

Thetis Island Local Trust Committee

Regular Meeting Revised Agenda

Date: February 9, 2021
 Time: 9:30 am
 Location: Electronic Meeting

			Pages
1.	CALL TO ORDER	9:30 AM - 9:35 AM	
	"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."		
2.	APPROVAL OF AGENDA		
3.	REPORTS	9:35 AM - 9:50 AM	
3.1.	Trustee Reports		
3.2.	Chair's Report		
3.3.	Electoral Area Director's Report		4 - 4
4.	TOWN HALL	9:50 AM - 10:00 AM	
5.	MINUTES	10:00 AM - 10:05 AM	
5.1.	Local Trust Committee Minutes dated November 24, 2021 - for Adoption		5 - 10
5.2.	<i>Local Trust Committee Special Meeting Minutes dated February 2, 2021 - for adoption</i>		11 - 14
5.3.	<i>Local Trust Committee Public Hearing Record dated February 2, 2021 - for receipt</i>		15 - 17
5.4.	Section 26 Resolutions-Without-Meeting Report - none		
5.5.	Advisory Planning Commission Minutes - none		
6.	BUSINESS ARISING FROM MINUTES	10:05 AM - 10:25 AM	
6.1.	Follow-up Action List dated February 1, 2021		18 - 18
6.2.	Cowichan Valley Regional District (CVRD) Official Community Plan Response - Staff Report		19 - 24
7.	APPLICATIONS AND REFERRALS - none		

8.	LOCAL TRUST COMMITTEE PROJECTS	10:25 AM - 10:45 AM	
8.1.	<i>Bylaw Nos. 108 and 109 - PowerPoint Presentation and Update</i>		25 - 29
9.	DELEGATIONS - none		
10.	CORRESPONDENCE	10:45 AM - 10:50 AM	
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>		
10.1.	Letter dated January 22, 2021 from Thetis Island Residents' and Ratepayers' Association (TIRRA) Transportation Committee regarding Site Visit and Issues with Offloading Patients from our Island's First Responder Vehicle		30 - 31
10.2.	<i>Letter dated February 2, 2021 to Cowichan Valley Regional District (CVRD) regarding Broadband Service Capabilities and Funding</i>		32 - 32
	----- BREAK 10:50 am - 11:05 am -----		
11.	NEW BUSINESS	11:05 AM - 11:10 AM	
11.1.	Forest Conservation Outreach Briefing - for information		33 - 40
11.2.	<i>Abandoned Crown Property on Valdes Island - for discussion</i>		
12.	REPORTS	11:10 AM - 11:20 AM	
12.1.	Trust Conservancy Report - none		
12.2.	Applications Report - none		
12.3.	Trustee and Local Expense Report dated December, 2020		41 - 41
12.4.	Adopted Policies and Standing Resolutions		42 - 44
12.5.	Local Trust Committee Webpage		
13.	WORK PROGRAM	11:20 AM - 11:40 AM	
13.1.	Top Priorities Report dated February 1, 2021		45 - 45
13.2.	Projects List Report dated February 1, 2021		46 - 48
14.	CLOSED MEETING - none		
15.	UPCOMING MEETINGS		

15.1. Next Regular Meeting Scheduled for Tuesday, April 13, 2021 at 9:30 am at - to be determined

16. ADJOURNMENT

11:40 AM - 11:40 AM

Thetis Island Local Trust Committee 9 Feb 2021

Lynne Smith CVRD Director Area G Saltair/Gulf Islands Report

CVRD 2021 Budget <https://www.cvrld.ca/2016/2021-Draft-Budget>

The CVRD Board is working to finalize its 2021 Budget. The largest increase is for Solid Waste facilities, which is due to the rising cost of shipping garbage to the U.S. As requested by the Thetis Island Residents and Ratepayers Association, there will be no taxation for Thetis Island Solid Waste and Recycling. Due to the 2020 conditional assessment of the Thetis Island Wharf, there will be a taxation increase (approx.\$9.72 per parcel) for this to provide some flexibility.

Thetis Island Wharf

At the end of Jan 2021, the CVRD filed a grant application for \$275,000 to restore the wharf so it can again accommodate emergency vehicles and meet all the associated structural requirements. If the grant is not received, I have set aside \$66,000 from the Area G Saltair/Gulf Islands Community Works Funds 3.0 (CWF) to assist and there is another \$68,000 in operating reserves.

Thetis Island Community Centre – Forbes Hall

CVRD Area G Community Works Funds (Gas tax) CWF 2.0 - \$8,100 have been allocated to the retractable wall. Agreements between the CVRD and TICA are being drawn up.

Regional Recreation

Voters will decide Regional Recreation funding during the 2022 Local Government Elections. A referendum question about Regional Recreation will be on the ballot. I will request an exemption for Area G Gulf Island properties the next time this matter appears on the agenda for a Board meeting.

CVRD Strategic Plan 2020-2022

The Board Directors were able to create a document that reflected the challenges of COVID and a path for Directors, CVRD staff, and residents to carry on the business of the CVRD and our communities (see <https://www.cvrld.ca/DocumentCenter/View/98958/CVRD-Corporate-Strategic-Plan-2020-2022>).

Thetis Island Fibre Optic Connectivity

The CVRD Economic Development Cowichan (EDC) hosted a virtual town hall for Thetis Island residents on Thursday, February 4th to explore the last-mile Internet connectivity opportunity presented by Strathcona Regional District (SRD) and City West. A staff report in support of this project will come to the 10 Feb 2021 Board meeting.



Thetis Island Local Trust Committee Minutes of Regular Meeting

Date: November 24, 2020

Location: Electronic Meeting

Members Present: Laura Patrick, Chair
Doug Fenton, Local Trustee
Peter Luckham, Local Trustee

Staff Present: Heather Kauer, Regional Planning Manager
Marnie Eggen, Island Planner
Wil Cottingham, Administrative Assistant
Sarah Shugar, Recorder

Others Present: Lynne Smith, Cowichan Valley Regional District Area G Saltair / Gulf Islands
Electoral Area Director
3 members of the public

1. CALL TO ORDER

"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."

Chair Patrick called the meeting to order at 9:33 am and welcomed everyone to an electronic meeting of the Thetis Island Local Trust Committee. The meeting is being live streamed and a video recording of the meeting will be available on the Thetis Island Local Trust Committee website. Chair Patrick acknowledged that the meeting was being held in the territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

11.2 Cowichan Valley Regional District (CVRD) Community Dock

By general consent the agenda was adopted as amended.

Trustee Fenton joined the meeting at 9:45 a.m.

2.1 Resolution to Continue Holding Electronic Meetings

TH-2020-034

It was MOVED and SECONDED,

that in order to meet the principles of openness, transparency, and accessibility, meetings of the Thetis Island Local Trust Committee will be held electronically until Ministerial Orders under the Emergency Program Act and requirements or recommendations under the Public Health Act change regarding public attendance at trust body meetings; and that such meetings be live streamed, and the public invited to

participate in meetings by connecting to the link or the phone number provided in the meeting notice, in order to observe proceedings and speak when invited by the Chair.

CARRIED

3. REPORTS

3.1 Trustee Reports

Trustee Luckham reported it has been a relatively quiet time and there has been a focus on the impacts of the COVID-19 pandemic on local communities. He reported he has been involved with the CVRD community dock issue.

Trustee Fenton expressed gratitude for living and working within the Lyackson and Penelakut Territories. He reported he has attended meetings regarding the Islands Trust Policy Review project concerning First Nations reconciliation and climate change. He spoke to the impacts of the COVID-19 pandemic on the elders in the community.

3.2 Chair's Report

Chair Patrick encouraged everyone to follow the BC Provincial Health Officer's orders regarding COVID-19. The next Trust Council will be held on December 1-3, 2020 and the Town Hall will be held on Tuesday, December 1, 2020 at 7:00 p.m. The schedule for the next Trust Council meetings is available on the Islands Trust website

3.3 Electoral Area Director's Report

Director Smith reported the following:

- The CVRD has made service adjustments as of November 23, 2020 due to the BC Health office orders regarding COVID-19.
- The CVRD Strategic Plan includes impacts of the COVID-19 pandemic and recovery plan is available on the CVRD website.
- A presentation regarding the draft CRD 2020-2021 draft budget will be held on December 12, 2020.
- CVRD regional recreation decisions will be considered by referendum in 2022.
- The CVRD closed the Thetis Island community dock to vehicle traffic on October 29, 2020 with installation of bollards. Herold Engineering completed a conditional assessment of the wharf. Director Smith attended a meeting with CVRD staff, Thetis Island Port Commission, the Improvement District meeting regarding the community dock on November 13, 2020. The Thetis Island Community Wharf Options and Cost Projections Marine Engineering report prepared by Herold Engineering will be referred to the Thetis Island Port Commission at the CVRD Board meeting on November 25, 2020. The Thetis Island Port Commission will also receive a copy of the Service Draft Conditional Assessment prepared by Herold Engineering. Director Smith has allocated \$66,000 from the Community Works Fund to the Thetis Island Community Dock and the allocation was calculated based on the population of Area G.

In discussion the following comments were noted:

- There was a comment that the recent closure of the Thetis Island Community dock and communications regarding the closure has been unsatisfactory to the community. The original engineering report regarding the condition of the dock is

out of date. Director Smith reported the Service Draft Conditional Assessment prepared by Herold Engineering was completed in June 2020 and will be released to the Thetis Island Port Commission following the CVRD Board Meeting on November 25, 2020. Director Smith expressed support for stakeholder communication and collaboration concerning the Thetis Island Community Dock going forward.

