

Thetis Island Local Trust Committee

Regular Meeting Revised Agenda

Date: November 24, 2020
 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**
 - 2.1. **Resolution to Continue Holding Electronic Meetings**
 That in order to meet the principles of openness, transparency, and accessibility, meetings of the Thetis Island Local Trust Committee will be held electronically until Ministerial Orders under the *Emergency Program Act* and requirements or recommendations under the *Public Health Act* change regarding public attendance at trust body meetings; and that such meetings be live streamed, and the public invited to participate in meetings by connecting to the link or the phone number provided in the meeting notice, in order to observe proceedings and speak when invited by the Chair.
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 - 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 September 29, 2020 - for Adoption** 5 - 10
 - 5.2. **Section 26 Resolutions-Without-Meeting - none**
 - 5.3. **Advisory Planning Commission Minutes dated September 30, 2020 - for receipt** 11 - 13

6.	BUSINESS ARISING FROM MINUTES	10:05 AM - 10:20 AM	
6.1.	Follow-up Action List dated November 17, 2020		14 - 14
7.	APPLICATIONS AND REFERRALS	10:20 AM - 10:30 AM	
7.1.	Cowichan Valley Regional District (CVRD) Official Community Plan for the Electoral Areas Bylaw No. 4270 Referral - Request for Response		15 - 18
8.	LOCAL TRUST COMMITTEE PROJECTS	10:30 AM - 11:10 AM	
8.1.	Projects Review Presentation - for information		
8.2.	Thetis Island Riparian Areas Protection Regulation Implementation - Staff Report		19 - 21
9.	DELEGATIONS - none		
10.	CORRESPONDENCE - none <i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>		
11.	NEW BUSINESS	11:10 AM - 11:20 AM	
11.1.	2021 Local Trust Committee Regular Meeting Schedule - Memorandum for decision		22 - 23
11.2.	Cowichan Valley Regional District (CVRD) Community Dock - for discussion		
12.	REPORTS	11:20 AM - 11:30 AM	
12.1.	Trust Conservancy Report dated October 6, 2020		24 - 26
12.2.	Applications Report - none		
12.3.	Trustee and Local Expense Report dated September, 2020		27 - 27
12.4.	Adopted Policies and Standing Resolutions		
12.5.	Local Trust Committee Webpage		
13.	WORK PROGRAM	11:30 AM - 11:50 AM	
13.1.	Top Priorities Report dated November 17, 2020		28 - 28
13.2.	Projects List Report dated November 17, 2020		29 - 31
14.	UPCOMING MEETINGS		
14.1.	Next Regular Meeting Scheduled (2021) - to be determined		

15. ADJOURNMENT

11:50 AM - 11:50 AM

Thetis Island Local Trust Committee – Nov 24, 2020

Lynne Smith - CVRD Area G Director Report

CVRD Service Adjustments

November 23, 2020 CVRD service adjustments reflect recent directions from Provincial Health Officer

<https://www.cvrld.ca/DocumentCenter/View/99062/News-Release---November-Service-Delivery-Update>

CVRD Strategic Plan

November 10, 2020 CVRD Board adopts strategic plan to guide priorities and focus areas for next two years

<https://www.cvrld.ca/DocumentCenter/View/98958/CVRD-Corporate-Strategic-Plan-2020-2022>

CVRD 2021 Budget

Calendar <https://www.cvrld.ca/DocumentCenter/View/81177/2021-Budget-Calendar?bidId=>

Draft Budgets <https://www.cvrld.ca/2016/2021-Draft-Budget>

Overview – Corporate Services Committee meeting 12 Nov.2020 video starting at 3:52

<https://www.youtube.com/watch?v=kVALZUsLITQ&t=245s>

Regional Recreation – Nine Regionally Significant Recreation Facilities

14 Oct 2020 Corporate Services Committee

Community Services Re: Regional Recreation Public Approval Options It was moved and seconded that it be recommended to the Board: 1. That a referendum to seek elector approval to implement usage based funding of the nine regionally significant recreation facilities be held in conjunction with local government elections in October 2022. 2. That \$50,669 of the Regional Feasibility reserve fund be used toward Regional Recreation communication and public approval costs. 3. That staff prepare a supplemental request to include \$20,000 in the 2021 and 2022 budgets under function 100 (General Government) toward the cost of the referendum in 2022. 4. That staff prepare a supplemental request to include \$25,000 in the 2021 and 2022 budgets under function 100 (General Government) for a facility use analysis in 2021 / 2022.

Thetis Island Wharf

Herold Engineering has completed a conditional assessment on the wharf. On 29 Oct. 2020 the CVRD close off the wharf to vehicle traffic with the installation of bollards. 13 Nov a webex meet was held with CVRD staff, TIPC, TIRRA, TIID and myself.

At the 25 Nov Board meeting the Thetis Island Community Wharf: Options and Cost Projections marine engineering report prepared by Herold Engineering Services will be referred to the Thetis Island Port Commission. TIPC will also receive a copy of the Herold Engineering Services draft conditional assessment.

Under the CVRD Area G CWF 3.0 \$66,000 has been allocated to the Thetis Island Wharf.

Thank you for this opportunity to submit a report to the Thetis Island Local Trust Committee



Thetis Island Local Trust Committee Minutes of Regular Meeting

Date: September 29, 2020

Location: Electronic Meeting

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

Staff Present: Marnie Eggen, Island Planner
Ian Cox, Planner 1
Wil Cottingham, Administrative Assistant
Sarah Shugar, Recorder

Others Present: 1 member of the public

1. CALL TO ORDER

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

Chair Patrick called the meeting to order at 9:30 a.m. and welcomed everyone to an electronic meeting of the Thetis Island Local Trust Committee. The meeting is being live streamed and a video recording of the meeting will be available on the Thetis Island Local Trust Committee website. Chair Patrick acknowledged that the meeting was being held in the territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

2.1 Electronic Meetings Resolution

TH-2020-028

It was MOVED and SECONDED,

that in accordance with Ministerial Order M192 - Local Government Meetings & Bylaw Process and Province of BC Bill 19 - 2020, Thetis Island Local Trust Committee cannot conduct public in-person meetings at this time because the meeting venues traditionally used have limited access or do not meet the legislated requirements for the protection of the community, trustees and staff; and Therefore in order to meet the principles of openness, transparency and accessibility, meetings of the Thetis Island Local Trust Committee will be held electronically over the period September 29 to November 24, 2020, will be live streamed and the public invited to participate in meetings by connecting to the link or the phone number provided in the meeting notice, in order to observe proceedings and speak when invited by the Chair.

CARRIED

3. CLOSED MEETING JULY 21, 2020 - RISE AND REPORT

Planner Eggen reported the following rise and report items arising from the In Camera Meeting held July 21, 2020: The Local Trust Committee adopted minutes of the February 11, 2020 In Camera Meeting and the Local Trust Committee received a Bylaw Enforcement report.

4. REPORTS

4.1 Trustee Reports

Trustee Fenton reported on attending the following:

- Islands Trust Conservancy meeting;
- Several Trust Program Committee meetings regarding Islands Trust Policy amendments in consideration of climate change and First Nations reconciliation;
- Meeting with the Gulf Islands Alliance;
- Trust Council held the September 15-17, 2020.

Trustee Luckham reported the following:

- There was a marine event involving a boat towing a float home to the Gulf Islands that ran into trouble in Porlier Pass. The float home drifted to a beach on Valdez Island and Transport Canada hired a contractor to remove the debris and conduct a shoreline clean up. There was no fuel onboard the vessel;
- Attended the Union of BC Municipalities (UBCM) 2020 Convention held September 22-24, 2020 and spoke to the following highlights: a motion regarding live aboard vessel regulations; housing, COVID-19 pandemic response; and climate change;
- Attended a meeting with Honourable Doug Donaldson, Minister of Forests, Lands and Natural Resources Operations regarding logging and First Nations reconciliation;
- Attended a meeting with Member of Legislative Assembly Sheila Malcolmson and Honourable George Heyman, Minister of Environment and Climate Change Strategy regarding vessel anchorages;
- Attended a meeting with Cowichan Tribes member Harold Jo regarding the midden on the beach in front of the Capernwray Harbour Bible Centre;
- Attended Trust Council held the September 15-17, 2020;
- Attended meetings with Executive Committee; Trust Programs Committee; Regional Planning Services Committee and Financial Planning Committee.

4.2 Chair's Report

Chair Patrick reported the following:

- Attended Trust Council held September 15-17, 2020 and noted a delegation by the Canadian Parks and Wilderness Society and the West Coast Environmental Law Society concerning a BC Coastal Strategy;
- Attended the Union of BC Municipalities (UBCM) 2020 convention held September 22-24, 2020 and noted the following two key messages from the convention:
 - The COVID-19 pandemic is one of many emergencies that communities will face in time and local governments need to be able to reallocate resources and be innovative in responding to emergencies; and
 - The COVID-19 pandemic has led to a migration of people from urban to more rural areas and communities need to be better prepared to address this.

