



Executive Committee Agenda

Date: Wednesday, October 14, 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	
For review and adoption.	
5.1 Draft Executive Committee Meeting Minutes of September 23, 2026	4 - 9
6. FOLLOW UP ACTION LIST AND UPDATES	
6.1 Follow Up Action List/Director/CAO Updates	10 - 11
6.2 Local Trust Committee Chair Updates and Reports on Local Advocacy Topics	
6.3 Islands Trust Conservancy Liaison Update	
6.3.1 Islands Trust Conservancy Board and Executive Committee Liaison Meeting Minutes of July 28, 2026	12 - 16
Receive for information.	
7. BYLAWS FOR APPROVAL CONSIDERATION	

7.1 Saturna Island Local Trust Committee - Bylaw No. 146 and No. 147

17 - 56

1. THAT the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 146, cited as "Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2026" in accordance with Section 27 of the *Islands Trust Act*.
2. THAT the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 147, cited as "Saturna Island Local Trust Committee Bylaw Infraction Investigations Bylaw No. 30, 1990, Amendment No. 1, 2026" in accordance with Section 27 of the *Islands Trust Act*.

7.2 Salt Spring Island Local Trust Committee – Bylaw No. 553 - Request for Decision

57 - 72

THAT the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 553, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2026" in accordance with Section 27 of the *Islands Trust Act*.

8. TRUST COUNCIL MEETING PREPARATION - None

- 8.1 Executive
- 8.2 Trust Area Services
- 8.3 Planning Services
- 8.4 Financial and Employee Services
- 8.5 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 - None

13. WORK PROGRAM

- 13.1 Review and amendment of current work program

73 - 75

14. NEXT MEETING

The next Executive Committee meeting will take place electronically on Wednesday, October 28th at 9:15 a.m.

15. CLOSED MEETING

THAT the meeting be closed to the public subject to Section 90(1)(f)(g) and (i) of the Community Charter in order to consider matters related to law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment; litigation or potential litigation affecting the Islands Trust; and the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose and that staff attend the meeting.

16. ADJOURNMENT



Executive Committee Minutes of a Regular Meeting

Date: **Wednesday, September 23, 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
Derek Cockburn, Acting Director, Financial and Employee Services
Clare Frater, Director, Trust Area Services
David Marlor, Director, Legislative and Information Services
Joe Elliott, Senior Indigenous Relations Advisor
Alexandra Trifonidis, Executive Coordinator

Guests or Members of the Public Present: No guests or members of the public were present.

1. CALL TO ORDER

The meeting was called to order at 9:14 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Patrick acknowledged that the Trust Area has been home to Indigenous Peoples since time immemorial and acknowledged September 30th as National Truth and Reconciliation Day. Trustees and staff were introduced.

3. APPROVAL OF AGENDA

3.1 Introduction of New Items

No new items were introduced.

3.2 Approval of Agenda

By general consent the agenda was approved as presented.

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

By general consent the Executive Committee minutes of August 26, 2026 were adopted as presented.

5.2 Draft Executive Committee Meeting Minutes of September 9, 2026

A question was raised as to whether the minutes needed to mention that the Committee had not forwarded the Forecasted Over-expenditure for the 2026/27 Trust Council Meeting Expense Budget Line – Briefing to Islands Trust Council, referenced in Item 10.1.4.1. Staff confirmed that it did not need to be mentioned.

By general consent the Executive Committee minutes of September 9, 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.

The Chief Administrative Officer informed the Committee about the call for a snap provincial election and its implications for Bill 17, *Mandatory Code of Conduct*, and Bill 18, *Parental Leave for Local Elected Officials*. The Chief Administrative Officer also provided an update on next steps regarding the Islands Trust Code of Conduct Policy, letting the Committee know it will now remain in place, given that Bill 17 is not proceeding at this time.

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 stated that the next meeting was scheduled for October 29, with the budget being the main focus of the agenda.

7. BYLAWS FOR APPROVAL CONSIDERATION

7.1 Galiano Island Local Trust Committee Bylaw No. 300 (LUB Amendment) - Request for Decision

The Director of Planning Services presented the item.

A question was raised regarding the format of the bylaw referral report, and staff provided information on the process.

EC-2026-098

It was MOVED and SECONDED,

that the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 300, cited as “Galiano Island Land Use Bylaw

DRAFT

No. 127, 1999, Amendment No. 1, 2026” in accordance with Section 27 of the *Islands Trust Act*.

It was noted that the project was initiated and completed during the current term and that the bylaw addressed residents’ most urgent concerns regarding power access and use.

Appreciation was expressed for the “Issues Relating to First Nation Interest” section on page 29, noting that it was helpful and would be valuable to have included in future reports.

The question on the motion was then called,

CARRIED

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

The Director of Planning Services presented the item.

Vice-Chair Peterson provided comments and historical information regarding the development and work associated with the two bylaws.

Discussion ensued regarding:

- Resourcing demands and clarity regarding available staff resources.
- Process.
- The outcome if the Executive Committee approved the bylaws but the related business cases were not approved.

The Committee requested clarification regarding its options, and staff provided information on the process and available options.

EC-2026-099

It was MOVED and SECONDED,

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*.

CARRIED

EC-2026-100

It was MOVED and SECONDED,

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*.

DRAFT

Discussion ensued on the potential for the program to be revenue neutral through flexibility in fees, with staff noting that the related business case was intended to offset the position's costs through increased fee revenue.

The question on the motion was then called,

CARRIED

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

The Director of Planning Services introduced the item.

It was noted that the South Pender Local Trust Council had initially selected the "direct email or mail-out" option, which was one of the options identified in the public notice. Staff were asked to amend the options or provide greater clarity going forward.

EC-2026-101

It was MOVED and SECONDED,

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*.

CARRIED

8. TRUST COUNCIL MEETING PREPARATION

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

A roundtable discussion was conducted, and the following comments were noted:

- The new voting procedure worked well.
- The meeting overall was an improvement from the June meeting.
- Prompts to turn on cameras during each vote received mixed feedback from trustees.
- Use of the speaking timer was inconsistent, which may be addressed through an upcoming Zoom update that includes an automatic timer.
- Consideration should be given to allocating funding for the Chair and one Vice-Chair to attend electronic meetings in person from the Victoria office in the future.
- Dr. Tara Martin's presentation was well received.
- There was limited response to the trustee survey. Comments included concerns regarding Wi-Fi reliability and difficulty hearing staff in the Victoria office boardroom. The voting procedure was also noted positively.
- It was noted that having the Chair and Vice-Chair attend electronic meetings in person was important.

DRAFT

It was noted that, in light of the call for a snap provincial election, the outgoing Chair advocacy letters requested by Islands Trust Council would have the names of MLAs who were to be copied on the letters removed before being circulated.

It was suggested that, following provincial elections, newly elected officials be contacted through an introductory letter from the Islands Trust.

8.2 Executive

8.2.1 September Islands Trust Council Follow Up Action List

Received for information.

8.2.2 September Islands Trust Council Highlights

The Committee reviewed the Highlights, and the following edits were suggested:

- Add links to all advocacy points, or remove the links entirely, for consistency.
- Add the words “in establishing” to the middle of the sentence under “Islands Trust New Corporate Planning Process.”
- It was suggested that, the advocacy section could be restructured to fit on one page, which is preferable for subscriber notices.

By general consent Item 8.2.2 was approved for circulation, as amended.

8.3 Trust Area Services - None

8.4 Planning Services - None

8.5 Financial and Employee Services - None

8.6 Legislative and Information Services - None

9. COMMITTEE OF THE WHOLE MEETING PREPARATION - None

10. EXECUTIVE COMMITTEE PROJECTS - None

11. NEW BUSINESS - None

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

Received for information.

13. WORK PROGRAM

13.1 Review and amendment of current work program

Received for information.

14. NEXT MEETING

DRAFT

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

No closed meeting was held.

16. ADJOURNMENT

By general consent the meeting adjourned at 10:29 a.m.

Laura Patrick, Chair

CERTIFIED CORRECT:

Alexandra Trifonidis, Executive Coordinator and Recorder

Minutes are not official until adopted at a subsequent meeting.



Islands Trust

Print Date: Oct 9, 2026

Executive Committee

Follow Up Action Report

Dates	Activity	Responsibility	Progress / Status
Meeting: 23-Sep-2026 Target: 25-Sep-2026	FUAL-2026-003 2026-09-23 – FUAL #21459 Staff to amend and circulate the September Islands Trust Council Highlights as a subscriber notice.	Unassigned	0% Completed
Meeting: 23-Sep-2026 Target: 23-Sep-2026	2026-09-23 – FUAL #21458 Staff to inform the Northern Office planning staff that: the Islands Trust Executive Committee approved 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.the Islands Trust Executive Committee approved 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.	Unassigned	100% Completed
Meeting: 23-Sep-2026 Target: 23-Sep-2026	2026-09-23 – FUAL #21457 Staff to inform the Southern Office planning staff that: the Islands Trust Executive Committee approved 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.the Islands Trust Executive Committee approved 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.	Unassigned	100% Completed
Meeting: 29-Jul-2026 Target: 03-Dec-2026	FUAL-2026-010 2026-07-29 – FUAL #21322 Staff to prepare options to revise the current Islands Trust Council meeting scheduling format, to the December 2026 Islands Trust Council Meeting.	Unassigned	0% In Progress
Meeting: 29-Jul-2026 Target: 08-Dec-2026	2026-07-29 – FUAL #21324 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.	Unassigned	0% In Progress

Dates	Activity	Responsibility	Progress / Status
Meeting: 06-May-2026 Target: 15-Dec-2026	2026-05-06 – FUAL #21107 Staff to undertake work to ensure that local trust committee agendas conform to Islands Trust Council Meeting Procedures Bylaw No. 101.	Unassigned	0% In Progress
Meeting: 17-Jun-2025 Target: 08-Mar-2027	2025-06-17 – FUAL #20361 Staff to draft options for an updated version of Policy 6.12.2 UBCM/AVICC MEMBERSHIP AND RESOLUTIONS.	Unassigned	0% In Progress
Meeting: 14-May-2025 Target: 24-Feb-2027	2025-05-14 – FUAL #20287 Staff to develop a protocol agreement in cooperation with Tsawout First Nation for Trust Council's consideration.	Unassigned	87% In Progress
Meeting: 14-May-2025 Target: 24-Feb-2027	2025-05-14 – FUAL #20262 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.	Unassigned	51% In Progress
Meeting: 15-Jan-2025 Target: 12-Nov-2026	2025-01-15 – FUAL #19914 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.	Unassigned	50% In Progress
Meeting: 24-Jul-2024 Target: 31-Mar-2027	2024-07-24 – FUAL #19435 Staff to develop protocol agreements in cooperation with Quw'utsun (Cowichan) Nations for Trust Council's consideration.	Unassigned	10% In Progress
Meeting: 05-Jun-2024 Target: 31-Mar-2027	2024-06-05 – FUAL #19292 Staff to develop a protocol agreement in cooperation with Snuneymuxw First Nation for Trust Council's consideration.	Unassigned	15% In Progress
Meeting: 20-Dec-2023 Target: 15-Feb-2027	2023-12-20 – FUAL #18852 Staff to add to a future EC agenda: Honoraria for Indigenous elders providing welcomes or presentations at local trust committee meetings.	Unassigned	60% In Progress
Meeting: 24-May-2023 Target: 13-Mar-2026	2023-05-24 – FUAL #18262 Explore future education/workshop sessions on decision-making to benefit trustees.	Unassigned	75% In Progress
Meeting: 07-Oct-2021 Target: 08-Jun-2027	2021-10-07 – FUAL #17753 Investigate options for policies or policy updates for formal opportunities for First Nations presentations and engagement at Trust Council meetings.	Unassigned	0% In Progress



ADOPTED

Islands Trust Conservancy Board and Executive Committee Liaison Meeting

Minutes of the Meeting

Date: Tuesday, July 28, 2026
Time: 1:00 p.m.
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

Board Members Present: Lisa Gauvreau, Chair, Trustee
Tanner Timothy | nənqəm, Vice Chair, Trustee
Jeannine Georgeson, Trustee
Risa Smith, Trustee
Susan Yates, Trustee
Tobi Elliott, Trustee

**Executive Committee
Members Present:** Laura Patrick, Chair
Tobi Elliott, Vice-Chair
David Maude, Vice-Chair
Timothy Peterson, Vice-Chair

Staff Present: Rueben Bronee, Chief Administrative Officer
Clare Frater, Director, Trust Area Services
David Marlor, Director, Legislative and Information Services
Joe Elliott, Senior Indigenous Relations Advisor
Stefan Cermak, Director, Planning Services
Wendy Tyrrell, Manager, Islands Trust Conservancy
Caroline Gicheru, A/Administrative Assistant\Recorder

**Members of the Public
Present:** There were no members of the public in attendance.

1. CALL TO ORDER

Chair Gauvreau called the meeting to order at 1:00 p.m.

1.1 Introductions and context for annual meeting

Chair Gauvreau welcomed the Executive Committee members and initiated introductions.

ADOPTED

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Gauvreau acknowledged that the meeting was being held in the asserted and unceded territories of many Coast Salish First Nations.

Chair Gauvreau announced the successful one-year term extension for Provincially-appointed Islands Trust Conservancy Board members: Trustee Smith, for her sixth term, and Trustee Georgeson, for her second term.

3. APPROVAL OF AGENDA

By **general consent** the agenda was approved as presented.

4. MINUTES/COORDINATION

4.1 July 27, 2025 Islands Trust Conservancy Board - Executive Committee Liaison Meeting Adopted Minutes

Received for Information.

4.2 April 15, 2026 Executive Committee - Islands Trust Conservancy Board Joint Meeting Adopted Minutes

Received for Information.

5. BUSINESS

5.1 Roundtable: Focus on Collaboration

5.1.1 ITC 2026-27 Highlights and Updates

Islands Trust Conservancy Chair Gauvreau introduced the discussion, highlighting the Islands Trust Conservancy's achievements in collaboration, including;

- Bringing together landowners, First Nations, scientists, conservancies, volunteers, and the government for a common purpose
- Meeting with interested First Nations about ITC's Five-Year Plan development and working to ensure their perspectives helped shape priorities from the outset
- Improving data management and tools to support better decision-making information for the Conservancy, planning staff and local trust committees
- Conservancy staff vacancies are lessening with recruitment, and capacity is improving
- Successful completion of a Conservation Agreement with Environment and Climate Change Canada to support species at risk work and improve conservation across jurisdictional boundaries.

ADOPTED

5.1.2 Executive Committee 2026-27 Highlights and Updates

Executive Committee Chair Patrick highlighted the following work;

- Achieving first reading of the Islands Trust Policy Statement, robust community feedback, and referral to First Nations and agencies
- Trust Council approval of the Indigenous Relations Action Plan for 2026-28
- Development of the Islands Trust Plan which improves clarity on how budgets are constructed, decided upon, and monitored
- Provincial relations work on matters including;
 - modernization similar to the Island Coastal Economic Trust
 - asking that the Coastal Marine Strategy be enshrined in legislation
 - the nomination of Dr. Diane Allan for the Order of BC
 - Executive Committee meeting with the Minister of Water, Land and Resource Stewardship about Crown lease referrals
- Strengthening relationships with First Nations is key to improving land use planning decisions.

