



Gambier Island Local Trust Committee

Regular Meeting Agenda

Date: September 9, 2025
Time: 10:00 am
Location: Electronic Meeting

Pages

1. **CALL TO ORDER** 10:00 AM - 10:05 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. **RISE AND REPORT**
 - 4.1 **Rise and Report from June 24, 2025 Gambier Local Trust Committee Meeting**

The October 17, 2023 in-camera meeting minutes were adopted and that the Gambier Island Local Trust Committee appointed James Quail and Steve MacDonald to the Gambier Island Advisory Planning Commission, with a term commencing immediately and ending on October 17, 2025.
5. **REPORTS** 10:05 AM - 10:20 AM
 - 5.1 **Trustee Reports**
 - 5.2 **Chair's Report**
 - 5.3 **Electoral Area Director's Report**
6. **PUBLIC COMMENTS** 10:20 AM - 10:40 AM
7. **MINUTES** 10:40 AM - 10:45 AM
 - 7.1 **Local Trust Committee Meeting dated June 24, 2025 - for adoption** 4 - 15
 - 7.2 **Section 26 Resolutions-Without-Meeting Report - none**
 - 7.3 **Advisory Planning Commission Minutes dated August 5, 2025 - for information** 16 - 19
8. **BUSINESS ARISING FROM MINUTES** 10:45 AM - 11:00 AM

8.1	Follow-up Action List dated August 29, 2025	20 - 23
9.	DELEGATIONS - none	
10.	APPLICATIONS AND REFERRALS	11:00 AM - 11:15 AM
10.1	Trust Council Bylaw No. 183 - Policy Statement Referral - for Response	24 - 67
11.	LOCAL TRUST COMMITTEE PROJECTS	11:15 AM - 1:15 PM
11.1	Major Project: Gambier Official Community Plan & Land Use Bylaw Targeted Review - Staff Report (LATE ITEM)	
11.2	Major Project: Gambier Official Community Plan and Land Use Bylaw Targeted Review - Business Case for 2026/27 Fiscal - Staff Report	68 - 73
11.3	Minor Project: Keats Island Shoreline Protection Project - Gambier Bylaw No. 153 & 154 Final Adoption - Staff Report	74 - 92
~ BREAK 1:15 PM - 1:45 PM ~		
12.	CORRESPONDENCE	1:45 PM - 1:50 PM
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>	
12.1	Email dated June 20, 2025 from R. Cosulich regarding Gambier Island Resident Statement Pre June 24th Meeting	93 - 94
13.	NEW BUSINESS - none	
14.	STAFF REPORTS	1:50 PM - 2:30 PM
14.1	Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 116 Final Adoption - Staff Report	95 - 103
14.2	Gambier Island Local Trust Committee Bylaw Compliance and Enforcement Policy - Staff Report	104 - 110
14.3	Trust Council Bylaw No. 197 - Local Trust Committee Meeting Procedures Bylaw, Update Gambier Island Local Trust Committee Meeting Procedure Bylaw - Request for Decision	111 - 114
14.4	Gambier Island Advisory Planning Commission Expiry Notice - Staff Report	115 - 119
14.5	Trust Conservancy Report - none	
14.6	Applications Report dated August 29, 2025	120 - 122
14.7	Trustee and Local Expense Report dated June, 2025	123 - 123

14.8	Adopted Policies and Standing Resolutions	124 - 127
14.9	First Nations Relationship Building Update	
14.10	Local Trust Committee Webpage	
15.	WORK PROGRAM	2:30 PM - 2:45 PM
15.1	Active Projects Report dated August 29, 2025	128 - 128
15.2	Future Projects Report dated August 29, 2025	129 - 130
16.	UPCOMING MEETINGS	
16.1	Next Regular Meeting Scheduled for Tuesday, November 25, 2025 at 10:00 am and to be held Electronically	
17.	ADJOURNMENT	2:45 PM - 2:45 PM



Gambier Island Local Trust Committee

Minutes of Regular Meeting

Date: June 24, 2025

Location: Gambier Island Community Centre
Andy's Bay Road, Gambier Island, BC

Members Present: Laura Patrick, Chair
Kate-Louise Stamford, Trustee
Joe Bernardo, Trustee

Staff Present: Renée Jamurat, Regional Planning Manager (electronic)
Marlis McCargar, Island Planner
Sonja Zupanec, Island Planner
Warren Dingman, Bylaw Compliance & Enforcement Manager (electronic)
Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: There were approximately 15 members of the public in attendance.

1. CALL TO ORDER

Chair Patrick called the meeting to order at 11:03 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Patrick acknowledged that the meeting was held on the territory of the Squamish First Nation.

3. APPROVAL OF AGENDA

The following amendments to the agenda were presented for consideration:

- Item 8 – Delegation cancelled
- The agenda was reordered and Item 12.1 will be heard following Item 7

By general consent, the agenda was approved as amended.

4. REPORTS

4.1 Trustee Reports

Trustee Bernardo reported the following:

- Attended the Trust Council quarterly meeting;
- Trust Council received a response from the Ministry of Municipal Affairs and Housing denying the request for a review of the Islands Trust Act. In May a group of former Trustees wrote a public letter to the Minister stating their position that a review was not necessary and in response Trustee Bernardo and another Trustee signed a public letter disputing the former Trustees position; and

- The current Trust Council’s understanding of the mandate includes preservation and protection of human rights interests as well as environmental interests.

Trustee Stamford spoke to a local situation that recently occurred on Gambier Island and noted the following:

- An anonymous group of neighbours sent a letter to some local residents outlining their intention to actively seek Local Trust Area and Sunshine Coast Regional District bylaw compliance on properties across the island and outlined specific properties and situations in which their complaints would focus;
- The overall intent of the complaint system of bylaw enforcement in rural BC, outside of health, safety, and environmental issue, is to provide recourse for worst case scenarios and regulatory backup if residents are directly impacted by neighbour’s behaviour;
- The letter coincidentally went out on the same day as a Sunshine Coast Regional District bylaw officer attended some properties on the island; and
- It is important to work together to move beyond vexatious complaints and support community members.

4.2 Chair's Report

Chair Patrick noted work continues on the Trust Policy Statement which is a general set of policies that lay out what the preserve and protect mandate means and efforts to update document have been ongoing since 2019. She stated the project is now moving toward First Reading and the public engagement process and she encourages the public to read the draft document available on the website.

4.3 Electoral Area Director's Report

Director Stamford reported the following:

- The Sunshine Coast Regional District is working on seven Official Community Plans and hopes to bring them together under one document;
- Met with the Canadian Forces Regional Liaison program for emergency response which coordinates military support for local emergencies in conjunction with the provincial emergency coordination centre, Coast Guard, BC Wildfire, and RCMP;
- Participated in West Howe Sound Community Association emergency planning workshop which develops neighbourhood pod systems with focus on survival and evacuation following an emergency event; and
- A tentative delegation has been scheduled to present initial findings on a feasibility study done by the Sunshine Coast Regional District’s consultant for the New Brighton dock.

5. PUBLIC COMMENTS

Several members of the public spoke to an anonymous letter sent by a local group to some residents across the island and the following comments were noted:

- The group has appointed themselves to govern and monitor how people are living;
- The letter has deeply impacted the entire island resulting in investigations going forward with the Sunshine Coast Regional District Bylaw Enforcement;

- The five targeted properties have a connection to one individual and the complaint appears retaliatory and is an abuse of process;
- The concern appears to be how structures are built in an area in which homes have been built off grid due to lack of infrastructure;
- The Sunshine Coast Regional District has indicated the structures are not considered dwellings based on the definition of such in the Land Use Bylaw and construction is required to meet Step 3 Building Code specifications;
- Other islands within the Trust Area are not subject to building inspections and Gambier should not be either;
- The Sunshine Coast Regional District building code bylaw should not apply on Gambier because of the unique access and terrain situations;
- Making buildings larger is onerous and less environmentally friendly, and getting building materials and qualified tradespeople to the island is difficult;
- Other islands within the Trust Area have community driven best practices for building standards that are established on community values, autonomy, and low impact lifestyles; and
- Islands Trust should resolve to relax building code size restrictions.

Planners and Trustees provided the following clarifications:

- Islands Trust deals with land use and Land Use Bylaws have regulations around sitings and setback;
- The BC Building Code is separate from Islands Trust and on Gambier Island the building code is enforced by the Sunshine Coast Regional District;
- When the Sunshine Coast Regional District receives a building permit application, they refer it to Islands Trust for comment around siting and use;
- Other islands within the Trust area are required to build to BC Building Code standards;
- Siting and use regulations can vary from island to island depending on their specific Land Use Bylaw;
- The definition of a dwelling can vary, but the criteria for an Occupancy Permit is set by the Province;
- The Islands Trust does not have the authority to modify or waive building code requirements. Since the BC Building Code is provincial legislation, any appeals or requests related to building code matters must be directed to the appropriate provincial authorities. While the Sunshine Coast Regional District administers and enforces the building code locally, it cannot change the code itself. A small dwelling can receive an occupancy permit only if it is constructed in compliance with the current building code, and all new construction must meet these up-to-date code requirements;
- The provincial government would need to amend the *Islands Trust Act* to give authority for Local Trust Committees to amend the building code; and
- It is suggested that residents provide a delegation to the Sunshine Coast Regional District Board asking for input and clarification to seek resolution of the issue.

A member of the public spoke to the Official Community Plan and Land Use Bylaw amendment project and the following comments were recorded:

- The process is moving very quickly;

- They have concerns about how the island is governed as the Local Trust Committee is constrained due to the limited number of meetings held;
- Gambier is divided by a peninsula and many residents are disconnected and do not know each other;
- Issues in different regions of the island vary significantly and island-wide decisions will not work;
- Most of the budget for the project has been spent engaging with First Nations;
- A notice posted on the public dock a few days prior asked if they had concerns about the initiatives, and it has already gathered a few dozen signatures;
- A request was made to delay the process by one year to allow residents time to fund a suitable community engagement process. This would support broader participation, allow for informed questions, and ensure that clear accessible materials, including a draft of the work completed to date, are made available for public review.

A member of the public indicated they are a water access only resident and feel left out of the Official Community Plan/Land Use Bylaw amendment process and asked for open and transparent consultation process for water access residents.

6. MINUTES

6.1 Local Trust Committee Meeting dated March 25, 2025 - for adoption

By general consent, the Local Trust Committee meeting minutes of March 25, 2025 were adopted.

6.2 Section 26 Resolutions-Without-Meeting Report dated June 17, 2025

Received for information.

6.3 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated June 17, 2025

A Trustee noted they had previously requested staff arrange a government-to-government meeting with Squamish First Nation. Once the Nation’s newly elected representatives are in place, such a meeting should be scheduled to allow Trustees an opportunity to hear the Nation’s perspective beyond the technical aspects of the project.

The Regional Planning Manager noted there was no update on this action item but will follow up.

7.2 Bylaw Enforcement Notice Bylaw Amendment - Staff Report

The Bylaw Compliance and Enforcement Manager summarized the staff report and noted the amendment bylaw had been given three readings in March and, when it was sent to Executive Committee, it was realized the bylaw was not quoted properly; therefore, the readings were incorrect.

**GM-2025-015
It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee rescind the first three readings of the Gambier Island Local Trust Committee Bylaw No. 160, cited as “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 116, 2011, Amendment No. 1, 2025”.

CARRIED

GM-2025-016

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee Bylaw No. 160, cited as “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 116, 2011, Amendment No.1, 2025”, be read a first time.

CARRIED

GM-2025-017

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee Bylaw No. 160, cited as “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 116, 2011, Amendment No.1, 2025”, be read a second time.

CARRIED

GM-2025-018

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee Bylaw No. 160, cited as “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 116, 2011, Amendment No.1, 2025”, be read a third time.

CARRIED

GM-2025-019

It was MOVED and SECONDED

that the Gambier Island local Trust Committee Bylaw No. 160, cited as “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 116, 2011, Amendment No.1, 2025”, be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

8. DELEGATIONS

8.1 Presentation by Sunshine Coast Regional District on Coastal Floodplain Mapping Project

The delegation was cancelled.

The agenda was re-ordered and Item 12.1 was heard prior to Item 9.

9. APPLICATIONS AND REFERRALS

9.1 PL-DVP-2025-0170 (Moi) - Staff Report

The Planner summarized the staff report and highlighted the following:

- The application seeks a variance to the setback to the natural boundary of the sea from 15 metres to 4.33 metres to allow for a roofline alteration to an existing non-conforming dwelling;
- The proposed changes do not increase the building footprint but modify the structure that is within the setback;
- The change increases the vertical aspect of the structure but not the horizontal aspect;
- The proposed roof changes result in a net reduction of floor area within the setback as other structures are being removed;
- The variance permit would only authorize the specific roofline alteration proposed and does not legalize or approve the existing dwelling or its siting with the setback; and
- No letters of objection were received following the statutory notification period.

The applicant was in attendance and spoke to the application.

Discussion ensued and the following comments were noted:

- It was clarified that the building is considered non-conforming and most changes or alterations would require a development variance permit;
- The application is a good example of how variances can be managed for older structures when work is required on them and a permit is required; and
- It is not possible to devise a bylaw that can perfectly encompass every situation; however, and the Local Trust Committee has discretion to determine what is required for a variance to be approved.

GM-2025-020

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee approve issuance of PL-DVP-2025-0170.

CARRIED

The meeting was recessed for a break at 12:58 p.m. and reconvened at 1:30 p.m.

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Major Project: Gambier Official Community Plan and Land Use Bylaw Targeted Review - Staff Report

The Planner summarized the staff report and highlighted the following:

- Squamish First Nation received the draft shoreline Development Permit Area and were pleased it provided an example of how their recommendations can be implemented;
- The report seeks endorsement of public engagement topics that the Local Trust Committee wishes to engage the community on during the course of this year;
- It is important to provide clear information to the community about what the Local Trust Committee is seeking feedback on at this stage of the project;
- Further referral to the Advisory Planning Commission is advisable;
- The engagement work plan was reviewed and developed based on Advisory Planning Commission recommendations; and

- A variety of meeting styles, locations, and times should be considered.

Discussion ensued and the following comments and clarifications were noted:

- Trustees would like the community to have a sense of what the draft bylaw language could look like but also need to ensure that the draft language is a starting point for discussion and not final language;
- It is necessary to make clear that this is the start of engaging on some of the language and determining if it works or doesn't, and what the alternatives might be;
- It can be discerned from community comments that the process is opaque and it is necessary to explain to the public that the Local Trust Committee has control of the timing of the process but the process itself is mandated through legislation;
- Initial proposed language should be included in the public engagement;
- The preamble needs to indicate the document is a discussion document and not the bylaw;
- The project topics remain relevant and as new topics arise, they can be considered for incorporation into the review or looked at as a separate project;
- It is important to see how the policy direction in the Official Community Plan translates into regulations in the Land Use Bylaw;
- It is very challenging to connect with islanders across Gambier and time should be allowed in each engagement session to discuss emerging topics;
- Informal community discussion groups provide the opportunity to host small gatherings in multiple locations to discuss targeted questions and topics and an open-ended discussion on emerging topics could be added;
- The Development Permit Area and contributions of Squamish Nation topics will attract a lot of discussion and the targeted questions are important; however, asking questions in general as opposed to giving the community something more concrete to work with is problematic;
- Simple language documents were produced as part of the initial stages of the project and that is where the high priority topics were identified;
- The public seems unaware that the initial stages of the project were undertaken and that there have been opportunities to participate and provide input; and
- The prior public consultation process concluded in 2022 with the consultant's report made available in 2023 and the project represents priority issues identified at that time.

GM-2025-021

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee endorses the public engagement topics and timeline presented in the draft Public Engagement Workplan dated June 2025 attached to this staff report and that additional opportunities for community topics be included in the engagement questions.

CARRIED

GM-2025-022

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to refer the public engagement workplan to the Advisory Planning Commission and request confirmation that its members' will be available and willing to support targeted implementation or facilitation of up to 10 community discussion groups between August – October 2025.

CARRIED

Discussion ensued on the topic of accessory building regulations and the Planner clarified they can provide information to the Local Trust Committee to inform their understanding of the scope of options on potential jurisdictional issues in preparation for the October protocol meeting with the Sunshine Coast Regional District.

GM-2025-023

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee request staff to bring back a report to the September 9, 2025 Local Trust Committee meeting that includes a preliminary assessment of options regarding accessory building regulations and the range of associated issues discussed at the June 24, 2025 Local Trust Committee meeting; and that this report clearly defines the parameters of the issues and considers jurisdictional responsibilities of the Local Trust Committee, Sunshine Coast Regional District and Province.

CARRIED

11. CORRESPONDENCE

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

11.1 Email dated June 15, 2025 from Howe Sound Biosphere Region Initiative Society regarding Request to Sunshine Coast Regional District Parks Lands

Received for information.

12. NEW BUSINESS

12.1 Bylaw Compliance and Enforcement Policy - Staff Report

The Bylaw Compliance and Enforcement Manager summarized the staff report and highlighted the following:

- The purpose of the document is to incorporate all current standing resolutions into a single document and develop a single policy;
- The bylaw will address vexatious complaints and enable the Local Trust Committee to adopt such policies and expand them;
- The polices have been developed in accordance with Trust Council and Trust wide policies;
- The policy encompasses the entire Local Trust Area and some areas have adopted subsections for associated islands; and
- The Local Trust Committee can adopt a resolution to amend the policy as they see fit.

Discussion ensued and the following comments and clarifications were noted:

- Much of the policy is standardized against other Local Trust Area policies and each Local Trust Area has adopted specific references and policies for their specific needs;
- The Local Trust Committee can adopt their own policies, has authority to close files, and has considerable ability to determine how bylaw enforcement is conducted within their Local Trust Area;
- If a Bylaw Enforcement officer discovers a different infraction or contravention that no one has complained about while investigating a complaint the approach under this policy can reflect any language adopted to restricting enforcement to having a narrow focus based on the complaint only;
- The Local Trust Committee can determine if they wish to receive full reports on open files and determine if a file is closed or not; and
- The existing standing resolutions can be rescinded as they become redundant.

GM-2025-024

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee adopt the proposed Bylaw Compliance and Enforcement Policy.

CARRIED

GM-2025-025

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee rescind standing resolutions GM-2023-001 and GM-2020-006.

CARRIED

GM-2025-026

It was MOVED and SECONDED

that staff prepare for the Gambier Island Local Trust Committee's next meeting a draft Request for Decision to amend the Bylaw Compliance and Enforcement Policy to:

1. Limit investigation to only those infractions specifically identified in a complaint and
2. Require staff to report to the Local Trust Committee any files closed due to vexatious nature.

CARRIED

12.2 Accessory Building Bylaw Regulations - Verbal Discussion

The Planner noted that the Land Use Bylaw does not allow accessory buildings such as sheds and workshops without a primary dwelling and there is opportunity for the Local Trust Committee to consider whether that is something they would like to explore as part of the Official Community Plan/Land Use Bylaw review.

Discussion ensued and the following comments were noted:

- If an approved building permit is submitted, one is permitted to have an accessory building which is not an accessory dwelling;

- The Local Trust Committee could define the type of structure allowed, such as a shed or picnic structure, without a principal dwelling on the property;
- There can be confusion about the meaning of “accessory” which can include accessory building, accessory dwelling, or accessory to a principal unit;
- If there is one building on a lot with a kitchen, it is considered a principal dwelling regardless of size;
- There might be possibility to help the Sunshine Coast Regional District understand what Islands Trust considers a dwelling and priorities and non-priorities of the Local Trust Committee can be included for discussion during a protocol meeting;
- It would be necessary to apply for a building permit to convert an accessory building to a dwelling; and
- If the topic is added to the Official Community Plan review it allows for community input and discussion of options.

GM-2025-027

It was MOVED and SECONDED

that the Gambier Island Local Trust Committee add item “Discussion of Accessory Buildings” to the protocol meeting with Sunshine Coast Regional District happening in October, 2025.

CARRIED

13. STAFF REPORTS

13.1 Highlights of Trust Conservancy May 27, 2025 Board Meeting

Received for information.

13.2 Applications Report dated June 17, 2025

Received for information.

13.3 Trustee and Local Expense Report dated April, 2025

Received for information.

13.4 Adopted Policies and Standing Resolutions

Received for information.

13.5 First Nations Relationship Building Update - none

13.6 Local Trust Committee Webpage

No updates requested.

14. WORK PROGRAM

14.1 Active Projects Report dated June 17, 2025

Received for information.

14.2 Future Projects Report dated June 17, 2025

Received for information.

15. UPCOMING MEETINGS

15.1 Gambier Local Trust Committee request to change the September 9, 2025, 10:00 am meeting to electronic.

GM-2025-028

It was MOVED and SECONDED

that Gambier Local Trust Committee request staff to change the September 9, 2025, 10:00 a.m. meeting from in-person to electronic.

CARRIED

15.2 Next Regular Meeting Scheduled for Tuesday, September 9, 2025 to be held electronically.

The agenda was re-ordered and Item 17 was heard before Item 16.

16. CLOSED MEETING

16.1 Motion to Close the Meeting

GM-2025-029

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) (a) for the purpose of considering:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the local trust committee; AND that the recorder and staff attend the meeting.

CARRIED

The regular meeting was closed to the public at 3:22 p.m.

16.2 Recall to Order

The meeting was adjourned following the in-camera session.

16.3 Rise and Report

Chair Patrick will rise and report at the next meeting that October, 17 2023 in-camera meeting minutes were adopted and that the Gambier Island Local Trust Committee appointed James Quail and Steve MacDonald to the Gambier Island Advisory Planning Commission, with a term commencing immediately and ending on October 17, 2025.

17. PUBLIC COMMENTS

A member of the public noted they reached out to their MLAs office to voice concerns the community has about the anonymous letter and indicated Gambier does not have the infrastructure in place to support large dwellings and the accessory building situation has come up because people are choosing to live in a smaller more affordable dwelling. They were told by the Sunshine Coast Regional District that if Islands Trust allows people to live

in an accessory building the Regional District would remove themselves from these complaints.

The Chair clarified the Local Trust Committee has asked staff to prepare a report prior to a joint protocol meeting with the Regional District and the Planner stated that the report can confirm the scope of influence the Local Trust Committee has and equivalencies that the building inspectors may have.

A member of the public asked if there is possibility to have a tiny home community to allow older residents to stay on island with aid.

The Planner referred to the Lasqueti Island community facility that features elder care homes and a society that manages the housing that came about when a rezoning application for a mixed-use residential parcel was submitted and there is ability to amend certain parcels to allow a higher density and these types of applications are vetted through the same process that looks at adequate water and septic capabilities along with a housing agreement and / or covenant attached to the land and use.

18. ADJOURNMENT

By general consent, the meeting was adjourned following the in-camera meeting at 3:40 p.m.

Laura Patrick, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder



Minutes of the Gambier Island Advisory Planning Commission

Date of Meeting: Tuesday, August 5, 2025

Location: Gambier Community Centre
721 Andy's Bay Road, Gambier Island, BC

APC Members Present: Camilla Berry
Carol Petroski (electronic)
Andrew Kennedy (electronic)
Florence Cosulich (electronic)
Jim Quail
Jeanne Mikita
Steve Macdonald (electronic)

Regrets: Vanessa Carrington

Staff Present: Sonja Zupanec, Island Planner (electronic)
Shalini Nakai, Meeting Administrator, Recorder (electronic)

Others Present: Trustee Kate-Louise Stamford
There were no members of the public present.