4.3 Electoral Area Director's Report

Chair Patrick presented the Electoral Area Director's Report and noted the report was circulated by email to Trustees.

5. TOWN HALL

There were no speakers in the Town Hall portion of the Agenda.

6. MINUTES

6.1 Local Trust Committee Minutes dated July 21, 2020 - for Adoption

By general consent the Local Trust Committee meeting minutes of July 21, 2020 were adopted.

6.2 Section 26 Resolutions-Without-Meeting - none

6.3 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated September 21, 2020

Received.

8. APPLICATIONS AND REFERRALS

8.1 TH-DVP-2020.1 (Ruxton Island Property Owners Association) - Staff Report

Planner Cox presented a staff report dated September 1, 2020 regarding a Development Variance Permit application to vary LUB section 5.1(9) in order to permit the construction of a forty-two square metre (42m²) emergency service equipment storage building on a Crown Land parcel. He noted there is a correction in the staff report as follows: Replace "At the time of writing this report, Ruxton Island Property Owners Association has conveyed the DVP application fee and it is staff's understanding that the group intends to seek repayment following the LTC sponsorship application process." with "At the time of writing this report, Ruxton Island Property Owners Association has conveyed the DVP application fee and it is staff's understanding that the group intends to seek repayment following the Executive Committee sponsorship application process."

In discussion the following questions were noted:

- There was a question regarding whether the applicant considered solar panels and rainwater collection.
 - Planner Cox reported the applicant has not indicated use of solar panels or rainwater collection.
 - It was noted the water use would likely be minimal and the potential for solar exposure is low due to the tree coverage around the proposed building site.
- There was a question regarding whether tree harvesting would be done on an as needed basis.
 - Planner Cox reported it is staff's understanding that tree harvesting would be done on an as needed basis.

TH-2020-029

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee approve issuance of TH-DVP-2020.1.

CARRIED

8.2 Galiano Island Local Trust Committee Bylaw No. 275 Referral - Request for Response

Planner Eggen reported the bylaw referral was circulated by email to Trustees.

TH-2020-030

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee advise the Galiano Island Local Trust Committee that it's interests are unaffected by Galiano Island Local Trust Committee Bylaw No. 275.

CARRIED

9. LOCAL TRUST COMMITTEE PROJECTS

9.1 Thetis Island Riparian Areas Protection Regulation Implementation - Staff Report

Planner Eggen presented a staff report dated September 17, 2020 regarding Thetis Island Riparian Areas Protection Regulation Implementation.

In discussion the following comments were noted:

- There was a question regarding whether the Streamside Protection and Enhancement Area (SPEA) map has been provided to the Advisory Planning Commission.
 - Staff will confirm.
- There was a question regarding whether the Riparian Areas Protection on Thetis Island: Guide to Proposed Development Permit Area would be provided to the Advisory Planning Commission.
- The implementation of Riparian Areas Regulation Protection by local governments is a requirement of the Province of BC with respect to salmon habitat.
- There was a question regarding whether Planner Eggen's response to public correspondence would be provided to the Advisory Planning Commission prior to the APC meeting.
 - Planner Eggen reported all public correspondence related to the Riparian Areas Protection Implementation will be posted on the Thetis Island Local Trust Committee website.
- There was a request to include the timeline graphic in the Advisory Planning Commission meeting materials.

TH-2020-031

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to distribute the "Riparian Areas Protection on Thetis Island: Guide to Proposed Development Permit Area" to property owners and residents of Thetis Island.

CARRIED

10. DELEGATIONS - none**11. CORRESPONDENCE**

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

12. NEW BUSINESS - none**13. REPORTS****13.1 Trust Conservancy Report dated July 2020**

Received.

13.2 Applications Report dated September 21, 2020

Received.

13.3 Trustee and Local Expense Report dated July 2020

Received.

13.4 Adopted Policies and Standing Resolutions

Received.

13.5 Local Trust Committee Webpage - none**14. WORK PROGRAM****14.1 Top Priorities Report dated September 21, 2020**

Received.

14.2 Projects List Report dated September 21, 2020

Planner Eggen reported Regional Planning Manager Kauer would attend an upcoming Local Trust Committee meeting regarding the Projects List.

In discussion, the following comments were noted:

- There was a question regarding whether Standing Resolution TH-2018-036 should be added to Projects List Item 1 – LUB Amendments to address the interest in providing non-vacation rental accommodation on Thetis Island.
- There was a question regarding whether there will be a regional approach to Item 2 – Island-wide watershed protection.
 - Chair Patrick reported the Southern Gulf Islands have identified Freshwater Sustainability a priority project and Thetis Island is included in the watershed-mapping project for the Northern Islands.

TH-2020-032

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee amend the Projects List by consolidating Items 1, 7 and 9 as a single item titled “Amendments to the Thetis Island OCP and LUB”.

CARRIED

TH-2020-033

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee remove Item 8 - Consolidating Lots for community benefit of Ruxton Island from the Projects List.

CARRIED

It was noted that the Local Trust Committee would consider Consolidating Lots for community benefit of Ruxton Island based on community interest in the future.

15. UPCOMING MEETINGS

The next Regular Meeting is scheduled for Tuesday, November 24, 2020 at 9:30 a.m.; location to be determined. Please check the website at www.islandstrust.bc.ca for details regarding this meeting.

16. ADJOURNMENT

By general consent the meeting was adjourned at 10:52 a.m.

Laura Patrick, Chair

Certified Correct:

Sarah Shugar, Recorder



Minutes of the Thetis Island Advisory Planning Commission

Date of Meeting: September 30, 2020

Location: Thetis Island Community Centre - Tennis Court
292 North Cove Road, Thetis Island, BC

APC Members Present: Patrick Mooney, Chair
Anne-Marie Koeppen, Vice-Chair
Mary Forbes
Veronica Shelford
Ryan Sharp

APC Members Regrets: Lynda Poirier, Secretary
Deb Wilson

Staff Present: Marnie Eggen, Island Planner – via speaker phone
Janice Young, Recorder

Others Present: Two (2) members of the public

1. CALL TO ORDER

Chair Mooney called the meeting to order at 4:08pm. Members of the public were welcomed and introduction of the Advisory Planning Commission (APC) and Islands Trust Staff were made. Members of the public were introduced by Mary Forbes.

2. APPROVAL OF AGENDA

By general consent, the agenda was approved as amended.

3. ELECTION OF OFFICERS

TH-2020-APC-003

It was **MOVED** and **SECONDED**

that the Thetis Island Advisory Planning commission appoint Patrick Mooney as Chair.

CARRIED

TH-2020-APC-004

It was **MOVED** and **SECONDED**

that the Thetis Island Advisory Planning Commission appoint Anne-Marie Koeppen as Vice-Chair.

CARRIED

TH-2020-APC-005

It was **MOVED** and **SECONDED**

that the Thetis Island Advisory Planning Commission appoint Lynda Poirier as Secretary.

CARRIED

4. MINUTES

4.1 Thetis Island Advisory Planning Commission Draft Minutes dated January 23, 2020.

By general consent, the minutes of January 23, 2020 were adopted.

5. NEW BUSINESS

5.1 APC Referral – Thetis Island Riparian Areas Protection Regulation Implementation Project – Proposed Bylaws Nos. 108 and 109.

Review of Agenda package and information regarding the proposed bylaws.

A discussion ensued regarding the background and requirement of the provincial Riparian Areas Protection Regulation.

The proposed bylaws provide minimum compliance with the provincial regulations.

Planner Eggen provided additional background and current information regarding the provincial regulations.

Discussion ensued regarding the fish bearing potential of Ralston Creek and the impact of these proposed bylaws on future development in this area.

Discussion ensued regarding other wetlands on Thetis Island, the fragility of those ecosystems and the worthiness of their protection.

Discussion ensued regarding the process of obtaining a permit to develop in the proposed Development Permit Area.

Planner Eggen reminded the APC that the provincial regulations apply province wide and are not limited to Islands Trust areas.

This APC referral is just one of the early steps in the bylaw amendment process – the proposed bylaws will eventually go to public hearing as a part of the public process.

5.2 Email from Ian Ralston to the Local Trust Committee (LTC) dated September 28, 2020.

Received. Discussion followed.

5.3 Email from Staff in response to Ian Ralston dated September 28, 2020

Received. Discussion followed.

5.4 Guide to the proposed Riparian Areas Development Permit Area

Received.

TH-2020-APC-006

It was MOVED and SECONDED

that the Thetis Island Advisory Planning Commission approve Proposed Bylaws Nos. 108 and 109, as written.

CARRIED

6. TOWN HALL

None

7. ADJOURNMENT

By general consent, the meeting was adjourned at 4:35pm.

Patrick Mooney, Chair

Certified Correct:

Janice Young, Recorder



Follow Up Action Report

Thetis Island

02-Jun-2020

Activity	Responsibility	Dates	Status
1 Staff to review the LTC's Projects Report and clarify/simplify items to better reflect the LTC's intentions. 2020-09-29 - Staff edited for formatting, grammar and spelling; LTC to direct any other changes.	Marnie Eggen		Completed

29-Sep-2020

Activity	Responsibility	Dates	Status
1 TH-DVP-2020.1 approved by LTC. Staff to issue DVP.	Becky McErlean Ian Cox Penny Hawley		Completed
2 LTC interests unaffected with respect to Galiano Island LTC Bylaw No. 275. Staff to advise Galiano LTC.	Marnie Eggen		Completed
3 Staff to mail out guide to Proposed Riparian Areas Development Permit Area to property owners within the proposed Development Permit Area and mail drop to all Thetis Island residents. <i>Completed Oct 15/20</i>	Becky McErlean Marnie Eggen Penny Hawley Wil Cottingham		Completed
4 Staff to consolidate Project list items 1, 7, and 9 and keep the same item name as 7.	Marnie Eggen		Completed
5 Staff to remove Project List item number 8.	Marnie Eggen		Completed



EXTERNAL REFERRAL RESPONSE FORM

Application Type:	Bylaw 4270 Official Community Plan for the Electoral Areas
Referrals:	First Nations • Cowichan Tribes • Ditidaht First Nation • Halalt First Nation • Lyackson First Nation • Malahat First Nation • Pauquachin First Nation • Penelakut Tribe • Stz'uminus First Nation • Ts'uubaa-asatx First Nation Agricultural Land Commission Capital Regional District Cowichan School District No. 79 Islands Trust Ladysmith-Nanaimo School District No. 68 Ministry of Agriculture Ministry of Transportation and Infrastructure Regional District of Nanaimo CVRD Advisory Planning Commissions
Description:	CVRD Bylaw No. 4270 – Cowichan Valley Regional District Official Community Plan for the Electoral Areas Bylaw, 2020 Currently, the Cowichan Valley Regional District has Official Community Plans (OCPs) for each of the nine Electoral Areas, A through I. While the land use policy indicated in all of the plans are generally similar, the bylaws were drafted at different times and use inconsistent wording. To provide greater consistency and clarity regarding land use policy, the Regional Board authorized the replacement of these plans with a single Regional District OCP, for all of the areas outside municipal boundaries.

	This work is being approached in two phases: <u>Phase I Harmonization</u> Harmonization of the seven Electoral Area OCPs into one OCP for the Electoral Areas; and <u>Phase II Modernization</u> Modernization of the OCP for the Electoral Areas and modernization of the eight Electoral Areas zoning bylaws into one zoning bylaw for the Electoral Areas. The phase that is currently being referred for your review is Phase I Harmonization. The draft Bylaw 4270 Official Community Plan for the Electoral Areas is provided by weblink below: Link:https://ln2.sync.com/dl/2fdebfb0/qeedcqn2-i26rcht4-g69mm4c3-rednz8tw Password: CVRD4270-OCP
Attachments:	Bylaw 4270 An Official Community Plan for the Electoral Areas • Schedule A Official Community Plan for the Electoral Areas • Appendix I Harmonized Population Projections and GHGe targets • Appendix II CVRD Strategic Plan • Appendix III OCP for the Electoral Areas Indicators Dashboard • Schedule B Local Area Plans for the Electoral Areas • Schedule C Development Permit Areas for the Electoral Areas • Schedule D Agricultural Land Maps • Schedule E Fire Protection Maps • Schedule F Future Land Use Maps • Schedule G Growth Management Concept Maps • Schedule H Heritage Designations Maps • Schedule I Foreshore and Major Creeks Maps • Schedule J Sand & Gravel Deposits Maps • Schedule L Land Use Designations Maps • Schedule M Marine Area Maps • Schedule N First Nations Maps • Schedule S Service Areas Maps • Schedule T Transportation & Major Roads Maps • Schedule U Development Permit Areas Maps

Comments Provided By: (Organization/Agency Name)	
Contact Name & Position:	
Contact Phone/Email:	

File No.: 6500-20
Riparian Areas Protection
Regulation Implementation

DATE OF MEETING: November 24, 2020
TO: Thetis Island Local Trust Committee
FROM: Marnie Eggen, Island Planner
Northern Team
COPY: Heather Kauer, Regional Planning Manager
SUBJECT: Thetis Island Riparian Areas Protection Regulation Implementation

RECOMMENDATION

1. That the Thetis Island Local Trust Committee request staff to schedule a public hearing in accordance with the Thetis Island Riparian Areas Protection Regulation Implementation Project Charter dated July 21, 2020.

