



A NOTICE OF A BUSINESS MEETING OF **THE THETIS ISLAND LOCAL TRUST COMMITTEE**
to be held at 9:15 am on Wednesday, September 25, 2013 at Thetis Island Community Centre
(Forbes Hall Library) North Cove Road, Thetis Island, BC

AGENDA

		Page No.	*Approx. Time*
1.	CALL TO ORDER		9:15 am
2.	APPROVAL OF AGENDA		
3.	TOWN HALL SESSION (10 MINUTES)		
4.	MINUTES		
4.1	Local Trust Committee Meeting Minutes of July 24, 2013 - <i>for adoption - attached</i>	1-8	9:30 am
4.2	Local Trust Committee Special Meeting Minutes of August 3, 2013 - <i>for adoption - attached</i>	9-21	
4.3	Local Trust Committee Special Meeting Minutes of August 8, 2013 - <i>for adoption - attached</i>	22-23	
4.4	Section 26 Resolutions Without Meeting Log - <i>none</i>		
4.5	Advisory Planning Commission Meeting Minutes - <i>none</i>		
4.6	Ruxton Island Advisory Planning Commission Meeting – <i>none</i>		
5.	BUSINESS ARISING FROM MINUTES		
5.1	Follow-up Action List dated September 12, 2013 - <i>attached</i>	24-25	9:40 am
6.	DELEGATIONS – <i>none declared</i>		
7.	CORRESPONDENCE - <i>none</i> <i>Correspondence specific to an active development application and/or project will be received by the Thetis Island Local Trust Committee when that application and/or project is on the agenda for consideration.</i>		
8.	APPLICATIONS AND PERMITS - <i>none</i>		
9.	LOCAL TRUST COMMITTEE PROJECTS		9:50 am
9.1	Associated Islands Official Community Plan Project - status update		
9.1.1	Staff Report dated September 11, 2013 - <i>attached</i>	26-38	
9.2	Riparian Areas Regulation project status update – <i>verbal update</i>		
9.3	Shoreline Protection Project Status Update –		
9.3.1	Memorandum dated September 7, 2013 - <i>attached</i>	39-43	
	BREAK		11:30 am

10.	REPORTS		11:45 am
10.1	Work Program Reports		
	10.1.1 Top Priorities and Projects Report dated September 12 , 2013- <i>attached</i>	44-45	
10.2	Applications Log		
	10.2.1 Report dated September 12, 2013 - <i>attached</i>	46	
10.3	Trustee and Local Expenses		
	10.3.1 Expenses posted to July 31, 2013 - <i>attached</i>	47	
	10.3.2 Expenses posted to August 31, 2013 - <i>attached</i>	48	
10.4	Chair's Report		
10.5	Trustees' Report		
10.6	Advisory Planning Commission Report - <i>none</i>		
11.	NEW BUSINESS		
11.1	2014-2015 Budget Submissions		12:00 pm
	11.1.1 Memorandum dated August 1, 2013 - <i>attached</i>	49-57	
11.2	Proposed Meeting Schedule for 2014 – <i>attached for decision</i>	58	
11.3	Bylaw Referral from Galiano Island Trust Area regarding Bylaw No. 241 - <i>attached</i>	59-60	
12.	BYLAWS - <i>none</i>		
13.	ISLANDS TRUST WEBSITE		
13.1	Thetis Pages – <i>for discussion</i>		
14.	TOWN HALL DISCUSSION (10 MINUTES – TIME PERMITTING)		
15.	NEXT MEETING DATE		
	Wednesday, November 20, 2013 at 9:15 am at Thetis Island Community Centre (Forbes Hall Library) North Cove Road, Thetis Island, BC		
16.	ADJOURNMENT		12:30 pm

*Approximate time is provided for the convenience of the public only and is subject to change without notice.



Thetis Island Local Trust Committee Minutes of a Regular Meeting

Date of Meeting:	Wednesday, July 24, 2013 – 9:15am
Location:	Thetis Island Community Centre, Forbes Hall Hunter Room 292 North Cove Road, Thetis Island, BC
Members Present:	Ken Hancock, Chair Peter Luckham, Local Trustee Sue French, Local Trustee
Staff Present:	Aleksandra Brzozowski, Island Planner Jason Youmans, Student Planner Stephanie Cottell, Recorder
Media And Others Present:	There were three (3) members of the public in attendance

1. CALL TO ORDER

Chair Hancock called the meeting to order at 9:25 am, welcoming those present and introduced himself, the local trustees and staff. He acknowledged Thetis Island's location within the traditional territories of the Coast Salish people.

2. APPROVAL OF AGENDA

Planner Brzozowski asked to have 2014/2015 budgets added as a new business item. The agenda was approved by general consent.

3. TOWN HALL

Dan Geisbrecht: spoke to concerns regarding Section 5.2.4 of the draft AIOCP 5.2.4 which would prohibit private individual docks on Ruxton Island.

Trustee Luckham: responded that a related amendment recently recommended by Planner Brzozowski will be discussed in the course of the agenda. He asked for more information about the death related to limited dock access.

Dan Geisbrecht: elaborated on the historical tragedy.

Ernie Hunter: spoke to emergency access of the community dock on Thetis, not intended for everyday resident use. He supports fewer/shared docks.

Dennis Rutherford: expressed kudos on Jason Youmans' report, yet he felt it missed out interrelated land transportation infrastructure issues.

4. MINUTES

4.1 Local Trust Committee Draft Minutes of June 5, 2013

The minutes of the June 5, 2013 Thetis Island Local Trust Committee were reviewed and adopted by consensus with the following amendments:

- Change the date in the header from '2012' to '2013';
- Item 16, page 6, delete the words 'approximately \$8000' and replace with 'is unknown at this time';
- Item 17, page 6, change the next meeting date to read July 24, 2013.

4.2 Section 26 Resolutions Without Meeting Log Dated May 28, 2013

Received for information.

4.3 Advisory Planning Commission Meeting Minutes – None.

4.4 Ruxton Island Advisory Planning Commission Draft Meeting Minutes Of June 19, 2013

Received for information.

5. BUSINESS ARISING FROM MINUTES

5.1 Follow Up Action List Dated July 16, 2013

Planner Brzozowski presented the Follow Up Action list.

Discussion followed regarding the timeline for working with Ian Ralston regarding options for the Riparian Areas Regulation (RAR). Planner Brzozowski indicated that Staff was looking at Autumn 2013 for further work.

5.2 Stewarding Our Shores Speakers Evening

Planner Brzozowski noted that the Resolution Without Meeting currently in progress could be voted on at the LTC meeting.

TH 023/13

It was MOVED and SECONDED,

that the Thetis Local Trust Committee endorse the August Shoreline Awareness Event plan dated July 17, 2013 as presented.

CARRIED

Discussion followed regarding video and other logistics.

8. **DELEGATIONS** – None.

9. **CORRESPONDENCE** – None.

10. **APPLICATIONS AND PERMITS** – None.

11. **LOCAL TRUST COMMITTEE PROJECTS**

11.1 **Shoreline Protection Concepts and Options**

11.1.1 Staff Report Dated July 15, 2013

Planner Brzozowski provided the report on the first part of her report, outlining concepts and options for shoreline protection on Thetis Island. Discussion followed. Trustees Luckham and French will collaborate on a feedback form for the speakers' event with six to eight questions.

Trustees are supportive of other strategies suggested by Planner Brzozowski (page 4 of report) excepting the online decision-making tool.

Planner Brzozowski spoke to the second part of her report requesting a more formal direction from the LTC as to their participation with a pilot of the Greenshores Program. Discussion followed.

TH 024/13

It was MOVED and SECONDED,

that the Thetis Local Trust Committee commit in principle to standing as a pilot Local Trust Area for the Greenshores draft credit rating system subject to further information about the timeline, planning staff time commitment, and available resources.

CARRIED

The LTC may explore a request in the 2014/2015 LTC budget for a contractors' session in the event such a session is not held through the Greenshores project.

11.2 **Community and Shared Docks Case Study**

11.2.1 Report Dated July 13th, 2013

11.2.2 Case Studies From the BC Coast

Jason Youmans spoke briefly to the report. Its purpose was to serve as a general resource document for communities as well as local trust committees.

Discussion followed. The Trustees were pleased with the report, and had questions regarding parking/land footprint (consider adding these details to report). The idea of pre-zoning for shared or community docks was also discussed.

Denis Rutherford: spoke to his appreciation of report and suggested clarifying upland issues and strengthen the language.

Dan Geisbrecht: remarked on the excellent report, good benchmark numbers.

TH 025/13

It was MOVED and SECONDED,

that the Thetis Local Trust Committee receive for information, the attached report titled "Community and Shared Docks: Case Studies from the B.C. Coast", distribute the report to other Local Trust Committees, and post it to the Islands Trust website.

CARRIED

11.3 Ruxton Island Community Dock Technical Study

11.3.1 Memo Dated July 2013 To Be Distributed

The memo was not available for distribution; it conveyed a message that the revised study will be received for the August 3, 2013 meeting.

11.4 Associated Islands Community Plan Update

11.4.1 Staff Report Dated July 15, 2013

Planner Brzozowski presented the reformatted and revised Community Plan draft, as well as a comprehensive revision tracker. She presented an additional revision as a late item, as follows:

Item 5.2.4 and 5.2.5 respectively:

"5.2.4 The Local Trust Committee may permit individual private docks accessory to residential uses. These docks should be regulated by zoning."

"5.2.5 The LTC should not permit individual private docks on Ruxton Island".

Discussion followed.

TH 026/13

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee receive revised draft of the Thetis Island Official Community Plan dated July 15, 2013 and endorse the revised draft with the following amendments :

- Item 5.2.8: delete the words “Temporary Use Permits should be encouraged for aquaculture leases in the Plan area”;
- Item 7.2.5: add the words “participation in the Natural Area Protection Tax Exemption Program”;
- Item 8.3.2: replace Cowichan Valley Regional District with BC Ambulance (or appropriate body as researched);
- Item 6.3.3: replace the words “management strategy for its designated parklands” with “parkland management plan”;
- Item 1.3.2: add Dayman Island to the list of associated islands;
- Item 16.7.4: add a brief definition for accessory structures and uses, and home occupation (to be consistent with definitions in the Section 4 preamble).

CARRIED

12. REPORTS

12.1 Work Program Reports

12.1.1 Top Priorities And Project Reports Dated July 26, 2013

The Program Priorities and Projects report was presented and discussed.

12.2 Applications Log

12.2.2 Report Dated July 16, 2013

The Applications Log report was presented and discussed.

12.3 Trustee and Local Expenses

12.3.1 Expense Report Dated May 31, 2013

Trustee French identified an inconsistency in the May and June budget reports. She will follow up with Nancy Roggers.

12.3.2 Expense Report Dated June 30, 2013

Refer to 12.3.1 above.

12.4 Chair's Report

Chair Hancock reported that he was preparing for the next Trust Council meeting on Lasqueti which will have a focus on privacy laws and advocacy.

12.5 Trustees' Reports

Trustee French – No report.

Trustee Luckham reported on a meeting with the Valdes Island Conservancy. They expressed concerns about lack of support from the Islands Trust. Efforts continue to arrange a meeting with Chief Thomas or designate.

12.6 Advisory Planning Commission Report

Dennis Rutherford and Dan Geisbrecht reported that the process is moving along well, they are happy with the effort on the part of staff.

Thanks were expressed to the Advisory Planning Commission from the Chair and Trustees.

13. NEW BUSINESS

13.1 Proactive Bylaw Enforcement of Illegal Structures on the Foreshore Memo Dated June 18, 2013

The memo and associated report was discussed. No further action on this matter was desired by the LTC. Trustee French suggested that information on this topic be posted to the Islands Trust website under Information and Education on the Foreshore with links from each island's page.

13.2 Salt Spring Island Trust Area Bylaw No. 468 Referral Request for Response

TH 027/13

It was MOVED and SECONDED,

to advise the Capital Regional District that the Thetis Island area interests are unaffected by Bylaw 468.

CARRIED

13.3 Budgets for 2014/2015

Planner Brzozowski advised Trustees that LTC budget requests for 2014/2015 will be presented and discussed at the next LTC meeting on September 25, 2013.

14. BYLAWS – None.

15. ISLANDS TRUST WEBSITE – None.

16. TOWN HALL DISCUSSION

Ernie Hunter: inquired as to the cost and benefit of copying DVDs of presentations/speakers. He also asked about the status of the Official Community Plan/Land Use Bylaw (OCP/LUB) amendments to allow ocean loop geothermal exchange systems.

Trustees responded that there were plans in place to make DVDs of speakers. Also, that the possible amendment was on the Projects list.

6. CLOSED MEETING

TH 028/13

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee close the next part of the July 24, 2013 business meeting to discuss matters pursuant to Section 90(1)(a) of the *Community Charter* to consider appointments to the Advisory Planning Commission and that staff be invited to attend this meeting.

CARRIED

Chair Hancock closed the meeting at 12:50 pm.

7. RECALL TO ORDER

The regular business meeting was recalled to order at 12:55 pm.

Chair Hancock rose to report the appointment of Mary Forbes and Steve Frankel to the Thetis Island Advisory Planning Commission for a term expiring on July 25, 2014.

17. NEXT MEETING DATE

Upcoming Meeting dates are on the calendar, and should be kept as up to date as possible along with submission to the "latest news" feature on the website.

17.1 Special LTC Meeting for a Community Information Meeting regarding Ruxton Island and the Associated Islands OCP/LUB, Saturday, August 3, 2013 at 12:00 pm, Naylor Bay, Ruxton Island, BC

17.2 Special LTC Meeting for a Shoreline Stewardship Event, Thursday, August 8, 2013 at 6:30 pm, Overbury Resort, Thetis Island, BC

17.3 Regular LTC Meeting, Wednesday, September 25, 2013 at 9:15 am at Thetis Island Community Centre (Forbes Hall) North Cove Road, Thetis Island, BC

18. ADJOURNMENT

The meeting was adjourned by consensus at 1:00 pm.

Ken Hancock, Chair

CERTIFIED CORRECT:

Stephanie Cottell, Recorder



Thetis Island Local Trust Committee Minutes of a Special Business Meeting

Date of Meeting: Saturday, August 3, 2013 – 12 pm
Location: Naylor Bay
 Ruxton Island, BC

Members Present: Peter Luckham, Acting Chair
 Sue French, Local Trustee

Staff Present: Aleksandra Brzozowski, Island Planner
 Jason Youmans, Student Planner

Others Present: Russ Irish, Consulting Engineer, McElhanney Consulting Services
 Approximately 50 Ruxton Island property owners

Regrets: Ken Hancock, Thetis Island Local Trust Committee Chair

1. CALL TO ORDER

Acting Chair Luckham called the meeting to order at 12:06 pm

2. APPROVAL OF AGENDA

3. OPENING REMARKS

Acting Chair Luckham introduced himself, the trustees and staff in attendance and thanked all present for coming. He acknowledged the meeting was taking place on Coast Salish territory. Acting Chair Luckham spoke briefly about the importance of local participation in the development and implementation of Official Community Plans (OCPs). Trustee French stated that she was pleased to be joining the Ruxton Islanders as they developed a plan for a place that is obviously very special to them all.

4. PRESENTATIONS

4.1 Aleksandra Brzozowski, Island Planner, Islands Trust: Draft OCP

Planner Brzozowski described that the purpose of her presentation was to present a draft of Thetis Islands Associated Islands OCP. She mentioned the Islands to which the OCP would apply and that the OCP is responsive to several constituencies. First, it contains goals and policies based on the Islands Trust Policy Statement. Second, it contains required content legislated by the Province. And third, it contains goals and policy based on community direction. Planner Brzozowski emphasized that the OCP does not give the Thetis Island LTC any powers they do not already possess under the *Local Government Act*.

She noted that, to date, the Associated Islands had never had an OCP and instead land use on Ruxton was guided only by a very short zoning bylaw. Planner Brzozowski suggested that because of its limited scope, the old zoning bylaw was ill equipped to keep pace with modern issues and pressures on the Island. She said that while the draft OCP sits at 27 pages, it would likely be whittled down to approximately 20 by the time of adoption. Planner Brzozowski described the difference between an OCP and a Land Use Bylaw (LUB).

Planner Brzozowski described the efforts that have been made to include Ruxton Island owners and residents in the planning process. She then went on to identify policies in the draft OCP that could lead to changes in the way things are currently done on Ruxton Island. Planner Brzozowski touched on the following sections, policies and ideas:

RESIDENTIAL LAND USE POLICIES

No significant changes. Matches land use designations of current LUB.

COMMERCIAL LAND USE POLICIES

Introduces and allows some home occupations. These will be fleshed out in the LUB.

Overnight visitors could be accommodated in accessory dwellings. The OCP would not allow short term vacation rentals.

No commercial zones or uses currently envisioned.

Industrial uses could be considered as home occupations. To be fleshed out in the LUB.

Temporary Use Permitting is introduced in the draft OCP. Enabling Temporary Use Permitting allows the LTC to consider trial runs of new ideas, based on conditions set out in the OCP.

MARINE LAND USE POLICIES

Policies 5.2.4 – 5.2.6 discuss docks on Ruxton Island. Planner Brzozowski identified these as contentious policies to be discussed at length later in the meeting.

The OCP promotes shoreline stewardship in the community.

Concerns regarding overcrowded mooring buoys have been noted as advocacy policies.

PARKS AND CONSERVATION LAND USE POLICIES

The OCP would encourage connected networks of parks or protected areas if applicable.

There is an advocacy policy drafted to encourage the Cowichan Valley Regional District to develop a management plan for designated parkland on Ruxton.

NATURAL RESOURCES LAND USE POLICIES

The draft OCP promotes voluntary stewardship of forested areas for the protection and maintenance of groundwater.

COMMUNITY SERVICE AND INSTITUTIONAL LAND USE POLICIES

One could zone land for emergency service facilities if desired.

Advocacy policies have been drafted to encourage identifying formal helicopter land site in the case of emergencies.

SENSITIVE ECOSYSTEM POLICIES

Environmentally sensitive areas could be protected through regulations such as zoning or Development Permit Areas (DPAs).

A member of the public asked whether DPAs would apply to developed land or undeveloped land. Planner Brzozowski replied that DPAs, if implemented, could include both developed and undeveloped land. DPA regulations would not apply to existing structures but would apply to new development.

The Local Trust Committee would need to implement the provincial Riparian Areas Regulation (RAR) if applicable watercourses were identified on Ruxton Island in the future.

GROUNDWATER POLICIES

The maintenance of water quality should be of high priority when setting out the LUB.

CLIMATE CHANGE POLICIES

No significant changes to Ruxton Islanders.

COMMUNITY SERVICES POLICIES

No significant changes to Ruxton Islanders. Affirms the commitment to protecting archaeological heritage and First Nations sites.

SERVICES AND INFRASTRUCTURE POLICIES

No significant changes to Ruxton Islanders.

TRANSPORTATION POLICIES

The LTC may allow for emergency helicopter facilities in appropriate locations.

4.1.1 Question and Answer Session on Draft OCP

Ruxton property owner John Marczyk expressed the pride of Ruxton Islanders in their longevity of tenure. He praised the quality of the draft OCP, saying it does a good job of combining existing legislation and community wishes. He said the issue of community docks and private docks needs “to be run to ground” before any plan is approved. He then asked about the status of, and efforts around, First Nations engagement. Finally, he urged the Thetis LTC and Islands Trust planners to understand how the proposed National Marine Conservation Area will impact both the Associated Islands OCP and LUB, particularly the marine policies contained therein.

Acting Chair Luckham responded that the Islands Trust has an obligation to refer any planning documents to First Nations with a historic interest in the land and waters of the plan area. He said he was not sure what kind of traditional use claims might be made in the plan area. Acting Chair Luckham suggested that property owners are always welcome to consult first nations directly if they are concerned about potential impacts of development on culturally important sites.

John Marczyk responded that the Islands Trust can’t delegate responsibility to residents to talk with First Nations.

Acting Chair Luckham said that the National Marine Conservation Area Reserve (NMCAR) had reached the preliminary stage of approval in principle. He said Islands Trust has approved the NMCAR in principle, with the stipulation that existing Islands Trust zoning remains in place.

Ruxton property owner Bob Hughes asked what is happening to a pair of lots that have reverted back to the Crown. He also expressed frustration

at the difficulty of tracking down property ownership information for the Island.

Ruxton property owner Nick Yunge-Bateman said that Lot 84 is being held for First Nations.

Acting Chair Luckham said he had tried in the past to get Crown to consult community to see if they wanted to purchase Crown Land lots when there was consideration of them being sold off. Luckham said that to the best of his knowledge the two lots are now being held for First Nations, pending settlement of land claims or other agreements. It's at the Crown's will, he said.

Ruxton property owner Dan Giesbrecht asked whether an advocacy statement could be included in the OCP to influence the Crown to having those lots donated as parkland.

Acting Chair Luckham responded that in the past, the Islands Trust Fund board has applied for free Crown Land grants, by which the Province donates property for exactly that purpose. He suggested that if there is an interest it might come to pass.

Ruxton Island property owner Marilyn Boulton said that the biggest threat to Ruxton Island is over development.

Ruxton Island property owner Mike Higgins said that the government in the past had approached the Ruxton Island Property Owners Association to ask what they thought about selling the Crown lots. Higgins noted that the one lot is mostly swamp. He asked whether title on the lots had been transferred.

Acting Chair Luckham responded that title had not been transferred.

Ruxton Island property owner Russ Irish said that societies are able to lease Crown Lands through licenses of occupation for many reasons, including fire protection. He suggested that Ruxton Islanders might be able to get control of a piece of Crown Land if they formed a society. He said that Crown Land leases get vetted through First Nations. If the purpose is public safety facility, he expects that it might receive the support of First Nations.

Ruxton Island property owner Adam Thorvaldson asked about the legal protections and strength of the OCP and whether it could be overridden by other bodies.

Acting Chair Luckham responded that the Islands Trust is the land use regulatory body for the Associated Islands.

Planner Brzozowski added that the Cowichan Valley Regional District refers building permit applications to the Islands Trust to determine conformity with the Trust's LUBs.

Adam Thorvoldson commented that the "shoulds" and "coulds" in the draft OCP sound "wishy-washy" and non-committal.

Acting Chair Luckham responded that the government can't fetter its own discretion, so attempts are made to avoid binding language while still ensuring the content of the plan guides LTC decision making.

Ruxton Island property owner Marg Barrie commented concerning bed and breakfasts (B&Bs) and other forms of accommodation on the Island. She noted that resources on Ruxton are limited and while she had no problem with owners' families and friends visiting the island, she doesn't like the thought of someone turning a profit while using Ruxton's scarce resources. She said this goes against what Ruxton is about. She also noted that those unfamiliar with the Island increase the fire hazard.

Ruxton Island property owner Olaf Knezevic responded that while he doesn't want to see Ruxton ruined, not everyone can afford a second or third home like he can. Therefore, he doesn't want to deprive people of livelihoods on the Island and would therefore allow B&Bs.

Ruxton Island property owner David Scott said he is against a blanket refusal on B&Bs and short term rentals.

Ruxton Island property owner Bruce Batchelor asked whether you need a permit for short term vacation rentals and other forms of commercial visitor accommodation. Would these types of accommodation be captured by regulatory codes like fire and safety?

Planner Brzozowski replied that if an accommodation use is allowed in the OCP and LUB, then a permit isn't required. However, the LUB would set out zoning requirements and restrictions on size of and facilities allowed in buildings providing accommodation. Regulations could differ whether something was a B&B or a short term vacation rental or visitor accommodation in an accessory dwelling. If you did not meet those requirements, you would be in violation of the bylaws. Fire and safety regulations would be addressed by the CVRD through the building permitting process.

Ruxton Island property owner Dorothy Kenna asked whether they could have a show of hands on the B&B concept.

Acting Chair Luckham said straw votes are not supported because they can intimidate those with contrary opinions.

Ruxton Island property owner David Paterson explained the background of the current wording banning vacation rentals on the lot, citing an owner who advertises his place on the internet and leaves guests unsupervised on his lot. Patterson said there is a worry about people unfamiliar with water systems, and propane systems on the island.

Ruxton Island property owner Gina Couchman asked the trustees how decisions are made about controversial issues like this (B&Bs)?

Acting Chair Luckham said these are difficult political decisions and his instinct is to err on the side of caution. He added that Temporary Use Permits (TUPs) are a way to allow test cases of new policies and ideas to see what the cumulative impacts are. However, he said it's what the Trustees hear from the community that makes them feel most comfortable with their decisions.

Trustee French said that the Trustees must also uphold the Islands Trust mandate and policy statement in their decision making. She said that changes will be hard to come by because of the good work Ruxton has done to retain its current character. She said it would take a lot of convincing for her to think any big changes are required.

Ruxton Island property owner Rod Keith asked how Ruxton Islanders are to be kept abreast of planning processes and other changes. He noted they have a full and complete right to be kept informed. He added that communication is a two way street and asked where the policy is stating that the Islands Trust will provide communications channels for residents to keep the Trust informed of important issues and vice versa.

Planner Brzozowski said she would be keen to hear any suggestions for how communication with the Associated Islanders could be better done. She noted that all Islands Trust Staff currently has to work with are primary mailing addresses.

Trustee French reminded the audience that the Thetis LTA page of the Islands Trust website has all new planning work posted to it.

Ruxton Island property owner Ann Hughes asked whether Islanders get to vote on the policies that appear in the OCP and on issues like docks.

Acting Chair Luckham said that residents do not get to vote on OCP policies. He noted, however, that they do get to vote for the Trustees with the expectation that they will make decisions that reflect community wishes.

Trustee French reminded the audience that the LTC's role is limited to designating any sites where uses might be allowed in the future. We will

not be doing anything to you, she said, the LTC/Islands Trust will not be building a dock on Ruxton Island.

Ruxton Island property owner Peter Lloyd said he had a difficult time finding out how to vote for the Thetis Island LTA Trustees in the last municipal election. He asked about the voting process and how to find out how to get the ballots mailed out to their home addresses.

Ruxton Island property owner Judy Shaw said she was glad to hear there are so many enthusiastic non-resident voters on the Island, and when the next round of municipal elections happens, urged them all to contact Elections BC and demand that ballots be sent out.

Trustee French said that what the community puts into its OCP and LUB will help future Trustees make decisions on the Island's behalf. They are, she said, key tools to get what the community wants.

BREAK at 1:30 pm

RECALL TO ORDER at 1:40 pm

4.2 Russ Irish, Consulting Engineer, McElhanney Consulting Services: Ruxton Island Dock Options Technical Study

Acting Chair Luckham handed the Chair to Trustee French and left for another commitment. He urged the Ruxton Islanders to get in touch with the Islands Trust Trustees and Planners on any issues important to them, or to make comment on anything to do with the OCP and LUB process.

Planner Brzozowski introduced the Ruxton Island Community Dock Options study by consulting engineer Russ Irish from McElhanney Consulting. She said the study provides a foundation of common information from which to ground the community's debate over the possibility of community docks on the Island.

Consulting Engineer Irish presented his study on feasible potential locations for community docks. He acknowledged that he is a property owner on Ruxton and has been so for eight years. He says he knows that OCPs can allow, or restrict, communities from doing things. He acknowledged that he can see a future where he might like to use a dock.

Consulting Engineer Irish said he considered 15 prospective dock locations, those being the 15 locations on the island where a right of way meets the foreshore.

He considered the following issues in his analysis:

Environment:

Are there any showstoppers? From an environmental perspective, all 15 sites are feasible.

Exposure to Wind and Waves:

Because of wind and waves, many sites are not feasible.

Access from the Sea:

Because of reefs, many sites are not feasible.

Access from the Land:

Because of road quality, access, and slopes, some sites are not feasible.

Average Distance from Lots:

Smallest average distance is Site L, 1.4 kilometres.

Ease of Construction:

Because you have to clear intertidal zones, there is a large disparity between the sites in the anticipated pier lengths, which would affect the cost of a dock.

Consulting Engineer Irish also discussed the docking needs of emergency response vessels.

He said his analysis yielded three clear favourable sites, two in Naylor Bay, and one in Whaleboat Passage. He said nine sites on the Island are “feasible,” while six were unfeasible.

He also laid out the complexities of the dock permitting process and the role of the Integrated Lands Management Bureau, the Ministry of Forests, Lands and Natural Resource Operations, the Ministry of Transportation, the Department of Fisheries and Oceans, Transport Canada, the Islands Trust, and the Regional District.

4.2.1 Question and Answer Session on Dock Options Technical Study

Ruxton Island property owner Mike Higgins suggested that Naylor Bay is probably unfeasible because of low water level at low tide, which would necessitate a pier out to the middle of the bay.

Ruxton Island property owner Bob Hughes suggested renaming his Naylor Bay property from “Point of Our Dreams,” to “Point of Our Nightmares” if a dock went ahead. He asked what a community dock at Naylor Bay would do to the value of properties there. He conceded that if

it was going to increase his property value he'd be for it. If it were to decrease it, he'd be against it.

Ruxton Island property owner Marilyn Boulton said she's been coming to Island for 40 years and that what started any sort of community organizing among Islanders was the threat of a dock at Naylor Bay, which would have curtailed access to the bay. She said she wanted to offer some context about how this issue has been presented in the past.

Ruxton Island property owner Paul Collins asked what the practicality of a dock for Ruxton's limited road infrastructure since everyone owns a boat. He said that 80 ATVs a day making trips down the dirt roads is not practical. He noted that traffic would increase and residents would still have to find a way to bring their stuff to their place.

Acting Chair French reminded the audience that if a community dock was built, it wouldn't mean that people would be required to use it. Those who wished to dinghy their things to shore could continue to do so.

Ruxton Island property owner Paul Collins asked about temporary docks. He is concerned that the current wording around private docks shuts everything off and eliminates potentially viable options. He says he'd like a temporary dock in ten years when he's retired, and cited the potential for new technology around temporary roll-out or fold-up docks. New technology is less invasive, he said.

Ruxton Island property owner Diane Gestall said that unless a community dock allows for 200 slips, its purpose is cancelled out. She says she lives on the Island year round and wants safe and reasonable access to her property. It is not unreasonable to have access to where I live, she says. Docks don't have to be huge, she says, and perhaps groups of property owners can get together and share docks.

Ruxton Island property owner Stuart Brundrige suggested considering whether a community dock serving each side of the Island might be best. He wondered about the potential for seasonal community docks that get hauled in for the winter.

Acting Chair French said Islanders should also consider the possibility that an outright denial of all future dock development would establish a situation where the elderly and frail will not be able to access a remote island like Ruxton.

Ruxton Island property owner John Marzcyk said he thought it was disrespectful to say that maybe Islanders should consider that it's time to go, especially coming from a public official.

Acting Chair Sue French apologized if she caused offence.

Ruxton Island property owner Dan Giesbrecht expressed his support for one permanent community access facility. He also pointed out that property owners can allow for structures on private property with cooperative agreements, citing examples within Port Metro Vancouver's jurisdiction. He also highlighted that many Island residents have dubious structures on their foreshores without licenses of occupation, and that these may be removed when the National Marine Conservation Area comes into force.

Ruxton Island property owner Arnie Gardner said he is a member of the Ladysmith Maritime Society and knows firsthand that societies have a lot of pull and can get a lot of grants. He suggested Ruxton Island consider this option if they want to pursue a community dock.

Ruxton Island property owner Judy Shaw reminded those present that the OCP is asking the big whys of future development, not the hows. The question should be if Ruxton Islanders want to leave the possibility of having a community dock sometime in the future.

Ruxton Island property owner Dorothy Kenna said this issue is very personal for her. She pointed out that Naylor Bay is already exceedingly busy and pointed out the possibility of the bay being dredged to allow for dock construction. She said she understands that there is concern about access, but notes that emergencies have always been adequately dealt with by Ruxton Islanders. This is what we have, she says, and this is what we love. She said that the absence of docks is part of what makes the Island unique, and has helped forge great camaraderie among residents. She acknowledged that this might mean she can no longer come to Ruxton and that will be a sad day, but she would rather that than change the Island. She said the Islanders must fight for what they want.

Ruxton Island property owner Olaf Knezevic said there is no question that Ruxton Island is unique. But he says he is not aware of anywhere else where private floats or wharves are prohibited. He says that the prohibition on docks should not be there. He says the Island will never have hundreds of docks because of its exposed coast; the docks would all be wiped out if they were built. Docks would be huge only if the LTC allows them to be huge, which he expects won't be so. He says attempts to deny docks are based on fearmongering, and that to prohibit docks is to prohibit safe access.

Ruxton Island property owner Marilyn Boulton praised the neighbours who have assisted her access to the Island since her husband passed away. She noted the utility of low-draw landing craft types of boats.

Ruxton Island property owner Renee Giesbrecht noted that conversations about policies to guide development on the Island are not about who has been there the longest. We all have right to enjoy our properties, she said.

Ruxton Island property owner Marilyn Fuller asked about the potential for docks to increase crime.

Ruxton Island property owner John Couchman said that all current owners bought into a concept, given that the bylaws were in place at the time of purchase.

Ruxton Island property owner Mike Higgins said that when he bought his property, the bylaw wasn't in place and he thought he could build a dock. When the bylaw came in and said "no docks", he simply accepted that he couldn't build a dock. He stated it's obvious that some people want private docks and some people don't. Higgins thinks the best answer is probably that, if the conditions are right, Ruxton should have something in the OCP that allows for a dock.

Ruxton Island property owner Evelyn Keith said that those who bought in last 20 or 30 years made the conscious decision to come because there were no businesses, no B&Bs, and no docks on the Island. We read those bylaws and we agreed to them at that time, she said.

Ruxton Island property owner Ab Barrie said that he wished there had been better communication earlier about the purposes of Consulting Engineer Irish's dock site feasibility study. He says there was confusion among Islanders about the rationale behind the study; now that he understands that this isn't a "done deal", he is happy for the study. Barrie said he doesn't believe a community dock would help improve access by much. What Ruxton needs, he said, is to maintain access to beaches. Rescue boats must get as close to the shore as possible. We must keep the bays open, he says. Stop roping boats off in Whaleboat. There is a need to keep Naylor open for emergency vessels. Barrie added that it is assistance from neighbours and the broader community that will help owners to extend their stay on Ruxton as long as possible.

5. CLOSING REMARKS

Acting Chair French urged all Ruxton Islanders to give their feedback to Islands Trust staff and politicians. We need your perspective, she says. She also urged them to pay attention to the Islands Trust website for updates. This is first draft, she reminded them. We're in motion, but not yet finished.

Planner Brzozowski reiterated the need for feedback and information from all Associated Islanders.

Consulting Engineer Russ Irish pointed out that the OCP could designate several DPA sites where docks could be allowed, and that this option would necessitate input from neighbours prior to any permit approval.

Planner Brzozowski clarified Consulting Engineer Irish's statement, explaining that DPAs allow local governments to designate certain areas and give detailed specifications, "If you want to do these activities in there, you must meet these guidelines...". But if a proposal meets the guideline, input from neighbours will not be needed on a case-by-case basis, the key is to have the community weigh in on the guidelines before the OCP and LUB are adopted. However, if it was a zone that was created in the LUB for docks, the rezoning process would require community consultation at the time of each proposal.

Ruxton Island property owner Dan Giesbrecht thanked the local trustees and planning staff present for their visit and work on the Ruxton Island OCP.

6. ADJOURNMENT

The meeting was adjourned at 2:45 pm

Peter Luckham, Acting Chair

Sue French, Acting Chair

CERTIFIED CORRECT:

Jason Youmans, Recorder



**Thetis Island
Local Trust Committee
Minutes of a Special Meeting
to Hold a Community Information Meeting**

Date of Meeting: Thursday, August 8, 2013 at 6:30 pm
Location: Overbury Resort
Forbes Road, Thetis Island, BC

Members Present: Ken Hancock, Chair
Peter Luckham, Local Trustee
Sue French, Local Trustee

Staff Present: Aleksandra Brzozowski, Island Planner / MC / Recorder

Media And Others Present: There were thirty five (35) members of the public in attendance

1. OPEN HOUSE

There was a short Open House with information materials on Shoreline Stewardship between 6:15 – 6:30pm while the audio-visual logistics were prepared.

2. CALL TO ORDER

Chair Hancock called the meeting to order at 6:36 pm. He introduced the Local Trust Committee and staff, and welcomed and thanked community members for attending the meeting.

3. APPROVAL OF THE AGENDA

Chair Hancock reviewed and noted a friendly amendment of the agenda's order of presenters to be Ramona de Graff followed by John Readshaw. He then noted that Planner Brzozowski would be the facilitator of the event.

4. OPENING REMARKS

Trustee Luckham introduced the topic of shoreline stewardship, including the history of the issue on Thetis Island, the Islands Trust's commitment to protecting the shoreline, and the importance of continued attention to this issue by all stakeholders.

5. PRESENTATIONS

Ramona de Graff gave the presentation “*Not Just Another Pretty Beach: Marine Shorelines as Critical Fish Habitats*”

A question and answer period ensued.

John Readshaw gave the presentation “*A Coastal Engineer’s Look at Expected Sea Level Rise*”.

A question and answer period ensued.

The event recessed for a 10 minute break.

The Thetis Island Nature Conservancy (ThINC) introduced their shoreline commitments to the community and invited property owners to provide ThINC with comments and direction.

6. QUESTIONS AND ANSWERS

A brief question and answer period ensued.

7 CLOSING REMARKS

Trustee French gave brief closing remarks, urging property owners to stay in contact with the Trustees on this issue and to please complete the feedback form created by the Trustees on the topic.

7. ADJOURNMENT

The Local Trust Committee adjourned the meeting by consensus adjourned at 9:10 pm.

Ken Hancock, Chair

CERTIFIED CORRECT:

Aleksandra Brzozowski, Recorder



Islands Trust

Follow Up Action Report w/ Target Date

Thetis Island Feb-08-2012

No.	Activity	Responsibility	Target Date	Status
1	Develop recommendations for a joint proactive enforcement strategy with the CVRD.	Miles Drew	Jun-30-2013	On Going

May-23-2012

No.	Activity	Responsibility	Target Date	Status
1	Report to LTC on use of neighbourhood mediation on Thetis.	Miles Drew	Jun-30-2013	On Going

Nov-21-2012

No.	Activity	Responsibility	Target Date	Status
1	Provide report on existing level of protection on Ralston Creek including future plans and options for enhanced level of protection. Update: Working with Ian Ralston to explore options and possible further stream assessment.	Aleksandra Brzozowski Jason Youmans	Feb-06-2013	On Going

Apr-17-2013

No.	Activity	Responsibility	Target Date	Status
1	Contact existing and recently serving members of the Thetis APC regarding wishes to be re-appointed. If there are vacancies, advertise for expressions of interest.	Aleksandra Brzozowski	Jun-05-2013	Done

Jun-05-2013

No.	Activity	Responsibility	Target Date	Status
1	Prepare an event plan for the Shoreline Education event, to be held between August 8-11, to be approved by Resolution Without Meeting.	Aleksandra Brzozowski	Jun-30-2013	Done

1	Prepare staff report which outlines the core concepts and Islands Trust value of shoreline stewardship and options on further educational approaches for the Greenshores approach.	Aleksandra Brzozowski	Jul-24-2013	Done
1	Update website with Shoreline Protection public consultation report (not including Appendix A), the amended first draft of the Associated Islands Official Community Plan and the Ruxton Island Community Dock Technical Study.	Aleksandra Brzozowski	Jul-24-2013	Done

Jul-24-2013

No.	Activity	Responsibility	Target Date	Status
1	That staff advise LPC that Thetis LTC is not considering proactive enforcement on illegal foreshore structures, with the note that a web link/posting on foreshore rights and responsibilities would be a good educational resource.	Aleksandra Brzozowski Kris Nichols	Sep-25-2013	Done



STAFF REPORT

Date: September 11, 2013

File No.: TH- 6500-20

To: Thetis Island Local Trust Committee
For the Meeting of September 25, 2013

From: Aleksandra Brzozowski
 Island Planner
 Local Planning Services

CC: Courtney Simpson, Regional Planning Manager

**Re: Thetis Associated Islands OCP Planning Project –
 Project Status Update**

Applicant: LTC-Initiated Project

THE PROPOSAL:

This project was initiated by the Thetis Island Local Trust Committee (LTC) to create an official community plan (OCP) and land use bylaw for Ruxton, Whaleboat, Pylades, Tree, Reid, Hudson, Scott, Dayman, Dunsmuir and Bute Islands.

This report details outstanding issues noted from community consultation over the late summer, and seeks direction from the LTC as to how these comments impact OCP policies as currently drafted. It also summarizes the Associated Islands OCP planning project and public consultation to date and provides revised status on the AIOCP's Communications Plan.

SITE CONTEXT:

Please refer to the Community Profile, September 2012 for site context information.

CURRENT PLANNING STATUS OF SUBJECT LANDS:

Please refer to the staff report presented at the November 21, 2012 LTC meeting for this information.

BACKGROUND:

This following summarizes the project's public consultation to date:

- April 2012*
- *Staff prepared background report and project scope*
 - *Development of Community Profile*

<i>May 2012</i>	▪ <i>Development of Public Consultation program</i> ▪ <i>Draft Community Profile presented to LTC</i>
<i>June 2012</i>	▪ <i>Newsletter #1 sent out to all residents/property owners inviting participation in the project and input on the draft Community Profile</i> ▪ <i>Online and mail survey distributed soliciting input on project goals</i>
<i>August 2012</i>	▪ <i>Communications Plan endorsed by LTC</i> ▪ <i>Ruxton Island Advisory Planning Commission (Ruxton APC) members selected</i>
<i>October 2012</i>	▪ <i>Meeting with Ruxton APC to develop project goals for Ruxton Island</i>
<i>November 2012</i>	▪ <i>Draft Project Goals presented to the LTC</i>
<i>February 2013</i>	▪ <i>Newsletter #2 sent out to residents and property owners, soliciting feedback on the draft project goals, via an online survey</i>
<i>March 2013</i>	▪ <i>Results of Online Survey compiled, including island-specific cross-tabulation</i> ▪ <i>Meeting with Ruxton APC to revise project goals for Ruxton Island</i>
<i>April 2013</i>	▪ <i>Staff report at the LTC meeting presented revised project goals based on community feedback.</i>
<i>June 2013</i>	▪ <i>Draft Official Community Plan presented to LTC with annotated marginal staff notes</i> ▪ <i>Following comments from the LTC, version 1.2 of the draft OCP posted on Islands Trust website for information and comment</i> ▪ <i>Ruxton APC meeting for review of OCP draft and draft dock options study</i> ▪ <i>Article submitted for the annual Ruxton Review publication</i>
<i>July 2013</i>	▪ <i>Newsletter #3 sent out to residents and property owners, directing them to the draft OCP on the website and encouraging comment</i> ▪ <i>Notification of August Community Information Meeting on Ruxton Island</i>
<i>August 2013</i>	▪ <i>Revised OCP (version 1.3) posted on website</i> ▪ <i>Community information meeting held on Ruxton Island ~ 50 people in attendance to present Version 1.3 (July 2013) of the draft OCP, gain feedback on key issues of concern, and review the process ahead</i> ▪ <i>Written feedback from property owners on Ruxton, Reid, and Hudson Islands</i> ▪ <i>Telephone conversations with property owners on Reid and Hudson Islands</i>
<i>September 2013</i>	▪ <i>Connection with First Nations regarding Version 1.3 of the draft OCP</i> ▪ <i>Compilation of community responses</i>

Draft Minutes of the August 3, 2013 Community Information Meeting on Ruxton Island have been submitted to the LTC for the September 25 agenda package. Written submissions received on the current version of the draft OCP are included as an attachment to this report, entitled Summer 2013 AIOCP Consultation Summary.

OUTSTANDING ISSUES IDENTIFIED IN COMMUNITY CONSULTATION

When presented with the current draft of the OCP, the community has thus far indicated no issue with the majority of the policies. However, two topics did receive a fair bit of comment and are considered as outstanding contentious issues. Feedback on these two issues are described below, accompanied by the options available to the LTC for next steps.

Docks on Ruxton Island

Since the beginning of the AIOCP project, the issue of docks on Ruxton Island has been at the forefront of discussion and consultation. Balancing information gathered through planning research and public consultation with the policies set out in the Islands Trust Policy Statement, the current draft OCP features the following policies regarding docks. These policies were drafted to serve as a modification of the status quo for Ruxton Island where pursuant to Ruxton Island Zoning Bylaw No. 13, adopted in 1983, no docks are permitted and no distinction is made between private and shared or community docks.

5.2.4 The Local Trust Committee may permit individual private docks accessory to residential uses. These docks should be regulated by zoning.

5.2.5 Despite policy 5.2.4, individual private docks should be prohibited on Ruxton Island.

5.2.6 In order to limit the need for private dock development along the shoreline, community or communal docks should be encouraged where feasible.

Property owners were advised in late July that the draft OCP was available online for comment, and these policies were presented to the Ruxton community at the Community Information meeting on Ruxton Island on August 3, 2013. A minorly revised Ruxton Community Dock Options study was also presented to the community at the community meeting, wherein McElhanney Consulting Services concluded that several feasible locations exist on Ruxton for a community dock, each with their own features, challenges, and costs.

In regards to the concept of a community dock for Ruxton Island, there was a spectrum of support. Some residents were in active support of a community dock, many residents were open to the idea of enabling the potential for a community dock in the future but would not be in support of funding a community dock at present, some were very opposed to the implication of any docks on the island, while still others felt that a community dock would not be as beneficial to all residents as would allowing appropriately-designed seasonal private docks in the summer months (Staff notes, however, that this option would still not serve residents on the upland property who access their property by the waters at the ends of rights-of-way).

In regards to the currently drafted policy prohibiting private individual docks, a variety of opinions were expressed at the meeting and in email responses. These ranged from 'the current bylaw says no docks, private or otherwise' to 'all Ruxtonites need safe access to their properties' to 'allow private docks like all the other islands in the plan'. No clear preference was indicated, but Staff does now question the hereto held perception that support for the prohibition of private individual docks is widespread.

A number of ideas mentioned at the Community Information Meeting and in the Ruxton Dock Options Study could warrant follow-up, such as the possibility and implications of seasonal docks, specifics regarding development permit area guidelines, and a comparison of the

implications of regulating docks through rezoning, development permit areas, or development variance permits.

Lastly, Staff also notes a vocal resistance from some regarding the concept of development permit areas (specific comments are included in the Summer 2013 consultation summary attached). Development permit areas are a powerful tool available to local governments that provide flexibility to the property owner and community, and staff strongly advocate for their use where appropriate, but it is clear that public education would be an important component in the introduction of any development permit area in this OCP.

Options for LTC:

1. Support a draft policy based on the policies set out in the Islands Trust Policy Statement and community input provided to date. The existing options would be:
 - 1a. Keep the policies as currently drafted, noting that individual private docks should not be permitted on Ruxton Island.
 - 1b. Delete draft policy 5.2.5, enabling the possibility of private individual docks on all associated islands, contingent upon zoning conditions. Such zoning conditions could include a development permit area, pre-designated zoning, or a restriction to allow only for temporary docks, but would be detailed later in the Land Use Bylaw.
 - 1c. Replace draft policy 5.2.5 with a policy specifically enabling a Development Permit Area for the marine waters around Ruxton Island. Development Permit Area guidelines could include distinct and separate guidelines for community and private docks.
2. Direct Staff to prepare a short summary report on the various options available to address docks on Ruxton and their implications, including more technical inquiry into temporary docks, shared docks, development permit area guidelines, site-specific zoning, and rezoning. Considering the project's timeline, this effectively means dock policies in the OCP and the LUB would be discussed simultaneously.

Visitor Accommodation clarifications

The current draft OCP contains the following policy on visitor accommodation. This policy would apply to all the Associated Islands:

4.2.3 Commercial visitor accommodation should be limited to temporary overnight accommodation that is accessory to residential use. Short term vacation rentals should not be permitted.

This policy raised questions and comments from property owners, in particular the second sentence prohibiting short term vacation rentals. A number of comments have been received on both sides of the issue.