Roundtable discussion included;

- Conservancy's Five-Year Plan will be an important input into Trust Council's overall corporate planning in that it can help shape work and strategic priorities for the next Trust Council term
- Operational priorities that the Conservancy may have, such as technology or staffing capacity, will be considered in the corporate planning process
- Conflicting priorities and opportunities to convene discussions are evident in the example of docks, which are often regarded differently in policy by regional districts, Islands Trust and First Nations
- The Islands Trust mandate calls for cooperation with other levels of government
- Clear policies in official community plans and land use bylaws, and the Policy Statement assist in addressing issues involving multiple levels of government
- It would be good to have draft islands Trust Plan provided at a future ITC meeting for discussion.

5.2 **Topics for Discussion**

5.2.1 Reconciliation and Engagement with First Nations

Chair Gauvreau introduced the topic. Discussion included:

- Islands Trust Conservancy Board is working on improving engagement with First Nations. An example of this work is initiating discussion earlier in conservation proposals and projects
- Trust Council's Indigenous Relations Action Plan involves biannual updates to Trust Council that could also be provided to the ITC Board

ADOPTED

- Current stage of relations is about building meaningful relationships with First Nations
- Trust Council's Indigenous Relations Action Plan aims to achieve the next stage of relationship building and transparency, informing trustees and the public about process changes and decisions taken
- Incoming Indigenous Relations Manager (Islands Trust) and Indigenous Relations Advisor (Conservancy) positions will aid relationship building, internal awareness and reporting out on this work
- Internal coordination makes for more effective First Nations engagement, removing points of friction to focus on more substantive discussion
- Conservancy staff reference concordance tables and relationship information from across the organization when handling First Nations referrals
- Consider crafting public awareness messaging about how a Nation's interest is being considered during planning work to address public concerns about transparency.

5.2.2 Updating ITC's Regional Conservation Plan

Chair Gauvreau introduced the topic. Discussion included:

- The Conservancy's Five-Year Plan is in its beginning stages and being informed by meaningful engagement from First Nations
- How do ecological commitments meet reconciliation commitments?
- Creating a long-range plan is an opportunity to be creative and view received feedback in a new light
- Climate change impacts and data are a critical consideration
- Fuel load management, hunting, and understanding stories of the land from a cultural perspective will inform jointly developed stewardship plans with First Nations
- The Galiano Conservancy practices this by integrating cultural practices with First Nations in stewardship activities such as fuel load management and their "Feed the People" annual, Indigenous-led event focused on traditional deer harvesting, butchering, and food preservation to support local food resilience and security
- Dedication to doing the good engagement work, making mistakes, but working with hearts and not egos
- ITC's Regional Conservation Plan (RCP) expires in 2029, and a new plan is aimed for completion in 2030
- Development of a new RCP involves evaluating use of the current plan, followed by a business case to facilitate data evaluation and data gap analysis, development of a model to run the data, and a tool to use the data
- Seek wider public inputs beyond the conservation community and First Nations to inform the development of the regional conservation plan
- The new Manager of Communications role may aid this process

ADOPTED

- Effective communications planning approaches go beyond What We Heard reports.

5.2.3 Discussion on Artificial Intelligence (AI) at the Islands Trust

Chair Gauvreau introduced the topic. Discussion included:

- Potential benefits like efficiency gains could free up staff capacity
- If staff have to verify that all information in an AI-assisted document is correct, it may not be worth using
- Sharing and researching AI adoption experiences and experimentation across organizations will help inform opportunities and policy
- The Islands Trust five-year Technology Plan will elaborate on an organizational approach to AI
- Staff identifying whether they have used AI in writing products could increase organizational learning about the risks and benefits of AI use
- Generative AI tools made by American corporations store inputted information in the United States and can use it for their own purposes
- An AI application in a controlled environment, such as analyzing specific remote sensing data, is categorically different than using external publicly available generative AI tools
- There are liability concerns when querying matters impacting privacy
- Public servants are bound by the *Freedom of Information and Protection of Privacy Act* which informs the organization's cautious approach
- AI-generated letters and affirmation bias is appearing in public correspondence and FOI requests.

6. NEXT MEETING

The next Executive Committee Joint Session with the Islands Trust Conservancy Board has not been scheduled, but will likely be held in April 2027.

7. ADJOURNMENT

By **general consent** the meeting adjourned at 3:03 p.m.

Lisa Gauvreau, Chair

Certified Correct:

Wendy Tyrrell, Manager, Islands Trust Conservancy



Islands Trust

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: 3900-04-10
6500-20 (BE Technical AMD
Project)

DATE OF MEETING: October 14, 2026
TO: Islands Trust Executive Committee
FROM: Brad Smith, Island Planner
SUBJECT: Saturna Island Local Trust Committee – Bylaw No. 146 and No. 147

RECOMMENDATIONS

1. **THAT the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 146, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2026” in accordance with Section 27 of the *Islands Trust Act*.**
2. **THAT the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 147, cited as “Saturna Island Local Trust Committee Bylaw Infraction Investigations Bylaw No. 30, 1990, Amendment No. 1, 2026” in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

Saturna Island Local Trust Committee has referred Bylaw No. 146 and No. 147 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the proposed bylaws as they are not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational

If adopted, 30 days of notice would be required for entry to properties subject to bylaw enforcement investigation in the Saturna Island Local Trust Area (LTA).

Financial

None.

Policy

The Saturna Island LTA [Bylaw Compliance Enforcement Policy](#) has already been amended to reflect the 30 day requirement.

Implementation/Communications

Communication to **Saturna Island Local Trust Committee** regarding the Executive Committee decision by **October 16, 2026**.

Other

None.

PURPOSE

Saturna Island Local Trust Committee Bylaw No. 146, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2026” (Attachment 6) if adopted, will amend the Saturna Island Land Use Bylaw No. 119, 2018 to require 30 days notice for entry to properties subject to bylaw enforcement investigation.

BACKGROUND

Saturna Island Local Trust Committee Bylaw No. 146

In this case, as there are no OCP changes and the LUB amendments are consistent with the OCP, the LTC passed a resolution without meeting (RWM) to not hold a public hearing and directed staff to give notice of first reading for Bylaw No. 146 at the September 28, 2026 meeting.

As draft Bylaw No. 147 is an administrative bylaw, it did not require statutory notice to give first reading.

At the September 28 meeting, the LTC gave first, second and third reading to the draft bylaws and directed staff to send them to Executive Committee for approval. The LTC also determined the bylaws are not contrary to or at variance to the Islands Trust Policy Statement at that September 28 meeting. (Attachment 4).

Issues Relating To Provincial Interest

Draft Bylaw No. 146 was sent to the CRD, Island Health, Saturna Island Fire Rescue and the Mayne, South Pender and North Pender Island LTCs for referral. The CRD, Saturna Island Fire Rescue and the Mayne and South Pender LTCs responded that their interests are unaffected. No other responses were received.

As proposed Bylaw No. 147 is an administrative bylaw, it did not require completion of referrals.

Issues Relating To First Nation Interest

Draft Bylaw No. 146 was sent to the standard list of First Nations for the Saturna Island Local Trust Area (LTA). The Pauquachin, Ts'uubaa-asatx, Cowichan Tribes, Penelakut, Tsawwassen and Snuneymuxw First Nations responded with either no comment or deferring comment to other First Nations. No other responses were received.

As proposed Bylaw No. 147 is an administrative bylaw, it did not require completion of referrals.

Issues Relating To Resources and Enforcement

Thirty days of notice will now be required for entry to properties subject to bylaw enforcement investigation in the Saturna Island LTA.

Public Comments

None received.

Staff Comments

Executive Committee is being requested to approve proposed Bylaw No. 146 and No. 147.

The recommendations on page 1 are supported as:

- Proposed Bylaw No. 146 and No. 147 are not contrary to or at variance with the ITPS;
- Public engagement and referral responses have indicated no concerns or issues;
- Parallel amendments are required to the associated Bylaw Infraction Investigations Bylaw No. 30;
- Section 464 (2) of the *Local Government Act* states that a public hearing is not required where there are no OCP changes and the LUB amendments are consistent with the OCP; and,
- All bylaw amendments require Executive Committee approval prior to consideration of adoption.

KEY ISSUES/CONCEPTS

- LTCs have the ability to administer and amend bylaw enforcement requirements for their LTAs including notification requirements;
- This issue was raised as a priority by the LTC late in the current term, and the proposed change is driven by an LTC minor project;
- No issues or concerns with the proposed changes were raised by First Nations, agencies or the public;
- As Bylaw No. 147 is an administrative bylaw, it does not have the same strict statutory requirements as Bylaw No. 146.

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 Bylaw No. 146 is contrary to the Islands Trust Policy Statement:

THAT the Executive Committee request that staff advise Saturna Island Local Trust Committee in writing that the Executive Committee considers that Bylaw No. 146, cited as "Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2026" is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Saturna Island Local Trust Committee on steps needed to address the specified issues.

If this alternative is chosen, staff would also not proceed with proposed Bylaw No. 147.

Submitted By:	Brad Smith, Island Planner	October 6, 2026
Concurrence:	Stefan Cermak, Director, Planning Services	October 6, 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. 146
7. Bylaw No. 147
8. First Nations follow-up Tracking



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Saturna Island Local Trust Committee

Bylaw No.: SA-146

Bylaw Type: Land Use Bylaw

Date of resolution referring bylaw to Executive Committee: 28-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



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Saturna Island Local Trust Committee

Bylaw No.: SA-147

Bylaw Type: Inspection Procedure Bylaw

Date of resolution referring bylaw to Executive Committee: 28-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

Bylaw: SA-146

Trust Area: Saturna Island Local Trust Committee

Type: Land Use Bylaw

Bylaw No.: SA-146

Application No.:

Trust Initiated: Yes

Proofread By:

Clerk: No

Technical Staff: No

Planner: No

First Reading Date: 28-Sep-2026

Bylaw Sent to Referrals: Yes

Date Proposed Bylaw to Web: 03-Jul-2026

Resolutions:

Resolution Waiving Public Hearing: No

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:

Delivery Notices:

Date Public Hearing Held:

Second Reading Date: 28-Sep-2026

Third Reading Date: 28-Sep-2026

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

As far as I can tell, this only affects enforcement of IT bylaws, not CRD Bylaws. SFR does not interact with IT bylaws.

Saturna Island Local Trust Area	146
	(Bylaw Number)
(Signature)	Peter Clark
	(Name and Title)
July 3, 2026	Saturna Fire Rescue
(Date)	(Agency)

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

Saturna Island Local Trust Area

 (Island)

J. Chonk

 (Signature)

July 20, 2026

 (Date)

146

 (Bylaw Number)

Jas Chonk, Legislative Clerk

 (Name and Title)

Mayne Island Local Trust Committee

 (Agency)

From: Aggie Chan <AChan@crd.bc.ca>
Sent: Tuesday, August 4, 2026 3:15 PM
To: SouthInfo
Cc: Jas Chonk
Subject: RE: Saturna Island Local Trust Committee Draft Bylaw No. 146 Referral - For Response
Attachments: ReferralResponse_CRD_IslandsTrustSaturna_BylawNo146.pdf

Good afternoon,

Please find the attached PDF with CRD comments on this referral.

Regards,

Aggie Chan

Conveyancer | Corporate Services – Real Estate and Facilities Management

T: 250.360.3176 | E: achan@crd.bc.ca

[Facebook](#) | [Instagram](#) | [LinkedIn](#) | www.crd.ca



Capital Regional District
625 Fisgard Street
Victoria, BC V8W 1R7

From: Jas Chonk <jchonk@islandstrust.bc.ca>
Sent: Friday, July 03, 2026 11:31 AM
To: Aggie Chan <AChan@crd.bc.ca>; Jessica Arnet <jarnet@crd.bc.ca>; 'HBE@islandhealth.ca' <HBE@islandhealth.ca>; saturnafirechief <saturnafirechief@gmail.com>
Cc: Brad Smith <bsmith@islandstrust.bc.ca>
Subject: Saturna Island Local Trust Committee Draft Bylaw No. 146 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.

Hello Referral Coordinators,

The Saturna Island Local Trust Committee has asked that its draft Bylaw No. 146 be referred to you for comment. The referral package prepared by Island Planner Brad Smith is attached.

The purpose of draft Bylaw No. 146 is to update the Saturna Island Land Use Bylaw No. 119 (LUB) and the Bylaw Infractions Investigations Bylaw No. 30 to require 30 days' notice for entry to properties subject to bylaw enforcement investigation.

RE: Saturna Island Local Trust Committee Draft Bylaw No. 146 Referral - For Response

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

A reply is respectfully requested by **Tuesday, August 4, 2026.**

Should you have any questions, or require further information, please contact Island Planner Brad Smith at 250-405-5194 or bsmith@islandstrust.bc.ca and he 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.

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 BOŖÉĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEL, Qualicum, scəwəθən, səliwətaʔ, SEMYOME, shishálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SÁÁUTW, Stz'uminus, ʔaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOLÉLP, WSIKEM, Xeláltxw, Xwémalhwu, 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.

This message is intended only for the use of the individual or entity named above, and may contain information that is privileged, confidential or exempt from disclosure under applicable law. If you are not the intended recipient or their employee or agent responsible for receiving the message on their behalf your receipt of this message is in error and not meant to waive privilege in this message. Please notify us immediately, and delete the message and any attachments without reading the attachments. Any dissemination, distribution or copying of this communication by anyone other than the intended recipient is strictly prohibited. Thank you. Please consider the environment before printing this email.

Referral Title/No.:

Saturna Island Local Trust Committee Draft Bylaw No. 146 Referral

To:

Islands Trust

Date:

04/08/2026

	Comments
Corporate Services Legislative Services Information Services Legal and Risk Management First Nations Relations Real Estate & Facilities Management	Choose an item. Please add more detailed comments if applicable
Electoral Area Services Water Wastewater Services Operations Southern Gulf Islands Administration Salt Spring Island Administration Juan de Fuca Administration Building Inspection	Choose an item. Please add more detailed comments if applicable
Executive Services People Safety and Culture Corporate Communications and Engagement Corporate Initiatives and Administration	Choose an item. Please add more detailed comments if applicable
Finance & Technology Arts and Culture Financial Services Corporate Finance Technology and Digital Transformation	Choose an item. Please add more detailed comments if applicable
Housing, Planning & Protective Services Regional Planning and Transportation Health and Capital Planning Strategies Regional Housing Protective Services	Interests unaffected Regional Planning: Interests unaffected. Transportation: Interests unaffected.
Infrastructure and Water Services Watershed Protection Infrastructure and Water Services Business Support Services Water Infrastructure Operations Infrastructure Planning and Engineering Wastewater Infrastructure Operations Corporate Capital Project Delivery Services Corporate Asset and Maintenance	Choose an item. Choose an item. Please add more detailed comments if applicable
Parks, Recreation & Environmental Services Environmental Innovation Environmental Protection Environmental Resource Management Panorama Recreation Regional Parks SEAPARC	Choose an item. Please add more detailed comments if applicable

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

Saturna Island Local Trust Area
 (Island)

J. Chonk
 (Signature)

August 28, 2026
 Date

146
 (Bylaw Number)

Jas Chonk, Legislative Clerk
 Name and Title

South Pender Island Local Trust Committee
 Agency



Pauquachin First Nation

July 06, 2026

Islands Trust

Attn: Jas Chonk

Proposed Decision: L1 - Defer to Other Coast Salish

Project Name: Saturna Island Local Trust Committee Bylaw No. 146

Date Received: 3-Jul-2026

Pauquachin First Nation's Consultation Spectrum Assessment: Level 1

Pauquachin First Nation is in receipt of the referral for: Saturna Island Local Trust Committee Bylaw No. 146

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**

July 06, 2026

Islands Trust

Attn: Jas Chonk

Proposed Decision: L1 - Defer to Other Coast Salish

Project Name: Saturna Island Local Trust Committee Bylaw No. 146

Date Received: 3-Jul-2026

Penelakut Tribe's Consultation Spectrum Assessment: Level 1

The Penelakut Tribe has received a referral concerning Saturna Island Local Trust Committee Bylaw No. 146. Its location appears to fall outside the Tribe's recognized title and governance areas. Consequently, it is classified as a Level 1 rights area for Penelakut Tribe. Level 1 indicates that the project is predominantly within another First Nation's traditional territory and governance jurisdiction. Our interests in this area are limited to trade, government-to-government relations, and inter-community interactions, rather than title and governance authority, which are considered Penelakut Tribe's primary Section 35 interests. These would necessitate comprehensive consultation at the highest Haida spectrum level.

Based on this assessment, we defer to the First Nation(s) whose traditional territory encompasses or is impacted by the project. Should Penelakut Tribe's interests evolve or expand in the future, we reserve the right to reassess this classification. Currently, we acknowledge the authority of the Nation(s) directly affected by the project's title and governance considerations.

Sincerely,

Monty Horton, MCIP RPP

Lands Consultant

Penelakut Tribe

Cell: 250-937-9195

Email: landsmanager@penelakut.ca



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

July 06, 2026

Islands Trust
Attn: Jas Chonk

Proposed Decision:L1 - Defer to Other Coast Salish
Project Name: Saturna Island Local Trust Committee Bylaw No. 146
Date Received: 3-Jul-2026
Ts'uubaa-asatx Nations Consultation Spectrum Assessment: Level 1

'Au Si'em:

Ts'uubaa-asatx Nation is in receipt of the referral for: Saturna Island Local Trust Committee Bylaw No. 146

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: Emery Sanderson <Emery.Sanderson@cowichantribes.com>
Sent: Tuesday, July 7, 2026 10:44 AM
To: Brad Smith
Cc: Keisha Sampson; Jas Chonk
Subject: Re: Saturna Island Local Trust Committee Draft Bylaw No. 146 Referral - For Response

Hi Jas and Brad,

Thank you for the referral. Cowichan Tribes has no further comments at this time.

Thanks,

Emery Sanderson

Referrals Advisor

Cowichan Tribes, Governance

Phone: 250-732-7874

Email: emery.sanderson@cowichantribes.com

>>> Jas Chonk <jchonk@islandstrust.bc.ca> 2026-07-03 11:32 AM >>>

Dear Cowichan Tribes Referral Coordinators,

The Saturna Island Local Trust Committee has asked that its draft Bylaw No. 146 be referred to you for comment. The referral package prepared by Island Planner Brad Smith is attached.

The purpose of draft Bylaw No. 146 is to update the Saturna Island Land Use Bylaw No. 119 (LUB) and the Bylaw Infractions Investigations Bylaw No. 30 to require 30 days' notice for entry to properties subject to bylaw enforcement investigation.

Professional reports and staff reports are available on the Saturna island projects webpage:

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

A reply is respectfully requested by **Tuesday, September 29, 2026**.

Should you have any questions, or require further information, please contact Island Planner Brad Smith at 250-405-5194 or bsmith@islandstrust.bc.ca and he 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)

From: Snuneymuxw Connect <do-not-reply@snuneymuxwconnect.com>
Sent: Tuesday, July 7, 2026 1:31 AM
To: Jas Chonk
Subject: [Snuneymuxw Connect] 2 Updates

Snuneymuxw Connect

1 comment on things you're watching

New Comment

Taylor Charette (Snuneymuxw First Nation) posted a comment

Good afternoon,

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

Saturna Island LTC Bylaw No. 146

- ISSUING AGENCY FILE NUMBER(S)

SA-BL-146

- REFERRAL ID

792

[View this Submission](#)

1 referral's status was changed

Referral Deferred

Taylor Charette (Snuneymuxw First Nation) changed the status of SA-BL-146 - Saturna Island LTC Bylaw No. 146 to Deferred

- ISSUING AGENCY FILE NUMBER(S)

SA-BL-146

- ID

792

- PROJECT NAME

Saturna Island LTC Bylaw No. 146

- PROPONENT
-

[Islands Trust](#)

- RECEIVED BY SNUNEYMUXW RIGHTS AND TITLE DEPARTMENT
-

2026-07-03

- STATUS

Deferred to

- PRELIMINARY TECHNICAL REVIEW DUE
-

Deferred; no Snuneymuxw Rights and Title Department review.

[View this Referral](#)

Jas Chonk

From: TFN Referrals <referrals@tsawwassenfirstnation.com>
Sent: Wednesday, July 15, 2026 10:47 AM
To: Jas Chonk; SouthInfo
Cc: Sheila Williams; Kelly Scott
Subject: Re: Saturna Island Local Trust Committee Draft Bylaw No. 146 Referral - For Response

Hi Jas,

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 qə
Thank you,

Amelia Cooper, BA

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



From: Jas Chonk <jchonk@islandstrust.bc.ca>
Sent: Friday, July 3, 2026 11:35 AM
To: TFN Referrals <referrals@tsawwassenfirstnation.com>
Cc: Brad Smith <bsmith@islandstrust.bc.ca>
Subject: Saturna Island Local Trust Committee Draft Bylaw No. 146 Referral - For Response

Dear Tsawwassen First Nation Referral Coordinators,

The Saturna Island Local Trust Committee has asked that its draft Bylaw No. 146 be referred to you for comment. The referral package prepared by Island Planner Brad Smith is attached.

The purpose of draft Bylaw No. 146 is to update the Saturna Island Land Use Bylaw No. 119 (LUB) and the Bylaw Infractions Investigations Bylaw No. 30 to require 30 days' notice for entry to properties subject to bylaw enforcement investigation.

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

A reply is respectfully requested by **Tuesday, September 29, 2026.**

Should you have any questions, or require further information, please contact Island Planner Brad Smith at 250-405-5194 or bsmith@islandstrust.bc.ca and he 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, MÁLEXEL, Qualicum, scəwəθən, səliiwətaʔ, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SṠÁUTW, Stz'uminus, ʔaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOLELP, WSIKEM, Xeláltxw, Xwémalhkwx, 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.

Jas Chonk

From: Jessica Harry <jessica.harry@malahatnation.com>
Sent: Tuesday, September 29, 2026 2:51 PM
To: Jas Chonk
Cc: Brad Smith; SouthInfo
Subject: Re: Saturna Island Local Trust Committee Draft Bylaw No. 146 Referral - For Response

Good afternoon,

Thank you for your consultation request dated July 7, 2026, regarding the draft Bylaw No.146. At this time and with the information we have been provided, Malahat Nation does not have any objections.

We thank you for the continued disclosure for Island Trust's Bylaws.

Huy ch q'a,



Malahat

Jessica Harry
Referrals Technician

Malahat Nation
7 Kwunew Kwasun Lane | Mill Bay, BC | V8H 1B8
Cel: (250) 510-3326 | Tel: (250) 743-3231
www.malahatnation.com

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From: Jas Chonk
Sent: Tuesday, July 7, 2026 2:04 PM
To: Referrals
Cc: Brad Smith
Subject: Re: Saturna Island Local Trust Committee Draft Bylaw No. 146 Referral - For Response

Dear Malahat First Nation Referral Coordinators,

The Saturna Island Local Trust Committee has asked that its draft Bylaw No. 146 be referred to you for comment. The referral package prepared by Island Planner Brad Smith is attached.

The purpose of draft Bylaw No. 146 is to update the Saturna Island Land Use Bylaw No. 119 (LUB) and the Bylaw Infractions Investigations Bylaw No. 30 to require 30 days' notice for entry to properties subject to bylaw enforcement investigation.

Professional reports and staff reports are available on the Saturna island projects webpage:

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A reply is respectfully requested by **Tuesday, September 29, 2026**.

Should you have any questions, or require further information, please contact Island Planner Brad Smith at 250-405-5194 or bsmith@islandstrust.bc.ca and he 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, scəwəθən, səliwətał, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as,



POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No: Bylaw No. 146 (&147), Bylaw Enforcement Minor Amendments Project
LTC Endorsement: September 28, 2026
Resolution #: SA 2026-027

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and 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 CHECK LIST

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.
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.
	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.
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.
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

✓	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:

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-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
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-Sep-2026

Reading:

PROPOSED

SATURNA ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 146

A BYLAW TO AMEND SATURNA ISLAND LAND USE BYLAW NO. 119, 2018

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

1. Citation

This bylaw may be cited for all purposes as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2026”.

2. Saturna Island Local Trust Committee Bylaw No. 119, cited as “Saturna Island Land Use Bylaw No. 119, 2018,” is amended as follows:

2.1 Section 1.4 - Inspection and Enforcement, is amended by deleting the words “24 hours” and replacing it with the words “30 days” such that it reads: “The Islands Trust Bylaw Enforcement Officer or any other person designated by the Saturna Island Local Trust Committee to administer this Bylaw is authorized to enter, at any reasonable time and after having given 30 days prior notification to the occupier, upon any property that is subject to regulation under this Bylaw, for the purpose of determining whether the regulations are being observed.

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 28TH DAY OF SEPTEMBER 2026.

READ A SECOND TIME THIS 28TH DAY OF SEPTEMBER 2026.

READ A THIRD TIME THIS 28TH DAY OF SEPTEMBER 2026.

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS _____ DAY OF _____ 20____

ADOPTED THIS _____ DAY OF _____ 20____

CHAIR

DEPUTY SECRETARY

PROPOSED

SATURNA ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 147

A Bylaw to Amend Bylaw Infraction Investigations Bylaw No. 30, 1990

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

1. Citation

This bylaw may be cited for all purposes as “Saturna Island Local Trust Committee Bylaw Infraction Investigations Bylaw No. 30, 1990, Amendment No. 1, 2026”.

2. Saturna Island Local Trust Committee Bylaw No. 30, cited as “Saturna Island Local Trust Committee Bylaw Infraction Investigations Bylaw No. 30, 1990,” is amended as follows:

2.1 Part 2. is amended by deleting the words “at all reasonable times” and replacing it with the words “at any reasonable time and after having given 30 days prior notification to the occupier” such that it reads: “The Bylaw Investigations Officer of the Islands Trust is authorized to enter, at any reasonable time and after having given 30 days prior notification to the occupier, on any property to ascertain whether bylaws adopted by Saturna Island Trust Committee and/or the terms of permits issued by the Trust Committee are being observed.”

READ A FIRST TIME THIS 28TH DAY OF SEPTEMBER 2026.

READ A SECOND TIME THIS 28TH DAY OF SEPTEMBER 2026.

READ A THIRD TIME THIS 28TH DAY OF SEPTEMBER 2026.

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
_____ DAY OF _____ 20____

ADOPTED THIS _____ DAY OF _____ 20____

CHAIR

DEPUTY SECRETARY

First Nation Engagement

Referral of: Saturna Island Bylaw No. 146 (Bylaw Enforcement Technical Project)

First Nation: Cowichan Tribes

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
July 7, 2026	Thank you for the referral. Cowichan Tribes has no further comments at this time.	JC
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Halalt

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Lyackson

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Malahat

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC
September 29, 2026	Thank you for your consultation request dated July 7, 2026, regarding the draft Bylaw No.146. At this time and with the information we have been provided, Malahat Nation does not have any objections. We thank you for the continued disclosure for Island Trust's Bylaws.	JC

First Nation: Pauquachin

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
July 6, 2026	Pauquachin First Nation is in receipt of the referral for: Saturna Island Local Trust Committee Bylaw No. 146 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	JC

	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.	
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Penelakut Tribe

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
July 6, 2026	The Penelakut Tribe has received a referral concerning Saturna Island Local Trust Committee Bylaw No. 146. Its location appears to fall outside the Tribe's recognized title and governance areas. Consequently, it is classified as a Level 1 rights area for Penelakut Tribe. Level 1 indicates that the project is predominantly within another First Nation's traditional territory and governance jurisdiction. Our interests in this area are limited to trade, government-to-government relations, and inter-community interactions, rather than title and governance authority, which are considered Penelakut Tribe's primary Section 35 interests. These would necessitate comprehensive consultation at the highest Haida spectrum level. Based on this assessment, we defer to the First Nation(s) whose traditional territory encompasses or is impacted by the project. Should Penelakut Tribe's interests evolve or expand in the future, we reserve the right to reassess this classification. Currently, we acknowledge the authority of the Nation(s) directly affected by the project's title and governance considerations.	JC
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Semiahmoo

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Snuneymuxw

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
July 7, 2026	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.	JC
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Stz'uminus

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

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

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
July 6, 2026	Ts'uubaa-asatx Nation is in receipt of the referral for: Saturna Island Local Trust Committee Bylaw No. 146. 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
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Tsartlip

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Tsawout

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Tsawwassen

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
July 15, 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
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Tseycum

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

Non-Agency Referrals

First Nation: WSANEC

Date	Comment/Action	Initial
July 3, 2026	Sent Referral	JC
September 4, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: 3900-04: SS-BL-553

DATE OF MEETING: October 14, 2026
TO: Islands Trust Executive Committee
FROM: Rob Pingle, Planning Technician
SUBJECT: Salt Spring Island Local Trust Committee – Bylaw No. 553

RECOMMENDATION

- 1. THAT the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 553, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2026” in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

Salt Spring Island Local Trust Committee (SS LTC) has referred Bylaw No. 553 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaws as it is not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational

None

Financial

None

Policy

SS LTC have determined that Bylaw 553 is consistent with the Islands Trust Policy Statement Directives Only Checklist.

Implementation/Communications

Communication to Salt Spring Island Local Trust Committee regarding the Executive Committee decision by October 14, 2026.

First Nations

Communications to First Nations will be sent informing them if and when the SS LTC adopts the proposed bylaws.

Islands Trust Conservancy Board Referral

The application was not referred to the Islands Trust Conservancy Board as neither the property nor neighbouring property has a conservation covenant on it.

Other

None

PURPOSE

The purpose of Salt Spring Island Local Trust Committee Proposed Bylaw No. 553, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2026” (Attachment 5) is to:

- Rezone the property from Residential 6 (R6) and Residential 6, variant (b) (R6(b)) to a Commercial 3 (C3) zone variant to permit all uses allowed in the Commercial 3 zone, while retaining the funeral home, single-family dwelling or duplex use currently allowed,
- amendments to the siting regulations for a front lot line setback of 4.5 metres, rear lot line setback of 3.0 metres and interior side lot line setback of 1.5 metres.

BACKGROUND

Salt Spring Island Local Trust Committee Bylaw No. 553

Proposed Bylaw No. 553 was given First, Second and Third Readings on September 24, 2026. The Salt Spring Island Local Trust Committee (SS LTC) determined that the proposed bylaws are not contrary to, nor at variance with, the *Islands Trust Policy Statement Directives Only Checklist* (see Attachment 4).