- There was a question regarding what activities have taken place on Thetis Island regarding the Water Sustainability work that is underway in the CVRD. Director Smith will check in regarding the *Water Sustainability Act* for Thetis Island.
- Appreciation was expressed to Director Smith for allocating \$60,000 for the Thetis Island Community Dock. It was noted the community dock is a valuable infrastructure for the Thetis Island community.

4. TOWN HALL

There were no speakers in the town hall portion of the agenda.

5. MINUTES

5.1 Local Trust Committee Minutes dated September 29, 2020

By general consent the Local Trust Committee meeting minutes of September 29, 2020 were adopted.

5.2 Section 26 Resolutions-Without-Meeting - none

5.3 Advisory Planning Commission Minutes dated September 30, 2020

The Thetis Island Advisory Planning Commission minutes dated September 30, 2020 were received.

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated November 17, 2020

Received.

7. APPLICATIONS AND REFERRALS

7.1 Cowichan Valley Regional District (CVRD) Official Community Plan for the Electoral Areas Bylaw No. 4270 Referral - Request for Response

Planner Eggen presented the Cowichan Valley Regional District (CVRD) Official Community Plan for the Electoral Areas Bylaw No. 4270 Referral. Director Smith spoke to the bylaw referral.

TH-2020-035

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee direct staff to conduct a preliminary review of the phase one harmonization of CVRD Bylaw No. 4270 - Official Community Plan for the Electoral Areas with respect to reflecting the Thetis Island Local Trust Committee interests.

CARRIED

8. LOCAL TRUST COMMITTEE PROJECTS

8.1 Projects Review Presentation - for information

Regional Planning Manager Kauer presented a PowerPoint presentation regarding LTC projects review.

In discussion, the following comments were noted:

- There was a suggestion to work with First Nations regarding developing policy with respect to clam gardens, private docks and all uses within setbacks to the sea.
- Heritage restoration provides opportunity to address issues with Provincial support.
- The Green Shores shoreline development guide is a current resource.
- The Regional Planning Committee will take a more active role regarding Local Trust Committee's common areas of interest such as shoreline protection.

TH-2020-036

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to engage with Trustees one-to-one to further inform the development of the Thetis Island Projects report and Top Priorities report and report back to a future meeting.

CARRIED

TH-2020-037

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to share the Gambier Island Shoreline Development Protection and the Salt Spring Island Local Trust Committee Coastal Douglas-fir and Associated Ecosystems Project with the Thetis Island Community.

CARRIED

Regional Planning Manager Kauer reported this is Planner Eggen's last LTC meeting as the Thetis Island Planner. Trustees expressed appreciation for Planner Eggen's work as the Thetis Island Planner.

8.2 Thetis Island Riparian Areas Protection Regulation Implementation - Staff Report

Planner Eggen presented a staff report dated October 12, 2020 regarding Thetis Island Riparian Areas Protection Regulation Implementation.

In discussion the following comments were noted:

- There was a question regarding whether there is any new information to be presented and whether there is a need for a Community Information Meeting to be held prior to a Public Hearing.
- Staff reported that February 2, 2020 could be a potential date for a Public Hearing.

TH-2020-038

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to schedule a Public Hearing regarding the Thetis Island Riparian Areas Protection Regulation Implementation and proposed Bylaw Nos. 108 and 109 prior to the next Thetis Island Local Trust Committee regular meeting and that the advertising indicate clearly to contact staff and / or Trustees for information.

CARRIED

9. DELEGATIONS - none

10. CORRESPONDENCE - none

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

11. NEW BUSINESS

11.1 2021 Local Trust Committee Regular Meeting Schedule - Memorandum for decision

A memorandum dated October 16, 2020 was presented.

TH-2020-039

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee schedule regular business meetings on the following dates in 2021: February 9, April 13, June 1, August 3, September 28, and November 16.

CARRIED

11.2 Cowichan Valley Regional District (CVRD) Community Dock

Trustee Luckham expressed concerns regarding closure of the community dock and that the Thetis Island Local Trust Committee could request the CVRD to ensure the facility is retained to facilitate the emergency medical uses of the community dock and that the community is kept informed.

TH-2020-040

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee endorse a letter to the Cowichan Valley Regional District regarding the Thetis Island community dock to be collaborated on between Chair Patrick and Trustees and to be signed by the Chair.

CARRIED

12. REPORTS

12.1 Trust Conservancy Report dated October 6, 2020

Received.

12.2 Applications Report - none

12.3 Trustee and Local Expense Report dated September 2020

Received.

12.4 Adopted Policies and Standing Resolutions - none

12.5 Local Trust Committee Webpage - none

13. WORK PROGRAM

13.1 Top Priorities Report dated November 17, 2020

Received.

13.2 Projects List Report dated November 17, 2020

Received.

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled (2021)

The next Regular Meeting is scheduled for Tuesday, February 9, 2021 at 9:30 a.m., location to be determined. Please check the website at www.islandstrust.bc.ca for details regarding this meeting.

15. ADJOURNMENT

By general consent the meeting was adjourned at 11:45 a.m.

Laura Patrick, Chair

Certified Correct:

Sarah Shugar, Recorder



Thetis Island Local Trust Committee Minutes of Special Meeting

Date: February 2, 2021
Location: Electronic Meeting

Members Present: Laura Patrick, Chair
 Doug Fenton, Local Trustee
 Peter Luckham, Local Trustee

Staff Present: Marnie Eggen, Island Planner
 Wil Cottingham, Administrative Assistant
 Sarah Shugar, Recorder

Others Present: Approximately 10 members of the public

1. CALL TO ORDER

"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."

Chair Patrick called the meeting to order at 6:32 pm. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

- 3.3 Internet Connectivity - Update

By general consent the agenda was adopted as amended.

3. COMMUNITY INFORMATION MEETING -Development Permit Area 1: Riparian Areas

3.1 Presentation of the Development Permit Area and Proposed Bylaw Nos. 108 and 109

Planner Eggen presented Proposed Bylaw No. 108 cited as "Thetis Island Official Community Plan, 2011, Amendment No. 1, 2020" and proposed Bylaw No. 109 cited as "Thetis Island Land Use Bylaw, 2011, Amendment No. 1, 2020".

Bylaw No. 108 will amend the Thetis Island Official Community Plan (OCP) and introduce new Development Permit Area No. 1: Riparian Areas in the OCP by designating the new Development Permit Area to within 30 metres of Ralston Creek, Thetis Island, in accordance with Riparian Areas Protection Regulation (RAPR) and by describing the importance of protecting the stream, lakes/ponds and wetlands and their associated riparian areas, which have been identified as potential fish habitat; amending text to

reflect legislative changes to RAPR and to update *Local Government Act* references.

Bylaw No. 109 will amend the Thetis Island Land Use Bylaw (LUB) by introducing a new Part 11 Development Permit Area Guidelines in the LUB describing activities that require a development permit, activities exempted in accordance with Riparian Areas Protection Regulation (RAPR) and setting out the guidelines that must be met before any development activities can take place, including subdivision.

Planner Eggen summarized the referral responses and written submissions.

3.2 Question and Answer Session

A member of the public asked for clarification regarding agricultural activity and exempt activity (d) related to the maintenance of an area of human disturbance. The member of the public expressed concern regarding exempt activity (g) manual removal of invasive species and manual planting of native vegetation in accordance with a restoration plan prepared by Qualified Environmental Professional. The member of the public expressed concern that a person who does restoration work and is not a Qualified Environmental Professional would not be able to do restoration work and/or remove invasive species within the riparian setback areas.

Planner Eggen reported existing gardens and maintenance of an existing lawn area within the riparian setback areas would be permitted to continue. Development of a garden area may or may not require a development permit, depending on the existing area of human disturbance and the scale of the new works within the riparian setback area. Agricultural activities are exempt from the Riparian Areas Protection Regulations as defined in Section 1 of the *BC Farm Practices Protection (Right to Farm) Act*.

Planner Eggen reported exempt activity (g) manual removal of invasive species and manual planting of native vegetation in accordance with a restoration plan prepared by Qualified Environmental Professional is included to ensure that the works are completed within the parameters of current standards.

A member of the public expressed support for the protection of streams, lakes/ponds and wetlands and their associated riparian areas and asked why the protection of riparian areas is restricted to fish bearing and potential fish bearing watercourses. The member of the public expressed support for proposed Bylaw No. 108 to include all the riparian areas that is habitat for invertebrates. The member of the public asked if the proposed bylaws would apply to any other riparian areas on Thetis Island.

Planner Eggen reported proposed Bylaw No. 108 focuses on protection of fish bearing and potential fish bearing habitat. The protection of fish bearing and potential fish bearing habitat also helps to protect other species and attributes in the riparian areas. Planner Eggen reported the Province identified Ralston Creek as a potential fish-bearing stream, which was verified by a Qualified Environmental Professional and that the proposed bylaws apply to Ralston Creek and do not include other riparian areas on Thetis Island.

A member of the public asked for clarification regarding whether livestock would be permitted to graze within the riparian setback areas and asked whether there is land within the Agricultural Land Reserve (ALR) adjacent to Ralston Creek.

Planner Eggen reported existing livestock grazing is an exempt activity. Planner Eggen reported there are no ALR lands adjacent to Ralston Creek.

Trustee Luckham reported protecting the riparian areas would also protect 75% of other species that exist within the habitat.

A member of the public asked whether agriculture is a permitted use in Residential 2 (R2) areas and whether aquaculture activity is a permitted use. The member of the public reported that the proposed subdivision that is phase 3 of an existing strata development includes a conservation covenant area. The subdivision involves property lines that intersect the proposed riparian area. The member of the public asked whether it is necessary to include the guidelines regarding subdivision to meet Provincial requirements. The member of the public asked what the timeline is and cost for a development permit application related to riparian areas. The member of the public reported phase three of the subdivision plan is registered with the Ministry of Transportation and Infrastructure.

