

Thetis Island Local Trust Committee

Regular Meeting Revised Agenda

Date: August 30, 2022
 Time: 9:30 am
 Location: Electronic Meeting

Pages

1. **CALL TO ORDER** 9:30 AM - 9:35 AM
 "Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."
2. **APPROVAL OF AGENDA**
3. **RISE AND REPORT - none**
4. **REPORTS** 9:35 AM - 9:50 AM
 - 4.1. **Trustee Reports**
 - 4.2. **Chair's Report**
 - 4.3. ***Electoral Area Director's Report*** 4 - 4
5. **TOWN HALL** 9:50 AM - 10:00 AM
6. **MINUTES** 10:00 AM - 10:05 AM
 - 6.1. **Local Trust Committee Minutes dated July 5, 2022 - for Adoption** 5 - 12
 - 6.2. **Section 26 Resolutions-Without-Meeting - none**
 - 6.3. **Advisory Planning Commission Minutes - none**
7. **BUSINESS ARISING FROM MINUTES** 10:05 AM - 10:15 AM
 - 7.1. **Follow-up Action List dated August 22, 2022** 13 - 15
8. **APPLICATIONS AND REFERRALS** 10:15 AM - 10:25 AM
 - 8.1. **Salt Spring Island Local Trust Committee Referral Request for Response regarding Bylaw No. 530 - for decision** 16 - 22

9.	LOCAL TRUST COMMITTEE PROJECTS	10:25 AM - 10:40 AM	
9.1.	Term End Projects Report - Staff Report		23 - 26
10.	DELEGATIONS		
11.	CORRESPONDENCE		
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>		
12.	NEW BUSINESS	10:40 AM - 10:55 AM	
12.1.	Islands Trust Conservancy 3 Year Plan - Briefing		27 - 50
12.2.	Thetis Payphone - for information		51 - 52
13.	REPORTS	10:55 AM - 11:05 AM	
13.1.	Trust Conservancy Report -None		
13.2.	Applications Report dated August 22, 2022		53 - 53
13.3.	Trustee and Local Expense Report dated June, 2022		54 - 54
13.4.	Adopted Policies and Standing Resolutions		55 - 58
13.5.	Local Trust Committee Webpage		
14.	WORK PROGRAM	11:05 AM - 11:35 AM	
14.1.	Top Priorities Report dated August 22, 2022		59 - 59
14.2.	Projects List Report dated August 22, 2022		60 - 63
15.	UPCOMING MEETINGS		
15.1.	Next Regular Meeting Scheduled for Tuesday, November 29, 2022 at 9:30 am at Thetis Island Community Centre (Forbes Hall), North Cove Road, Thetis Island, BC		
16.	CLOSED MEETING	11:35 AM - 12:05 PM	
16.1.	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), (d) and (f) for the purpose of considering (a) Appointment of Board of Variance Members and (d) Adoption of In-Camera Meeting Minutes dated May 3, 2022 and (f) Bylaw Enforcement and that the recorder and staff attend the meeting.</i>		
16.2.	Recall to Order	12:05 PM - 12:10 PM	

16.3. Rise and Report

17. ADJOURNMENT

12:10 PM - 12:10 PM

CVRD Regional Recreation Referendum

On July 27th, the CVRD Board adopted the wording that will appear on a regional wide referendum question on the October 15, 2022, ballot. The earlier amount \$1.0468 per \$1,000, was reviewed by the Ministry and they required \$1.1954 per \$1.000 as this amount closely matches the maximum requisition amount of \$35M.

I continue to oppose this initiative as I feel there are too many Regionally Significant Recreation Facilities with Area G usage under 2% and most of those are under 1%. Only two of the nine facilities indicate Area G usage over 2%.

The current total Area G funding is \$202,122 with \$131,689 towards two facilities with usage over 2% and \$70,433 toward six facilities with usage under 2%. Based on a statement on p.6 of the 2022 Report by RC Strategies, "... the 2017 analysis resulted in accuracy of +/- 3%, nineteen times out of 20, this current study has results which are at or better than +/-2% nineteen times out of 20." The RC Strategies reports for 2017 (Phase 2) and 2022 can be found at <https://www.cvrld.ca/2926/Regional-Recreation-Planning>.

The \$202,122 is based on a total \$15,790,267 not \$35M or \$1.1954 per \$1,000.

Also, what is "significant" about the Shawnigan Lake Community Centre? It has no pool, arena, sportsplex, or theatre, etc. This centre is the same as many of the other Community Centres in CVRD communities that are not included in this Regional Recreation initiative.

What will be the governance for Area G residents on committees that will have a say about each of the eight facilities (Area G had no usage data for Kerry Park) they will be taxed for? Most likely those that are below 2% will not have a say.



Thetis Island Local Trust Committee Minutes of Regular Meeting

Date: July 5, 2022
Location: Thetis Island Community Centre (Forbes Hall)
 North Cove Road, Thetis Island, BC

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

Staff Present: Heather Kauer, Regional Planning Manager
 Marlis McCargar, Island Planner
 Diane Corbett, Recorder

Others Present: Lynne Smith, Electoral Area G Director, Cowichan Valley Regional District
 2 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 9:37 am. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations.

Chair Patrick introduced Trustees, the Electoral Area Director and staff, and announced the meeting was being livestreamed and recorded, and would be posted to the website within a few days.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

12.1 Crown lot on Valdez Island

By general consent the agenda was adopted as amended.

3. RISE AND REPORT

Chair Patrick referred to the Rise and Report from the last meeting minutes announcing appointees to the Thetis Island Advisory Planning Commission: Mary Forbes, Pat Mooney, Anne-Marie Koeppen, Lynda Poirier, Bill Dickie and Guy Champagne.

4. REPORTS

4.1 Trustee Reports

Trustee Fenton presented the following report:

- Expressed appreciation for living in the traditional territories of the Lyackson and Penelakut;
- Involvement on the Trust Programs Committee, which has been working on the Policy Statement. There will be further workshops on that document;
- Participation at the Thetis Island Nature Conservancy celebration of its tenth anniversary;
- Upcoming meetings: Islands Trust Conservancy meeting within the next week, where Trustee Fenton sits as a board member; fundraiser for phase two with the Thetis Island Nature Conservancy Nature Stewards Program; ACT (Anchorage Concerns Thetis), local anchorage issues forum, trying to find way to get Transport Canada and other agencies to the table to discuss anchorage impacts and look at strategies going forward;
- Involvement with Thetis Island Ratepayers and Residents Association looking to explore what the Province can offer regarding active transportation network planning and grant opportunities.

Trustee Luckham presented the following report:

- Expressed gratitude to be on the Lyackson and Penelakut territory by the Salish Sea, and encouraged people to take the opportunities to learn more of its history;
- Attendance at meetings with Rob Fleming, Minister of Transportation and Infrastructure, and Nathan Cullen, Minister Responsible for Islands Trust; discussion about a number of issues regarding Policy Statement amendments, Islands Trust mandate, and funding;
- Attendance as Chair of some Local Trust Committee meetings on Salt Spring Island and Local Trust Committee on South Pender Island. The latter LTC is advancing some bylaws and were going to go to public hearing, but here was a Covid outbreak on the island one week ago, with 100 cases, and the public hearing was postponed;
- Attendance at southern group islands forum meeting hosted by Adam Olson, where there was discussion regarding transportation, housing, & anchorages;
- Attendance at Trust Council last month, where Vancouver Port Authority gave an update on their strategy to improve the timeliness, effectiveness and efficiency of the port; trustee noted there seems to be a disconnect regarding protecting the environment and the impact those vessels have on marine ways. Discussion of alternate proposal in Tsawwassen from new competitor to Port Authority: rather than build an island, expand current area to reduce overall environmental impact.

4.2 Chair's Report

Chair Patrick presented the following report:

- Attendance at Trust Council a few weeks ago, where a few important decisions were made: decision to create a standing governance committee that was populated with seven elected officials, including Chair Patrick, that would be meeting in near future to set up the committee for success and address immediate issues; and voted to request the Province to do a review of the Islands Trust structure and governance. It was noted this is a good opportunity for attention to planning and consideration of climate change, growth, and embracing what it means for reconciliation and DRIPA.
- BC Ferries (BCF) board met on Salt Spring Island a few weeks ago. Chair Patrick was invited to join. BCF committed to having more meetings amongst the islands. They

did an evening event where they invited islanders to meet the executive and board and to talk about challenges to the islands. There was agreement on the importance of Islands Trust working with BC Ferries on community planning.

4.3 Electoral Area Director's Report

Electoral Area G Director Lynne Smith expressed thanks for the invitation to this meeting, and noted her appreciation to be on Coastal Salish territories and for meeting with everyone today. Director Smith announced that she had sent in her report. The Director noted the CVRD has three main items for Thetis Island: regional recreation, the wharf and connectivity with Thetis Island. She invited questions on the report at this time or at any time.

There were no questions on the report.

Director Smith left the meeting at 10:00 am.

5. TOWN HALL

Chair Patrick announced there was one member of the public in the audience, and welcomed questions or comments.

The member of the public inquired about the make-up of the next Council and the challenges they would be facing.

Discussion ensued on Islands Trust structure; challenges in working together and making changes; upcoming elections; moving forward in the current structure and within a context of First Nations and changing use and context of language; Islands Trust as an agency of the Province and under its umbrella; making changes within Islands Trust; significant amount of community engagement over the past three years on the Policy Statement; importance of keeping this place special.

The member of the public inquired about what were major challenges for the new Council, in response to which the following ongoing challenges were noted: financial; Policy Statement review; how to embrace the necessity for affordable equitable housing.

Discussion ensued on: planning for housing; housing projects; community involvement in leading projects; the power of Council to zone land and work in tandem with organizations to enable affordable housing projects; sustainability of how we live; co-housing; tiny homes.

Points from discussion included:

- The member of the public was urged to raise issues with local trustees and with societies in the island who have the capacity to take on housing projects, and to link up with other individuals on the island with an interest in housing and to come to a common vision. Creating a vision is a lot of work and needs a lot of support.
- There is no Crown or public land on Thetis. Land would have to be acquired from an individual; ideally it would be a willing volunteer who comes to Council.
- It starts with a conversation, and analysis of what is allowed. It could start with a community information meeting to gather ideas. There are other islands more advanced, and all kinds of solutions. There is a need to share information and learn stories of what is working elsewhere.

A second member of the public arrived at the meeting and expressed support for co-housing or a lease system where costs were more affordable, and wondered if there could be a community forum on housing.

Trustees expressed support for community conversations on housing. It was suggested the LTC could host something.

6. MINUTES

6.1 Local Trust Committee Minutes dated May 3, 2022

By general consent the Local Trust Committee meeting minutes of May 3, 2022 were adopted.

6.2 Section 26 Resolutions-Without-Meeting – none

6.3 Advisory Planning Commission Minutes – none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated June 27, 2022

Received.

8. APPLICATIONS AND REFERRALS

8.1 TH-SUB-1998.1 (Trax Developments Ltd-Ralston)

Regional Planning Manager Kauer gave an overview of the staff report regarding an application requesting a waiver of the 10% lot frontage requirement of the Land Use Bylaw for two of five proposed strata lots in phase four of a proposed subdivision layout plan. Regional Planning Manager Kauer reported on staff support for the application.

The applicant spoke to the application.

Trustees offered comment that included:

- 15m is more than adequate frontage to meet the legislative requirement of MOTI and Islands Trust;
- The applicant has been successful in creating a strata subdivision that has provided an opportunity for a form of affordable housing on the island;
- This was controversial at the beginning. The way it has evolved, the impacts are being managed;
- There is a significant amount of common land and waterway;
- We are in a better place now; glad to see this coming to completion. There will be a new development that will provide an opportunity for small homes.

TH-2022-022

It was MOVED and SECONDED,

that, as per *Local Government Act* Section 512(2), the Thetis Island Local Trust Committee exempt “Proposed Strata Lot 17” and “Proposed Strata Lot 18” in the Phase 4 subdivision layout plan for TH- SUB-1998.1 from meeting Thetis Island Land Use Bylaw regulation 2.6.7, the minimum 10% lot frontage requirement.

CARRIED

Responding to an inquiry by the Regional Planning Manager, Trustee Luckham indicated he would be available to be the signatory on the covenant on the subdivision.

The members of the public left the meeting at 10:34 am.

9. LOCAL TRUST COMMITTEE PROJECTS

9.1 Projects List – Staff Report

Regional Planning Manager Kauer discussed the staff report regarding project recommendations for the incoming Local Trust Committee; the report offered staff feedback and prioritization on items on the Top Priority List and the Projects List.

In discussion, the following comments and questions were noted:

- There was a question about the *Riparian Areas Protection Regulation* bylaws and whether they had been adopted. The Regional Planning Manager explained the First Nations referral did not include the current list; since the referral, some First Nations had extended boundaries. The Ministry had recommended that Islands Trust re-refer. This had been done and there had been no comment from First Nations. The bylaws had now gone back to the Ministry;
- Agreement with categorizing items. The Projects List is often a storage place to keep track of things;
- Bute and Dunsmuir Islands: Those islands are at risk of development that is not necessarily aligned with the Islands Trust mandate and may or may not be aligned with First Nations interests. Those islands currently are not protected by a modern OCP or LUB. The intention was to embrace all the small islands;
- Support for adoption of antenna bylaw;
- Some older items could be removed. Some items are outside Islands Trust jurisdiction and should be removed;
- Suggest top of Priorities List: Soil removal bylaw, antennas, affordable housing, Dunsmuir and Bute islands;
- The list of what the LTC sets as being important is an opportunity to get attention of the regional planning committee and do collaborative projects;
- Shoreline protection could include several items;
- Sensitive ecosystems education and engagement – could this not be part of a collaborative effort?
- Planning for community engagement with First Nations: suggest put aside, and assume this will always be followed. We have our declaration. Have this as a framework to reflect on;
- Need to revise the opening remarks of the OCP to embrace those principles of First Nations engagement. And from that moment on, in everything trustees and staff do, check the OCP to see if in alignment. This should be fairly high up on the list;
- The OCP is alive, and full of aspirations.... But did it get realized? How do we know what's happening? Is that a project, or is it something that needs to be built in more to the structure of what we do, with indicators of what is happening – such as sizes of houses being built, development potential, things that tell a story that feeds into decisions. Is that a project that has to be done? How do we make that happen? (The Regional Planning Manager noted modern OCPs build in performance indicators and measurable objectives);

- Measurements of success are touch points for communications;
- Another category: regional or cooperative planning opportunities.
- How can we be more nimble as an organization? We have limited surplus resources to be nimble. Idea of embracing measurements in the OCP is a brilliant idea;
- Need for information to be flowing across the Local Trust Committees;
- Vulnerability of islands in terms of development densities;
- Provide options for protection of Dunsmuir Island;
- Composting, OCP amendments, housing strategy, tracking.

The Regional Planning Manager will revamp the lists to reflect discussion at this meeting and bring back to the next meeting.

Chair Patrick read aloud a standing resolution from Salt Spring Island regarding antenna systems and First Nations consultation. Discussion ensued.

TH-LTC-023

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee adopt the Islands Trust Model Strategy for Antenna Systems.

CARRIED

TH-LTC-024

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee adopt the following standing resolution with respect to First Nations consultation in accordance with the “Strategy for Antenna Systems” in the Local Trust Area:

- a. The proponent will consult with the Local Trust Area representative during the pre-consultation phase to determine proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential and obtain a list of First Nations rights and title holders;
- b. The proponent is recommended to undertake consultation during the pre-consultation phase with the Islands Trust and a First Nations cultural knowledge holder for the siting of the proposed antenna system as it relates to cultural and sacred sites;
- c. The proponent will obtain and provide a BC Archaeological Information request response from the BC Archaeology Branch to confirm proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential including permit requirements under the *Heritage Conservation Act*;
- d. The proponent will obtain and provide an Archeological Impact Assessment for antenna systems proposed to be sited on or within 100 metres of a known archaeological site or cultural/sacred site identified by a First Nations cultural knowledge holder; and
- e. The proponent will provide written notice—including, if applicable, the Archeological Impact Assessment—sent by regular mail or hand delivered to all First Nations rights and titleholders identified during the pre-consultation phase.

CARRIED

10. DELEGATIONS – none**11. CORRESPONDENCE**

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

12. NEW BUSINESS**12.1 Crown Lot on Valdez Island**

Trustee Luckham reported that the Ministry of Forests, Lands, Natural Resource Operations and Rural Development had committed to cleaning up a Crown land site on Valdez Island and was soliciting bids for clean up locked to June 2022. Discussion ensued.

TH-LTC-025**It was MOVED and SECONDED**

that the Thetis Island Local Trust Committee ask the Chair to write a letter to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development regarding the clean up of the Valdez Island lot referred to as File 0253314.

CARRIED**13. REPORTS****13.1 Trust Conservancy Report dated May, 2022**

Received.

13.2 Applications Report dated June 27, 2022

Received.

13.3 Trustee and Local Expense Report dated May, 2022

Received.

13.4 Adopted Policies and Standing Resolutions

Received.

A Standing Resolution was added under agenda item 9.1.

13.5 Local Trust Committee Webpage – none**14. WORK PROGRAM****14.1 Top Priorities Report dated June 27, 2022**

Received.

14.2 Projects List Report dated June 27, 2022

Received.

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Tuesday, August 30, 2022 at 9:30 am at Thetis Island Community Centre (Forbes Hall), North Cove Road, Thetis Island, BC

TH-LTC-026

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee meeting scheduled for August 30 be electronic.

CARRIED

16. CLOSED MEETING – none

17. ADJOURNMENT

By general consent the meeting was adjourned at 11:40 am.

Laura Patrick, Chair

Certified Correct:

Diane Corbett, Recorder



Follow Up Action Report

Thetis Island

09-Feb-2021

Activity	Responsibility	Dates	Status
1 that the Thetis Island Local Trust Committee request staff to coordinate a meeting with BC Ferries, the Ministry of Transportation and Infrastructure, the Local Ferry Advisory Committee, the Thetis Island Residents' and Ratepayers' Association, and the Cowichan Valley Regional District to discuss outstanding issues regarding ferry access and parking, wharf entrance congestion and pedestrian and cycling safety on Thetis Island. (in progress)	Marlis McCargar Mike Richards Wil Cottingham		In Progress

03-Aug-2021

Activity	Responsibility	Dates	Status
1 Staff to prepare a discussion paper for the Shoreline and Coastal Protection project, inclusive of LTC feedback provided at Aug 3, 2021 business meeting.			In Progress

28-Sep-2021

Activity	Responsibility	Dates	Status
1 Advise Regional Planning Committee that the TH LTC intends to undertake policy and regulatory amendments based on the Shoreline Protection Model Bylaw report.			In Progress



Follow Up Action Report

Thetis Island

03-May-2022

Activity	Responsibility	Dates	Status
1 Staff to Forward Shoreline Protection Report and TH-DVP-2021.1 to APC for their information.	Marlis McCargar Penny Hawley		Completed
2 the LTC requests staff provide guidance to create a records repository of photos and information respecting the shoreline protection project	Heather Kauer		In Progress
3 Amend the annual report language thus: Relationship building with Penelakut First Nation Tribe and Lyackson First Nation continued when the THILTC initiated a Shoreline and Coastal Protection Strategy Project and successfully applied for a UBCM Community to Community Forum grant. The Trustees used the grant funds to organize two boat tours in the Local Trust Area that included members of both the Lyackson and Penelakut First Nations.	Becky McErlean Heather Kauer		Completed

05-Jul-2022

Activity	Responsibility	Dates	Status
1 the Thetis Island Local Trust Committee exempt "Proposed Strata Lot 17" and "Proposed Strata Lot 18" in the Phase 4 subdivision layout plan for THSUB-1998.1 from meeting Thetis Island Land Use Bylaw regulation 2.6.7, the minimum 10% lot frontage requirement.	Becky McErlean Teresa Mahikwa		Completed
2 That the Thetis Island Local Trust Committee adopt the Islands Trust Model Strategy for Antenna Systems.	Becky McErlean Marlis McCargar		Completed

Follow Up Action Report

Thetis Island

05-Jul-2022

Activity	Responsibility	Dates	Status
3 That the Thetis Island Local Trust Committee ask the Chair to write a letter to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development regarding the clean up of the Valdez Island lot referred to as File 0253314. Check with Chair Patrick re. letter that was sent on June 22, 2022. Do they want another letter sent? <i>Chair Patrick and Trustee Luckham have confirmed that a new letter is not needed (July 12/22). Response received from Shawn Meisner July 14, 2022.</i>	Mike Richards Wil Cottingham		Completed
4 The August 30 Regular LTC meeting will be held electronically.	Becky McErlean Marlis McCargar Wil Cottingham	Target: 30-Aug-2022	Completed



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.: 530 Date: May 13, 2022

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 45 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Salt Spring Island Local Trust Committee

PURPOSE OF BYLAW:

Proposed Bylaw No. 530 seeks to amend the Land Use Bylaw by allowing all types of Accessory Dwelling Units (ADUs) to be established on Salt Spring Island in order to address the housing crisis. The Salt Spring Island Local Trust Committee has requested staff continue to analyse the impacts on water, infrastructure servicing and the environment. Additionally, staff are to consider the use of covenants to ensure long-term rental housing, as well as the impact a covenant could have in helping control the number of units to be established.

