

Thetis Island Local Trust Committee

Regular Meeting Revised Agenda

Date: February 11, 2020
 Time: 9:00 am
 Location: Royal Canadian Legion
 9775 Chemainus Road
 Chemainus, BC

Pages

1.	CALL TO ORDER	9:00 AM - 9:05 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	9:05 AM - 9:20 AM	
3.1	Trustee Reports		
3.2	Chair's Report		
3.3	<i>Electoral Area Director's Report</i>		4 - 4
4.	TOWN HALL	9:20 AM - 9:30 AM	
5.	MINUTES	9:30 AM - 9:40 AM	
5.1	Local Trust Committee Minutes dated November 19, 2019 - for Adoption		5 - 11
5.2	Section 26 Resolutions-Without-Meeting Report dated February 3, 2020		12 - 12
5.3	Advisory Planning Commission Draft Minutes dated January 23, 2020 - for receipt		13 - 16
6.	BUSINESS ARISING FROM MINUTES	9:40 AM - 10:00 AM	
6.1	Follow-up Action List dated February 3, 2020		17 - 18
6.2	Proposal for a Thetis Island Official Community Plan Engagement Strategy (Received August 20, 2019 from Lesley Buhr for Concerned Residents of Thetis Island) - for discussion		19 - 23

7.	APPLICATIONS AND REFERRALS	10:00 AM - 10:20 AM	
7.1	Salt Spring Island Local Trust Committee Referral - Request for Response regarding Bylaw No. 471 - for decision		24 - 26
7.2	Salt Spring Island Local Trust Committee Referral - Request for Response regarding Bylaw No. 518 - for decision		27 - 29
7.3	Galiano Island Local Trust Committee Referral - Request for Response regarding Bylaw No. 271 - for decision		30 - 31
7.4	TH-SUB-2019.1 (Hyatt and Caldbeck (Tarris) - 158 Klahowya Road, Thetis Island) - Staff Report - for decision		32 - 37
8.	LOCAL TRUST COMMITTEE PROJECTS	10:20 AM - 10:40 AM	
8.1	Riparian Areas Regulation Project - verbal update		
9.	DELEGATIONS		
10.	CORRESPONDENCE		
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>		
11.	NEW BUSINESS	10:40 AM - 10:50 AM	
11.1	Thetis Community Association - Invoices for Islands Trust Link on Webcam 2019 and 2020		38 - 39
12.	REPORTS	10:50 AM - 11:00 AM	
12.1	Trust Conservancy Reports dated October and December, 2019		40 - 44
12.2	Applications Report dated February 3, 2020		45 - 46
12.3	Trustee and Local Expense Report dated December, 2019		47 - 47
12.4	Adopted Policies and Standing Resolutions		48 - 50
12.5	Local Trust Committee Webpage		
	----- BREAK 11:00 AM TO 11:15 AM -----		
13.	WORK PROGRAM	11:15 AM - 11:30 AM	
13.1	Top Priorities Report dated February 3, 2020		51 - 51
13.2	Projects List Report dated February 3, 2020		52 - 54

14. CLOSED MEETING

11:30 AM - 11:40 AM

14.1 Motion to Close the Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1) (a), (d) and (f) for the purpose of considering Appointment of Advisory Planning Commission Members, Adoption of In-Camera Meeting Minutes dated November 19, 2019 and Bylaw Enforcement and that the recorder and staff attend the meeting.

14.2 Recall to Order

14.3 Rise and Report

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Tuesday, April 14, 2020 at 9:00 am at the Royal Canadian Legion, Chemainus Branch 191, 9775 Chemainus Road, Chemainus, BC

16. ADJOURNMENT

11:40 AM - 11:40 AM

Regional Recreation 11 Dec 2019

It was moved and seconded that it be recommended to the Board:

1. That a model based on the CVRD Community Services Committee providing governance for:

- a. Kerry Park Recreation Centre
 - b. Shawnigan Lake Community Centre
 - c. Cowichan Community Centre
 - d. Cowichan Performing Arts Centre
 - e. Cowichan Aquatic Centre
 - f. Cowichan Sportsplex (with Sportsplex Board) g. Cowichan Lake Sports Arena h. Fully Lake Arena i. Frank Jameson Community Centre
- be approved, in principle; 2. That the usage based funding model for the nine regionally significant recreation facilities be phased in over a three-year period; 3. That staff report to the Community Services Committee on a public communications strategy and public approval process options; and 4. That staff report to the Community Services Committee on the feasibility and potential structures of establishing sub-regional, facility-specific Citizen Recreation Advisory Committees.

MOTION CARRIED

I have requested a new data collection as these numbers are based on May 2016-Nov 2017. There was a possible 5% error in the data collection based on the Consultant Draft Report. A new collection might reflect the current use of these facilities while the Thetis Island Community Centre is under construction and increase the Area G usage. Something we will need to consider as we move forward with Regional Recreation.

Many of these facilities come with vulnerable infrastructure. Fuller Lake Arena was built in the 1960's.

2020 CVRD Budget - Unfortunately these documents do not have an actual breakdown for Thetis Island.

In December, the CVRD Board passed our current 2020 Budget: <https://www.cvrld.bc.ca/3045/2020-Budget> . Changes might be made after January 31st, when the 2019 surpluses are announced. You can find a breakdown of the requisition increases by jurisdiction at <https://www.cvrld.bc.ca/DocumentCenter/View/9537/SchedB?bidId=> Under the CVRD 2020 Budget:

- Thetis Island Solid Waste and Recycle Budget Function 510 applies only to Thetis Island taxpayers
<https://www.cvrld.bc.ca/DocumentCenter/View/9496/510?bidId=>
- Thetis Boat Launch Budget Function 491 applies only to Thetis Island taxpayers
<https://www.cvrld.bc.ca/DocumentCenter/View/9490/491?bidId=>
- Thetis Island Wharf Budget Function 490 applies to Thetis Island taxpayers and Hudson Island taxpayers
<https://www.cvrld.bc.ca/DocumentCenter/View/9489/490?bidId=>

The Area G Grant-in-Aid 2020 budget is a zero taxpayers collection. The Thetis Island contribution to this budget has now been reconciled over a 8 year period to ensure the amount Thetis Island taxpayers have paid into the fund have now be returned to Thetis Island for funding needs of the Cemetery, Community Centre for a system to assist the hearing needs of those in attendance and Community trails. These decisions were part of a community consultation with the assistance of TIRRA. \$4,700 has been returned to the Thetis Island community.

Best regards,
Lynne

Lynne Smith
Director Area G Saltair/Gulf Islands
COWICHAN VALLEY REGIONAL DISTRICT
lynne.smith@cvrd.bc.ca



Thetis Island Local Trust Committee Minutes of Regular Meeting

Date: November 19, 2019
Location: Royal Canadian Legion
 9775 Chemainus Road
 Chemainus, BC

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

Staff Present: Marnie Eggen, Island Planner
 Sarah Shugar, Recorder

Others Present: 4 members of the public

1. CALL TO ORDER

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

Chair Patrick called the meeting to order at 9:00 a.m. She introduced herself, the Trustees and staff and acknowledged that the Local Trust Committee is meeting within Coast Salish Territory.

2. APPROVAL OF AGENDA

The following supplemental item was presented for consideration:

7.1.1 Letter dated November 5, 2019 from Penelakut Tribe

The following additional items were presented for consideration:

7.2 Salt Spring Island Bylaw No. 519 Referral - Request for Response

7.3 Salt Spring Island Bylaw No. 520 Referral - Request for Response

12.5 Farm Credit Canada AgriSpirit Fund Grant Application

By general consent the agenda was adopted as amended.

3. REPORTS

3.1 Trustee Reports

Trustee Fenton reported on the following:

- Attended the 2019 Rural Islands Economic Forum on Pender Island and noted information will be provided on the Rural Economic Development website.
- Reported the meeting requested by the Thetis Island Local Trust Committee at the August 20, 2019 meeting has not happened.

Trustee Luckham reported on the following:

- Attended Trust Council on Bowen Island on September 17-18, 2019.

- Met with Honourable Scott Fraser, Minister of Indigenous Relations and Reconciliation regarding the Islands Trust First Nations Reconciliation Action Plan.
- An Islands 2050: The Future of the Trust Area public consultation event is scheduled on November 25, 2019 on Thetis Island.
- Attended the Thetis Island Nature Conservancy (ThINC) 2019 Annual General Meeting and presented an Islands Trust Community Stewardship award for the land acquisition and conservation efforts for Fairyslipper Forest Nature Reserve.
- The next Trust Council will be held on December 3-5, 2019 in Victoria.

3.2 Chair's Report

Chair Patrick reported on the following:

- Attended the 2019 Rural Islands Economic Forum on Pender Island.
- The next Trust Council will be held on December 3-5, 2019 in Victoria with a town hall session on December 4, 2019.

3.3 Electoral Area Director's Report - None

4. TOWN HALL

Chair Patrick introduced the Town Hall portion of the Agenda and asked people to be respectful, speak to the issues, not individuals.

A member of the public requested the Minutes from the last meeting be amended as follows: Town Hall - add "without supervision" following "the QEP and then entered the property".

A member of the public read a statement from Bill and Marian Ross that expressed support for improved wireless communications on Thetis Island and submitted an email entitled "Thetis Island – Community Engagement – Aug. 20." The member of the public asked for clarification regarding the policy concerning materials that are submitted at Local Trust Committee (LTC) meetings, specifically the various materials submitted regarding the proposed TELUS Communications tower. The member of the public asked what information is considered personal and if the materials could be resubmitted with personal information removed. The member of the public also expressed concern that the minutes record speakers at the town hall as "a member of the public" and requested that her name and questions be included in the minutes.

Planner Eggen reported all submissions are posted on the Islands Trust website except for any items that contain personal information or defamatory information. Submissions that contain personal or defamatory information cannot be posted on the website due to the BC Freedom of Information and Protection of Privacy Act (FOIPPA).

Chair Patrick advised correspondence items received regarding applications are available on the website under "current applications".

Trustee Luckham spoke to the effort to capture the intent of the discussion in the Minutes and noted that the Minutes focus on recording the decisions that are made at a meeting and are not intended to be verbatim.

Trustees requested that the Minutes record Denis Gagnon of Meadow Valley Properties expressed concerned regarding the unsupervised attendance of the QEP during the riparian area assessment.

5. MINUTES

5.1 Local Trust Committee Minutes dated August 20, 2019 - for Adoption

The following items were presented for consideration:

- Item 1 – Call to Order – replace “The long houses were located near the existing Capernwray building and were removed.” with “The long houses were located near the existing Capernwray building and were removed.”
- Item 4 - Town Hall – replace “He wants this area to be recognized as a man made water course, expressed concern about communications with the QEP and them entering properties to conduct the assessment, and would like to be consulted during the development of the development permit guidelines.” with “He wants this area to be recognized as a man made water course, expressed concern about communications with the QEP and that the QEP and them entering properties to conduct the assessment unsupervised by property owners, and would like to be consulted during the development of the development permit guidelines.”

By general consent the Local Trust Committee meeting minutes of August 20, 2019 were adopted as amended.

5.2 Section 26 Resolutions-Without-Meeting Report dated November 12, 2019

Received.

5.3 Advisory Planning Commission Minutes - none

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated November 12, 2019

TH-2019-060

It was MOVED and SECONDED,

that the Follow-up Action item dated February 22 2019 – “Request staff to forward the letter and trustee toolkit included in the Indigenous People of the Thetis Island Local Trust Area binder to local First Nations. April 23, 2019 update: see standing resolution TH-2019-26.” be updated to include that no further work will be undertaken and that the item be removed from the Follow-up Action List.

CARRIED

7. APPLICATIONS AND REFERRALS

7.1 TH-OTH-2019.1 (TELUS) - Verbal Update

7.1.1 Letter dated November 5, 2019 from Penelakut Tribe

A letter dated November 5, 2019 from Penelakut Tribe regarding the proposed construction of a communications tower on Thetis Island by TELUS was received.

Planner Eggen reported staff met with Jim Chisholm, Penelakut Band Manager and Penelakut Chief Joan Brown on October 25, 2019, regarding the proposed communications tower and TELUS has advised there is a meeting between Penelakut Tribe and TELUS Communications scheduled for today. TELUS has advised staff that there are no other alternative locations for the proposed tower on Thetis Island.

TH-2019-061

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request Chair Patrick to send a response letter to Penelakut Tribe with respect to the Penelakut request, to relay that the Thetis Island Local Trust Committee has requested TELUS Communications to suspend the communications information meeting and any further work on the proposed TELUS Tower until engagement with Penelakut Tribe has occurred and that the Thetis Island Local Trust Committee would like to meet with the Penelakut Council to discuss land use on Thetis Island.

CARRIED

A Trustee expressed concerns regarding the TELUS Communications proposal to build a tower at the alternate site of 61 Pilkey Point Road if the Moore Hill project does not proceed.

7.2 Salt Spring Island Bylaw No. 519 Referral - Request for Response

The Salt Spring Island Bylaw No. 519 Referral was received.

TH-2019-062

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee indicate that the interests regarding Salt Spring Island Bylaw No. 519 are not affected.

CARRIED

7.3 Salt Spring Island Bylaw No. 520 Referral - Request for Response

The Salt Spring Island Bylaw No. 520 Referral was received.

TH-2019-063

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee indicate that the interests regarding Salt Spring Island Bylaw No. 520 are not affected.

CARRIED

8. LOCAL TRUST COMMITTEE PROJECTS - None

9. DELEGATIONS - None

10. CORRESPONDENCE - None

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

11. CLOSED MEETING**11.1 Motion to Close the Meeting****TH-2019-064****It was MOVED and SECONDED,**

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, section 90 (1) (a) and (d) for the purpose of considering Appointment of Advisory Planning Commission Members and Adoption of In-Camera Meeting Minutes dated April 23, 2019 and that the recorder and staff attend the meeting.

CARRIED**11.2 Recall to Order****TH-2019-065****It was MOVED and SECONDED,**

that the Thetis Island Local Trust Committee re-open this meeting to the public subject to Section 89 of the Community Charter.

CARRIED**11.3 Rise and Report**

The Thetis Island Local Trust Committee appointed Lynda Poirier, Ryan Sharp and Deb Wilson to the Thetis Island Advisory Planning Commission.

12. NEW BUSINESS**12.1 Advisory Planning Commission – Memorandum**

Planner Eggen presented a staff report dated October 30, 2019 regarding Advisory Planning Commission Appointments.

TH-2019-066**It was MOVED and SECONDED,**

that the Thetis Island Local Trust Committee request staff to send letters to members of the Advisory Planning Commission whose terms will expire on January 27, 2020, inviting their expressions of interest for reappointment to the Advisory Planning Commission and thanking them for their participation.

CARRIED**12.2 2020 Local Trust Committee Meeting Schedule – Memorandum**

A memorandum dated September 23, 2019 regarding 2020 Local Trust Committee Meeting Schedule was presented.

TH-2019-067**It was MOVED and SECONDED,**

that the Thetis Island Local Trust Committee schedule its regular business meetings on the following dates in 2020: February 11, April 14, June 2, July 21, September 1, and October 27.

CARRIED**12.3 Live Streaming of Local Trust Committee Meetings - Request for Decision**

A Request for Decision dated October 23, 2019 regarding Live Streaming of Local Trust Committee Meetings was presented.

TH-2019-068

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee communicate to Trust Council its interest in recording and streaming public meetings.

CARRIED

12.4 Climate Change Adaptation and Mitigation Strategies – Memorandum

A memorandum dated August 29, 2019 regarding Climate Change Adaptation and Mitigation Strategies was received.

12.5 Farm Credit Canada (FCC) AgriSpirit Fund Grant Application

Trustee Fenton spoke to a request for support for a grant application to build a new compost facility on Thetis Island.

Discussion ensued and concern was expressed regarding whether the zoning is in place for a composting facility and whether the LTC has the ability to support a grant for infrastructure. Support was expressed for the potential to build community resilience.

TH-2019-069

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to research the Farm Credit Canada AgriSpirit grant application to build a new compost facility on Thetis Island, to determine if the Islands Trust has the ability to participate and report back given specific considerations to the proposed use on a residential lot.

CARRIED

13. REPORTS

13.1 Trust Conservancy Report - none

13.2 Applications Report dated November 12, 2019

The report was received. Trustees requested staff to follow up on the Agricultural Land Commission (ALC) land inclusion application on Ruxton Island.

13.3 Trustee and Local Expense Report dated September 2019

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 November 12, 2019

Received.

14.2 Projects List Report dated November 12, 2019

Received.

Discussion ensued, the following items were noted and support was expressed to:

- Advance Project No. 8 to the Top Priorities List.
- Name the project the “Protection of Coastal Douglas Fir”.
- Review the Coastal Douglas Fir Toolkit and identify what the best way is to protect Coastal Douglas Fir ecosystems on Thetis Island.
- Review of the Cowichan Valley Regional District (CVRD) Area G Saltair/Gulf Islands OCP Bylaw 2500 - Ocean Shoreline Protection Development Permit Area Section 20.3.

TH-2019-070

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee rename “Project No. 8 – “Review of Development Permit Areas and development of a Development Approval Information” to “Coastal Shoreline Protection” and add it to the Top Priorities List; and that the initial Local Trust Committee actions will be a review of the Coastal Douglas Fir Toolkit and a review of the Cowichan Valley Regional District Ocean Shoreline Protection Development Permit Area, Section 20.3.

CARRIED

15. UPCOMING MEETINGS**15.1 Next Regular Meeting**

The next regular meeting is scheduled for Tuesday, February 11, 2020 at 9:00 a.m. location to be determined.

16. ADJOURNMENT

By general consent the meeting was adjourned at 10:44 a.m.

Laura Patrick, Chair

Certified Correct:

Sarah Shugar, Recorder



Resolutions Without Meetings Log

Thetis Island

Resolution Number	Action	Date
2019-006	In Favour	28-Nov-2019
That the Thetis Island Local Trust Committee cancel the scheduled regular business meetings in 2020 for September 1 and October 27 and reschedule to September 29 and November 24.		



Minutes of the Thetis Island Advisory Planning Commission

Date of Meeting: Thursday, January 23, 2020

Location: Thetis Island School
291 North Cove Road, Thetis Island, BC

APC Members Present: Mary Forbes
Anne-Marie Koeppen, Secretary
Patrick Mooney, Chair
Lynda Poirier
Veronica Shelford
Deb Wilson

APC Members Regrets: Ryan Sharp

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

Others Present: Five (5) members of the public

1. CALL TO ORDER

Chair Mooney called the meeting to order at 4:07 pm; members of the public were welcomed and introductions of Advisory Planning Commission (APC) and Islands Trust staff were made.

2. APPROVAL OF AGENDA

By general consent, the agenda was approved as amended.

3. MINUTES

3.1 Thetis Island Advisory Planning Commission Draft Minutes dated March 1, 2018 for adoption.

By general consent, the minutes were of March 1, 2018 were adopted.

3.2 Thetis Island Advisory Planning Commission Draft Minutes dated November 29, 2018 – for adoption.

By general consent, the minutes were of November 29, 2018 were adopted.

4. NEW BUSINESS

4.1 APC Referral – Model Strategy for Antenna Systems: Review of Background Document for Model Strategy for Antenna Systems.

Chair Mooney confirmed that APC members had reviewed the Model Strategy for Antenna Systems and were ready to review and discuss. Planner Eggen provided background information regarding the strategy to be considered and the federal default consultation process, local notification and clarification of the task of the APC in its review of this document and that the APC should note that both consultation processes are void of consideration of First Nations consultation at this point. Planner Eggen responded to technical questions as they arose.

The APC proceeded to review the document; discussion followed and points of concern included:

- Consultation and dialogue with First Nations needs to occur very early in the process.
- Follow-up and ongoing monitoring of the site for safety and appropriate use.
- Transparency of consultation process, appropriate notification of proposed activities and structures.
- Increase radius of notification site – to include the entire island.
- Increase means of notification to include social media platforms and public bulletin boards.
- Local needs regarding a public meeting i.e. to include a question and answer session that is chaired and with audio equipment.
- Availability of information before a public meeting, to be able to attend and have the opportunity to be well informed.
- Land Use Bylaw regulation regarding cell towers and the reality of federal authority.
- Online community engagement after the meeting as a means of follow up.

TH-2020-APC-001

It was MOVED and SEONDED

that the Thetis Island Advisory Planning Commission recommends to the Thetis Island Local Trust Committee that the following changes be included in the Model Strategy for Antenna Systems:

- On page 21, Step 1: Pre-consultation, Item i, that First Nations consultation be added to the list of pre-consultation steps.
- On page 24, Step 3: Public Consultation, Item a) i, second line, change “10 meters” to “100 meters”.
- On page 24, Step 3: Public Consultation, Item a) vi, fifth line, change “10 meters” to “100 meters”.
- On page 24, Step 3: Public Consultation, Item a), third line, add a comma after “newspaper” and add “on local social media and information platforms including E-spokes and the Thetis Island BLOG as well as posts on the local bulletin boards,”.
- On page 26, item xix, change “not less than 30 days for receipt of information” to “not less than 14 days from the date of the public consultation meeting.”
- On page 26, Item 5. Public Information Session, that an opportunity for chaired question and answer forum with audio be included as part of a public information session.
- On page 27, Public Consultation, First section: Written Notice, that the Local Trust Area augmentation be changed to read “Include all Thetis Island property owners and residents; including seasonal residents.”
- On page 27, Public Consultation, Second section: Newspaper notice, that the Local Trust Area Augmentation add to the fifth bullet “and local social media”.

CARRIED

TH-2020-APC-002

It was MOVED and SEONDED

that the Thetis Island Advisory Planning Commission recommends that the Thetis Island Local Trust Committee adopt Section 4: Land Use Siting Criteria and Section 5: Model Official Community Plan Policies as presented in the publication *Model Strategy for Antenna Systems*.

CARRIED

5. SUBMISSIONS FROM OBSERVERS – Chair will moderate

Chair Mooney opened the floor for comments and question from members of the public:

- What does it take for our Local Trust Committee to claim non-concurrence and can they say no?
- We need to align with Penelakut.
- This should not be a popularity contest, objections do need to be addressed; objectionable issues should be mitigated.

- What is local? Who votes on these issues?
- This is not the end of the technological change.
- Fibre optics, as an option, was presented to the island at a point in the past.
- Did not find that the “meet & greet” at the marina was very informative.

The Chair then thanked the members of the public for their feedback.

6. ADJOURNMENT

By general consent, the meeting was adjourned at 6:37 pm.

Patrick Mooney, Chair

Certified Correct:

Janice Young, Recorder



Follow Up Action Report

Thetis Island

20-Aug-2019

Activity	Responsibility	Dates	Status
1 Staff to prepare draft bylaws for the RAR Implementation Project.	Becky McErlean Marnie Eggen		In Progress
2 Staff to prepare a work plan and request funding confirmation for the RAR Implementation Project.	Marnie Eggen		Completed
3 Staff to refer the Model Strategy Antenna Systems to the APC for comment. Nov. 19/19 update: meeting to include orientation for new members.	Marnie Eggen Penny Hawley		Completed
4 Staff to draft a letter for the Chair's signature to ISED for their comment on the Safety Code 6 2013 review and incorporation of UNDRIP principles in telecommunications consultation.cc: local First Nations	Marnie Eggen		In Progress

19-Nov-2019

Activity	Responsibility	Dates	Status
1 Staff to send letters to newly appointed APC members advising them of their appointments: Lynda Poirier, Ryan Sharp, and Deb Wilson. Staff to send letters to members of the APC whose terms will expire on January 27, 2020, inviting their expressions of interest for reappointment and thanking them for their participation.	Penny Hawley		Completed
2 LTC endorsed regular business meeting dates for 2020: Feb. 11, April 14, June 2, July 21, Sept. 1, and Oct. 27.	Wil Cottingham		Completed



Follow Up Action Report

Thetis Island

19-Nov-2019

Activity	Responsibility	Dates	Status
3 The LTC to communicate to Trust Council their interest in live streaming and recording its public meetings.	David Marlor		Completed
4 Staff to report back regarding ability to be involved in an Agrispirit Grant Application re: the Thetis Island Community Compost Centre, including other supportive options and review of zoning for proposed property.	Marnie Eggen Mike Richards		In Progress
5 LTC adds Project #8 Review of Development Permit Areas and Development of a Development Approval Information bylaw to the Top Priorities list, calling it Coastal Shoreline Protection and Actions are that the LTC review the Coastal Douglas Fir and Associated Ecosystems Toolkit and the CVRD's Bylaw 2500, Ocean Shoreline Protection DPA, Section 20.3.	Marnie Eggen		In Progress
6 LTC to send a letter to Penelakut Tribe, signed by the Chair and reviewed by trustees in response to their letter received November 13, 2019, to advise them that the LTC is requesting TELUS suspend a community information meeting and any further work on the proposed tower (TH-OTH-2019.1) until engagement has occurred with Penelakut Tribe, and that the LTC would like to meet with Penelakut Chief and Council.	Lisa Wilcox Marnie Eggen Wil Cottingham		In Progress
7 Staff to send referral response that interests are unaffected re: Salt Spring Island Bylaws 519 and 520	Marnie Eggen		Completed

PROPOSAL FOR A THETIS ISLAND OFFICIAL COMMUNITY PLAN ENGAGEMENT STRATEGY

Opening Statement

The proposed strategy is being put forward by a concerned group of residents and property owners who realize that, as there is no community engagement strategy currently in place to facilitate information sharing and interaction among all residents and property owners regarding the various proposed and ongoing projects on Thetis Island, an unsettled atmosphere has developed among both permanent and seasonal residents. It is for this reason that we recommend that this community, in particular the Land Trust Committee, undertake to amend the charter that currently governs Thetis Island, and make provisions to clearly establish a community engagement protocol unique to our island.

Desired Outcomes

1. To develop a detailed work plan and engagement strategy.
2. To recommend that an Official Community Plan Advisory Planning Commission ("the Commission") be formed in accordance with the *Local Government Act*, section 898. The Commission shall be made up of residents and property owners with the objective of enhancing community engagement opportunities, and to recommend a detailed protocol to the LTC for approval. Section 898 of the LGA contains provisions for membership as well as rules and responsibilities. It is anticipated that the LTC will consider drafting a bylaw in accordance with those provisions. The Commission will terminate should the LTC adopt the new OCP bylaw.
3. To determine the priorities and aspirations of the community, and to collaborate with the public on matters requiring engagement, summarizing and appropriately making available the results to all residents and stakeholders.
4. To identify Glen Andison, Lesley Buhr, Denis Gagnon and Anaïs Gerber as potential participants in the Commission.

Legal Framework

Part 26, Division 5 - Public Information and Advisory Commission of the *Local Government Act*, RSBC 1996, c 323, asserts the following:

Advisory planning commission

- 898.** (1) A council may, by bylaw, establish an advisory planning commission to advise council on all matters respecting land use, community planning or proposed bylaws and permits under Divisions 2, 7, 9 and 11 of this Part that are referred to it by the council.
- (2) A board may, by bylaw, establish an advisory planning commission for one or more electoral areas or portions of an electoral area to advise the board, or a director of the board representing the electoral area, on all matters referred to it by the board or by that director respecting land use, the preparation and adoption of an official community plan or a proposed bylaw or permit that may be enacted under this Part.
- (3) The bylaw establishing an advisory planning commission must provide for
- (a) the composition of and the manner of appointing members to the commission,
 - (b) the procedures governing the conduct of the commission, and
 - (c) the referral of matters to the advisory planning commission.
- (4) At least 2/3 of the members of an advisory planning commission must be residents of the municipality or the electoral area.
- (5) A council member, board director, employee or officer of the local government, or an approving officer, is not eligible to be a member of an advisory planning commission, but may attend at a meeting of the commission in a resource capacity.
- (6) The members of an advisory planning commission must serve without remuneration, but may be paid reasonable and necessary expenses that arise directly out of the performance of their duties.
- (7) Repealed. [1999-37-202]
- (8) If an advisory planning commission is established, minutes of all of its meetings must be kept and, on request, made available to the public.
- (9) If the commission is considering an amendment to a plan or bylaw, or the issue of a permit, the applicant for the amendment or permit is entitled to attend meetings of the commission and be heard.

Community engagement during an OCP review or amendment is a legislative requirement, whereby "during the development of an official community plan ... the proposing local government must provide one or more opportunities it considers appropriate for consultation with persons, organizations and authorities it considers will be affected (*Local Government Act*, RSBC 1996, c 323, s 879 (1))."

Part 26, Division 2 - Official Community Plans of the *Local Government Act*, RSBC 1996, c 323, asserts the following:

Consultation during OCP development

- 879.** (1) During the development of an official community plan, or the repeal or amendment of an official community plan, the proposing local government must provide one or more opportunities it considers appropriate for consultation with persons, organizations and authorities it considers will be affected.
- (2) For the purposes of subsection (1), the local government must
- (a) consider whether the opportunities for consultation with one or more of the persons, organizations and authorities should be early and ongoing, and
 - (b) specifically consider whether consultation is required with
 - (i) the board of the regional district in which the area covered by the plan is located, in the case of a municipal official community plan,
 - (ii) the board of any regional district that is adjacent to the area covered by the plan,
 - (iii) the council of any municipality that is adjacent to the area covered by the plan,
 - (iv) first nations, (v) school district boards, greater boards and improvement district boards, and (vi) the Provincial and federal governments and their agencies.
- (3) Consultation under this section is in addition to the public hearing required under section 882 (3) (d).

Background

The current Guiding Principles in the *Thetis Island Official Community Plan Bylaw No. 88*, 2011 are as follows:

1. That development and growth be compatible with the diversity of lifestyles of residents and property owners who comprise the Thetis Island community.
2. That development and growth is guided in a manner that protects sensitive ecosystems, encourages sustainability, and anticipates the potential effects of climate change.
3. Land use planning should build a sense of community by supporting and encouraging engagement, dialogue and communication between and among its residents.

These guiding principles are somewhat restrictive, as their focus is more toward land use planning, which is, in itself, a very important engagement issue. Today, the scope of projects has broadened, and there is a growing need to reach out and involve all residents on issues that may have an effect on their general well-being, or that may affect them financially. Engagement may encompass a variety of local government, society, improvement district–community interactions ranging from information sharing to community consultation and, in some instances, active participation in government decision making processes.

Moreover, these principles are dated, as more and more local governments around the world are implementing engagement guidelines. For example, as of July 2018, every Alberta municipality is required to have a publicly available Public Participation Policy. The policy must be reviewed and, as required, updated every four years.

Community engagement is a process of building relationships between residents, elected officials and local organizations so that they can work side by side as long-term partners. A Thetis Island Community Engagement Strategy should seek to build a coalition of support on policies, programs, services and issues that may have an effect on the general well-being of Thetis Island’s residents, or that may affect them financially, with the end goal of reaching decisions that best reflect the interests of the entire community.

Guiding Principles

The approach to developing a community engagement protocol should be guided by the following principles:

1. Community engagement should be transparent and clear in scope and purpose.
2. The public engagement process is to generate public views and ideas to help shape local government action or policy, rather than persuade residents to accept a decision that has already been made.
3. Community engagement should be accessible to all residents and capture a full range of values and perspectives.
4. Community engagement should promote dialogue and open genuine discussions. It should be supported by timely and accurate information, be used to weigh options and develop common undertakings.
5. Community engagement should be reflected in actions. The community should be able to see and understand the impact of their involvement.
6. The public engagement process utilizes one or more discussion formats that are responsive to the needs of identified participant groups; and encourage full, authentic, effective and equitable participation consistent with process purposes. This may include relationships with existing community forums.

7. The ideas, preferences or recommendations contributed by the public are documented and seriously considered by decision makers.
8. Evaluation and monitoring of all input should be built into the protocol and encouraged throughout the engagement process with the summarized evaluation being made available and accessible to all residents and stakeholders.



Islands Trust

BYLAW REFERRAL FORM

1-500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8
Ph: (250) 537-9144
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area **Bylaw No.:** 471 **Date:** December 5, 2019

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 45 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected. For your information a Public Hearing to consider the Bylaw will be held at a later date.

APPLICANTS NAME / ADDRESS:

Salt Spring Island Local Trust Committee

PURPOSE OF BYLAW:

Proposed Bylaw No. 471 will amend the Salt Spring Island Official Community Plan (OCP) to authorize the Salt Spring Island Local Trust Committee (LTC) to issue Temporary Use Permits (TUPs) for residential uses. Currently, the OCP only allows TUPs to be issued for commercial or industrial uses.

As drafted, Proposed Bylaw No. 471 could allow TUPs to be issued for residential use of secondary suites, cottages, tiny homes on wheels and recreational vehicles.

Through Proposed Bylaw No. 471, a number of new guidelines would be introduced in the OCP to guide LTC decisions about whether to issue a TUP for residential use.

GENERAL LOCATION:

Island wide

LEGAL DESCRIPTION:

N/A

SIZE OF PROPERTY AFFECTED:

Island wide

ALR STATUS:

OFFICIAL COMMUNITY PLAN DESIGNATION:

Island wide

OTHER INFORMATION:

A copy of Bylaw No. 471 is available [here](#). A staff report and other information on this bylaw can be found [here](#).

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.

(Signature)

Name: Jason Youmans

Title: Island Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut Tribe
Stz'uminus First Nation
Malahat First Nation
Pauquachin First Nation
Tsartlip First Nation
Tsawout First Nation
Tseycum First Nation
Semiahmoo First Nation
Tsawwassen First Nation

Regional Agencies

CRD – All Referrals & K. Campbell (SSI Senior Manager)
CRD – SSI Building Inspection
CRD – Water – Highland
CRD – Water – Cedars of Tuam
CRD – Water – Beddis
CRD – Water – Fulford
CRD – Water – Cedar Lane
CRD – Water – Fernwood
Vancouver Island Health Authority
Islands Trust Bylaw Compliance and Enforcement
SSI Advisory Planning Commission

Hul'qumi'num Treaty Group (for information only)
Te'Mexw Treaty Association (for information only)

Non-Agency Referrals

BC Ambulance Service
North Salt Spring Waterworks District
SSI Chamber of Commerce
SSI Fire-Rescue
Salt Spring Solutions
Salt Spring Island Housing Council

Provincial Agencies

BC Assessment Authority
Front Counter BC

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee
Cowichan Valley Regional District

**BYLAW REFERRAL FORM
RESPONSE SUMMARY**

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☐ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area

(Island)

(Signature)

(Date)

471

(Bylaw Number)

(Title)

(Agency)



Islands Trust

BYLAW REFERRAL FORM

1-500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8
Ph: (250) 537-9144
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area **Bylaw No.:** 518 **Date:** December 4, 2019

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 45 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected. For your information a Public Hearing to consider the Bylaw will be held at a later date.

APPLICANTS NAME / ADDRESS:

Salt Spring Island Local Trust Committee
1 – 500 Lower Ganges Road, Salt Spring Island, BC V8K 2N8

PURPOSE OF BYLAW:

Bylaw No. 518 will amend the Salt Spring Island Land Use Bylaw to regulate cannabis production. In general, it will:

- Make cannabis production a distinct use, rather than a general agricultural activity
- Prohibit cannabis production on land that is outside of the ALR
- Establish a 200 m² lot coverage maximum for indoor cannabis production facilities in the ALR
- Establish setbacks for indoor cannabis production

GENERAL LOCATION:

Bylaw No. 518 will limit cannabis production to land that is within the Agricultural Land Reserve.

LEGAL DESCRIPTION:

N/A

SIZE OF PROPERTY AFFECTED:

N/A

ALR STATUS:

N/A

OFFICIAL COMMUNITY PLAN DESIGNATION:

N/A

OTHER INFORMATION:

[Click here](#) to read the latest staff report on this project for further details and background information.

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.

(Signature)

Name: Claire Negrin

Title: Island Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut Tribe
Stz'uminus First Nation
Malahat First Nation
Pauquachin First Nation
Tsartlip First Nation
Tsawout First Nation
Tseycum First Nation
Semiahmoo First Nation
Tsawwassen First Nation

Regional Agencies

CRD – All Referrals & K. Campbell (SSI Senior Manager)
CRD – SSI Economic Development Commission
CRD – SSI Building Inspection
SSI – Advisory Planning Commission
SSI – Agricultural Advisory Planning Commission

Non-Agency Referrals

RCMP
Salt Spring Island Agricultural Alliance
Salt Spring Island Farmer's Institute
School District No. 64
SSI Chamber of Commerce

Hul'qumi'num Treaty Group (for information only)

Te'Mexw Treaty Association (for information only)

Provincial Agencies

Agricultural Land Commission
Ministry of Agriculture
BC Assessment Authority
Front Counter BC

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee
Cowichan Valley Regional District

**BYLAW REFERRAL FORM
RESPONSE SUMMARY**

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☐ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

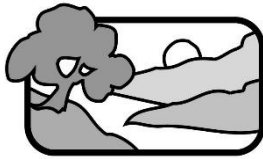
(Signature)

(Date)

518
(Bylaw Number)

(Title)

(Agency)



BYLAW REFERRAL FORM

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

Islands Trust

Island: Galiano Island Local Trust Area Bylaw No.: 271 Date: December 12, 2019

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:

Lisa Gavreau – 60 Madrona Road, Galiano Island, BC

PURPOSE OF BYLAW:

The purpose of the proposed bylaw is amend the zoning classification of the subject property from Village Residential 1 (VR1) to Retail Commercial 1 (C1). The proposed change in zoning is consistent with the current Official Community Plan (OCP) land use designation of 'Community Facility/Commercial' for the subject property.

A staff report is available on the Galiano Island Islands Trust application webpage: <http://www.islandstrust.bc.ca/islands/local-trust-areas/galiano/current-applications/current-application-documents/>

GENERAL LOCATION:

Galiano Island Local Trust Area

LEGAL DESCRIPTION:

Lot 4, Section 5, Galiano Island, Cowichan District, Plan 13671

SIZE OF PROPERTY AFFECTED:

0.06 hectares

ALR STATUS:

Not in ALR

OFFICIAL COMMUNITY PLAN DESIGNATION:

Community Facility/Commercial

OTHER INFORMATION:

Additional information, including the current bylaws, is available at: www.islandstrust.bc.ca

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

This referral has been sent to the following agencies:

Provincial Agencies

Ministry of Transportation & Infrastructure

Regional Agencies

Capital Regional District – Building Inspection
Galiano Island Fire Rescue – South Department
Island Health

Adjacent Local Trust Committees and Municipalities

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

PLEASE TURN OVER

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)

271

(Bylaw Number)

(Signature)

(Name and Title)

(Date)

(Agency)

File No.: TH-SUB-2019.1
Hyatt & Caldbeck (Tarris)

DATE OF MEETING: February 11, 2020
TO: Thetis Island Local Trust Committee
FROM: Ian Cox, Planner 1
Northern Team
SUBJECT: 10 percent parcel frontage waiver request for 2 Lot Conventional Subdivision
Applicant: David Tarris
Location: 158 Klahowya Road, Thetis Island (PID: 000-324-566)

RECOMMENDATION

1. That the Thetis Island Local Trust Committee waive Section 2.6.7 of the Thetis Island Land Use Bylaw No. 89, 2011 requiring that the frontage of any lot in a proposed subdivision to be at least 10 percent of its perimeter, in order to allow a proposed 2 Lot Conventional Subdivision of LOT 1, DISTRICT LOT 15, THETIS ISLAND, COWICHAN DISTRICT, PLAN 35106.

REPORT SUMMARY

This report brings forward a request by the property owner and applicant for a 2 Lot Conventional Subdivision at 158 Klahowya Road, Thetis Island, asking that the Thetis Island Local Trust Committee (LTC) waive Section 2.6.7 of the Thetis Island Land Use Bylaw No. 89 (LUB) requiring that the frontage of any lot in a proposed subdivision be at least 10 percent of its perimeter. It is the recommendation of staff that the LTC grant the waiver as requested.

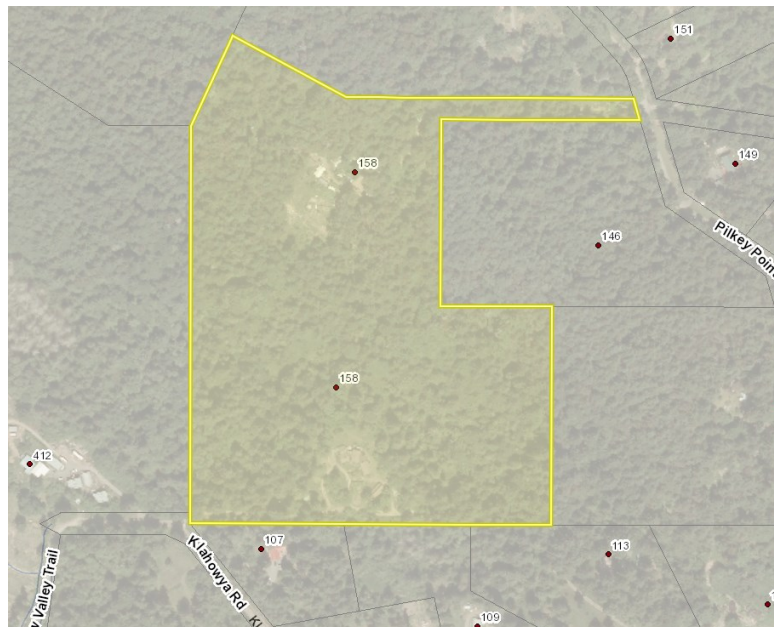


Figure 1 - Subject Property

BACKGROUND

The parent parcel is currently zoned Rural (R2) under LUB and is 11.85 hectares (29.28 acres) in area. The proposed lots to be created by subdivision are as follows:

Lot 1 - 7.8 hectares (less panhandle area*)

Lot 2 - 4.05 hectares

***LUB Lot Configuration Regulations**

2.6.8. The access strip of a panhandle lot must be at least 10.0 metres in width and no part of the access strip shall be included in the calculation of the area of the lot. (aligns with Local Services Act, Subdivision Regulations section 6.10)

Pursuant to Section 512 of the *Local Government Act (LGA)*, any lot being created by subdivision must have a minimum road frontage of either 10 percent OR the minimum frontage required by a local government bylaw. The proposed subdivision plan (See **Attachment 1**) meets the minimum and minimum average parcel sizes permitted in the Rural 2 (R2) zone as set out in the Thetis Island Land Use Bylaw No. 89 (LUB). However, both proposed lots 1 and 2 do not meet the 10 percent frontage requirement of the bylaw that aligns with the *LGA* by also stipulating a minimum 10 percent minimum road frontage. Lots created by subdivision must be provided this minimum unless the LTC waives the requirement by resolution.

ANALYSIS

Policy/Regulatory

Land Use Bylaw:

Section 5.3(d)

In the R-2 zone on lots having an area of 8.0 hectares or more, one dwelling unit other than a guest cottage is permitted in respect of each full 4.0 hectares of lot area, provided that the property owner grants a covenant prohibiting subdivision of the lot. If the owner does not provide a covenant prohibiting further subdivision of the lot, the maximum number of dwelling units is one.

Section 5.3(e)

In the R-2 zone one guest cottage is permitted on lots having an area of between 0.8 and 8.0 hectares.

See below section for discussion of these provisions.

Issues and Opportunities

Access

The parent parcel panhandle and registered access easement fronting Pilkey Point Road is approximately 20 metres wide as shown on the original plan of subdivision dated February, 1980. However, the current frontage in use is located along Klahowya Road (the civic address) and is 10 metres wide – considerably less than the required 10 percent of the total parcel boundary which is approximately 1,661 metres in total. Apparently, the lot was created in 1980 with less than the now-required frontage but presumably with some consideration by the provincial approving officer (PAO) at the time. Regardless of this issue, the zoning and total area of the lot permit the proposed 2 Lot subdivision. It is the opinion of staff that consideration of adequate frontage should be ultimately the purview of the PAO in such cases, though it is worth noting that best planning practices would

discourage the creation of panhandle lot configurations generally. This idea is reflected in the *Local Services Act* Subdivision Regulations that states:

Panhandle lots

6.09 *Without limiting the generalities of section 4.01 and notwithstanding the requirements of section 6.08, where a parcel is a panhandle lot capable of further subdivision, the approving officer shall be satisfied that the panhandle is adequate to provide a future highway.*

The proposed 2 Lot plan does conform to the LUB width requirement of at least 10 metres for panhandle access strips as described in the Background section of this report.

Density

It appears that the existing two dwellings on the parent parcel were either constructed before the bylaw provision Section 5.3(d) requiring the covenant as described above since there is no such charge registered on the land title, or that one is an Single Family Dwelling (SFD) while the other an *accessory guest cottage* as permitted by LUB Section 5.1(e). The proposed subdivision thusly has the potential to bring the dwellings into compliance with the current LUB if the former is so. See **Attachment 2** – Further Information and Comments (provided by the applicant) for explanation as to the dates of construction and occupancy.

Consultation

No consultation is required or recommended in order to grant a frontage waiver.

Statutory Requirements

No statutory requirement such as public notice is required in order to grant a frontage waiver.

Agencies

The Ministry of Transportation and Infrastructure (the MOTI) has issued Preliminary Layout Approval (PLA) for the proposed subdivision with conditions, one of which is confirmation that all Thetis Island Local Trust Committee bylaws and regulations have been met and any required permits issued – hence the request to waive LUB Section 2.6.7.

First Nations

Islands Trust (including the Thetis Island LTC) act as a referral body for MOTI subdivision applications. The Ministry has its own process and policies regarding referral protocol for affected First nations, as well as applicant requirements in the form of PLA conditions to ensure compliance with the *Heritage Conservation Act* in relation to archaeological and cultural heritage interests on a given property.

Rationale for Recommendation

The parent parcel has been accessed for many years via the less than 10 percent frontage with no reported issues according to the current property owner. Staff consider the 10 percent frontage exemption to present no anticipated adverse impacts and therefore recommend that the exemption be provided. Granting an exemption from the LUB frontage requirement in no way may be considered to relieve the property owner and applicant from complying with all Ministry of Transportation and Infrastructure subdivision requirements and all other applicable Islands Trust bylaws.

ALTERNATIVES

The LTC may consider the following alternative to the staff recommendation found on page 1 of this report:

1. Deny the waiver

The LTC may deny granting the 10 percent frontage waiver. Staff advise that the implication of this alternative is that the subdivision could likely not proceed without a significantly different proposed plan, if at all, given the constraints of the access to parent parcel that was created at the time of subdivision in 1980. If this alternative is selected, the LTC should state the reasons for denial.

That the Thetis Island Local Trust Committee deny the requested 10 frontage waiver for 158 Klahowya Road, Thetis Island, for the following reasons [insert reasons].

NEXT STEPS

Should the LTC concur with the recommendation of staff, the MOTI would be informed that the frontage waiver has been granted or conversely, that it has not. If the latter was the case, the applicant may subsequently choose to amend their application and/or work with the MOTI to find an alternate solution to the issue of access.

Submitted By:	Ian Cox – Planner 1, Northern Team	January 14, 2020
Concurrence:	Heather Kauer, RPP, MCIP, AICP Regional Planning Manager	January 17, 2020

ATTACHMENTS

1. Proposed Subdivision Plan
2. Further Information and Comments (provided by the applicant)

D. FURTHER INFORMATION AND COMMENTS
(For Preliminary Subdivision Application)

This 29.23 Acre R2 Rural Lot was purchased in 1982 by Ms. Caldbeck and her then partner Ted Davis and Ms. Caldbeck's Aunt and Uncle Edith and Ron Hyatt. They were interested in securing a parcel of land large enough to provide for reasonably uninterrupted habitat for wildlife and local flora and fauna to continue to thrive.

Ms. Caldbeck settled on the northern half of the property in 1983 and raised her daughter on the property. The Hyatt's built their retirement home on the Thetis Island property in 1992. Both domiciles have established their own separate driveways, electrical utilities, potable water sources and sewage disposal systems. As the Hyatt's are now in their mid to late 90's and none of their adult children are interested in re-locating to Thetis Island, they wish to subdivide the property in the event that they may need to move off island or as a prudent estate planning measure.

Ms. Caldbeck has lived on the property for 36 years. The Hyatt's have lived on the property for 27 years. Their respective infrastructure has served them well over the years and will likely continue to do so.

Ms. Caldbeck purchased the $\frac{1}{4}$ share of Tenants in Common from Ted Davis in 1992, as noted in the most recent State of Title Certificate.

Ms. Caldbeck, as the Head of Emergency Services/Fire Chief on Thetis Island for the past 14 years is acutely aware of the threat of Wildfire to not only this property but virtually all properties on Thetis Island. As disaster response planning and mitigation is one of the key elements of her job, she has implemented several measures to facilitate this:

- Rigorous Fire Permit Program when burning allowed
- Promoting Compliance with Provincial legislation regarding Category 1, 2 and 3 Burns
- High Risk Activity Curtailment when appropriate
- Promoting Fire Smart Program and Rooftop Sprinklers for Structure Protection
- Public Education
- Appropriate Apparatus, Training and Facilities
- Fire Suppression Water Storage (Distributed Water Storage Tanks and Dry Hydrants) from several on-island Ponds

On the northern portion of the property that Ms. Caldbeck settled on, there is currently 10,000 imperial gallons of water stored in Vertical Tanks and 10,000 imp. gal. stored in above ground swimming pools for use in Fire Suppression. Other Residents are encouraged to provide similar water storage for Firefighting purposes.



Thetis Island Community Association
292 North Cove Road, P.O. Box 14-0
Thetis Island, B.C., Canada V0R 2Y0

www.thetisland.net/tica/

INVOICE NO. 2019030622

March 6, 2019

CUSTOMER: Islands Trust

JOB	/ year	
Webcam link on thetisisland.net	\$ 35.00	\$35.00
TOTAL		\$35.00

PLEASE MAKE CHEQUES PAYABLE TO T.I.C.A. and send to the
TICA Treasurer at Box 14-0

Thank you!



Thetis Island Community Association
292 North Cove Road, P.O. Box 14-0
Thetis Island, B.C., Canada V0R 2Y0

www.thetisland.net/tica/

INVOICE NO. 2020012122

January 21, 2020

CUSTOMER: Islands Trust

JOB	/ year	
Webcam link on thetisisland.net	\$ 35.00	\$35.00
TOTAL		\$35.00

PLEASE MAKE CHEQUES PAYABLE TO T.I.C.A. and send to the
TICA Treasurer at Box 14-0

Thank you!

Regional Conservation Plan Updates

The science-based and community-informed Regional Conservation Plan guides the work the Islands Trust Conservancy (ITC). The ITC continues to work towards four 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 Board held a special meeting to discuss the Climate Change Emergency and forwarded its recommendations to Trust Council.

Goal 2 – Strong relationships with First Nations

- The ITC Board adopted a reconciliation declaration at its July meeting and wrote to First Nations to share the Reconciliation Declaration which is available at www.islandstrustconservancy.ca/about-us/first-nations-and-reconciliation.

Goal 3 – Protection of core conservation areas

Property Management

- The ITC has completed management plans for three Nature Reserves (Thetis and Gambier) and is working on the completion of five more (Denman, Gambier, Lasqueti and Thetis).
- Property monitoring for all conservation covenants (including NAPTEP – Natural Area Protection Tax Exemption Program covenants) and nature reserves was completed.

Land Acquisition and Covenants

- The ITC successfully completed the transfer of the Salish View Nature Reserve on Lasqueti Island in partnership with the Lasqueti Island Nature Conservancy. See <http://www.islandstrustconservancy.ca/protected-places/places-protected-in-the-islands/all/lasqueti-island/salish-view-nature-reserve/> for more information.

Goal 4 – A strong voice for nature conservation

- The ITC Board gave final reading to Bylaw No. 2, the “Islands Trust Conservancy Meeting Procedures Bylaw, 2019.” The new bylaw reflects the ITC name change, allows for the election of a Vice Chair and adds reference to committee meetings. The Board also amended Policy 1.2 Islands Trust Conservancy Board and Committee Elections.
- The ITC Board elected Sue-Ellen Fast to serve as Vice-Chair for the ITC Board.
- The ITC Board approved the Audited Financial Statements for the 2018-2019 fiscal year at its July meeting. See www.islandstrustconservancy.ca/about-us/our-financials.
- The ITC Board and the Islands Trust Executive Committee met in July to discuss items of mutual interest.

Activities by Local Trust Area/Island Municipality

Ballenas-Winchelsea

Property monitoring on South Winchelsea Island has been completed for 2019.

Bowen

Property monitoring on Bowen has been completed for 2019.

Denman

Management planning for three nature reserves, including the Inner Island, Lindsay Dickson and Valens Brook Nature Reserves, is under way and an open house for community feedback was held in September. Property monitoring on Denman has been completed for 2019. Invasive species management activities continue at Inner Island, Lindsay Dickson, and Morrison Marsh nature reserves.

Gabriola

Expansion of the boardwalk over wet areas and exposed roots on the west side of the loop trail in Elder Cedar Nature Reserve has been completed and construction of a 93-ft boardwalk across a seasonally flooded section of trail in the northeast corner is planned for 2019. Property monitoring on Gabriola has been completed for 2019.

The ITC hosted a celebration event for the Swift Family Link Island NAPTEP Covenant at the Islands Trust Victoria Office. The event was attended by Islands Trust staff and ITC Board members and trustees and other staff were invited to attend remotely by GoTo Meeting.

Galiano

Trail maintenance is being planned for Vanilla Leaf Land Nature Reserve in partnership with the Galiano Conservancy Association. Invasive species removal and annual cormorant nest monitoring are being planned for Trincomali Nature Sanctuary in partnership with the Habitat Acquisition Trust. Property monitoring on Galiano has been completed for 2019.

Gambier

Management plans for Brigade Bay Bluffs and Long Bay Wetland nature reserves has been completed and the Management Plan for the Mount Artaban Nature Reserve is nearing completion. Completed management plans are available on the ITC website at <http://www.islandstrustconservancy.ca/protected-places/places-protected-in-the-islands/full-list/>. ITC is concurrently working on a parallel management planning process for areas of cultural heritage and sacred significance within its nature reserves.

Property monitoring on Gambier has been completed for 2019.

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

Hornby

Property monitoring on Hornby has been completed for 2019.

Lasqueti

The ITC and the Lasqueti Island Nature Conservancy (LINC) completed the campaign for the Salish View Nature Reserve and the land has been transferred to the ITC. The ITC held a celebration event in July and an open house to inform management planning. Management planning continues and is anticipated to complete in early 2020.

Property monitoring on Lasqueti has been completed for 2019.

North Pender

Property monitoring on North Pender has been completed for 2019.

Salt Spring

The ITC Board considered and approved a conservation proposal for 200 Collins Road. ITC staff are working with the applicant to develop a conservation covenant for the property and will return to the ITC Board for final approval once the covenant language is finalized. Development of management plans for the Lower Mt. Erskine and Deep Ridge nature reserves is underway and public consultation will begin soon. ITC staff also participated in recent meeting for the Mount Tuam Special Management Area Resource Team.

Property monitoring on Salt Spring has been completed for 2019.

Saturna

Property monitoring on Saturna has been completed for 2019.

South Pender

Property monitoring on South Pender has been completed for 2019.

Thetis

Trail building on the Fairyslipper Forest Nature Reserve has begun and will continue into the new year. Property monitoring on Thetis has been completed for 2019.

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 Conservancy Report to Local Trust Committees and Bowen Island Municipality November 2019

Islands Trust Conservancy New Board Member

Trustee Dr. Susan Hannon joined the Board November 2019. Susan Hannon is a retired Ecology Professor from University of Alberta, currently living on Salt Spring Island. Dr. Hannon's research expertise is in forest ecology, impacts of habitat fragmentation, forest birds and conservation. Active in her community, Dr. Hannon is a Commission Member for The Advisory Planning Commission for Islands Trust. She has also served on the boards of The Salt Spring Island Conservancy, The Nature Trust of BC, Bird Studies Canada, and the Garry Oak Ecosystem Recovery Team Society. Dr. Hannon has worked in land stewardship with private landowners, runs the nest box program on Salt Spring, worked in Garry oak ecosystem restoration and removal of invasive plants. She holds a Doctor of Philosophy in Ecology from the University of British Columbia.

Islands Trust Conservancy Staff Changes

Islands Trust Conservancy is pleased to welcome Kathryn Martell as the acting Ecosystem Protection Specialist, replacing Wayne Bourque.

Carla Funk is acting ITC Communications and Fundraising Specialist while Crystal Oberg is on education leave until August, 2020.

Goal 1 – Science-based Conservation Planning

Goal 2 – Strong relationships with First Nations

The Islands Trust Conservancy Board received a letter from Lyackson First Nation in regards to the Salish View Nature Reserve for information.

Goal 3 – Protection of core conservation areas

Property Management

Mt. Artaban Nature Reserve Management Plan

Islands Trust Conservancy Board approved the 2019 update of the Mount Artaban Nature Reserve Management Plan. The plan will be made available online once it is approved by the covenant holders.

Land Acquisition and Covenants

Covenant Modification Agreement – Woodwinds NAPTEP Covenant

The Islands Trust Conservancy Board agreed to modify the Woodwinds NAPTEP covenant on North Pender Island to address an existing septic field.

Goal 4 – A strong voice for nature conservation

1. Islands Trust Conservancy Board directed staff to consider including a Note Disclosure highlighting the importance of natural assets to the mandate of Islands Trust and the services they provide for island communities, starting with the current fiscal year's annual financial reporting.
2. Islands Trust Conservancy Co-Chair, Sue-Ellen Fast and three staff attended the biennial Land Trust Alliance of BC Seminar Series. The ITC Manager co-presented with the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) regarding the CDFCP conservation planning tool.
3. Staff provided an update to the ITC Board regarding the status of the website renewal project and the integration of the ITC website into the Islands Trust site.

Activities by Local Trust Area/Island Municipality

Gambier

The Islands Trust Conservancy Board approved the Mount Artaban Nature Reserve Management Plan.

The Islands Trust Conservancy Board reviewed the Public Acquisitions Report for information. Discussion ensued on the Sandy Beach acquisition history and current project details.

North Pender

Islands Trust Conservancy Board directed staff to write a letter to the North Pender Island Local Trust Committee describing concerns regarding potential long-term impacts of contaminated runoff, and alternative designs such as containment of any point source runoff or spills related to a Temporary Use Permit extension application adjacent to the Medicine Beach Nature Sanctuary.

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

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

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Applications

Subdivision

File Number	Applicant Name	Date Received	Purpose
TH-SUB-1998.1	TRAX DEVELOPMENT LTD C/O WRIGHT FOCUS ENGINEERING LTD Planner: Marnie Eggen	25-Sep-1998	Phased Strata Subdivision 'Meadow Valley Properties' phased strata to create 21 strata lots from 4 parent parcels
Planning Status			
Status Date: 05-Feb-2019 No change.			
Status Date: 19-Jul-2016 MOTI issued 1 yr. extension.			
Status Date: 18-Dec-2015 Staff comments provided to MOTI.			
File Number	Applicant Name	Date Received	Purpose
TH-SUB-2015.1	Polaris Land Surveying Inc.	19-Aug-2015	PID:007-818-459 The proposed subdivision will create 2 parcels (including remainders) and the intended use of the land and/or buildings and structure is residential.
Planner: Marnie Eggen			
Planning Status			
Status Date: 19-Sep-2017 Final letter of approval sent to MOTI			
Status Date: 25-May-2017 Covenant approved by RWM			
Status Date: 25-May-2017 Awaiting final plan of subdivision before giving final approval.			



Applications

Subdivision

File Number	Applicant Name	Date Received	Purpose
TH-SUB-2019.1	(Hyatt & Caldbeck)	20-Nov-2019	PID: 000-324-566 Two lot subdivision. Civic addresses: 158 Klahowya Road and 158A Pilkey Point Road, Thetis Island, BC.

Planner: Ian Cox

Planning Status

Status Date: 06-Dec-2019

Planning referral response sent to MOTI, applicant and LTC. Awaiting MOTI response/PLA and removal of requested conditions.

File Number	Applicant Name	Date Received	Purpose
TH-SUB-2020.1	Mount Burchell Holdings Ltd.	27-Jan-2020	PIDs: 000-212-199 and 000-212-202 Lot line adjustment. Civic address: Parcel A, DLs 4,5,6 & 10, Parcel B, DL 10 - Mission Road, Thetis Island, BC.

Planner: Bronwyn Sawyer

Planning Status

Status Date:

Islands Trust
LTC EXP SUMMARY REPORT F2020
Invoices posted to Month ending December 2019

670 Thetis	Invoices posted to Month ending December 2019	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-670	LTC "Trustee Expenses"	218.00	489.36	-271.36
LTC Local				
65200-670	LTC - Local Exp - LTC Meeting Expenses	964.00	1,181.39	-217.39
65210-670	LTC - Local Exp - APC Meeting Expenses	411.00	0.00	411.00
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>1,919.00</u>	<u>1,181.39</u>	<u>737.61</u>
Projects				
73001-670-4090	Thetis Ruxton Island Private Moorage	1,200.00	1,582.19	-382.19
TOTAL Project Expenses		<u>1,200.00</u>	<u>1,582.19</u>	<u>-382.19</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	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	that the Thetis Island Local Trust Committee adopt the following standing resolution: 1. That whereas the Thetis Island Local Trust Committee intends to facilitate a community process to consider allowing Temporary Use Permits (TUP) to permit temporary non-tourist accommodation use, staff are directed to take no enforcement action against properties where temporary accommodations used for non-tourist accommodation exist. In particular, staff are directed to suspend enforcement action regarding unlawful non-tourist accommodation at 49 Harbour Road, Strata Lot B, District Lot 1, Thetis Island, Cowichan District, Strata Plan EPS644; together with an interest in the Common Property shown in proportion to the unit entitlement to the Strata Lot show on Form V. PID 028-987-691. 2. That nothing in this enforcement policy should be interpreted as giving permission to any party to violate Thetis Island Land Use Bylaw No. 89 and the Thetis Island Local Trust Committee may change this policy at any time and may give direction to commence enforcement activities with respect to the identified properties at any time without notice. That unless the Thetis Island Local Trust Committee extends the effective period, this enforcement policy expires on July 30, 2019, or when the temporary use permit review project is complete, whichever is the sooner.
3.	August 28, 2018	TH-2018-041	Non-medical cannabis retail applications	that the Thetis Island Local Trust Committee adopt the following standing resolution with respect to the processing of non-medical cannabis retail license applications: • Proposed or amended licenses for non-medical cannabis retail establishments require an application to the Local Trust Committee. • The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical. • The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal. • However, as a minimum, the local trust committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500

				metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: ○ Name of the applicant and a description of the proposal in general terms ○ The location of the proposed establishment and the subject site ○ The place where, date and time when, both a public meeting will be held and a resolution of the Local Trust Committee considered. ○ The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application ○ How public comments may be submitted to the Local Trust Committee.
4.	December 12, 2018	TH-2018-053	Cannabis License Applications	that the Thetis Island Local Trust Committee adopt the following standing resolution: • that the Thetis Island Local Trust Committee requests that Notices of Intention to Apply for a Federal Cannabis License be forwarded to the Local Trust Committee upon receipt by the Islands Trust.
5.	February 22, 2019	TH-2019-020	Electoral Area Director	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.
6.	April 23, 2019	TH-2019-026	LTC to engage in Reconciliation with local First Nations, governments and the island community	that the Thetis Island Local Trust Committee adopt the following standing resolution: Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples, Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to: a) Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the 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.
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Top Priorities Report

Thetis Island

1. Riparian Areas Regulation Implementation

Ensure protection of freshwater ecosystems in the Ralston Creek watershed through review of current regulation and covenants, and possible bylaw amendment.

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.

Responsible

Marnie Eggen

Dates

Rec'd: 19-Nov-2019

3. Relationship Building with Local 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. <i>LUB Amendments</i>	Responsible	Date Received
·short-term vacation rentals of principle dwellings in the R-2 zone ·rainwater storage requirements ·construction of a storage building prior to construction of a principal dwelling.		07-Sep-2011
2. <i>Island-wide watershed protection</i>	Responsible	Date Received
TBD		21-Nov-2012
3. <i>Pilkey Point / Marina Drive Slough Support for Habitat Restoration</i>	Responsible	Date Received
		20-Nov-2013
4. <i>Sensitive ecosystems education and engagement</i>	Responsible	Date Received
Environmental education and engagement efforts, in particular with owners on the Associated Islands, to explore ways to protect sensitive ecosystems in the Area.		19-Mar-2014
5. <i>Associated Islands OCP and LUB</i>	Responsible	Date Received
Develop new OCP and LUB to replace Ruxton Island Zoning Bylaw, 1982, 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



Projects Report

Thetis Island

6. <i>Letter of Understanding between the Thetis LTC and the Cowichan Valley Regional District.</i>	Responsible	Date Received
Planning staff to begin drafting once project progresses to Priorities.		24-Nov-2015
7. <i>Amendments to Thetis Island OCP and LUB; staff to provide staff report when time permits.</i>	Responsible	Date Received
Moved back to Projects List: - (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 in to adopted OCP). - OCP/LUB amendments to consider ocean loop geothermal exchange systems. - explore measures to address impacts of wharf related structures.		12-Jan-2017
8. <i>Consolidating lots for community benefit of Ruxton Island.</i>	Responsible	Date Received
		17-Oct-2017
9. <i>Review Thetis Island TUPs to include non-tourist accommodation.</i>	Responsible	Date Received
To be advanced to top priorities at earliest convenience.		17-Apr-2018
10. <i>">Thetis Associated Islands Land Use Bylaw Amendment, Ruxton Island Community Dock</i>	Responsible	Date Received
Reference Ruxton Island Private Moorage Structures project for prelim consultation.		22-May-2018

Projects Report

Thetis Island

11. *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

12. *Cannabis Production and Retail Sales*

Responsible

Date Received

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

11-Dec-2018

13. *Affordable Housing Strategy*

Responsible

Date Received

Housing for young families, workers and seniors; community engagement

11-Dec-2018