the side lot line (southeast property boundary).

The property is legally described as:

PID 003-689-964 Lot 7, Section 31, Nanaimo District, Plan 17982

The general location of the subject area is shown in the following sketch:



A copy of the proposed Permit may be inspected at the Islands Trust Northern Office, 700 North Road, Gabriola Island, BC, V0R 1X3, between the hours of 8:30 am and 4:30 pm, Monday to Friday inclusive, excluding Statutory Holidays, commencing July 30, 2015 and continuing up to and including August 10, 2015. Also, attached for your convenience, is a copy of the proposed Permit.

If you have any questions or comments regarding the proposed Permit, please contact Teresa Rittemann, Planner 1, at 250-247-2200; for Toll Free Access, request a transfer via Enquiry BC: in Vancouver 604-660-2421 and elsewhere in BC at 1-800-663-7867.

Written submissions should be sent to:

Mail: Islands Trust
700 North Road
Gabriola Island, BC V0R 1X3
Fax: (250) 247-7514
Email: trittemann@islandstrust.bc.ca

Following the end of the notice period, the Thetis Island Local Trust Committee may consider issuance of the proposed Permit at its regular business meeting to be held at 9:30 am, Tuesday, August 11, 2015, Thetis Island Community Centre (Forbes Hall), North Cove Road, Thetis Island, BC.

All applications are available for review by the public. Written comments made in response to this notice will also be available for public review.

Lisa Webster-Gibson
Deputy Secretary

PROPOSED

	THETIS ISLAND LOCAL TRUST COMMITTEE DEVELOPMENT VARIANCE PERMIT TH-DVP-2015.1 (GIESBRECHT)
---	--

TO: Daniel Giesbrecht and Renee Giesbrecht & Heidi Giesbrecht and Alexander Mendelev

1. This Development Variance Permit applies to the land described below:

PID 003-689-964 Lot 7, Section 31, Nanaimo District, Plan 17982,

2. Pursuant to Section 922 of the *Local Government Act*, Subsection 3.1(a) of the *Ruxton Island Zoning Bylaw No. 13*:

“No building or structure or part thereof shall be located within 5 metres of any lot line.”

is varied to allow only those portions of an existing deck that are currently within the required 5.0 metre setback, to a minimum of 0.8 metres from the side lot line (southeast property boundary).

3. All buildings and structures shall be consistent with Schedule “A” which is attached to and forms part of this permit. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of the Ruxton Island Zoning Bylaw No. 13, including use and density, and to obtain other appropriate approvals necessary for completion of the proposed development.

**AUTHORIZING RESOLUTION PASSED BY THE THETIS ISLAND LOCAL TRUST COMMITTEE THIS
___ DAY OF ___.**

Deputy Secretary, Islands Trust

Date of Issuance

**IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE ___ DAY OF 2017,
THIS PERMIT AUTOMATICALLY LAPSES.**

Schedule A – Site Plan



Islands Trust

Development Variance Permit Application Form

Addendum to application TH-DVP-2015.1

Lot 7 Plan VIP17982 District Lot/Section 31, PID 003-689-964

Section 6:

The Waterfront walk is to permit access to the waterfront from the Northeast portion of the lot.

Section 7:

Variance for Paragraph 3.1(a), Section 3 of Thetis Island Trust Committee Bylaw No. 13 to allow for the waterfront walk structure to encroach up to 3.5 metres into the North side property line setback.

Section 8:

The Waterfront Walk was constructed to allow access at the Northeast side of the property as that portion of the lot has the only feasible access to the waterfront. It also allows access to the most protected portion of the waterfront when the prevailing winds are coming from the Northwest or Northeast which are most common during the Spring/summer and early fall seasons. When the waterfront walk was constructed it was considered to be a structure that qualified as one of the siting exceptions as outlined in Paragraph 2.4 (c.), Section 2 of Thetis Island Trust Committee Bylaw No. 13.

Section 9:

The property itself is not adversely affected. The Waterfront Walk encroaches into the Northeast-side lot line which is adjacent to the Road allowance. The portion of the Road allowance that the structure is adjacent too is on a rock bluff that can only be accessed through my property. It was constructed in such a manner so as not to require any alteration of the natural grade level of the lot.

Section 10:

I have discussed the above with our Lot 6 neighbour and they advised me that they are agreeable with the structure. I have also met with many of my fellow Ruxton residents who have advised that they are grateful the structure is there and available for emergency use or should they find it necessary to make use of the facility for access/egress when safe access to their properties is not otherwise available to them or their guests. In addition, my neighbours and Ruxton residents have utilized the walk on numerous occasions to allow of emergency access/egress to the island and to allow for access/egress for property owners and guests with mobility issues and physical disabilities.



Top Priorities

Thetis Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Associated Islands OCP and LUB Creation	Develop new OCP and LUB to replace Ruxton Island Zoning Bylaw, 1982, CVRD Bylaw 110, and to include other islands with no zoning. Scope does not include Valdes Island, but includes establishing a Memo of Understanding with the Stz'uminus Nation for a stakeholder process regarding Bute and Dunsmuir Islands.	Sep-07-2011	Aleksandra Brzozowski	Nov-15-2014	On Going
2	Shoreline Protection	Serving as the Pilot Local Trust Area for the Green Shores for homes draft credit rating system.	Sep-07-2011	Aleksandra Brzozowski	Sep-01-2014	On Going
3	Riparian Areas Regulation Implementation	Ensure protection of freshwater ecosystems in the Ralston Creek watershed through review of current regulation and covenants, and possible bylaw amendment.	Sep-07-2011	Marnie Eggen	Nov-15-2014	On Going



Projects

Thetis Island

No.	Description	Activity	Received/Initiated	Status
1	Protocol Agreement or Memorandum of Understanding with Penelakut First Nation	Sent letter to newly elected Chief and Council to see if they are interested in continuing the work on a protocol that was started with former Chief Lisa Shaver.	Feb-06-2009	On Going
1	Revise Protocol Agreement with Lyackson First Nation	As of August, 2010 draft with Lyackson for review by their community.	Feb-06-2009	On Going
1	Potential LUB amendments:	- short-term vacation rentals of principle dwellings in the R-2 zone - rainwater storage requirements	Sep-07-2011	On Going
1	Housekeeping Amendmends to LUB	4.3(d) amend to say: In addition to s. 4.3(a), (b), and (c)...	May-24-2012	On Going
1	Housekeeping amendments to the OCP	- objectives and policies re sea level rise (was resolution to include in draft but did not make it in to adopted OCP)	Oct-03-2012	On Going
1	Island-wide watershed protection	TBD	Nov-21-2012	On Going
1	OCP/LUB amendments to consider ocean loop geothermal exchange systems.		Apr-17-2013	On Going
1	Pilkey Point / Marina Drive Slough: Support for habitat restoration.		Nov-20-2013	On Going
1	Education and engagement re: sensitive ecosystems.	Environmental education and engagement efforts, in particular with owners on the Associated Islands, to explore ways to protect sensitive ecosystems in the Area.	Mar-19-2014	On Going
1	Explore regulatory measures to address impacts of wharf related structures.		Jul-23-2014	On Going



Applications w/ Status - Thetis Island Status: Open

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
TH-DVP-2015.1	DANIEL GIESBRECHT	Feb-19-2015	Lot 7, Otter Bay Trail, Ruxton Island variance to allow for the side patio/deck structure to encroach up to 3.75 meters into the south side property line setback

Planner: Teresa Rittemann

Planning Status

Status Date: Mar-31-2015

Continue to await revised, detailed Site Plan from applicant/surveyor

Status Date: Mar-25-2015

Applicant has hired a surveyor to work on a more detailed site plan to cover this DVP application and future RZ application with one survey.

Status Date: Mar-19-2015

Site visit to Ruxton Island (Planner TR and BEO Warren Dingman)

Rezoning

File Number	Applicant Name	Date Received	Purpose
TH-RZ-2015.1	PENELAKUT SEAFOODS INC Planner: Marnie Eggen	Mar-11-2015	Rezoning to allow for mariculture in the marine area, south of Thetis Island.

Planning Status

Status Date: Jul-16-2015

Working with applicant towards amending LOC boundaries to be consistent with area to be rezoned.

Subdivision

File Number	Applicant Name	Date Received	Purpose
-------------	----------------	---------------	---------

TH-SUB-1998.1

TRAX
DEVELOPMENT
LTD C/O WRIGHT
FOCUS
ENGINEERING LTD
Planner: Marnie Eggen

Sep-25-1998

Phased Strata Subdivision 'Meadow Valley Properties' phased strata to create 21 strata lots from 4 parent parcels

Planning Status

Status Date: Jul-15-2015

MOTI issued 1 yr. extension.

Status Date: Jan-29-2015

Response provided to MOTI regarding application to phase subdivision (no concerns from Islands Trust on issue of timing)

Status Date: Sep-05-2014

Report sent to LTC reviewing Assessment and recommending next steps

File Number	Applicant Name	Date Received	Purpose
TH-SUB-2014.1	J.E. Anderson & Associates Planner: Marnie Eggen	Jun-23-2014	Ruxton Island to create 2 parcels from 3 existing lots

Planning Status

Status Date: Aug-11-2014

Sub not permitted; applicant request put on hold

File Number	Applicant Name	Date Received	Purpose
TH-SUB-2014.2	GW Lindberg Land Surveying Planner: Marnie Eggen	Nov-25-2014	To established strata lots

Planning Status

Status Date: Jan-29-2015

Sent referral to MOTI

Status Date: Nov-28-2014

Reviewed File

Islands Trust
 LTC EXP SUMMARY REPORT F2016
 Invoices posted to Month ending June 2015

670 Thetis	Invoices posted to Month ending June 2015	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-670	LTC "Trustee Expenses"	750.00	0.00	750.00
LTC Local				
65200-670	LTC - Local Exp - LTC Meeting Expenses	1,000.00	151.06	848.94
65210-670	LTC - Local Exp - APC Meeting Expenses	500.00	0.00	500.00
65220-670	LTC - Local Exp - Communications	300.00	0.00	300.00
65230-670	LTC - Local Exp - Special Projects	750.00	0.00	750.00
TOTAL LTC Local Expense		<u>2,550.00</u>	<u>151.06</u>	<u>2,398.94</u>
Projects				
73001-670-3008	Thetis RAR	1,500.00	0.00	1,500.00
73001-670-4033	Thetis Foreshore Protection	5,000.00	0.00	5,000.00
TOTAL Project Expenses		<u>6,500.00</u>	<u>0.00</u>	<u>6,500.00</u>



Memorandum

700 North Road Gabriola Island BC V0R 1X3

Telephone **250. 247-2063** FAX: 250. 247-7514

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC **1.800.663.7867**

northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date June 30, 2015 File Number 6500-01

To Denman Island Local Trust Committee
Hornby Island Local Trust Committee
Gabriola Island Local Trust Committee
Gambier Island Local Trust Committee
Lasqueti Island Local Trust Committee
Thetis Island Local Trust Committee
Ballenas – Winchelsea Islands Local Trust Committee (Executive Committee)

From Aleksandra Brzozowski
Acting Regional Planning Manager, Local Planning Services

Re **2016-17 Budget Submissions**

Local trust committees (LTCs) are asked to submit their budget requests for the next fiscal year (2016-17) in advance of the Financial Planning Committee's consideration of LTC budgets in October. Staff requests LTCs to review and revise the attached preliminary LTC budget requests for the 2016-2017 fiscal year.

There are two components to LTC budgets – expense budgets and program budgets.

Local Trust Committee Expense Budgets

Local Trust Committee Expense budgets include the following:

- LTC meeting expenses
- APC meeting expenses
- Communications
- Special Projects
- Miscellaneous

A budget for Local Expenses has been developed based on the historical spending, and is shown in Attachment 2.

LTC meeting expenses: The presented budget requests are the same as those requested for the 2015/2016 fiscal year. No changes are recommended for the LTC meeting expense account budgets as presented in Attachment 2.

Advisory Planning Commission Budgets: The presented budget requests are the same as those requested for the 2015/2016 fiscal year. No changes are recommended for the LTC meeting expense account budgets as presented in Attachment 2.

Communications Budgets: A small amount of funding is included in the Communications line item in the LTC Expense Account. Significant communication projects should be priority projects and are to be included in the requests for program budget. No changes are recommended to the communications budgets as presented in Attachment 2.

Special Projects Budgets: A small amount of funding is included in the Special Projects line item in the LTC Expense Account. This funding is intended to support local planning initiatives at the discretion of the local trust committee (a local trust committee resolution is required to use these funds).

LTC Projects Budgets

Local trust committees should make a funding request to support anticipated 2016-2017 priority project work, including OCP and LUB work that cannot be achieved with the money available in the Expense Account Special Projects line. Recommended projects budgets are presented in Attachment 1.

The preliminary project requests have been drafted based on all Top Priority work program items which are currently anticipated to commence in, or to carry, into the next fiscal year. Items from the Projects List which the planners anticipate commencing in the coming year and requiring dedicated funding are also included. These draft requests are preliminary recommendations and are to be reviewed and revised by the LTCs.

When reviewing the draft program budget requests, LTCs are asked to consider the following:

- Projects planned for the current fiscal (2015/16) which are not completed should be considered as a new project for the 2016/17 fiscal year with resources allocated to support that work.
- For projects that would begin in 2016-2017, LTCs should consider the type of work anticipated for the 2016-2017 year specifically and what the related budget request should realistically entail. For example, a new project may require only in-house staff work for the first year, or it could require a costly technical study at the outset.
- LTCs should review their Projects List for possible 2016-2017 project work.
- LTCs may wish to review their long-term 2014-2018 goals should the LTC not identify any anticipated projects from the Projects List.
- Although the Northern Office will be back to full staffing levels by the 2016-2017 fiscal year, LTCs should still consider cumulative staff workload when identifying projects.

Riparian Areas Regulation Budgets:

Those local trust committees that have bylaws not compliant with the Provincial Riparian Areas Regulation should discuss their requirements for RAR funding in the 2016-2017 fiscal year to assist the regional planning managers and the Director in developing a budget for RAR.

First Nations Relationship Building Budgets:

A number of LTCs have on their Priorities and Projects Lists protocol agreements or similar relationship building with First Nations in their local trust areas. Please note that the \$50,000 budget set by Trust Council for First Nations relationship building is a budget item for the 2015-2016 fiscal only, and is not a budget item expected to roll over into the 2016-2017 fiscal.

Budget Request Timeline:

June 2015 Regional Planning Managers develop budget estimates for consideration by LTCs

July to Sept LTCs review and approve budget requests at LTC meetings

Aug 26, 2015 FPC reviews draft budget principles

Sept 15, 2015 All budget requests forwarded to Director of Local Planning Services

Oct 21, 2015 FPC reviews and discusses first draft of budget

Nov 18, 2015 FPC approves the draft budget

Dec 9, 2015 Trust Council reviews draft budget

Direction from LTC regarding Budget Requests

Attachment 1 is a table with all draft project submissions recommended to Northern LTCs. LTCs should review the attached worksheet and identify any other projects it is currently considering and add them to the budget request (and the work program if necessary) noting the associated anticipated expenses.

Resolution Wording

1. THAT the ____ Island Local Trust Committee approve and forward the draft 2016-17 LTC Project Budget submission to Financial Planning Committee as presented; or
2. THAT the ____ Island Local Trust Committee revise the draft 2016-17 LTC Project Budget submission and forward to Financial Planning Committee as revised.

Attachments:

1. Summary table of Northern LTC project budget requests
2. Table of Local Trust Committee Expense Budgets

pc Island Planners and Planner 2

Attachment 1: Preliminary LTC Project Budget Requests for 2016-2017 Fiscal

LTC	Project Request	Cost (\$)	Description	Notes
Denman	Protocol Agreement with K'omoks First Nation	\$ 1,500.00		
	Engagement on Downtown Village Vision	\$ 6,500.00		Engagement to be conducted by third party facilitator
Hornby	Communications	\$ 2,000.00	Communications and outreach to Hornby community re: completed LUB review and changes	
Lasqueti	RAR (completion)	\$ 2,500.00	Bylaw commenced in 2014-15	1 public hearing (\$2000) stand-alone, communications material (\$500)
	OCP/LUB Review	\$ 2,000.00	Review of possible changes to OCP/LUB.	Scope of work will focus on in-house staff work and communications.
Executive	Relationship building with Snaw-Naw-As (Nanoose) First Nation	\$ 1,500.00		
Gabriola	Protocol Agreement with Snuneymuxw First Nation	\$ 1,500.00		
	Affordable Housing (completion)	\$ 3,500.00	Review of possible changes to OCP/LUB provisions to improve housing affordability.	Communication materials (\$500), CIMs (\$3000)
Gambier	RAR (completion)	\$ 2,500.00	Mapping to be completed in 2015-16, bylaw commenced in 2015-16	1 public hearing (\$2000) stand-alone, communications material (\$500)
	Gambier OCP Review (continuation)	\$ 5,000.00	Major OCP review commenced in 2015-16 fiscal	
Thetis	Memorandum of Understanding with Stz'uminus First Nation	\$ 1,500.00		
TOTAL		\$ 30,000.00		

2016/17 LTC EXPENSE BUDGET

Total 2016/17

	615-Denman	620-Gabriola	625-Galiano	630-Gambier	635-Hornby	640-Lasqueti	645-Mayne	650-N.Pender	655-Salt Spring	660-Saturna	665-S.Pender	670-Thetis	EC as LTC	LPC	
population	1095	4050	1258	313	1074	359	1112	1996	9780	359	236	372			22004
	5%	18%	6%	1%	5%	2%	5%	9%	44%	2%	1%	2%			
LTC EXPENSES **															
LTC Meeting Expenses	2,500	4,250	2,500	2,500	2,500	500	1,500	2,750	8,000	1,000	1,000	1,000			30,000
APC Meeting Expenses	750	750	500	750	750	500	750	750	2,000	500	500	500			9,000
Communications	300	750	300	300	300	300	300	300	1,250	300	300	300			5,000
Special Projects	750	2,250	750	750	750	750	750	750	4,500	750	750	750	750		15,000
SUB-TOTAL EXPENSES	4,300	8,000	4,050	4,300	4,300	2,050	3,300	4,550	15,750	2,550	2,550	2,550	750		59,000
Program	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	4,300	8,000	4,050	4,300	4,300	2,050	3,300	4,550	15,750	2,550	2,550	2,550	750	0	59,000
	7%	14%	7%	7%	7%	3%	6%	8%	27%	4%	4%	4%			