Referrals were sent to government agencies, organizations, and First Nations in May 2026. A Community Information Meeting was held on September 24, 2026. Notice of First Reading was published in the Driftwood on September 9, 2026 and September 16, 2026.

Issues Relating to Provincial Interest and Other Agency Interest

Bylaw No. 553 was referred to the following agencies in May 2026:

Provincial Agencies

- BC Assessment Authority
- Front Counter BC
- Ministry of Municipal Affairs

Regional Agencies

- Capital Regional District
- SSI Advisory Planning Commission
- Vancouver Island Health Authority

Non-Agency Referrals

- RCMP
- SSI Fire-Rescue
- Salt Spring Island Coast Salish Society
- North Salt Spring Waterworks District

Adjacent Local Trust Committees and Municipalities

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

Staff received the following referral responses:

- Ministry of Municipal Affairs: Interest unaffected
- Capital Regional District: Interest unaffected
- North Salt Spring Waterworks District: Approval Recommended with No Concerns
- Island Health: Interests Unaffected
- Galiano Island Local Trust Committee: Interests Unaffected
- Mayne Island Local Trust Committee: Interests Unaffected
- North Pender Island Local Trust Committee: Interests Unaffected
- Thetis Island Local Trust Committee: Interests Unaffected
- Cowichan Valley Regional District: Interests Unaffected
- SSI Advisory Planning Committee: recommended to proceed

Issues Relating to First Nation Interest

The proposed Bylaws were referred to Cowichan Tribes, Halalt First Nation, Lyackson First Nation, Malahat First Nation, Pauquachin First Nation, Penelakut Tribe, Semiahmoo First Nation, Stzuminus First Nation, Tsartlip First Nation, Tsawout First Nation, Tsawwassen First Nation, Tseycum First Nation and Tsu'uubaa-asatx Nations for comment.

The following referral responses were received:

- Cowichan Tribes: No capacity to respond
- Malahat Nation: No concerns regarding the change of zoning
- Pauquachin First Nation: Defer to directly affected Nations
- Penelakut Tribe: No Comments regarding referral
- Ts'uubaa-asatx First Nation: Defer to directly affected Nations
- Tsawwassen First Nation: No concerns at this time, however all copies of interim and final reports have been requested.
- Tsawout First Nation: supports the proposed rezoning and associated setback reductions.

Issues Relating to Resources and Enforcement

None

Public Comments

Executive Committee has not received any public comments concerning this application at the time of this briefing's publication.

Staff Comments

The Executive Committee is being asked to approve Salt Spring Island Local Trust Committee Bylaw No. 553 cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2026" in accordance with Section 27 of the *Islands Trust Act*.

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

- The proposed bylaw has been determined to be consistent with the Islands Trust Policy Statement by the LTC.
- First Nation referrals were completed and no concerns were raised.
- Agency referrals were completed.
- Statutory processes have been completed.

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 Salt Spring Island Local Trust Committee in writing

- *that the Executive Committee considers that Bylaw No. 543, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025” is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Salt Spring Island Local Trust Committee on steps needed to address the specified issues.*

Submitted By:	Rob Pingle, Planning Technician	September 28, 2026
Concurrence:	Stefan Cermak, Director, Planning Services	September 28, 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. 553



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Salt Spring Island Local Trust Committee

Bylaw No.: SS-553

Bylaw Type: Official Community Plan Bylaw

Date of resolution referring bylaw to Executive Committee: 24-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
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: Rob Pingle

Status

Date Resolution Referred to Executive Committee: 28-Sep-2026

Reading: 3rd

Agency / First Nation	Sent	Received
Cowichan Tribes Comments: No capacity to respond	12 May 2026	3 June 2026
Halalt First Nation Comments:	12 May 2026	
Lyackson First Nation Comments:	12 May 2026	
Pauquachin First Nation Comments: defer to any Nation(s) whose title and governing authorities are directly affected.	11 May 2026	12 May 2026
Penelakut Tribe Comments: No Comments regarding referral	11 May 2026	12 May 2026
Semiahmoo First Nation Comments:	12 May 2026	
Stz'uminus First Nation Comments:	12 May 2026	
Ts'uubaa-Asatx First Nation Comments: defer to any Nation(s) whose title and governing authorities are directly affected	11 May 2026	12 May 2026
Tsartlip First Nation Comments:	12 May 2026	
Tsawout First Nation Comments: supports the proposed rezoning and associated setback reductions	12 May 2026	25 August 2026
Tsawwassen First Nation Comments: No concerns regarding this file	12 May 2026	22 May 2026
Tseycum First Nation Comments:	12 May 2026	
Ministry of Municipal Affairs Comments: Interests are unaffected by Bylaw	12 May 2026	19 June 2026

Agency / First Nation	Sent	Received
BC Assessment Authority Comments:	12 May 2026	
Front Counter BC Comments:	12 May 2026	
Capital Regional District Comments: - Salt Spring Island Electoral Area Services: Interest unaffected, property has already been operating as commercial - Regional Planning: Outside of the RGS. Interests unaffected. - Transportation: Interests unaffected	12 May 2026	3 July 2026
Island Health Comments: Interests unaffected by Bylaw	12 May 2026	26 May 2026
Salt Spring Advisory Planning Commission Comments:	12 May 2026	
North Salt Spring Waterworks District Comments: Approval recommended	12 May 2026	13 May 2026
RCMP Comments:	12 May 2026	
Salt Spring Fire Rescue Comments:	12 May 2026	
Salt Spring Island Coast Salish Society Comments:	12 May 2026	
Galiano Island Local Trust Committee Comments: Interests Unaffected by Bylaw	12 May 2026	9 June 2026
Mayne Island Local Trust Committee Comments: Interests Unaffected by Bylaw	12 May 2026	29 June 2026
North Pender Island Local Trust Committee Comments: Interests Unaffected by Bylaw	12 May 2026	29 May 2026
Thetis Island Local Trust Committee Comments: Interests Unaffected by Bylaw	12 May 2026	13 July 2026
Cowichan Valley Regional District Comments: Interests Unaffected by Bylaw	12 May 2026	1 June 2026

ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: PLRZ20260013 | Bylaw No: 553
116 Jackson Avenue, SSI (PID: 031-451-977)

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.
✓	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.
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.
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.
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
✓	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
✓	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.
✓	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.
✓	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.
✓	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
✓	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

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 553

A BYLAW TO AMEND SALT SPRING ISLAND LAND USE BYLAW, 1999

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

1. Citation

This bylaw may be cited for all purposes as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2026”.

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as “Salt Spring Island Land Use Bylaw, 1999,” is amended as follows:

2.1 **Schedule “A” - Zoning Map** is amended by changing the zoning classification for LOT 2 SECTION 1 RANGE 3 EAST NORTH SALT SPRING ISLAND COWICHAN DISTRICT PLAN EPP99513, from Residential 6 (R6) and Residential 6(b) (R6(b)) to Commercial 3(a) (C3(a)) as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “A” to Bylaw No. 355 as are required to effect this change.

2.2 **Section 9.2 – COMMERCIAL ZONES**, Subsection 9.2.4 – “Exceptions in Particular Locations” is amended by adding a new C3(a) zone variation as follows:

“Zone Variation - C3 (a)”

(11) The following additional uses are permitted:

- (a) One single-family dwelling; or one duplex.
- (b) Funeral homes
- (c) Outdoor retail sales of nursery plants and home gardening supplies
- (d) Offices
- (e) Bank or Credit Union
- (f) Day care centres for children, seniors, or people with special needs

(13) Despite Subsection 4.3.1(1), the front lot line setback is reduced to 4.5 metres.

