



Thetis Island Local Trust Committee

Regular Meeting Agenda

Date: November 12, 2024
Time: 9:30 am
Location: Electronic Meeting

Pages

- | | | | |
|----|---|---------------------|---------|
| 1. | CALL TO ORDER | 9:30 AM - 9:35 AM | |
| | "Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change." | | |
| 2. | APPROVAL OF AGENDA | | |
| 3. | REPORTS | 9:35 AM - 9:50 AM | |
| | 3.1 Trustee Reports | | |
| | 3.2 Chair's Report | | |
| | 3.3 Electoral Area Director's Report | | |
| 4. | PUBLIC COMMENTS | 9:50 AM - 10:05 AM | |
| 5. | MINUTES | 10:05 AM - 10:10 AM | |
| | 5.1 Local Trust Committee Minutes dated September 10, 2024 - for adoption | | 4 - 10 |
| | 5.2 Section 26 Resolutions-Without-Meeting Report dated November 5, 2024 | | 11 - 11 |
| | 5.3 Advisory Planning Commission Minutes - none | | |
| 6. | BUSINESS ARISING FROM MINUTES | 10:10 AM - 10:20 AM | |
| | 6.1 Follow-up Action List dated November 5, 2024 | | 12 - 15 |
| 7. | DELEGATIONS - none | | |
| 8. | APPLICATIONS AND REFERRALS | 10:20 AM - 10:25 AM | |
| | 8.1 Salt Spring Bylaw No's 538 and 539 - Referral Response | | 16 - 17 |
| 9. | LOCAL TRUST COMMITTEE PROJECTS - none | | |

10. CORRESPONDENCE - none

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

11. NEW BUSINESS - none

12. STAFF REPORTS 10:25 AM - 10:50 AM

- | | | |
|------|--|---------|
| 12.1 | Phase 4 Community Engagement Options - Policy Statement Amendment Project - Staff Report | 18 - 22 |
| 12.2 | January 2025 - March 2026 Local Trust Committee Meeting Schedule - Request for Decision | 23 - 25 |
| 12.3 | Trust Conservancy Highlights of October 1, 2024 Board Meeting | 26 - 27 |
| 12.4 | Trust Conservancy - The Heron - Fall Edition | 28 - 31 |
| 12.5 | Applications Report dated November 5, 2024 | 32 - 32 |
| 12.6 | Trustee and Local Expense Report - September 2024 | 33 - 33 |
| 12.7 | Adopted Policies and Standing Resolutions | 34 - 37 |
| 12.8 | Local Trust Committee Webpage | |

13. WORK PROGRAM 10:50 AM - 11:05 AM

- | | | |
|------|---|---------|
| 13.1 | Active Projects Report dated November 5, 2024 | 38 - 38 |
| 13.2 | Future Projects Report dated November 5, 2024 | 39 - 41 |

14. UPCOMING MEETINGS

- | | |
|------|---|
| 14.1 | Next Regular Meeting Scheduled for To Be Determined |
|------|---|

15. CLOSED MEETING

15.1 Motion to Close the Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1) (a) for the purpose of considering:

- (a)personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

and that the Recorder and Staff attend the meeting.

15.2 Recall to Order

16. ADJOURNMENT

11:20 AM - 11:20 AM



Thetis Island Local Trust Committee

Minutes of Regular Meeting

Date: September 10, 2024

Location: Forbes Hall Community Centre
North Cove Road, Thetis Island, BC

Members Present: Tobi Elliott, Chair
Peter Luckham, Local Trustee
Ken Hunter, Local Trustee

Staff Present: Margot Thomaidis, Planner 2
Lisa Millard, Meeting Administrator/Recorder

Others Present: There were no members of the public, and two representatives of Lyackson First Nation in attendance.

1. CALL TO ORDER

Chair Elliott called the meeting to order at 9:30 a.m. She acknowledged that the meeting was held on the territory of the Coast Salish First Nations and welcomed representatives of Lyackson First Nation.

2. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

3. REPORTS

3.1 Trustee Reports

Trustee Hunter reported the following:

- Noted \$2906.21 from property taxes were paid to Islands Trust; and
- Hopes to find solution to problem on Pilkey Point Road.

Trustee Luckham reported the following:

- Bylaw Enforcement Officer attended the Pilkey Point Road property and contractors have visited site to provide estimates for clean up costs;
- Attended opening of Mount Arrowsmith Biosphere Reserve Educational Centre in Qualicum which was opened by a Qualicum Nation member speaking the Qualicum language previously determined to be extinct;
- Preparing for September Trust Council meeting;
- CAO Hiring Committee has entered final stages of interview process; and
- Acknowledged retirement of Lyackson First Nation Chief Thomas.

3.2 Chair's Report

Chair Elliott reported the following:

- Preparing for September Trust Council and upcoming Executive Committee meetings;
- Ongoing review of bylaw compliance and enforcement policies with suggested amendments being advanced for consideration by Trust Council;
- Preparing for Union of BC Municipalities Conference;
- Financial Planning Committee creating budget guideline recommendations for Trust Council consideration during upcoming budget discussions;
- Report from Regional Planning Committee regarding First Nations referral structure will be sent for consideration by Trust Council.

3.3 Electoral Area Director's Report - none

4. PUBLIC COMMENTS - none

5. MINUTES

5.1 Local Trust Committee Minutes dated July 2, 2024 - for adoption

The following amendments to the minutes were presented for consideration:

- Item 3.1 Trustee Report last sentence change “Local Trust Committee” to “Trust Council”

By general consent, the minutes were adopted as amended.

5.2 Section 26 Resolutions-Without-Meeting Report - none

5.3 Advisory Planning Commission Minutes - none

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated September 4, 2024

The Planner provided the following updates:

- Bylaws No. 113 and 114 have been forwarded to the Ministry of Environment and staff will follow up with the Ministry to seek assurance that the permits have been withdrawn; and
- Update on expressions of interest received for appointment to the Advisory Planning Commission will be provided at a future meeting.

7. DELEGATIONS - none

8. APPLICATIONS AND REFERRALS

8.1 Rezoning Application PLRRZ-2024.0105 (Connected Coast Fibre Optic Installation) - Staff Report

The Planner summarized the staff report and highlighted the following:

- Rezoning application to permit establishment and use of fibre-optic cable in the Marine Conservation (W1) Zone adjacent to Valdes Island;
- Applicant proposes changes to the text portion of the Marine Conservation (W1) Zone to permit installation, operation, and maintenance of cables;

- Recommendation that the Local Trust Committee expedite the application due to funding deadlines;
- Public hearing not necessary as the Official Community Plan will not require amendments;
- Consultations Coordinator for Lyackson First Nation has indicated preference for a different referral approach; and
- Staff would like direction from the Local Trust Committee regarding approaches for referrals and consultation to ensure application is considered in a timely manner.

The applicant and representatives from Lyackson First Nations were in attendance.

Penelakut and Lyackson First Nation Consultations Coordinator Karyn Scott made the following comments:

- The area being discussed is part of Lyackson homeland;
- Lyackson community has stated desire to take back authority over their unceded land, territory, waters, and resources;
- The United Nations Declaration on the Rights of Indigenous Peoples affirms the Nations right to participate in decision-making matters with a seat at the table and not just a referral;
- Indigenous People have the right to determine and develop priorities and strategies for the development or use their lands and resources;
- Lyackson First Nation has been actively involved in the Connected Coast project for over three years;
- Connectivity infrastructure is of critical importance in this area and the project is for the benefit of the Lyackson community, on reserve land, where the Valdes Island Land Use Bylaw was not meant to apply; and
- Acknowledged the desire for the Local Trust Committee to expedite the bylaw amendment and noted the project funding expires in November.

Trustees asked why the application was before them as the communications cable lands on reserve land on Valdes Island and it was clarified that the fibre optic cable will cross the foreshore in the Marine Conservation Area over which Islands Trust has jurisdiction.

Applicant stated they have been working on consultation and engagement with First Nations, have conducted site visits to ensure the project meets the needs of Lyackson First Nation, and have met the goal to land the cable at the point identified by Lyackson staff.

Discussion ensued and the following points were noted:

- Trustees acknowledged the points made by the Consultations Coordinator Scott and apologized for lack of earlier communication and failure to work within the Protocol Agreement between Islands Trust and Lyackson First Nation;
- Applicant has been working on the project for a number of years and approached the Local Trust Committee with a rezoning application in July 2024; and
- It is important to advance the application quickly to meet funding deadlines.

The Planner outlined the following steps that could be taken to work through the process quickly:

- Undertake a very targeted consultation process;
- Incorporate the applicant's consultation data into the consultation period;
- Direct staff to consult with Lyackson First Nation;
- Prepare draft bylaws with first, second, and third readings done at the same time;
- Refer the draft bylaws to Executive Committee in a timely manner; and
- Referral to the Ministry is not required as there are no amendments to the Official Community Plan.

TH-2024-020

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee request staff to prepare a draft bylaw to amend the Thetis Island Bylaw No. 42, Valdes Island Rural Land Use Bylaw, 1998, to proceed with application PLRRZ2024.0105 (Connected Coast) to permit fibre-optic cable telecommunication public service utility in the Marine Conservation (W1) zone.

CARRIED

TH-2024-021

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee is not required to hold a Public Hearing on Bylaw No. 115 cited as "Valdes Island Rural Land Use Bylaw, 1998, Amendment No. 1, 2024" as the Bylaw is consistent with the policies and objectives in Part One of the Valdes Island Rural Land Use Bylaw, 1998, and therefore requests staff to proceed with public notification as per Section 467 of the Local Government Act.

CARRIED

TH-2024-022

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee request staff to expedite application PLRRZ202R-0105 and schedule a Special Meeting for the Thetis Island Local Trust Committee as required in order to meet the deadline for the project.

CARRIED

TH-2024-023

It was MOVED and SECONDED

that Thetis LTC request staff to inquire with Lyackson First Nation as to their interest in holding Council to Council, and/or staff-to-staff meetings, as per the Protocol for Cooperation (2000) with Lyackson First Nation.

CARRIED

Penelakut and Lyackson Nation Consultations Coordinator Scott stated support for the expedition of the application and noted for the record the Nation does not require a formal referral or have need to comment further. Trustees noted that they will waive the referral process as the applicant has already done this work.

The meeting was recessed at 11:12 a.m. and reconvened at 11:30 a.m.

9. LOCAL TRUST COMMITTEE PROJECTS

9.1 Local Trust Committee Minor Project Prioritization - Soil Removal Bylaw - Staff Report

The Planner summarized the staff report and highlighted the following:

- The Local Trust Committee identified contaminated soil and the introduction, spread, and establishment of invasive species on Thetis Island as a priority issue;
- Staff requested that the Local Trust Committee identify what this bylaw could address; and
- Bylaw work can be accomplished through the minor project process.

Discussion ensued and the following comments were noted:

- Agricultural Land Reserve (ALR) regulates agricultural uses of soil and the bylaw would regulate use of soil and fill on non ALR land;
- Residents source compost materials off island;
- Residents can create compost and move it on their property but the movement of soil from one area of Thetis to another is currently not allowed;
- There is a need for compost to be available locally and a soil deposit and removal bylaw can provide protection against soil contaminated with invasive species;
- There is opportunity to look at options for the operation of a composting facility as a home occupation;
- Intention is to allow a small, low impact operation to facilitate small scale community based agriculture; and
- Local Trust Committee is not interested in creating a bylaw that requires permits or fees.

TH-2024-024

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee request staff to investigate options for facilitating manufacture and distribution of compost on non Agricultural Land Reserve land.

CARRIED

10. CORRESPONDENCE

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

10.1 Email dated July 2, 2024 from L. Smith regarding Ruxton Island Fire Water Cisterns

Received for information.

10.2 Thetis / Salt Spring LTC's Letter to Comox Valley Regional District regarding Protocol Agreement

Received for information.

11. NEW BUSINESS

11.1 Dark Sky Principles Adoption Advocacy – Briefing

The Chair summarized the briefing and highlighted the following:

- Trustee Morrison of North Pender Island requested Trust Council communicate to all Local Trust Committees to determine interest to collectively engage in conversations around Dark Sky Principles.

Discussion ensued and Trustees noted the following:

- Currently there are no street lights on Thetis Island but there is future risk;
- Issue raised by a resident of Gabriola experiencing residential light intrusion; and
- Local Trust Committee does not need to take specific action as the matter is an advocacy issue for Trust Council.

12. STAFF REPORTS

12.1 Trust Conservancy Report - none

12.2 Trust Conservancy The Heron - Summer Edition

Received for information.

12.3 Applications Report - none

12.4 Trustee and Local Expense Report dated July, 2024

Received for information.

12.5 Adopted Policies and Standing Resolutions

Received for information.

12.6 Local Trust Committee Webpage

Received for information.

13. WORK PROGRAM

13.1 Active Projects Report dated September 4, 2024

Received for information.

13.2 Future Projects Report dated September 4, 2024

Received for information.

14. UPCOMING MEETINGS

14.1 Next Regular Meeting scheduled for Tuesday, November 12, 2024 at 9:30 am and will be held electronically.

15. ADJOURNMENT

By general consent, the meeting was adjourned at 12:20 p.m.

Tobi Elliott, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder



Resolutions Without Meetings Log

Thetis Island

Resolution Number	Action	Date
2024-003	Carried	04-Nov-2024
Final Adoption of Thetis Island Bylaw No. 115 cited as "Valdes Island Rural Land Use Bylaw, 1998, Amendment No. 1		
That Thetis Island Local Trust Committee Bylaw No. 115, cited as "Valdes Island Rural Land Use Bylaw, 1998, Amendment No. 1, 2024", be adopted.		
2024-002	Carried	01-Oct-2024
Schedule Special Meeting		
That the Thetis Island Local Trust Committee schedule a Special Meeting electronically to consider First Reading of the "Valdes Island Rural Land Use Bylaw, 1998, Amendment No. 1, 2024" concerning application PLRZ20240105 (Connected Coast), on Tuesday, October 22, 2024 beginning at 9:30 AM, to be held electronically over Zoom.		

Follow Up Action Report

Thetis Island

05-Sep-2023

Progress	Activity	Responsibility	Dates	Status
0%	1 Trustee Luckham to invite Ken Thomas or another elder to open a future LTC meeting. <i>- August 26, 2024: Trustee Luckham to confirm if this is still desired.</i>	Joe Elliott Margot Thomaidis		In Progress

30-Apr-2024

Progress	Activity	Responsibility	Dates	Status
100%	1 Staff to work with the Chair to write a letter to the Cowichan Valley Regional District indicating the Local Trust Committee's interest in revisiting the draft Protocol Agreement and Letter of Understanding from 1998. <i>- August 15: Letter received support from SSI LTC by resolution #SSI-RWM-03-2024.</i> <i>- August 28: Letter to be sent out.</i>	Margot Thomaidis Michelle Backe Renee Jamurat	Target: 30-Aug-2024	Completed

Follow Up Action Report

Thetis Island

02-Jul-2024

Progress	Activity	Responsibility	Dates	Status
79%	1 Bylaw Nos. 113 and 114 adopted (Marine Areas Review Project). Staff to consolidate and update the OCP and LUB to reflect the policy and regulatory changes. Thetis LTC to forward the recently adopted Bylaws No. 113 and 114 to the Ministry of Environment in reference to the rezoning application that has been recently rejected by the Thetis LTC, and include a cover letter written by the Chair. <i>In progress</i>	Margot Thomaidis Nadine Mourao	Target: 31-Jul-2024	In Progress
100%	2 Staff to send letters to members of the Advisory Planning Commission whose terms expired on May 3, 2024, thanking them for their participation and inviting their expressions of interest for reappointment for another two-year term; and advertise for public expressions of interest for new members.	Chloe Straw Margot Thomaidis	Target: 31-Jul-2024	Completed

Follow Up Action Report

Thetis Island

10-Sep-2024

Progress	Activity	Responsibility	Dates	Status
49%	1 Staff to provide an exploratory report on options associated with a soil deposit and removal bylaw - introduced at Sept. 10 LTC meeting. Follow-up questions for staff to confirm (resulting from Sept. 10 LTC discussion): ·Is manufacturing of compost currently prohibited everywhere on Thetis Island? Is it a permitted 'Home Occupation' or a 'Home Industry'? ·Investigate options for facilitating the manufacturing and distribution of compost on non-ALR lands.	Margot Thomaidis Renee Jamurat	Target: 12-Nov-2024	In Progress
100%	2 Re: Rezoning Application PLRRZ-2024.0105 (Connected Coast Fibre Optic Installation) Staff to prepare a draft bylaw per resolution TH-2024-020.	Margot Thomaidis Nadine Mourao	Target: 01-Oct-2024	Completed
100%	3 Re: Rezoning Application PLRRZ-2024.0105 (Connected Coast Fibre Optic Installation) Expedite application PLRRZ202R-0105 and schedule a Special Meeting for Thetis Island Local Trust Committee, per resolution TH-2024-022.	Lisa Millard Margot Thomaidis Michelle Backe Nadine Mourao	Target: 15-Oct-2024	Completed
0%	4 Staff to inquire with Lyackson First Nation as to their interest in holding Council to Council, and/or staff-to-staff meetings, as per the Islands Trust Council/The Lyackson First Nation Protocol Bylaw No. 64, 1999 with Lyackson First Nation.	Clare Frater Joe Elliott Margot Thomaidis Renee Jamurat	Target: 12-Nov-2024	In Progress

Follow Up Action Report

Thetis Island

10-Sep-2024

Progress	Activity	Responsibility	Dates	Status
100%	5 Re: Rezoning Application PLRRZ-2024.0105 (Connected Coast Fibre Optic Installation) Staff to proceed with public notification as per Section 467 of the Local Government Act. (Thetis Island Local Trust Committee passed resolution TH-2024-021 to not require holding a Public Hearing on Bylaw No. 115.)	Margot Thomaidis Nadine Mourao	Target: 02-Oct-2024	Completed



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 Nos.: 538 & 539

Date: October 18, 2024

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 60 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Floridor Oprea British Columbia Ferry Corporation Inc. Suite 500 – 1321 Blanshard Street Victoria BC V8W 0B6

PURPOSE OF BYLAW:

To Permit BC Ferries Terminal Re-development / To Legalize pre-existing uses.

GENERAL LOCATION:

Terminus of Vesuvius Bay Road (BC Ferries Terminal)

LEGAL DESCRIPTION:

1. District Lot 600, Cowichan District, Plan 27TU1028; and
2. Lot 2, Section 9, Range 2 West And Section 10, Range 3 West, North Salt Spring Island, Cowichan District Plan 43894
3. LOT 1, SECTION 10, RANGE 3 WEST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 23440

SIZE OF PROPERTY AFFECTED:

Water lot – 0.94 Ha, Parcel 1 – 0.24 ha,
Parcel 2 – 0.39 ha

ALR STATUS:

Not in ALR

OFFICIAL COMMUNITY PLAN DESIGNATION:

Residential (R)/ Shoreline Development (SD)

OTHER INFORMATION:

The applicant is seeking an amendment to the Land Use Bylaw (LUB) to legalize the existing terminal use, while expanding the water lot Official Community Plan (OCP) designation Shoreline Development and Shoreline 3 LUB zoning to permit a redevelopment of the existing ferry loading trestle. The applicant satisfies policy within the OCP related to transportation policy and objectives, while working towards providing further environmental reports to satisfy Development Permit Area environmental protection objectives in the OCP. The proposal will allow for offshore redevelopment, while legalizing onshore use.

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.

Chris Buchan

(Signature)

Name: Chris Buchan

Title: Acting Island Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lyackson First Nation
Malahat First Nation
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Stz'uminus First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Ts'uubaa-Asatx First Nation
Salt Spring Island Coast Salish Society

Provincial Agencies

BC Assessment Authority
Ministry of Transportation & Infrastructure
Ministry of Water, Land & Resource Stewardship
Front Counter BC

Regional Agencies

Capital Regional District
Vancouver Island Health Authority
SSI Advisory Planning Commission

Non-Agency Referrals

Island Pathways

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)

538 & 539
(Bylaw Numbers)

(Title)

(Agency)

File No.: Policy Statement
Amendment Project (PSAP)

DATE OF MEETING: Fall 2024

TO: Local Trust Committees
Bowen Island Municipality

FROM: Trust Area Services

SUBJECT: Phase 4 Community Engagement Options - Policy Statement Amendment Project (PSAP)

RECOMMENDATION

1. That *[name of LTC/Bowen Island Municipality]* select Engagement Option(s) *[Insert option #s here]* for Phase 4 community engagement about the new draft Islands Trust Policy Statement.

REPORT SUMMARY

The purpose of this report is to provide local trust committees (LTCs) and Bowen Island Municipality (BIM) with the opportunity to advise Trust Council which, if any, local public engagement activities the LTC/BIM would prefer used to seek community input to inform the LTC's/BIM's referral response to Trust Council about the draft new Policy Statement. Trust Council will refer the new Policy Statement to LTCs and Bowen Island Municipality for comment once Trust Council has provided approval in principle.

The project work plan anticipates that virtual and on-island engagement will take place between May and October 2025.

BACKGROUND

Through approval of the Policy Statement Amendment Project Charter, Islands Trust Council has confirmed its intent to support a six-month local engagement window once Trust Council grants the draft Policy Statement approval in principle.

The project charter for the Policy Statement Amendment Project envisions Phase 4 engagement taking place simultaneously at the federation-wide and local trust area/Bowen Island levels. At the federation-wide level, the following engagement activities are planned:

- A survey¹, available both online and in hard copy that can be picked up at key locations on the islands; and
- An online workshop open to all that wish to attend.

¹ There will be an opportunity for people to phone in their answers to the survey as well.

Options for on-island engagement are laid out in the table below.

This will be the fourth time that local communities have been engaged as part of the Policy Statement Amendment Project. Information about previous engagement phases is available in the “Project Library” on the [Islands 2050 webpage](#).

ANALYSIS

On-Island Engagement Options

Option Number	Option Type	Option Description	Trust Area Services Staff Participation	Option Cost (from PSAP budget)
1.	No formal on-Island engagement	LTC/BIM receives the draft policy statement and develops a referral response based on their own perspectives or information gathered informally in the community ²	N	\$0
2.	Town Hall during regular LTC/BIM meeting(s)	LTC/BIM allocates time within one or more regular LTC meetings to hear views of community members	N	\$0
3.	LTC/BIM-led Community Information Meeting prior to regular LTC meeting	LTC/BIM requests and advertises Community Information Meeting to be held on regular LTC/BIM meeting day specific to the draft new Policy Statement	N	\$XXX (advertising) \$XXX (engagement materials)
4.	Staff-led Community Information Meeting prior to regular LTC/BIM meeting	LTC/BIM requests and advertises for Community Information meeting to be held on regular LTC/BIM meeting day specific to the Policy Statement	Y	\$XXX (advertising) \$XXX (engagement materials)
5.	Staff-led Community Information Meeting outside of regular LTC/BIM meeting ³	LTC requests and advertises for special meeting to be held specific to the Policy Statement	Y	\$XXX (advertising) \$XXX (engagement materials) \$XXX (hall rental + catering) \$XXX (minute taker)

² Trustees are welcome to convene informal gatherings at their own cost, but use of project funds requires a more formal structure (minute taker/recorder etc).

³ On-Island engagement events that involve TAS staff will likely involve total overtime, travel, and potentially accommodation costs in the order of between \$250 and \$1,000.

6.	Staff-run info booth	Staff set up a booth at a popular community hub to share information about the PSAP and gather feedback for presentation to LTC/BIM	Y	\$XXX (advertising) \$XXX (engagement materials)
7.	Staff-run info booth on the ferry	Staff set up a booth on the ferry to share information about the PSAP and gather feedback for presentation to LTC/BIM	Y	\$XXX (advertising) \$XXX (engagement materials)

Issues and Opportunities

Need for Local Engagement

LTCs/BIM considering Phase 4 local engagement for the Policy Statement Amendment Project should consider the nature of the information they hope to receive to inform their referral response. LTCs/BIM are under no obligation to pursue on-island engagement if they are satisfied they can comment on the draft Policy Statement without it. A survey option will be available to on-island residents regardless of an LTC's/BIM's on-island engagement selection.

Project Budget

Subject to Trust Council approval, the anticipated budget for Phase 4 on-island community engagement is \$20,000. This is not sufficient for staff-supported engagement on all 13 large islands or associated islands. Once all LTCs/BIM have submitted their engagement requests, staff will review the nature of each request, and if it does not seem feasible to deliver the type of engagement requested with the existing budget, staff will advise Executive Committee and propose options and alternatives.

Rationale for Recommendation

The purpose of this report is to solicit LTC/BIM direction so Trust Area Services staff can prepare appropriate opportunities and materials in support of local trust committee engagement on the Policy Statement. The content of any recommendations is at the LTC's/BIM's discretion.

ALTERNATIVES

1. Request alternative approach to engagement

The LTC/BIM may have ideas for local engagement that staff have not included above. If this is the case, and provided such ideas are feasible within both project budget and timeline, then LTC/BIM may request this approach. If this is the case, the following resolution is appropriate :

That the [name of LTC/Bowen Island Municipality] requests the following form of local engagement for Phase 4 community engagement about the new draft Policy Statement

NEXT STEPS

Staff will collate the on-island engagement requests of all LTCs/BIM and assess them for feasibility relative to project budget and staff resources. Depending on the results of that assessment, staff will draft a public engagement plan and schedule for Trust Council approval and/or seek direction from Executive Committee if LTC/BIM requests exceed budget or resourcing limits.

Submitted By:	Jason Youmans, Senior Policy Advisor	September 26, 2024
Concurrence:	Clare Frater, Director, Trust Area Services	October 2, 2024

ATTACHMENTS

- 1. Policy Statement Amendment Project Charter V9

Policy Statement Amendment Project - Project Charter V9

Purpose To support Trust Council’s update of the Islands Trust Policy Statement bylaw, incorporating feedback from Indigenous Governing Bodies, the public, and referral agencies, and approval by the Minister of Municipal Affairs.

Background Trust Council has assigned Executive Committee, with involvement from Trust Programs Committee as appropriate, the task of updating the Islands Trust Policy Statement through the lenses of reconciliation, climate change, and affordable housing, and to undertake early engagement with Indigenous Governing Bodies (IGBs) and the public in the process.

Objectives

- To adopt an updated Policy Statement bylaw that supports Trust Council’s commitments to reconciliation, climate change, and affordable housing, and reflects feedback from the public, IGBs, and partner agencies.

In Scope

- Amendment drafting of V1 as directed by TC resolutions, communications, legal review, and implementation planning
- IGB engagement, public engagement, and agency referrals
- Four readings/Ministerial approval

Out of Scope

- Treaty or territorial negotiations or accommodation
- Consequential amendments to official community plans and land use bylaws

Workplan Overview

Major Deliverable/Milestone	Dates
Past Years (FY 2019-20, 2021-22, 2022-23, 2023-24) -IGB early engagement Phases 1 (2019-2021), 2 (2021-2022), and 3 (2023) -Public engagement Phases 1 (2019-2020), 2 (2021), and 3 (2022) -Policy review and analysis by Trust Council’s committees/working groups and staff (2020-22) -Amendment drafting and legal review Phase 1 (Apr-Jun 2021), Phase 2 (Dec 2022-Mar 2023) - IGB Early engagement Phase 3	2019-2024
Present (FY 2024-25) - Review and revision of draft Policy Statement by Committee of the Whole	May - December 2024
Proposed Next Steps (FY 2024-25) - Approval in principle by Trust Council -Six month public engagement (referrals to local trust committees and Island Municipalities for local engagement; Trust-wide survey; and virtual community workshop) - Amendments and First Reading - Bylaw referral to IGBs, regional districts, Conservancy Board and others	Jan 2025 May– October 2025 Nov- Dec 2025 Dec 2025 - March 2026
Final Adoption (FY 2025-26/2026-27) -Trust Council receives referral responses and passes resolutions on further revisions required -Amendment drafting and amendment/ Second and Third Reading by Trust Council -Refer proposed bylaw to Minister with final FN engagement report; allow six months for review - Ministerial Approval (estimated—no statutory timeline), and Adoption -Final graphic design and distribution, celebration event, implementation planning	April 2026 May 2026 May2026 Dec 2026 Dec 2026—Jan 2027

Project Team

Executive Committee Trust Programs Committee Director, TAS	Project Champion Policy Content Advisors Project Director
Sr. Policy Advisor	Project Manager & Policy Writer
Program Coordinator	Public Engagement Coordinator
Communications Specialist	Communications Coordinator

Budget

Item	FY 24-25	FY25-26	FY26-27
Communications	\$10,000	\$26,000	\$10,000
Public Engagement	\$0	\$60,000	\$0
Legal Review	\$25,000	\$5,000	\$5,000
Capacity Funding	\$4,000	\$0	\$0
Total Activity Costs:	\$39,000	\$91,000	\$15,000

Approved by:

Clare Frater, Director, TAS

Endorsement: TC

Date: TC-2024-077, Sept, 25, 2024

*Timeline assumes Trust Council schedules special meetings between regular quarterly meetings.

REQUEST FOR DECISION

To: Thetis Island Local Trust Committee **For the Meeting of:** November 12, 2024

From: Meeting Administrator **Date Prepared:** October 17, 2024

SUBJECT: Draft 2025/26 Thetis Island Local Trust Committee Annual Meeting Schedule

RECOMMENDATION: THAT Thetis Island Local Trust Committee approve their January, 2025 to March, 2026 Meeting Schedule.

DIRECTOR COMMENTS: The work of developing the proposed 2025 committee schedule has been centralized thereby allowing the Executive Coordinator and Meeting Administrator to consider, at length, the many factors involved in creating an effective schedule that meets the requirements of each committee, the chairpersons, and committee members. The proposed schedule allows decisions made by local trust committees to move onto the relevant standing committee's agenda to Executive Committee in a timely manner allowing for increased efficiency. Adoption of the proposed meeting schedule will increase productivity by allowing a seamless process in completing the work required to organize and publish the meetings without need for significant re-ordering of the schedule.

1 PURPOSE:

To approve the Thetis Island Local Trust Committee Business Meeting Schedule from January 1, 2025 to March 31, 2026

2 BACKGROUND:

Each Local Trust Committee (LTC) is asked to endorse, by resolution, its regular annual business meeting schedule for 2025 to March 2026. Pending Trust Council's decision at its December meeting, Trust Council Bylaw No. 197, 2024 Section 5 proposes that local trust committee meetings be scheduled for the fiscal year instead of the calendar year. Therefore, if Bylaw No. 197, 2024 is adopted the local trust committee meetings will be scheduled from January 1, 2025 through March 31, 2026 and then April 1 through March 31 thereafter.

As part of this endorsement, the LTC will need to designate which meeting dates are anticipated to be electronic or in-person. This would allow staff to plan further in advance to accommodate meeting logistics, enable staff to book venues for the year and anticipate cancelling the bookings if the meetings get changed to electronic-only at a later date.

Factors that have been considered when putting together the schedule are as follows:

- LTC's preferred meeting days and times;
- Number of meetings held per year;
- Anticipated project commitments and application volumes;
- Chair and trustee availability and conflicts with Executive Committee and Trust Council Standing Committee meeting dates;
- Chair travel;
- Trust Council meeting dates;

- Trust Council Standing Committees including: Executive, Financial Planning and Audit Committee, Governance, Regional Planning, Trust Programs
- Flow of work from LTCs through standing committees to Financial Planning Committee to Executive Committee and then to Trust Council;
- Islands Trust Conservancy Board meetings, Bowen Island Municipality meetings, Union of BC Municipalities, Association of Vancouver Island and Coastal Communities, and other conferences;
- Other local trust committee meeting dates;
- Statutory holidays including Christmas closures;
- Preference to hold as few meetings in August as possible;
- Available staff and financial resources; and
- Ferry and travel schedules.

3 IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL: If Thetis Island LTC makes significant amendments to the schedule there will be a substantial re-ordering of LTC and Council Committee meeting dates as a result.

FINANCIAL: LTCs decisions whether to hold electronic meetings or in-person meetings will affect budgets. Electronic meetings do not incur venue costs or travel status costs from trustees or staff.

POLICY:

Trust Council Bylaw No. 197 (Proposed).
LTC Meeting Procedure Bylaws.

IMPLEMENTATION/COMMUNICATIONS: Dates and locations of meetings will be posted immediately following adoption and as per LTC Meeting Procedures Bylaws.

FIRST NATIONS RELATIONS: Not applicable.

OTHER: Adoption of an April to March fiscal LTC meeting schedule will provide each LTC with advance notice of meeting dates for the following year as Trust Council and local trust committees will continue to adopt the schedule in November or December of the previous year.

4 RELEVANT POLICY(S):

Trust Council Bylaw No. 197 (Proposed).
LTC Meeting Procedure Bylaws.

5 ATTACHMENT(S):

1. [TH-LTC 2025_MAR2026 MeetingSchedule-DRAFT.pdf](#)

RESPONSE OPTIONS

Recommendation: As provided.

Alternative: *THAT Thetis Island Local Trust Committee approve their January 1, 2025 to December 31, 2025 Business Meeting Schedule.*

Prepared By: Lisa Millard, Meeting Administrator

Reviewed By/Date: Stefan Cermak, Director, Planning Services / October 25, 2024



Islands Trust

DRAFT

Thetis Island Local Trust Committee January, 2025 – March, 2026 Regular Meetings

The Thetis Island Local Trust Committee will be meeting to consider land use applications, bylaws, correspondence, and various community planning topics.

Meetings are subject to change. Please visit the Islands Trust website for up-to-date schedule information.

DATE		TIME	MEETING TYPE	LOCATION
Tuesday	February 4, 2025	9:30 a.m.	Regular	Forbes Hall Community Centre Library 292 North Cove Rd., Thetis Island (or Electronic)
Tuesday	April 1, 2025	9:30 a.m.	Regular	Forbes Hall Community Centre Library 292 North Cove Rd., Thetis Island (or Electronic)
Tuesday	June 10, 2025	9:30 a.m.	Regular	Forbes Hall Community Centre Library 292 North Cove Rd., Thetis Island (or Electronic)
Tuesday	July 29, 2025	9:30 a.m.	Regular	Forbes Hall Community Centre Library 292 North Cove Rd., Thetis Island (or Electronic)
Tuesday	November 4, 2025	9:30 a.m.	Regular	Forbes Hall Community Centre Library 292 North Cove Rd., Thetis Island (or Electronic)
Tuesday	February 3, 2026	9:30 a.m.	Regular	Forbes Hall Community Centre Library 292 North Cove Rd., Thetis Island (or Electronic)

The proposed meeting agenda is generally available one week prior to the meeting and may be obtained at the Islands Trust office or on our website.

Please note that correspondence received from the public may become part of a meeting agenda that is published online.

VISIT OUR WEBSITE: <https://islandstrust.bc.ca/location/thetis/>
CONTACT US AT [250-247-2063](tel:250-247-2063) OR: northinfo@islandstrust.bc.ca



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY OCTOBER 1ST, 2024 BOARD MEETING

NOTE: For more detail on Islands Trust Conservancy meetings, including meeting minutes, please visit <https://islandstrust.bc.ca/whats-happening/meetings-and-events/>

1. ORGANIZATION UPDATES/TEAM

- The Islands Trust Conservancy (ITC) Board welcomed new Provincially Appointed Board Member, Tanner Timothy.

2. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Board adopted Islands Trust Conservancy Bylaw No. 4, cited as “Islands Trust Conservancy Freedom of Information and Protection of Privacy Bylaw No. 4, 2024”.
- The ITC Board directed staff to request meetings with Executive Committee three times per year for focused discussion on topics of mutual interest, with an optional fourth meeting, if needed.
- The ITC Board directed staff to review policies related to the acquisition of lands and covenants, giving consideration to how to best address topics such as potential cutting of firewood within covenanted areas, need for priority of covenants related items over mortgages, minimum size, and landholder supports.
- The ITC Board received the Budget Report for information. The ITC Board directed staff to add \$4,000 to the 2025-26 budget request for bookkeeping services, and to add \$1,160 per covenant to property management funds to reflect new covenants taken on in the 2024-25 fiscal year.
- The ITC Board received the 2024 ITC Annual Work Plan mid-year update. Discussion ensued on funding and First Nations engagement/ITC Five Year Plan project.
- Trustee Elliott provided an update to the ITC Board from Executive Committee. Items reported include support from Trust Council on Trust Area Services staffing item recommendation, Chief Administrative Officer (CAO) Hiring Committee updates, and First Nations engagement.
- Trustee Gauvreau provided an update to the ITC Board from Governance Committee including approval from Trust Council on a comprehensive Provincial review of Islands Trust and the *Islands Trust Act*.

3. COVENANT AND PROPERTY ACQUISITIONS

- The ITC Board rose and reported that it had authorized staff to spend up to \$6,000 from existing budgets towards the cost of a land survey, an Ecological Gifts Program appraisal, and the costs of covenant registration for a NAPTEP covenant on Salt Spring Island.
- The ITC Board authorized the Chair to sign a covenant with Yarrow Koontz for the protection of a portion of land on Gabriola Island, and directed staff to register the covenant through the Natural Area Protection Tax Exemption Program (NAPTEP).



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

- The ITC Board authorized the Chair to sign a covenant with Skye Larmour for the protection of a portion of land on Salt Spring Island, and directed staff to register the covenant through the NAPTEP.

4. COVENANT AND PROPERTY MANAGEMENT

- The ITC Board directed staff to continue work on the management plan for the Ruby Alton Nature Reserve.
- The ITC Board received the Public Acquisitions Report and Public Covenants Report for information.

5. COMMUNICATIONS AND OUTREACH

- Correspondence was received from Minister Kang to Chair Smith regarding fund investment and land management in the absence of an approved Islands Trust Conservancy Plan. Chair Smith clarified that ITC has funds requiring investment and that the ITC Board had asked Minister Kang if ITC could invest its money. The Minister responded yes.
- Correspondence was received from Stewart Brands, a long-term resident of Galiano Island, regarding protective covenants and the need for Islands Trust to financially support conservation by private landholders. By general consent, the ITC Board agreed that Chair Smith would draft a response to Stewart Brands and provide a draft to the Ecosystem Protection Specialist for review.

Learn more about Islands Trust Conservancy: <https://islandstrust.bc.ca/conservancy/>

Subscribe for Islands Trust Conservancy updates: <https://islandstrust.bc.ca/subscribe/>



the Heron



A newsletter from the Islands Trust Conservancy, protecting islands in the Salish Sea | islandstrust.bc.ca/conservancy

FALL 2024

Take me home! 
This newsletter is provided FREE by ITC

William's Story Islands Trust Conservancy's Youngest Donor

p.3

WATERFALL ON SALT SPRING ISLAND. PHOTO: KRISTINE MAYES



For links and additional media, visit the Heron Newsletter online.

www.islandstrust.bc.ca/conservancy/heron-newsletter/



ALSO IN THIS ISSUE

FALL FOLIAGE. PHOTO: CARLA FUNK

BEACH WOOD. PHOTO: LISA WILCOX

Stewardship
Tips for Fall p. 2

First Nations
Engagement at ITC ²⁸ p. 3

Stewardship Tips for Fall

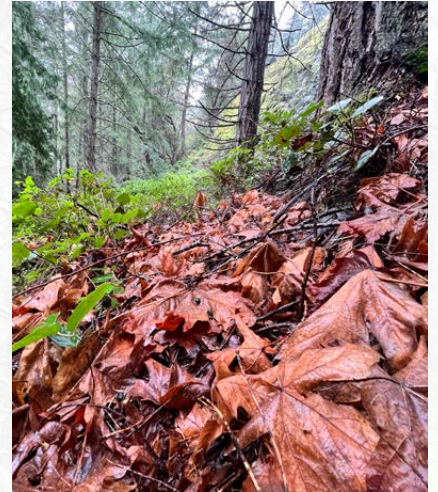
Join us in protecting and preserving the unique and special nature of the islands in the Salish Sea as the seasons change. We want to make it easy for you to participate in land and species stewardship on your property and in your community, so in this issue, we're sharing some helpful stewardship tips for fall.

Leave the Leaves

Leaving fallen leaves and plant stems is one of the most valuable things you can do to protect pollinators and other invertebrates. Leaves provide habitat essential to the survival of everything from moths and butterflies, to snails and spiders.

For example, some butterflies lay their eggs on fallen leaves, so that the leaves can be eaten by the caterpillars as soon as they emerge. For other species, cocoons and chrysalises are actually made of leaves, or camouflaged to look like leaves.

Bumblebees and other butterfly caterpillars rely on leaf litter for shelter from winter weather and predators. Similarly, hollow plant stems provide an excellent place for native bees to hibernate.



LEAVES AT MOSS MOUNTAIN NAPTEP COVENANT. PHOTO: CARLA FUNK



OCEANSPRAY. PHOTO: CARLA FUNK

Plant and Sow Native Plants

Fall is the best time to enhance your garden with native species because we can mimic natural cycles. Many native wildflowers naturally drop their seed at the end of summer and some require exposure to cold, moist conditions for a period of time in order to germinate (this is called cold-stratification).

Fall is also a good time for planting because it allows roots to establish before the winter freeze, so they are strong and ready to support above-ground growth as soon as spring arrives.

Consider plants that birds can forage on through the fall and winter in years to come. Satinflower Nurseries suggests hardhack/spirea, coastal mugwort, Canada goldenrod, California aster, oceanspray, and snowberry as good sources of nourishing seeds and berries.

Protect Migrating Birds

It's always a good time of year to mark up reflective windows with bird-safe tape, Acopian bird savers, soap, or decals to prevent collisions as birds migrate through our region to their wintering grounds.



RUFIOUS HUMMINGBIRD. PHOTO: TODD CARNAHAN



Islands Trust and Islands Trust Conservancy respectfully acknowledge that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and that their deep connection to the islands continues to this day. We are committed to reconciliation, to upholding the rights of Indigenous peoples, and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea. The Islands Trust Area is located in the treaty and territorial lands and waters of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEL, Qualicum, scəwəθən, səlilw'ətəl, SEMYOME, shishálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', STÁUTW, Stz'uminus, la2əmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W JOLELP, WSIKEM, Xeláltxw, Xwémalhkwx, Xwsepsum, and x'wəθk'əy.

William's Story: ITC's Youngest Donor

In 2011, William Holzapfel, six years old at the time, donated to Islands Trust Conservancy (ITC) with a portion of his allowance, becoming the youngest person to donate to the organization. Now a 19 year old student at Vancouver Island University, William shares that he wanted to make a contribution to the Conservancy at age six to protect the island he grew up on for generations to come. "I spent the first 10 years of my life on Salt Spring Island, going to school and enjoying hikes on land that the Conservancy protects. After learning more about ITC through my mom, I knew I wanted to make a contribution to the organization to ensure the land and beauty of the nature around me was protected forever."

William's donation was placed in the Opportunity Fund which since 2005, has supported countless conservation projects across the islands in protecting land and preserving species and ecosystems. Today, William highly encourages others to donate to the Conservancy.

"One small donation can make a huge impact."

Join William in giving back to the islands you love. Learn more about donating to ITC at islandstrust.bc.ca/donate-to-conservancy-2/.



WILLIAM AT AGE SIX ON
SALT SPRING ISLAND

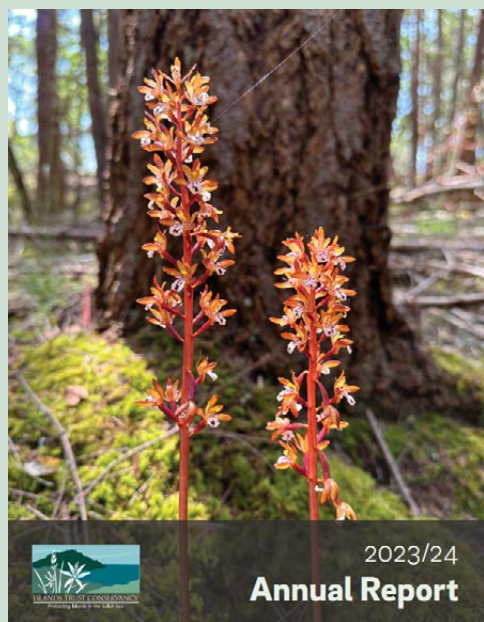
If you've named ITC in your Will, we'd love to hear from you!

