

Executive Committee

Agenda

Date: Wednesday, September 23, 2026

Time: 9:15 a.m.

Location: Electronic Meeting, and a physical location to view the livestream of the meeting:
Islands Trust Victoria Office
#200 - 1627 Fort Street
Victoria, BC V8R 1H8

	Pages
1. CALL TO ORDER	
2. TERRITORIAL ACKNOWLEDGEMENT	
3. APPROVAL OF AGENDA	
3.1 Introduction of New Items	
3.2 Approval of Agenda	
3.2.1 Agenda Context Notes - None	
4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING	
Nothing to report.	
5. ADOPTION OF MINUTES	
5.1 Draft Executive Committee Meeting Minutes of August 26, 2026	4 - 17
5.2 Draft Executive Committee Meeting Minutes of September 9, 2026	18 - 22
6. FOLLOW UP ACTION LIST AND UPDATES	
6.1 Follow Up Action List/Director/CAO Updates	23 - 26
6.2 Local Trust Committee Chair Updates and Reports on Local Advocacy Topics	
6.3 Islands Trust Conservancy Liaison Update	
7. BYLAWS FOR APPROVAL CONSIDERATION	
7.1 Galiano Island Local Trust Committee Bylaw No. 300 (LUB Amendment) - Request for Decision	27 - 76
THAT the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 300, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2026" in accordance with Section 27 of the <i>Islands Trust Act</i>.	

7.2 Hornby Island Local Trust Committee Bylaws - No. 176 and 177 - Request for Decision 77 - 112

1. THAT the Islands Trust Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 176, cited as "Hornby Island Official Community Plan Bylaw No. 149, 2014, Amendment No. 1, 2024" in accordance with Section 27 of the *Islands Trust Act*.
2. THAT the Islands Trust Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 177, cited as "Hornby Island Land Use Bylaw No. 150, 2014, Amendment No. 1, 2024" in accordance with Section 27 of the *Islands Trust Act*.

7.3 South Pender Island Local Trust Committee - Proposed Bylaw No. 131 - Public Notification - Request for Decision 113 - 120

THAT the Islands Trust Executive Committee approve South Pender Island Local Trust Committee Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025" in accordance with Section 27 of the *Islands Trust Act*.

8. TRUST COUNCIL MEETING PREPARATION

8.1 Roundtable Review of September 9 - 11 Islands Trust Council Quarterly Meeting - Discussion

8.2 Executive

8.2.1 September Islands Trust Council Follow Up Action List 121 - 135

8.2.2 September Islands Trust Council Highlights 136 - 137

8.3 Trust Area Services

8.4 Planning Services

8.5 Financial and Employee Services

8.6 Legislative and Information Services

9. COMMITTEE OF THE WHOLE MEETING PREPARATION - None

9.1 Executive

9.2 Trust Area Services

9.3 Planning Services

9.4 Financial and Employee Services

9.5 Legislative and Information Services

10. EXECUTIVE COMMITTEE PROJECTS - None

10.1 Trust Council Initiated

10.1.1 Executive

10.1.2 Trust Area Services

- 10.1.3 Planning Services
 - 10.1.4 Financial and Employee Services
 - 10.1.5 Legislative and Information Services
- 10.2 Executive Committee Initiated
 - 10.2.1 Executive
 - 10.2.2 Trust Area Services
 - 10.2.3 Planning Services
 - 10.2.4 Financial and Employee Services
 - 10.2.5 Legislative and Information Services
- 11. NEW BUSINESS
 - 11.1 Executive/Trust Council
 - 11.2 Trust Area Services
 - 11.3 Planning Services
 - 11.4 Financial and Employee Services
 - 11.5 Legislative and Information Services
- 12. CORRESPONDENCE (for information unless raised for action)
 - 12.1 2026-09-07 H Miller - Bylaw No. 726, Bowen Island Municipality: Three Factual Matters Before the Committee's Written Response 138 - 144
- 13. WORK PROGRAM
 - 13.1 Review and amendment of current work program 145 - 148
- 14. NEXT MEETING

The next meeting of the Executive Committee is scheduled to be held electronically on Wednesday, October 14, 2026 at 9:15 a.m.
- 15. CLOSED MEETING (if needed)
- 16. ADJOURNMENT



Executive Committee Minutes of a Regular Meeting

Date: Wednesday, August 26, 2026

Location: Electronic Meeting

Members Present: Laura Patrick, Chair, Salt Spring Island Local Trust Area
Tobi Elliott, Vice-Chair, Gabriola Island Local Trust Area
David Maude, Vice-Chair, Mayne Island Local Trust Area
Timothy Peterson, Vice-Chair, Lasqueti Island Local Trust Area

Staff Present: Rueben Bronee, Chief Administrative Officer
Stefan Cermak, Director, Planning Services
Clare Frater, Director, Trust Area Services
Derek Cockburn, Acting Director, Financial and Employee Services
Warren Dingman, Manager, Bylaw Compliance and Enforcement
Joe Elliott, Senior Indigenous Relations Advisor
Alexandra Trifonidis, Executive Coordinator

Guests or Members of the Public Present: Three members of the public were present.

1. CALL TO ORDER

The meeting was called to order at 9:15 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Patrick acknowledged that the Trust Area has been home to Indigenous Peoples since time immemorial. Trustees and staff were introduced.

3. APPROVAL OF AGENDA

3.1 Introduction of New Items

The following additions to the agenda were presented for consideration:

- Item 7. Public Comment Period
- Item 9.2.8.1 Hyperabundant Deer Presentation - Session Outline (agenda addendum)
- Item 13.5 Correspondence 2026-08-25 R Purdy Bylaw 726 Bowen Island - 620 Laura Road - Applicant Context

3.2 Approval of Agenda

By general consent the agenda and addendum were approved, as amended.

3.2.1 Agenda Context Notes

Received for information.

4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

Chair Patrick reported that at the last in-camera meeting the Executive Committee adopted the June 16 and July 8, 2026 in-camera meeting minutes.

5. ADOPTION OF MINUTES

5.1 Draft Executive Committee Meeting Minutes of July 29, 2026

By general consent the Executive Committee minutes of July 29, 2026 were adopted as presented.

6. FOLLOW UP ACTION LIST AND UPDATES

6.1 Follow Up Action List/Director/CAO Updates

The Committee reviewed the follow up action list, and Directors provided their area reports.

EC-2026-087

It was MOVED and SECONDED,
that Executive Committee request staff remove Items 4 and 5 of the Director of Trust Area Services Follow Up Action List.

CARRIED

A question was raised about transferring completed Follow Up Action List information to the new Council and staff informed the Committee necessary items will be placed in a briefing to the incoming Council.

6.2 Local Trust Committee Chair Updates and Reports on Local Advocacy Topics

Local Trust Committee Chairs provided updates on recently attended and upcoming local trust committee meetings, as well as current local advocacy topics.

6.3 Islands Trust Conservancy Liaison Update

The Islands Trust Conservancy Liaison noted the final meeting of the Board is on September 29, 2026.

7. PUBLIC COMMENT PERIOD

The Chair introduced the public comment period.

No members of the public spoke.

8. BYLAWS FOR APPROVAL CONSIDERATION

8.1 Bowen Island Municipality - Land Use Bylaw Amendment Bylaw No. 723 - Request for Decision

The Director of Planning Services introduced the item.

EC-2026-088

It was MOVED and SECONDED,

that the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 723 cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 723, 2026” is not contrary to or at variance with the Islands Trust Policy Statement.

Discussion ensued on the role of the Islands Trust Conservancy, conservation covenants, and the proposed cidery bylaw, including agricultural use, water sustainability, and community impacts.

The question on the motion was then called,

CARRIED

8.2 Bowen Island Municipality - Land Use Bylaw Amendment Bylaw No. 726 - Request for Decision

The Director of Planning Services introduced the item and noted that the staff recommendation was to seek further clarification from Bowen Island Municipality.

Discussion ensued on the following items:

- Statistics regarding cideries within the Trust Area, including those located on Agricultural Land Reserve (ALR) properties and other properties.
- Uncertainty regarding whether the proposed covenants would be enacted.
- The agricultural use of the property and the corresponding implications for property use.

EC-2026-089

It was MOVED and SECONDED,

that the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 726 cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 726, 2026” may be contrary to, or at variance with, the following policies of the Islands Trust Policy Statement:

- 4.1.5 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
- 5.7.2 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.

Discussion ensued on whether Islands Trust Policy Statement Section 4.4.3 had been adequately addressed and on the implications of the existing water licence.

The question on the motion was then called,

CARRIED

EC-2026-090

It was MOVED and SECONDED,

that the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 726, cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 726, 2026” may be reassessed for consistency with the Islands Trust Policy Statement by providing the following information:

- Clarification of how the cidery definition is consistent with the agricultural use of the land and Rural Residential land designation.

CARRIED

The Committee recessed for break at 10:18 a.m. and reconvened at 10:30 a.m.

EC-2026-091

It was MOVED and SECONDED,

that the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 726, cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 726, 2026” may be reassessed for consistency with the Islands Trust Policy Statement policy:

4.4.3 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses

by providing the following information:

- Confirmation that the Hydrogeologist Report completed in 2021 considered the total supply of freshwater and cumulative impact on the surrounding area, in addition to the quality of water intended for use at the Cidery, and that the methods to ensure that the surface water license (for irrigation of the orchard) and the supply from the existing well will not impact other users and the watershed.

Discussion ensued on water licence volumes and potential impacts on neighbouring properties.

The question on the motion was then called,

CARRIED

9. TRUST COUNCIL MEETING PREPARATION

The Committee reviewed all items under this heading for consideration of forwarding to the September's Islands Trust Council Quarterly Meeting agenda.

9.1 Executive

9.1.1 Chief Administrative Officer Quarterly Report

9.1.2 New Corporate Planning Process - Request for Decision

9.1.3 Council Committee Structure Recommendation - Request for Decision

9.1.4 Draft November Islands Trust Council Meeting Schedules (Day 1 - Open House & Inauguration and Days 2&3 - Islands Trust Council Meeting)

By general consent Items 9.1.1 through 9.1.4 were forwarded to Islands Trust Council as presented.

9.2 Trust Area Services

9.2.1 Director of Trust Area Services Quarterly Report

The following corrections were noted:

- Page 122: The fourth bullet should read “support” instead of “supported.”
- Page 123: In the first bullet at the bottom of the page, the grammar should be revised, as the sentence does not read properly.
- Page 125: In the bullet regarding Sheila Harrington, insert the date September 13.

By general consent Item 9.2.1 was forwarded to Islands Trust Council, as amended.

9.2.2 Policy 2.1.17 Grants Provided by Trust Council - Request for Decision

By general consent Item 9.2.2 was forwarded to Islands Trust Council as presented.

9.2.3 Communications Policy Amendments for Document Library Management - Request for Decision

A concern was raised regarding public access to records and the length of time that records remained available on the website. Staff confirmed that additional information could be provided regarding routinely released documents, communications with members of the public, and legislative records management requirements.

By general consent Item 9.2.3 was forwarded to Islands Trust Council, as amended.

9.2.4 Chair Letter re Provincial Action on Recommendations in Drought Ready Report - Request for Decision

By general consent Item 9.2.4 was forwarded to Islands Trust Council as presented.

9.2.5 Advocacy Overview (2022-2026 Trust Council Term) – Briefing

The following comments were made:

- Page 161: It was noted that “at Squitty Bay” should be omitted from the end of the sentence, as False Bay Dock is not located at Squitty Bay.
- It was requested that the information regarding the joint Union of BC Municipalities resolution with the qathet Regional District be added.
- Page 162: It was noted that the Tiny Homes panel presentation at the Union of BC Municipalities convention should be included.
- Concerns were expressed regarding the narrative contained within the document.
- A comment was raised regarding the potential to convert the content into a thematic table, similar to the legislative monitoring report.

For the Housing paragraph, track changes were displayed on the screen for the Committee’s review.

By general consent Item 9.2.5 was forwarded to Islands Trust Council, as amended.

9.2.6 Marine Shipping Advocacy - Request for Decision

The Director of Trust Area Services presented the item and noted that it required the Committee’s approval and recommendation.

The Committee expressed support for the item.

By general consent Item 9.2.6 was forwarded to Islands Trust Council as presented.

9.2.7 2026 Strategic Priorities Survey – Briefing

By general consent Item 9.2.7 was forwarded to Islands Trust Council as presented.

9.2.8 Hyperabundant Deer Presentation - Session Outline

9.2.8.1 Session Outline

By general consent Item 9.2.8.1 was forwarded to Islands Trust Council as presented.

9.3 Planning Services

9.3.1 Director of Planning Services Quarterly Report

A request was made to provide additional detail in the Freshwater Sustainability Strategy section.

By general consent Item 9.3.1 was forwarded to Islands Trust Council, as amended.

9.3.2 Major Project Work and the Regional Planning Team, and Minor Project Work Criteria - Briefing

DRAFT

By general consent Item 9.3.2 was forwarded to Islands Trust Council as presented.

9.3.3 Bylaw Compliance and Enforcement Statistical Reports – Briefing

By general consent Item 9.3.3 was forwarded to Islands Trust Council as presented.

9.3.4 Rescind Bylaw 154 - Islands Trust Council Delegation Bylaw, 2013 - Request for Decision

A comment was made regarding the oversimplification of the report. It was noted that the report was not yet ready to be forwarded to Islands Trust Council.

Discussion ensued.

By general consent Item 9.3.4 was not forward to Islands Trust Council.

EC-2026-092

It was MOVED and SECONDED,

that Executive Committee request staff to prepare a report that sets out the chronology, the decisions made and the status of the 2022 Situation Analysis recommendations, and the status of the implementation of the 2023-32 Salt Spring Island Watershed Protection Plan in relation to internalizing the Salt Spring Island watershed project work with Islands Trust's work on Freshwater Sustainability Strategy implementation and related existing functions.

The question on the motion was then called,

CARRIED

9.3.5 Monitoring Progress on Ecosystem Protection in Land Use Planning – Initiative3.2.4 Update - Request for Decision

A question was raised regarding how the Land Information Screening Tool information was included in the package when the Regional Planning Committee had not advanced it. Staff confirmed that the incorrect report had been included and that the report will be updated in accordance with the Regional Planning Committee's request that the Land Information Screening Tool not be included.

A request was made for a cover briefing for Attachment 4 that included the Regional Planning Committee's comments.

It was noted that the second sentence of the second paragraph on page 263 contained incorrect information regarding Development Permit Areas and required correction.

DRAFT

It was noted that Islands Trust Conservancy staff would like to make additional edits to strengthen the introduction to the descriptions of the Species At Risk information.

A request was made to provide additional information regarding Land Information Screening Tool, including four or five paragraphs explaining what it is and why it was not being advanced.

EC-2026-093

It was MOVED and SECONDED,

that Executive Committee request the Director of Planning Services to amend Item 9.3.1 Quarterly Report to include description of the Land Information Screening Tool (LIST) and discussion of its current status by Regional Planning Committee.

CARRIED

By general consent Item 9.3.5 was forwarded to Islands Trust Council, as amended.

9.4 Financial and Employee Services

9.4.1 Director of Financial and Employee Services Quarterly Report

By general consent Item 9.4.1 was forwarded to Islands Trust Council as presented.

9.5 Legislative and Information Services

9.5.1 Director of Legislative and Information Services Quarterly Report

By general consent Item 9.5.1 was forwarded to Islands Trust Council as presented.

9.5.2 Harmonization of Resolution Without Meeting Process - Request for Decision

By general consent Item 9.5.2 was forwarded to Islands Trust Council as presented.

9.5.3 Information Systems Five-year Plan - Request for Decision

A request was made to add the Manager of Information Technology's name to the Request for Decision.

Questions were raised regarding the suitability of Keela as the contact database. Staff provided historical information in response.

The timeline for the projects identified in the report was discussed.

By general consent Item 9.5.3 was forwarded to Islands Trust Council as presented.

9.6 September Islands Trust Council Delegation Applications

No delegation applications were received at the time of agenda circulation.

9.7 Draft September Islands Trust Council Meeting Agenda

By general consent Item 9.7 was forwarded to Islands Trust Council as presented.

9.8 Draft September Islands Trust Council 3-Day Schedule

By general consent Item 9.8 was forwarded to Islands Trust Council as presented.

9.9 Trustee Sponsored RFDs

9.9.1 Letter of support for Motion M-35, supporting Motion M-35 Federal operational support for BC Ferries - Request for Decision

A suggestion was made to revise the subject line to reduce repetition.

By general consent Item 9.9.1 was forwarded to Islands Trust Council as presented.

The Committee broke for recess at 12:03 p.m. and reconvened at 12:30 p.m.

10. COMMITTEE OF THE WHOLE MEETING PREPARATION - None

11. EXECUTIVE COMMITTEE PROJECTS

11.1 Trust Council Initiated

11.1.1 Executive

11.1.1.1 Executive Committee 2027/28 Program/Project/Staffing Budget Requests - Request for Decision

The Chief Administrative Officer presented the Request for Decision and provided information on the Code of Conduct Investigations item noting it is a net new budget line for associated legal expenses due to new legislative requirements.

The Committee reviewed the table within the Request for Decision in chronological order and provided comments on the following items:

4. Communications

- Regarding the estimate for census data, staff confirmed that the census had indicated that the cost would be higher next time and provided additional information explaining the increase.

- A request was made to expand the section regarding the implementation strategy. It was noted that the new Communications Manager would take on drafting the strategy and that funding for implementation would be identified once the strategy was developed. A request was also made to add a note at the bottom of the section explaining the custom data and engagement strategy.

5. Branded Clothing

- It was noted that two branded clothing expenditures appeared to be listed in the agenda. Staff confirmed that the item had been included in the Communications section in error.

8. Indigenous Relations Action Plan Implementation

- Concerns were raised regarding the presentation of the results and alternatives. A suggestion was made that the rationale for the recommendation be presented at the beginning. Comments were also made regarding the presentation of business cases.
- It was noted that there was an error in the total shown in the table on page 402.

10. Planning Co-op Student

- It was noted that the laptop expenditure was captured under Technology and should not be included in this section. It was also noted that the total was not calculating correctly due to the laptop figures. Staff confirmed the error and advised that it would be corrected to align with the total shown at the top.

11. Salt Spring Island Office Heating and Cooling

- A comment was made regarding the importance of this item.

6. Legal – Code of Conduct Investigations

- It was noted that the Legal General budget varied significantly and a suggestion was made that the recommendation option be bundled with Legal General or, if not used, carried forward from year to year.
- Discussion ensued regarding which budget line the item fell under and the associated reporting requirements.

EC-2026-094

It was MOVED and SECONDED,
that Executive Committee forward its 2027/28
operating budget recommendations to Financial

DRAFT

Planning Committee that it include the following in the draft 2027/28 budget:

1. \$6,000 for History and Heritage Conservation Grants-in-Aid
2. \$10,000 for Planning Application Sponsorship
3. \$275 for Natural Area Protection Tax Exemption Program (NAPTEP) Application Sponsorship
4. \$81,400 for Communications
5. \$1,000 for Branded Clothing
6. \$20,000 for Code of Conduct Investigations
7. \$66,000 for Policy Statement Amendment Project
8. \$143,500 for implementation of the Indigenous Relations Action Plan
9. \$131,366 for an auxiliary (temporary) Senior Policy Advisor, Trust Area Services
10. \$28,732 for a Planning Co-op Student
11. \$65,000 for Salt Spring Island Office Heating and Cooling

CARRIED

- 11.1.2 Trust Area Services - None
- 11.1.3 Planning Services - None
- 11.1.4 Financial and Employee Services - None
- 11.1.5 Legislative and Information Services - None

11.2 Executive Committee Initiated - None

12. NEW BUSINESS - None

13. CORRESPONDENCE (for information unless raised for action)

13.1 2026-07-28 J Gedye - Committee of the Whole Quorum

By general consent Item 13.1 was forward to Islands Trust Council.

13.2 2026-08-14 M Underhill - Bowen Island Municipality RZ2026-0014 620 Laura Road

By general consent Item 13.2 was received for information.

13.3 2026-08-18 E Johnston - Serious Threat to Dismantle IT

By general consent Item 13.3 was received for information.

13.4 2026-08-20 H Miller - Bylaw No. 726, 620 Laura Road, Bowen Island. BIM file RZ-2026-0014. Referral under section 15.0 of the Bowen Island Letters Patent

By general consent Item 13.4 was received for information.

13.5 2026-08-25 R Purdy Bylaw 726 Bowen Island - 620 Laura Road - Applicant Context

By general consent Item 13.5 was received for information.

13.6 The Following Pieces of Correspondence are for Review and Consideration of Forwarding to the September Islands Trust Council Meeting Agenda

- 13.6.1 2026-07-30 J Spalding - Shoreline Construction Zoning
- 13.6.2 2026-08-10 Friends of the Gulf Islands - Infrastructures Projects Act
- 13.6.3 2026-08-14 P Petrie - Submission to Trust Council Re Policy 1.3.1
- 13.6.4 2026-08-14 M Reiss - Infrastructure Projects Act
- 13.6.5 2026-08-14 D Miller - Infrastructure Projects Act
- 13.6.6 2026-08-15 J Mitchell - Infrastructure Projects Act
- 13.6.7 2026-08-15 S Evans - Infrastructure Projects Act
- 13.6.8 2026-08-15 E White - Infrastructure Projects Act
- 13.6.9 2026-08-15 J Moore - Infrastructure Projects Act
- 13.6.10 2026-08-15 P Vernon - Infrastructure Projects Act
- 13.6.11 2026-08-15 L Raymond - Trust
- 13.6.12 2026-08-15 C Kahn - Bill 15
- 13.6.13 2026-08-15 N Wigen - BC Bill 15
- 13.6.14 2026-08-16 P Brain - Bill 15 - Request to Remove the Islands Trust from this Legislation
- 13.6.15 2026-08-17 E Robertson - Infrastructure Project Act
- 13.6.16 2026-08-17 P Lamb - Bill 15
- 13.6.17 2026-08-17 J Gelwicks - Bill 15
- 13.6.18 2026-08-18 E Poole - Infrastructure Project Act
- 13.6.19 2026-08-18 R Wright - Infrastructure Projects Act & the Islands Trust
- 13.6.20 2026-08-18 K Barclay - Infrastructure Project ACT: A Dangerous Provincial Act
- 13.6.21 2026-05-19 P Bahr - Bill 15
- 13.6.22 2026-08-18 J Gedye - Elbows Up for Climate
- 13.6.23 The Seven Sisters on the Salish Sea: Our Sacred Duty

DRAFT

By general consent Items 13.6.1 through 13.6.23 were forwarded to Islands Trust Council as an appendix to the Islands Trust Council agenda.

14. WORK PROGRAM

14.1 Review and amendment of current work program

A request was made to revise the language in Item 2 to reflect that it was in the action stage.

By general consent Item 14.1 was forwarded to Islands Trust Council, as amended.

15. NEXT MEETING

The next regular Executive Committee meeting is scheduled to be held electronically on Wednesday, September 9, 2026 at 10:00 a.m.

15.1 Change November 14, 2026 Executive Committee Meeting Start Time

The Committee discussed inserting a longer break between the end of the Islands Trust Council meeting and the beginning of the Executive Committee meeting.

EC-2026-095

It was MOVED and SECONDED,

that Executive Committee request staff to change the start time of the November 14, 2026 regular meeting to 3:30 p.m.

CARRIED

16. CLOSED MEETING

The Chair indicated that the Committee would not be resuming the public portion of the meeting following the closed session and that a report will be made at the next scheduled meeting, if necessary.

EC-2026-096

It was MOVED and SECONDED,

that the meeting be closed to the public subject to Sections 90(1)(g) and (i) of the Community Charter in order to consider matters related to litigation or potential litigation affecting the Islands Trust; the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and that staff attend the meeting.

CARRIED

The meeting was closed to the public at 1:17 p.m. and reopened at 1:43 p.m.

17. ADJOURNMENT

By general consent the meeting adjourned at 1:43 p.m.

Laura Patrick, Chair

CERTIFIED CORRECT:

Alexandra Trifonidis, Executive Coordinator and Recorder

Minutes are not official until adopted at subsequent meetings.



Executive Committee Minutes of a Regular Meeting

Date: Wednesday, September 9, 2026

Location: Electronic Meeting

Members Present: Laura Patrick, Chair, Salt Spring Island Local Trust Area (Victoria Boardroom)
Tobi Elliott, Vice-Chair, Gabriola Island Local Trust Area
David Maude, Vice-Chair, Mayne Island Local Trust Area
Timothy Peterson, Vice-Chair, Lasqueti Island Local Trust Area

Staff Present: Rueben Bronee, Chief Administrative Officer (Victoria Boardroom)
Stefan Cermak, Director, Planning Services
Clare Frater, Director, Trust Area Services
Derek Cockburn, Acting Director, Financial and Employee Services
David Marlor, Director, Legislative and Information Services (Victoria Boardroom)
Joe Elliott, Senior Indigenous Relations Advisor
Alexandra Trifonidis, Executive Coordinator (Victoria Boardroom)

Guests or Members of the Public Present: None present.

1. CALL TO ORDER

The meeting was called to order at 10:00 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Patrick acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations. Trustees and staff were introduced.

3. APPROVAL OF AGENDA

3.1 Introduction of New Items

The following additions to the agenda were presented for consideration:

- Item 8.7.2 Raincoast Conservation Foundation (agenda addendum)

3.2 Approval of Agenda

By general consent the agenda and addendum were approved.

3.2.1 Agenda Context Notes - None

4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

Chair Patrick reported that at the last in-camera meeting the Executive Committee adopted the July 29, 2026 in-camera meeting minutes.

5. ADOPTION OF MINUTES

5.1 Draft Executive Committee Meeting Minutes of August 26, 2026

Staff noted the draft meeting minutes of August 26, 2026 were not ready for inclusion at the time of the agenda circulation.

6. FOLLOW UP ACTION LIST AND UPDATES

6.1 Follow Up Action List/Director/CAO Updates

Received for information.

6.2 Local Trust Committee Chair Updates and Reports on Local Advocacy Topics

Local Trust Committee Chairs provided updates on recently attended and upcoming local trust committee meetings, as well as current local advocacy topics.

6.3 Islands Trust Conservancy Liaison Update

The Islands Trust Conservancy liaison provided an update.

7. BYLAWS FOR APPROVAL CONSIDERATION - None

8. TRUST COUNCIL MEETING PREPARATION

The Committee reviewed all items under this heading for consideration of forwarding to the September's Islands Trust Council Quarterly Meeting agenda.

8.1 Executive

8.1.1 Cancel October 7, 2026 Islands Trust Council Committee of the Whole Meeting

By general consent Item 8.1.1 was forwarded to Islands Trust Council as presented.

8.2 Trust Area Services

8.2.1 Chair Letter re New Regulation Encouraging More Food Processing in Agricultural Land Reserve (ALR) - Request for Decision

The Director of Trust Area Services presented the item.

By general consent Item 8.2.1 was forwarded to Islands Trust Council as presented.

8.2.2 Allocation of Provincial Grant for Engagement with First Nations - Request for Decision

The Director of Trust Area Services presented the item.

By general consent Item 8.2.2 was forwarded to Islands Trust Council as presented.

DRAFT

A request was made to provide an image of the Gulf Islands and San Juan Islands area at the Islands Trust Council meeting when discussing agenda Item 13.2.3, and staff confirmed that this was possible.

- 8.3 Planning Services** - None
- 8.4 Financial and Employee Services** - None
- 8.5 Legislative and Information Services** - None
- 8.6 Trustee Sponsored RFDs**

- 8.6.1 Trust Council Endorsement of Elbows Up For Climate Joint Statement - Request for Decision

By general consent Item 8.6.1 was forwarded to Islands Trust Council as presented.

8.7 September Islands Trust Council Delegation Applications

- 8.7.1 Georgia Straight Alliance
 - 8.7.2 Raincoast Conservation Foundation

By general consent Items 8.7.1 and 8.7.2 were forwarded to Islands Trust Council as presented.

9. COMMITTEE OF THE WHOLE MEETING PREPARATION - None

10. EXECUTIVE COMMITTEE PROJECTS

10.1 Trust Council Initiated

- 10.1.1 Executive - None
 - 10.1.2 Trust Area Services

- 10.1.2.1 Executive Committee 2027/28 Program Budget Requests – Secretariat Services - Request for Decision

The Chief Administrative Officer presented the item and noted a typo in the figure in the Proposed 2027/28 Budget column of the table within the Request for Decision. The figure should have been \$12,000 rather than \$15,000.

EC-2026-097

It was MOVED and SECONDED,

that Executive Committee add to its list of requests to Financial Planning Committee for inclusion draft 2027/28 budget:

- 1. \$15,000 for Secretariat Services

CARRIED

10.1.3 Planning Services - None

10.1.4 Financial and Employee Services

10.1.4.1 Forecasted Over-expenditure for 2026/27 Trust Council Meeting Expense Budget Line – Briefing

The Chief Administrative Officer presented the Briefing.

Discussion ensued on:

- The requirements or policies regarding in-person attendance for the adoption of the budget.
- Whether to make decisions on behalf of the incoming Council.
- Budget considerations and projected underspending.
- The learning curve for the new Council during its first year, particularly in relation to the first budget adoption meeting.
- The Executive Committee's authority versus Trust Council's decision-making authority.
- The current status of the projected surplus.
- The recommended options presented in the attachments.

10.1.5 Legislative and Information Services - None

10.2 Executive Committee Initiated - None

11. NEW BUSINESS - None

12. CORRESPONDENCE (for information unless raised for action)

12.1 2026-08-22 J Gainor - Bill 15

By general consent Item 12.1 was forwarded to Islands Trust Council as presented.

12.2 2026-08-29 View Royal Climate Coalition (VRCC) - Advancing the Density Without Demolition Framework – The Qualicum Beach Precedent

By general consent Item 12.2 was forwarded to Islands Trust Council for their information via email.

The Director of Trust Area Services provided clarification regarding a typo in the Secretariat Services budget request, informing the Committee that the requested amount was \$15,000 and that the figure in the recommended resolution was incorrect. The Executive Committee addressed Item 10.1.2.1 and agreed that there was no objection to amending the motion by general consent to reflect the correct figure of \$15,000.

By general consent the figure in motion EC-2026-097 was changed to \$15,000.

DRAFT

13. WORK PROGRAM

13.1 Review and amendment of current work program

Received for information.

14. NEXT MEETING

The next Executive Committee meeting is scheduled to be held electronically on Wednesday, September 23rd at 9:15 a.m.

15. CLOSED MEETING - None

16. ADJOURNMENT

By general consent the meeting adjourned at 11:03 a.m.

Laura Patrick, Chair

CERTIFIED CORRECT:

Alexandra Trifonidis, Executive Coordinator and Recorder

Minutes are not official until adopted at a subsequent meeting.

Follow Up Action Report

Executive Committee

Chief Administrative Officer

Progress	Activity	Responsibility	Dates	Status
75%	1 Explore future education/workshop sessions on decision-making to benefit trustees. Deferred to next council term per decision of EC Feb 25, 2026.	Rueben Bronee	Meeting: 24-May-2023 Target: 13-Mar-2026	In Progress
0%	2 Staff to prepare options to revise the current Islands Trust Council meeting scheduling format, to the December 2026 Islands Trust Council Meeting.	Rueben Bronee	Meeting: 29-Jul-2026 Target: 03-Nov-2026	In Progress
0%	3 Staff to inform Islands Trust Council that Executive Committee recommend Islands Trust Council direct staff to conduct an in-depth review of costing and potential long-term resourcing that is informed by meaningful input from First Nations to inform an advocacy strategy to support discussions with senior levels of government with regards to resourcing for Indigenous relations to advance the Islands Trust mandate.	Rueben Bronee	Meeting: 29-Jul-2026 Target: 08-Dec-2026	In Progress
100%	4 Staff to forward Items 8.1.1, 8.2.1, 8.2.2, 8.6.1, 8.7.1, 8.7.2, and 12.1 to the September Islands Trust Council Quarterly Meeting agenda as late items.	Rueben Bronee	Meeting: 09-Sep-2026 Target: 09-Sep-2026	Completed
100%	5 Staff to forward Item 12.2 to all trustees via email for their information.	Rueben Bronee	Meeting: 09-Sep-2026 Target: 16-Sep-2026	Completed

Follow Up Action Report

Executive Committee

Director Legislative Services and Information Services

Progress	Activity	Responsibility	Dates	Status
0%	1 Investigate options for policies or policy updates for formal opportunities for First Nations presentations and engagement at Trust Council meetings. DEFERRED: Not yet started. Trust Council December 2025 resolution to not start new work this term.	David Marlor	Meeting: 07-Oct-2021 Target: 08-Jun-2027	In Progress
50%	2 Staff to prepare a primer on principles of the meeting assembly based on the guidelines from the training session May 19, 2022 along with clarification on points of order.	David Marlor	Meeting: 15-Jan-2025 Target: 12-Nov-2026	In Progress
0%	3 Staff to draft options for an updated version of Policy 6.12.2 UBCM/AVICC MEMBERSHIP AND RESOLUTIONS. This will be undertaken as part of the Governance Committee on-going project to review and update TC policies.	David Marlor	Meeting: 17-Jun-2025 Target: 08-Mar-2027	In Progress
0%	4 Staff to undertake work to ensure that local trust committee agendas conform to Islands Trust Council Meeting Procedures Bylaw No. 101.	David Marlor	Meeting: 06-May-2026 Target: 15-Dec-2026	In Progress

Director, Financial and Employee Services

Progress	Activity	Responsibility	Dates	Status
60%	1 Staff to add to a future EC agenda: Honoraria for Indigenous elders providing welcomes or presentations at local trust committee meetings.	Derek Cockburn	Meeting: 20-Dec-2023 Target: 15-Feb-2027	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
15%	1 Staff to develop a protocol agreement in cooperation with Snuneymuxw First Nation for Trust Council's consideration. ON HOLD at request of Snuneymuxw First Nation.	Clare Frater	Meeting: 05-Jun-2024 Target: 31-Mar-2027	In Progress
10%	2 Staff to develop protocol agreements in cooperation with Quw'utsun (Cowichan) Nations for Trust Council's consideration. (ON HOLD)	Clare Frater	Meeting: 24-Jul-2024 Target: 31-Mar-2027	In Progress
51%	3 Staff to cooperate with Tsartlip First Nation and Tseycum First Nation via the W_SÁNEC Leadership Council Society, to develop an agreement for Trust Council consideration.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 24-Feb-2027	In Progress
87%	4 Staff to develop a protocol agreement in cooperation with Tsawout First Nation for Trust Council's consideration.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 24-Feb-2027	In Progress
100%	5 Staff to inform the Finance Dept for forwarding to Financial Planning Committee that Executive Committee requested \$15,000 for Secretariat Services be added to its list of requests for inclusion draft 2027/28 budget.	Clare Frater	Meeting: 09-Sep-2026 Target: 18-Sep-2026	Completed
100%	6 Staff to change the figure in Resolution No. EC-2026-097 from \$12,000 to \$15,000.	Clare Frater	Meeting: 09-Sep-2026 Target: 16-Sep-2026	Completed

Follow Up Action Report

Executive Committee

Senior Indigenous Relations Advisor

Progress	Activity	Responsibility	Dates	Status
51%	1 Staff to cooperate with Tsartlip First Nation and Tseycum First Nation via the W_SÁNEC Leadership Council Society, to develop an agreement for Trust Council consideration.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 24-Feb-2027	In Progress
87%	2 Staff to develop a protocol agreement in cooperation with Tsawout First Nation for Trust Council's consideration.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 24-Feb-2027	In Progress



Islands Trust

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: 3900-04
6500-20 (Associated Island
Regulations Review)

DATE OF MEETING: September 23, 2026
TO: Islands Trust Executive Committee
FROM: Kim Stockdill, Island Planner
SUBJECT: Galiano Island Local Trust Committee – Bylaw No. 300

RECOMMENDATION

1. **THAT the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 300, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2026” in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

Galiano Island Local Trust Committee has referred Bylaw No. 300 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaw as it is not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational

None.

Financial

None.

Policy

None.

Implementation/Communications

Communication to **Galiano Island Local Trust Committee** regarding the Executive Committee decision by **September 25, 2026**.

Other

None.

PURPOSE

Galiano Island Local Trust Committee Bylaw No. 300, cited as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2026” (Attachment 6) if adopted, will amend the Galiano Island Land Use Bylaw No. 127 by creating a new zone (Small Island Residential) specifically for those lots that are boat access only and are currently zoned Small Lot Residential (SLR). The new Small Island Residential (SIR) zone mirrors all uses, density, and siting and size regulations in the SLR zone. The only differences between the SLR and SIR zones are the following new exemptions to the setback from the natural boundary of the sea for SIR-zoned lots:

- On a lot not serviced by BC Hydro, a solar panel array not exceeding 4 metres in height and a total solar array surface of 10 m² for the purpose of supplying power to the lot on which the structure is located
- Stairs to access the foreshore with a width less than 1.5 metres
- Walkways, stairs or a ramp accessory to a permitted private dock in the Marine Zone
- Anchor pads or abutments up to 1.5 metres in width for the purpose of securing a permitted private or community dock or wharf to the upland lot

A definition of ‘dock’ was also added to proposed Bylaw No. 300 using the definition from the land use bylaw template.

BACKGROUND

Galiano Island Local Trust Committee Bylaw No. 300

Over the past several years, the Galiano Island Local Trust Committee (LTC) has received feedback from community members and observed an increase in bylaw enforcement activity related to structures located within setbacks from the natural boundary of the sea. These concerns highlighted the need to revisit and clarify certain regulations, particularly those related to the placement of solar panels, accessory buildings, and other small structures within setback areas. The purpose of this project is to ensure that the regulations are clear, balanced, and reflective of the unique circumstances of island and water-access properties, while continuing to protect the natural environment.

The Galiano Island LTC held an electronic Special Meeting on September 19, 2025, to provide an overview of the project, explain the current regulations and areas under review, and provide opportunities for public input and questions. Draft Bylaw No. 300 was also referred to the Galiano Island Advisory Planning Commission (APC), which provided recommendations regarding the proposed bylaw amendments. Based on comments received from the community and the APC, the Galiano Island LTC amended the bylaw.

The Galiano Island LTC also chose not to hold a public hearing, as Bylaw No. 300 is consistent with the Galiano Island Official Community Plan. Notice of First Reading was provided for the June 9, 2026 LTC meeting. The Galiano Island LTC also held a Community Information Meeting as part of its regular June 9, 2026 meeting to provide an additional opportunity for community members to ask questions and provide comments on the proposed bylaw amendments.

First Reading: June 9, 2026

Second Reading: August 25, 2026

Third Reading: August 25, 2026

The LTC considered and determined that the bylaw is not contrary to or at variance with the Islands Trust Policy Statement at the June 9, 2026 Galiano Island LTC meeting (Attachment 4).

Issues Relating To Provincial Interest

None.

Issues Relating To First Nation Interest

The Cowichan Nation requested that the Galiano Island Local Trust Committee (LTC) ensure that any development proceeding under the proposed bylaw exemptions accounts for potential impacts on the traditional use of the intertidal zone. Further, the Cowichan Nation referral noted that any work near the foreshore is subject to appropriate review under the *Heritage Conservation Act*.

Islands Trust staff responded that the proposed exemptions would apply only to structures located on the upland portion of a property and not within the intertidal area. Staff further noted that Galiano Island has a Shoreline and Marine Development Permit Area (DPA) in place, which requires a Development Permit (DP) for new structures located within 15 metres upland or seaward of the natural boundary of the sea.

Staff also made an internal note that future amendments to the DPA—which would require an Official Community Plan amendment bylaw and are outside the scope of this project—could include consideration of cultural heritage values. Staff further stated that land use bylaws generally do not reference other legislative requirements, such as the *Heritage Conservation Act* or other provincial statutes, as they primarily regulate land use within the Local Trust Committee’s jurisdiction. However, when reviewing development applications, Islands Trust planning staff consult archaeological mapping and notify property owners of any known or potential archaeological sites.

The Cowichan Nation thanked staff for the follow-up and clarification and indicated that they have no further comments at this time.

The Halalt First Nation referral expressed concern regarding the cumulative impacts of development near the foreshore. Staff provided additional information regarding the project and the proposed bylaw on July 2, 2026. Prior to the August 25, 2026 LTC meeting, staff followed up with Halalt First Nation a second time and provided the Islands Trust staff report to determine whether its concerns had been addressed. Following second and third readings of the amended bylaw, staff forwarded the amended bylaw to the Referral Analyst on September 14, 2026. As of the date of this report, no further comments have been received from Halalt First Nation.

Issues Relating To Resources and Enforcement

A number of bylaw enforcement files may be closed due to compliance with the Galiano Island Land Use Bylaw if Bylaw No. 300 is adopted.

Public Comments

No public comments to the Executive Committee on this bylaw have been received.

Staff Comments

Rationale for Recommendation:

- The proposed bylaw has been determined to be consistent with the Islands Trust Policy Statement
- First Nations and agency referrals were completed and no concerns were raised
- Statutory processes have been completed including the statutory notification and holding of a public hearing prior to third reading of the bylaw

The Executive Committee is being asked to approve this bylaw. Following Executive Committee approval, Bylaw No. 300 will be returned to the Galiano LTC for final approval.

KEY ISSUES/CONCEPTS

- The proposed bylaw includes minor amendments to the Galiano Island Land Use Bylaw by creating a new zone to regulate exemptions for the setback to the natural boundary of the sea
- The proposed bylaw is not contrary to or at variance with the Islands Trust Policy Statement

RELEVANT POLICY

- Section 27 of the *Islands Trust Act*
- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.i [Policy Statement Implementation Policy]

ALTERNATIVE

1. Determine that the bylaw is contrary to the Islands Trust Policy Statement:

THAT the Executive Committee request that staff advise Galiano Island Local Trust Committee in writing that the Executive Committee considers that Bylaw No. 300, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2026" is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Galiano Island Local Trust Committee on steps needed to address the specified issues.

Submitted By:	Kim Stockdill, Island Planner	September 14, 2026
Concurrence:	Stefan Cermak, Director of Planning Services	September 17, 2026

ATTACHMENTS

1. EC Submission Cover
2. Bylaw Submission Checklist
3. Bylaw Referrals Report
4. Islands Trust Policy Statement Directives Only Checklist
5. EC Policy Checklist
6. Bylaw No. 300
7. First Nations follow-up Tracking



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Galiano Island Local Trust Committee

Bylaw No.: GL-300

Bylaw Type: Land Use Bylaw

Date of resolution referring bylaw to Executive Committee: 25-Aug-2026

- ☒ Bylaw Submission Checklist attached
- ☒ Policy Statement Checklist attached*
* not required for administrative bylaws
- ☒ Summary of Bylaw Intent Attached

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

Deadline for Executive Committee decision (one month after receipt by Secretary as determined pursuant to the Interpretation Act*): _____

Date bylaw will appear on Executive Committee agenda: _____

- *a month means "a period calculated from a day in one month to a day numerically corresponding to that day in the following month, less one day"*
- *In the calculation of time expressed as clear days, weeks, months or years, or as "at least" or "not less than" a number of days, weeks, months, or years, the first and last*

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk

Trust Area: Galiano Island Local Trust Committee

Type: Land Use Bylaw

Bylaw No.: GL-300

Application No.:

Trust Initiated: Yes

Proofread By:

Clerk: Yes

Technical Staff: No

Planner: Yes

First Reading Date: 09-Jun-2026

Bylaw Sent to Referrals: Yes

Date Proposed Bylaw to Web: 25-Feb-2026

Resolutions:

Resolution Waiving Public Hearing: Yes

Resolution Authorizing Public Hearing: No

Resolution to Proceed no Further Date:

Secretary Signature Block:

Secretary's Signature: Chonk, Jas

Date:

File complete and ready for Public review: No

Public Hearings:

Location:

Proofread By: Chonk, Jas

Legal Paper: Gulf Island Driftwood

First Publish Date:

Second Publish Date:

Alternate Paper: Gulf Island Driftwood

First Publish Date:

Second Publish Date:

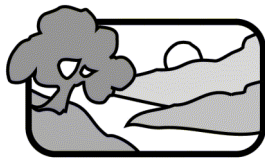
Mailout Date: 20-May-2026

Delivery Notices: 21-May-2026

Date Public Hearing Held:

Second Reading Date: 25-Aug-2026

Third Reading Date: 25-Aug-2026



Islands Trust

BYLAW REFERRAL FORM

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

Island: Galiano Island Local Trust Area Bylaw No.: 300 Date: February 23, 2026

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.

PROJECT NAME:

Associated Islands Regulations Review Project

PURPOSE OF BYLAW:

The LTC is undertaking a review of the regulations in the Galiano Island Land Use Bylaw (LUB) No. 127 that apply to associated islands and boat access only properties within the Galiano Island Local Trust Area (LTA).

Over the past several years, the Galiano Island Local Trust Committee (LTC) has received feedback from community members and has observed an increase in bylaw enforcement activity. These concerns have highlighted the need to revisit and clarify certain regulations, particularly those related to the placement of solar panels, accessory buildings, and other small structures located within setbacks. The purpose of this project is to ensure that the regulations are clear, balanced, and reflective of the unique circumstances of island and water-access properties, while also protecting the natural environment.

Draft Bylaw No. 300 amends the Galiano Island LUB by creating a new zone specifically for those lots that are boat access only and are currently zoned Small Lot Residential (SLR). These SLR zoned lots will be rezoned to a new zone – Small Island Residential (SIR). The new SIR zone mirrors all uses, density, and siting and size regulations in the SLR zone. The only differences between the SLR and SIR zones are the proposed new exemptions to the setback from the natural boundary of the sea for SIR-zoned lots.

Professional reports and staff reports are available on the Galiano Island webpage:
<https://islandstrust.bc.ca/island-planning/galiano/projects/>

GENERAL LOCATION:

Galiano Island Local Trust Area

LEGAL DESCRIPTION:

N/A

SIZE OF PROPERTY AFFECTED:

N/A

ALR STATUS:

N/A

OFFICIAL COMMUNITY PLAN DESIGNATION:

N/A

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.



(Signature)

Name: Kim Stockdill

Title: Island Planner
Contact Info: Tel: 250-405-5157
Email: kstockdill@islandstrust.bc.ca

This referral has been sent to the following agencies:

Federal Agencies

N/A

Provincial Agencies

BC Archaeology Branch

Non-Agency Referrals

Coast Salish Peoples of Galiano Society

Georgeson Family

WSANEC Leadership Council

Regional Agencies

Capital Regional District – Building Inspection

Galiano Island Fire Rescue – North & South

Adjacent Local Trust Committees and Municipalities

Mayne Island Local Trust Committee

Salt Spring Island Local Trust Committee

Thetis Island Local Trust Committee

First Nations

Cowichan Tribes

Halalt First Nation

Lyackson First Nation

Pauquachin First Nation – via portal

Penelakut Tribe – via portal

Semiahmoo First Nation

Snuneymuxw First Nation – via portal

Stz'uminus First Nation

Ts'uubaa-asatx Nation (Lake Cowichan) – via portal

Tsartlip First Nation

Tsawout First Nation – via portal and email

Tsawwassen First Nation

Tseycum First Nation

BYLAW REFERRAL FORM RESPONSE SUMMARY

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

Galiano Island Local Trust Area

 (Island)

 (Signature)

 (Date)

300

 (Bylaw Number)

 (Name and Title)

 (Agency)

Jas Chonk

From: Gorsuch, Wanda FOR:EX <Wanda.Gorsuch@gov.bc.ca>
Sent: Tuesday, February 24, 2026 3:51 PM
To: Jas Chonk
Cc: Archaeology FOR:EX; Lutley, Travis FOR:EX
Subject: RE: Galiano Island Local Trust Committee Draft Bylaw No. 300 Referral - For Response

Jas,

Thank you for the opportunity to review Draft Bylaw No. 300

The Archaeology Branch interests are not affected by the proposed draft bylaw.

Regards

Wanda

Wanda Gorsuch, BSc, MA

Manager of Policy, Information and Data Science
Archaeology Branch, Ministry of Forests
Office: 778-974-5790 / Cell: 250-920-8012
Email: Wanda.Gorsuch@gov.bc.ca

From: Jas Chonk <jchonk@islandstrust.bc.ca>
Sent: Monday, February 23, 2026 2:12 PM
To: Archaeology FOR:EX <Archaeology@gov.bc.ca>; 'shar@gifn.ca' <shar@gifn.ca>; 'georgeson508@outlook.com' <georgeson508@outlook.com>; achan <achan@crd.bc.ca>; 'Jessica Arnet' <jarnet@crd.bc.ca>; 'chief.ngvfd@gmail.com' <chief.ngvfd@gmail.com>; 'chief@gvfd.ca' <chief@gvfd.ca>; Mourao, Nadine <nmourao@islandstrust.bc.ca>; Britt Holowaty <bholowaty@islandstrust.bc.ca>
Cc: Stockdill, Kim <kstockdill@islandstrust.bc.ca>
Subject: Galiano Island Local Trust Committee Draft Bylaw No. 300 Referral - For Response

You don't often get email from jchonk@islandstrust.bc.ca. [Learn why this is important](#)

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Dear Referral Coordinators,

The Galiano Island Local Trust Committee (LTC) has asked that its Draft Bylaw No. 300 (Associated Islands Project) be referred to you for comment. The referral package prepared by Island Planner Kim Stockdill is attached.

