



Gabriola Island Local Trust Committee Regular Meeting Agenda

Date: October 9, 2025
Time: 10:30 am
Location: Gabriola Arts & Heritage Centre
476 South Road, Gabriola Island, BC

Pages

- | | | |
|---|---------------------|--------|
| 1. CALL TO ORDER | 10:30 AM - 10:35 AM | |
| "Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change." | | |
| 2. TERRITORIAL ACKNOWLEDGEMENT | | |
| 3. APPROVAL OF AGENDA | | |
| 4. COMMUNITY INFORMATION MEETING - POLICY STATEMENT BYLAW 183 | 10:35 AM - 11:05 AM | |
| 4.1 Planner Presentation | | |
| 4.2 Question & Answer Period | | |
| 4.3 Public Comments | | |
| 5. REPORTS | 11:05 AM - 11:20 AM | |
| 5.1 Trustee Reports | | |
| 5.2 Chair's Report | | |
| 5.3 Electoral Area Director's Report | | |
| 5.4 First Nations Reports | | |
| 6. PUBLIC COMMENTS | 11:20 AM - 11:35 AM | |
| 7. MINUTES | 11:35 AM - 11:40 AM | |
| 7.1 Local Trust Committee Minutes dated September 4, 2025 – for adoption | | 4 - 15 |
| 7.2 Section 26 Resolutions-Without-Meeting Report - none | | |
| 7.3 Advisory Planning Commission Minutes - none | | |

8.	BUSINESS ARISING FROM MINUTES	11:40 AM - 11:55 AM	
8.1	Follow-up Action List dated October 1, 2025		16 - 19
9.	DELEGATIONS	11:55 AM - 12:10 PM	
9.1	Carl Boehm regarding Housing Concerns on Gabriola Island		
~ BREAK 12:10 PM - 12:40 PM ~			
10.	APPLICATIONS AND REFERRALS - none		
11.	LOCAL TRUST COMMITTEE PROJECTS	12:40 PM - 1:20 PM	
11.1	Major Project: Gabriola Island Comprehensive Official Community Plan and Land Use Bylaw Review: Engagement Feedback and Direction to Draft Bylaw - Staff Report		20 - 55
12.	CORRESPONDENCE		
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>		
12.1	Letter dated October 2, 2025 from Mudge Island Community Association regarding Proposed Advisory Planning Commission		56 - 57
13.	NEW BUSINESS		
13.1	Engaging Snuneymuxw First Nation to develop a cooperative land management framework pilot - Discussion		
14.	STAFF REPORTS	1:20 PM - 2:00 PM	
14.1	Business Case for 2026-27 Fiscal Year Project: Gabriola Island Comprehensive Official Community Plan and Land Use Bylaw Review - Staff Report		58 - 64
14.2	Bylaw Enforcement Notification Bylaw No. 320 Final Adoption - Staff Report		65 - 70
14.3	Trust Conservancy Report - none		
14.4	Applications Report dated October 1, 2025		71 - 76
14.5	Trustee and Local Expense Report dated July, 2025		77 - 77
14.6	Adopted Policies and Standing Resolutions		78 - 86
14.7	First Nations Relationship Building Update		
14.8	Climate Change Action Update		
14.9	Local Trust Committee Webpage		

- | | | | |
|------------|---|-------------------|---------|
| 15. | WORK PROGRAM | 2:00 PM - 2:15 PM | |
| 15.1 | Active Projects Report dated October 1, 2025 | | 87 - 87 |
| 15.2 | Future Projects Report dated October 1, 2025 | | 88 - 88 |
| 16. | UPCOMING MEETINGS | | |
| 16.1 | Next Regular Meeting Scheduled for Thursday, November 20, 2025 at 10:30 am at the Gabriola Arts and Heritage Centre | | |
| 17. | ADJOURNMENT | 2:15 PM - 2:15 PM | |



Gabriola Island Local Trust Committee

Minutes of Regular Meeting

Date: September 4, 2025
Location: Gabriola Arts & Heritage Centre
 476 South Road, Gabriola Island, BC

Members Present: Laura Patrick, Chair
 Tobi Elliott, Trustee
 Susan Yates, Trustee

Staff Present: Stephen Baugh, Island Planner
 Ian Cox, Planner 2 (electronic)
 Narissa Chadwick, Island Planner (electronic)
 Shalini Nakai, Planning Team Assistant
 Lisa Millard, Meeting Administrator/Recorder

Others Present: There were approximately 4 members of the public in attendance.

1. CALL TO ORDER

Chair Patrick called the meeting to order at 10:30 am.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Patrick acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

3. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

4. REPORTS

4.1 Trustee Reports

Trustee Yates reported the following:

- Upcoming attendance, as a representative of the local Gabriola Ferry Advocacy Committee, at a meeting for ferry dependent communities organized by the Bowen Island Mayor's office;
- A new electric bus, funded by the Rural Transit Solutions Fund, will be arriving on Gabriola this week; and
- Met with the Cortes Island community economic representative and discussed buses, ferries, and investment cooperatives.

Trustee Elliott reported the following:

- Continued attendance at Culturally Committed discussion group;
- Will be attending upcoming Islands Trust session on cultural safety;

- The Regional Planning Committee is considering 2026/27 business cases;
- The Regional Planning Committee will be considering a joint project with the Trust Programs Committee related to the indicators of health;
- The Executive Committee supported a Trust Conservancy resolution to prioritize resources for enhancing the Geographic Information System to improve mapping; and
- Attended a Heritage Conservation Act stakeholder information webinar for local government officials.

4.2 Chair's Report

Chair Patrick reported the following:

- The draft Trust Policy Statement was given first reading in July, a mailout has been sent to community members within the Trust Area regarding engagement opportunities which include an online survey, an electronic Town Hall and webinar on September 10, as well as Local Trust Area engagement sessions;
- The next Trust Council meeting will be held on Gabriola from September 16-19.

4.3 Electoral Area Director's Report - none

4.4 First Nations Reports - none

5. PUBLIC COMMENTS

A member of the public spoke to the GB-RZ-2022.1 rezoning application and recommended the following for the proposed OCP amendment Bylaw:

- It would be simpler to add a few words to the existing language in item (k) instead of deleting it in its entirety and replacing it; and
- A grammar error was noted in item (k) and the word “for” should be added to read “and for two dwellings”.

A member of the public spoke to a motor home that has been parked on the side of the road beside the Village Centre for the past year and, while not objecting to an individual living in a motor home, inquired if this was an appropriate location for a dwelling.

A Trustee noted there had previously been two motor homes parked at said location, one of the vehicles was removed as a result of a bylaw compliance complaint, the speaker should contact Bylaw Compliance and Enforcement to note their concerns, there is a standing resolution to not enforce on non-compliant dwellings but this does not mean that action will not be taken if there are health or safety issues, and the motor home is parked on the Ministry of Transportation and Transit right-of-way and this matter might also fall under the Ministry’s jurisdiction.

6. MINUTES

6.1 Local Trust Committee Minutes dated July 31, 2025 – for adoption

The following amendments to the minutes were presented for consideration:

- On page 2 of the minutes in the First Nations Reports change 7000 acres to 700 hectares;

- On page 4 of the minutes, second paragraph, amend the Trustee reply to read “A Trustee replied complaints of trucking and dumping of soil have been received but the activity is not in contravention of the bylaw as there is no Soil Deposit Bylaw in place at this time; however, a bylaw enforcement investigation is continuing and activity is being monitored.”

By general consent, the Local Trust Committee minutes dated July 31, 2025 were adopted as amended.

6.2 Section 26 Resolutions-Without-Meeting Report - none

6.3 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated August 28, 2025

Updates to the Follow-up Action List were noted as follows:

- A community engagement session on balancing housing interests with preserving and protecting the environment has been scheduled to be held at the Haven on September 14;
- Staff are working with Snuneymuxw First Nation staff to develop a process that will help facilitate engagement on the Official Community Plan review;
- Staff are in consistent conversation with Snuneymuxw First Nation staff about the development of a heritage conservation area;
- The advocacy initiative to send a joint Local Trust Committee / Regional District of Nanaimo letter to Nav Canada and the Nanaimo Airport Authority is outside of the requirement that Local Trust Committee advocacy letters be related to land use planning; however, there is potential for a Trustee to write a letter as an individual not representing the Local Trust Committee;
- The Department of Fisheries and Oceans has been contacted regarding Brickyard Beach survey results but staff have not heard back from them yet.

GB-2025-065

IT WAS MOVED AND SECONDED

that the Gabriola Island Local Trust Committee request staff remove item 5 and 6 from the July 31, 2025 Local Trust Committee meeting from the Follow-Up Action list.

CARRIED

8. DELEGATIONS - none

9. APPLICATIONS AND REFERRALS

9.1 PL-RZ-2024-0091 (Mid-Island Co-op) - Staff Report

The Planner summarized the staff report and highlighted the following:

- The application seeks to amend the Official Community Plan to include the subject property in the Village Commercial land use designation and Village Centre Development Permit Area No. 7 and amend the Land Use Bylaw to create

a new site-specific Village Commercial Zone and add propane storage as a principal permitted use to the existing institutional uses on the property;

- The draft bylaws are not contrary to or at variance with the Islands Trust Policy Statement;
- Early referral was sent to Snuneymuxw First Nation consistent with the Islands Trust protocol agreement and at the request of the Local Trust Committee;
- The buildings and structures essentially remain the same and the addition of fencing and other requirements have been included for safe storage of propane;
- A conditions of use section provides criteria to allow the storage of propane, the requirement that outdoor lighting associated with the facility be shielded or directed downwards, provision for screening to minimize visual impact, and the necessity for emergency response plans to be prepared and shared with the Local Trust Committee;
- The bylaw will include a definition for propane storage; and
- There is a provisional height exemption for structures that are required for safety related to fuel storage as dictated by other regulatory bodies;

The applicant was in attendance and stated they will invite the Federated Cooperative Limited Senior Health and Safety Advisor to the Community Information Meeting and they will be available to answer any questions related to propane storage.

Discussion ensued and the following comments were noted:

- The current zoning for the subject property does not include residential density and none is proposed to be added; and
- The Community Information Meeting and Public Hearing could be scheduled to be held at the same time once feedback is received and the referral period ends.

GB-2025-066

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee Bylaw No. 321 cited as “Gabriola Official Community Plan (Gabriola) Bylaw No. 166, 1997, Amendment No. 1, 2025” be read a first time.

CARRIED

GB-2025-067

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee Bylaw No. 322 cited as “Gabriola Island Land Use Bylaw, 1999, Amendment No. 1, 2025” be read a first time.

CARRIED

GB-2025-068

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee Bylaw No. 321 cited as “Gabriola Official Community Plan (Gabriola) Bylaw No. 166, 1997, Amendment No. 1, 2025” be read a second time.

CARRIED

GB-2025-069

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee Bylaw No. 322 cited as “Gabriola Island Land Use Bylaw, 1999, Amendment No. 1, 2025” be read a second time.

CARRIED

GB-2025-070

It was MOVED and SECONDED

that Proposed Bylaws No. 321 and 322 be referred for comment to the following First Nations for a 90-day period, Local Governments and agencies for a 60-day period:

- a. First Nations: Cowichan Tribes, Halalt First Nation, Lyackson First Nation, Penelakut Tribe, Semiahmoo First Nation, Snuneymuxw First Nation, Stz’uminus First Nation, Ts’uubaa-asatx First Nation.
- b. Local Governments and Agencies: Regional District of Nanaimo, Island Health Authority, Ministry of Transport and Transit, Ministry of Water, Land and Resource Stewardship, School District 68, Gabriola Volunteer Fire Department, Gabriola Advisory Planning Commission.

CARRIED

GB-2025-071

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 321 cited as “Gabriola Official Community Plan Bylaw No. 166, 1997, Amendment No. 1, 2025” is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

GB-2025-072

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 322 cited as “Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 1, 2025” is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

9.2 GB-RZ-2022.1 (Moen) - Staff Report

The Planner summarized the staff report and highlighted the following:

- The application is coming back to the Local Trust Committee following direction to provide amending language to the proposed bylaws that would tie the housing density to the commercial redevelopment of the property and that a housing agreement not be required for this application; and
- Options to tie the housing density and construction of the dwelling units to the commercial development of the subject property have been provided for consideration.

The applicant was in attendance and noted the purpose of the application was to expand the commercial use of the property to allow for some growth, residential uses were not initially considered but were encouraged and the bylaw now allows up to two residential units with size and location restrictions, and any further restrictions on the commercial use based on the residential units might cause reconsideration of the commercial expansion.

Discussion ensued and the following comments and clarifications were noted:

- The zoning is drafted specifically for the subject property;
- The Local Trust Committee has expressed a desire to see future commercial development in the village core tied to residential density and if the applicant has no intention of including residential uses, then the Trustees need to consider that in terms of the application;
- Options include allowing, or requiring, residential use;
- Expanding commercial uses will benefit the property owner and the Local Trust Committee seeks to understand how benefits to the community will be realized;
- Sizes and options for any additions are not related to policy and are at the discretion of the Local Trust Committee; and
- Following a Public Hearing the Local Trust Committee can not increase the commercial floor area but could decrease it;

The meeting was recessed for a break at 12:35 p.m. and reconvened at 1:05 p.m.

GB-2025-073

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee amend Bylaw No. 318, cited as “Gabriola Official Community Plan (Gabriola) Bylaw No. 166, 1997, Amendment No. 1, 2024”, as follows:

a. Schedule 1, Section 1 is amended by adding a new subsection 1.1 as follows:

1.1 Section 2 – General Land Use and Residential Development, Subsection 2.0 General Land Use, Clause 2.0.k) is deleted and replaced with the following text:

“k) This Plan only supports the realization of additional residential density without subdivision when used for Affordable Housing for Special Needs residents, Seniors, multiple-dwelling affordable housing, and for two dwellings (with no restrictions on their tenancy or affordability) on the following parcel: LOT B SECTION 19 GABRIOLA ISLAND NANAIMO DISTRICT PLAN VIP60373.”

and renumbering all subsequent subsections chronologically.

CARRIED

GB-2025-074

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee Bylaw No. 318 cited as “Gabriola Official Community Plan (Gabriola) Bylaw No. 166, 1997, Amendment No. 1, 2024” be read a first time, as amended.

CARRIED

GB-2025-075

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee Bylaw No. 318 cited as “Gabriola Official Community Plan (Gabriola) Bylaw No. 166, 1997, Amendment No. 1, 2024” be read a second time.

CARRIED

GB-2025-076

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee amend Bylaw No. 319, cited as “Gabriola Island Land Use Bylaw, 1999, Amendment No. 1, 2024”, as follows:

- a. Appendix 1 is amended by adding the following at the end:
 - “f. Conditions of Use
 - i. The floor area of commercial use on the lot shall not be expanded, and no building or structure greater than 100 square metres shall be constructed, increased in floor area, or occupied for different commercial use, unless:
 - one dwelling unit for residential use has been constructed on the lot;
 - or
 - a dwelling unit is constructed as part of the construction or expansion of commercial use on the lot.
 - ii. The floor area of commercial use on the lot shall not be expanded, and no building or structure greater than 200 square metres shall be constructed, increased in floor area, or occupied for different commercial use, unless:
 - two dwelling units for residential use have been constructed on the lot;
 - or
 - two dwelling units are constructed as part of the construction or expansion of commercial use on the lot.”

CARRIED

GB-2025-077

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee Bylaw No. 319 cited as “Gabriola Island Land Use Bylaw, 1999, Amendment No. 1, 2024” be read a first time, as amended.

CARRIED

GB-2025-078

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee Bylaw No. 319 cited as “Gabriola Island Land Use Bylaw, 1999, Amendment No. 1, 2024” be read a second time.

CARRIED

GB-2025-079

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff schedule a stand-alone, electronic Community Information Meeting prior to the public hearing.

CARRIED

GB-2025-080

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff schedule a Public Hearing for Bylaws No. 318 cited as “Gabriola Official Community Plan (Gabriola) Bylaw No. 166, 1997, Amendment No. 1, 2024” and Bylaw No. 319 cited as “Gabriola Island Land Use Bylaw, 1999, Amendment No. 1, 2024” on November 20, 2025.

CARRIED

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Mudge Island Land Use Bylaw Amendment Project Charter - Staff Report

The Planner summarized the staff report and highlighted the following:

- The draft Project Charter includes as many priorities identified within the Mudge Island survey conducted by the Mudge Island Community Association as possible while keeping the project scope within that of a minor project;
- Capacity to initiate this minor project without disruptions to the existing workplan for the Gabriola Official Community Plan project is limited; therefore, it is recommended the minor project be initiated in April, 2026; and
- Expressions of interest for a Mudge Advisory Planning Commission should be sought prior to the project being initiated.

Discussion ensued and the following comments and clarifications were recorded:

- The items included in the scope of the Project Charter are all topics identified by the Mudge Island Community Association as priorities;
- Derelict vehicles were noted as a concern as indicated by the survey but were not identified within the top priorities;
- Consideration of allowing accessory structures without principal use would necessitate a definition of accessory;
- The Mudge community has opportunity to provide feedback regarding the items identified within the scope of the Project Charter and the Local Trust Committee can amend the scope if they choose; and
- The proposed Project Charter can be sent to Snuneymuxw First Nation to inform them and provide an opportunity for feedback in a timely manner.

GB-2025-081

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee endorse the attached project charter for the Mudge Island Targeted Land Use Bylaw Amendment Project.

CARRIED

GB-2025-082

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff communicate with Snuneymuxw First Nation regarding the scope and Project Charter of the proposed Mudge Island Targeted Land Use Bylaw project.

CARRIED

GB-2025-083

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee advertise for public expressions of interest for members of a new Mudge Island Advisory Planning Commission.

CARRIED

11. CORRESPONDENCE

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

11.1 Letter dated August 5, 2025 from M.Delahunt regarding lot owned by Clark Excavating, McCollum Road

GB-2025-084

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee refer correspondence from M. Delahunt dated August 5, 2025 to bylaw enforcement for Gabriola Island Local Trust Area.

CARRIED

12. NEW BUSINESS - none

13. STAFF REPORTS

13.1 Trust Council Bylaw 183 - Policy Statement Referral - Memorandum

The Senior Policy Advisor highlighted a date change for referral responses from October 10, 2025 due to timing of local engagement events. A public Town Hall session will take place during the October 9, 2025 regular business meeting.

GB-2025-085

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee advise it will return a referral response to proposed Bylaw No. 183 Islands Trust Policy Statement Bylaw at the November, 2025 meeting.

CARRIED

13.2 Removing or Transferring Densities from Heritage Areas - Memorandum

The Planner summarized the memorandum and highlighted the following:

- The Local Trust Committee can remove or transfer densities using zoning abilities granted by the province through the *Local Government Act* and *Islands Trust Act*;

- There are a number of implications to consider and the Local Trust Committee may wish to seek legal advice prior to directing a project to remove or transfer densities.

Discussion ensued and the following comments were noted:

- The Planner will review the discussion guides that were part of the focus group engagement sessions as this concept might have been included as one of several considerations;
- Staff have been engaging with Snuneymuxw First Nation staff throughout the Official Community Plan project and the Nation is aware subdivision of the subject property is being discussed;
- The Suitable Land Analysis captures sensitive cultural heritage areas;
- The upcoming community conversation could include a question specifically related to subdivision on lands that have cultural heritage areas;
- Advice is to seek legal opinion regarding risks of downzoning on a specific property based on a subdivision application in process;
- Subdivision has not been approved as yet and there are conditions and outstanding issues;
- Rezoning could be considered as part of the next phase of the Official Community Plan Review project or as a minor project;
- The next minor project has been identified and amending the Land Use Bylaw would also be considered a minor project; therefore, the overall workplan would need to be evaluated;
- If rezoning is to be considered as part of the Official Community Plan Review project it would need to be included in the scope of the Project Charter; and
- Understanding risks might be prudent prior to initiating the work.

GB-2025-086

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff to include a question in the growth management survey regarding subdivision potential on heritage areas.

CARRIED

GB-2025-087

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff to advise on a request for legal advice on downzoning PID: 003-134-806 by the next meeting.

CARRIED

13.3 Gabriola Advisory Planning Commission Appointments - Staff Report

The Planning Team Assistant noted the term of the current Advisory Planning Commission expires November 30, 2025 and the Local Trust Committee is asked to considered recruiting for appointments at this time.

GB-2025-088

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request that staff advertise for expressions of interest for the Gabriola Island Advisory Planning Commission.

CARRIED

GB-2025-089

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request that staff send letters to members of the Advisory Planning Commission whose terms will expire on November 30, 2025, inviting their expressions of interest for reappointment to the Advisory Planning Commission for another two-year term, and thanking them for their participation.

CARRIED

13.4 Trust Conservancy Report - none

13.5 Applications Report dated August 28, 2025

The Planner provided an update on the Applications Report.

13.6 Trustee and Local Expense Report dated June, 2025

Received for information.

13.7 Adopted Policies and Standing Resolutions

Received for information.

13.8 First Nations Relationship Building Update - none

13.9 Climate Change Action Update - none

13.10 Local Trust Committee Webpage - none

14. WORK PROGRAM

14.1 Active Projects Report dated August 28, 2025

Received for information.

14.2 Future Projects Report dated August 28, 2025

Received for information.

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Thursday, October 9, 2025 at 10:30 am at the Gabriola Arts and Heritage Centre

16. ADJOURNMENT

By general consent, the meeting was adjourned at 2:56 p.m.

Laura Patrick, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder

Follow Up Action Report

Gabriola Island

22-May-2025

Progress	Activity	Responsibility	Dates	Status
0%	1 OCP Review Project - Provide an assessment of possible Development Permit Areas to update or draft as part of the OCP review.	Narissa Chadwick		In Progress

26-Jun-2025

Progress	Activity	Responsibility	Dates	Status
0%	1 Regarding GB-DP-2021-1: Staff to engage with Snuneymuxw Rights and Title Department on whether there is interest to explore Heritage Revitalization Agreement tool for use in the Gabriola Island Local Trust Area. And report back to the LTC for consideration of DP decision.	Sonja Zupanec		In Progress
50%	2 Staff to provide options and potential consequences to the removal of subdivision potential, to support the Gabriola Official Community Plan project discussion on growth management. see minutes from June 26, 2025 LTC meeting for context. <i>This discussion is planned for September 14.</i>	Narissa Chadwick		In Progress
80%	3 Regarding Gabriola Island LTC Bylaw Enforcement Notification Bylaw No. 320, cited as 'Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 263, 2011, Amendment No. 1, 2024': Forward to the Secretary of the Islands Trust for approval by the Executive Committee. <i>On the August 6, 2025 Executive Committee agenda for their consideration.</i>	Nadine Mourao Warren Dingman		In Progress

Follow Up Action Report

Gabriola Island

31-Jul-2025

Progress	Activity	Responsibility	Dates	Status
0%	1 Meeting Procedures Bylaw - LTC gave First, Second, and Third Reading to Repeal bylaw No. 323, and forwarded the bylaw to Executive Committee for approval. <i>Scheduled to forward to Executive Committee meeting on October 29, 2025.</i>	Nadine Mourao		In Progress
100%	2 GB-DP-2021.1 - Application denied, inform applicant and close file.	Shalini Nakai Sonja Zupanec		Completed
50%	3 Information Request - Report back and seek legal advice on whether terms of Covenant EX113595 have been met. See resolution for details.	Stephen Baugh		In Progress
25%	4 Information Request - Seek info from DFO about Brickyard Beach shellfish survey results and reach out to Snuneymuxw Marine Division regarding their interest in management of the Brickyard Beach area.	Stephen Baugh		In Progress

Follow Up Action Report

Gabriola Island

04-Sep-2025

Progress	Activity	Responsibility	Dates	Status
100%	1 PL-RZ-2024-0091 (Mid-Island Co-op) - Bylaw 321 (OCP) and 322 (LUB) read a 1st and 2nd time. Send bylaw referrals to First Nations, Local Governments, and Agencies.	Ian Cox Nadine Mourao		Completed
25%	2 GB-RZ-20222.1 (Moen) - Bylaw 318 (OCP) and 319 (LUB) amended and read a 1st and 2nd time. Schedule stand-alone Community Information Meeting (electronic) and Public Hearing on November 20, 2025.	Nadine Mourao Stephen Baugh		In Progress
0%	3 OCP Review Project - Include question in the OCP survey regarding subdivision potential on heritage areas.	Narissa Chadwick		In Progress
50%	4 Minor Project - Project Charter Endorsed for project to start in April 2026. Send project charter to Snuneymuxw First Nation.	Nadine Mourao Stephen Baugh		In Progress
100%	5 Correspondence - Forward letter dated August 5, 2025, from M. Delahunt to Bylaw Enforcement.	Stephen Baugh		Completed
0%	6 Policy Statement - Add referral to agenda for LTC Regular Meeting scheduled on November 20, 2025.	Nadine Mourao		In Progress
100%	7 APC - Send letters to members of Gabriola APC inviting expressions of interest for reappointment. Advertise for public expressions of interest for new members to the Gabriola APC and a new Mudge Island APC.	Shalini Nakai		Completed
0%	8 Legal Advice - Advise on content for a request for legal advice on downzoning PID: 003-134-806.	Renee Jamurat	Target: 09-Oct-2025	In Progress



Follow Up Action Report

DATE OF MEETING: October 9, 2025

TO: Gabriola Island Local Trust Committee

FROM: Narissa Chadwick, Senior Planner
Local Planning Services

COPY: Renee Jamurat

SUBJECT: OCP Review – Table of Contents/Engagement Feedback

RECOMMENDATION

1. That the Gabriola Island Local Trust Committee direct staff to draft Official Community Plan policies in accordance with the draft table of contents presented at the October 9, 2025 Local Trust Committee Meeting.
2. That the Gabriola Island Local Trust Committee endorse the revised project charter presented at the October 9, 2025 Local Trust Committee Meeting.

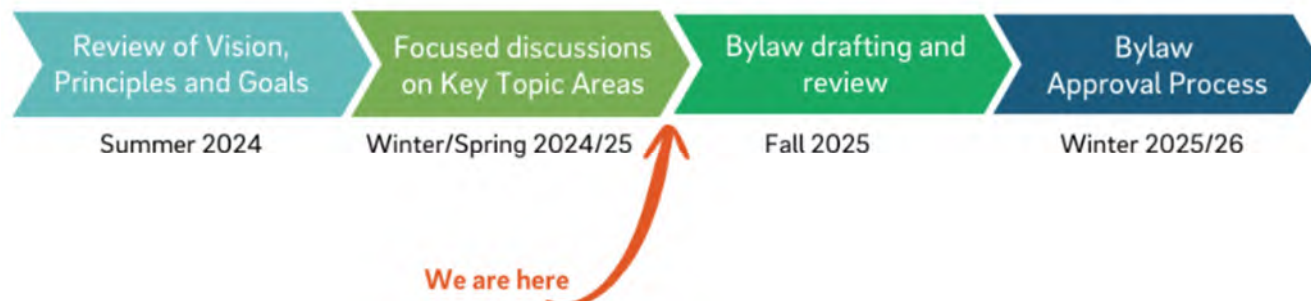
REPORT SUMMARY

The purpose of this report is to:

- Provide a project update
- Present to the LTC the final summary of focus group engagement, topic-focussed survey and the engagement session on re-imagining growth for review.
- Present to the LTC the Community Profile for review.
- Present to the LTC the draft OCP table of contents for endorsement.
- Present to the LTC a revised project charter for endorsement.
- Encourage the LTC to provide direction to staff to begin drafting the revised OCP based on the draft table of contents.

BACKGROUND

Project Update:



As identified in the timeline above, the OCP process has advanced through a number of phases in the past year:

- The review of vision, principles and goals; and
- Focussed discussions on key topic areas

Work during the project phases have included the development of communications materials -including discussion guides on relevant topics, community engagement, data mapping, freshwater footprint work and the development of a community profile.

Community Engagement

Community engagement related to the vision, principles and goals discussion included a survey (363 respondents), community lead engagement events and a community meeting. The summary report related to this engagement was shared in a previous staff report to the LTC and can be found [here](#).

Focus groups reviewed draft policy language that was informed by previous community feedback. The results of each focus group discussion were shared in both special meetings and regular meeting LTC meetings. This phase of the project also involved a community survey (590 respondents). The summary report for this phase of engagement is included in this report as Attachment 2. It can be found online [here](#).

Focus group feedback emphasized water protection, environmental sustainability, and clear, enforceable policies. There is strong support for affordable, diverse housing that aligns with water and infrastructure limits, alongside a resilient local economy supporting small businesses, farms, and working residents. Participants stressed safe, accessible mobility, ecological stewardship, and preparedness for wildfire and climate risks, highlighting the need for policies that are flexible, sustainable, and equitable.

Survey respondents identified a number of climate-related environmental changes—drier summers, lower groundwater, forest stress, and erosion—and prioritized protection of sensitive areas. Support exists for diverse, low-impact housing such as secondary units on existing lots, with safeguards for water and the environment. Water security, forest and watershed preservation, walkability, and ecological stewardship were recurring priorities. Respondents also emphasized strengthening Indigenous cultural heritage, reconciliation, and integrating Indigenous perspectives into planning.

A discussion on growth management was requested by the LTCs as an additional topic for outreach. This was a departure from the more general discussion of OCP direction. It involved a survey and workshop focussed on questions relating to options for addressing questions related to residential density. A summary of feedback from the workshop and summary results to-date is included in Attachment 3. Note that this is a summary and a more detailed record has been compiled.

Workshop participants emphasized that housing must prioritize affordability, options for local workers, and flexible models such as co-housing, secondary units, and cluster housing, while discouraging luxury or oversized homes. Protecting water, ecosystems, and cultural heritage was identified as a top priority, alongside the need to address climate change and infrastructure capacity (ferry, health services, schools). Participants supported innovative approaches such as cistern requirements, rainwater harvesting, and shared servicing, and

stressed the importance of reconciliation with Snuneymuxw First Nation, transparent governance, and flexible zoning that balances growth with environmental protection.

A focused survey with key questions related to addressing growth and change was provided. The survey, which received 110 responses, focused on questions related to subdivision, alternative approaches to rezoning and secondary dwellings . The results of this survey are contained in Attachment 4. A high-level summary of the survey outcomes is as follows:

Subdivision: Respondent feedback showed strong interest in reducing subdivision permission, with many comments stressing that Gabriola is already overdeveloped and that water, ferry, and infrastructure limits make further density unsustainable. Protecting groundwater, ecosystems, and cultural heritage was identified as a top priority.

Rezoning: Respondent views are divided, with the options provided all receiving close to 50% support. Comments indicate that some support diverse, affordable housing options (cluster housing, suites, flexible models) if carefully managed, while many oppose new rezonings that increase density, citing limited groundwater, ferry capacity, and ecological risks.

Secondary units: There was limited support for changes to secondary unit permissions. This was a contrast to the support for secondary units that had been identified at the workshop, focus groups and previous survey (590 respondents). Respondent comments emphasized affordability, with many urging that new units be reserved for long-term housing rather than short-term rentals or speculative uses.

Data Mapping

Information systems (IS) staff at the Islands Trust have been working with planning staff to develop a mapping tool that integrates all the data available (sensitive ecosystems, species at risk, groundwater recharge potential, watershed resiliency, etc.) to provide an indication of areas that are more and less suitable for additional housing development. This work has been done in coordination with Islands Trust Conservancy staff. As well, IS staff has been working with planning staff to complete build-out mapping on Gabriola Island. Build-out mapping identifies how many potential dwellings are possible under existing zoning. This map is being updated to conform with the Islands Trust new format for build-out maps. It will be presented to the LTC at the November meeting.

Freshwater Footprint Work

The freshwater footprint work is now completed. It is currently being reviewed by the Island Trust's Senior Freshwater Specialist. The freshwater footprint consolidates prior technical work—recharge mapping, availability assessments, watershed resiliency, and the freshwater atlas to help inform the development of OCP policies and Land Use Bylaw regulations that are aligned with sustainable freshwater capacity.

Community Profile

The Gabriola Community Profile provides a summary of baseline conditions and markers for trends for Gabriola Island. It provides a current context for understanding and assessing potential impacts for decision-making as it relates to land use to help inform the Gabriola Official Community Plan and Land Use Bylaw. The community profile is included as Attachment 5 and can be found on the project website [here](#). Note that some change might still be made to the section on housing need.

Draft Table on Contents

The draft table of contents (Attachment 6) has been designed to focus on land use planning tools and processes within the Island Trust jurisdiction. Review of the existing Gabriola OCP and OCPs throughout the Island Trust Area has revealed that the traditional themed approach to the development of OCPs (e.g. Economy, Residential, Resource) has led to repetition and a large number of scattered advocacy policies. Organizing the OCP by land use tools such as land use designations and type of development application will remove repetition and make it easier for the community, trustees and planners to understand and use. Moving all advocacy policies to an “implementation and advocacy” section will help to focus advocacy actions and inform a Gabriola Vision 2050 implementation plan.

Staff will be drafting the revised OCP by starting with the review of the policies discussed at focus groups and other relevant feedback. Draft language will be organized using the draft content page structure. There will continue to be opportunity to change the structure of the OCP as the process evolves.

Updated Project Charter

The project charter has been updated to reflect realistic timelines (see Attachment 1). Dates for draft policies and readings have been pushed ahead due to the additional staff time taken to organize the focus groups and the growth management workshop as well as additional time needed to ensure that First Nations interests are effectively addressed. The project charter reflects the timelines in the proposed business case for 2026/27 which is included in a separate report.

Rationale for Recommendation

This project has involved substantial community engagement. Staff feel confident in moving forward with bylaw drafting. There will be opportunity for further community engagement on the draft OCP language prior to first reading and for changes to be made to the draft prior to proposed second and third readings in June 2026. The revised project timeline provides a realistic estimate of key milestones.

Alternatives

1. Request staff to make changes to the proposed table of contents

The LTC may request staff make changes to the table of contents and begin drafting the OCP in accordance with the changes. If the LTC chooses this option they will need to provide very clear instructions to staff.

That the Gabriola Island Local Trust Committee request staff make the following changes to the table of contents.....

2. Request staff to do further public engagement

The LTC may request staff to organize further public engagement prior to bylaw writing. This strongly discouraged as a significant amount of input has been received to-date. As well, the public will continue to have the opportunity to send their interests and concerns to the LTC as well as opportunity to comment on draft bylaws up until June 2026.

NEXT STEPS

- Staff will draft the revised OCP draft;
- Staff will provide the build out analysis to the LTC;
- Staff will provide a review of DPA options to the LTC;
- Staff will provide overview of the H2O balance assessment report and how it will inform the OCP and LUB;
- The public will have an opportunity to review the draft OCP (~Feb-April 2026);
- The draft OCP will be read for the first time (~April)

Submitted By:	Narissa Chadwick, RPP MCIP, Island Planner	October 1, 2025
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	October 1, 2025

ATTACHMENTS

1. Revised Project Charter
2. What We Heard Report (topic focused)
3. Reimagining Growth Workshop - Feedback summary
4. Reimagining Growth Survey Results
5. Community Profile
6. Draft Table of Contents

Gabriola Island Official Community Plan(OCP) and Land Use Bylaw (LUB) Review Project (Phase 2)- Charter

Gabriola Island Local Trust Committee (LTC)

Date: October 2025 (Version 4)

Purpose: To explore, through targeted engagement specific questions related to key topics relevant to the OCP and LUB review and begin to draft OCP policies and identify related LUB changes needed to support these policies.

Background: An OCP describes the long-term vision for a community, through policy statement that guide decisions on planning and land use. An LUB contains regulations to implement the OCP policies. The Gabriola OCP have not been updated since 1997 and the LUB since 1999. The 2024/25 Gabriola Island OCP and LUB Comprehensive Review will address a number of issues of importance to the Gabriola Community. In Phase 1 (2023/24 helped to identify vision and values of the community. From these, a number of principles, upon which to base OCP revised policies, has emerged. \$77,000 has been allocated to this project from the 2024/25 Trust Council Budget. \$50,000 of this has been allocated to do a water availability assessment which will inform decisions related to the location of additional density and the protection of land.

Objectives

Through targeted and focussed engagement on specific topic areas, begin to draft OCP policies and identify related LUB changed based on the values and principles emerging from Phase 1.

In Scope

- First Nations Engagement.
- Public education and engagement activities.
- Target and focussed engagement with relevant parties
- Identifying related LUB changes needed to support revised OCP policies

Out of Scope

- New DPA mapping

Workplan Overview

Deliverable/Milestone	Date
First Nations consultation	ongoing
Suitable Land and Build Out Analysis	February 2025
Community Profile	June 2025
Topic Focussed Engagement	January 2025- May 2025
Engagement on Growth Management	September 2025
Water balance assessment report to LTC	November 2025
Milestone: LTC Review of draft policy language	February 2026
Public Engagement - review of OCP draft policy language and DPA prioritization	February – April 2025
Milestone: First Reading	April 2025
Legal Review	April 2025 – June 2026
Public Review of draft bylaws/referrals	April 2025 – June 2026
Phase 3 of Project(LUB Review, DAI, AOA) Initiated	June 2026
Milestone: Second/Third Reading	June 2026

Project Team

Regional Planner	Project Manager
Island Planner	Project Support
GIS Technician	GIS/Mapping Support
Planning Team Assistant	LPS Admin Support
Legislative Clerk	LPS Legislative Support

Budget

Budget Sources:		
26/27	Communication and Engagement	\$6,000
	Arch Overview Ass.	\$25,000
	Legal + contingency	\$4,000
TOTAL		\$35,000

GABRIOLA OCP REVIEW

TOPIC-FOCUSED ENGAGEMENT

September 2025



Islands Trust

What We Heard

Engagement Summary Report

A Community-Guided Process

In 2024, the Gabriola Island Local Trust Committee launched the Gabriola Visioning 2050 engagement process as an opportunity for island residents to discuss and define community vision and values. The Gabriola Vision 2050 engagement activities were an opportunity for Gabriola residents to tell Islands Trust elected trustees what is special about this place, and how they envision the future of this community. The results of this engagement process led to the identification of topics important to Gabriola residents: housing; the economy; environmental protection; climate change; waste; water; and cultural heritage.

The Gabriola Visioning 2050 - What We Heard From the Online Survey report is available [here](#).

The Gabriola Official Community Plan (OCP) Review Topic-focused public engagement included focus groups and an online survey which ran from September 18, 2024 to May 15, 2025. During this time, 590 people responded to the survey. Discussion guides on the following topics were created to support respondents as they provided feedback on topics identified as important to Gabriola residents during the last round of engagement:

- Connectivity
- Economy
- Environment
- Housing
- Resource Stewardship
- Water

June 2025

Key themes

Across all topic areas, a few key ideas were consistently echoed through responses to the survey and the focus groups.

- Water sustainability and groundwater protection remain top priorities
- Clear, measurable, and enforceable policy language is needed in the updated OCP
- The community supports housing diversity, but density should align with available water resources
- Environmental protection and ecological integrity must be prioritized across all policy areas
- A desire for balance between conservation and resilience — especially in forestry, agriculture, housing, and economic policy

Focus Groups

Topic-focused conversations were held from March to April 2025 on select themes. A maximum of 12 participants with different lived experiences were present in each focus group.

Connectivity

Focus group participants emphasized creating a safer, more accessible Gabriola — especially for youth, seniors, and people using mobility aids. Trails and parks are seen as vital for both recreation and transportation. The importance of supporting a healthy and active community was emphasized.

Parks and Trails

Focus group participants prioritized safe, active mobility for all ages and abilities. Steps to achieve this include continuing to develop a comprehensive island-wide trail map in collaboration with the Regional District of Nanaimo (RDN) and Gabriola Land & Trails Trust (GaLTT). It was emphasized that parkland contributions from developers should be high-quality and flexible, and that playing fields should be considered a community amenity.

Transportation

Reduced car dependency by improving multi-use trails and roadside lanes was emphasized. The lack of road safety was a major concern, and there was particular focus on the need to work with the Province on reducing speed limits and introducing other traffic calming measures, particularly around the school zone, at the ferry terminal, and near the village. The focus group also suggested that pedestrian access should be considered in development applications.

Economy

The focus group highlighted the desire for a resilient local economy that supports small businesses, young farmers, and working residents while preserving the island's rural character. Focus group participants emphasized: the need for affordable workforce housing close to amenities and workplaces, improved bike paths for tourism and commuters, reliable internet for remote work and emergency response, and support for small-scale commercial and light industrial activity. They also recommended more commercial nodes and limiting short-term rentals to principal dwellings.

Environment

Focus group participants emphasized the need to protect Gabriola Island ecosystems through stronger land-use tools, updated mapping, and public education. They supported expanding Development Permit Areas to protect sensitive habitats and groundwater, using science-based mapping, and integrating Indigenous knowledge and stewardship into the OCP. Restoration alongside preservation and landowner education were seen as key priorities.

Housing

In housing discussions, focus groups emphasized affordability, flexibility, and ecological sustainability, calling for creative solutions within environmental limits. Participants supported a range of housing types—including co-housing, multi-family units, tiny homes, and secondary suites—and suggested allowing clustered housing near services and transit. They recommended policy shifts to permit multiple small units per lot within a shared maximum coverage. Water access was identified as a key constraint, with calls to require potable rainwater collection for new homes and to align housing policy with existing infrastructure such as septic systems, water availability, and transit access.

Resource Stewardship

Focus group participants emphasized stewardship as a shared, ongoing, community responsibility, particularly in response to wildfire risk and climate change. They supported fuel-load management, fire safety education and wildfire resiliency planning, while recognizing that forestry can be used as a tool for wildfire resilience. Sustainable resource management was also identified as a priority, with calls to encourage low-impact forestry, local firewood and lumber production, and the active use of agricultural land through incentives.

Water

Water emerged as a central concern across all focus areas, with focus group participants calling for stronger protections, public education, and nature-based solutions. They emphasized the need to safeguard aquifers, recharge zones, and areas at risk of saltwater intrusion.

Recommendations were also made to require rainwater collection for new buildings and to use Development Permit Areas to manage water-related impacts of development. Participants also stressed the importance of water education, water monitoring, robust information on impacts to water resources in applications, tracking surface cover changes, improving public awareness of seasonal water availability, and providing clear definitions for water systems.

Members of the Gabriola farming community, unable to attend the focus group, self-organized to provide written feedback on OCP agriculture policies. They emphasized the need for flexible regulations that allow farms to thrive, including support for secondary uses such as agri-tourism, opportunities to sell farm products, and sufficient housing to accommodate year-round farmworkers. Their input also expressed support for restricting subdivision of farmland, improving water availability, permitting composting, and developing a clear agriculture plan for Gabriola.



Online Survey

The online survey ran from September 18, 2024 to May 15, 2025.

Environmental Changes Noticed

Survey respondents were asked if they have noticed any environmental changes on Gabriola Island that they think may be linked to climate change. The following key themes were consistently highlighted:

- Tree die-off and forest stress
- Lower groundwater levels
- Hotter, drier summers
- Increased erosion

Significant natural areas named for protection included: Brickyard Beach, Honeysuckle Woods, Paisley Place Forest, and intertidal zones.

Development Permit Areas (DPAs)

Survey respondents were asked what they thought could be protected by Development Permit Areas (DPAs). The top areas identified for protection were:

- Shorelines and marine areas
- Groundwater recharge zones
- Wetlands
- Habitat for endangered species

Additional suggestions included protection for cultural sites and wildlife corridors.

Housing Options

Survey respondents expressed strong support for expanding housing options, provided there is adequate water and minimal environmental impact. Priorities included housing types such as secondary suites, tiny homes (including on wheels), cluster housing, worker housing above shops, and increased density in the Village Core. There was broad interest in townhouses, apartments, co-housing, and other affordable, multi-family housing forms. While most respondents opposed creating new residential lots due to ecological concerns, many supported increasing density on existing lots—such as allowing multiple small units with maximum floor area limits—and locating growth in areas best suited to handle it. Respondents also expressed the need for rainwater collection and groundwater protection.

Commercial, Industrial and Resource Lands

Survey respondents were asked if more than one residential dwelling could be permitted on commercial properties as well as what options for additional residential density they would support on agricultural land.

A majority of survey respondents (64%) supported allowing multiple residential dwellings on commercial properties although concerns about groundwater availability were common. When asked about adding residential density on agricultural land, respondents selected all the options they supported:

- Allowing density equivalent to what is permitted by the Agricultural Land Commission (47%)
- Additional units for workers (61%)
- Where adequate freshwater water exists, opportunity for multiple small units with a combined maximum floor area (60%)
- Additional units when land is located close to the village core (33%)

- None (7%)

Water

The most common months for water shortages are reported to be August (13%), September (12%), July (5%), and October (4%), with no more than 1% of respondents indicating they run out of water in any other individual month. 27% reported running out of groundwater at some point in the year, with 64% of those relying primarily on groundwater. 41% of respondents relied on water delivery at some point in the year.

Common themes emerged across all categories included:

- Support for requiring rainwater collection for new developments
- Interest in exploring clustered, low-impact housing
- Need for preservation of forest cover
- Desire for improvements to walkability and transit options
- Elevated protection of watersheds and ecological corridors
- Education on wildfire preparedness, habitat conservation, and invasive species

Indigenous Cultural Heritage and Indigenous Perspectives

Survey respondents were asked what questions they have about Indigenous Cultural Heritage and Indigenous Perspectives related to Gabriola Island. Respondents asked thoughtful, forward-focused questions. Key themes included reconciliation, increased Indigenous visibility in public spaces, cultural education, and stronger relationships between First Nations and Islands Trust. Some questions relating to these key themes include:

- How can the community further support Indigenous reconciliation?
- What is being done to prevent further damage to heritage sites?
- How can Gabriolans become more aware of Indigenous Cultural Heritage and Perspectives?
- Are there any opportunities to include Indigenous art, perspectives, culture, traditions, and language on Gabriola Island?
- What are the First Nations current feelings, perspectives, and connections to Gabriola Island?

Through the OCP review process, Islands Trust staff are actively collaborating with Snuneymuxw First Nation staff to better understand their interests and ensure these are meaningfully reflected

and integrated into OCP policies.

Next Steps

This input will help guide draft policy updates and recommendations for the Gabriola Island updated Official Community Plan and Land Use Bylaw. Future phases will include opportunities for public feedback on draft policies.

For more information and updates, visit:

www.islandstrust.bc.ca/island-planning/gabriola/projects/gabriola-ocpreview/

Questions?

Contact Trustees:

Tobi Elliott

Gabriola Island Trustee

E: Trustee Elliott

T: 1-250-268-7434

Susan Yates

Gabriola Island Trustee

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Contact staff:

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Land Acknowledgment

Islands Trust and Islands Trust Conservancy respectfully acknowledge that the lands and waters that encompass the Islands Trust Area have been home to Indigenous Peoples since time immemorial. We are committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea. The Islands Trust Area is located within the treaty lands and territories of the BOKÉĆEN, Cowichan Tribes, Da'naxda'xw, K'ómoks, Lummi, Lyackson, MÁLEXEŁ, Qualicum, scəwəθən, sə'ilwətał, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth, STÁUTW, Stz'uminus, łaʔəmen, Tlowitsis, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W̱ JOŁEŁP, W̱ SIKEM, Xeláltxw, Xwémalhkwu, Xwsepsum, and xʷməθkʷəy̓əm First Nations.



Learn more
about next
steps in the OCP
review process



SCAN ME

A3_Summary of Gabriola Reimagining Growth Workshop, September 14, 2025

1. Community Values & Priorities

Housing

- Housing is a right: affordability and realistic options.
- Homes for people who work on Gabriola; safe housing for current residents.
- Affordable/attainable housing—better definitions needed.
- Options: co-housing, eco-villages, cluster housing, intergenerational living, small-footprint homes, accessory/secondary suites (legalization and incentives), height increases on commercial buildings for housing.
- Flexible land tenure and ownership models; allow different types of ownership.
- Encourage aging in place; caregiver suites.
- Incentivize efficient use of existing housing stock and quick wins.
- Reduce red tape: proactive rezoning of appropriate areas.
- Limit construction of luxury homes; encourage housing stock “roll-over.”

Environment

- Protect water, trees, wildlife, and forest cover; healthy ecosystem = healthy community.
- Address climate change and build resiliency.
- Rainwater collection and cisterns as critical; equitable water use.
- Use DPAs (Development Permit Areas) for wildlife protection.
- Support NAPTEPs and conservation covenants.
- Recognize varied groundwater conditions across the island.
- Move beyond “either/or” thinking—growth can coexist with protection.

Diversity & Inclusion

- Community for all ages and income levels; support families and children to keep school viable.
- Intergenerational living; seniors age in place.
- Inclusion of Snuneymuxw First Nation in planning and infrastructure decisions.

Health & Safety

- Assisted/long-term care, palliative care, and support for seniors.
- Ensure safe, habitable living conditions for all.

Infrastructure

- Assess island capacity: school, library, doctors.
- Food security and island-based services (composting, etc.).
- Require cisterns/water collection for new builds.
- Explore innovative servicing (e.g., composting toilets).

Connectivity & Accessibility

- Transportation: more hubs, slower speeds, ferry limits, potential bridge discussion.
- Strengthen community connections beyond the single village core.

Economy

- Support locally based economy; sustainable forestry; small-scale home businesses.

Culture & Heritage

- Protect cultural heritage and recognize culturally sensitive areas.

Population Density & Growth

- Balance growth with environmental protection.
- Explore density/cluster reciprocity.

Governance / OCP & Land Use Bylaw

- Flexible, “common sense” zoning and bylaws.
 - Better definitions of affordable/attainable housing.
 - Integrate climate adaptation measures (e.g., vacant-home tax to fund cistern rebates).
 - Improve coordination between Islands Trust, RDN, and other agencies.
 - Transparent, trust-based decision-making.
-

2. Guiding Housing Decisions

- Respect cultural heritage and reconciliation with Snuneymuxw.
 - Support multi-generation housing, mixed-use commercial/residential.
 - Require cisterns and plan for long-term groundwater availability.
 - Allow special zoning for essential-service housing (doctors, firefighters, ferry staff).
 - Direct new housing to GERTIE bus route and small local hubs to reduce car dependence.
 - Encourage small-footprint, cluster housing with rainwater harvesting.
 - Flexible, innovative regulations to adopt new technologies (e.g., 3D printing).
 - Implementation plan with clear targets (3/5/10-year), prioritizing urgent needs and legalizing existing suites.
-

3. Opportunities for New Approaches

- Multi-family housing: co-ops, cohousing, purpose-built rentals, assisted living.
 - Flexible zoning for regulated mobile tiny homes (with hookups, time-limited if needed).
 - Support secondary suites on smaller lots where water allows.
 - Mixed-income, mixed-use developments; avoid concentrated low-income “ghettos.”
 - Incentivize rainwater catchment as part of initial design.
 - Multiple village hubs; cluster housing; allow increased building heights in key areas.
 - Incentives for developers to build rental housing; identify rental-housing percentage goals.
 - Seasonal-worker and commercial accommodation.
 - Allow innovative land-sharing, co-op covenants for green space.
-

4. Concerns for the Local Trust Committee

- Prevent creation of “luxury” or very large homes if inconsistent with community goals.
 - Maintain neighborhood diversity; avoid ghettoization of low-income housing.
 - Ensure flexibility—avoid hard lot-size cut-offs; tie permissions to environmental offsets (cisterns, composting toilets, proven groundwater).
 - Consider wildfire evacuation, climate change, and emergency preparedness.
 - Evaluate ferry capacity, water availability, and population growth projections.
 - Build in mechanisms for conflict resolution and fair enforcement.
 - Balance rights of property owners with environmental limits.
-

5. Mapping Feedback

- Add wildlife corridors, habitat mapping, and elevation data.
 - Map water resources and bike-path opportunities.
 - Consider ferry-traffic impacts and rental-housing distribution.
-

6. Community Engagement Notes

- Participants appreciated the inclusive, safe, and well-facilitated events.
- Some felt the survey lacked space for detailed input; supplementary notes were submitted to capture missing points.

A4_Summary of Reimagining Growth Survey

Questions #1 Community Feedback on Subdivision & Density

ANSWER CHOICES	RESPONSES	
Limit subdivision for new lots except in limited instances (e.g., to support affordable housing initiatives)	27.27%	30
Limit subdivision to only suitable areas (minimal impact on environment, groundwater, cultural heritage, and close to the village)	57.27%	63
Continue with current subdivision rules	20.91%	23
Unsure	0.91%	1
None (please explain)	12.73%	14
Total Respondents: 110		

Summary of Written Feedback

Category

Key Points

- No more subdivisions, even for affordable housing.
- Stick to current densities; only subdivide if groundwater supports it.

Oppose (No Subdivision / No Density Increase)

- Gabriola already overdeveloped → island-wide density cap needed.
- An island this size cannot solve regional housing crises.
- Goes against “Preserve and Protect.”

Conditional / Limited Support

- Very limited subdivisions only, tied to water/septic feasibility.
- Densify in existing developed areas close to services.
- Allow secondary suites on smaller lots if resource-protected.
- Support clustered housing if managed properly (water, septic, tenure).
- Subdivision only if it adds community amenities (roads, septic upgrades).

Category	Key Points
Support (Affordable & Local Housing)	- Badly need affordable housing with low environmental impact. - Housing for locals/working families, not luxury mansions. - Support rezoning for affordable, assisted, and senior housing. - Encourage diverse models: cohousing, multi-family rentals, worker housing, sustainable materials (cob, etc.). - Incentivize building on existing vacant lots (e.g., surtaxes).
Environmental & Infrastructure Concerns	- Groundwater protection = chief concern. - Ferry, roads, hydro, internet capacity already strained. - No water near the village; wells drying up. - Need community sewage systems before further density. - Define “minimal impact” clearly (esp. groundwater).
Heritage & Cultural Protection	- No subdivision around heritage areas. - Cultural heritage must be a primary planning principle. - Protect trees, ecosystems, and natural limits.
Process Concerns	- Need map of 16 subdividable lots. - “Close to the village” is undefined. - Survey questions too vague; options limited. - Need evidence-based rationale for more affordable housing. -

-
- **Key concerns** center on water, infrastructure, and heritage.
 - **Support** exists mainly for affordable housing, but only if it’s sustainable, small-scale, and local-serving.
 - **Conditional views** emphasize strict environmental and infrastructure requirements.

- **Process concerns** highlight the need for transparency, clarity, and fairness.

Question #2 – Community Feedback on Rezoning Options

ANSWER CHOICES	RESPONSES	
Cluster Housing – Homes grouped close together on one lot to minimize impact to land	46.36%	51
Small Unit Clustered Housing – Small units (including mobile homes and tiny homes on wheels) clustered on a lot with shared facilities	54.55%	60
Flexible Housing – Multiple units allowed on a lot with a maximum combined floor area	49.09%	54
Density Bonus for Conservation/Restoration – Permitting additional units in exchange for land protection	50.91%	56
Unsure	3.64%	4
None (please explain)	19.09%	21
Total Respondents: 110		

Category	Key Themes
Support for Diverse / Affordable Housing	- Interest in flexible housing types (cluster housing, suites, tiny homes, co-housing). - Affordable housing should support local families, workers, and marginalized populations. - Locate near the village/services to minimize environmental impacts. - Some support incentives (density bonus) if they deliver real community + environmental benefits.
Conditional / Limited Support	- Support only if tied to strict criteria: ecological soundness, groundwater protection, affordability guarantees, and governance structures. - Conservation bonus acceptable only with enforceable, permanent protections. - Cluster housing supported for specific needs (e.g., seniors).
Opposition to Rezoning / Density	- Strong resistance to new subdivisions or higher density. - Calls for maintaining current zoning; some suggest downzoning or density transfer to remain neutral.

	- Belief that Gabriola is already overdeveloped and higher density won't ensure affordability.
Environmental & Infrastructure Concerns	- Groundwater scarcity/aquifer protection identified as top concern. - Concerns about septic and wastewater capacity; lack of sewage systems. - Ferry, roads, and services already at or beyond capacity. - Calls for mandatory hydrological studies and water/septic safeguards before allowing density changes.
Process & Governance Issues	- Options viewed as vague, overlapping, or poorly framed. - Requests for clearer definitions (flexible housing, conservation bonus, cluster housing). - Concern that short-term rentals undermine affordability goals. - Interest in density-neutral approaches such as transfer of density.
Values & Identity	- Emphasis on preserving Gabriola's low-density, ecologically sensitive character. - Concern about suburban-style development patterns. - Strong expressions of mistrust or frustration with the planning process.

-
- **Split views:** Some support affordable housing/flexible models (if tightly regulated), while many oppose any rezoning or increased density.
 - **Broad agreement:** Protection of water, ferry capacity, ecological and heritage values must take priority.
 - **Clear ask:** More transparent, enforceable, and scientifically grounded criteria before moving forward.

Question #3 – Secondary Units

ANSWER CHOICES	RESPONSES	
Permitting 1 secondary dwelling unit on all smaller lots (1ha-2ha)	31.19%	34
Permitting 1 secondary dwelling units on smaller lots (1ha-2ha) - only on lots close to the village.	4.59%	5
Permitting 1 secondary dwelling unit on smaller lots (1ha-2ha) only in suitable areas (proximity to village, impacts to environment, water, Indigenous cultural heritage considered)	36.70%	40
Permitting secondary suite and accessory dwelling unit on all lots that are 2ha or larger	18.35%	20
Permitting secondary suite and accessory dwelling unit on lots that are 2ha or larger in suitable areas (proximity to town and impacts to environment, water, Indigenous cultural heritage considered)	28.44%	31
Increasing flexibility for residential units accessory to a non-residential use	24.77%	27
No increase in secondary or accessory dwelling unit allowances	20.18%	22
Unsure	3.67%	4
Total Respondents: 109		

Category	Key Themes
Affordability & Use	- Secondary dwellings should be affordable/attainable, not short-term rentals or revenue units. - Suggestions for rent controls or requiring units to be used for caretakers/long-term rentals.
Water, Septic & Environment	- Water availability must be the primary determinant (not just proximity to village). - Septic/wastewater capacity, setbacks, slope, and soil type should govern permissions. - Composting toilets, rainwater collection, and groundwater safeguards required. - Concerns about aquifer depletion if density concentrated in the village.
Infrastructure & Capacity	- Strong concerns about ferry system, lack of doctors, roads, and overall service capacity. - Fears that more housing without infrastructure planning will overwhelm the island.
Regulation, Enforcement & Process	- Many existing illegal units already on Gabriola; calls for regularization and stronger bylaw enforcement before new permissions. - Concern that loosening rules will increase violations.

Category	Key Themes
	- Suggestions for clear permitting criteria, annual caps, and simple approval processes.
Equity & Location	- Debate over siting: some want village-focused density, others argue that's unfair to outlying landowners. - Support for clustered housing in suitable areas or larger lots, provided water/septic can support it.
Opposition to More Density	- Some strongly opposed to any increase in density or rezoning, citing Gabriola's limited carrying capacity and risk of losing rural character. - Concerns that added density fuels speculation and does not guarantee affordability.
Alternative / Flexible Approaches	- Proposals for floor area maximums instead of unit counts. - Allow multiple small homes if impact equals one large home. - Broader definitions of "flexible housing" requested, with adaptability to family needs and aging in place. - Calls for community education and dialogue to build understanding of housing needs.

- **Key concerns** focus on water, septic, infrastructure, and preserving rural character.
- **Support exists** mainly for affordable, long-term, locally-serving housing.
- **Conditional support** requires strict environmental safeguards and careful siting.
- **Clear, fair permitting and enforcement** is emphasized.

A6_Gabriola Island Official Community Plan Table of Contents (DRAFT)

Date Adopted: [YYYY-MM-DD]

Prepared by: Islands Trust – Gabriola Island Local Trust Committee

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Commented [NC1]: Policies relating to these will be integrated throughout the OCP in the appropriate areas

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Islands Trust

GABRIOLA ISLAND

Community Profile



Land Acknowledgment

The Islands Trust Area is located within the treaty and territorial lands and waters of the BOKÉĆEN, Cowichan Tribes, K’ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəwáθən, sə́ilwətał, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune’luxutth, SṪÁUTW, Stz’uminus, łaʔəmen, Ts’uubaa-asatx, Wei Wai Kum, We Wai Kai, W JOŁEŁP, W SIKEM, Xeláltxw, Xwémalhkwu, Xwsepsum, and xʷməθkʷəy̓əm First Nations.

The Islands Trust Area lies within Coast Salish Territory, at the heart of numerous gathering places and villages that are home to these resilient and dynamic First Nations.

The lands and waters of Gabriola Island Local Trust Area and other islands within the Islands Trust Area have been home to Coast Salish Peoples since time immemorial. This region is rich with history, place names, historical village locations, ancestral resting places, and other culturally significant sites. The Indigenous cultural history of the Islands Trust Area is preserved in Indigenous languages, traditions, oral history, and landscapes.

The Gabriola Island Local Trust Area acknowledges the territorial and treaty rights of the First Nations on whose lands Gabriola Island sits, including the Sarléquun Snuneymuxw Treaty of 1854.

First Nations have a vital, long-standing, and forward-thinking interest in preserving their history and protecting the environment of their traditional territories and treaty lands for future generations. Strengthening relationships with the First Nations in the area to ensure meaningful engagement in land use decisions is also a key priority.

Today, the Snuneymuxw First Nation remains present on Gabriola Island, with their Tribal Headquarters located in Nanaimo and Reserve lands spread across the island and surrounding area.

The ongoing connection between the Snuneymuxw and the land underscores the importance of collaboration and mutual respect in land stewardship and governance. The Islands Trust is committed to supporting these efforts.

Islands Trust and Islands Trust Conservancy respectfully acknowledge that the lands and waters that encompass the Islands Trust Area have been home to Indigenous Peoples since time immemorial. We are committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

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Introduction

The following information provides a summary of baseline conditions and markers for trends for Gabriola Island. It provides a current context for understanding and assessing potential impacts for decision-making as it relates to land use to help inform the Gabriola Official Community Plan and Land Use Bylaw Review.

Overview

Gabriola Island is one of the northernmost of the Southern Gulf islands situated in the Salish Sea between Vancouver Island and the mainland of BC. The island spans 5,256 hectares, stretching 14 kilometers in length and 4.2 kilometers in width. Nanaimo, the nearest major city, is accessible by a 20-minute Ferry ride. Gabriola is part of Electoral area B of the regional District of Nanaimo. Along within Islands Trust, governance and service provision on Gabriola Island includes Snuneymuxw First Nation, Regional District of Nanaimo, Province of British Columbia, Island Health and School District 68.

Settlement Patterns

Throughout Snuneymuxw Territory, including Gabriola Island, numerous archaeological sites demonstrate the Nation’s deep-rooted and enduring presence. Villages such as Tle:ltx’w, along with shell middens, petroglyphs, culturally modified trees, and other features, illustrates Snuneymuxw’s dynamic relationships with its territory since time immemorial.

Cultural shell deposits, for example, are often found near ancient coastal or riverine settlements and provide valuable insights into the diet, lifestyle, and environment of past human communities. Cultural shell deposits can indicate long-term habitation as they reflect repeated shellfish harvesting and consumption over time. They also often include artifacts and eco-facts that help to understand the cultural and subsistence practices of the people who created them.

The broader history of Gabriola Island includes waves of change-from its original Indigenous nation to European exploration and ongoing settlement. Snuneymuxw resource management practices such as culturally modified trees, shellfish gardens and forest gardens were strategically placed for sustainable and plentiful resource cultivation indicate Snuneymuxw’s impact on the island, in the modern and colonial context, the island’s landscape was significantly changed by developments such as farming. population growth, advancements in transportation (such as increased ferry services and road development) and influences of land use regulations and global trends.

With the expansion of settlement on Gabriola island, impacts on Snuneymuxw cultural heritage and occupation became increasingly significant. The absence of adequate recognition of Snuneymuxw title and limited cultural protection during residential expansion led to the disturbance - and in some cases, the desecration and destruction-of important archaeological and cultural sites, including the displacement of ancestral remains. These impacts highlight the critical importance of proactive

heritage protection, culturally informed planning processes, co-decision making, and respectful engagement with Snuneymuxw First Nation and other Nations with connections to Gabriola Island.

Settlement Timeline

Time Immemorial - First Nations inhabited what we now call Gabriola Island with permanent and seasonal village settlements, the largest of which was at Tle:ltx’w, with archeological records and evidence dating as far back as ~3,000 BCE.

1791 - Spanish explorers sight Gabriola Island and begin occupying the land the following year, they would call the island Gaviola, later changed to Gabriola

1854 - The Sarlequun Snuneymuxw Treaty of 1854 between the Snuneymuxw and the Crown recognized the Snuneymuxw way of life and established Aboriginal Title

Early 20th Century - 1901 Census reports: 20 married farmers (most with children); 5 widows or widowers with children; 6 single male farmers

1940 - Across North America post WWII migration contributed to an increase urban to rural migration. 1940 Census reports: 275 total population on Gabriola Island

1962 - The Government of British Columbia’s Toll Highways and Bridges Authority purchased the Gabriola Ferry Company which allowed the Island more reliable and regular ferry services to Nanaimo. Census reports the approximate population on Gabriola Island in 1971 at 380

1965 - The Sarlequun Snuneymuxw Treaty of 1854 was upheld in the BC Supreme Court of Appeal Regina V. White & Bob case, reaffirming that Snuneymuxw right were never surrendered

1974 - The *Islands Trust Act* was passed by the Provincial Government with the Object of Islands Trust to preserve and protect the Islands Trust Area and its unique amenities and environment

1981 – Census reports island population to be at 1,000

1998 – Snuneymuxw First Nation issues statement regarding protection of lands and sacred sites on Gabriola Island and urges the provincial government and citizens of Gabriola to respect Snuneymuxw burial sites

2010s – Approximate census population: 4,076, census 2011. Gabriola Island experienced a 15% increase in real estate values

2017 - BC Ferries introduced a new ferry service which improved the frequency and reliability of ferry services between Gabriola Island and Nanaimo

2019 - Declaration on the Rights of Indigenous Peoples Act (DRIPA)

The Declaration on the Rights of Indigenous Peoples Act (DRIPA) passed in November 2019, came into effect as law of British Columbia. The purpose of this Act is to affirm the application of UNDRIP to the laws of British Columbia and to contribute to the implementation of UNDRIP

2019 - Snuneymuxw -Government of Canada: Letter of Understanding

Snuneymuxw and the Government of Canada signed a Letter of Understanding, which commits both parties "to move forward together to renew and strengthen the historic treaty relationship and take the next step on meaningful reconciliation of governance and rights of the Snuneymuxw peoples", which represents an important step towards reconciliation in a manner consistent with UNDRIP

2020 - The rise in remote work due to the COVID-19 pandemic allowed more individuals to relocate to rural areas



Current Context

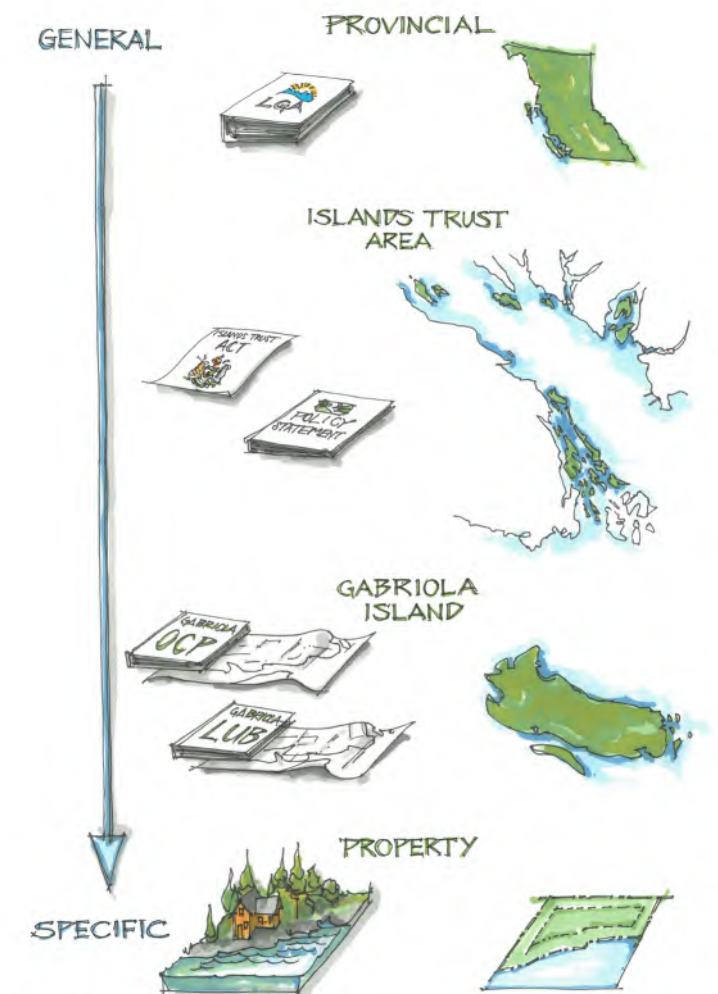
Governance

In 1974, the Province of British Columbia, in recognition of the unique amenities and environment of the islands, passed the *Islands Trust Act*, which established Islands Trust with a mandate, embodied in the "object" of the Islands Trust.

The Object of Islands Trust is to preserve and protect the Islands Trust Area and its unique amenities and environment for the benefit of the residents of the Islands Trust Area and of the province generally, in cooperation with Indigenous Governing Bodies, municipalities, regional districts, improvement districts, other persons and organisations, and the government of the Province.

As part of the Islands Trust Area, the Gabriola Island Local Trust Committee is authorized to adopt an Official Community Plan by the *Islands Trust Act* and the *Local Government Act*.

In the Islands Trust Area, an Official Community Plan must be consistent with the Islands Trust Policy Statement. The Policy Statement is intended to establish a vision for the future and provide a general strategy for land use planning in the Trust Area. It contains commitments of Islands Trust Council, policies related to the preservation and protection of the Islands Trust areas that that Local Trust Committees land use planning is required to adhere to.



Natural Landscape

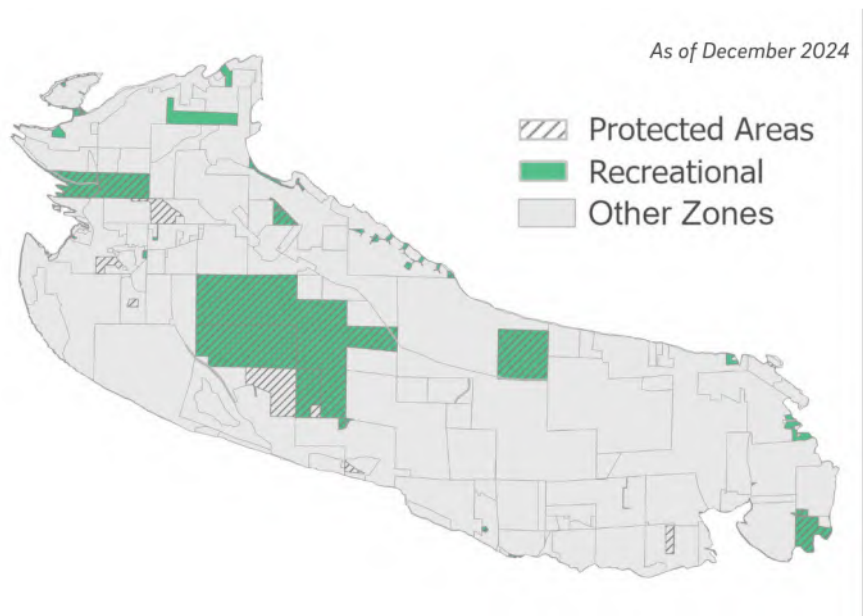
Geology

The island is predominantly composed of a range of sedimentary rock, as well as shale. These sedimentary rocks are part of the Nanaimo Group and are divided into four formations. Porosity affects how groundwater moves through the subsurface and plays a role in erosion and groundwater availability. Average erosion rates in coastal areas can range from 0.1 to 5 meters per year depending on factors like sediment type and vegetation.

Protected and Conserved

Protected areas on Gabriola Island encompass 12% of the total land area (698.04 ha out of 5817 hectares). They are areas that are diverse natural landscapes and environments and focus on conserving and ensuring ecologically sensitive areas remain protected. These protected lands include parks, pathways, and culturally significant sites and sensitive ecosystems. There are 16.3 hectares of land protected by conservation covenants. These covenants are legally binding agreements that restrict land use to preserve natural values.

Conserved land also includes parks and other protected areas.



Recreational and protected areas

Flora & Fauna

Gabriola Island has a diverse range of flora and fauna, indicating a healthy and robust marine ecosystem. According to Fisheries and Oceans Canada and the Government of British Columbia's Ministry of Environment, such biodiversity signals effective ecosystem function and resilience, as diverse species help ecosystems withstand and recover from environmental changes and human impacts.

Species in the Gabriola Island Local Trust Area include:

- Marine Mammals: Orcas, Humpback Whales, Gray Whales, Harbor Seals, California Sea Lions, and Sea Otters
- Fish: Salmon (Chinook, Coho, Pink, and Sockeye), Pacific Herring, Rockfish, Lingcod, Pacific Cod, and Greenling
- Invertebrates: Dungeness Crabs, Sea Stars, Sea Urchins, Giant Pacific Octopus, Barnacles, and Jellyfish
- Other Marine Life: Sea Anemones, various Kelp species, and Marine Algae like Bull Kelp



Community

Age

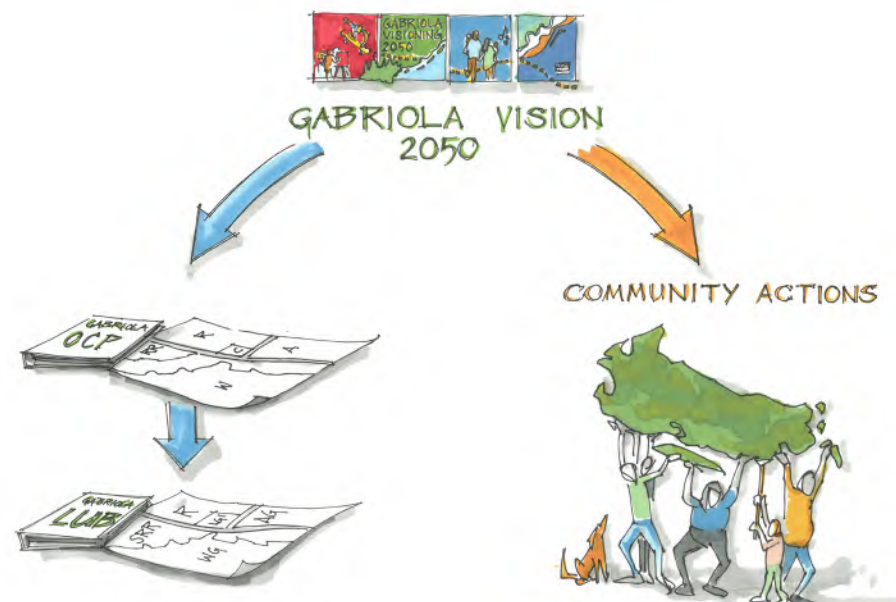
In 2021, based on census data, the year-round population was 4,522. Demographic changes of +11.6% were experienced between 2016 and 2021. Census data may not fully capture the actual population increase due to the presence of underreported seasonal residents.

The population is generally older than the Regional District of Nanaimo and the population of BC, with notably higher rates of those between 55 and 74 years than the Nanaimo Regional District (RDN) or BC, at 52.4% in this age group for Gabriola, 32.9% for RDN, and 25.1% for BC. The median age for Gabriola Island is 63, compared to 51.1 for RDN and 43.0 for BC.

Based on current population statistics, it is estimated that 66% of the population will be over 85 by 2050; however, this is not a population projection. Rather, it reflects an analysis of demographic trends and aging patterns within the current population.

Income

In the 2021 census, the median income on Gabriola Island was \$34,400 for individuals and \$78,000 for households with two or more people. Approximately 15% of the island's population was considered low income in 2020, compared to an estimated 11% average for British Columbia. Of those classified as low income, 28.7% were aged 18 to 64. In 2022, 21% of Gabriola Island residents relied on government transfers for income, compared to the Regional District of Nanaimo (16%) and British Columbia as a whole (11%).



Housing

The total number of private dwellings on the island is 3,062, reflecting a 2.5% increase from 2016 to 2021, of these, 2,375 (78%) are occupied by full-time residents. Among the full-time occupied dwellings, 89% are owned, while 11% are rented. 5.88% of households live in housing that is considered unsuitable or in need of repair.

12% of residents are considered to be in core housing need. Core housing need is defined as households experiencing two of the following three:

- Housing adequacy: living in unsuitable housing
- Housing suitability: living in housing in need of repair
- Housing affordability: paying more than 30% of total before tax income towards housing

Services

Gabriola Island's water supply comes primarily from groundwater sources, including aquifers and springs. Aquifers are recharged primarily through rainfall and surface water infiltration. Seasonal variations and drought conditions impact water availability. About 10% of the island uses small-scale community water systems.

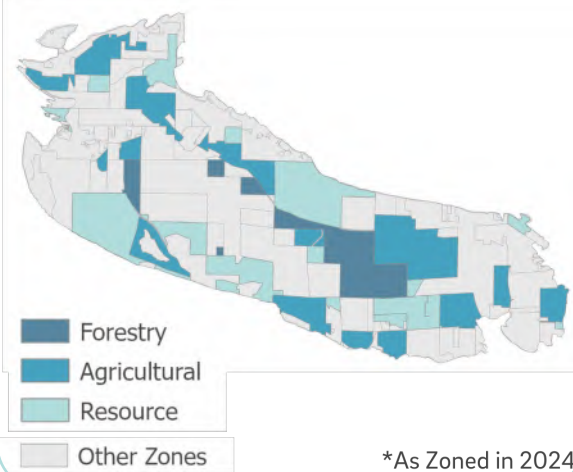
Sanitation services and some sewage services are managed by the Regional District of Nanaimo, which oversees a community-based wastewater treatment system designed to handle residential and small-scale commercial waste. According to the Regional District's reports, the island utilizes a combination of septic systems and a central sewage treatment facility to maintain environmental and public health standards.

According to the 2025 Gabriola OCP Review Topic-Focused Engagementsurvey, up to 60% of residents use rainwater and/or purchase water to augment water supply during dry periods.



Water and septic services

Resource Lands



Forestry

350.68

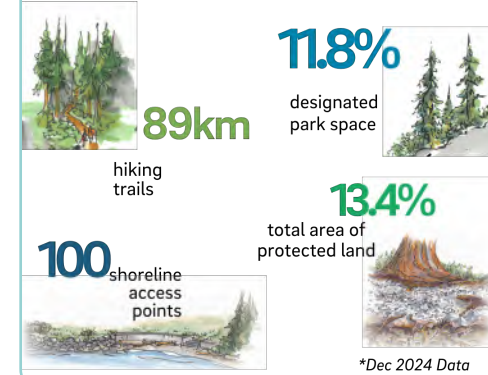
hectares of land
zoned for forestry



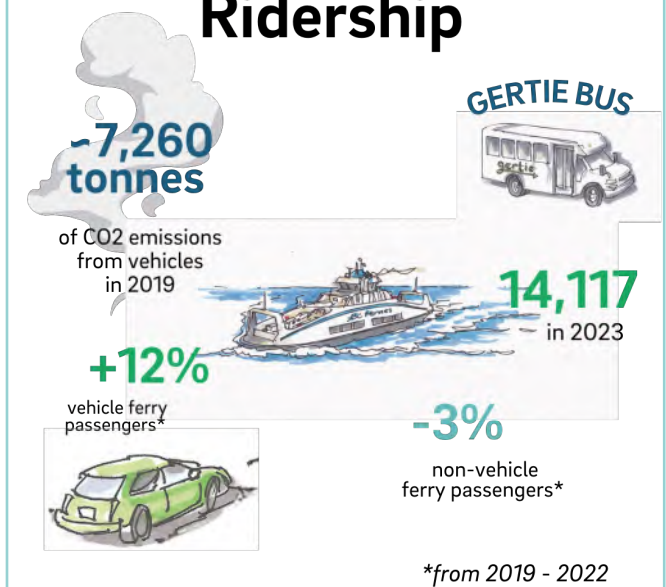
Approximately equivalent to
501 soccer fields (0.7 ha each)

Slightly larger than Central
Park, NY (341 ha)

Park & Open Spaces



Ridership



Growth Changes

2016 - 2021



Sea Level Trends

Since 1990, sea levels have risen by

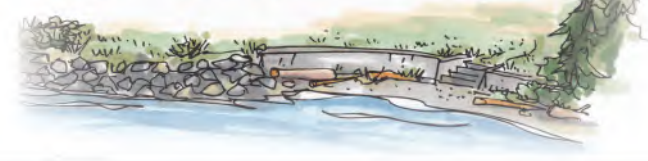
~3.5 mm per year

By **2050***, they may
rise by an additional

+30 - 60cm

By **2100 ***
they may reach up to

+1 m



(*under high-emission scenarios)

At a Glance

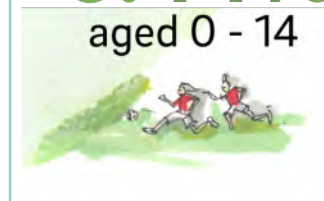


Total population
4,522
 in 2021



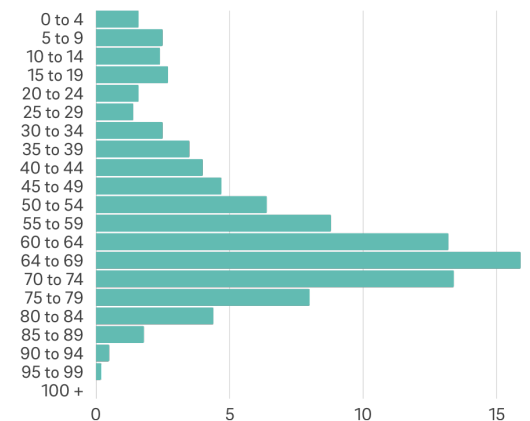
Median age
63

6.44%
 aged 0 - 14



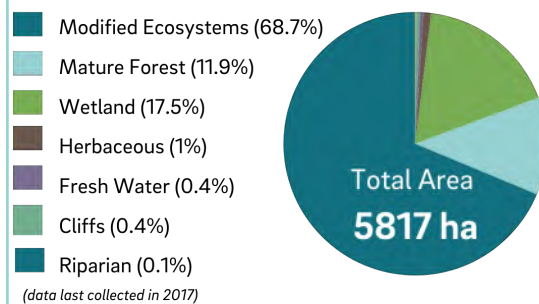
44.33%
 aged 65+

Population by Age (%)

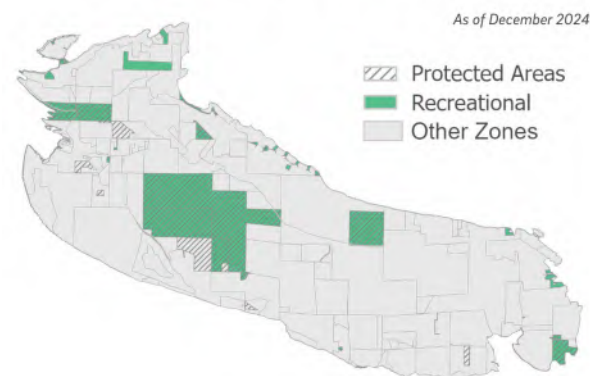


Sensitive Ecosystems

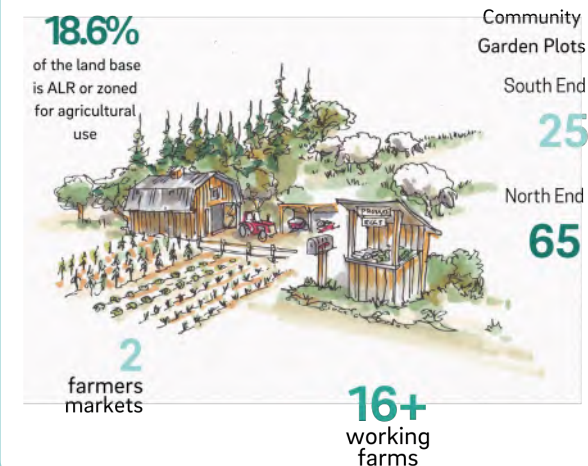
Across the Gabriola Local Trust Area



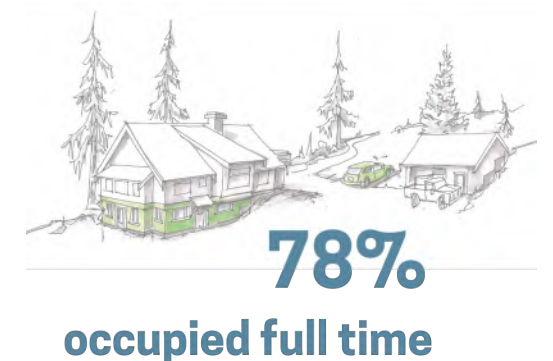
Recreational & Protected Areas



Agriculture



Residential Availability



Public transportation on Gabriola is wholly operated by the Gabriola Community Bus Foundation (GERTIE) and is funded through donations, grants, capital funds and tax support with limited hours of operation, depending on seasonal and holiday schedule. The GERTIE bus operates on varied routes. For more comprehensive travel, residents often rely on private vehicles or ferry services to connect with nearby regions.



A GERTIE Gabriola Community bus

Community Spaces & Connectivity

Outdoor Public Recreation Facilities

The Gabriola Health and Wellness Report 2024 shows that over 50% of residents utilize local parks for physical activities. There are a significant number of hiking and biking trails on Gabriola Island, many of which are maintained by the Gabriola Land & Trails Trust (GALTT). These parks serve as critical venues for organized sports leagues, which have seen a 25% increase in participation over the past three years. The availability of these green spaces has been linked to a 15% rise in overall physical activity levels among residents. Many recreational and sports activities on the Island are organized through the Gabriola Recreation Society, which also offers recreation based activities at various locations across the island.

Opened in 2019 with support from the Regional District of Nanaimo (RDN), the skate park is located in the Huxley Community Park. This park spans just under 1 hectare (929m²) and includes a variety of features alongside the skate park, including tennis courts, picnic areas, walking trails and a basketball court. Since its opening, the skate park has attracted around 200 visitors each week during the summer season. According to a 2022 article in the Gabriola Sounder, the skate park has played a crucial role in fostering youth engagement. Community feedback also indicates that 90% of users feel that Huxley Park has positively impacted their social connections and overall community wellbeing.

Indoor Public Spaces

The Gabriola Island Public Library branch has one of the highest usership rates across the Vancouver Island Regional Library system, with approximately 40% of residents utilizing its resources and services regularly. In 2022, 2,643 residents (59%) of Gabriola held a public library card, a decline from 75% in 2019. Nanaimo's library card ownership stands at 26% of its population, highlighting a relatively higher engagement amongst Gabriolans despite the decrease. The library also hosts various community events, youth-oriented activities, social and educational programs and also provides a public space for community organizations to gather.

There are several other community-operated spaces for social engagement that are low- or no-cost. Including:

- Rollo Centre, run by the Gabriola Senior Citizens Association which can accommodate up to 200 people for events
- Gabriola Community Hall, provides a venue for community events and activities
- Gabriola Island Museum which provides a space to learn about the community history as well as hosting community events
- Gabriola Commons (the Commons) provides a host of indoor and outdoor spaces for community socializing and events

There are also several informal home-based community event spaces for social engagement.

Transportation & Walkability

Residents and visitors rely on BC Ferries to bring them on and off the island and on private vehicles for transportation due to the island's limited public transit options. There are 158 kilometers of roads on island. Gabriola Island is considered a car-dependent island with a walk score of 4 and a bike score of 33. This means errands primarily require vehicle access and bike infrastructure is minimal.

Walkability scores assesses the ease of access to essential amenities (e.g., grocery stores) less than 30 minutes from home and safety factors, such as sidewalks and public transit, without relying on a personal vehicle. A low score indicates a highly car-dependent location. On Gabriola, the walkability scores are most relevant to primary locations such as BC Ferries Terminal and the Village Core.

The current walkability of Gabriola Island is low.

Land Uses

Agriculture Land Use

Agricultural land on Gabriola Island covers approximately 10% (~2000 hectares) of the Island’s total area. Approximately 5% of the island’s total land area falls within the ALR and includes both cultivated and unused agricultural lands. The ALR designates land for agricultural use and restricts non-farming development. In 2020 18.6% of Gabriola’s land base was zoned specifically for food production. The Agricultural Land Commission (ALC) reports that Gabriola Island has around 50 active farms.

Accessible, reliable, affordable, and nutritious food is important to food security on the island. This is threatened by climate change and biodiversity loss.

Forestry Land Use

Forest Land on Agricultural land on Gabriola Island covers approximately 10% (~2000 hectares) of the island’s total area. In 2024, 0.5% of land parcels were zoned for forestry accounting for 350.68 hectares of land. Forestry zoning contributes to the island’s economic sustainability by allowing for controlled, responsible resource extraction while preserving the integrity of its natural environment.

Commercial Land Use

The commercial landscape of Gabriola Island is predominantly driven by small-scale businesses, which are central to the island’s economy. There are approximately 115 registered businesses represented by the Gabriola Island Chamber of Commerce, with a notable emphasis on tourism, arts and crafts, and agriculture. Commercial business includes convenience retail, comparison retail, restaurants and recreation, as well as automobile businesses. In addition, Gabriola’s labour force has increased by 3.8% from 2016 to 2021. Commercial land uses play a crucial role both in employment opportunity on Gabriola Island as well as shaping the island’s economic and cultural identity and encourage diversity in opportunities for supporting local economic vitality.

Industrial Land Use

As of the latest figures, there are about 15 light manufacturing businesses on the island, including woodworking and specialty food production operations. Additionally, the island hosts approximately 10 businesses focused on renewable energy and sustainable practices, reflecting its commitment to eco-friendly initiatives. Collectively, these industrial activities provide employment for a portion of the island’s workforce, with around 1,200 people engaged in various sectors.

Residential Land Use

There are a number of different residential zones on Gabriola Island, each with specific regulations to guide development. Alongside these zones, opportunities for residential dwellings to exist within other zoning encourage flexibility.

Single unit housing has been predominantly supported in the past. Opportunities for secondary suites and detached accessory dwellings as well as multifamily housing exist. Home-based businesses are supported. Specific regulations governing these uses include density, setbacks, and lot size requirements, and they vary between zones.

Sustainability & Resilience

Commitment to Reconciliation

The Gabriola Island Local Trust Committee (LTC) has committed to reconciliation guided by the principles in the following foundational reconciliation documents:

- Islands Trust Reconciliation Declaration (2019)
- Truth and Reconciliation (TRC) Calls to Action
- United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP)
- Declaration on the Rights of Indigenous Peoples Act (DRIPA)

Islands Trust has engaged in intergovernmental relationships with the Snuneymuxw First Nation based on a protocol agreement and is committed to fostering collaboration and mutual respect. Islands Trust is dedicated to fostering meaningful partnerships with Indigenous Nations, ensuring that land use planning and development on Gabriola Island are conducted in a manner that respects Indigenous rights.

Climate Change

Recent trends on Gabriola Island show increasing variability in rainfall, with more intense events becoming common. Climate projections for 2024 indicate that annual rainfall has already increased, with more frequent extreme weather events than in previous decades. By mid-century, annual rainfall is expected to rise by about 10% to 15%, along with a higher frequency of extreme weather events. Historical data from the BC Climate Data Portal reveals that average annual temperatures on Gabriola Island are approximately 11°C to 13°C. Summer highs have risen from an average of 18°C to 20°C 15 years ago to 20°C to 22°C in 2024, while winter lows remain around 5°C to 7°C. These recent climate trends, including altered precipitation patterns and rising temperatures, have the potential to affect groundwater recharge rates and overall water availability on the island.

Population Projections

According to BC Stats, Gabriola Island’s population is projected to experience steady growth over the next 18 years. At the current rate, the population is anticipated to increase by approximately 1,262 individuals, with a cumulative growth of 28% by 2041. Historically, Gabriola Island has seen an average annual population growth rate of about 1.2% over the past decade with the 2020 census populations indicating a 27.8% increase in the past 20 years. It is important to note these population projections are not certain and represent estimates based on current trends, which may change due to a variety of factors.

Housing Needs Projections

According to the 2021 Census, the population was about 4,500. The Islands Trust 2025 Needs Assessment highlights recent population trends: a 13.6% increase between 2001 and 2006, a modest 0.6% increase between 2011 and 2016, and a ~12% increase between 2016 and 2021. Based on these patterns, the average annual growth rate is approximately 1.03%. If this trend continues, Gabriola’s population is projected to reach roughly 6,000 by 2050 — an increase of about 1,300 residents.

Currently, there are 3,228 lots that permit residential use, of which 589 remain vacant. Considering zoning allowances for principal and secondary dwellings, the maximum potential build-out is approximately 4,100 dwellings. With an average household size of 1.9 persons, this supply may appear sufficient to meet projected population growth (+724 units by 2050). However, it does not address the need for affordable housing options.

In 2021, the median property value was \$576,000, reflecting a 15% increase since 2016. According to the Canadian Mortgage and Housing Corporation (CMHC), the average rent for a two-bedroom home on Gabriola is approximately \$1,500 per month, while the average monthly shelter cost is \$903. About 270 Gabriola residents were identified to be in core housing need (household’s housing falls below at least one of the indicator thresholds for housing adequacy, affordability or suitability, and spends 30% or more of its total before-tax income to pay the median rent).

With a median household income of \$78,000 and a median individual income of about \$34,400, limited rental options, and steadily rising housing costs, the theoretical build-out potential does not fully reflect actual housing need. The actual need is potentially less than projected. However, to meet community needs now and into the future, more affordable and diverse housing options are required.

Economic Projections

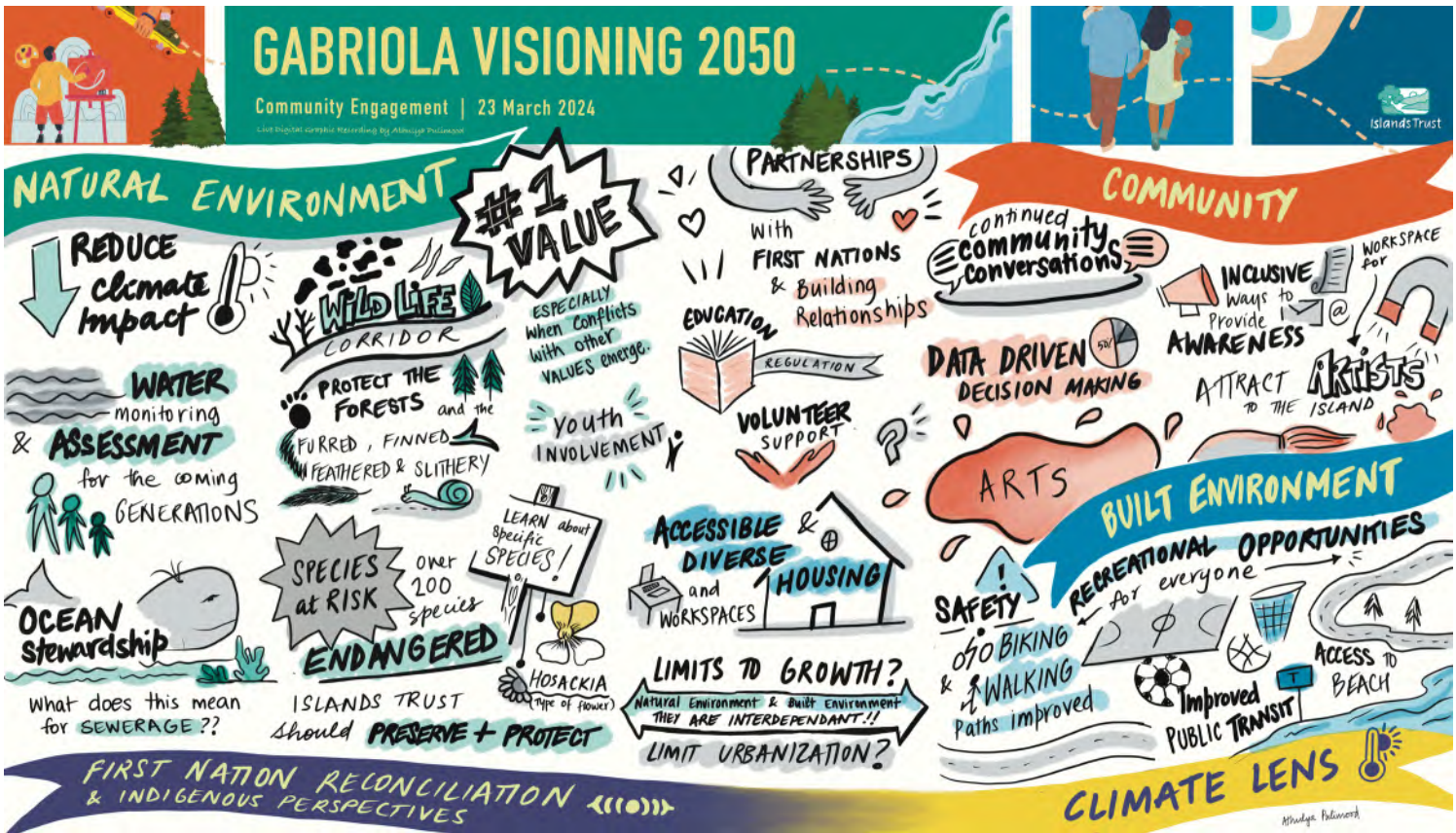
With so many changes in the world influencing the economy in general, the future is hard to predict. Members of the Gabriola Island business community have identified lack of affordable housing to be a significant threat to the business community. The lack of affordable housing on Gabriola Island has led to staff shortages, with many businesses reporting difficulties in hiring due to limited housing options. This challenge grew during the COVID-19 pandemic, when shifts in the job market—especially the rise of hybrid and work-from-home arrangements—led more people to move to Gabriola. Combined with rising living costs across North America and a very limited rental supply of just 11%, these pressures have made affordable housing even harder to find.

Gabriola Island Vision

A Community-Guided Process

In 2024, as part of their OCP Review, the Gabriola Island Local Trust Committee initiated the Gabriola Visioning 2050 process to develop a long-range vision for the island’s future. This community-driven initiative brought together a wide cross-section of Gabriolans to reflect on what they value most about the island and how it can evolve to meet future challenges and opportunities.

Through online surveys, focus groups, public meetings, and community-led events hosted by local organizations, more than 700 people contributed their voices. Participants represented the diversity of Gabriola Island - from long-time residents to newcomers, artists to farmers, youth to elders, business owners, environmental stewards, and housing advocates. The process encouraged open dialogue, collective problem-solving, and reflection on the long-term implications of today’s decisions. The resulting vision reflects the shared aspirations of Gabriolans and is grounded in principles of ecological stewardship, equity, reconciliation, resilience, and community well-being.



Gabriola Island Vision Statement for 2050

By 2050, Gabriola Island is a sustainable, climate resilient, and inclusive rural community that respects Indigenous cultural heritage, protects ecological systems, encourages local food production and supports an active, healthy lifestyle. Guided by stewardship, reconciliation, and community collaboration, Gabriola Island balances human needs with the island's ecological limits. Walkable neighbourhoods, safe cycling routes, and extensive trails foster physical and social connection. Housing is diverse and affordable, transportation is low-impact, and nature-based solutions to climate change are embedded in how the Island grows, adapts, and thrives. Key themes include:

Environmental protection and climate resilience

- Growth is carefully aligned with ecological limits, including water supply, septic capacity, and climate risk
- Forests, wetlands, and recharge areas are protected through enforceable land-use tools, science-based mapping, and Indigenous-led stewardship
- Climate resilience is built through wildfire preparedness, low-impact forestry, water conservation, and shoreline protection

Physically active, healthy community

- A walkable village core, safe biking infrastructure, and well-connected trails support daily physical activity for all ages and abilities
- Community well-being is enhanced through parks, greenways, and gathering spaces that encourage movement and social interaction
- Low-impact transportation options, including the GERTIE community bus, to improve accessibility while reducing emissions

Housing diversity and sustainability

- A mix of housing types—small homes, suites, co-housing, and multi-unit dwellings—meets a range of needs across incomes and life stages
- Clustered housing near services supports aging in place, intergenerational living, and reduced vehicle use
- Development protects ecological features like forest cover, aquifers, and wildlife corridors

Active community engagement

- Gabriolans are actively involved in shaping their future through local planning, stewardship, and collective action
- Community support for local farms, businesses, and sustainability initiatives that strengthen economic and social resilience
- Public involvement fosters a strong sense of belonging and mutual responsibility

Respect for Indigenous Cultural Heritage

- Planning and land use decisions are informed by Indigenous knowledge and leadership
- Cultural landscapes and archaeological sites are protected and recognized as part of the island's shared history
- Reconciliation is ongoing and rooted in respect, awareness, and collaboration

Social equity, arts and culture

- Inclusive planning promotes belonging and access for all residents
- Community identity is enriched by vibrant arts, cultural expression, and support for creative initiatives

Resilient local economy

- Gabriola supports place-based, sustainable livelihoods that provide meaningful work for all generations
- Innovation and environmental responsibility underpin a resilient, community-oriented economy



October 2, 2025

Islands Trust

Local Gabriola Island Trust Committee
700 North Road, Gabriola Island
BC, V0R 1X3

Via e-mail to GabriolaIslandLocalTrustCommittee@islandstrust.bc.ca

Attention; Local Trust Committee Members Trustee Ms. Laura Patrick, Chair
 Trustee Ms. Susan Yates
 Trustee Ms. Tobi Elliot

Re: Proposed Advisory Planning Commission (APC) - Mudge Island, BC

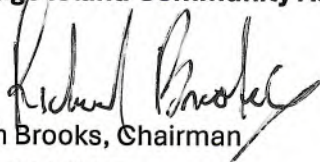
We recently received notice from a community member that the Trustees are seeking Mudge Island residents to participate in an Advisory Planning Commission. Because we had been collaborating with the Local Trust Committee for the last 18 months, we were surprised to learn that the Mudge Island Community Association (MICA) had not been informed.

MICA and the executive were elected with a mandate to represent the island in matters relating to the Islands Trust. This mandate was extended by the community this summer for an additional 18 months to collaborate with Islands Trust to complete the targeted review of bylaws and community plan. Considering the above, all seven members of the Mudge Island Community Association will be applying to serve on the committee so we can continue working collaboratively with the Islands Trust.

We encourage the Local Trust Committee to recognize the will of the community and to appoint the members of MICA to the APC.

Yours truly,

Mudge Island Community Association (MICA)


Rich Brooks, Chairman
604-644-2097
mica.rbrooks@gmail.com

cc: Jon McCullough, Vice Chair mica.jmccullough@gmail.com
Susanne Jakobsen, Secretary micasusanne@gmail.com
Nigel Stoodley, IT Administrator mica.nigelr@gamil.com
Scott Flemming, Communications micaflemming1@gmail.com
Chad Giesbrecht, chitto1234@hotmail.com
Mike Bonneville micamikeb@gmail.com

The Mudge Island Community Association acknowledges that Mudge Island is traditional territory of many First Nations, including the Coast Salish peoples and the Hul'qumi'num speaking Nations. We are grateful to have the opportunity to live, learn, work and play in their traditional and unceded territories.

DATE OF MEETING: October 9, 2025
TO: Gabriola Island Local Trust Committee
FROM: Narissa Chadwick, Senior Planner
Local Planning Services
COPY: Renee Jamurat, Regional Planning Manager
SUBJECT: Gabriola OCP Review – Business Case

RECOMMENDATION

1. That the Gabriola Island Local Trust Committee endorse the attached 2026 – 2027 Business Case and that staff forward the business case to the relevant committees and to Trust Council.

REPORT SUMMARY

The report attaches a draft business case for the allocation of funding and staff resources for the continuation and anticipated completion of the OCP/LUB Review Project for the next fiscal year.

DISCUSSION

As a Major Project, Trust Council must approve a business case. Attached is a draft business case for LTC review and consideration. The LTC may approve as presented, amend the business case and approve, or defer consideration. If approved, the next step would be to forward the business case to Regional Planning Committee (RPC) and Financial Planning Committee (FPC) for review and forwarding to Trust Council. If approved, the project would continue April 2026 through March 2027 (Phases 3 & 4).

Business Case

A budget of \$35,000 is proposed to support the following:

- Continuing First Nations engagement: \$25,000 for Archaeological Overview Assessment (AOA)
- Public Engagement and communications - \$6,000
- Legal review & contingency - \$4,000
- Draft OCP Bylaw Referrals
- DPA prioritization
- OCP bylaw readings
- Phase 3: LUB amendment drafting and bylaw readings
- DAI bylaw

Note that the AOA has been identified as a necessary step by the Snuneymuxw First Nation staff to better understand the location of significant cultural sites. This will help to inform potential development permit area, heritage protection area and/or other considerations related to the siting of new developments. The amount proposed is an estimate to be further examined.

Rationale for Recommendation

The endorsement of the business case will support the continued momentum of the project towards completion.

ALTERNATIVES

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

1. Request further information

The LTC may request further information prior to making a decision.

That the Gabriola Island Local Trust Committee request that staff report back to a future meeting with...

2. Request changes to the business case

The LTC may choose to request changes to the business case. In this case the LTC will need to provide clear direction to staff.

That the Gabriola Island Local Trust Committee request staff make the following changes to the business case.....

NEXT STEPS

If the LTC provides direction, staff will forward the Business Case for review and approval.

Submitted By:	Narissa Chadwick, RPP MCIP, Island Planner	October 1, 2025
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	October 1, 2025

ATTACHMENTS

- 1. Gabriola OCP/LUB Review Project Draft 2026-27 Business Case

Completion of this form initiates a request to the management team, FPC, and ultimately Trust Council for allocation funding in the next fiscal year budget. The form is to be completed and submitted at the start of the decision making process. The business case forms part of the Annual Budget Process (refer to Islands Trust Council Budget Process Policy 6.3.i).

TO BE COMPLETED BY INITIATOR

Requested by (Committee or Operational Unit): GABRIOLA LTC	Budget Source (select all that apply): ☐ Specific Project Funding (select all that apply) ☐ Third Party Contractors ☒ Staff Travel Expense ☒ Staff Overtime Expense ☐ New Staff Member – Temporary for project ☐ Computer Hardware/Software ☐ Furniture & Equipment ☐ Computer Hardware/Software/Supplies ☐ New Staff Resources (see Staff Costing Tool) ☐ Permanent ☐ Temporary Temp Duration: _____ ☒ Other: Capacity funding request to First Nation for on-going meetings and participation, mapping, facility rental, engagement meetings and materials, printing, posting and distribution of communication materials.
Department: LPS-Planning Services	
Name of Request: Phase 3 - Gabriola OCP & LUB Review, Major Project (Year 4 of 5 project)	
\$ Value of Request (indicate by fiscal year <u>and</u> total if project is multi-year): 2026-2027: \$35,000 2027-2028: \$25,000 estimate Budget to-date: \$125,000 2023-24, Phase 1 = \$18,000 2024-25, Phase 2 = \$77,000 2025-26, Phase 3 = \$30,000	
Date of Submission to Finance: September 2025	Funding Required for (date range): April 1, 2026-March 31, 2027

TIE TO ISLANDS TRUST GUIDING DOCUMENTS

Trust Council [Strategic Plan 2025-2028](#) contains objectives to:

- Preserve, protect and advocate for forest and terrestrial ecosystems
- To preserve and protect marine ecosystems
- Mitigate and adapt to climate change impacts
- Strengthen Housing Affordability Throughout the Islands Trust Area
- Engage with Indigenous Governing Bodies and Indigenous Peoples on governance, growth management, heritage and ecosystem protection, and climate change

ISSUE/OPPORTUNITY:

The Gabriola Island OCP and LUB has not been substantially updated since 1997 and 1999 respectively. The review will substantially update the bylaws addressing a number of Islands Trust Strategic objectives and emerging issues. As the first substantial OCP/LUB review undertaken by the regional planning team the project and resulting bylaw amendments will serve as a model for other LTC OCP/LUB reviews.

Fiscal 2026/2027 Phase 3 Completion and Phase 4 \$35,000

With this business case the LTC is seeking the funds to support the completion of Phase 3 as well as Phase 4. Additional engagement related to growth management was added leading to an extension of the Phase 3 timeline into the 2026/27 fiscal year.

Phase 3 Completion OCP Drafting and Readings \$6, 000

- Public Engagement on growth management
- OCP Drafting
- DPA prioritization (analysis and discussion)
- OCP first reading
- Legal review as needed

Phase 4 - Fiscal 2026/2027 LUB Drafting, Development Approval Information (DAI) Bylaw and Archeological Overview Assessment (AOA) \$25,000

- OCP approval
- Drafting and approval of LUB
- Community engagement related to LUB
- Drafting and approval of DAI Bylaw
- First Nations consultation including an Archeological Overview Assessment (AOA) to provide information on location of archeological sites to help inform the development of a Heritage Conservation Area (HCA) for the protection of Indigenous cultural heritage.
- OCP/LUB Process audit (done by staff)– to provide options and recommendation for other OCP/LUB reviews across the Islands Trust Area

The OCP and LUB review will provide the opportunity to advance Islands Trust Strategic Interests related to:

- **First Nations Reconciliation** – Snuneymuxw First Nation staff have indicated interest in a heritage conservation area to protect indigenous cultural heritage on Gabriola Island. In order to move forward an AOA is needed. A model FN engagement process is being created as IT staff work closely with SFN staff to develop the process together.
- **Affordable and attainable housing**- Housing is prioritized.
- **Preservation of ecosystems both terrestrial and marine** – A number of criteria related to the protection and preservation of the environment are used to provide options for moving growth potential away from less suitable to more suitable areas. The project also includes a review of current, and prioritization of new, DPAs.
- **Advancing the Freshwater Sustainability Strategy** – The project will integrate the freshwater footprint work that was done in Phase 2 to help determine suitable areas for additional dwellings.
- **Creation of model engagement process** – An engagement process that can be repeated on other islands is being developed. Aspects of this process have already been used for Denman and Salt Spring projects.

PROJECTED RESULTS/DELIVERABLES:

Phases 3 & 4 Fiscal 2026/27 \$35,000 – DPA prioritization, OCP completion and Initiation of LUB review:

- Continuing First Nations engagement: \$25,000 for Archaeological Overview Assessment (AOA)
- Public Engagement and communications - \$6,000
- Legal review & contingency - \$4,000
- Draft OCP Bylaw Referrals
- DPA prioritization
- OCP bylaw readings
- Phase 3: LUB amendment drafting and bylaw readings
- DAI bylaw

The Gabriola OCP will provide model policies for other LTCs and a model process to demonstrate the successive process of updating the LUB to ensure OCP consistency.

Future Phase:

Phase 5 – Fiscal 2027/28 Implementation Plan and DPA Mapping \$25,000 estimate

- Creation of a Gabriola Vision Implementation Plan (to include items within and outside of Islands Trust Jurisdiction)
- Vision Implementation Plan to involve First Nations and other agencies (community organizations, province, regional district etc.) in development of a Gabriola Vision Implementation Plan
- DPA mapping for priority DPAs

Previous Phases:

Phase 1 -Fiscal 2023/2024 \$18,000 – Gabriola Visioning 2050

- Initial FN consultation
- APC/HAPC/Community Engagement
- Public Education

Phase 2- Fiscal 2024/2025 \$77,000 - Data Collection and Discussion

- First Nations consultation
- Compiling baseline/technical information
- Suitable Land Analysis
- Water Balance Assessment
- Engagement on key topics
- Initiation of bylaw drafting

Phase 3 - Fiscal 2025/2026 OCP Drafting \$30,000

- First Nation consultation
- Reimagining Growth – Engagement on issues relate to density
- Refining draft bylaw language based on community feedback
- First Reading of Bylaw

RISK ASSESSMENT:

Factors potentially affecting the timing of project deliverables:

- Regional Planning Team (RPT) capacity to manage the project in 2026/2027.
- Capacity and available expertise to support mapping, data needs, communications within the budget.

Financial implications:

- Staff travel and overtime expenses.
- Legal review may cost more than estimate.

Resource requirements:

- RPT has allocated time to the continuation of this project in anticipation of budget approval.
- Overall staff resourcing from the RPT to complete all major projects is limited and may not be able to accommodate any extensions to project timeline and work scope.
- Overtime hours are anticipated.

ALTERNATIVES CONSIDERED:

Option 1: Proceed no further. Staff time and funding are not allocated to the project. Under this alternative the project does not complete OCP bylaw drafting, DPA mapping, does not proceed to bylaw readings. And LUB bylaw review is not initiated.

Option 2: Proceed as a Minor Project. Should funding not be provided, the LTC may consider completing the work as a sequence of 'minor projects' with reduced scope, budget and deliverables. Anticipated scope would be limited to bylaw writing and review with limited community engagement. As a minor project, staff support would be limited to Island Planner leading to extended timelines.

Option 3: Reduced funding. This will limit the project scope of work and deliverables such as completion of an archaeological overview assessment, engagement and communications.

CRITICAL SUCCESS FACTORS:

- Allocation of planning services staff time (Regional Planning Team and Island Planner support)
- First Nations engagement leading to support of FN interests
- The project would be considered successfully completed if the OCP Bylaw is adopted. Success could be measured over the longer term through measurables such as improved relations with First Nations, updated policy and regulatory bylaws to address First Nation interests and concerns, creation of model policies and model process of updating their LUBs for OCP consistency.

RECOMMENDED OPTION:

The present funding request is for \$35,000 for fiscal 2026/27 to allow the Gabriola Island OCP-LUB project to complete Phase 3 and progress through Phase 4.

COST/BENEFIT ANALYSIS:

Quantitative Analysis:

\$35,000 for fiscal 2026/27 for Phase 3-4

- \$25,000 - First Nations Consultation + AOA
- \$6,000 – Community Engagement and Communications
- \$4,000 – [Legal Review & Contingency](#)

Qualitative Analysis:

- If no action is taken the preservation and protection of Gabriola Island groundwater resources, forests, shorelines and indigenous heritage will be at risk.
- Housing affordability and attainability will not be effectively addressed
- The trust that has been building between Snuneymuxw First Nation and the Islands Trust will be challenged and the process of engagement will be undermined.

PURCHASING PROCEDURE:

Not applicable if the work is done in-house by staff. However, there will be other financial services required such as legal review, capacity work agreement where necessary as identified through a work program.

PROPOSED IMPLEMENTATION STRATEGY:

Deliverable/Milestone	Date
Phase 3 - Public Review of draft OCP bylaws/referrals	March 2026 – May 2026
Phase 3 – AOA (results to inform HPA as part of OCP)	March 2026- May 2026
Phase 4 - LUB review and DAI Bylaw will be initiated	March 2026
Phase 3 Milestone - Second/Third Reading OCP/PH	June- Sept 2026
Phase 4 – LUB Drafting	March – June 2026
Phase 4 – Public Engagement on LUB	June – September 2026
Phase 4 Milestone – DAI bylaw	September 2026 – Feb 2027
Phase 4 Milestone – First reading LUB	Sept/Oct 2026

STAFF RESOURCING:

- 450 hours Regional Planning Team Project Manager
- Up to 200 hours LTC Planner Support
- 20 hours GIS - Mapping
- Up to 50 hours Administrative Support *subject to other approved major projects
- 150 hours Communications Specialist
- Up to 20 hours Regional Planning Manager
- Overtime is expected for Planner and Administration staff hours.
- Overall staff resourcing from the RPT to complete all major projects is limited and may not be able to accommodate any extensions to project timeline and work scope.
- It is anticipated that staff resources to support RPT projects from the existing staff allocation is feasible, however in a limited capacity.

CHANGE MANAGEMENT/COMMUNICATIONS/COLLABORATION:

- Significant engagement with the Snuneymuxw First Nation (SFN) will strengthen this project. IT staff are working very closely with SFN staff.

Requested by: Gabriola Island Local Trust Committee

Prepared by: Narissa Chadwick, Island Planner / October 1, 2025

Reviewed by: Renée Jamurat, Regional Planning Manager / October 1, 2025

Date of Meeting: October 9, 2025 **File No.:** 3900-03; 4050-03

To: Gabriola Island Local Trust Committee

From: Warren Dingman
Manager of Bylaw Compliance & Enforcement

Re: **Final Adoption of Amendment Bylaw No. 320 “Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 263, 2011 Amendment No. 1, 2024”**

RECOMMENDATION:

1. That the Gabriola Island Local Trust Committee adopt Bylaw No. 320 the “Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 263, 2011, Amendment No. 1, 2024”.

STAFF COMMENTS:

On June 26th, 2025 the Gabriola Island Local Trust Committee gave first, second and third readings to the attached amendment Bylaw No. 320 and referred it to the Executive Committee for approval. This approval was given on August 6, 2025.

This amendment bylaw will update the penalty schedules and it also establishes a penalty for failure to obtain a permit for work in a development permit area.

As this is an administrative Bylaw it does not require the approval of the Minister of Housing and Municipal Affairs and the Gabriola Island Local Trust Committee may now adopt the Bylaw.

Submitted By:	Warren Dingman, Bylaw Compliance & Enforcement Manager	September 22, 2025
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	September 24, 2025

Attachment

1. Proposed Gabriola Island Local Trust Committee Bylaw No. 320

PROPOSED

GABRIOLA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 320

A BYLAW TO AMEND THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE BYLAW ENFORCEMENT NOTIFICATION BYLAW NO. 263, 2011

The Gabriola Island Local Trust Committee, being the Local Trust Committee having jurisdiction on and in respect of the Gabriola Island Local Trust Area, under the *Islands Trust Act*, in open meeting assembled, enacts as follows:

1. Gabriola Island Local Trust Committee Bylaw No. 263 cited as “Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 263, 2011” is hereby amended as follows:
 - a. By deleting the Schedule A – Gabriola Island Land Use Bylaw No. 177, 1999 Contraventions and Penalties in its entirety and replacing it with a new Schedule A – Gabriola Island Land Use Bylaw No. 177, 1999 Contraventions and Penalties, attached to and forming part of this bylaw.
 - b. By deleting Schedule B – Mudge Island Land Use Bylaw No. 228, 2007 Contraventions and Penalties in its entirety and replacing it with a new Schedule B – Mudge Island Land Use Bylaw No. 228, 2007 Contraventions and Penalties, attached to and forming part of this bylaw.
 - c. By deleting Schedule C – DeCourcy Island Zoning Bylaw No. 44, 1987 Contraventions and Penalties in its entirety and replacing it with a new Schedule C – DeCourcy Island Zoning Bylaw No. 44, 1987 Contraventions and Penalties, attached to and forming part of this bylaw.
2. This Bylaw may be cited as “Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 263, 2011, Amendment No. 1, 2024.”

READ A FIRST TIME THIS 26TH DAY OF JUNE , 2025

READ A SECOND TIME THIS 26TH DAY OF JUNE , 2025

READ A THIRD TIME THIS 26TH DAY OF JUNE , 2025

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

6TH DAY OF AUGUST , 2025

ADOPTED THIS XX DAY OF XXX , 20XX

CHAIRPERSON

SECRETARY

Schedule A
GABRIOLA ISLAND LAND USE BYLAW NO. 177, 1999
CONTRAVENTIONS AND PENALTIES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 14 days)	A3 Late Payment (\$300 surcharge after 28 days)	A4 Compliance Agreement Available	A5 Compliance Agreement Discount
A.3.2.1	Fail to Permit Inspection	\$500	\$400	\$800	Yes	100%
B.1.2.1 – B.1.2.3	Prohibited Use, Building or Structure	\$500	\$400	\$800	Yes	100%
B.2.1	Fail to Comply with Special Setback and Elevation Provisions	\$500	\$400	\$800	Yes	100%
B.2.3	Fail to Comply with Height Regulations	\$500	\$400	\$800	Yes	100%
B.2.4	Fail to Comply with Fence Regulations	\$350	\$250	\$650	Yes	100%
B.2.7	Inadequate Landscape Screen	\$300	\$200	\$600	Yes	100%
B.2.9	Over Height Structure	\$350	\$250	\$650	Yes	100%
B.2.10	Fail to Provide Landscape Screen	\$350	\$250	\$650	Yes	100%
B.3.1	No Permanent Resident for Home Occupation	\$350	\$250	\$650	Yes	100%
B.3.2	Prohibited Home Occupation	\$500	\$400	\$800	Yes	100%
B.3.3	Fail to Comply with Home Occupation Provisions	\$350	\$250	\$650	Yes	100%
B.3.4	Fail to Comply with Home Industry Provisions	\$500	\$400	\$800	Yes	100%
B.3.5	Exceed Maximum Number of Employees	\$350	\$250	\$650	Yes	100%
B.3.6	Fail to Comply with Bed & Breakfast Regulations	\$350	\$250	\$650	Yes	100%
B.4.1 – B.4.8	Fail to Comply with Sign Regulations	\$350	\$250	\$650	Yes	100%

Schedule A
GABRIOLA ISLAND LAND USE BYLAW NO. 177, 1999
CONTRAVENTIONS AND PENALTIES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 14 days)	A3 Late Payment (\$300 surcharge after 28 days)	A4 Compliance Agreement Available	A5 Compliance Agreement Discount
B.4.8.1	Prohibited Illuminated Sign	\$500	\$400	\$800	Yes	100%
B.5	Fail to Comply with Parking Regulations	\$300	\$200	\$600	Yes	100%
B.6.1	Exceed Maximum number of Boarders	\$300	\$200	\$600	Yes	100%
B.6.2	Fail to Comply with Limited Public Market Regulations	\$300	\$200	\$600	Yes	100%
B.6.3	Prohibited Commercial Vacation Rental	\$500	\$400	\$800	Yes	100%
B.6.4.1	Fail to Comply with Regulations for Travel Trailers, Recreational Vehicles & Accessory Buildings	\$350	\$250	\$650	Yes	100%
B.6.5	Prohibited Storage of Unlicensed Vehicle	\$400	\$300	\$700	Yes	100%
B.6.6	Fail to Comply with Secondary Suite Regulations	\$350	\$250	\$650	Yes	100%
D.1 – D.5	Non-Permitted Use in Any Zone	\$500	\$400	\$800	Yes	100%
D.1 – D.5	Non-Permitted Building, Density, or Structure in Any Zone	\$500	\$400	\$800	Yes	100%
D.1 – D.5	Non-Permitted Siting, Height, or Lot Coverage in Any Zone	\$350	\$250	\$650	Yes	100%
F.1 – F.11	Fail to Obtain Development Permit in Any Development Permit Area	\$500	\$400	\$800	Yes	100%

Schedule B
MUDGE ISLAND LAND USE BYLAW NO. 228, 2007
CONTRAVENTIONS AND PENALTIES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 14 days)	A3 Late Payment (\$300 surcharge after 28 days)	A4 Compliance Agreement Available	A5 Compliance Agreement Discount
3.2.	Prohibited Use	\$500	\$400	\$800	Yes	100%
3.3	Fail to Comply with Siting and Setback Regulations	\$350	\$250	\$650	Yes	100%
3.4	Fail to Comply with Height Regulations	\$300	\$200	\$600	Yes	100%
3.5.(1)	Use of Accessory Building or Structure for Overnight Accommodation	\$300	\$200	\$600	Yes	100%
3.5.(3)	Non-Permitted Residential Use of a Vessel, Building, or Structure on the Water	\$500	\$400	\$800	Yes	100%
3.6	Fail to Comply with Home Occupation Regulations	\$350	\$250	\$650	Yes	100%
3.7	Inadequate Landscape Screen	\$300	\$200	\$600	Yes	100%
3.8	Non-Permitted Use of Recreational Vehicle, Tent, or Camper	\$350	\$250	\$650	Yes	100%
3.9. (1)	Wrecking/Storage of Vehicles/Vessels or Use of Parcel as Junkyard	\$500	\$400	\$800	Yes	100%
3.9. (2)	Inadequate Screening of Unlicensed Vehicles/Vessels Undergoing Repair or Exceed Maximum Number Vehicles/Vessels	\$300	\$200	\$600	Yes	100%
5.1 – 5.4	Non-Permitted Use in Any Zone	\$500	\$400	\$800	Yes	100%
5.1 – 5.4	Non-Permitted Building/Structure in Any Zone	\$400	\$300	\$700	Yes	100%
5.1 – 5.4	Non-Permitted Lot Coverage, Floor Area, Siting or Size in Any Zone	\$300	\$200	\$600	Yes	100%
5.4	Fail to Comply with Water Marina Zoning Regulations	\$350	\$250	\$650	Yes	100%
6.1.1	Fail to Comply with Sign Regulations	\$300	\$200	\$600	Yes	100%
7.1.1	Fail to Comply with Parking Regulations	\$250	\$150	\$550	Yes	100%

Schedule C
DECOURCY ISLAND ZONING BYLAW NO. 44, 1987
CONTRAVENTIONS AND PENALTIES

Bylaw Section	Description The following fines apply to the contraventions below:	A1 Penalty Amount	A2 Discounted Penalty (within 14 days)	A3 Late Payment (\$300 surcharge after 28 days)	A4 Compliance Agreement Available	A5 Compliance Agreement Discount
2.1	Non-Permitted Use or Structure	\$500	\$400	\$800	Yes	100%
2.6	Guest Cottage Exceeds Floor Area Restriction	\$300	\$200	\$600	Yes	100%
3.1 – 3.6	Non-Permitted Use in Any Zone	\$500	\$400	\$800	Yes	100%
3.1 – 3.6	Non-Permitted Building/Structure in Any Zone	\$400	\$300	\$700	Yes	100%
3.1 – 3.6	Exceed Site Density in Any Zone	\$500	\$400	\$800	Yes	100%
3.1 – 3.6	Non-Permitted Height in Any Zone	\$350	\$250	\$650	Yes	100%
3.1 – 3.6	Non-Permitted Siting in Any Zone	\$300	\$200	\$600	Yes	100%
3.1 – 3.6	Exceed Maximum Lot Coverage in Any Zone	\$300	\$200	\$600	Yes	100%
3.5(c)(i)	Prohibited Residential Use of Vessel or Prohibited Float Home	\$500	\$400	\$800	Yes	100%



Gabriola Local Trust Committee

Open Applications

Report

Print Date: October 1, 2025

Development Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLDP20250308	Nada Awadi	7/29/2025	0 SEAR ISLAND	<Optional, enter comments if required>
Planner		Status	Most Recent Completed Activity	
Ian Cox		Local Trust Committee	Assign to LTC Meeting	

Application Number	Applicant Name	Date Received	Address	Purpose
GB-DP-2021.1		5/20/2021	0 STOKES RD	DP application for protection of development from hazardous conditions DPA6, relating to subdivision application.
Planner		Status	Most Recent Completed Activity	
Sonja Zupanec		Local Trust Committee	Record LTC Decision/Update FUAL	

Gabriola

Development Variance Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20240299	Michael Apps	11/7/2024	1140 THE STRAND, GABRIOLA, BC	Application to allow a rock revetment to repair and prevent ongoing damage to the property shoreline.
Planner		Status	Most Recent Completed Activity	
Stephen Baugh		Waiting for Submittals	Issue Permit & Send to Applicant	

Application Number	Applicant Name	Date Received	Address	Purpose
GB-DVP-2022.3	Thomas Pink	6/23/2022	1160 THE STRAND, GABRIOLA, BC	PID: 008-828-067 Shoreline protection variance. Civic address: 1160 The Strand, Gabriola Island, BC.
Planner		Status	Most Recent Completed Activity	
Margot Thomaidis		Under Review	Planning Review	

Application Number	Applicant Name	Date Received	Address	Purpose
GB-DVP-2022.4	Mark & Gail W	6/30/2022	1170 THE STRAND, GABRIOLA, BC	PID: 008-828-059 Foreshore protection variance. Civic address: 1170 The Strand, Gabriola Island, BC.
Planner		Status	Most Recent Completed Activity	
Margot Thomaidis		Local Trust Committee	Verify Final Review Status	

Gabriola

Rezoning

Application Number	Applicant Name	Date Received	Address	Purpose
GB-RZ-2024.1	Talyn Martin	1/10/2024	0 SOUTH RD	PID: 004-633-989 seeking a rezoning from industrial to commercial in order to build a year-round community food hub at 465 South Rd. on Gabriola.
Planner		Status	Most Recent Completed Activity	
Stephen Baugh		Waiting for Submittals	Waiting for Revisions	

Application Number	Applicant Name	Date Received	Address	Purpose
PLRZ20250138	Toby Seward	3/29/2025	1900 STALKER RD, GABRIOLA, BC	Application to amend the OCP and complete a rezoning at 1900 Stalker Road, Gabriola.
Planner		Status	Most Recent Completed Activity	
Stephen Baugh		Waiting for Revisions	Verify Final Review Status	

Application Number	Applicant Name	Date Received	Address	Purpose
PLRZ20240091	Nigel Gray	6/18/2024	793 LOCKINVAR LANE	Proposed rezoning to add propane tank storage and delivery as a site specific permitted use.
Planner		Status	Most Recent Completed Activity	
Ian Cox		Local Trust Committee	Record LTC Decision/Update FUAL	

Gabriola

Application Number	Applicant Name	Date Received	Address	Purpose
PLRZ20240091	Nigel Gray	6/18/2024	793 LOCKINVAR LANE	Proposed rezoning to add propane tank storage and delivery as a site specific permitted use.
Planner		Status	Most Recent Completed Activity	
Ian Cox		Local Trust Committee	Record LTC Decision/Update FUAL	

Application Number	Applicant Name	Date Received	Address	Purpose
GB-RZ-2022.1	Kent Moen	6/7/2022	750 TIN CAN ALLEY, GABRIOLA, B	PID: 023-005-629 Change zoning to accommodate multiple changes in use. Civic address: 750 Tin Can Alley, Gabriola Island, BC.
Planner		Status	Most Recent Completed Activity	
Stephen Baugh		In Progress Rezoning	Generate & Send Notice of LTC Decision	

Application Number	Applicant Name	Date Received	Address	Purpose
GB-RZ-2023.1	John Steil	6/13/2023	0 DESCANSO BAY	PID: 025-798-090 and 025-798-103 renovation and expansion of ferry terminal at Descanso Bay Ferry Terminal on Gabriola Island.
Planner		Status	Most Recent Completed Activity	
Stephen Baugh		In Progress Rezoning	Waiting for APC Response	

Gabriola

Subdivision

Application Number	Applicant Name	Date Received	Address	Purpose
GB-SUB-2024.2	Scott Stevenson	4/30/2024	0 STOKES RD	subdivision to create 2 lots at NORTH EAST 1/4 OF SECTION 3 GABRIOLA ISLAND NANAIMO DISTRICT EXCEPT PARCEL A (DD 77326I) AND EXCEPT PLANS EPP19453 AND EPP66666 on Gabriola Island.
Planner		Status	Most Recent Completed Activity	
Sonja Zupanec		Administrative Review	Record and File PLR	

Application Number	Applicant Name	Date Received	Address	Purpose
GB-SUB-2024.1	Scott Stevenson	3/13/2024		PID: 027-086-500 subdivision to create 11 lots at Lot 20, Section 8 on Gabriola Island.
Planner		Status	Most Recent Completed Activity	
Sonja Zupanec		Administrative Review	Record and File PLR	

Gabriola

Temporary Use Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLTUP20250167	Glenda and S. Brett	4/19/2025	2370 WINDECKER DR, GABRIOLA,	Application for a temporary use permit to allow a short-term rental.
Planner		Status	Most Recent Completed Activity	
Margot Thomaidis		Under Review	Generate Complete Application Letter	

Application Number	Applicant Name	Date Received	Address	Purpose
PLTUP20250126	Chris Campbell	3/20/2025	2235 SHAW RD, GABRIOLA, BC V0	Application for a short-term vacation rental.
Planner		Status	Most Recent Completed Activity	
Margot Thomaidis		Under Review	Generate Complete Application Letter	

Islands Trust
LTC EXP SUMMARY REPORT F2026
Invoices posted to Month ending July 2025

620 Gabriola	Invoices posted to Month ending July 2025	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
LTC Local				
65050-620	LTC "Executive Expense on LTC's"	819.00	343.04	475.96
65200-620	LTC - Local Exp - LTC Meeting Expenses	3,090.00	565.56	2,524.44
65210-620	LTC - Local Exp - APC Meeting Expenses	0.00	438.56	-438.56
65220-620	LTC - Local Exp - Communications	490.00	0.00	490.00
TOTAL LTC Local Expense		<u>4,399.00</u>	<u>1,347.16</u>	<u>3,051.84</u>
Projects				
73001-620-2001	Gabriola OCP/LUB	48,000.00	24,600.05	23,399.95
TOTAL Project Expenses		<u>48,000.00</u>	<u>24,600.05</u>	<u>23,399.95</u>

Gabriola Island Local Trust Committee Policies & Standing Resolutions

No	Meeting Date	Resolution No.	Issue	Policy and Description
1.	June 14, 2018	GB-2018-040	Processing non-medical cannabis retail license applications	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee adopt the following standing resolution with respect to the processing of non-medical cannabis retail license applications: - Proposed or amended licenses for non-medical cannabis retail establishments require an application to the Local Trust Committee; - The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical; - The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal; and - However, as a minimum, the Local Trust Committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: - Name of the applicant and a description of the proposal in general terms; - The location of the proposed establishment and the subject site; - The place where, and date and time when, both a public meeting will be held and a resolution of the local trust committee considered; - The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application; and - How public comments may be submitted to the Local Trust Committee.
2.	November 22, 2018	GB-2018-122	Applications for Federal Cannabis License	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee requests that Notices of Intention to Apply for a Federal Cannabis License be forwarded to the Local Trust Committee upon receipt by the Islands Trust.
3.	February 28, 2019	GB-2019-031	First Nations - Community Reconciliation	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee adopt the following standing resolution: Whereas the Local Trust Committee seeks to engage in Reconciliation with local

				First Nations, governments and the island community by honouring the Truth and Reconciliation Commission Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples, Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to: a) Annually, write a letter to First Nations, (re)introducing Trustees and Staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as provide an update of current projects and advocacy activities; b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory; c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history; d) Work with First Nation governments on engagement principles for inclusive land use, marine use and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols; and e) Establish and maintain government to government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.
4.	April 11, 2019	GB-2019-040	S219 Covenant Signatories	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee adopt the following standing resolution: that the Gabriola Island Local Trust Committee is authorized to enter into section 219 covenants, in the form of the 'Model Covenant for Secondary Suites' attached and in satisfaction of subsection B.6.6.8 of the Gabriola Island Land Use Bylaw No. 177, provided that such covenants must be executed on behalf of the Local Trust Committee by two members of the Local Trust Committee.
5.	January 23, 2020	GB-2020-002	Consultation for Communication Towers	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee adopt the "Model Strategy for Antenna Systems" prepared by the Local Planning Committee of the Islands Trust, as the Gabriola Local Trust Committee strategy to assess any future potential tower proposals in the Gabriola Local Trust Area.

6.	August 8, 2024	GB-2024-066	Defer enforcement of Mudge Island Land Use Bylaw No. 228 except...	It was MOVED and SECONDED that the Gabriola Island Local Trust Committee replace standing resolution GB-2024-023 with the following: defer enforcement of the Mudge Island Land Use Bylaw No. 228 until a full review of policies and procedures for compliance and enforcement is complete and adopted, and a targeted review of Land Use Bylaw No. 228 is undertaken by the Gabriola Local Trust Committee; with the exception of enforcement of derelict trailers and vehicles, health and safety concerns, interference with archeological heritage sites, or possible environmental damage that are a significant concern, and these would be brought to the Local Trust Committee for review.
7.	November 7, 2024	GB-2024-075	Gabriola Island Local Trust Committee Bylaw Compliance & Enforcement Policy	Bylaw Compliance & Enforcement Policy No. 1, effective November 7, 2024. Version No. 1 Purpose To establish policies and procedures for bylaw compliance and enforcement in the Gabriola Island Local Trust Area in accordance with the adopted Trust Council Policies contained in Policy 5.5.1., and that are within the authority of the Local Trust Committee to enforce, and that will ensure polices and procedures are efficient, transparent, reasonable, and consistent with local community standards. PART A 1.0 Application This policy will apply to the Gabriola Island Local Trust Area and the enforcement of all applicable regulatory bylaws. 2.0 Definitions & Abbreviations BEN – bylaw enforcement notice LUB – Land Use Bylaw LTC – Local Trust Committee Minor structure – any structure that does not require a building permit, and that is not located in a development permit area or located within any other environmentally sensitive area Respondent – a property owner whose property is subject to a bylaw enforcement complaint Health & Safety concerns – fire, unsafe construction, hazards relating to steep slopes or cliffs, dumping of sewage Vexatious - complaints that are made in bad faith or for retaliatory purposes or that are considered frivolous, may be considered vexatious; or repeated

				complaints that form a part of a pattern of conduct by the complainant that amounts to an abuse of the complaint process 3.0 References Gabriola Island Land Use Bylaw No. 177 Mudge Island Land Use Bylaw No. 228 Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 263 4.0 Priorities 4.1 Enforcement on short-term vacation rentals is a priority and proactive enforcement is authorized. 4.2 Enforcement on non-compliant dwellings will be deferred unless there are contraventions in development permit areas; or other environmentally sensitive areas; or there are concerns about health and safety; or the lack of an approved septic system; or if it is determined that there is contamination of wells or other drinking sources. 4.3 Enforcement on limited public markets will be deferred when they are operated indoors contrary to section B.6.2 of the LUB. Operators will be provided with information regarding the applicable land use regulations. 5.0 Inspection 5.1 At the start of any investigation, Bylaw Enforcement Officers will determine if entry to the property is necessary to investigate the alleged contravention or if the investigation can be conducted from a public road or other lands. 5.2 Bylaw Enforcement Officers will give 30 days notice for inspection of any property unless there is consent for a site inspection at less than 30 days. 5.3 Investigations into health and safety issues and matters that may cause adverse environmental impact and result in irreversible damage are a priority and may be investigated without notice pursuant to section A.3.2.1 of the LUB. 5.4 If a Respondent has indicated that they will work towards compliance, and have agreed on a time to comply, a site inspection is only required to confirm compliance. 5.5 Site inspections will be limited to the use or structure subject to complaint unless there is work observed in development permit areas, or other environmentally sensitive areas, or there are concerns regarding health and safety.
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				5.6 If a Respondent provides photographic evidence, a survey, or a professional report that confirms compliance, or other reliable evidence, a site inspection is not mandatory. 6.0 Enforcement Procedures 6.1 If a bylaw contravention is confirmed, and there is no agreement on a deadline for compliance, there will be notice in writing, and Respondents will be given a minimum of 90 days to comply. Notice may also be given that enforcement action will be escalated if there is no compliance at the deadline, and this may include the use of the BEN system or a request for legal action. 6.2 Bylaw Enforcement Officers can use their discretion to consider any reasonable request for time to comply from Respondents, but the term cannot be for more than one year. 6.3 If there are contraventions in environmentally sensitive areas, or development permit areas, or if there is a risk to health and safety, there will be a demand for the Respondent to cease the use or activity immediately. 6.4 Respondents will be given a Bylaw Warning Notice with a minimum of 45 days to comply before a Bylaw Violation Notice is issued, unless there are health and safety concerns, or contraventions in environmentally sensitive areas. 6.5 Bylaw Violation Notices will not be issued more than once per week unless authorized by the Manager of Bylaw Compliance and Enforcement. 7.0 Closing Files 7.1 If the identity of a complainant cannot be confirmed during the course of an investigation, or if a complainant uses a false name, the file will be closed. 7.2 If the contravention is for a minor structure that has only received one written complaint, the file can be closed. 7.3 If it is unreasonable for a Respondent to comply, whether due to specific circumstances or finances, Bylaw Enforcement Officers or the Manager of Bylaw Compliance and Enforcement, can use their discretion to close the file. 7.4 If a contravention has been identified that is subject to deferred enforcement by the LTC, the file can be closed unless there are contraventions that exist in environmentally sensitive areas or there are concerns about health and safety. 7.5 If it is determined during an investigation that the complaint was frivolous, repeat, or vexatious in nature, the Manager of Bylaw Compliance and Enforcement can use their discretion to close the file unless there is work on a
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				development permit area, or work in an environmentally sensitive area, or there are health and safety concerns. 7.6 The LTC will be notified when any file is closed. 8.0 Vexatious Complaints 8.1 If a decision is made to not act upon a complaint that is considered frivolous, repeat, or vexatious, the complainant will be advised of the decision, the reason for it, and may be advised of the circumstances under which it may be reconsidered. 9.0 Communications 9.1 When a file is opened and an investigation commenced, Respondents will be advised of the Trust Council Policy that authorized the opening of the file and that an investigation has commenced. 9.2 Respondents will receive as much information about complaints against their properties as possible without revealing the identity of the complainant. 9.3 The Manager of Bylaw Compliance and Enforcement will communicate with Trustees or the LTC if there are questions or concerns regarding individual files. 9.4 The Manager of Bylaw Compliance and Enforcement will arrange public information and education sessions regarding bylaw enforcement when appropriate and time permitting. 9.5 Bylaw staff will be available during regular LTC meeting public comment sessions to answer questions regarding bylaw enforcement. 10.0 Reporting 10.1 The LTC will receive regular reporting on bylaw compliance and enforcement files. 10.2 The Manager of Compliance and Enforcement will report to the LTC any concerns, trends, or issues with enforcement that they believe the LTC needs to be aware of. 10.3 The Manager of Compliance and Enforcement will maintain the Gabriola Island Bylaw Enforcement Policy and will report to the LTC if amendments are recommended or required. PART B MUDGE ISLAND
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				All policies in Part A will apply to compliance and enforcement of the Mudge Island Land Use Bylaw with the following exceptions: 1.1 Priorities 1.1.1 Enforcement of the Mudge Island Land Use Bylaw No. 228 will be deferred until a full review of policies and procedures for compliance and enforcement is complete and adopted, and a targeted review of Land Use Bylaw No. 228 is undertaken by the Gabriola Local Trust Committee; with the exception of enforcement of derelict trailers and vehicles, health and safety concerns, interference with archeological heritage sites, or possible environmental damage that are a significant concern, and these would be brought to the Local Trust Committee for review. 1.1.2 Enforcement will not proceed for siting contraventions involving structures that predate 2008. Property owners will be able to repair and maintain these structures as long as they did not expand the contravention. 1.1.3 Enforcement will not proceed regarding otherwise lawful accessory uses, buildings and structures on a parcel where no principal use exists if the adjacent parcel has a permitted principal use and both parcels are held under common ownership. 1.2 Inspection and Enforcement Procedures: 1.2.1 Subject to section 1.1.1, enforcement will proceed only if there are written complaints received from two property owners residing on separate parcels located in the immediate neighbourhood; and where the contraventions are causing a nuisance or an adverse effect in the neighbourhood. 1.2.2 Enforcement on contraventions that are in environmentally sensitive areas, concern issues of health and safety, or interfere with archeological heritage sites, will proceed if there is a written complaint from any person. 1.2.3 There will be 30 days notice for site inspections unless there is consent for an earlier date, or there are concerns about contraventions in environmentally sensitive areas, and issues of health and safety. 1.2.4 For confirmed contraventions, a minimum of 180 days will be given to comply unless there are immediate concerns regarding health and safety or possible environmental damage. PART C Bylaw Enforcement Notice Bylaw Screening Officer's Powers and Duties Policy Appointment of Screening Officers
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				Pursuant to section 7.2 of the Gabriola Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 263, 2011, (the Bylaw) the persons holding the following positions are appointed as screening officers: 1) Regional Planning Manager; 2) Manager of Compliance and Enforcement; and 3) Bylaw Compliance and Enforcement Assistant. Screening Officer Powers and Duties The powers and duties of the screening officer are contained in section 7.3 of the Bylaw. It is the direction of the Gabriola Island Local Trust Committee (LTC) that these powers and duties are only exercised in respect to each of the above positions as follows: 1) Regional Planning Manager. In respect to Bylaw Violation Notices issued by the Manager of Compliance and Enforcement, only the Regional Planning Manager, acting as Screening Officer, may exercise all of the powers and duties in Section 7.3 of the Bylaw; 2) Manager of Compliance and Enforcement. In respect to Bylaw Violation Notices issued by Bylaw Compliance and Enforcement Officers, only the Manager of Compliance and Enforcement, acting as Screening Officer, may exercise all of the powers and duties in Section 7.3 of the Bylaw; 3) Bylaw Compliance and Enforcement Assistant. In respect to Bylaw Violation Notices issued by the Manager of Compliance and Enforcement, and Bylaw Compliance and Enforcement Officers, the Bylaw Compliance and Enforcement Assistant, acting as Screening Officer, may exercise only those powers and duties in Section 7.3(1) and 7.3(2) of the Bylaw. Authorized Reasons to Cancel Bylaw Violation Notices The Screening Officer may cancel a Bylaw Violation Notice if satisfied that one or more of the following reasons exist: 1. The contravention did not occur as alleged. 2. The contravention no longer exists. 3. The Bylaw Violation Notice was issued to the wrong person. 4. The Bylaw Violation Notice was not completed properly. 5. The issuance of the Bylaw Violation Notice did not adhere to established Trust Council or LTC policies. 6. It is unreasonable for the person to pay the penalty. 7. An exception specified in the bylaw or related enactment or LTC Standing Resolution exists. 8. A permit exists or has been obtained that authorizes the alleged
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				contravention. 9. There is poor likelihood of success at adjudication for the Local Trust Committee the following reasons: a. The evidence is inadequate to show a contravention; b. Incorrect information was relied upon in issuing the Bylaw Violation Notice; c. The disputant intends to challenge the bylaw with a legal argument that is ill suited to the adjudication process or the legal arguments are too complicated to be decided by an adjudicator. 10. It is not in the public interest to proceed to adjudication for one of the following reasons: a. The bylaw has changed since the Bylaw Violation Notice was issued and now authorizes the contravention; b. An LTC resolution has deferred enforcement on the specific contravention; c. The LTC has closed the file; d. The offence occurred because of a circumstance that made it unreasonable for the person to comply with the bylaw.
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Active Projects Report

Gabriola Island

1. Major Project - Gabriola Island Comprehensive OCP and LUB Review - Phase 2

Responsible

Dates

Activity:

Narissa Chadwick

To identify and prioritize the community values and vision that will inform the review of Gabriola Island's Official Community Plan and Land Use Bylaw through engaging First Nations, the Gabriola community, community organizations and other relevant groups. The 2024/25 Gabriola Island OCP and LUB Comprehensive Review will address a number of issues of importance to the Gabriola Community. In Phase 1 (2023/24), community engagement helped to identify the vision and values of the community. The next phases of the project will build upon this work with focused engagement on specific topic areas, undertake a water balance assessment and drafting of OCP policies related LUB changes. The project will result in a new Official Community Plan and Land Use Bylaw for Gabriola Island.

Future Projects Report

Gabriola Island

1. 1. LTC Initiated Rezoning of Property with PID: 003-134-806

Responsible

Date Received

Bylaw amendments to rezone property with PID: 003-134-806. Legal Description:
NORTH EAST 1/4 OF SECTION 3 GABRIOLA ISLAND NANAIMO DISTRICT EXCEPT PARCEL
A (DD 77326I) AND EXCEPT PLANS EPP19453 AND EPP66666

2. 2. Mudge Island Official Community Plan and Land Use Bylaw Review

Responsible

Date Received

Comprehensive review or targeted amendments to Mudge Island OCP and LUB.