



# Gambier Island Local Trust Committee

## Regular Meeting Agenda

Date: March 24, 2026  
Time: 10:00 am  
Location: Electronic Meeting, and a physical location to view the livestream of the meeting:  
Islands Trust Gabriola Office  
700 North Road  
Gabriola, BC V0R 1X3

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Pages

- |    |   |   |         |
|----|---|---|---------|
| 1. | <b>CALL TO ORDER</b>  | 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. | <b>TERRITORIAL ACKNOWLEDGEMENT</b>  |   |         |
| 3. | <b>APPROVAL OF AGENDA</b>   |   |         |
| 4. | <b>REPORTS</b>  | 10:05 AM - 10:20 AM   |         |
|    | 4.1   | Trustee Reports   |         |
|    | 4.2   | Chair's Report  |         |
|    | 4.3   | Electoral Area Director's Report                                    |         |
| 5. | <b>PUBLIC COMMENTS</b>  | 10:20 AM - 10:40 AM   |         |
| 6. | <b>MINUTES</b>  | 10:40 AM - 10:45 AM   |         |
|    | 6.1   | Local Trust Committee Meeting dated January 27, 2026 - for adoption | 4 - 15  |
|    | 6.2   | Section 26 Resolutions-Without-Meeting Report - none                |         |
|    | 6.3   | Advisory Planning Commission Minutes - none                         |         |
| 7. | <b>BUSINESS ARISING FROM MINUTES</b>  | 10:45 AM - 11:00 AM   |         |
|    | 7.1   | Follow-up Action List dated March 18, 2026                          | 16 - 20 |
| 8. | <b>DELEGATIONS</b>  | 11:00 AM - 11:30 AM   |         |

8.1	Presentation by Sunshine Coast Regional District on Coastal Floodplain Mapping Project		21 - 51
9.	APPLICATIONS AND REFERRALS	11:30 AM - 11:45 AM	
9.1	PLDVP-2026-0019 (Rogers) - Staff Report		52 - 74
10.	LOCAL TRUST COMMITTEE PROJECTS	11:45 AM - 12:15 PM	
10.1	Major Project: Gambier Official Community Plan and Land Use Bylaw Targeted Review - Draft Bylaw 163 - Staff Report		75 - 86
~ BREAK 12:15 PM - 12:45 PM ~			
11.	CORRESPONDENCE - none		
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>		
12.	NEW BUSINESS - none		
13.	STAFF REPORTS	12:45 PM - 1:05 PM	
13.1	Gambier LTC Annual Report - Staff Report		87 - 89
13.2	Short Term Rental Accommodation Act - Principal Residence Requirement Opt-In Update - Briefing		90 - 108
13.3	Trust Conservancy Report - none		
13.4	Applications Report dated March 18, 2026		109 - 114
13.5	Trustee and Local Expense Report dated January, 2026		115 - 115
13.6	Adopted Policies and Standing Resolutions		116 - 126
13.7	First Nations Relationship Building Update		
13.8	Local Trust Committee Webpage		
14.	WORK PROGRAM	1:05 PM - 1:20 PM	
14.1	Active Projects Report dated March 18, 2026		127 - 127
14.2	Future Projects Report dated March 18, 2026		128 - 129
15.	UPCOMING MEETINGS		

**15.1 Next Regular Meeting Scheduled for Thursday, May 26, 2026 at 10:00 am at Gambier Community Centre, 721 Andy's Bay Rd., Gambier Island, BC**

*Suggested Resolution: that the Gambier Island Local Trust Committee change the meeting time from 10:00 AM to 11:00 AM for the May 26, 2026 and July 21, 2026 regular meetings*

**16. ADJOURNMENT**

1:20 PM - 1:20 PM



# Gambier Island Local Trust Committee

## Minutes of Regular Meeting

**Date:** January 27, 2026  
**Location:** Electronic Meeting, and a physical location to view the livestream of the meeting:  
Islands Trust Gabriola Office  
700 North Road  
Gabriola, BC V0R 1X3

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

**Staff Present:** Renee Jamurat, Regional Planning Manager  
Sonja Zupanec, Island Planner  
Marlis McCargar, Island Planner  
Nadine Mourao, Legislative Clerk  
Lisa Millard, Meeting Administrator/Recorder

**Others Present:** There was 1 member of the public in attendance.

**1. CALL TO ORDER**

Chair Patrick called the meeting to order at 10:00 a.m.

**2. TERRITORIAL ACKNOWLEDGEMENT**

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

**3. APPROVAL OF AGENDA**

The following reordering of the agenda was presented for consideration:

Item 10.1 will be heard at 1:00 p.m.

**By general consent**, the agenda was approved as amended.

**4. REPORTS**

**4.1 Trustee Reports**

Trustee Stamford did not provide a verbal report and deferred to the written report sent to community members a few days prior to the meeting.

Trustee Bernardo reported hearing concerns at the Community Information Meeting held for the Gambier Official Community Plan related to the Cowichan court decision and noted the importance of being mindful to concerns while also looking

at the issue based on fact and reason, and also noted the draft Trust Policy statement is still in the deliberation stage while public input is undertaken.

**4.2 Chair's Report**

Chair Patrick reported that budget considerations continue, a Committee of the Whole meeting has been scheduled for further deliberations, and members of the public are encouraged to provide input to the draft Trust Policy Statement through the survey available on the Islands Trust website.

**4.3 Electoral Area Director's Report**

Director Stamford reported the following:

- The Local Trust Committee attended a joint meeting with the Sunshine Coast Regional District;
- The Regional District Official Community Plan work is ongoing and discussions about water service delivery relevant to Keats Island residents continue;
- The next focus on the Regional District's Official Community Plan process will be housing;
- Budget discussions are moving into the second round.

Trustee Bernardo asked if any further comments could be provided regarding the Eastbourne water district on Keats Island and Director Stamford noted the following:

- The Eastbourne water system is part of the regional water system therefore included in the costs allocated for all improvements across the Regional District;
- There are several new initiatives that will address water supply within the District on the Mainland and Keats residents will be impacted through cost allocations;
- There is a large gap in how the Regional District reconciles the ability to fund within the regional system and ability to service back;
- Eastbourne will be getting an alternate water source within the next few years;
- Eastbourne residents will be looking at increased costs as part of their contributions to the overall water system strategy.

**5. PUBLIC COMMENTS**

There were no public comments.

**6. MINUTES**

**6.1 Local Trust Committee Meeting dated September 9, 2025 - for adoption**

**By general consent**, the Gambier Local Trust Committee meeting minutes of September 9, 2025 were adopted.

**6.2 Section 26 Resolutions-Without-Meeting Report dated January 20, 2026**

Received for information.

**6.3 Advisory Planning Commission Minutes - none**

**6.4 Policy Statement Amendment Project Community Information Meeting Summary Notes dated November 25, 2025 - for information**

Received for information.

The Trustees noted it is necessary to be responsive to public commentary and engagement and assure the public that their comments are taken into consideration, some of the statements or questions have clear answers that can be given and the notes capture public comments but not responses that were provided at the time. Trustee Stamford indicated she intends to respond to questions that are very specific and answerable and forward comments to the communications or senior policy advisor.

**7. BUSINESS ARISING FROM MINUTES**

**7.1 Follow-up Action List dated January 20, 2026**

The Planner noted that they will follow up and provide an update regarding the target date for aquifer mapping and groundwater recharge.

Trustee Bernardo inquired about the first item on list and asked staff to initiate a meeting with officials at Squamish Nation for the purpose of relationship building and Trustee Stamford noted the request could be added to a letter to be discussed under new business.

**7.2 Sunshine Coast Regional District Coastal Floodplain Mapping Project - General Verbal Update**

The Regional Planning Manager provided a verbal update and highlighted the following:

- The Sunshine Coast Regional Board initiated the project in 2022 in partnership with the town of Gibsons, the district of Sechelt, and Islands Trust;
- The main deliverable was the Coastal Flood Management Policy Brief which focused on land use planning recommendations, coastal flood mapping for the Sunshine Coast under various scenarios including inundation, flood construction levels, and coastal vulnerability maps;
- The project also provided important data to better understand coastal flooding hazards which can inform decision-making and long-term planning;
- Key learnings included ongoing sea level rise, early adaptation will better position community response, local governments can improve existing policies and regulations for development within coastal flooding hazard areas;
- Recommendations include member municipalities to look at their development permit areas and provide awareness to community members;
- Reports and information will be shared with the Local Trust Committee for consideration in making future land use decisions;
- The Sunshine Coast Regional District will be providing a full presentation to the Local Trust Committee at a future date.

**8. DELEGATIONS - none**

**9. APPLICATIONS AND REFERRALS**

**9.1 Referral: Proposed Trust Council Bylaw No. 183 Policy Statement – Memorandum**

Proposed Bylaw No. 183 has been referred to the Local Trust Committee for response. Discussion ensued and the following comments were noted:

- There are reservations about the depth of the statement compared to an overarching statement;
- There is tension between the advisory and directive policies;
- Some, not all, of the directive policies limit the discretion of Local Trust Committees in some areas;
- It is not clear that Trust Council has jurisdiction to direct Local Trust Committees regarding some of the items in the directive policies when Local Trust Committees have been given jurisdiction to exercise discretion within their Trust Area;
- Comments from local residents indicate concerns about Indigenous rights and title and landholder rights and they are looking for a statement that clarifies landholder rights;
- There is need to acknowledge that residents have certain rights;
- The Trust Policy Statement provides ability for each Local Trust Committee to interpret the language and it fits within the overall authority of the Local Trust Committee;
- Housing policies do not necessarily apply to the Gambier Trust Area;
- A Trustee would like the Trust Policy Statement to clarify there is no intention for the document to have any affect on title to private property as per feedback received from members of the public during recent Community Information Meetings;
- The mechanism that Executive Committee has to compare draft bylaws coming to the Trust Policy Statement is a Trust Council policy and not a legislative requirement and the powers of Executive Committee are under consideration;
- If a Local Trust Committee disagrees with an interpretation of Executive Committee on a policy issue it can be taken to Trust Council;
- Each of the directives do not seem to curtail a Local Trust Area to an extent that it would be challenging;
- Islands Trust is committed to working with Indigenous Governing bodies; however, a Trust Policy Statement, which is supposed to provide guidance, should indicate that nothing in the Statement should be interpreted as affecting private property considerations;
- Trust Council and Local Trust Committees do not have jurisdiction to alter land ownership or land tenure;
- There is need to make clear that the Trust Policy Statement is not outcomes oriented but about addressing specific issues that lean in the direction of achieving those outcomes, and how they are achieved will vary from Local Trust Area to Local Trust Area;

The meeting was recessed for a break at 11: 30 a.m. and reconvened at 11:45 a.m.

**GM-2026-001**  
**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee recommend to the Islands Trust Council that proposed Bylaw No. 183 proceed, subject to the following recommendations:

- i. Include a general statement about the Islands Trust not having authority to alter land ownership or land tenure.
- ii. Include language to emphasize that Directive Policies should be applied in a manner that respects the different local context of each Local Trust Area.

**CARRIED**

The agenda was reordered and item 12 was heard following item 9.

## **12. NEW BUSINESS**

### **12.1 Discussion of Accessory Buildings – Memorandum**

The Planner summarized the memorandum and highlighted the following:

- The memorandum provides a preliminary assessment of options related to accessory building regulations on Gambier Island and clarifies jurisdictional responsibilities of Islands Trust which regulates land use through zoning, the Sunshine Coast Regional District (SCRD) which issues building permits and provides inspections and building code enforcement, and the Province which sets the BC Building Code and technical construction standards;
- The current Land Use Bylaw permits accessory buildings in conjunction with a principal use and temporary structures related to construction and an associated building permit are allowed;
- Options for Local Trust Committee consideration include to maintain the current framework, clarify existing regulations in the land-use bylaw to reduce uncertainty, allow limited non-residential structures prior to a principal use, or consider a temporary non-enforcement approach.

Discussion ensued and the following comments were noted:

- There is desire to allow residents to temporarily live in accessory buildings pending development of the permanent residence;
- Language in the Land Use Bylaw is confusing and needs to be made clearer;
- Currently the Land Use Bylaw states an accessory building can not be permitted in the absence of a principal dwelling;
- There is ability in the Land Use Bylaw to use a temporary shelter if there is an active building permit for a principal dwelling;
- There is consideration of looking at this as a minor project in order to not impede the progress of the major project;
- If someone is living in their temporary shelter, and it meets the definition of a dwelling, and the current use is as a dwelling, then it would be considered the principal dwelling;
- Different zones have different requirements, some zones would allow two dwellings, if only one dwelling is allowed the temporary / smaller dwelling would need to be decommissioned when the larger principal dwelling is built;

- Often a basic shed will be built and the property owner will camp on the land in summer months, and this results in an accessory building without a principal use;
- The Local Trust Committee would like to clarify the language and consider a minor project to allow consideration using a temporary shelter without need to build a permanent dwelling;
- There is less environmental impact when allowing a temporary shelter to be used;
- Consideration of waste management needs to be factored.

**GM-2026-002**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee add *Option 2: Retain Current Approach with Clarified Regulations*, as outlined in the memorandum dated January 27, 2026 regarding accessory building regulations, as part of the technical review of the Gambier Official Community Plan/Land Use Bylaw Project.

**CARRIED**

**GM-2026-003**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to review the implications of adding *Option 3* as outlined in the memorandum dated January 27, 2026 regarding accessory building regulations to the current Gambier Island Official Community Plan/Land Use Bylaw Project or alternatively adding it to the Future Projects List.

**CARRIED**

The meeting was recessed for a break at 12:30 p.m. and reconvened at 1:00 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:

- The report summarizes Squamish Nation’s comments on the draft shoreline Development Permit Area and Heritage Conservation Area;
- The Project Charter timelines are recommended to be revised to reflect what might be accomplished in the final fiscal year of the project with a focus on implementing the Squamish Nation recommendations including Squamish Nation language references, an appropriate land acknowledgement, commitments to reconciliation as an overarching framework for policy guidance, and recognition of the impacts of the existing patterns of settlement, protected areas, and residential development on rights and title;
- Draft language could be presented to the Local Trust Committee for consideration in March with a referral to the Advisory Planning Commission for consideration of recommendations to the Local Trust Committee;

Discussion ensued and the following comments were noted:

- There is need for the community to see a draft document that they can read;
- There is concern that the bylaw amendment related to Squamish Nation recommendations will be considered by the public as the entire Official Community Plan revision;
- The premise of the project was rooted in framing the Nations interests and concerns and the scope of the revised Project Charter reflects what might be able to get done this term but does not change the objectives of the overall project;
- The report includes the draft language of the Development Permit Area and Heritage Conservation Area;
- The draft amendments could apply to all new development;
- The Official Community Plan is silent on the issues of impacts of development on the cultural and archaeological resources and the draft text will look to recognizing and acknowledging the impacts;
- There is risk the draft language will not be received in a nuanced way;
- Recognition might be similar to the definition of colonialism in the draft Trust Policy statement;
- There is need to identify how these pieces sit within the overall project and communication of how this portion of the Official Community Plan fits into the entire amendment document;
- Framing it in a positive way to move forward is critical;
- Responses received from Gambier residents with respect to the Official Community Plan project and draft Trust Policy Statement indicate understanding for First Nations engagement but there is perception that residents feel left out of the conversation;
- There is lack of surety of how the recommendations will be received and the language needs to be very careful to ensure there is not a result in negative unintended consequences on residents;
- There is concern about speaking of First Nations rights and title in the current legal climate;
- Settlement patterns have impacts and acknowledging these impacts is important;
- The Planner intends to bring draft language to the March meeting;
- The Local Trust Committee needs to determine if the engagement summary resonates with them despite not being at the table in the engagement process;
- There is need to balance acknowledgement of the rights and titles of First Nations and also acknowledge rights of title holders;
- There is need to show the community that this isn't the entire project, that the community understands that this is not the entire amendment;
- A graphic showing the visual of where the project stands is needed in the next report.

**GM-2026-004**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee amend the OCP/LUB Review Project Charter v.2.2 with the following deliverables and workplan:

March 2026-September 2026:

- i. Draft, review, consider readings for OCP amendments consistent with Squamish Nation staff recommendations A1, 2, 4 and 5 (Engagement Summary 2023):
    - A1: Update OCP with Cha7élkwnech (Gambier) Island references throughout.
    - A2: Amend OCP with appropriate land acknowledgment.
    - A4: Amend OCP with specific commitments to reconciliation as overarching framework for all policy guidance.
    - A5: Amend OCP to explicitly recognize the impacts of existing patterns of settlement, protected areas and residential development on First Nations rights and title.
  - ii. Refer to draft shoreline development permit guidelines and heritage conservation area guidelines to the APC; and
  - iii. (Summer 2026) Undertake limited public engagement on the draft shoreline development permit area and heritage conservation area guidelines.
- September 2026 – January 2027:
- Staff to consolidate results of public engagement for LTC consideration of next steps in future OCP and LUB amendments”.

**CARRIED**

**GM-2026-005**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to prepare draft bylaw language for LTC consideration at the March 24, 2026 regular business meeting, to amend the Gambier Island Official Community Plan with First Nations recognition and policy directives for protection of First Nations interests in shorelines, ecosystems and cultural heritage on Gambier Island.

**CARRIED**

**GM-2026-006**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to post the annotated draft ‘Shoreline Development Permit Area’, ‘Heritage Conservation Area’ documents and revised Project Charter dated January 2026 to the project website.

**CARRIED**

**GM-2026-007**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to refer the updated/amended Project Charter to the newly appointed APC members for comment on preferred public engagement priorities, timelines and activities between March – September 2026, reflective of the tentative budget to be approved by Trust Council in March 2026.

**CARRIED**

**11. CORRESPONDENCE - none**

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

The agenda was reordered and item 12 was heard following item 9.

**13. STAFF REPORTS**

**13.1 Draft 2026/27 Gambier Island Local Trust Committee Annual Meeting Schedule - Request for Decision**

The annual meeting schedule was presented to the Local Trust Committee for consideration. Discussion ensued and it was determined that the May 26, 2026 and July 21, 2026 meetings be held in-person at the Gambier Community Hall and the February 23, 2027 meeting be held in-person in North Vancouver.

**GM-2026-008**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to amend the annual Meeting Schedule to state that the May 26, 2026 meeting will be held on Gambier Island, that the July 21, 2026 meeting will be held on Gambier Island, and the February 23, 2027 meeting will be held in North Vancouver.

**CARRIED**

**GM-2026-009**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee approve their April, 2026 to March, 2027 Meeting Schedule as amended.

**CARRIED**

**13.2 Public Notification Bylaw - Request for Decision**

The Legislative Clerk summarized the request for decision and noted that the Local Trust Committee had previously been required to provide statutory notice as directed by the *Local Government Act* and now has the option to adopt a Public Notification Bylaw. Trust Council developed a model that recommended Local Trust Committees use social media and the website as a minimum requirement and the Local Trust Committee can determine the means of notification they wish to adopt.

**GM-2026-010**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee considers that the notification methods in the draft Bylaw No.162 are reliable, suitable and accessible for the Gambier Island Local Trust Area.

**CARRIED**

**GM-2026-011**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee give Bylaw No. 162, cited as “Gambier Island Local Trust Committee Public Notification Bylaw No. 162, 2026”, First Reading.

**CARRIED**

**GM-2026-012**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee give Bylaw No. 162, cited as “Gambier Local Trust Committee Public Notification Bylaw No. 162, 2026”, Second Reading.

**CARRIED**

**GM-2026-013**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee give Bylaw No. 162 cited as “Gambier Island Local Trust Committee Public Notification Bylaw No. 162, 2026”, Third Reading.

**CARRIED**

**GM-2026-014**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee forward Bylaw No. 162 cited as “Gambier Local Trust Committee Public Notification Bylaw No. 162, 2026” to the Islands Trust Executive Committee for consideration of approval.

**CARRIED**

**13.3 Trust Conservancy Report – none**

**13.4 Applications Report dated January 20, 2026**

Received for information.

**13.5 Trustee and Local Expense Report dated November, 2025**

Received for information.

**13.6 Adopted Policies and Standing Resolutions**

Received for information.

**13.7 First Nations Relationship Building Update**

**13.7.1 Congratulatory Letter to New Squamish Nation Council - Trustee Stamford for Discussion**

Trustee Stamford expressed interest in sending a letter to congratulate the new Council, and request a meeting between the Local Trust Committee and Squamish Nation Council.

**GM-2026-015**

**It was MOVED and SECONDED**

that the Gambier Island Local Trust Committee request staff to draft a letter for the Chair to the new Squamish Nation Council congratulating them on their election, congratulating the Squamish Nation on the Land Use Plan that Gambier Island Local Trust Area is a part of and request a meeting with Squamish Nation Council to further relationship building with the Nation.

**13.8 Local Trust Committee Webpage** - none

**14. WORK PROGRAM**

**14.1 Active Projects Report dated January 20, 2026**

Received for information.

**14.2 Future Projects Report dated January 20, 2026**

Received for information.

**15. UPCOMING MEETINGS**

**15.1 Next Regular Meeting Scheduled for Thursday, March 24, 2026 at 10:00 am and is to be held Electronically**

**16. CLOSED MEETING**

**16.1 Motion to Close the Meeting**

**GM-2026-016**

**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 municipality; and that the recorder and staff attend the meeting.

**CARRIED**

The meeting was recessed at 2:46 p.m.

**16.2 Recall to Order**

The meeting was recalled to order at 2:56 p.m.

**16.3 Rise and Report**

Chair Patrick rose and reported that the Gambier Island Local Trust Committee appointed Jim Quail, Carol Petroski, Steve McDonald, Camilla Berry, and Florence Cosulich to serve on the Gambier APC for a two-year term commencing January, 2026.

**17. ADJOURNMENT**

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

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Laura Patrick, Chair

Certified Correct:

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Lisa Millard, Meeting Administrator/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 a future LTC meeting.</i></p> <p>\n</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><b>1</b> 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"> <li>·Table 1 Recommendations A1; A2; A3; A4; A5; B2; B3; B5; B6; B9; C1; C3; C4; D3 and D5.</li> </ul>	Sonja Zupanec		In Progress

#### 09-Sep-2025

Progress	Activity	Responsibility	Dates	Status
100%	<p><b>1</b> the LTC will defer consideration of the policy statement bylaw No.183 referral until the Jan 27, 2026 LTC meeting.</p>	Jason Youmans	Target: 27-Jan-2026	Completed
100%	<p><b>2</b> Pause public engagement on the targeted OCP and LUB amendments until the LTC has considered input from Squamish Nation staff on the Shoreline DPA and HCA. Staff to present the draft amendments and referral comments at the January 27 LTC meeting.</p>	Sonja Zupanec	Target: 25-Nov-2025	Completed
31%	<p><b>3</b> Bylaw Nos. 153 and 154 are adopted and will require consolidation.</p>	Nadine Mourao		In Progress

## Follow Up Action Report

### Gambier Island

27-Jan-2026

Progress	Activity	Responsibility	Dates	Status
0%	1 Incorporate <i>Option 2: "Retain Current Approach with Clarified Regulations,"</i> per the January 27, 2026 Memo on accessory building regulations, into the technical review phase of the OCP/LUB major project.	Sonja Zupanec		In Progress
0%	2 Staff to review the implications of adding <i>Option 3</i> , as outlined in the January 27, 2026 memorandum regarding accessory building regulations, to the current GM OCP/LUB project, or alternatively, to assess adding it to the future project list.	Marlis McCargar Sonja Zupanec		In Progress
0%	3 Draft, review, consider readings for OCP amendments consistent with Squamish Nation staff recommendations A1, 2, 4 and 5 (Engagement Summary 2023)	Sonja Zupanec		In Progress
100%	4 Refer to draft shoreline DPA guidelines and HCA guidelines to the APC <i>APC meeting scheduled March 2026</i>	Shalini Nakai Sonja Zupanec		Completed
0%	5 Summer 2026 ·Undertake limited public engagement on the draft shoreline DPA and HCA guidelines. September 2026 - January 2027 ·Staff to consolidate results of public engagement for LTC consideration of next steps in future OCP and LUB amendments.	Sonja Zupanec	Target: 31-Aug-2026	In Progress
100%	6 request staff to prepare draft bylaw language for LTC consideration at the March 24, 2026 regular business meeting, to amend the OCP with First Nations recognition and policy directives for protection of First Nations interests in shorelines, ecosystems and cultural heritage on Gambier Island.	Sonja Zupanec	Target: 24-Mar-2026	Completed

## Follow Up Action Report

### Gambier Island

27-Jan-2026

Progress	Activity	Responsibility	Dates	Status
100%	7 Post the annotated draft 'Shoreline Development Permit Area', 'Heritage Conservation Area' documents and revised Project Charter dated January 2026 to the project website.	Shalini Nakai Sonja Zupanec		Completed
0%	8 refer the updated/amended Project Charter to the newly appointed APC members for comment on preferred public engagement priorities, timelines and activities between March - September 2026, reflective of the tentative budget to be approved by Trust Council in March 2026.	Shalini Nakai Sonja Zupanec		In Progress
0%	9 Meeting schedule approved for April, 2026 to March, 2027, as amended. May and July meetings on Gambier Island, Nov electronic, Feb 2027 in North Vancouver.	Lisa Millard		In Progress
50%	10 Gambier Local Trust Committee gave Bylaw No. 162, cited as 'Gambier Local Trust Committee Public Notification Bylaw No. 162, 2026', First, Second and Third Reading and forwarded to Executive Committee. <i>On EC Agenda for consideration at their March 25, 2026 business meeting</i>	Nadine Mourao		In Progress
100%	11 That the Gambier Island Local Trust Committee appoint: 1.Jim Quail 2.Carol Petroski 3.Steve Mcdonald 4.Camilla Berry 5.Florence Cosulich to serve on the Gambier APC for a two-year term commencing January 2026.	Shalini Nakai		Completed

## Follow Up Action Report

### Gambier Island

27-Jan-2026

Progress	Activity	Responsibility	Dates	Status
0%	<p><b>12</b> Request staff to draft a letter for the Chair to the newly elected Squamish Nation Council congratulating them on their election, acknowledging the Land Use Plan, and requesting a meeting to further relationship-building. The LTC would like to review the draft letter via email prior to distribution.</p>	<p>Joe Elliott Renee Jamurat</p>		In Progress



COASTAL FLOOD MAPPING PROJECT  
LOWER SUNSHINE COAST

# Gambier Island - Local Trust Committee Islands Trust

March 24, 2026



# Agenda

Context

Coastal Flood Mapping Project

Policy Considerations

Flood Maps





# Context

COASTAL FLOOD MAPPING PROJECT

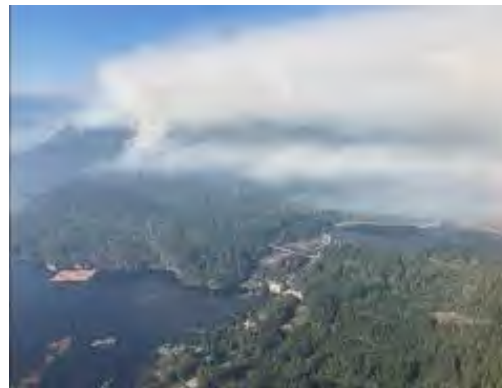
# Climate change driven hazards

Coastal Flooding identified in:

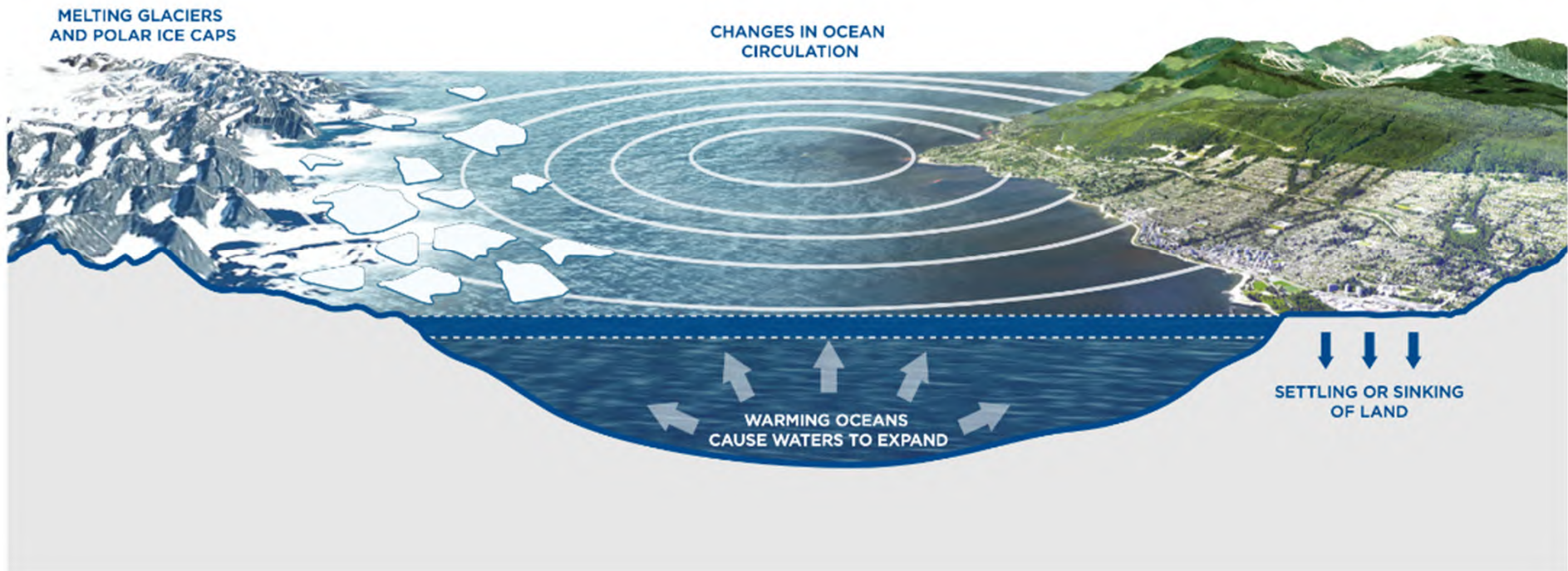
- Climate Risk Assessment- 2022
- SCEP Hazard, Risk and Vulnerability Assessment - 2024

Islands Trust Council  
Strategic Plan 2025-2028

- 4.1 Identify the Trust's mandate and role related to climate change
- 4.2 Improve community understanding about climate change mitigation and adaptation



# Sea Level Rise

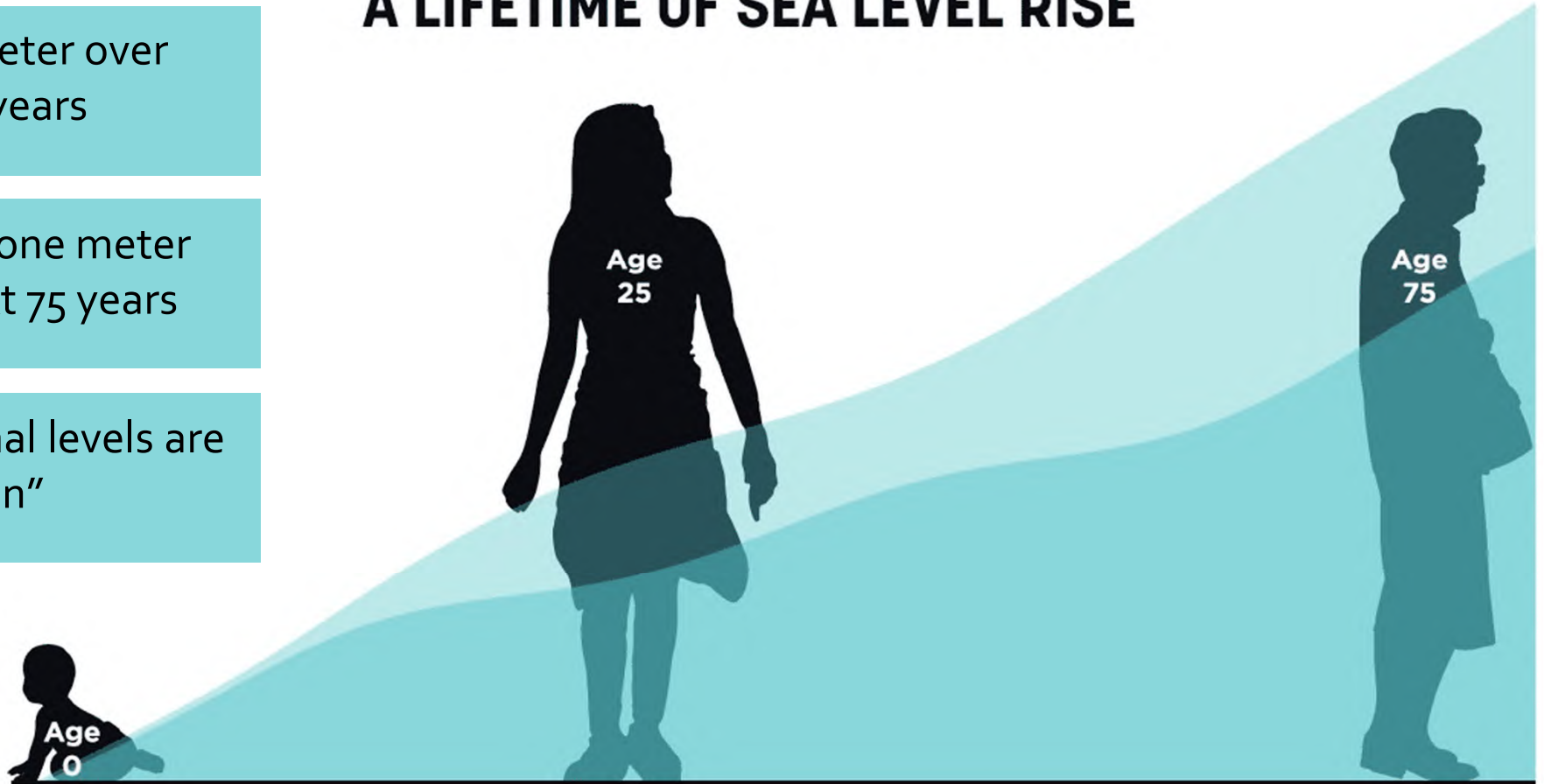


# A LIFETIME OF SEA LEVEL RISE

Half a meter over next 25 years

At least one meter over next 75 years

Additional levels are "locked in"



# Climate Change and Coastal Flooding



Existing high tide



# Project Overview

COASTAL FLOOD MAPPING PROJECT

# Coastal Flood Mapping Project

- Initiated by SCRD in 2022 working in collaboration with District of Sechelt, Town of Gibsons, and Islands Trust
- UBCM grant funded.
- Over 509km of coastline

## THREE MAIN PROJECT PIECES

**1**

**Updated flood mapping**

**2**

**Coastal flood management policy brief**

**3**

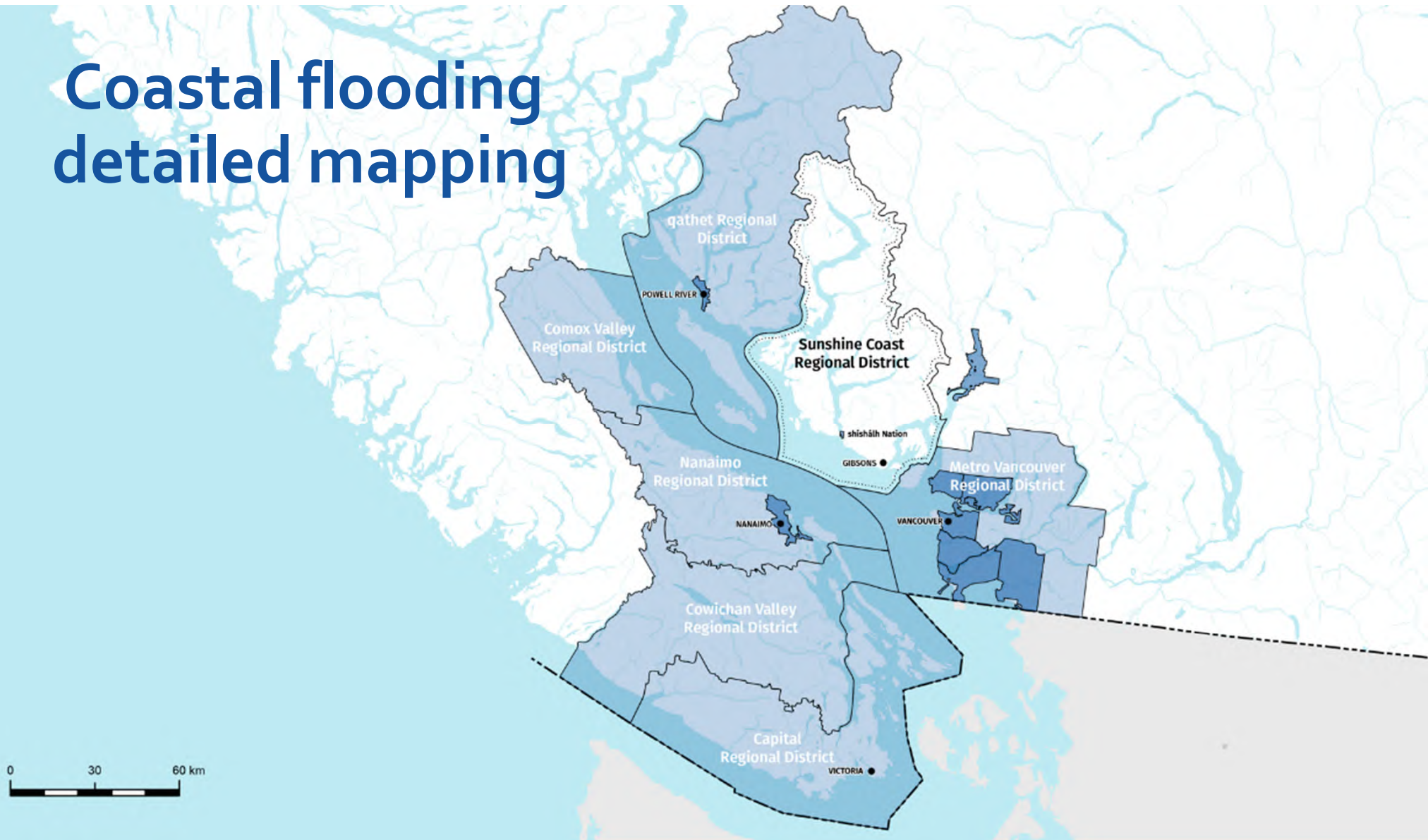
**Preliminary community outreach and engagement**



# Policy Considerations

COASTAL FLOOD MAPPING PROJECT

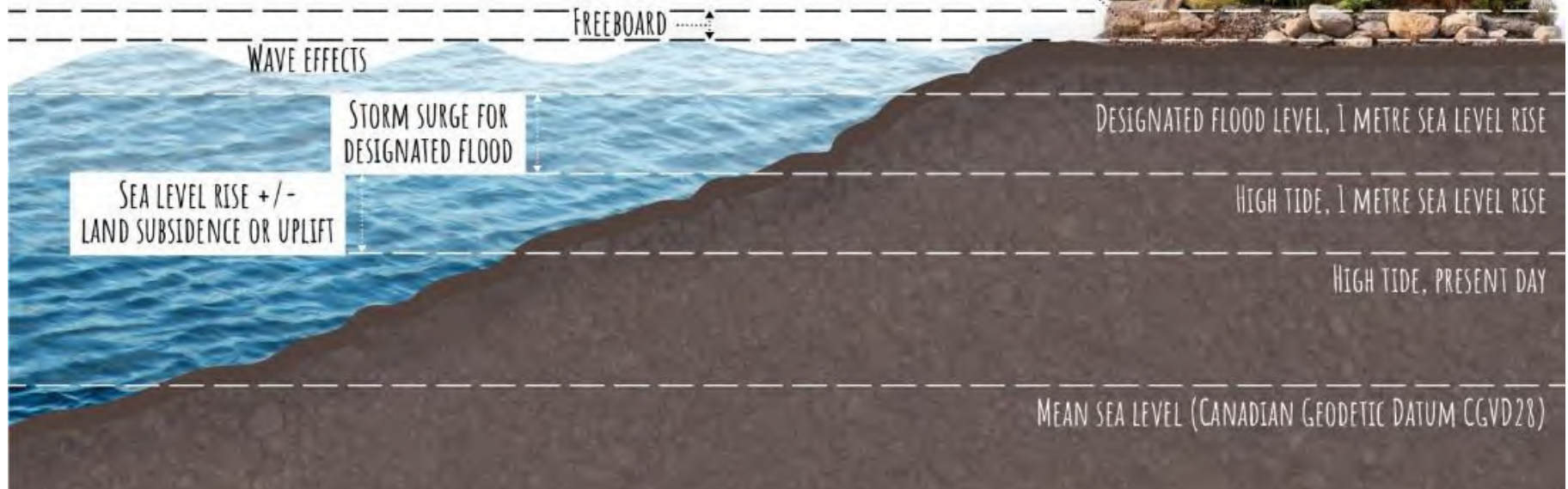
# Coastal flooding detailed mapping



# Planning for Coastal Flooding

FLOOD CONSTRUCTION LEVELS (FCL)  
BASED ON HIGH TIDE, SEA LEVEL RISE, STORM SURGE, AND WAVE EFFECTS  
(ILLUSTRATIVE SKETCH - NOT TO SCALE)

NO HABITABLE FLOOR SPACE  
OR FRAMING SUPPORTING  
HABITABLE FLOORS SHOULD BE  
CONSTRUCTED BELOW THE FCL



# Planning for Coastal Flooding

- Province transferred responsibility for flood management to local governments in 2004
- Local governments are responsible for managing flood risk with power granted under the LGA and guidance from 2018 Provincial Flood Hazard Area Land Use Management Guidelines
- Local governments in area, including project partners, **all** manage coastal hazards through land use planning and regulations, (i.e., OCPs, development permits, zoning bylaws, floodplain bylaws, restrictive covenants)
- No single approach or tool can do it all, and local governments tend to use them in combination



# Policy Recommendations

- 1 Prioritize coastal hazard development permit area (DPA) updates
- 2 Consistent and clear policy
- 3 “Mainstream” coastal flood adaptation
- 4 Enhance awareness and education within OCPs



Ocean Beach Esplanade – Dec 2024  
by Karen Graves



# DPAs & DAIA

- Standardize (objectives, requirements, exemptions...)
- Encourage nature-based solutions
- Restrictive Covenants – limit liability





# Flood Mapping

COASTAL FLOOD MAPPING PROJECT

# Inundation Maps

- Water at high tide with storm surge
- Sea level rise scenarios (0m, 0.5m, 1m, 2m)



Secret Cove – Dec 2024, by Jim Noon



Lighthouse Pub  
King Tide flooding - Dec 2024 by Rhian Piprell

# Vaucroft

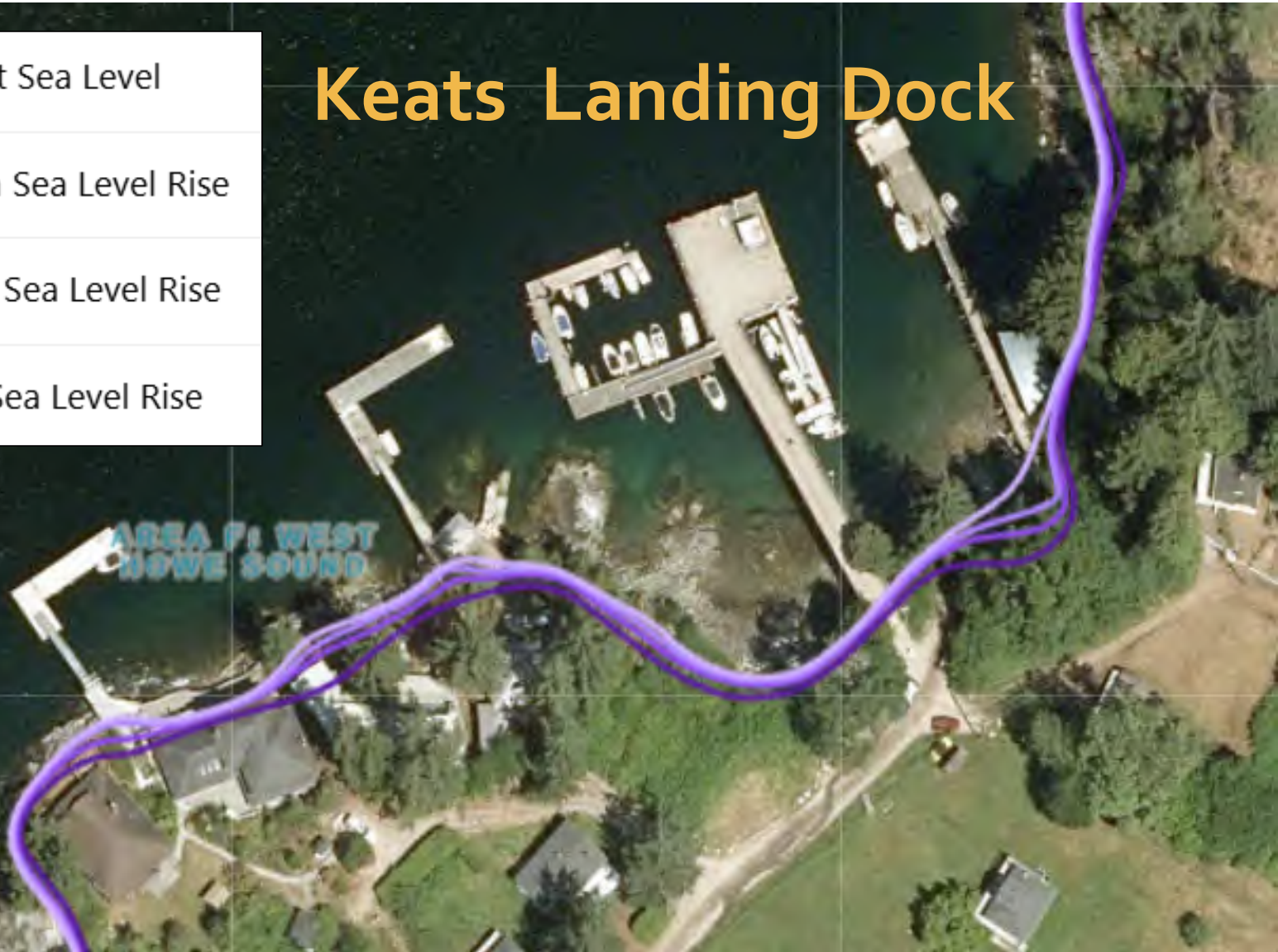


- Inundation at Current Sea Level
- Inundation with 0.5m Sea Level Rise
- Inundataion with 1m Sea Level Rise
- Inundation with 2m Sea Level Rise

# Keats Landing Dock

- Inundation at Current Sea Level
- Inundation with 0.5m Sea Level Rise
- Inundataion with 1m Sea Level Rise
- Inundation with 2m Sea Level Rise

AREA F: WEST  
HOWE SOUND



# Fircom (and all of Gambier Island) has limited Topo-Bathymetric data quality



# Flood Construction Levels Map

- Adds wave effect and freeboard
- Sea level rise at 1m



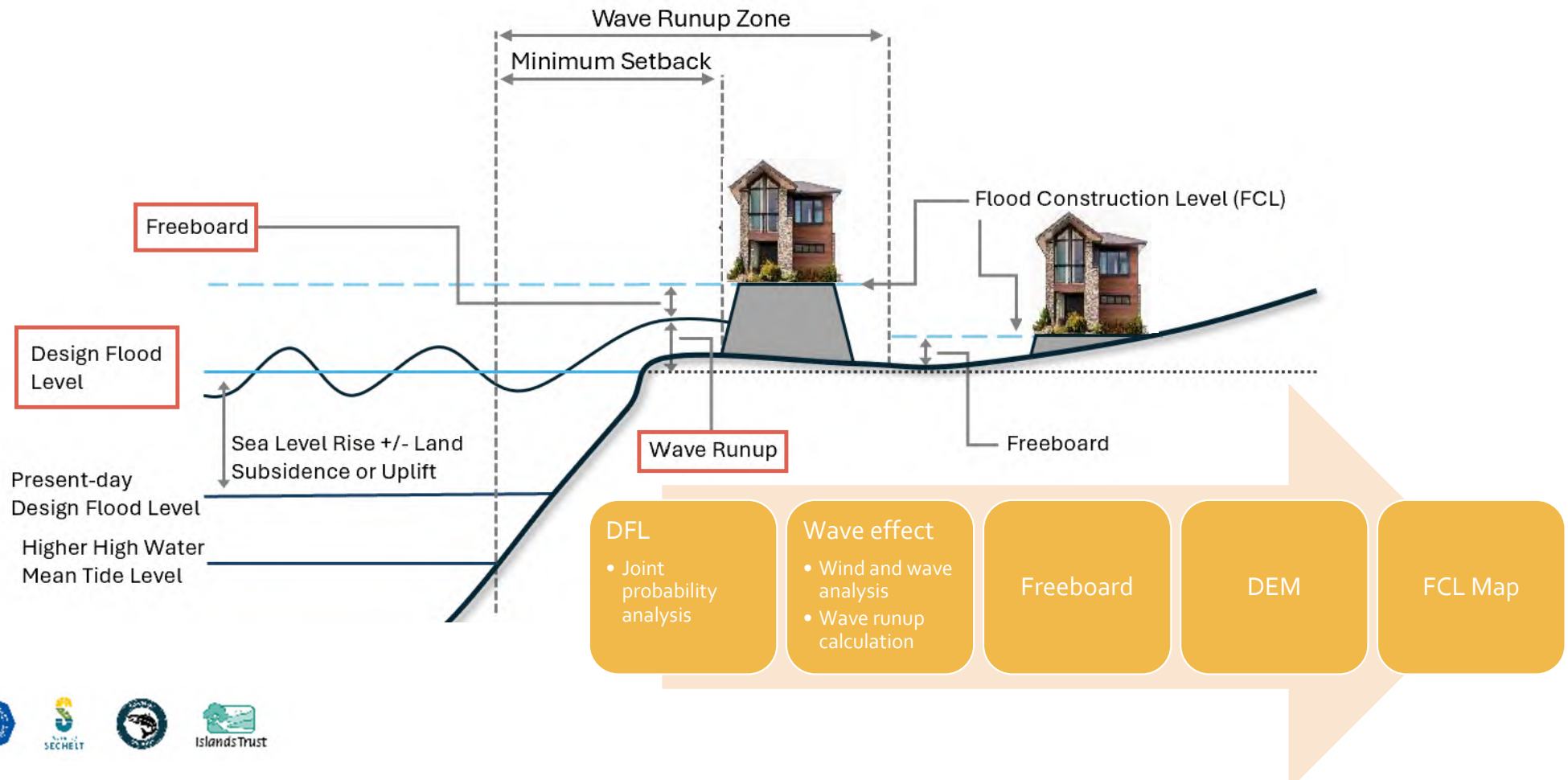
Flood Construction Level  
from  
Long Term Design Water  
Level (including  
freeboard)



Flood Construction Level  
with Wave Effect added



# How the FCLs Were Calculated



# Eastbourne



# Gambier Island

nt to...



# Coastal Vulnerability Index

## Low CVI



- High wave height exposure

## High CVI



- Moderate wave height exposure
- Little to no anthropogenic shoreline protection in place
- Low backshore





AREA F1 WEST  
HOWE SOUND

# New Brighton



# West Beach – Keats Island





# SCRD Next Steps

- **SCRD all-climate-hazards  
Infrastructure review**
- **Emergency preparedness**
- **SCRD Map Viewer with data**
- **Community association requests**
- **Greenshores workshop**
- **Arts Council – Rising Waters**
- **ToG – Updated OCP and DPA**
- **SCRD OCP Renewal Project**
- **DoS updating OCP and drafting now**





COASTAL FLOOD MAPPING PROJECT  
LOWER SUNSHINE COAST

Raphael Shay  
raph.shay@scrd.ca  
604-740-1791





DATE OF MEETING: March 24, 2026  
 TO: Gambier Island Local Trust Committee  
 FROM: Margot Thomaidis, Planner 2  
 Northern Team  
 SUBJECT: Development Variance Permit application PL-DVP-2026-0019  
 Applicant: James Rogers  
 Location: PID 026-954-362

Strata Lot 30, District Lot 2979, Group 1, New Westminster District, Strata Plan BCS1539, together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form V.

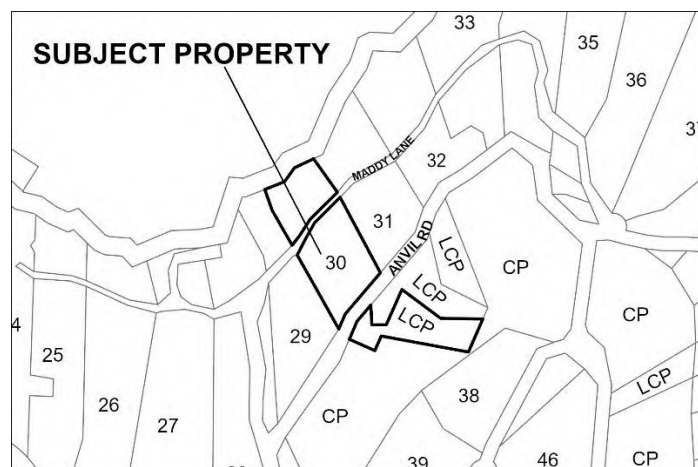
## RECOMMENDATION

1. That the Gambier Island Local Trust Committee approve Development Variance Permit PL-DVP-2026-0019 with the following variance to the Gambier Island Land Use Bylaw No. 86, 2004:
  - a. To reduce the rear lot line setback from 7.5 m to 0.0 m to permit construction of a new single-family dwelling and attached deck.

## REPORT SUMMARY

This application for a Development Variance Permit is for the construction of a new single-family dwelling on a Strata Lot property in Douglas Bay, Gambier Island. The proposed development requires a variance from Gambier Island Land Use Bylaw regulation 5.1(9)(a) to reduce the rear lot line setback from a minimum of 7.5 metres to a minimum of 0.0 metres. The location of the subject property is shown in Figure 1 below.

**Figure 1: Subject Property Map**



## BACKGROUND

The 1.5-hectare subject property is located on Strata Lot 30 on Maddy Lane and is a hooked parcel consisting of three portions unevenly trisected by common property that is part of a Bare Land Strata subdivision. The subject property is surrounded by residential uses (other strata properties and common property) to the northeast, southeast, and southwest; and to the northwest it is separated from the natural boundary of the sea by a 20-metre Crown land buffer within the P1 (Community Nature Park) zone.

The applicant has provided rationale for the variance request and an explanation of previous land alteration and site preparation improvements to both Strata Lots 29 and 30 made by the previous landowners in 2021 (see Attachment 1). Most of the access and utilities infrastructure for Strata Lot 30 is located on Strata Lot 29, including ramp and floating dock access, driveway access, water tanks, a solar panel electrical system, and a septic system. The owners of Strata Lot 30 intend to register legal easements with the owner(s) of Strata Lot 29 to address the shared use of access and infrastructure. The Applicant has provided correspondence with the neighbouring property owners of Strata Lots 28 and 29 (to the southwest), and Strata Lots 31, 32, and 33 (to the northeast) (see Attachment 2).

Most neighbours indicated their support for the proposal, except for one owner expressing concerns about an excavated septic system hole on Lot 29 that has no drainage, to which the Applicant agreed to work with the owner of Lot 29 to address.

## ANALYSIS

### Policy/Regulatory

Attachment 3 addresses the site context in greater detail, including reference to Islands Trust policies and Gambier Island local bylaws; however, the following is a summary of the subject property:

- Request to vary LUB regulation 5.1(9)(a) to reduce the rear lot line setback from a minimum of 7.5 metres to a minimum of 0.0 metres to permit the construction of a new single-family dwelling;
- Official Community Plan (OCP) designation: Settlement Residential (SR). Proposed development is compatible with the objectives of this OCP designation;
- Hazard Lands OCP map: the proposed building site appears to be within property that is outside the “hazard area” (where slope is greater than 35%);
- Land Use Bylaw (LUB): Settlement Residential (SR) zone;
- The subject property is not adjacent to any ITC owned or managed properties;
- The subject property is not within a Development Permit Area;
- The proposed development is not contrary to or at variance with the Islands Trust Policy Statement.

### Issues and Opportunities

As the property has a 20-metre parkland buffer between it and the natural boundary of the sea, staff note that since this proposed variance request appears to be minor in nature, it is anticipated to have minimal impacts on neighbouring property owners. The applicant is also aware of the requirement to comply with all instruments registered on title, including the covenants and easements.

### Consultation

Public notice of the proposed Development Variance Permit is required under the *Local Government Act*. Notice was distributed to neighbouring property owners and tenants within 100 metres of the subject parcel boundaries

on March 6 in accordance with statutory requirements and Section 8 of the Gambier Island Development Procedures Bylaw No. 50 (see Attachments 4 and 5).

No public correspondence has been received at the time of preparing this report, but may be received before the LTC meeting on **Tuesday, March 24, 2026**. The email correspondence with neighbours in Attachment 2 were provided by the applicant directly from neighbours.

All correspondence received on or before the LTC meeting will form part of the public record and will be considered by the Gambier Island Local Trust Committee. First Nations.

The Islands Trust reviews all applications to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. As reviewed, the application is consistent with respect to LTC Standing Resolutions on reconciliation. Notwithstanding, to provide applicants with awareness regarding unknown archaeological areas, staff forwarded the Islands Trust Chance Find Protocol and the provincial Archaeological Branch guidelines on the *Heritage Conservation Act* directly to the applicants.

### **Rationale for Recommendation**

As noted on Page 1 of the report, staff recommend that this variance be approved, with the following rationale:

1. The proposed development is not contrary to the Islands Trust Policy Statement or the Gambier OCP;
2. Due to the parkland buffer between the strata lot and the natural boundary of the sea, the requested variance appears to be minor in nature, as it is still a minimum of 20m from the natural boundary of the sea (greater than the minimum 15m as is required by the bylaw) and will likely have minimal impacts on neighbouring property owners;
3. The proposed development proposes no further changes to access to the site or further removal of existing vegetation (a building site has already been identified and cleared by the previous owners in 2021); and
4. Due to the steep nature of the property, the proposed building site appears to be the most suitable location. The natural conditions of this site (steep terrain, cliff areas, currently heavily treed) are such that building in the proposed location would also eliminate the need for additional blasting of rock to create another viable building site.
5. There is support for the request from three neighbouring property owners (see Attachment 2).

### **ALTERNATIVES**

#### **1. Request further information**

The LTC may request further information be provided prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request.

**Resolution:** *“That the Gambier Island Local Trust Committee request further information prior to making a decision on application PL-DVP-2026-0019 including [specify information required].”*

#### **2. Deny the application**

The LTC may deny the application. Staff advise that should the DVP be denied, options for the applicants include a limited ability to find a suitable building site that takes advantage of the lot’s grade and

topography. If selecting this alternative, the LTC should state the reasons for denial. Recommended wording for the resolution is as follows:

**Resolution:** *“That the Gambier Island Local Trust Committee deny application PL-DVP-2026-0019 for the following reasons [note specific reasons].”*

Submitted By:	Margot Thomaidis, Planner 2	March 9, 2026
Concurrence:	Renée Jamurat, RPP, MCIP, Regional Planning Manager	March 11, 2026

**ATTACHMENTS:**

1. Project Narrative (including rationale for DVP request)
2. Neighbour Correspondence (submitted with DVP application)
3. Site Context
4. Statutory Public Notice
5. Proposed Permit

Islands Trust DVP Application

James & Paula Rogers

PID 026-954-362

Lot 30 Douglas Bay, Gambier Island, BC V0N 1V0

January 15, 2026

**Describe the current uses of the land and buildings on the property:**

Lot 30 was purchased by us in October 2025. Simultaneously, our friend (Patrick Rueben) purchased Lot 29. It is important to discuss both Lots 29 and 30 in this application as they have become very intertwined - as discussed below.

Both lots are strictly for recreational purposes. The previous owners enjoyed the Lots for 20 years, primarily as a day destination as the only improvements were a floating dock. In 2021, the prior owners proceeded with extensive and expensive site development as follows:

- Extensive building pad preparation and excavation - both lots
- Upgrade driveways to better access both building pads – both lots
- Installed 4 x 10,000L water tanks for joint lot use – Physically located on Lot 29
- Installed at least 5 large solar panels, batteries, and inverters for joint lot use – all but one solar panel is physically located on Lot 29
- Installed an Ecoflo Septic system (alternative to a septic field) with capacity for 6 bedrooms – for joint lot use – physically located on Lot 29
- Installed a new ramp and floating dock for joint lot use- physically attached to Lot 29
- Lot 29 applied for and was granted (Oct 19, 2021) a similar DVP (GM-DVP-2021.7)
- Lot 29 obtained a full building permit from SCRCD

Unfortunately, for reasons only privy to the previous owners they decided to not proceed with any further development and simultaneously and separately put both properties up for sale in the summer of 2025. The Lots were left in a state of disarray – including boulders, stumps, jagged rocks, aggregate piles, pallets of concrete bags, buried unfinished services conduits etc.

Building construction did not proceed on either lot.

Lot 29's DVP expired two years later in 2023.

Patrick Reuben and ourselves felt the only way both projects could proceed was if we purchased both lots, took full control, and proceed to finish the site infrastructure jointly. This spring we plan to jointly complete the infrastructure construction for both lots. Lot 29 does not plan to build this summer. We (Lot 30) would like to start building a fully permitted modest cabin this late Spring/Summer.

**Describe the proposed variances to the bylaw requirements that are needed for the proposed development of the property.**

Our Lot (#30) has a 20m (66ft) crown reserve between the lot line and the natural boundary of the sea. The lot is designated as Settlement Residential (SR) and as such requires a 7.5m Rear setback from this lot line. This requires any building to be a minimum of 27.5m from the sea and would render the proposed building site and previous owners' excavation work useless.

We had the site survey updated in October 2025 to include the excavated pad site and to confirm the exact crown reserve property line. On the attached Survey, the originally surveyed 20m crown reserve line is shown and matches the original BCS1539 plan.

On the attached building/site plan the setbacks are shown in dashed red.

We are requesting a 7.5m Variance to the 7.5m setback from our property line to allow us to build a deck right up to the crown reserve property line. The building pad excavated by the previous owner is very small and has required some out-of-the-box thinking by our building Designer to build even a small modest (1200 sq ft) one bedroom cabin on the pad that includes a 4' deck facing the sea.

It is important to note that even with this variance, the building's deck will still be 20m from the sea, well more than the 15m setback most zoning in the Islands Trust requires.

The main floor of the proposed building is only 20' wide and maximizes the footprint of the excavated building pad leaving only room for a narrow 4' seaside deck abutting the Crown reserve property line.

**Describe the reasons for the proposed variance and why the current requirement cannot be met in the proposed development.**

In addition to the above Variance discussion, the building we are proposing takes full advantage of the dedicated building pad and previous owner's efforts and expense preparing the building pad. Unfortunately, this same site preparation work has left the property in an almost unwalkable and dangerous condition (driveways), not to mention unsightly with jagged rocks, boulders, and stumps. Similarly, the building pad itself is now an unsightly empty excavated building pad cut into the side of the mountain. The proposed building and related clean-up/infrastructure completion work, while time consuming and expensive, will "clean up" all this abandoned work-in-progress. Our site work and the addition of our proposed modest building will be a significant net benefit to the property and local community from both a visual and physical perspective.

Given the small size and reasonably steep slope above the building pad, further excavation into the hillside is both expensive and would require more trees to be removed. Unfortunately, further

excavation to place the building within the setback would be very costly and cause more environmental disruption, if not impossible.

Our proposed development also has the least impact on our neighbours. The proposed building site allows for complete privacy from both our neighbours on Lot #29 and #31 (neighbour's cabins will be >100' apart on either side)

The lots in this area of Douglas Bay are large but also particularly difficult to locate and build on flat terrain that is reasonably close to the sea. After reviewing the Survey (both lots) and the partially completed infrastructure and building site(s) development work, I believe the previous owners of both lots realized that it was best to plan and develop both lots and related infrastructure symbiotically and simultaneously. The driveway easement on Lot#29 (for Lot 30 site access) significantly restricts any desirable building site on Lot#29. By working together and sharing infrastructure and driveway access, both lots were able to develop significantly more desirable and practical building pads – each being more private and closer to the sea. Islands Trust was privy to this via the application and granting of Lot 29 DVP GM-DVP-2021.7.

The only alternative option we have would be to build higher up on the property. This potential building site has the following drawbacks:

- It is not private from our Neighbour on Lot 29. Given the roadway work to access each of the excavated building pads, our neighbour's driveway would be very close and not private. Likewise, when Lot#29 builds, their cabin will be directly in front of our view sightlines.
- It is very close to the unsightly Utility building that houses the shared Water tanks, Solar panels, and Septic Ecoflow unit.
- It does not mitigate the dangerous, unwalkable, and unsightly work partially completed for the lower proposed building site.
- It is significantly higher and horizontally further from the sea. I am a fit and healthy 57-year-old but my wife has an arthritic knee that would cause significant hardship to access (both up and down) this higher building site from the floating dock. Likewise, 10-20 years into the future I am confident age will catch up with my wife and I, rendering this higher potential building location very less desirable.
- Given the cost and difficulty building on both Lots 29 and 30, this higher location has significant value for staging and storage for both Lots 29 and 30 during the building phase for each Lot.

**Describe how the property and the surrounding lands may be affected by the proposed variance.**

Given the current (mid-project abandoned) state of the property, the variance will substantially improve the safety, aesthetics, and privacy of the property. Given that the 20m crown reserve property line exceeds normal Islands Trust 15m setbacks, I cannot think of any negative repercussions the proposed variance and building would have on the site, its direct neighbours, or the Community.

We feel the building and its proposed location will look very appealing from the water. It is designed to be “hidden in the trees and hillside” and will mitigate all safety and visual issues created by the abandoned project. Neither of our direct Neighbours will be able to see the building from their own cabin locations.

It is the intent and expectation of both Patrick and ourselves to legally register easements and covenants to cover all joint/shared aspects of the properties, including infrastructure, access, and septic sharing and cost sharing.

Upon review of the Islands Trust Hazard Lands OCP map the building pad appears to be right on the edge of an area >35% slope. The map itself is very granular with 10m contour increments. We will endeavor to work with our Geotech engineer to ensure the building is safe from overhead hazard. Preconstruction the entire immediate area will be inspected for loose boulders, logs etc and scaled appropriately with minimal disturbance of the flora and fauna which acts as a natural slope stabilizer. Our Geotech engineer has previously (previous owners/same Geotech) visited the property. He is comfortable with the building location but has asked to be on-site prior to the concrete pour to inspect the footings.

**Describe any consultation you have done with your Neighbours.**

It is my understanding that during the DVP application process, our Islands Trust Planner will send Registered Letters to our direct Neighbours asking for feedback regarding our DVP application. This process alone may cause us to miss the March 24, 2026 meeting and delay our building development by 2-3 months. As you can appreciate, building on Gambier is very difficult and expensive and has a limited building season. I plead with Islands Trust to provide some leniency with this requirement, and/or to work to Issue the letters allowing us make the March 24 meeting. Since purchasing the property in October 2025 I have been working feverishly to finalize a building design and learn the process to legally develop our property with full permits including Islands Trust, SCRD, and Vancouver Coastal Health – so that I can maximize the building season this spring/summer. To assist Island Trust with this I have contacted each of the two neighbours on either side of my Lot as noted below and attached via pdf file:

Lot #28 – Steve Hedberg is a friend of 10 years. He has yet to provide me with full support as he has concerns about an excavated hole built to lower Lot #29’s septic tank elevation. The hole has no drainage and now acts as a frog and mosquito pond. I agree with Steve that this needs to be mitigated and will work with Patrick Rueben to do so. This situation further emphasizes the abandoned nature of the project and properties. Completing the site infrastructure and approval of our Variance application will allow us to proceed to remediate and greatly improve the Lots from their current state. I trust Steve Hedberg will fully support our variance application soon.

Lot #29 – Patrick Rueben fully supports the Variance

Lot #31 – Scott Waldren fully supports the Variance

Lot #32/33 – Peter Finley is the original developer of the Douglas Bay subdivision. He fully supports the Variance.

Lot #28



James Rogers

## Lot 30 Douglas Bay Variance application to Islands Trust

3 messages

James Rogers <[REDACTED]>

Mon, Jan 12, 2026 at 3:54 PM

To: Steve Hedberg <[REDACTED]>

Cc: Paula Rogers <[REDACTED]>

Hi Steve,

Paula and I are in the process of applying for a Development Variance Permit (DVP) with Islands Trust to build a modest two-level (42'x 20' main level) 1200 square foot cabin. The building pad excavated by the previous owner is very small and close to the 20m crown reserve property line. Islands Trust has a further 3m or 7.5m (\*\*) setback from this property line, which renders the building pad useless and an eyesore if left undeveloped.

Islands Trust may contact you directly. Part of their process during such a DVP application is to contact neighbours to enquire about any objections or concerns about the requested Variance.

As I know and am friends with all my neighbours, I would like to mitigate and assist Islands Trust with this step.

Please email me back confirming your support of this Variance. Alternatively, if you prefer to voice any concerns, please feel free to email my Islands Trust Planner, Stephen Baugh, at [sbaugh@islandstrust.bc.ca](mailto:sbaugh@islandstrust.bc.ca) with or without cc'ing me.

I am happy to share the proposed drawing plans with you if it assists in your decision.

Sincerely, and thank you for your assistance.

James & Paula Rogers  
[REDACTED]

\*\* to be determined based on the interpretation of our Front/Rear/Interior lot lines

Steve Hedberg <[REDACTED]>

Tue, Jan 13, 2026 at 8:19 PM

To: James Rogers <[REDACTED]>

Cc: Paula Rogers <[REDACTED]>

Hi James,

Happy new year. I hope you and Paula had a nice holiday season with your family.

Lauren and I are happy to be of help here.

The following are some notes questions to move this along.

1. We are lot 28.....and as I recall the previous owner of lot 29 next to us was Dak and lot 30 (next to Dak's) was owned by Sam (and next to Sam is Scott Waldrum [lot 31]).
2. When Dak (lot 29) was putting his plans together for his build he asked me to sign a variance (that might have been very similar to your variance request) which I happily did. When Dak requested this, he provided me the plans for his build so I could see the layout and proposed building. His build was much bigger than yours, by the sounds of it.

3. It might be helpful for me to see the plans for the proposed builds for lot 29 and lot 30; do you own Lot 30 and Patrick owns lot 29? Or visa versa?
4. As you may know, I'm a geotechnical engineer and specialize in groundwater. When Dak blasted the big hole in the footprint of the foundation of his proposed build I noticed (as you likely have) that it's a water trap (the frogs love it...and I suspect the mosquitos, too). Without developing a gravity drain for this the "sump" it will need to be pumped out continuously if a house is built over it (not a good plan). I have some ideas of how you could fix this problem (with drill holes of some minor additional blasting/excavation).

My schedule is tight for the next 6 weeks. I'm around next week but have a Shareholder meeting on Thursday I'm preparing for. I depart for Japan on Sunday and don't get back until Feb 6. I'm around for a busy work week then the away again Feb 14-20.....then I'm back for Quarterly Board meetings that take me to the end of Feb.

I have more time the first week of March to be of help; and Lauren and I would like to be of help to you and Paula and Patrick.

What's your timing on submitting your variance application?

I hope that this info is helpful, James.

Thanks,

Steve

**Steve Hedberg**, M.Sc., P. Eng., P. Geo. (BC, ON), FEIC (He/Him/His)

President & CEO, Principal Geological Engineer

BGC Engineering

James Rogers <[REDACTED]>  
To: Steve Hedberg [REDACTED]  
Cc: Paula Rogers [REDACTED], [REDACTED]

Wed, Jan 14, 2026 at 9:23 AM

Thank you Steve,

I appreciate the history and feedback. The following should provide a bit more clarity on the situation:

- Originally, Pat and I wanted to buy a single Lot and share it, but when I visited (mid August) and observed the state of the properties, I concluded that both properties were an abandoned work-in-progress project. Not knowing who our future project partner and neighbour would be, I had no interest in buying a single property. It only made sense to purchase both properties, allowing us to take full control of the situation and complete the infrastructure/services, driveways, and building construction.
- Upon further reflection, instead of buying both properties jointly, or in a corporation, we decided that Pat would buy #29 and I would buy #30. We have agreed to jointly complete the infrastructure/services this spring and register cross-usage/access/infrastructure cost-sharing easements and covenants as required.
- Paula and I would like to start building on #30 as soon as possible after the infrastructure/services are complete.
- Pat will not build a cabin this year. I do not know his exact plans, timing, or cabin design thoughts - but I highly doubt it will be as extensive as Dak's proposed project, and I doubt it will include a venicular lift.

As part of my written DVP submission to Islands Trust I will explain the current mid-project abandoned nature of both properties. In my opinion, they are dangerous and an eyesore to the community. And as you mention, now a frog and mosquito sanctuary. I believe it is of benefit to the environment, our neighbours (including yourself), and the Douglas Bay community to continue with the project to remediate the situation as soon as possible. My DVP application is the first step in that process.

I cannot speak for Pat, as the excavated hole is on his property, but I can assure you that it makes sense for all parties involved to fix the water pooling issue. I believe the hole was excavated to locate and lower the elevation of Dak's Septic tanks, which subsequently allows for the main structure to have a lower elevation. By code, Septic tanks have to be buried and cannot be permanently covered by a structure. I wonder if this was Dak's builder's original intent to mitigate the water issue (i.e. backfill it).

Anyways, we hope to have excavators and crew on-site in the spring. I may need a small amount of blasting/excavation work for my own septic tank elevations, and I hate mosquitoes as much as you. With equipment and crew on site, I will be happy to work to mitigate this issue with Pat and you - it only makes sense. Your expertise will be helpful.

Attached is a pdf of Paula's and my proposed cabin. The building pad is very small and difficult to design a reasonably sized cabin (1 bedroom). The designer has taken full advantage of the building pad, including cantilevering and floating stairs to access the upstairs. The problem is that the building pad is within the Islands Trust's setback, and we require a variance to build up to the property line.

Your timely support of our Variance application would be greatly appreciated. I am trying to submit everything in the next few days. The next Islands Trust Gambier DVP meeting is March 24, and I need to submit soon. If I miss that meeting, it will push our building season late into the summer, which obviously is not ideal.

Sincerely,  
James

[Quoted text hidden]

 25-053 ROGERS-B2.pdf  
1766K

Lot #29

James Rogers

**Lot 30 Douglas Bay Variance application to Islands Trust**

4 messages

**James Rogers** <[redacted]>

Mon, Jan 12, 2026 at 3:47 PM

To: Patrick Rueben &lt;[redacted]&gt;

Cc: Paula Rogers &lt;[redacted]&gt;

Hi Pat,

Paula and I are in the process of applying for a Development Variance Permit (DVP) with Islands Trust to build a modest two-level (42'x 20' main level) 1200 square foot cabin. The building pad excavated by the previous owner is very small and close to the 20m crown reserve property line. Islands Trust has a further 3m or 7.5m (\*\*) setback from this property line, which renders the building pad useless and an eyesore if left undeveloped.

Islands Trust may contact you directly. Part of their process during such a DVP application is to contact neighbours to enquire about any objections or concerns about the requested Variance.

As I know and am friends with all my neighbours, I would like to mitigate and assist Islands Trust with this step.

Please email me back confirming your support of this Variance. Alternatively, if you prefer to voice any concerns, please feel free to email my Islands Trust Planner, Stephen Baugh, at [sbaugh@islandstrust.bc.ca](mailto:sbaugh@islandstrust.bc.ca) with or without cc'ing me.

I am happy to share the proposed drawing plans with you if it assists in your decision.

Sincerely, and thank you for your assistance.

James &amp; Paula Rogers

\*\* to be determined based on the interpretation of our Front/Rear/Interior lot lines

**Patrick Rueben** <[redacted]>

Mon, Jan 12, 2026 at 4:10 PM

To: James Rogers &lt;[redacted]&gt;

Cc: Paula Rogers &lt;[redacted]&gt;

Hi James,

No problem on my side but I would be curious to see the proposed drawing plans.

Thank you.

Pat

**From:** James Rogers <[redacted]>**Sent:** January 12, 2026 3:47 PM**To:** Patrick Rueben <[redacted]>**Cc:** Paula Rogers <[redacted]>**Subject:** Lot 30 Douglas Bay Variance application to Islands Trust

[Quoted text hidden]

**James Rogers** <[redacted]>

Mon, Jan 12, 2026 at 4:26 PM

To: Patrick Rueben &lt;[redacted]&gt;

Lot #31

**Lot 30 Douglas Bay Variance application to Islands Trust**

Scott Waldrum <[redacted]>

Tue, Jan 13, 2026 at 5:50 PM

To: James Rogers <[redacted]>

Hi James,

Marketa and I are on side with your request for the variance as we applied for and received a similar one.

Scott

[Quoted text hidden]

--

[Scott Waldrum](#)

mobile: [redacted]

**Lot 30 Douglas Bay Variance application to Islands Trust**

**Peter Finley** <[redacted]>  
To: James Rogers <[redacted]>  
Cc: Paula Rogers <[redacted]>

Mon, Jan 12, 2026 at 6:04 PM

Hi James, thank you for your email letting us know about your proposed application for a setback variance.

Barb and I (owners of Lot 33) have no issues or concerns with a setback variance. Also, as principal of Powder Point Estates Ltd. (registered owner of lots 32 and 34) i confirm that Powder Point has no objection or concerns of any kind with the proposed variance.

Knowing the lot and its topography, the proposed variance makes eminent good sense and Powder Point, Barb and I all heartily support and endorse the application.

If anyone at Islands Trust or Sunshine Coast Regional District has questions or would like any further information, I would be happy to speak with them, so feel free to pas on this email or my contact information.

Peter Finley  
[redacted]  
[redacted]

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**From:** James Rogers <[redacted]>  
**Sent:** Monday, January 12, 2026 3:57:14 p.m.  
**To:** Peter Finley <[redacted]>  
**Cc:** Paula Rogers <[redacted]>  
**Subject:** Lot 30 Douglas Bay Variance application to Islands Trust  
[Quoted text hidden]


## ATTACHMENT 3 – SITE CONTEXT – PL-DVP-2026-0019

### LOCATION

Legal Description	Strata Lot 30, District Lot 2979, Group 1, New Westminster District, Strata Plan BCS1539, Together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V
PID	026-954-362
Lot Size	1.5 hectares

### LAND USE

Current Land Use	<p>Residential (vacant). Building pad and driveway access has been cleared, and a solar panel has been installed.</p>  
------------------	--

	(Photographs provided by Applicant)
Surrounding Land Use	<ul style="list-style-type: none"> <li>Residential zoned properties (northeast, southeast, southwest). Strata Lot 31 is developed with a single-family residence. Strata Lot 29 is partially developed including building site preparation, driveway access, a septic system, a solar-powered electric system, and water cisterns, all to be shared with Strata Lot 30.</li> <li>20 metre Crown buffer of (P1) Community Nature Park located to the northwest between the property and the oceanfront.</li> </ul> 

#### HISTORICAL ACTIVITY

File No.	Purpose
GM-SUB-1995.1	Application withdrawn.
GM-RZ-1997.1	Rezoning from Rural to Settlement
GM-SUB-1998.5	Subdivision to create 53 parcels.

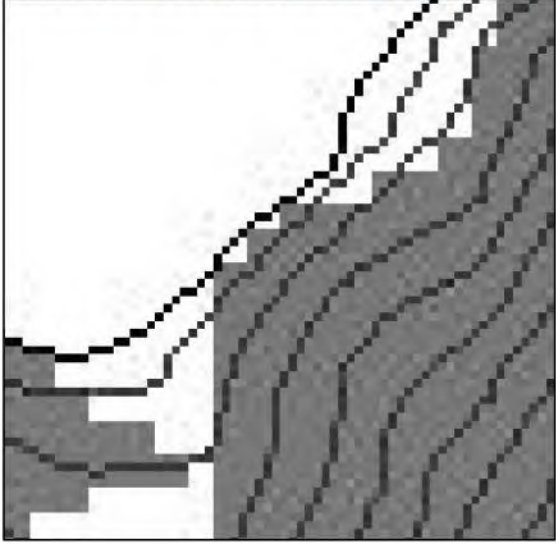
#### POLICY/REGULATORY

Official Community Plan Designations	<b>Settlement Residential (SR)</b> Land Use Designation Schedule E – Some Hazard Lands mapped – see “Hazard Areas” below. DPA 3 – No mapped watercourses on the subject property.		
Land Use Bylaw	<b>Zoning = Settlement Residential (SR)</b> <b>LUB Regulations:</b>		
	<b>Minimum Setback</b>	<b>Proposed</b>	<b>Variance Required?</b>
	Natural boundary of the sea = 15 m	20 m	No
	Front Lot Line = 7.5 m	>7.5 m	No
	<b>Rear Lot Line = 7.5 m</b>	<b>0.0 m</b>	<b>YES</b>
	Interior Side Lot lines = 3.0 m	>3.0 m	No
	Exterior Side Lot Lines = 4.5 m	>4.5 m	No
	<b>Maximum Lot Coverage</b>		
	20%	<20%	No
	<b>Maximum Dwelling Height</b>		
	10 m	7.7 m	No

	<p><b>5.1 Settlement Residential (SR)</b></p> <p><b>5.1 (9) Siting and Size</b> The minimum setback for any building or structure:</p> <ul style="list-style-type: none"> <li>a) 7.5 metres from any front or rear lot line;</li> <li>b) 3 metres from any interior side lot line;</li> <li>c) 4.5 metres from any exterior side lot line</li> </ul> <p><b>STRUCTURE</b> means anything that is constructed or erected and that is fixed to, supported by or sunk into land or water, excluding fences, surfaced areas of gravel, concrete or other similar material comprising driveways, uncovered patios, uncovered parking areas.</p> <p><b>3.3 Siting and Setback Regulations</b> (4) Buildings or structures accessory to residential buildings that do not exceed 2.5 metres in height and 10 square metres in floor area may be sited as close as two metres from any lot line, except where the lot line abuts a highway, in which case regulation 3.3(6) or the zone regulation, which ever is greater, shall apply.</p> <p><b>3.4 Siting and Setback Exceptions</b> (3) Structures which at no point extend more than 0.6 metres above grade level, including wellheads and parking spaces may be sited on any portion of a lot, except that the siting of sewage disposal systems and fields shall comply with Provincial regulations.</p>
Other Regulations	Provincial Crown Reserves
Covenants and Easements	BB151761: Statutory Building Scheme BB54366: Statutory Right of Way (SCRD) BB54387: Covenant with Province BB54391: Covenant – Vancouver Coastal Health Authority BB54393: Covenant with Province BB151749: Easement BB151750: Easement BB151751: Easement BB151752: Easement BB151754: Easement BX379283: Easement BX379285: Easement BX379286: Easement
Bylaw Enforcement	No BE files are associated with the subject property.

**SITE INFLUENCES**

Islands Trust Conservancy	n/a – This application does not directly affect an ITC-owned property or conservation covenant; nor does it directly affect a property adjacent to an ITC-owned property or conservation covenant. It also does not pertain to terrestrial or intertidal Crown land located within 100m of an ITC-owned property or conservation covenant.
Regional Conservation Strategy	Map 6 of the <a href="#">Regional Conservation Plan 2018-2027</a> estimated importance

	<p>of habitat composition as MEDIUM for this property. The Gambier Island Local Trust Area has been identified as being a HIGH priority for conservation.</p>
Species at Risk	No Species at Risk data identified. The subject property is not currently within an area mapped as critical SAR habitat.
Sensitive Ecosystems	OCP "Schedule C" – Environmentally Sensitive Areas does not identify the area of the subject property as having specific environmental values which are particularly sensitive, although there are mapped areas of young, second-growth Western hemlock - Douglas fir - Oregon beaked moss and Douglas-fir - Sword fern ecological communities.
Hazard Areas	<p>As shown on Schedule E of the OCP, a large portion of the lot is mapped as Hazard Area (see below), where the slope is greater than 35%. The proposed development site for the dwelling is located in a previously blasted and cleared area outside of the steep slope area, and the Applicant has provided a Schedule B (BC Building Code) Geotechnical Engineering Letter of Assurance, which will be reviewed by the Sunshine Coast Regional District Building Permitting department prior to Building Permit issuance.</p> <p><b>Schedule E – Official Community Plan excerpt</b></p>  <p><b>Contour Mapping – Islands Trust</b></p>

Archaeological Sites	<p>Remote Access to Archaeological Data (RAAD) does not indicate any recorded archaeological sites on the property or areas of archaeological potential within 100 metres of the subject property.</p> <p>Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i>. If such material is encountered during development, all work should cease and the BC Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.</p>
Climate Change Adaptation and Mitigation	<p>Staff do not anticipate any greenhouse gas emission changes resulting from approval of the proposed permit. Staff do not anticipate any climate change induced hazards arising from permit approval.</p>
Shoreline Classification	<p>N/A - Not a waterfront property</p>
Shoreline Data in TAPIS	<p>N/A - Not a waterfront property</p>



Islands Trust

**NOTICE**  
**PL-DVP-2026-0019**  
**GAMBIER ISLAND LOCAL TRUST COMMITTEE**

**NOTICE** is hereby given pursuant to Section 499 of the *Local Government Act* that the Gambier Island Local Trust Committee will be considering a resolution to issue a Development Variance Permit. The proposed permit would vary the Gambier Island Land Use Bylaw No. 86, 2004 by:

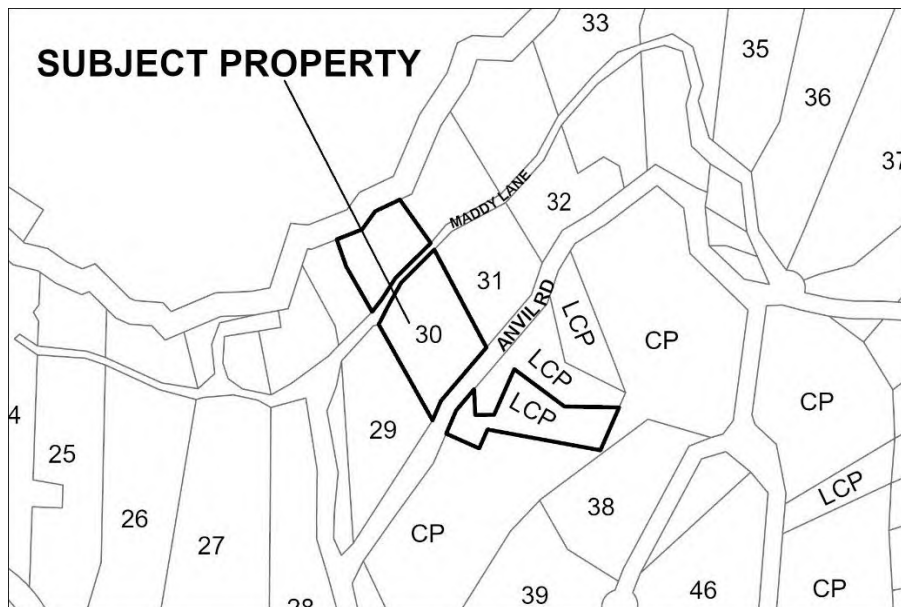
- Reducing the minimum setback from the rear lot line from 7.5 metres to 0.0 metres, to allow a single family dwelling and attached deck.

The property is legally described as:

STRATA LOT 30 DISTRICT LOT 2979 GROUP 1 NEW WESTMINSTER DISTRICT STRATA PLAN BCS1539 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V

(PID: 026-954-362)

The general location of the subject property is shown on the following sketch:



A copy of the proposed permit may be inspected at the Islands Trust Office, 700 North Road, Gabriola Island, BC V0R 1X3 between the hours of 8:30 a.m. to 4:00 p.m. Monday to Friday inclusive, excluding statutory holidays, commencing **March 10, 2026** and continuing up to and including **March 23, 2026** and is also available on the Islands Trust website here: <https://islandstrust.bc.ca/island-planning/gambier/current-applications/>

Enquiries or comments should be directed to Margot Thomaidis, Planner 2 at (250) 247-2204, for Toll Free Access, request a transfer via Enquiry BC: In Vancouver (604) 660-2421 and elsewhere in BC 1-800-663-7867; or by fax (250) 405-5155; or by email to: [northinfo@islandstrust.bc.ca](mailto:northinfo@islandstrust.bc.ca) before 4:30 pm, **March 23, 2026**.

The Gambier Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the business meeting starting at **10:00 am, March 24, 2026**, held **electronically** at the following link: <https://islandstrust.bc.ca/event/gambier-ltc-regular-meeting-6-6-1-2-2-2/>.

All applications are available for review by the public with prior appointment. Written comments made in response to this notice will also be available for public review.

Nadine Mourao, Deputy Secretary

# PROPOSED



Islands Trust

## GAMBIER ISLAND LOCAL TRUST COMMITTEE

### DEVELOPMENT VARIANCE PERMIT

PL-DVP-2026-0019

TO: James and Paula Rogers

1. This Development Variance Permit applies to the land described below:

PID: 026-954-362

STRATA LOT 30 DISTRICT LOT 2979 GROUP 1 NEW WESTMINSTER DISTRICT STRATA PLAN BCS1539 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V

2. Pursuant to Section 498 of the *Local Government Act*, the *Gambier Island Land Use Bylaw No. 86, 2004* is varied as follows:

a) PART 5 – ZONE REGULATIONS, Section 5.1 Settlement Residential (SR) Zone, Siting and Size, Subsection (9) – “The minimum setback for any building or structure:”, Clause (a) – “7.5 metres from any front or rear lot line;” is varied:

- To reduce the rear lot line setback for the proposed single-family residence and attached deck from 7.5 metres to 0.0 metres.

3. The development shall be consistent with Schedule “A” attached to and forming part of this permit. The footprint of the building shall not be enlarged. This permit is not a Building Permit and does not remove any obligation on the part of the permittee to comply with all other requirements of the *Gambier Island Land Use Bylaw No. 86, 2004* and to obtain other approvals necessary for completion of the proposed development, including approval of the Sunshine Coast Regional District and Ministry of Transportation and Infrastructure.

**AUTHORIZING RESOLUTION PASSED BY THE GAMBIER ISLAND LOCAL TRUST COMMITTEE THIS XX<sup>TH</sup> DAY OF XXXX, 2026.**

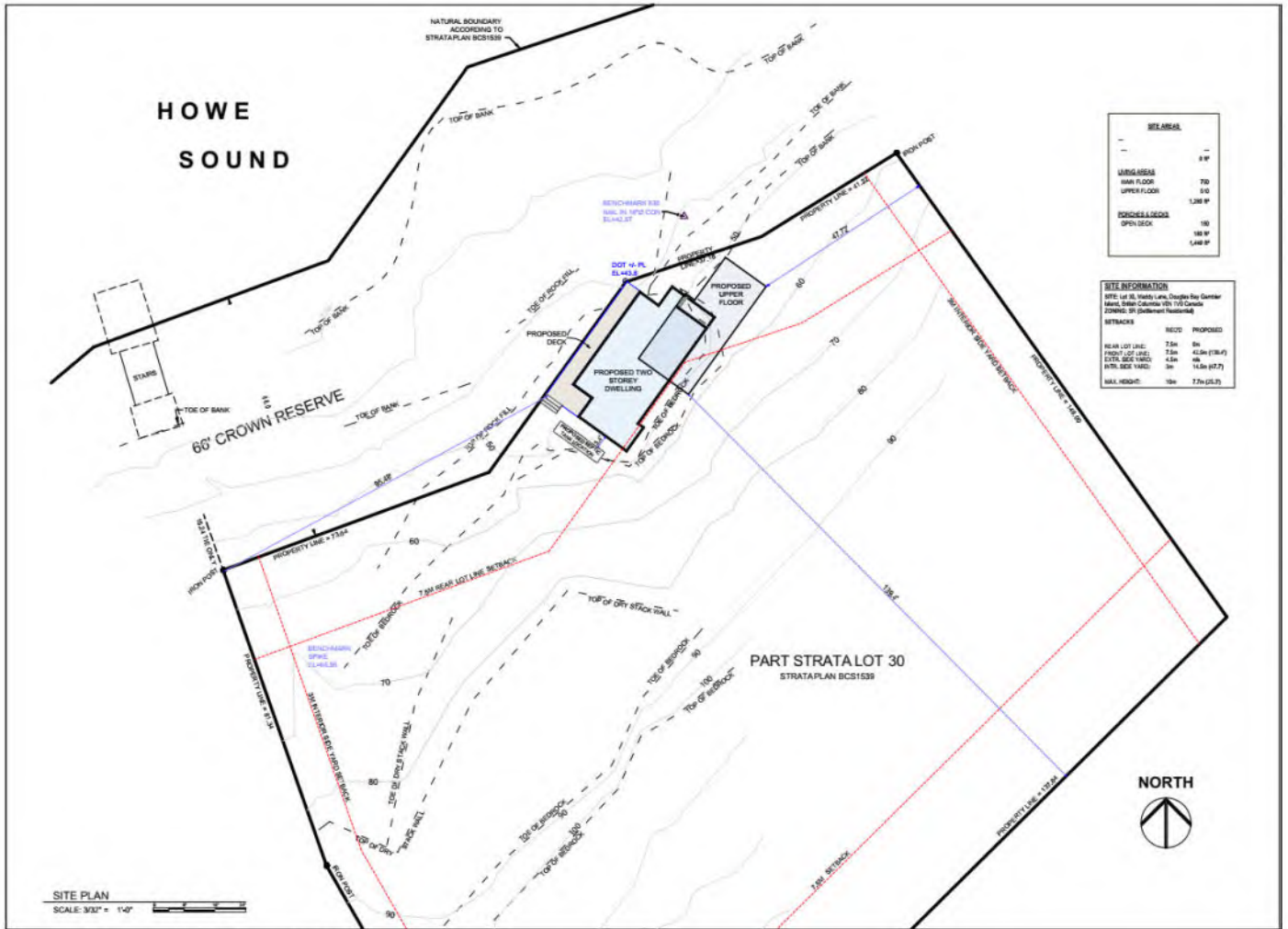
\_\_\_\_\_  
Deputy Secretary, Islands Trust

\_\_\_\_\_  
Date of Issuance

**IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE XX<sup>TH</sup> DAY OF XXXXX, 202X, THIS PERMIT AUTOMATICALLY LAPSES.**

# PROPOSED

GAMBIER ISLAND LOCAL TRUST COMMITTEE  
 DEVELOPMENT VARIANCE PERMIT  
 PL-DVP-2026-0019  
 Schedule "A" Site Plan



AREAS	
—	—
—	8' F
UNDEVELOPED	—
MAIN FLOOR	710
UPPER FLOOR	610
POCHES & DECKS	—
OPEN DECK	180
	1,440 F

SITE INFORMATION	
SITE: Lot 30, Strata Plan BCS1539, Gamboier Island, British Columbia V1V 1V5 Canada (22ND FLOOR, 31' Deck Level, 1st Floor)	
SETBACKS	RECORD PROPOSED
REAR LOT LINE	7.5m 8m
FRONT LOT LINE	7.5m 42.5m (18.1 F)
EXTL. SETBACK	4.5m 4m
INTL. SETBACK	8m 11.5m (17.7)
MAX. HEIGHT	15m 7.7m (25.1)

SITE PLAN  
 SCALE: 3/32" = 1' 0"



File No.: 6500-20  
(Gambier Island  
OCP/LUB Review  
Project)

DATE OF MEETING: March 24, 2026  
TO: Gambier Island Local Trust Committee  
FROM: Sonja Zupanec, Island Planner  
Northern Team  
SUBJECT: Introduction of Draft Bylaw No. 163 (OCP)

## RECOMMENDATION

1. That the Gambier Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw 163, cited as “Gambier Island Official Community Plan Bylaw No. 73, 2001, Amendment No. 1, 2026” is consistent with the Islands Trust Policy Statement.
2. That the Gambier Island Local Trust Committee Bylaw 163, cited as “Gambier Island Official Community Plan Bylaw No. 73, 2001, Amendment No. 1, 2026” be read a first time.
3. That the Gambier Island Local Trust Committee Bylaw 163, cited as “Gambier Island Official Community Plan Bylaw No. 73, 2001, Amendment No. 1, 2026” be referred for comment to the following First Nations for a 90-day period, Local Governments and agencies for a 60-day period:
  - a) Sḵwx̱wú7mesh (Squamish) Nation, səḵilwətaʔɬ (Tsleil-waututh) Nation, xʷməθkʷəy̓əm (Musqueam) Indian Band, and Snuneymuxw First Nation; and
  - b) Gambier Island Advisory Planning Commission, Sunshine Coast Regional District, Lasqueti Island Local Trust Committee, Gabriola Island Local Trust Committee, Galiano Island Local Trust Committee and Islands Trust Executive Committee acting as a Local Trust Committee (Ballenas – Winchelsea Islands), School District 46 (Sunshine Coast SD46) and the Ministry of Forests (Heritage and Archaeology Branches).

## REPORT SUMMARY

This report introduces Draft Bylaw No. 163, to amend the Gambier Island Official Community Plan with specific Indigenous context, acknowledgment, objectives and policies as per the recommendations of Squamish Nation. Staff are recommending first reading and referrals.

## BACKGROUND

At the January 2026 regular business meeting the LTC passed the following resolutions. Status updates are provided for each:

### **GM-2026-004 It was *MOVED* and *SECONDED***

*that the Gambier Island Local Trust Committee amend the OCP/LUB Review Project Charter v.2.2 with the following deliverables and workplan:*

*March 2026-September 2026:*

- i. Draft, review, consider readings for OCP amendments consistent with Squamish Nation staff recommendations A1, 2, 4 and 5 (Engagement Summary 2023):*

*A1: Update OCP with Cha7élkwnech (Gambier) Island references throughout.*

*A2: Amend OCP with appropriate land acknowledgment.*

*A4: Amend OCP with specific commitments to reconciliation as overarching framework for all policy guidance.*

*A5: Amend OCP to explicitly recognize the impacts of existing patterns of settlement, protected areas and residential development on First Nations rights and title.*

- ii. Refer to draft shoreline development permit guidelines and heritage conservation area guidelines to the APC; and*
- iii. (Summer 2026) Undertake limited public engagement on the draft shoreline development permit area and heritage conservation area guidelines.*

*September 2026 – January 2027:*

- Staff to consolidate results of public engagement for LTC consideration of next steps in future OCP and LUB amendments". **CARRIED***

The Project Charter has been revised and posted to the [project website](#).

### **GM-2026-005 It was *MOVED* and *SECONDED***

*that the Gambier Island Local Trust Committee request staff to prepare draft bylaw language for LTC consideration at the March 24, 2026 regular business meeting, to amend the Gambier Island Official Community Plan with First Nations recognition and policy directives for protection of First Nations interests in shorelines, ecosystems and cultural heritage on Gambier Island. **CARRIED***

Draft Bylaw No. 163 (Attachment 1) has been prepared by staff for LTC consideration. The bylaw would amend the Gambier Island Official Community Plan by implementing specific recommendations from Squamish Nation.

### **GM-2026-006 It was *MOVED* and *SECONDED***

*that the Gambier Island Local Trust Committee request staff to post the annotated draft 'Shoreline Development Permit Area', 'Heritage Conservation Area' documents and revised Project Charter dated January 2026 to the project website. **CARRIED***

### **GM-2026-007 It was *MOVED* and *SECONDED***

*that the Gambier Island Local Trust Committee request staff to refer the*

updated/amended Project Charter to the newly appointed APC members for comment on preferred public engagement priorities, timelines and activities between March – September 2026, reflective of the tentative budget to be approved by Trust Council in March 2026.

**CARRIED**

The Advisory Planning Commission (APC) met to discuss the referral on March 23, 2026 and a verbal update will be provided on March 24th for the LTC’s consideration.

**ANALYSIS**

The project charter has been updated to clarify that one minor OCP amendment is being considered by the LTC in 2026, to implement select Squamish Nation recommendations.



**Draft Bylaw No. 163 (OCP):**

Draft Bylaw No. 163 has been prepared to amend the Gambier Island Official Community Plan and address the following recommendations resulting from engagement with Squamish Nation:

- A1: Update OCP with Cha7élkwech (Gambier) Island references throughout.
- A2: Amend OCP with appropriate land acknowledgment.
- A4: Amend OCP with specific commitments to reconciliation as overarching framework for all policy guidance.
- A5: Amend OCP to explicitly recognize the impacts of existing patterns of settlement, protected areas and residential development on First Nations rights and title.

Staff have included one additional amendment in the draft bylaw that is unrelated to engagement recommendations with Squamish Nation. The OCP/LUB Review Project Charter in-scope deliverable: *“Include Cotton Bay lots that were excluded from OCP Bylaw No. 73.”*. The draft bylaw contains a provision to address this historic exclusion and have the OCP be applicable to all of Gambier Island.

Staff recommend first reading and referrals as per recommendation #2 and #3 on page 1 of this report.

**Islands Trust Policy Statement:**

Staff have reviewed the bylaw against the Islands Trust Policy Statement (ITPS) Directives Only Checklist (Attachment 2) and conclude that Draft Bylaw No. 163 is not contrary to or at variance with the ITPS as reflected in Recommendation 1 on page 1 of this report.

**ALTERNATIVES**

The LTC may consider the following alternatives to the recommendation:

**1. Amend the draft bylaw**

The LTC may amend the draft bylaw prior to consideration of first reading. If this alternative is selected then the following resolution is recommended:

*That the Gambier Island Local Trust Committee amend Draft Bylaw No. 163, cited as “Gambier Island Official Community Plan Bylaw No. 73, 2001, Amendment No. 1, 2026” with the following: [list amendments]*

**2. Request additional information/defer consideration of first and/or second readings**

The LTC may request specific additional information from staff prior to consideration of first reading. If this alternative is selected then the following resolution is recommended:

*That the Gambier Island Local Trust Committee request staff to provide the following [specify information request] prior to further consideration of Draft Bylaw No. 163 (OCP).*

**3. Proceed no further**

The LTC may choose to proceed no further with the bylaw amendment. Staff advise that the implications of this alternative are that the project charter will need to be updated/amended to reflect the LTC’s desired objectives and deliverables:

*That the Gambier Island Local Trust Committee proceed no further with draft Bylaw No. 163 (OCP).*

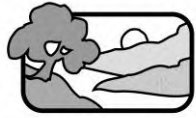
**NEXT STEPS**

If the LTC concurs with the staff recommendation, referrals will be sent out and responses returned for LTC consideration at a future regular business meeting. At that point in time, the LTC can consider amendments, second reading and/or waiving or holding a public hearing.

Submitted By:	Sonja Zupanec, Island Planner	March 5, 2026
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	March 6, 2026

**ATTACHMENTS**

- 1. DRAFT Bylaw 163 (OCP) – annotated
- 2. Islands Trust Policy Statement Checklist BL163



**PURPOSE**

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, and to reference any relevant sections of the Policy Statement.

**POLICY STATEMENT**

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council’s guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council’s position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters

**DIRECTIVES ONLY CHECKLIST**

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is consistent with the policy from the Policy Statement, or
- ✗ if the bylaw is inconsistent (contrary or at variance) with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

### PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT	No.	DIRECTIVE POLICY
	<b>3.1</b>	<b>Ecosystems</b>
n/a	<b>3.1.3</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
n/a	<b>3.1.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
n/a	<b>3.1.5</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	<b>3.2</b>	<b>Forest Ecosystems</b>
n/a	<b>3.2.2</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	<b>3.3</b>	<b>Freshwater and Wetland Ecosystems and Riparian Zones</b>
n/a	<b>3.3.2</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	<b>3.4</b>	<b>Coastal and Marine Ecosystems</b>
n/a	<b>3.4.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
n/a	<b>3.4.5</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

### PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

CONSISTENT	No.	DIRECTIVE POLICY
	<b>4.1</b>	<b>Agricultural Land</b>
n/a	<b>4.1.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
n/a	<b>4.1.5</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
n/a	<b>4.1.6</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.
	<b>4.1.7</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
n/a	<b>4.1.8</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
n/a	<b>4.1.9</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	<b>4.2</b>	<b>Forests</b>
n/a	<b>4.2.6</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
n/a	<b>4.2.7</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
n/a	<b>4.2.8</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	<b>4.2.9</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of native biological diversity.
CONSISTENT	No.	DIRECTIVE POLICY

	<b>4.3</b>	<b>Wildlife and Vegetation</b>
	<b>4.4</b>	<b>Freshwater Resources</b>
n/a	<b>4.4.2</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
n/a	<b>4.4.3</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	<b>4.5</b>	<b>Coastal Areas and Marine Shorelands</b>
n/a	<b>4.5.8</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
n/a	<b>4.5.9</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
n/a	<b>4.5.10</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
n/a	<b>4.5.11</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	<b>4.6</b>	<b>Soils and Other Resources</b>
n/a	<b>4.6.3</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

## PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

CONSISTENT	No.	DIRECTIVE POLICY
	<b>5.1</b>	<b>Aesthetic Qualities</b>
n/a	<b>5.1.3</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	<b>5.2</b>	<b>Growth and Development</b>
n/a	<b>5.2.3</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
n/a	<b>5.2.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
n/a	<b>5.2.5</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
n/a	<b>5.2.6</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	<b>5.3</b>	<b>Transportation and Utilities</b>
n/a	<b>5.3.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
n/a	<b>5.3.5</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
n/a	<b>5.3.6</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
n/a	<b>5.3.7</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	<b>5.4</b>	<b>Disposal of Waste</b>
n/a	<b>5.4.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.
CONSISTENT	No.	DIRECTIVE POLICY

	<b>5.5</b>	<b>Recreation</b>
n/a	<b>5.5.3</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
n/a	<b>5.5.4</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
n/a	<b>5.5.5</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
n/a	<b>5.5.6</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
n/a	<b>5.5.7</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	<b>5.6</b>	<b>Cultural and Natural Heritage</b>
✓	<b>5.6.2</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
✓	<b>5.6.3</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	<b>5.7</b>	<b>Economic Opportunities</b>
n/a	<b>5.7.2</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	<b>5.8</b>	<b>Health and Well-being</b>
n/a	<b>5.8.6</b>	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

	<b>POLICY STATEMENT COMPLIANCE</b>
✓	<b><i>In compliance with Trust Policy</i></b>
	<b><i>Not in compliance with Trust Policy for the following reasons:</i></b>

# DRAFT

## GAMBIER ISLAND LOCAL TRUST COMMITTEE BYLAW NO.163

xx

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### A BYLAW TO AMEND GAMBIER ISLAND OFFICIAL COMMUNITY PLAN, 2001

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

1. Citation

This bylaw may be cited for all purposes as “Gambier Island Official Community Plan Bylaw No. 73, 2001, Amendment No. 1, 2026”.

2. Gambier Island Official Community Plan Bylaw No. 73, 2001, is amended as follows:

**2.1 Part 2 Community Goals, subsection Purpose of the Official Community Plan, paragraph one** is amended by inserting the word “(Cha7élkwnech)” after “Gambier Island” in the first sentence.

**2.2 Part 2 Community Goals, subsection Gambier Planning Area, first bullet** is amended by removing the words “except for District Lot 5925 and the Remainder and South part of District Lot 477 all of Group 1, New Westminster District”.

**2.3 Part 2 Community Goals,** is amended by inserting the following new subsection in immediately following the Gambier Planning Area subsection and before the Community Goals subsection:

**“Indigenous Context, Acknowledgment and Reconciliation**

Gambier Island, known as Cha7élkwnech, in Squamish language, is located within the traditional territories of the Skwxwú7mesh Úxwumixw (Squamish Nation) and other Indigenous Nations with longstanding connections to the island and surrounding waters.

Indigenous Nations have maintained enduring relationships with these lands and waters since time immemorial. Archaeological sites, cultural landscapes, place names, and oral histories reflect continuous stewardship, governance, and use.

Patterns of colonial settlement, reserve allocation, subdivision, residential development, and protected area designation occurred without recognition of

Indigenous title and rights. These patterns continue to shape land ownership and land use within the Local Trust Area.

Part of the plan area's heritage includes archaeological sites – the physical evidence of how and where people lived in the past. For 98% of the time people have lived in this area, no written records were made. Archaeological sites and oral tradition are the only vestiges of this rich history extending back many thousands of years. The Plan area contains recorded and non-recorded archaeological sites and due to their sensitive nature, the locations are not identified in this Plan. This Plan acknowledges a historical disregard for and lack of protection of collective heritage of the area for Indigenous Peoples. All archaeological sites are protected by the Provincial Government through the *Heritage Conservation Act*. This protection applies to all lands and means any person wishing to undertake any land-altering activities must have a provincial heritage permit to alter or develop with an archaeological site.

The Local Trust Committee understands Indigenous Nations' fundamental values include protecting the lands, waters, and resources that have sustained the Nation since time immemorial. As stewards of the land, Indigenous Governing Bodies expect that development on the island be sustainable and aligned with Indigenous laws and knowledge systems. Particular concern has been expressed regarding access to freshwater, and ensuring that sufficient water exists not only for residents, but also for the flora and fauna that support ecological integrity and cultural continuity.

Future policy development and land use planning decisions are to be approached in a manner grounded in respect for Indigenous interests. This includes the protection and stewardship of ecological systems, cultural heritage, burial places, archaeological sites, and cultural landscapes, as well as consideration of Indigenous Governing Bodies interests in reconnecting with the lands and marine waters of Gambier Island within land use decision-making processes.

The Local Trust Committee plays an important role in advancing this work by integrating cultural heritage protection and ecological conservation into land use planning through strengthened policies, improved site protection, and respectful, ongoing engagement with Indigenous Governing Bodies.

This plan affirms a commitment to advancing reconciliation within the Islands Trust mandate and increasing opportunities for Indigenous Nations to preserve and protect their own heritage through cooperative land use decision-making.

On March 14, 2019, Islands Trust Council unanimously adopted the Reconciliation Declaration:

*“Islands Trust Council acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and honours the rich history, stewardship, and cultural heritage that embody this place we all call home.*

*Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between*

*Indigenous and non-Indigenous peoples. Islands Trust states a commitment to Reconciliation with the understanding that this commitment is a long-term relationship-building and healing process.*

*Islands Trust Council will strive to create opportunities for knowledge-sharing and understanding as people come together to preserve and protect the special nature of the islands within the Salish Sea.”*

The Local Trust Committee plays a key role in integrating cultural heritage and ecological conservation into land-use planning. This is best achieved by strengthening policies, archaeological, cultural, ecological site protection, and respectful engagement with Indigenous Governing Bodies.

### ***Reconciliation as a Planning Framework***

For the purposes of this Plan, reconciliation in land use planning includes:

- a. Building respectful, collaborative government-to-government relationships;
- b. Recognizing Indigenous rights and interests in land and waters;
- c. Supporting the protection of cultural, ecological and archaeological values; and
- d. Integrating Indigenous knowledge and stewardship perspectives into planning and decision-making processes.

Reconciliation as expressed by implementation of policies in this Plan does not alter ownership of private lands or existing legal interests. It guides how land use decisions are approached within the Local Trust Area.

### **Reconciliation Objectives**

1. Strengthen relationships with Indigenous Governing Bodies with interests in Cha7élkwnech (Gambier Island).
2. Integrate Indigenous knowledge and perspectives into land use planning processes and ensure property owners and developers are aware of their responsibilities under *the Heritage Conservation Act* when conducting land altering activities.
3. Avoid unauthorized damage to protected archaeological sites in accordance with the *Heritage Conservation Act* and protect culturally significant landscapes.
4. Support efforts to co-develop planning, land use, and land protection processes with Indigenous Governing Bodies within the Local Trust Area; and
5. Respond to the generous guidance and teachings that have been shared with staff and trustees by Indigenous Peoples.

Reconciliation Policies

1. The Local Trust Committee should seek early and meaningful engagement with Indigenous Governing Bodies regarding:
  - a. Official Community Plan amendments;
  - b. Land Use Bylaw amendments;
  - c. Development Permit Area establishment or amendment; and
  - d. Consideration of Heritage Conservation Areas.
  
2. The Local Trust Committee should consider regulatory tools, where appropriate and consistent with statutory authority, including:
  - a. Development Permit Areas;
  - b. Heritage Conservation Areas;
  - c. Covenants; and
  - d. Educational initiatives
 to support protection of archaeological, ecological and culturally significant areas.”

READ A FIRST TIME THIS DAY OF , 202x  
 READ A SECOND TIME THIS DAY OF , 202x  
 PUBLIC HEARING HELD THIS DAY OF , 202x  
 READ A THIRD TIME THIS DAY OF , 202x

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS DAY OF , 202x

APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS AND HOUSING THIS DAY OF , 202x

ADOPTED THIS DAY OF , 202x

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**SECRETARY**

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**CHAIRPERSON**



## **RESPONSE OPTIONS**

**Recommendation:** That the Gambier Island LTC approves the attached text for inclusion in the 2025/26 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs.

**Alternative:** That the Gambier Island LTC approves the attached text for inclusion in the 2025/26 Annual Report for approval (as amended) by Trust Council and submission to the Minister of Housing and Municipal Affairs.

**Prepared By:** Morgana van Niekerk, A/Communications Specialist

**Reviewed By/Date:** Renée Jamurat, Regional Planning Manager/March 9, 2026

## **Gambier Island Local Trust Committee**

The Gambier Island Local Trust Committee (GM LTC) held four regular business meetings in the 2025/26 fiscal year, as well as one Community Information Meeting, and one public hearing.

Work for this period focused on advancing the GM LTC priorities to advance Reconciliation and incorporate Squamish First Nation perspectives in planning policy. The LTC reviewed recommendations from Squamish Nation on the Gambier Island Official Community Plan (OCP) and Land Use Bylaw (LUB) and directed planning staff to prepare draft bylaw language to amend the OCP. The amendments will include Squamish Nation language references, land acknowledgment, commitments to Reconciliation and recognize impacts of existing settlement patterns on First Nations rights and title.

From April 1, 2025 to March 31, 2026, the LTC adopted the following bylaws:

- Bylaw No. 153, which amended the OCP to designate nearshore upland and marine areas as a Shoreline Development Permit Area for the purpose of protecting the natural environment, ecosystems and biodiversity, and to protect development from hazardous conditions
- Bylaw No. 154, which amended the LUB to include limits to the size and type of structures exempted from the setback from the natural boundary of the sea and updates to the marine structure regulations.

From April 1, 2025 to March 31, 2026, the GM LTC received and considered applications for five development variance permits, and two development permits.

During the same time period, staff also reviewed 12 building permit referrals.



# BRIEFING

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**To:** Local Trust Committees                      **For the Meeting of:** January 2026  
**From:** Executive Committee                      **Date Prepared:** January 16, 2026  
**SUBJECT:** Short Term Rental Accommodation – Principal Residence Opt-In

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**PURPOSE:**

To forward a briefing received by the Executive Committee, regarding opting in to the provincially regulated principal residence requirement for short term rental accommodations (STRA), to local trust committees. The briefing is a reminder that the deadline to opt-in to the provincial’s principal residence requirement for STRAs is March 31, 2026.

**BACKGROUND:**

On September 3, 2025, the Executive Committee (EC) requested staff to forward the attached briefing which provided an update to EC that the Ministry of Housing and Municipal Affairs had informed the Salt Spring Island Local Trust Committee that their request to opt-in to the principal residence requirement had been approved by BC Order in Council 277/2025, and would come into effect November 1, 2025.

The attached briefing reminds local trust committees that should they choose to opt in to the provincially regulated principal residence requirements for short term rental accommodations, they must pass a resolution to do so by March 31<sup>st</sup> in order for the request to come into force by November of the same year. The attached briefing includes some brief background information and draft resolutions to assist local trust committees. The attached briefing includes the ministry’s letter to the Salt Spring Island Local Trust Committee and a copy of the approved Order-in-Council.

**ATTACHMENT(S):**

- 1. Short Term Rental Accommodation – Principal Residence Opt-In Update - Briefing**

**FOLLOW-UP:** Staff will forward local trust committee resolutions to the Ministry of Housing and Municipal Affairs, Housing Policy Branch.

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**Prepared By:** Stefan Cermak , Director, Planning Services

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**To:** Executive Committee                      **For the Meeting of:** August 6, 2025  
**From:** Planning Services                      **Date Prepared:** July 29, 2025  
**SUBJECT:** Short Term Rental Accommodation – Principal Residence Opt-In Update

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**PURPOSE:** To provide the Executive Committee with an update that the Ministry of Housing and Municipal Affairs, Housing Policy Branch, has informed staff that the Salt Spring Island Local Trust Committee request to opt-in to the principal residence requirement has been approved by BC Order in Council 277/2025, and will come into effect November 1, 2025.

**BACKGROUND:**

The *Short Term Rental Accommodation Act* (STRA Act) Received Royal Assent on October 26, 2023. The *Short Term Rental (STR) Accommodation Regulations* (Order in Council) were adopted December 7, 2023. The STRA Act and regulations create a framework including key considerations relating to principal residence requirements, time period regulations, legal non-conforming use, business licensing updates and enforcement. The province has provided information in an easy to read [STR Policy Guidance Document](#).

Properties in the Islands Trust Area are exempt from the requirement to have STRs operated by a principal residence of the subject property. However, a local trust committee or Bowen Island Municipality may pass a resolution requesting to be removed from the list of exempt land in order to “opt-into” the principal residence requirement. Opting in means the provincial restriction on short-term rental accommodations will over-ride any schemes that the local trust committee or island municipality has enacted (where there is a conflict between them).

Both the Bowen Island Municipality and Gabriola Island Local Trust Committee “opted-in” and are currently reflected in the current STR regulations. The Salt Spring Island Local Trust Committee requested “opting-in” earlier this year. The attached communications confirm that the request to opt-in to the principal residence requirement has been approved and will come into force effective November 1, 2025.

Remaining Local Trust Committees (LTC) may also “opt-in” via resolution submitted to the Minister of Housing and Municipal Affairs by March 31 each year. A sample LTC resolution to opt-in may read:

That the [XX Local Trust Committee] request that the Minister of Housing and Municipal Affairs, on behalf of the Lieutenant Governor in Council, apply the principal residence requirement to the [XX Local Trust Area] and that the [XX Local Trust Area] be removed from the exempt land as per S. 15 of the Short-Term Rental Accommodation Act.

Requests should include appropriate background information that describes the area and jurisdiction. The request must be submitted to the Minister of Housing by March 31, and the prescribed period of time starts on November 1, of the same year. If the Province grants a change

to exempt land status, that change remains in effect indefinitely unless a subsequent request to reverse the exemption is made by March 31 of a future year.

**ATTACHMENT(S):**

- 1. Ministry of Housing and Municipal Affairs, Letter dated July 25, 2025**

**FOLLOW-UP:** Staff will place the correspondence from the Ministry on their next regular business meeting agenda. Staff will update the legislative monitoring spreadsheet.

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**Prepared By:**            **Stefan Cermak, Director, Planning Services**

**Reviewed By/Date:**   **CAO / July 30, 2025**



July 25, 2025

Reference: 187606

Chris Hutton  
Regional Planning Manager, Salt Spring Island  
Islands Trust  
Email: [chutton@islandstrust.bc.ca](mailto:chutton@islandstrust.bc.ca)

Dear Chris Hutton:

This is to confirm your community's request to opt-in to the principal residence requirement has been approved by BC [Order in Council 277/2025](#), and will come into effect November 1, 2025.

Please find a copy of the approved Order-in-Council attached.

Your truly,

A handwritten signature in blue ink, appearing to read "H. Rabinovitch".

Hannah Rabinovitch  
Director, Housing Policy Branch  
Ministry of Housing and Municipal Affairs


Attachment:

- Order-in-Council 277-2025

CC: Trevor Lammie, Registrar, Short-Term Rentals Branch ([Trevor.Lammie@gov.bc.ca](mailto:Trevor.Lammie@gov.bc.ca))  
Islands Trust, Salt Spring Island ([ssinfo@islandstrust.bc.ca](mailto:ssinfo@islandstrust.bc.ca))  
Stephen Henderson, General Manager, CRD ([shenderson@crd.bc.ca](mailto:shenderson@crd.bc.ca))

**PROVINCE OF BRITISH COLUMBIA**  
**ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL**

Order in Council No. 277, Approved and Ordered June 9, 2025

  
\_\_\_\_\_  
*Lieutenant Governor*

**Executive Council Chambers, Victoria**

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that the Short-Term Rental Accommodations Regulation, B.C. Reg. 268/2023, is amended as set out in the Schedule.



\_\_\_\_\_  
*Minister of Housing and Municipal Affairs*



\_\_\_\_\_  
*Presiding Member of the Executive Council*

*(This part is for administrative purposes only and is not part of the Order.)*

**Authority under which Order is made:**

Act and section: *Short-Term Rental Accommodations Act, s. 38*

Other: *O.C. 679/2023*

R10897624

## SCHEDULE

- 1** *Section 13.1 (4) is amended by striking out “on the application programming interface specified by the registrar” and substituting “through the application programming interface specified by the registrar or in another electronic format in the form required by the minister”.*
- 2** *Section 13.1 (5) (c) of the Short-Term Rental Accommodations Regulation, B.C. Reg. 268/2023, is repealed and the following substituted:*
  - (c) on a monthly basis.
- 3** *Section 13.2 is amended*
  - (a)** *by repealing subsection (2) (b) and substituting the following:*
    - (b) subject to subsection (2.1), the validity of the relevant registration number is confirmed in accordance with section 13.1 of this regulation. , **and**
  - (b)** *by adding the following subsections:*
    - (2.1) A platform service provider is not prohibited from providing platform services in respect of a platform offer if,
      - (a) for the reasons described in subsection (2.2), the platform service provider is unable to confirm the validity of a registration number in respect of the platform offer in the time frame described in section 13.1 (4) or (5), as applicable, and
      - (b) the platform service provider meets the requirements of subsection (2.3).
    - (2.2) For the purposes of subsection (2.1) (a), the platform service provider must be unable to confirm the validity of a registration number because
      - (a) there is a temporary disruption of a platform, an application programming interface, an electronic portal or any other electronic system or means required for the platform service provider to
        - (i) access the information required to confirm the validity of the registration number, or
        - (ii) confirm the validity of the registration number, and
      - (b) there are no commercially reasonable steps the platform service provider can take, despite the disruption described in paragraph (a), to confirm the validity of the registration number in the time frame described in section 13.1 (4) or (5), as applicable.
    - (2.3) For the purposes of subsection (2.1) (b), if a disruption described in subsection (2.2) (a) occurs, the platform service provider must
      - (a) within one business day of first becoming aware of the disruption and in the manner determined by the registrar,
        - (i) notify the registrar of the failure, and
        - (ii) provide details on the nature of the disruption to the registrar;
      - (b) if possible, attempt to confirm the validity of the registration number at the following intervals:

- (i) if the platform service provider is a major platform service provider, within one hour of first becoming aware of the disruption and within 24 hours of each subsequent failed attempt;
- (ii) if the platform service provider is a medium platform service provider or a minor platform service provider, within 24 hours of first becoming aware of the disruption and within 24 hours of each subsequent failed attempt;
- (c) take all commercially reasonable steps to resolve the disruption in cooperation with the registrar;
- (d) as soon as reasonably possible after the disruption ends, confirm the validity of the registration number.

**4 The following division is added to Part 4:**

**Division 4 – Information Sharing**

**Prescribed person or entity**

- 27.1** (1) The minister responsible for the administration of the *Financial Administration Act* is prescribed for the purpose of section 34 (5) of the Act.
- (2) The purposes described in section 33 (2) (b) (i) to (iii) of the Act are prescribed for the purpose of section 34 (5) (b) of the Act.

**5 Schedule 1 is amended**

- (a) in paragraph (a) by striking out “Town of Creston”,
- (b) in paragraph (b) by adding “District of Tofino”,
- (c) in paragraph (c) in Table 1 by repealing items 4, 6, 9, 10 and 14 and substituting the following items:

Item	Column 1 Geographic Area	Column 2 Description of Map	Column 3 Map Date
1.1	Baldy Mountain Resort	Baldy Mountain Resort	December 2, 2024
4	Crystal Mountain Ski Resort	Crystal Mountain Ski Resort	December 2, 2024
6	Hudson Bay Mountain Resort	Hudson Bay Mountain Resort	December 2, 2024
10	Panorama Mountain Resort	Panorama Mountain Resort	December 2, 2024
14	Saddle Mountain Resort	Saddle Mountain Resort	December 2, 2024

*(d) in paragraph (d) in Table 2 by repealing items 2, 3, 4, 5, 6 and 15 and substituting the following items:*

Item	Column 1 Geographic Area	Column 2 Description of Map	Column 3 Map Date
2	Fairmont Hot Springs Ski Area	Fairmont Hot Springs Ski Area	December 2, 2024
3	Harper Mountain Ski Hill	Harper Mountain Ski Hill	December 2, 2024
4	Hudson’s Hope Ski Hill	Hudson’s Hope Ski Hill	December 2, 2024
5	Mount Cain Ski Hill	Mount Cain Ski Hill	December 2, 2024
6	Mount Timothy Ski Resort	Mount Timothy Ski Resort	December 2, 2024
15	Wapiti Ski Hill	Wapiti Ski Hill	December 2, 2024

,

*(e) in paragraph (g) by adding the following subparagraph:*

(iii) Saltspring Island; ,

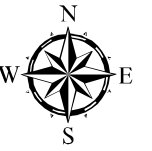
*(f) in paragraph (i) (i) by striking out “Electoral Area E,” and “, Electoral Area G”, and*

*(g) in paragraph (i) by adding the following subparagraph:*

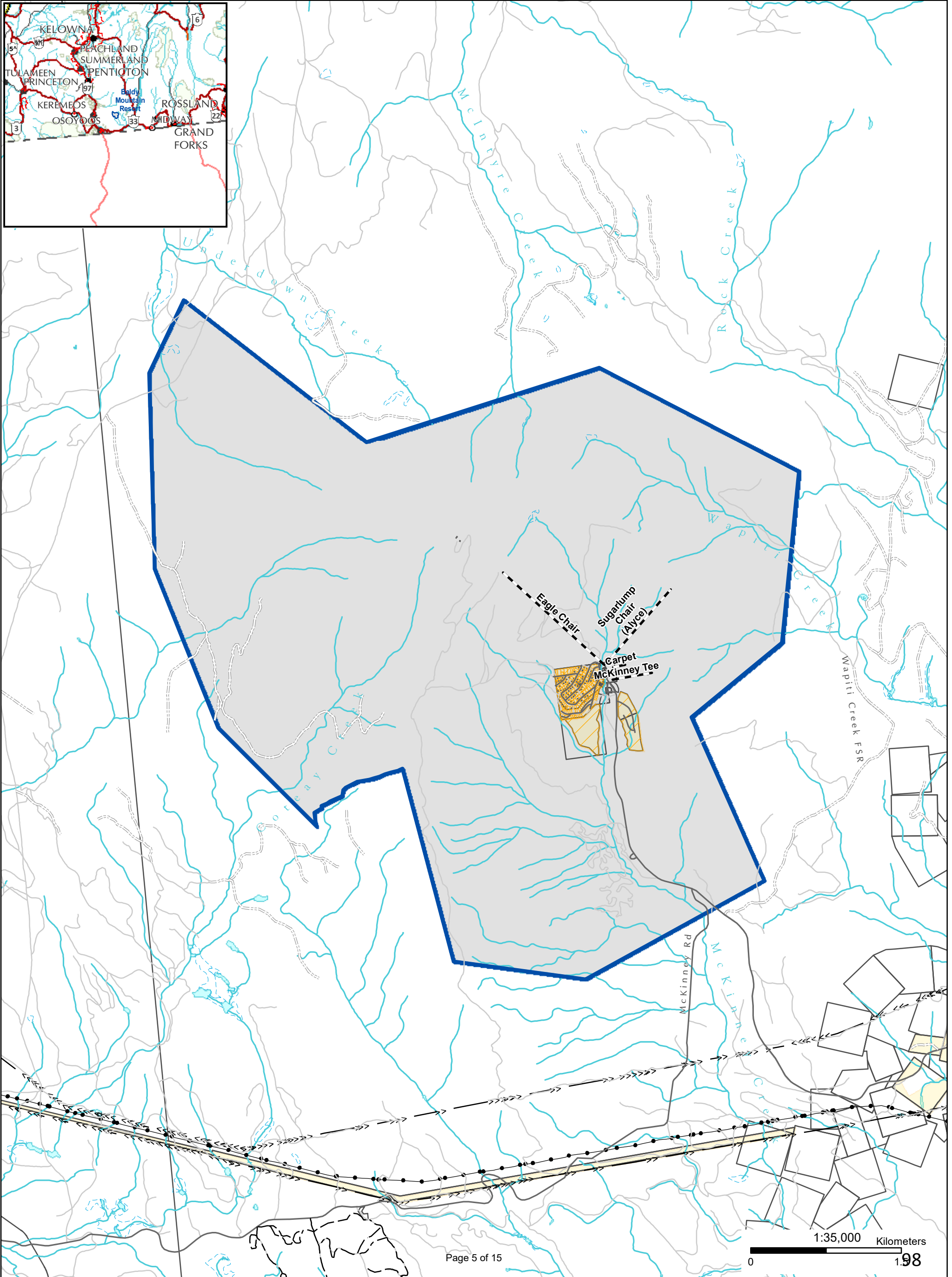
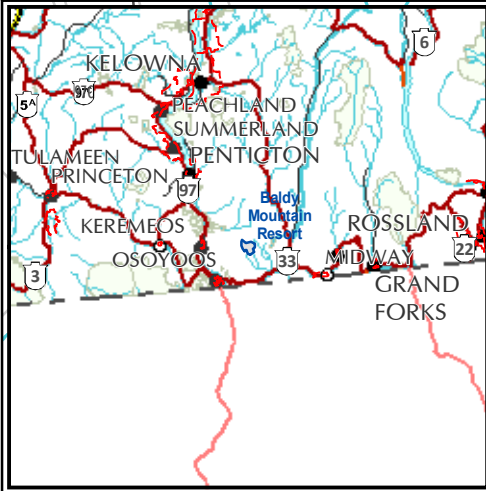
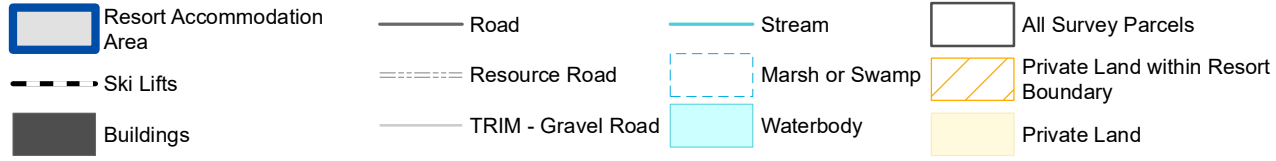
(v) Electoral Area B of the Columbia-Shuswap Regional District.

# Short-Term Rental Accommodations Regulation Schedule 1: Exempt Land (c,d,e,f)

## Baldy Mountain Resort

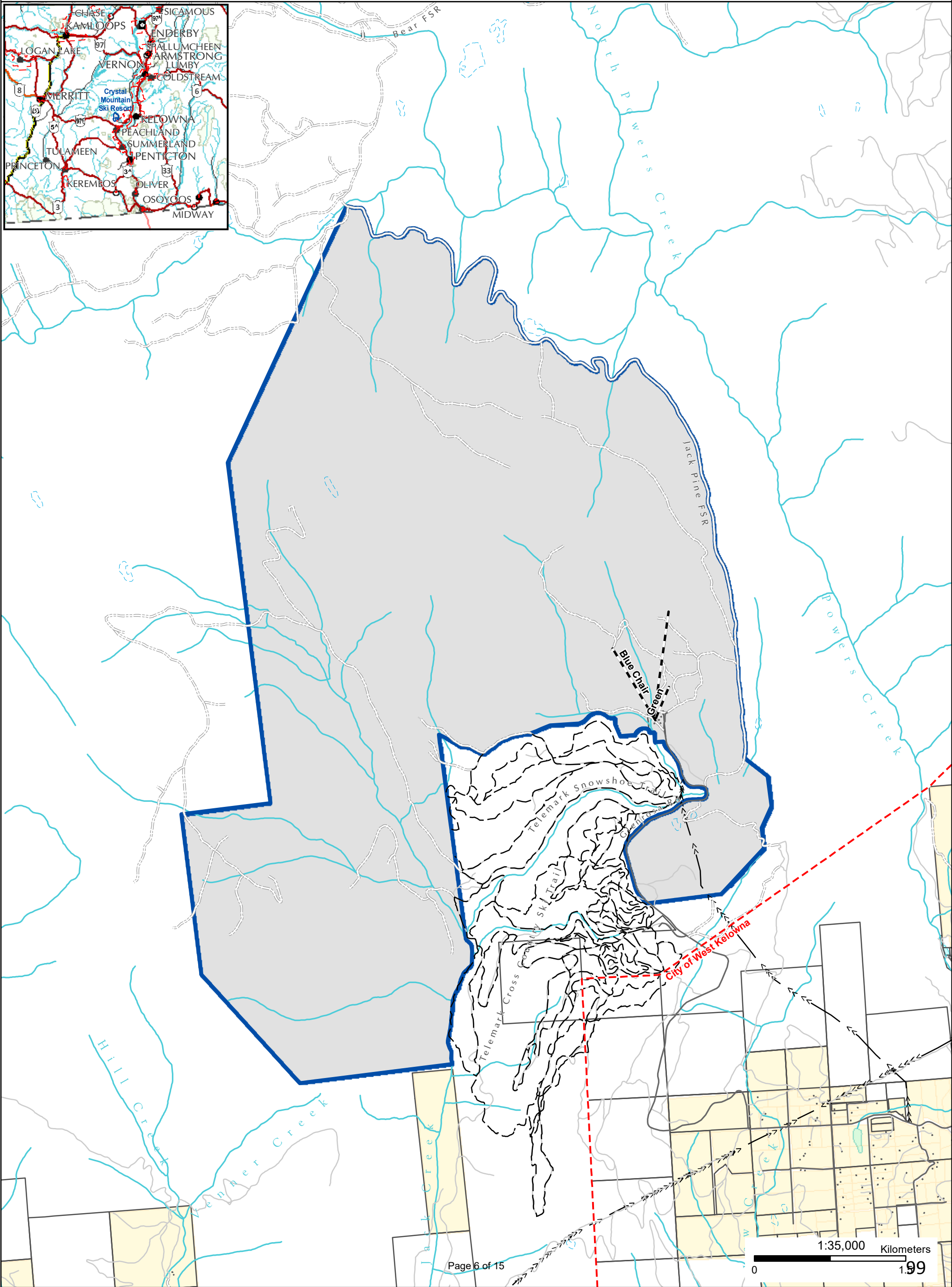
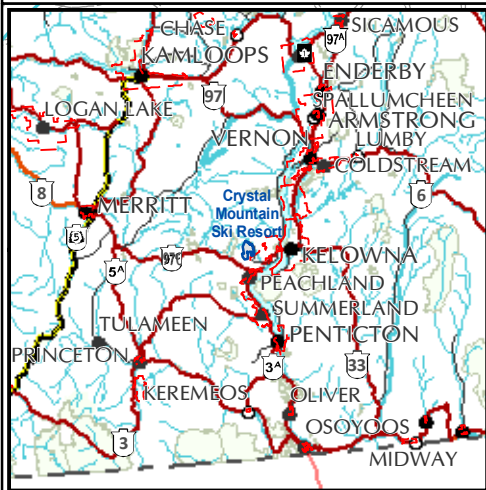
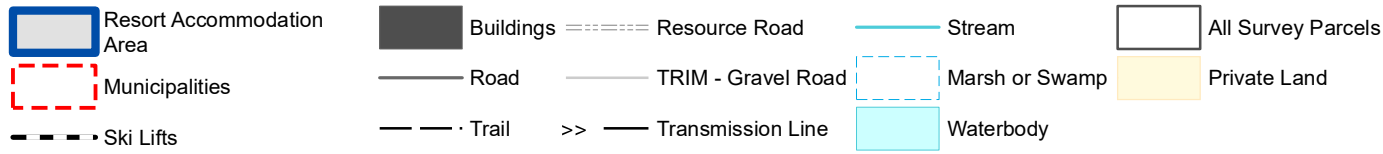
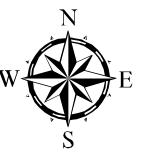


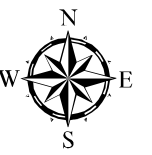
Date: 2024-12-02  
Coord. Sys: PCS Albers



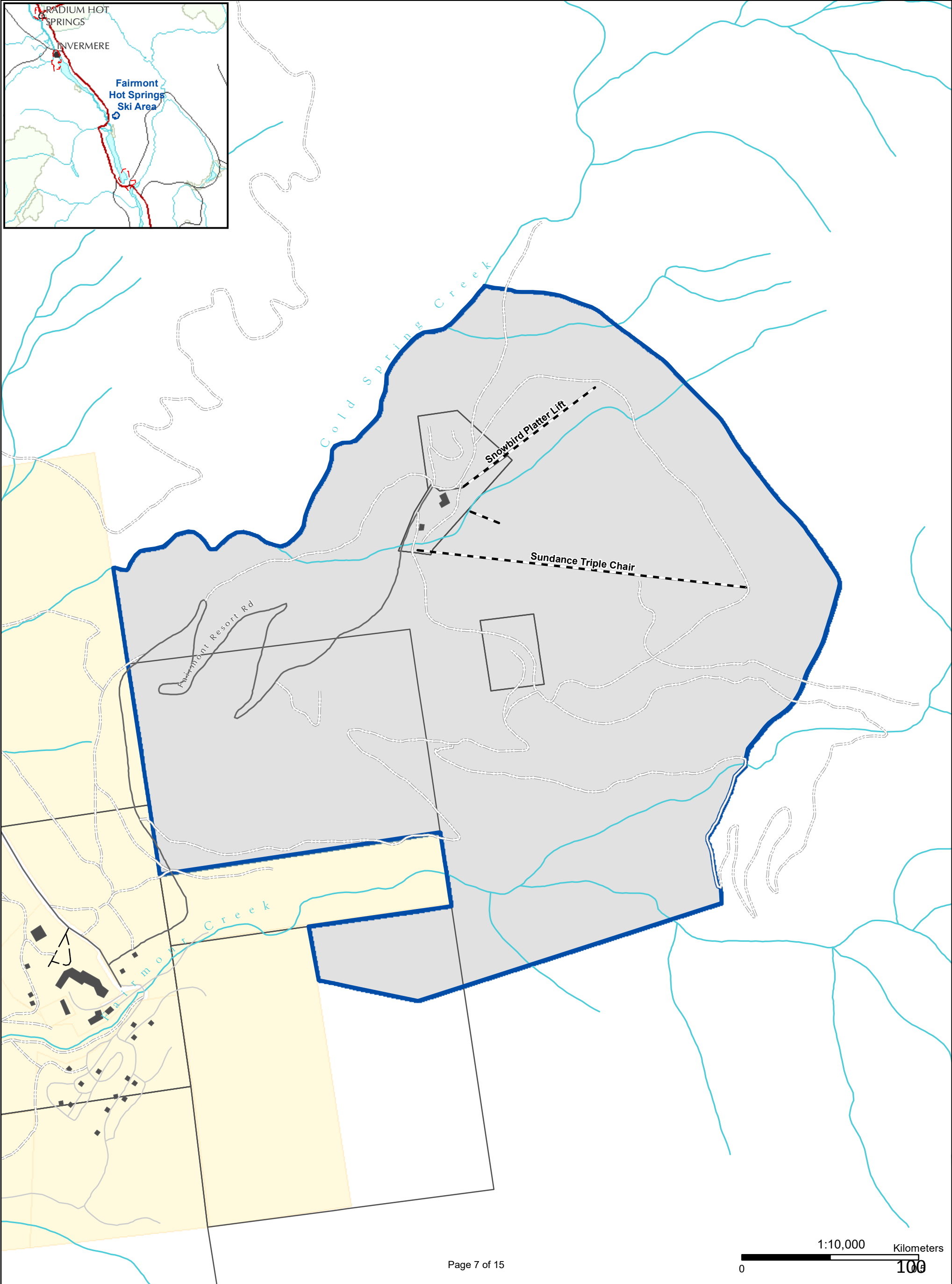
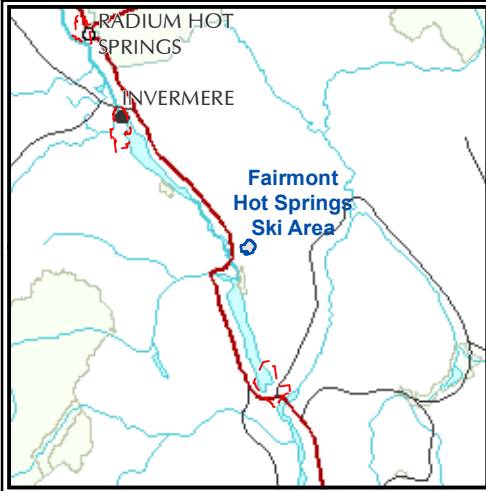
# Short-Term Rental Accommodations Regulation Schedule 1: Exempt Land (c,d,e,f)

## Crystal Mountain Ski Resort





- |                           |                    |                    |
|---------------------------|--------------------|--------------------|
| Resort Accommodation Area | Road               | Stream             |
| Ski Lifts                 | Resource Road      | All Survey Parcels |
| Buildings                 | TRIM - Gravel Road | Private Land       |