REPORT SUMMARY

Staff is recommending to schedule a public hearing for the next Thetis Island Local Trust Committee (LTC) meeting. This next step is recommended now that the Advisory Planning Commission had the opportunity to meet and consider the referral and that the Guide to the Proposed Development Permit Area is distributed to property owners and residents of Thetis Island.

BACKGROUND

The Thetis Local Trust Committee (LTC) passed the following resolution at their last LTC meeting, held September 29, 2020:

TH-2020-031

It was **MOVED** and **SECONDED**,

that the Thetis Island Local Trust Committee request staff to distribute the "Riparian Areas Protection on Thetis Island: Guide to Proposed Development Permit Area" to property owners and residents of Thetis Island.

CARRIED

The guide was distributed as per the above resolution.

The guide, staff reports and associated information for the project are available on the Islands Trust website, under [Projects and Initiatives](#).

ANALYSIS

Issues and Opportunities

Consultation

Referral to the Thetis Island Advisory Planning Commission

The Thetis Island Advisory Planning Commission (APC) met and the draft minutes from the meeting are included in the agenda package to be considered at the November 24, 2020 LTC meeting. Two members of the public attended the meeting. Staff attended by phone; however, the cell phone circumstances made it difficult for staff to hear all of the conversation and provide technical planning support during the meeting.

Guide to Proposed Development Permit Area

The Guide that was approved at the previous LTC meeting was distributed by mail to property owners directly affected by the proposed development permit area. It was also inserted into each post box on Thetis Island to reach those currently residing on Island, whether or not they own property. This approach intends to reach landowners/residents directly affected by the proposed development permit area and residents of Thetis Island, generally, who may want to be aware that there is a proposed development permit area being considered by the LTC, applicable to just a portion of Thetis Island.

Staff have not received any enquiries from the public subsequent to the distribution of the Guide.

Rationale for Recommendation

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

ALTERNATIVES

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

1. Request that staff schedule a separate community information meeting ahead of a public hearing

The LTC may consider scheduling a separate community information meeting on a separate day ahead of a public hearing should the LTC wish for there to be a longer period in between a community information meeting and a public hearing. This would provide an additional opportunity for the public to learn and ask questions about the proposed bylaws on a separate day and ahead of when a public hearing is held. Should the LTC wish to do so, the implications of this would be that it would delay the advancement of the public hearing by one LTC meeting. Recommended wording for the resolutions are as follows:

That the Thetis Island Local Trust Committee request staff to amend the Riparian Areas Protection Regulation Implementation Project Charter by adding a community information meeting to be scheduled separately from and ahead of a public hearing.

That the Thetis Island Local Trust Committee endorse the Riparian Areas Protection Regulation Implementation Project Charter, as amended.

That the Thetis Island Local Trust Committee request staff to schedule a community information meeting separate from and ahead of a public hearing for proposed Bylaw Nos. 108 and 109 (Riparian Areas Protection Regulation Implementation Project).

NEXT STEPS

Should the LTC concur with the staff recommendation, staff will schedule a public hearing.

Submitted By:	Marnie Eggen, RPP, MCIP Island Planner	October 12, 2020
Concurrence:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	November 13, 2020

ATTACHMENTS - none

MEMORANDUM

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

DATE OF MEETING: November 24, 2020
TO: Thetis Island Local Trust Committee
FROM: Heather Kauer, Regional Planning Manager
Northern Team
SUBJECT: 2021 Local Trust Committee Meeting Schedule

RECOMMENDATION

1. That the Thetis Island Local Trust Committee schedule its regular business meetings on the following dates in 2021: February 9, April 13, June 1, August 3, September 28, and November 16.

DISCUSSION

Each Local Trust Committee (LTC) is asked to endorse, by resolution, its regular business meeting schedule for 2021. Tentative dates have been identified in relation to anticipated project commitments, application volumes, trustee availability, ferry schedules, statutory holidays, conferences, Trust Council, Trust Council Committees, Trust Fund Board, and available staff and financial resources. Tentative meeting dates are identified in Attachment 1.

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

Submitted By:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	October 16, 2020
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ATTACHMENT

1. Tentative 2021 Northern Local Trust Committee Meeting Schedule

ATTACHMENT 1 – TENTATIVE 2021 NORTHERN LOCAL TRUST COMMITTEE MEETING SCHEDULE

LTC	Denman	Gabriola	Gambier	Hornby	Lasqueti	Thetis	Ballenas-Winchelsea
	January 19	January 21	-	January 29	-	-	-
	-	-	February 4	-	February 1	February 9	-
	March 16	March 4	-	March 26	-	-	-
	-	April 15	April 1	-	April 6	April 13	April 21
	May 4	May 13	May 27	May 21	-	-	-
	-	June 17	-	-	June 21	June 1	-
	July 6	July 29	July 22	July 16	-	-	-
	-	-	-	-	August 9	August 3	-
	September 7	September 9	September 30	-	-	September 28	-
	-	October 21	-	October 8	October 4	-	-
	November 2	November 25	November 4		-	November 16	November 10
	-	-	-	December 10	December 6	-	-
Total	6	9	6	6	6	6	2
Start Time							
-In Person	10:30 am	10:30 am	10:30 am	11:30 am	11:00 am	9:30 am	10:00 am
-on Zoom	10:00 am	10:30 am	10:30 am	10:00 am	9:30 or 10 am	9:30 am	10:00 am
Location if in person	Denman Activity Centre	Gabriola Arts & Heritage Centre	TBD	New Horizons	Judith Fisher Centre	Thetis Community Centre	TBD

Key Dates

Stat Holidays	Jan. 1; Feb. 15; Apr. 2, Apr. 5; May 24; Jul. 1; Aug. 2; Sep. 6; Oct. 11; Nov. 11; Dec. 25,26
Trust Council	March 9-11, June 8-10, Sept 21-23 Nov 30 - Dec 1-2 (all tentative)
Executive Committee	Jan 13, Feb 3, Feb 24, Mar 24, Apr 14, May 5, May 26, Jun 23, Jul 14, Aug 4, Sep 8 Oct 6, Oct 27, Nov 17, Dec 15
Financial Planning Committee	TBD
Islands Trust Conservancy	Mar 30, May 25, Jul 13, Oct 5, Nov 23 (tentative)
Trust Programs Committee	TBD
Local Planning Committee	TBD
SD 79 (Cowichan) Spring Break	Mar 15-26
SD 46 (Sunshine Coast) Spring Break	Mar 15-26
SD 68 (Nanaimo) Spring Break	Mar 13-28
SD 71 (Comox) Spring Break	Mar 22-Apr 1
AVICC Conference	April 16-18
LGMA Conference	June 15-17
UBCM Conference	Sept. 14-17



Islands Trust Conservancy Report to Local Trust Committees and Bowen Island Municipality October 6, 2020

Islands Trust Conservancy Board News

In accordance with *Ministerial Order M192 – Local Government Meetings & Bylaw Process* and *Province of BC Bill 19 – 2020*, the Islands Trust Conservancy cannot conduct public in-person meetings at this time. In order to meet the principles of openness, transparency, and accessibility, meetings of the Board will be held electronically over the period August 26 to October 31, 2020. They will be live streamed, and the public invited to participate in meetings by connecting to the link or the phone number provided in the meeting notice, in order to observe proceedings and speak when invited by the Chair.

Board and Staff Updates:

- ITC Board noted the resignation of appointed member Hammond. New appointment are delayed due to the BC election, but a notice of appointment has been provided to the Crown Agencies and Board Resourcing Office to fill the position.
- ITC welcomed back Corlynn Strachan as its Administrative Assistant, extending farewell to Alexandra Trifonidis who acted in the position for the last two years.
- ITC Manager, Jennifer Eliason, on temporary assignment since July 2018, has taken a permanent position with BC Parks as a Senior Parks and Protected Areas Planner. Next steps for filling the position of ITC Manager are being considered.

The ITC Board received a presentation from Shauna Doll, Gulf Islands Forest Conservation Project Coordinator, from the Raincoast Conservation Foundation, which included recommendations for policy reform to protect endangered forests and habitats within the Islands Trust Area.

Regional Conservation Plan Updates

The science-based and community-informed Regional Conservation Plan guides the work of ITC. The ITC continues to work towards 4 long-term goals and 25 objectives that further conservation in the entire Trust Area. For more information, visit www.islandstrustconservancy.ca/media/84821/itc_2018-11_rcp-2018-2027-web_final.pdf.

Goal 1 – Science-based Conservation Planning

The ITC is working on a Memorandum of Understanding with Islands Trust and the Martin Conservation Decisions Lab at the University of British Columbia to partner on data acquisition and analysis.

Goal 2 – Strong relationships with First Nations

Reflecting the intent of UNDRIP, TRCC, and the [ITC Reconciliation Declaration](#), ITC Board approved the removal of “Canada’s” from the ITC tagline so that the tagline reads “Protecting islands in the Salish Sea”, and revised its vision statement as follows:

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

ITC Board directed staff to complete an ITC Reconciliation Action Plan that incorporates actions identified in Goal 2 of the Regional Conservation Plan.

