



Thetis Island Local Trust Committee

Minutes of Regular Meeting

Date: February 4, 2025
Location: Electronic Meeting

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

Staff Present: Renée Jamurat, Regional Planning Manager
Margot Thomaidis, Planner 2
Warren Dingman, Bylaw Compliance and Enforcement Manager
Lisa Millard, Meeting Administrator/Recorder

Others Present: There were no members of the public in attendance.

1. CALL TO ORDER

Chair Elliott called the meeting to order at 9:30 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Elliott acknowledged that the meeting was held on the territory of the Coast Salish First Nations and spoke to upholding the principles of respect, reciprocity, relationship, reconciliation, and resurgence for Indigenous Peoples in their territories.

3. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

4. REPORTS

4.1 Trustee Reports

Trustee Hunter reported the removal of derelict vehicles on Lot 88.

Trustee Luckham recognized Rosa Louise McCauley Parks as the first lady of civil rights and mother of the freedom movement and acknowledged her demonstration of personal power to make change, and he encouraged support of Canadians and Canadian businesses.

4.2 Chair's Report

Chair Elliott reported the following:

- Acknowledged tragedy of the recent fire on Penelakut Island and impacts to the displaced families, and noted the fundraising campaign organized by Senior Indigenous Advisor Joe Elliott;

- Financial Planning Committee will undertake public engagement on budgetary processes for the 2026/27 fiscal year;
- Attendance at Committee of the Whole meetings to continue work on draft Policy Statement;
- New Chief Administrative Officer Rueben Bronee has been meeting with Trustees on an individual basis; and
- Technical group for the tiny house project will be meeting soon to explore regulations to facilitate the legalization of tiny homes on wheels and provide recommendations to be made at the upcoming Association of Vancouver Island and Coastal Communities meeting.

4.3 Electoral Area Director's Report - none

5. PUBLIC COMMENTS

There were no members of the public present.

The Regional Planning Manager noted a member of the public planned to attend the meeting to share information about an upcoming proposal they would like to make; however, they were unable to attend due to inclement weather and forwarded an email for information. Chair Elliott added the email from Doug Fenton as late correspondence.

6. MINUTES

6.1 Local Trust Committee Minutes dated September 10, 2024 - for adoption

By general consent, the Local Trust Committee meeting minutes of September, 10, 2024 were adopted.

6.2 Local Trust Committee Minutes dated November 12, 2024 - for adoption

By general consent, the Local Trust Committee meeting minutes of November 12, 2024 were adopted.

6.3 Section 26 Resolutions-Without-Meeting Report - none

6.4 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated January 28, 2025

The following updates were provided:

- Bylaws No. 113 and 114 have been adopted;
- Trustee Luckham clarified the letter to be sent to the Ministry of Environment is a follow-up to a letter sent to the previous Minister regarding a provincially issued tentative foreshore lease that was offered to an applicant in advance of the local government considering zoning, and the purpose of the follow-up letter it to pursue closing that file.

8. DELEGATIONS - none

9. APPLICATIONS AND REFERRALS

9.1 Salt Spring Island Local Trust Committee Bylaw No. 541 Referral Form

TH-2025-001

It was MOVED and SECONDED,

that Thetis Island Local Trust Committee advise Salt Spring Island Local Trust Committee that Bylaw No. 541 does not affect the interests of Thetis Island Local Trust Committee.

CARRIED

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Minor Project Prioritization and Selection - Staff Report

The Planner summarized the staff report and highlighted the following:

- The report outlines all items currently listed on the Future Projects List as potential minor projects;
- Several of the proposed minor projects could be combined into one minor Land Use Bylaw amendment project; and
- The report includes an update on the proposed Soil Deposit and Removal Bylaw project.

Discussion ensued and the following comments were noted:

- Rainwater catchment requirements have often been rejected due to costs associated with equipment; however, with climate change and water shortages, the consideration of a requirement of catchment for new development seems reasonable;
- Fences are not regulated and consideration of setbacks to the sea and height maximums could be undertaken;
- The definition of a derelict vehicle in the Land Use Bylaw is “a vehicle which would have to be licensed under the Motor Vehicle Act to operate on a highway and has not been so licensed for a period of 5 years and is not in a garage, carport or other building”, and adjusting the definition could result in improved potential to act on violations;
- The requirement for mandatory water tanks necessitates further discussion and public consultation to determine if rainwater catchment is desired prior to drafting bylaw amendment language; and
- Staff will provide a proposed Project Charter for the minor project for the Local Trust Committee’s consideration.