Knowing ahead of time helps us plan future conservation efforts. Connect with our Strategic Fund Development Specialist, Mike Richards:

 250-405-5186

 itcmail@islandstrust.bc.ca

First Nations Engagement at ITC



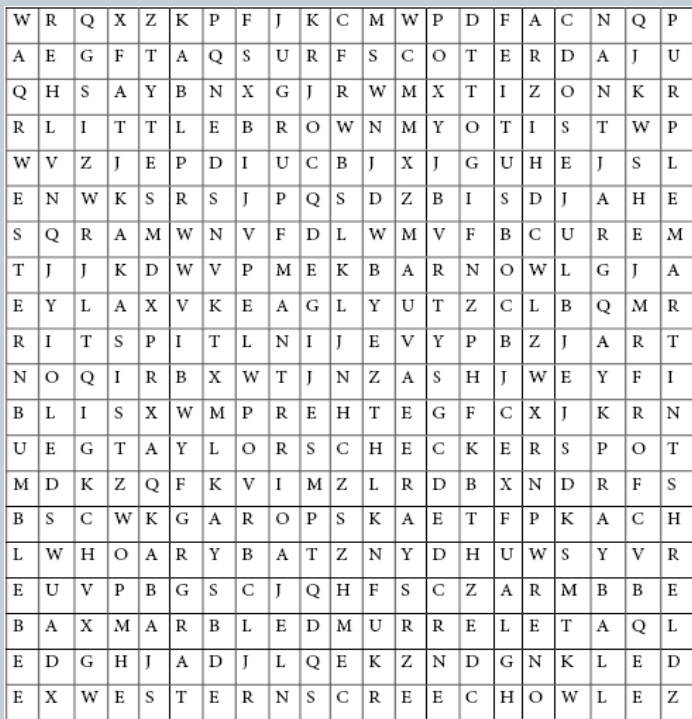
COVER OF 2023/24 ITC ANNUAL REPORT.

Under the Islands Trust Act, Islands Trust Conservancy is required to prepare a Plan at least every five years to guide its work. The Plan sets out five year goals and policies for approval by the Minister of Municipal Affairs.

In January 2024, the Minister asked the Islands Trust Conservancy Board to engage First Nations to further inform the ITC Board of First Nations' interests as they relate to the Conservancy's work and to the 2026-2030 Five Year Plan that will be developed in 2025. The ITC Board has made First Nations engagement a priority for 2024/2025.

ITC is looking forward to growing relationships with First Nations around land stewardship in the coming year and into the future.

Read more in our 2023/2024 Annual Report at islandstrust.bc.ca/conservancy/our-impact/.



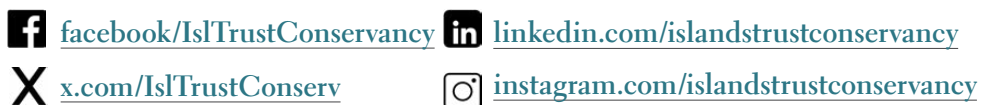
Species at Risk Word Search

1. Marbled Murrelet
2. Western Painted Turtle
3. Taylor's Checkerspot
4. Little Brown Myotis
5. Surf Scoter
6. Purple Martin
7. Western Screech-Owl
8. Western Bumble Bee
9. Hoary Bat
10. Barn Owl

Learn more about the work we do to protect Species at Risk through our Species at Risk Program!

islandstrust.bc.ca/conservancy/species-at-risk/

Follow us on social media



Watch us on YouTube



Printed on 100% post consumer recycled paper. Recycle by giving to a friend. ♻️

YES! I want to preserve and protect the islands!

100% of your donation goes directly to protecting the islands you love.

Your donations of \$20 or more will receive an official donation receipt for income tax purposes.*

Questions? Contact us!

☎ 250-405-5186 ✉ itcmail@islandstrust.bc.ca

Or mail to: 200-1627 Fort Street, Victoria, BC V8R 1H8

Name	
Address	
City	Country
Prov/State	Postal/Zip code
Phone	
Email	

Share your vision with future generations — please consider remembering Islands Trust Conservancy in your Will.

🖱 To donate online visit:

islandstrust.bc.ca/donate-to-conservancy



☐ Yes, I am okay with public recognition of my donation.

My donation amount: ☐ \$50 ☐ \$100 ☐ \$200 ☐ \$_____

I wish to donate by:

☐ Cheque (made payable to the Islands Trust Conservancy)

☐ Visa ☐ MasterCard

Card Number	
Expiry Date mm/yy	Security Code (back of card)
Signature	

*Islands Trust Conservancy is a qualified donee as a Crown agent under B.C.'s Islands Trust Act. Islands Trust business # 122013576 RT0001



11/5/2024

Thetis Local Trust Committee Open Applications Report

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
Rezoning								
	PLRZ20240105	Renee LaBoucane		Strathcona Regional District Connected Coast Corporation (SRDCCC) is submitting a amendment request for the	Margot Thomaidis	06/20/2024	Under Review	Generate Complete Application Letter
Number of Open Applications	1							

Islands Trust
 LTC EXP SUMMARY REPORT F2025
 Invoices posted to Month ending September 2024

670 Thetis	Invoices posted to Month ending September 2024	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
LTC Local				
65200-670	LTC - Local Exp - LTC Meeting Expenses	<u>1,550.00</u>	<u>354.37</u>	<u>1,195.63</u>
TOTAL LTC Local Expense		<u>1,550.00</u>	<u>354.37</u>	<u>1,195.63</u>
Projects				
73001-670-4128	Thetis Unzoned Marine Area LUB Amendment	<u>1,000.00</u>	<u>0.00</u>	<u>1,000.00</u>
TOTAL Project Expenses		<u>1,000.00</u>	<u>0.00</u>	<u>1,000.00</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.

Active Projects Report

	Responsible	Dates
--	-------------	-------

Activity:

Future Projects Report

Thetis Island

1. <i>LUB</i>	Responsible	Date Received
N/A		30-Aug-2022
2. <i>Administrative</i>	Responsible	Date Received
The project would develop a Soil Deposit and Removal Bylaw for Thetis Island. The bylaw would regulate the removal of soil from and the deposit of soil on lots by possibly requiring a permit under certain conditions. 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.		30-Aug-2022
3. <i>Advocacy and Communications</i>	Responsible	Date Received
LOU: Letter of Understanding between the Thetis LTC and the Cowichan Valley Regional District		30-Aug-2022
4. <i>OCP</i>	Responsible	Date Received
Active Transportation		30-Aug-2022
5. <i>Bylaw Enforcement</i>	Responsible	Date Received
N/A		30-Aug-2022

Future Projects Report

Thetis Island

6. OCP & LUB

Responsible

Date Received

30-Aug-2022

Possible Thetis OCP & LUB Amendments

Rainwater:

- rainwater storage requirements

Watershed Protection:

- Island-wide watershed protection

First Nations:

- Early and meaningful engagement
- Acknowledgement language
- De-colonizing document language
- Incorporating FN recommended language

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;

- strategies for alternative dwelling units;

- ferry workers workforce housing;

- the potential to rezone areas that are suitable for increased density.

Fence height and Derelict vehicles regulations

Future Projects Report

Thetis Island

Housekeeping / Technical Amendments to include:

- 4.3(d) amend to say: In addition to s.4.3(a), (b), and (c)...

Shoreline:

- Sea Level Rise
- Wharves

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.

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.
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