



Thetis Island Local Trust Committee

Regular Meeting Revised Agenda

Date: November 19, 2019
Time: 9:00 am
Location: Royal Canadian Legion
9775 Chemainus Road
Chemainus, BC

	Pages
1. CALL TO ORDER	9:00 AM - 9:05 AM
"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."	
2. APPROVAL OF AGENDA	
3. REPORTS	9:05 AM - 9:20 AM
3.1 Trustee Reports	
3.2 Chair's Report	
3.3 Electoral Area Director's Report	
4. TOWN HALL	9:20 AM - 9:30 AM
5. MINUTES	9:30 AM - 9:40 AM
5.1 Local Trust Committee Minutes dated August 20, 2019 - for Adoption	4 - 12
5.2 Section 26 Resolutions-Without-Meeting Report dated November 12, 2019	13 - 13
5.3 Advisory Planning Commission Minutes - none	
6. BUSINESS ARISING FROM MINUTES	9:40 AM - 9:50 AM
6.1 Follow-up Action List dated November 12, 2019	14 - 15
7. APPLICATIONS AND REFERRALS	9:50 AM - 10:10 AM
7.1 <i>TH-OTH-2019.1 (Telus) - verbal update</i>	
7.1.1 <u>Letter dated November 5, 2019 from Penelakut Tribe</u>	16 - 18
7.2 <i>Salt Spring Island Bylaw No. 519 Referral - Request for Response</i>	19 - 20

8.	LOCAL TRUST COMMITTEE PROJECTS	
9.	DELEGATIONS	
10.	CORRESPONDENCE	
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>	
11.	CLOSED MEETING	10:10 AM - 10:20 AM
11.1	Motion to Close the Meeting	
	<i>That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1) (a) and (d) for the purpose of considering Appointment of Advisory Planning Commission Members and Adoption of In-Camera Meeting Minutes dated April 23, 2019 and that the recorder and staff attend the meeting.</i>	
11.2	Recall to Order	
11.3	Rise and Report	
12.	NEW BUSINESS	10:20 AM - 10:50 AM
12.1	Advisory Planning Commission - Memorandum	23 - 27
12.2	2020 Local Trust Committee Meeting Schedule - Memorandum	28 - 29
12.3	Live Streaming of Local Trust Committee Meetings - Request for Decision	30 - 31
12.4	Climate Change Adaptation and Mitigation Strategies - Memorandum	32 - 50
12.5	<i>Farm Credit Canada AgriSpirit Fund Grant Application - discussion</i>	
13.	REPORTS	
13.1	Trust Conservancy Report - none	
13.2	Applications Report dated November 12, 2019	51 - 51
13.3	Trustee and Local Expense Report dated September, 2019	52 - 52
13.4	Adopted Policies and Standing Resolutions	53 - 55
13.5	Local Trust Committee Webpage	
14.	WORK PROGRAM	
14.1	Top Priorities Report dated November 12, 2019	56 - 56

15. UPCOMING MEETINGS

15.1 Next Regular Meeting - date to be announced

16. ADJOURNMENT



Thetis Island Local Trust Committee Minutes of Regular Meeting

Date: August 20, 2019
Location: Royal Canadian Legion
 9775 Chemainus Road
 Chemainus, BC

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

Staff Present: Marnie Eggen, Acting Regional Planning Manager
 Penny Hawley, Recorder

Others Present: Lynne Smith, Electoral Area G Director
 Jim Chisholm, Band Manager, Penelakut Tribe
 Auggie & Laura Sylvestre, Elder, Penelakut Tribe

Approximately 40 members of the public

1. CALL TO ORDER

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

Chair Patrick called the meeting to order at 9:15 am. She acknowledged that the meeting was being held in the territory of the Coast Salish First Nations. Jim Chisholm, Band Manager, Penelakut Tribe was invited to introduce members of the Penelakut Tribe in attendance.

Mr. Chisholm provided background about Moore Hill and the duty to consult and meaningfully engage with Penelakut First Nation. He said at this time no consultation has occurred yet with Telus or others regarding the proposed Telus tower. Chief Joan Brown sent a letter to Telus and the Local Trust Committee wanting an immediate stop to any decisions regarding the proposal until meaningful engagement takes place with the Penelakut Chief and Council.

Elder Auggie Sylvester explained the significant cultural and spiritual value of the Moore Hill area to the Penelakut Tribe. Penelakut ancestors (loved ones) were buried in a cave in and around the Moore Hill area, but their burial boxes were removed by the BC museum and perhaps it is time that they are returned. Stone dishes are there and should be looked after. Elder Sylvester explained the sacred and cultural significance of the location and how the area should not be disturbed.

Elder Sylvester also explained that First Nations had in the past a canal between Thetis Island and Penelakut Island so there was no need to row around the island which had been impacted by settlement. Also, there is another graveyard at the ferry landing on Thetis Island which was greatly impacted with the development of the ferry dock. The long houses were located near the existing Caponwray building and were removed. Each of these impacts greatly affected the well-being of the Penelakut People and at that time no consultation or meaningful engagement took place.

Chair Patrick thanked the Penelakut members for their presentation. She made introductions of the Trustees and staff and read out the terms of the meeting and adjusted the Agenda to add late items.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

11.2 Trustee Fenton to attend Union of British Columbia Municipalities 2019 convention.

7.1 Receipt of letter from Chief Joan Brown of Penelakut Tribe regarding the proposed TELUS tower.

It was noted that a TELUS representative was not present. Acting Regional Planning Manager Eggen stated that a TELUS representative was encouraged to attend, but declined the invitation to attend the meeting.

By general consent the agenda was adopted as amended.

3. REPORTS

3.1 Trustee Reports

Trustee Luckham reported on the following:

- Engaging with TELUS.
- Attended Roberts Bank Terminal construction and noted traffic increase and impact with First Nation surrounding impacts with fisheries and environment.
- Attended Trust Council in June; Councillor Ken Thomas and Band Manager, Jim Chisholm from Penelakut attended.
- Trust Council approved the Islands Trust Reconciliation Action Plan in order to resolve reconciliation with First Nations in a meaningful way.

Trustee Fenton reported on the following:

- Was invited and joined the four day canoe paddle to Lummi Island, Washington in July. The cultural event was hosted by Lummi Nation and involved 115 canoes travelling from Alaska, south along the Pacific. Hoped to be able to do it again next year in Nanaimo.
- Attended the Information Meeting regarding Freighter Anchorage in the South Coast Region at Nature House on Thetis on August 8. Chris Straw from Gabriolans Against Freighter Anchorages came from Gabriola Island.
- South Coast Ship Watch Alliance is launching a campaign regarding lack of consultation, protocol and to raise awareness. Georgia Strait Alliance will assist with campaign. Approximately 40 people attended.

3.2 Chair's Report

Chair Patrick reported on the following:

- Next Trust Council meeting is September 17 & 18 on Bowen Island. She asked the audience for submissions to be in by the August 28 deadline.
- Union of British Columbia Municipalities meeting is the last week of September. Two motions to be considered this year:
 - Development Permit Areas – requesting opportunity to enforce through ticketing.

- Cumulative effects on marine environments such as plastics in the oceans. Advocated to find ways to take them out of our daily existence.

3.3 Electoral Area Director's Report

Lynne Smith, Cowichan Valley Regional District (CVRD) Area G Director reported on the following:

- Just started her term in December and appreciates that she has been invited to attend the LTC meetings.
- Volunteers at the recycle depot on Thetis Island quite often and encourages people to speak to her then if there is opportunity.
- Pointed out that there are cameras on the garbage trucks to track the sorting of recycling material. If the container is contaminated with unrecyclable items, the entire bin contents goes into the garbage area of the truck.
- Hoping to even out the allocation of tax dollars so that there is more going toward Thetis Island for recycling and solid waste.
- The CVRD will launch their online interactive mapping for parks and trails.
- Will be holding public engagement meetings regarding budgets which will include wharves, solid waste and recycling.
- Recognises that the usage of some Regional District facilities on Vancouver Island by Thetis residents is potentially less than what they may be paying for.

4. TOWN HALL

Chair Patrick introduced the Town Hall portion of the Agenda and asked people to be respectful, speak to the issues, not individuals. A three minute time limit was given to speakers and written submissions were requested to be submitted.

A member of the public spoke about the lack of consultation with Thetis residents and First Nations regarding the proposed TELUS cell tower at 155 Pilkey Point Road. She asked the LTC to write a letter of non-concurrence to TELUS respecting their proposal.

A member of the public spoke about the Riparian Areas Regulation (RAR) implementation, pointing out 14 property owners, including 13 strata owners would be impacted. He wants this area to be recognized as a man made water course, expressed concern about communications with the QEP and them entering properties to conduct the assessment, and would like to be consulted during the development of the development permit guidelines.

A member of the public spoke about fish habitats, biological cycle of fish and regulations. He feels it is incorrect to assess Ralston Creek as a RAR area because there is no water in the creek all year round.

A member of the public concerned that a TELUS representative did not attend today and that the proposed TELUS tower is creating divisiveness as shown by the number of people attending the last two meetings. She is concerned about the RAR implementation and is in support of the previous speaker.

A member of the public spoke in favour of the proposed TELUS tower and the importance of telecommunications in daily lives, such as with communications for first responders and for people who work from home. Further, that it will provide better cell coverage, will enable people to get off dial-up internet, and will attract younger families to the island, which is important for the volunteer fire department. He pointed out that the ability to call for help becomes more important as people age, and gave examples. He thought that wireless

communications would be beneficial to Thetis residents and likened the concern to when hydro came to the island.

A member of the public spoke about First Nations rights and constitutional rights.

A member of the public spoke against the proposed tower, but was pleased to hear about the pro side. He summarized concerns he has heard from other residents: First Nations considerations and respect; potential fires resulting from the tower; the impact on the bat colony, the impacts on human health, esthetics; and the potential for more infrastructure, including microwaves to be added once tower is erected. He does not agree with all of the points of the previous speaker, and that there may not be any cell service immediately below the tower. He expressed concern that a TELUS representative did not attend.

5. MINUTES

5.1 Local Trust Committee Minutes dated June 11, 2019 - for adoption

By general consent the Local Trust Committee meeting minutes of June 11, 2019 were adopted as presented.

5.2 Section 26 Resolutions-Without-Meeting Report dated August 12, 2019

Received.

5.3 Advisory Planning Commission Minutes - none

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated August 12, 2019

Acting Regional Planning Manager Eggen provided a verbal update on the first two items.

7. APPLICATIONS AND REFERRALS

7.1 TH-OTH-2019.1 (TELUS) - Staff Report

Acting Regional Planning Manager Eggen summarized the report regarding TELUS Communication Inc. Telecommunications Facility Proposal at 155 Pilkey Point Road, Thetis Island, submitted by Cyprus Land Services Inc.

Discussion ensued amongst the Trustees and the following points were made:

- Further consultation and engagement between TELUS and the community, including First Nations and an Archeological study are needed.
- Disappointed that a TELUS representative was not present today and that attendees left the meeting before this item was considered in the meeting.
- Questioned TELUS' obligation to consult with First Nations as a corporation in BC. Acting Regional Planning Manager Eggen advised that as the Federal government has signed on to the United Nations Declaration on the Rights of Indigenous People (UNDRIP), their federal agencies, including Innovation, Science and Economic Development (ISED), the agency responsible for telecommunications are obligated to consult with First Nations.
- TELUS was requested to consult with surrounding First Nations by the LTC at their June 11 meeting and staff have provided TELUS with a list of First Nations to consult with based on the Provincial First Nation Consultative Database.

- The LTC is prepared to advance the resolution recommended by staff in order that TELUS can continue with responding to other LTC requests which would inform the LTC's future decision regarding concurrence.
- Questioned how the proposed tower might not be consistent with maintaining the preserve and protect mandate.
- Safety Code 6, created by Health Canada to establish safety limits for human exposure to radiofrequency electromagnetic energy in the frequency range from 3kHz to 300GHz was recently reviewed and LTC should pursue the outcome of the final report.
- Chair Patrick mentioned that this is just one of three tower proposals in the Islands Trust currently causing public concern, including those respecting health risks. Of concern is the location and that there will not be further consultation post tower construction when more infrastructure may be installed.
- Trustee Luckham expressed interest in ensuring further engagement with the community and First Nations.

Discussion ensued regarding the wording of the following motion.

TH-2019-047

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee, in respect of the letter dated July 3, 2019 from TELUS, withdraw the Local Trust Committee's request of the proponent of application TH-OTH-2019.1 (TELUS) to restrict future deployment of 5G technology on the proposed tower at 155 Pilkey Point Road and that the request for further public consultation regarding equipment modifications and upgrades, including 5G, also be withdrawn. The Local Trust Committee recognises that this request as specified, is outside of its authority.

CARRIED

A Trustee furthered the discussion for the benefit of the audience. Trust Council is firmly committed to consulting with First Nations. We are working towards a deeper understanding of First Nations. This is a learning opportunity for us and we need First Nations' help to come to an understanding of each other and learn how to work together for the future. We have committed to consult and meaningfully engage.

TH-2019-048

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to communicate with TELUS that the Local Trust Committee, Penelakut and the public were disappointed that TELUS did not attend the meeting today.

CARRIED

Would like to make a friendly amendment to strike "Penelakut and public". Motion to amend to remove "Penelakut" and state "public in attendance."

TH-2019-049

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee amend the motion to remove the “Penelakut” and to state “the public in attendance.”

CARRIED

The LTC thought it was inappropriate to speak on behalf of the Penelakut but wanted to address the concerns of the public in attendance.

TH-2019-050

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to communicate with TELUS that the Local Trust Committee and the public in attendance were disappointed that TELUS did not attend the meeting today.

CARRIED

TH-2019-051

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to organize a meeting for staff and a trustee to meaningfully engage with Penelakut Tribe on land use.

CARRIED

TH-2019-052

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff, in consultation with the chair, to respond to the letter of August 19, 2019 from Penelakut Tribe.

CARRIED

11.1 Model Cell Tower Consultation Process – Briefing

Acting Regional Planning Manager Eggen summarized the Briefing from the Director of Local Planning Services, David Marlor.

Discussion ensued amongst the Trustees, who raised concerns about the attached consultant’s report, that the federal process that regulates telecommunications places the onus on the public. Questions were raised about the reliability of Safety Code 6 and how the federal government is addressing UNDRIP and First Nation concerns. There was interest in referring this to the Advisory Planning Commission (APC).

TH-2019-053

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee refer the Antenna Systems Protocol report to the Advisory Planning Commission for comment, and that the Local Trust Committee, through a letter from the Chair, copied to local First Nations, ask Industry Canada for comment on the recommendations from the Royal Society of Canada Expert Panel’s report on a review of Safety Code 6 (2013), and how it is incorporating United Nations Declaration on the Rights of Indigenous People principles in its consultation.

CARRIED

A Trustee mentioned that it has been difficult to obtain a sufficient number of APC members. Discussion ensued regarding the number of APC members and Trustees encouraged people to sit on the commission.

8. LOCAL TRUST COMMITTEE PROJECTS

8.1 Thetis Riparian Areas Regulation (RAR) Implementation Project - Staff Report

Acting Regional Planning Manager Eggen summarized the report.

Trustees commented on the LTC's work to implement RAR on Thetis Island up to this point. They noted that there is a water license in place on Ralston Creek and that the water level is controlled by the weir which may impact fish. The LTC has worked hard to support the neighbourhood's interests during the course of implementing RAR, which has been close to nine years. Three QEP assessment reports have been undertaken, the final one indicating that Ralston Creek is fish bearing. We are now at the stage of implementing a Development Permit Area (DPA) and a Trustee questioned the downside of a DPA.

Acting Regional Planning Manager Eggen responded that previously relayed concerns are to do with the fact that the applicant has to pay for a QEP report each time they proposed to build within the Riparian Assessment Area (RAA), within 30m of the stream. She also mentioned that the RAA cannot be reduced using a simple assessment.

A Trustee asked about the success of conservation covenants to implement RAR.

Acting Regional Planning Manager Eggen responded that there are none that she is aware of and any deviation from Provincial standards to implement RAR is not recommended. A Trustee asked that the LTC be advised of the current spokesperson for Meadow Valley Strata. A Trustee noted that the draft bylaws and DPA guidelines, as a part of the public process, will be available for public comment and subject to a public hearing.

A member of the public spoke about Meadow Valley strata organization and had concerns and questions about past and future development as it relates to DPAs.

Acting Regional Planning Manager Eggen explained what development is subject to RAR and when a development permit would be required and what would be exempt.

A Trustee mentioned that the strata development is in progress and encouraged them to complete it and that the RAR implementation project needs to advance so the LTC can move forward on other LTC Projects.

TH-2019-054

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee endorse the Thetis Island Riparian Areas Regulation Implementation Project Charter v.1 dated August 20, 2019.

CARRIED

TH-2019-055

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to prepare draft bylaws to amend the Thetis Island official Community Plan No. 88 and the Thetis Island Land Use Bylaw No. 89 in accordance with the Thetis Island Riparian Areas Regulation Implementation Project Charter v.1 dated August 20, 2019.

CARRIED

9. DELEGATIONS

9.1 Lesley Buhr for Concerned Residents of Thetis Island

The group is concerned with community strategy and would like to improve the interaction with community and stakeholders. The group wants to form an APC to discuss the Official Community Plan (OCP). They will submit the names of the four people who are interested. Written notes were submitted.

TH-2019-056

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to make a space on the next agenda for community engagement strategy.

CARRIED

TH-2019-057

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to advertise for additional Advisory Planning Commission members.

CARRIED

-----**BREAK 10:40 - 11:00**-----

10. CORRESPONDENCE - none

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

11. NEW BUSINESS

11.2 Trustee Fenton to Attend Union of British Columbia Municipalities Convention

Discussion ensued regarding expense for attendance.

TH-2019-058

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee supports the attendance of Trustee Fenton at the 2019 Union of British Columbia Municipalities and that the related expenditures come from its Local Trust Committee Trustee Expenses account.

CARRIED

12. REPORTS

12.1 Trust Conservancy Report dated May, 2019

Received.

12.2 Applications Report dated August 12, 2019

Received.

12.3 Trustee and Local Expense Report dated June, 2019

Received.

12.4 Adopted Policies and Standing Resolutions

Received.

12.5 Local Trust Committee Webpage

No changes.

13. WORK PROGRAM

13.1 Top Priorities Report dated August 12, 2019

Received.

13.2 Projects List Report dated August 12, 2019

Received.

14. CLOSED MEETING - none

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Tuesday, October 8, 2019 at 9:00 am at the Royal Canadian Legion, Chemainus Branch 191, 9775 Chemainus Road, Chemainus, BC

16. ADJOURNMENT

A Trustee added that any further TELUS consultations must occur on Thetis Island.

TH-2019-059

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee adjourn the meeting at 1:20 pm.

CARRIED

Laura Patrick, Chair

Certified Correct:

Penny Hawley, Recorder



Print Date: November 12, 2019

Resolutions Without Meeting

Thetis Island

Resolution #	Action	Resolution Description	Resolution Date
2019-05	In Favour	THAT the Thetis Island Local Trust Committee cancel the regular business meeting scheduled for October 8, 2019	27-Sep-2019

Follow Up Action Report

Thetis Island

22-Feb-2019

Activity	Responsibility	Dates	Status
1 Request staff to forward the letter and trustee toolkit included in the Indigenous People of the Thetis Island Local Trust Area binder to local First Nations. April 23, 2019 update: see standing resolution TH-2019-26.	Lisa Wilcox Marnie Eggen Penny Hawley		In Progress
On Hold			

20-Aug-2019

Activity	Responsibility	Dates	Status
1 Staff to organize a meeting to meaningfully engage with Penelakut Tribe.	Becky McErlean Lisa Wilcox Marnie Eggen Wil Cottingham		Completed
2 Staff to prepare draft bylaws for the RAR Implementation Project.	Becky McErlean Marnie Eggen		In Progress
3 Staff to prepare a work plan and request funding confirmation for the RAR Implementation Project.	Marnie Eggen		Completed
4 Staff to advertise for expressions of interest for APC membership.	Penny Hawley Wil Cottingham		Completed
5 Staff to refer the Model Strategy Antenna Systems to the APC for comment.	Marnie Eggen Penny Hawley		In Progress

Follow Up Action Report

Thetis Island

20-Aug-2019

Activity	Responsibility	Dates	Status
6 Staff to draft a letter for the Chair's signature to ISED for their comment on the Safety Code 6 2013 review and incorporation of UNDRIP principles in telecommunications consultation.cc: local First Nations	Marnie Eggen		In Progress

From: Lisa Wilcox
Sent: Wednesday, November 13, 2019 9:01 AM
To: Jas Chonk
Cc: Clare Frater; Russ Hotsenpiller; David Marlor; Heather Kauer; Marnie Eggen
Subject: FW: moore hill
Attachments: 20191113083103069.pdf

Please find attached the letter from Penelakut for Thetis LTC and Trust Council regarding the Telus communications tower.

K'eci yalek^wa (Take care),
hay ch q'u (thank you)/chen kwen mantumi (I thank you), Lisa Wilcox, kwakwemtenaat Senior
Intergovernmental Policy Advisor Islands Trust In Victoria 250-405-5174
Email: lwilcox@islandstrust@bc.ca

Penelakut Tribe



November 5, 2019

Minister of Innovation, Science and Economic Development

Minister of Indigenous and Northern Affairs Canada

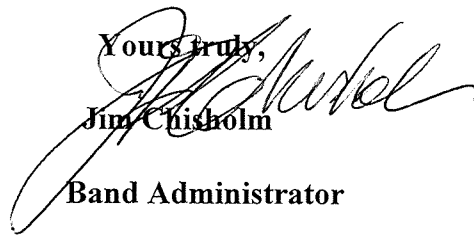
Minister of Forests, Lands, Natural Resources Operations and Rural Development

Islands Trust Council

Thetis Local Trust Committee

Dear Sir or Madam;

I am writing in regard to the proposed construction of a communications tower on Thetis Island by Telus. The proposed location is generally referred to as Moore Hill on Thetis Island. The proposed site for the tower, and the surrounding areas contains burial caves and items of important cultural significance to Penelakut Tribe. We are opposed to constructing anything on Moore Hill or the surrounding area. We have contacted archaeologists and the B.C. Archaeology Branch regarding this site to ensure the protection of this historic and culturally important site. In addition, there has been no consultation with Penelakut Tribe which represents a serious violation of Penelakut Tribe's Aboriginal Rights. We want this proposed Tower project halted and put on hold immediately.

Yours Truly,

Jim Chisholm
Band Administrator



Islands Trust

BYLAW REFERRAL FORM

1-500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8
Ph: (250) 537-9144
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area Bylaw No.: 519 Date: November 14, 2019

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. For your information a Public Hearing to consider the Bylaw will be held at a later date.

APPLICANTS NAME / ADDRESS:

P. Busby of Sobeys Inc. 4980 Tahoe Blvd., Mississauga, ON L4W 0C7 Canada

PURPOSE OF BYLAW:

To permit a Liquor Store (Thrifty Liquor).

GENERAL LOCATION:

127 Lower Ganges Road, Harbour Building, Ganges, Salt Spring Island

LEGAL DESCRIPTION:

Lot A, District Lots 541 AND 589, Cowichan District, Plan 43663

SIZE OF PROPERTY AFFECTED:

0.167 hectares (0.4127 acres)

ALR STATUS:

Non-ALR

OFFICIAL COMMUNITY PLAN DESIGNATION:

Ganges Village Core

OTHER INFORMATION:

Use has been operating since 2015 through a Temporary Use Permit, which will expire in February 2021. To review the staff report or for more information on application SS-RZ-2019.2, go to: <http://www.islandstrust.bc.ca/islands/local-trust-areas/salt-spring/current-applications/current-application-documents/>

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: Claire Negrin, RPP, MCIP

Title: Island Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut Tribe
Stz'uminus First Nation
Malahat First Nation
Pauquachin First Nation
Tsartlip First Nation
Tsawout First Nation
Tseycum First Nation
Semiahmoo First Nation
Tsawwassen First Nation

Hul'qumi'num Treaty Group (for information only)
Te'Mexw Treaty Association (for information only)

Regional Agencies

CRD – All Referrals & K. Campbell (SSI Senior Manager)
CRD – SSI Transportation Commission
Vancouver Island Health Authority

Non-Agency Referrals

BC Ambulance Service
RCMP
SSI Fire-Rescue
Island Pathways SSI – Partners Creating Pathways

Provincial Agencies

BC Assessment Authority
Ministry of Transportation & Infrastructure
Ministry of Forest Lands, Natural Resource Operations and Rural Development – Front Counter BC
Front Counter BC

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee
Cowichan Valley Regional District

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

Salt Spring Island Trust Area
(Island)

(Signature)

(Date)

519
(Bylaw Number)

(Title)

(Agency)



BYLAW REFERRAL FORM

1-500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8
Ph: (250) 537-9144
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area Bylaw No.: 520 Date: November 14, 2019

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. For your information a Public Hearing to consider the Bylaw will be held at a later date.

APPLICANTS NAME / ADDRESS:

Lightdance Design Inc. / 2199 North End Road, Salt Spring Island, BC

PURPOSE OF BYLAW:

To permit a private medical clinic and six (6) associated commercial guest accommodation units

GENERAL LOCATION:

377 Seymour Heights, Salt Spring Island, BC

LEGAL DESCRIPTION:

Lot 1, Section 79, South Salt Spring Island, Cowichan District, Plan 42461

SIZE OF PROPERTY AFFECTED:

28.6772 hectares (70.863 acres)

ALR STATUS:

Non-ALR

OFFICIAL COMMUNITY PLAN DESIGNATION:

Upland

OTHER INFORMATION:

The proposed clinic is a naturopathic cancer treatment clinic; guest accommodation units are only permitted as a secondary use to the clinic, and would not be permitted to operate without the establishment of a clinic. For the staff report and more information on application SS-RZ-2018.3, please go to: <http://www.islandstrust.bc.ca/islands/local-trust-areas/salt-spring/current-applications/current-application-documents/>

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: Claire Negrin, RPP, MCIP

Title: Island Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut Tribe
Stz'uminus First Nation
Malahat First Nation
Pauquachin First Nation
Tsartlip First Nation
Tsawout First Nation
Tseycum First Nation
Semiahmoo First Nation
Tsawwassen First Nation

Hul'qumi'num Treaty Group (for information only)
Te'Mexw Treaty Association (for information only)

Regional Agencies

CRD – All Referrals & K. Campbell (SSI Senior Manager)
CRD – SSI Transportation Commission
Vancouver Island Health Authority

Non-Agency Referrals

BC Ambulance Service
RCMP
SSI Fire-Rescue

Provincial Agencies

BC Assessment Authority
Ministry of Transportation & Infrastructure
Ministry of Forest Lands, Natural Resource Operations and Rural Development – Front Counter BC
Front Counter BC

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee
Cowichan Valley Regional District

**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

Salt Spring Island Trust Area

(Island)

(Signature)

(Date)

520

(Bylaw Number)

(Title)

(Agency)



DATE OF MEETING: November 19, 2019
TO: Thetis Island Local Trust Committee
FROM: Marnie Eggen, Island Planner
Northern Team
SUBJECT: Advisory Planning Commission Appointments

RECOMMENDATION

1. That the Thetis Island Local Trust Committee request that staff send letters to members of the Advisory Planning Commission whose terms will expire on January 27, 2020, inviting their expressions of interest for reappointment to the Advisory Planning Commission and thanking them for their participation.

REPORT SUMMARY

The Thetis Island Local Trust Committee (LTC) is asked to consider reappointments for its Thetis Island Advisory Planning Commission because the terms are expiring January 27, 2020.

As of the date of this staff report, the Advisory Planning Commission (APC) currently has four members. The maximum number of APC members is seven. After recently advertising for additional members as requested by the LTC at their August 20, 2019 business meeting, expressions of interest received by staff are anticipated to be considered ahead of this staff report during the in camera session portion of the November 19, 2019 LTC meeting. New appointments are effective the day of appointment and are in effective until January 27, 2020. Staff's recommendation to reappoint members will include any new APC appointments resulting from the in camera session.

ANALYSIS

Islands Trust Policy Statement:

A guiding principle of the Islands Trust Policy Statement is that *"open, consultative public participation is vital to effective decision making for the Trust Area."* Moreover, Commitments of Trust Council include:

- 5.8.1 Trust Council holds that public participation should be part of the decision-making processes of all levels of government.
- 5.8.2 It is the position of Trust Council that local trust committees and island municipalities should, in establishing their official community plans and regulatory bylaws, provide opportunities for public input.
- 5.8.3 Trust Council holds that island communities within the Trust Area are themselves best able to determine the most effective local government structure to support their local autonomy and specific community needs within the object of the Islands Trust.

LTCs have a responsibility to ensure that members of the public can participate in planning processes, yet they have the freedom to determine the framework best suited to a particular Local Trust Area.

LTC Bylaw No. 102

The authority to establish advisory planning commissions is granted to LTCs through the *Islands Trust Act* and section 461(2) of the *Local Government Act*.

Advisory planning commission

461 (2) A board may, by bylaw, establish an advisory planning commission for one or more electoral areas or portions of an electoral area to advise the board, or a regional district director representing the electoral area, on all matters referred to the commission by the board or by that director respecting land use, the preparation and adoption of an official community plan or a proposed bylaw or permit that may be enacted or issued under this Part.

Notably, such advisory planning commissions are intended to advise LTCs specifically on land use matters including Official Community Plans, and proposed bylaws or permits that may be issued under Part 14 (e.g. zoning bylaw or development permit). Formal citizen representation on advisory planning commissions adds value and transparency to planning processes. It is important that an APC remains in place should a referral be recommended in the future.

Pursuant to section 461, the LTC has adopted Bylaw No. 102 cited as “Thetis Island Local Trust Committee Advisory Planning Commission Bylaw, 2018”, which identifies the planning commission, member composition, terms and roles, and rules for arranging, advertising and conducting commission meetings (Attachment 1). Pursuant to Bylaw No. 102, the LTC must, by resolution, appoint the members to two year terms prior to January 27 of the year during which the term of appointment commences.

NEXT STEPS

Should the LTC pass the recommended resolution (page 1), staff will proceed with sending letters to members of the APC inviting their expressions of interest for reappointment.

Submitted By:	Marnie Eggen, MCIP, RPP Island Planner	October 30, 2019
Concurrence:	Heather Kauer, AICP Regional Planning Manager	October 31, 2019

ATTACHMENTS

1. Bylaw No. 102

**A BYLAW TO ESTABLISH ADVISORY PLANNING COMMISSIONS FOR THE THETIS ISLAND LOCAL TRUST AREA
PURSUANT TO THE *LOCAL GOVERNMENT ACT* AND THE *ISLANDS TRUST ACT***

The Thetis Island Trust Committee, being the Local Trust Committee having jurisdiction on and in respect of the Thetis Island Local Trust Area in the Province of British Columbia, pursuant to the *Islands Trust Act*, enacts as follows:

1. Establishment

- a) The Thetis Island Local Trust Committee may appoint one or more Advisory Planning Commissions to advise the Local Trust Committee on all matters referred by the Local Trust Committee respecting land use, the preparation and adoption of an Official Community Plan or a proposed bylaw or permit that may be enacted or issued under Part 14 of the *Local Government Act*.

2. Appointment of Members

- a) The Local Trust Committee may, by resolution, appoint up to seven members to an Advisory Planning Commission (APC) to serve a two-year term, and may reappoint those members for a subsequent two-year term.
- b) At least two thirds of APC members must be residents of the Local Trust Area.
- c) The Local Trust Committee may, by resolution, remove a member of an APC at any time.
- d) If a member is removed or resigns from an APC, the Local Trust Committee may, by resolution, appoint a new member to serve the balance of the term of the appointment.

3. Roles

- a) The APC members must, from among the members, elect a Chairperson, a Deputy Chairperson and a Secretary, during the first meeting after their appointment.
- b) The Chairperson will:
 - i) Receive referrals from the Local Trust Committee and, in response, determine when and where meetings will be held;
 - ii) Ensure that meetings are conducted in accordance with the requirements of this Bylaw and the *Local Government Act*;
 - iii) Sign meeting minutes to certify that they are true and correct following approval by the APC.
 - iv) Record a member's declaration of conflict of interest or potential conflict of interest, once a member has declared it;
 - v) In the absence of the Secretary, act in the role of Secretary or appoint another member of the APC to act in the role of Secretary.
- c) The Deputy Chairperson will:
 - i) Undertake the duties listed in 3b) above, in the Chairperson's absence.

- d) The Secretary will:
 - i) Assist the Chairperson, as needed, to arrange meetings;
 - ii) Ensure that public notice is posted or public advertisements are placed in advance of APC meetings;
 - iii) Except where the Islands Trust has retained a professional minute taker to support the APC, record and maintain legible minutes of all APC meetings; forward copies of draft minutes to the Islands Trust office; ensure minutes are approved by the APC at a subsequent meeting; and provide copies of adopted minutes to the public upon request;
 - iv) Inform the Local Trust Committee of the resignation of any APC member, within thirty (30) days of the resignation.

4. Referrals

- a) An APC will receive referrals on matters respecting land use, community planning or proposed bylaws and permits under Part 14 of the *Local Government Act*, which are referred directly to the Commission by the Local Trust Committee.
- b) A meeting on any particular referral must be held not more than (40) days after the date of receipt of that referral unless the Local Trust Committee has, by resolution, requested a response by an earlier specified date or authorized the referral to be considered at a later date.
- c) Although the recommendations must be received by the Local Trust Committee, the Local Trust Committee is not bound by the recommendations.

5. Notice of Meeting

- a) The Islands Trust must provide documentation associated with any referral from the Local Trust Committee to all members of the APC.
- b) If the APC has been referred an application, the Islands Trust must ensure that the applicant is notified of the date, time and place of the meeting at which their application will be discussed, at least five (5) calendar days prior to the meeting.
- c) The Secretary must send a notice of meeting including a description of all referrals to be discussed to each member at least five (5) calendar days prior to the meeting.
- d) The Secretary must post the notice of meeting indicating the date, time, and place of any APC meeting at least five (5) calendar days prior to the meeting on a bulletin board that is accessible to the public; such bulletin board to be the same as is used by the Local Trust Committee for the posting of any scheduled Local Trust Committee meeting.

6. Conduct of Meeting

- a) All deliberations of the APC must take place in a meeting, and all meetings must be held in a public facility and must be open to the public.
- b) A quorum is the lessor of three members or 50% of those appointed.
- c) The Chairperson is to convene the meeting and may adjourn the meeting from time to time.
- d) If the APC is considering an amendment to an Official Community Plan or a bylaw, or the issue of a permit, the applicant for the amendment or permit is entitled to attend the meeting and to be heard.
- e) At the request of any APC member, the Chairperson must invite an elected official, Islands Trust staff, or member of the public present at the meeting to comment on the matters before the Commission.
- f) The APC must not receive development proposals or other applications directly from applicants.

MEMORANDUM

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

DATE OF MEETING: October 8, 2019
TO: Thetis Island Local Trust Committee
FROM: Heather Kauer, Regional Planning Manager
Northern Team
SUBJECT: 2020 Local Trust Committee Meeting Schedule

RECOMMENDATION

1. That the Thetis Island Local Trust Committee schedule its regular business meetings on the following dates in 2020: February 11, April 14, June 2, July 21, September 1, and October 27.

DISCUSSION

Each Local Trust Committee (LTC) is asked to endorse, by resolution, its regular business meeting schedule for 2020. Tentative dates have been identified in relation to anticipated project commitments, application volumes, trustee availability, ferry schedules, statutory holidays, conferences, Trust Council, Trust Council Committees, Trust Fund Board, and available staff and financial resources. Tentative meeting dates are identified in Attachment 1.

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

Submitted By:	Heather Kauer, AICP Regional Planning Manager	September 23, 2019
---------------	--	--------------------

ATTACHMENT

1. Tentative 2020 Northern Local Trust Committee Meeting Schedule

ATTACHMENT 1 – TENTATIVE 2020 NORTHERN LOCAL TRUST COMMITTEE MEETING SCHEDULE

LTC	Denman	Gabriola	Gambier	Hornby	Lasqueti	Thetis	Ballenas-Winchelsea
	January 21 - March 17 - May 19 - July 7 - September 8 - November 3 -	January 16 February 27 - April 2 May 14 June 25 July 30 - September 10 October 22 November 26 -	January 30 - March 26 - May 28 - July 23 - October 1 November 19 -	January 24 - March 6 - May 1 June 26 - August 28 - November 6 -	- February 24 - April 27 June 22 - August 10 - October 5 - -	- February 11 - April 14 - June 2 July 21 - September 1 October 27 - -	- - March 4 - - - - - October 7 - -
Total	6	9	6	6	5	6	2
Day	Tuesday	Thursday	Thursday	Friday	Monday	Tuesday	Wednesday
Time	12:30 pm	10:15 am	10:30 am	11:30 am	11:00 am	9:30 am	10:00 am
Location	Denman Activity Centre	Gabriola Arts & Heritage Centre	Various	New Horizons	Judith Fisher Centre	Thetis Community Centre	Various

Key Dates

Stat Holidays	Jan. 1; Feb.12; Apr 10, 13; May 18; July 1; Aug.3; Sept.1; Oct.12; Nov.11; Dec.25, 26
Trust Council	Mar. 10-12, June 16-18, Sept 15-17, Dec. 1-3 – locations tbd
Executive Committee	TBD
Financial Planning Committee	TBD
Islands Trust Conservancy Board	TBD
Trust Programs Committee	TBD
Local Planning Committee	TBD
SD 79 (Cowichan) Spring Break	Mar 9-20
SD 46 (Sunshine Coast) Spring Break	Mar 16-27
SD 68 (Nanaimo) Spring Break	Mar 16-27
SD 71(Comox) Spring Break	Mar 16-27
Salish Sea Ecosystem Conference	April 20-22
AVICC Conference	April 17-19
LGMA Conference	June 9-11
PIBC/CIP Conference	July 7-10
UBCM Conference	Sept. 21-25



REQUEST FOR DECISION

To: Local Trust Committees **For the Meeting of:** November 19, 2019

From: David Marlor, Director, Local Planning Services **Date Prepared:** October 23, 2019

SUBJECT: Live Streaming of Local Trust Committee Meetings

RECOMMENDATION:

That the Local Trust Committee communicate to Trust Council its interest (or lack thereof) in filming and streaming its public meetings.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Meeting streaming provides a new way for island constituents to engage in Islands Trust work. Challenges and opportunities related to this topic will be explored in a report to Trust Council in coming months.

1 PURPOSE:

To determine the level of interest in streaming local trust committee meetings.

2 BACKGROUND:

At its June 19, 2019 meeting Trust Council made the following resolutions:

"That Trust Council request that each local trust committee and Trust Council committees indicate whether it has an interest in filming and streaming its public meetings."

And,

"That Trust Council request staff to prepare a report about the costs and feasibility of filming and streaming videos of public meetings through the new Islands Trust website and social media."

The report requested in the latter resolution is currently being prepared by staff.

Forming part of this discussion will be the level of interest of Council committees in pursuing this initiative for their own public meetings. As such, a committee decision is required for communication to Trust Council to inform dialogue and appropriate resource allocation.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: A change in procedures for how local trust committee meetings are organized and conducted.

FINANCIAL: Additional costs for equipment, processing and storage of recordings and staff resources to operate the equipment.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: The interest or lack thereof of the Local Trust Committee will be communicated to Trust Council as requested.

FIRST NATIONS: None.

OTHER: None.

4 RELEVANT POLICY(S):
None.

5 ATTACHMENT(S):
None.

RESPONSE OPTIONS

That the Local Trust Committee communicate to Trust Council its interest in filming and streaming its public meetings.

OR

That the Local Trust Committee communicate to Trust Council that it is not interested in filming and streaming its public meetings.

Prepared By: David Marlor, Director, Local Planning Services

Reviewed By: Clare Frater, Director, Trust Area Services

DATE OF MEETING: Various

TO: Local Trust Committees

FROM: David Marlor, Director,
Local Planning Services

SUBJECT: Climate Change Adaptation and Mitigation Strategies

PURPOSE

At its regular business meeting in June 2019, Trust Council passed the following resolution:

TC-2019-043

It was Moved by Trustee Fast and Seconded by Trustee Peterson,

That Trust Council direct staff to add agenda items 6.4 and 8.4 regarding climate emergency tools and strategies to all Local Trust Committee's upcoming agendas and suggest to the Bowen Island Municipality.

NEXT STEPS

The two reports "Report on Climate Change Adaptation and Mitigation strategies by the Islands Trust" and "Climate Change Emergency Declaration – Local Planning Tools for Mitigation and Adaptation" are provided for information on the local trust committees, and to assist when determining local actions to take in response to Trust Council's climate emergency declaration.

Submitted By:	David Marlor, MCIP, RPP Director, Local Planning Services	August 29, 2019
---------------	--	-----------------

ATTACHMENTS

- Attachment 1: Items 6.4 and 8.4 from June 2019 Trust Council

To: Trust Council **For the Meeting of:** June 19, 2019
From: CAO **Date Prepared:** May 23, 2019
SUBJECT: Report on Climate Change Adaptation and Mitigation strategies by the Islands Trust

PURPOSE: To provide Trust Council a summary report on current and past actions, and policies adopted by the Islands Trust to address climate change. This report is a companion report to the land use actions report on the current agenda and is offered to provide context for Trust Council as they contemplate a range of potential options to address climate change within the Trust Area.

BACKGROUND: On March 13, Trust Council passed the following resolution:

That the Islands Trust Council:

1. Declare a Climate Change Emergency in the Islands Trust Area.
2. Add climate change mitigation, resilience, and adaptation policies to the Islands Trust Policy Statement amendment project.
3. Direct the Trust Council Chair to write to the Chairs of Regional Districts in the Islands Trust Area asserting Trust Council's full support for declarations of a Climate Emergency;
4. Direct the Trust Council Chair to write to the Provincial Minister of the Environment, asserting the Islands Trust Council's support to help the Province close the 25% emissions gap in the Clean BC Plan, and calling on the Province to provide the powers and resources to local governments;
5. Direct the Trust Council Chair to write to the Federal Minister of the Environment, asserting the Islands Trust Council's support to help Canada meet its Nationally Determined Contribution target made in the Paris Agreement and call on the federal government to provide the powers and resources to local governments.
6. Direct staff to report back to the June 2019 Trust Council meeting on measures and land-use planning actions that the Islands Trust can take to advance progress toward Local Trust Committee climate reduction targets and achieve further reductions in carbon from Trust operations.
7. Direct staff to include a central focus on equitable climate change mitigation, adaptation, and resilience into strategic planning to provide guidance and support for the Trust Area's efforts to transition away from fossil fuels in ways that prioritize those most vulnerable to climate impacts and most in need of support in transitioning to renewable energy.
8. Trust Council directs staff to work with First Nations and First Nations government agencies to seek support for the climate change emergency and to engage to coordinate climate action strategies with First Nations within the Islands Trust Area.

While the Islands Trust, as a function of its mandate and authority, has included climate change adaptation and mitigation measures in its decision making, including Bill 27 OCP implementation and the application of land use regulations, this briefing provides an overview of specific climate actions that the organization has taken.

1. **Anticipated climate changes within the Trust Area:** Given accessible climate change information for the region, it is anticipated that with an increase in global warming at or above 1.5 C the Trust Area would be impacted in the following ways.
 - i. Wetter fall seasons
 - ii. Drier, hotter summers, drought conditions
 - iii. More inclement weather, extreme weather events
 - iv. Warmer winters
 - v. No frost
 - vi. Rise in sea level
 - vii. Species shift
2. The following table provides a timeline of key climate change actions by the Islands Trust and Islands Trust Conservancy over the last 15 years.

Table 1. Timeline of climate change actions

2005	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
passed resolution for advocacy on climate change	Signed BC Climate Action Charter	developed "Trust Area Climate Vulnerabilities" document	Bill 27 requirements, develop OCP amendments: Climate Smart Islands Program	over 2 year span, the majority of OCPs are amended to incorporate Bill 27			adoption of Carbon Neutral Operations Policy 7.4.v		Letter to Prime Minister Trudeau re Paris Climate Accord	State of the Islands Report	initiated groundwater workshops	delivered seal level rise workshops	declared climate emergency
		adopted Corporate Climate Action Plan					Corporate Sustainability Advisory Group Initiated					Adopted CDF toolkit	

3. BC Climate Action Charter

The Islands Trust is a signatory to the BC Climate Action Charter and has taken a number of steps to honor that commitment. Since 2007, we have reported on our website on our plan to achieve our climate action goals. We participate in the Climate Action Revenue Incentive Plan (CARIP) that requires we summarize our GHG emissions and energy consumption and detail our programming towards carbon neutrality. To summarize, the Islands Trust as an organization generates between 55 and 65 tCO₂e per year. We have traditionally then purchased carbon credits to achieve carbon neutrality from the Community Carbon Marketplace, which we been doing since 2012.

Using 2017 CARIP report as an example, key emissions measures are the following:

- a) Direct emissions
 - a. Vehicles fuel 14652 L
 - b. Stationary gigajoule 346
- b) Indirect Emissions
 - a. Purchased energy gigajoule 506
 - b. Purchased reported gigajoule 126
- c) Scope 3 emissions
 - a. Office paper packages 608

Please note that while the Province committed to providing Community Energy and Emission Inventory data for local governments, there is insufficient data for the Islands Trust specifically, requiring that we use a conversion factor to approximate some of our emissions measures.

4. **Bill 27 OCP Greenhouse Gas amendments**

Under separate cover a report will be provided to the June 2019 Trust Council meeting that will include the amendments to local trust committees OCPs required by Bill 27. Generally, each LTC/Bowen Island Municipality (except Piers Island) adopted target reductions for their area, either a 50% or 33% reduction by 2020 and a greater, 85% reduction by 2050. Land use bylaws have not been comprehensively updated to reflect OCP direction. There has been no sustained performance measurement of each local trust area/island municipality to determine how successful the OCP amendments have been in reducing emissions. Datasets are limited on an LTA/IM by LTA/IM basis for specific GHG reductions.

5. **Corporate Actions**

- i. In 2007, the Islands Trust adopted a **Corporate Climate Action Plan**. From a corporate perspective, the three areas effecting our emissions levels are travel, paper and building heating and maintenance. The Climate Action Plan provides a reasonably rigorous analysis of these target emission sources as well as others and make recommendations for mitigations. The Action Plan has led to a number of business practices that are still in place including:
 - a. Reduction of printing
 - b. Reduction of color printing
 - c. Double siding of documents
 - d. Not producing paper agendas
 - e. Support for employees to commute by bike
 - f. Increased ride sharing to staff and Trust meetings
 - g. Replacement of the windows and shading of Victoria office
 - h. Revised purchasing policy to emphasize energy efficiency

The plan is now somewhat dated and could be refreshed to find new points of emphasis and education for staff and trustees.

Since 2007 the Trust has monitored its GHG generation and in support of the Action Plan.

- ii. Adoption of **Policy 7.4.5 Carbon Neutral Operations**. This policy formalized a number of Trust wide operations dedicated to GHG reduction, including a carbon reduction goal, identification of carbon emission sources, dedication to using offsets to achieve carbon neutrality (including purchasing criteria) and reporting requirements.
- iii. In January 2013, a Corporate Sustainability Advisory Group (Green Team) was identified consisting of one member of Trust Council and a department representative across the organization. The term was for 12 months and the terms of reference included develop innovating ways to address climate change impacts and GHG reductions and to implement the Corporate Action Plan.

From the available data on Islands Trust operations, it is reasonable to conclude that we are a low carbon producing organization.

6. **Regional and National Context**

It would be impractical to provide a comprehensive overview of regional climate change initiatives; however, it is worth noting that there have been 16 declarations of a climate emergency in BC. Prominent among them is the City of Vancouver who have recently unanimously approved a motion recognizing the climate emergency and passing an ambitious set of six “Big Moves” that will guide

the City's response to Climate Change. The goal is to meet the objective of limiting warming to 1.5C as per the Paris Agreement.

The initial wave of climate emergency declarations occurred in Quebec (2018-2019), with over 300 communities having taken this step.

7. Issues and Opportunities

The following items provide a list of issues, amongst many, that could form the basis for further discussion by Trust Council.

- We do not have accurate Community Energy and Emissions Inventory information which limits our ability to accurately measure how emissions programing is reducing carbon levels.
- Issue of built form density is central to lessening climate change impacts and GHG production within the Trust Area.
- The Islands Trust does not have climate change policy in the Policy Statement but does in Official Community Plans and a variable level of climate regulation in LUBs.
- Corporate opportunities: electronic meetings, carbon friendly foods, further policies on travel.
- We have not liaised with First Nations on climate change in any substantial manner and will need to include this issue in our Policy Statement discussions.

ATTACHMENT(S):

- 1. N/A**

FOLLOW-UP: As directed by Trust Council

Prepared By: R Hotsenpiller

Reviewed By/Date: May 28, 2019



Islands Trust Council Plan for Continuous Learning

(What other topics would trustees like to propose?)

Updated May 9, 2019

Year	Trust Council Meeting	Trust Wide and Administrative Topics	Legal and Governance Topics	Planning How-To	Working With Others
2019	December (Victoria)				
	September (Bowen)				
	June (Galiano)	Strategic Plan	What Elected Officials Need to Know about FOI & Protection of Privacy Training (LGMA) June 25 th webinar.		Chair, Vice Chair, Committee Chairs & ITC Chair training
	March 2019 (Gabriola)	Strategic Plan	Young/Anderson Introduction Bill Buholzer		
	January 2019 Nanaimo	Orientation	Orientation		NA
2018	November (Victoria)	Orientation	Orientation	Orientation	Orientation
	September (Gambier/Keats)	Lessons Learned 2014 -2018	Implications of the Water Sustainability Act		
	June (Saturna)	Strategic Plan	<i>Islands Trust Act</i> Amendments		Agricultural Land Commission/Islands Trust
	March (Salt Spring)	(Freshwater Specialist) (Water Sustainability Act) Regional Conservation Plan		Adapting to Climate Change	March (Salt Spring)

BRIEFING

To: Trust Council **For the Meeting of:** June 18, 2019

From: David Marlor, Director, Local Planning Services **Date Prepared:** May 30, 2019

SUBJECT: **Climate Change Emergency Declaration – Local Planning Tools for Mitigation and Adaptation**

PURPOSE:

To provide an initial approach in response to Trust Council's Climate Change Emergency Declaration in respect to local planning tools to address climate change.

BACKGROUND:

At its regular business meeting in March 2019, Trust Council declared a Climate Change Emergency. As part of that declaration, Trust Council requested that staff:

"report back to June 2019 Trust Council meeting on measures and land use planning actions that the Islands Trust can take to advance progress towards Local Trust Committee climate reduction targets and achieve further reductions in carbon from Trust operations".

This briefing focuses on land use planning actions that the local trust committees and Bowen Island Municipality could take to advance progress towards greenhouse gas reduction targets and to adapt to the effects of climate change.

Following the implementation of new mandatory requirements for official community plans to include targets and policies for greenhouse gas reductions, all local trust committees and Bowen Island Municipality amended their official community plans to include those targets and policies.

The following table includes a summary of the targets established by each local trust committee and Bowen Island Municipality in their official community plans. Each local trust committee and Bowen Island Municipality also adopted related policies on how to achieve those targets.

Local Trust Committee/Island Municipality	Reduction By 2015	Reduction By 2020	Reduction By 2050	Notes
Bowen Island Municipality	-	33%	80%	Reduction over 2007 emissions
Ballenas-Winchelsea	-	50%	50%	Below per Canadian per capita for 2020/2050
Gabriola	-	33%	85%	Reduction over 2007 emissions

• Mudge	-	50%	50%	Below per Canadian per capita for 2020/2050
• DeCourcy	-	50%	50%	Below per Canadian per capita for 2020/2050
Galiano	-	33%	-	Reduction over 2007 emissions
Gambier	-	33%	85%	Reduction over 2007 emissions
• Associated	-	20%	85%	Reduction over 2007 emissions
• Keats	-	33%	85%	Reduction over 2007 emissions
Denman	-	33%	85%	Reduction over 2007 emissions
Hornby	-	25%	80%	Reduction over 2007 emissions
Lasqueti	-	50%	50%	Below per Canadian per capita for 2020/2050
Mayne	-	33%	-	Reduction over 2007 emissions
North Pender	-	33%	-	Reduction over 2007 emissions
• Associated	-	50%	50%	Below per Canadian per capita for 2020/2050
Saturna	-	33%	-	Reduction over 2007 emissions
SSI	15%	40%	85%	Reduction over 2007 emissions
• Piers	-	-	-	Bylaw is not compliant
South Pender	-	33%	-	Reduction over 2007 emissions
Thetis	-	33%	85%	Reduction over 2007 emissions
Associated	-	-	-	Bylaw contains no targets
Valdes	-	50%	50%	Below per Canadian per capita for 2020/2050

A. Local Planning Actions Since 2010

Since 2010, planning Staff regularly include consideration of climate change mitigation and adaptation in staff reports on planning applications and projects. As a result, all planning decisions by local trust committees over the past eight years have included a climate change lens. In addition to this, local trust committees adopted specific policies in their official community plans related to climate change mitigation and adaptation. Many of these policies have been implemented through land use bylaw amendments. A list of these implemented policies is included in Appendix 1.