GENERAL LOCATION:

Various

LEGAL DESCRIPTION:

Various

SIZE OF PROPERTY AFFECTED:

Various

ALR STATUS:

No

OFFICIAL COMMUNITY PLAN DESIGNATION:

Various

OTHER INFORMATION:

Please find additional project information here: <https://islandstrust.bc.ca/island-planning/salt-spring/projects/> Housing Action Program – Accessory Dwelling Units

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.

Louisa Garbo
(Signature)

Name: Louisa Garbo

Title: Acting Regional Planning Manager

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lyackson First Nation
Penelakut Tribe
Stz'uminus First Nation
Malahat First Nation
Pauquachin First Nation
Semiahmoo First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Ts'uubaa-Asatx (Lake Cowichan) 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 Economic Sustainability Commission
CRD – SSI Building Inspection
CRD – SSI Director
CRD – SSI Transportation Commission
CRD – Housing Secretariat
Vancouver Island Health Authority
Islands Trust Bylaw Enforcement and Compliance
Islands Trust – Islands Trust Conservancy
SSI Advisory Planning Commission
SSI Agricultural Advisory Planning Commission
Housing Action Program Task Force

Provincial Agencies

BC Assessment Authority

Non-Agency Referrals

BC Ambulance Service

North Salt Spring Waterworks District

RCMP

SSI Fire-Rescue

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)

530
(Bylaw Number)

(Title)

(Agency)

PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 530

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW NO. 355, 1999

The Salt Spring Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Salt Spring Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Local Trust Committee, Bylaw No. 355. Land Use Bylaw, 1999, Amendment No. 1, 2022”.

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 By adding the following to Section 1.1 Definitions:

“Accessory Dwelling Unit” means a *dwelling unit accessory* to a *single-family dwelling unit* intended as an independent and separate unit which contains its sleeping, living, cooking and sanitary facilities, and its own independent entrance. *Accessory dwelling units* may be contained within the *principal single-family dwelling unit* or located as a detached *accessory structure*. For the purpose of this bylaw, *accessory dwelling units* include *secondary suites*, tiny homes, garden suites, seasonal cottages or *full-time rental cottages* that can be placed in or adjacent to an existing or new *dwelling unit* on the same lot. *Accessory dwelling unit* does not include recreational vehicles, or detached *accessory dwelling units* on wheels.

2.2 By deleting Schedule “I” Secondary Suites Map

2.3 By replacing Section 3.14 “Seasonal Cottages” and Section 3.15 “Full-Time Rentals Cottages” with the following:

3.14 DETACHED ACCESSORY DWELLING UNITS

3.14.1 A detached *accessory dwelling unit* is permitted provided that:

- (1) no detached *accessory dwelling units* may be constructed or occupied on a *lot* less than 1.2 hectares in area;
- (2) no detached accessory dwelling units may be constructed on a lot with a *duplex* or *multi-family dwelling unit*;
- (3) the maximum *floor area* of a detached *accessory dwelling unit* is 90 square metres;
- (4) a detached *accessory dwelling unit* is not located within a portion of a *lot* that is identified as a Community Well Capture Zone on Map 22 of the Salt Spring Island Official Community Plan;

- (5) a detached *accessory dwelling unit* is not located within an existing *community water system*, except, where alternative *potable* water supply, in compliance with this bylaw, is provided; or, written confirmation from the operator of the *community water system* that the site has sufficient capacity to supply the *secondary suite*;
- (6) a detached *accessory dwelling unit* must not be operated as a *Bed and Breakfast home-based business*, nor rented on a *temporary* basis.

3.14.2 There is a maximum of one detached *accessory dwelling unit* permitted per *lot*.

3.14.3 A detached *accessory dwelling unit* must not have a *basement*.

3.14.4 A detached *accessory dwelling unit*, including any stairs, decks or porches or other *structures* that are attached to the unit or that function as part of the unit, is not to be located within 6 metres of any other *building* on a *lot*.

3.14.5 A detached *accessory dwelling unit* may be a *mobile home* or a *manufactured home*.

2.4 By replacing Section 3.16 “Secondary Suites” with the following:

3.15 SECONDARY SUITES

3.15.1 *Secondary Suites* are permitted only within, or attached to a permitted *principal single-family dwelling unit* provided that:

- (1) the *principal single-family dwelling unit* or the *secondary suite* is occupied by the owner of the property or a person other than the owner who has responsibility for managing the property, including dealing with complaints of neighbours arising from the occupancy of the property; and
- (3) the *secondary suite* is not located within a portion of a *lot* that is identified as a Community Well Capture Zone on Map 22 of the Salt Spring Island Official Community Plan;
- (4) the *secondary suite* is not located within an existing *community water system*, except, where alternative *potable* water supply, in compliance with this bylaw, is provided; or, written confirmation from the operator of the *community water system* that the site has sufficient capacity to supply the *secondary suite*; and
- (5) a *secondary suite* is not operated as a *Bed and Breakfast home-based business*, nor rented on a *temporary* basis.

3.15.2 The entrance to a *secondary suite* from the exterior of the *building* must be separate from the entrance to the *principal dwelling unit*.

3.15.3 The maximum *floor area* of a *secondary suite* is forty per cent (40%) of the *floor area* of the *principal dwelling unit* and up to a maximum of ninety square metres of *floor area*.

3.15.4 A *secondary suite* must not be *subdivided* from the *principal dwelling unit* under the Land Title Act or the Strata Property Act.

2.5 By adding to the table under Subsection 9.9.1 “Permitted Uses of Land, Buildings, and Structures” with the following:

	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10	R11	R12
Principal Uses, Buildings and Structures												
Accessory Uses												
<i>Detached Accessory Dwelling Units, subject to Section 3.14</i>							◆	◆	◆			
<i>Secondary Suites, subject to Section 3.15</i>	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
<i>Home-based businesses, subject to Section 3.13</i>	◆	◆	◆	◆	◆	◆	◆	◆	◆			

2.6 By adding to the table under Subsection 9.10.1 “Permitted Uses of Land, Buildings and Structures” with the following:

	R	RU1	RU2	RU3	RW1	RW2	Ri
Principal Uses, Buildings and Structures							
Accessory Uses							
<i>Detached Accessory Dwelling Units, subject to Section 3.14</i>	◆	◆		◆			
<i>Secondary Suites, subject to Section 3.15</i>	◆						
<i>Home-based business use, subject to Section 3.13</i>	◆	◆	◆	◆	◆	◆	◆

2.7 By deleting Section 9.9.4 Exceptions in Particular Locations “Zone Variation R7(a)”

2.8 By deleting Section 9.10.4 Exceptions in Particular Locations “Zone Variation R(f)”

2.9 By deleting Section 9.10.4 Exceptions in Particular Locations “Zone Variation RU1(f)”

3.0 This bylaw should replace all mentions of *full-time rental cottages*, and *seasonal cottages* with *accessory dwelling units*.

3.1 This bylaw should be in harmony with the proposed bylaw No. 526 which deletes any mention of *seasonal cottages* from the Agriculture zones.

And by making consequential numbering alterations to effect this change.

READ A FIRST TIME THIS 19TH DAY OF APRIL, 2022

READ A SECOND TIME THIS _____ DAY OF _____ 20_____

PUBLIC HEARING HELD THIS _____ DAY OF _____ 20_____

READ A THIRD TIME THIS _____ DAY OF _____ 20_____

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

_____ DAY OF _____ 20_____

ADOPTED THIS _____ DAY OF _____ 20_____

Chair

Secretary

PROPOSED

DATE OF MEETING: August 30, 2022
TO: Thetis Island Local Trust Committee
FROM: Heather Kauer, Regional Planning Manager
Northern Team
SUBJECT: Project Recommendations for Incoming LTC

RECOMMENDATION

1. That the Thetis Island Local Trust Committee endorse the 'Top Priorities List' and 'Projects List' as presented on August 30, 2022 for further consideration by the incoming Local Trust Committee.

REPORT SUMMARY

The LTC is being asked to consider its 'Top Priorities' and 'Projects' list and provide any direction for amendments, prior to the end of the current term. At their XXX meeting, the LTC identified amendments to the list that staff recommended. The lists attached to this staff report reflect the LTCs preferences.

Organization of the Top Priorities and Projects List

Business Cases for Fiscal 2023/24

Any LTC projects that are anticipated to require a budget over \$5,000 in any given fiscal year are recommended to have a business case considered by the Financial Planning Committee at their October / November meeting as part of the annual budget review, regardless of whether a business case has been presented in the past.

Staff recommend that if the LTC has any projects in mind that would need budget in excess of \$5,000 in 2023/24 that they identify that project, add it to the Top Priorities List, and request that staff draft a business case for endorsement at their next regular meeting.

Rationale for Recommendation

The 'Top Priorities List' and 'Project List' identify several potential projects for the incoming LTC to consider and prioritize through its strategic planning.

ALTERNATIVES

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

1. Amend the 'Top Priorities List' and/or the 'Projects List'

The LTC may amend either list prior to the end of the term. The resolution may be worded as:

*That the Thetis Island Local Trust Committee amend the [Top Priorities List/Projects List] as follows:
[indicate amendments].*

2. Identify a project for 2023/24 and request a draft business case

The LTC could identify a project that would need a business case for fiscal year 2023/24. If that project is not already on the Top Priorities list, the resolution could be:

That the Thetis Island Local Trust Committee add [PROJECT] to the Top Priorities list and request that staff draft a business case for endorsement at the next regular meeting for consideration of endorsement.

Submitted By:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	August 19, 2022
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ATTACHMENTS

1. Recommended Top Priorities List
2. Recommended Projects List

Attachment 1

Recommended Top Priorities Project List

Priority No.	Title	Activity	Initiation Date
1	Thetis Island OCP & LUB Amendment Project	First Nations: - Early and meaningful engagement - Acknowledgement language - De-colonizing document language - Incorporating FN recommended language	2022
		Housing: - Affordable Housing Strategy: Housing for young families, workers and seniors; community engagement; - TUPs to include non-tourist accommodation; - Support the construction of a storage building prior to construction of a principal dwelling; - short-term vacation rentals of principle dwellings in the R-2 zone; - Fence height and Derelict vehicles regulations; - Housekeeping / Technical Amendments to include: - o 4.3(d) amend to say: In addition to s.4.3(a), (b), and (c)...	
		Shoreline: - Sea Level Rise - Wharves - Un-zoned Marine Areas: Explore zoning the un-zoned area of water between the Associated Islands Official Community Plan and the Thetis Island Official Community Plan adjacent to Scott Island and Dayman Island	
		Indicators - Include measurable outcomes and indicators of completion	
2	Soil Removal Bylaw	Development of Soil Removal and Deposit Bylaw: Include consideration of Salt Spring and North Pender islands Soil Removal and Deposit Bylaws; on-island composting facilities; reduction of invasive species from off-island soil.	2022
3			

Attachment 2

Recommended LTC Project List

No.	Category	Title	Activity	Initiation Date
1	OCP & LUB	Rainwater	rainwater storage requirements	
		Watershed Protection	Island-wide watershed protection	2012
		Regional Conservation Plan	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.	2018
		Associated Islands OCP & LUB Review	Develop new OCP and LUB to replace CVRD Bylaw 110, and to include other islands with no zoning. Scope does not include Valdes Island, but includes establishing a Memo of Understanding with the Stzuminus Nation for a stakeholder process regarding Bute and Dunsmuir Islands.	2011
2	OCP			
3	LUB			
4	Administrative			
5	Advocacy and Communications	LOU	Letter of Understanding between the Thetis LTC and the Cowichan Valley Regional District	2015
6	Bylaw Enforcement			



BRIEFING

To: All Local Trust Committees **For the Meeting of:** Various

From: ITC Staff **Date Prepared:** July 22, 2022

SUBJECT: Referral for Comment, Islands Trust Conservancy (ITC) Plan

PURPOSE: The Islands Trust Conservancy (ITC) has completed a draft Three-Year Plan, and is providing to local trust committees for information. Local trust committees may choose to provide comments for consideration of the ITC Board.

BACKGROUND:

The *Islands Trust Act* requires that the ITC prepare and submit to the Minister, at least once every five years, a Trust Fund Plan (ITC Plan), including policies on acquisition, management, and disposal of property, investment of money, goals for major acquisitions, and other matters as required. More recently, it has also summarized the goals of the draft Regional Conservation Plan¹. The current ITC Plan runs until the end of 2022 and the ITC Board is developing its next ITC Plan, which will begin in 2023.

ITC policy requires referral of the ITC Plan to every local trust committee and island municipality as well as to Trust Council for comment. Trust Council will receive the draft ITC Plan at its September meeting.

ATTACHMENT(S): Draft ITC Three-Year Plan

FOLLOW-UP: The Islands Trust Conservancy Plan has been referred to all local trust committees, Bowen Island Municipality, and Trust Council. It will also be referred to First Nations with interests in the Trust Area Comments. All comments will be considered by the ITC Board. The ITC Board intends to submit a final plan to the Minister of Municipal Affairs in December 2022 with a request for approval.

Following adoption of the ITC Plan, the ITC Board will consider a strategy for a multi-year engagement of First Nations to better inform an ITC Plan for 2026-2030.

Prepared By: Kate Emmings, Manager, Islands Trust Conservancy

¹ It is important to distinguish between the Trust Fund Plan, which requires Ministerial approval under the *Islands Trust Act*, and the Regional Conservation Plan, which provides science-based operational direction to the Islands Trust Conservancy Board and its staff. The documents are complementary, but serve different functions.



ISLANDS TRUST CONSERVANCY THREE-YEAR PLAN 2023-2025



ISLANDS TRUST CONSERVANCY

CoNTENTS

1. Introduction.....	3
2. The Islands Trust Conservancy Mandate, Mission and Vision	4
3. Goals and Objectives of the Islands Trust Conservancy.....	6
4. Islands Trust Conservancy Policies	11
5. Conclusion	17
Appendix A: List of Islands Trust Conservancy protected areas, by fiscal year	18
Appendix B: Complete List of Islands Trust Conservancy Policies.....	22

I. INTRODUCTION

Islands Trust Conservancy¹ manages over 1,350 hectares of diverse island ecosystems in 112 protected areas, in collaboration with private landholders, land trusts and other conservation partners. The Islands Trust Conservancy recognizes that the ability to protect these island ecosystems is possible because of the thousands of years of stewardship by the First Nations with interests in the lands and waters in the Trust Area, which has created a lasting natural legacy throughout the islands.

Islands Trust Conservancy was created by the Province of British Columbia in 1990 as a regional land trust and conservation arm of the Islands Trust to protect in perpetuity some of the most ecologically and culturally significant places in the Islands Trust Area. To do so, the Islands Trust Conservancy works closely with partners to protect sites through land donation, conservation covenants, land purchase and public education.

Islands Trust Conservancy plays an important role in preserving and protecting the unique and fragile ecosystems found in the Strait of Georgia and Howe Sound. The area is among the most biologically diverse regions in the Province of British Columbia and is globally significant with respect to the at-risk Coastal Douglas-fir biogeoclimatic zone. The Islands Trust Area holds 25% of British Columbia's Coastal Douglas-fir zone, the largest percentage of any local government jurisdiction in the province. Within regional districts and biogeoclimatic zones found within the Islands Trust Area, there are a total of 197 red-listed (extirpated, endangered, or threatened) species (25% of the provincial total) and 158 blue-listed (special concern) species (14% of the provincial total) (BC Conservation Data Centre, 2022).²

There are also a high proportion of the province's red and blue-listed ecological communities. The Islands Trust Area supports some of Canada's last remaining Garry Oak ecosystems and the associated rare plants, mosses, butterflies and reptiles. Island coastlines support eelgrass meadows, forage fish habitat, glass sponge reefs and other extraordinary marine environments. These numerous rare and endangered species and ecosystems will not survive unless sufficient habitat is protected and carefully managed for its ecological integrity. The Islands Trust Conservancy's work encouraging and assisting private landholders to protect ecologically valuable land in this region is vital to the provincial government's efforts to protect these important and imperiled ecosystems.

Since the adoption of the previous Islands Trust Conservancy Plan in 2017, Islands Trust Conservancy has deepened its learning about the connection of Indigenous Peoples to the land and waters of the islands. Typically, Islands Trust Conservancy adopts Five-Year Plans to guide its work; however, Islands Trust Conservancy has not had sufficient time to engage with First Nations regarding its strategic directions to be able to submit a 2023-2027 Plan. Consequently, Islands Trust Conservancy Board has elected to create a short Three-Year Plan that is substantively an update of the 2017-2022 Plan. The Three-Year Plan will guide the work of Islands Trust Conservancy while it conducts early and meaningful First Nations engagement prior to adoption of a 2026-2030 Plan. By meaningfully engaging First Nations in the development of the 2026-2030 plan, Islands Trust Conservancy hopes to

¹ Previously known as the Islands Trust Fund Board. Name change effective May 31, 2018

² B.C. Conservation Data Centre. 2022. BC Species and Ecosystems Explorer. B.C. Minist. of Environ. Victoria, B.C. Available: <https://a100.gov.bc.ca/pub/eswp/> (accessed May 7, 2022).

create a Five-Year Plan that advances the objectives of the United Nations Declaration on the Rights of Indigenous Peoples (UN Declaration) and the supports the outcomes in the provincial Declaration on the Rights of Indigenous Peoples Action Plan 2022-2027.

2. THE ISLANDS TRUST CONSERVANCY MANDATE, MISSION AND VISION

The Legislated Mandate of the Islands Trust Conservancy

In 1974, the Province of British Columbia recognized the islands between Vancouver Island and the mainland as a special place within the province where the unique beauty, rural character and rare ecosystems should be protected from overdevelopment. Through the *Islands Trust Act*, the province established the Islands Trust, with the following mandate (known as the Object of Islands Trust):

*To preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons and organizations and the government of British Columbia.*³

In 1990, through the enactment of a section of *Islands Trust Act*, the Islands Trust Conservancy (at that time, the Islands Trust Fund) was established as a conservation land trust to assist in carrying out the “preserve and protect” mandate. Part 6 of the *Islands Trust Act* establishes the corporate status, responsibilities, and governance structure of the Islands Trust Conservancy.

The Islands Trust Conservancy is one of 16 corporate entities⁴ charged to uphold the Object of the Islands Trust. It carries out the preserve and protect mandate through the conservation of land as nature reserves, nature sanctuaries, conservation covenants and other interests in land, and public education.

Under the *Islands Trust Act* (Section 44)

1. The Islands Trust Conservancy must prepare and submit to the Minister, at least once every five years, a plan for the trust fund respecting
 - a) policies on acquisition, management and disposal of property of the trust fund,
 - b) policies on investment of money of the trust fund,
 - c) goals for major acquisitions of property by the trust fund, and
 - d) other matters as required by the Minister
2. The Islands Trust Conservancy must not, without the prior approval of the Minister, acquire, hold or dispose of land except in accordance with a trust fund plan under subsection (1) that has been approved by the Minister.

³ In November 2021, the Province of BC passed the Municipal Affairs Statutes Amendment Act (No. 2), 2021 (Bill 26), which included specific reference to First Nations in the Islands Trust’s Object.

⁴ The Corporate entities charged to uphold the Object of the Islands Trust include the Trust Council, the Executive Committee, thirteen local trust committees and the Islands Trust Conservancy.

The Mission and Vision of the Islands Trust Conservancy

The **mission of the Islands Trust Conservancy** is to protect special places by encouraging, undertaking, and assisting in voluntary conservation initiatives within the Islands Trust Area.

The **vision of the Islands Trust Conservancy** is for a network of protected areas that preserve in perpetuity the natural systems of the islands in the Salish Sea.

Reconciliation Declaration

In July 2019, the Islands Trust Conservancy approved a Reconciliation Declaration:

The **Islands Trust Conservancy acknowledges** that the islands and waters that encompass the Salish Sea have been home to Indigenous Peoples since time immemorial. We recognize that we are all intertwined in the ecosystems that are the lands, waters, culture, and ecology that embody this place.

The **Islands Trust Conservancy will strive** to create opportunities for knowledge-sharing, understanding and collaboration as people come together to preserve and protect the special nature of the islands within the Salish Sea.

The **Islands Trust Conservancy is committed** to the protection and preservation of this place through processes that respect and honour reconciliation and mutually respectful relationships with Coast Salish Indigenous Peoples. We express our recognition for the past, present, and future stewardship and knowledge that has been shared by Indigenous Peoples and are humbled and grateful.

3. GOALS AND OBJECTIVES OF THE ISLANDS TRUST CONSERVANCY

Building on Achievements

Protected Lands

Since its inception in 1990, the Islands Trust Conservancy has protected 1,365 hectares (3,370 acres) of ecologically-significant natural area on the islands. As of November 2022, the Islands Trust Conservancy manages 34 Nature Reserves, and works with island landholders to steward 78 conservation covenants for a total of 112 protected areas. Twenty-seven of these protected places are certified as Ecological Gifts by Environment and Climate Change Canada.

In the next three years: The Islands Trust Conservancy will continue to refine the knowledge used for its decision making by developing a renewed 10-year Regional Conservation Plan to ensure that the organization's time and resources are directed towards high-priority land protection projects.

The Islands Trust Conservancy will continue to pursue new and innovative sources of funding to ensure that it can seize time-sensitive land securement opportunities and prevent further loss of the rare and fragile ecosystems of the Islands Trust Area. The Islands Trust Conservancy also intends to increase funding available for property management and restoration of its protected lands.

See Appendix A for a list of properties protected by the Islands Trust Conservancy.

Collaboration

The Islands Trust Conservancy works in partnership with land trusts, conservation groups, First Nations, parks agencies and others focused on conservation in the region. Islands Trust Conservancy staff participate in the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership, the Land Trust Alliance of British Columbia, and the Species and Ecosystems at Risk Local Government Working Group to further the organization's conservation mandate.

The Islands Trust Conservancy supports and enhances the capacity of the local island-based land trusts by providing grants from its Opportunity Fund, working collaboratively on projects, and facilitating education and networking opportunities. The Islands Trust Conservancy's Opportunity Fund is funded by private donations and has provided more than \$105,000 in grants to local land trusts, helping protect more than 525 additional hectares of land, since it was developed in 2005.

In the next three years: The Islands Trust Conservancy will seek to establish and deepen relationships with First Nations and will work towards building trust by finding opportunities to collaborate with First Nations to integrate Traditional Ecological Knowledge into management planning, reconnect youth with island ecosystems and other mutually beneficial initiatives. Islands Trust Conservancy will also meaningfully engage First Nations in the development of the 2026-2030 plan to create a Five-Year Plan that advances the objectives of the United Nations Declaration on the Rights of Indigenous Peoples (UN Declaration) and the supports the outcomes in the provincial Declaration on the Rights of Indigenous Peoples Action Plan 2022-2027.

Financial Sustainability

The administration of the Islands Trust Conservancy is funded by the Islands Trust Council, through property taxes collected from the residents and landholders of the Islands Trust Area.

Land securement and any other projects outside of core operations must be funded through external sources, including grants and private donations.

Grants: Because of the density of rare species found in the Islands Trust Area, Islands Trust Conservancy has been successful in negotiating over \$600,000 in federal funding between April 2020 and March 2023 to support land protection and management for species at risk. Islands Trust Conservancy intends to work with the Government of Canada to continue conservation for species at risk.

Private Donations: To augment its ability to protect and manage land, the Islands Trust Conservancy approved a Fund Development Strategy in early 2020. To support the Strategy, a part-time Strategic Fund Development Specialist position was created in 2022. In 2022, the Islands Trust Conservancy was successful in raising over \$100,000 in donations, including being the recipient of two bequests.

Current Funds: Islands Trust Conservancy holds three geographically-restricted funds dedicated to land acquisition – the Lasqueti Island Acquisition Fund, the Gambier Island Acquisition Fund, and the Thetis Island Acquisition Fund – and has guidelines to assist with the future development of other geographically restricted funds. Additionally, Islands Trust Conservancy has a Covenant Management and Defense Fund, and Property Management Fund and two property-specific land management endowments.

In the next three years: The board will continue to promote legacy gifts as a way to fund the protection and stewardship of ecologically significant lands in the region.

Encouraging Private Land Stewardship

Islands Trust Conservancy's innovative tax incentive program for private landholders to place conservation covenants on their properties, the Natural Area Protection Tax Exemption Program (NAPTEP), provides a permanent 65% reduction on property taxes on the portion of an eligible property protected by a conservation covenant.

In the next three years: Islands Trust Conservancy will continue to promote its programs to island landholders, focusing its outreach efforts on the highest priority landscapes. Islands Trust Conservancy Board will welcome conversations with the provincial and federal governments about new or innovative tools that might motivate increased land stewardship in this region and will look to these governments to partner on such programs.

Planning for Regional Conservation

In January 2018, Islands Trust Conservancy Board approved a 10-Year Regional Conservation Plan. The Regional Conservation Plan is the tool used by Islands Trust Conservancy to focus its resources on areas with the highest biodiversity values and greatest need for conservation. Islands Trust Conservancy has designed the Regional Conservation Plan as an information resource for citizens and organizations working towards conservation of biodiversity within the Islands Trust Area.

Based on scientific information and other forms of knowledge, the Regional Conservation Plan identifies areas of interest for conservation within the Islands Trust Area and strategies for achieving better levels of land conservation. Some of the strategies involve land acquisition and conservation covenants with willing landholders. Other strategies involve working with First Nations, partner agencies, local trust committees and Bowen Island Municipality to increase our knowledge base, encouraging protection of ecologically significant land within the Islands Trust Area and managing existing conservation lands effectively.

Goals of the 2018-2027 Regional Conservation Plan

The 2018-2027 Regional Conservation Plan sets out four high level long-term goals that reflect the enduring ambitions of Islands Trust Conservancy to work with island landholders and conservation partners to protect the rich biodiversity of the Islands Trust Area:

1. Identify, investigate and communicate about important natural areas to generate action on conservation priorities

In order to contribute to effective conservation of biodiversity and ecological integrity in the Islands Trust Area, Islands Trust Conservancy needs an understanding of the status of ecosystems and species in the region. Additionally, Islands Trust Conservancy manages over 1,350 hectares of land and can use data to improve and inform its land stewardship. Islands Trust Conservancy will continue to invest in research and data acquisition that supports the conservation of island ecosystems.

2. Strengthen relationships with First Nations to identify and collaborate on shared conservation goals

The Islands Trust Area is in the traditional territories of many First Nations. As part of its current practice, Islands Trust Conservancy invites comment from First Nations in management planning processes and refers public conservation proposals to First Nations where archaeological sites are identified. Islands Trust Conservancy seeks to establish and deepen relationships with First Nations and will work towards building trust and finding opportunities to collaborate with First Nations on projects and policy development where there are opportunities for shared benefits.

3. Continue to secure and manage Islands Trust Conservancy lands and conservation covenants to maximize ecological integrity

The core work of Islands Trust Conservancy is to maintain and contribute to protected area networks which preserve ecological function and high levels of biodiversity in the Islands Trust Area. Islands Trust Conservancy will continue to acquire new nature reserves and conservation covenants as well as use other tools for conserving nature while ensuring that it cares for the lands that it is trusted to manage. Securing adequate funding to pursue new acquisitions as well as manage all protected lands responsibly will be an area of considerable focus for Islands Trust Conservancy.

4. Continue to build internal and shared organizational strength and resilience to ensure long-term nature conservation in the Islands Trust Area

Islands Trust Conservancy was established in 1990. It has been a consistent presence in conservation of species and ecosystems in the Islands Trust area for almost thirty years. As it moves into the fourth decade of its work, Islands Trust Conservancy will ensure that it can responsibly care for its management responsibilities and participate effectively in partnership opportunities into the future. It will also work to be resilient enough to gracefully navigate change, both on the landscape and as an organization.

The 2018-2027 Regional Conservation Plan is posted on Islands Trust website:

islandstrust.bc.ca/conservancy/conservation-planning/

4. ISLANDS TRUST CONSERVANCY POLICIES

Below is a summary of key Islands Trust Conservancy policies affecting the public interest. A full list of policies, hyperlinked to the Islands Trust website, can be found in Appendix B.

Section 1: Fundraising, Investment and Financial Accountability

General Accounting

The financial transactions of Islands Trust Conservancy are managed using standard accounting procedures and are subject to an annual independent audit. The Audited Financial Statements of Islands Trust Conservancy are available on the Islands Trust website.

To ensure financial accountability, Islands Trust Conservancy will:

- follow the procurement policy established by Islands Trust Council;
- require prior approval of the board for expenditures in excess of \$10,000 unless a prior resolution from the board approves a plan, project or policy authorizing such an expenditure;
- require all financial transactions related to approved projects to be authorized by the Islands Trust Conservancy Manager;
- direct the Islands Trust Conservancy Manager to act on behalf of the board to oversee the management of the bank accounts and investments of the board; and,
- review an updated financial report at each regular board meeting.

Islands Trust Conservancy will not incur any liabilities without the prior approval of the Minister responsible for the Islands Trust.

Fundraising and Investment of Funds

Islands Trust Council approves an annual budget for the administrative operations of Islands Trust Conservancy. This funding covers operating expenses including, but not limited to, board meetings and training, staff salaries and benefits, conservation planning, land and covenant negotiations, communications, fundraising, legal counsel and property management costs. However, the operating budget is not used for direct acquisition of properties (i.e. purchase costs). Accordingly, to purchase land or contribute to acquisitions by other agencies, Islands Trust Conservancy must raise additional funds. The *Islands Trust Act* provides Islands Trust Conservancy with the ability to raise funds in a variety of ways.

The board and staff will solicit funds for the purposes outlined in existing Fund Guidelines⁵ and Fund Agreements⁶. Islands Trust Conservancy will not solicit funds for purposes outside of those approved in Fund Guidelines or Fund Agreements unless it has first reviewed and approved the additional fundraising activity. Islands Trust Conservancy currently manages ten funds.

⁵ As of November 2022, Islands Trust Conservancy has Fund Guidelines for the following funds: Opportunity Fund, Geographically Restricted Funds, Property Management Fund and Covenant Management and Defense Fund.

⁶ Fund Agreements are negotiated agreements with donors regarding the specific use of a restricted donation

Islands Trust Conservancy will not engage in commission-based fundraising, and will not employ contractors utilizing this method for fundraising activities. Islands Trust Conservancy will reserve the right to decline to accept a donation at its discretion.

Islands Trust Conservancy routinely requests cash endowments with land conservation projects associated with development applications. Islands Trust Conservancy invests these endowments only in accordance with the requirements of the *Trustee Act* for the investment of trust property by a trustee. The board ensures that it invests only in forms of property or security in which a prudent investor might invest, and which enable retrieval of the full investment if required.

Islands Trust Conservancy is a corporation that is, for all purposes, an agent of the provincial government, and accordingly is a qualified donee and can issue receipts for income tax purposes for donations. Islands Trust Conservancy is exempt from paying property taxes on its lands.

Section 2: Acquisition, Management and Disposition of Property

General

Under the *Islands Trust Act*, Islands Trust Conservancy can accept donations and grants of land, conservation covenants, other interests in land, cash, securities and other real property in support of the protection of the Islands Trust Area. Islands Trust Conservancy is an approved recipient of gifts of land and interests in land through Environment and Climate Change Canada's Ecological Gifts Program.

When considering proposals, the board will give priority to those proposals that protect larger areas of land, and may defer or decline smaller proposals. The board will only consider accepting covenants and land acquisitions of less than two hectares (4.9 acres) if specific significant features are present.

The board will assess the need for the ongoing management and future legal defense of conservation properties and may, as part of an approval, request or require an endowment or donation to cover management and defense costs associated with the land or covenant.

Land Acquisition

Islands Trust Conservancy will normally only consider the acquisition of lands that meet the Board's definition of Nature Reserve: *an area that has been set aside because it has regionally significant natural ecosystems (landscape units with little or no human development) and may contain nationally and provincially identified ecosystems and species that are considered endangered, threatened or of special concern. The primary purpose of a Nature Reserve is the preservation and protection of the natural ecosystem. The size of a Nature Reserve should be sufficient to ensure that these ecosystems remain viable over the long term. Activities permitted on a nature reserve will have minimal impact on the land and in general will only include hiking and only in areas that are considered not sensitive to this activity. The location and extent of hiking trails will be determined through the management plan process.*

With every land acquisition proposal, Islands Trust Conservancy will evaluate any risks that may hamper the organization's ability to protect the land's natural values in perpetuity. Islands Trust Conservancy will only consider accepting land that needs extensive ecological restoration or substantial management if:

- a) Islands Trust Conservancy has adequate staff resources to manage the on-going requirements;
- b) a substantial cash donation that is adequate to cover on-going restoration and/or management costs is provided; or,
- c) Islands Trust Conservancy has adequate funds available to undertake immediate restoration and/or management requirements.

Islands Trust Conservancy will not accept or acquire any lands where there is an obligation to maintain buildings or structures. The Conservancy may accept and acquire lands that have buildings on-site that can be removed or maintained at the board's discretion.

As a further measure of protection, Islands Trust Conservancy may develop and register a conservation covenant on each of its nature reserves if an appropriate conservation agency can be found to hold the covenant and if the values on the land warrant the investment of staff time and legal fees.

Conservation Covenants

Islands Trust Conservancy will encourage landholders within ecologically significant areas or with significant characteristics or values to protect their land using binding conservation covenants and will work with interested landholders to achieve protection of significant areas.

Islands Trust Conservancy will continue to work with Trust Council to promote and administer the Natural Area Protection Tax Exemption Program (NAPTEP). The program provides a property tax incentive for landholders who register conservation covenants on their lands to protect the natural features and values of their properties.

Islands Trust Conservancy may refuse to acquire properties with existing conservation covenants or other charges on title that include rent charges⁶. Rent charges will not be included in covenants to be registered on Islands Trust Conservancy owned properties as the Conservancy cannot incur liabilities without ministerial approval.

Management of Property and Covenants

The acquisition of land or registration of conservation covenants does not by itself guarantee the long-term protection of significant features and values. Active management of protected areas is also necessary. Islands Trust Conservancy's primary objectives in managing its properties are to protect public safety and ecological values. Lands held by Islands Trust Conservancy are not parks but are nature reserves and nature sanctuaries, and this concept is considered in acquisition discussions, management planning, insurance and land use zoning.

3 "Rent charge" is similar to a fine and is a charge registered against the land to enable enforcement of a breach of a covenant agreement.

To effectively manage ecologically significant areas, Islands Trust Conservancy works cooperatively with First Nations, landholders, contractors, partner conservation groups and other government agencies. Qualified staff, partners and contractors develop management plans for all lands held by Islands Trust Conservancy. Management plans provide long-term direction regarding allowable public use, the reduction of risk to public safety, and the reduction of risk to ecological values and other significant features.

When Islands Trust Conservancy receives donations of land, it consults with the donor(s) regarding any specific wishes they might have for the property and considers these wishes in the management planning process.

Generally, management plans will address the following matters:

- purpose and objectives for the site;
- background information including the site history;
- First Nations input and engagement;
- environmental inventory;
- management issues such as the extent and nature of protection required, appropriate uses and level of use, research guidelines, risk management, signage, and special needs at the site;
- strategies and actions to achieve the purpose and objectives for the site and to address management issues and needs; and
- traditional use and protection of cultural/archaeological sites.

Islands Trust Conservancy will seek assistance from partners to implement management plans and, where appropriate, will request partners to enter into contracts with Islands Trust Conservancy regarding management operations and responsibilities.

Islands Trust Conservancy monitors all of its lands and covenanted areas regularly to assess the character and key features of the sites, evaluate the effectiveness of the management program, identify any new issues that need to be addressed, and identify and respond to any breaches to the terms of a covenant or trespasses on protected lands.

Islands Trust Conservancy will request, where necessary, that local trust committees or island municipalities rezone Nature Reserves and Nature Sanctuaries to the most appropriate designation and zone for nature protection when it is reviewing Official Community Plans and/or Land Use Bylaws and will work with local trust committees or island municipalities to determine the most appropriate designation and zone.

Disposition of Property

Islands Trust Conservancy intends to maintain its protected areas in perpetuity. However, there are circumstances where Islands Trust Conservancy will consider transferring property (or interests in a property, such as a conservation covenant) it has acquired to another agency.

If Islands Trust Conservancy receives an unrestricted donation of land with little or no ecological value, and if no other barriers to disposition exist, Islands Trust Conservancy may sell the land and place the proceeds in a fund of Islands Trust Conservancy to be decided by the board.

If Islands Trust Conservancy receives a proposal to transfer an ecologically significant property (or an interest in land) to another conservation agency, and determines that there is no legal barrier to transfer and that the proposal is worthy of consideration, Islands Trust Conservancy will direct staff to conduct and prepare a thorough assessment of the proposal for consideration by the board.

Islands Trust Conservancy will only dispose of a fee simple title or an interest in ecologically significant land if it can be determined that the recipient agency has the expertise and long-term financial resources to manage the property or interest as well as, or better than, the board. If the land, or interest in land, was acquired as an Ecological Gift, Islands Trust Conservancy will notify Environment and Climate Change Canada of the disposition.

The board will consider the following tools to ensure that any transferred land and associated values will be protected in perpetuity for the residents of the Trust Area and the people of British Columbia:

- a) Islands Trust Conservancy may transfer land on condition that it be used for conservation purposes, or transfer land as determinable fee simple providing that the land will revert to Islands Trust Conservancy if the land is no longer being used for the specified purposes.
- b) Islands Trust Conservancy may register a conservation covenant on title to land before a transfer, to ensure the protection of the land's ecological values, provided an appropriate agency can be found to hold the covenant, and the recipient agency has the legal authority to accept the encumbrance.

Section 3: Communication, Cooperation and Liaison

Communication

Islands Trust Conservancy board members and staff conduct activities in a manner that enhances Islands Trust Conservancy's reputation as an organization that works proactively, constructively and collaboratively to advance Islands Trust Conservancy Three-Year Plan.

Islands Trust Conservancy's land conservation negotiations are confidential and will be treated as such by all board members and staff of the Islands Trust Conservancy. Generally, information about on-going covenant and land donation projects will not be discussed or announced publicly until the project is complete, unless the project is associated with a development application, or the applicant has specified that the project may be discussed publically.

Collaboration

Islands Trust Conservancy works collaboratively with other agencies, First Nations and individuals to promote conservation in the Islands Trust Area. Staff and Board members participate regularly in partnerships with various levels of government, non-profit organizations, community groups and other agencies to further preservation of nature in the Islands Trust Area. Islands Trust Conservancy wishes to maintain good communications with First Nations and other agencies working in the region. The approach to First Nations engagement will be consistent with Islands Trust First Nations Engagement Principles Policy 6.1.1.

Advocacy

Islands Trust Conservancy will ensure that its advocacy positions are consistent with Islands Trust Conservancy Three-Year Plan and Islands Trust Advocacy Policy 6.10.3 and are supported by a resolution of the board. Advocacy letters from Islands Trust Conservancy to elected officials will be signed by a board member.

5. CONCLUSION

Guided by the Regional Conservation Plan, Islands Trust Conservancy will continue to pursue its mandate in accordance with its policies and in partnership with individuals, island communities and First Nations, as well as local, regional, provincial and national conservation and government agencies.

Islands Trust Conservancy will continue to strive for organizational excellence, and to eliminate barriers to its continued success. With excellent working relationships with the island-based and regional land trusts and strong connections to local and regional governments, the Islands Trust Conservancy is well positioned to take a lead role in the protection of the ecologically significant areas found in Canada's islands in the Salish Sea.

Islands Trust Conservancy looks forward to the next three years of conservation successes, inspired by the generosity and perseverance of our partners, collaborators and supporters, and the endless beauty of fragile island ecosystems.

APPENDIX A: List of Islands Trust Conservancy protected areas, by fiscal year

FISCAL YEAR	PROPERTY NAME	HECTARES PROTECTED	ISLAND
1992-1993			
Nov. 1992	Scott Covenant Lands	1.00	Salt Spring
Dec. 1992	Inner Island Nature Reserve	9.40	Denman
Dec. 1992	Deep Ridge Nature Reserve	14.20	Salt Spring
			Hectares Protected: 24.60
1993-1994			
Jun. 1993	Enchanted Forest Regional Park Covenant	4.20	South Pender
Dec. 1993	Coats Millstone Nature Reserve	0.25	Gabriola
Feb. 1994	Cunningham Covenant	12.17	Salt Spring
Feb. 1994	Cyril Cunningham Nature Reserve	3.95	Salt Spring
			Hectares Protected: 20.57
1995-1996			
Jun. 1995	Medicine Beach Nature Sanctuary	8.00	North Pender
			Hectares Protected: 8.00
1996-1997			
Jun. 1996	Lower Mt. Erskine Nature Reserve	22.00	Salt Spring
Mar. 1997	Tate Covenant	72.20	Salt Spring
			Hectares Protected: 94.20
1997-1998			
Jan. 1998	Cable Bay Covenant	61.51	Galiano
Jan. 1998	Kwel Nature Sanctuary	21.00	Lasqueti
			Hectares Protected: 82.51
1998-1999			
Jun. 1998	South Winchelsea Island Covenant	10.28	South Winchelsea
Mar. 1999	Reid Chapman Covenant	0.54	Gabriola
Mar. 1999	Ledingham Covenant	1.10	North Pender
			Hectares Protected: 11.92
1999-2000			
Jun. 1999	Retreat Island Covenant	1.60	Galiano
Jul. 1999	McIntyre Covenant	1.20	Bowen
Nov. 1999	Dennis Covenant	0.40	North Pender
Dec. 1999	Singing Woods Nature Reserve	9.00	Bowen
Dec. 1999	Terminal Creek Covenant North	0.30	Bowen
Dec. 1999	Terminal Creek Covenant South	0.85	Bowen
Jan. 2000	Brooks Point Regional Park Covenant	4.00	South Pender
			Hectares Protected: 17.35

2000-2001

Dec. 2000	Floating Cattails Marsh Covenant	1.92	Saturna	
Dec. 2000	Strand-Dohan Covenant	0.52	Saturna	
Feb. 2001	Trincomali Nature Sanctuary	12.00	Galiano	
			Hectares Protected:	14.44