TH-2025-002

It was MOVED and SECONDED,

that Thetis Island Local Trust Committee request staff prepare a project charter for the ‘Targeted LUB Amendment Updates – Rainwater, Fences, and Derelict Vehicles’ minor project, with scope and objectives as defined by the Local Trust Committee.

CARRIED

11. CORRESPONDENCE

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

Email dated February 3, 2025 from Doug Fenton – Green Shores for Homes Project received as late correspondence.

11.1 Email dated October 31, 2024 from P. Duncan regarding Cap the Tax

The email was received for information and Trustees acknowledged the work done and detail provided, and noted the Financial Planning Committee is diligent with attempts to keep taxes to the lowest possible and cut projects and programs to do that.

12. NEW BUSINESS - none

13. STAFF REPORTS

13.1 Trust Conservancy Highlights of November 19, 2024 Board Meeting

Chair Elliott announced Lisa Gauvreau, Galiano Trustee, has been appointed as the new Chair of Islands Trust Conservancy and Timothy Tanner as Vice Chair.

13.2 Applications Report dated January 28, 2025

Received for information.

13.3 Trustee and Local Expense Report dated November, 2024

Received for information.

13.4 Adopted Policies and Standing Resolutions

Received for information.

13.5 Local Trust Committee Webpage

No updates required at this time.

14. WORK PROGRAM

14.1 Active Projects Report dated January 28, 2025

Received for information.

14.2 Future Projects Report dated January 28, 2025

Consideration of the Soil Deposit and Removal Bylaw project was given.

TH-2025-003

It was MOVED and SECONDED,

that Thetis Island Local Trust Committee request staff remove Item No. 2 Administrative Bylaw to Develop a Soil Deposit and Removal Bylaw from the Future Projects list.

CARRIED

Discussion ensued about the notation on the Future Projects Report to develop a new Official Community Plan and Land Use Bylaw to replace Cowichan Valley

Regional District's Bylaw No. 110 with the scope excluding Valdes Island and establishing a Memorandum of Understanding with the Stzuminus Nation for a stakeholder process regarding Bute and Dunsmuir Islands and the following comments were noted:

- Engagement with Stzuminus Nation had not been undertaken;
- Bute and Dunsmuir Islands remain vulnerable to development due to inadequate protections;
- The information remains on the Future Projects Report as a notation, rather than a project, to ensure the intent is not lost;
- Collecting legacy information from current Trustees at the end of a term to provide incoming Trustees with a record of discussions could be considered at a future meeting.

Bylaw Compliance and Enforcement Manager Dingman provided an update on the work completed on Lot 88 and the following comments were recorded:

- Public tender contract work began in early December;
- Multiple site visits have been undertaken and the property is now considered clear;
- Small structures remain on the property because the court order did not allow for their removal;
- All derelict items and salvage garbage has been removed;
- The Local Trust Committee can pursue cost-recovery options; and
- A communication to update the public should be considered.

TH-2025-004

It was MOVED and SECONDED,

that Thetis Island Local Trust Committee request staff to create a press release for the Thetis Community subscribers regarding clean up of Lot 88.

CARRIED

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Tuesday, April 1, 2025 at 9:30 am to be held Electronically

Trustee Luckham stated he would be unable to attend the June 10, 2025 Local Trust Committee in-person but could attend electronically.

Discussion ensued regarding inviting the Valdez Island Conservancy to an in-person meeting with opportunity to meet Lyackson Elders at the same time.

TH-2025-005

It was MOVED and SECONDED,

that Thetis Island Local Trust Committee request staff to coordinate a meeting with, or presentation by, the Valdez Island Conservancy for a future in-person Local Trust Committee meeting and inquire about potential for a field trip.

CARRIED

The meeting was recessed for a break at 10:54 a.m. and reconvened at 11:00 a.m.

16. CLOSED MEETING

16.1 Motion to Close the Meeting

TH-2025-006

It was MOVED and SECONDED,

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

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and
 - (g) litigation or potential litigation affecting the municipality.
- and that the Recorder and Staff attend the meeting.

CARRIED

The regular meeting was closed to the public at 11:02 a.m.

16.2 Recall to Order

The meeting was recalled to order at 11:20 a.m. The Chair rose and reported the Local Trust Committee appointed Mary Forbes to the Advisory Planning Commission and adopted the November 12, 2024 in-camera meeting minutes.

17. ADJOURNMENT

By general consent, the meeting was adjourned at 11:21 p.m.

Tobi Elliott, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder