



Gabriola Island Local Trust Committee

Minutes of Regular Meeting

Date: September 3, 2026
Location: Gabriola Arts & Heritage Centre
476 South Road, Gabriola Island, BC

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

Staff Present: Renée Jamurat, Regional Planning Manager
Stephen Baugh, Island Planner
Narissa Chadwick, Island Planner
Ian Cox, Planner 2 (electronic)
Warren Dingman, Bylaw Compliance & Enforcement Manager (electronic)
William Shulba, Senior Freshwater Specialist (electronic)
Chloe Straw, Programs Coordinator
Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: There were approximately 31 members of the public in attendance.

1. CALL TO ORDER

Chair Patrick called the meeting to order at 10:35 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

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

Snuneymuxw Elder C'tasi:a (Geraldine) Manson provided a warm welcome to all those in attendance through drumming, song, and recognition of the teachings of the Elders in the honouring of the ancestral grounds of the Snuneymuxw First Nation.

3. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

The meeting was recessed at 10:45 a.m.

4. COMMUNITY STEWARDSHIP AWARD PRESENTATION TO BREAKING BANNOCK

Trustee Elliott spoke to the Breaking Bannock program noting it brought together Coast Salish teachers, Elders, and community, she acknowledged Ardyth Cooper for her dedication to, and development of the Breaking Bannock program and highlighted the relationship building and overcoming of barriers that has occurred as a result. She thanked Kathryn Molloy for nominating the program for a Community Stewardship Award.

Chair Patrick presented the Community Stewardship Award to Ardyth Cooper and thanked her for her work.

Ardyth Cooper, of the T'Souke Nation, thanked Kathryn Molloy for the nomination, Islands Trust Trustees and staff, and Islands Trust Conservancy for their support, and Diana Radonjic and Tastassaya (Tracy) White for their contributions. She spoke to her experiences of racism during public meetings compared to the current atmosphere of inclusion represented at the Local Trust Committee meetings.

Trustee Yates spoke to importance and joy of the Breaking Bannock program and thanked all those that has contributed to its success.

The meeting was reconvened at 11:04 a.m.

5. REPORTS

5.1 Trustee Reports

Trustee Yates reported recent attendance at Islands Trust Conservancy Board and Financial Planning Committee meetings and participation in a panel discussion for the Archipelagic Futuration event at the Aqua Chautaugua circus.

Trustee Elliott reported attendance at Executive Committee, Financial Planning Committee, Regional Planning Committee, Chief Executive Officer Performance Evaluation Committee and Islands Trust Conservancy Board meetings, participation in local events including Snuneymuxw Days, Elder Geraldine Manson's book launch, Pirates Cove Regatta on DeCourcy Island, Gabriola Talks Housing and Density Forum, Gabriola Arts Council open house, annual Salmon Bar-B-Q, overdose awareness vigil, and the Theatre Festival opening. She spoke to efforts to organize clean up of Brickyard Beach, and resolutions being brought forward at the upcoming Union of BC Municipalities convention.

5.2 Chair's Report

Chair Patrick reported upcoming attendance at the September Islands Trust Council meeting and provided agenda highlights.

5.3 Electoral Area Director's Report

Director Craig was unable to attend the meeting and provided a written report to Trustee Yates who offered report highlights on the Director's behalf.

By general consent the following item was added to the agenda for further discussion: 13.2 - Regional District of Nanaimo Building Bylaw – Verbal Discussion

5.4 First Nations Reports - none

6. PUBLIC PARTICIPATION PERIOD

Two members of the public thanked the Local Trust Committee for their work and community involvement.

The meeting was recessed for a break at 11:23 a.m. and reconvened at 11:48 a.m.

7. MINUTES

7.1 Local Trust Committee Minutes dated July 16, 2026 – for adoption

The following amendments to the minutes were presented for consideration:

Page 5 of the minutes, item 4.1, 7th bullet point of Trustee Yates report: change “Attended annual Aqua...” to “Upcoming attendance at Agua...”

By general consent, the Local Trust Committee meeting minutes of July 16, 2026 were adopted as amended.

7.2 Local Trust Committee Special Meeting Minutes dated August 6, 2026 - for adoption

By general consent, the Local Trust Committee meeting minutes of August 6, 2026 were adopted.

7.3 Section 26 Resolutions-Without-Meeting Report - none

7.4 Advisory Planning Commission Minutes - none

8. BUSINESS ARISING FROM MINUTES

8.1 Follow-up Action List dated August 27, 2026

The Planner provided an update on the Follow-up Action list.

9. DELEGATIONS – none

Item 11.1 was discussed after item 9.

10. APPLICATIONS AND REFERRALS

10.1 GB-RZ-2023.1 (BC Ferries) - Staff Report

The Planner summarized the staff report which recommends the Local Trust Committee proceed no further with the bylaw amendment application due to the lapse in time since the file was initially opened and lack of a timeline in which a referral response from the Snuneymuxw First Nation will be received.

The applicant was in attendance and stated discussions with Snuneymuxw First Nation are ongoing and, while funding for the project has been deferred, they request the application remain active.

Discussion ensued and it was noted it is best practice to close a file if it is not active and BC Ferries have indicated that funding will not be available for at least five to ten years.

GB-2026-064

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee defer consideration of Second Reading of Bylaw No. 316 and Bylaw No. 317 until September 30, 2027.

CARRIED

10.2 PL-DP-2026-0023 (Cresta Roca) - Staff Report

The Planner summarized the staff report and noted the application seeks a Development Permit to retroactively permit tree removal and land alteration done within Development Permit Area No. 3 – Riparian Areas (DPA 3). The Planner stated the Province has accepted the qualified professional report submitted by the applicant.

Discussion ensued and it was confirmed the only work included in the Development Permit relates to the vegetation removal and not any future potential work.

GB-2026-065

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee approve issuance of PL-DP-2026-0023.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Major Project: Gabriola Island Official Community Plan and Land Use Bylaw Review: Bylaw No. 325 First Reading - Staff Report

The Planner summarized the staff report which presents draft Official Community Plan Bylaw No. 325 to the Local Trust Committee for consideration of First Reading.

Discussion ensued and the following comments were noted:

(note: page numbers refer to the page numbers of the draft bylaw as presented in the September 3, 2026 agenda package)

- Page 15 section 1.2.6 - Natural Environment and Biodiversity, 1st paragraph, last sentence, last word: change “area” to “areas”;
- Local Trust Committee wishes to discuss adding a statement about invasive species prior to second reading;
- Add the following governments, agencies, and community groups to the list of referrals: Gabriola Island Land Stewards Society, Sustainable Gabriola, Gabriola Stream Keepers, Gabriola Island Shore Keepers Association, People for a Healthy Community, Gabriola Health Care Foundation, Gabriola Museum and Historical Society, Gabriola Recreation Society, Gabriola Arts Council, Gabriola Cooperative Preschool, Gabriola Agricultural Cooperative, Ministry of Water, Land and Resource Stewardship, Ministry of Emergency Management and Climate Readiness, and Mudge Island Community Association;
- On the list of referral agencies change “Gabriola Health and Wellness Collective” to “Gabriola Health and Wellbeing Collective”;
- Local Trust Committee discussed consideration of how Snuneymuxw First Nation community members and Elders can be invited to comment;
- Flip maps within the Schedules and Appendices 180 degrees for visual orientation;
- The Python map model was used for the Freshwater Hazard Map because the model is a defensible scientific record and not a living document that data can be entered and the model run again;

- Page 13, section 1.2.4 – Housing and Services Needs: the sentence beginning with “The population projections identified above” refers to section 1.2.3 and there is need to relook at this to determine if the language is clear;
- Staff will have discussion about the Provincial Ministry requirement to reference the Housing Needs Report in the Official Community Plan and will bring further information back to the Local Trust Committee at a later date;
- Page 23 feedback has been received that the Object of Islands Trust should be referenced earlier in the document;
- Page 23, section 1.4.1 – Community Vision: articulate island community and rural community;
- Page 33, Policy 2.4.8.1: review the language used as it had previously been changed, processing is not the same as extraction, review use of the term “exclusive use”;
- Page 34, Policy 2.4.11.2: discussed adding a footnote regarding chance find protocol noting how it is implemented and add a definition or details on where to find further information;
- Page 35, Policy 2.4.15.1: discussed removing the term “rural character” in this sentence and consider if the term “community safety” is broad enough;

The meeting was recessed for a break at 12:53 p.m. and reconvened at 1:05 p.m.

Following the break items 10.1 and 10.2 were heard and then discussion on item 11.1 continued.

- The Flat Top Island Development Permit Area (DPA) is lacking in depth regarding cultural heritage and archaeological materials;
- Before Second Reading look at adding the Flat Top Island and Gabriola Pass DPAs to a list of existing DPAs that should be updated including engagement with Snuneymuxw First Nation about the cultural heritage aspects of these areas;
- Page 32, Home Occupation Use Policy 2.4.3.1, 6th bullet: correct spelling of word “form” to “from”
- Review siting and use related to Renewable Energy and Storage Infrastructure and add to the list of topics for consideration prior to second reading.

GB-2026-066

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee amend draft Bylaw No. 325 cited as “Gabriola Island Official Community Plan, 2026” by replacing draft Policy 1.4.1 Community Vision with:

“Gabriola Island is an active, inclusive, resilient, and sustainable island community that respects Indigenous and local cultural heritage, preserves and protects the natural environment and biodiversity, supports diverse housing and livelihoods, and works collaboratively to balance human needs and the island’s ecological limits.

The island fosters a rural sensibility with a strong sense of belonging and care by supporting diverse and affordable housing, accessible services, active and low-impact transportation, vibrant arts and culture, resilient local

food systems and livelihoods, and cooperation among residents, First Nations, and all levels of government."

CARRIED

GB-2026-067

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee Bylaw No. 325 cited as "Gabriola Island Official Community Plan, 2026", be read a first time as amended.

CARRIED

GB-2026-068

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee Bylaw No. 325 cited as "Gabriola Island Official Community Plan, 2026", be sent for referral to relevant First Nations and agencies.

CARRIED

GB-2026-069

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. 325 cited as "Gabriola Island Official Community Plan, 2026", is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

12. CORRESPONDENCE

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

12.1 Email dated August 17, 2026 from Gabriola Commons Covenant Team regarding Gabriola Commons Covenant

The correspondence was raised for action and a Trustee asked how the Covenant consider the rights and interests of Snuneymuxw First Nation in relation to the terminology which states that hunting, fishing and trapping is not permitted and this language could be considered as alienating to First Nations.

GB-2026-070

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff report back on processes of engagement with First Nations and implications for the Local Trust Committee on the proposed Section 219 Covenant between the Gabriola Commons Foundation and the Gabriola Island Local Trust Committee.

CARRIED

13. NEW BUSINESS

13.1 Advancing Freshwater Monitoring and Data Collaboration: Trustee Yates - for Discussion

Trustee Yates proposed a motion and discussion ensued.

GB-2026-071

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff to

1. continue engagement with the Regional District of Nanaimo's Drinking Water and Watershed Protection Program, through the referral and ongoing engagement process associated with the Gabriola Island Official Community Plan, to identify opportunities for collaborative action to address and prioritize the freshwater data gaps identified in the Islands Trust Freshwater Footprint Methodology Development and Gabriola Case Study; and
2. Report back to the Gabriola Island Local Trust Committee with recommended priority actions, potential partners, roles and responsibilities, resource implications, and proposed next steps for advancing freshwater monitoring and data collection on Gabriola Island;

and the priority action consider, but not be limited to

- a) Expanding groundwater-level monitoring in areas of higher well density and water demand;
- b) Supporting water systems to improve monitoring and reporting of groundwater levels, water use and water quality;
- c) Improving surface-water and climate monitoring in priority watersheds;
- d) Improving access to and sharing of groundwater, water-use and water-quality data; and
- e) Identifying opportunities to work with the Province, small water system operators, Snuneymuxw First Nation, conservation organizations and other partners to advance freshwater monitoring and protection.

CARRIED

13.2 Regional District of Nanaimo Building Bylaw – Verbal Discussion

The Regional District of Nanaimo is considering a Building Bylaw that, if enacted, will provide an optional permit pathway for remote and limited access properties, including Mudge and DeCourcy Islands, which would change the approach to building permits.

GB-2026-072

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee request staff engage with Regional District of Nanaimo regarding proposed Building Bylaw No.1967 to explore implications and policy options for bylaw enforcement and land use planning, and present a report to the incoming Local Trust Committee.

CARRIED

14. STAFF REPORTS

14.1 Review of Draft 2027/28 Local Trust Committee Operating Budgets - Request for Decision

The draft Local Trust Committee Operating Budget for 2027/28 was presented for consideration.

Discussion ensued and the Local Trust Committee indicated a budget in the amount of \$500 should be included for Advisory Planning Commission meeting expenses and \$1500 for trustee attendance at the Association of Vancouver Island Coastal Communities convention.

GB-2026-073

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee requests sufficient budget for two local trustees to attend the annual convention of the Association of Vancouver Island Coastal Communities to be included in the 2027/28 budget.

CARRIED

GB-2026-074

It was MOVED and SECONDED

that the Gabriola Island Local Trust Committee submit the revised draft 2027/28 local trust committee operating budget for inclusion in the Trust Council draft 2027/28 budget.

CARRIED

14.2 Trust Conservancy Report - none

14.3 Applications Report dated August 27, 2026

Received for information.

14.4 Trustee and Local Expense Report dated June, 2026

Received for information.

14.5 Adopted Policies and Standing Resolutions

Received for information.

14.6 First Nations Relationship Building Update - none

14.7 Climate Change Action Update - none

14.8 Local Trust Committee Webpage - none

15. WORK PROGRAM

15.1 Active Projects Report dated August 27, 2026

Received for information.

15.2 Future Projects Report dated August 27, 2026

Received for information.

16. UPCOMING MEETINGS

16.1 Next Regular Meeting Scheduled for Thursday, December 3, 2026 at 10:30 am and to be held electronically via Zoom

17. CLOSED MEETING

17.1 Motion to Close the Meeting

GB-2026-075

It was MOVED and SECONDED

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

- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

and that the recorder and staff attend the meeting.

CARRIED

The meeting was recessed at 3:08 p.m. and adjourned at 3:34 p.m. following adjournment of the in-camera meeting.

17.2 Recall to Order

The meeting was not recalled to order.

17.3 Rise and Report

Adoption of the July 16, 2026 in-camera meeting minutes will be reported at the next scheduled Local Trust Committee meeting.

18. ADJOURNMENT

By general consent, the meeting was adjourned at 3:34 p.m.

Laura Patrick, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder