



Islands Trust

**GAMBIER ISLAND LOCAL TRUST COMMITTEE  
BYLAW ENFORCEMENT NOTIFICATION  
BYLAW NO. 116**

As amended by the  
Gambier Island Local Trust Committee

**Consolidated Version: September 9, 2025**

This Bylaw is consolidated for convenience only and is not to be construed as a legal document.

For reference to original bylaw and amendments,  
please contact:  
Islands Trust - Northern Office, 700 North Road  
Gabriola Island, BC V0R 1X3  
(250) 247-2063

*Preserving Island communities, culture and environment*

## CONSOLIDATED BYLAW AMENDMENTS

This copy is consolidated for convenience only and includes the following **text amendments only**:

| <u>Bylaw Number</u> | <u>Amendment Number</u> | <u>Adoption Date</u> |
|---------------------|-------------------------|----------------------|
| Bylaw No. 151       | Amendment No. 1, 2019   | July 30, 2019        |
| Bylaw No. 160       | Amendment No. 1, 2025   | September 9, 2025    |

**GAMBIER ISLAND LOCAL TRUST COMMITTEE  
BYLAW NO. 116, 2011**

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**A BYLAW WITH RESPECT TO THE ENFORCEMENT OF BYLAW NOTICES WITHIN THE  
GAMBIER ISLAND LOCAL TRUST AREA**

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WHEREAS the Gambier Island Local Trust Committee is the Local Trust Committee having jurisdiction on and in respect of the Gambier Island Local Trust Area, pursuant to the *Islands Trust Act*; and

WHEREAS the Gambier Island Local Trust Committee wishes to regulate the Enforcement of Bylaw Violation Notices in the Gambier Island Local Trust Area;

NOW THEREFORE the Gambier Island Local Trust Committee enacts, in open meeting assembled, as follows:

Citation

1. This Bylaw may be cited as "Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 116, 2011".

**1.0 INTERPRETATION**

In this Bylaw:

- 1.1 "Act" means the *Local Government Bylaw Notice Enforcement Act*, SBC 2003, c 60.
- 1.2 "Registry" means the Islands Trust established pursuant to section 6 of this bylaw.
- 1.3 "LTC" means the Gambier Island Local Trust Committee.

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**2.0 DEFINITIONS**

The terms in this bylaw have the same meaning as the terms defined in the *Act*.

**3.0 BYLAW CONTRAVENTIONS**

The bylaws and bylaw contraventions designated in Schedule "A", Schedule "B" and Schedule "C", and Schedule "D", attached to this bylaw may be dealt with by Bylaw Violation Notice.

**4.0 PENALTY**

The penalty for a contravention referred to in Section 3 is as follows:

- (1) subject to paragraphs (2) to (4), is the Penalty amount set out in column A1 of Schedule "A", Schedule "B", Schedule "C", and Schedule "D" as attached to this bylaw;
- (2) if received by Islands Trust within 14 days of the person receiving or being presumed to have received the bylaw violation notice, is the Discounted Penalty Amount set out in column A2 of Schedule "A," Schedule "B" and Schedule "C" and Schedule "D" as attached to this bylaw applies;
- (3) if more than 28 days after the person has received or is presumed to have received the bylaw violation notice, is subject to a late payment surcharge in addition to the penalty under paragraph (1), and is the Late Payment Penalty Amount set out in column A3 of Schedule "A," Schedule "B" and Schedule "C" and Schedule "D" as attached to this bylaw or
- (4) if paid under a compliance agreement, may be reduced as provided under column A5 of Schedule "A", Schedule "B", Schedule "C", and Schedule "D" as attached to this bylaw.

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## **5.0 PERIOD FOR PAYING OR DISPUTING NOTICE**

5.1 A person who receives a bylaw violation notice must, within 14 days of the date on which the person received or is presumed to have received the bylaw violation notice,

- (1) pay the penalty, or
- (2) request dispute adjudication

by filling in the appropriate portion of the bylaw violation notice indicating either a payment or a dispute and delivering it, either in person during regular office hours, or by mail, to the Islands Trust as directed on the bylaw violation notice.

5.2 A person may pay the indicated penalty after 14 days of receiving the bylaw violation notice subject to the applicable surcharge for late payment in accordance with Section 4(3) of this bylaw, but no person may dispute the bylaw violation notice after 14 days of receiving it.

5.3 Where a person was not served personally with a bylaw violation notice and advises the Islands Trust that they did not receive a copy of the original notice, the time limits for responding to a bylaw violation notice under Sections 5, 6 and 7 of this bylaw do not begin to run until a copy of the bylaw violation notice is re-delivered to them in accordance with the *Act*.

## **6.0 BYLAW NOTICE DISPUTE ADJUDICATION SYSTEM**

6.1 The Registry is established as a bylaw violation notice dispute adjudication system in accordance with the *Act* to resolve disputes in relation to bylaw violation notices.

6.2 The civic address of the Registry is Suite 200 – 1627 Fort Street, Victoria, BC V8R 1H8.

6.3 Every person who is unsuccessful in dispute adjudication in relation to a bylaw violation notice, or a compliance agreement under the dispute adjudication system established under this Section, must pay the Islands Trust an additional fee of \$25.00 for the purpose of the Islands Trust recovering the costs of the adjudication system.

## **7.0 SCREENING OFFICERS**

7.1 The position of screening officer is established.

7.2 The following are designated classes of person that may be appointed as screening officers:

- (1) Regional Planning Manager;
- (2) Bylaw Compliance and Enforcement Manager;
- (3) Bylaw Compliance and Enforcement Officer;
- (4) Bylaw Compliance and Enforcement Assistant;

and the LTC may appoint screening officers from these classes of persons by name of office or otherwise.

7.3 The powers duties and functions of screening officers are as set out in the *Act*, and include the following powers:

- (1) Where requested by the person against whom a contravention is alleged, to communicate information respecting the nature of the contravention, the provision of the bylaw contravened, the facts on which the contravention allegation is based, the penalty for a contravention, the opportunity to enter into a compliance agreement, the opportunity to proceed to the bylaw violation notice dispute adjudication system and the fee or fees payable in relation to the bylaw violation notice enforcement process;
- (2) To communicate with any or all of the following for the purposes of performing their functions under this bylaw or the *Act*:
  - (a) the person against whom a contravention is alleged or their representative;

- (b) the officer issuing the bylaw violation notice;
- (c) the complainant or their representative;
- (d) the Islands Trust staff and record regarding the disputant's history of bylaw compliance.

- (3) To prepare and enter into compliance agreements under the *Act* with persons who dispute bylaw violation notices, including to establish terms and conditions for compliance that the screening officer considers necessary or advisable, including time periods for payment of penalties and compliance with the bylaw;
- (4) To provide for payment of a reduced penalty if a compliance agreement is entered into as provided in Column A5 of Schedule "A", Schedule "B", Schedule "C", and Schedule "D" as attached to this bylaw; and
- (5) To cancel bylaw violation notices in accordance with the *Act* or LTC policies and guidelines.

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7.4 The bylaw contraventions in relation to which a screening officer may enter into a compliance agreement are indicated in column A4 of Schedule "A", Schedule "B", Schedule "C", and Schedule "D" as attached to this bylaw.

7.5 The maximum duration of a compliance agreement is one year.

**8.0 BYLAW ENFORCEMENT OFFICERS**

Persons acting as any of the following are designated as bylaw enforcement officers for the purposes of this bylaw and the *Act*:

- (a) Bylaw Compliance and Enforcement Manager;
- (b) Bylaw Compliance and Enforcement Officer.

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**9.0 FORM OF BYLAW VIOLATION NOTICE**

The LTC may, from time to time, stipulate the form or forms of the bylaw violation notice provided the bylaw violation notice complies with Section 4 of the *Act*.

**10.0 SCHEDULES**

The following schedules are attached to and form part of this bylaw:

- (a) Schedule A – Gambier Island Land Use Bylaw No. 86, 2004 Contraventions and Penalties.
- (b) Schedule B – Keats Islands Land Use Bylaw No. 78, 2002 Contraventions and Penalties.
- (c) Schedule C – Bowyer and Passage Islands Land Use Bylaw No. 114, 2011 Contraventions and Penalties.
- (d) Schedule D – Gambier Associated Islands Land Use Bylaw No. 120, 2013 Contraventions and Penalties;

|   |                  |        |          |       |
|---|------------------|--------|----------|-------|
| READ A FIRST TIME THIS  | 26 <sup>th</sup> | DAY OF | October  | ,2011 |
| READ A SECOND TIME THIS                                       | 26 <sup>th</sup> | DAY OF | October  | ,2011 |
| READ A THIRD TIME THIS  | 31 <sup>st</sup> | DAY OF | January  | ,2013 |
| APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS | 19 <sup>th</sup> | DAY OF | February | ,2013 |
| ADOPTED THIS  | 21 <sup>st</sup> | DAY OF | March    | ,2013 |

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
CHAIR

**Schedule A**  
**GAMBIER ISLAND LAND USE BYLAW NO. 86, 2004**  
**CONTRAVENTIONS AND PENALTIES**

| <b>Bylaw Section</b> | <b>Description<br/>The following fines apply to the contraventions below:</b> | <b>A1<br/>Penalty<br/>Amount</b> | <b>A2<br/>Discounted<br/>Penalty<br/>(within 14<br/>days)</b> | <b>A3 Late<br/>Payment<br/>(\$300<br/>surcharge<br/>after 28<br/>days)</b> | <b>A4<br/>Compliance<br/>Agreement<br/>Available</b> | <b>A5<br/>Compliance<br/>Agreement<br/>Discount</b> |
|----------------------|---|----------------------------------|---|--|--|---|
| 2.3                  | Fail to Permit Inspection   | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 3.2                  | Prohibited Use  | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 3.3                  | Non-Permitted Siting  | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 3.5                  | Fail to Comply with Height Regulations  | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 3.6                  | Fail to Comply with Accessory Use, Building and Structure Regulations         | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 3.7                  | Fail to Comply with Home Occupation Regulations                               | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 3.8                  | Non-Permitted Fence   | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 3.9.                 | Inadequate Landscape Screen   | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 3.10                 | Wrecking/Storage of Derelict Automobiles/Junk                                 | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 3.13.                | Fail to Comply with ALR Farm Use Regulations                                  | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 3.14.                | Non-Permitted Associated Secondary Dwelling Floor Area                        | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 5.1 – 5.22           | Non-Permitted Use in Any Zone   | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 5.1 – 5.22           | Non-Permitted Building, Structure or Density in Any Zone                      | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 5.1 – 5.22           | Non-Permitted Siting or Size in Any Zone                                      | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 5.1 – 5.22           | Fail to Comply with Site Specific Regulations in Any Zone                     | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 5.1 – 5.22           | Fail to Comply with Conditions of Use in Any Zone                             | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 6.1 – 6.5            | Fail to Comply with Sign Regulations  | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 7.1 – 7.4            | Fail to Comply with Parking Regulations                                       | \$250                            | \$150   | \$550  | Yes  | 100%  |

**Schedule A**  
**GAMBIER ISLAND LAND USE BYLAW NO. 86, 2004**  
**CONTRAVENTIONS AND PENALTIES**

| <b>Bylaw Section</b> | <b>Description</b><br>The following fines apply to the contraventions below: | <b>A1 Penalty Amount</b> | <b>A2 Discounted Penalty (within 14 days)</b> | <b>A3 Late Payment (\$300 surcharge after 28 days)</b> | <b>A4 Compliance Agreement Available</b> | <b>A5 Compliance Agreement Discount</b> |
|----------------------|--|--------------------------|---|--|--|---|
| 9.1 – 9.3            | Fail to Obtain Development Permit in Any Development Permit Area             | \$500                    | \$400   | \$800  | Yes                                      | 100%                                    |

**Schedule B**  
**KEATS ISLAND LAND USE BYLAW NO. 78, 2002**  
**CONTRAVENTIONS AND PENALTIES**

| <b>Bylaw Section</b> | <b>Description<br/>The following fines apply to the contraventions below:</b> | <b>A1<br/>Penalty<br/>Amount</b> | <b>A2<br/>Discounted<br/>Penalty<br/>(within 14<br/>days)</b> | <b>A3 Late<br/>Payment<br/>(\$300<br/>surcharge<br/>after 28<br/>days)</b> | <b>A4<br/>Compliance<br/>Agreement<br/>Available</b> | <b>A5<br/>Compliance<br/>Agreement<br/>Discount</b> |
|----------------------|---|----------------------------------|---|--|--|---|
| 1.3.6                | Fail to Permit Inspection   | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 2.2.1 –<br>2.2.10    | Fail to Comply with Home Occupation Regulations                               | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 2.2.11               | Prohibited Home Occupation  | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 2.4.1                | Fail to Comply with Fence Regulations   | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 2.4.4                | Inadequate Landscape Screen   | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 2.5                  | Non-Permitted Storage and Wrecking of Derelict Vehicles, or Storage of Junk   | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 2.7.2                | Fail to Comply with General Setback Regulations                               | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 2.8.                 | Fail to Comply with Height Regulations  | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 4.1 –<br>4.16        | Non-Permitted Use In Any Zone   | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 4.1 –<br>4.16        | Non-Permitted Building, Structures or Density in Any Zone                     | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 4.1 –<br>4.16        | Non-Permitted Floor Area, Siting or Height in Any Zone                        | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 4.1 –<br>4.16        | Non-Permitted Marine-Based Structure  | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 4.1 –<br>4.16        | Fail to Comply with Site Specific Regulations                                 | \$350                            | \$200   | \$600  | Yes  | 100%.   |
| 5.1                  | Fail to Comply with Sign Regulations  | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 5.3                  | Prohibited Sign   | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 6.1 – 6.2            | Fail To Comply with Parking Regulations                                       | \$300                            | \$200   | \$400  | Yes  | 100%  |
| 9.1 – 9.2            | Fail to Obtain a Development Permit in Any development permit area            | \$500                            | \$400   | \$800  | Yes  | 100%  |

**Schedule C**  
**BOWYER & PASSAGE ISLANDS LAND USE BYLAW NO. 114, 2011**  
**CONTRAVENTIONS AND PENALTIES**

| <b>Bylaw Section</b> | <b>Description<br/>The following fines apply to the contraventions below:</b> | <b>A1<br/>Penalty<br/>Amount</b> | <b>A2<br/>Discounted<br/>Penalty<br/>(within 14<br/>days)</b> | <b>A3<br/>Late<br/>Payment<br/>(\$300<br/>surcharge<br/>after 28<br/>days)</b> | <b>A4<br/>Compliance<br/>Agreement<br/>Available</b> | <b>A5<br/>Compliance<br/>Agreement<br/>Discount</b> |
|----------------------|---|----------------------------------|---|--|--|---|
| 2.3                  | Fail to Permit Inspection   | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 3.2                  | Prohibited Use, Building or Structure in Any Zone                             | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 3.3                  | Fail to Comply with Siting & Setback Regulations                              | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 3.4                  | Fail to Comply with Height Regulations  | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 3.5                  | Fail to Comply with Accessory Use, Building or Structure Regulations          | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 3.6                  | Fail to Comply with Home Occupation Regulations                               | \$350.00                         | \$250   | \$650  | Yes  | 100%  |
| 3.7                  | Over height Fence   | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 3.8                  | Inadequate Landscape Screen   | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 3.9                  | Non-Permitted parking, storage or stopping of a recreational vehicle          | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 3.10                 | Non-Permitted Storage of Junk and Derelict Vehicles                           | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 5.1 – 5.8            | Non-Permitted Use in Any Zone   | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 5.1 – 5.8            | Non-Permitted Density in Any Zone   | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 5.1 – 5.8            | Non-Permitted siting, height or floor area in Any Zone                        | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 5.1 -5.8             | Over Height Fence in Any Zone   | \$300                            | \$200   | \$300  | Yes  | 100%  |
| 5.1 – 5.8            | Fail to meet site specific regulations in Any Zone                            | \$350                            | \$250   | \$300  | Yes  | 100%  |

**Schedule C**  
**BOWYER & PASSAGE ISLANDS LAND USE BYLAW NO. 114, 2011**  
**CONTRAVENTIONS AND PENALTIES**

| <b>Bylaw Section</b> | <b>Description</b><br>The following fines apply to the contraventions below: | <b>A1<br/>Penalty<br/>Amount</b> | <b>A2<br/>Discounted<br/>Penalty<br/>(within 14<br/>days)</b> | <b>A3<br/>Late<br/>Payment<br/>(\$300<br/>surcharge<br/>after 28<br/>days)</b> | <b>A4<br/>Compliance<br/>Agreement<br/>Available</b> | <b>A5<br/>Compliance<br/>Agreement<br/>Discount</b> |
|----------------------|--|----------------------------------|---|--|--|---|
| 5.1 – 5.8            | Fail to meet conditions of use in Any Zone                                   | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 6.2 – 6.6            | Fail to Comply with Sign Regulations   | \$300                            | \$200   | \$600  | Yes  | 100%  |

**Schedule D**  
**GAMBIER ASSOCIATED ISLANDS LAND USE BYLAW NO. 120, 2013**  
**CONTRAVENTIONS AND PENALTIES**

| <b>Bylaw Section</b> | <b>Description<br/>The following fines apply to the contraventions below:</b> | <b>A1<br/>Penalty<br/>Amount</b> | <b>A2<br/>Discounted<br/>Penalty<br/>(within 14<br/>days)</b> | <b>A3 Late<br/>Payment<br/>(\$300<br/>surcharge<br/>after 28<br/>days)</b> | <b>A4<br/>Compliance<br/>Agreement<br/>Available</b> | <b>A5<br/>Compliance<br/>Agreement<br/>Discount</b> |
|----------------------|---|----------------------------------|---|--|--|---|
| 2.3                  | Fail to Permit Inspection   | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 3.2                  | Prohibited Use, Building or Structure   | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 3.3                  | Fail to Comply with Siting & Setback Regulations                              | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 3.5                  | Non-Permitted Accessory Use, Building or Structure                            | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 3.6                  | Fail to Comply with Home Occupation Regulations                               | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 3.7                  | Fence Exceeds Maximum Permitted Height  | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 3.8                  | Inadequate Landscape Screen   | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 3.9                  | Recreational Vehicle Used As Residence  | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 3.10                 | Non-Permitted Storage Of Junk/Derelict Vehicles                               | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 5.1 – 5.16           | Non-Permitted Use in Any Zone   | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 5.1 – 5.16           | Non-Permitted Buildings, Structures or Density in Any Zone                    | \$500                            | \$400   | \$800  | Yes  | 100%  |
| 5.1 – 5.16           | Non-Permitted Siting, Size, or Height in Any Zone                             | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 5.1 – 5.16           | Fail to Comply with Conditions of use in Any Zone                             | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 5.1 – 5.16           | Fail to Comply with Site-Specific Regulations in Any Zone                     | \$350                            | \$250   | \$650  | Yes  | 100%  |
| 6.2 – 6.6            | Fail to Comply with Sign Regulations  | \$300                            | \$200   | \$600  | Yes  | 100%  |
| 7.1                  | Fail To Comply with Parking Regulations                                       | \$300                            | \$200   | \$600  | Yes  | 100%  |