The LTC is undertaking a review of the regulations in the Galiano Island Land Use Bylaw (LUB) No. 127 that apply to associated islands and boat access only properties within the Galiano Island Local Trust Area (LTA).

Over the past several years, the Galiano Island Local Trust Committee has received feedback from community members and has observed an increase in bylaw enforcement activity. These concerns have highlighted the need to revisit and clarify certain regulations, particularly those related to the placement of solar panels, accessory buildings, and other small structures located within setbacks. The purpose of this project is to ensure that the regulations are clear, balanced, and reflective of the unique circumstances of island and water-access properties, while also protecting the natural environment.

Draft Bylaw No. 300 amends the Galiano Island LUB by creating a new zone specifically for those lots that are boat access only and are currently zoned Small Lot Residential (SLR). These SLR zoned lots will be rezoned to a new zone – Small Island Residential (SIR). The new SIR zone mirrors all uses, density, and siting and size regulations in the SLR zone. The only differences between the SLR and SIR zones are the proposed new exemptions to the setback from the natural boundary of the sea for SIR-zoned lots.

Professional reports and staff reports are available on the Galiano Island Projects webpage: <https://islandstrust.bc.ca/island-planning/galiano/projects/>

A reply is respectfully requested by **Wednesday, March 25, 2026**.

Should you have any questions, or require further information, please contact Island Planner Kim Stockdill at 250-405-5157 or kstockdill@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Please direct referral responses to southinfo@islandstrust.bc.ca or by mail to: Islands Trust, Victoria Head Office – 200-1627 Fort Street, Victoria BC V8R 1H8.

Thank you for your time and attention to this matter.

Sincerely,

Jas Chonk (she, her, hers)

Legislative Clerk

Islands Trust

200-1627 Fort Street | Victoria BC V8R 1H8

T 250-405-5164 | islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421



Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, M'ÁLEXEL, Qualicum, scəwəθən, səliwəθə, SEMYOME, shishálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', S'ÁUTW, Stz'uminus, ʔəθəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOLELP, WSIKEM, Xeláltxw, Xwémalhkwx, Xwsepsum, and x'məθk'əyám First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

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)

[Redacted Signature]

(Signature)

March 19, 2026

(Date)

300

(Bylaw Number)

Legislative Clerk/Deputy Secretary

(Name and Title)

SSI Local Trust Committee

(Agency)

Jas Chonk

From: Aggie Chan <AChan@crd.bc.ca>
Sent: Wednesday, April 22, 2026 11:58 AM
To: Jas Chonk
Subject: RE: Galiano Island Local Trust Committee Draft Bylaw No. 300 Referral - For Response

Hi Jas,

Sorry, we have let this due date lapsed. For your records, I received no comments from within the CRD for this referral.

Regards,

Aggie Chan (she/her)

Conveyancer | Corporate Services – Real Estate and Facilities Management
T: 250.360.3176 | E: achan@crd.bc.ca

From: Jas Chonk <jchonk@islandstrust.bc.ca>
Sent: Monday, February 23, 2026 2:12 PM
To: 'Archaeology@gov.bc.ca' <Archaeology@gov.bc.ca>; 'shar@gifn.ca' <shar@gifn.ca>; 'georgeson508@outlook.com' <georgeson508@outlook.com>; Aggie Chan <AChan@crd.bc.ca>; Jessica Arnet <jarnet@crd.bc.ca>; chief.ngvfd <chief.ngvfd@gmail.com>; 'chief@gvfd.ca' <chief@gvfd.ca>; Nadine Mourao <nmourao@islandstrust.bc.ca>; Britt Holowaty <bholowaty@islandstrust.bc.ca>
Cc: Kim Stockdill <kstockdill@islandstrust.bc.ca>
Subject: Galiano Island Local Trust Committee Draft Bylaw No. 300 Referral - For Response

CRD IT SECURITY WARNING: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Dear Referral Coordinators,

The Galiano Island Local Trust Committee (LTC) has asked that its Draft Bylaw No. 300 (Associated Islands Project) be referred to you for comment. The referral package prepared by Island Planner Kim Stockdill is attached.

The LTC is undertaking a review of the regulations in the Galiano Island Land Use Bylaw (LUB) No. 127 that apply to associated islands and boat access only properties within the Galiano Island Local Trust Area (LTA).

Over the past several years, the Galiano Island Local Trust Committee has received feedback from community members and has observed an increase in bylaw enforcement activity. These concerns have highlighted the need to revisit and clarify certain regulations, particularly those related to the placement of solar panels, accessory buildings, and other small structures located within setbacks. The purpose of this project is to ensure that the regulations are clear, balanced, and reflective of the unique circumstances of island and water-access properties, while also protecting the natural environment.

Draft Bylaw No. 300 amends the Galiano Island LUB by creating a new zone specifically for those lots that are boat access only and are currently zoned Small Lot Residential (SLR). These SLR zoned lots will be rezoned to a new zone – Small Island Residential (SIR). The new SIR zone mirrors all uses, density, and siting and size regulations in the SLR zone.

The only differences between the SLR and SIR zones are the proposed new exemptions to the setback from the natural boundary of the sea for SIR-zoned lots.

Professional reports and staff reports are available on the Galiano Island Projects webpage: <https://islandstrust.bc.ca/island-planning/galiano/projects/>

A reply is respectfully requested by **Wednesday, March 25, 2026**.

Should you have any questions, or require further information, please contact Island Planner Kim Stockdill at 250-405-5157 or kstockdill@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Please direct referral responses to southinfo@islandstrust.bc.ca or by mail to: Islands Trust, Victoria Head Office – 200-1627 Fort Street, Victoria BC V8R 1H8.

Thank you for your time and attention to this matter.

Sincerely,

Jas Chonk (she, her, hers)

Legislative Clerk

Islands Trust

200-1627 Fort Street | Victoria BC V8R 1H8

T 250-405-5164 | islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421



Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəwəðən, səlilwətał, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SṠÁUTW, Stz'uminus, ʔaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOŁŁP, WSIKEM, Xeláltxw, Xwémalhkww, Xwsepsum, and xʷməθkʷəy̓əm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

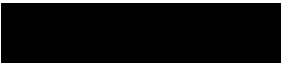
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BYLAW REFERRAL FORM
 RESPONSE SUMMARY

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

Galiano Island Local Trust Area

 (Island)



 (Signature)

April 27, 2026

 (Date)

300

 (Bylaw Number)

Jas Chonk, Legislative Clerk

 (Name and Title)

Mayne Island Local Trust Committee

 (Agency)



Pauquachin First Nation

February 24, 2026

Islands Trust

Attn: Jas Chonk

Proposed Decision: L1 - Defer to Other Coast Salish

Project Name: Galiano Island LTC Bylaw No. 300

Date Received: 23-Feb-2026

Pauquachin First Nation's Consultation Spectrum Assessment: Level 1

Pauquachin First Nation is in receipt of the referral for: Galiano Island LTC Bylaw No. 300

The subject area appears to fall outside the recognized title and governance boundaries of the Pauquachin First Nation, indicating a Level 1 rights designation. This classification signifies that the project is predominantly situated within the jurisdiction of another First Nation's traditional territory. Consequently, Pauquachin First Nation's interests are limited to areas such as trade, government-to-government relations, and inter-community interactions, rather than overarching title and governance rights. These rights are considered the highest under Section 35 and would necessitate comprehensive consultation aligned with the Haida Nation's standards. Based on this assessment, deference is given to the First Nation(s) whose traditional territory encompasses or is impacted by the project. Should Pauquachin First Nation identify additional interests in the future, the assessment may be revised accordingly.

Currently, the position remains that the rights and interests of the directly affected Nation(s) take precedence, and further engagement will be conducted in accordance with this understanding.

Sincerely,

Monty Horton, Lands Governance Officer

Pauquachin First Nation

Tel: 250-937-9195

Email: lands@pauquachin.com



PENELAKUT
TRIBE

February 24, 2026

Islands Trust

Attn: Jas Chonk

The Penelakut Tribe acknowledges receipt of the referral concerning Galiano Island LTC Bylaw No. 300, which is situated within the Penelakut Traditional Territory or statement of intent area. The Tribe affirms its commitment to safeguarding its rights and access to lands and resources within its territory.

Currently, the Tribe has no issues or comments regarding this referral. This response is specific to this matter and does not prejudice future consultations or negotiations with the Nation.

Additionally, the Tribe reserves the right to address issues related to Aboriginal rights, title infringement, and compensation through appropriate channels such as treaty negotiations, judicial processes, or alternative dispute resolution mechanisms. The Tribe also retains the right to raise objections if cultural sites, archaeological resources, or environmental impacts are identified during development activities, or if unforeseen impacts on rights or interests are discovered.

For further information or clarification, please contact our office directly.

Sincerely,

Monty Horton, MCIP RPP

Lands Consultant

Penelakut Tribe

Cell: 250-937-9195

Email: landsmanager@penelakut.ca

From: Snuneymuxw Connect <do-not-reply@snuneymuxwconnect.com>
Sent: Tuesday, February 24, 2026 9:15 AM
To: Jas Chonk
Subject: [Snuneymuxw Connect] Taylor Charette (Snuneymuxw First Nation) posted a comment on GL-BL-300 - Galiano LTC Bylaw No. 300

Snuneymuxw Connect

New Comment

Taylor Charette (Snuneymuxw First Nation) posted a comment

Good morning,

Thank you for the referral details and application information.

Snuneymuxw First Nation defers comment on the above-mentioned referral.

Snuneymuxw's deferral is only applicable to initial notification and non-transferrable.

Snuneymuxw's deferral does not mean that there are no potential impacts to

Snuneymuxw's Aboriginal and Treaty rights and title, or contributions to cumulative

effects, from this referral. Nor does Snuneymuxw's deferral define or derogate from

Snuneymuxw's Aboriginal and Treaty rights and title. Snuneymuxw reserves the right

to review this deferral if new information arises.

Please feel free to contact our Referrals Clerk by email at

SFNReferrals@snuneymuxw.ca if you have any questions.

Hay ch q'a,

-
- PROJECT NAME

Galiano LTC Bylaw No. 300

- ISSUING AGENCY FILE NUMBER(S)

GL-BL-300

- REFERRAL ID

613

[View this Submission](#)



SṪÁUTW FIRST NATION

7728 TETAYUT RD | SAANICHTON, BC | V8M 2E4

SṪÁUTW First Nation
7728 Tetayut Rd
Saanichton BC
V8M 2E4

2026-02-24

Islands Trust
200-1627 Fort St, Victoria, BC, V8R 1H8

SṪÁUTW First Nation File No. 2026-00074

RE: Galiano Island Local Trust Committee - GL-BL-300

Dear Jas Chonk,

Thank you for your referral to SṪÁUTW First Nation regarding your project on our traditional territory. Due to the nature and location of your project we will defer our comments to the local Nations. However, we reserve the right to comment or object at a later date if we discover unforeseen impacts to our rights or interests.

If the scope of your project changes, please contact us so we can ensure that our Nation's best interests continue to be protected.

HÍSWƷE,

Bel Manson | Referrals Coordinator
referrals@tsawout.ca



Ts'uubaa-asatx Nation
313B Deer Lake Road
Lake Cowichan, British Columbia
V0R 2G0
Phone: 250-749-3301
Fax: 250-749-4286

February 24, 2026

Islands Trust
Attn: Jas Chonk

Proposed Decision: L1 - Defer to Other Coast Salish
Project Name: Galiano Island LTC Bylaw No. 300
Date Received: 23-Feb-2026
Ts'uubaa-asatx Nations Consultation Spectrum Assessment: Level 1

'Au Si'em:

Ts'uubaa-asatx Nation is in receipt of the referral for: Galiano Island LTC Bylaw No. 300

The area in question appears to fall outside the recognized title and governance boundaries of the Ts'uubaa-asatx Nation. Consequently, this region is classified as a Level 1 rights area for the Nation. Level 1 indicates that the project is predominantly situated within another First Nation's traditional territory and governance jurisdiction. Our interests are limited to areas such as trade, government-to-government relations, and inter-community interactions, rather than title and governance authority, which are considered Ts'uubaa-asatx Nation's primary Section 35 interests. Addressing these interests would necessitate comprehensive consultation aligned with the highest standards, such as those outlined in the Haida Nation's protocols. Based on this assessment, we defer to the First Nation(s) whose traditional territory encompasses or is impacted by the project.

Should Ts'uubaa-asatx Nation's interests evolve, we reserve the right to reassess this classification. Currently, our position is to defer to the Nation(s) directly affected by the project's location and impact.

'Uy' Skweyul,

Monty Horton



Hul'q'umi'num language terms:

'Au Si'em: a term denoting high respect.

'Uy' Skweyul: good day.

Jas Chonk

From: TFN Referrals <referrals@tsawwassenfirstnation.com>
Sent: Wednesday, March 11, 2026 11:02 AM
To: Jas Chonk; SouthInfo
Cc: Kelly Scott; Sheila Williams
Subject: Re: Galiano Island Local Trust Committee Draft Bylaw No. 300 Referral - For Response

Hi There,

Thank you for the email.

Tsawwassen First Nation (TFN) has no concerns regarding this file, at this time. However, TFN requests all copies of interim and final reports produced for this project.

hay čx^w q'ə
Thank you,

Amelia Cooper, BA

*Referrals Analyst
Treaty Rights and Title
1926 Tsawwassen Drive
C:604-619-6930*



From: Jas Chonk <jchonk@islandtrust.bc.ca>
Sent: Monday, February 23, 2026 2:13 PM
To: TFN Referrals <referrals@tsawwassenfirstnation.com>
Cc: Kim Stockdill <kstockdill@islandtrust.bc.ca>
Subject: Galiano Island Local Trust Committee Draft Bylaw No. 300 Referral - For Response

Dear Tsawwassen First Nation Referral Coordinators,

The Galiano Island Local Trust Committee (LTC) has asked that its Draft Bylaw No. 300 (Associated Islands Project) be referred to you for comment. The referral package prepared by Island Planner Kim Stockdill is attached.

The LTC is undertaking a review of the regulations in the Galiano Island Land Use Bylaw (LUB) No. 127 that apply to associated islands and boat access only properties within the Galiano Island Local Trust Area (LTA).

Over the past several years, the Galiano Island Local Trust Committee has received feedback from community members and has observed an increase in bylaw enforcement activity. These concerns have highlighted the need to revisit and clarify certain regulations, particularly those related to the placement of solar panels, accessory buildings, and other small structures located within setbacks. The purpose of this project is to ensure that the regulations are clear, balanced, and reflective of the unique circumstances of island and water-access properties, while also protecting the natural environment.

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Professional reports and staff reports are available on the Galiano Island Projects webpage: <https://islandstrust.bc.ca/island-planning/galiano/projects/>

A reply is respectfully requested by **Friday, April 24, 2026**.

Should you have any questions, or require further information, please contact Island Planner Kim Stockdill at 250-405-5157 or kstockdill@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Please direct referral responses to southinfo@islandstrust.bc.ca or by mail to: Islands Trust, Victoria Head Office – 200-1627 Fort Street, Victoria BC V8R 1H8.

Thank you for your time and attention to this matter.

Sincerely,

Jas Chonk (she, her, hers)

Legislative Clerk

Islands Trust

200-1627 Fort Street | Victoria BC V8R 1H8

T 250-405-5164 | islandstrust.bc.ca

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Jas Chonk

From: Kim Stockdill
Sent: Thursday, April 9, 2026 11:58 AM
To: Emery Sanderson
Cc: Keisha Sampson; Jas Chonk; Joe Elliott; Mary Storzer
Subject: RE: Galiano Island Local Trust Committee Draft Bylaw No. 300 Referral - For Response

Hi Emery,

Thank you again for all your help with this. If any further questions/concerns come up, please feel free to give me a call or email.

Kim

From: Emery Sanderson <Emery.Sanderson@cowichantribes.com>
Sent: Thursday, April 9, 2026 10:31 AM
To: Kim Stockdill <kstockdill@islandstrust.bc.ca>
Cc: Keisha Sampson <Keisha.Sampson@cowichantribes.com>; Jas Chonk <jchonk@islandstrust.bc.ca>; Joe Elliott <jelliott@islandstrust.bc.ca>; Mary Storzer <mstorzer@islandstrust.bc.ca>
Subject: RE: Galiano Island Local Trust Committee Draft Bylaw No. 300 Referral - For Response

Hi Kim,

Thanks for following up and appreciate the clarification. While we don't think BC's chance find procedures are perfect, we're glad they're in place here anyways. We don't have any more comments at this time, but I will follow up if any arise.

Thank you,

Emery Sanderson

Referrals Advisor
Cowichan Tribes, Lulumexun
Phone: 250-732-7874
Email: emery.sanderson@cowichantribes.com

>>> Kim Stockdill <kstockdill@islandstrust.bc.ca> 4/8/2026 9:44 AM >>>
Hi Emery,

I'm following up in regards to my email below to ensure satisfied Cowichan's second concern as identified in your email dated March 25, 2026.

Thank you,
Kim Stockdill

From: Kim Stockdill
Sent: Tuesday, March 31, 2026 1:27 PM
To: 'Emery Sanderson' <Emery.Sanderson@cowichantribes.com>
Cc: Keisha Sampson <Keisha.Sampson@cowichantribes.com>; Jas Chonk <jchonk@islandstrust.bc.ca>; Joe Elliott

<jelliott@islandstrust.bc.ca>; Mary Storzer <mstorzer@islandstrust.bc.ca>

Subject: RE: Galiano Island Local Trust Committee Draft Bylaw No. 300 Referral - For Response

Yes we use RAAD within our GIS mapping, although due to privacy concerns we cannot share any archaeological mapping.

We provide property owners/applicants with the attached Chance Finds and Ancestral Remains and Protected Archaeological Sites document. Within the document, we select if there is a direct overlap with a protected archaeological site, a direct overlap with an area of high arch potential, or no identified overlap/low potential. If there is a direct overlap with an existing site, we generally pause our development application process until the applicant/property owner has received necessary approvals from the BC Arch Branch. You'll notice on page 3 of the document, we also reference the Heritage Conservation Act obligations.

I also want to thank you for such a quick reply to my email. I'm heading into a few meetings this afternoon but I'll keep an eye on my emails.

Thank you again,

Kim

From: Emery Sanderson <Emery.Sanderson@cowichantribes.com>

Sent: Tuesday, March 31, 2026 1:19 PM

To: Kim Stockdill <kstockdill@islandstrust.bc.ca>

Cc: Keisha Sampson <Keisha.Sampson@cowichantribes.com>; Jas Chonk <jchonk@islandstrust.bc.ca>; Joe Elliott <jelliott@islandstrust.bc.ca>; Mary Storzer <mstorzer@islandstrust.bc.ca>

Subject: RE: Galiano Island Local Trust Committee Draft Bylaw No. 300 Referral - For Response

Hi Kim,

Thanks for following up. The DPA addresses the first point of concern. Can you please clarify the second point with regards to notifying the property owners? What is the usual outcome after notifying property owners? I would imagine property owners would not want to front the bill of an arch assessment. What resources does Islands Trust have for archaeological mapping? RAAD is great, but it does not always show the whole picture.

Thank you,

Emery Sanderson

Referrals Advisor

Cowichan Tribes, Lulumexun

Phone: 250-732-7874

Email: emery.sanderson@cowichantribes.com

>>> Kim Stockdill <kstockdill@islandstrust.bc.ca> 2026-03-31 12:31 PM >>>

Hi Emery,

Thank you for your response to the draft Bylaw No. 300 for Galiano. I wanted to follow up with your comments below.

1. The proposed exemptions for the setback to the natural boundary of the sea will all be located on the upland portion of land and not in the intertidal/foreshore area. There is also a Shoreline and Marine Development Permit Area (DPA) in place for Galiano which requires a Development Permit (DP) for any new structures 15 metres upland and seaward from the natural boundary of the sea. The object of the existing DPA is to:

- a. To plan and regulate new development in a manner that preserves and protects the long-term physical integrity and ecological values of shorelines and associated foreshore and upland areas.
- b. To manage development to minimize disruption of natural features and processes and to retain, wherever possible, natural vegetation and natural features.
- c. To balance development opportunities with the ecological conservation of the shoreline environment.
- d. To maintain the public's use and access to these important recreation areas in a way that does not compromise the ecological integrity of the shoreline or put users at undue risk
- e. To adapt to the anticipated effects of climate change.
- f. To protect development from hazardous conditions resulting from shoreline erosion.
- g. To ensure the form and character of marina development is compatible with the rural environment and minimizes impact to the aquatic environment.

I've made a note for any future amendments to this DPA (which would require an Official Community Plan amendment bylaw and not apart of this project) to include cultural heritage considerations.

2. The Land Use Bylaw generally don't reference other legislative requirements (Heritage Conservation Act, Agricultural Land Commission Act, or Local Government Act) as it primarily regulates land use authority within the Local Trust Committee's jurisdiction. Although when we're reviewing development applications (building permit referrals, development permits, development variance permits, etc.), Islands Trust planning staff refer to archaeological mapping and notify the property owners of any existing or potential archaeological sites.

Please let me know if the above information addresses Cowichan's concerns. I'm also happy to follow up with a phone call as well.

Thank you so much,
Kim

Kim Stockdill (*she/her*)

Island Planner

Islands Trust

200-1627 Fort Street | Victoria BC V8R 1H8

T 250-405-5157 | islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

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From: Emery Sanderson <Emery.Sanderson@cowichantribes.com>

Sent: Wednesday, March 25, 2026 3:30 PM

To: Jas Chonk <jchonk@islandstrust.bc.ca>; Kim Stockdill <kstockdill@islandstrust.bc.ca>

Cc: Keisha Sampson <Keisha.Sampson@cowichantribes.com>; Stephanie Atleo <Stephanie.Atleo@cowichantribes.com>

Subject: Re: Galiano Island Local Trust Committee Draft Bylaw No. 300 Referral - For Response

Hi Jas and Kim,

Thank you for the referral regarding Draft Bylaw No. 300 for the Galiano Island Local Trust Area.

Cowichan Tribes has reviewed the proposed amendments. We want to flag a couple points.

The proposed setback exemptions allowing structures within 7.5 metres of the natural boundary of the sea is the main worry. The foreshore and intertidal zones around these islands hold importance to Cowichan Tribes, i.e. for harvesting, access, and cultural use. Structures like dock anchor pads, stairs, and walkways may seem minor individually, but their cumulative presence along the shoreline across multiple small islands is concerning. We'd ask that the LTC ensure any development proceeding under these exemptions accounts for potential impacts to traditional use of the intertidal zone.

We also note that the bylaw as drafted doesn't appear to include heritage assessment requirements tied to the new SIR zone or the setback exemptions. Shoreline development can disturb cultural heritage, and we'd expect any work near the foreshore to be subject to appropriate review under the Heritage Conservation Act.

Also, can you please add Keish (cc'd) to the referral distribution list for Cowichan Tribes?

Huy ch q'u,

Emery Sanderson

Referrals Advisor

Cowichan Tribes, Lulumexun

Phone: 250-732-7874

Email: emery.sanderson@cowichantribes.com

>>> Jas Chonk <jchonk@islandstrust.bc.ca> 2026-02-23 2:12 PM >>>

Dear Cowichan Tribes Referral Coordinators,

The Galiano Island Local Trust Committee (LTC) has asked that its Draft Bylaw No. 300 (Associated Islands Project) be referred to you for comment. The referral package prepared by Island Planner Kim Stockdill is attached.

The LTC is undertaking a review of the regulations in the Galiano Island Land Use Bylaw (LUB) No. 127 that apply to associated islands and boat access only properties within the Galiano Island Local Trust Area (LTA).

Over the past several years, the Galiano Island Local Trust Committee has received feedback from community members and has observed an increase in bylaw enforcement activity. These concerns have highlighted the need to revisit and clarify certain regulations, particularly those related to the placement of solar panels, accessory buildings, and other small structures located within setbacks. The purpose of this project is to ensure that the regulations are clear, balanced, and reflective of the unique circumstances of island and water-access properties, while also protecting the natural environment.

Draft Bylaw No. 300 amends the Galiano Island LUB by creating a new zone specifically for those lots that are boat access only and are currently zoned Small Lot Residential (SLR). These SLR zoned lots will be rezoned to a new zone – Small Island Residential (SIR). The new SIR zone mirrors all uses, density, and siting and size regulations in the SLR zone. The only differences between the SLR and SIR zones are the proposed new exemptions to the setback from the natural boundary of the sea for SIR-zoned lots.

Professional reports and staff reports are available on the Galiano Island Projects webpage:

<https://islandstrust.bc.ca/island-planning/galiano/projects/>

A reply is respectfully requested by **Friday, April 24, 2026**.

Should you have any questions, or require further information, please contact Island Planner Kim Stockdill at 250-405-5157 or kstockdill@islandstrust.bc.ca and she would be happy to answer any questions you may have.

Please direct referral responses to southinfo@islandstrust.bc.ca or by mail to: Islands Trust, Victoria Head Office – 200-1627 Fort Street, Victoria BC V8R 1H8.

Thank you for your time and attention to this matter.

Sincerely,

Jas Chonk (she, her, hers)

Legislative Clerk

Islands Trust

200-1627 Fort Street | Victoria BC V8R 1H8

T 250-405-5164 | islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421



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Jas Chonk

From: Kim Stockdill
Sent: Tuesday, August 25, 2026 10:52 AM
To: Halalt Referrals; Mary Storzer; Jas Chonk
Subject: RE: Notice of First Reading - Galiano Island Local Trust Committee Draft Bylaw No. 300

Hi Andrew,

I'm following up on the email I sent to you below in regards to the Galiano Island Local Trust Committee (LTC)' Bylaw No. 300. The Galiano LTC is meeting today to consider further readings of the bylaw (potentially second and third reading). Please let me know if you have any questions or concerns with the proposed bylaw.

Here is a link to the staff report which includes possible amendments the Galiano LTC may consider at today's meeting as well as next steps: <https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/galiano/current-projects/Associated%20Islands%20Regulations%20Review%20Project/2%20-%20Staff%20Reports/2026-08-25%20Staff%20Report.pdf>.

Thank you,

Kim Stockdill (she/her)

Island Planner

Islands Trust

200-1627 Fort Street | Victoria BC V8R 1H8

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From: Kim Stockdill
Sent: Thursday, July 2, 2026 10:12 AM
To: 'Halalt Referrals' <referrals@halalt.org>; Mary Storzer <mstorzer@islandstrust.bc.ca>; Jas Chonk <jchonk@islandstrust.bc.ca>
Subject: RE: Notice of First Reading - Galiano Island Local Trust Committee Draft Bylaw No. 300

Hi Andrew,

I understand you've connected with Mary in my absence regarding the referral for the Associated Islands Regulation Review Project. At the June 9th Galiano Island Local Trust Committee (LTC) meeting, the LTC discussed the project and made the following amendments/recommendations:

- request staff to amend draft Bylaw No. 300 by deleting the words "and stairs to access the foreshore with a width less than 1.5 metres" after the words 'in the Marine Zone' from Subsection 2.1.
- request staff to provide options to amend proposed Bylaw No. 300 in order to:

- Add a definition for the term “dock”
- Limit solar panels of 10 m² within the setback to the natural boundary of the sea for Wise Island lots and other lots without access to the power grid
- Consider existing wooden structures

The project and Bylaw No. 300 will be placed on the next Galiano LTC meeting scheduled for August 25th, 2026. The staff report for this meeting will include a full analysis on recommendations made by the Galiano Island Advisory Planning Commission, comments received from the June 9th LTC meeting, referral comments, and updated the bylaw based on the above requested amendments.

Please let me know if you'd like schedule a call to discuss the above or if you require any further information.

Thank you,

Kim Stockdill (she/her)

Island Planner

Islands Trust

200-1627 Fort Street | Victoria BC V8R 1H8

T 250-405-5157 | islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MĀLEXEL, Penelakut, Qualicum, scəwəθən, səlihwətał, SEMYOME, shishálh, Skw'xwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', STĀUTW, Stz'uminus, laʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W JOLEELP, W SIKEM, Xeláltxw, Xwémalhkwx, Xwsepsum, and x'məθk'əyəm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

From: Halalt Referrals <referrals@halalt.org>

Sent: Wednesday, June 10, 2026 3:17 PM

To: Mary Storzer <mstorzer@islandstrust.bc.ca>; Jas Chonk <jchonk@islandstrust.bc.ca>

Cc: Kim Stockdill <kstockdill@islandstrust.bc.ca>

Subject: Re: Notice of First Reading - Galiano Island Local Trust Committee Draft Bylaw No. 300

Yes, sorry I didn't call earlier, all day meetings. Tomorrow I have time after 1:30pm.

- In short - concerns about cumulative impacts from foreshore developments.

Andrew Boxwell, R.P.Bio

Referrals Analyst

Halalt First Nation

250-246-4736 ext:114

From: Mary Storzer <mstorzer@islandstrust.bc.ca>

Sent: June 10, 2026 3:03 PM

To: Jas Chonk <jchonk@islandstrust.bc.ca>; Halalt Referrals <referrals@halalt.org>

Cc: Kim Stockdill <kstockdill@islandstrust.bc.ca>

Subject: RE: Notice of First Reading - Galiano Island Local Trust Committee Draft Bylaw No. 300

Hello Andrew,

I'd be happy to chat with you – would tomorrow be ok?

Let me know a good time for you and I can sent something up.

Mary

From: Jas Chonk <jchonk@islandstrust.bc.ca>
Sent: Wednesday, June 10, 2026 11:53 AM
To: Halalt Referrals <referrals@halalt.org>
Cc: Kim Stockdill <kstockdill@islandstrust.bc.ca>; Mary Storzer <mstorzer@islandstrust.bc.ca>
Subject: RE: Notice of First Reading - Galiano Island Local Trust Committee Draft Bylaw No. 300

Hello Andrew,

I have included Mary Storzer, Regional Planning Manager in this email who is covering for Kim Stockdill, Island Planner for Galiano Island.

Mary also attended the meeting yesterday and can provide any information you are acquiring in regards to Bylaw No. 300.

Thank you.

Jas

From: Halalt Referrals <referrals@halalt.org>
Sent: Wednesday, June 10, 2026 11:41 AM
To: Jas Chonk <jchonk@islandstrust.bc.ca>
Subject: Re: Notice of First Reading - Galiano Island Local Trust Committee Draft Bylaw No. 300

Hi Jas, are you available at 12 for a phone call about this?

Andrew Boxwell, R.P.Bio

Referrals Analyst

Halalt First Nation

250-246-4736 ext:114

From: Jas Chonk <jchonk@islandstrust.bc.ca>
Sent: May 15, 2026 2:28 PM
To: 'Emery Sanderson' <Emery.Sanderson@cowichantribes.com>; Keisha Sampson <Keisha.Sampson@cowichantribes.com>; Halalt Referrals <referrals@halalt.org>; 'referrals@lyackson.bc.ca' <referrals@lyackson.bc.ca>; 'rabbas@semiahmoofirstnation.org' <rabbas@semiahmoofirstnation.org>; Nicole Gervais <Nicole.Gervais@stzuminus.com>; Sandra Baan <sandra.baan@stzuminus.com>; 'David Elliott' <Referrals@tsartlip.com>; 'Tsawout Referrals' <referrals@tsawout.ca>; 'TFN Referrals' <referrals@tsawwassenfirstnation.com>; 'chief@tseycum.ca' <chief@tseycum.ca>; 'laurie.whitehead@wsanec.com' <laurie.whitehead@wsanec.com>; 'SFNReferrals@snuneymuxw.ca' <SFNReferrals@snuneymuxw.ca>; 'reception@pauquachin.com' <reception@pauquachin.com>; 'denisej@penelakut.ca' <denisej@penelakut.ca>; 'rob.morton@penelakut.ca' <rob.morton@penelakut.ca>; 'montyhorton@yahoo.ca' <montyhorton@yahoo.ca>
Cc: Kim Stockdill <kstockdill@islandstrust.bc.ca>
Subject: Notice of First Reading - Galiano Island Local Trust Committee Draft Bylaw No. 300

Dear Referral Coordinators,

I wish to advise you that a Notice of First Reading has been given regarding Galiano Island Draft Bylaw No. 300 (Associated Islands Regulations Review Project).

Draft Bylaw No. 300 will, if adopted, amend the Galiano Island Land Use Bylaw No. 127 by creating a new zone specifically for those lots that are boat access only and are currently zoned Small Lot Residential (SLR). The SLR zoned lots will be rezoned to a new zone – Small Island Residential (SIR). The new SIR zone mirrors all uses, density, and siting and size regulations in the SLR zone. The only differences between the SLR and SIR zones are the following new exemptions to the setback from the natural boundary of the sea for SIR-zoned lots:

- Solar panel arrays for the purpose of supplying power to the lot on which the structure is located and must not exceed 4 metres in height and a total solar array surface of 5 m².
- Stairs to access the foreshore with a width less than 1.5 metres.
- Walkways, stairs or a ramp accessory to a permitted private dock in the Marine Zone and stairs to access the foreshore with a width less than 1.5 metres.
- Anchor pads or abutments up to 1.5 metres in width for the purpose of securing a permitted private or community dock or wharf to the upland lot.

The Galiano Island Local Trust Committee may consider giving readings at their June 9, 2026 meeting, beginning at 1:00 p.m. at the Galiano South Community Hall, 141 Sturdies Bay Road, Galiano Island. The Notice of First Reading is attached for your convenience.

If you have already provided a referral response for this bylaw, thank you. We are appreciative of your response. Should you wish to provide comment, it is welcome.

The referral package for this bylaw was sent to you on February 23, 2026 either by email or via portal.

Respectfully,

Jas Chonk (she, her, hers)

Legislative Clerk

Islands Trust

200-1627 Fort Street | Victoria BC V8R 1H8

T 250-405-5164 | islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421



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PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, Island Municipalities address certain matters in their official community plans, and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECKLIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is consistent with the policy from the Policy Statement, or
- ✗ if the bylaw is inconsistent (contrary or at variance) with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT	No.	DIRECTIVE POLICY
	3.1	Ecosystems
N/A	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
✓	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

CONSISTENT	No.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.
CONSISTENT	No.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
CONSISTENT	No.	DIRECTIVE POLICY

	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
N/A	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
✓	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

CONSISTENT	No.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
✓	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
N/A	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
N/A	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
N/A	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.
CONSISTENT	No.	DIRECTIVE POLICY

	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
N/A	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

	POLICY STATEMENT COMPLIANCE
✓	<i>In compliance with Trust Policy</i>
	<i>Not in compliance with Trust Policy for the following reasons:</i>

Executive Committee

Policy Checklist

Checklist Key:

Consistent	The bylaw is consistent with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Contrary	The bylaw is inconsistent (contrary or at variance) with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Not-Applicable	The policy is not applicable with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv .

Executive Committee Legislative Role Policy (2.4)

Consistent	i	Bylaw is consistent with the object of the Trust
Consistent	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Consistent	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Consistent	iv	Bylaw is not enacted without legal authority, including inconsistency with the relevant OCP (based on legal advice)

Checklist Key:

Requires Resources	Staff resources required to assist with administration.
No Resources Required	No staff resources required.

The Bylaw has been Examined Against Best Management Practices for Delivery of Local Planning Services as found in Section 5.9 of the Islands Trust Policy Manual

No Resources Required	B.5	Bylaw is consistent with the object of the Trust
No Resources Required	B10	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement

Comments

Completed By: Jas Chonk

Status

Date Resolution Referred to Exective Committee: 25-Aug-2026

Reading:

PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 300

A BYLAW TO AMEND GALIANO ISLAND LAND USE BYLAW NO. 127, 1999

The Galiano Island Local Trust Committee, being the Local Trust Committee having jurisdiction in respect of the Galiano Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2026”.

2. Galiano Island Local Trust Committee Bylaw No. 127, cited as “Galiano Island Land Use Bylaw No. 127, 1999,” is amended as follows:

2.1 Part 2 – General Regulations, by adding the following new section after Section 2.14:

“2.14A Despite Section 2.14, the following structures in the Small Island Residential Zone are permitted to be sited within the 7.5 metres from the natural boundary of the sea:

- 2.14A.1 On a lot not serviced by BC Hydro, a solar panel array not exceeding 4 metres in height and a total solar array surface of 10 m² for the purpose of supplying power to the lot on which the structure is located.
- 2.14A.2 Stairs to access the foreshore with a width less than 1.5 metres.
- 2.14A.3 Walkways, stairs or a ramp accessory to a permitted private dock in the Marine Zone.
- 2.14A.4 Anchor pads or abutments up to 1.5 metres in width for the purpose of securing a permitted private or community dock or wharf to the upland lot.”

2.2 Part 4 – Creation and Extent of Zones, by amending Section 4.1 by adding the following new zone:

“Small Island Residential (SIR)”

2.3 Part 5 – Residential Zones, by adding the following new section:

“5.7 Small Island Residential - SIR

Permitted Uses

5.7.1 In the Boat Access Only zone the following uses are permitted, subject to the regulations set out in this section and the general regulations set out in Parts 2 and 3, and all other uses are prohibited.

- 5.7.1.1 dwellings
- 5.7.1.2 cottages

5.7.1.3 home occupations

5.7.1.4 secondary suite

Permitted Density

5.7.2 One dwelling is permitted on each lot, and one additional dwelling is permitted in respect of each 1.2 hectares of lot area over 1.2 hectares.

5.7.3 One cottage is permitted on each lot having an area of 0.4 hectares or more, in respect of each permitted dwelling.

5.7.4 Lot coverage must not exceed 25% of any lot.

Permitted Height

5.7.5 No building or structure for a use permitted by this section may exceed 9 metres in height. Accessory buildings and structures must not exceed one storey and a height of 5 metres.

Minimum Setbacks

5.7.6 Buildings and structures must be sited

5.7.6.1 at least 7.5 metres from front and rear lot lines;

5.7.6.2 at least 6 metres from each interior side lot line; and

5.7.6.3 at least 6 metres from an exterior side lot line.

5.7.7 Buildings and structures for the accommodation of farm animals including poultry must be sited

5.7.7.1 at least 7.5 metres from a front lot line;

5.7.7.2 at least 30 metres from rear and interior side lot lines; and

5.7.7.3 at least 6 metres from an exterior side lot line.

5.7.8 Buildings and structures used for human habitation or occupancy and not located within the Agriculture (AG) zone must be sited at least 15 metres from the boundary of the Agriculture (AG) zone.

Minimum Lot Size

5.7.9 No lot may be created by subdivision that has an area less than

5.7.9.1 0.6 hectares where at least one of the boundaries of the lot is the natural boundary of the sea; and

5.7.9.2 0.8 hectares in all other cases.

Average Lot Size

5.7.10 No subdivision plan may be approved unless the lots created by the subdivision have an average area of at least 1.2 hectares.”

2.4 Part 17 – Interpretation, by adding the following new definition:

“dock” means a structure or set of structures, accessory to the residential or agricultural use of an upland lot, and may consist of a pier, ramp, and float, constructed on or over the water that is connected to the shore, and that is used for the purpose of mooring private boats and for providing pedestrian access to and from the moored boats.

2.5 Schedule “B” – Zoning Map, is amended by adding ‘Small Island Residential Zone’ as shown on Plan Nos. 1 to 4 attached to and forming part of this bylaw, and by making such alterations to Schedule “B” to Bylaw No. 127 as are required to effect this change.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

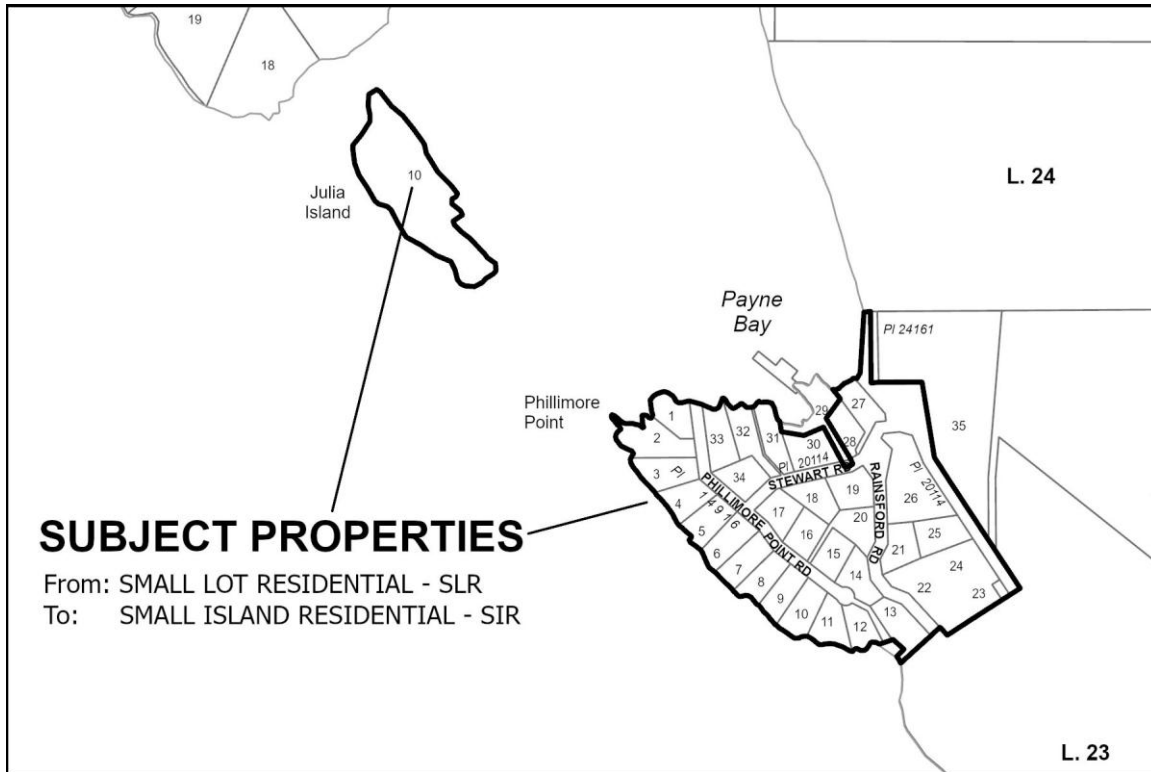
READ A FIRST TIME THIS	9 TH	DAY OF	JUNE	2026.
READ A SECOND TIME THIS	25 TH	DAY OF	AUGUST	2026.
READ A THIRD TIME THIS	25 TH	DAY OF	AUGUST	2026.
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

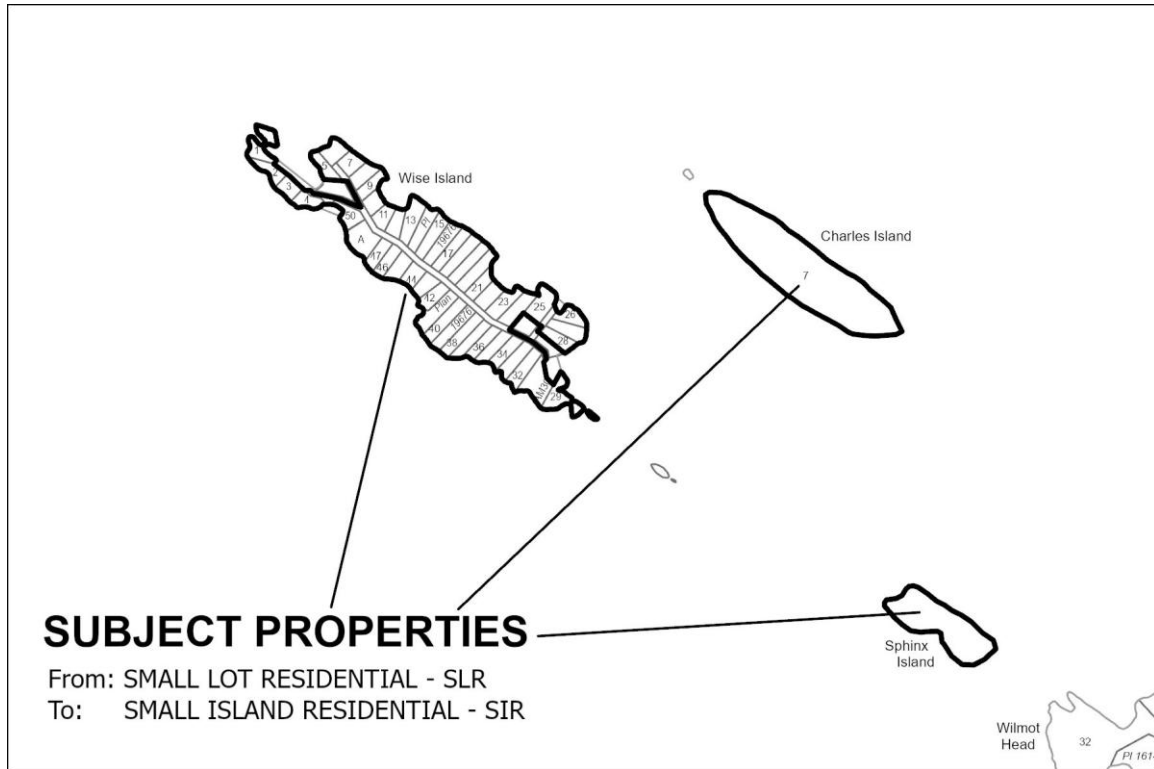
GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 300

Plan No. 1



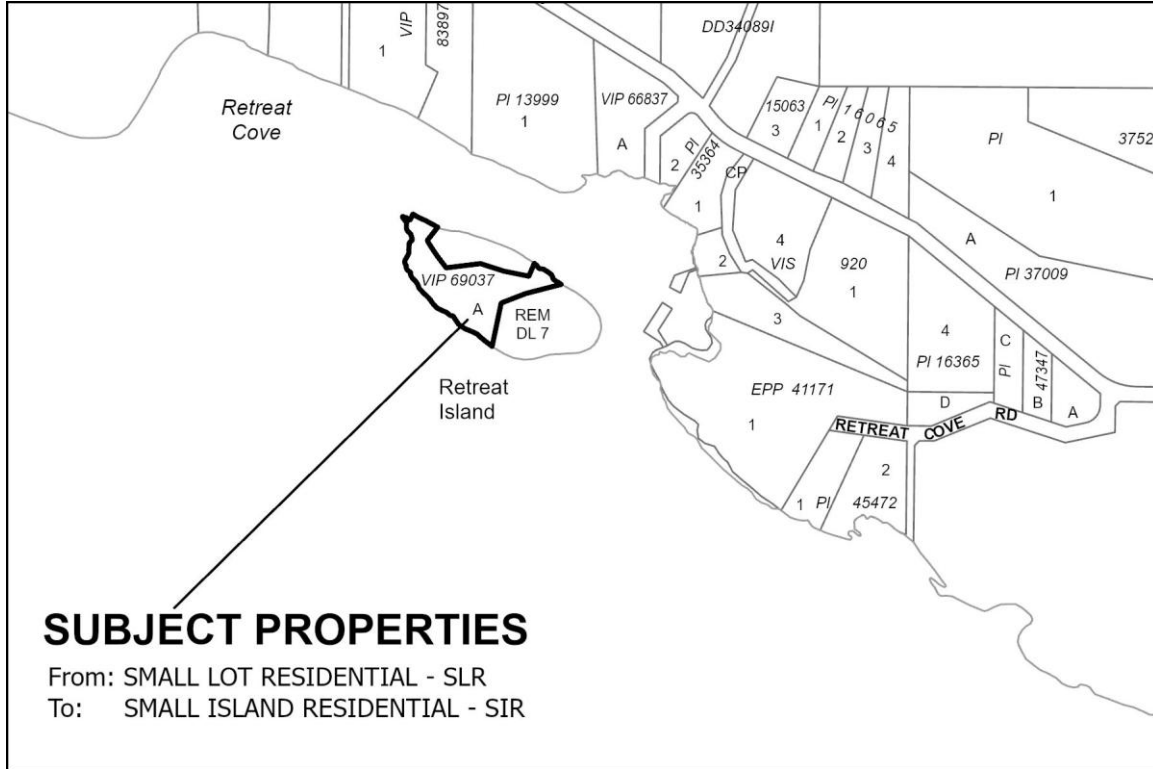
GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 300

Plan No. 2



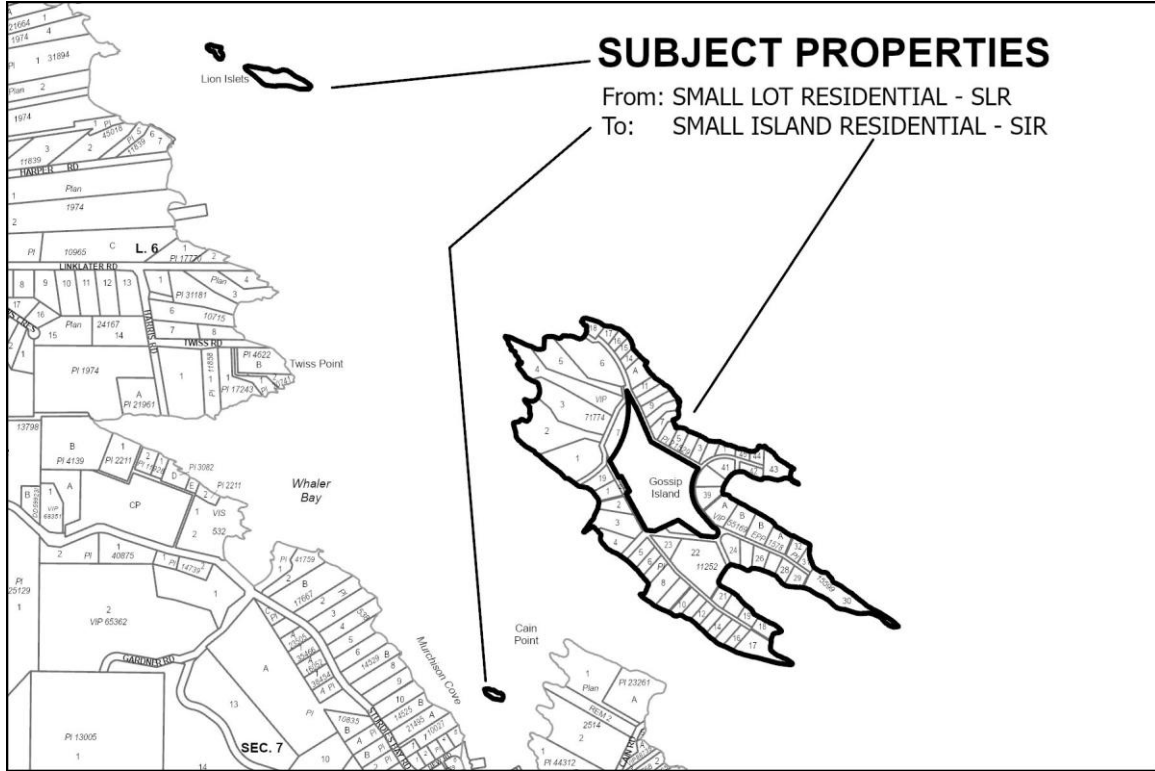
**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 300**

Plan No. 3



**GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 300**

Plan No. 4



First Nation Engagement

Referral of: Galiano Bylaw No. 300 (LUB Amendments)

Re: Galiano Associated Islands Project

First Nation: Cowichan Tribes

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
April 9, 2026	Thanks for following up and appreciate the clarification. While we don't think BC's chance find procedures are perfect, we're glad they're in place here anyways. We don't have any more comments at this time, but I will follow up if any arise.	JC
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Halalt

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC
June 10, 2026	Received response from referrals coordinator that they would like to speak – indicated “in short – concerns about cumulative impacts from foreshore developments”	JC, MS
June 11, 2026	Phone conversation - notes	MS
July 2 and Aug 25, 2026	Planner Stockdill responded to the concerns raised.	KS
Sept 14, 2026	Following second and third readings of the amended bylaw, staff forwarded the amended bylaw to the Referral Analyst on September 14, 2026.	KS

First Nation: Lyackson

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Pauquachin First Nation

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
February 24, 2026	Pauquachin First Nation is in receipt of the referral for: Galiano Island LTC Bylaw No. 300. The subject area appears to fall outside the recognized title and governance boundaries of the Pauquachin First Nation, indicating a Level 1 rights designation. This classification signifies that the project is predominantly situated within the jurisdiction of another First Nation’s traditional territory. Consequently, Pauquachin First Nation’s interests are limited to areas such as trade, government-to-government relations, and inter-community interactions, rather than overarching title and governance rights. These rights are considered the highest under Section 35 and would necessitate comprehensive	JC

	consultation aligned with the Haida Nation's standards. Based on this assessment, deference is given to the First Nation(s) whose traditional territory encompasses or is impacted by the project. Should Pauquachin First Nation identify additional interests in the future, the assessment may be revised accordingly. Currently, the position remains that the rights and interests of the directly affected Nation(s) take precedence, and further engagement will be conducted in accordance with this understanding.	
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Penelakut Tribe

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
February 24, 2026	The Penelakut Tribe acknowledges receipt of the referral concerning Galiano Island LTC Bylaw No. 300, which is situated within the Penelakut Traditional Territory or statement of intent area. The Tribe affirms its commitment to safeguarding its rights and access to lands and resources within its territory. Currently, the Tribe has no issues or comments regarding this referral. This response is specific to this matter and does not prejudice future consultations or negotiations with the Nation. Additionally, the Tribe reserves the right to address issues related to Aboriginal rights, title infringement, and compensation through appropriate channels such as treaty negotiations, judicial processes, or alternative dispute resolution mechanisms. The Tribe also retains the right to raise objections if cultural sites, archaeological resources, or environmental impacts are identified during development activities, or if unforeseen impacts on rights or interests are discovered.	JC
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Semiahmoo

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Snuneymuxw

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
February 24, 2025	Snuneymuxw First Nation defers comment on the above-mentioned referral. Snuneymuxw's deferral is only applicable to initial notification and non-transferrable. Snuneymuxw's deferral does not mean that there are no potential impacts to Snuneymuxw's Aboriginal and Treaty rights and title, or contributions to cumulative effects, from this referral. Nor does Snuneymuxw's deferral define or derogate from Snuneymuxw's	JC

	Aboriginal and Treaty rights and title. Snuneymuxw reserves the right to review this deferral if new information arises.	
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Stz'uminus

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Ts'uubaa-asatx (Lake Cowichan)

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
February 24, 2026	Ts'uubaa-asatx Nation is in receipt of the referral for: Galiano Island LTC Bylaw No. 300. The area in question appears to fall outside the recognized title and governance boundaries of the Ts'uubaa-asatx Nation. Consequently, this region is classified as a Level 1 rights area for the Nation. Level 1 indicates that the project is predominantly situated within another First Nation's traditional territory and governance jurisdiction. Our interests are limited to areas such as trade, government-to-government relations, and inter-community interactions, rather than title and governance authority, which are considered Ts'uubaa-asatx Nation's primary Section 35 interests. Addressing these interests would necessitate comprehensive consultation aligned with the highest standards, such as those outlined in the Haida Nation's protocols. Based on this assessment, we defer to the First Nation(s) whose traditional territory encompasses or is impacted by the project. Should Ts'uubaa-asatx Nation's interests evolve, we reserve the right to reassess this classification. Currently, our position is to defer to the Nation(s) directly affected by the project's location and impact.	JC
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Tsartlip First Nation

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Tsawout First Nation

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
February 24, 2026	Thank you for your referral to Tsawout First Nation regarding your project on our traditional territory. Due to the nature and location of your project we will defer our comments to the local Nations. However, we reserve the right to comment or object at a later date if we discover unforeseen impacts to our rights or interests. If the scope of your project changes, please contact us so we can ensure that our Nation's best interests continue to be protected.	JC
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Tsawwassen First Nation

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
March 11, 2026	Tsawwassen First Nation (TFN) has no concerns regarding this file, at this time. However, TFN requests all copies of interim and final reports produced for this project.	JC
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Tseycum First Nation

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

Non-Agency Referrals**First Nation: Coast Salish Peoples Society**

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
May 17, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: WSANEC Leadership Council

Date	Comment/Action	Initial
February 23, 2026	Sent Referral	JC
May 15, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC



Islands Trust

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: 6500-20
(Hornby OCP and LUB Review)

DATE OF MEETING: September 23, 2026
TO: Islands Trust Executive Committee
FROM: Sonja Zupanec, Island Planner
SUBJECT: Hornby Island Local Trust Committee – Bylaw Nos. 176 and 177

RECOMMENDATION

1. **THAT the Islands Trust Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 176, cited as “Hornby Island Official Community Plan Bylaw No. 149, 2014, Amendment No. 1, 2024” in accordance with Section 27 of the *Islands Trust Act*.**
2. **THAT the Islands Trust Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 177, cited as “Hornby Island Land Use Bylaw No. 150, 2014, Amendment No. 1, 2024” in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

Hornby Island Local Trust Committee has referred Bylaw Nos. 176 and 177 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaws as they are not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational

An additional part time planner may be required to assist in processing a large volume of Temporary Use Permit (TUP) applications for vacation home rental use late summer/early fall/winter 2027. Approval of a Business Case for this resource is pending.

Financial

The anticipated volume of TUP applications is anticipated to generate additional fee revenues that will account for cost recovery of processing the associated TUPs.

Policy

None

Implementation/Communications

Communication to **Hornby Island Local Trust Committee** regarding the Executive Committee decision by **October 15, 2026**.

First Nations

In August of 2024 (after first reading), Bylaws were referred to K'omoks First Nation, Cowichan Tribes (Tsu'uubaa-asatx and Cowichan Lake First Nations), Qualicum Indian Band, Halalt First Nation, Lyackson First Nation, Nanwakolas Council, Penelakut Tribe, Stz'uminus First Nation, Tla'amin First Nation, Snuneymuxw First Nation, We Wai Kai Nation, We Wai Kum Nation, Tlowitsis First Nation, Da'naxda'xw/Awaetlala First Nation, and Mamalilikuulla First Nation. **Other**

None

PURPOSE

Hornby Island Local Trust Committee proposed Bylaw No. 176 would amend the Hornby Island Official Community Plan by introducing:

- A new requirement for a Temporary Use Permit for vacation home rental use;
- New policies supporting housing diversity;
- A new policy supporting housing in the ALR consistent with ALC regulations.

Proposed Bylaw No. 177 would amend the Hornby Island Land Use Bylaw by:

- Amending the definition of 'structure' to exclude cisterns;
- Amending the definition of 'vacation home rental use' to specify guests less than 30 days;
- Amending the PU(a) site specific zone to include community housing;
- Introducing new Temporary Use Permit guidelines for vacation home rental use.

BACKGROUND

Hornby Island Local Trust Committee Bylaw Nos. 176 and 177 were drafted in August 2024 as part of a two phase OCP and LUB review project. Community interest was predominantly focused on the matter of regulating vacation home rentals and the LTC narrowed the scope of the proposed bylaws in 2025 even further to predominantly address the matter of vacation home rentals. Second readings were given in 2025 and 2026. A public hearing was held September 1, 2026 and third reading of both bylaws was given on the same day. Land use planning matters related to this OCP and LUB review project that remain unaddressed include incorporating First Nations interests into the OCP and LUB and housing regulations. These are intended to be carried over after the elections as minor projects for the incoming LTC to address, should they decide to continue with the project.

Issues Relating To Provincial Interest and Other Agency Interest

Provincial Agencies N/A

Regional Agencies

Island Health (water supply, sewerage)

Comox Valley Regional District (no response)

Non-Agency Referrals

School District No. 71 (no response)

Hornby Island Advisory Planning Commission (prefer ADUs, owner-occupied, etc.)

Adjacent Local Trust Committees and Municipalities

Denman Island Local Trust Committee (no response)

Issues Relating To First Nation Interest

K'omoks First Nation has indicated through targeted engagement with planning staff they support improved policy and regulatory measures in the Hornby Island OCP and LUB and appropriate acknowledgment in both bylaws; however this LTC project deviated from implementing First Nations recommendations and resulted in only targeted changes to the vacation home rental policies and regulations in response to LTC direction.

Issues Relating To Resources and Enforcement

Lack of compliance with the new TUP guidelines may lead to bylaw violations.

The LTC has considered the desired processing approach to implement the short-term vacation rental regulations, and wider implications to staff capacity, processing systems, and decision pathways. A budget request has been submitted for a temporary planner to assist with processing TUP applications leading up to the 2028 rental season, and a request to utilize the revenue generated through the TUP application fees to justify the request for the staff support.

Public Comments

Public comments were solicited through two community information meetings and a public hearing.

Staff Comments

Based on the foregoing, the recommendations on page 1 are supported as:

- The proposed bylaws have been determined to be consistent with the ITPS by the LTC;
- First Nation referrals were completed;
- Agency referrals were completed and no significant concerns were raised;
- Statutory processes have been completed including the statutory notification and holding of a public hearing prior to third reading of the bylaw.

RELEVANT POLICY

- Section 27 of the *Islands Trust Act*
- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.i [Policy Statement Implementation Policy]

Alternative

1. Determine that the bylaw is contrary to the Islands Trust Policy Statement:

THAT the Executive Committee request that staff advise Hornby Island Local Trust Committee in writing that the Executive Committee considers that Bylaw No. 176 is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Hornby Island Local Trust Committee on steps needed to address the specified issues.

THAT the Executive Committee request that staff advise Hornby Island Local Trust Committee in writing that the Executive Committee considers that Bylaw No. 177 is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Hornby Island Local Trust Committee on steps needed to address the specified issues.

Submitted By:	Sonja Zupanec, Island Planner	September 8, 2026
Concurrence:	Stefan Cermak, Director, Planning Services	September 17, 2026

ATTACHMENTS

1. EC Submission Cover
2. Bylaw EC Policy Checklist
3. Bylaw Referrals Report
4. Islands Trust Policy Statement Directives Only Checklist
5. Bylaw No. 176 (OCP)
6. Bylaw No. 177 (LUB)



ATTACHMENT 1

Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Hornby Island Local Trust Committee

Bylaw No.: HO-176

Bylaw Type: Official Community Plan Bylaw

Date of resolution referring bylaw to Executive Committee: 01-Sep-2026

- ☒ Bylaw Submission Checklist attached
- ☒ Policy Statement Checklist attached*
* not required for administrative bylaws
- ☒ Summary of Bylaw Intent Attached

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

Deadline for Executive Committee decision (one month after receipt by Secretary as determined pursuant to the Interpretation Act*): _____

Date bylaw will appear on Executive Committee agenda: _____

- *a month means "a period calculated from a day in one month to a day numerically corresponding to that day in the following month, less one day"*
- *In the calculation of time expressed as clear days, weeks, months or years, or as "at least" or "not less than" a number of days, weeks, months, or years, the first and last*

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk



ATTACHMENT 2

Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Hornby Island Local Trust Committee

Bylaw No.: HO-177

Bylaw Type: Land Use Bylaw

Date of resolution referring bylaw to Executive Committee: 01-Sep-2026

- ☒ Bylaw Submission Checklist attached
- ☒ Policy Statement Checklist attached*
* not required for administrative bylaws
- ☒ Summary of Bylaw Intent Attached

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

Deadline for Executive Committee decision (one month after receipt by Secretary as determined pursuant to the Interpretation Act*): _____

Date bylaw will appear on Executive Committee agenda: _____

- *a month means "a period calculated from a day in one month to a day numerically corresponding to that day in the following month, less one day"*
- *In the calculation of time expressed as clear days, weeks, months or years, or as "at least" or "not less than" a number of days, weeks, months, or years, the first and last*

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk

Executive Committee

Policy Checklist

Checklist Key:

Consistent	The bylaw is consistent with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Contrary	The bylaw is inconsistent (contrary or at variance) with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Not-Applicable	The policy is not applicable with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv .

Executive Committee Legislative Role Policy (2.4)

Consistent	i	Bylaw is consistent with the object of the Trust
Consistent	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Consistent	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Not-Applicable	iv	Bylaw is not enacted without legal authority, including inconsistency with the relevant OCP (based on legal advice)

Checklist Key:

Requires Resources	Staff resources required to assist with administration.
No Resources Required	No staff resources required.

The Bylaw has been Examined Against Best Management Practices for Delivery of Local Planning Services as found in Section 5.9 of the Islands Trust Policy Manual

Resources Required	B.5	Bylaw is consistent with the object of the Trust
No Resources Required	B10	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement

Comments

5 Staff will provide Local Trust Committees (LTC) and Executive Committee with advice regarding proposed Official Community Plan (OCP) amendments that may require additional staff resources

Completed By: Nadine Mourao

Status

Date Resolution Referred to Exective Committee: 01-Sep-2026

Reading:

Executive Committee

Policy Checklist

Checklist Key:

Consistent	The bylaw is consistent with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Contrary	The bylaw is inconsistent (contrary or at variance) with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Not-Applicable	The policy is not applicable with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv .

Executive Committee Legislative Role Policy (2.4)

Consistent	i	Bylaw is consistent with the object of the Trust
Consistent	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Consistent	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Not-Applicable	iv	Bylaw is not enacted without legal authority, including inconsistency with the relevant OCP (based on legal advice)

Checklist Key:

Requires Resources	Staff resources required to assist with administration.
No Resources Required	No staff resources required.

The Bylaw has been Examined Against Best Management Practices for Delivery of Local Planning Services as found in Section 5.9 of the Islands Trust Policy Manual

Resources Required	B.5	Bylaw is consistent with the object of the Trust
Resources Required	B10	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement

Comments

Staff will provide Local Trust Committees (LTC) and Executive Committee with advice regarding proposed Official Community Plan (OCP) amendments that may require additional staff resources

Completed By: Nadine Mourao

Status

Date Resolution Referred to Exective Committee: 01-Sep-2026

Reading:

Referrals Report Summary



Referrals: Bylaw HO-176&177

Agency	Sent	Received
Comox Valley Regional District <i>Referrals Coordinator</i>	14-Aug-2024	
Da'naxda'xw/Awaetlala First Nations <i>Robert Duncan, Administrator</i> No comment or concern.	14-Aug-2024	15-Aug-2024
Denman Island Local Trust Committee Interests Unaffected by Bylaw.	14-Aug-2024	
Halalt First Nation <i>Referrals Coordinator</i>	14-Aug-2024	
Hornby Island Advisory Planning Commission The HOAPC response to the proposed amendments are considered through the lens of climate change. The HOAPC proceeded with evidence-based information and the awareness of unintended consequences. We exercise the Precautionary Principle. We endorse the primary mandate of the Islands Trust: to preserve and protect Hornby Island. 1. The APC recommends Accessory Dwelling Units OR secondary suites because doing so • provides options for 'aging in place' and 'work force housing' • supports the Hornby Island culture of limiting density to protect the ecosystem. • provides a way to legalize ADU currently located on properties in Sandpiper/Galleon and other areas of Hornby, providing septic and water approvals in place. 2. The HOAPC considers Glamping, as we understand it, to be a form of camping, and it is therefore not permitted where camping is not permitted. Where it is permitted, a TUP must be in place. We understand that properties within the ALR are governed by ALC rules and regulations; however, glamping or similar STR that are not considered agri-tourism will be governed by the TUP process 3. To emphasize ONE secondary suite OR ONE Accessory Dwelling Unit, conforming to existing bylaws to do with percent of land covered, size, siting, etc. The HOAPC recognizes the importance of limiting lot coverage and ground water protection and recommends limiting the size of the ADU.	14-Aug-2024	16-Dec-2024

• We understand secondary suites OR ADU, where permitted, will not be short term rentals • We proceed on the understanding that short term rentals take place in the principal residence and not secondary suites OR ADU • To respect First Nations' concerns about further disturbance of the land as a result of increased development. • We operate with the assumption that secondary suites OR ADU will be restricted to residential rental tenure or family occupation. Short term rentals will be permitted in the principal residence with a TUP We acknowledge it is important to permit ADU because doing so reflects the Hornby culture. APC supports limiting the size and ground footprint of ADU to not increase lot coverage. The HOAPC encourages the LTC to use the provincial definition of a secondary suite. "A secondary suite is a complete living unit with its own kitchen, sleeping area, and washroom facilities contained within another dwelling." 4. The HOAPC recommends LTC adopt the provincial term "Short Term Rental" rather than the current IT term "Vacation Home Rental" to align with the new provincial legislation. 5. Below is the rationale for the recommended short term rental definition. • The HOAPC recognize that it is important to the reader of the HO LUB that a definition of Short Term Rentals be clearly explained in the definition section of the HO LUB and that it aligns with the term Short Term Rental (new provincial legislation term for Vacation Rentals) and that the number of days a rental is considered short term is identified for the following reasons: - o If the local LUB is silent on the number of days that define a short term rental and if the local legislation is silent then the provincial definition applies. - o The new short term legislation now defines short term rental as less than 90 days. This means if we do not define it in our LUB then the provincial definition stands and it would apply to any rentals less than 90 days. On Hornby, this would preclude anyone renting off season on a month by month basis and therefore affect the workforce housing that comes to the island and also any other month to month rentals. - o The Province in their legislation allows a local government to define short term rental at a different number of days than the 90. If we do not define days in the LUB then all rentals less than 90 days must have the TUP and rentals less than 90 days would be illegal October to April.		
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6. The HOAPC recognizes that scientific data exists to support the classification 1A (heavily developed/Highly vulnerable) of what is referred to as the Whaling Station subdivision. The HOAPC recognizes the HOAPC in 2022 reviewed sufficient evidence to identify the Sandpiper and Galleon subdivisions as 1A; however, we believe the requirement of a Site and Use Permit (SUP) for secondary suites to verify sufficient water and septic capacity will meet the concern for protecting these areas of the island without re-classifying more land and restricting secondary suites OR Accessory Dwelling Units on each lot. 7. The HOAPC recommends the LTC add the following out of scope land use planning issues to the future project list for further discussion and analysis: • to enlist the aid of the IT Fresh Water Specialist to produce a comprehensive review of aquifer vulnerability mapping and designations for the entire on Hornby Island 8. The HOAPC supports STR licencing by CVRD rather than Islands Trust TUP, but understands that the TUP is what Hornby Island has to work with at present. We are aware a TUP is registered on title and follows the legal transfer of land, while a business licences does not transfer with title. The HOAPC encourages Island Trust to pursue licencing for Hornby Island. 9. Properties in R1(b) are governed by bylaws. If these land cooperatives or corporations wish to permit secondary suites, they may initiate the process with the LTC • Shire • Syzygy • Downes Point 10. Our response to the proposed amendments to do with lot size and permitted dwellings is based on this understanding: 6.4.4.6 Only one principal dwelling unit and one secondary suite OR ADU will be permitted on lots small that 2 hectares AND A maximum of two dwelling units and two secondary suites OR two ADU will be permitted on lots 2 hectares or large. 11. The HOAPC did not make a recommendation about the capping of short term rentals. Doing so is out of the scope of this referral. In 2022 HOAPC did, however, encourage the LTC to consider capping short-term rentals (the number determined through community consultation). 12. The HOAPC did not make a recommendation about the permitted time period for Short Term Rental. Doing so is out of scope of this referral. In 2022 HOAPC did, however, suggest the time period for STR be re-considered with community consultation.		
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13. The HOAPC recommends the LTC add the following out of scope land use planning issues to the future project list for further discussion and analysis. The HOAPC recommended to the LTC in March 2022 to direct IT planners to create descriptive bylaws for two (now four) properties in the A1 zone: Fossil Beach Farm, Hornby Heart Vineyard, the property at 7250 Central Road, and Little Tribune Farm. This language will guide the development and permitting of activities that are not governed by ALC regulations. 14. During our discussions about the current referral, we were advised by Sonja Zupanec about the requirement for possibly two septic systems for secondary suites/ADU and the VIHA requirement that if the ADU shares a water line with the principal residence, then a Water System is required. This information needs to be prominently presented to community members considering adding a secondary suite or an ADU. Please refer to page 4 of the HOAPC meeting of November 1, 2024 for the record of what we learned. o Sonja Zupanec has confirmed alternative forms of approved water and septic include rainwater collection, composting toilets, and “regulation” outhouses 15. The HOAPC moved to accept the amendment to allow keeping chickens on 1 hectare or smaller lots, with the exception that roosters are not permitted. We then considered a 1 hectare property might be large enough to have a rooster. We advise the LTC to request for input from such farm/small acreage property owners to decide if roosters may be permitted on lots 1 hectare or smaller.		
K’omoks First Nation <i>Lia Tarle, Archaeologist & Repatriation Coordinator</i> 09-Dec-2024: Thank you for this. Please consider this our interim response to environmental land use referrals (noting that we do have capacity to respond to archaeology referrals, via Raini): KFN is currently at capacity for environmental referrals and cannot meaningfully engage at this time. Please note that even if KFN does not respond to a referral within a given deadline, we may choose to address the issues of Aboriginal rights and/or title infringement and compensation through the treaty process, the courts, or other dispute resolution processes. We also reserve the right to raise objections if any cultural use, archaeological sites, or environmental impacts are identified when work is carried out or if we discover impacts on our rights or interest that we had not foreseen.	13-Aug-2024 24-Mar-2025	09-Dec-2024 14-Mar-2025

Regarding Hornby Proposed Bylaw Nos. 176 and 177 and Denman Propose Bylaw Nos. 248 and 249, the K'omoks First Nation have been advised by Islands Trust Planning staff that data from a Denman and Hornby Island suitable land analysis study will be available in early 2025, which may inform our response to the proposed amendments. KFN may be able to respond to the request for a referral response after reviewing the results of the suitable land analysis. 14-Mar-2025: The KFN established a new environmental referrals team in February 2025 and we were presented with the Islands Trust's Suitable Land Analysis on March 5, 2025. We have identified gaps in knowledge regarding the environmental impacts of the proposed amendments, meaning that KFN cannot at this time make informed decisions about the impacts of the proposed changes on the Nation's rights and interests. As such, we request that the LTC defer consideration of advancing the proposed bylaws until July 2025 to allow KFN the time needed to complete an environmental review, including environmental knowledge holder engagement. If the Islands Trust / Local Trust Committee's Suitable Land Analysis will be used to guide decision-making regarding suitable use of lands on Hornby and Denman Islands, we would also like the analysis to include culturally sensitive areas, archaeological sites, and areas of high archaeological potential.		
Lyackson First Nation <i>Referrals Coordinator</i>	14-Aug-2024	
Mamalilikuulla First Nation <i>Referrals Coordinator</i>	14-Aug-2024	
Nanwoakolas Council <i>Referrals Coordinator</i>	14-Aug-2024	
Penelakut Tribe <i>Referrals Coordinator</i>	14-Aug-2024	
Qualicum First Nation <i>Referrals Coordinator</i>	14-Aug-2024	
School District No. 71 <i>Referrals Coordinator</i>	14-Aug-2024	
Snuneymuxw First Nation	14-Aug-2024	

<i>Referrals Coordinator</i>		
Stz'uminus First Nation <i>Referrals Coordinator</i>	14-Aug-2024	
Tla'amin First Nation <i>Rachael Sydenham</i> Thank you for your submission. This application is for an area outside of Tla'amin Nation's core territory. As such, we will defer to the directly affected Nation(s) and support their decision making.	14-Aug-2024	03-Aug-2024
Tlowitsis First Nation <i>Referrals Coordinator</i>	14-Aug-2024	
Tsu'uubaa-asatx First Nation <i>Monty Horton</i> The project area appears to fall within the Hul'q'umi'num Statement of Intent as submitted to the BC Treaty Commission process, but outside Ts'uubaa-asatx Nation's core title area. Ts'uubaa-asatx Nation would recognize this area as being in close proximity to other Hul'q'umi'num or Nuu-chah-nulth First Nation Tumuhw (lands). As such, I would categorize this as a Level 3 rights area for Ts'uubaa-asatx Nation. Level 3 identifies that Ts'uubaa-asatx Nation had harvesting, trade and Nation to Nation relations, but not necessarily sole title and governing authorities, which would be Ts'uubaa-asatx Nation's highest S.35 interests and would require high end of the Haida spectrum consultation. However, Level 3, is still considered to be a very high consultation matter as it represents our inter-community cultural activities and shared title and harvesting areas with our Hul'q'umi'num or Nuu-chah-nulth relatives. Despite this we would generally defer to the First Nation(s) whose traditional territory fronts this area, likely K'omoks First Nation. Should Ts'uubaa-asatx Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.	14-Aug-2024	21-Aug-2024
Vancouver Island Health Authority - Continued <i>Nancy Clements</i> Keeping of chickens on any sized lot: As (Hornby) Island is not subject to an animal control bylaw with the (Comox Valley Regional District), the Local Trust Committee should establish more clear zoning regulations for the keeping of hens that protects public and animal health. The maximum number of hens permitted on a lot should be explicitly stated in the Land Use Bylaw and follow best management guidelines established	14-Aug-2024	07-Mar-2025

by similar size rural communities such as Revelstoke, which permits a maximum of 6 hens per lot. Typically, the six chicken limit is applied in urban sized lots so that number is manageable on the smaller sized lots. The limited number is also in place to ensure that they don't become a nuisance to neighbouring properties. Another consideration is Section 8 of the Health Hazard Regulation which states "no well within 30 meters of probable source of contamination", which is at the discretion of the Environmental Health Officer as to what sources of contamination could be considered a "health hazards". Typically, when it comes to farm animals the focus is on the storage of waste/manure or where the animals are housed in regards to the 30 meter setback to a well.

Temporary Use Permits for vacation rentals:

o Sewerage:

☐ Owners of properties using sewerage system must ensure that all construction of all sewerage systems meets the requirements of the Sewerage System Regulation (SSR). An owner would be required to obtain the services of an Authorized Person (AP), as per the SSR, to determine if construction is required on the existing sewerage system.

☐ The SSR has a maximum Daily Design Flow (DDF) of 22, 700 L/Day.

o Water:

☐ Owners of water supplies serving more than one single-family residence (see definition below) are required to obtain an operating permit as a water supplier under the Drinking Water Protection Act (DWPA). Landlords are required to provide potable water to tenants as per Health Hazards Regulations (HHR).

Minimum lot sizing considerations for proposed densification:

- Island Health refers to the Subdivision Standard as a tool for consideration around densification. This could be applied for the addition of additional dwelling units on a property to ensure that the site condition is adequate to support the increase water demand and waste water flows as well as the potential impacts on neighbouring properties. There is no recommended minimum lot sizing for community/strata systems utilizing common property.

- There are significant ongoing concerns about the periods of drought and secondary impacts which for several of the gulf islands include seawater intrusion due to lower water tables and higher levels of demand. We encourage conversations with the Ministry of Water Land and Resource Stewardship to consider identifying areas/aquifers of higher risk for seawater intrusion and creating lower residential density bylaws

to protect the aquifer from the intrusion and to protect the existing users of that water source as there are fewer alternative sources of water for many of the islands. Density of the PUa Zone allowing Community Housing: The LTC does not stipulate a residential density in the proposed PUa zone changes. Island Health requires compliance with the Sewerage System Regulation (up to Daily Design Flow (DDF) of 22, 700 L/Day) and the Drinking Water Protection Act and Drinking Water Protection Regulation. Attached Secondary Suites: Island Health encourages the Local Trust Committee to define 'attached' so that suite must be located under the same roofline of the principal residence. Use of RVs as dwellings: Island Health notes that the current LUB allows the use of Recreational Vehicles as dwellings. Island Health encourages the Local Trust Committee to consider the human health implications of promoting RVs as a permanent dwelling option on any sized lot. Island Health is aware of the need for affordable housing, and this can take many different forms, but there are some concerns about encouraging the use of RV's for residential use. The addition of an RV must also consider any requirements there might be under the Sewerage System Regulation and/or the Drinking Water Protection Act. Excerpt from the BC Drinking Water Officers Guide page 10 speaking to what is considered a 'single family dwelling' under the DWPA https://www2.gov.bc.ca/assets/gov/environment/air-land-water/water/waterquality/how-drinking-water-is-protected-in-bc/drinking_water_officers_guide_-_consolidated.pdf The term "single-family residence" is not defined in the Act. It may be interpreted as any residence that constitutes a single structure where: • bedrooms are rented out and tenant(s) share common spaces with the owner; • the Residential Tenancy Act applies (see s. 5.3.1 of this Guide regarding applicability of the Health Hazards Regulation); • the structure contains a secondary suite in addition to the primary suite; • the residence is an owner-occupied bed and breakfast with up to three rooms for rent; or • the residence is rented out as a vacation home.		
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Islands Trust

Referrals Report Summary

Duplexes/multiplexes and residences with additional detached structures such as guest houses, mobile homes and labourer accommodations would fall outside the term “single-family residence.” Shared interest properties (e.g., owned by a cooperative, society, corporation or strata) and bed and breakfasts with four or more rooms for rent would also fall outside the definition of “single-family residence.” Community care facilities would fall outside the term “single-family residence” as well. However, this is subject to section 20 of the Community Care and Assisted Living Act, which states: (1) This section applies to a community care facility (a) for which a licence has been issued, (b) is being, or is to be, used (i) as a day care for no more than 8 persons in care, or (ii) as a residence for no more than 10 persons, not more than 6 of whom are persons in care (c) from which, in the event of a fire, persons in care can safely exit unaided or be removed by its staff, and (d) that complies with all enactments of British Columbia and the municipality where the community care facility is located that relate to fire and health respecting a single family dwelling house (2) A provision in an enactment of British Columbia, other than this Act, or of a municipality, does not apply to the community care facility described in subsection (1) if that provision would (a) limit the number of persons in care who may be accepted or accommodated at the community care facility (b) limit the types of care that may be provided to persons in care at the community care facility, or (c) apply to the community care facility only because (i) it is not being used as a single family dwelling house, or (ii) it operates as a community care facility, a charitable enterprise or a commercial venture		
Vancouver Island Health Authority - Continued <i>Mark Hall CPHI®, Drinking Water & Land Use Consultant, Environmental Public Health</i> We are responding to a public inquiry that referenced the proposed bylaw change to temp use permits for vacation rentals. https://islandstrust.bc.ca/document/hornby-ltc-regular-meeting-agenda-23/. I noticed on p.79 it refers to the “Canadian Drinking Water Protection Act” in regard to bacteria and chemical water quality. Just wondering if the intention might have been to reference the “Guidelines for Canadian Drinking Water Quality”(GCDWQ), which is what sets the standards for potable water quality in Canada. Potability requirements in the Drinking Water Protection Act (BC legislation) only apply to public water supply systems and wouldn’t be applicable to rental units that meet the definition of a single-family dwelling.		25-Apr-2025



In BC the requirement to provide potable water to tenants is from Section 7 of the Health Hazards Regulation. HHR Sec 7 does reference “potable water” as having the have the same definition as in the Drinking Water Protection Act, which could be what is referenced in the proposed wording...my concern is that the wording “*the water supply meets the Canadian Drinking Water Protection Act (DWPA) for microbial and chemical quality*” could be interpreted as them needing to meet all the requirements in the DWPA pertaining to potability (e.g. sampling frequency, treatment requirements, source approval from a health officer, etc.). Might I suggest providing some wording that requires the supplier to provide “potable water” as defined in BC’s Drinking Water Protection Act and Regulation... or something along those lines? Or perhaps just make reference to meeting the standards within the GCDWQ?

For additional context:

- The potable standards for bacteria in drinking water are directly outlined in legislation (Drinking Water Protection Regulation Sec 2/Schedule A), whereas the chemical parameters are not.
- Pertaining to chemical parameters required to provide proof of potable water; Sec 4 of the DWPA allows for the Minister to establish guidelines/directives that must be considered/followed by the Health Authority. In BC these directives are given in part through the Drinking Water Officer’s Guide (DWOOG), in which the BC Ministry of Health has adopted the Guidelines for Canadian Drinking Water Quality as the water quality objectives that B.C.’s water supply systems should strive to achieve when evaluating potability for chemical constituents. Since it would be too costly to test for all the parameters in the GCDWQ, the DWOOG has provided a list of minimum chemical parameters to sample for to prove potability (see DWOOG Part B Section 1 on p.124/125, includes lists for surface and groundwater sources).

https://www2.gov.bc.ca/assets/gov/environment/air-land-water/water/waterquality/how-drinking-water-is-protected-in-bc/drinking_water_officers_guide_-_consolidated.pdf

*Any result over the Maximum Acceptable Concentration (MAC) would cause the water to be non-potable (unless treated). Results over the Aesthetic Objective (AO) are for aesthetic purposes only and don’t directly relate to potability.



Islands Trust

Referrals Report Summary

We Wai Kai Nation <i>Referrals Coordinator</i>	14-Aug-2024	
We Wai Kum Nation <i>Referrals Coordinator</i>	14-Aug-2024	

ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: HO 6500-20

File Name: HO BL176 (OCP)

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, Island Municipalities address certain matters in their official community plans, and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECKLIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is consistent with the policy from the Policy Statement, or
- ✗ if the bylaw is inconsistent (contrary or at variance) with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT	No.	DIRECTIVE POLICY
	3.1	Ecosystems
N/A	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

CONSISTENT	No.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.
CONSISTENT	No.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
CONSISTENT	No.	DIRECTIVE POLICY

	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
✓	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

CONSISTENT	No.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
N/A	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
N/A	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.
CONSISTENT	No.	DIRECTIVE POLICY

	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
N/A	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

	POLICY STATEMENT COMPLIANCE
✓	<i>In compliance with Trust Policy</i>
	<i>Not in compliance with Trust Policy for the following reasons:</i>

ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: HO 6500-20

File Name: HO BL177 (LUB)

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, Island Municipalities address certain matters in their official community plans, and to reference any relevant sections of the Policy Statement.

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	5.2	Growth and Development
N/A	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.
CONSISTENT	No.	DIRECTIVE POLICY

	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
N/A	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

	POLICY STATEMENT COMPLIANCE
✓	<i>In compliance with Trust Policy</i>
	<i>Not in compliance with Trust Policy for the following reasons:</i>

PROPOSED

HORNBY ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 176

A BYLAW TO AMEND HORNBY ISLAND OFFICIAL COMMUNITY PLAN, 2014

The Hornby Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Hornby Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. This bylaw may be cited for all purposes as “Hornby Island Official Community Plan Bylaw No. 149, 2014, Amendment No. 1, 2024”.
2. Hornby Island Local Trust Committee Bylaw No. 149, cited as “Hornby Island Official Community Plan, 2014,” is amended as per Schedule “1” and “2” attached to and forming part of this bylaw.

READ A FIRST TIME THIS 9TH DAY OF AUGUST , 2024

READ A SECOND TIME THIS 16TH DAY OF MAY , 2025

PUBLIC HEARING HELD THIS 1ST DAY OF SEPTEMBER , 2026

READ A THIRD TIME THIS 1ST DAY OF SEPTEMBER , 2026

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

- DAY OF - , 202x

APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS AND HOUSING THIS

- DAY OF - , 202x

ADOPTED THIS - DAY OF - , 202x

Chair

Secretary

HORNBY ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 176
Schedule “1”

1. **Schedule “A”** of Hornby Island Official Community Plan, 2014 is amended as follows:
 - 1.1 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.3 Residential**, article **6.3.1 Residential – General, Objectives** (1) is deleted and replaced with:

“(1) to ensure that a variety of housing and housing tenure options are supported by this Plan.”
 - 1.2 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.3 Residential**, article **6.3.1 Residential – General, Policies**, is amended by adding the following new policy after 6.3.1.3 “6.3.1.4 Vacation Home Rental use is permitted through the issuance of a valid Temporary Use Permit.”
 - 1.3 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.3 Residential**, article **6.3.3 Rural Residential, Objectives**, be amended by adding a new objective after (4) which reads: “(5) to support multi-dwelling residential rental tenure development in the Large Lot Residential zone, through rezoning applications.”
 - 1.4 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.3 Residential**, article **6.3.3 Rural Residential, Policies** 6.3.3.6 is amended by deleting the words “and vacation home rentals”.
 - 1.5 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.3 Residential**, article **6.3.3 Rural Residential, Policies** is amended by adding a new policy 6.3.3.10 that reads “6.3.3.10 Rezoning applications are encouraged for multi-dwelling developments restricted to residential rental tenure and which ensure affordability is maintained in perpetuity.”
 - 1.6 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.4 Agriculture**, article **6.4.1 Agriculture, Policies**, 6.4.1.4 be deleted in its entirety and replaced with “6.4.1.4 On lots 4.0 hectares or larger in the Agricultural Land Reserve, regulations should permit one principal dwelling and one secondary suite within the principal dwelling as well as one additional secondary dwelling limited in floor area and consistent with the Agricultural Land Commission regulations.”
 - 1.7 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.5 Commercial and Home Occupations**, article **6.5.2 Visitor Accommodations and Tourism, Policies**, 6.5.2.5 a) is amended by removing the words “, guest houses or vacation home rentals”.
 - 1.8 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.5 Commercial and Home Occupations**, article **6.5.2 Visitor Accommodations and Tourism, Policies**, 6.5.2.5 b) is deleted in its entirety and replaced with “6.5.2.5 b) On land in the Agricultural Land Reserve, vacation home rentals approved by a temporary

use permit and agri-tourism accommodation in accordance with Agriculture Land Commission policy and regulations, if zoning allows such a use.”

- 1.9 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.5 Commercial and Home Occupations**, article **6.5.2 Visitor Accommodations and Tourism, Policies**, Policy 6.5.2.5 is amended by adding a new item c) that reads: “c) Vacation home rental use may be approved through the issuance of a Temporary Use Permit and subject to guidelines contained within the Land Use Bylaw.”
- 1.10 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.5 Commercial and Home Occupations**, article **6.5.3 Vacation Home Rental**, is deleted in its entirety and subsequent subsections renumbered accordingly.
- 1.11 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.5 Commercial and Home Occupations**, article **6.5.5 Home Occupations, Background**, paragraph 2 is amended by removing the words “and vacation home rental of a primary residence is addressed in article 6.5.3 Vacation Home Rental”.
- 1.12 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.5 Commercial and Home Occupations**, article **6.5.5 Home Occupations, Policies**, Policy 6.5.5.7 is deleted in its entirety and subsequent policies renumbered accordingly.
- 1.13 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.10 Temporary Use Permits, Objectives**, Objective (9) is deleted in its entirety and replaced with “(9) to allow vacation home rental use as per Policy 6.5.2.5 c)”.
- 1.14 **Section VI – OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE**, Subsection **6.10 Temporary Use Permits, Guidelines**, 6.10.1 through 6.10.10 are deleted and replaced with the following text: “The guidelines for this subsection are found in the Hornby Island Land Use Bylaw.”

PROPOSED

HORNBY ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 177

A BYLAW TO AMEND HORNBY ISLAND LAND USE BYLAW, 2014

The Hornby Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Hornby Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. This bylaw may be cited for all purposes as “Hornby Island Land Use Bylaw No. 150, 2014, Amendment No. 1, 2024”.
2. Hornby Island Local Trust Committee Bylaw No. 150, cited as “Hornby Island Land Use Bylaw, 2014,” is amended as per Schedule “1” attached to and forming part of this bylaw.

READ A FIRST TIME THIS 9TH DAY OF AUGUST , 2024

READ A SECOND TIME THIS 26TH DAY OF JUNE , 2026

PUBLIC HEARING HELD THIS 1ST DAY OF SEPTEMBER , 2026

READ A THIRD TIME THIS 1ST DAY OF SEPTEMBER , 2026

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

- DAY OF - , 202x

ADOPTED THIS - DAY OF - , 202x

Chair

Secretary

HORNBY ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 177
Schedule “1”

1. **Schedule “A”** of Hornby Island Land Use Bylaw, 2014 is amended as follows:

1.1 **PART 1, INTERPRETATION, Section 1.1 Definitions**, the definition of **structure** is amended by adding the words “, and water storage cisterns.” After “related appurtenances”.

1.2 **PART 1, INTERPRETATION, Section 1.1 Definitions**, and the definition of **vacation home rental use** be deleted and replaced with:

“vacation home rental use means the use of a residential dwelling unit for the temporary accommodation of paying guests for a period of less than 30 consecutive days, where: (a) an owner or tenant of the lot on which the dwelling unit is located is ordinarily a resident in the dwelling and the vacation home rental use is occurring during a temporary absence of that owner or tenant; or (b) the owner or tenant is residing in another lawful dwelling on the same lot while the vacation home rental is occurring; or (c) the owner of the lot resides seasonally in the dwelling unit and the vacation home rental use is occurring during the absence of that owner; and includes such a use of a dwelling unit the residential use of which is a lawfully nonconforming use under Section 528 of the Local Government Act, unless such residential use is discontinued for a continuous period of six months.”

1.3 **PART 3, GENERAL REGULATIONS, Section 3.7 Vacation Home Rental Uses** be deleted and subsequent sections are re-numbered accordingly.

1.4 **PART 8, ZONE REGULATIONS, Section 8.1 Residential 1- Small Lot (R1) Zone (Galleon Beach, Shingle Spit, Sandpiper, Whaling Station Bay/Anderson Drive and portion of Klaver Lot)**, Subsection (1) (d) is deleted.

1.5 **PART 8, ZONE REGULATIONS, Section 8.2 Residential 2- Large Lot (R2) Zone**, Subsection (1) (h) is deleted.

1.6 **PART 8, ZONE REGULATIONS, Section 8.4 Residential 4- Forest (R4) Zone**, Subsection (1) (g) is deleted.

1.7 **PART 8, ZONE REGULATIONS, Section 8.5 Agriculture 1 (A1) Zone**, Subsection (1) (f) is deleted.

1.8 **PART 8, ZONE REGULATIONS, Section 8.21 Public Use (PU) Zone**, Subsection (9) **table** is amended by adding a new site specific regulation after “(d) Recycling depot” that reads “(e) Community housing, to a maximum density of 10 units per hectare and 24 live/work units per lot.”

1.9 **PART 10, TEMPORARY USE PERMIT AREAS, Section 10.1 Temporary Use Permits**, text is amended by adding the following sentence at the end of the paragraph “All Temporary Use Permit Objectives are listed in the Hornby Island Official Community Plan.”

1.10 **PART 10, TEMPORARY USE PERMIT AREAS, Section 10.2 Objectives** is deleted and subsequent section renumbered accordingly.

1.11 **PART 10, TEMPORARY USE PERMIT AREAS, Section 10.3 Guidelines**, Subsection (10) is deleted and replaced with the following:

“When considering the issuance of a Temporary Use Permit for a vacation home rental, the following additional guidelines apply:

- (a) The cumulative impacts of vacation home rentals on both the neighbourhood and the island as a whole shall be considered. Applications may be refused where the concentration or cumulative effect of vacation home rentals would result in unacceptable land use impacts, including but not limited to impacts on residential character, traffic, or housing availability.
- (b) Applicants for a Temporary Use Permit should provide:
 - i) Confirmation from an authorized person that the wastewater management system serving the vacation rental has been inspected within the previous six (6) months and complies with the Sewerage System Regulation, or confirmation identifying what upgrades or construction would be required for the system to achieve compliance. Where alternative wastewater systems (such as composting or waterless toilets) are proposed, documentation must demonstrate that the system complies with applicable regulations or has been designed and assessed by a qualified professional.
 - ii) Where the vacation rental is served by a water system supplying more than one dwelling, a copy of a valid operating permit issued under the Drinking Water Protection Regulation, if applicable.
 - iii) Confirmation from a qualified professional, within the previous six (6) months, that the groundwater or rainwater supply serving the vacation rental meets, or can be made to meet through specified treatment or management measures, the Guidelines for Canadian Drinking Water Quality for microbial and chemical quality.
 - iv) Where groundwater is the whole or partial water supply serving the vacation rental, confirmation from a qualified professional that the quantity of groundwater available to serve the vacation rental is sufficient for the intended use.
 - v) Where rainwater is the whole or partial water supply serving the vacation rental, documentation of the rainwater collection system and quantity of the storage is sufficient for the intended use.
- (c) a condition of the Temporary Use Permit should require the permit holder to post information for guests about awareness and sensitivity to the significant First Nations cultural heritage and archaeological sites on the island;
- (d) a condition of the Temporary Use Permit should prohibit recreational vehicles or camping;
- (e) a condition of the Temporary Use Permit should allow vacation home rental use only between May 1 – September 30;
- (f) a condition of the Temporary Use Permit should allow no more than 2 beds per bedroom and no more than three bedrooms to be used for dwellings on lots less than 1.0 hectare in size; or more than four bedrooms if the lot has an area of 1.0 hectare or more.

(g) a condition of the Temporary Use Permit should restrict occupancy during any period of seven consecutive days to only one guest or guest party;

(h) a condition of the Temporary Use Permit should limit occupancy and signage on the property;

(i) a condition of the Temporary Use Permit should require specific information to be posted to guests regarding the location of property lines by way of a map, any applicable noise bylaws, measures to address water conservation, fire safety, storage and management of garbage, septic system care and control of pets (if pets are permitted) as stated in the Temporary Use Permit or as determined by the owner or manager to effectively manage the site; and

(j) any other requirements the Local Trust Committee may consider appropriate.”