The two main concerns underpinning the desire to not permit vacation rentals is fire safety and water scarcity; several property owners, particularly on Ruxton Island, worry that visitors will not have the incentive to protect scarce well water resources, or understand the specifics of non-electric power appliances. Staff notes the comment from a Ruxton property owner who suffered a fire stated that the fire occurred from the non-commercial use of the cabin by a friend; however, he felt that enabling commercial use of properties would inevitably increase the chance of possible negative implications.

The main concern underpinning the desire to allow short term vacation rentals is to not unduly restrict a property owners' use of their secondary property, feeling that revenue garnered from visitor accommodation and/or short term vacation rentals may be necessary for some property owners.

In upcoming consultation on the draft LUB, Staff will enquiry further with property owners on this issue, including potentially online survey questions to better identify wishes, needs, and concerns around visitor accommodation.

Options for LTC:

1. Keep the policy as is currently drafted, offering rationale for the policy in the section's preamble.
2. Keep the policy as is currently drafted, elaborating the sentence to say: *"Short term vacation rentals lacking on-site supervision of the property owner should not be permitted."*
3. Change the second sentence of the policy to read *"Short Term Vacation Rentals may be permitted subject to bylaw provisions."* These conditions would be housed in the LUB.
4. Change the second sentence of the policy to read *"Short Term Vacation Rentals may be permitted through a Temporary Use Permit."* The conditions for short term vacation rentals would be housed in the OCP in Section 15.0.
5. Simply delete *"Short term vacation rentals should not be permitted"* from the current draft policy, and address this issue more specifically in the land use bylaw, perhaps island-by-island if appropriate.

OTHER MATTERS IDENTIFIED IN COMMUNITY CONSULTATION

The following are matters noted through community consultation that, while not contentious, should be considered for the upcoming versions of the draft OCP.

Crown Land Lots on Ruxton Island

The two Crown lots on Ruxton Island were brought up at the Community Information Meeting, as some have identified one lot in particular as a potential site for lease by the Ruxton Island Property Owners' Association for local service use. Encouraging the Islands Trust Fund to advocate for Crown Land free grants was also mentioned by the community. At their Annual General Meeting on August 4, 2013, the Ruxton Island Property Owners Association passed a motion to explore applying to Crown Lands for tenure of one of these lots, with the intention to serve as a community service lot. The status of these lots will continue to be looked into by Staff and will be referenced in more detail in the next version of the draft OCP.

Unmarked Road on Reid Island

A telephone conversation with a Reid Island resident indicates that an unmarked road exists connecting the central portion of the island with the southern part of the island, and the options for noting this road, possibly through gazetting.

Staff is pursuing the possibility of a site visit to Reid Island to properly groundtruth the road and its specifications, as well as identify the properties involved.

Further Consultation with Reid and Hudson Island

The comments provided by and discussions held with Reid and Hudson islanders show support for the OCP as it is currently drafted, noting that they would appreciate more in-depth consultation when drafting the Land Use Bylaw.

In the Communications Plan, face to face consultation with non-Ruxton property owners was to be held this summer regarding the OCP; no further consultation with non-Ruxton property owners was slated for the later LUB phase of the project. Staff recommends this consultation task be moved to later in the process once the first draft of the LUB is presented to the LTC. It is expected that such consultation would be held on Vancouver Island during Winter/Spring 2014.

REVIEW OF COMMUNICATIONS TIMELINE

Attached to this staff report is a revised version of the Communications Plan for endorsement.

RECOMMENDATIONS:

1. THAT the LTC keep the policy in their OCP not permitting short term vacation rentals, elaborating the sentence to say: *"Short term vacation rentals lacking on-site supervision by the property owner should not be permitted."*
1. THAT the LTC direct Staff to prepare a summary report on the various options available to address docks on Ruxton and their implications, including more technical inquiry into temporary docks, shared docks, development permit area guidelines, site-specific zoning, and rezoning.
2. THAT the LTC receive and endorse the revised Thetis Associated Islands OCP/LUB Communications Plan.

Respectfully submitted by:

Aleksandra Brzozowski

Aleksandra Brzozowski
Island Planner

September 10, 2013

Date

Concurred in by:

Courtney Simpson

Courtney Simpson
Regional Planning Manager

September 12, 2013

Date

Attachments:

- 1) Reviewed Communications Plan
- 2) Summer 2013 AIOCP Consultation Summary - Written comments from property owners and notes of telephone conversations



Community Plan Review for Thetis Island Local Trust Area Associated Islands *Communications Plan*

Creation Date: September 25, 2012

Last Updated: September 4, 2013

Version: 1.3

	Name	Endorsement Date
Project Sponsor	Courtney Simpson A/Regional Planning Manager	September 25, 2012
Project Manager	Aleksandra Brzozowski Island Planner	
Local Trust Committee	Thetis Island	October 3, 2012

Purpose

Taken from "Guidelines: A Strategic Approach to Local Trust Committee Communications" approved by Executive Committee, August 2011:

A Communication Strategy is an essential planning tool to help coordinate communication activities by:

- *Ensuring all communications focus proactively on Islands Trust's priorities, goals and objectives in a clear, timely and cost-effective way*
- *Ensuring roles & responsibilities are clear and consistent, ideally guided by policy*
- *Harnessing and focusing combined efforts to prevent duplication, avoid unintended conflicts and to make the most of existing opportunities (e.g. partnership with other agencies)*
- *Minimizing last-minute demands (crisis management)*
- *Anticipating public reaction before launching projects*

Goals of Project Communications

- *To ensure that asserted Aboriginal rights are not infringed upon and further, to assist First Nations in achieving their goals in the Community Plan area where opportunities exist*
- *To describe the process, timeline and opportunities for input to property owners*
- *To empower property owners to have their say and demonstrate that they are being heard and their comments are valued*
- *To make participation in this process accessible to all property owners, other stakeholders, and First Nations*
- *To explain and educate around the policy and legislated framework for creating an official community plan and land use bylaw in the Islands Trust Area, including the Policy Statement*
- *To engage the Cowichan Valley Regional District in discussion of shared interests including parks and building inspection*

Background

In July, 2012 a survey was distributed to property owners in the Community Plan Project area that asked questions on a few topics including preferred communication and engagement methods. Results of the survey showed the following:

- **Receiving information:** respondents overwhelmingly prefer to receive communication by email or mail over social networking, blog, or updates to the Islands Trust website. Staff recommends mailed newsletters are used throughout the project, and that the next one includes instructions on how to sign up for automatic email updates when new information is added to the website. It is important to continue to use the website as a place to store documents and up-to-date information, but the survey results showed that this shouldn't be relied on as they only method of communication.
- **Gathering input:** The most preferred method of providing input is a survey, which is only slightly more preferred than writing letters or emails with feedback, both of which respondents on average are "somewhat likely" or "very likely" to participate in. Whether a survey is online or on paper does not seem to affect the average response. In-person meetings was the third most preferred method with, on average, respondents being "somewhat likely" to participate or "unsure". Responses indicate that people are unlikely to participate in online social networking or comments on a blog post
- **Meeting on Vancouver Island:** The survey explained that over 80% of property owners live on Vancouver Island or the lower mainland and the LTC is considering holding one or more in-person meetings on Vancouver Island, most likely in Nanaimo to be convenient to those travelling by ferry or float plane from Vancouver and central on Vancouver Island. Respondents were asked to indicate how likely they are to attend an in-person meeting on Vancouver Island. Only 9 respondents, or 21%, indicated they were likely to attend, and 24, or 57% indicated they were unlikely to attend, while 9 or 21% indicated they were unsure. Responses from property owners Ruxton and on the other were similar. Given this relatively low interest, staff recommends a summer 2013 meeting is planned for Ruxton Island, but it is not practical to hold a meeting on each of the other islands with much fewer properties. Holding a meeting on Vancouver Island to inform the non-Ruxton property owners of the project maybe the most practical considering costs and benefits.

Action Plan

Method	Key content / message	Cost	Target Date
<i>Website updates</i>	All project documents and meeting notices	\$0	ongoing
<i>Newsletter #1</i>	Description of the timeline and process	\$200	July, 2012
<i>Survey #1 (online and mailed)</i>	Gather info on use of property, preferred communications, and goals for islands	\$0	July, 2012
<i>Article in Ruxton Review</i>	Description of the timeline and process	\$0	July, 2012
<i>Letter to First Nations</i>	Early consultation	\$0	July, 2012
<i>Meeting on Ruxton</i>	Description of process and timeline, opportunity to ask questions	\$750	September, 2012

Method	Key content / message	Cost	Target Date
<i>Meeting with CVRD</i>	Early discussion of shared interests (parks, building inspection)	\$0	October, 2012
<i>Newsletter #2</i>	Update on Ruxton APC work on project goals and goals on other islands	\$200	December, 2012
<i>Survey #2 (online)</i>	Request feedback on draft project goals	\$0	December, 2012
<i>Meetings with First Nations</i>	Discussion of their interests in the islands and Community Plan (extent of consultation dependent on what we hear back from initial letter)	\$0	ongoing
<i>Newsletter #3</i>	Update on project including adopted project goals and any studies being undertaken	\$200	June, 2013
<i>Article in Ruxton Review</i>	As above and to advertise Summer, 2013 on-Ruxton meeting	\$0	July, 2013
<i>Meeting on Ruxton</i>	Discuss / consultation on draft OCP	\$750	August/Sept, 2013
<i>Newsletter #4</i>	Update on draft OCP and draft LUB	\$200	December, 2013
<i>Survey #3 (online)</i>	Consultation on specific OCP / LUB issues	\$0	December, 2013
<i>Meeting on Vancouver Island</i>	Focus meeting on non-Ruxton property owners, discuss issues with OCP and LUB	\$200	January, 2014
<i>Meeting with CVRD, Island Health</i>	Continued discussion of shared interests (parks, wastewater)	\$0	January, 2014
<i>Newsletter #5</i>	Update on changes to OCP and LUB from consultation, communicate legislated process to adopt bylaws	\$200	February, 2014
<i>Public Hearing Notice</i>		\$1,500	April, 2014
<i>Article in Ruxton Review</i>	To update property owners on the project	\$0	June, 2014
<i>Newsletter #6</i>	To announce adoption of OCP and LUB and provide information on implications	\$200	October, 2014

Resources

Staff is responsible for preparing and distributing communication materials. The LTC was asked to endorse the initial newsletter and survey, but will not necessarily be given the opportunity to endorse future written materials due to time constraints between LTC meetings. By endorsing this Communication Plan, the LTC is directing staff to prepare and distribute the listed materials.

Summary of Public Consultation Comments made in Summer 2013 regarding the Thetis Associated Islands Official Community Plan draft

The following comments were submitted to Trustees and Staff between July 27, 2013 and August 29, 2013. Included are also notes from telephone conversations with Island Planner Aleksandra Brzozowski. Comments have been organized by topic.

Please note that draft minutes of a Community Meeting held on August 3, 2013 for Ruxton Island property owners have been submitted to the LTC for their September 25, 2013 agenda. Those minutes feature detailed comments on Ruxton concerns and should be considered along with the comments noted below.

COMMENTS ON DOCK POLICIES FOR RUXTON ISLAND

1. I appreciate your prompt and explanatory response. There has been a fair amount of controversial information passing on to various members of the Ruxton Island Association that has not been available to other property owners on Ruxton Island. After a very quick look at your attachment my single initial concern is the isolation of Ruxton as the only island not allowing docks: *5.2.5 Despite policy 5.2.4, individual private docks should be prohibited on Ruxton Island.*

Am wondering why.

2. I co-own a property near Otter Bay on Ruxton Island. I appreciate all the time and effort going into the draft community plan. I also appreciate the invitation to attend community meeting on Ruxton island to discuss the plan this long weekend. Unfortunately neither I nor the other property owner are able to attend the meeting in person, however I do wish to participate in the consultation and have my opinion also counted.

I was quite encouraged to read early information from the process that suggested some of the issues important to me were being addressed. A primary concern is safe access to my property. I have always been puzzled why docks were not allowed while all surrounding islands, and all other islands I am aware of, are permitted this important safety feature. I do not object to needing to meet standards to ensure these do not create hazards or harm the ecosystem, however I do not understand and do not agree with a complete ban.

Even the beginning of your OCP recognizes this important issue for ALL islands - but then goes on to create an exception for Ruxton. Why?? Please reconsider this stance for the safety and accessibility of all owners.

3. I have had my heart set on going to see a piece of property for sale but this morning have discovered that the chance of a community dock being built right near the property is very likely. **My bubble has burst!!!!** I am wondering if you could shed any light on this proposal. The lot in question is # 71 and I believe that bay has the 2 top potential sites for the dock. Rated much higher than any other sites. This is something that I would not want to be near as would not want to purchase a get away and have lots of foot traffic right there. Any information you could give me is appreciated.

My sister and brother in law live on the island. We were excited.

4. Docks. I have always been opposed to docks of any sort as I consider them a blight on the natural beauty of Ruxton's shoreline. However, listening to the presenters and thinking of my own situation of slipping and sliding around on the rocks at low tide to unload my boat etc. (also having recently slipped on a rock and cracked a rib!) I am moderating my view a bit. Perhaps some sort of ramp structure should be allowed, as long as it is either temporary for the summer (ie. the "folding plastic ramps" mentioned by someone at the meeting) or a subtle structure of

concrete steps, log ramps etc. I don't really like the idea of floating docks or certainly not anything that required pile driving etc. So... if it's a case of docks or no docks with no definitions then certainly no docks. If you are able to specify something simple and small as an aid to unloading/loading boats then I'm in support.

Community docks - also a definite "NO". We don't have a need for them on Ruxton, especially if we start to allow some sort of limited personal docks.

SHORT TERM VACATION RENTALS

1. I am one of the two people who have had a catastrophic fire on the island, both caused by propane devices. In my case, it was an old fridge and it was being lit by a guest of mine who was up here without me. She had in fact come up with some other islanders earlier in the day and I was to join her later in the evening. In spite of giving her explicit written instructions on how to use the fridge (and everything else) she managed to cause a fire through a lack of basic propane awareness that burned my cabin to the ground in an hour. It was extremely fortunate that it had been a wet week and that the prevailing wind was blowing the flames away from the island and toward the water. Could have been MUCH worse.....

I see propane as the biggest danger to the island, and anything that we can do to limit this exposure is very important. I do not like to see visitors using the cabins without the owners on site to take care of things, so I would say an emphatic "NO" to vacation rentals. Just too risky..... Anything else with the owner on site is fine with me. I would love to have a propane inspection service set up but that is outside of any scope of this plan.

2. *(From telephone conversation with Reid Island property owner)*
What is meant by 'short term vacation rental'? It would be nice to be able to have the choice to arrange friends of friends to stay while people are away, that kind of income generator.

COMMERCIAL POLICIES

1. I can afford to support a building a nice vacation home, my daughter and son could afford to live there full time, with their inheritance, but would my grandchildren lose it, sell it, because they might have small incomes. It's a common phenomenon, and on Hudson Island, only 1 daughter of the original 10 owners still has a property, and her children won't be able to support it thereafter.

I think the solution is using the "home business" uses that are allowed in the community plans, and developing something with flexibility for the unpredictable future. I'm seeing: creating things with wood, ocean recreation, and meeting people's needs for food, water, waste, material handling, power, etc as themes. I think of needs I see now for: water taxi, barge, property repair and maintenance, including docks and boats. What home business kind of ideas are likely to be needed by locals, long term?

DEVELOPMENT PERMIT AREAS

1. I also have concerns about the language included regarding development areas. I do not understand the purpose of adding further layers of restriction over the rules already in place regarding building and setbacks. Will there be further information available and opportunity to attend meetings to learn more on this issue?
2. *(Referring to the RAR Development Permit Area regulation recently passed on Galiano Island.)* In my opinion the development permit areas designation by the local trustees was designed to pretty

much render a lot of the undeveloped land useless. That was included as an example as to why on Ruxton, where there is significant undeveloped PRIVATE land, we do not want to see the Development permit "TOOL", as you call it, included in an OCP. The Trust, who has a track record of running roughshod over private property rights, and those who have developed their property and are of the NIMBY mindset may desire such measures.

I for one who has learned that you cannot trust the Trust to respect private property rights and many others on Ruxton who do not wish to relinquish control of the rights that came with the ownership of their land, do not want to see the introduction of Development Permit Areas in the OCP for Ruxton!

HUDSON ISLAND COMMENTS

1. I am a property owner on Hudson Island. I reviewed the draft of the OCP version 1.3. I have no difficulty with the draft of the OCP. When you get to the land use bylaw, I would like to see bylaws for Hudson Island reflect the building restrictions of the deed restrictions, namely one house, one "appurtenant building" per lot. In addition the deed restrictions prohibit motor vehicles on the island, except for construction purposes, but allow for "golf carts or equivalent" vehicles. For runway maintenance there are two tractors on the island, and I would like the bylaw to recognize the need for, and existence of those tractors.

There is no formal community association on Hudson Island, but there is a very well functioning "bush telegraph". In any event the ten lots are owned by 8 owners, so getting neighbourhood consensus on communal projects such as runway maintenance has not been a problem in the past, because each owner has only 7 neighbours to talk to.

2. I bought a lot on Hudson Island, and I'm slowly developing plans to build on it. I receive the Islands Trust newsletters, and I've read the Thetis Associated Islands Community Plan, (draft) and it seems good to me.

I'm pretty tuned in to the desires of everyone for silence, tranquility, clean fresh air, and seeing nature (and not seeing human-created stuff). So whatever I build, will have a great deal of effort put into making it disappear from sight and sound. I'm thinking a flexible big workshop (if there are to be home occupations are allowed) as part of a big house. On Hudson Island, the Building Scheme only allows 1 main residence building, so including a big flexible workshop in the 1 building, makes it become quite big. What's the preferred aesthetic for big homes?

REID ISLAND COMMENTS

1. *(From telephone conversation.)* Are there plans to have mapping include the road that goes down from Central Reid Island to the Southern part of the island? There is a road that runs from down, it has been there for decades. Concerned about the legal implications for the property owners who have the road run through their properties, and for the people who use the road. Can it just be gazetted? Or should an easement be noted on their titles? Does not own one of the properties in question.
2. *(Transcribed from a hand written letter.)* I wish to comment on the Islands Trust's latest pamphlet regarding the O.C. Plan.

We have been property owners on Reid Island since 1989. We have and continue to enjoy all aspects of life on Reid Island. Especially the lack of bureaucracy. We strongly oppose any non-resident agency coming in and imposing unwanted and unneeded regulations. We believe in the saying "IF IT'S NOT BROKEN DON'T TRY TO FIX IT." Everything on Reid Island is running well. So leave us alone please.



Memorandum

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Date September 7, 2013 File Number TH-6500-20
Shoreline Protection

To Thetis Island Local Trust Committee

From Aleksandra Brzozowski
Island Planner
Northern Office

Re Shoreline Protection Program Update

This memorandum is to provide information to the Thetis LTC on matters pertaining to activities over on Shoreline Protection.

Stewarding our Shores - Post-Event Follow Up and Feedback

On August 8, 2013, the Thetis Island Local Trust Committee (LTC) hosted a speakers' night entitled Stewarding our Shores presenting two guest speakers, Ramona de Graff and John Readshaw. A feedback form was distributed at the meeting and posted on the Thetis Island webpage to solicit comment on the issue of shoreline protection. Attached to this memo is a compilation of the feedback passed on to Staff from Trustees to date.

Greenshores Program

On July 24, 2013, the LTC passed a resolution that they commit in principle to standing as a pilot Local Trust Area for the Greenshores draft credit rating system subject to further information about the timeline, planning staff time commitment, and available resources.

This resolution has been passed on to the Local Planning Committee and the Grants Administrator overseeing the Greenshores project funding. As of the date of this memo, there are no further updates from the Grants Administrator or the Local Planning Committee on this subject.

Please note that the Stewardship Centre for BC is offering a GreenShores Community Workshop in early October in Courtney, BC. This workshop is free and open to shoreline landowners as well as organizations. Staff would like to note that the event may be of interest to Thetis Island landowners and local conservation associations that may have missed the March 13 Greenshores workshop on Thetis Island. The workshop is described on the website as below:

Green Shores™ Community Workshop

Date: Tuesday October 8, 2013, 7-9pm

Place: Filberg Centre; 411 Anderton Ave, Courtenay BC V9N 6C6

*Our **Green Shores Community Workshop** will be of special interest to community conservation and stewardship*

organizations. A panel discussion will begin the evening, sharing information on the applications of the Green Shores

program, which promotes sustainable use of coastal ecosystems through planning and design. Following the panel, participant roundtable discussions will provide opportunity to discuss how Green Shores may be a useful tool in your community.

Who Should Attend? *This is a free workshop for Conservation and Stewardship organizations; Shoreline landowners; Others interested in shoreline conservation. This session is organized by the Stewardship Centre for British Columbia thanks to funding from the BC Real Estate Foundation and Natural Resources Canada.*

Sharing Our Shores Brochure

At the July 24, 2013 LTC meeting, producing education materials on shoreline protection was noted as one possible next step for the LTC. As such, Staff would like to pass on information regarding upcoming modification of the Sharing our Shores brochure originally produced for North Pender Island.

The Gambier LTC also has Shoreline Protection as Priority #3 in their work program, and in October is set to develop a workplan to modify the Sharing Our Shores brochure for either the Gambier Island Trust Area or the Northern Gulf Islands in general. Should there be interest from the LTC to either modify this brochure for all the Northern Islands or for Thetis Island in particular, Staff advises coordinating such work with the Gambier LTC.

Attachment: Public Comments made in August 2013 to Trustees on Shoreline Protection

STEWARDED OUR SHORES: Participant Survey, August 8, 2013



Please help us plan for future events and work by filling out this survey and leaving it with our planner or take this home and return it via the drop box to Peter, Box 5-9 or Sue, Box 6-5.

- 1) How have the evening presentations been valuable to you... or not.

This is their first one and I found it informative
and helped me assess our foreshore

- 2) Has the information presented in this workshop (and the previous ones if you have seen them) helped you understand why we want to consider more long term careful planning for development and maintenance of waterfront and upland properties?

yes, I think we are in good shape at present but it will
help in the future

- 3) Do you think that our island's Shoreline and Marine habitats should be protected in some way?

NO TAKE MARINE PROTECTED AREAS!!
at selected sites

- 4) Are you familiar with Natural Areas Protection Tax Exemption Program, NAPTEP?

yes

- 5) Are there other topics that you would be interested in hearing about regarding stewarding and protecting our island shorelines and other important ecosystems?

undoubtedly there would be -

- 6) Do you have any suggestions for how voluntary stewardship might be sufficient to preserve and protect our island shorelines and the surrounding waters?

It would certainly work for motivated volunteer folks
but not so much for those who are not

- 7) Do you have any comments regarding how regulatory measures might be used to preserve and protect our island the shorelines and the surrounding waters?

Regulations can be effective but only if there is some
enforcement to back it up

- 8) Had you heard about the Thetis Island Nature Conservancy, ThINC, before tonight?

yes

- 9) Do you have any other comments or suggestions?

no

If you would like to discuss this further with a trustee please leave your name and contact information here:

STEWARDING OUR SHORES: Participant Survey, August 8, 2013



Please help us plan for future events and work by filling out this survey and leaving it with our planner or take this home and return it via the drop box to Peter, Box 5-9 or Sue, Box 6-5.

- 1) How have the evening presentations been valuable to you... or not.

BOTH WERE ENLIGHTENING - DIFFERENT MESSAGES.
EVENING IS A COMPROMISE

- 2) Has the information presented in this workshop (and the previous ones if you have seen them) helped you understand why we want to consider more long term careful planning for development and maintenance of waterfront and upland properties?

YES

- 3) Do you think that our island's Shoreline and Marine habitats should be protected in some way?

ED

- 4) Are you familiar with Natural Areas Protection Tax Exemption Program, NAPTEP?

YES

- 5) Are there other topics that you would be interested in hearing about regarding stewarding and protecting our island shorelines and other important ecosystems?

CONTINUING EDUCATION AND PRESENTATIONS
ON ANY AND ALL RELATED TOPICS

- 6) Do you have any suggestions for how voluntary stewardship might be sufficient to preserve and protect our island shorelines and the surrounding waters?

CONTINUE EDUCATION

- 7) Do you have any comments regarding how regulatory measures might be used to preserve and protect our island the shorelines and the surrounding waters?

ARE THEY EFFECTIVE? ARE THEY ENFORCEABLE?
WHAT COSTS WILL BE PUT ON THE LAND OWNER?

- 8) Had you heard about the Thetis Island Nature Conservancy, ThINC, before tonight?

YES

- 9) Do you have any other comments or suggestions?

ONE PRESENTATION PER MEETING - ALLOW AMPLE
TIME FOR Q & A'S

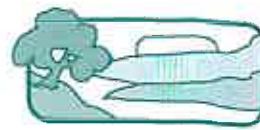
If you would like to discuss this further with a trustee please leave your name and contact information here:



Islands Trust



COMMENTS



Islands Trust

ALEKSANDRA BRZOSKOWSKI MA
Island Planner



Preserving Island communities, culture and environment

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ST

MEETING ON THETIS .

- WAS ADVERTISED : 1830 - 2030

STARTED LATE - RAN TOO LATE -

3 PRESENTATIONS - SHOULD OF BEEN

1 - NO TIME FOR Q & A'S -

MISSED THE LAST PRESENTATION -

MODERATOR LOST CONTROL @

MEETING - DISAPPOINTED WITH

AUDIO VIDEO - EXPECT BETTER

FROM ISLAND TRUST



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.	Sep-07-2011	Aleksandra Brzozowski	Nov-15-2014	On Going
2	Riparian Areas Regulation Implementation	Amend OCP to comply with RAR for the one watershed identified as applicable to RAR, using the stream mapping by Mimulus Biological Consultants.	Sep-07-2011	Aleksandra Brzozowski Courtney Simpson	Nov-15-2014	On Going
3	Shoreline Protection	Community outreach, education and engagement on methods of shoreline protection, including development permit areas.	Sep-07-2011	Aleksandra Brzozowski	Sep-01-2014	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 Cheif Lisa Shaver.	Feb-06-2009	On Going
1	Joint proactive enforcement with CVRD		Jul-28-2010	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	Development Approval Information Bylaw		May-25-2011	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	Sustainability Guidelines for Thetis Island	Discuss collaboration with Cowichan Valley Regional District Building Department, finalize draft, and make a plan for distribution. Update April 2013: brochures have been distributed; requires ongoing check-ins with CVRD that they have a sufficient supply of brochures.	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 potentially permit ocean loop geothermal exchange systems.		Apr-17-2013	On Going





Applications w/ Status - Thetis Island Status: Open

Applications

Subdivision

File Number	Applicant Name	Date Received	Purpose
TH-SUB-1998.1	TRAX DEVELOPMENT LTD C/O WRIGHT FOCUS ENGINEERING LTD Planner: Courtney Simpson	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-08-2011

PLA extended to June 8 2012

Status Date: Jun-23-2011

Indicated RAR requirement in response to request for PLA extension

Status Date: Jun-17-2010

12-month extension to PLA

From: Nicole Ranger

Sent: July-29-13 10:17 AM

To: Aleksandra Brzozowski; Ken Hancock; Peter Luckham; Sue French; Becky McErlean; Penny Hawley

Cc: Nancy Roggers

Subject: Thetis LTC expenses - July 31/13

<i>Islands Trust</i> LTC EXP SUMMARY REPORT F2014 Invoices posted to July 31, 2013				
670 Thetis	Invoices posted to July 31, 2013	Budget	Spent	Balance
65000 670	LTC "Trustee Expenses"	1,100.00	-	1,100.00
65200 670	LTC Local Exp LTC Meeting Expenses	1,500.00	299.04	1,200.96
65210 670	LTC Local Exp APC Meeting Expenses	500.00	50.00	450.00
65220 670	LTC Local Exp Communications	500.00	-	500.00
65230 670	LTC Local Exp Special Projects	2,000.00	-	2,000.00
65240 670	LTC Local Exp Miscellaneous	250.00	-	250.00
TOTAL LTC Local Expense		4,750.00	349.04	4,400.96
73001 670 2010	Thetis Ruxton Island Associated OCP/LUB	11,700.00	2,864.00	8,836.00
TOTAL Project Expense		11,700.00	2,864.00	8,836.00

Nicole Ranger

Finance Clerk

Islands Trust

200-1627 Fort Street

Victoria, BC V8R 1H8

Phone: (250) 405-5152

Fax: (250) 405-5155

*Preserving **Island** communities, culture and environment*



Please consider the environment before printing this email

From: Nancy Roggers

Sent: August-26-13 1:52 PM

To: Aleksandra Brzozowski; Ken Hancock; Peter Luckham; Sue French; Becky McErlean

Subject: Thetis LTC expenses - August 2013

<i>Islands Trust</i> LTC EXP SUMMARY REPORT F2014 Invoices posted to August 31, 2013				
670 Thetis	Invoices posted to August 31, 2013	Budget	Spent	Balance
65000 670	LTC "Trustee Expenses"	1,100.00	58.44	1,041.56
65200 670	LTC Local Exp LTC Meeting Expenses	1,500.00	763.83	736.17
65210 670	LTC Local Exp APC Meeting Expenses	500.00	50.00	450.00
65220 670	LTC Local Exp Communications	500.00	-	500.00
65230 670	LTC Local Exp Special Projects	2,000.00	-	2,000.00
65240 670	LTC Local Exp Miscellaneous	250.00	-	250.00
TOTAL LTC Local Expense		4,750.00	813.83	3,936.17
73001 670 2010	Thetis Ruxton Island Associated OCP/LUB	11,700.00	6,952.88	4,747.12
TOTAL Project Expense		11,700.00	6,952.88	4,747.12

Thanks!

Nancy Roggers
Finance Officer

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www.islandstrust.bc.ca

Preserving *island* communities, culture and environment

Please consider the environment before printing this email.



Memorandum

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

Date August 1, 2013 File Number 6500-01

To Denman Island Local Trust Committee
Hornby Island Local Trust Committee
Lasqueti Island Local Trust Committee
Executive Committee Acting as a Local Trust Committee
Gabriola Island Local Trust Committee
Gambier Island Local Trust Committee
Thetis Island Local Trust Committee

From Courtney Simpson
Regional Planning Manager, Local Planning Services

Re 2014-15 Budget Submissions

Local trust committees have been requested to submit budget requests for the next fiscal year (2014-15).

Local Trust Committee Expense Budgets:

A budget for Local Expense Account has been developed based on the historical spending. Local trust committees may make changes to this allocation; however, consideration should be given to the historical spending and a rationale provided for making the change.

The Special Projects line item in the Local Trust Committee Expense Account 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). Generally, these funds would be for small projects of up to \$2,000, or could be used to supplement project budgets. This budget item was introduced in the 2013-14 budget.

LTC Projects Budgets:

Local trust committees should make a funding request to support project work, including OCP and LUB work that cannot be undertaken with the money available in the Expense Account Special Projects line.

Riparian Areas Regulation:

Local trust committees should discuss their requirements for RAR funding next fiscal to assist the Regional Planning Manager and Director in developing a budget for RAR. A briefing to Financial Planning Committee from their November 14, 2012 meeting is attached for reference to the five year plan recommended by the Director at that time.

Special Consideration:

When considering new work items for the 2014/15 fiscal year, Regional Planning Managers and LTCs have been requested to consider the following:

- 2014 is an election year, so no major new projects should start; rather funding should focus on completing on-going projects.

- Any new projects begun in the beginning of the fiscal year should be completed by September in advance of the election.
- Some funding could be provided to allow the new LTC to begin preliminary work prior to the end of the fiscal; however, this should be minimal as after orientation, there would not be much time left.
- Projects planned for the current fiscal (2013/14) which are not completed should be considered as a new project for the 2014/15 fiscal year with resources allocated to support that work.

Budget Request Timeline:

August 2013 Regional Planning Managers develop budget estimates for consideration by LTCs

Aug to Sept Local trust committees review and approve budget requests at LTC meeting

Aug 21, 2013 FPC reviews budget principles

Sept 27, 2013 Budget requests submitted to Director of Local Planning Services

Oct 4, 2013 Budget requests forwarded to Director of Administrative Services

Oct 30, 2013 FPC reviews first draft of budget

Nov 13, 2013 FPC approves the draft budget

Dec 4, 2013 Trust Council reviews draft budget

LTC Budget Requests

I have attached a table with all draft project submissions for information. LTCs should review the attached worksheet of its specific requests. 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. I have also included items from the Projects List which the planners anticipate commencing in the coming year. The LTC should identify any other projects it is currently considering and add them to the budget request (and the work program if necessary) and identify any additional expenses associated with the identified projects.

Resolution Wording

1. THAT the ____ Island Local Trust Committee approve and forward the draft 2014-145 LTC Project Budget submission to Financial Planning Committee as presented; or
2. THAT the ____ Island Local Trust Committee revise the draft 2013-14 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
3. Briefing to Financial Planning Committee regarding RAR funding dated November 8, 2012

pc Island Planners

Draft Northern LTC Program Budget Requests 2014/15 Fiscal				
LTC	Project Request	Cost (\$)	Description	Notes
Denman	Housing Review	\$ 2,500.00	Public consultation and bylaw commenced in 2013-14	1 public hearing (\$2000) stand-alone, communications material (\$500)
	RAR (completion)	\$ 2,500.00	Mapping to be completed in 2013-14, bylaw commenced in 2012-13	1 public hearing (\$2000) stand-alone, communications material (\$500)
Hornby	OCP and LUB Review (completion)	\$ 2,500.00	Major review, commenced approx. 2008	1 public hearing (\$2000) stand-alone, communications material (\$500)
Lasqueti	RAR (continuation)	\$ 6,500.00	QEP to investigate 8 unverified watersheds for RAR applicability	Contract with QEP (\$4,000), public hearing (2,000) and communication (\$500)
	False Bay Master Plan (continuation)	\$ 2,500.00	Review of parking and zoning in False Bay area, commenced 2012	1 public hearing (\$2000) stand-alone, communications material (\$500)
Executive	None	\$ -	Administrative bylaws to be developed but no budget required	
Gabriola	OCP/LUB Review (completion)	\$ 5,000.00	LUB and OCP amendments for 11 topics, continuation from 2013-14	Communications, CIM and public hearing
	RAR (continuation)	\$ 20,000.00	Further mapping to reduce the area of RAR DPA	Contract with QEP
Gambier	RAR	\$ 30,000.00	QEP to investigate 90+ unverified watersheds	Contract with QEP and communications
	Foreshore protection (continuation)	\$ 3,000.00	Public consultation and outreach commenced in 2013-14	Communications
Thetis	Associated Islands OCP and LUB (completion)	\$ 1,500.00	Major OCP and LUB creation, commenced in 2011-12 fiscal	1 public hearing (\$1500) stand-alone
	Foreshore protection (continuation)	\$ 3,000.00	Public consultation and outreach, commenced in 2011-12 including draft bylaw	Communications
TOTAL		\$ 79,000.00		

Attachment 2: Local Trust Committee Expense Budgets including Special Projects Allocations

2014/15 LTC EXPENSE BUDGET															Total 2014/15
	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	3,000	5,000	3,000	3,000	3,000	500	2,000	4,000	8,000	1,500	2,000	1,500			36,500
APC Meeting Expenses	1,000	1,000	500	1,000	1,000	500	1,000	1,000	2,000	500	500	500			10,500
Communications	500	1,000	500	500	500	500	500	500	1,500	500	500	500			7,500
Special Projects	2,000	3,500	2,000	2,000	2,000	2,000	2,000	2,000	10,000	2,000	2,000	2,000	2,000		35,500
Miscellaneous															0
SUB-TOTAL EXPENSES	6,500	10,500	6,000	6,500	6,500	3,500	5,500	7,500	21,500	4,500	5,000	4,500	2,000		90,000
Program	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	6,500	10,500	6,000	6,500	6,500	3,500	5,500	7,500	21,500	4,500	5,000	4,500	2,000	0	90,000
	5%	8%	5%	5%	5%	3%	4%	6%	17%	3%	4%	3%			
** Budget allocated based on historical information (see tab "Historical")															
** Does not include LTC Trustee Expenses (Account 65000)															



BRIEFING

To: Financial Planning Committee

For the Meeting of: November 14, 2012

From: David Marlor, DLPS

Date Prepared: November 8, 2012

pc: Cindy Shelest

File No:

**SUBJECT: RIPARIAN AREAS REGULATION – FUNDING TO MAP ALL STREAMS
SUBJECT TO THE RIPARIAN AREAS REGULATION (RAR) IN THE
TRUST AREA TO A CONSISTENT STANDARD**

DESCRIPTION OF ISSUE:

The Provincial government requires that local government bylaws comply with the *Riparian Areas Regulation* under Section 12 of the Fish Protection Act by March 31, 2005. Compliance with the *Riparian Areas Regulation* is a goal of Trust Council's Strategic Plan (Section 1.3).

A barrier to the local trust committees meeting this deadline has been the lack of accurate stream mapping on the islands. The Islands Trust local trust committees remain the last local governments still not compliant with the *Riparian Areas Regulation*. The reserve fund is healthy and taking the \$179,000 from this fund is appropriate to meet the Provincial requirement.

BACKGROUND:

During the preparation of the budget for the 2012/13 fiscal year, Staff provided a November 17, 2011 briefing note to the Financial Planning Committee and Trust Council that outlined how \$71,000 could be used for local trust committees to become compliant with the *Riparian Areas Regulation*. The briefing contained a table that illustrated how funds could be distributed over the next four years to complete the mapping of all RAR streams in each local trust area.

Generally, the following was recommended:

Fiscal Year	Amount	Comments
2012/13	\$71,000	Undertake public process to become compliant with RAR using existing mapping; mapping for Salt Spring
2013/14	\$58,000	Continue mapping on Salt Spring and one other island (Denman)
2014/15	\$63,000	Continue mapping on Salt Spring and one other island (Gambier)
2015/16	\$63,000	Continue mapping on Salt Spring and one other island (Lasqueti)
2016/17	\$58,000	Continue mapping on Salt Spring and two other islands (Gambier and Lasqueti)
Total	\$313,000	

As of October 23, 2012 the Denman, Gabriola, Gambier, Lasqueti and Thetis local trust committees have not used the funds allocated to bring their bylaws into compliance with the *Riparian Areas Regulation*. While Salt Spring Island Local Trust Committee has completed some RAR mapping using other budget funds, it has not used the \$45,000 allocated for RAR mapping, and will make a decision on whether or not to do further mapping using these funds later this month. Over the next couple of months, Denman, Gabriola, Gambier, Lasqueti and Thetis local trust committees will decide on whether to use the funds this fiscal year or to request that these funds be returned to surplus and budgeted for the 2013/14 fiscal year.

For the 2013/14 fiscal year, local trust committees have made the following requests for Riparian Areas Regulation funding:

LTC	Amount	Comments
Denman	\$42,000	Mapping for 4 remaining watersheds at \$10,000 per watershed, plus \$2000 for public process (DPA bylaw amendments based on the mapping).
Gambier	\$30,000	Initial review and assessment of all Gambier watersheds – additional funding likely required in following fiscal year to complete the mapping of RAR watersheds and bring bylaws into compliance with the RAR.
Hornby	\$22,000	Mapping of watersheds and development of development permit area bylaw amendments to bring bylaws into compliance with RAR.
Lasqueti	\$30,000	Initial review and assessment of all Lasqueti watersheds – additional funding likely required in following fiscal year to complete the mapping of RAR watersheds and bring bylaws into compliance with the RAR.
Mayne	\$4,000	Complete mapping and bylaw amendments to bring bylaw into compliance with RAR.

Salt Spring	\$51,000	Continue mapping of streams in RAR identified watersheds. Additional funding required in subsequent years to bring Salt Spring bylaws into compliance with the RAR.
Total	\$179,000	

The above requests do not follow the planned multi-year budget process proposed in the November 17, 2011 briefing to Trust Council.

To follow the multi-year plan, only Salt Spring and Denman would receive funding in 2013/14; Salt Spring to map 3 to 5 watersheds and Denman to complete the mapping (based on an estimate at the time of \$5,000 per watershed). This was estimated last year at \$50,000 (\$25,000 for Salt Spring and \$25,000 for Denman); however, based on the requests above, it would actually require \$93,000. Experience with mapping on Salt Spring and in the northern islands indicates that \$7,000 to \$10,000 per watershed is a more realistic figure.

Compliance with the Riparian Areas Regulation

Compliance with the *Riparian Areas Regulation* is a requirement for all local trust committee bylaws. While Provincial legislation requires that local trust committee bylaws be compliant with the *Riparian Areas Regulation*, this does not mean that local trust committees must undertake detailed mapping projects. There are other ways to bring the bylaws into compliance, such as establishing development permit areas for entire watersheds, or using existing mapping.

For most development applications, the lack of detailed mapping could result in landowners being required to engage professionals to determine compliance with the *Riparian Areas Regulation*, or to show that the *Riparian Areas Regulation* does not apply. The detailed mapping funded by the \$179,000 budget request would provide certainty on which streams are subject to the *Riparian Areas Regulation* and could reduce the number of development applications that would be required to engage a professional to determine compliance with the *Riparian Areas Regulation*.

Options to Gain Compliance

Given the above, the main obstacle to bringing the bylaws into compliance is a lack of accurate mapping of streams on the islands. To facilitate the local trust committees in bringing their bylaws into compliance sooner than later,

Option 1: Fund the entire \$179,000 in the 2013/14 Fiscal Year

There are advantages to funding the entire \$179,000 request for the next fiscal year. The first is that we may be able to use a single contract and save some money in doing so; undertake a significant portion of the mapping within the next year; bring bylaws into compliance with the *Riparian Areas Regulation* sooner than later; and continue the momentum of the local trust committees to bring their bylaws into compliance within this term.

Option 1A would involve using surplus to cover the \$179,000 budget.

Option 1B would involve increasing taxes to cover the \$179,000 budget.

Option 2: Fund \$71,000 in the 2013/14 Fiscal Year

When preparing the 2012/13 budget, Staff identified that \$71,000 would be required to allow Salt Spring to undertake some mapping and other islands to determine the need for stream mapping. As of the date of this briefing, this work has not been completed. In Option 2, staff proposes that the same amount of funding be provided in 2013/14 to allow local trust committees to complete some (but not all) mapping and explore other means of being compliant with the Riparian Areas Regulation.

Under this option, it is likely that not all local trust committees still required to do so will bring their bylaws into compliance by the end of the 2013/14 fiscal year and further funding in future fiscal years would be required.

Option 2A would involve using surplus to cover the \$71,000 budget.

Option 2B would involve increasing taxes to cover the \$71,000 budget.

Option 3: Fund \$50,000 in the 2013/14 Fiscal Year

When preparing the 2012/13 budget, Staff identified a multi-year project in which Salt Spring and one other island would receive funding to undertake stream mapping. This would allow local trust committees to become compliant with the Riparian Areas Regulation over a period of 4 years; many would likely remain non-compliant until mapping is completed as late as 2015/16 fiscal year.

In Option 3 staff proposes to follow the funding plan illustrated during the 2012/13 budget discussions; \$25,000 funding for Salt Spring to undertake mapping and \$25,000 for one other island to undertake mapping.

Under this option, it is likely that not all local trust committees still required to do so will bring their bylaws into compliance by the end of the 2013/14 fiscal year and further funding in future fiscal years would be required.

Option 3A would involve using surplus to cover the \$50,000 budget.

Option 3B would involve increasing taxes to cover the \$50,000 budget.

In order to hold the tax increase to 2 per cent, Staff recommends that the Financial Planning Committee illustrate in the draft 2013/14 budget that is presented to Islands Trust Council in December how the local trust committees' requests of \$179,000 could be accommodated through \$71,000 from tax revenue (Option 2A), with an appropriation from surplus of \$108,000 for the remainder.

ATTACHMENT(S):

November 17, 2011 briefing note to the Financial Planning Committee and Trust Council

AVAILABLE OPTIONS:

As illustrated above

FOLLOW-UP:

Develop a draft budget for December Trust Council.

Prepared By: David Marlor, DLPS

Date: November 2, 2012

Reviewed By: Linda Adams, CAO
Cindy Shelest, DAS

PROPOSED



Islands Trust

THETIS ISLAND LOCAL TRUST COMMITTEE

Visit Our Website:

www.islandstrust.bc.ca

Contact us:

northinfo@islandstrust.bc.ca

BUSINESS MEETING SCHEDULE – 2014

WEDNESDAY, FEBRUARY 5, 2014	9:15 AM
WEDNESDAY, MARCH 19, 2014	9:15 AM
WEDNESDAY, APRIL 16, 2014	9:15 AM
WEDNESDAY, JUNE 4, 2014	9:15 AM
WEDNESDAY, JULY 23, 2014	9:15 AM
WEDNESDAY, SEPTEMBER 17, 2014	9:15 AM
WEDNESDAY, NOVEMBER 19, 2014	9:15 AM

**AT THE THETIS ISLAND COMMUNITY CENTRE
(FORBES HALL), NORTH COVE ROAD
THETIS ISLAND, BC**

**PLANNER – OFFICE HOURS
BY APPOINTMENT
Please call**

**ISLANDS TRUST NORTHERN OFFICE AT (250) 247-2207 or
TOLL FREE WITHIN BC BY CALLING 1 800 663-7867 AND ASK TO BE TRANSFERRED**

**THESE ARE REGULAR BUSINESS MEETINGS OF THE LOCAL TRUST COMMITTEE, WHERE ITEMS
SUCH AS CORRESPONDENCE, APPLICATIONS AND BYLAWS WILL BE CONSIDERED.**

DATES AND LOCATIONS ARE SUBJECT TO CHANGE.

ALL MEETINGS ARE OPEN TO THE PUBLIC



Islands Trust

BYLAW REFERRAL FORM

200-1627 Fort Street
Victoria, BC V8R 1H8
Ph: (250) 405-5151
Fax: (250) 405-5155
information@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Galiano Island Trust Area **Bylaw Nos.:** 241 **Date:** September 12, 2013

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Local Trust Committee Initiated

PURPOSE OF BYLAW:

Proposed Bylaw No. 241 is to amend two (2) subject areas within the Land Use Bylaw. The areas are:
1. Inclusion of Contractor Yards within the Home Occupation Regulations
2. Change in definition of sawmilling (residential).
(See Attachment 1 for staff report & Attachment 2 for Bylaw 241 at First Reading)

GENERAL LOCATION:

Galiano Island

LEGAL DESCRIPTION:

n/a

SIZE OF PROPERTY AFFECTED:

n/a

ALR STATUS:

n/a

OFFICIAL COMMUNITY PLAN DESIGNATION:

n/a

OTHER INFORMATION:

Please note that additional background information on this bylaw can be found on the Islands Trust website under <http://www.islandstrust.bc.ca/lrc/gl/default.cfm>

Please fill out the Response Summary on the back of this form. If your agency's interests are "Unaffected", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.

(Signature)

Name: Kris Nichols

Email: knichols@islandstrust.bc.ca

Title: Island Planner

This referral has been sent to the following agencies:

Federal Agencies

N/A

Regional Agencies

Building Inspection, CRD

Provincial Agencies

Ministry of Transportation & Infrastructure
Vancouver Island Health Authority

Adjacent Local Trust Committees and Municipalities

Mayne Island Local Trust Committee
Salt Spring Island Local Trust Committee
Thetis Island Local Trust Committee

Non-Agency Referrals

Bylaw Enforcement, Islands Trust
Galiano Advisory Planning Commission
Galiano Island Chamber of Commerce
North Galiano Fire Department
South Galiano Fire Department

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Stz'uminus First Nation
Tsartlip First Nation
Taswassen First Nation

PLEASE TURN OVER →

BYLAW REFERRAL FORM RESPONSE SUMMARY

☐

Approval Recommended for Reasons Outlined Below

☐

Approval Recommended Subject to Conditions Outlined Below

☐

Interests Unaffected by Bylaw

☐

Approval Not Recommended Due to Reason Outlined Below

Galiano Island Trust Area

(Island)

241

(Bylaw Number)

(Signature)

(Title)

(Date)

(Agency)