Planner Eggen reported agriculture activity is a permitted accessory use in R2 areas. The agricultural activity would be an exempt use if the agricultural activity is considered a normal farm practice as defined in the *BC Farm Practices Protection (Right to Farm) Act*.

Planner Eggen reported the Riparian Areas Protection Regulation only applies to the area above the high water mark and that aquaculture activity within a stream would require approvals from the Province.

Planner Eggen reported the development permit guidelines specific to subdivision are not a Provincial regulation and the Local Trust Committee has included the guidelines to help guide development within the ecologically sensitive areas. Planner Eggen presented guideline (h) Land should not be subdivided so as to create new parcel boundaries intersecting or within 30 m of the stream boundary, unless the parcel boundary is being created for an ecological reserve under the *Ecological Reserve Act* for dedication to the Crown, or the subdivision complies with the recommendations of a QEP.

Planner Eggen reported the processing time for development permit applications is 2 to 3 months and the development permit application fee for development in a protection area is \$550.

Trustee Luckham asked whether there is a provision to recognize the registered subdivision plan that is already in process with the Ministry of Transportation and Infrastructure.

Planner Eggen reported phase 3 of the proposed subdivision has received preliminary layout approval by the Ministry of Transportation and Infrastructure, a QEP report has been completed and a conservation covenant is in place, and that the subdivision is

subject to conditions yet to be completed by the applicant. Staff would need to review the subdivision application further for details.

3.3 Internet Connectivity Update

Trustee Luckham reported the Thetis Island Local Trust Committee passed a resolution by Resolution Without Meeting to support efforts to attract funding to provide internet connectivity to all homes on Thetis Island by requesting staff to draft letters to advise that the Thetis Island Economic Enhancement Corporation, the Cowichan Valley Regional District, the Strathcona Regional District and the Minister of Citizen Services of the Local Trust Committee's interest and that it supports funding for fibre connection to Thetis Island as well as funding for internet service provider ISP supported last mile fibre connections to all homes on Thetis Island including advising the Cowichan Valley Regional District that the LTC supports their interest in providing the 10% funding requirement by community for a Government of Canada Universal Broadband Fund Grant. Trustee Luckham reported the closing date for the Government of Canada Universal Broadband Fund Grant is February 15, 2021 and the Cowichan Valley Regional District has scheduled a town hall on February 4, 2021 at 6:30 p.m. for community input on the topic.

4. PUBLIC HEARING - BYLAW NOS. 108 AND 109

4.1 Recess for Public Hearing

The meeting recessed at 7:40 p.m. for the public hearing.

4.2 Recall to Order

The meeting reconvened at 8:16 p.m.

5. BYLAW NOS. 108 AND 109 - CONSIDERATION OF FURTHER READINGS – none

6. ADJOURNMENT

The next regular meeting is scheduled on Tuesday, February 9, 2021 at 9:30 a.m.

By general consent the meeting was adjourned at 8:18 p.m.

Laura Patrick, Chair

Certified Correct:

Sarah Shugar, Recorder



**Thetis Island
Local Trust Committee
Public Hearing Record**

REGARDING PROPOSED BYLAW NOS. 108 CITED AS "THETIS ISLAND OFFICIAL COMMUNITY PLAN, 2011, AMENDMENT No. 1, 2020" AND PROPOSED BYLAW NO. 109 CITED AS "THETIS ISLAND LAND USE BYLAW, 2011, AMENDMENT NO. 1, 2020"

Date: February 2, 2021
Time: 7:30 pm
Location: Electronic Meeting

Members Present: Laura Patrick, Chair
Doug Fenton, Local Trustee
Peter Luckham, Local Trustee

Staff Present: Marnie Eggen, Island Planner
Wil Cottingham, Administrative Assistant
Sarah Shugar, Recorder

Others Present: Approximately 10 members of the public

1. CALL TO ORDER

Chair Patrick called the Public Hearing to order at 7:42 pm. She welcomed the public, introduced Trustees, staff and recorder and acknowledged that this Public Hearing was being held in traditional territory of Coast Salish First Nations.

She read the Chairperson's Opening Statement and explained that this Public Hearing is being conducted to hear views regarding proposed Bylaw No. 108 cited as "Thetis Island Official Community Plan, 2011, Amendment No. 1, 2020" and proposed Bylaw No. 109 cited as "Thetis Island Land Use Bylaw, 2011, Amendment No. 1, 2020".

Chair Patrick advised email submissions must be sent to northphsub@islandstrust.bc.ca prior to the close of the public hearing.

2. PROPOSED BYLAW NOS.108 and 109

Planner Eggen reported that a copy of the Public Hearing Notice was advertised in two consecutive editions of the Ladysmith Chronicle on January 21, 2021 and January 28, 2021, and

**Public Hearing Record
Received for Information
By Local Trust Committee**

noted that all notification requirements have been completed. She advised that the Public Hearing binder is available for review during this Hearing on the Islands Trust website.

Planner Eggen reported the purpose of proposed Bylaw No. 108, if adopted, is to amend the Thetis Island Official Community Plan (OCP) to introduce a new Development Permit Area No. 1: Riparian Areas in the OCP by designating the new Development Permit Area to within 30 metres of Ralston Creek, Thetis Island in accordance with Riparian Areas Protection Regulation (RAPR) and by describing the importance of protecting the stream, lakes/ponds and wetlands and their associated riparian areas, which have been identified as potential fish habitat; by amending text to reflect legislative changes to Riparian Areas Protection Regulation (RAPR) and to update *Local Government Act* references.

Planner Eggen reported the purpose of proposed Bylaw No. 109, if adopted, is to amend the Thetis Island Land Use Bylaw (LUB) to introduce a new Part 11 Development Permit Area Guidelines in the LUB by describing activities that require a development permit and activities exempted in accordance with Riparian Areas Protection Regulation (RAPR) and setting out the guidelines that must be met before any development activities can take place, including subdivision.

Planner Eggen summarized the referral responses and reported eight public submissions have been received at this time.

3. PUBLIC COMMENTS

Ian Ralston expressed concern regarding the guidelines regarding subdivision and requested the Local Trust Committee to remove the wording regarding property lines crossing the DPA given the nature of the proposed subdivision. He noted he has submitted written correspondence and encouraged the Local Trust Committee to include wording to acknowledge the human made nature of the water bodies within Ralston Creek and that human maintenance is necessary. He expressed support for the LTC to acknowledge that the residents of Meadow Valley strata have and continue to protect the riparian areas. He reported some of the areas in the proposed phase 3 subdivision lots have agricultural value and are important for future food security.

Stephanie Cottell reported she is a property owner within the Meadow Valley Strata and expressed support for the riparian areas regulations to acknowledge the human created nature of the watercourse. She expressed concerns regarding food security and expressed support to steward the land in a mutually beneficial way. She requested the Local Trust Committee to reconsider the requirement to have a Qualified Environmental Professional oversee invasive species removal and native planting plans within the riparian areas.

Wayne Loiselle expressed concerns regarding the disruption to the Ralston Creek watercourse and that the biodiversity in the riparian areas has been negatively impacted. He noted food security should not interfere with protecting biodiversity. He expressed support for protecting the natural areas and protecting biodiversity. He encouraged the Local Trust Committee to protect the riparian areas and not allow development to encroach on the area. He expressed concerns that the Riparian Areas Protection Regulations are specific to potential fish bearing watercourses and do not include protecting riparian areas for other species.

**Public Hearing Record
Received for Information
By Local Trust Committee**

Maureen Loiselle expressed appreciation to the Local Trust Committee for introducing a development permit area to protect riparian areas and expressed support for further protection of important areas including big trees and wetland areas.

Ian Ralston reported the proposed subdivision property boundaries within the proposed Riparian Areas Regulation Development Permit Area would provide a conservation area. He noted the constructed ponds and wetlands have increased biodiversity and improved fish habitat.

Chad Kerr expressed concerns regarding the proposed Riparian Areas Regulations. He advised the Meadow Valley Strata property owners are already taking care of the environment and that he does not support additional regulations.

Planner Eggen reported three email submissions were received during the public hearing.

Administrative Assistant Cottingham circulated the three email submissions to Trustees. Trustees confirmed receipt of the submissions and took a few moments to review the submissions. The new submissions will be added to the Public Hearing binder.

4. ADJOURNMENT

Chair Patrick thanked the public for their submissions. She asked three times if there were any further submissions.

Hearing none, Chair Patrick closed the Public Hearing.

By general consent the Public Hearing was closed at 8:15 pm.

**I CERTIFY THAT THIS IS A FAIR AND ACCURATE SUMMARY OF THE NATURE OF REPRESENTATIONS
RESPECTING THE MEETING HELD:**

Sarah Shugar, Recorder



Follow Up Action Report

Thetis Island

24-Nov-2020

Activity	Responsibility	Dates	Status
1 Staff to undertake a preliminary review of CVRD Official Community Plan Bylaw No. 4270 Phase 1 Harmonization with respect to how the plan reflects the interests of Islands Trust and Thetis Island.	Heather Kauer		In Progress
2 Staff to engage with each of the trustees individually to help further inform the Thetis LTC Top Priorities and Projects list and to report back to a future LTC meeting.	Heather Kauer		In Progress
3 Staff to share information regarding Keats Island Shoreline Protection Project and Salt Spring Protection of Coastal Douglas-Fir and Associated Ecosystems Project with the Thetis community via Thetis Island media sources.	Marnie Eggen Wil Cottingham		In Progress
4 Request staff to schedule a Public Hearing for the Thetis Riparian Areas Protection Regulation Implementation Project and proposed Bylaw Nos. 108 and 109 in advance of the next LTC meeting and notice to include Trustee contact information. <i>Scheduled for Feb 2/21 @6:30pm</i>	Becky McErlean Marnie Eggen Penny Hawley Wil Cottingham		In Progress
5 Trustee Luckham to draft a letter to the CVRD signed by the LTC Chair, regarding the closing of the Thetis Island dock, including concerns with respect to its closure, that there is interest in retaining it to facilitate emergency medical services and that the CVRD advise the community.			In Progress

File No.: 3400-20
TH Referrals

DATE OF MEETING: February 9, 2021
TO: Hornby Island Local Trust Committee
FROM: Heather Kauer, Regional Planning Manager
Northern Team
SUBJECT: Referral response to Cowichan Valley Regional District OCP update

RECOMMENDATION

1. That the Thetis Island Local Trust Committee request staff to submit the referral response form that is Attachment 1 of the staff report dated February 1, 2021 to the Cowichan Valley Regional District.

REPORT SUMMARY

The purpose of this report is to recommend a referral response to Cowichan Valley Regional District's (CVRD) formal referral of their "harmonized" Official Community Plan (OCP), bylaw 4270.

BACKGROUND

At their November 24, 2020 meeting, the Thetis Island Local Trust Committee (LTC) considered a referral response form submitted by CVRD regarding their harmonized OCP bylaw. In response, the LTC passed the following resolution:

TH-2020-035

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

that the Thetis Island Local Trust Committee direct staff to conduct a preliminary review of the phase one harmonization of CVRD Bylaw No. 4270 - Official Community Plan for the Electoral Areas with respect to reflecting the Thetis Island Local Trust Committee interests.

CARRIED

Currently, the draft CVRD OCP document refers to Islands Trust once in an introductory paragraph as follows:

1.1.2 Geographical Area

The Cowichan Valley Regional District on southern Vancouver Island is bordered by the Nanaimo and Alberni-Clayoquot Regional Districts to the north and northwest and by the Capital Regional District to the south and east. It covers the area between Stuart Channel and Saanich Inlet on the east coast of Vancouver Island and the southern part of the West Coast Trail on the Island's west coast, with Cowichan Lake located in its central region. ***It also includes a number of southern Gulf Islands, including Thetis, Penelakut and Valdes. Planning jurisdiction for these Islands is under the Islands Trust.*** The total land area is 3,473 km², and the region is home to over 80,000 people, most of whom live along the eastern edge of Vancouver Island. [emphasis added]

The OCP applies to the entire area of the regional district except for its four municipalities: City of Duncan, Town of Lake Cowichan, District of North Cowichan and Town of Ladysmith. The regional district electoral area boundaries are outlined on Schedule G, G1 Growth Management Concept Index – Regional.

RATIONALE FOR RECOMMENDATION

The existing language referring to Islands Trust in CVRD’s proposed OCP is accurate and legislatively adequate. Staff finds that there is no risk to Islands Trust to provide a “no comment” response on the referral response form. However, since the above language is the only reference to Islands Trust in the document, there may be some public benefit to elaborate on the meaning of “planning jurisdiction.” With this in mind, staff are recommending that the referral response form recommend the addition of a paragraph regarding Islands Trust and the distinction between those services that the Islands Trust provides in the Trust Area and those services that the CVRD provides. This recommended language is included in Attachment 1.

ALTERNATIVES

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

1. Request further information

The LTC may request further information prior to making a decision. Staff advise that the implication of this alternative is that staff will need to request an extension to the referral deadline from CVRD, which could be denied. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request. Recommended wording for the resolution is as follows:

That the Thetis Island Local Trust Committee request that the Cowichan Valley Regional District submit to the Islands Trust [information], which identifies [information].

2. Provide a “no comment” response

The LTC may decide that the existing language in the draft CVRD OCP is adequate. A motion to this effect would be:

That the Thetis Island Local Trust Committee request staff to provide a “no comment” response to Cowichan Valley Regional District regarding their draft OCP amendment bylaw 4720.

NEXT STEPS

Staff will update the referral response form and submit to the Cowichan Valley Regional District.

Submitted By:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	February 1, 2021
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ATTACHMENTS

1. Referral Response Form



EXTERNAL REFERRAL RESPONSE FORM

Application Type:

Bylaw 4270 Official Community Plan for the Electoral Areas

Referrals:

First Nations

- Cowichan Tribes
- Ditidaht First Nation
- Halalt First Nation
- Lyackson First Nation
- Malahat First Nation
- Pauquachin First Nation
- Penelakut Tribe
- Stz'uminus First Nation
- Ts'uubaa-asatx First Nation

Agricultural Land Commission

Capital Regional District

Cowichan School District No. 79

Islands Trust

Ladysmith-Nanaimo School District No. 68

Ministry of Agriculture

Ministry of Transportation and Infrastructure

Regional District of Nanaimo

CVRD Advisory Planning Commissions

Description:

CVRD Bylaw No. 4270 – Cowichan Valley Regional District Official Community Plan for the Electoral Areas Bylaw, 2020

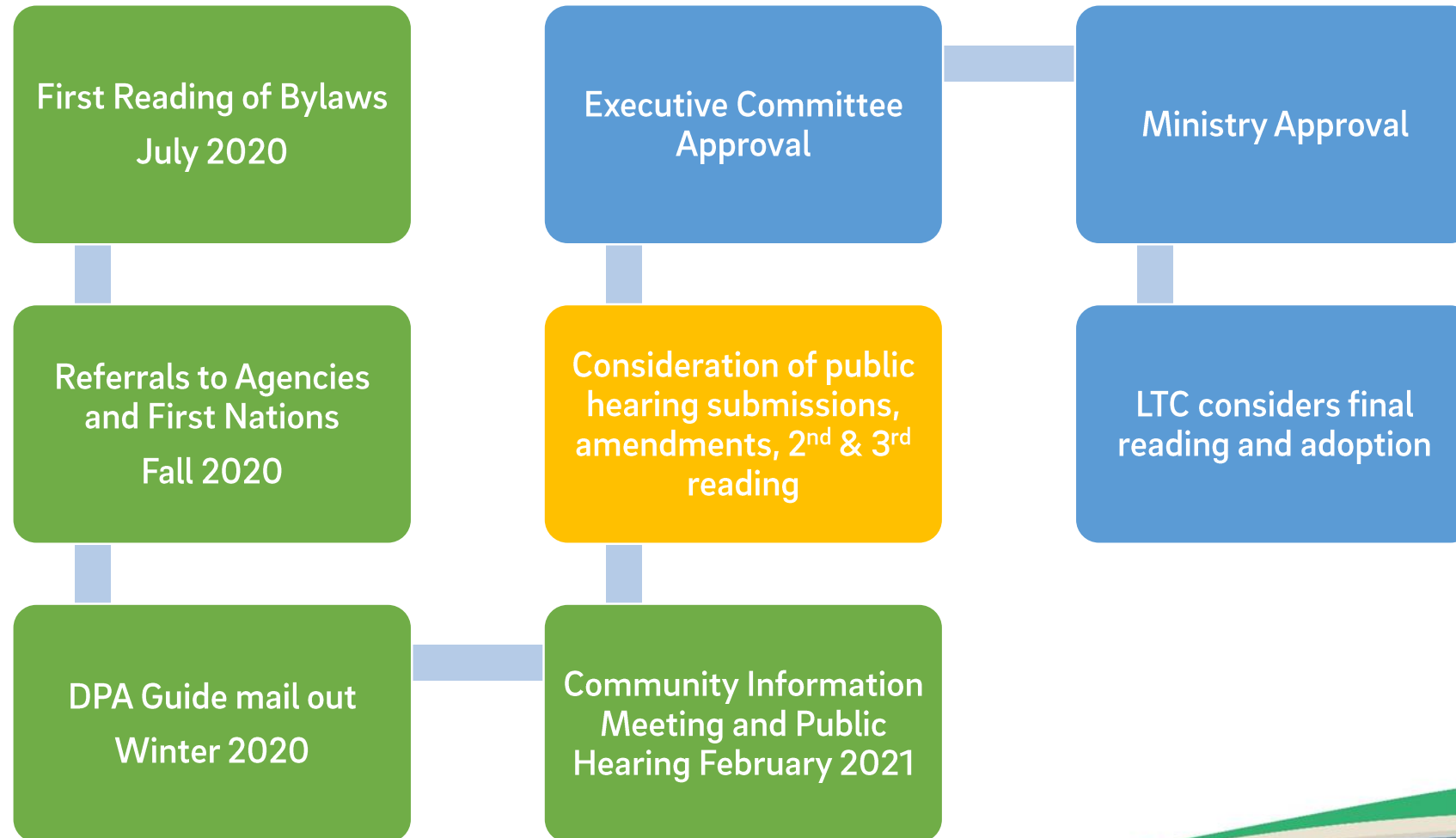
Currently, the Cowichan Valley Regional District has Official Community Plans (OCPs) for each of the nine Electoral Areas, A through I. While the land use policy indicated in all of the plans are generally similar, the bylaws were drafted at different times and use inconsistent wording. To provide greater consistency and clarity regarding land use policy, the Regional Board authorized the replacement of these plans with a single Regional District OCP, for all of the areas outside municipal boundaries.

	This work is being approached in two phases: <u>Phase I Harmonization</u> Harmonization of the seven Electoral Area OCPs into one OCP for the Electoral Areas; and <u>Phase II Modernization</u> Modernization of the OCP for the Electoral Areas and modernization of the eight Electoral Areas zoning bylaws into one zoning bylaw for the Electoral Areas. The phase that is currently being referred for your review is Phase I Harmonization. The draft Bylaw 4270 Official Community Plan for the Electoral Areas is provided by weblink below: Link:https://ln2.sync.com/dl/2fdebfbcb0/qeedcqn2-i26rcht4-g69mm4c3-rednz8tw Password: CVRD4270-OCP
Attachments:	Bylaw 4270 An Official Community Plan for the Electoral Areas • Schedule A Official Community Plan for the Electoral Areas • Appendix I Harmonized Population Projections and GHGe targets • Appendix II CVRD Strategic Plan • Appendix III OCP for the Electoral Areas Indicators Dashboard • Schedule B Local Area Plans for the Electoral Areas • Schedule C Development Permit Areas for the Electoral Areas • Schedule D Agricultural Land Maps • Schedule E Fire Protection Maps • Schedule F Future Land Use Maps • Schedule G Growth Management Concept Maps • Schedule H Heritage Designations Maps • Schedule I Foreshore and Major Creeks Maps • Schedule J Sand & Gravel Deposits Maps • Schedule L Land Use Designations Maps • Schedule M Marine Area Maps • Schedule N First Nations Maps • Schedule S Service Areas Maps • Schedule T Transportation & Major Roads Maps • Schedule U Development Permit Areas Maps

Contacts:	Coralie Breen, Coralie.Breen@cvrd.bc.ca Emily Dixon, Emily.Dixon@cvrd.bc.ca
Response Requested by:	Thursday, December 17, 2020
Comments: <i>(attach a separate sheet if more space is needed for comments)</i> ☐ No objection ☒ No objection subject to the comments below. ☐ Approval not recommended due to the reasons outlined below. Comments: Please consider revising section 1.1.2 Geographical Area in the following way: The Cowichan Valley Regional District on southern Vancouver Island is bordered by the Nanaimo and Alberni-Clayoquot Regional Districts to the north and northwest and by the Capital Regional District to the south and east. It covers the area between Stuart Channel and Saanich Inlet on the east coast of Vancouver Island and the southern part of the West Coast Trail on the Island's west coast, with Cowichan Lake located in its central region. The total land area is 3,473 km², and the region is home to over 80,000 people, most of whom live along the eastern edge of Vancouver Island. The OCP applies to the entire area of the regional district except for its four municipalities: City of Duncan, Town of Lake Cowichan, District of North Cowichan and Town of Ladysmith and Islands Trust. The regional district electoral area boundaries are outlined on Schedule G, G1 Growth Management Concept Index – Regional. The Cowichan Valley Regional District includes a number of southern Gulf Islands, including Thetis, Penelakut and Valdes which are the jurisdiction of the Islands Trust. While CVRD provides a number of services to the Islands Trust area, such as permitting and inspection related to building construction, land use permitting such as Development Permits, Temporary Use Permits and rezoning of land are the jurisdiction of Islands Trust. Islands Trust and the municipalities within the CVRD geographic area have their own Official Community Plans and Land Use Bylaws that are separate and apart from this OCP.	

Comments Provided By: <i>(Organization/Agency Name)</i>	
Contact Name & Position:	
Contact Phone/Email:	

Timeline and Milestones for Bylaw Nos. 108 and 109



Thetis Local Trust Committee

February 9, 2021

25

Public Hearing Submission Summary 1 of 2



- Interest in more clearly exempting agricultural activities in the guidelines.
- Interest to remove the QEP requirement for manual removal of invasive species and native restoration.
- Interest in acknowledging that agricultural use is permitted on R2 zoned lands and that food security is of particular value to the community.
- Interest in removing/re-wording the guideline that prevents new parcel boundaries from intersecting with or within 30 m of the stream boundary.

Public Hearing Submission Summary 2 of 2



- Concern about the burden placed on landowner: cost to the landowner, lack of certainty on the outcome, potential delays with Ministry approval.
- Interest in acknowledging human intervention on Ralston Creek.
- Interest that ongoing maintenance of human intervention on Ralston Creek be clearly exempted (and existing exempted activities be attached to proposed bylaws).

Options for Advancing Bylaw Nos. 108 and 109 Post Public Hearing



- Give second and third reading to proposed bylaws as presented.
- Amend the Bylaw(s) with no changes to use or density, and then give further readings.
- Amend the Bylaw(s) with significant changes (use or density) and proceed to a subsequent Public Hearing.
- Request more information – may trigger a subsequent Public Hearing.
- Proceed no further. Bylaws are defeated.
- Defer further consideration.

That the Thetis Local Trust Committee request staff to provide options and recommended amendments to Bylaw Nos. 108 and 109 with respect to [insert items] for consideration at a future LTC meeting.

On Fri, Jan 22, 2021 at 3:17 PM Stu Downey <shdowney1@gmail.com> wrote:
Thetis Island Local Trust Committee
Laura Patrick - Chair
Peter Luckham - Trustee
Doug Fenton - Trustee

Greetings!

I represent TIRRA's Transportation Committee here on Thetis and I wanted to touch base with you after a 14th Jan 2021 site visit with representatives from TIPC, TIID, TIVFD, Ministry of Transportation & Infrastructure, and Encom. The purpose of this site visit was to review issues with offloading patients from our island's First Responder transport vehicle on Foster Point Rd at the CVRD wharf entrance.

Note that Jessica Learn from Ministry of Transportation has agreed to provide 'No Parking - Emergency Vehicles Only' signage to reduce potential congestion for our First Responders at the CVRD wharf entrance.

During this visit, concerns were raised regarding the narrow roadway between the BC Ferries terminal approach and CVRD wharf. Also a portion of the angle parking on the water side of Foster Point Rd is believed to be on private property, with the majority of the road allowance on the opposite side, but only space for parallel parking. It was noted that larger vehicles located in the angled parking area often 'hang over' obstructing the traffic flow. There of course is the more recent issue of TIVFD First Responders needing to block off a lane of traffic during emergency unloading, but hopefully this issue will be resolved once the appropriate wharf repairs are completed. Ferry pedestrian traffic was also raised as a safety issue.

BC Ferries Terminal engineers apparently do have drawings for potential improvements to the Thetis Terminal approach but unfortunately no action has been taken to date. It appears that other terminals have a higher priority compared to Thetis at this time. The local ferries Safety committee is looking at widening the gravel path up the hill from the ferry in an effort to improve safety for pedestrian traffic.

Basic summary of concerns raised during 14th Jan site visit.

- Safety of walk on/off ferry foot traffic.
- Ferry parking (partially blocking thru traffic lane, encroaching onto private property).
- Lack of passenger drop off/pick up area.
- CVRD wharf entrance congestion.
- Overall congestion on Foster Point Rd from the BC Ferries terminal to the CVRD wharf.

Thetis Island OCP Schedule D Road Classifications shows the stretch of Foster Point Rd from North Cove Rd to the ferry terminal approach designated as Main Rural. Foster Point road from the ferry approach to Harbour Rd drops to Minor Rural, with Rural Residential beyond that. I am

not sure if there would be any benefit to extend the designation Main Rural along Foster Point Rd from the ferry terminal to the intersection with Harbour Rd.

Question for our LTC, would it be possible for the Thetis Island Local Trust Committee to advocate in bringing the appropriate stakeholders together, to establish an overall plan for this containment area within the OCP resulting in improvement to safety for Islanders and visitors. With an overall plan in place, we would then be in a more favourable position to take advantage of any applicable grant funding.

Thanks very much,
Stu Downey
TIRRA Transportation Chair
[250 246-3311](tel:2502463311) Home
[250 210-2789](tel:2502102789) Cel

February 2, 2021

Ben Bajaj
A Member of the TELUS team

Barry O'Riordan, Manager of Economic Development
Cowichan Valley Regional District
175 Ingram Street
Duncan, British Columbia V9L 1N8

Dear Barry,

Thank you for the discussion at the Cowichan Valley Regional District planning session this past Friday and expressing interest in our broadband service capabilities. We recognize the increasing interest in TELUS PureFibre and are committed to expanding our fibre network to more areas in the coming years. As we discussed, we had completed a cost assessment and determined the contribution amount required to bring PureFibre to Thetis Island in May of 2020 and shared that detail with the Thetis Island Economic Enhancement Committee.

As we reviewed in our meeting, due to the high costs driven by low density and some seasonal occupancy of the island, there is a significant external funding requirement, in addition to the TELUS investment, to make a PureFibre build project economical. Additionally, it is our intent to make technology options available to communities when looking at improving broadband internet services, including lower cost solutions like wireless based broadband internet improvements. In this case, the committee from Thetis was mainly interested in seeing PureFibre come to the island so we placed focus there.

After carefully reviewing potential subsidy funds for this PureFibre build on Thetis Island, we also decided not to move forward on any formal subsidies proposals through the current Connecting BC Economic Recovery Intake or the Universal Broadband Fund. Government funding programs seek to prioritize projects in part based on the funding ratio of requested subsidies, and to bring PureFibre to Thetis Island, the ratio of funding required through these programs is high and there is also no additional funding partners confirmed for this project.

I want to reiterate TELUS' commitment to collaborating on improving access to advanced broadband infrastructure and we remain open to reviewing options to expand connectivity on the island if there are new developments.

TELUS has been investing in the Cowichan Valley Regional District for generations and we will continue to do so. We look forward to continuing working together to support the region's needs during this difficult time and beyond.

Many thanks

Ben

Ben Bajaj

Director, Rural & Indigenous Connectivity and Local Governments
TELUS Customer Networks
t: 604-833-8055
e: ben.bajaj@telus.com

cc: Lesley Buhr, Rebecca Andison, and Denis Gagnon, Thetis Island Economic Enhancement committee
Wendy Hinsperger, Thetis Island Ratepayers Association
Thetis Island Local Trust Committee
Lynn Smith, CVRD Area G director, lynne.smith@cverd.bc.ca



BRIEFING

To: Local Trust Committees and Bowen Island Municipality **For the Meeting of:** February 9, 2021

From: Islands Trust Conservancy **Date Prepared:** November 25, 2020

SUBJECT: 2020 Forest Conservation Outreach Campaign Completion

PURPOSE: To inform the Local Trust Committees and Bowen Island Municipality of the completion of Islands Trust Conservancy's 2020 forest conservation outreach campaign.

BACKGROUND: In January 2020 Islands Trust Conservancy staff initiated an outreach campaign to encourage voluntary forest conservation and stewardship on private lands in the Islands Trust Area. This campaign was a response to part of Trust Council Resolution 2019-24, which directed staff to:

- create a strong communications program that will support Islands Trust Conservancy conservation initiatives for Coastal Douglas-fir protection as well as support the land use planning process, with a special focus on communicating the role of Development Permit Areas as a tool for Coastal Douglas-fir protection that permits development; and
- bring recommendations for how the Natural Areas Property Tax Exemption Program (NAPTEP) can be tailored to highlight and prioritize contiguous tracks of the Coastal Douglas-fir zone in the outreach, communications, and approval of NAPTEP covenants by the Islands Trust Conservancy.

The campaign also helps to address objective 1.5 of the Islands Trust Conservancy Regional Conservation Plan, which is to seek opportunities to provide information to landholders to support voluntary conservation initiatives.

Forest conservation outreach packages were developed by ITC staff in consultation with Islands Trust Directors of Trust Area Services and Local Planning Services, and included the following:

1. Personalized cover letter from the Covenant Management & Outreach Specialist
2. Customized forest ecosystem information sheets: Coastal Douglas-fir forest information and mapping for Gulf Islands LTAs, and Coastal Western Hemlock forest information and mapping for Gambier LTA and Bowen Island Municipality
3. Forest Conservation Checklist
4. NAPTEP rack card

The 2020 forest conservation outreach campaign focused on landholders with over five hectares of old-growth or mature forest on their property. Mapping identified 348 properties as meeting this criteria, with over 400 associated landholders (households). The following is a breakdown of packages mailed, by local trust area/municipality:

Local Trust Area/ Municipality	Outreach Package Recipients
Ballenas-Winchelsea	0
Bowen	29
Denman	23

Gabriola	19
Galiano	11
Gambier	49
Hornby	5
Lasqueti	171
Mayne	11
North Pender	10
Salt Spring	44
Saturna	14
South Pender	4
Thetis	13
Total	403

Outreach packages were mailed to these landholders on August 13th and 18th. The immediate response from outreach package recipients has been positive, and to date has included at least two NAPTEP covenant inquiries and two forest stewardship conversations.

In addition to the mailout, a Forest Protection webpage on the Islands Trust website has been created as a platform for ongoing forest conservation outreach: <http://islandstrust.bc.ca/trust-council/projects/forest-protection/>. The forest ecosystem information sheets for each LTA are available at www.islandstrust.bc.ca/islands/island-ecosystems/.

ATTACHMENT(S):

1. Cover letter template
2. Sample Coastal Douglas-fir Forests information sheet
3. Sample Coastal Western Hemlock Forests information sheet
4. Forest Conservation Checklist

FOLLOW-UP: A small number of paper copies of the forest ecosystem information sheets will be distributed to each island in late November, either to the Islands Trust Office/Municipal Office, LTC office, where available, or to the local conservancy, as appropriate.

The Covenant Management & Outreach Specialist will track responses to the forest conservation outreach letter in Islands Trust Conservancy's contact management database, connect respondents with other ITC specialists as needed, and assess the overall response to the campaign to inform future outreach activities.

Prepared By: Jemma Green, Covenant Management & Outreach Specialist

Reviewed By/Date: Kate Emmings, A/Manager / November 26, 2020

August 12, 2020

[first name] [last name]

[address]

[address]

Dear [first name],

I invite you to take action to care for rare and endangered forests on your land.

Did you know that the forest that characterizes our region, the same forest that grows in **your backyard**, is a globally rare and endangered Coastal Douglas-fir ecosystem? In Canada, Coastal Douglas-fir ecosystems are found only on the southwest coast of BC, where mature and old-growth forests are most at risk. Despite the global significance and community benefits of Coastal Douglas-fir ecosystems, **only 10% are protected**. Most of what remains is found on private land, including yours.

Much stands to be lost if remaining mature and old-growth forests disappear. These forests support high biodiversity, including the **highest number of species-at-risk** in BC. Trees like Douglas-fir, cedar and arbutus dominate the canopy, sheltering unique shrubs, ferns, mosses and other plants that provide habitat for wildlife—such as owls, songbirds, reptiles, and amphibians—and act as a protective buffer for streams that support fish. Coastal Douglas-fir forests also provide a number of services that our communities depend on: water purification, removal of greenhouse gasses from the air, slope stabilization, and flood prevention.

In 2019, the Islands Trust and the Islands Trust Conservancy committed to protecting the health of Coastal Douglas-fir forests. I am writing to you and more than 350 other island landowners with significant Coastal Douglas-fir forests to let you know the importance of the forests on your land, and to offer support to help you protect Coastal Douglas-fir forests where you live. You can start by taking **simple measures to care for your land**, such as leaving standing dead trees for wildlife, removing invasive species, or gardening with native plants. The enclosed checklist can help you take meaningful actions to protect your forest.

Forest protection has never been more important. By caring for your forest, you can provide vital habitat to species under stress and support ecosystem services, some of which could **ease the impacts of a changing climate** on your community. For 30 years, the Islands Trust Conservancy has helped islanders protect their land and has been a trusted source of information about caring for nature. If you are interested in learning about how you can care for and protect your forests, or about land conservation in general, contact me at jgreen@islandstrust.bc.ca or by phone at 250-405-5182. If you would like to receive e-mail notices from the Islands Trust Conservancy you can subscribe at www.islandstrustconservancy.ca/subscription.

Sincerely,



Jemma Green
Covenant Management & Outreach Specialist

Encl.

Coastal Douglas-fir Forests

What are Coastal Douglas-fir Ecosystems?

The Coastal Douglas-fir (CDF) zone describes a unique set of ecosystems found only on southeast Vancouver Island, the Gulf Islands, and the southwest coast of BC. CDF ecosystems are rare and highly endangered. These ecosystems include Douglas-fir forests, as well as Garry oak woodlands, wetlands, estuaries, and other unique communities of plant, animal, and fungi found nowhere else in the world.

Why are CDF Ecosystems Important?

CDF ecosystems have:

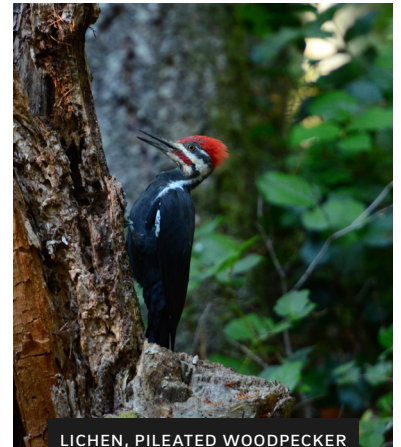
- The highest diversity of plant species in BC
- The highest diversity of overwintering bird species in Canada
- The highest density of species at risk in BC, including 24 globally imperiled species

Yet 98% of the 45 ecological communities in the CDF zone are at risk of being lost.

In addition to supporting biodiversity, CDF forests benefit our communities by:

- Mitigating climate change by capturing and storing carbon from the atmosphere
- Supporting cultural and spiritual values of First Nations that have lived in the region since time immemorial
- Reducing pollution by removing dust, pollen, and smoke from the air
- Controlling and filtering stormwater runoff into lakes and streams, which protects drinking water and reduces flood risk
- Supporting resilient food systems by providing habitat for native pollinators
- Increasing property values
- Providing recreational opportunities and spaces for relaxation

This resource was developed by:



LICHEN, PILEATED WOODPECKER



Why are CDF Forests at Risk?

Since European settlement, almost half of the historically forested land in the CDF zone has been lost due to land uses such as forestry and development. Most old-growth forests have been replaced by second-growth forests that are not as biodiverse or resilient. Remaining CDF forests are in a hotspot of urban and rural development, and under increasing pressure from a growing population.

Climate change will have significant impacts on CDF forests as intensifying summer droughts stress trees. Islander observations indicate that climate change has already impacted western redcedar and other species. It is likely that drought is the primary cause of increased stress, but work needs to be done to understand these changes and adapt conservation of CDF habitats.

CDF forests and associated ecosystems are among the most endangered in Canada, yet only 11% of land in this zone is protected. Eighty percent of the land in the CDF zone is privately owned, highlighting the importance of voluntary conservation actions by individuals to protect what's left.



What You Can Do

Become a land steward:

- ☐ Protect living trees
- ☐ Leave large patches of natural forest intact
- ☐ Leave standing dead trees (snags) and fallen trees to decay in place to provide shelter and food for wildlife
- ☐ Restrict vehicle and livestock access into forests
- ☐ Control invasive species, like ivy, holly, daphne, and broom
- ☐ Keep cats indoors as much as possible
- ☐ Garden with native species
- ☐ Keep forest health in mind while managing fire risk. Focus on fire-proofing your home and planting a buffer of fire-resistant native plants like salal and Oregon-grape. Help protect your community by protecting older forests: their high moisture-holding capacity makes them a natural fire break.
- ☐ Become a citizen scientist — add your observations to a growing global database using the iNaturalist app, or keep a nature journal

Consider how your community can protect forests through Environmental Development Permit Areas and conservation guidelines in your Official Community Plan and Land Use Bylaw.

Permanently protect your land with conservation covenant.

A covenant is a voluntary, legal agreement between you and a conservancy that protects your land from development — not just while you own and live on the land, but even after your property is sold or transferred to new owners. Covenants registered through the Islands Trust's **Natural Areas Protection Tax Exemption Program (NAPTEP)** are eligible for a 65% reduction in property taxes on the portion of land protected.

Create a nature reserve through a donation of land to a conservancy or parks agency. If you donate land with significant ecological value, you may be eligible for additional tax benefits through the federal [Ecological Gifts Program](#).

Opportunity Fund grants can help cover costs associated with protecting land. Contact Islands Trust Conservancy to learn more at 250-405-5186 or itcmail@islandstrust.bc.ca

Resources

For information on conservation covenants, land donations, and stewardship programs, contact:

Islands Trust Conservancy: visit islandstrustconservancy.ca, email itcmail@islandstrust.bc.ca, or phone 250-405-5186

Thetis Island Nature Conservancy: visit thetislandnatureconservancy.org or email ThINC@thetisland.net

For information on CDF ecosystems at risk, contact:

Coastal Douglas-fir Conservation Partnership: visit cdfcp.ca or email info@cdfcp.ca

For information about Raincoast Conservation Foundation's Gulf Islands Forest Project, visit: raincoast.org/gulf-islands

Coastal Western Hemlock Forests

What are Coastal Western Hemlock Ecosystems?

The Coastal Western Hemlock (CWH) zone describes a unique set of ecosystems that stretch along the north Pacific coast of North America, encompassing most of coastal BC. The wet, temperate rainforests that characterize the CWH zone are still widespread in BC; however, a number of rare CWH ecosystems adapted to the dry, Mediterranean conditions found in and around the Salish Sea are under threat and under-protected.

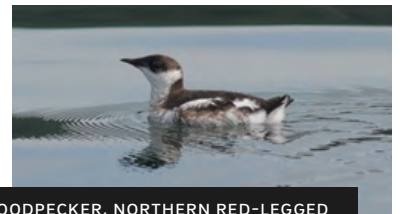
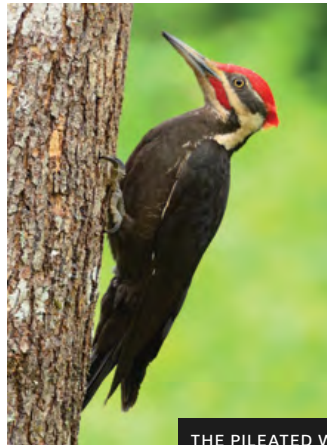
Why are CWH Forests Important?

Extending from sea level to 1000 metres, the CWH zone may support the greatest diversity and abundance of wildlife habitat in BC. Large, old-growth trees provide critical habitat for species-at-risk like the Marbled Murrelet and Northern Goshawk.

Snags provide nesting and foraging habitat for birds and small mammals. Fallen trees support amphibians, fungi and mosses, and act as nurse logs for seedlings. Root systems control and filter rainwater runoff into streams, protecting salmon habitat.

In addition to supporting biodiversity, CWH forests benefit our communities by:

- Providing cultural and spiritual places for First Nations that have lived in the region since time immemorial
- Mitigating climate change by capturing and storing carbon from the atmosphere
- Capturing rainwater and controlling and filtering runoff into lakes and streams, protecting drinking water and mitigating risk of flooding and drought
- Reducing pollution by removing dust, pollen, and smoke from the air
- Increasing property values
- Providing recreational opportunities and spaces for relaxation



THE PILEATED WOODPECKER, NORTHERN RED-LEGGED FROG, AND MARBLED MURRELET ARE AMONG THE MANY SPECIES THAT DEPEND ON CWH FORESTS



Western islands



Eastern islands

CWH Forest Ecosystems

- Young forest (40–80 yrs)
- Mature forest (80–250 yrs)
- Old forest (over 250 yrs)
- Other land cover
- Coastal Douglas-fir forests



ISLANDS TRUST CONSERVANCY

Learn more at islandstrustconservancy.ca

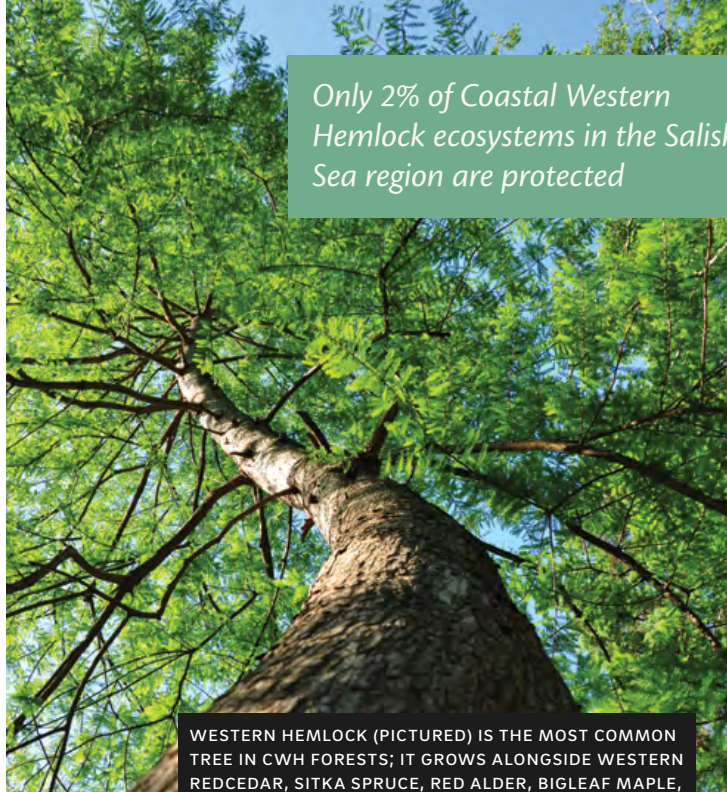
Pileated woodpecker, frog and tree photos by Kristine Mayes; Marbled Murrelet photo by U.S. Department of Agriculture, licensed under CC BY 2.0. Map produced by Islands Trust.

Why are CWH Forests at Risk?

As a result of past logging and development, 13 unique CWH ecosystems are at risk. While unsustainable logging remains one of the greatest threats to forests, the rarest CWH ecosystems occur in the Lower Mainland, Sunshine Coast, Howe Sound islands, and eastern Vancouver Island, where they also face widespread urban and rural development and other pressures from a growing human population. Climate change is expected to add to impacts on CWH forests. Intensifying summer drought will stress trees (as already seen in western redcedar die-offs), which will have cascading effects throughout the forest ecosystem.

The CWH ecosystems of the Salish Sea are among the rarest and most threatened in BC. Two thirds of historic forests in this region have been logged in the last 120 years while another 25% have been permanently converted to other land uses. Only 2% of CWH ecosystems in the Salish Sea region are protected, highlighting the urgent need to conserve remaining mature and old-growth forests.

Only 2% of Coastal Western Hemlock ecosystems in the Salish Sea region are protected



WESTERN HEMLOCK (PICTURED) IS THE MOST COMMON TREE IN CWH FORESTS; IT GROWS ALONGSIDE WESTERN REDCEDAR, SITKA SPRUCE, RED ALDER, BIGLEAF MAPLE, GRAND FIR, SHORE PINE, DOUGLAS-FIR, AND ARBUTUS

What You Can Do

Become a forest steward:

- ☐ Protect living trees and large patches of natural forest
- ☐ Leave standing dead trees (snags) and fallen trees to decay in place to provide shelter and food for wildlife
- ☐ Restrict vehicle and livestock access into forests
- ☐ Control invasive species, like ivy, holly, daphne, and broom
- ☐ Keep cats indoors as much as possible
- ☐ Garden with native species
- ☐ Keep forest health in mind while managing fire risk. Focus on fire-proofing your home and planting a buffer of fire-resistant native plants like salal and Oregon grape. Help protect your community by protecting older forests: their high moisture-holding capacity makes them a natural fire break.
- ☐ Become a citizen scientist—add your observations to a growing global database using the iNaturalist app, or keep a nature journal

Consider how your community can protect forests through Environmental Development Permit Areas and conservation guidelines in your Official Community Plan and Land Use Bylaw.

Permanently protect land with conservation covenant.

A covenant is a voluntary, legal agreement between you and a conservancy that protects land from development—not just while you live on the land, but also for future caretakers of the land. Covenants registered through the Islands Trust's **Natural Areas Protection Tax Exemption Program (NAPTEP)** are eligible for a 65% reduction in property taxes on the portion of land protected.

Create a nature reserve through a donation of land to a conservancy or parks agency. If you donate land with significant ecological value, you may be eligible for additional tax benefits through the federal Ecological Gifts Program.

Opportunity Fund grants can help cover costs associated with protecting land. Contact Islands Trust Conservancy to learn more at 250-405-5186 or itcmail@islandstrust.bc.ca.

For information on conservation covenants, land donations, and stewardship programs, contact:

Islands Trust Conservancy

islandstrustconservancy.ca
itcmail@islandstrust.bc.ca
250-405-5186

Gambier Island Conservancy

gambierc.ca (New website coming soon: gambierislandconservancy.ca)
gambierconservancy@gmail.com

This resource is adapted from material developed by Islands Trust Conservancy in collaboration with the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership and Raincoast Conservation Foundation.

Forest Conservation Checklist

Level of commitment	Impact	Action
Low  High	Moderate to high, immediate	Become a land steward: ☐ Protect living trees ☐ Leave standing dead trees (snags) and fallen trees to decay in place to provide shelter and food for wildlife ☐ Become a citizen scientist—add your observations to a growing global database using the iNaturalist app, or keep a nature journal ☐ Garden with native species ☐ Keep cats indoors as much as possible ☐ Control invasive species, like ivy, holly, daphne and broom ☐ Restrict vehicle and livestock access into forests ☐ Remember that fire is a natural and important part of forest ecosystems. Protect your home from fire through FireSmart home maintenance and by creating a 10-metre protective buffer of fire-resistant native plants. Help protect your community from fire by protecting old-growth forests: their high moisture-holding capacity makes them a natural fire break. ☐ Leave large patches of natural forests intact
Moderate	Potentially high, medium-term	Consider how your community can protect forests through inclusion of Environmental Development Permit Areas and conservation guidelines in your Official Community Plan.
High	High, long-term	Permanently protect your land with conservation covenant. A covenant is a voluntary, legal agreement between you and a Conservancy that protects your land from development not just while you own and live on the land, but even after your property is sold or transferred to new owners. Covenants registered through the Natural Area Protection Tax Exemption Program (NAPTEP) are eligible for a 65% reduction in property taxes on the portion of land protected.
High	High, long-term	Donate land to the Islands Trust Conservancy or another conservation agency. The land will be permanently cared for and protected to achieve your conservation vision. If you donate land with significant ecological value, you may be eligible for additional capital gains tax exemptions through the federal Ecological Gifts Program.

Islands Trust
LTC EXP SUMMARY REPORT F2021
Invoices posted to Month ending December 2020

670 Thetis	Invoices posted to Month ending December 2020	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-670	LTC "Trustee Expenses"	166.00	0.00	166.00
LTC Local				
65200-670	LTC - Local Exp - LTC Meeting Expenses	711.00	847.00	-136.00
65210-670	LTC - Local Exp - APC Meeting Expenses	359.00	121.00	238.00
65220-670	LTC - Local Exp - Communications	250.00	0.00	250.00
65230-670	LTC - Local Exp - Special Projects	294.00	0.00	294.00
TOTAL LTC Local Expense		<u>1,614.00</u>	<u>968.00</u>	<u>646.00</u>
Projects				
73001-670-3008	Thetis RAR	<u>3,500.00</u>	<u>0.00</u>	<u>3,500.00</u>
TOTAL Project Expenses		<u>3,500.00</u>	<u>0.00</u>	<u>3,500.00</u>

Thetis Island Local Trust Committee Policies & Standing Resolutions

No.	Meeting Date	Resolution No.	Issue	Policy
1.	July 3, 2012	TH-03-2012	Professional Minute taker for APC meetings	It was MOVED and SECONDED that the Thetis Island Local Trust Committee authorizes the payment of funds from its local expense account to pay for a minute taker for Advisory Planning Commission meetings.
2.	August 28, 2018	TH-2018-036	Suspension of enforcement action regarding unlawful non-tourist accommodation at 49 Harbour Road	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution: 1. That whereas the Thetis Island Local Trust Committee intends to facilitate a community process to consider allowing Temporary Use Permits (TUP) to permit temporary non-tourist accommodation use, staff are directed to take no enforcement action against properties where temporary accommodations used for non-tourist accommodation exist. In particular, staff are directed to suspend enforcement action regarding unlawful non-tourist accommodation at 49 Harbour Road, Strata Lot B, District Lot 1, Thetis Island, Cowichan District, Strata Plan EPS644; together with an interest in the Common Property shown in proportion to the unit entitlement to the Strata Lot show on Form V. PID 028-987-691. 2. That nothing in this enforcement policy should be interpreted as giving permission to any party to violate Thetis Island Land Use Bylaw No. 89 and the Thetis Island Local Trust Committee may change this policy at any time and may give direction to commence enforcement activities with respect to the identified properties at any time without notice. That unless the Thetis Island Local Trust Committee extends the effective period, this enforcement policy expires on July 30, 2019, or when the temporary use permit review project is complete, whichever is the sooner.
3.	August 28, 2018	TH-2018-041	Non-medical cannabis retail applications	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution with respect to the processing of non-medical cannabis retail license applications: • Proposed or amended licenses for non-medical cannabis retail establishments require an application to the Local Trust Committee. • The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical.

No.	Meeting Date	Resolution No.	Issue	Policy
				- The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal. - However, as a minimum, the local trust committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: - Name of the applicant and a description of the proposal in general terms - The location of the proposed establishment and the subject site - The place where, 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 12, 2018	TH-2018-053	Cannabis License Applications	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution: that the Thetis Island Local Trust Committee requests that Notices of Intention to Apply for a Federal Cannabis License be forwarded to the Local Trust Committee upon receipt by the Islands Trust.
5.	February 22, 2019	TH-2019-020	Electoral Area Director	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution: that the Thetis Island Local Trust Committee request staff to circulate future meeting agendas to the Electoral Area Director and provide an invitation to attend or provide reports to the Local Trust Committee.
6.	April 23, 2019	TH-2019-026	LTC to engage in Reconciliation with local First Nations, governments and the island community	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution: 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

No.	Meeting Date	Resolution No.	Issue	Policy
				British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to: a) Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities; b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory; c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history; d) Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols; e) Establish and maintain government to government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.
7.	February 11, 2020	TH-2020-001	Electoral Area Director Reports	It was MOVED and SECONDED that the Thetis Island Local Trust Committee request staff to add a standing resolution that the Cowichan Valley Regional District Area G Saltair/Gulf Islands Director Report reports will be posted to the website.

Top Priorities Report

Thetis Island

1. Riparian Areas Regulation Implementation

Ensure protection of freshwater ecosystems in the Ralston Creek watershed through implementation of a development permit area.

Responsible

Marnie Eggen

Dates

Rec'd: 07-Sep-2011
Target: 15-Nov-2014

2. Coastal Shoreline Protection

LTC to review the Coastal Douglas Fir and Associated Islands Toolkit and CVRD's Bylaw 2500, Section 20.3 Ocean Shoreline Protection Development Permit Area.

Responsible

Dates

Rec'd: 19-Nov-2019

3. Relationship Building with First Nations

Potential topics to explore:
Bylaw referrals; Land & marine use on & around Lyackson Island; Shared Narrative of Place; Co-governance/co-management; follow up from Associated OCP/LUB review: land use considerations for clam gardens; explore private docks as a permitted use; potential impacts of ocean geothermal loops; switchback fencing in setback to the sea.

Responsible

Dates

Rec'd: 27-Feb-2018



Projects Report

Thetis Island

1. Amendments to the Thetis Island OCP and LUB

Responsible

Date Received

- research short-term vacation rentals of principle dwellings in the R-2 zone
 - rainwater storage requirements
 - support the construction of a storage building prior to construction of a principal dwelling
- Update 29-Sept-2020: Added from Projects List items 7 and 9:
- consider ocean loop geothermal exchange systems
 - explore measures to address impacts of wharf related structures
 - (housekeeping) 4.3(d) amend to say: In addition to s.4.3(a), (b), and (c)...
 - (housekeeping) objectives and policies re: sea level rise (was resolution to include in draft but did not make it into adopted OCP)
 - Review TUPs to include non-tourist accommodation (to be advanced at earliest convenience)

07-Sep-2011

2. Island-wide watershed protection

Responsible

Date Received

TBD

21-Nov-2012

3. Pilkey Point/Marina Drive Slough Support for Habitat Restoration

Responsible

Date Received

Include research potential for riparian area inclusion.

20-Nov-2013

4. Sensitive Ecosystems Education and Engagement

Responsible

Date Received



Projects Report

Thetis Island

Environmental education and engagement efforts, in particular with owners on the Associated Islands, to explore ways to protect sensitive ecosystems in the Area.

19-Mar-2014

5. *Associated Islands OCP and LUB*

Responsible

Date Received

Develop new OCP and LUB to replace 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 Stzuminus Nation for a stakeholder process regarding Bute and Dunsmuir Islands.

07-Sep-2011

6. *Letter of Understanding between the Thetis LTC and the Cowichan Valley Regional District*

Responsible

Date Received

Planning staff to begin drafting once project progresses to Priorities.

24-Nov-2015

7. *Thetis Associated Islands Land Use Bylaw Amendment, Ruxton Island Community Dock Review Project*

Responsible

Date Received

Reference Ruxton Island Private Moorage Structures project for preliminary consultation.

22-May-2018

8. *Incorporation of the Regional Conservation Plan into Thetis LTA OCPs and LUBs*

Responsible

Date Received

Investigate and provide recommendations on how to incorporate the plan elements into Thetis, Valdes, and Associated Islands OCPs and LUBs.

28-Aug-2018



Projects Report

Thetis Island

9. *Cannabis Production and Retail Sales*

Responsible

Date Received

Consideration of regulations to guide cannabis production and retail sales activities.

11-Dec-2018

10. *Affordable Housing Strategy*

Responsible

Date Received

Housing for young families, workers and seniors; community engagement

11-Dec-2018

11. *Model Consultation Process for Antenna Systems*

Responsible

Date Received

To amend the Model Consultation Process for Antenna Systems (from the "Model Strategy for Antenna Systems") to include APC recommendations from January 23, 2020 APC meeting and LTC resolutions from February 11, 2020 LTC meeting.

11-Feb-2020

12. *Plan to Improve Community Engagement Policy and Practice and to include First Nations*

Responsible

Date Received

Reference: "Proposal for a Thetis Island Official Community Plan Engagement Strategy" discussed at February 11, 2020 LTC meeting.

11-Feb-2020

13. *Explore zoning the unzoned area of water between the Associated Islands Official Community Plan and the Thetis Island Official Community Plan adjacent to Scott Island and Dayman Island*

Responsible

Date Received

21-Jul-2020