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: SP-BL-131

3900-03: Public Notification
Bylaw

DATE OF MEETING: September 23, 2026
TO: Islands Trust Executive Committee
FROM: Jas Chonk, Legislative Clerk
SUBJECT: South Pender Island Local Trust Committee - Proposed Bylaw No. 131 – Public Notification Bylaw

RECOMMENDATION

1. **THAT the Islands Trust Executive Committee approve South Pender Island Local Trust Committee Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025" in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

South Pender Island Local Trust Committee referred Bylaw No. 131 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaw as it is not contrary to or at variance to the Islands Trust Policy Statement.

The Executive Committee at their March 25, 2026 meeting did not approve the bylaw due to unacceptable risk, costs and vagueness of the third method of posting "direct email or mail out" and recommended that South Pender Island Local Trust Committee amend Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025" by limiting minimum public notification methods to existing two.

The South Pender Island Local Trust Committee at their August 28, 2026 meeting amended the bylaw by passing the following resolution:

"that South Pender Island Local Trust Committee amend Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025", by replacing s.2 in its entirety with the following words:

"The means of publication for public notice requirements under the Community Charter, Local Government Act, or any other enactment may be given by the following methods:

- (i) electronically by posting the notice on the Islands Trust website; and*
- (ii) monthly print publication"*

IMPLICATIONS OF RECOMMENDATION

Organizational:

In addition to the default requirement of newspaper advertising, local trust committees are already posting notices on our website and email notification service. Adoption by local trust committees of a bylaw similar to the model would simplify our administrative processes and reduce costs.

Financial:

Adoption by local trust committees of a Public Notice Bylaw similar to the model will result in a reduction in costs generally as it will remove the need to advertise in print newspapers.

Policy:

There are no policy implications. Trust Council policy deems that Administrative bylaws are consistent with the Islands Trust Policy Statement.

Implementation and Communications:

Staff post the new bylaw on the Islands Trust website, and staff would be made aware of the new public notification process.

First Nations:

There are no First Nations relations implications.

Other:

There are no other implications.

PURPOSE

The purpose of bylaw is to provide the local trust committees with a draft bylaw for Public Notification that is based on the model approved by Trust Council.

BACKGROUND

The Community Charter establishes the requirements for publishing public notice where public notices are required by the *Local Government Act*. The Community Charter includes a default requirement, and an option to adopt an alternative means by bylaw.

The default public notification is by publication in two editions of a newspaper once each week for two consecutive weeks, unless another provision for a specific type of notice states otherwise. The newspaper has to circulate local area.

Section 94.2 of the *Community Charter* gives local governments, including local trust committees, the authority to adopt public notice bylaws. If a local trust committee adopts a Public Notice Bylaw, the local trust committee is required to publish notices by all the methods specified in that bylaw. Local trust committees that do not adopt a Public Notice Bylaw are required to continue to follow the default publication rules under Section 94.1 of the *Community Charter*.

When adopting a Public Notice Bylaw, the local trust committees are required to consider the principles of effective public notice (reliable, suitable, and accessible) described by the [Public Notice Regulation](#).

Principles of Effective Public Notice

The Public Notice Regulation establishes the principles that must be considered before a public notice bylaw is adopted; these are:

- Reliable – the publication methods are dependable and trustworthy;
- Suitable – the publication methods work for the purpose for which the public notice is intended; and
- Accessible – the publication methods are easy to access and have broad reach.

In considering the adoption of a Public Notice Bylaw, local trust committees must consider and record, either by a resolution recorded in the minutes, or by preamble whereas clauses in the bylaw, that these principles have been considered. Considering the three principles (reliable, suitable and accessible) possible methods to publish public notices that are available to local trust committees include:

- Online or print newspaper;
- Islands Trust website;
- Community website or newsletter;
- Islands Trust social media page, such as Facebook; and
- Direct email or mail out.

Each of the above meet the principles set out in the Public Notice Regulation. On-line print newspaper still has the problem of being published infrequently, or not circulated through the entire local trust area. Use of a community website or newsletter is outside the control of Islands Trust and each could be shut-down or modified without Islands Trust input; this could compromise the accessibility and reliability principles. Direct mail or a mail-out would reach all owners and residents; however, it could be expensive and time consuming to undertake.

The two best options with the lowest costs and that meet the principles outlined in the Public Notice Regulation are publishing on the Islands Trust website and publishing on an Islands Trust social media page. These are recommended, however, Trust Council recognizes that there may be other conditions on the islands that may warrant a different method.

At its June 2025 meeting, Trust Council adopted Policy 4.1.16 Model Public Notice Bylaw. This contains the format for such a bylaw and recommends the use of the Islands Trust website and a social media account to post the notices. As these are recommendations, and each local trust committee must consider the reliability, suitability and accessibility of the form of notice for their islands, variation on the recommendation may be considered.

Proposed Bylaw No. 131 now requires Executive Committee approval prior to adoption.

RELEVANT POLICY(S):

- [Section 94 and Section 94.2 of the Community Charter](#)
- [Community Charter Public Notice Regulation](#)
- [Trust Council Policy 4.1.16 Model Public Notice Bylaw](#)

ALTERNATIVE

1. Determine that the bylaw is inconsistent with the Islands Trust Policy Statement:

THAT the Executive Committee request that staff advise South Pender Island Local Trust Committee in writing that the Executive Committee considers that South Pender Island Local Trust Committee Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025" is inconsistent or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the South Pender Island Local Trust Committee on steps needed to address the specified issues.

Submitted By:	Jas Chonk, Legislative Clerk	September 1, 2026
Concurrence:	Stefan Cermak, Director Planning Services	September 17, 2026

ATTACHMENTS

1. EC Submission Cover
2. EC General Checklist
3. Proposed South Pender Island LTC Bylaw No. 131



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: South Pender Island Local Trust Committee

Bylaw No.: SP-131

Bylaw Type: Administration Bylaw

Date of resolution referring bylaw to Executive Committee: 28-Aug-2026

- ☒ Bylaw Submission Checklist attached
- ☐ Policy Statement Checklist attached*
* not required for administrative bylaws
- ☒ Summary of Bylaw Intent Attached

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

Deadline for Executive Committee decision (one month after receipt by Secretary as determined pursuant to the Interpretation Act*): _____

Date bylaw will appear on Executive Committee agenda: _____

- *a month means "a period calculated from a day in one month to a day numerically corresponding to that day in the following month, less one day"*
- *In the calculation of time expressed as clear days, weeks, months or years, or as "at least" or "not less than" a number of days, weeks, months, or years, the first and last*

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk

Executive Committee

Policy Checklist

Checklist Key:

Consistent	The bylaw is consistent with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Contrary	The bylaw is inconsistent (contrary or at variance) with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Not-Applicable	The policy is not applicable with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv .

Executive Committee Legislative Role Policy (2.4)

Consistent	i	Bylaw is consistent with the object of the Trust
Consistent	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Consistent	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Consistent	iv	Bylaw is not enacted without legal authority, including inconsistency with the relevant OCP (based on legal advice)

Checklist Key:

Requires Resources	Staff resources required to assist with administration.
No Resources Required	No staff resources required.

The Bylaw has been Examined Against Best Management Practices for Delivery of Local Planning Services as found in Section 5.9 of the Islands Trust Policy Manual

No Resources Required	B.5	Bylaw is consistent with the object of the Trust
No Resources Required	B10	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement

Comments

Completed By: Jas Chonk

Status

Date Resolution Referred to Exective Committee: 28-Aug-2026

Reading: 05-Sep-2025

Third Reading

**SOUTH PENDER ISLAND LOCAL TRUST COMMITTEE
PUBLIC NOTIFICATION BYLAW
BYLAW NO. 131**

Follow Up Action Report

Trust Council

Chief Administrative Officer

Progress	Activity	Responsibility	Dates	Status
50%	1 Staff to engage with the Province to analyse Section 7 of the Declaration on the Rights of Indigenous Peoples Act to see how it pertains to Islands Trust Council, Islands Trust Conservancy, the Local Trust Committees, and Bowen Island Municipality. (Note: any further action is paused pending potential legislative changes to DRIPA anticipated to be introduced during the Fall 2026 legislative session.)	Rueben Bronee	Meeting: 25-Sep-2024 Target: 18-Jun-2027	In Progress
0%	2 Staff to include portions of the report dated August 14, 2025 prepared for the September 2025 Trust Council on the Housing Strategic Action Plan, specifically pages 115-117 of the September, 2025 agenda, in the next strategic planning session of Trust Council.	Rueben Bronee	Meeting: 17-Sep-2025 Target: 26-Feb-2027	In Progress
0%	3 Staff to develop options for the potential relocation of the Victoria office prior to the end of the current lease in September 2029.	Rueben Bronee	Meeting: 03-Dec-2025 Target: 30-Sep-2028	In Progress
80%	4 Staff to engage the Province about the <i>Infrastructure Projects Act</i> to clarify the implications in the Trust Area and intentions to respect the provincial Islands Trust mandate.	Rueben Bronee	Meeting: 18-Jun-2026 Target: 03-Nov-2026	In Progress
100%	5 Staff to amend the strategic priorities in the corporate planning document be reduced from five to three.	Rueben Bronee	Meeting: 09-Sep-2026 Target: 30-Sep-2026	Completed
0%	6 Staff to initiate the planning process for the next Council term.	Rueben Bronee	Meeting: 09-Sep-2026 Target: 03-Nov-2026	In Progress

Follow Up Action Report

Trust Council

Chief Administrative Officer

Progress	Activity	Responsibility	Dates	Status
0%	7 Staff to inform the new Council that Council 2022-26 recommends: -amending the existing committee structure to replace some standing committees with select committees to support priorities identified by Council in its strategic planning process; and, -amending policy to have membership of the Governance Committee appointed in the same manner as other standing committees and that staff prepare a briefing for the incoming Council to support these recommendations.	Rueben Bronee	Meeting: 09-Sep-2026 Target: 02-Feb-2027	In Progress
0%	8 Staff to report back with options, and implications, on the Islands Trust Conservancy Board request to identify if Generative Artificial Intelligence has been used in the generation of briefings, discussion notes or requests for decisions.	Rueben Bronee	Meeting: 10-Sep-2026 Target: 16-Feb-2027	In Progress
5%	9 Staff to finalize the approved Proposed Letter of Understanding between the Salt Spring Island Local Trust Committee and the Capital Regional District Salt Spring Island Local Community Commission and add the CAOs signature on behalf of the Islands Trust.	Rueben Bronee Stefan Cermak	Meeting: 11-Sep-2026 Target: 30-Sep-2026	In Progress
0%	10 Staff to inform the new Council that Council 2022-26 recommends that the new Council set a strategic priority of protecting biodiversity in the Trust Area with a key initiative being advocacy regarding hyperabundance of deer in the Islands Trust Area.	Rueben Bronee	Meeting: 11-Sep-2026 Target: 08-Dec-2026	In Progress
100%	11 Staff to conduct all tasks to cancel the October 7, 2026 Committee of the Whole meeting.	Rueben Bronee	Meeting: 11-Sep-2026 Target: 18-Sep-2026	Completed

Follow Up Action Report

Trust Council

Chief Administrative Officer

Progress	Activity	Responsibility	Dates	Status
100%	12 Staff to conduct all tasks associated with changing the start time of the November Islands Trust Council meeting to 9:00 a.m. Friday, November 13, 2026.	Rueben Bronee	Meeting: 11-Sep-2026 Target: 18-Sep-2026	Completed

Follow Up Action Report

Trust Council

Director Legislative Services and Information Services

Progress	Activity	Responsibility	Dates	Status
25%	1 5.2.2 Review of Trust Council Policies - Undertake review and and recommend updates and consolidation of policies. Bring one or more policies back to each Trust Council. Work with relevant director. Underway as part of the Governance Committee on-going project to review Trust Council policies.	David Marlor	Meeting: 26-Sep-2023 Target: 03-Nov-2026	In Progress
75%	2 That Trust Council request Staff to prepare a draft amendment to the Trust Council Meeting Procedures Bylaw under Section 11 of the Islands Trust Act so that it also applies to all 13 local trust committees, and add amendments to require release of local trust committees' agenda outlines a minimum of two days before release date of full agenda. (COMPLETED) THAT Trust Council request staff to prepare a draft Local Trust Committee Development Procedures Bylaw under Section 11 of the Islands Trust Act that will establish standard procedures applicable to all local trust committees. (Work on this bylaw has not begun. As per Trust Council December 2025 resolution not to start new work this term, this item is DEFERRED.) THAT Trust Council request Staff to prepare a Public Notice Policy with a model Local Trust Committee Public Notice Bylaw, and a draft Trust Council Public Notice Bylaw (COMPLETED)	David Marlor	Meeting: 07-Dec-2023 Target: 03-Nov-2026	In Progress
50%	3 Rename 'Islands Trust Council Goals' chart to 'Islands Trust Council Strategic Plan Goals' in the IT App and corresponding report. pending updates to ITApps, then code modification	David Marlor	Meeting: 24-Sep-2024 Target: 03-Nov-2026	In Progress

Follow Up Action Report

Trust Council

Director Legislative Services and Information Services

Progress	Activity	Responsibility	Dates	Status
0%	4 Staff to provide an analysis of the position of secretary as per the 2022 Governance Report, and request for analysis on current roles and gaps needed to be filled (including Corporate Officer ie. Bowen). Work on this has not started. As per Trust Council December 2025 resolution to not start new work this term, this item is DEFERRED.	David Marlor	Meeting: 18-Sep-2025 Target: 08-Mar-2027	In Progress
50%	5 Staff to collate the legislative monitoring reports for current and incoming trustees and staff to access and reference.	David Marlor	Meeting: 16-Jun-2026 Target: 12-Nov-2026	In Progress
100%	6 Staff to forward the Briefing "Model Amendment Bylaw to Incorporate Standard Resolutions Without Meeting Procedures into Islands Trust Conservancy Bylaw No. 2" to the Islands Trust Conservancy Board.	David Marlor	Meeting: 10-Sep-2026 Target: 18-Sep-2026	Completed
24%	7 Staff to conduct resolutions without meetings to adopt the following bylaws given third reading at September's Trust Council Quarterly Meeting: ·Islands Trust Council Bylaw 210, cited as "Islands Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 1, 2026 ·Islands Trust Council Bylaw 211, cited as "Local Trust Committees Meeting Procedures Bylaw No. 197, 2024 Amendment Bylaw No. 1, 2026	David Marlor	Meeting: 10-Sep-2026 Target: 25-Sep-2026	In Progress
0%	8 Staff to finalize and post to the website the approved new Investment Policy (6.5.5).	David Marlor Derek Cockburn	Meeting: 10-Sep-2026 Target: 17-Oct-2026	In Progress
0%	9 Staff to finalize the approved Grants Provided by Trust Council Policy (2.1.17) and complete all tasks associated with, including posting to the Islands Trust website.	Clare Frater David Marlor	Meeting: 10-Sep-2026 Target: 17-Oct-2026	In Progress

Follow Up Action Report

Trust Council

Director Legislative Services and Information Services

Progress	Activity	Responsibility	Dates	Status
0%	10 Staff to rescind the following policies and complete all tasks associated with, including removing them from the Islands Trust website: ·History and Heritage Grants-in-Aid Policy (2.1.14); ·Guidelines for Executive Committee Sponsored or Islands Trust Conservancy Initiated Natural Area Protection Tax Exemption Program (NAPTEP) Applications (Policy 2.1.6); and ·Guidelines for Executive Committee Sponsored or Local Trust Committee Initiated Development Applications (Policy 4.1.13).	Clare Frater David Marlor	Meeting: 10-Sep-2026 Target: 17-Oct-2026	In Progress
0%	11 Staff to inform relevant administrative staff that approved minutes of local committee meetings and other committees are to be placed in WebDAV going forward.	David Marlor	Meeting: 10-Sep-2026 Target: 17-Oct-2026	In Progress
0%	12 Staff to finalize the approved amendments to Policy 6.10.2 [Communications] and complete all tasks associated with, including posting to the Islands Trust website.	Clare Frater David Marlor	Meeting: 10-Sep-2026 Target: 17-Oct-2026	In Progress

Follow Up Action Report

Trust Council

Director of Planning Services

Progress	Activity	Responsibility	Dates	Status
80%	1 Staff to explore opportunities to establish a partnership with UBC's Conservation Lab for addressing priority needs in incorporating biology into decision making in land use planning and with the Conservancy.	Clare Frater Stefan Cermak	Meeting: 12-Mar-2026 Target: 30-Oct-2026	In Progress
5%	2 Staff to finalize the approved Proposed Letter of Understanding between the Salt Spring Island Local Trust Committee and the Capital Regional District Salt Spring Island Local Community Commission and add the CAOs signature on behalf of the Islands Trust.	Rueben Bronee Stefan Cermak	Meeting: 11-Sep-2026 Target: 30-Sep-2026	In Progress
0%	3 Staff to inform relevant IT staff that Trust Council endorsed staff using the Species at Risk - State of the Islands report as an operational technical input when advising Local Trust Committees and preparing bylaw updates.	Stefan Cermak	Meeting: 11-Sep-2026 Target: 31-Dec-2026	In Progress
0%	4 Staff to amend the model natural environment Development Permit Area, by amending the Designation section to clarify that the Development Permit Area would not apply to the entire Trust Area, but would instead be available for individual Local Trust Committees to consider for adoption; and, bring the draft model natural environment Development Permit Area back to Trust Council for consideration, once amended.	Stefan Cermak	Meeting: 11-Sep-2026 Target: 03-Nov-2026	In Progress
0%	5 Staff to prepare an internal communications policy to improve how the methodology and rationale behind the Land Information Screening Tool are communicated in staff reports, presentations, and related projects.	Clare Frater Stefan Cermak William Shulba	Meeting: 11-Sep-2026 Target: 16-Feb-2027	In Progress

Follow Up Action Report

Trust Council

Director of Planning Services

Progress	Activity	Responsibility	Dates	Status
0%	6 Staff to expand and refine the Land Information Screening Tool content in the Housing Options Toolkit by adding a more technical summary of the tool's methodology, rationale, and intended use to complement the current plain-language version posted online as Tool 4 - Land Information Screening Tool.	Stefan Cermak	Meeting: 11-Sep-2026 Target: 16-Feb-2027	In Progress
0%	7 Staff to inform relevant staff that Trust Council endorsed use of the Terms of Reference for Professional Environmental Assessment Reports as a staff operational standard.	Stefan Cermak	Meeting: 11-Sep-2026 Target: 17-Oct-2026	In Progress

Follow Up Action Report

Trust Council

Director, Financial and Employee Services

Progress	Activity	Responsibility	Dates	Status
10%	1 Staff to implement new Trustee Remuneration rates effective April 1, 2027, using 2026 published remuneration, population and folio data.	Derek Cockburn	Meeting: 10-Mar-2026 Target: 15-Mar-2027	In Progress
10%	2 Staff to include coverage for Clinical Counsellors to the trustee benefit plan, and to increase the health coverage limit to \$1,000 annually, aligning the coverage and annual dollar limit with provisions provided to staff and that the change be implemented April 1, 2027 in alignment with changes to Trustee Remuneration.	Derek Cockburn	Meeting: 10-Mar-2026 Target: 15-Mar-2027	In Progress
95%	3 Staff to conduct necessary steps to forward the Islands Trust audited financial statements for the year ended March 31, 2026 to the Minister of Housing and Municipal Affairs.	Derek Cockburn	Meeting: 18-Jun-2026 Target: 25-Sep-2026	In Progress
0%	4 Staff to upload the 2025/26 Statement of Financial Information (SOFI) to the Islands Trust website, and submit it to the Minister of Housing and Municipal Affairs.	Derek Cockburn	Meeting: 10-Sep-2026 Target: 30-Sep-2026	In Progress
0%	5 Staff to upload the Pay Transparency report to the Islands Trust website.	Derek Cockburn	Meeting: 10-Sep-2026 Target: 30-Sep-2026	In Progress
0%	6 Staff to finalize and post to the website the approved new Investment Policy (6.5.5).	David Marlor Derek Cockburn	Meeting: 10-Sep-2026 Target: 17-Oct-2026	In Progress
0%	7 Staff to forward the draft amended Procurement Policy back to Financial Planning Committee for further consideration.	Derek Cockburn	Meeting: 10-Sep-2026 Target: 31-Oct-2026	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
85%	1 Policy Statement Amendment Project - Amend draft Bylaw No. 183 as directed by adopted resolutions. (ONGOING)	Clare Frater	Meeting: 21-Sep-2022 Target: 28-Feb-2029	In Progress
5%	2 Coordinate the provision of expert advice and training to the incoming Trust Council, early in the new term, on the theme of public engagement and consultation, building on lessons learned from the first three phases of Islands 2050 public engagement from 2019 - 2022. Staff intend to incorporate this topic into training for the incoming Trust Council in 2027.	Clare Frater	Meeting: 21-Sep-2022 Target: 30-Jun-2027	In Progress
80%	3 Staff to explore opportunities to establish a partnership with UBC's Conservation Lab for addressing priority needs in incorporating biology into decision making in land use planning and with the Conservancy.	Clare Frater Stefan Cermak	Meeting: 12-Mar-2026 Target: 30-Oct-2026	In Progress
92%	4 Staff to complete the associated tasks with finalizing the 2025/26 Annual Report for submission to the Minister of Housing and Municipal Affairs.	Clare Frater	Meeting: 18-Jun-2026 Target: 30-Sep-2026	In Progress
100%	5 Staff to complete the necessary actions to award the 2026 Community Stewardship Awards on the following basis: ·Individual Category: Dan Rogers and Sheila Harrington ·Organization Category: Bowen Island Conservancy and Breaking Bannock; an initiative through the Gabriola Arts Council ·Other Category: Dr. Palen/Dr. Tom Sisk (leadership in biodiversity protection) and Douglas Leatherdale (enduring achievement).	Clare Frater	Meeting: 17-Jun-2026 Target: 31-Oct-2026	Completed

Follow Up Action Report

Trust Council

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
0%	6 Staff to finalize the approved Grants Provided by Trust Council Policy (2.1.17) and complete all tasks associated with, including posting to the Islands Trust website.	Clare Frater David Marlor	Meeting: 10-Sep-2026 Target: 17-Oct-2026	In Progress
0%	7 Staff to rescind the following policies and complete all tasks associated with, including removing them from the Islands Trust website: ·History and Heritage Grants-in-Aid Policy (2.1.14); ·Guidelines for Executive Committee Sponsored or Islands Trust Conservancy Initiated Natural Area Protection Tax Exemption Program (NAPTEP) Applications (Policy 2.1.6); and ·Guidelines for Executive Committee Sponsored or Local Trust Committee Initiated Development Applications (Policy 4.1.13).	Clare Frater David Marlor	Meeting: 10-Sep-2026 Target: 17-Oct-2026	In Progress
0%	8 Staff to work with the Chair to write to the Premier of British Columbia encouraging action on the recommendations in the POLIS Drought Ready report.	Clare Frater	Meeting: 10-Sep-2026 Target: 30-Sep-2026	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
100%	9 Staff to work with the Chair to write to the Major Projects Office by September 18, 2026 expressing Trust Council's: a. opposition to the proposed West Coast Oil Pipeline being designated a project of national interest under the Building Canada Act until full details of the project are known and formal impact assessments are completed given scientific studies about potential risks to species and communities in the Salish Sea may deliver results that demonstrate the project should not proceed, and; b. interest in being kept informed of, and involved in, any consultations or initiatives related to consideration of proposed industrial projects in the Salish Sea that would result in cumulative risks to the socio-economic and environmental and cultural uniqueness of the Islands Trust Area.	Clare Frater	Meeting: 10-Sep-2026 Target: 18-Sep-2026	Completed
0%	10 Staff to organize a meeting of interested organizations, First Nations and community leaders regarding impacts of the projected increase in marine shipping traffic in the Salish Sea.	Clare Frater	Meeting: 10-Sep-2026 Target: 16-Feb-2027	In Progress
0%	11 Staff to apply for a grant from the Transport Canada Community Participation Program to support a meeting of interested organizations, First Nations and community leaders regarding impacts of projected marine shipping traffic in the Salish Sea.	Clare Frater	Meeting: 10-Sep-2026 Target: 31-Dec-2026	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
100%	12 Staff to inform the Finance Dept that Islands Trust Council approved expenditure of up to \$1,545 in funds held by the Islands Trust from previous Transport Canada Community Participation Program grants to apply for a grant from the Transport Canada Community Participation Program to support a meeting of interested organizations, First Nations and community leaders regarding impacts of projected marine shipping traffic in the Salish Sea.	Clare Frater	Meeting: 10-Sep-2026 Target: 18-Sep-2026	Completed
0%	13 Staff to develop an advocacy strategy for Islands Trust Council consideration regarding the projected cumulative impacts and risks of increased marine shipping traffic in the Salish Sea.	Clare Frater	Meeting: 10-Sep-2026 Target: 16-Feb-2027	In Progress
0%	14 Staff to finalize the approved amendments to Policy 6.10.2 [Communications] and complete all tasks associated with, including posting to the Islands Trust website.	Clare Frater David Marlor	Meeting: 10-Sep-2026 Target: 17-Oct-2026	In Progress
100%	15 Staff to assist the Chair in writing to the Minister of Agriculture and Food echoing Union of BC Municipalities' concerns with a proposed new regulation encouraging more food processing on Agricultural Land Reserve lands with Class 5-7 soils.	Clare Frater	Meeting: 10-Sep-2026 Target: 18-Sep-2026	Completed
0%	16 Staff to prepare an internal communications policy to improve how the methodology and rationale behind the Land Information Screening Tool are communicated in staff reports, presentations, and related projects.	Clare Frater Stefan Cermak William Shulba	Meeting: 11-Sep-2026 Target: 16-Feb-2027	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
0%	17 Staff to assist the Chair in writing to the Minister of Transport, Minister of Finance and National Revenue for Canada, and The Prime Minister of Canada, supporting parliamentary Motion M-35 Federal operational support for BC Ferries, with copies to Members of Parliament in the Islands Trust Area.	Clare Frater	Meeting: 11-Sep-2026 Target: 17-Oct-2026	In Progress
0%	18 Staff to assist the Chair in writing to Members of the Legislative Assembly and Members of Parliament representing the Trust Area explaining that Trust Council has endorsed a June 4, 2026 Joint Statement issued by municipal leaders following an "Elbows Up For Climate" summit and requesting that they support the call for immediate federal action on the five key demands in the Statement, and send a copy of the letter to the First Nations Climate Leadership Council; and - that Trust Council request staff to issue a news release about Trust Council's endorsement of the "Elbows Up For Climate" Joint Statement.	Clare Frater	Meeting: 11-Sep-2026 Target: 17-Oct-2026	In Progress
0%	19 Staff to report back on advocacy options to: - request that the Province of BC take bold action to amend hunting regulations for the Gulf Islands to support management of the hyperabundance of deer, which represent an increasing threat to biodiversity loss in the Trust Area, and - identify partners in the Province, First Nations, non profit organizations and other stakeholder groups in the region, with which Islands Trust can cooperate toward the management of hyperabundance of deer.	Clare Frater	Meeting: 11-Sep-2026 Target: 16-Feb-2027	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
0%	20 Staff to assist the Chair in writing a letter to the Province asking that legislation be amended to exempt Islands Trust from the Provincial Infrastructure Projects Act in recognition of the mandate of Islands Trust and the Provincially recognized unique environmental value of the Trust Area.	Clare Frater	Meeting: 11-Sep-2026 Target: 17-Oct-2026	In Progress
0%	21 Staff to investigate participation in the Mid Island Stewardship Caucus, and report back.	Clare Frater	Meeting: 11-Sep-2026 Target: 08-Dec-2026	In Progress

Senior Freshwater Specialist

Progress	Activity	Responsibility	Dates	Status
0%	1 Staff to prepare an internal communications policy to improve how the methodology and rationale behind the Land Information Screening Tool are communicated in staff reports, presentations, and related projects.	Clare Frater Stefan Cermak William Shulba	Meeting: 11-Sep-2026 Target: 16-Feb-2027	In Progress

Islands Trust Council Highlights September 9 – 11, 2026

The elected 26-member Islands Trust Council governs Islands Trust. Islands Trust Council comprises two local trustees from each of the 12 local trust areas and two municipal trustees from Bowen Island Municipality. Islands Trust Council meets quarterly to discuss and act on matters that affect the entire Islands Trust Area, including setting the annual budget, creating and monitoring a strategic plan, adopting the Islands Trust Policy Statement, and creating general policies.

The following is a list of highlights of Islands Trust Council's activities and decisions from its September 9-11, 2026 quarterly meeting. These highlights are not the official minutes; Islands Trust Council will adopt those at its November 12-14, 2026 meeting.

Islands Trust Council Welcomed by Tla'amin Nation Member Scott Galligos

Islands Trust Council was welcomed by Tla'amin Heritage and Culture Technician Scott Galligos, who spoke to Council about the importance of preserving First Nations' culture and heritage and thanked the trustees for their work.

Islands Trust New Corporate Planning Process

Islands Trust Council approved a new Corporate Planning Process for the 2026–2030 Council term to assist the new Council in establishing Islands Trust's priorities for the term.

Islands Trust Information Systems Five-year Plan

Islands Trust Council approved a five-year Information Systems Plan which outlines the organization's goals, projects, and initiatives to support operational needs, adapt to evolving technology, and align technology resources with Trust Council's strategic directions.

Hyperabundant Deer Presentation

Tara Martin, a Professor with the Department of Forest and Conservation Sciences, Faculty of Forestry and the inaugural Liber Ero Chair in Conservation at the University of British Columbia presented research on the impacts of hyperabundant deer, and strategies for managing hyperabundant deer to restore biodiversity in the Gulf Islands.

Islands Trust Advocacy

Islands Trust Council directed the following advocacy actions on issues that affect, or could affect, the Islands Trust Area:

- **Provincial Action on Recommendations in Drought Ready Report** - Council requested that the Chair write to the Premier of British Columbia encouraging action on the recommendations in the [POLIS Drought Ready report](#).
- **Marine Shipping Advocacy** - Council requested that the Chair write to the Major Projects Office expressing opposition to the proposed West Coast Oil Pipeline being designated a project of national interest until further information and impact assessments are available. The letter will also request that Islands Trust be kept informed of and involved in consultations on industrial projects in the Salish Sea. Council asked staff to organize a meeting on the issue with interested organizations, First Nations, and community leaders and to develop an advocacy strategy on the cumulative impacts and risks of increased marine shipping in the Salish Sea for the 2026–2030 Council's consideration.

- **New Regulation Encouraging More Food Processing in Agricultural Land Reserve (ALR)** - Council requested that the Chair write to the Minister of Agriculture and Food echoing Union of BC Municipalities' concerns with a proposed new regulation, which would encourage more food processing on Agricultural Land Reserve lands with Class 5-7 soils.
- **Long-term Federal Operational Support for BC Ferries** – Council requested that the Chair write to the Minister of Transport, Minister of Finance and National Revenue for Canada, and the Prime Minister of Canada, supporting parliamentary Motion M-35 Federal regarding federal operational support for BC Ferries.
- **Elbows Up for Climate Joint Statement** – Council endorsed the contents of the [Joint Statement](#) issued by local government leaders following the June 2026 “Elbows Up For Climate” summit, and requested the Chair write to the Islands Trust Area’s Members of the Legislative Assembly and Members of Parliament, sharing this endorsement and asking them to support the Statement's five key demands for immediate federal action.
- **Hyperabundant Deer Management** - Council requested staff report back on advocacy options to request that the Province of BC take bold action to amend hunting regulations for the Gulf Islands to support management of the hyperabundance of deer, which represent an increasing threat to biodiversity loss in the Islands Trust Area, and identify potential advocacy partners.
- **Infrastructure Projects Act** - Council requested that the Chair write a letter to the Province asking that legislation be amended to exempt Islands Trust from the Provincial *Infrastructure Projects Act* in recognition of the Islands Trust mandate, and the Provincially-recognized unique environmental value of the Islands Trust Area.

From: Heather Miller <[REDACTED]>
Sent: Monday, September 7, 2026 1:01 PM
To: Executive Admin
Cc: Stefan Cermak; Judith Gedy; Sue Ellen Fast; BIMBC - Mayor And Council
Subject: Bylaw No. 726, Bowen Island Municipality: three factual matters before the Committee's written response

Dear Chair Patrick and Members of the Executive Committee,

Three matters, with their sources, each bearing on a resolution the Committee passed on 26 August.

One. The finding that Bylaw 726 is consistent with policies 4.4.2 and 4.4.3 rests on the applicants operating "through a water license". The water used by the cidery comes from a groundwater well, and that well is not licensed. The licence is a private surface water licence for irrigation, and the source recorded against it is Frank Spring, which is Murray Creek. The applicants' own letter of 21 July says they are seeking provincial clarification on whether a groundwater licence is also required. The health authority told them in 2021 that one should be obtained, and that extraction from the well might affect the flow of that same water.

Two. The Committee asked the Municipality to clarify how the cidery definition is consistent with agricultural use. The definition permits a cidery to operate with nothing grown on Bowen Island at all. The checklist in the Committee's own package records that the definition "does not appear to be completely consistent with an agricultural use given the dependency on imported produce for cider production".

Three. The wording of the proposed cidery definition came from Bylaw No. 528, 2020, which this Committee approved in January 2021 as not contrary to the Policy Statement. On that referral, policies 4.1.5 and 4.4.3 were marked not applicable. Those are two of the policies the Committee has now made findings on.

Each is set out below.

1. The water licence

The Request for Decision records, on policies 4.4.2 and 4.4.3, that "the applicant's letter associated with the July 27, 2026 meeting identifies that the cidery uses an average of 110 litres of well water per day and operates through a water license", and concludes

that the amendment "appears to be consistent with the subject policies given the existing water use".

At the meeting the Director of Planning Services described the licence as the point at which staff "kind of hit a full stop". A member asked whether there was a question about whether a licence exists under the Water Sustainability Act. The Chair said he was not aware of one. There is such a question, and it has been on the record since 2021.

The water used by the cidery comes from a groundwater well. That well is not licensed. The licence held by the applicants is C107480, a private surface water licence for irrigation, authorising 3,083.7 cubic metres a year. The source recorded against it in the provincial register is Frank Spring.

The applicants' own letter of 21 July 2026, under the heading "Water Licencing", says: "We hold surface-water licence C107480, administered by the Ministry of Water, Land and Resource Stewardship, authorizing up to 3,083.7 cubic metres per year for private irrigation. Because the property's well serves both the residence and the cidery, we are seeking provincial clarification on whether a groundwater licence is also required and will apply if directed to do so."

Since 29 February 2016 the Water Sustainability Act has required a licence for all non-domestic groundwater use in British Columbia.

On 11 May 2021 the health authority recorded internally that because the well now served a food premises and not just a single-family residence, it became a regulated water supply system under the Drinking Water Protection Act.

On 27 May 2021 the health authority's public health engineer wrote to the applicant and to his engineers: "given there are other wells and users within the aquifer, [a] water licence should be obtained to confirm that there is no adverse impact to the other wells and that extraction from the well would not affect the flow of the Frank Spring."

On 23 July 2021 the health authority wrote again, recommending the applicant consult the ministry "to ensure you have the correct water license in place for your operation". The reply the same day was "And we'll look into the license."

Why this bears on policy 4.4.3 in particular. The applicants' own 2021 report identifies Frank Spring as the source of Murray Creek. So the health authority's engineer was warning that extraction from the well might affect the flow of the watercourse that runs through the site. Policy 4.4.3 concerns water use not to the detriment of in-stream uses.

And policy 4.4.2 is still standing on the same sentence. The Committee's third resolution reopened 4.4.3. It did not touch 4.4.2. Both findings rest on the same statement about 110 litres and a water licence. Policy 4.4.2 concerns measures ensuring density and intensity of land use are not increased where the freshwater supply is known to be a problem, and the Trust's own staff comment on that policy says the proposed use "is an increase in the intensity of land use given the increased demand on water resources for fruit production". So the report contains an intensity-increase statement and a consistency finding, and the licence is what reconciles them.

Source. The 2021 correspondence quoted above is in a release made to me by Vancouver Coastal Health under the Freedom of Information and Protection of Privacy Act, its file 2021-F-208. That release is not published. I hold it and can provide copies of any of these pages on request.

2. The cidery definition and the 25 per cent

The Committee's second resolution asks the Municipality to clarify how the cidery definition is consistent with the agricultural use of the land and the Rural Residential designation.

The Directives Only Checklist in the Committee's own package speaks to part of that already. It records: "Establishment of the cidery definition does not appear to be completely consistent with an agricultural use given the dependency on imported produce for cider production."

The correspondence from Margaret Underhill and Brian Buckingham, at Attachment 3 to the Request for Decision, records that the majority of apples used to date in the cider production are brought to Bowen Island from the Similkameen in the form of juice.

And the applicants have set out the sourcing mechanism themselves. At page 18 of their application, under the heading "Leased Orchard as Part of a Single Farm Enterprise", they state that "we lease a small orchard in Cawston, BC", and argue that provincial frameworks recognise farm operations spanning multiple parcels, quoting the Agricultural Land Reserve Use Regulation to the effect that a reference to a use of agricultural land includes all the land on which a single farm operation is conducted, "regardless of (a) whether activities are conducted over one parcel or multiple parcels, or (b) whether, in the case of multiple parcels, the parcels are adjacent."

Cawston is in the Similkameen Valley, hundreds of kilometres from Bowen Island.

The definition permits that, and more.

Clause 2.3 puts a fixed meaning for "cidery" into Section 1.1 of the Land Use Bylaw, the general definitions. So from adoption the word carries that meaning throughout the bylaw and permanently.

The requirement is that at least 25 per cent of production comes from fruit grown "on the same lot, or from another lot which is part of the same business". The second route is an alternative to the first, so all of the 25 per cent may come by it and none from the lot the cidery sits on.

The definition places no geographic limit on that other lot. It does not have to be on Bowen Island. It does not have to be in the region. It can be anywhere in British Columbia. Nothing in the wording ties it to the island, to the Trust Area, or to any distance from the cidery. Nor does the definition limit how many other lots, so the 25 per cent may be assembled across as many as the business has. It does not define "same business", and requires no common ownership, no shared title and no lease of any particular kind.

So a cidery could operate under this definition with nothing grown on Bowen Island at all.

The remaining 75 per cent is expressly permitted to be imported British Columbia fruit.

Clause 2.3 also imposes no planting requirement. It sets no acreage and does not require that anything be grown on the property. The two acres of planted orchard sometimes mentioned in connection with this operation is not a requirement of the Land Use Bylaw. "Land Based Winery" is not a description of where an operation sits. It is the name of a status a producer can apply for under a commercial sales agreement with the Liquor Distribution Branch, and the two acres, the 25 per cent and a 100 per cent British Columbia content requirement are its conditions. Taking that status is optional. The licence a cidery must hold is a different thing: a manufacturer licence in the winery sub-category, issued by the Liquor and Cannabis Regulation Branch. That licence is compulsory and contains no acreage requirement, no sourcing requirement and no British Columbia content requirement at all.

Clause 2.3 takes the numbers from the optional status and puts them in the Land Use Bylaw. It does not require the operator to hold that status.

The definition also sets no maximum. It states a ratio: production may be four times the fruit the business grows. A ratio to a number the operator sets is not a limit. And nothing ties production to a harvest. The definition says nothing about when fruit is grown, or whether what arrives is fresh, stored or frozen. "Fruit" is undefined and juice is not mentioned. Juice stores, so production need not follow a season.

Why this reaches beyond the property. Planning staff's position is that cider production is agriculture. If a cidery is agriculture, and a cidery is a facility that need grow nothing on its own lot, has no maximum and need not follow a harvest, then that is what agriculture in the Land Use Bylaw contains. Agriculture is a permitted principal use in RR 1, RR 2 and RR 3 and in most other zones, and a permitted use is not applied for.

That consequence follows from staff's own position rather than from anything clause 2.3 says on its face. No report has examined it.

Two points on the regulation the applicants rely on. The provision is section 3, and its marginal note is "If farming extends over multiple parcels". Neither is given in the application. And "agricultural land" is not defined in the regulation; it takes its meaning from the Agricultural Land Commission Act, being land included in the Agricultural Land Reserve. At page 19 of the application, on the page after the passage quoted above, the applicants write: "While our property lies outside the ALR, these thresholds provide a credible benchmark."

Pieces have been taken from a liquor licensing scheme and from agricultural land regulation and fitted into a land use bylaw. Each piece is doing a job it was not written for, and nobody has looked at what the assembly amounts to.

3. Where the drafting came from

Clause 2.3 is not new drafting. Clause 2.3 reproduces the Land Use Bylaw's Winery definition, clause by clause, with wine to cider and grapes to fruit, the own-lot share lowered from 50 per cent to 25 per cent, and the deleted import cap restored at 75 per cent, with picnic area and lounge endorsement added.

The Winery definition is in its present form because of Bylaw No. 528, 2020, adopted 22 November 2021. Bylaw 528 made three changes to the same subject.

Bylaw 528 deleted the definition of "vineyard", as one of sixteen definitions deleted at clause 2.1(b), and struck the term from the Permitted Uses listings at clause 3.13, which removed seven terms at once. Vineyard had been a permitted principal use only in Tourist Commercial TC 1. The deleted definition read: "means the use of land, buildings or structures for the growing of grapes or other fruits and berries for the production of wine from grapes or other fruits and berries at a winery located on the lot where the grapes or other fruits and berries are grown, or for commercial wholesale."

Bylaw 528 amended the definition of "agriculture". Before Bylaw 528 the definition excluded "intensive agriculture, horticulture and vineyard". After Bylaw 528 the definition excludes only intensive agriculture. The same clause inserted the word "plants" into the growing activity, so that "crops, livestock and other animals" became "crops, plants, livestock and other animals". So the amendment removed horticulture from the exclusions and wrote what horticulture covered into the definition.

That is the change the applicants rely on. The application deals with the removal under a heading of its own, "Material Change to the Land Use Bylaw", at page 17, and states that "since our Temporary Use Permit (TUP) was issued, there has been a material amendment to Bowen Island's Land Use Bylaw, specifically, the removal of the definition of 'Vineyard'". The application reasons that with that definition repealed the only relevant definition is "Agriculture", and concludes that the cidery "fully meets the definition of a permitted Agricultural Use".

Bylaw 528 amended the definition of "winery". Five changes, of which three matter here. Bylaw 528 removed "the vineyard", leaving the enacted text reading "grapes grown at on the same lot". Bylaw 528 changed "the same vineyard business" to "the same business". And Bylaw 528 deleted the sentence limiting imported British Columbia grapes to no more than 50 per cent of wine production.

So the "same business" wording now proposed for cidery entered the Land Use Bylaw through Bylaw 528, in the same amendment that removed the vineyard exclusion from the agriculture definition and deleted the import cap.

How Bylaw 528 came to this Committee. Bylaw 528 was considered on 13 January 2021. The staff report records the project intent as amendments that "better streamline and clarify the LUB while not changing permitted uses on properties on Bowen Island".

The Directives Only Checklist accompanying that referral records the Municipality's own view of which policies applied. The Request for Decision says the Municipality "has considered the Islands Trust Policy Statement Directives Policies Checklist and has

indicated if the Municipality has addressed relevant policies". Policies 4.1.4 to 4.1.9, on agricultural land, were marked not applicable. So were 4.4.3, on water use not to the detriment of in-stream uses, and 5.4.4, on waste disposal.

Policy 4.4.2 was ticked as consistent. Neither the Trust's report nor the Municipal staff reports summarised in it says anything about water.

I raise this because the Committee is now being asked to advise on a definition whose mechanism came from that amendment. The Committee has since resolved that Bylaw 726 may be contrary to or at variance with policy 4.1.5, one of the policies marked not applicable in 2021, and has asked for reassessment against 4.4.3, another of them.

My mother and I wrote to the Committee about Bylaw 528 on 25 April 2021 and again on 5 May 2021. Records bearing on the vineyard and winery provisions, their origin, history and removal are the subject of my access request to the Trust of 19 July 2026.

I would be grateful if these could be before whoever prepares the written response.

Yours sincerely,

Heather Miller

Active Projects Report

Executive Committee

1. *Finish and adopt Islands Trust Policy Statement in accordance with project work plans (Strategic Plan key initiative 1.1.1)*

Activity:

Project underway guided by Trust Council project charter.

Responsible

Clare Frater

Dates

Rec'd: 26-Feb-2020

Target: 29-Jun-2029

2. *Update and implement Indigenous Relations Action Plan (Strategic Plan 5.1.1)*

Activity:

2026-2028 Indigenous Relations Action Plan approved by Trust Council in June 2026.

Implementation planning underway.

Responsible

Clare Frater

Dates

Rec'd: 02-Sep-2020

Target: 31-Mar-2028

3. *Guide the development and implementation of the Islands Trust Strategic Plan. New Strategic Plan approved by Trust Council March 2025.*

Activity:

Implementation ongoing for active projects. Initiation of new work on hold per the accepted recommendation of the Operational Review Report

Responsible

Rueben Bronee

Dates

Rec'd: 03-May-2023

Target: 31-Mar-2028

Future Projects Report

Executive Committee

1. *Pay Transparency Report Submission & Posting*

The Pay Transparency Act became law on May 11, 2023. Under the legislation, beginning in 2026, Islands Trust must prepare and submit a Pay Transparency Report by November 1 annually. These reports must be posted publicly on the Islands Trust website. To be presented at February 2027 EC meeting.

Responsible

Date Received

Derek Cockburn

11-May-2023

2. *Explore new engagement models (virtual and in person forums) to reach more community members (Strategic Plan Initiative 1.2.2)*

Initiation timeline TBD

Responsible

Date Received

Clare Frater

12-Mar-2025

3. *Review all Trust Council and local trust committee agreements and where appropriate, amend, combine or rescind (Strategic Plan Initiative 1.2.6)*

Initiation timeline: 2026/27: (May 2023 EC asked for priority to Ministry of Transportation and Infrastructure)

Responsible

Date Received

Clare Frater

12-Mar-2025

Rueben Bronee

4. *Design a plan to advocate to enhance community access to funding for housing in the Trust Area (Strategic Plan Initiative 2.3.2)*

Initiation timeline: Priority for this Council term

Responsible

Date Received

Clare Frater

12-Mar-2025

5. *Advocate for the development and implementation of a fallow deer strategy, including advocacy for deer harvesting (Strategic Plan Initiative 3.1.1)*

Initiation timeline: Priority for this Council term

Responsible

Date Received

Clare Frater

12-Mar-2025

Future Projects Report

Executive Committee

6. <i>Create a grant program to increase public understanding of the impact of climate change to the unique amenities and environment of the Islands Trust Area (Strategic Plan Initiative 4.2.2)</i>	Responsible	Date Received
Initiation timeline: TBD	Clare Frater	12-Mar-2025
7. <i>Amend legislation to increase the percentage of NAPTEP to act as an incentive for the protection of forest cover for climate change (Strategic Plan Initiative 4.2.4)</i>	Responsible	Date Received
Initiated	Clare Frater	12-Mar-2025
8. <i>Clarify opportunities for co-governance and co-management of the Trust Area (Strategic Plan Initiative 5.1.2)</i>	Responsible	Date Received
Initiation timeline: Priority for this Council term	Clare Frater Rueben Bronee	12-Mar-2025
9. <i>Develop a schedule and plan for leader-to-leader meetings with Indigenous Governing Bodies (Strategic Plan Initiative 5.1.3)</i>	Responsible	Date Received
Initiation timeline: 2026/27	Clare Frater Rueben Bronee	12-Mar-2025
10. <i>Develop tailored public engagement processes that acknowledge preferred engagement methods of Indigenous Peoples (Strategic Plan Initiative 5.2.2)</i>	Responsible	Date Received
Initiation timeline: Priority for this Council term	Clare Frater	12-Mar-2025
11. <i>Implement activities assigned by the future Reconciliation Action Plan (2025-2028) implementation plan (To be assigned by TC) (Strategic Plan Initiative 5.1.5)</i>	Responsible	Date Received

Future Projects Report

Executive Committee

New Indigenous Relations Action Plan approved by Trust Council. Staff are assessing implementation activities and related budget implications.

Rueben Bronee

12-Mar-2025

12. *Implement activities assigned by the Freshwater Sustainability Strategy (2022-2032) implementation plan (To be assigned by TC) (Strategic Plan Initiative 2.1.3)*

To be determined. Regional Planning Committee is evaluating the Freshwater Sustainability Strategy. TC did not support business case for developing an Implementation Plan.

Responsible

Date Received

Clare Frater

12-May-2025

Stefan Cermak