1. CALL TO ORDER

Chair Berry called the meeting to order at 9:00 a.m.

2. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

3. ELECTION OF CHAIR

By general consent, Member Berry was assigned as the Chair until the end of the Advisory Planning Commission term.

4. Public Engagement and Workplan

Planner Zupanec introduced the engagement workplan schedule and associated budget. On behalf of the LTC, members are asked to indicate their willingness to host one or more small group discussions in the late summer early fall prior to the terms ending mid-October. Members discussed geographic options for small group discussions and the review of draft survey questions/information materials. An Advisory Planning Commission

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(APC) member requested that information packages with timelines be available prior to upcoming informal community discussion groups events.

- Planner Zupanec responded that on the project webpage there would be a space for a community engagement package which would be available to all community members, whether they participated in a particular engagement event or not.
- Planner Zupanec added that up to ten informal discussion events were budgeted for; there was an “application to host” requirement for costs reimbursement; and non-reimbursed discussion groups were also welcome to congregate.

APC members asked or noted the following:

- Is the Community Information Meeting (CIM) scheduled for November 2025 to be held on Gambier or North Vancouver.
 - Planner Zupanec responded that the Gambier Island Local Trust Committee (LTC) would likely be supportive of a hybrid in person/electronic format for maximum public participation.
- Public education on the responsibilities of the various levels of government is needed.
 - Planner Zupanec offered to include information on the jurisdictional divisions between municipal, regional district, provincial, federal and Islands Trust authority in the information packages.
- Are the informal engagement sessions going to be set up only by geography? Another possibility is to bring together all recreational boaters on the island to a meeting as a group.
 - A member agreed that it is better to separate meetings between those that are primarily geographically focused on local concerns, and those that are single issue focused.
- Recreational boaters are unlikely to be available for public engagement meetings in August.
 - Planner Zupanec offered that late September may be a better time for this interest group.
- What would be the turnaround time for both the questionnaire and information package?
 - Planner Zupanec responded that it was contingent on the availability of communications staff;

Trustee Stamford spoke on the concurrent Trust and Capital Regional District (CRD) initiatives happening on the island that could be explained in the communications package; and requested that a timeline of where Gambier Island is in the process also be provided so that people can see that the process is not near the end; and offered to sit and listen at any further upcoming meetings.

APC members were asked by the planner if they would be willing to host one or more meeting events:

- Member Macdonald offered to host an online meeting event for recreational boaters.

- Member Cosulich offered to do a Centre Bay meeting online or in person.
- Member Petroski offered to cover up to four meetings, with assistance from Member Carrington, for Fircom and Brigade Bay; and with Member Kennedy for Sea Ranch and Douglas Bay; and that some of these could be online.
- Member Mikita offered to host an in-person meeting for Gambier Harbor; and to help at other hosted meetings.
- Trustee Samford offered that hosts could use her zoom subscription for online meetings.
- A member recognized that hybrid meetings would probably not work well at many venues.
- A member suggested that the Douglas Bay meeting be held electronically, due to not many people in the area after the summer.

Planner Zupanec summarized next steps: she would draft the information package and communication engagement materials and then send these materials to the whole group so that any members interested in providing feedback directly to the planner could do so; the planner would then refine the materials before presenting them at a future APC meeting for final endorsement; the informal community engagement meetings would be conducted in September and early October; and the APC feedback summary would be prepared for presentation at a formal Community Information Meeting in November 2025.

By general consent, the Gambier Island Advisory Planning Commission agreed to work with staff to review and finalize the draft engagement package and communication materials, which will be presented at small informal meetings for the geographically diverse communities of the Gambier Island Trust Area.

5. Next Meeting Time and Adjournment

The next meeting of the Gambier Island Advisory Planning Commission will be on Wednesday, September 3, 2025 at the Gambier Community Centre at 2:00 pm.

By general consent, the meeting was adjourned at 10:00 a.m.

Camilla Berry, Chair

Certified Correct:

Shalini Nakai, Recorder

DRAFT

Follow Up Action Report

Gambier Island

29-Apr-2024

Progress	Activity	Responsibility	Dates	Status
0%	<p>1 Major project: Initiate a request to schedule an elected officials meeting with Squamish Nation in the fall/winter of 2024 to discuss the status of the implementation of Squamish Nation engagement recommendations.</p> <p><i>Feb. 3: Staff to send letter to initiate request, and look at timing in late summer/early fall aligning with project milestones, deliverables.</i></p>	<p>Joe Elliott</p> <p>Renee Jamurat</p> <p>Sonja Zupanec</p>		In Progress

28-May-2024

Progress	Activity	Responsibility	Dates	Status
50%	<p>1 Complete PDF versions of maps from the Islands Trust Area Aquifer Conceptualization and Groundwater Recharge Mapping for the GM LTA, include them in a staff report, with a short presentation, and publish maps on the website by the next regular meeting on July 30, 2024.</p> <p><i>- As per Trust Council FU25/26 budget, there is an approved business case to continue the Freshwater Atlas development. Further update expected at September 9, 2025 LTC meeting.</i></p>	William Shulba	Target: 01-Oct-2024	In Progress

Follow Up Action Report

Gambier Island

01-Oct-2024

Progress	Activity	Responsibility	Dates	Status
25%	<p>1 Staff to implement the following OCP/LUB project recommendations from Squamish Nation listed in Table 1 attached to the staff report dated October 1, 2024 and to prepare draft language for applicable polices/regulations for LTC consideration of subsequent steps:</p> <ul style="list-style-type: none"> ·Table 1 Recommendations A1; A2; A3; A4; A5; B2; B3; B5; B6; B9; C1; C3; C4; D3 and D5. 	Sonja Zupanec		In Progress
0%	<p>2 Request staff to add the following agenda items to the next Sunshine Coast Regional District -GM LTC Annual Protocol meeting agenda for discussion:</p> <ol style="list-style-type: none"> 1) Joint funding opportunities for the approval, installation and maintenance of Squamish language signage on trails and in areas deemed important by the Nation in the SCRCD Area. 2) Advocacy to SCRCD to adopt the Zero Carbon Step Code requirements for new construction in the Gambier Local Trust Area prior to provincial mandate by 2030. 3) Opportunities for rebates and energy efficiency upgrades for homes in the Gambier Local Trust Area. 4) Discussion on policy or bylaw changes to allow the conversion of accessory buildings (e.g., garages, workshops, sheds) into residential dwellings. <p><i>*Update June 24, 2025: Target annual protocol meeting to be scheduled in Fall 2025.</i></p>	Renee Jamurat	Target: 30-Nov-2025	In Progress

Follow Up Action Report

Gambier Island

24-Jun-2025

Progress	Activity	Responsibility	Dates	Status
100%	<p>1 Bylaw No. 160 has been rescinded and re-read three times. It needs to be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.</p> <p><i>On the August 6, 2025 Executive Committee agenda for their consideration.</i></p>	Nadine Mourao Warren Dingman		Completed
100%	<p>2 Adopted the proposed Bylaw Compliance and Enforcement Policy. Rescinded standing resolutions GM-2023-001 and GM-2020-006.</p> <p>Action Required: Staff to prepare a staff report for the September LTC meeting to propose amendments to the Policy that would:</p> <ul style="list-style-type: none"> -Limit investigations to only those infractions identified in a complaint. -Require staff to report to the LTC any files closed due to their vexatious nature. 	Nadine Mourao Warren Dingman	Target: 09-Sep-2025	Completed
0%	<p>3 Staff to prepare a report for the LTC that includes:</p> <ul style="list-style-type: none"> -A preliminary assessment of options related to accessory building regulations; -A summary of the associated issues discussed at the June 24, 2025 LTC meeting; -A clear definition of the parameters of the issues; -Consideration of jurisdictional responsibilities of the LTC, SCRD, and Province. 	Marlis McCargar Sonja Zupanec	Target: 25-Nov-2025	In Progress

Follow Up Action Report

Gambier Island

24-Jun-2025

Progress	Activity	Responsibility	Dates	Status
100%	4 LTC endorsed the public engagement topics and timeline presented in the draft Public Engagement Workplan, and requests that additional opportunities for community-identified topics be included in the engagement questions.	Sonja Zupanec		Completed
100%	5 Referral to APC: Staff to refer the Public Engagement Workplan to the APC, and request confirmation that APC members are available and willing to support targeted implementation or facilitation of up to 10 community discussion groups between August and October 2025.	Chloe Straw Sonja Zupanec		Completed



BRIEFING

To: Local Trust Committees and Islands Trust Conservancy **For the Meeting of:** Varies
From: Trust Area Services **Date Prepared:** August 15, 2025
SUBJECT: Bylaw Referral – Policy Statement Bylaw No. 183

PURPOSE: The purpose of this briefing is to update local trust committees (LTCs) and Islands Trust Conservancy that Trust Council expects to receive referral responses from LTCs and Islands Trust Conservancy no later than February 6, 2026, not October 10, 2025 as stated in the original referral package sent out on August 7, 2025.

BACKGROUND: The original bylaw referral package sent to LTCs and Islands Trust Conservancy in August stated that referral responses must be received by October 10, 2025. However, this date did not take into account that the local engagement events requested by LTCs are spread out between September and late November, and so some LTCs may not want to respond to the referral until those events have been held.

It is appreciated by staff if LTCs could submit their referral response as soon as practicable following local engagement events.

ATTACHMENT(S): None

FOLLOW-UP: TAS staff will follow up with individual LTCs and Islands Trust Conservancy as needed.

Prepared By: Jason Youmans, Senior Policy Advisor

Reviewed By/Date: Clare Frater, Director, Trust Area Services/August 20, 2025

DATE OF MEETING: September 9, 2025 File No.: TC BL 183 Policy Statement

TO: Gambier Island Local Trust Committee

FROM: Nadine Mourao, Legislative Clerk/Deputy Secretary

SUBJECT: Referral: Proposed Trust Council Bylaw No. 183 Policy Statement

PURPOSE

The Islands Trust Council has referred proposed Bylaw No. 183 (cited as "Islands Trust Policy Statement Bylaw, 2025") to the Gambier Island Local Trust Committee.

BACKGROUND

Islands Trust [Policy 4.1.9](#) Inter-Local Trust Committee Community Planning Bylaw Referral delineates how a local trust committee will implement a local trust committee referral process for community planning bylaws affecting another local trust committee or island municipality.

Your response to this referral will help to ensure that the Policy Statement advances the mandate of the Islands Trust, in cooperation with the Province, other agencies and Indigenous Governing Bodies. The Islands Trust Policy Statement requires the approval of the Minister of Municipal Affairs and Housing if it is to be used by Islands Trust Executive Committee and Trust Council to evaluate and approve bylaws submitted by local trust committees and island municipalities.

The proposed new Policy Statement contains policies that may affect your agency's interests. We would encourage you to review the Islands 2050 project webpage for additional information about the Policy Statement Amendment Project, including an FAQ.

For more information on the Islands 2050 Policy Statement Amendment Project, including the draft Policy Statement: <https://islandstrust.bc.ca/programs/islands-2050/>

NEXT STEPS

The following draft resolutions have been provided for consideration:

- 1. If the LTC considers their interests unaffected by the bylaw:**
That the Gambier Island Local Trust Committee respond to the Islands Trust Council that interests are unaffected by Bylaw No. 183.
- 2. If the LTC wishes to recommend proceeding with the bylaw for specific reasons:**
That the Gambier Island Local Trust Committee recommend to the Islands Trust Council that proposed Bylaw No. 183 proceed for the following reasons:
 - *[list reasons]...*
- 3. If the LTC wishes to recommend proceeding with the bylaw subject to conditions:**
That the Gambier Island Local Trust Committee recommend to the Islands Trust Council that proposed Bylaw No. 183 proceed, subject to the following recommendations:
 - *[list recommendations]...*
- 4. If the LTC wishes to recommend not proceeding with the bylaw:**
That the Gambier Island Local Trust Committee recommend to the Islands Trust Council that



MEMORANDUM

proposed Bylaw No. 183 not proceed for the following reasons:

- *[list reasons]...*

Submitted By:	Nadine Mourao, Legislative Clerk	August 27, 2025
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ATTACHMENTS

1. BYLAW REFERRAL FORM



ISLANDS TRUST POLICY STATEMENT BYLAW REFERRAL FORM

Islands Trust – Islands 2050
200 – 1627 Fort Street
Victoria, BC V8R 1H8
islands2050@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Islands Trust Area Bylaw No.: TC 183 Date: August 6, 2025

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 60 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

PURPOSE OF BYLAW:

The Islands Trust Act requires that Islands Trust Council adopt a Policy Statement. The current Policy Statement has not been substantively updated in over 30 years. The purpose of this bylaw is to update the Policy Statement through the lenses of reconciliation, climate change, and affordable housing.

GENERAL LOCATION:

The Islands Trust Policy Statement is a general policy that applies to all of the Islands Trust Area, including Bowen Island. For a map of the Islands Trust Area, please visit: <https://islandstrust.bc.ca/mapping-resources/mapping/>

YOUR RESPONSE IS RESPECTFULLY REQUESTED:

Your response to this referral will help to ensure that the Policy Statement advances the mandate of the Islands Trust, in cooperation with the Province, other agencies and Indigenous Governing Bodies. The Islands Trust Policy Statement requires the approval of the Minister of Municipal Affairs and Housing if it is to be used by Islands Trust Executive Committee and Trust Council to evaluate and approve bylaws submitted by local trust committees and island municipalities.

The proposed new Policy Statement contains policies that may affect your agency's interests. We would encourage you to review the [Islands 2050 project webpage](#) for additional information about the Policy Statement Amendment Project, including an FAQ. Please return the response form to islands2050@islandstrust.bc.ca

OTHER INFORMATION:

For more information on the Islands 2050 Policy Statement Amendment Project, including the draft Policy Statement: <https://islandstrust.bc.ca/programs/islands-2050/>

Please fill out the Response Summary on the back of this form. If your agency's interests are "Unaffected", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your response and, if necessary, outline any conditions related to that response. Please note any legislation or official government policy that would affect our consideration of this Bylaw.

(Signature)

Name: David Marlor

Title: Secretary, Islands Trust

This referral has been sent to the following agencies:

Federal Agencies

Environment and Climate Change Canada
Fisheries & Oceans, Canada (Fish Protection and Aquaculture - Pacific Region)
Transport Canada
Parks Canada

Regional Agencies

Capital Regional District
Comox Valley Regional District
Cowichan Valley Regional District
Metro Vancouver Regional District
Nanaimo Regional District
qathet Regional District
Sunshine Coast Regional District

School District Boards

School District No. 45 (West Vancouver – Gambier)
School District No. 46 (Gambier)
School District No. 64 (Gulf Islands: Galiano, Mayne, North Pender, South Pender, Salt Spring, Saturna)
School District No. 68 (Gabriola/Ballenas Winchelsea)
School District No. 69 (Lasqueti/Ballenas Winchelsea)
School District No. 71 (Denman/Hornby)
School District No. 79 (Thetis)

Improvement District Boards

Gabriola Fire Protection District
Graham Lake Improvement District
Schmidt Improvement District
Galiano Estates Improvement District
Gossip Island Improvement District
Montague Improvement District
Spanish Hills Improvement District
Wise Island Improvement District
Bennett Bay Waterworks District
Campbell-Bennett Bay Improvement District
Lighthouse Point Waterworks District
Mayne Island Improvement District
Village Point Improvement District
Georgina Improvement District
Razor Point Improvement District
Trincomali Improvement District
Harbour View Improvement District
Mount Belcher Improvement District
North Salt Spring Waterworks District
Piers Island Improvement District
Salt Spring Island Fire Protection District
Scott Point Waterworks District
Saturna Shores Improvement District
Thetis Island Improvement District
Vaucroft Improvement District

Adjacent Local Trust Committees and Municipalities

Ballenas-Winchelsea Islands Local Trust Committee
Bowen Island Municipality
Denman Island Local Trust Committee
Gabriola Island Local Trust Committee
Galiano Island Local Trust Committee
Gambier Island Local Trust Committee
Hornby Island Local Trust Committee
Lasqueti Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Salt Spring Island Local Trust Committee
Saturna Island Local Trust Committee
South Pender Island Local Trust Committee
Thetis Island Local Trust Committee
Islands Trust Conservancy Board

Provincial Agencies

Agricultural Land Commission
Attorney General (Housing Policy Branch)
BC Ferries
Ministry of Agriculture and Food
Ministry of Energy and Climate Solutions
Ministry of Energy and Climate Solutions (Climate Action Secretariat)
Ministry of Mining and Critical Minerals
Ministry of Environment and Parks
Ministry of Environment and Parks (BC Parks and Conservation Officer Service Division)
Ministry of Forests
Ministry of Water, Land and Resource Stewardship (South Coast Office, Crown Lands, Water Licensing (Watershed Stewardship & Security Branch, Ecosystems, Archaeology)
Ministry of Health
Ministry of Indigenous Relations and Reconciliation (West Coast Office; South Coast Office)
Ministry of Housing and Municipal Affairs (Governance and Structure Branch and Land Use Planning and Regional Impacts Branch)
Ministry of Transportation and Transit on Vancouver Island and South Coast (via electronic Development Approvals System)

BYLAW REFERRAL FORM RESPONSE SUMMARY

Approval Recommended for Reasons Outlined Below

Approval Recommended Subject to Conditions Outlined Below

Interests Unaffected by Bylaw

Approval Not Recommended Due to Reason Outlined Below

Islands Trust Area (Islands 2050)
(Island)

(Signature)

(Date)

TC 183
(Bylaw Number)

(Printed Name and Title)

(Agency)

ISLANDS TRUST COUNCIL

BYLAW NO. 183

A BYLAW TO ADOPT A POLICY STATEMENT FOR THE TRUST AREA

The Islands Trust Council, having jurisdiction in respect of the Trust Area in the Province of British Columbia pursuant to the *Islands Trust Act* S.B.C. 1996 c.239, enacts as follows:

TITLE

- 1. This Bylaw may be cited for all purposes as “Islands Trust Policy Statement Bylaw, 2025”.

APPLICATION

- 2. This Bylaw applies to the Trust Area, as defined in Schedule A of the *Islands Trust Act* S.B.C. 1996 c.239.

ORGANIZATION

- 3. Schedule A (Islands Trust Policy Statement) attached to and forming part of the bylaw is hereby adopted as the trust policy statement pursuant to S.15(1) of the *Islands Trust Act*.

SEVERABILITY

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

REPEAL

- 5. “Islands Trust Policy Statement, 1993” is hereby repealed upon adoption of this bylaw.

READINGS

READ A FIRST TIME THIS 29TH DAY OF JULY, 2025

READ A SECOND TIME THIS DAY OF ,2025

READ A THIRD TIME THIS DAY OF ,2025

APPROVED BY THE MINISTER OF HOUSING AND MUNICIPAL AFFAIRS PURSUANT TO SECTION 15(2)(c) OF THE ISLANDS TRUST ACT THIS DAY OF ,2025

RECONSIDERED AND FINALLY ADOPTED THIS DAY OF ,2025

Secretary

Chairperson



Islands Trust

Islands Trust Policy Statement

Acknowledgement

Islands Trust Council respectfully acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous Peoples since time immemorial and that their relationship to these lands and waters continues to this day. Islands Trust Council acknowledges that residential schools, forced removal, and colonial laws and restrictions on Indigenous governance and cultural practices have displaced and dispossessed Coast Salish peoples and disrupted their relationships with the islands and waters of the Salish Sea. Islands Trust Council acknowledges that a healthy environment is essential for Indigenous Peoples to be able to exercise their inherent and treaty rights. Islands Trust Council is 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 Coast Salish Territory, in the treaty lands and territories of:

BOKÉCEN (Pauquachin) First Nation

Da'naxda'xw/Awaetlala First Nation

K'ómoks (Comox) First Nation

Lhaq'temish (Lummi) Nation

MÁLEXEŁ (Malahat) First Nation

Mamalilikulla First Nation

Qualicum First Nation

Quw'utsun Nation (comprised of **Cowichan Tribes**, **Xeláltxw** (Halalt) First Nation, **Lyackson** First Nation, **Spune'luxutth'** (Penelakut Tribe) and **Stz'uminus** (Chemainus) First Nation)

scəwáθən (Tsawwassen) First Nation

səlilwətał (Tsleil-Waututh) First Nation

SEMYOME (Semiahmoo) First Nation

shíshálh (Sechelt) Nation

Skwxwú7mesh (Squamish) First Nation

Snaw-naw-as (Nanoose) First Nation

Snuneymuxw (Nanaimo) First Nation

Songhees First Nation

STÁUTW (Tsawout) First Nation

᠎aʔəmen (Tla'amin) First Nation

Tlowitsis Nation

Ts'uubaa-asatx (Lake Cowichan) First Nation

Wei Wai Kum (Campbell River) First Nation

We Wai Kai (Cape Mudge) First Nation

WJOLELP (Tsartlip) First Nation

WSIKEM (Tseycum) First Nation

Xwémalhkwa (Homalco) First Nation

Xwsepsum (Esquimalt) First Nation

xʷməθkʷəy̓əm (Musqueam) First Nation

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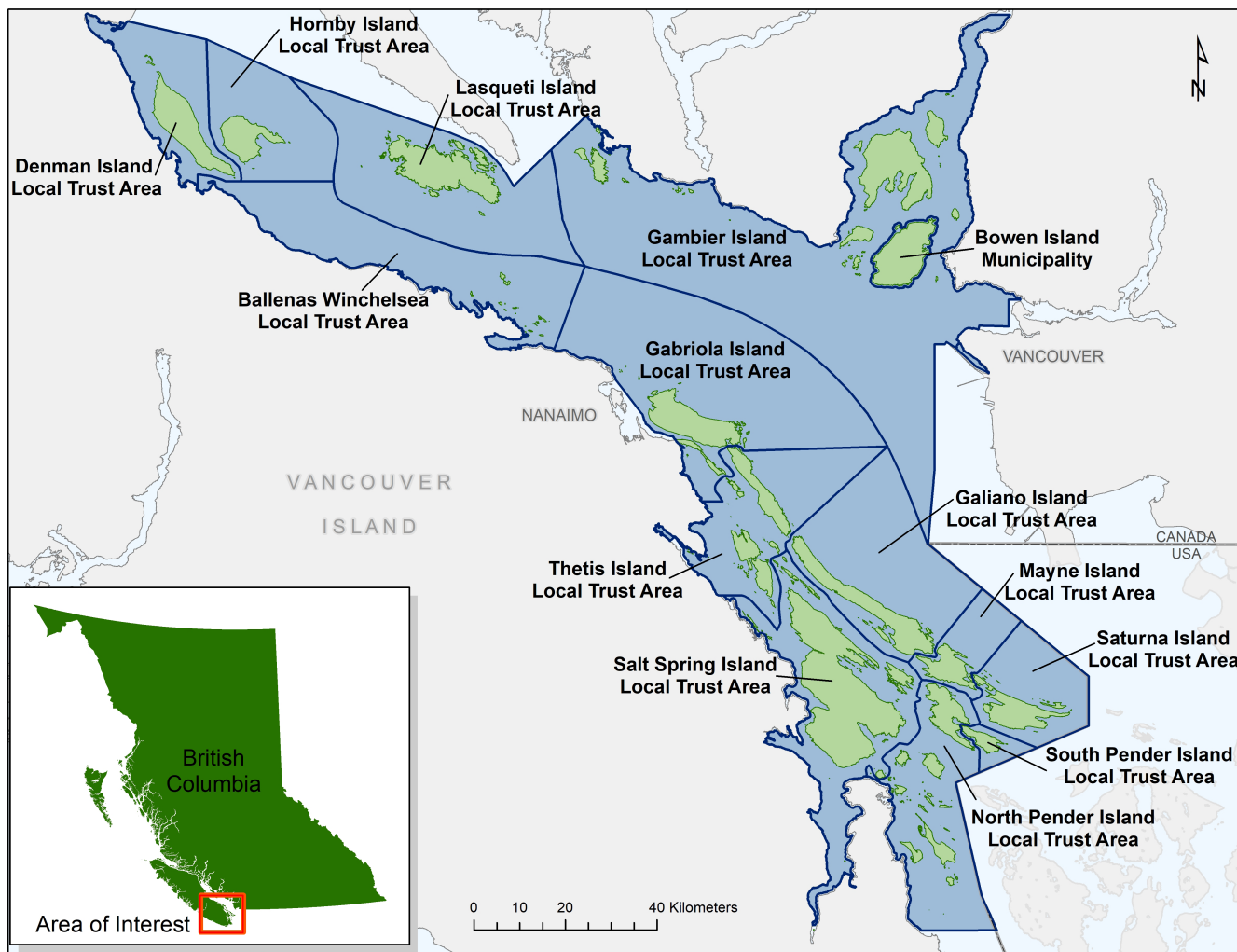
Part 1: The *Islands Trust Act*

In 1974, the Government of British Columbia established the *Islands Trust Act* to preserve and protect the Islands Trust Area and its unique amenities and environment against unrestrained growth and development. Islands Trust is a federated body responsible for the Trust Area, comprised of 13 major islands and more than 450 smaller islands and the surrounding waters in the Strait of Georgia and Howe Sound. Islands Trust regulates local land use, works with other levels of government, and, through the Islands Trust Conservancy, protects places of natural or cultural significance. This unique governmental mandate is defined in Section 3 of the *Islands Trust Act* and is commonly referred to as the “Islands Trust Object.”

1.1 – The Islands Trust Object

“**The object of the trust** is to preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons and organizations and the government of British Columbia.” (Section 3, *Islands Trust Act*)

1.2 – Map of the Islands Trust Area



1.3 – Indigenous Inherent Rights Acknowledgment

Islands Trust Council respectfully acknowledges Indigenous inherent rights as protected under section 35 of the *Constitution Act, 1982*. Islands Trust Council respectfully acknowledges Indigenous rights to self-governance and the expressed interest of Indigenous Governing Bodies in working toward co-governance of the Islands Trust Area. Islands Trust Council is committed to advancing reconciliation with Indigenous Governing Bodies through ongoing discussion and recognition of these rights.

Given the *Declaration on the Rights of Indigenous Peoples Act* and the evolving legislative landscape in British Columbia, the Policy Statement serves as a starting point for improved cooperation with Indigenous Governing Bodies. Islands Trust Council commits to an ongoing effort to co-develop planning and land use management processes with Indigenous Governing Bodies within the Islands Trust Area and acknowledges that this document does not serve as an endpoint. Islands Trust Council will be informed by the United Nations Declaration on the Rights of Indigenous Peoples as a framework for its approach to reconciliation.

1.4 – Purpose and Structure of the Policy Statement

Section 15 of the *Islands Trust Act* states that Trust Council must adopt, by bylaw, a Trust Policy Statement that applies to the Islands Trust Area as a whole. The *Islands Trust Act* specifies that the Policy Statement must be a general statement of the policies of Trust Council to carry out the Islands Trust Object, that it may establish different policies for different parts of the Islands Trust Area, and that it must be approved by the provincial Minister responsible for Islands Trust prior to adoption.

Islands Trust Council is responsible for establishing and amending the Policy Statement, which in turn guides the development of more specific official community plans and regulatory bylaws by local trust committees and island municipalities across the region. The *Act* stipulates that official community plans and bylaws required to be submitted to Executive Committee or Trust Council under the *Act* must not be approved if they are contrary to or at variance with the Policy Statement. This ensures that the Islands Trust Object is at the core of all planning and land use management decision-making in the Islands Trust Area.

The Policy Statement represents Trust Council’s vision for the preservation and protection of the Islands Trust Area and its unique amenities and environment. It aspires to reflect the values and interests of island communities, Indigenous Governing Bodies and Indigenous Peoples, partner agencies, and all British Columbians, as well as the silent voices of island ecosystems, species at risk, and future generations.

Three Types of Policies in the Policy Statement:

Guiding Principles

(Part 2 of the Policy Statement) establish general commitments of Trust Council that centre the Islands Trust Object in all daily decision-making across the Islands Trust Area by Islands Trust Council, Islands Trust Executive Committee, local trust committees and island municipalities.

Directive Policies

(Part 3 of the Policy Statement) are integral to carrying out the Islands Trust Object. They are policies with which official community plans and regulatory bylaws of a local trust committee or island municipality should be consistent to avoid rejection or objection when presented by the local trust committee or island municipality for consideration or approval by Executive Committee or Trust Council. They are also policies that should be directly addressed, where possible, in all official community plans and bylaws of a local trust committee or island municipality.

Advisory Policies

(also in Part 3 of the Policy Statement) are policies expressing select objectives of Trust Council, that local trust committees and island municipalities are advised to consider in the development of official community plans, bylaws, and in discretionary land use decisions. Advisory policies are not intended to constitute a basis for Executive Committee or Trust Council review of local trust committee or island municipality bylaws, or for potential rejection of such bylaws.

Part 2: Guiding Principles

2.1 – General Guiding Principles

In its efforts to carry out the Islands Trust Object, Islands Trust Council commits to the following set of shared principles to guide daily planning and decision making by Islands Trust Council, Islands Trust Executive Committee, local trust committees and island municipalities:

Trust Council's Guiding Principles	
2.1.1	<p>Acknowledge and Respect Indigenous Rights</p> <p>To grow understanding of the history and legacy of colonialism in the Islands Trust Area, to acknowledge and respect the rights of Indigenous Peoples, and to work together with Indigenous Governing Bodies and Indigenous Knowledge Holders to preserve and protect culturally significant areas, sites, and species.</p>
2.1.2	<p>Prioritize Environmental and Indigenous Cultural Heritage Protection</p> <p>To place priority on preserving, protecting and restoring the environment, and preserving, protecting, and supporting restoration of Indigenous cultural heritage in all decision making.</p>
2.1.3	<p>Limit the Rate and Scale of Development</p> <p>To define and maintain appropriate limits for the rate and scale of development in order to preserve and protect the Trust Area and its unique amenities and environment.</p>
2.1.4	<p>Foster Sustainable, Inclusive, and Resilient Communities</p> <p>To support planning and land use management decisions that foster sustainable, inclusive, and resilient communities, acknowledging the interdependencies between healthy communities and healthy ecosystems.</p>
2.1.5	<p>Take Guidance from the Precautionary Principle</p> <p>To be guided by the precautionary principle in all decision making to safeguard the environment and cultural heritage where there is uncertainty over the potential for serious or irreversible damage from development.</p>
2.1.6	<p>Account for Cumulative Effects</p> <p>To strive to account for the cumulative effects of existing and proposed development to avoid detrimental effects on watersheds, groundwater supplies, culturally sensitive areas and cultural heritage sites, and species and their habitats.</p>
2.1.7	<p>Foster Informed and Balanced Decision Making</p> <p>To be informed by a broad range of sources in its decision-making processes, including Indigenous Knowledge, institutional knowledge, local community knowledge, and science.</p>

2.2 – Reconciliation Principles

Islands Trust Council has declared its commitment to reconciliation with Indigenous Peoples of the Islands Trust Area, with the understanding that this commitment is a long-term relationship-building process and is a commitment to be informed by these reconciliation principles to the extent that they engage the object of the trust.

Trust Council's Reconciliation Principles	
2.2.1	<p>Guidance from <u>Truth and Reconciliation Commission</u> Be informed by the 10 principles established by the Truth and Reconciliation Commission of Canada (TRC).</p>
2.2.2	<p>Guidance from <u>United Nations Declaration on the Rights of Indigenous Peoples</u> Be informed by the articles established in the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP).</p>
2.2.3	<p>Guidance from <u>Missing and Murdered Indigenous Women and Girls Calls for Justice</u> Be informed by the Principles for Change used by the National Inquiry into Missing and Murdered Indigenous Women and Girls.</p>
2.2.4	<p>Guidance from <u>Indigenous Governing Bodies</u> Be informed by guidance from Indigenous Governing Bodies and Indigenous Knowledge Holders.</p>

2.3 – Cooperation Principles

While Trust Council must provide the necessary leadership to carry out the Islands Trust Object, its mandate requires cooperation with partners who each have unique roles to play in preserving and protecting the region. Trust Council commits to be guided by the following principles in its cooperation efforts to advance the Islands Trust Object:

Trust Council's Cooperation Principles	
2.3.1	<p>Collaborate with the Islands Trust Conservancy Board</p> <p>To collaborate closely with, and be informed by, the Islands Trust Conservancy Board, particularly in the areas of science-based conservation planning, ecosystem mapping, identification of core conservation areas and protected area networks, and protection of species and ecosystems at risk.</p>
2.3.2	<p>Collaborate with Island Municipalities</p> <p>To collaborate with island municipalities, particularly in the areas of conservation planning, communications and engagement, the Policy Statement, and other areas supporting the Islands Trust Object.</p>
2.3.3	<p>Work Towards Collaborative Governance with Indigenous Governing Bodies</p> <p>Develop strong relationships with Indigenous Governing Bodies and work toward building foundations for collaborative governance with Indigenous Governing Bodies, including through the development of shared decision-making agreements under the <i>Declaration on the Rights of Indigenous Peoples Act</i>.</p>
2.3.4	<p>Work Towards Strategic Inter-Agency Coordination</p> <p>To work towards establishing effective inter-agency coordination mechanisms with different levels of government, academic institutions and organizations who have important roles to play in supporting the Islands Trust Object.</p>
2.3.5	<p>Work Towards Accessible and Inclusive Public Communications and Engagement</p> <p>To work towards accessible and inclusive public communications and engagement strategies that engage a wide range of residents, communities, local organizations, and British Columbians.</p>
2.3.6	<p>Provide Public Education Opportunities</p> <p>To provide education opportunities to residents, communities, local organizations, and visitors, highlighting tangible ways they can contribute to preserving and protecting the Trust Area and its unique amenities and environment, while respecting the confidentiality interests of Indigenous Knowledge Holders and Indigenous Governing Bodies.</p>

Part 3: Goals and Policies

Goal 1: Advance Reconciliation

Islands Trust Council is committed to reconciliation and to long-term relationship building with Indigenous Governing Bodies and Indigenous Peoples across the region. The policies in this section aim to acknowledge the history, legacy and continuing relationships of Indigenous Peoples to the area since time immemorial, to recognize and respect the interests of Indigenous Governing Bodies regarding planning and land use management decisions that impact their territories, and to build foundations for collaborative governance and shared decision making.

Directive Policies – Reconciliation

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...

3.1.1 Engage with Indigenous Governing Bodies

Engage with Indigenous Governing Bodies and provide a record of the engagement at time of bylaw submission.

Advisory Policies – Reconciliation

Local trust committees and island municipalities should...

3.1.2 Engage with Indigenous Governing Bodies

Engage with Indigenous Governing Bodies on discretionary planning and land use management decisions.

3.1.3 Land Back

Through engagement with Indigenous Governing Bodies, support opportunities to direct land to Indigenous Governing Bodies, including, but not limited to, as amenity contributions in applications seeking additional development potential.

3.1.4 Information Sharing

Support and develop methods for regular and timely sharing of information with Indigenous Governing Bodies.

3.1.5 Respect Indigenous Protocols for Information and Data Provided

Respect Indigenous Governing Bodies' and Indigenous Knowledge Holders' protocols about how their data and information should be collected, protected, used and shared.

Goal 2: Preserve and Protect Indigenous Cultural Heritage and Culturally Significant Areas, Sites, and Species

Islands Trust Council recognizes Indigenous cultural heritage as a unique amenity in the Islands Trust Area that must be preserved, protected, and where possible, restored. The Islands Trust Area is home to many culturally significant areas, sites and species, including places that are the resting places of ancestors, which are of importance to present and future generations of Indigenous Peoples. This section lays out general types of Indigenous cultural heritage and culturally significant areas, sites, and species that should be identified and protected in each local planning area; this should be guided by Indigenous Peoples, Indigenous Governing Bodies and Indigenous Knowledge Holders and undertaken in a culturally sensitive manner that respects confidentiality protocols around the sharing of Indigenous Knowledge.

Directive Policies – Indigenous Cultural Heritage & Culturally Significant Areas, Sites and Species

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...

3.2.1	<p>Indigenous Cultural Heritage Sites</p> <p>Minimize potential adverse impacts to Indigenous cultural heritage sites including, but not limited to, identified village sites, burial sites, camp sites, middens, cairns, petroglyphs, culturally modified trees, fish traps, clam gardens, pictographs, and registered, unregistered, or newly-discovered archaeological sites.</p>
3.2.2	<p>Indigenous Marine Harvesting Areas</p> <p>Minimize potential adverse impacts to marine harvesting areas used by Indigenous Peoples, including, but not limited to, fish weirs and clam gardens.</p>
3.2.3	<p>Indigenous Harvesting and Hunting Areas</p> <p>Minimize potential adverse impacts to land-based harvesting and hunting areas used by Indigenous Peoples.</p>

Advisory Policies – Indigenous Cultural Heritage & Culturally Significant Areas, Sites and Species

Local trust committees and island municipalities should...

3.2.4	<p>Indigenous Cultural Heritage Sites</p> <p>Through engagement with Indigenous Governing Bodies, identify and prioritize protection of Indigenous cultural heritage sites including, but not limited to, village sites, burial sites, camp sites, middens, cairns, petroglyphs, culturally modified trees, fish traps, clam gardens, and pictographs, and registered, unregistered, or newly discovered archaeological sites.</p>
3.2.5	<p>Indigenous Harvesting Areas</p> <p>Through engagement with Indigenous Governing Bodies, identify and prioritize protection of Indigenous harvesting areas on land and marine foreshores including, but not limited to, fish weirs, clam gardens, camas meadows, and other areas used for Indigenous hunting, fishing, trapping, and gathering of plants and medicines.</p>
3.2.6	<p>Indigenous Harvesting and Hunting Area Access</p> <p>Through engagement with Indigenous Governing Bodies, identify and pursue opportunities to improve access by Indigenous Peoples to marine and land-based harvesting and hunting areas.</p>
3.2.7	<p>Other Culturally Significant Areas for Indigenous Peoples</p> <p>Through engagement with Indigenous Governing Bodies, identify and prioritize protection of areas of importance for Indigenous cultural and spiritual practices.</p>
3.2.8	<p>Culturally Significant Species and Medicinal Plants</p> <p>Through engagement with Indigenous Governing Bodies, identify, prioritize protection, and support restoration of culturally significant species and medicinal plants and ochre.</p>
3.2.9	<p>Cultural Monitors</p> <p>Through engagement with Indigenous Governing Bodies, support opportunities for cultural monitors to be present for ground-disturbing activities.</p>

Goal 3: Preserve and Protect Healthy and Biodiverse Ecosystems

Islands Trust Council acknowledges that preserving and protecting the ecological integrity of the Islands Trust Area is essential to the Islands Trust Object and to supporting community well-being across the region. The policies in this section aim to identify and protect key ecosystem types and characteristics that safeguard biodiversity and promote resilience to climate change.

Directive Policies – Ecosystem Integrity	
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...	
3.3.1	Protected Area Networks Identify, establish, and sustain a network of protected areas of sufficient size and distribution to preserve the environmental integrity of ecosystems in their planning area.
3.3.2	Sensitive Ecosystems Identify and prioritize the preservation, protection, and restoration of sensitive ecosystems in the Islands Trust Area, classified as the following ecosystem types: cliff; freshwater; herbaceous; old and mature forest; riparian; wetland; and woodland.
3.3.3	Forest Ecosystems Identify forest ecosystems and prioritize the preservation, protection, and restoration of unfragmented forests, with a particular focus on the maintenance and restoration of their ecological integrity.
3.3.4	Coastal Oak and Prairie Ecosystems Identify and prioritize the preservation and protection of coastal oak and prairie ecosystems, with a particular focus on the maintenance, restoration and management of their ecological integrity.
3.3.5	Watershed Ecosystems Identify and prioritize the preservation, protection, and restoration of watershed ecosystems, freshwater sources, and groundwater recharge areas.
3.3.6	Marine Shorelines and Nearshore Areas Identify and prioritize the preservation, protection, and restoration of eelgrass meadows, kelp forests, forage fish spawning areas, clam beds, estuaries, tidal salt marshes, mud flats, and coastal wetlands.
3.3.7	Critical Habitat for Species at Risk Identify and prioritize the preservation, protection, and restoration of critical habitat for species at risk.
3.3.8	Islets and Small Islands Identify and prioritize the preservation, protection, and restoration of islets and small islands.
3.3.9	Light Pollution Minimize light pollution through the application of dark sky principles.

Advisory Policies – Ecosystem Integrity

Local trust committees and island municipalities should...

3.3.10	<p>Indigenous Ecosystem Management Through engagement with Indigenous Governing Bodies, support opportunities for Indigenous-led ecosystem management.</p>
3.3.11	<p>Indigenous Protected and Conserved Areas Support Indigenous Governing Bodies in the establishment of Indigenous Protected and Conserved Areas.</p>

Goal 4: Foster Sustainable, Inclusive, and Resilient Communities

Islands Trust Council recognizes that the Islands Trust Object is for the benefit of residents of the Islands Trust Area and all British Columbians, who in turn have a role in preserving and protecting this region. The policies in this section support the preservation and protection of unique island character and aim to foster sustainable, inclusive, rural, and resilient island communities.

Directive Policies – Managing Growth and Development

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...

3.4.1	Sustainable Development Consider site capabilities, environmental and protected areas, and existing development patterns when determining the land use designation and appropriate locations and intensities of various uses of the land.
3.4.2	Growth Management Manage community growth and its associated impacts by directing residential, commercial and industrial development into suitable locations, to prevent sprawl, minimize fragmentation of forest lands, and avoid adverse impacts to Indigenous cultural heritage, harvesting and hunting areas.
3.4.3	Impacts of Development Consider the aesthetic, environmental, and social impacts of development.
3.4.4	Community Facilities and Services Ensure that each community's, and local Indigenous communities', current and projected long-term needs for educational, institutional, community, health, cultural, recreational facilities and services, and outdoor recreation are considered and planned for.
3.4.5	Climate Change Mitigation and Adaptation Implement planning and land use management strategies, and consider nature-based solutions, to minimize greenhouse gas emissions, and adapt to climate change-related vulnerabilities.
3.4.6	Hazardous Areas Identify areas at elevated risk of natural and climate change-related hazards and restrict development within these areas including, but not limited to, areas subject to flooding, sea-level rise, erosion, slope instability and wildfire.
3.4.7	Economic Activities Support sustainable economic activities that are compatible with the preservation and protection of the Trust Area and its unique amenities, environment, community well-being, and that consider transportation and infrastructure capacity.
3.4.8	Community Heritage Sites Identify, preserve, protect, and support the restoration of community heritage sites.

Advisory Policies – Managing Growth and Development

Local trust committees and island municipalities should...

3.4.9	<p>Existing Development Potential Identify land where current zoning or other land use regulations allow development that could be inconsistent with the object of the trust, and consider policy and/or regulatory options to reduce development potential or minimize the impacts of future development.</p>
3.4.10	<p>Economic Development Opportunities for Indigenous Communities Through engagement with Indigenous Governing Bodies, support economic development opportunities for Indigenous communities.</p>

Directive Policies – Housing

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...

3.4.11	<p>Suitable Locations for Additional Housing Identify suitable locations that could support increased density for the development of safe, secure, diverse, and attainable housing.</p>
3.4.12	<p>Housing Diversity Support a range of housing types and tenures to help meet the identified housing needs of the island community and local Indigenous communities.</p>
3.4.13	<p>Clustered Small Dwelling Units Support alternatives to conventional single-detached dwellings by establishing policies to permit clusters of small dwelling units in suitable areas.</p>
3.4.14	<p>Floor Area and Lot Coverage Limits Set floor area and lot coverage limits for residential development to minimize negative environmental impacts, including on land used for agricultural purposes.</p>
3.4.15	<p>Affordable and Special Needs Housing Prioritize the processing of rezoning applications from non-profit housing providers and public agencies, and the processing of housing agreement bylaws for affordable and special needs housing.</p>
3.4.16	<p>Short-Term Rentals Identify and assess the impacts of short-term rental of dwellings on the availability of safe, secure and affordable housing and, where necessary, regulate and limit the number of short-term rentals accordingly.</p>

Advisory Policies – Housing

Local trust committees and island municipalities should...

3.4.17	<p>Housing for Indigenous People Through engagement with Indigenous Governing Bodies, support housing opportunities for Indigenous people in the Islands Trust Area.</p>
3.4.18	<p>Multi-Unit Residential Implement land use regulations for affordable and special needs housing and other multi-unit residential development that permit a range of potential site configurations, and control form and character through development permit areas.</p>
3.4.19	<p>Natural Building Materials and Techniques Encourage construction of buildings and structures using local natural building materials and techniques, and minimize barriers to their use.</p>

Directive Policies – Transportation

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...

3.4.20	<p>Public and Active Transportation Networks Identify and establish appropriately-situated, safe, comfortable, and equitable transportation networks that reduce dependency on private automobile use, encourage zero emission modes of transportation, and support increased use of trail systems, public transportation, and active transportation.</p>
3.4.21	<p>Rural Roadways Identify and protect rural roadways, including scenic and/or heritage roads.</p>

Advisory Policies – Transportation

Local trust committees and island municipalities should...

3.4.22	<p>Road Systems Ensure that road location, design, construction, and road systems are compatible with the preservation and protection of the Trust Area and its unique amenities and environment.</p>
3.4.23	<p>Transportation Network Vulnerabilities Cooperate with relevant agencies to identify parts of the local transportation network at risk of damage or deterioration and participate in planning to address mitigation or infrastructure relocation where necessary.</p>

Directive Policies – Waste, Emissions and Pollutants

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...

3.4.24	<p>Pollutants to Air, Land and Water Regulate land use and development to reduce detrimental pollutants to air, land and water.</p>
3.4.25	<p>Disposal of Waste Where required, identify appropriate locations for waste transfer stations for the removal of waste from the Islands Trust Area.</p>
3.4.26	<p>Wastewater Disposal Systems Establish requirements for the location and siting of new wastewater disposal systems to mitigate adverse impacts on the Trust Area and its unique amenities and environment, with a focus on Indigenous Peoples' cultural heritage sites and marine harvesting areas.</p>

Directive Policies – Recreation

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...

3.4.27	<p>Preservation of Natural Heritage Identify, preserve, protect, and support the restoration of natural heritage sites.</p>
3.4.28	<p>Location and Types of Recreational Facilities Identify appropriate locations for, types of, and access to, facilities for low-impact and active recreational activities, and discourage activities that may adversely impact the preservation and protection of the Trust Area and its unique amenities and environment.</p>
3.4.29	<p>Access to Community Marinas, Boat Launches, and Docks Identify and support safe public access and routes to community marinas, boat launches, and docks.</p>
3.4.30	<p>Access to Anchorages Identify appropriate and safe small-craft anchorage public-access locations.</p>
3.4.31	<p>Trail Systems Identify appropriate locations for, types of, and safe public access to public pedestrian, equestrian and bicycle trail systems to support active recreation that is compatible with preservation and protection of the Trust Area and its unique amenities and environment.</p>
3.4.32	<p>Public Shoreline Access Identify new, protect existing, and support the acquisition and protection of, safe public access to marine shorelines and along marine shorelines that are appropriate for low-impact, public recreational use and do not adversely impact the Trust Area and its unique amenities and environment, including Indigenous Peoples' identified cultural heritage sites and marine harvesting areas.</p>
3.4.33	<p>Public Access to Public/Crown Land Identify and support the acquisition and protection of public access and routes to publicly-owned lands.</p>
3.4.34	<p>Destination Gaming Facilities Prohibit destination gaming facilities such as casinos and commercial bingo halls.</p>

Goal 5: Foster Sustainable Stewardship of Lands and Waters

Islands Trust Council recognizes that sustainable use of lands and waters in the Islands Trust Area is important to the long-term well-being and resilience of ecosystems in the Islands Trust Area and the communities that depend on them. This section lays out policies for sustainable land and water use that support the long-term health of ecosystems and sustainability of freshwater.

Directive Policies – Freshwater

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...

3.5.1	Freshwater Sustainability Ensure that neither the density, nor intensity, of land use is increased in watersheds where the quality or quantity of the supply of freshwater is likely to be inadequate or unsustainable.
3.5.2	Freshwater Demand and Supply Projections Ensure that existing, anticipated, and seasonal water demand and water availability are considered.
3.5.3	Freshwater Self-Sufficiency Ensure that islands are self-sufficient in their supply of freshwater.
3.5.4	Saltwater Intrusion Identify areas at elevated risk of saltwater intrusion and restrict development serviced by groundwater within these areas.

Advisory Policies – Freshwater

Local trust committees and island municipalities should...

3.5.5	Freshwater Quality Ensure that freshwater quality is maintained or remediated.
3.5.6	Freshwater Uses Strive to ensure that water quality in lakes, streams and wetlands is maintained, and that freshwater use is not to the detriment of other uses of the waterway such as fish and amphibian habitat uses, Indigenous cultural and spiritual uses, and aesthetic and recreational uses.
3.5.7	Freshwater Storage Encourage freshwater storage in groundwater regions where the quality or quantity of groundwater is likely to be inadequate or unsustainable.

Directive Policies – Forest Lands

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...

3.5.8	<p>Forest Lands for Sustainable Management</p> <p>Maintain large land holdings and parcel sizes to support sustainable forest management practices that are compatible with preservation and protection of the Trust Area and its unique amenities and environment.</p>
3.5.9	<p>Forest Lands and Road Systems</p> <p>Consider siting of roads and utility corridors to minimize the fragmentation of forest lands.</p>
3.5.10	<p>Forest Lands and Wildfire Risk Management</p> <p>Identify planning and land use management strategies that mitigate wildfire risk and that are appropriate to the unique biogeoclimatic zones and settlement patterns of each local planning area.</p>

Directive Policies – Agricultural Lands

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...

3.5.11	Protection of Agricultural Lands Identify and protect agricultural lands within the Agricultural Land Reserve for current and future use consistent with the <i>Agricultural Land Commission Act</i> and its regulations, while considering down-stream impacts, wildlife habitat, and adjacent properties.
3.5.12	Agriculture and Adjacent Properties Minimize any adverse impacts of land uses from properties adjacent to agricultural lands.
3.5.13	Agriculture and Road Systems Consider siting of roads and utility corridors to minimize fragmentation of agricultural lands.
3.5.14	Economic Viability of Farms Consider land uses and activities that support the economic viability of farms without compromising the agricultural capability of agricultural land or adversely impacting the Trust Area and its unique amenities and environment.

Advisory Policies – Agricultural Lands

Local trust committees and island municipalities should...

3.5.15	Sustainable Agriculture Preserve, protect, and encourage sustainable farming and the sustainability of farming.
3.5.16	Food Security and Food Sovereignty Support initiatives that advance food security and Indigenous food sovereignty.

Directive Policies – Soil and Fill

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...

3.5.17	Soil Removal and Deposit Foster the preservation, protection, and restoration of soils in the Islands Trust Area.
3.5.18	Soil and Fill from Middens and Foreshore Areas of Cultural Significance Prohibit alteration, removal or excavation of soil or fill from all identified archaeological sites, including middens or foreshore areas identified as culturally significant areas.

Directive Policies – Marine Shorelands

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval...

3.5.19	<p>Aquaculture Tenures</p> <p>Direct commercial aquaculture tenures to appropriate locations that will not adversely impact areas identified as culturally significant by Indigenous Governing Bodies, that provide critical habitat for species at risk, are of recreational significance or established or designated upland land uses, anchorages or moorages.</p>
3.5.20	<p>Setbacks from the Sea</p> <p>Incorporate current and anticipated impacts of sea level rise and storm surge, and determine appropriate shoreline buffers and setbacks from the sea, taking into account best practices recommended by the federal and provincial governments.</p>
3.5.21	<p>Soft Shoreline Protections</p> <p>Prioritize and foster soft shoreline approaches, such as those identified by the “Green Shores” program, to set requirements for shoreline preservation, and to mitigate erosion of shoreline and foreshore cultural heritage sites.</p>
3.5.22	<p>Vessel Moorage</p> <p>Prohibit the moorage of vessels in sensitive marine areas, including, but not limited to, eelgrass meadows, kelp forests, forage fish spawning areas, estuaries and mud flats.</p>
3.5.23	<p>Marinas</p> <p>Identify requirements for the location, size, and nature of marinas that are compatible with the preservation and protection of the Trust Area and its unique amenities and environment.</p>
3.5.24	<p>Sharing of Coastal Facilities</p> <p>Identify opportunities for the sharing of coastal facilities such as docks, wharves, floats, jetties, boat houses, board walks, and causeways.</p>
3.5.25	<p>Marine Docks</p> <p>Consider the cumulative effects of docks, and limit or prohibit new docks in areas identified as culturally significant by Indigenous Governing Bodies, in areas that provide critical habitat for species at risk, and in areas of recreational significance.</p>
3.5.26	<p>Marine Structures</p> <p>Limit or prohibit the construction or installation of breakwaters, groynes, rock weirs and jetties in marine areas that are not zoned for group wharfage, marine commercial or industrial use, or ferry terminals.</p>

Part 4: Implementation

4.1 – Policy Statement Implementation

Organizational Policy Alignment

Section 15 of the *Islands Trust Act* requires Islands Trust Council to adopt, by bylaw, a trust policy statement that applies to the Islands Trust Area. The Policy Statement must be a general statement of the policies of Islands Trust Council to carry out the object of the Trust.

Section 4(1) of the *Islands Trust Act* confirms that the Trust Council, Executive Committee, local trust committees and Islands Trust Conservancy are continued for the purpose of carrying out the object of the Trust.

Islands Trust Council, Islands Trust Executive Committee, local trust committees and island municipalities are expected to take general policy direction from the Policy Statement to ensure that decisions and activities of the organization are for the purpose of carrying out the Islands Trust Object. The Policy Statement should form the basis of Islands Trust Council's strategic planning process. To ensure consistency between the Policy Statement and the activities of Islands Trust Council, Islands Trust Executive Committee, local trust committees and island municipalities, staff should reference the Policy Statement and its relevant sections in meetings, staff reports, work programs, inter-governmental agreements (including protocols, letters of understanding and memoranda of understanding) and responses to referrals from other agencies. All inter-governmental coordination agreements, external communications, and advocacy should be consistent with the principles and policies set out in the Policy Statement.

Statutory Bylaw Approval Process

The main mechanism for implementing the Policy Statement in local planning and land use management decisions is the bylaw referral process under the *Islands Trust Act* and any referral process under the letters patent of an island municipality.

Executive Committee Approval: Under Section 15(4) of the *Islands Trust Act*, bylaws submitted to the Islands Trust Executive Committee must not be approved by the Executive Committee, or Trust Council, if they are contrary to or at variance with the Islands Trust Policy Statement.

Local Trust Committees: Under Section 27 (1) of the *Islands Trust Act*, a local trust committee must submit its bylaws to Islands Trust Executive Committee for approval before adoption. If Islands Trust Executive Committee returns a bylaw with requested changes or refuses to approve a bylaw, the local trust committee may refer the bylaw to Islands Trust Council for approval. A bylaw has no effect until it is approved by Islands Trust Executive Committee or Islands Trust Council. A bylaw adopting or amending an official community plan has no effect until it is approved by the Minister responsible for Islands Trust.

Island Municipalities: Under Section 38 (1) of the *Islands Trust Act*, the council of a municipality, all or part of which is in the Islands Trust Area, must submit official community plan bylaws to Islands Trust Executive Committee for approval before adoption. If Islands Trust Executive Committee returns an official community plan bylaw with requested changes or refuses to approve an official community plan bylaw, the municipality may refer it to Islands Trust Council for approval. If Islands Trust Council returns or refuses to approve a bylaw, the municipality may submit it to the Minister for approval. These bylaws have no effect until they are approved by Islands Trust Executive Committee, Islands Trust Council, or the Minister responsible for Islands Trust. Although not required under the *Islands Trust Act*, the letters patent for Bowen Island also require referral of bylaws other than official community plan bylaws.

Implementing Reconciliation

The main mechanism by which Islands Trust Council's commitment to Reconciliation will be implemented through the Policy Statement is the requirement for local trust committees and island municipalities to engage Indigenous Governing Bodies on official community plan and land use bylaw amendments set out in Directive Policy 3.1.1.

Additionally, the Policy Statement advises local trust committees and island municipalities to engage with Indigenous Governing Bodies on discretionary planning and land use management decisions, and on topics that need engagement with Indigenous Governing Bodies in order to be effectively addressed.

Policy Statement Implementation Plan

Prior to, or following the adoption of, a new Policy Statement, or amendments to it, Islands Trust Council should develop a plan to implement the Policy Statement. Execution of the Implementation Plan may inform the content of, or revisions to, the following documents:

- The Islands Trust Council Strategic Plan
- The Islands Trust Council Annual Budget
- The Policy Statement Implementation Policy
- Local trust committee and island municipality workplans
- Other documents as applicable

The Policy Statement Implementation Plan may guide the development of:

- A timeline to bring official community plans and land use bylaws into alignment with the Policy Statement
- A revised assessment tool that Islands Trust Executive Committee and Islands Trust Council can use to assess whether local trust committee and island municipality bylaws are contrary to or at variance with the Policy Statement
- Targets and indicators with which Islands Trust Council can monitor and evaluate implementation of the Policy Statement
- Annual monitoring and reporting activities
- Changes to existing Islands Trust Council policies, or new policies, to implement the Policy Statement
- Changes to existing Islands Trust Council agreements, or new agreements, with other levels of government, agencies, and Indigenous Governing Bodies, to implement the Policy Statement
- Communications regarding Policy Statement implementation
- Other implementation actions as applicable

4.2 – Policy Statement Amendments

Policy Statement Amendment Projects

At the beginning of each term, in conjunction with its strategic planning process, Islands Trust Council can identify any Policy Statement amendment tasks to be undertaken that term. Newly elected Islands Trust Councils will likely wish to engage with Indigenous Governing Bodies, and may wish to engage with other key partners and interested and affected parties across the Islands Trust Area to define priorities for Policy Statement amendments that term. Any topics that cannot be addressed in a particular term could be noted on a “Policy Statement Amendment Topic Review Inventory” for consideration by Islands Trust Council at a later date. Once an amendment project is initiated, Islands Trust Council could assign the Executive Committee or a council committee the task of leading and coordinating the Policy Statement review and amendment project, with the support of other committees as appropriate. As part of its annual budget cycle, Islands Trust Council should consider allocating resources required for a Policy Statement amendment project, including for any related communications and engagement.

Communications, Engagement, and Referrals

As soon as practicable after the initiation of a Policy Statement amendment process, Islands Trust Council should adopt a communications and engagement plan appropriate to the scope and scale of the amendment project.

Proposed Policy Statement amendments must be referred to regional district boards in the Islands Trust Area and should be referred to Indigenous Governing Bodies.

While there are no statutory requirements for public engagement or public hearings related to the Policy Statement, in cases where major amendments are being considered, Trust Council should inform and consult members of the public and relevant partner agencies. Engagement and referral partners could include, but would not be limited to: local trust committees and island municipalities; the Islands Trust Conservancy Board; residents and non-resident property owners in the Islands Trust Area; other residents of British Columbia; municipal councils, improvement district boards operating within the Islands Trust Area; relevant provincial government agencies; and other persons and organizations that would be interested and affected by the proposed Policy Statement amendments.

Legislative Process

Adoption of a Policy Statement amendment bylaw occurs only after Trust Council has undertaken four readings of the proposed Policy Statement bylaw and received approval by the Minister responsible for Islands Trust. Policy Statement amendment bylaws become effective upon date of adoption and are not retroactive.

Glossary of Terms

Active Recreation

Active recreation means recreation that is of a formal nature, often performed with specific people or teams, requires specialized equipment or prescribed places, sites or fields, but excludes recreation that primarily involves the use of a power-driven conveyance.

Archaeological Sites

Archaeological sites consist of the physical remains of past human activity.

All archaeological sites in British Columbia are protected under the [Heritage Conservation Act](#). This applies whether sites are located on public or private land, and whether the site is known or unknown. Protected archaeological sites may not be altered or changed in any manner without a permit. There are over 60,000 archaeological sites recorded in BC's Provincial Heritage Register including the remains of village and other habitation sites, as well as resource procurement activities such as fishing weirs and culturally modified trees. These sites may date anywhere from recent times to 14,000+ years ago, and studies continue to uncover new information. (Source: BC Archaeology Branch)

Biodiversity

Biodiversity (biological diversity) is the variety of living things, including diversity within species (genetic diversity), diversity between species, and diversity of ecosystems. When biodiversity characteristics are assessed for any location or region, three attributes are considered:

- composition (describes the parts of each biodiversity component in that area – e.g. habitat types, species present, genetic diversity within species);
- structure (refers to the physical characteristics supporting that composition – e.g. size of habitats, forest canopy structure, etc.);
- function (means the ecological and evolutionary processes affecting life within that structure – e.g. pollination, natural disturbances, predator-prey relationships). (Source: Biodiversity BC)

Colonialism

Colonizers are groups of people or countries that come to a new place or country and steal the land and resources from Indigenous peoples, and develop a set of laws and public processes that are designed to violate the human rights of the Indigenous peoples, violently suppress the governance, legal, social, and cultural structures of Indigenous peoples, and force Indigenous peoples to conform to the structures of the colonial state. Historical and ongoing colonialism, including the dispossession of lands, has a deep and devastating impact on Indigenous people and communities. (Source: BC Addressing Racism Working Glossary; BC Office of the Human Rights Commissioner)

Community Heritage Site

A community heritage site is real property that is considered to be heritage property. (Source: Local Government Act)

Conservation	Actions, legislation, or institutional arrangements that lead to the protection or preservation of a given species, group of species, habitat, natural area, or property or areas of heritage value or character.
Critical Habitat	Under the federal <i>Species at Risk Act</i> , critical habitat is the habitat that is necessary for the survival or recovery of listed extirpated, endangered, or threatened species, and that is identified as critical habitat in a recovery strategy or action plan. Extirpated species means a wildlife species that no longer exists in the wild in Canada, but exists elsewhere in the wild. Endangered species means a wildlife species that is facing imminent extirpation or extinction. Threatened species means a wildlife species that is likely to become an endangered species if nothing is done to reverse the factors leading to its extirpation or extinction. (Source: <i>Species at Risk Act</i>)
Land Use Density and Intensity	<p>Density is regulated through zoning. Density may be defined by the number of units per given area of land. Density may also be measured by dividing the built area including all floor area, by the total area of the lot, e.g., floor area ratio (FAR).</p> <p>Intensity of use refers to the impacts of different types of land uses, e.g., certain types of commercial or industrial uses could be more intense with more impacts than residential or vice versa.</p> <p>Of note, density and intensity of use can combine to increase cumulative impacts of the land use.</p>
Ecosystem	An ecosystem is a collection of communities of both living and non-living things that are connected. The biotic elements in an ecosystem include living things such as plants and animals. The abiotic elements found in an ecosystem include non-living things like land forms or climate. Healthy ecosystems provide important “services,” like clean air and water, healthy forests and farms, and habitat for plants and animals. (Source: Government of BC)
Ecosystem Integrity	Ecosystems have integrity when their native components, such as native species, biological communities, natural landscapes and ecological functions, are intact and are likely to persist. (Source: Government of Canada)
Equity / Equitable	Equity refers to achieving parity in policy, process and outcomes for historically and/or currently underrepresented and/or marginalized people and groups while accounting for diversity. It considers power, access, opportunities, treatment, impacts and outcomes. (Source: Equity & Inclusion Glossary, UBC)

First Nations	First Nations is not a legal term but came into common use in the 1970s to replace Indian, which some people found offensive. Many communities have also replaced “band” with “First Nation” in their names. Symbolically, the term elevates First Nations to the status of “first among equals” alongside the English and French founding nations of Canada. It also reflects the sovereign nature of many communities, and the ongoing quest for self-determination and self-government. First Nations people may live on or off reserve, they may or may not have legal status under the <i>Indian Act</i> , and they may or may not be registered members of a community or nation. “First Nations” should be used exclusively as a general term as community members are more likely to define themselves as members of specific nations or communities within those nations. (Source: Assembly of First Nations)
Groundwater Recharge Areas	Groundwater recharge areas are terrain that inherently provide geographical and ecological conditions for the infiltration of water from the land surface to the subsurface through soils, sediments, and fractured bedrock to replenish groundwater sources. Groundwater recharge areas can be <i>diffuse</i> where widespread precipitation on the landscape infiltrates into groundwater sources or <i>localized</i> where discrete surface water sources such as streams, lakes, septic fields, and/or irrigation fields infiltrate into groundwater sources. Groundwater recharge areas that have a significant groundwater recharging effect for drinking water sources or groundwater dependent ecosystems in the Islands Trust Area are defined as <i>Critical Aquifer Recharge Areas</i> .
Groundwater Region	A groundwater region is a defined geographic area characterized by shared groundwater recharge, flow patterns, usage, and hydrogeological features, and that has clusters of wells that draw from common recharge zones. Analogous to surface-water watersheds – which are delineated based on drainage to a common outlet – groundwater regions are mapped to support the sustainable assessment, protection, and management of subsurface freshwater resources. Unlike surface watersheds, groundwater regions may span multiple watershed boundaries due to the complex movement of groundwater. These regions serve as practical planning units to guide evidence-based decisions regarding land use, water allocation, and ecosystem protection.
Heritage Site	Heritage site means, whether designated or not, land, including land covered by water, that has heritage value to British Columbia, a community or an aboriginal people. (Source: BC Heritage Conservation Act)
Housing Diversity	Housing diversity refers to the range of housing types and tenures in a community that allow people to find appropriate housing as their needs change over time, and at all stages of life.
Inclusive / Inclusion	Inclusion is an active, intentional, and continuous process to address inequities in power and privilege, and build a respectful and diverse community that ensures welcoming spaces and opportunities to flourish for all. (Source: Equity & Inclusion Glossary, UBC)

Indigenous Cultural Heritage

Indigenous Peoples understand and describe cultural heritage according to their distinct perspectives, traditions, and languages. For Indigenous Peoples, cultural heritage refers to ideas, experiences, objects, artistic expressions, practices, knowledge, and places that are valued because they are culturally meaningful, connected to shared memory, or linked to collective identity. Indigenous cultural heritage cannot be separated from either Indigenous identity or Indigenous life. Indigenous cultural heritage can be inherited from ancestors or it can be created by people today as a legacy for future generations. Indigenous Peoples have a right to identify their own cultural heritage, interpret its meaning, and safeguard its value. (Source: Indigenous Heritage Circle)

Indigenous Governing Body

Indigenous Governing Body means an entity that is authorized to act on behalf of Indigenous peoples that hold rights recognized and affirmed by section 35 of the *Constitution Act, 1982*.

Indigenous Knowledge / Knowledge Holders

There is no single definition of Indigenous Knowledge. For the purposes of this document, "Indigenous Knowledge" refers to a set of complex knowledge systems based on the worldviews of Indigenous peoples. Indigenous Knowledge reflects the unique cultures, languages, values, histories, governance and legal systems of Indigenous Peoples. It is place-based, cumulative and dynamic. Indigenous Knowledge systems involve living well with, and being in relationship with, the natural world. Indigenous Knowledge systems build upon the experiences of earlier generations, inform the practice of current generations, and evolve in the context of contemporary society. Different First Nations, Inuit and Métis communities each have distinct ways of describing their knowledge. Knowledge Holders are the only people who can truly define Indigenous Knowledge for their communities. It is important to note that some Indigenous communities are struggling to maintain their Indigenous Knowledge due to ongoing impacts of colonialism. (Source: Impact Assessment Agency of Canada)

Indigenous Peoples

Indigenous Peoples has the same meaning as aboriginal peoples in section 35 of the *Constitution Act, 1982*. The Assembly of First Nations also states: There is no official definition of Indigenous Peoples. In part, Indigenous communities, peoples and nations can be described as those which, having a historical continuity with pre-invasion and pre-colonial societies that developed on their territories, consider themselves distinct from other sectors of the societies now prevailing on those territories. Other terms include Aboriginal Peoples, Native Peoples, Original Peoples, or First Peoples. (Source: Assembly of First Nations)

Indigenous Rights

The term 'Indigenous Rights' is to be interpreted in accordance with the Province of British Columbia's Distinctions-Based Approach Primer, December 2023.

Middens

Midden, or 'shell midden' archaeological sites are indicative of past First Nations settlement activity. Formed by the accumulation of stratified cultural deposits over thousands of years, shell midden sites represent some of the most complex archaeological sites in the world. (Source: McLay et al (2008) *A'lhut tu tet Sul'hweentst Respecting the Ancestors*)

Note: A midden may be an archaeological indicator of village and burial sites, and may contain ancestral remains.

Natural Heritage Sites

Natural heritage sites are natural areas that:

- Furnish outstanding examples of Earth's record of life or its geologic processes;
- Provide excellent examples of ongoing ecological and biological evolutionary processes;
- Contain natural phenomena that are rare, unique, superlative, or of outstanding beauty; or
- Furnish habitats for rare or endangered animals or plants or are sites of exceptional biodiversity.

Nature-based solutions

Nature-based solutions are actions to protect, sustainably manage, and restore natural and modified ecosystems that address societal challenges effectively and adaptively, simultaneously benefiting people and nature.

Nature-based Solutions address societal challenges through the protection, sustainable management and restoration of both natural and modified ecosystems, benefiting both biodiversity and human well-being. Nature-based Solutions are underpinned by benefits that flow from healthy ecosystems. They target major challenges like climate change, disaster risk reduction, food and water security, biodiversity loss and human health, and are critical to sustainable economic development. (Source: International Union for Conservation of Nature (IUCN))

Precautionary Principle

Principle 15 of the Rio Declaration, known as the precautionary principle, states: "In order to protect the environment, the precautionary approach shall be widely applied by States according to their capabilities. Where there are threats of serious or irreversible damage, lack of full scientific certainty shall not be used as a reason for postponing cost-effective measures to prevent environmental degradation." Four central components of the precautionary principle include: taking preventive action in the face of uncertainty; shifting the burden of proof to the proponents of an activity; exploring a wide range of alternatives to possibly harmful actions; and increasing public participation in decision making. (Source: *The Precautionary Principle in Environmental Science*, Kriebel et al., 2001)

Preservation

To maintain in a given condition. Preservation often requires maintaining the processes that generate the desired condition.

- Protection** To maintain over the long term by managing, or if necessary limiting, the type and intensity of development or activity to ensure that valued attributes are not compromised or destroyed.
- Reconciliation** Reconciliation is about establishing and maintaining a mutually respectful relationship between Aboriginal and non-Aboriginal peoples in this country. In order for that to happen, there has to be awareness of the past, an acknowledgement of the harm that has been inflicted, atonement for the causes, and action to change behavior. (Source: Truth & Reconciliation Commission)
- Restrict** To confine, bound or limit, not necessarily prohibit.
- Sensitive Ecosystems** Sensitive ecosystems are classified as 'sensitive' because of their rarity and vulnerability to disturbances such as human impacts and climate change. The BC Sensitive Ecosystems Inventory identifies sensitive ecosystem types, which have been adapted by the Islands Trust Conservancy to identify sensitive ecosystems commonly found in the Islands Trust Area, including:
- **Cliff:** Steep slopes, often with exposed bedrock. Very little soil accumulation, and only exceptionally hardy trees and plants. Cliffs are important vegetation refugia because they are often inaccessible to deer browsing or livestock grazing and can be important nesting habitat for birds.
 - **Freshwater:** all freshwater networks including but not limited to streams, lakes, wetlands, groundwater sources, springs, and precipitation.
 - **Herbaceous:** Shallow soils characteristic of herbaceous ecosystems support low-growing vegetation, such as grasses, forbs (low, broad-leaved plants), wildflowers, mosses and lichens. Few trees and shrubs survive on these sites due to the fast-drying and often shallow nature of the exposed soils.
 - **Old and Mature Forest:** Dry to moist forests dominated by conifer or deciduous tree species with a canopy cover of over 30%. Old forests have a stand age of over 250 years.; Mature forests have a stand age of 80–250 years.
 - **Riparian:** Located adjacent to lakes, streams and rivers and characterized by plant communities and soils dependent on increased moisture. Influenced by erosion, sedimentation, flooding and seepage.
 - **Wetland:** Feature moisture-dependent plants that thrive in an environment where water remains at or above the surface of the soil during most of the year. A wetland can be bog, fen, marsh, swamp, shallow water, wet meadow or a mixture of these types.
 - **Woodland:** Dry and open forests dominated by a mix of broadleaf and coniferous tree species with canopy coverage of 10–30%. Generally restricted to south-facing slopes and ridges with shallow soils and bedrock outcroppings. (Source: BC Sensitive Ecosystems Inventory, as adapted in Islands Trust Conservancy Regional Conservation Plan 2018–2027)

- Species At Risk** An extirpated, endangered, threatened species, or a species of special concern. Extirpated species means a wildlife species that no longer exists in the wild in Canada, but exists elsewhere in the wild. Endangered species means a wildlife species that is facing imminent extirpation or extinction. Threatened species means a wildlife species that is likely to become an endangered species if nothing is done to reverse the factors leading to its extirpation or extinction. Species of special concern means a wildlife species that may become a threatened or an endangered species because of a combination of biological characteristics and identified threats. (Source: Federal *Species at Risk Act*)
- Stewardship** Voluntary, cooperative actions that nurture and take responsibility for the long-term integrity of the environment and amenities in the Islands Trust Area. For Indigenous Peoples, stewardship may be mandatory under Indigenous law.
- Sustainable** Capable of being maintained indefinitely; capable of meeting the environmental, economic, and social needs of current generations without compromising the ability of future generations to meet their needs.
- Treaties / Treaty Nations** Treaties are constitutionally protected, government-to-government agreements that identify, define and implement a range of rights and obligations, creating long-term, mutually binding commitments. Treaties negotiated through the BC treaty negotiations process are tripartite agreements between the governments of Canada, British Columbia, and a First Nation. The goal of treaties is reconciliation. Treaties signed with First Nations in Canada between 1701 and 1923 are commonly referred to as historic treaties. In BC, there are Douglas treaties, signed with First Nations on Vancouver Island, and Treaty 8 covering a portion of northeastern BC. Treaties signed today are called modern treaties, and cover where there are no historic treaties, and can also deal with matters not addressed in historic treaties. (Source: BC Treaty Commission)
- Watershed** A watershed is a topographically-defined area where all precipitation – rainfall and snowmelt – flows downslope via surface or subsurface pathways to a common receiving water body such as a stream, wetland, lake, or the ocean. Due to the islands' high shoreline-to-area ratio, many watersheds in the Islands Trust Area are non-basin watersheds the ephemeral flows and no defined channels or permanent receiving water bodies.



DATE OF MEETING: Sept 9, 2025
TO: Gambier Island Local Trust Committee
FROM: Renee Jamurat, Regional Planning Manager
Northern Team
COPY: Sonja Zupanec, Island Planner
SUBJECT: Business Case for 2026/27 Fiscal - OCP/LUB Review

RECOMMENDATION

- 1. That the Gambier Island Local Trust Committee endorse the attached business case for the OCP/LUB Review Project 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 and be completed by March 2027.

Business Case

A budget of \$8,000 is proposed, to cover legal review and costs of the legislative process (advertising and public hearing). This is a fairly typical budget request for final bylaw drafting and legislative review. As a major project, it would be managed by a planner from the Regional Planning Team, supported by the assigned Island Planner, with additional support and direction from the Regional Planner Manager, and support from mapping, administrative staff, and other staff. No consultants are proposed for this final phase of the project.

Rationale for Recommendation

The recommendation is for the LTC to endorse the business case and forward to committees and Trust Council.

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 Gambier Island Local Trust Committee request that staff report back to a future meeting with...

2. Proceed No Further

The LTC may choose to not proceed with the project

That the Gambier Island Local Trust Committee proceed no further with an OCP/LUB Review project.

3. Receive for information

The LTC may receive the report for information.

NEXT STEPS

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

Submitted By:	Renee Jamurat, Regional Planning Manager	August 27, 2025
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ATTACHMENTS

1. Gambier OCP/LUB Review Project Draft Business Case



**Budget Funding Request
Short-Form 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	
<p>Requested by (Committee or Operational Unit): Gambier Island Local Trust Committee</p> <hr/> <p>Department: Planning Services</p> <hr/> <p>Name of Request: Final Phase Gambier Island OCP and LUB Amendments Implementation Project (Year 6 of 6)</p> <hr/> <p>\$ Value of Request:</p> <p>2026-2027: \$8,000</p> <p>Budget to-date: \$57,500</p> <p>2021-22 = \$14,500 (GM LTC OCP: \$4,000.00; RPC OCP: \$8,500; First Nations: \$2000) 2022-23 = \$17,000 (GM LTC OCP: \$15,000; First Nations: \$2000) 2023-24 = \$16,000 (capacity funding agreement) 2024-25 = \$0 2025-26 = \$10,000</p>	<p>Budget Source (select all that apply):</p> <p><input type="checkbox"/> Specific Project Funding (select all that apply)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Third Party Contractors <input type="checkbox"/> Staff Travel Expense <input type="checkbox"/> Staff Overtime Expense <input type="checkbox"/> New Staff Member – Temporary for project <input type="checkbox"/> Computer Hardware/Software <p><input type="checkbox"/> Furniture & Equipment</p> <p><input type="checkbox"/> Computer Hardware/Software/Supplies</p> <p><input type="checkbox"/> New Staff Resources (see Staff Costing Tool)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary <p style="padding-left: 40px;">Temp Duration: _____</p> <p><input checked="" type="checkbox"/> Other – please describe: _____</p> <p>For fiscal year 2025-26:</p> <ul style="list-style-type: none"> - Legal review of potential OCP/LUB amendments to implement Squamish Nation engagement high priority recommendations (i.e. Heritage Conservation Area(s) and Shoreline Development Permit Area(s)); legislative review process (community information meeting, referrals, public hearing, post adoption communications)
<p>Date of Submission to Finance: September 2025</p>	<p>Funding Required for (date range): April 1, 2026 – March 31, 2027</p>

TIE TO ISLANDS TRUST GUIDING DOCUMENTS: (Indicate how the proposed project/activity/work ties to Trust Council's strategic plan, Policy Statement directives, Council Bylaws, work programs, the Trust's object, etc. Provide relevant reference, along with hyperlinks to external documents where available.)

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

- Preserve, protect and advocate for forest and terrestrial ecosystems
- To preserve and protect marine ecosystems
- Undertake a review of Local Trust Committee-Bowen Islands Municipality foreshore policies and regulatory bylaws and develop model policy and regulatory bylaws for the protection of the foreshore and nearshore

ISSUE/OPPORTUNITY:

Initiated in 2022, the Gambier Island OCP and LUB targeted review is a top-priority project and requires implementation/completion in the 2025/26 fiscal. The project is aimed at these focussed and interconnected topic areas: heritage preservation and protection (indigenous natural and cultural heritage), and protection of shoreline and forest ecosystems. This targeted review process and resulting amendments to the OCP and LUB would address issues and provide opportunities as follows:

- Strengthen relations with First Nations in the Howe Sound region, honouring the Gambier reconciliation standing resolution # GM-2019-061 and the Islands Trust Reconciliation Action Plan 2019-2022 by undertaking early and meaningful engagement with Skwxwú7mesh/Squamish Nation, and others, working to align land use planning policies and regulations with First Nations interests and First Nations-led planning and policy initiatives.
- Update Gambier Island's OCP, which has not been substantially updated since 2001 and 2004 respectively, and to be reflective of reconciliation and First Nations engagement, including acknowledgement of First Nations treaty and territorial rights and title, including place, context and inherent rights.
- Aligns and advances the Islands Trust Strategic Plan Objective "to preserve and protect marine ecosystems" and Strategy to "undertake a review of Local Trust Committee-Bowen Islands Municipality foreshore policies and regulatory bylaws and develop model policy and regulatory bylaws for the protection of the foreshore and nearshore," by specifically reviewing and strengthening Gambier shoreline protection policies and regulation, and incorporating work to-date advanced by the Regional Planning Committee.
- Aligns and advances the Islands Trust Strategic Plan Objective "Preserve, protect and advocate for forest and terrestrial ecosystems", by reviewing and strengthening Gambier forest protection policies and regulations as guided by the Islands Trust Toolkit for the Protection of the Coastal Douglas-fir Zone and Associated Ecosystems. There are thirteen Coastal Western Hemlock (CWH) ecosystems under threat in this region and are under-protected. Only 2% of CWH ecosystems in the Salish Sea region are protected, highlighting the urgent need to conserve remaining mature and old-growth forests*.

The LTC is seeking funds to support the completion of the project which includes a comprehensive legal review and the legislative process after first reading.

* Islands Trust Conservancy, *Gambier Island Local Trust Area Coastal Western Hemlock Forests, Forest Fact Sheets*, June 2020

PROJECTED RESULTS/DELIVERABLES:

- Results in updated OCP and LUB bylaws for Gambier Island.
- Advances Islands Trust Strategic Plan Objectives.
- Implementing actions in the Islands Trust Reconciliation Action Plan 2019-2022 by undertaking early and meaningful engagement with First Nations, to align land use planning policies and regulations with First Nations interests and First Nations-led planning and policy initiatives.
- Updated DAI Bylaw

RISK ASSESSMENT:

Factors potentially affecting the timing of project deliverables include:

- Regional Planning Team capacity to manage the project in 2026/2027 along with other competing LTC projects that are yet to be approved for that timeframe.
- Unanticipated timing delays or extensions due to change of scope, trustee or staff availability/capacity, coordination with other IT projects, or other factors.
- Further delays to updating the OCP/LUB reflecting the engagement with the community and First Nations may necessitate a need to re-engage in the future.

ALTERNATIVES CONSIDERED:

Option 1: Proceed no further. The benefit of not proceeding further is budget savings. The risk of not implementing the First Nations engagement recommendations into updated policies and regulations may adversely impact relations with First Nations and threaten culturally significant areas of the island with status quo development.

CRITICAL SUCCESS FACTORS:

The following are identified as critical for this project to be successful:

- Staff capacity in the Regional Planning Team and staff support.

The project would be considered successfully completed if the amendments to the OCP and LUB are adopted. Success could be measured over the longer term through measurables such as improved relations with First Nations and updated policy and regulatory bylaws to address their interests and concerns. Success can also be measured by evaluating how many LTCs are able to borrow the planning research, First Nations engagement framework and draft policies/regulations in their own reconciliation efforts.

RECOMMENDED OPTION:

The present funding request is for \$10,000 for fiscal 2026/27 to allow the Gambier Island OCP-LUB project to be implemented and completed.

COST/BENEFIT ANALYSIS: *(Discuss both quantitative and qualitative considerations of this initiative. Quantitative discussion should include financial costs as well as benefits (savings). Qualitative considerations include non-quantifiable costs and benefits.)*

Quantitative Analysis:

\$8,000 for fiscal 2026/2027 for Final Phase (Implementation)

- \$5,000 – Legal Review, Legislative Process including referral to First Nations and agencies
- \$2,000 – CIM and Public Hearing
- \$1,000 - Communications

Qualitative Analysis:

- Funding is necessary to update policies and regulations to expand the scope of protections in the OCP and LUB for island forests, shorelines, and Indigenous heritage.
- Project completion of these final steps may include benefits such as improved First Nations relations and implementation of actions towards effective reconciliation.

PURCHASING PROCEDURE:

N/A

PROPOSED IMPLEMENTATION STRATEGY:

	Date Range	Budget Request
Past Work: Funding Request Final Phase: Legal Review and Legislative Process and Implementation	2025-2026	\$10,000
Drafting OCP and LUB amendment bylaws	Spring/Summer 2026	\$0
Legal review, CIM, 1 st reading, further engagement, referrals to First Nations and agencies	Winter/Spring 2027	\$5,000
Consideration of changes and 2 nd reading	Winter/Spring2027	0
Community Information Meeting and Public Hearing	March 2027	\$2,000
3 rd reading	Spring/Summer 2027	0
Forward to Executive Committee and Ministry of Municipal Affairs	Spring/Summer 2027	0
Final Adoption	Fall 2027	0
Bylaw amendment communications	2027	\$1,000

STAFF RESOURCING:

- 450 hrs Regional Planning Team Project Manager
- Up to 40 hours LTC Planner
- Up to 20 hours Regional Planning Manager
- Up to 20 hrs Admin Support (subject to other approved major projects)
- 40 hours Communications
- 20 hours GIS mapping
- 40 hours SIRA

CHANGE MANAGEMENT/COMMUNICATIONS/COLLABORATION:

Adoption of the bylaws will involve communications with the Gambier Island community and First Nations. The budget request will include public outreach and website updates normally completed as part of the organization's standard communications for bylaw updates.

Requested by (Committee or Business unit): Gambier Island Local Trust Committee

Prepared by: Sonja Zupanec, Island Planner / August 25, 2025

Reviewed by: Renée Jamurat, Regional Planning Manager / August 27, 2025



Islands Trust

STAFF

REPORT

File No.: 6500-20
(Keats Shoreline
Protection Project)

DATE OF MEETING: September 9, 2025

TO: Gambier Island Local Trust Committee

FROM: Marlis McCargar, Island Planner
Northern Team

SUBJECT: Keats Shoreline Protection Project

RECOMMENDATION

1. That the Gambier Island Local Trust Committee Bylaw No. 153, cited as “Keats Island Official Community Plan, 2002, Amendment No. 1, 2021”, be adopted.
2. That the Gambier Island Local Trust Committee Bylaw No. 154, cited as “Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2021”, be adopted.

REPORT SUMMARY

This report provides background information on proposed bylaws Nos. 153 and 154 and recommends that the bylaws be given final adoption. All LTC conditions have been met for these proposed bylaws.

All relevant background information and staff reports pertaining to this application are posted to the Islands Trust current [projects webpage](#).

BACKGROUND

The Gambier Island Local Trust Committee (LTC) is considering Bylaw Nos. 153 and 154 that would amend the Official Community Plan (OCP) and Land Use Bylaw (LUB).

Proposed Bylaws Nos. 153 and 154 have been through Public Hearing, passed third reading, passed Executive Committee approval and recently obtained approval from the Minister of Housing and Municipal Affairs. The next step is for the LTC to grant final adoption.

The following resolutions were passed at the November 26, 2024 LTC meeting:

GM-2024-057

It was MOVED and SECONDED,

That the Gambier Island Local Trust Committee proposed Bylaw No. 153, cited as “Keats Island Official Community Plan, 2002, Amendment No. 1, 2021” and proposed Bylaw No. 154 cited as ‘Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2021’, be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

CARRIED

GM-2024-055

It was MOVED and SECONDED,

That the Gambier Island Local Trust Committee proposed Bylaw No. 153, cited as “Keats Island Official Community Plan, 2002, Amendment No. 1, 2021’ be forwarded to the Minister of Municipal Affairs for approval.

CARRIED

Summary of Proposed Bylaws

Proposed Bylaw No. 153 (Official Community Plan) – Attachment 1, if adopted, would amend the OCP to designate nearshore upland and marine areas as a Shoreline Development Permit Area. The purpose of this designation is to protect the natural environment, ecosystems and biodiversity, as well as to safeguard development from hazardous conditions. The areas currently proposed for designation within the Development Permit Area include:

- 15 metres measured upland of the present natural boundary of the sea;
- 100 metres seaward of the natural boundary of the sea; and
- Plumper Cove Provincial Park and areas zoned Marine Conservation (MC) in the LUB have not been included.

Proposed Bylaw No. 154 (Land Use Bylaw) – Attachment 2, if adopted, would amend the LUB to:

- Limit the size and type of structures exempt from the setback requirements from the natural boundary of the sea; and
- Update marine structure regulations, including:
 - Reducing dock float size and ramp widths;
 - Increasing setbacks between adjacent docks and lot boundaries.

Additionally, new Shoreline Development Permit Area guidelines would be introduced to protect the marine shoreline, guide dock construction and shoreline modifications, and promote the restoration or enhancement of shoreline vegetation.

ALTERNATIVES:

1. Request more information.

The LTC may defer consideration of final reading and adoption until staff provides additional information. However, choosing this option could significantly delay final adoption, as new information might trigger legislative requirements for an additional Public Hearing.

NEXT STEPS

If the LTC concurs with the staff recommendations, staff will consolidate and update the OCP and LUB to reflect the policy and regulatory changes.

Submitted By:	Marlis McCargar, Island Planner	August 20, 2025
Concurrence:	Renée Jamurat, RPP, MCIP, Regional Planning Manager	August 26, 2025

ATTACHMENTS

1. Proposed Bylaw No. 153 (OCP)
2. Proposed Bylaw No. 154 (LUB)

**GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 153**

Schedule “1”

1. Schedule “A” of “Keats Island Official Community Plan, 2002” is amended as follows:
 - 1.1 **PART A – ADMINISTRATION AND INTERPRETATION, Subsection 3.5** is amended by replacing *Local Government Act* references to “Section 911” with “Section 528”.
 - 1.2 **PART B – GOALS, OBJECTIVES AND POLICIES, Subsection 5.11** is amended by replacing *Local Government Act* references to “Section 946” with “Section 514”.
 - 1.3 **PART C – DEVELOPMENT PERMIT AREAS**, is amended by replacing *Local Government Act* references to “Section 919.1(1)” with “Section 488(1)” and “Section 920.01” with “Section 485”.
 - 1.4 **PART C – DEVELOPMENT PERMIT AREAS**, is amended by adding a new subsection 3:

“3. DEVELOPMENT PERMIT AREA 3: SHORELINE

The development permit area (DPA) is established, pursuant to Section 488(1)(a) of the *Local Government Act* for the protection of the natural environment, its ecosystems and biological diversity; and Section 488(1)(b) of the *Local Government Act* for the protection of development from hazardous conditions.

The Shoreline DPA (DP-3) is designated as an area for which development approval information may be required as authorized by Section 484 of the *Local Government Act*.

Location

The Shoreline Development Permit Area (DP-3) includes all land designated on **Schedule E – Development Permit Areas** of this plan.

The Shoreline Development Permit Area applies to all land measured 15 metres upland of the present natural boundary of the sea, the foreshore area and all that area of land covered by water between the natural boundary of the sea and a line drawn parallel to and 100 metres seaward of the natural boundary of the sea.

Justification

It is the Object of the Islands Trust to “preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons and organizations and the government of British Columbia.”

It is the policy of the Islands Trust Council that protection must be given to the natural processes, habitats and species of the Trust Area, and that development activity, including the construction of buildings or structures should not result in a loss of significant marine or coastal habitat, or interfere with natural coastal processes.

It is also policy of the Islands Trust Council that local trust committees shall in their Official Community Plans and regulatory bylaws, address:

- the protection of sensitive coastal areas;
- the planning for and regulation of development in coastal regions to protect natural coastal processes;
- the protection of public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments; and
- the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and to direct development away from such hazards.

Keats Island includes a mix of rock (hard) and sediment (soft) shorelines that offer a range of natural habitats, ecological functions, cultural heritage and aesthetic values. The shoreline has environmental and cultural significance for forage fish, eelgrass, shorebirds, shellfish, marine mammals such as seals and many other marine organisms, as well as values that define the character of the Keats Island community. The Keats shoreline has been the location of cultural sites, canoe landings and gathering places for First Nations since time immemorial. The shoreline also includes areas that are transition zones of uplands and wetlands that may be susceptible to erosion or flooding.

Development activities on the upland, such as land clearing and increasing impermeable surfaces, can have harmful impacts on site drainage, bank stability, nesting habitat, sensitive natural areas, shading of intertidal areas critical for fish habitat and cultural and heritage sites.

Since the adoption of the OCP, there has been an increase in residential development on Keats Island along the shoreline. As of 2020, there were over 120 individual parcels fronting the natural boundary of the sea on Keats Island. The subdivision and development of these parcels in combination with the development that has already occurred, may, cumulatively, have a detrimental impact on the 13.72 km of shoreline habitat and function.

In 2013, approx. 9% of the Keats shoreline was identified as having been modified by 30% or more by development, principally by boat ramps, seawalls, rip rap and revetments. Applications for private docks and shoreline protection structures have increased since that time. Shoreline armouring, such as retaining walls, alters the shoreline and can result in loss of habitat and upland connectivity and may increase wave action and erosion on adjacent properties. Marine structures, such as ramps or docks, and their supporting pilings can have significant impact on fish movement and their habitat, and damage important marine vegetation.

Anticipated sea level rise and more frequent severe storm events as a result of climate change, may increase coastal flooding and erosion. It is recognized that there is a need for balance between ecological protection or other environmental values and the use of privately owned land.

Objectives

The objectives of this development permit area are as follows:

OBJ 3.1 TO PLAN AND REGULATE NEW DEVELOPMENT IN A MANNER THAT PRESERVES, PROTECTS AND RESTORES THE LONG-TERM PHYSICAL INTEGRITY, CONNECTIVITY, ECOLOGICAL AND MARINE RESOURCE VALUES OF SHORELINES AND ASSOCIATED FORESHORE AND UPLAND AREAS;

- OBJ 3.2** TO BALANCE DEVELOPMENT OPPORTUNITIES WITH THE ECOLOGICAL CONSERVATION AND RESTORATION OF THE SHORELINE AND MARINE ENVIRONMENT;
- OBJ 3.3** TO MINIMIZE THE DISRUPTION OF NATURAL FEATURES AND PROCESSES AND TO RETAIN, WHEREVER POSSIBLE, NATURAL VEGETATION AND NATURAL FEATURES;
- OBJ 3.4** TO MAINTAIN THE PUBLIC'S SAFE USE AND ACCESS TO IMPORTANT RECREATION AREAS IN A WAY THAT DOES NOT COMPROMISE THE ECOLOGICAL INTEGRITY OF THE SHORELINE;
- OBJ 3.5** TO ADAPT TO THE ANTICIPATED EFFECTS OF CLIMATE CHANGE;
- OBJ 3.6** TO PROTECT COASTAL PROPERTIES AND DEVELOPMENT FROM DAMAGE AND HAZARDOUS CONDITIONS THAT CAN ARISE FROM EROSION AND FLOODING.

Development Approval Information

Development Permit Area 3 is designated as an area for which development approval information may be required as authorized by Section 485 of the *Local Government Act*. Development approval information in the form of a report from a Qualified Professional may be required due to the special conditions and objectives described above.

INFORMATION NOTE: Development Permit Area guidelines for DP-3 Shoreline are in the Keats Island Land Use Bylaw.”

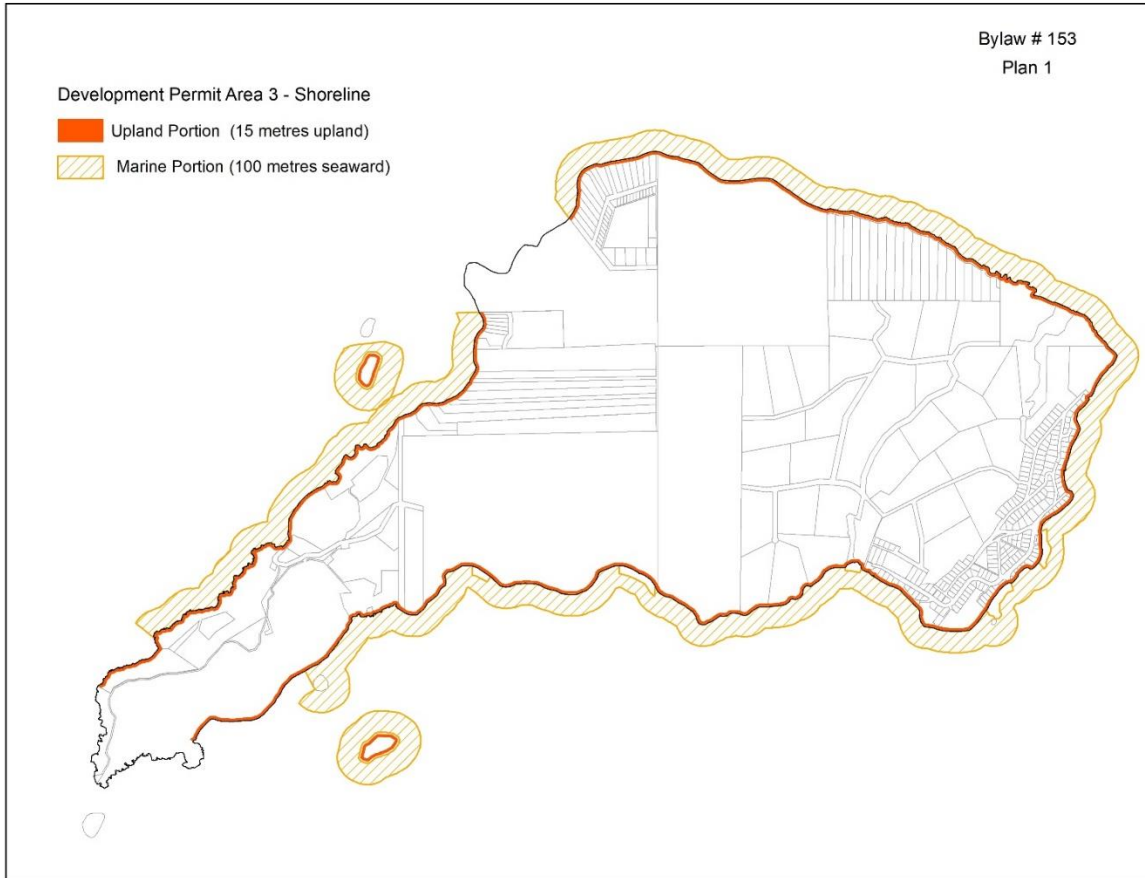
**GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 153**

Schedule "2"

1. **Schedule "E" – DEVELOPMENT PERMIT AREAS**, is amended by designating a new Development Permit Area 3: Shoreline as shown on Plan No. 1 attached to and forming part of this bylaw and by making such alterations to Schedule "E" of Bylaw No. 77 as are required to effect this change.

**GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 153**

Plan No. 1



PROPOSED

GAMBIER ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 154

A BYLAW TO AMEND KEATS ISLAND LAND USE BYLAW, 2002

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

1. Bylaw No. 78, cited as “Keats Island Land Use Bylaw, 2002” is amended as per Schedule “1” attached to and forming part of this bylaw.
2. This bylaw may be cited for all purposes as “Keats Island Land Use Bylaw, 2002, Amendment No. 1, 2021”.

READ A FIRST TIME THIS 14TH DAY OF OCTOBER , 2021

READ A SECOND TIME THIS 1ST DAY OF OCTOBER , 2024

PUBLIC HEARING HELD THIS 31ST DAY OF JULY , 2024

READ A THIRD TIME THIS 26TH DAY OF NOVEMBER , 2024

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

18TH DAY OF DECEMBER , 2024

ADOPTED THIS _____ DAY OF _____ , 20XX

Chair

Secretary

**GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 154**

Schedule “1”

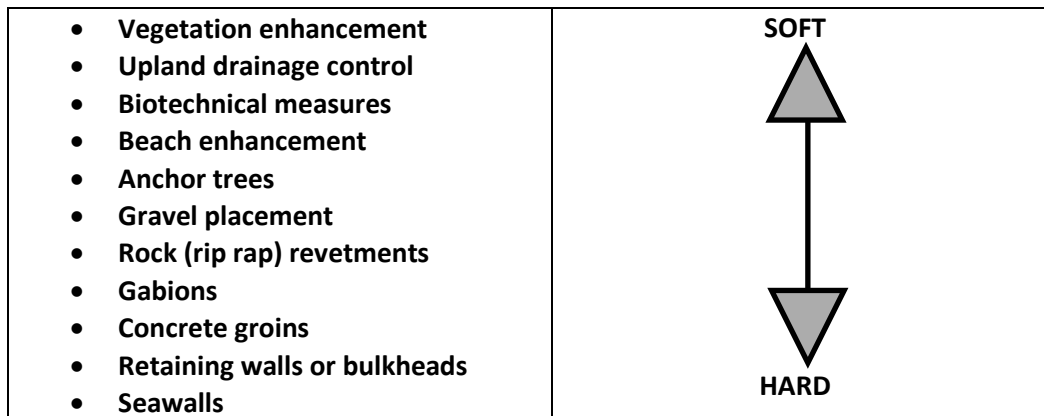
1. Schedule “A” of Keats Island Land Use Bylaw, 2002 is amended as follows:

1.1 **PART 1 – ADMINISTRATION AND INTERPRETATION**, Section 1.5 **DEFINITIONS**, Subsection 1.5.1 is amended by adding the following definition in alphabetical order:

“**platform** means an unenclosed flat surface raised from the ground to serve for the loading and offloading of materials and supplies.”

“**shoreline protection measures** means hard or soft modifications to the shoreline, or adjacent seaward or landward areas, for the purpose of protection and stabilization against erosion. ‘Hard’ measures refer to the use of materials with impermeable surfaces (e.g., stone, concrete) whereas ‘soft’ measures refer to less rigid materials such as biotechnical vegetation measures (i.e. the specialized use of woody plant materials to stabilize soil) or beach enhancement.

Range of measures varying from soft to hard include:



1.2 **PART 2 – GENERAL LAND USE REGULATIONS**, Section 2.7 **MEASUREMENT OF SETBACKS Buildings and Structures**, Subsection 2.7.3 is amended by removing it in its entirety and replacing it with the following:

- “a) No building or structure may be constructed, altered, extended or located within 7.5 metres (24.6 feet) of the natural boundary of the sea, except a platform with a maximum area of 5 square metres, or a set of stairs or a walkway for the purposes of accessing the foreshore or a permitted float, dock, wharf or other permitted marine related structure.

- b) Notwithstanding subsection 2.7.3, for properties zoned Rural Comprehensive the setback shall be 15 metres (49.2 feet).”

- 1.3 **PART 2 – GENERAL LAND USE REGULATIONS, Section 2.7 MEASUREMENT OF SETBACKS Buildings and Structures**, Subsection 2.7.5 is amended by replacing “3.0 metres” with “5.0 metres”.
- 1.4 **PART 2 – GENERAL LAND USE REGULATIONS, Section 2.7 MEASUREMENT OF SETBACKS Buildings and Structures**, is amended by inserting immediately after subsection 2.7.5 the following as a new subsection:
- “2.7.6 Private floats and docks shall be sited at least 10 metres from any existing dock or structure.”
- 1.5 **PART 2 – GENERAL LAND USE REGULATIONS, Section 2.7 MEASUREMENT OF SETBACKS Buildings and Structures**, is amended by renumbering Subsection 2.7.6 – Sewage Disposal Fields to Subsection 2.7.7.
- 1.6 **PART 2 – GENERAL LAND USE REGULATIONS, Section 2.9 SITING COMPLIANCE**, Subsection .1 is amended by inserting the words “and development permit” after “development variance permit”.
- 1.7 **PART 4 – ZONE REGULATIONS, Section 4.1 COMMUNITY RESIDENTIAL 1 (CR1) ZONE**, Subsection 4.1.4 is amended by inserting the words “, dock ramps” after “docks”.
- 1.8 **PART 4 – ZONE REGULATIONS, Section 4.1 COMMUNITY RESIDENTIAL 1 (CR1) ZONE**, Subsection 4.1.6 is amended by replacing “65 square metres (700 square feet)” with “47 square metres (505.9 square feet)”.
- 1.9 **PART 4 – ZONE REGULATIONS, Section 4.1 COMMUNITY RESIDENTIAL 1 (CR1) ZONE**, Subsection 4.1.7 is amended by removing it in its entirety and replacing it with the following:
- “Despite Subsection 4.1.6, the maximum float area may be increased by 30 square metres (322.9 square feet) per residential dwelling served by the dock, up to a maximum float size of 154 square metres (1,130.2 square feet), provided a covenant is registered on the dock prohibiting the use or construction of a dock on or from that residential lot and identifying the property on which the shared dock shall be situated and an easement is registered on title to the lot where the shared dock is located granting the occupants of each participating property the right to use the shared dock freely.”
- 1.10 **PART 4 – ZONE REGULATIONS, Section 4.1 COMMUNITY RESIDENTIAL 1 (CR1) ZONE**, Subsection 4.1.8 is amended by replacing “2.4 metres (8 feet)” with “1.5 metres (4.9 feet)”.
- 1.11 **PART 4 – ZONE REGULATIONS, Section 4.4 RURAL RESIDENTIAL (RR) ZONE**, Subsection 4.4.6 is amended by replacing “65 square metres (700 square feet)” with “47 square metres (505.9 square feet)”.
- 1.12 **PART 4 – ZONE REGULATIONS, Section 4.4 RURAL RESIDENTIAL (RR) ZONE**, Subsection 4.4.7 is amended by removing it in its entirety and replacing it with the following:

“Despite Subsection 4.4.6, the maximum float area may be increased by 30 square metres (322.9 square feet) per residential dwelling served by the dock, up to a maximum float size of 154 square metres (1,130.2 square feet), provided a covenant is registered on the dock prohibiting the use or construction of a dock on or from that residential lot and identifying the property on which the shared dock shall be situated and an easement is registered on title to the lot where the shared dock is located granting the occupants of each participating property the right to use the shared dock freely.”

1.13 **PART 4 – ZONE REGULATIONS**, Section 4.4 **RURAL RESIDENTIAL (RR) ZONE**, Subsection 4.4.8 is amended by replacing “2.4 metres (8 feet)” with “1.5 metres (4.9 feet)”.

1.14 **PART 4 – ZONE REGULATIONS**, Section 4.5 **RURAL COMPREHENSIVE (RC) ZONE**, Subsection 4.5.7 is amended by replacing “Article 6 of this subsection” with “Subsection 4.5.6”.

1.15 **PART 4 – ZONE REGULATIONS**, Section 4.5 **RURAL COMPREHENSIVE (RC) ZONE**, Subsection 4.5.6 is amended by replacing “65 square metres (700 square feet)” with “47 square metres (505.9 square feet)”.

1.16 **PART 4 – ZONE REGULATIONS**, Section 4.5 **RURAL COMPREHENSIVE (RC) ZONE**, Subsection 4.5.7 is amended by replacing “47 square metres (500 square feet)” with “30 square metres (322.9 square feet)” and by replacing “158 square metres (1,700 square feet)” with “154 square metres (1,130.2 square feet)”.

1.17 **PART 4 – ZONE REGULATIONS**, Section 4.5 **RURAL COMPREHENSIVE (RC) ZONE**, Subsection 4.5.8 is amended by replacing “2.4 metres (8 feet)” with “1.5 metres (4.9 feet)”.

1.18 **PART 4 – ZONE REGULATIONS**, Section 4.6 **PRIVATE INSTITUTIONAL 2 (PI2) ZONE**, first bullet in Subsection 4.6.5 is amended by removing it in its entirety and replacing it with the following:

“dock floats, that are accessory to a private institutional use on the adjacent upland lot, is 1,500 square metres (16,145 square feet).”

1.19 **PART 4 – ZONE REGULATIONS**, Section 4.6 **PRIVATE INSTITUTIONAL 2 (PI2) ZONE**, second bullet in Subsection 4.6.5 is amended by replacing “150 square metres” with “47 square metres (500 square feet)”.

1.20 **PART 4 – ZONE REGULATIONS**, Section 4.6 **PRIVATE INSTITUTIONAL 2 (PI2) ZONE**, Subsection 4.6.5 is amended by adding a third bullet with the following:

“Despite Subsection 4.6.5, Despite Subsection 4.1.6, the maximum float area may be increased by 30 square metres (322.9 square feet) per residential dwelling served by the dock, up to a maximum float size of 154 square metres (1,130.2 square feet), provided a covenant is registered on the dock prohibiting the use or construction of a dock on or from that residential lot and identifying the property on which the shared dock shall be situated and an easement is registered on title to the lot where the shared dock is located granting the occupants of each participating property the right to use the shared dock freely.”

- 1.21 **PART 4 – ZONE REGULATIONS**, Section 4.6 **PRIVATE INSTITUTIONAL 2 (PI2) ZONE**, first bullet in Subsection 4.6.9 is amended by replacing “30 acres” with “60 acres”.
- 1.22 **PART 4 – ZONE REGULATIONS**, Section 4.10 **PROVINCIAL MARINE PARK (P2) ZONE**, Subsection 4.10.6 is amended by replacing “dock floats” with “a wharf float”.
- 1.23 **PART 4 – ZONE REGULATIONS**, Section 4.10 **PROVINCIAL MARINE PARK (P2) ZONE**, Subsection 4.10.7 is amended by replacing “dock” with “wharf”.
- 1.24 **PART 4 – ZONE REGULATIONS**, Section 4.12 **MARINE 2 – COMMUNAL MOORAGE (M2) ZONE**, Subsection 4.12.5 is amended by replacing “2.4 metres (8 feet)” with “1.5 metres (4.9 feet)”.
- 1.25 **PART 4 – ZONE REGULATIONS**, Section 4.12 **MARINE 2 – COMMUNAL MOORAGE (M2) ZONE**, Subsection 4.12.6, **Table 4.1**, Site Specific Regulation M2(a) a) is amended by replacing “65 square metres (700 square feet)” with “47 square metres (505.9 square feet)” and by replacing “47 square metres (500 square feet)” with “30 square metres (322.9 square feet)” and by replacing “158 square metres (1,700 square feet)” with “154 square metres (1,130.2 square feet)”. Site Specific Regulation M2(b) c) is amended by replacing “3,000 square metres (32,970 square feet)” with “1,500 square metres (16,145 square feet)”
- 1.26 **PART 9 – DEVELOPMENT PERMIT AREA GUIDELINES**, is amended by adding a new Section **9.3 DP-3 SHORELINE** attached to and forming part of this bylaw.

**GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 154**

9.3 DP-3 SHORELINE

Applicability

.1 The following activities shall require a Development Permit whenever they occur within Development Permit Area No. 3, unless specifically exempted under Subsection 9.3.2:

- construction, addition or alteration of a building, structure, utility, or shoreline protection measure;
- land alteration, including vegetation removal and disturbance of soils; and
- subdivision of land.

Exemptions

.2 The following activities are exempt from the requirement to obtain a development permit for DP-3:

- a) Repair and maintenance of lawful buildings, structures or utilities, including the replacement of building components as may be necessary to implement such repair and maintenance, provided always that any work is conducted entirely within the footprint of the existing building, structure, or utility and does not degrade the ecology of land within DP-3;
- b) Alterations of previously disturbed land and to pre-existing buildings, structures and utilities located between 7.5 metres and 15 metres from the natural boundary of the sea, provided always that the alteration:
 - i. Takes place entirely within the perimeter of previously disturbed land or within the footprint of a pre-existing building, structure, or utility;
 - ii. Does not alter, disturb or otherwise harm previously undisturbed land or native vegetation anywhere within DP3; and
 - iii. Does not result in environmental degradation of any kind anywhere within DP3 or to the ecology of the foreshore.
- c) Repair and maintenance of soft shoreline protection measures that were designed and implemented at the direction of a Qualified Professional, provided that any such work is limited to maintaining the original design parameters of the measure;
- d) Repair or replacement of a septic field site in the same location as the existing septic field;
- e) The installation of a mooring buoy;
- f) Construction or repair of the following structures sited within the setback from the natural boundary of the sea:
 - i. A platform not exceeding 5 square metres in area;
 - ii. A set of stairs or a walkway for the purpose of accessing the foreshore or a permitted marine related structure;
- g) Small-scale, manual removal of non-native, invasive plants or noxious weeds, conducted in accordance with best land management practices;
- h) Construction of a fence provided no native tree species are removed and the disturbance of native vegetation is restricted to 0.5 metres on either side of the fence;
- i) The construction of a trail provided always the trail is:
 - i. Designed and situated to minimize vegetation disturbance and entirely avoid the removal of native trees and the erosion of soil on sloping terrain;

- ii. A width of 1 metre or less;
 - iii. For personal and non-vehicular use only; and
 - iv. Surfaced with soil, gravel, mulch or other natural materials permeable to water.
- j) Repair and maintenance of existing roads, driveways, paths and trails, provided always there is no expansion of the width or length and no increase in the total area surfaced with concrete, pavers, asphalt or other materials impervious to water;
- k) Gardening and property maintenance activities, not involving artificial fertilizer, pesticides or herbicides, within a pre-existing landscaped area, including lawn mowing, weeding, shrub pruning, vegetation planting and minor soil disturbances that do not alter the general contours of the land;
- l) The pruning, trimming or limbing of trees provided it cannot reasonably be expected to result in the death or removal of the tree;
- m) The removal of trees that pose an immediate threat to life or property, as determined by an International Society of Arboriculture (ISA) certified arborist or registered professional forester and certified in writing;
- n) Works required to prevent, control or reduce risk to or loss of human life, the natural environment or public or private property, including:
 - i. Forest fire, flood and erosion protection works;
 - ii. Protection, repair or replacement of public facilities;
 - iii. Clearing of an obstruction from a bridge, culvert, dock wharf or stream;
 - iv. Bridge repairs.
- o) A farm operation as defined in the *Farm Practices Protection (Right to Farm) Act*;
- p) Forest management activities, as defined in the *Private Management Forest Land Regulation*, on land classified as managed forest land under the *Private Managed Forest Land Act*;
- q) The subdivision of land parcels where a conservation covenant satisfactory to and in favour of the Gambier Island Local Trust Committee or the Islands Trust Conservancy Board has already been registered for the maintenance of natural drainage and protection of environmentally sensitive areas;
- r) Consolidation of legal lots by subdivision; and
- s) Works conducted and/or authorized by the Province and its Ministries or Agencies, and by Fisheries and Oceans Canada (or subsequent federal department), with respect to trail construction, stream enhancement and fish and wildlife habitat restoration. For clarity, private moorage, shoreline protection measures or placement of fill below the natural boundary of the sea authorized by the Province and its Ministries or Agencies, requires a development permit.

General Guidelines

.3 The following guidelines apply for development permits within the DP-3 area:

- a) Development in the shoreline area should minimize impacts on the ecological health and disruption to coastal sediment transport processes.
- b) Construction and additions to, upland buildings or structures should be located and designed to avoid the need for shoreline protection measures throughout the life of the structure.
- c) Development on steep slopes or bluffs should be set back sufficiently from the top of the slope or bluff to ensure that shoreline protection measures will not become necessary during the life of the structure, as demonstrated by a geotechnical analysis by a Geotechnical Engineer or Professional Geoscientist.
- d) Consideration should be given to minimizing the impacts of sea level rise and storm surges.

- e) Development design should prevent the release of sediment to the shore and to any watercourse or storm sewer that flows to the marine shore. An erosion and sediment control plan that includes actions to be taken prior to land clearing and site preparation may be required.
- f) Areas that include critical habitat of any species at risk (as defined by the *Species at Risk Act* (SARA), including terrestrial or aquatic provincial red- and blue-listed species or SARA-listed species; or where a rare species has been identified by Islands Trust mapping, should be left undisturbed. If disturbance cannot be avoided, then development and mitigation measures should be undertaken under the supervision of a Registered Professional Biologist with advice from applicable government agencies.
- g) Development activities along the foreshore or in marine areas should be conducted during the low risk timing window for spawning and nursery periods.
- h) All development below the natural boundary of the sea should minimize degradation of the marine ecosystem and disturbance of the substrate.

Guidelines - Construction and Replacement of Docks and Ramps

.4 The following guidelines apply to applications for development permits within the DP-3 area:

- a) Docks, floats and ramps should be sited to avoid interference with sensitive ecosystems such as eelgrass beds, forage fish habitat, and natural processes such as currents and littoral drift. This will require an environmental assessment by a Qualified Environmental Professional.
- b) Decking materials should allow for a minimum of 43% open space to allow for light penetration to the water surface. Light transmitting materials may be made of various materials shaped in the form of grids, grates, and lattices to allow for light passage to the water surface.
- c) Piers on pilings and floating docks are preferred over solid-core piers or ramps. Piers should use the minimum number of pilings necessary, with preference to greater distance between pilings over increasing the number of pilings.
- d) Docks should be constructed so that they do not rest on the seabed at low water/low tide levels and to allow the free flow of water beneath dock floats at all times.
- e) Docks should be constructed of stable materials that do not have the potential to degrade the marine ecosystem or the ecology of the foreshore over time.
- f) Preference is given to mooring buoys that are seagrass-friendly and are designed to reduce scouring of the sea floor. These include buoys with a mid-line float so as to prevent unnecessary damage to eelgrass habitat.

Guidelines - Shoreline Modifications

.5 The following guidelines apply to applications for development permits within the DP-3 area:

- a) Shoreline protection or stabilization measures should not be undertaken for the sole purpose of changing the measurement of setbacks on a property or to reclaim land lost due to erosion.
- b) Shoreline protection measures should not be undertaken for the purpose of extending lawns or gardens, or to provide space for additions to existing or new structures.
- c) Shoreline protection measures may be considered to protect existing structures as provided by a report, prepared by a Qualified Professional(s), which describes the following:
 - i. need for the proposed modification to protect existing structures;

- ii. any natural hazards, erosion, or interruption of geohydraulic processes that may arise from the proposed modification, including at sites on other properties or foreshore locations;
 - iii. cumulative effect of shoreline protection along the drift sector where the works are proposed; and
 - iv. whether there will be any degradation of the marine ecosystem or loss of fish or wildlife habitat because of the modification.
- d) Shoreline protection measures should be designed by a Qualified Professional, and should:
 - i. Limit the size of the works to the minimum necessary to prevent damage to existing structures or established uses on the adjacent upland;
 - ii. Rely on non-structural shoreline protection measures when feasible;
 - iii. Be designed to avoid erosion or other physical damage to adjacent or down-current properties, or public land; and
 - iv. Address compatibility with adjacent shoreline protection works.
- e) Structural shoreline protection measures such as concrete walls, lock block or stacked rock (rip rap), may be considered when a geotechnical and biophysical analysis provided by a Qualified Professional demonstrates the following:
 - i. An existing structure is at immediate risk from shoreline erosion caused by tidal action, currents or waves;
 - ii. erosion is not being caused by upland conditions, such as the loss of vegetation and uncontrolled drainage associated with upland development;
 - iii. All possible on site drainage solutions by directing drainage away from the shoreline have been exhausted;
 - iv. Non-structural shoreline protection measures are not feasible or not sufficient to address the stabilization issues;
 - v. The shoreline protection measure is designed so that neighbouring properties are not expected to experience additional erosion; and
 - vi. All shoreline protection structures are installed upland of the present natural boundary of the sea.
- f) An existing shoreline protection structure may be replaced provided that:
 - i. The replacement structure is of the same size and footprint as the existing structure;
 - ii. The replacement structure is designed, located, sized and constructed to mitigate the loss of ecological functions, and include habitat restoration measures when feasible; and
 - iii. Replacement walls or bulkheads do not encroach seaward of the natural boundary or seaward of the existing structure unless there are significant safety or environmental concerns.
- g) Materials used for shoreline protection should be constructed of stable and uncontaminated materials that do not have the potential to degrade the marine ecosystem or the ecology of the foreshore over time.
- h) Placement of fill upland of the natural boundary of the sea greater than (10) cubic metres in volume should only be considered when necessary to assist in the enhancement of the natural shoreline's stability and ecological function. Fills shall be located, designed and constructed to protect shoreline ecological functions and ecosystem-wide processes, including channel migration.
- i) Placement of fill below the natural boundary of the sea should be considered only when necessary to assist in the enhancement of the natural shoreline's stability and ecological function, as allowed by the relevant provincial and/or federal authorities.

- j) All upland fill and beach nourishment materials should be clean and free of debris and contaminants.

Guidelines - Vegetation Management and Restoration

- .6 The following guidelines apply to applications for development permits within the DP-3 area:
 - a) Existing native vegetation and trees should be retained or replaced wherever possible to protect against erosion and slope failure, and to minimize disruption to fish and wildlife habitat.
 - b) Existing vegetation and trees to be retained should be clearly marked prior to development, and temporary fencing installed at the drip line to protect them during clearing, grading and other development activities.
 - c) In areas cleared of native vegetation during development, replanting requirements and a security deposit to restore the natural environment or control erosion may be required.
 - d) Sparsely vegetated areas may not require planting.
 - e) Vegetation species used in replanting should be suitable for the soil, light and groundwater conditions of the site, native to the area, and be selected for erosion control and/or fish and wildlife habitat values as needed. The use of suitably adapted non-invasive, non-native vegetation may be permitted in a replanting program when conditions render the use of native species materially less suitable for erosion control and habitat strengthening.
 - f) Replanting may be maintained by the property owner for a minimum of 2 years from the date of completion of the planting to ensure survival. This may require removal of invasive, non-native plant species, irrigation, and the replacement of unhealthy, dying or dead stock at the owner's expense.

From: Rupert Cosulich [REDACTED]
Sent: Friday, June 20, 2025 10:10 AM
To: northphsub <northphsub@islandstrust.bc.ca>
Subject: Gambier Island Resident Statement Pre June 24th Meeting

Dear Islands Trust,

My name is Rupert, I was born and raised on Gambier Island, and enjoy being a part time resident of the island to this day. I'd like to share my sentiments today in advance of the June 24th meeting. My hope is that you would read, understand and share my thoughts, when appropriate, to your council and the community at large.

The Islands Trust was founded with a noble mandate: *“to preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and the Province generally.”* This vision has guided decades of planning and conservation across the Gulf Islands and surrounding coastal regions. However, as the recent Islands Trust Governance Review makes clear, the organization is no longer delivering on its promise. The time has come for a decisive course correction.

While the mandate remains as vital as ever, the Trust's internal governance has become a barrier to progress rather than a vehicle for it. As the review bluntly states, “current Trust Council practices...do not meet the requirements set by good governance principles.” This is not a matter of partisan disagreement—it is a structural and cultural problem rooted in outdated systems, blurred roles, and a lack of accountability.

Many residents—those the Trust is meant to serve—are confused about how to meaningfully engage with planning processes. They face “obscure and overly bureaucratic” systems, unclear communication, and decision-making that appears closed off rather than inclusive. These are not mere administrative hiccups; they erode public trust and compromise the legitimacy of the institution.

Internally, the situation is even more troubling. Trustees themselves describe a “dysfunctional” culture marked by interpersonal rivalries, conflict of interest, and factionalism. Rather than a unified body focused on stewardship, the Trust Council often operates as a divided collection of competing interests, each loyal only to their own constituencies. The absence of performance measures and a lack of strategic direction compounds the dysfunction.

These are serious concerns. And yet, the Governance Review does not stop at critique—it offers a path forward. Reform must begin with a clear redefinition of purpose: is the Islands Trust simply a planning body, or is it a steward of a fragile ecosystem with planning as one tool among many? This question lies at the heart of the transformation needed.

What’s required now is a *deliberate and courageous modernization* of the Trust’s governance. This includes establishing a governance committee, improving public engagement, implementing performance-based management, and reorienting the Trust Council toward collaborative, ethical, and effective leadership. The structure has remained unchanged for over 30 years—meanwhile, the challenges facing our islands have grown more complex, and the consequences of inaction more severe.

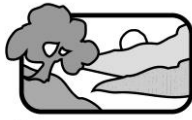
The Islands Trust has an opportunity to lead once again—not just in environmental preservation, but in democratic integrity and institutional reform. But change is needed. Change must happen now.

Let this moment be a turning point—a chance to renew the Islands Trust’s purpose, rebuild public confidence, and restore the spirit of stewardship that first inspired its creation.

Thank you for listening. I am hopeful for a future where we can all flourish under more affective community governance.

Sincerely,

Rupert Cosulich



STAFF REPORT

Date of Meeting: September 9, 2025

File No.: 3900-03; 4050-03

To: Gambier Island Local Trust Committee

From: Warren Dingman
Manager of Bylaw Compliance & Enforcement

Re: **Final Adoption of Amendment Bylaw No. 160 “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 116, Amendment No. 1, 2025”**

RECOMMENDATION:

- 1. That the Gambier Island Local Trust Committee adopt Bylaw No. 160 the “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 116, 2011, Amendment No. 1, 2025”.**

STAFF COMMENTS:

On June 24th, 2025 the Gambier Island Local Trust Committee gave first, second and third readings to the attached amendment Bylaw No. 160 and referred it to the Executive Committee for approval. This approval was given on August 6, 2025.

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

Submitted By:	Warren Dingman, Bylaw Compliance & Enforcement Manager	August 28, 2025
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	August 28, 2025

PROPOSED
GAMBIER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 160

**A BYLAW TO AMEND THE GAMBIER ISLAND LOCAL TRUST COMMITTEE BYLAW
ENFORCEMENT
NOTIFICATION BYLAW NO. 116, 2011**

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

1. Gambier Island Local Trust Committee Bylaw No. 116 cited as “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 116, 2011” is hereby amended as follows:

- a. By deleting section 3.0 in its entirety, and replacing it with:

“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.

- b. By deleting section 4.0 (1) in its entirety, and replacing it with:

“4.0 (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;

- c. By deleting section 4.0 (4) in its entirety, and replacing it with:

“4.0 (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.

- d. By deleting section 7.3 (4) in its entirety, and replacing it with:

“7.3 (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

- e. By deleting section 7.4 in its entirety and replacing it with:

“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.

PROPOSED

- f. By deleting Schedule A - Gambier Island Land Use Bylaw No. 86, 2004 Contraventions and Penalties in its entirety and replacing it with a new Schedule A – Gambier Island Land Use Bylaw No. 86, 2004 Contraventions and Penalties, attached to and forming part of this bylaw.
 - g. By deleting Schedule B - Keats Islands Land Use Bylaw No. 78, 2002 Contraventions and Penalties in its entirety and replacing it with a new Schedule B - Keats Islands Land Use Bylaw No. 78, 2002 Contraventions and Penalties, attached to and forming part of this bylaw.
 - h. By deleting Schedule C - Bowyer and Passage Islands Land Use Bylaw No. 114, 2011 in its entirety and replacing it with a new Schedule C - Bowyer and Passage Islands Land Use Bylaw No. 114, 2011 Contraventions and Penalties, attached to and forming part of this bylaw.
 - i. By deleting Schedule D - Gambier Associated Islands Land Use Bylaw No. 120, 2013 Contraventions and Penalties in its entirety and replacing it with a new Schedule D - Gambier Associated Islands Land Use Bylaw No. 120, 2013 Contraventions and Penalties, attached to and forming part of this bylaw.
2. This Bylaw may be cited as “Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 116, 2011, Amendment No. 1, 2025.”

READ A FIRST TIME THIS	24 TH	DAY OF	JUNE	, 2025
READ A SECOND TIME THIS	24 Th	DAY OF	JUNE	, 2025
READ A THIRD TIME THIS	24 TH	DAY OF	JUNE	, 2025
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS				
	06 TH	DAY OF	August	, 2025
ADOPTED THIS	XX	DAY OF	XXX	, 2025

CHAIRPERSON

SECRETARY

Schedule A
GAMBIER ISLAND LAND USE BYLAW NO. 86, 2004
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
2.3	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

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
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

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
1.3.6	Fail to Permit Inspection	\$500	\$400	\$800	Yes	100%
2.2.1 – 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 – 4.16	Non-Permitted Use In Any Zone	\$500	\$400	\$800	Yes	100%
4.1 – 4.16	Non-Permitted Building, Structures or Density in Any Zone	\$500	\$400	\$800	Yes	100%
4.1 – 4.16	Non-Permitted Floor Area, Siting or Height in Any Zone	\$350	\$250	\$650	Yes	100%
4.1 – 4.16	Non-Permitted Marine-Based Structure	\$500	\$400	\$800	Yes	100%
4.1 – 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

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
2.3	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	\$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

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
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

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
2.3	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%



DATE OF MEETING: September 9, 2025
 TO: Gambier Island Local Trust Committee
 FROM: Warren Dingman, Manager, Compliance and Enforcement
 Northern Team
 SUBJECT: Bylaw Compliance and Enforcement Policy

RECOMMENDATION

1. That the Gambier Island Local Trust Committee adopt the amended Bylaw Compliance and Enforcement Policy.

REPORT SUMMARY

The purpose of this report is to present an amended Bylaw Compliance and Enforcement Policy for adoption.

BACKGROUND

The Gambier Island Local Trust Committee adopted a Bylaw Compliance and Enforcement Policy on June 24, 2025, and also adopted a motion requiring the following amendments:

GM-2025-026

It was **MOVED** and **SECONDED**

that staff prepare for the Gambier Island Local Trust Committee’s next meeting a draft Request for Decision to amend the Bylaw Compliance and Enforcement Policy to:

1. Limit investigation to only those infractions specifically identified in a complaint and
2. Require staff to report to the Local Trust Committee any files closed due to vexatious nature.

The Policy document has been amended and it is attached to this report for consideration by the Local Trust Committee.

Submitted By:	Warren Dingman, Manager of Bylaw Compliance and Enforcement	August 28, 2025
Reviewed By:	Renée Jamurat, Regional Planning Manager	August 28, 2025

Attachments

1. Amended Gambier Island Bylaw Compliance and Enforcement Policy

Gambier Island Local Trust Committee Bylaw Compliance & Enforcement Policy

Bylaw Compliance & Enforcement Policy No. 1, effective June 24, 2025.

Version No. 2

Purpose

To establish policies and procedures for bylaw compliance and enforcement in the 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 to ensure that policies and procedures are efficient, transparent, reasonable, and consistent with local community standards.

PART A

1.0 Application

This policy will apply to the Gambier Island Local Trust Area and the enforcement of all applicable regulatory bylaws.

2.0 Definitions & Abbreviations

BEN – Bylaw Enforcement Notice

LUB – Land Use Bylaw

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, or the 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

Islands Trust Act section 28:

Enforcement of bylaws

28 (1) For the purposes of enforcing its bylaws and section 32 of this Act, a local trust committee has all the power and authority of a regional district board.

Gambier Island Land Use Bylaw No. 86

2.3 Inspection

(1) The Islands Trust Bylaw Investigation Officer or any other person employed by or under contract to the Islands Trust and designated by the Local Trust Committee to administer this Bylaw is authorized to enter, at any reasonable time and after having given prior notification to the occupier, upon any property that is subject to regulation under this Bylaw, for the purpose of determining whether the regulations are being observed or to evaluate site specific circumstances for the purposes of development application processing.

Keats Island Land Use Bylaw No. 78

Inspection

1.3.6 The Bylaw Investigations Officer and any other officer of the Islands Trust who may be appointed in that capacity, are authorized to enter, at all reasonable times, upon any property subject to the provisions of this Bylaw, to ascertain whether the regulations of this Bylaw are being or have been complied with.

Gambier Associated Islands Land Use Bylaw No. 120

2.3 Inspection

(1) The Islands Trust Bylaw Enforcement Officer or any other person designated by the Islands Trust to administer this Bylaw is authorized to enter, at any reasonable time and after having given prior notification to the occupier, upon any property that is subject to regulation under this Bylaw, for the purpose of determining whether the regulations are being observed.

4.0 Priorities

4.1 The Islands Trust Act grants the Local Trust Committee the power and authority to enforce its bylaws and the Local Trust Committee also has discretion to adopt priorities for enforcement or to defer enforcement. The following deferments are established:

- 4.1.1 Enforcement is deferred on Keats Island for otherwise lawful accessory uses, buildings, and structures on a parcel where no principal use exists, if the adjacent parcel has a principal use and both parcels are held under common ownership.
- 4.1.2 There will be a deferment of enforcement on non-permitted seawalls on North Thormanby Island.

5.0 Inspection

- 5.1** At the start of any investigation, Bylaw Enforcement Officers will determine if entry to private 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 request mutually agreeable times to arrange entry to private property for site inspections and provide minimum of 24 hours notice.
- 5.3** Inspection and investigation of complaints will be limited to those contraventions or concerns specifically identified in a complaint.

- 5.4** 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.
- 5.5** Holders of temporary use permits will be held accountable for any violations of their Permit. Bylaw Enforcement Officers may enter properties between the hours of 9:00 am and 5:00 pm, on any day, without prior consultation with the holder of a Temporary Use Permit for the purpose of investigating a complaint.
- 5.6** If a respondent has indicated that they will work towards compliance, and have agreed on a time to comply, a site inspection will only be conducted to confirm compliance.
- 5.7** If a respondent provides photographic evidence, a survey, or a professional report that confirms compliance, a site inspection is not required.

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 used 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 in a development permit area, or work in an environmentally sensitive area, or there are health and safety concerns.

8.0 Frivolous, Repeat or 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 If there are questions or concerns regarding individual files, Trustees or the Local Trust Committee will communicate with the Manager of Bylaw Compliance and Enforcement.

9.4 The Manager of Bylaw Compliance and Enforcement will arrange public information and education sessions regarding bylaw enforcement when appropriate and time permitting.

10.0 Reporting

10.1 The Local Trust Committee will receive a staff report on any files closed due to a vexatious nature.

10.2 The Manager of Compliance and Enforcement will report to the Local Trust Committee any concerns, trends, or issues with enforcement that they believe the Local Trust Committee needs to be aware of.

10.3 The Manager of Compliance and Enforcement will maintain the Bylaw Enforcement Policy and will report to the Local Trust Committee if amendments are recommended or required.

PART B

Bylaw Enforcement Notice Bylaw Screening Officer's Powers and Duties Policy

Appointment of Screening Officers

Pursuant to section 7.2 of the Gambier Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 116, 2011 the persons holding the following positions are appointed as screening officers:

- 1) Regional Planning Manager;
- 2) Manager of Bylaw Compliance and Enforcement; and
- 3) Bylaw Enforcement Assistant

Screening Officer Powers and Duties

The powers and duties of the screening officer are contained in section 7.3 of the bylaw. However, it is the direction of the Local Trust Committee that these powers and duties only are carried out in respect to each of the above positions as follows:

- 1) **Regional Planning Manager.** In respect to Bylaw Violation Notices issued by all Bylaw Enforcement Officers, including the Manager of Bylaw Compliance and Enforcement, the Regional Planning Manager, acting as Screening Officer, may exercise all of the powers and duties in Section 7.3 of Bylaw No. 156, 2011;
- 2) **Manager of Bylaw Compliance and Enforcement.** In respect to Bylaw Violation Notices issued by Bylaw Enforcement Officers, the Manager of Bylaw Compliance and Enforcement, acting as Screening Officer, may exercise all of the powers and duties in Section 7.3 of Bylaw No. 156, 2011;
- 3) **Bylaw Enforcement Assistant.** In respect to Bylaw Violation Notices issued by all Bylaw Enforcement Officers, including the Manager of Bylaw Compliance and Enforcement, the Bylaw Enforcement Assistant, acting as Screening Officer, may exercise only those powers and duties in Section 7.3(1) and 7.3(2) of Bylaw No. 156, 2011.

Authorized Reasons to Cancel Bylaw Violation Notices

A 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 Local Trust Committee policies.
6. It is unreasonable for the person to pay a penalty.
7. An exception specified in the bylaw, or related enactment, or Local Trust Committee Standing Resolution, or compliance and enforcement policy exist.
8. A permit exists or has been obtained that authorises the alleged 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. A Local Trust Committee resolution has deferred enforcement on the specific contravention;
- c. The Local Trust Committee has closed the file;
- d. The offence occurred because of a circumstance that made it unreasonable for the person to comply with the bylaw.



REQUEST FOR DECISION

To: Local Trust Committees **For the Meeting of:** September 9, 2025
From: David Marlor, Director,
Legislative and Information **Date Prepared:** August 27, 2025
Services
**SUBJECT: Trust Council Bylaw No. 197 - Local Trust Committee Meeting Procedures
Bylaw, Update Gambier Island LTC Meeting Procedures Bylaw**

RECOMMENDATION:

That the Gambier Island Local Trust Committee give Bylaw 161, cited as “Gambier Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 161, 2025”, First Reading.

That the Gambier Island Local Trust Committee give Bylaw 161, cited as “Gambier Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 161, 2025”, Second Reading.

That the Gambier Island Local Trust Committee give Bylaw 161, cited as “Gambier Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 161, 2025”, Third Reading.

That the Gambier Island Local Trust Committee forward Bylaw 161, cited as “Gambier Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 161, 2025” to the Islands Trust Executive Committee for consideration of approval.

1 PURPOSE:

To rescind the “Gambier Island Local Trust Committee Meeting Procedure Bylaw, 2022.”

2 BACKGROUND:

At its regular meeting in June 2025, Trust Council adopted the Local Trust Committees’ Meeting Procedures Bylaw by a 2/3 majority vote. This bylaw is authorized under s.11 of the *Islands Trust Act*.

Staff based the draft LTC meeting procedures bylaw on the local trust committee meeting procedures model bylaw that Trust Council adopted in December 5, 2003 and updated in early 2020’s, and which was used by local trust committees to develop their own meeting procedures bylaws.

The new Trust Council Bylaw No. 197 ‘LTC Meeting Procedures’ does not add anything new beyond what local trust committees were recommended to have in their bylaws under Trust Council’s previously adopted model meeting procedures bylaw, with the exception of:

- adding the release of an agenda outline two-days before the agenda deadline as indicated in the Trust Council resolution;

- changing the period for notification of meetings from calendar year to fiscal year (April 1 to March 31) to align with proposed changes to Trust Council’s meeting procedures bylaw;
- adding an allowance for the minimum of two required annual meetings of the Executive Committee Acting as a local Trust Committee (for Ballenas-Winchelsea) to be in-person or electronically; and
- making other minor changes to address wording amendments and clarity.

Gabriola, Galiano, Gambier, Mayne, North Pender, Saturna, and South Pender local trust committees do not currently have procedures regarding “delegations”, “order and decorum”, “Invited Presentations”, and “public participation” in their bylaws (sections 23 to 45 in the draft Trust Council Local Trust Committees Meeting Procedure Bylaw).

The Trust Council Bylaw No. 197 has the same meeting procedure requirements for all 12 local trust areas and the Executive Committee Acting as a Local Trust Committee (for Ballenas-Winchelsea). This will streamline administration of meetings and reduce costs and resources.

Most local trust committee bylaws contain a clause authorizing the LTC Chair as signatory to documents on behalf of the local trust committee. As this is not a meeting procedure it is omitted from the Trust Council Bylaw No. 197 for local trust committee meeting procedures. Local trust committees authorize Chair signatory through other means, such as a standing resolution or policy of the local trust committee.

Under s.11 of the *Islands Trust Act*, a Trust Council meeting procedures bylaw for local trust committees would over-ride any local trust committee meeting procedures bylaws in the event of a conflict. As Trust Council’s Local Trust Committee Meeting Procedure Bylaw contains all the procedures that are in the local trust committee’s meeting procedure bylaws, the local trust committee meeting procedures bylaws are redundant. To avoid confusion, Staff recommend that the local trust committee rescind their meeting procedure bylaws.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

Rescinding the local trust committee meeting procedure bylaws will avoid confusion, as the Trust Council bylaw prevails, and there are no additional procedures in the local trust committee bylaws.

FINANCIAL:

There is no direct financial implication.

POLICY:

There are no policy implications

IMPLEMENTATION/COMMUNICATIONS:

Islands Trust website has been updated to link the Trust Council Local Trust Committee Meeting Procedures Bylaw to each local trust committee’s list of administrative bylaws.

FIRST NATIONS RELATIONS:

There are no implications for First Nations relations.

OTHER:

There are no other implications.

4 RELEVANT POLICY(S):

- [Islands Trust Act, Section 11](#)
- [Policy 2.1.7 Trust-wide Administrative Procedures \(Section 11\)](#)
- [Trust Council Bylaw No. 197, 2024 Local Trust Committees' Meeting Procedures Bylaw](#)

5 ATTACHMENT(S):

- Draft Bylaw 161 “Gambier Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 161, 2025”

RESPONSE OPTIONS

Recommendation:

That the Gambier Island Local Trust Committee give Bylaw 161, cited as “Gambier Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 161, 2025”, First Reading.

That the Gambier Island Local Trust Committee give Bylaw 161, cited as “Gambier Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 161, 2025”, Second Reading.

That the Gambier Island Local Trust Committee give Bylaw 161, cited as “Gambier Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 161, 2025”, Third Reading.

That the Gambier Island Local Trust Committee forward Bylaw 161, cited as “Gambier Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 161, 2025” to the Islands Trust Executive Committee for consideration of approval.

Alternative:

As requested by the Gambier Local Trust Committee

Prepared By: David Marlor, Director, Legislative and Information Services

Reviewed By/Date: Renée Jamurat, Regional Planning Manager, Gabriola (Northern) Office/August 27, 2025



DATE OF MEETING: September 9, 2025
TO: Gambier Island Local Trust Committee
FROM: Shalini Nakai, Planning Team Assistant – Northern office
COPY: Renée Jamurat, Regional Planning Manager – Northern Office
SUBJECT: Advisory Planning Commission Appointments

RECOMMENDATION

1. That the Gambier Island Local Trust Committee request that staff advertise for expressions of interest for the Gambier Island Advisory Planning Commission.
2. That the Gambier Island Local Trust Committee request that staff send letters to members of the Advisory Planning Commission whose terms will expire on October 17, 2025, inviting their expressions of interest for reappointment to the Advisory Planning Commission and thanking them for their participation.

REPORT SUMMARY

The Gambier Island Local Trust Committee (LTC) is asked to consider recruitment for its Gambier Island Advisory Planning Commission (APC).

The maximum number of APC members is nine, and terms are for two years. The APC currently has eight members and is expiring on October 17, 2025. Following advertisement for expressions of interest, the LTC may consider appointments during the in-camera session portion of the November 25, 2025 LTC regular business meeting.

ANALYSIS

Islands Trust Policy Statement:

A guiding principle of the Islands Trust Policy Statement (ITPS) is that “open, consultative public participation is vital to effective decision making for the Trust Area.” Moreover, Commitments of Trust Council include:

- **5.8.1** *Trust Council holds that public participation should be part of the decision-making processes of all levels of government.*
- **5.8.2** *It is the position of Trust Council that local trust committees and island municipalities should, in establishing their official community plans and regulatory bylaws, provide opportunities for public input.*
- **5.8.3** *Trust Council holds that island communities within the Trust Area are themselves best able to determine the most effective local government structure to support their local autonomy and specific community needs within the object of the Islands Trust.*

Local trust committees have a responsibility to ensure that members of the public can participate in planning processes, yet they have the freedom to determine the framework best suited to a particular Local Trust Area.

LTC Bylaw No. 150:

The authority to establish advisory planning commissions is granted to local trust committees through the *Islands Trust Act* and section 461(2) of the *Local Government Act* (LGA):

Advisory planning commission

461 (2) A board may, by bylaw, establish an advisory planning commission for one or more electoral areas or portions of an electoral area to advise the board, or a regional district director representing the electoral area, on all matters referred to the commission by the board or by that director respecting land use, the preparation and adoption of an official community plan or a proposed bylaw or permit that may be enacted or issued under this Part.

Advisory planning commissions are intended to advise local trust committees specifically on land use matters including Official Community Plans, and proposed bylaws or permits that may be issued under Part 14 of the LGA. Formal citizen representation on advisory planning commissions adds value and transparency to planning processes. It is important that an APC remains in place should a referral be recommended in the future.

Pursuant to section 461 of the LGA, the LTC has adopted Bylaw No. 150 cited as “Gambier Island Local Trust Committee Advisory Planning Commission Bylaw, 2018”, which identifies the planning commission, member composition, terms and roles, and rules for arranging, advertising and conducting commission meetings (Attachment 1). Pursuant to Bylaw No. 150, the LTC must, by resolution, appoint the members to two year terms, and may reappoint those members for a second two-year term.

CONSULTATION

Openings for the APC membership should be advertised in the local paper, on the LTC website, and through trustee networks. The LTC would consider expressions of interest at their November 25, 2025 regular business meeting.

NEXT STEPS

Should the LTC pass the recommended resolutions (page 1), staff will proceed with advertising and bring forward expressions of interest to the November 25, 2025 LTC regular business meeting, as well as send letters to members of the APC thanking them for their participation and inviting them to reapply.

Submitted By:	Shalini Nakai, Planning Team Assistant	August 19, 2025
Concurrence:	Renée Jamurat, Regional Planning Manager, RPP MCIP	August 27, 2025

ATTACHMENTS

1. Bylaw No. 150

GAMBIER ISLAND TRUST COMMITTEE

BYLAW NO. 150

A BYLAW TO ESTABLISH ADVISORY PLANNING COMMISSIONS FOR THE GAMBIER ISLAND LOCAL TRUST AREA PURSUANT TO THE *LOCAL GOVERNMENT ACT* AND THE *ISLANDS TRUST ACT*

The Gambier Island Trust Committee, being the Local Trust Committee having jurisdiction on and in respect of the Gambier Island Local Trust Area in the Province of British Columbia, pursuant to the *Islands Trust Act*, enacts as follows:

1. Establishment

- a) The Gambier Island Local Trust Committee may appoint one or more Advisory Planning Commissions to advise the Local Trust Committee on all matters referred by the Local Trust Committee respecting land use, the preparation and adoption of an Official Community Plan or a proposed bylaw or permit that may be enacted or issued under Part 14 of the *Local Government Act*.

2. Appointment of Members

- a) The Local Trust Committee may, by resolution, appoint up to nine members to an Advisory Planning Commission (APC) to serve an initial two-year term, and may reappoint those members for a second two-year term.
- b) At least two thirds of APC members must be residents of the Local Trust Area.
- c) The Local Trust Committee may, by resolution, remove a member of an APC at any time.
- d) If a member is removed or resigns from an APC, the Local Trust Committee may, by resolution, appoint a new member to serve the balance of the term of the appointment.

3. Roles

- a) The APC members must, from among the members, elect a Chairperson, a Deputy Chairperson and a Secretary, during the first meeting after their appointment.
- b) The Chairperson will:
 - i) Receive referrals from the Local Trust Committee and, in response, determine when and where meetings will be held;
 - ii) Ensure that meetings are conducted in accordance with the requirements of this Bylaw and the *Local Government Act*;
 - iii) Sign meeting minutes to certify that they are true and correct following approval by the APC.
 - iv) Record a member's declaration of conflict of interest or potential conflict of interest, once a member has declared it;
 - v) In the absence of the Secretary, act in the role of Secretary or appoint another member of the APC to act in the role of Secretary.
- c) The Deputy Chairperson will:
 - i) Undertake the duties listed in 3b) above, in the Chairperson's absence.
- d) The Secretary will:

- i) Assist the Chairperson, as needed, to arrange meetings;
- ii) Ensure that public notice is posted or public advertisements are placed in advance of APC meetings;
- iii) Except where the Islands Trust has retained a professional minute taker to support the APC, record and maintain legible minutes of all APC meetings; forward copies of draft minutes to the Islands Trust office; ensure minutes are approved by the APC at a subsequent meeting; and provide copies of adopted minutes to the public upon request;
- iv) Inform the Local Trust Committee of the resignation of any APC member, within thirty (30) days of the resignation.

4. Referrals

- a) An APC will receive referrals on matters respecting land use, community planning or proposed bylaws and permits under Part 14 of the *Local Government Act*, which are referred directly to the Commission by the Local Trust Committee.
- b) A meeting on any particular referral must be held not more than (40) days after the date of receipt of that referral unless the Local Trust Committee has requested a response by an earlier specified date.
- c) Although the recommendations must be received by the Local Trust Committee, the Local Trust Committee is not bound by the recommendations.

5. Notice of Meeting

- a) An employee of the Islands Trust must provide documentation associated with any referral from the Local Trust Committee to all members of the APC.
- b) The Secretary must send a notice of meeting including a description of all referrals to be discussed to each member at least five (5) calendar days prior to the meeting.
- c) The Secretary must ensure an applicant is notified of the date, time and place of the meeting at which his or her application or proposal will be discussed, at least five (5) calendar days prior to the meeting.
- d) The Secretary must ensure the Local Trustees and the employee of the Islands Trust noted in 5a) are notified of each meeting at least five (5) calendar days prior to the day of the meeting.
- e) The Secretary must post the notice of meeting indicating the date, time, and place of any APC meeting at least five (5) calendar days prior to the meeting on a bulletin board on Gambier Island that is accessible to the public; such bulletin board to be the same as is used by the Local Trust Committee for the posting of any scheduled Local Trust Committee meeting.

6. Conduct of Meeting

- a) All deliberations of the APC must take place in a meeting, and all meetings must be held in a public facility and must be open to the public.
- b) A quorum is the lessor of three members or 50% of those appointed.
- c) The Chairperson is to convene the meeting and may adjourn the meeting from time to time.
- d) If the APC is considering an amendment to an Official Community Plan or a bylaw, or the issue of a permit, the applicant for the amendment or permit is entitled to attend the meeting and to be heard.

- e) If an applicant or agent fails to appear, despite being duly notified, deliberations and recommendations may be made in the applicant’s absence.
- f) At the request of any APC member, the Chairperson must invite an elected official, Islands Trust staff, or member of the public present at the meeting to comment on the matters before the Commission.
- g) The APC must not receive development proposals or other applications directly from applicants.
- h) The APC must not consult directly with other government agencies or organizations.
- i) If the Chairperson considers that another person at the meeting is acting improperly and in a manner that is disrupting the deliberations of the APC, the Chairperson may order that person expelled from the meeting.

7. Notice of Recommendation

- a) If the Local Trustees did not attend an APC meeting, they may request a verbal report from the Chairperson at a subsequent meeting of the Local Trust Committee.
- b) All APC recommendations shall be recorded as part of the meeting minutes, and may be recorded as resolutions, provided that where requested by any member, all dissenting opinions are also recorded.
- c) Where the Islands Trust has retained a professional minute taker to support the APC, the draft minutes will be forwarded directly to the Islands Trust office within seven (7) days of an APC meeting. An Islands Trust staff member will then forward them to the Chair and Secretary for inclusion in the next APC agenda for review and adoption.
- d) Where a professional minute taker has not been retained, all APC recommendations must be forwarded by the Secretary to the Local Trust Committee and to the Islands Trust Office, within seven (7) days of an APC meeting.

8. Transition

- a) "Gambier Island Local Trust Committee Advisory Planning Commission Bylaw, 2010", is repealed.

9. Citation

- a) This Bylaw may be cited as "Gambier Island Local Trust Committee Advisory Planning Commission Bylaw, 2018".

READ A FIRST TIME THIS	28 TH	DAY OF	JUNE	, 2018
READ A SECOND TIME THIS	28 TH	DAY OF	JUNE	, 2018
READ A THIRD TIME THIS	28 TH	DAY OF	JUNE	, 2018
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS				
	15 TH	DAY OF	AUGUST	, 2018
ADOPTED THIS	3 RD	DAY OF	OCTOBER	, 2018

SECRETARY

CHAIRPERSON



Gambier Local Trust Committee

Open Applications

Report

Development Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLDP20250187		5/8/2025	0 THE GROVE RD	Application to construct a driveway in a DPA.

Planner	Status	Most Recent Completed Activity
Marlis McCargar	Under Review	Planning Review

Application Number	Applicant Name	Date Received	Address	Purpose
PLDP20250179	Monte Staats	4/30/2025	561 SKYLINE RD	Development Permit and Development Variance Permit for a proposed revetment at 561 Skyline Road, Keats Island

Planner	Status	Most Recent Completed Activity
Marlis McCargar	Under Review	Generate Complete Application Letter

Application Number	Applicant Name	Date Received	Address	Purpose
GM-DP-2022.1	Carolyn & Davi	2/14/2022	1598 MT ARTABAN RD, GAMBIER	PID: 026-162-890 To bring structures into compliance with setbacks. Civic address: Lot 27 Mount Artaban Road, Gambier Island, BC.

Planner	Status	Most Recent Completed Activity
Margot Thomaidis	Under Review	Generate Complete Application Letter

Gambier

Development Variance Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20250215	Monte Staats	5/28/2025		Development Permit and Development Variance Permit for a proposed revetment at 561 Skyline Road, Keats Island
Planner	Status	Most Recent Completed Activity		
Marlis McCargar	Under Review	Generate Complete Application Letter		

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20250130	Andrew and Reanne	3/21/2025	1314 BUCCANEER BAY SHORELIN	Application to repair / extend an existing shoreline revetment.
Planner	Status	Most Recent Completed Activity		
Margot Thomaidis	Under Review	Generate Complete Application Letter		

Application Number	Applicant Name	Date Received	Address	Purpose
GM-DVP-2022.1	Carolyn & Davi	2/14/2022	1598 MT ARTABAN RD, GAMBIER	PID: 026-162-890 To bring structures within compliance with setbacks. Civic address: Lot 27 Mount Artaban Road, Gambier Island, BC.
Planner	Status	Most Recent Completed Activity		
Margot Thomaidis	Under Review	Generate Complete Application Letter		

Gambier

Application Number	Applicant Name	Date Received	Address	Purpose
GM-DVP-2022.3	Kenneth & Joa	6/14/2022	123 ESPLANADE RD	PID: 010-892-567 To permit existing seawall within 25 foot setback. Civic address: 123 Esplanade Road, Eastbourne, Keats Island, BC.
Planner		Status	Most Recent Completed Activity	
Margot Thomaidis		Local Trust Committee	Generate Staff Report	

Subdivision

Application Number	Applicant Name	Date Received	Address	Purpose
GM-SUB-2021.1	Ken & Joan Pe	6/29/2021	119 ESPLANADE RD; 123 ESPLAN	PIDs: 010-892-486 and 010-892-567 Lot line adjustment. Civic address: 123 and 119 Esplanade Road, Eastbourne, Keats Island.
Planner		Status	Most Recent Completed Activity	
Margot Thomaidis		In Abeyance	Generate Complete Application Letter	

Application Number	Applicant Name	Date Received	Address	Purpose
GM-SUB-2022.3	Leah & Laura M	10/18/2022	1888 MOUNT ARTABAN RD	PID: 026-162-679 Two lot subdivision. Civic address: 1888 Mount Artaban Road, Gambier Island, BC
Planner		Status	Most Recent Completed Activity	
Margot Thomaidis		Denied	Add Optional Referrals	

Islands Trust

LTC EXP SUMMARY REPORT F2026
Invoices posted to Month ending June 2025

630 Gambier	Invoices posted to Month ending June 2025	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-630	LTC "Trustee Expenses"	200.00	90.70	109.30
LTC Local				
65200-630	LTC - Local Exp - LTC Meeting Expenses	<u>1,610.00</u>	<u>1,186.37</u>	<u>423.63</u>
TOTAL LTC Local Expense		<u>1,610.00</u>	<u>1,186.37</u>	<u>423.63</u>
Projects				
73001-630-2016	Gambier OCP/LUB	<u>10,000.00</u>	<u>75.00</u>	<u>9,925.00</u>
TOTAL Project Expenses		<u>10,000.00</u>	<u>75.00</u>	<u>9,925.00</u>

Gambier Island Local Trust Committee Policies & Standing Resolutions

No	Meeting Date	Resolution No.	Issue	Policy
1.	October 6, 2010	GM-082-2010	Guidelines for the appointment of members to the advisory planning commission	<p>It was MOVED and SECONDED that the Gambier Island Local Trust Committee endorses the following guidelines for the appointment of members to the advisory planning commission and requests that such guidelines be posted on the Islands Trust website and are used in any posting to solicit expressions of interest from candidates for advisory planning commission membership:</p> <p>“The Gambier Island Local Trust Committee shall make all reasonable efforts, in the consideration of appointments to the advisory planning commission that members are:</p> <ol style="list-style-type: none"> a. Representative of a broad cross section of the geographical areas of the Gambier Island Local Trust Committee area; b. Representative of a range of backgrounds and expertise that is supportive to each other in the consideration of matters referred to the advisory planning commission; c. Where feasible and practical of a balanced representation of gender and age groups. <p>Consideration shall be given to the following criteria in any appointment:</p> <ul style="list-style-type: none"> • Previous experience as a member of a Board of Variance; • Experience on a local government council, board, local trust committee, commission or other body; • Experience with other volunteer boards, commissions or committees; • Experience and credential in a planning, design or related profession; • Experience and credentials in a building or design trade; • Educational background; • Length of residency in the local trust area; • Availability, and willingness to travel between local trust areas.
2.	March 26, 2015	GM-2015-018	Amend APC appointment guidelines	<p>It was MOVED and SECONDED, that the Gambier Island Local Trust Committee amend the APC appointment guidelines to allow for representation of members to be weighted to a geographic area subject to a current top priority project.</p>

No	Meeting Date	Resolution No.	Issue	Policy
3.	October 26, 2017	GM-2017-065	Development Permit Area (DPA) No. 3: Riparian Areas administration	<p>It was MOVED and SECONDED that the Gambier Island Local Trust Committee adopt a Standing Resolution which directs staff to administer Development Permit Area (DPA) No. 3: Riparian Areas in the interim before formal amendments are made to the DPA, as follows:</p> <ul style="list-style-type: none"> a. The “Designated Area” provisions of Section 12.3.1 of Gambier Island Official Community Plan No. 73 should be used to determine whether or not a proposed development is subject to DPA No. 3: Riparian Areas; b. When development is proposed within the “Designated Area”, applicants shall be required to have a Qualified Environmental Professional assess the water feature to determine whether or not it is subject to the Riparian Areas Regulation; c. When development is proposed within the “Designated Area” of a water feature which is determined to be subject to the Riparian Areas Regulation, a DPA No. 3: Riparian Areas Development Permit shall be required; d. When development is proposed within the “Designated Area” of a water feature which is determined not to be subject to the Riparian Areas Regulation, a DPA No. 3: Riparian Areas Development Permit shall not be required.
4.	December 11, 2017	GM-2017-078	Adding item to agenda	<p>It was MOVED and SECONDED that the Gambier Island Local Trust Committee request staff to add to each agenda “First Nations Activities” under the Reports section.</p>
5.	January 25, 2018	GM-2018-009	First Nations Words, Phrases and Place Names	<p>It was MOVED and SECONDED that the Gambier Island Local Trust Committee adopt the following standing resolution:</p> <ul style="list-style-type: none"> a) That staff incorporate First Nations’ words, phrases, and place names in Local Trust Committee communications, as appropriate.
6.	July 25, 2019	GM-2019-031	Model Cell Tower Consultation Process	<p>It was MOVED and SECONDED that the Gambier Island Local Trust Committee adopt the model strategy for antenna systems.</p>

No	Meeting Date	Resolution No.	Issue	Policy
7.	November 21, 2019	GM-2019-061	First Nations Reconciliation engagement	<p>It was MOVED and SECONDED that the Gambier Island Local Trust Committee adopt the following standing resolution with respect to First Nations in the Local Trust Area:</p> <p>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 endeavors to:</p> <ul style="list-style-type: none"> 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; 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.
8.	July 23, 2020	GM-IC-2020-001	Bylaw Enforcement investigation	<p>It was MOVED and SECONDED that the Gambier Island Local Trust Committee request Bylaw Enforcement staff to cease investigation and enforcement of complaints on Keats Island regarding otherwise lawful accessory uses, buildings and structures on a parcel where no principal use exists if the adjacent parcel has a principal use and both parcels are held under common ownership.</p>

No	Meeting Date	Resolution No.	Issue	Policy
9.	February 10, 2023	GM-RWM-2023-001	Bylaw Enforcement deferral	<p>It was MOVED and SECONDED Defer enforcement on existing seawalls on North Thormanby Island. The deferment of enforcement should not be interpreted as permitting any new additions or structures from requiring a permit or otherwise requiring compliance with the Gambier Associated Islands Land Use Bylaw No. 120.'</p>
10.	August 29, 2023	GM-RM-2023-027	Unlawful Land Uses and Planning Applications	<p>It was MOVED and SECONDED that Gambier Island Local Trust Committee adopt the following policy on unlawful land uses and planning applications:</p> <ul style="list-style-type: none"> a) Where an application is received and a use is continuing in contravention of a land use bylaw, staff are directed to request that the applicant cease the use prior to processing the application, and staff are directed to continue with enforcement until the use is ceased. b) The applicant may request that the Local Trust Committee proceed with consideration of the application while the use is continuing; and, where the Local Trust Committee considers there is a community need to process the application while the prohibited use is continuing, the Local Trust Committee may direct that bylaw enforcement actions, including the issuing of notices, cease. c) Where the Local Trust Committee does not consider that there is a community need, or the applicant has not made such a request of the Local Trust Committee, bylaw enforcement actions, including the issuing of notices will continue. d) In deciding whether to grant land use approval for a use that was commenced in contravention of a land use bylaw, the Local Trust Committee may consider whether the applicant has suspended the prohibited land use pending a decision on the application.

Active Projects Report

Gambier Island

1. Major Project - Gambier OCP & LUB Targeted Review - Phase 2

Responsible

Dates

Activity:

Sonja Zupanec

Rec'd: 12-Feb-2015

Conduct a review of the Gambier Island Official Community Plan policies and Land Use regulations pertaining to forest protection, protection of archaeological and cultural sites, shoreline protection and marine designations across the Plan area.

Including:

- Reconsider the zoning designation title 'Wilderness Conservation;'
- Add a definition for 'breakwater;'
- Consider policies and regulations regarding trams (funicular tracks, etc.);
- Review site specific water zones on Gambier;
- Clarification around water storage tanks as structures, requirements for screening, and the need for setback placement as part of their use as community amenities in fire protection.

2. Minor Project - Keats Island Shoreline Protection Project - Phase 3 (Continued)

Responsible

Dates

Activity:

Marlis McCargar

Rec'd: 31-Jan-2019

Review of OCP and LUB to implement shoreline protection measures. Establish Shoreline DPA and updates marine structure regulations.

Future Projects Report

Gambier Island

1. <i>Administrative</i>	Responsible	Date Received
<ul style="list-style-type: none"> - Development Approval Information Bylaw: Develop and adopt a D.A.I bylaw for the Gambier Trust Area. - Identification of all Crown reserves (strips) and similar Crown properties (i.e. islets) in the Gambier Island Local Trust Area. 		01-Sep-2022
2. <i>OCP & LUB</i>	Responsible	Date Received
<ul style="list-style-type: none"> -Explore the Implementation of Heritage Conservation Areas and Shoreline Development Permit Areas across the Local Trust Area to address First Nations interests and concerns; - develop advocacy policies for pump out stations across the LTA. 		01-Sep-2022
3. <i>LUB</i>	Responsible	Date Received
<p>Gambier LUB:</p> <ul style="list-style-type: none"> - Recreational Camp and Private Institutional Regulation Review - Temporary Overnight Accommodation bylaw review with regards to short-term vacation rentals <p>Keats LUB:</p> <ul style="list-style-type: none"> - Update definition of 'dwelling' in the Keats Island Land Use Bylaw No. 78. 		01-Sep-2022

Future Projects Report

Gambier Island

4. <i>OCP</i>	Responsible	Date Received
N/A		01-Sep-2022
5. <i>Advocacy and Communications</i>	Responsible	Date Received
N/A		01-Sep-2022
6. <i>Bylaw Enforcement</i>	Responsible	Date Received
N/A		01-Sep-2022
7. <i>LUB (Gambier, Keats, Associated Islands, Bowyer & Passage Islands)</i>	Responsible	Date Received
Complete an analysis of the implications for opting in to S. 15 of the Short-Term Rental Accommodation Act. Work to be completed before the opt-in statutory deadline for 2025.		29-Jan-2024