(14) Despite Subsection 4.3.1(2), the rear lot line setback is reduced to 3.0 metres.

(15) Despite Subsection 4.3.1(3), the interior side lot line setback is reduced to 1.5 metres.

And by making consequential numbering alterations 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 24 DAY OF SEPTEMBER 2026

READ A SECOND TIME THIS 24 DAY OF SEPTEMBER 2026

READ A THIRD TIME THIS 24 DAY OF SEPTEMBER 2026

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

_____ DAY OF _____ 20____

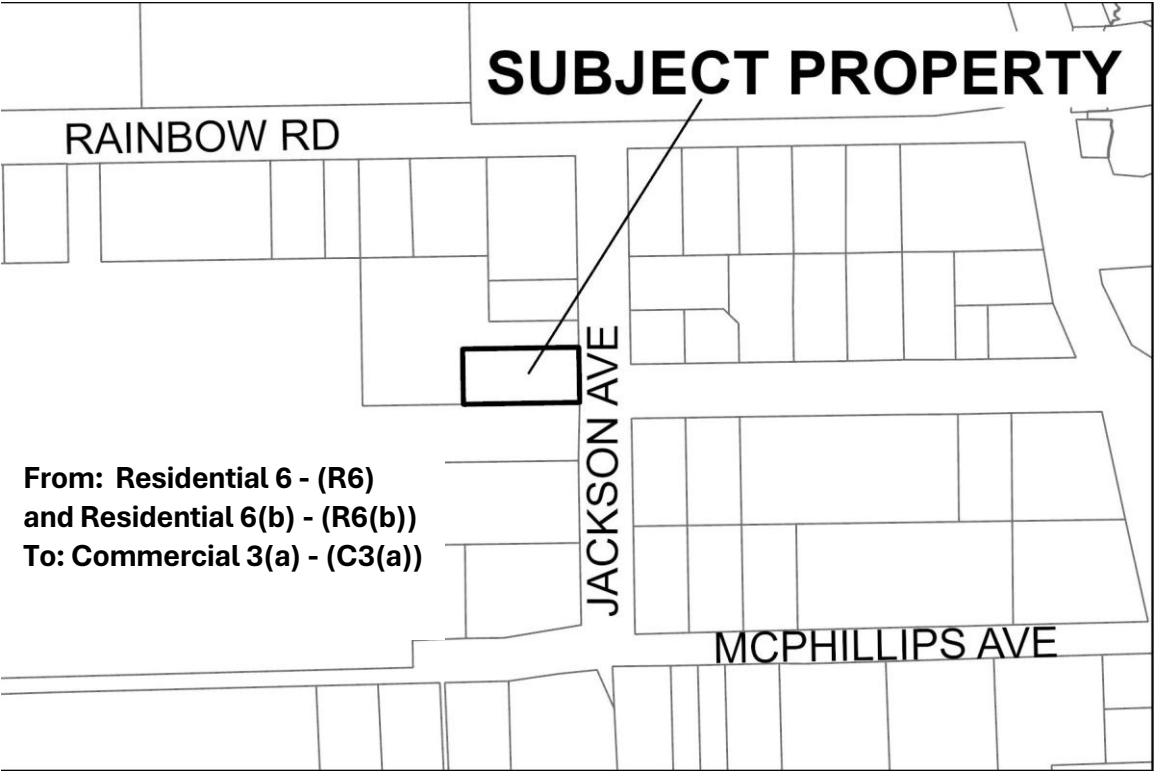
ADOPTED THIS _____ DAY OF _____ 20____

CHAIR

SECRETARY

SALT SPRING ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 553

Plan No. 1





Islands Trust

Print Date: Oct 9, 2026

Executive Committee

Work Program Report

Dates	Activity	Responsibility	Progress / Status
Meeting: 03-May-2023 Target: 31-Mar-2028	2023-05-03 – Active Project #449 Description: Guide the development and implementation of the Islands Trust Strategic Plan. New Strategic Plan approved by Trust Council March 2025. Implementation ongoing for active projects. Initiation of new work on hold per the accepted recommendation of the Operational Review Report	Unassigned	0% In Progress
Meeting: 02-Sep-2020 Target: 31-Mar-2028	2020-09-02 – Active Project #443 Description: Update and implement Indigenous Relations Action Plan (Strategic Plan 5.1.1) 2026-2028 Indigenous Relations Action Plan approved by Trust Council in June 2026. Implementation planning underway.	Unassigned	0% In Progress
Meeting: 26-Feb-2020 Target: 29-Jun-2029	2020-02-26 – Active Project #386 Description: Finish and adopt Islands Trust Policy Statement in accordance with project work plans (Strategic Plan key initiative 1.1.1) Project underway guided by Trust Council project charter.	Unassigned	0% In Progress
Meeting: - Target: -	Undated – Active Project #297	Unassigned	0% In Progress



Islands Trust

Print Date: Oct 9, 2026

Executive Committee

Work Program Report

Dates	Activity	Responsibility	Progress / Status
Meeting: 12-May-2025 Target: -	2025-05-12 – Future Project #672 Description: 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.	Unassigned	0% In Progress
Meeting: 12-Mar-2025 Target: -	2025-03-12 – Future Project #671 Description: Implement activities assigned by the future Reconciliation Action Plan (2025-2028) implementation plan (To be assigned by TC) (Strategic Plan Initiative 5.1.5) New Indigenous Relations Action Plan approved by Trust Council. Staff are assessing implementation activities and related budget implications.	Unassigned	0% In Progress
Meeting: 12-Mar-2025 Target: -	2025-03-12 – Future Project #670 Description: Develop tailored public engagement processes that acknowledge preferred engagement methods of Indigenous Peoples (Strategic Plan Initiative 5.2.2) Initiation timeline: Priority for this Council term	Unassigned	0% In Progress
Meeting: 12-Mar-2025 Target: -	2025-03-12 – Future Project #669 Description: Develop a schedule and plan for leader-to-leader meetings with Indigenous Governing Bodies (Strategic Plan Initiative 5.1.3) Initiation timeline: 2026/27	Unassigned	0% In Progress
Meeting: 12-Mar-2025 Target: -	2025-03-12 – Future Project #668 Description: Clarify opportunities for co-governance and co-management of the Trust Area (Strategic Plan Initiative 5.1.2) Initiation timeline: Priority for this Council term	Unassigned	0% In Progress
Meeting: 12-Mar-2025 Target: -	2025-03-12 – Future Project #667 Description: 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) Initiated	Unassigned	0% In Progress

Dates	Activity	Responsibility	Progress / Status
Meeting: 12-Mar-2025 Target: -	2025-03-12 – Future Project #666 Description: 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) Initiation timeline: TBD	Unassigned	0% In Progress
Meeting: 12-Mar-2025 Target: -	2025-03-12 – Future Project #665 Description: 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	Unassigned	0% In Progress
Meeting: 12-Mar-2025 Target: -	2025-03-12 – Future Project #664 Description: 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	Unassigned	0% In Progress
Meeting: 12-Mar-2025 Target: -	2025-03-12 – Future Project #663 Description: 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)	Unassigned	0% In Progress
Meeting: 12-Mar-2025 Target: -	2025-03-12 – Future Project #662 Description: Explore new engagement models (virtual and in person forums) to reach more community members (Strategic Plan Initiative 1.2.2) Initiation timeline TBD	Unassigned	0% In Progress
Meeting: 11-May-2023 Target: -	2023-05-11 – Future Project #659 Description: 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. Inaugural report approved at Sept 10/26 TC meeting. To be posted on website by end of Sept 2026.	Unassigned	0% In Progress
Meeting: - Target: -	Undated – Future Project #224	Unassigned	0% In Progress