

Thetis Island Local Trust Committee

Regular Meeting Revised Agenda

Date: August 3, 2021
 Time: 9:30 am
 Location: Electronic Meeting

			Pages
1.	CALL TO ORDER	9:30 AM - 9:35 AM	
	"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."		
2.	APPROVAL OF AGENDA		
3.	REPORTS	9:35 AM - 9:50 AM	
3.1.	Trustee Reports		
3.2.	Chair's Report		
3.3.	<i>Electoral Area Director's Report</i>		3 - 4
4.	TOWN HALL	9:50 AM - 10:00 AM	
5.	MINUTES	10:00 AM - 10:05 AM	
5.1.	Local Trust Committee Minutes dated June 1, 2021 - for adoption		5 - 9
5.2.	Section 26 Resolutions-Without-Meeting Report dated July 20, 2021		10 - 10
5.3.	Advisory Planning Commission Minutes - none		
6.	BUSINESS ARISING FROM MINUTES	10:05 AM - 10:20 AM	
6.1.	Follow-up Action List dated July 26, 2021		11 - 12
7.	APPLICATIONS AND REFERRALS	10:20 AM - 10:25 AM	
7.1.	Galiano Island Local Trust Committee Bylaw No. 280 - Referral Request for Response		13 - 15
8.	LOCAL TRUST COMMITTEE PROJECTS	10:25 AM - 11:00 AM	
8.1.	Shoreline and Coastal Protection Strategy Project - Staff Report		16 - 25

9. DELEGATIONS - none
10. CORRESPONDENCE - none
(Correspondence received concerning current applications or projects is posted to the LTC webpage)
11. NEW BUSINESS - none
12. REPORTS 11:00 AM - 11:10 AM
 - 12.1. Trust Conservancy Report dated May 25, 2021 26 - 27
 - 12.1.1. The Heron - Spring 2021 28 - 35
 - 12.2. Applications Report dated July 26, 2021 36 - 36
 - 12.3. Trustee and Local Expense Report dated May, 2021 37 - 37
 - 12.4. Adopted Policies and Standing Resolutions 38 - 40
 - 12.5. Local Trust Committee Webpage
13. WORK PROGRAM 11:10 AM - 11:40 AM
 - 13.1. Top Priorities Report dated July 26, 2021 41 - 41
 - 13.2. Projects List Report dated July 26, 2021 42 - 44
14. CLOSED MEETING - none
15. UPCOMING MEETINGS
 - 15.1. Next Regular Meeting Scheduled for Tuesday, September 28, 2020 at 9:30 am at Thetis Island Community Centre (Forbes Hall), North Cove Road, Thetis Island, BC
16. ADJOURNMENT 11:40 AM - 11:40 AM

Submitted by: Lynne Smith CVRD Director Area G Saltair/Gulf Islands

CVRD Regional Recreation – Facility Use analysis 2021/2022

Nine Regionally Recreation Facilities: Frank Jameson Community Centre, Fuller Lake Arena, Cowichan Community Centre, Cowichan Performing Arts Centre, Cowichan Aquatic Centre, Cowichan Lake Recreation, Kerry Park Recreation Centre, Shawnigan Lake Community Centre & Cowichan Sportsplex.

Usage data will be collected from November 1, 2021 to March 31, 2022. The visitation data will be collected from three sources: Program registrations for recreation centres, Drop in user surveys and User group membership lists.

The facility use analysis will provide usage % breakdowns for each Electoral Area, Municipality and First Nations. The 2021/2022 analysis and the 2017 usage analysis will provide an average usage %. The usage percentages will then be used to determine the costs of operations and maintenance for each facility that will be allocated to each of the 13 CVRD areas.

Usage data collected for Area G will be used along with the data that was collected in 2017 to determine the approx. Regional Recreation taxation amount that would apply to Area G. This information will be brought forward to the CVRD residents/taxpayers. Once community engagement and communications are in place I will provide an update. The CVRD Board has authorized moving forward with a Regional Recreation referendum question to be included in the 2022 Local Government Elections documents. The referendum question and information will be coming forward in the future.

Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Program for the Thetis Island Wharf Rehabilitation Project Update

I am very disappointed to advise the Thetis Island community that the CVRD has been advised the grant application submitted to the Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Program for the Thetis Island Wharf Rehabilitation Project (\$270,000 grant funding request approved by the CVRD Board to submit) was not selected for funding under the program. According to the notification, the program received significantly more applications than could be funded and the decision to not fund the Thetis Island Wharf Rehabilitation was not a reflection on the importance of the project for the community, but rather the degree to which the program was oversubscribed with applications.

The Letter from Brian Bedford, Executive Director, Prov. of BC Local Government Infrastructure and Finance can be read at

<https://cvrld.primegov.com/Portal/Meeting?compiledMeetingDocumentFileId=14929> under Correspondence C2.

Thank you to all those that sent in letters of support for this very important project and for everyone's patience as we have all waited for the results of the grant application for the Thetis Island Wharf Rehabilitation.

The Thetis Island Port Commission, CVRD staff and I will be meeting in Aug. to review options for moving forward on this project.

Cowichan District Hospital Replacement Project (CDH)

The new hospital location on Bell McKinnon Rd (close to Herd Rd.) will lessen the travel time for Thetis Island residents. The design and construction phase starts in 2022 and the anticipated opening is in 2026. <https://www.islandhealth.ca/about-us/accountability/strategic-direction/building-health/cowichan-district-hospital-replacement-project>

The new hospital will be three times larger than the current facility and have 201 beds (up from the current 134). The emergency department beds will double (from 17 to 36) and operating rooms will increase from three to seven. Mental health services will be brought up to date, a new birthing unit,

additional paediatric beds, and culturally safe spaces will be part of the new hospital. The hospital will be a training site for medical students in the University of British Columbia Island Medical Program. There will also be an increase in parking spots available, and parking will be free of charge.



Thetis Island Local Trust Committee Minutes of Regular Meeting

Date: June 1, 2021

Location: Electronic Meeting

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

Staff Present: Heather Kauer, Regional Planning Manager
Jaime Dubyna, Island Planner
Sarah Shugar, Recorder

Others Present: Lynne Smith, Cowichan Valley Regional District Area G Saltair / Gulf Islands Electoral Area Director

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 9:30 am. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations. Trustee Patrick acknowledged the recently discovered missing and murdered students of the former Kamloops Indian Residential School and expressed support for the Penelakut Nation and continued reconciliation.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. REPORTS

3.1 Trustee Reports

Trustee Fenton presented the following report:

- Expressed gratitude to live and work in Lyackson and Penelakut territory.
- Acknowledged the recently discovered missing and murdered students of the former Kamloops Indian Residential School and expressed support for the Penelakut Nation and continued reconciliation.
- Attended a Trust Programs Committee meeting regarding the Islands Trust Policy Review.
- Attended an Islands Trust Conservancy meeting. The Islands Trust Conservancy Heron newsletter is available on the Islands Trust website.

Trustee Luckham presented the following report:

- Expressed gratitude to live and work in Lyackson and Penelakut territory.

- Acknowledged the recently discovered missing and murdered students of the former Kamloops Indian Residential School and expressed support for the Penelakut Nation and continued reconciliation.
- Attended a Howe Sound Community Forum regarding working towards designation of a Howe Sound Biosphere Reserve.
- Attended a Regional Planning Committee meeting regarding the Application Fees Bylaws.
- Attended a Lasqueti Island Local Trust Committee meeting.
- Attended a Salt Spring Island Local Trust Committee meeting.
- Attended a Trust Programs Committee meeting regarding the Islands Trust Policy review.
- Attended a Local Planning Committee meeting.
- Attended a meeting with the Komoks First Nation regarding disturbance of ancestral remains of an indigenous child on Hornby Island.
- Participated in a Transport Canada two-day oil spill containment exercise in the Porlier Pass area.
- Attended a meeting with Member of Parliament Alistair MacGregor regarding vessel anchorages.
- Attended the Association of Vancouver Island Coastal Communities virtual 2021 Annual General Meeting and Convention.
- Attended a Trust Council Governance and Management Review Select Committee meeting regarding selection of a consultant to proceed with an Islands Trust Governance and Management Review.
- The Thetis Island Fire Department responded to a brush fire on Thetis Island. Trustee Luckham spoke to the wild fire risk and fire prevention.
- A COVID vaccination clinic will be held on June 16 and 17, 2021 on Thetis Island.

3.2 Chair's Report

Chair Patrick reported the next Trust Council will be held electronically on June 9 to 11, 2021. The delegations and town hall portion of the meetings will be held June 9, 2021 at 7:00 p.m. and the agenda package is available on the Islands Trust website. Chair Patrick expressed support for Trustees responsibility towards the constituency and the environment and integrating human issues of justice, race and class into environmental values.

3.3 Electoral Area Director's Report

Director Smith acknowledged the recently discovered missing and murdered students of the former Kamloops Indian Residential School and expressed support for the Penelakut Nation. Director Smith reported the CRD office located at 175 Ingram Street is being renovated following flood damage that occurred. There is no update regarding the Thetis Island Internet Connectivity grant application and/or the Thetis Island Community Dock grant application at this time.

4. TOWN HALL

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

5. MINUTES

5.1 Local Trust Committee Minutes dated April 13, 2021 - for adoption

By general consent the Local Trust Committee meeting minutes of April 13, 2021 were adopted.

5.2 Section 26 Resolutions-Without-Meeting - none

5.3 Advisory Planning Commission Minutes - none

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated May 25, 2021

Received.

TH-2021-017

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee rescind the motion associated with the November 24, 2020 resolution to draft a letter to the CVRD regarding the community dock and emergency services.

CARRIED

TH-2021-018

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to provide supporting documentation regarding the mining operation on Valdes Island.

CARRIED

7. APPLICATIONS AND REFERRALS

7.1 Galiano Island Local Trust Committee Bylaw Nos. 256 and 257 - Referral Request for Response

A bylaw referral form dated April 23, 2021 regarding Galiano Island Local Trust Committee Bylaw Nos. 256 and 257 was presented.

TH-2021-019

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee advise the Galiano Island Local Trust Committee that its interests are unaffected by Galiano Island Local Trust Committee Bylaw Nos. 256 and 257.

CARRIED

7.2 Galiano Island Local Trust Committee Bylaw No. 278 - Referral Request for Response

A bylaw referral form dated March 11, 2021 regarding Galiano Island Local Trust Committee Bylaw No. 278 was presented.

TH-2021-020

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee advise the Galiano Island Local Trust Committee that its interests are unaffected by Galiano Island Local Trust Committee Bylaw No. 278.

CARRIED

8. LOCAL TRUST COMMITTEE PROJECTS

8.1 Coastal Shoreline Protection Project - Staff Report

Planner Dubyna presented a staff report dated May 18, 2021 regarding the Thetis Island Local Trust Committee – Shoreline and Coastal Protection Strategy Project.

TH-2021-021

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee amend the Thetis Island Shoreline and Coastal Protection Strategy Project Charter, dated June 1, 2021 as follows:

- Replace the first bullet in the Objectives section as follows: to identify issues, challenges and opportunities related to shoreline and coastal protection in collaboration with First Nations and community;
- Add a third bullet to the Objectives section as follows: create a framework and definitions respecting “shoreline and coastal protection” as a result of the consultation process and other Trust Area projects related to shoreline and coastal protection;
- Add early community engagement and sharing to the In Scope section.

CARRIED

TH-2021-022

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee endorse the Thetis Island Shoreline and Coastal Protection Strategy Project Charter, dated June 1, 2021 as amended.

CARRIED

9. DELEGATIONS - none

10. CORRESPONDENCE - none

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

11. NEW BUSINESS- none

12. REPORTS

12.1 Trust Conservancy Report - none

12.2 Applications Report - none

12.3 Trustee and Local Expense Report - none

12.4 Adopted Policies and Standing Resolutions

Received.

12.5 Local Trust Committee Webpage - none

13. WORK PROGRAM

13.1 Top Priorities Report dated May 25, 2021

Received.

13.2 Projects List Report dated May 25, 2021

Received.

14. CLOSED MEETING - none

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Tuesday, August 3, 2021 at 9:30 am - Location to be determined

The next Regular Meeting is scheduled for Tuesday, August 3, 2021 at 9:30 a.m., location to be determined. Please check the website at <http://www.islandstrust.bc.ca/> for details regarding this meeting.

16. ADJOURNMENT

By general consent the meeting was adjourned at 11:06 a.m.

Laura Patrick, Chair

Certified Correct:

Sarah Shugar, Recorder

Resolutions Without Meetings Log

Thetis Island

Resolution Number	Action	Date
2021-002	Carried	28-May-2021
<p>"That the Thetis Island Local Trust Committee endorse the following text for inclusion in the 2020-2021 Annual Report for approval by the Islands Trust Council and submission to the Minister of Municipal Affairs & Housing:</p> <p>The Thetis Island Local Trust Committee held five regular business meetings, one special meeting, and one public hearing in the 2020/21 fiscal year.</p> <p>Work for this period focused on advancing the Thetis Island Local Trust Committee priority project: the Riparian Areas Protection Regulation. In order to implement the provincial regulations, the Thetis Island Local Trust Committee considered proposed bylaws numbered 108 and 109 that would implement the official community plan and land use bylaw changes. The result will be creation of a new Development Permit Area no. 1: Riparian Areas.</p> <p>The Thetis Island Local Trust Committee considered numerous reports in conjunction with one major rezoning application on the island that proposed subtidal geoduck aquaculture covering fourteen hectares in Preedy Harbour. The committee also reviewed one development variance permit.</p> <p>Staff reviewed nine building permit referrals related to proposed development in the Thetis Island Local Trust Area."</p>		

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
2 that the Thetis Island Local Trust Committee request Trustee Luckham and Chair Patrick to write a letter of advocacy to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development regarding the clean up of an abandoned property on Valdes Island.	Mike Richards Wil Cottingham		In Progress

01-Jun-2021

Activity	Responsibility	Dates	Status
1 Staff to provide supporting documentation to the LTC regarding the mining operation permit on Valdes Island.	Jaime Dubyna	Target: 03-Aug-2021	In Progress

Follow Up Action Report

Thetis Island

01-Jun-2021

Activity	Responsibility	Dates	Status
<p>2 Staff to amend the Shoreline and Coastal Protection Strategy draft project charter as follows:</p> <ul style="list-style-type: none"> ·Obj 1 replaced with, "To identify issues, challenges and opportunities related to shoreline and coastal protection in collaboration with First Nations and community." ·Add new Obj 3 as follows, "To create a framework and definitions respecting shoreline and coastal protection from what we learn through First Nations community engagement and other Islands Trust regional projects respecting shoreline and coastal protection." ·Add "early community engagement and sharing" to In Scope. ·Amend Budget to an increase of \$500 (total \$1000). <p>Project charter endorsed, as amended.</p>	Jaime Dubyna		Completed



Islands Trust

BYLAW REFERRAL FORM

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

Island: Galiano Island Local Trust Area Bylaw No.: 280 Date: July 19, 2021

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

APPLICANTS NAME / ADDRESS:

Galiano Affordable Living Initiative (GALI)

PURPOSE OF BYLAW:

The application would amend the Galiano Island Land Use Bylaw No. 127, 1999 (LUB) by rezoning the subject property to increase the density per lot from 1 dwelling to 20 dwellings and to enable the development to occur within its proposed layout and multi-unit/building design.

Background information including staff reports are available on the Galiano Island applications webpage (GALI): <https://islandstrust.bc.ca/island-planning/galiano/current-applications/>

GENERAL LOCATION:

409 Porlier Pass Rd, Galiano Island

LEGAL DESCRIPTION:

Lot 1 District Lot 3 Galiano Island Cowichan District Plan 29196

SIZE OF PROPERTY AFFECTED:

4.05 hectares

ALR STATUS:

None

OFFICIAL COMMUNITY PLAN DESIGNATION:

Community Housing

OTHER INFORMATION:

Additional information, including the current bylaws, is available at: <https://islandstrust.bc.ca/island-planning/galiano/current-applications/>

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.

BSmith

(Signature)

Name:

Brad Smith

Title:

Island Planner

Contact Info

Tel: 250-405-5194

Email: bsmith@islandstrust.bc.ca

PLEASE TURN OVER 

This referral has been sent to the following agencies:

Provincial Agencies

Ministry of Forests, Lands & Natural Resource Operations –
Water Licensing Branch
Ministry of Attorney General and Minister responsible for
Housing
Ministry of Transportation and Infrastructure

Non-Agency Referrals

BC Hydro and Power Authority
Telus
Galiano Trails Society
BC Housing

Regional Agencies

CRD, Planning and Protective Services, Building Inspection
CRD, Planning and Protective Services, Regional Housing
CRD, Galiano Island Parks and Recreation Commission
Island Health
Galiano Island Fire Rescue – South Department

Adjacent Local Trust Committees and Municipalities

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

First Nations

Stz'uminus First Nation
Lake Cowichan First Nation
Halalt First Nation
Lyackson First Nation
Penelakut Tribe
Semiahmoo First Nation
Pauquachin First Nation
Tsartlip First Nation
Tseycum First Nation
Cowichan Tribes
Tsawwassen First Nation
Tsawout First Nation
Musqueam Indian Band
WSANEC Leadership Council

**BYLAW REFERRAL FORM
RESPONSE SUMMARY**

☐ **Approval Recommended for Reasons Outlined Below**

☐ **Approval Recommended Subject to Conditions Outlined Below**

☐ **Interests Unaffected by Bylaw**

☐ **Approval Not Recommended Due to Reason Outlined Below**

Galiano Island Local Trust Area
(Island)

(Signature)

(Date)

280
(Bylaw Number)

(Name and Title)

(Agency)



File No.: 6500-20
(Thetis Island Shoreline and
Coastal Protection)

DATE OF MEETING: August 3, 2021
TO: Thetis Island Local Trust Committee
FROM: Jaime Dubyna, Island Planner
Northern Team
COPY: Heather Kauer, Regional Planning Manager
SUBJECT: Thetis Island Local Trust Committee – Shoreline and Coastal Protection Strategy Project

RECOMMENDATION

1. That the Thetis Island Local Trust Committee request staff prepare a discussion paper for the Shoreline and Coastal Protection Strategy project in accordance with the draft discussion paper outline, dated August 3, 2021.

PURPOSE

The purpose of this report is to introduce a draft outline for a proposed discussion paper as part of the Thetis Island Shoreline and Coastal Protection Strategy Project.

BACKGROUND

The Thetis Island Local Trust Committee (LTC) passed the following resolutions at the June 1, 2021 business meeting:

TH-2021-021

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee amend the Thetis Island Shoreline and Coastal Protection Strategy Project Charter, dated June 1, 2021 as follows:

- Replace the first bullet in the Objectives section as follows: to identify issues, challenges and opportunities related to shoreline and coastal protection in collaboration with First Nations and community;
- Add a third bullet to the Objectives section as follows: create a framework and definitions respecting 'shoreline and coastal protection' as a result of the consultation process and other Trust Area projects related to shoreline and coastal protection;
- Add early community engagement and sharing to the In Scope section.

CARRIED

TH-2021-022

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee endorse the Thetis Island Shoreline and Coastal Protection Strategy Project Charter, dated June 1, 2021, as amended.

CARRIED

A copy of the amended and endorsed project charter is found in Attachment 1.

ANALYSIS

Issues and Opportunities

Discussion Paper Outline

Staff have prepared a draft discussion paper outline (table of contents) for the project, found in Attachment 2. The outline provides the basic framework for the discussion paper and may change as information is reviewed and the paper is developed.

Key sections in the discussion paper include:

- Identification of Thetis Island shoreline and coastal natural assets, heritage and cultural values, and threats;
- Overview of policy and regulatory framework for shoreline protection (First Nation, federal, provincial, local trust committee jurisdiction);
- Overview of Islands Trust policies, initiatives and plans;
- Overview of relevant Thetis Island Official Community Plan policies and Land Use Bylaw regulations;
- Options for Shoreline Protection Strategies.

First Nations – Early Engagement

The LTC has expressed interest in undergoing early engagement with Penelakut Tribe and Lyackson First Nation, as well as the broader Thetis community.

Staff have discussed options for commencing early engagement with the Islands Trust Senior Intergovernmental Policy Advisor (SIPA), who has advised staff to begin with initiating engagement through written correspondence informing Penelakut Tribe, Lyackson First Nation, Halalt First Nation and Stz'uminus First Nation of the project.

At the time of this report, staff have not forwarded correspondence to the Nations to honour this time of grief and mourning.

Rationale for Recommendation

To advance the project, staff are seeking LTC direction to prepare a discussion paper in accordance with the draft outline presented in this staff report. A discussion paper would gather a baseline of current Islands Trust and Thetis Island LTC policies and regulations and present options to advance shoreline and coastal protection.

The staff recommendation is found on Page 1 of this report.

ALTERNATIVES

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

1. Amend the draft Discussion Paper outline

The LTC may wish to modify the draft discussion paper outline. Recommended wording for the resolution is as follows:

That the Thetis Island Local Trust Committee request staff to amend the discussion paper outline by [specific request to be provided by LTC].

2. Receive for information

The LTC may receive the report for information.

NEXT STEPS

Should the LTC concur with the recommendation, staff will begin preparing the discussion paper.

Submitted By:	Jaime Dubyna Island Planner	July 20, 2021
Concurrence:	Heather Kauer, MPA, RPP, MCIP, AICP Regional Planning Manager	July 27, 2021

ATTACHMENTS

1. Project Charter, dated June 1, 2021
2. Draft Discussion Paper Outline

Thetis Island Shoreline and Coastal Protection Strategy Project - Charter v1

Thetis Island Local Trust Committee

Date: June 1, 2021

Purpose: Initiate an information gathering phase to identify the issues to be addressed and the scope of the project. The outcome of this phase is intended to inform the next phase of the project.

Background: The Thetis Island Local Trust Committee (LTC) identified shoreline and coastal protection as a top priority project in November 2019. At the April 13, 2021 regular business meeting, the LTC expressed interest in collecting information and local knowledge to gain an understanding of topics of interest or concern in relation to shoreline and coastal protection. A starting point for the project includes initiating First Nations engagement, and the development of a discussion paper that provides an overview of existing policies and regulations, and that introduces potential options for shoreline and coastal protection, including protection of archaeological, heritage and cultural areas.

Objectives

- To identify issues, challenges and opportunities related to shoreline and coastal protection in collaboration with First Nations and community
- To frame the direction and scope of the project
- To create a framework and definitions respecting shoreline and coastal protection from what we learn through First Nations community engagement and other Islands Trust regional projects respecting shoreline and coastal protection

In Scope

- Discussion paper that includes a review of existing Thetis Island policies and regulations related to shoreline and coastal protection, collates existing data on shoreline ecosystem features/functions, and an overview of regulatory and educational options available to strengthen shoreline and coastal protection
- First Nations engagement to identify areas of concern
- Early community engagement and sharing

Out of Scope

- Full review of unrelated OCP policies and LUB regulations
- Extensive community engagement

Workplan Overview

Deliverable/Milestone	Date
Draft Project Charter to LTC for consideration	June 1, 2021
Staff prepare Discussion Paper	June – August 2021
Engage with First Nations	August 2021
Discussion Paper to LTC, LTC provide direction for next phase	September 2021
Develop Project Charter for next phase	November 2021
“Phase 2” of project	Winter 2022

Project Team

Jaime Dubyna, Planner	Project Manager
Heather Kauer, RPM	Project Sponsor
Lisa Wilcox, SIPA	Project Support
IT Mapping Department	Mapping Support
IT Administration Staff	Administrative Support
RPM Approval: Heather Kauer Date: May 19, 2021	LTC Endorsement: Resolution #: TH-2021-022 Date: June 1, 2021

Budget

Budget Sources:		
Fiscal	Item	Cost
2021/2022	First Nation engagement	\$1000
	Total	\$1000

PROJECT CHARTER WORK PLAN OVERVIEW			
Meeting	Deliverable/Milestone	Target Date	Cost
June 1, 2021	Staff present draft project charter to LTC	June 1, 2021	\$0
-	Planner to work with SIPA to develop engagement plan	June/July 2021	\$0
-	Engagement with Lyackson First Nation and Penelakut Tribe commences	August 2021 – ongoing	\$1000
-	Preparation of Discussion Paper	June - August 2021	\$0
Sept. 28, 2021	Discussion Paper presented to LTC, results from engagement (to date), LTC to provide direction for next phase	September 28, 2021	\$0
Nov. 16, 2021	Draft project charter to LTC for consideration	November 16, 2021	\$0
TOTAL			\$1000

Attachment 2 – Draft Discussion Paper Outline

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List of Figures

Summary

1. Introduction

- Introduction to the Shoreline and Coastal Protection Strategy Review: goal, scope and objectives
- Purpose and content of this discussion paper: provide relevant background and options
- Project background leading up to discussion paper, including:
 - Islands Trust and LTC general efforts respecting shoreline protection
 - LTC interests and concerns

2. Thetis Island's Shoreline

- Define shoreline: foreshore (intertidal), nearshore (non-tidal marine area), backshore (upland), high water mark, low water mark

2.1. Natural assets

- Shoreline types
- Eelgrass
- Forage fish habitat
- Sensitive ecosystems
- Shoreline species and ecosystems at risk
- Species of cultural significance

2.2. Heritage and cultural values

- Islands Trust acknowledgement and commitment to reconciliation and meaningful engagement
- Importance of First Nations perspectives, interests of the shoreline

2.3. Threats

- Data and mapping of buildings and structures sited within the shoreline area
- Data and mapping of marine-related structures (i.e. docks, ramps)
- Impacts of hardening the shoreline, development along the shoreline

3. Policy and Regulatory Framework for Shoreline Protection Strategies

3.1. First Nation role

3.2. Federal role

3.3. Provincial role

3.4. Islands Trust/LTC authority & limitations

4. Guidelines for Shoreline Protection Strategies

4.1. Green Shores Principles

4.2. Mitigation and Adaptation to Sea Level Rise

5. Islands Trust Policy, Initiatives & Plans

(<https://islandstrust.bc.ca/programs/marine-shorelines/>)

5.1. Islands Trust Policy Statement

- Identification and analysis of relevant current ITPS policies and relevant draft Islands 2050 policies

5.2. Strategic Plan 2018 – 2022

5.3. Islands Trust Conservancy Regional Conservation Plan 2018 - 2027

5.4. Protecting the Coastal Douglas-fir and Associated Ecosystems: Islands Trust Toolkit

5.5. Regional Planning Committee Shoreline Project

5.6. Trust Wide Stewardship Education

- E.g. Your Marine Waterfront: A Guide to Protecting your Property while Promoting Healthy Shorelines

6. Local Trust Committee Policies, Regulations & Stewardship Education

6.1. Thetis Island Official Community Plan

- Identification and analysis of relevant Thetis Island OCP policies.

6.2. Thetis Island Land Use Bylaw

- Identification and analysis of relevant Thetis Island LUB regulations.

6.3. Thetis LTC Stewardship Education (2013-2016)

6.4. Other Local Trust Area work

7. Options for Shoreline Protection Strategies

7.1. Shoreline and Coastal Development Permit Area

Considerations, Pros & Cons

7.2. Heritage Conservation Areas

Considerations, Pros & Cons

7.3. Flood Protection Bylaw

Considerations, Pros & Cons

7.4. Development Approval Information Bylaw

Considerations, Pros & Cons

7.5. Enhancing Policy and/or Land Use Bylaw Regulations

Considerations, Pros & Cons

7.6. Stewardship Education, Advocacy, Partnerships

Considerations, Pros & Cons

8. Conclusion

9. Appendix 1 – Islands Trust Policy Statement Policies

10. Appendix 2 – Thetis Island OCP Policies

11. Appendix 3 – Thetis Island LUB Regulations



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY, CC TO EXECUTIVE May 25, 2021

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY BOARD MEETING (OPEN PORTION)

Islands Trust Conservancy has made changes to the format of this report to make its production and delivery more efficient. For more detail on Conservancy meetings, including meeting minutes, please visit <https://islandstrust.bc.ca/whats-happening/meetings-and-events/>

1. ORGANIZATION UPDATES/TEAM

- Islands Trust Conservancy Manager Kate Emmings introduced the board to Islands Trust Conservancy's newest staff member: Conservation Technician Co-op Student Devin Hentschel. The Conservation Technician role will assist Islands Trust Conservancy Covenant and Outreach Specialist Jemma Green and Property Management Specialist Nuala Murphy with covenant and property monitoring this summer. Devin Hentschel is a fourth-year student at the University of Victoria, majoring in Biology and minoring in Anthropology, has a passion for environmental and wildlife conservation, and is interested in citizen science projects that aim to involve, support, and collaborate with First Nations.

2. STRATEGIC PLANNING/ADMINISTRATION

- Islands Trust Senior Policy Advisor Dilani Hippola presented information on the Islands Trust Policy Statement Amendment Project, confirming that the board would be able to provide a written response after first reading by Trust Council, and emphasizing that it is a living document that will continue to change and evolve over time, with more frequent (e.g., annual) reviews. The board suggested that the project and document re-write focus more on the importance of *island* biodiversity and ecology (as opposed to biodiversity, in general). It was noted that Ecosystem Protection Specialist Kathryn Martell contributed substantively to the current draft, as did Islands Trust Conservancy Manager Kate Emmings. It was also noted that Islands Trust Conservancy is not subject to the Policy Statement as it operates under a separate Five-year Plan. While there are some references to the Conservancy in the current draft, it is not included in the policy directives.

3. COVENANT AND PROPERTY ACQUISITIONS

- Islands Trust Conservancy approved a Morrison-Waxler Biodiversity Protection Legacy Fund Grant of \$5,500 for survey and baseline report costs for a NAPTEP covenant on lands owned by Lisa Baile and Peter Paré, of North Pender Island. The Morrison-Waxler Biodiversity Protection Legacy Fund Grant Program is only available on North and South Pender and is available to landholders who wish to place conservation covenants on their lands.



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY, CC TO EXECUTIVE May 25, 2021

4. COVENANT AND PROPERTY MANAGEMENT

- The Islands Trust Conservancy Board reviewed a number of updates to the Crystal Mountain Society proposal to create a new nature reserve on Galiano Island as part of a rezoning process with the Galiano Island Local Trust Committee. The board passed several resolutions and forwarded them to the applicant.¹
- The Islands Trust Conservancy Manager and Covenant and Outreach Specialist outlined the Sidney Island Ecological Restoration Plan to the board, who noted that the plan was compatible with the Islands Trust mandate and actions around First Nations reconciliation and climate change. They also noted their appreciation towards the plan's emphasis on ecosystem restoration and animal welfare.

5. COMMUNICATIONS AND OUTREACH

- Acting Islands Trust Conservancy Fundraising Specialist Carla Funk gave a presentation to board members on how to cultivate a culture of philanthropy, explaining why people give and describing how to inspire others through storytelling.
- The Islands Trust Conservancy Board approved a draft for the 2020/2021 Annual Report after calling for a number of slight rewording amendments, and also asked that the contents of the Annual Report be repurposed or otherwise made available to a wider audience – to which staff replied that a donor-oriented “Impact Report” version of this material was planned for publication in the near term.

6. FUNDRAISING AND CONSERVANCY SUPPORT

- Islands Trust Conservancy approved two Opportunity Fund Grants: one of \$4,000 to be awarded to the Denman Conservancy Association, and one of \$2,500 to be awarded to the Salt Spring Island Water Preservation Society.

¹ Islands Trust Conservancy Manager Kate Emmings left the meeting for the Crystal Mountain Society application due to a previously declared conflict of interest.



the Heron



A newsletter from the Islands Trust Conservancy, protecting islands in the Salish Sea | islandstrustconservancy.ca

SPRING 2021

30 Nature reserves in 30 years!

Celebrating Sandy Beach on Lhek'tines/Keats Island [p. 6](#)

ALSO IN THIS ISSUE

Kate Emmings profile

Fire preparedness top tips

Sara Steil's Legacy

Artist Eliot
White-Hill
Signage Project





Islands Trust Conservancy Manager Kate Emmings with son Dylan. PHOTO: KEITH ERICKSON

Kate Emmings reflects on 14 years and what's next for the team

Reaffirming her commitment as Manager, Islands Trust Conservancy

Courage, wisdom, and heart. Qualities that one might look for in a colleague, in a friend, and in our case, in a leader. Kate Emmings has held the post of Acting Islands Trust Conservancy Manager since July 2018, and as of January 2021 she has accepted the role on a permanent basis.

“Kate has always had the respect of the Islands Trust Conservancy Board through her open and nuanced understanding of our vision for the organization,” said Board Chair Kate-Louise Stamford.

When asked what gives her the greatest job satisfaction, Emmings said, “I like problem solving. Helping people

who struggle with complex systems to do what they want to do — to make it simpler for them to protect nature.”

“It’s good to work in an organization where you can have a hand in a little bit of everything and that quick visibility to what you have accomplished. We’re not so big that we can’t talk to people on the ground.”

Are there challenges that spark a sense of urgency for her? “We’re on the threshold of still having enough wild spaces surrounding our urban centres to be able to care for them responsibly, or making the one wrong step that could destroy them forever.”

“It’s an interesting time, where climate change and adaptation strategies are prominent, the interconnection of land conservation and reconciliation has become so vital, and we have the chance to engage in those more complex conversations and get meaningful work done.” Her enthusiasm is noticeable. “I am not afraid of hard conversations — I love them. That’s the way to move things forward.” 🌿



Canoe detail. PHOTO: LISA WILCOX

Acknowledgement

Islands Trust Conservancy acknowledges that we work within the treaty lands and territories of the BOKÉCÉN, Cowichan Tribes, Halalt, K’ómoks, Lək’wəḡən (SXIMELEL, Songhees, T’Sou-ke), Lyackson, MÁLEXEL, ʔop qaymıxʷ, Penelakut, Qualicum, scəwáθən məsteyəxʷ, Scia’new, səlilwətaʔt, SEMYOME, shíshálh, Snaw-naw-as, Skwxwú7mesh, Snuneymuxw, STÁUTW, Stz’uminus, ʔəʔamən qaymıxʷ, toq qaymıxʷ, Ts’uubaa-asatx, We Wai Kai, Wei Wai Kum, WJOLELP, WSIKEM and xʷməθkʷəy̓əm.

The remarkable legacy of Sara Steil

A force for conservation on the Pender islands

Sara Steil undoubtedly had a vision. The paths she forged on her life's journey all lead to caring for marine life and the land that she held dear — the Pender islands. We can never underestimate the power of one person to create a legacy, and Sara did just that.

It is small wonder that she received an Islands Trust Special 2019 Community Stewardship Award for Lifetime Achievement. She contributed extensively to land use decision-making through numerous North Pender Island Local Trust Committee public processes, the official community plan, and land use bylaw development, and was a founding member of the Pender Islands Trust Protection Society. Sara was also an active member of the Pender Islands Conservancy Association, and worked passionately to preserve and protect the marine environment by contributing to the Pleasure Craft Pollution Prevention Program and conducting inventories on forage fish beaches to confirm spawning habitat.

We can never underestimate the power of one person to create a legacy, and Sara did just that.

In 2009 Sara and her husband Richard (Dick) protected their 1.4-hectare property on North Pender through the Natural Area Protection Tax Exemption Program (NAPTEP) by placing a conservation covenant on their land title. Forevermore the Steils' Woods Covenant protects wild strawberry and western trilliums amid forests of tall firs, cedars, and maples, and protects part of a wetland that is home to amphibians and visiting Great Blue Herons.



A shining example of the impact one person can make: Sara Steil with her dog Shelby. PHOTO SUBMITTED

Whether through policy-making, public education, or through protecting her own piece of land, Sara has helped to shape how land and marine life is valued on the Pender islands. Through her commitment to the “preserve and protect” mandate of Islands Trust Conservancy, her vision will have an impact that will be felt by future generations.

She will be remembered. 🌿

Carla Funk, Fundraising Specialist
cfunk@islandstrust.bc.ca



Protect the land and save on taxes:

A conservation covenant registered through NAPTEP means you receive an annual property tax exemption of 65% on the protected portion of the land. Visit islandstrustconservancy.ca/naptep

Sharp-tailed Snake

Species at Risk Spotlight

The name of this endangered species, “Sharp-tailed Snake” (scientific name *Contia tenuis*), might conjure up images of a fearsome creature, but these peaceful, non-venomous snakes are not so scary. They are only about the size of a large earthworm!

Sharp-tailed Snakes are named after the unique point at the tip of their tail. Secretive and slow moving, these little brown snakes spend most of their time keeping warm under rocks, leaf litter, decaying logs, or loose bark, and venturing out when conditions are just right to hunt for slugs and earthworms. Sharp-tailed Snakes are most active during the spring and fall.

Most of this snake’s prime habitat of south-facing, rocky Douglas-fir/Arbutus woodland is unprotected and threatened by development and other human impacts. As one of only five reptiles native to coastal British Columbia, the Sharp-tailed Snake is an important part of the biodiversity of our region.

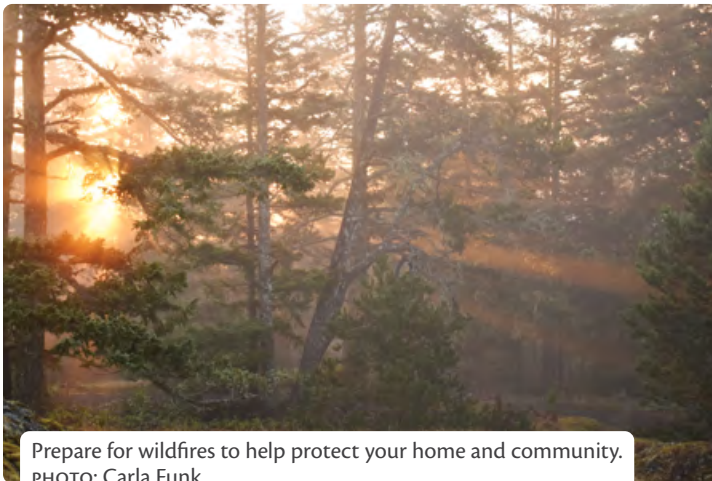


The Sharp-tailed Snake is extremely rare in Canada, existing in a handful of isolated populations on southern Vancouver Island, the southern Gulf Islands, and Pemberton. PHOTO: CHRISTIAN ENGELSTOFT

There are many things, big and small, that you can do to protect Sharp-tailed Snakes:

- Protect habitat by limiting roads and other development, particularly in open, sunny woodlands
- Avoid disturbing piles of rock or decaying logs and tree stumps where snakes live
- Embrace slugs (the snake’s primary prey), earthworms, and insects 🌿

Fire preparedness and forest stewardship essentials



Prepare for wildfires to help protect your home and community. PHOTO: Carla Funk

Regular, low-severity wildfires are a natural and important part of healthy forest ecosystems in our region. Yet, the risk of fire has increased in recent years due to climate change, fire suppression, and landscape development. With wildfire season approaching, we encourage you to take wildfire preparedness measures compatible with forest stewardship.

The following actions can help protect your home and community:

- **Advocate for the protection of mature and old-growth forests**, nature’s fire break. A shady canopy of large trees and lush understory maintain a cool, moist microclimate that resists fire
- **Fireproof your home.** Start with easy fixes, like moving your firewood pile further away from your home, clearing debris build-up from your roof and under your deck or stairs, and ensuring that exterior doors are properly fitted
- **Create a 10-metre fire-resistant buffer around your home.** Clear out accumulations of dead leaves and small branches; remove flammable invasive plants like Scotch broom and English holly; garden with fire-resistant native plants like bigleaf maple and salal

If you are planning work in a covenant area, please be sure to contact us to discuss your plans. 🌿

To learn more about Sharp-tailed Snakes and what you can do to protect their habitat, or with questions about Fire Preparedness, contact Covenant Management and Outreach Specialist Jemma Green: jgreen@islandstrust.bc.ca.

Tender care for Trincomali — a story in photos

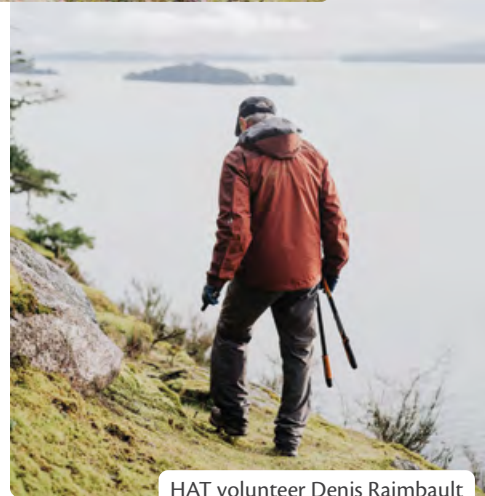
Trincomali Nature Sanctuary was created in 2001 through a collaboration between Islands Trust Conservancy, The Land Conservancy of British Columbia (TLC), Habitat Acquisition Trust (HAT), and the federal government. Islands Trust Conservancy's primary concern for this site from the beginning was protection of the seabird colonies.

Trincomali's cliffs are home to sensitive bird nesting habitat for several species at risk.

Invasive Scotch broom is a serious threat to biodiversity as it displaces native plant communities that birds, butterflies, and other animals rely on for habitat. We want to remove invasive species such as this to maintain the ecological integrity of the land. As the bird colonies are sensitive to movement and sound, we ensure that any management work is done outside the bird nesting season. 🌿



HAT volunteer Simon Bluck



HAT volunteer Denis Raimbault

Aerial shot taken of entire work party — note that the dark green colour against the light green is the target invasive species Scotch broom. PHOTO: MILEN KOOTNIKOFF | MIKO PHOTO, COURTESY OF HABITAT ACQUISITION TRUST



30 Nature Reserves in 30 years!

Celebrating the preserve and protect mandate 1990–2020

In its 30th year, Islands Trust Conservancy is celebrating that Sandy Beach on Lhek'tines/Keats Island will become its 30th nature reserve. Sandy Beach includes 3.4 hectares (8.4 acres) of Coastal Douglas-fir forest and over 250 metres of beachfront.

The Skwxwú7mesh (Squamish) people have a long interconnected history with Lhek'tines (also known as Keats Island). The island is laden with place names and areas of cultural significance, and is treasured by islanders for its beauty and important ecological values. This nature reserve assures that the southwest section of Keats will never face development.

Who would have imagined that in 30 years so much would be accomplished? We are grateful to all those that have made this possible by caring for the land both now and through the millennia.

The Islands Trust Conservancy cares for 76 conservation covenants, restricting development. Most were donated by people who love nature. Partners, donors, and volunteers have come together to help create, manage, and maintain 30 nature reserves.

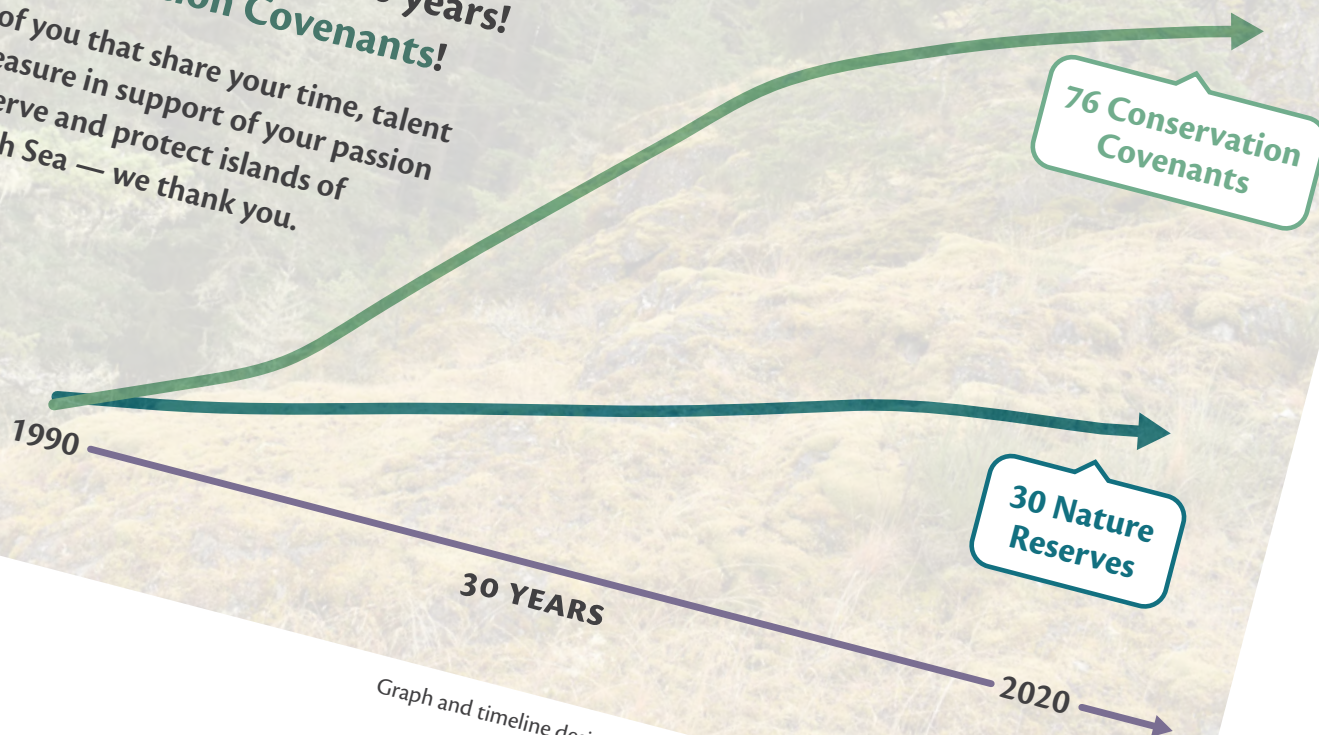
We are grateful to all those that have made this possible

Together, we're on our way to ensuring that more of these special, fragile places are protected for future generations. We know we can't do it alone. Thank you for all that you have done to help us on this journey. 🌿

We have so much to celebrate.

30 Nature Reserves in 30 years!
76 Conservation Covenants!

To all of you that share your time, talent and treasure in support of your passion to preserve and protect islands of the Salish Sea — we thank you.



Graph and timeline designed by Erika Rathje. Children in the forest photo by Natalia

Celebrating 30 years of conservation

2020 ●

30th nature reserve created, on Keats Island!

2018 ●

Renamed Islands Trust Conservancy.
10-year Regional Conservation Plan launched

2015 ●

NAPTEP available throughout Islands
Trust Area (Bowen last to sign on)

2008 ●

Over 15% of Islands Trust Area land
protected by public and non-profit
conservation organizations.
1000 ha protected

2003 ●

500 ha protected; NAPTEP (Natural Area
Protection Tax Exemption Program)
piloted on Gambier Island

1997 ●

100 ha protected

1990 ●

April 1: Islands Trust Act is amended,
establishing Islands Trust Fund.
May 17: first Trust Fund Board meeting

● 2019

Reconciliation Declaration acknowledges that the
islands and the waters that encompass the Salish
Sea have been home to Indigenous Peoples since
time immemorial

● 2016

100 places protected!

● 2010

Fairy Fen Nature Reserve on Bowen Island
becomes 20th nature reserve in 20 years.
Total of 60 conservation covenants

● 2005

Five Year Regional Conservation Plan.
Opportunity Fund established to support land
purchases for nature reserves or conservation
covenants. 50 places protected

● 2000

15 conservation covenants and 8 nature reserves
created on 10 islands

● 1992

First conservation covenant, on Salt Spring
Island. First nature reserves, on Denman and
Salt Spring Islands

S'ul-hween X'pey/Elder Cedar: a sign by any other name

To say that Eliot White-Hill (Coast Salish name: Kwulasultun) has had a successful past year is an understatement, but he remains humble and curious, possibly taking after his grandmother — linguist, midwife, healer, and Elder, Dr. Ellen White (Kwulasulwut). It was she that named the S'ul-hween X'pey Nature Reserve in Hul'q'umi'num' (meaning: "Elder Cedar") in 2008, and it is in her honour that Eliot approaches creating a new sign to welcome visitors.

"My whole journey into art stems from her," he said. "She has [passed away] but in a lot of ways, she's still teaching me. I've read all these anthropological texts, old colonial documents — which can teach you a lot — but to understand this place, you need to hear the stories of our people."

"I'm going to revisit those texts to understand what is special about Gabriola, this specific part of Gabriola, and I want to



S'ul-hween X'pey (Elder Cedar) Nature Reserve. PHOTO: K. MAYES

speak to our Elders to learn not just about that history but also about the specific language used to describe it. Can we have fun with the language? Include the names of plants and animals in Hul'q'umi'num'? That's what I'd like to explore." 🌿

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Newsletter Production Erika Rathje | erikarathje.ca
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YES! I want to preserve and protect the islands!

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

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

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Email

☐ 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

Please mail to: 200-1627 Fort Street, Victoria, BC V8R 1H8 35



Applications

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: Ian Cox			
Planning Status			
<hr/>			
<u>Status Date:</u> 25-Jun-2021 Final plan under review with possible covenant condition.			
<u>Status Date:</u> 08-Dec-2020 File reassigned.			
<u>Status Date:</u> 02-Apr-2019 MOTI issues PLA.			

Islands Trust
LTC EXP SUMMARY REPORT F2022
Invoices posted to Month ending May 2021

670 Thetis	Invoices posted to Month ending May 2021	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-670	LTC "Trustee Expenses"	115.00	0.00	115.00
LTC Local				
65200-670	LTC - Local Exp - LTC Meeting Expenses	867.00	270.25	596.75
65210-670	LTC - Local Exp - APC Meeting Expenses	370.00	0.00	370.00
65220-670	LTC - Local Exp - Communications	250.00	0.00	250.00
65230-670	LTC - Local Exp - Special Projects	294.00	0.00	294.00
TOTAL LTC Local Expense		<u>1,781.00</u>	<u>270.25</u>	<u>1,510.75</u>
Projects				
73001-670-3008	Thetis RAR	<u>2,700.00</u>	<u>0.00</u>	<u>2,700.00</u>
TOTAL Project Expenses		<u>2,700.00</u>	<u>0.00</u>	<u>2,700.00</u>

Thetis Island Local Trust Committee Policies & Standing Resolutions

No.	Meeting Date	Resolution No.	Issue	Policy
1.	July 3, 2012	TH-03-2012	Professional Minute taker for APC meetings	It was MOVED and SECONDED that the Thetis Island Local Trust Committee authorizes the payment of funds from its local expense account to pay for a minute taker for Advisory Planning Commission meetings.
2.	August 28, 2018	TH-2018-036	Suspension of enforcement action regarding unlawful non-tourist accommodation at 49 Harbour Road	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution: <ol style="list-style-type: none"> 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: <ul style="list-style-type: none"> • 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
				<ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> 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	<p>It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution:</p> <ul style="list-style-type: none"> 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	<p>It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution: that the Thetis Island Local Trust Committee request staff to circulate future meeting agendas to the Electoral Area Director and provide an invitation to attend or provide reports to the Local Trust Committee.</p>
6.	April 23, 2019	TH-2019-026	LTC to engage in Reconciliation with local First Nations, governments and the island community	<p>It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution:</p> <p>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</p>

No.	Meeting Date	Resolution No.	Issue	Policy
				<p>British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to:</p> <ul style="list-style-type: none"> a) Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities; b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory; c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history; d) Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols; e) Establish and maintain government to government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.
7.	February 11, 2020	TH-2020-001	Electoral Area Director Reports	<p>It was MOVED and SECONDED that the Thetis Island Local Trust Committee request staff to add a standing resolution that the Cowichan Valley Regional District Area G Saltair/Gulf Islands Director Report reports will be posted to the website.</p>

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)

07-Sep-2011

2. Island-wide watershed protection

Responsible

Date Received

TBD

21-Nov-2012

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

Responsible

Date Received

Include research potential for riparian area inclusion.

20-Nov-2013

4. Sensitive Ecosystems Education and Engagement

Responsible

Date Received

Projects Report

Thetis Island

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

19-Mar-2014

5. *Associated Islands OCP and LUB*

Responsible

Date Received

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

07-Sep-2011

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

Responsible

Date Received

Planning staff to begin drafting once project progresses to Priorities.

24-Nov-2015

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

Responsible

Date Received

Reference Ruxton Island Private Moorage Structures project for preliminary consultation.

22-May-2018

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

Responsible

Date Received

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

28-Aug-2018

**Projects Report****Thetis Island****9. Cannabis Production and Retail Sales**

Responsible

Date Received

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

11-Dec-2018

10. Affordable Housing Strategy

Responsible

Date Received

Housing for young families, workers and seniors; community engagement

11-Dec-2018

11. Model Consultation Process for Antenna Systems

Responsible

Date Received

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

11-Feb-2020

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

Responsible

Date Received

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

11-Feb-2020

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

Responsible

Date Received

21-Jul-2020