Goal 3 – Protection of core conservation areas

ITC has received \$597,000 in funding from Environment and Climate Change Canada (ECCC) for the Species at Risk (SAR) Program and is in the final stages of negotiating the Contribution Agreement which will extend until March 31, 2023. Organizational implications include the addition of a SAR Program Coordinator and Summer Co-op position as well as funding for:

- SAR surveys and monitoring
- Restoration of critical habitat
- SAR outreach materials and events
- Costs associated with land securement
- Engagement and work with First Nations

Funding cannot be used for land purchase.

ITC Board considered its fall intake for the Opportunity Fund, a grant program for hard to fundraise costs associated with land conservation.

Goal 4 – A strong voice for nature conservation

The Board approved a proposed 2021/22 Budget and forwarded it to Financial Planning Committee for Islands Trust budget planning. Staff noted that they are considering options for socially responsible investing, and are planning to move ITC funds into impact investments. The Board requested more information about this move for its November meeting.

Covenant Management and Outreach Specialist briefed the Board on completion of the 2020 forest outreach campaign, where letters and NAPTEP brochures were mailed to landowners to encourage conservation.

Activities by Local Trust Area/Island Municipality

Bowen – ITC Board awarded a \$5,000 Opportunity Fund grant to the Bowen Island Conservancy for conservation work on Bowen Island.

ITC removed danger trees at the Singing Woods Nature Reserve.

Please feel free to contact the Islands Trust Conservancy for more details.

Kate-Louise Stamford, Chair kstamford@islandstrust.bc.ca

Islands Trust Conservancy itcmail@islandstrust.bc.ca

Denman – ITC is working with the Denman Conservancy Association to remove invasive species and manage trails in the Morrison Marsh, Lindsay Dickson, Inner Island and Valens Brook Nature Reserves.

Gabriola – ITC is working with the Gabriola Land and Trails Trust to do trail maintenance in the Elder Cedar Nature Reserve and install signage at the Coats Millstone Nature Reserve. Invasive species removal is happening at the Elder Cedar Nature Reserve and at a covenant area.

Galiano – Restoration work is being done and monitored at the Trincomali Nature Sanctuary.

Gambier/Keats – ITC will receive \$12,000 from the Convention of Baptist Churches as a required contribution related to the transfer of the Sandy Beach property to ITC. The ITC Board directed staff to create a Property Management Fund with \$10,000 and use the remaining \$2,000 to finalize the conservation covenant for the land.

Lasqueti – The ITC is working in partnership with the Lasqueti Island Nature Conservancy on restoration of wetland and riparian habitat at a pond on the Salish View Nature Reserve. Restoration work is also ongoing at the Mount Trematon and John Osland Nature Reserves.

North Pender/Sidney Island – Staff continue to work in collaboration with Parks Canada, First Nations, FLNRORD and the Sallas Strata on the Sidney Island Ecological Restoration Project.

Salt Spring – the owners of land adjacent to the Lower Mount Erskine Nature Reserve have met all the requirements to covenant their land and staff are proceeding with covenant registration. Invasive species management is occurring on the McFadden Creek and Lower Mount Erskine Nature Reserves and in two covenant areas.

Thetis – ITC Board reviewed bylaws 108 and 109 and noted that its interests were unaffected. ITC is working with the Thetis Island Nature Conservancy to manage invasive species and provide signage in the Fairyslipper Forest Nature Reserve. Species at Risk surveys are also ongoing in the Fairyslipper and Moore Hill Nature Reserves.

Please feel free to contact the Islands Trust Conservancy for more details.

Kate-Louise Stamford, Chair kstamford@islandstrust.bc.ca

Islands Trust Conservancy itcmail@islandstrust.bc.ca

Islands Trust
LTC EXP SUMMARY REPORT F2021
Invoices posted to Month ending September 2020

670 Thetis	Invoices posted to Month ending September 2020	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-670	LTC "Trustee Expenses"	166.00	0.00	166.00
LTC Local				
65200-670	LTC - Local Exp - LTC Meeting Expenses	711.00	557.50	153.50
65210-670	LTC - Local Exp - APC Meeting Expenses	359.00	121.00	238.00
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>1,614.00</u>	<u>678.50</u>	<u>935.50</u>
Projects				
73001-670-3008	Thetis RAR	3,500.00	0.00	3,500.00
TOTAL Project Expenses		<u>3,500.00</u>	<u>0.00</u>	<u>3,500.00</u>

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. Coastal Shoreline Protection

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

Marnie Eggen

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

Marnie Eggen

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