Appendix 2 lists the official community plan policies that have not yet been implemented in the land use bylaws.

The remainder of this briefing provides information on land use planning actions that can be undertaken in relation to climate change. Section B addresses actions related to climate change mitigation and Section C addresses actions related to climate change adaptation.

B. Climate Change Mitigation Tools

Climate change mitigation involves actions that reduce greenhouse gas emissions (GHGs). In the local trust areas the main source of GHGs is combustion from transportation and combustion from heating and cooling buildings. Therefore, any policies and regulations that reduce the need for transportation, or reduce the need for heating or cooling of buildings will help in reducing GHGs.

The Province committed to providing the Community Energy and Emissions Inventory (CEEI) for local governments. For the Islands Trust area there is very little data available. The only metric is residential heating using wood, propane or oil (and this is withheld for Lasqueti and Gambier LTAs). There are no metrics available for transportation or any other source of GHG emissions. The last year CEEI reports were undertaken was 2012. As a result we currently do not have metrics to measure progress towards targets in OCPs. Bowen Island Municipality has Community Energy and Emission Inventories (starting on page 40 of this linked document <https://bowenisland.civicweb.net/document/118760>).

Local trust committees and Bowen Island Municipality have the following tools available to them to reduce GHGs:

- **GHG Reduction Targets** - Section 473 of the *Local Government Act* – required content for official community plans, inclusion of targets and policies with respect to reducing greenhouse gas emissions.
- **Zoning Authority** – Section 479 of the *Local Government Act*.
- **Development Permit Area to Promote Energy Conservation** – Section 488(1)(h) of the *Local Government Act*.
- **Development Permit Area to Promote the Reduction of Greenhouse Gas Emissions** - Section 488(1)(j) of the *Local Government Act*.

Local trust committees and Bowen Island Municipality could undertake the following to mitigate climate change.

1. **Enact existing Official Community Plan policies** for the mitigation of climate change that are already in the official community plans but have not yet been acted on (Appendix 2 contains a list of these policies).
2. **Update official community plans** to ensure the mandatory GHG reduction targets and policies are relevant and up to date; Galiano Island, Mayne Island, North Pender Island, South Pender Island and Saturna Island local trust committees have targets for GHG reduction set for 2020 with no targets for any future dates, and as such those targets will be out of date next year. The Salt Spring Island Local Trust Committee has not adopted any targets or policies for the Piers Island OCP. The Thetis Associated Islands OCP contains objectives and policies but no targets. While the Islands Trust has very limited metrics to measure progress, the requirement to have targets and policies in official community plans is mandatory under s. 473 of the *Local Government Act*. These official community plans should be updated within the next year to ensure they remain compliant with required content for an official community plan, and to address targets and policies for GHG reduction. Other local trust committees should review their targets and policies for relevance to current conditions.
3. **Use the zoning authority under s. 479 of the *Local Government Act* to cluster development** and move away from large lots to small compact "villages". This can be accomplished through OCP policies to require this kind of development, rezoning appropriately by increasing density in appropriate locations and reducing in other locations and density transfer to move density to appropriate areas. Some local trust committees already have some form of this in their OCPs. Salt Spring and Gabriola have density transfer that has seen some significant land use changes. While these were not specifically created to address climate change mitigation, they can be

effective in changing the land use pattern to one that is more sustainable and reduces the need for transportation.

5. **Use the climate change development permit areas to reduce the heating and cooling requirements for buildings.** To improve building energy efficiency, land use planning can require landscaping and orientation of buildings in a way to maximize sun in winter and shade in summer. This would be done through a development permit area (DPA), with the justification and objectives in the Official Community Plan and the guidelines in the Land Use Bylaw. Local trust committees and Bowen Island Municipality may use DPAs to reduce GHG emissions and for energy conservation under s. 488 of the *Local Government Act*. Using these DPAs, local trust committees and Bowen Island Municipality may establish guidelines around landscaping, siting of buildings and structures, form and exterior design of buildings and structures, machinery, equipment and systems external to buildings or structures. The DPA may also place restrictions on type and placement of trees and other vegetation in proximity to buildings and structures to provide for energy conservation and reduction of GHGs.

C. Climate Change Adaptation Tools:

Climate change adaptation involves adapting communities to the anticipated effects of climate change. In the Islands Trust area, these effects include sea-level rise, longer periods of drought, more intense storm events, wildfires, warmer summers and warmer winters, and ecosystem changes which may impact plant and animal species.

Local trust committees and Bowen Island Municipality have the following tools available to them to adapt to climate change:

- **Zoning Authority** - Section 479 of the *Local Government Act*.
- **Runoff Control Bylaw** - Section 523 of the *Local Government Act*.
- **Development Permit Area to Protect Development from Hazardous Conditions** – Section 488(1)(b) of the *Local Government Act*.
- **Development Permit Area to Promote Energy Conservation** - Section 488(1)(h) of the *Local Government Act*.
- **Development Permit Area to Promote Water Conservation** – Section 488(1)(i) of the *Local Government Act*.

Local trust committees and Bowen Island Municipality could undertake the following to adapt their communities to the effects of climate change:

1. **Sea Level Rise Adaptation Tools**

The Provincial government has established an expected sea-level rise in the Victoria area of 3.1 cm/50 years.

The Provincial (Subdivision) Approving Officer is currently requiring at time of subdivision a covenant for a 15 metres setback and 1.5 metres above the current high high water mark for any buildings or structures. This approach by the Provincial Approving Officer is a broad-brush approach to adapting to climate change and does not consider site specific conditions. Before initiating adaptation measures local trust committees and Bowen Island Municipality should have an understanding of the local situation.

- a) **Undertake mapping of sea-level rise** on the islands to provide information to assist with developing policies and regulations to adapt to sea-level rise.
- b) **Enact zoning regulations under s.479 of the *Local Government Act* and flood level regulations under s. 524 of the *Local Government Act*.** Using these provisions, local trust committees and Bowen Island Municipality may enact regulations to require setbacks for

buildings and structures from the future anticipated natural boundary of the sea, as well as establish a minimum elevation for buildings and structures above the anticipated future elevation of the sea. Local trust committees and Bowen Island Municipality could make exceptions for structures that are designed to be moved (not on permanent foundation). Notwithstanding, the Provincial Approving Officer will continue to have independent authority to establish different requirements.

2. **Longer Periods of Drought Adaptation Tools**

Islands Trust Staff currently has little information on groundwater such as the effects of climate change on recharge and capacity of the aquifers to provide water. Research and mapping of aquifers would allow local trust committees to develop policies and regulations that reflect the capacity of the aquifers including anticipated climate change effects. Water storage and alternative water supplies could be considered. Means to reduce water consumption includes using development permit areas for water conservation, requiring drought tolerant planting, and requiring features to reduce water use.

- a) **Undertake research and mapping of aquifers, develop water consumption budgets, and identify salt water intrusion risks**, based on expected climate change effects. This work would then inform the land use planning for future development on the islands. This work is already underway for some islands, and staff is working with the Ministry of Forest, Lands, Natural Resource Operations and Rural Development to undertake a robust salt water intrusion risk assessment and mapping for the Islands Trust area.
- b) **Update policies and regulations to align their development potential** – through land use and density provisions – with the anticipated capacity of the aquifers.
- c) **Use the climate change development permit areas under s. 488 of the *Local Government Act* to promote water conservation.** Local trust committees and Bowen Island Municipality could establish goals, objectives and guidelines related to landscaping; siting of buildings and structures; form of exterior design of buildings and structures; specific features in the development; and machinery, equipment and systems external to buildings and structures to promote water conservation. The guidelines may restrict the type and placement of trees and other vegetation in proximity to buildings and structures in order to provide for water conservation.

4. **More Intense Storms Adaptation Tools**

Climate change is expected to result in more intense storm events, with higher winds and heavier rain than in the past.

- a) **Develop runoff control bylaws** under s. 523 to deal with anticipated flood and runoff from storm events.
- b) **Establish development permit areas for the protection of development from hazard conditions** under s. 488 of the *Local Government Act*. Under this development permit area, local trust committees and Bowen Island Municipality could establish areas subject to flooding and require they remain free from development except development may be permitted in accordance with the guidelines. These requirements may vary use and density but only as it relates to health, safety or protection of property from damage. The legislation also allows the local trust committee and Bowen Island Municipality to require a professional report at the applicant's expense to help with determining appropriate development permit conditions.

5. **Wildfire Adaptation Tools**

As climate change results in hotter and longer dryer periods during the summer months, the risk of wildfires on the islands increases. Most islands have a wildfire plan prepared by the fire district or regional district.

- a) **Establish development permit areas for the protection of development from hazard conditions** under s. 488 of the *Local Government Act*. Under this development permit area, local trust committees and Bowen Island Municipality could establish areas at risk to wildfires and include requirements respecting the character of development, including landscaping, and the siting, form, exterior design and finish of buildings and other structures, and establish restrictions on the type and placement of trees and other vegetation in proximity to the development. These requirements may vary use and density but only as it relates to health, safety or protection of property from damage. The legislation also allows the local trust committee and Bowen Island Municipality to require a professional report at the applicant's expense to help with determining appropriate development permit conditions.

6. **Warmer Summers and Warmer Winters Adaptation Tools**

Climate change is expected to lead to our summers and winters becoming warmer.

- a) **Establish development permit areas for energy conservation** under s. 488 of the *Local Government Act* to require that the exterior form and design of buildings, and other specific features of the development, reduce the need for energy in summer and winter. Local trust committees and Bowen Island Municipality could establish goals, objective and guidelines related to landscaping; siting of buildings and structures; form of exterior design of buildings and structures; specific features in the development; and machinery, equipment and systems external to buildings and structures to promote energy conservation. The guidelines may restrict the type and placement of trees and other vegetation in proximity to buildings and structures in order to provide for energy conservation.

ATTACHMENTS:

1. Summary of Local Trust Committee OCP climate change policies already implemented
2. Summary of Local Trust Committee OCP climate change policies not yet implemented

FOLLOW-UP:

Further work in specified areas as indicated in the briefing, or as requested by the Trust Council, Executive Committee, Local Planning Committee or local trust committees.

Prepared By: David Marlor, Director, Local Planning Services

Reviewed By/Date: Russ Hotsenpiller, Chief Administrative Officer/

Summary of Official Community Plan policies, listed by local trust area, that have been implemented in the land use bylaws.

Ballenas-Winchelsea Local Trust Area

- Shoreline Development Permit Area (applicable to 30 m upland of the natural boundary of the sea).
- Regulations in the land use bylaw exempts solar collectors, wind generators and water storage tanks from height restrictions.

Denman Island Local Trust Area

- Climate change impacts are considered in staff.
- Providing the dedication of conservation area, consistent with OCP policies for density transfer.

Gabriola Island Local Trust Area

Gabriola Island

- Climate change impacts are considered in staff reports.
- Providing for rainwater collection and storage, trail/path connections and dedication of 300+ acres of parkland.
- Development Approval Information (DAI) Bylaw amended (2013) to include option to address GHG emissions, anticipated energy usage, carbon emissions and groundwater resources in conjunction with bylaw amendment or TUP applications [Criteria for assessing OCP/LUB applications developed.
- Land Use Bylaw (parking regulations and Village DPA guidelines) amended to encourage public transit, smaller vehicles, non-polluting vehicles, and permeable parking surfaces and increase walkability.
- Land Use Bylaw amended to measure the footprint of buildings and structures from the interior walls instead of the outer perimeter of the foundation of the building, so increased insulation is encouraged, and to exclude cisterns from floor area calculation.
- Official Community Plan and Land Use Bylaw amended to encourage local food production.

Mudge Island

- Climate change impacts considered in staff reports.
- Land Use Bylaw amended to exclude from the calculation of lot coverage in the RR zone: cisterns and similar structures for rainwater collection and storage; fire-fighting towers; pervious paths, driveways and parking spaces; and garden beds.

DeCourcey Island

- Climate change impacts considered in staff reports.

Galiano Island Local Trust Area

- Climate change impacts considered in staff reports, and inclusion of a policy in the Land Use Policies section of the Official Community Plan applicable to consideration of all applications.
- Amendments to shoreline development permit area to include guidelines to consider and address sea level rise impacts.
- Changes to zoning regulations to permit small-scale renewable energy, specifically height regulations amended.

Gambier Island Local Trust Area

- Climate change impacts considered in staff reports.

Hornby Island Local Trust Area

- Climate change impacts considered in staff reports.
- Official Community Plan Water Supply Protection and Water Resource Protection Development Permit Area includes guidelines to protect water resources.
- Official Community Plan Community Service Use Development Permit Area includes guidelines to provide rainwater catchment and storage; and hydrology study.
- Official Community Plan Commercial Development Permit Area includes guidelines to maintain natural vegetation and reduce light pollution.
- Water storage tanks and wind turbines exempt from Land Use Bylaw height regulations.

Lasqueti Island Local Trust Area

- Climate change impacts considered in staff reports.

Mayne Island Local Trust Area

- Climate change impacts considered in staff reports.
- Zoning amended to exclude solar collectors, wind generators and water tanks from maximum height regulations.
- Geothermal heating systems permitted.
- Amendments to Land Use Bylaw to permit mixed use (second storey residential) in commercial zones.
- Zoning for employee accommodation in commercial resorts.
- Secondary suites permitted.

North Pender Island Local Trust Area

North Pender Island

- Climate change impacts considered in staff reports.
- Secondary suites permitted.
- Temporary use permit guidelines amended to include climate change impacts.

North Pender Associated Islands

- Climate change impacts considered in staff reports.
- Shoreline DPAs include erosion provisions.

Salt Spring Island Local Trust Area

Salt Spring Island

- Climate change impacts considered in staff reports.
- Secondary suites permitted in select areas.
- Amenity Zoning includes implementation of energy efficient building design criteria that exceeds that required by the B.C. Building Code or other regulations.
- Climate change considered when evaluating suitability of density transfer.
- Rezoning application supporting local food production and storage as a community amenity
- Coordination with local and provincial agencies regarding fresh water demand and supply in relation to climate change.
- Land use regulations require 15m setbacks from natural bodies of water; 1.5 m elevation above natural body of water.
- Pathways and bikeways dedication at time of subdivision as per OCP Cycle Route map.

- DAI Bylaw including development permit checklist (both are drafted but not yet implemented).

Piers Island

- Climate change impacts considered in staff reports.
- 3.0 m elevation of buildings required if within 30m of water body.

Prevost Island

- Climate change impacts considered in staff reports.

Saturna Island Local Trust Area

- Climate change impacts considered in staff reports.
- Geothermal heating permitted.
- Secondary dwelling units (secondary suites amendment in process).
- Sustainability checklist.
- TUP guidelines amended to include consideration of climate change impacts.

South Pender Island Local Trust Area

- Climate change impacts considered in staff reports.
- Although not a Bill 27 requirement, LUB was amended to limit dwelling floor area and overall floor area on residential lots.

South Pender Island Local Trust Area

- Climate change impacts considered in staff reports.

Thetis Island Local Trust Area

Thetis Island and Valdes Island

- Climate change impacts considered in staff reports.

Thetis Associated Islands

- Climate change impacts considered in staff reports.
- Land Use Bylaw definition of floor area excludes any floor area occupied by a cistern used for the collection of rainwater for domestic use or fire protection.
- Land Use Bylaw permits the following uses in all zones: conservation; water supply facilities for the purposes of supplying potable or grey water on an individual island, including cisterns, reservoirs, pipes, treatment facilities, catchment and storage facilities and pumping and intake structures; solar collectors; wind turbines; and ocean geothermal loop exchange systems.
- Solar collectors are exempt from Land Use Bylaw height regulations.

Summary of Local Trust Committee Official Community Plan Policies that have yet to be implemented.

The following is a summary of Official Community Plan policies on climate change that have not yet been enacted in the land use bylaw regulations or through development permit areas. For actual wording of the policies, please consult that relevant official community plan bylaw.

Ballenas-Winchelsea Local Trust Area

- Identify significant un-fragmented forest and non-forest ecosystems and ensure these are noted on mapping for environmental and carbon sequestration value.

Denman Island Local Trust Area

- Review zoning to ensure provisions encourage energy efficiency and the greenhouse gas emissions reduction in new construction.
- Review development permit area guidelines and incorporate provisions to promote energy conservation, water conservation and greenhouse gas emissions reduction.
- Encourage renewable energy, limit fossil fuel consumption, encourage energy-efficient and carbon-efficient building construction.

Gabriola Island Local Trust Area

Gabriola Island

- Consider new development permit area guidelines that promote low impact land uses, alternative transportation, energy conservation, water conservation, and the reduction of GHGs.
- Identify significant un-fragmented forest ecosystems within the planning area and ensure that these areas are noted on mapping both for their environmental values as well as carbon sequestration areas.
- Amend LUB to consider setbacks from the ocean in relation to sea level rise.

Mudge Island

- Establish climate change as a fundamental factor in land use decision making.
- Encourage on-island agriculture and sharing of local food production.
- Encourage all new construction be built at the highest possible energy-efficiency standards.
- Further policies and actions to be considered as part of a future review of the OCP.

DeCourcey Island

- Encourage on-island agriculture and the sharing of local food production.
- Encourage new construction built at highest possible standards to reduce energy needs.
- Specific policies and actions to be included in a future OCP review.

Galiano Island Local Trust Area

- Amendments to parking requirements to require alternatives to parking spaces.
- Requiring new development to utilize building technology that minimizes energy use.

Gambier Island Local Trust Area

Gambier Island

- Develop new criteria for assessing OCP or zoning amendment applications from the perspective of climate change adaptation and mitigation.
- Support protection of forest resources.
- Require water storage with every dwelling unit.

Gambier Associated Islands

- Support actions to minimize GHG emissions.
- Recognize importance of forested lands in removing carbon dioxide from the atmosphere.
- Consider potential impacts on global climate change and GHG reduction targets when considering applications.
- Identify significant un-fragmented forest ecosystems within the planning area and ensure that these areas are noted on mapping for both their environmental value and as carbon sequestration areas.
- Reduce extent of infrastructure (e.g. development of common docks).
- Zoning regulations should support small scale residential solar and wind power generation on residential lots.

Keats Island

- Promote use and development of renewable energy sources.
- Develop new criteria for assessing OCP or zoning amendment applications from the perspective of climate change adaptation and mitigation.
- Support cluster development appropriate for Keats Island.
- Encourage energy efficient buildings.
- Encourage use of alternative energy.
- Encourage water storage for every dwelling unit

Hornby Island Local Trust Area

- Develop criteria for assessing OCP or LUB amendment applications from the perspective of climate change adaptation and mitigation.
- Encourage retention of forest cover except for the clearing of land for farming in the ALR.
- Limit size of buildings and opportunities for attached dwelling units and visitor accommodation units.
- Encourage green building techniques and alternative energy systems (solar, wind, geothermal, or water based) into residential housing.
- Encourage safe multi-use trails and bike lanes to facilitate non-motorized forms of travel.
- Encourage “climate wise” actions, including water conservation, storm water retention, the use of alternative energy sources for home use, and the use of alternative transportation methods.
- Support the local provision of services that residents presently travel off-island to access.
- Review LUB to provide for community gardens and community food processing and storage.
- Encourage local food production.

Lasqueti Island Local Trust Area

- Develop criteria for assessing OCP or zoning applications from the perspective of climate change adaptation and mitigation.
- Encourage energy conserving buildings.
- Encourage cycling and walking trails to permit non-automobile based forms of travel.
- Encourage water conservation and rainwater catchment.

Mayne Island Local Trust Area

- Permitting attached dwellings.
- DPA to manage lot layout.
- DPA for energy conservation.
- Amendments to amenity zoning and density transfer policies.

North Pender Island Local Trust Area

North Pender Island

- A review of overall development potential to consider amendments to zoning where changes could limit or reduce emissions.
- Permitting attached dwellings.
- Amending parking requirements.
- DPA to manage subdivision layout (conservation subdivision design project started but later abandoned by LTC).
- Second storey residential over commercial.
- Requiring cisterns or other water conservation measures in new development.
- Permitting community wood chipping or composting.
- Amend existing DPA to include energy conservation provisions.

North Pender Associated Islands

- Specific policies and actions to be included in a future review of the plan.

Salt Spring Island Local Trust Area

Salt Spring Island

- Calculation of carbon budget at time of rezoning or demonstrated conformity with LEED or similar.
- GHG or energy efficiency specific DPA.
- Amend fees bylaw to support energy efficient building design.
- Mapping and analysis to anticipate potential impacts of climate change on land use.
- Height relaxation for solar and wind power generation on residential lots.

Piers Island

- In progress of updating OCP for Climate Change.

Prevost Island

- No policies on climate change – bylaw requires updating

Saturna Island Local Trust Area

- Amending zoning to allow mixed use, including second storey residential in commercial designation.
- Amending parking requirements.
- Include energy conservation measures in DPA.
- Implement DPA for lot layout and tree removal.
- Permitting attached dwellings.
- Limit floor area of dwellings.

South Pender Island Local Trust Area

- Permit community gardens.

Thetis Island Local Trust Area

Thetis Island

- Develop new criteria for assessing OCP or LUB amendment applications from the perspective of climate change adaptation and mitigation.

- Promote land use that supports local food production to reduce food transportation costs and GHGs.
- Support new forms of housing that include clustering and zero emission housing.
- Encourage local, small-scale generation of alternative non-polluting energy sources.
- Regulate the size, siting and height of wind turbines to minimize environmental impacts and safety risks.

Thetis Associated Islands

- Consider the potential impacts on climate change GHG emissions in bylaw provisions and review of development applications.
- Identify significant un-fragmented forest and wetland ecosystems within the planning area and ensure that these areas are noted on mapping for both their environmental value and as carbon sequestration areas.
- Through bylaw provisions, support residential renewable energy (e.g. micro hydro, solar, wind, waste heat, etc.) use.
- Promote the conservation of forested lands and wetlands as a cost effective and important climate change mitigation strategy.

Valdes Island

- Establish climate change as a fundamental factor in land use decision-making.
- Policies and actions with respect to climate change mitigation will be considered as part of a future review of the Rural Land Use Bylaw.



Applications

Subdivision

File Number	Applicant Name	Date Received	Purpose
TH-SUB-1998.1	TRAX DEVELOPMENT LTD C/O WRIGHT FOCUS ENGINEERING LTD Planner: Marnie Eggen	25-Sep-1998	Phased Strata Subdivision 'Meadow Valley Properties' phased strata to create 21 strata lots from 4 parent parcels
Planning Status			
Status Date: 05-Feb-2019 No change.			
Status Date: 19-Jul-2016 MOTI issued 1 yr. extension.			
Status Date: 18-Dec-2015 Staff comments provided to MOTI.			
File Number	Applicant Name	Date Received	Purpose
TH-SUB-2015.1	Polaris Land Surveying Inc.	19-Aug-2015	PID:007-818-459 The proposed subdivision will create 2 parcels (including remainders) and the intended use of the land and/or buildings and structure is residential.
Planner: Marnie Eggen			
Planning Status			
Status Date: 19-Sep-2017 Final letter of approval sent to MOTI			
Status Date: 25-May-2017 Covenant approved by RWM			
Status Date: 25-May-2017 Awaiting final plan of subdivision before giving final approval.			

Islands Trust
 LTC EXP SUMMARY REPORT F2020
 Invoices posted to Month ending September 2019

670 Thetis	Invoices posted to Month ending September 2019	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-670	LTC "Trustee Expenses"	218.00	425.56	-207.56
LTC Local				
65200-670	LTC - Local Exp - LTC Meeting Expenses	964.00	837.94	126.06
65210-670	LTC - Local Exp - APC Meeting Expenses	411.00	0.00	411.00
65220-670	LTC - Local Exp - Communications	250.00	0.00	250.00
65230-670	LTC - Local Exp - Special Projects	294.00	0.00	294.00
TOTAL LTC Local Expense		<u>1,919.00</u>	<u>837.94</u>	<u>1,081.06</u>
Projects				
73001-670-4090	Thetis Ruxton Island Private Moorage	1,200.00	1,582.19	-382.19
TOTAL Project Expenses		<u>1,200.00</u>	<u>1,582.19</u>	<u>-382.19</u>

Thetis Island Local Trust Committee Policies & Standing Resolutions

No.	Meeting Date	Resolution No.	Issue	Policy
1.	July 3, 2012	TH-03-2012	Professional Minute taker for APC meetings	that the Thetis Island Local Trust Committee authorizes the payment of funds from its local expense account to pay for a minute taker for Advisory Planning Commission meetings.
2.	August 28, 2018	TH-2018-036	Suspension of enforcement action regarding unlawful non-tourist accommodation at 49 Harbour Road	that the Thetis Island Local Trust Committee adopt the following standing resolution: 1. That whereas the Thetis Island Local Trust Committee intends to facilitate a community process to consider allowing Temporary Use Permits (TUP) to permit temporary non-tourist accommodation use, staff are directed to take no enforcement action against properties where temporary accommodations used for non-tourist accommodation exist. In particular, staff are directed to suspend enforcement action regarding unlawful non-tourist accommodation at 49 Harbour Road, Strata Lot B, District Lot 1, Thetis Island, Cowichan District, Strata Plan EPS644; together with an interest in the Common Property shown in proportion to the unit entitlement to the Strata Lot show on Form V. PID 028-987-691. 2. That nothing in this enforcement policy should be interpreted as giving permission to any party to violate Thetis Island Land Use Bylaw No. 89 and the Thetis Island Local Trust Committee may change this policy at any time and may give direction to commence enforcement activities with respect to the identified properties at any time without notice. That unless the Thetis Island Local Trust Committee extends the effective period, this enforcement policy expires on July 30, 2019, or when the temporary use permit review project is complete, whichever is the sooner.
3.	August 28, 2018	TH-2018-041	Non-medical cannabis retail applications	that the Thetis Island Local Trust Committee adopt the following standing resolution with respect to the processing of non-medical cannabis retail license applications: • Proposed or amended licenses for non-medical cannabis retail establishments require an application to the Local Trust Committee. • The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical. • The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal. • However, as a minimum, the local trust committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500

				metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: ○ Name of the applicant and a description of the proposal in general terms ○ The location of the proposed establishment and the subject site ○ The place where, date and time when, both a public meeting will be held and a resolution of the Local Trust Committee considered. ○ The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application ○ How public comments may be submitted to the Local Trust Committee.
4.	December 12, 2018	TH-2018-053	Cannabis License Applications	that the Thetis Island Local Trust Committee adopt the following standing resolution: • that the Thetis Island Local Trust Committee requests that Notices of Intention to Apply for a Federal Cannabis License be forwarded to the Local Trust Committee upon receipt by the Islands Trust.
5.	February 22, 2019	TH-2019-020	Electoral Area Director	that the Thetis Island Local Trust Committee adopt the following standing resolution: that the Thetis Island Local Trust Committee request staff to circulate future meeting agendas to the Electoral Area Director and provide an invitation to attend or provide reports to the Local Trust Committee.
6.	April 23, 2019	TH-2019-026	LTC to engage in Reconciliation with local First Nations, governments and the island community	that the Thetis Island Local Trust Committee adopt the following standing resolution: Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples, Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to: a) Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities; b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory;

				c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history; d) Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols; e) Establish and maintain government to government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.
--	--	--	--	--

Top Priorities Report

Thetis Island

1. *Riparian Areas Regulation Implementation*

Ensure protection of freshwater ecosystems in the Ralston Creek watershed through review of current regulation and covenants, and possible bylaw amendment.

Responsible

Marnie Eggen

Dates

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

3. *Relationship Building with Local First Nations*

Potential topics to explore:

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

Responsible

Marnie Eggen

Dates

Rec'd: 27-Feb-2018

Projects Report

Thetis Island

1. <i>LUB Amendments</i>	Responsible	Date Received
·short-term vacation rentals of principle dwellings in the R-2 zone ·rainwater storage requirements ·construction of a storage building prior to construction of a principal dwelling.		07-Sep-2011
2. <i>Island-wide watershed protection</i>	Responsible	Date Received
TBD		21-Nov-2012
3. <i>Pilkey Point / Marina Drive Slough Support for Habitat Restoration</i>	Responsible	Date Received
		20-Nov-2013
4. <i>Sensitive ecosystems education and engagement</i>	Responsible	Date Received
Environmental education and engagement efforts, in particular with owners on the Associated Islands, to explore ways to protect sensitive ecosystems in the Area.		19-Mar-2014
5. <i>Associated Islands OCP and LUB</i>	Responsible	Date Received
Develop new OCP and LUB to replace Ruxton Island Zoning Bylaw, 1982, CVRD Bylaw 110, and to include other islands with no zoning. Scope does not include Valdes Island, but includes establishing a Memo of Understanding with the Stzuminus Nation for a stakeholder process regarding Bute and Dunsmuir Islands.		07-Sep-2011



Projects Report

Thetis Island

	Responsible	Date Received
6. Letter of Understanding between the Thetis LTC and the Cowichan Valley Regional District.		
Planning staff to begin drafting once project progresses to Priorities.		24-Nov-2015
7. Amendments to Thetis Island OCP and LUB; staff to provide staff report when time permits.		
Moved back to Projects List:		12-Jan-2017
- (housekeeping)4.3(d) amend to say: In addition to s. 4.3(a), (b), and (c)...		
- (housekeeping) objectives and policies re sea level rise (was resolution to include in draft but did not make it in to adopted OCP).		
- OCP/LUB amendments to consider ocean loop geothermal exchange systems.		
- explore measures to address impacts of wharf related structures.		
8. Review of Development Permit Areas and development of a Development Approval Information		
Dec. 11, 2018: Incorporation of the Regional Conservation Plan, Coastal Douglas-fir and Associated Ecosystems Toolkit, Riparian Areas Regulation (RAR) Implementation, and Shoreline Protection.		21-Feb-2017
9. Consolidating lots for community benefit of Ruxton Island.		
		17-Oct-2017



Projects Report

Thetis Island

	Responsible	Date Received
10. Review Thetis Island TUPs to include non-tourist accommodation.		

To be advanced to top priorities at earliest convenience.

17-Apr-2018

11. ">Thetis Associated Islands Land Use Bylaw Amendment, Ruxton Island Community Dock		
--	--	--

Reference Ruxton Island Private Moorage Structures project for prelim consultation.

22-May-2018

12. Incorporation of the Regional Conservation Plan into Thetis LTA OCPs and LUBs		
--	--	--

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

28-Aug-2018

13. Cannabis Production and Retail Sales		
---	--	--

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

11-Dec-2018

14. Affordable Housing Strategy		
--	--	--

Housing for young families, workers and seniors; community engagement

11-Dec-2018