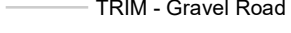



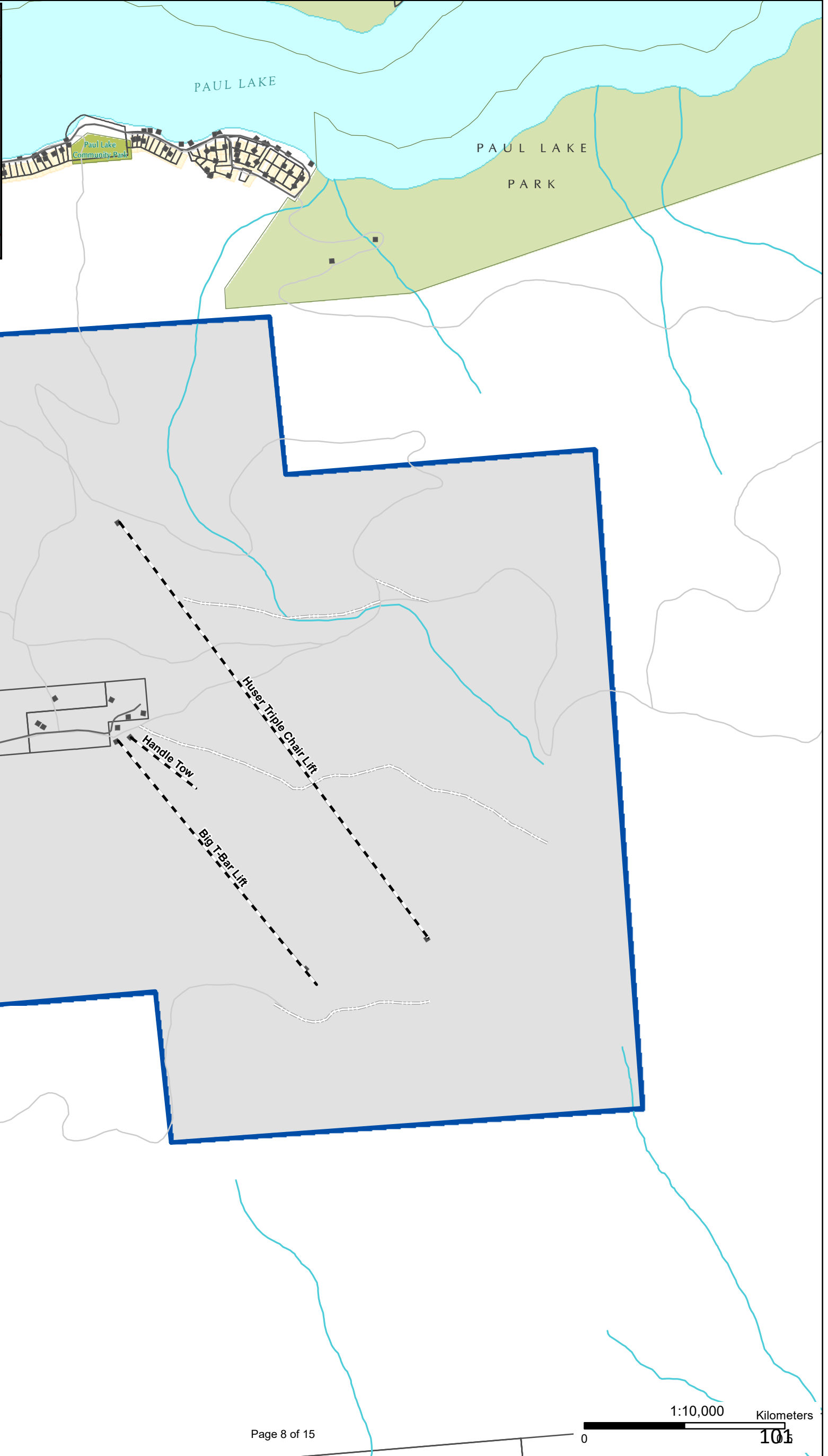
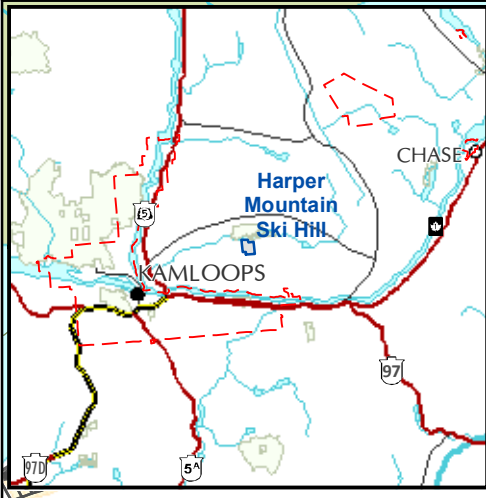
# Short-Term Rental Accommodations Regulation Schedule 1: Exempt Land (c,d,e,f)

## Harper Mountain Ski Hill



Date: 2024-12-02  
Coord. Sys: PCS Albers

- |  |  |  |
|--|--|--|
|  Resort Accommodation Area |  Road               |  Stream             |
|  Ski Lifts                 |  Resource Road      |  All Survey Parcels |
|  Buildings                 |  TRIM - Gravel Road |  Private Land       |



1:10,000 Kilometers



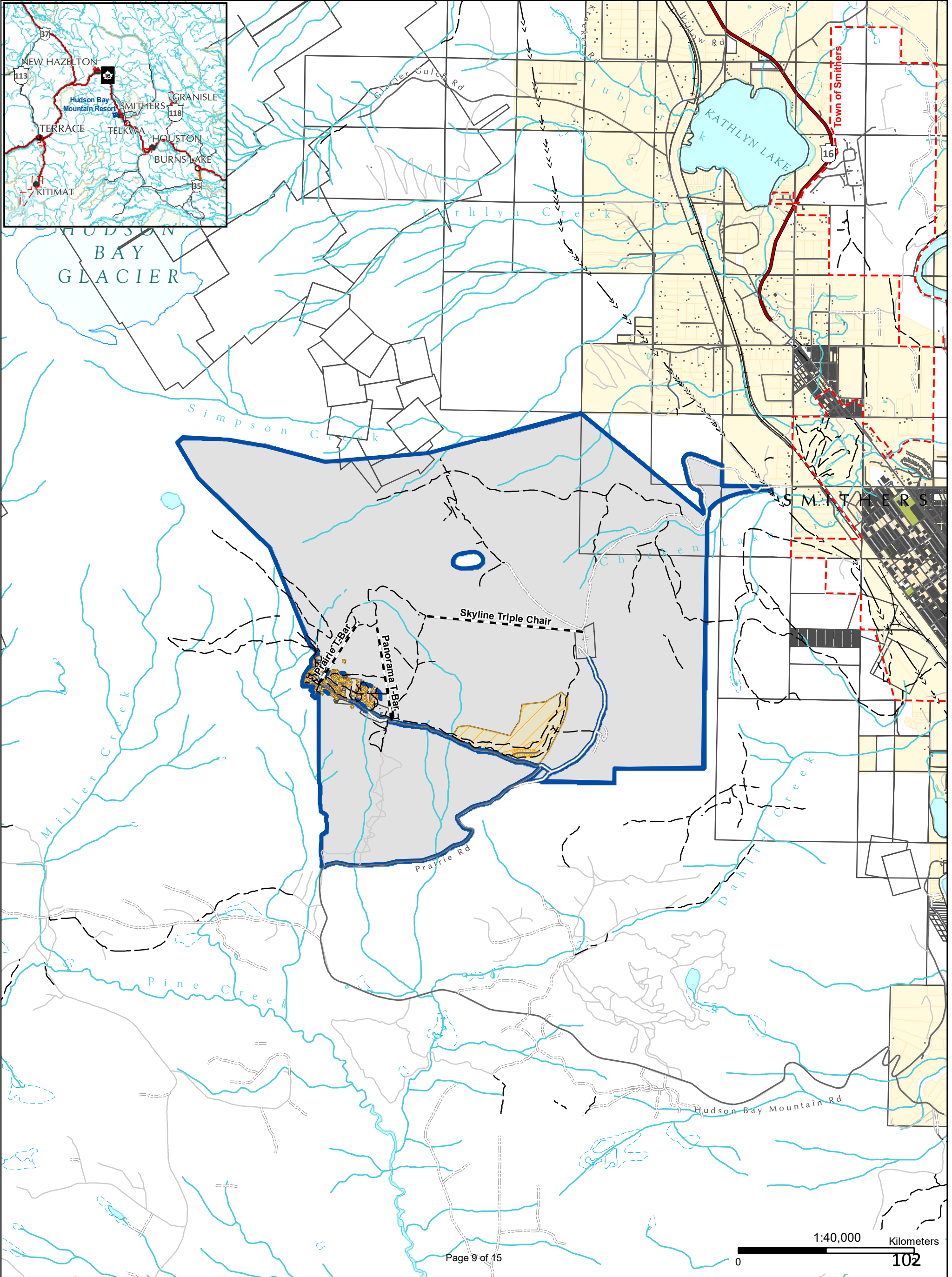
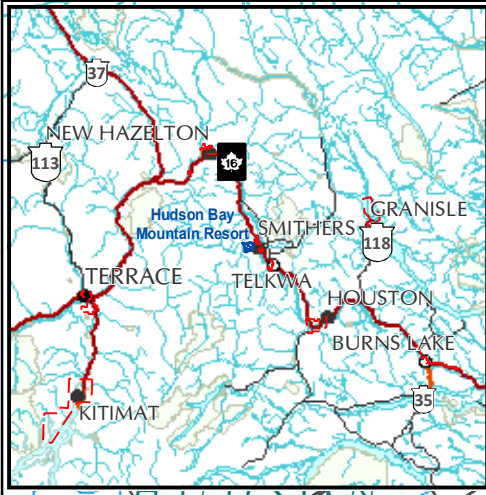
# Short-Term Rental Accommodations Regulation Schedule 1: Exempt Land (c,d,e,f)

## Hudson Bay Mountain Resort









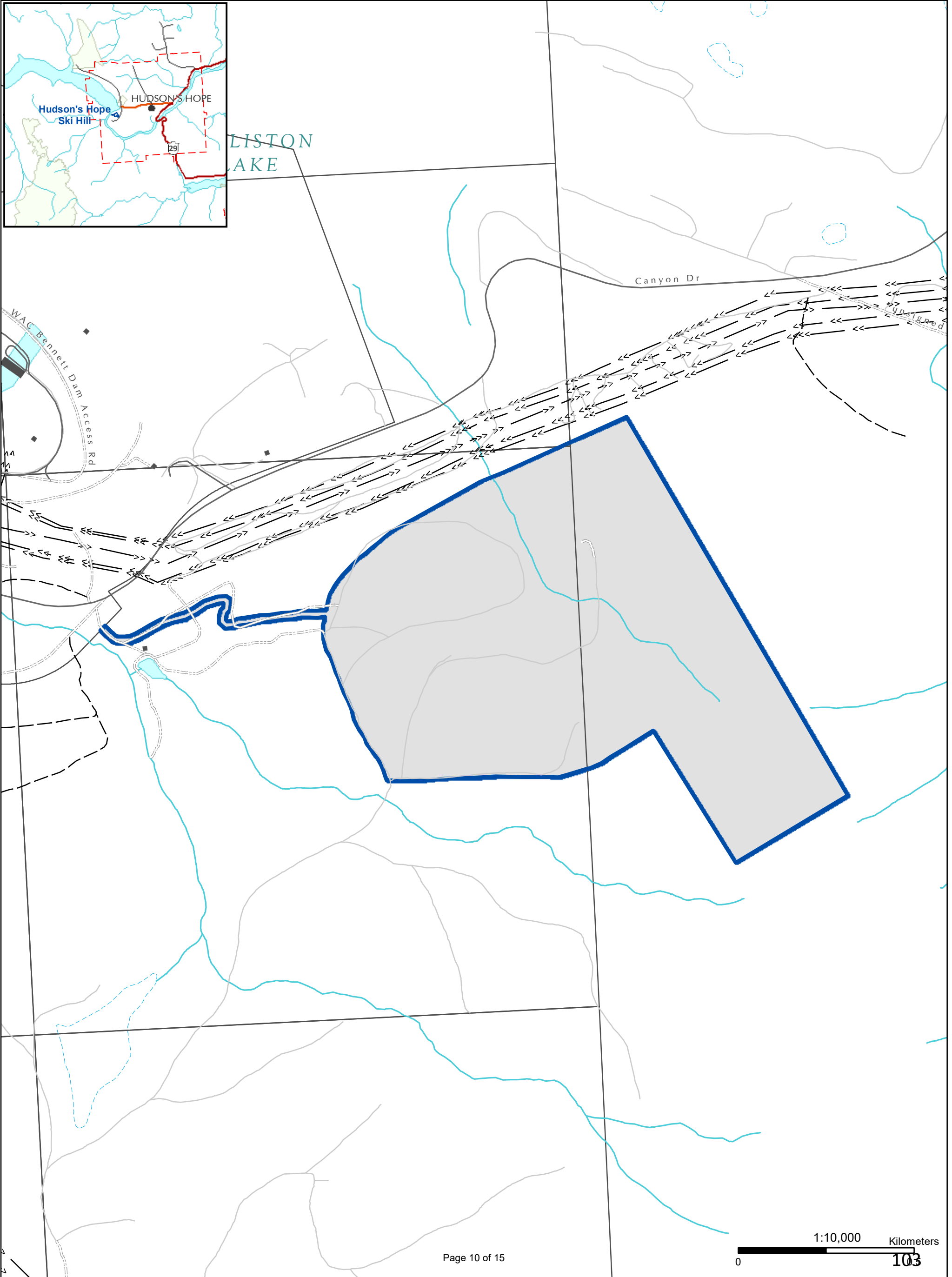
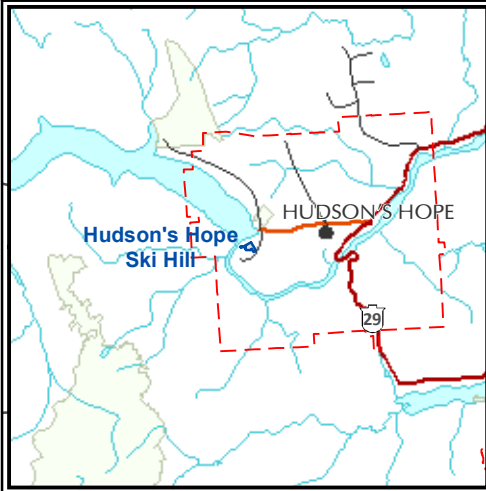
Date: 2024-12-02  
Coord. Sys: PCS Albers

- |                           |           |                    |                    |                                     |
|---------------------------|-----------|--------------------|--------------------|-------------------------------------|
| Resort Accommodation Area | Buildings | Resource Road      | Stream             | Private Land within Resort Boundary |
| Municipalities            | Road      | TRIM - Gravel Road | Waterbody          | Private Land                        |
| Ski Lifts                 | Trail     | Transmission Line  | All Survey Parcels |                                     |

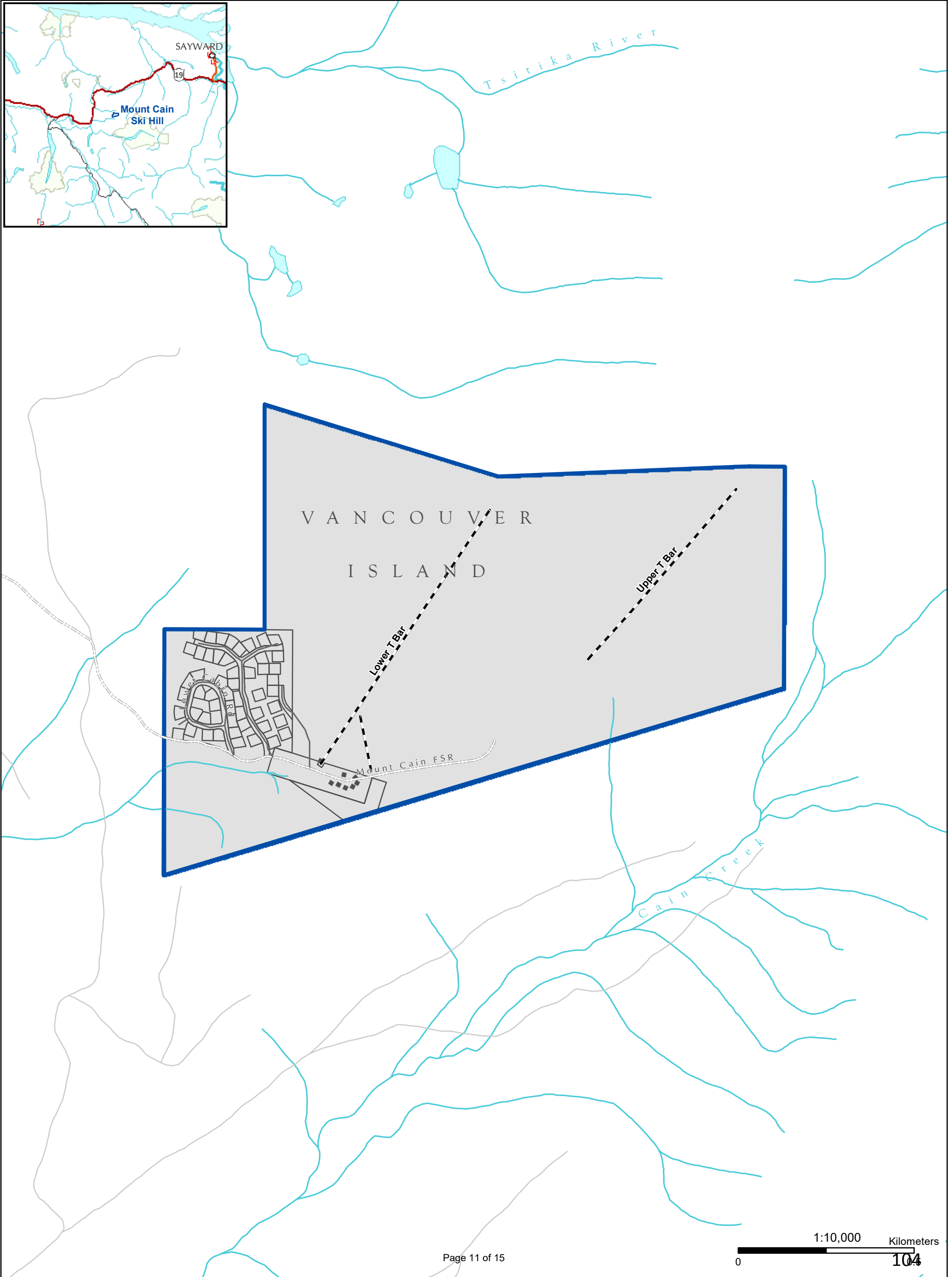
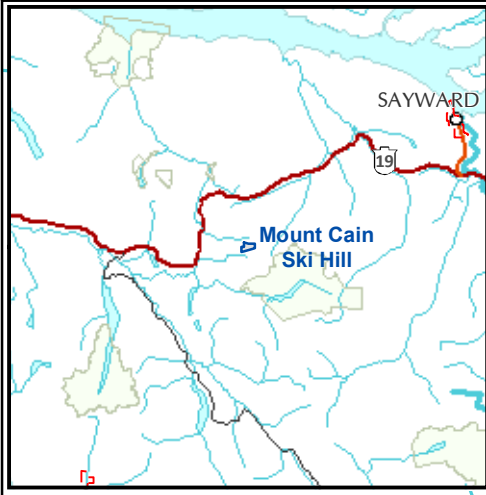




-  Resort Accommodation Area
-  Municipalities
-  Resource Road
-  TRIM - Gravel Road
-  Stream
-  All Survey Parcels

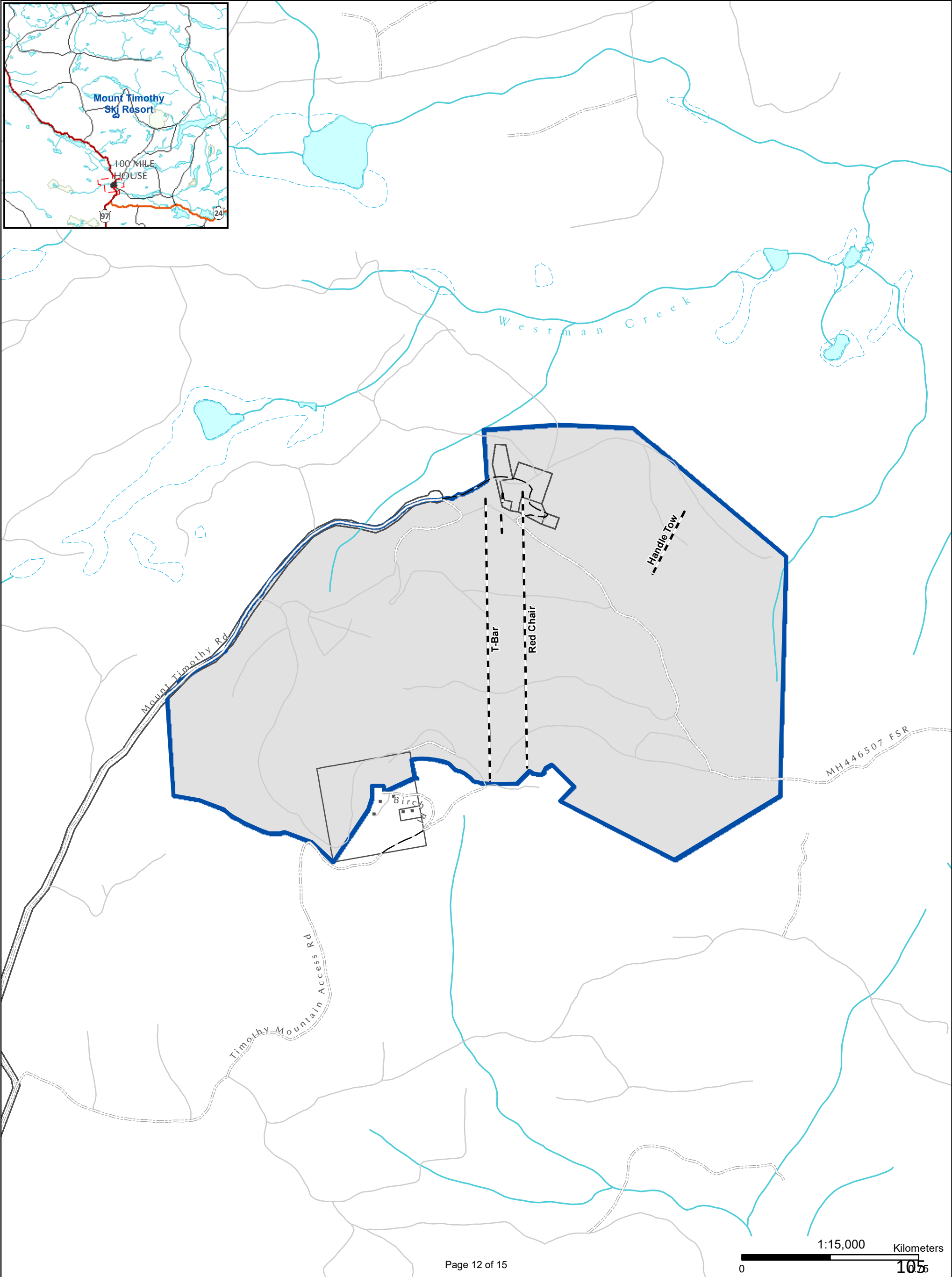
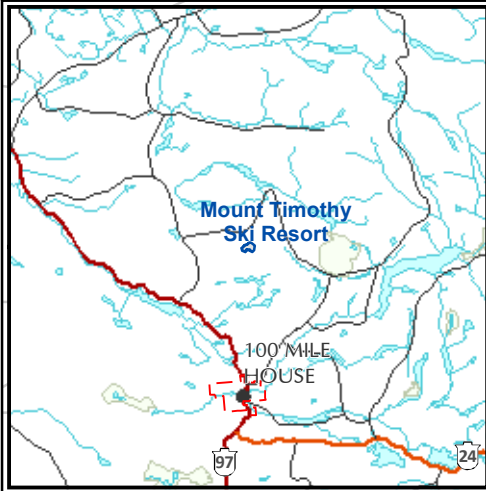


- |  |                           |  |                    |  |                    |
|--|---------------------------|--|--------------------|--|--------------------|
|  | Resort Accommodation Area |  | Road               |  | Stream             |
|  | Ski Lifts                 |  | Resource Road      |  | Waterbody          |
|  | Buildings                 |  | TRIM - Gravel Road |  | All Survey Parcels |



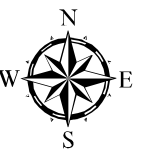


- Resort Accommodation Area
- Trail
- Stream
- Ski Lifts
- Resource Road
- All Survey Parcels
- Buildings
- TRIM - Gravel Road

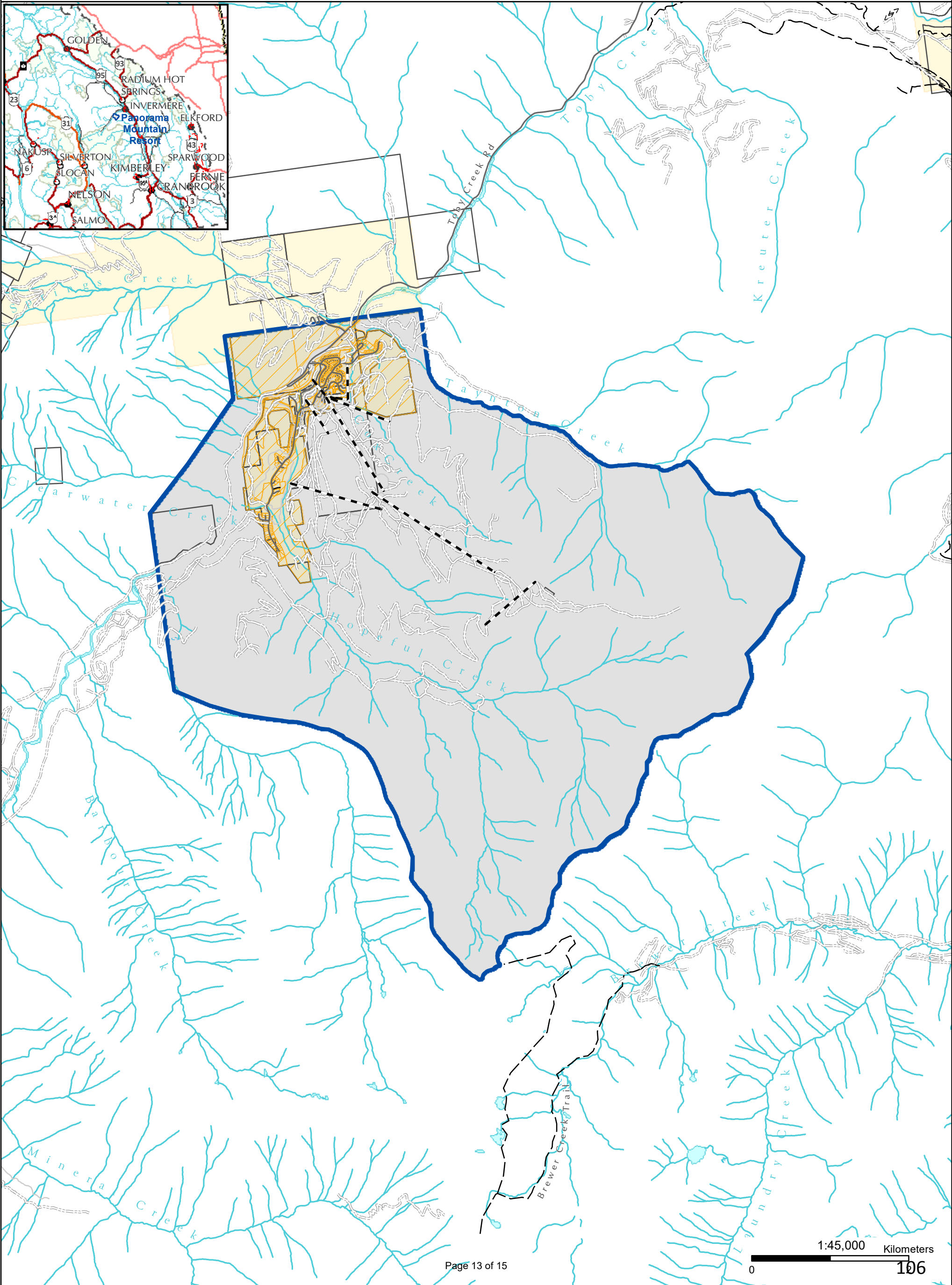
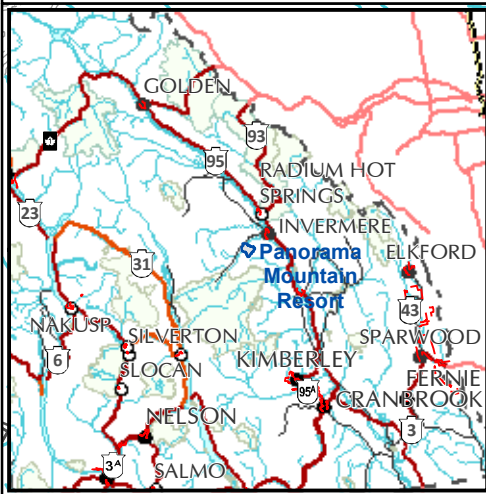
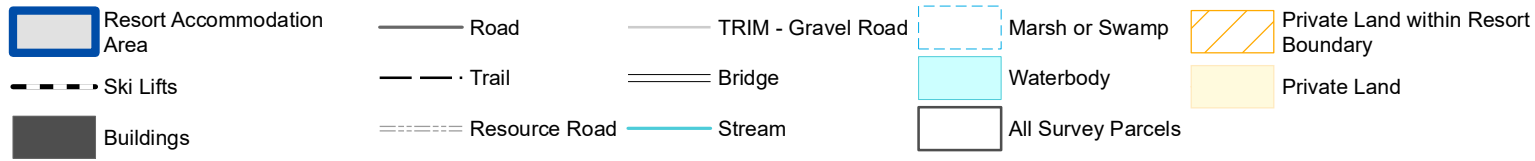


# Short-Term Rental Accommodations Regulation Schedule 1: Exempt Land (c,d,e,f)

## Panorama Mountain Resort



Date: 2024-12-02  
Coord. Sys: PCS Albers



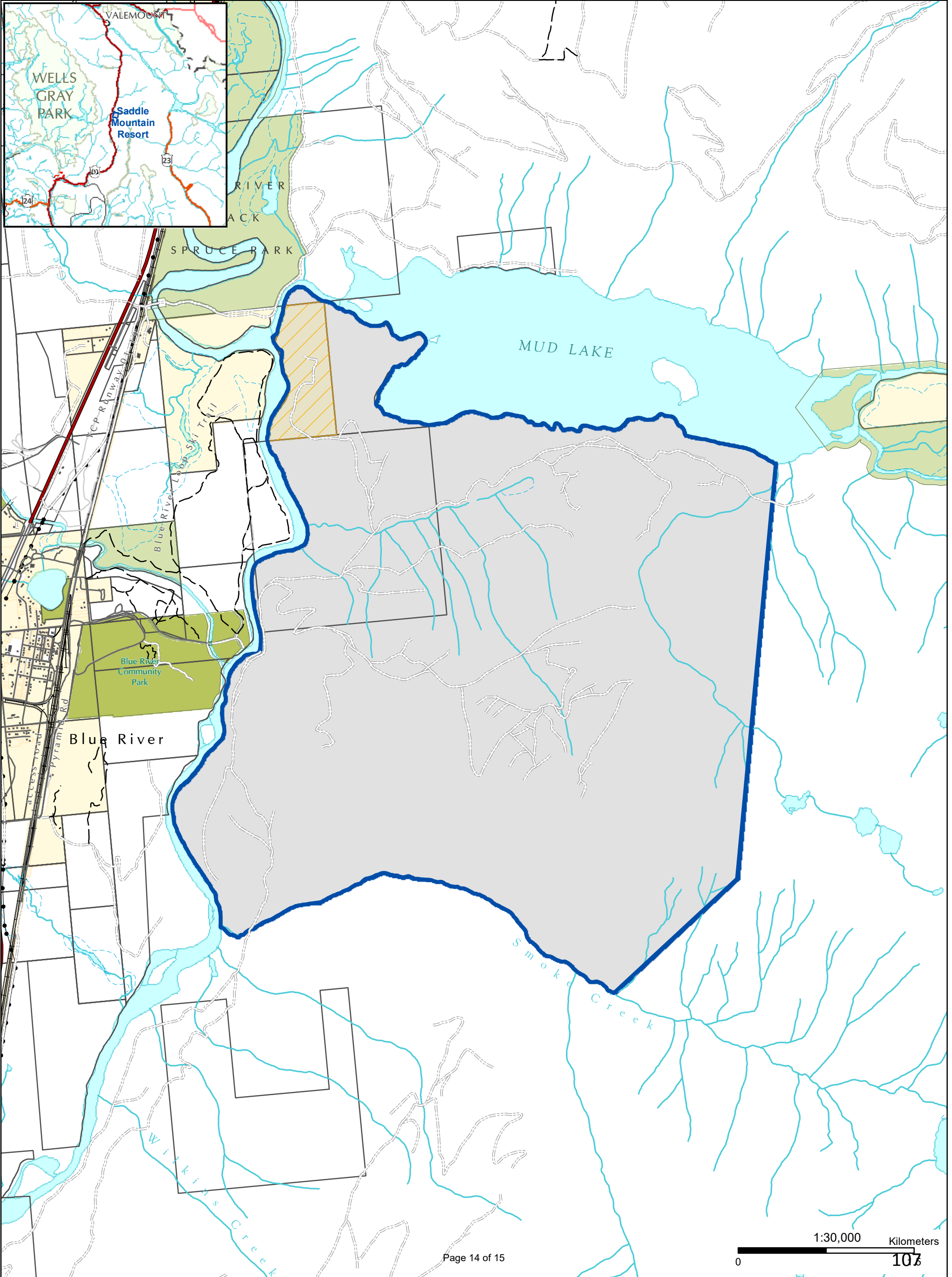
# Short-Term Rental Accommodations Regulation Schedule 1: Exempt Land (c,d,e,f)

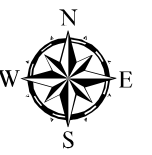
## Saddle Mountain Resort



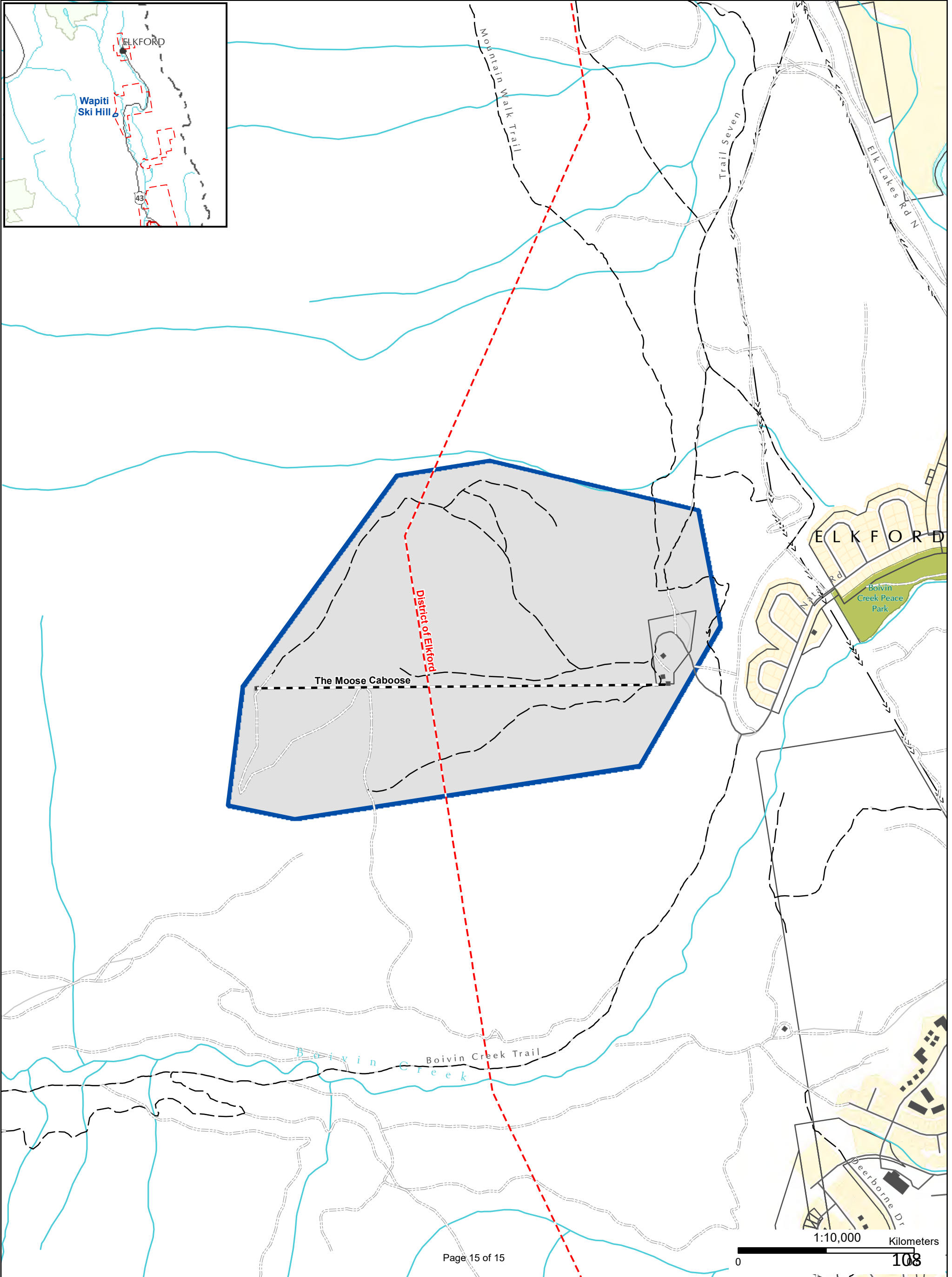
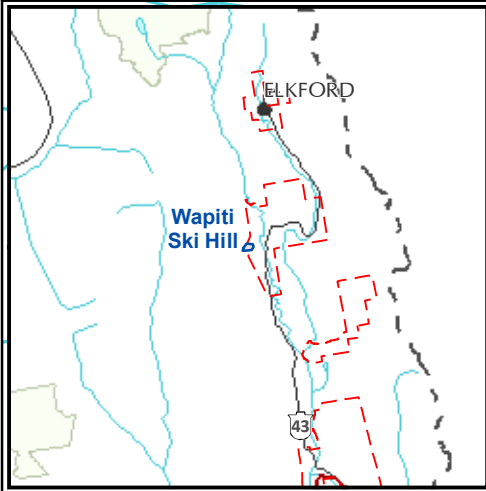
Date: 2024-12-02  
Coord. Sys: PCS Albers

- |                           |                |                                     |
|---------------------------|----------------|-------------------------------------|
| Resort Accommodation Area | Stream         | All Survey Parcels                  |
| Resource Road             | Marsh or Swamp | Private Land within Resort Boundary |
| TRIM - Gravel Road        | Waterbody      | Private Land                        |





- |                           |           |                    |                    |
|---------------------------|-----------|--------------------|--------------------|
| Resort Accommodation Area | Buildings | Resource Road      | All Survey Parcels |
| Municipalities            | Road      | TRIM - Gravel Road | Private Land       |
| Ski Lifts                 | Trail     | Stream             |                    |





# Gambier Local Trust Committee

## Open Applications

### Report

#### Development Permit

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	Add Optional Referrals		

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	Planning Review		

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	Add Optional Referrals		

# Gambier

## Development Variance Permit

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	Add Optional Referrals		

## Gambier

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20260079	Kayla Hildebrand	2/24/2026	832 THE GROVE RD, GAMBIER ISL	<p>The existing guest (secondary) dwelling is to be renovated mainly on the interior which includes updating the finishes and fixtures. There are currently 3 bedrooms, we are not proposing any additional bedrooms. There are currently 2 bathrooms, we are not proposing any additional bathrooms. The interior layout on both the main and top floor will be slightly reconfigured to create a better use of the space.</p> <p>We are proposing an addition to the South side of the dwelling on the main floor only that's 117.1 square feet (10.9 m2). This will allow for better use of the small space.</p> <p>The existing basement is an unfinished space where the foundation wall is scribed around the rock. We are not planning to increase the size of this space but simply insulate it so that we can move the mechanical equipment here to free up interior space. There will not be living space on this level.</p> <p>There will be no change to the building height.</p> <p>The addition is located on the south side of the secondary dwelling and does not reduce the separation distance between the secondary dwelling and the principal dwelling. Visually, the impact would be minimal, as the addition is limited to the main level and does not alter the overall roof form. The roof design will closely match the existing covered deck, such that the building's appearance would remain largely unchanged once construction is complete.</p> <p>The addition would occupy a portion of the existing deck area, resulting in negligible environmental impact and no expansion into previously undisturbed land.</p> <p>The use for this guest cabin is strictly for secondary use by the property owners. The proposed addition is modest in scale and is intended solely to improve the livability of the existing secondary dwelling, which is currently quite cramped. The main-floor bedroom would be enlarged to better accommodate families with children, without increasing occupancy or intensity of use.</p>

# Gambier

The principal dwelling is 2,785 square feet, whereas the guest (secondary) dwelling is proposed to be 1,558.3 square feet.

Planner	Status	Most Recent Completed Activity
Ian Cox	Under Review	Add Optional Referrals

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20260083	Sophia Khan	2/25/2026	507 SHAWANABE RD, GIBSONS, B	Converting to a dwelling and adding an extension room to the existing building under an open permit BP002593 with SCRCD and original approved DVP/DPA on file. Was told we require new DVP and possible DPA. Please advise at your earliest for this process of application as we have been targeted with a complaint and expedited this process to prevent further action.

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

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20260019	James Rogers	1/15/2026		Requesting setback variance on the proposed residential development.

Planner	Status	Most Recent Completed Activity
Margot Thomaidis	Under Review	Planning Review

## Gambier

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
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	

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	

## Gambier

### Subdivision

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		In Abeyance	Add Optional Referrals	

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	

# Islands Trust

LTC EXP SUMMARY REPORT F2026  
Invoices posted to Month ending January 2026

630 Gambier	Invoices posted to Month ending January 2026	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-630	LTC "Trustee Expenses"	200.00	90.70	109.30
LTC Local				
65050-630	LTC "Executive Expense on LTC's"	1,851.00	566.39	1,284.61
65200-630	LTC - Local Exp - LTC Meeting Expenses	1,610.00	1,583.54	26.46
65210-630	LTC - Local Exp - APC Meeting Expenses	0.00	733.90	-733.90
TOTAL LTC Local Expense		<u>3,461.00</u>	<u>2,883.83</u>	<u>577.17</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><b>It was MOVED and SECONDED</b> 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"> <li>a. Representative of a broad cross section of the geographical areas of the Gambier Island Local Trust Committee area;</li> <li>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;</li> <li>c. Where feasible and practical of a balanced representation of gender and age groups.</li> </ol> <p>Consideration shall be given to the following criteria in any appointment:</p> <ul style="list-style-type: none"> <li>• Previous experience as a member of a Board of Variance;</li> <li>• Experience on a local government council, board, local trust committee, commission or other body;</li> <li>• Experience with other volunteer boards, commissions or committees;</li> <li>• Experience and credential in a planning, design or related profession;</li> <li>• Experience and credentials in a building or design trade;</li> <li>• Educational background;</li> <li>• Length of residency in the local trust area;</li> <li>• Availability, and willingness to travel between local trust areas.</li> </ul>
2.	March 26, 2015	GM-2015-018	Amend APC appointment guidelines	<p><b>It was MOVED and SECONDED,</b> 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><b>It was MOVED and SECONDED</b> 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"> <li>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;</li> <li>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;</li> <li>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;</li> <li>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.</li> </ul>
4.	December 11, 2017	GM-2017-078	Adding item to agenda	<p><b>It was MOVED and SECONDED</b> 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><b>It was MOVED and SECONDED</b> that the Gambier Island Local Trust Committee adopt the following standing resolution:</p> <ul style="list-style-type: none"> <li>a) That staff incorporate First Nations’ words, phrases, and place names in Local Trust Committee communications, as appropriate.</li> </ul>
6.	July 25, 2019	GM-2019-031	Model Cell Tower Consultation Process	<p><b>It was MOVED and SECONDED</b> 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><b>It was MOVED and SECONDED</b> 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"> <li>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;</li> <li>b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory;</li> <li>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;</li> <li>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;</li> <li>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.</li> </ul>
8.	July 23, 2020	GM-IC-2020-001	Bylaw Enforcement investigation	<p><b>It was MOVED and SECONDED</b> 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><b>It was MOVED and SECONDED</b> 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><b>It was MOVED and SECONDED</b> that Gambier Island Local Trust Committee adopt the following policy on unlawful land uses and planning applications:</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> <li>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.</li> </ul>

11.	September 9, 2025	GM-RM-2025-037	Gambier Island Local Trust Committee Bylaw Compliance & Enforcement Policy	<p>Bylaw Compliance &amp; Enforcement Policy No. 1, effective June 24, 2025. Version No. 2</p> <p>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.</p> <p>PART A</p> <p>1.0 Application This policy will apply to the Gambier Island Local Trust Area and the enforcement of all applicable regulatory bylaws.</p> <p>2.0 Definitions &amp; Abbreviations</p> <p>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 &amp; 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</p> <p>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</p> <p>2.3 Inspection (1) The Islands Trust Bylaw Investigation Officer or any other person employed by or under</p>
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				<p>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.</p> <p>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.</p> <p>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.</p> <p>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 deferrals are established:</p>
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				<p>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.</p> <p>4.1.2 There will be a deferment of enforcement on non-permitted seawalls on North Thormanby Island.</p> <p>5.0 Inspection</p> <p>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.</p> <p>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.</p> <p>5.3 Inspection and investigation of complaints will be limited to those contraventions or concerns specifically identified in a complaint.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>5.7 If a respondent provides photographic evidence, a survey, or a professional report that confirms compliance, a site inspection is not required.</p> <p>6.0 Enforcement Procedures</p> <p>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</p>
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				<p>deadline, and this may include the use of the BEN system or a request for legal action.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>6.5 Bylaw Violation Notices will not be issued more than once per week unless authorized by the Manager of Bylaw Compliance and Enforcement.</p> <p>7.0 Closing Files</p> <p>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.</p> <p>7.2 If the contravention is for a minor structure that has only received one written complaint, the file can be closed.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>8.0 Frivolous, Repeat or Vexatious Complaints</p>
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				<p>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.</p> <p>9.0 Communications</p> <p>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.</p> <p>9.2 Respondents will receive as much information about complaints against their properties as possible without revealing the identity of the complainant.</p> <p>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.</p> <p>9.4 The Manager of Bylaw Compliance and Enforcement will arrange public information and education sessions regarding bylaw enforcement when appropriate and time permitting.</p> <p>10.0 Reporting</p> <p>10.1 The Local Trust Committee will receive a staff report on any files closed due to a vexatious nature.</p> <p>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.</p> <p>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.</p> <p>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:</p> <ol style="list-style-type: none"> <li>1) Regional Planning Manager;</li> <li>2) Manager of Bylaw Compliance and Enforcement; and</li> </ol>
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				<p>3) <b>Bylaw Enforcement Assistant</b></p> <p>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:</p> <p>1) <b>Regional Planning Manager.</b> 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;</p> <p>2) <b>Manager of Bylaw Compliance and Enforcement.</b> 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;</p> <p>3) <b>Bylaw Enforcement Assistant.</b> 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.</p> <p>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:</p> <ol style="list-style-type: none"> <li>1. The contravention did not occur as alleged.</li> <li>2. The contravention no longer exists.</li> <li>3. The Bylaw Violation Notice was issued to the wrong person.</li> <li>4. The Bylaw Violation Notice was not completed properly.</li> <li>5. The issuance of the Bylaw Violation Notice did not adhere to established Trust Council or Local Trust Committee policies.</li> <li>6. It is unreasonable for the person to pay a penalty.</li> <li>7. An exception specified in the bylaw, or related enactment, or Local Trust Committee Standing Resolution, or compliance and enforcement policy exist.</li> <li>8. A permit exists or has been obtained that authorises the alleged contravention.</li> </ol>
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No	Meeting Date	Resolution No.	Issue	Policy
				<p>9. There is poor likelihood of success at adjudication for the Local Trust Committee the following reasons:</p> <ul style="list-style-type: none"> <li>a. The evidence is inadequate to show a contravention;</li> <li>b. Incorrect information was relied upon in issuing the Bylaw Violation Notice;</li> <li>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.</li> </ul> <p>10. It is not in the public interest to proceed to adjudication for one of the following reasons:</p> <ul style="list-style-type: none"> <li>a. The bylaw has changed since the Bylaw Violation Notice was issued and now authorizes the contravention;</li> <li>b. A Local Trust Committee resolution has deferred enforcement on the specific contravention;</li> <li>c. The Local Trust Committee has closed the file;</li> <li>d. The offence occurred because of a circumstance that made it unreasonable for the person to comply with the bylaw.</li> </ul>

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

## Future Projects Report

### Gambier Island

<b>4. OCP</b>	Responsible	Date Received
N/A		01-Sep-2022
<b>5. Advocacy and Communications</b>	Responsible	Date Received
N/A		01-Sep-2022
<b>6. Bylaw Enforcement</b>	Responsible	Date Received
N/A		01-Sep-2022
<b>7. LUB (Gambier, Keats, Associated Islands, Bowyer &amp; Passage Islands)</b>	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