2001-2002

Jun. 2001	Lindsay Dickson Nature Reserve	52.40	Denman	
Jul. 2001	Green Frog Farm Covenant	24.30	Galiano	
Jul. 2001	Longini Covenant	8.00	Galiano	
Aug. 2001	Burnt Snag Covenant	6.60	Sidney	
Aug. 2001	Dragonfly Pond Covenant	4.40	Sidney	
Aug. 2001	Kingfisher Pond Covenant	1.40	Sidney	
Aug. 2001	Sandbanks Covenant	3.01	Sidney	
Aug. 2001	Sunrise Covenant	0.47	Sidney	
Aug. 2001	Windthrow Covenant	26.60	Sidney	
Aug. 2001	Woodpecker Pond Covenant	0.94	Sidney	
Oct. 2001	Lot 31 Covenant	67.43	Salt Spring	
Jan. 2002	Ruffed Grouse Covenant	11.5	Salt Spring	
Feb. 2002	Ruby Alton Nature Reserve	1.60	Salt Spring	
Feb. 2002	Horton Bayviary Nature Reserve	0.52	Mayne	
			Hectares Protected:	209.17

2002-2003

Aug. 2002	Keough Covenant	0.66	Salt Spring	
Sept. 2002	Where 'Ere You Walk Covenant	0.34	Salt Spring	
Dec. 2002	Winter Wren Wood Covenant	2.50	Denman	
Jan. 2003	Loretta's Wood Nature Reserve**	40.00	North Pender	-40.00
Mar. 2003	Manzanita Ridge Covenant	20.00	Salt Spring	
			Hectares Protected:	63.50

2003-2004

Dec. 2003	Cottonwood Creek Covenant	4.31	North Pender	
Dec. 2003	Treetop Covenant	10.22	Sidney	
Feb. 2004	Old Point Farm Covenant	8.89	Saturna	
			Hectares Protected:	23.42

2004-2005

May 2004	Laughlin Lake Covenant	11.00	Galiano	
May 2004	Sharp-tailed Snake Covenant	0.03	North Pender	
Jan. 2005	Brigade Bay Bluffs Nature Reserve	5.14	Gambier	
Jan. 2006	Long Bay Wetland Nature Reserve	38.00	Gambier	
			Hectares Protected:	54.17

**transfer of Loretta's Wood to Parks Canada, March 2005

2005-2006

Mar. 2005	Meadow Valley Covenant	1.40	Thetis
Nov. 2005	Bachmann Covenant	2.07	Gabriola
Oct. 2005	Shacum Covenant	4.00	Salt Spring
Oct. 2005	Walter Bay NAPTEP Covenant	2.38	Salt Spring
Oct. 2005	Owls Call NAPTEP Covenant	3.31	Salt Spring
Oct. 2005	Leader NAPTEP Covenant	1.80	Salt Spring
Oct. 2005	Arthur Lineham NAPTEP Covenant	23.69	Salt Spring
Dec. 2005	Mount Trematon Nature Reserve	57.87	Lasqueti
Jan. 2006	Morrison Marsh Nature Reserve	51.73	Denman
			Hectares Protected: 148.25

2006-2007

May 2006	Vogt Covenant	29.74	Salt Spring
May 2006	Elder Cedar (S'ul-hween X'pey) Nature Reserve	64.67	Gabriola
Jul. 2006	Little D'Arcy NAPTEP Covenant	8.15	North Pender LTA
Oct. 2006	Barrineau NAPTEP Covenant	1.76	Galiano
Nov. 2006	David Otter Nature Reserve	3.04	Bowen
			Hectares Protected: 107.36

2007-2008

Aug. 2007	Oscar's Landing Covenant	0.69	North Pender
Aug. 2007	Richardson NAPTEP Covenant	1.75	Salt Spring
Oct. 2007	My Whim NAPTEP Covenant	2.20	Salt Spring
Oct. 2007	Polden NAPTEP Covenant	3.39	Salt Spring
			Hectares Protected: 8.03

2008-2009

May. 2008	Mount Artaban Nature Reserve	107.00	Gambier
Oct. 2008	Wennanec NAPTEP Covenant	1.64	Salt Spring
Oct. 2008	Frog Haven NAPTEP Covenant	3.60	Salt Spring
Oct. 2008	Woodwinds NAPTEP Covenant	0.76	North Pender
Oct. 2008	Lot 16 NAPTEP Covenant	0.31	North Pender
Oct. 2008	Lot A NAPTEP Covenant	0.95	North Pender
			Hectares Protected: 114.26

2009-2010

Oct. 2009	Steil's Woods NAPTEP Covenant	1.49	North Pender
Nov. 2009	Westbourne NAPTEP Covenant	1.69	Galiano
Mar. 2010	McRae NAPTEP Covenant	7.37	Gabriola
			Hectares Protected: 10.55

2010-2011

Jul. 2012	Fairy Fen Nature Reserve	18.10	Bowen
Oct. 2010	Frog Song Forest Covenant	1.78	North Pender
			Hectares Protected: 19.88

2011-2012

Nov. 2011	John Osland Nature Reserve	66.37	Lasqueti
Aug. 2011	Lot 44 (Ogden Road)	0.76	North Pender
Dec. 2011	Great Beaver Swamp Covenant	10.20	Galiano
Sep. 2011	Lot 45 (Ogden Road) Covenant	0.86	North Pender
Oct. 2011	Lot 16 addition NAPTEP Covenant	0.18	North Pender
Oct. 2011	Garry Oaks NAPTEP Covenant	0.50	North Pender
			Hectares Protected: 78.87

2012-2013

Oct. 2012	Nighthawk Hill NAPTEP Covenant	0.91	North Pender
Oct. 2012	Myra Powers NAPTEP Covenant	4.69	Hornby
Oct. 2012	Valens Brook Nature Reserve	3.74	Denman
Dec. 2012	Laughlin Lake Nature Reserve addition	0.50	Galiano
			Hectares Protected: 9.84

2013-2014

Apr. 2013	Mount Tuam Covenant	13.40	Salt Spring
Apr. 2013	Vanilla Leaf Land Nature Reserve	40.50	Galiano
May 2013	Burren's Acres Nature Reserve	2.03	Gabriola
Sep. 2013	Stanley Point Covenant (Lot 21)	1.31	North Pender
			Hectares Protected: 57.24

2014-2015

Sep. 2014	Old Divide NAPTEP Covenant	0.81	Salt Spring
Oct. 2014	McFadden Creek Nature Sanctuary	5.09	Salt Spring
Feb. 2015	Goldenback Fern Covenant	0.29	Salt Spring
			Hectares Protected: 6.19

2015-2016

May 2015	Finlay Lake Covenant	6.73	Galiano
Oct. 2015	Wallace Point NAPTEP Covenant	1.63	North Pender
Nov. 2015	Clam Bay Farm Covenant	8.26	North Pender
			Hectares Protected: 16.62

2016-2017

Aug. 2016	Fischer Covenant	6.12	Hornby
Feb. 2017	Moore Hill Nature Reserve	21.04	Thetis
Mar. 2017	Isabella Point Covenant	2.15	Salt Spring
			Hectares Protected: 29.31

2017-2018

Sep. 2017	Settlement Lands Covenant	63.25	Denman
Jan. 2018	Fairyslipper Forest Nature Reserve	16.60	Thetis
			Hectares Protected: 79.85

2018-2019

Sep. 2018	Swift Family Link Island NAPTEP Covenant	19.30	Link	
Dec. 2018	Valens Brook Nature Reserve Addition	2.55	Denman	
Hectares Protected:				21.85

2019-2020

Jul. 2019	Salish View Nature Reserve	11.47	Lasqueti	
Hectares Protected:				11.47

2020-2021

Dec. 2020	Sandy Beach Nature Reserve	3.30	Keats	
Feb. 2021	Lisa Baile Nature Reserve	4.05	North Pender	
Hectares Protected:				7.35

2021-2022

Jul. 2021	Earl Batista Covenant	0.86	Salt Spring	
Sep 2021	Saturnina Island Nature Sanctuary (Lease)	4.05	Saturnina	
Oct. 2021	Woodpecker Forest NAPTEP Covenant	3.73	North Pender	
Oct. 2021	Moss Mountain NAPTEP Covenant	45.43	Salt Spring	
Hectares Protected:				54.07

2022-2023

April 2022	Link Island Nature Sanctuary	21.45	Link	
Hectares Protected:				21.45

Total Hectares Protected: 1366.7

Notes: Properties called Nature Reserves or Nature Sanctuaries are owned or leased by Islands Trust Conservancy.

NAPTEP - Natural Area Protection Tax Exemption Program

APPENDIX B: Complete List of Islands Trust Conservancy Policies

BYLAW #2 [A Bylaw to Regulate the Meetings of the Islands Trust Conservancy Board and Committees of the Islands Trust Conservancy Board](#)

POLICIES Policies are online at islandstrust.bc.ca/about-us/accountability/policies/

SECTION 1 ORGANIZATIONAL

- 1.1 Islands Trust Conservancy Board Member Appointments, Reappointments and Elections
- 1.2 Board and Committee Elections
- 1.3 Islands Trust Conservancy Board Roles and Responsibilities
- 1.4 Board Standards of Conduct
- 1.5 Board Member Attendance and Participation and Member Removal
- 1.6 Annual Budget Submissions
- 1.7 Fundraising and Donations
- 1.9 Funds For Partnership Acquisition Projects Policy

SECTION 2 LAND TRANSACTIONS AND PROPERTY MANAGEMENT

- 2.1 Board Approval of Projects and Transactions
- 2.2 Assessing Conservation Proposals
- 2.3 Acquisition and Management of Land
- 2.4 Conservation Covenants
- 2.5 Natural Area Protection Tax Exemption Covenants
- 2.6 Heritage Forest Land Acquisition and Protection
- 2.7 Disposition of Land
- 2.8 Covenant Enforcement
- 2.9 Management Plan Costs

SECTION 3 COMMUNICATIONS, COOPERATION AND LIAISON

- 3.1 Islands Trust Conservancy and Local Planning Services Coordination
- 3.2 Communicating Information Regarding Covenant and Acquisition Projects
- 3.3 Relationships with External Groups
- 3.4 Islands Trust Conservancy Role in Partnership Acquisition Projects
- 3.5 Consulting Trust Council, Local Trust Committees, Island Municipalities, and Local Trustees on Islands Trust Conservancy Board Matters
- 3.6 Research
- 3.7 Freedom of Information and Protection of Privacy – Routinely Released Information
- 3.8 Freedom of Information and Protection of Privacy
- 3.9 Freedom of Information and Protection of Privacy – Designation of Fees



WiMacTel Canada Inc.
#200A, 6420 – 6A Street SE,
Calgary, Alberta
T2H 2B7
1-800-820-4680

Date: July 13, 2022

ATTN: **Director Lynne Smith, Area G**
c/o Cowichan Valley Regional District
175 Ingram Street
Duncan, BC
V9L 1N8

RE: REMOVAL OF TELUS PAYPHONE(S) AT Telegraph Harbour Marina, Thetis Island, BC.

Dear: Director Lynne Smith, Area G,

As an agent acting on behalf of TELUS Communications Inc., WiMacTel sends this communication to you, in compliance with CRTC decision 2004-47 Sections 56 to 66, to provide notice that the last payphone in **Thetis Island** will be removed on or after September 8, 2022. This is due to the decline in usage.

Notification of the removal has been posted on the payphone located at **Telegraph Harbour Marina**. We request that you post this notice in your local newspaper or newsletter. Please contact WiMacTel Canada Inc., at 1-844-825-8481 with any questions you may have about these removals.

If you still require a public phone to be available in your community after the above date, we recommend reaching out to TELUS Business Solutions to discuss purchase and installation of a business phone and line or discuss alternative solutions. The Business Wireline team of TELUS Business Solutions can be reached at 1-877-352-0898.

Regards,

Andy Rasimas
WiMacTel Canada Inc.
On Behalf of TELUS Communications





Applications

Rezoning

File Number	Applicant Name	Date Received	Purpose
TH-RZ-2022.1	Abrupt Shellfish Inc.	21-Jul-2022	No PID. W5 Mariculture of geoducks, seeding wild bed, sub-tidal - Preedy Harbour, Thetis Island, BC.

Planner: Anthony Fotino

Planning Status

Status Date:

Subdivision

File Number	Applicant Name	Date Received	Purpose
TH-SUB-1998.1	TRAX DEVELOPMENT LTD C/O WRIGHT FOCUS ENGINEERING LTD	25-Sep-1998	Phased Strata Subdivision 'Meadow Valley Properties' phased strata to create 21 strata lots from 4 parent parcels

Planner: Marlis McCargar

Planning Status

Status Date: 20-Jul-2022

File reassigned.

Status Date: 07-Jun-2022

Planner noted that a 10% frontage waiver is required from the LTC. Staff report to appear on the July 5 2022 agenda for LTC consideration.

Status Date: 19-Jan-2022

No change in status.

Islands Trust
LTC EXP SUMMARY REPORT F2023
Invoices posted to Month ending June 2022

670 Thetis	Invoices posted to Month ending June 2022	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-670	LTC "Trustee Expenses"	103.00	0.00	103.00
LTC Local				
65200-670	LTC - Local Exp - LTC Meeting Expenses	781.00	490.15	290.85
65210-670	LTC - Local Exp - APC Meeting Expenses	333.00	0.00	333.00
65220-670	LTC - Local Exp - Communications	250.00	80.00	170.00
65230-670	LTC - Local Exp - Special Projects	270.00	0.00	270.00
TOTAL LTC Local Expense		<u>1,634.00</u>	<u>570.15</u>	<u>1,063.85</u>
Projects				
TOTAL Project Expenses		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Thetis Island Local Trust Committee Policies & Standing Resolutions

No.	Meeting Date	Resolution No.	Issue	Policy
1.	July 3, 2012	TH-2012-003	Professional Minute taker for APC meetings	It was MOVED and SECONDED that the Thetis Island Local Trust Committee authorizes the payment of funds from its local expense account to pay for a minute taker for Advisory Planning Commission meetings.
2.	August 28, 2018	TH-2018-036	Suspension of enforcement action regarding unlawful non-tourist accommodation at 49 Harbour Road	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution: 1. That whereas the Thetis Island Local Trust Committee intends to facilitate a community process to consider allowing Temporary Use Permits (TUP) to permit temporary non-tourist accommodation use, staff are directed to take no enforcement action against properties where temporary accommodations used for non-tourist accommodation exist. In particular, staff are directed to suspend enforcement action regarding unlawful non-tourist accommodation at 49 Harbour Road, Strata Lot B, District Lot 1, Thetis Island, Cowichan District, Strata Plan EPS644; together with an interest in the Common Property shown in proportion to the unit entitlement to the Strata Lot show on Form V. PID 028-987-691. 2. That nothing in this enforcement policy should be interpreted as giving permission to any party to violate Thetis Island Land Use Bylaw No. 89 and the Thetis Island Local Trust Committee may change this policy at any time and may give direction to commence enforcement activities with respect to the identified properties at any time without notice. That unless the Thetis Island Local Trust Committee extends the effective period, this enforcement policy expires on July 30, 2019, or when the temporary use permit review project is complete, whichever is the sooner.
3.	August 28, 2018	TH-2018-041	Non-medical cannabis retail applications	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution with respect to the processing of non-medical cannabis retail license applications: • Proposed or amended licenses for non-medical cannabis retail establishments require an application to the Local Trust Committee. • The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical.

No.	Meeting Date	Resolution No.	Issue	Policy
				- The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal. - However, as a minimum, the local trust committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: - Name of the applicant and a description of the proposal in general terms - The location of the proposed establishment and the subject site - The place where, date and time when, both a public meeting will be held and a resolution of the Local Trust Committee considered. - The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application - How public comments may be submitted to the Local Trust Committee.
4.	December 12, 2018	TH-2018-053	Cannabis License Applications	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution: that the Thetis Island Local Trust Committee requests that Notices of Intention to Apply for a Federal Cannabis License be forwarded to the Local Trust Committee upon receipt by the Islands Trust.
5.	February 22, 2019	TH-2019-020	Electoral Area Director	See Item 9 below.
6.	April 23, 2019 Updated September 28, 2021	TH-2019-026 TH-2021-033	LTC to engage in Reconciliation with local First Nations, governments and the island community	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution: Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples, Draft Principles that Guide the Province of 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

No.	Meeting Date	Resolution No.	Issue	Policy
				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, in recognition of First Nations rights and title, treaty, and territorial lands and waters within the Islands Trust Area.
7.	February 11, 2020	TH-2020-001	Electoral Area Director Reports	See Item 9 below.
8.	September 28, 2021	TH-2021-033	Review TH-2019-026 and update wording	**See TH-2021-033 pertaining to Item 6 above That the Thetis Island LTC request staff to review standing resolution no. TH-2019-026 with respect to current language.
9.	September 28, 2021	TH-2021-034	Electoral Area Director Reports	It was MOVED and SECONDED, that the Thetis Island Local Trust Committee request staff to consolidate Standing Resolution Nos. 5 and 7 (TH-2019-020 and TH-2020-001) as follows: - that the Thetis Island Local trust Committee request staff to circulate future meeting agendas to the Electoral Area G Saltair/Gulf Islands Director and provide an invitation to attend the Local Trust Committee meetings or provide written reports to the Local Trust Committee; and - that the written reports will be posted to the website.
10.	July 5, 2022	TH-2022-024	First Nations Consultation re: Strategy for Antenna Systems	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution with respect to First Nations consultation in accordance with the "Strategy for Antenna Systems" in the Local Trust Area: a. The proponent will consult with the Local Trust Area representative during the pre-consultation phase to determine proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential and obtain a list of First Nations rights and title holders;

No.	Meeting Date	Resolution No.	Issue	Policy
				b. The proponent is recommended to undertake consultation during the pre-consultation phase with the Islands Trust and a First Nations cultural knowledge holder for the siting of the proposed antenna system as it relates to cultural and sacred sites; c. The proponent will obtain and provide a BC Archaeological Information request response from the BC Archaeology Branch to confirm proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential including permit requirements under the <i>Heritage Conservation Act</i>; d. The proponent will obtain and provide an Archeological Impact Assessment for antenna systems proposed to be sited on or within 100 metres of a known archaeological site or cultural/sacred site identified by a First Nations cultural knowledge holder; and e. The proponent will provide written notice—including, if applicable, the Archeological Impact Assessment—sent by regular mail or hand delivered to all First Nations rights and titleholders identified during the pre-consultation phase.

Top Priorities Report

Thetis Island

1. Riparian Areas Regulation Implementation

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

Responsible

Marnie Eggen

Dates

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

2. Shoreline and Coastal Protection Strategy

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

Responsible

Jaime Dubyna

Dates

Rec'd: 19-Nov-2019

3. Relationship Building with First Nations

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

Responsible

Dates

Rec'd: 27-Feb-2018



Projects Report

Thetis Island

1. Amendments to the Thetis Island OCP and LUB

Responsible

Date Received

- research short-term vacation rentals of principle dwellings in the R-2 zone
 - rainwater storage requirements
 - support the construction of a storage building prior to construction of a principal dwelling
- Update 29-Sept-2020: Added from Projects List items 7 and 9:
- consider ocean loop geothermal exchange systems
 - explore measures to address impacts of wharf related structures
 - (housekeeping) 4.3(d) amend to say: In addition to s.4.3(a), (b), and (c)...
 - (housekeeping) objectives and policies re: sea level rise (was resolution to include in draft but did not make it into adopted OCP)
 - Review TUPs to include non-tourist accommodation (to be advanced at earliest convenience
- Updated Sept. 28/21:
- "Fence Height" and "Derelict Vehicles" regulations

07-Sep-2011

2. Island-wide watershed protection

Responsible

Date Received

TBD

21-Nov-2012

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

Responsible

Date Received

Include research potential for riparian area inclusion.

20-Nov-2013



Projects Report

Thetis Island

4. *Sensitive Ecosystems Education and Engagement*

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. *Associated Islands OCP and LUB*

Responsible

Date Received

Develop new OCP and LUB to replace CVRD Bylaw 110, and to include other islands with no zoning. Scope does not include Valdes Island, but includes establishing a Memo of Understanding with the Stzuminus Nation for a stakeholder process regarding Bute and Dunsmuir Islands.

07-Sep-2011

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

Responsible

Date Received

Planning staff to begin drafting once project progresses to Priorities.

24-Nov-2015

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

Responsible

Date Received

Reference Ruxton Island Private Moorage Structures project for preliminary consultation.

22-May-2018

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

Responsible

Date Received

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

28-Aug-2018



Projects Report

Thetis Island

9. Cannabis Production and Retail Sales

Responsible

Date Received

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

11-Dec-2018

10. Affordable Housing Strategy

Responsible

Date Received

Housing for young families, workers and seniors; community engagement

11-Dec-2018

11. Model Consultation Process for Antenna Systems

Responsible

Date Received

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

11-Feb-2020

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

Responsible

Date Received

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

11-Feb-2020

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

Responsible

Date Received

21-Jul-2020

14. Development of Soil Removal and Deposit Bylaw

Responsible

Date Received

Projects Report

Thetis Island

Include consideration of Salt Spring and North Pender islands Soil Removal and Deposit
Bylaws; on-island composting facilities; reduction of invasive species from off-island soil.

03-Aug-2021