



Islands Trust Conservancy Board

Regular Meeting Agenda

Date: Tuesday, July 28, 2026
Time: 10:00 am
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

Pages

1. CALL TO ORDER
2. TERRITORIAL ACKNOWLEDGEMENT
3. APPROVAL OF AGENDA
 - 3.1 Review of Agenda and Introduction of New Items
 - 3.2 Approval of Agenda
4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

None
5. ADOPTION OF MINUTES
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 - 7.2 Items for Discussion/Direction

None

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	For Information.	
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	For Information.	

8. PUBLIC COMMENTS AND DELGATIONS

9. NEW BUSINESS

10. NEXT MEETING

The next Islands Trust Conservancy Board meeting is scheduled for September 29, 2026 from 10:00 a.m. to 3:00 p.m.

11. CLOSED MEETING

11.1 Motion to Close the Meeting

THAT the Islands Trust Conservancy meeting be closed to the public in accordance with the Community Charter, Part 4 Division 3, section:

- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality, and
- 90(1)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.

12. ADJOURNMENT



Islands Trust Conservancy Board

Minutes of the Regular Meeting

Date: Tuesday, May 12, 2026
Time: 10:00 am
Location: Electronic Zoom Meeting

Board Members Present Lisa Gauvreau, Chair, Trustee
Tanner Timothy | nənqəm, Vice Chair, Trustee
Tobi Elliott, Trustee
Jeannine Georgeson, Trustee
Risa Smith, Trustee
Susan Yates, Trustee

Staff Present Wendy Tyrrell, Manager, Islands Trust Conservancy
Jemma Green, Team Lead, Protected Areas Program
Kathryn Martell, Ecosystem Protection Specialist
Caroline Gicheru, Acting Administrative
Assistant/Meeting Administrator
Rob Kroeker, Meeting Administrator/Host
Carly Bilney, Recorder
Clare Frater, Director, Trust Area Services
David Marlor, Director, Legislative and Information
Services
Jason Youmans, Senior Policy Advisor
Joe Elliott, Senior Indigenous Relations Advisor

1. CALL TO ORDER

The meeting was called to order at 10:00 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Gauvreau acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations, and acknowledged the life and work of Musqueam Elder and Knowledge Keeper Shane Pointe, who dedicated his life to promoting the cultural and spiritual health of Indigenous Peoples.

3. APPROVAL OF AGENDA

3.1 Review of Agenda and Introduction of New Items

Introductions were made, and no new items were added to the agenda.

3.2 Approval of Agenda

By general consent the agenda was approved, as presented.

4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

At the March 17, 2026 Islands Trust Conservancy Board meeting, Chair Gauvreau rose and reported that the Islands Trust Conservancy Board has signed a Trail Licence Agreement with the Capital Regional District allowing the Capital Regional District to build and maintain a small section of a public trail within Island Trust Conservancy's Medicine Beach (E, HO,) Nature Sanctuary, North Pender Island along Canal Road as part of their active transportation trail system.

5. ADOPTION OF MINUTES

5.1 Draft ITC Board Meeting Minutes of March 17, 2026

The following amendments to the minutes were presented for consideration:

- On page 2 of the minutes (page 4 of the agenda) under Item 6 Follow Up Action List: indent the motion, then note that "Discussion ensued on the investment of all Islands Trust Conservancy funds options."

By general consent, the Islands Trust Conservancy meeting minutes of March 17, 2026 were adopted as amended.

6. FOLLOW UP ACTION LIST

Discussion ensued and the following comments were made:

- Manager Tyrrell commented on the working group meetings between Islands Trust senior staff and the WSÁNEĆ Leadership Council and Islands Trust Conservancy staff attending working group meetings with other Islands Trust staff and Indigenous Governing Bodies.
- Manager Tyrrell confirmed that \$1-million of the Opportunity Fund has been invested in a high-yield savings account and clarified that any change in the investment of Islands Trust Conservancy funds must first receive ministerial approval while the allocation of funds to operations and projects and granting of funds requires a pre-Board approval notification to the Minister.

7. BUSINESS

7.1 Items for Approval

7.1.1 Draft Bylaw No. 242 Referral, North Pender Island - RFD

Team Lead Green reviewed the referral and commented that the proposal may lead to intensified industrial uses in the future, and that there is not enough information in documentation provided to ensure the rezoning will not negatively impact nearby protected areas. Discussion ensued and the following comments were made:

- A suggestion was made to add "orange lines" in the description of map in figure 2 of the Request for Decision, to identify where the proposed Doris McHardy NAPTEP Covenant is located on the map

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- Concern was expressed about the type of activity proposed including a potential for gradually increasing levels of industrial activity
- The Board expressed appreciation for the work and analysis provided in the staff report
- Comments were made about adjacent properties that were protected for critical habitat for species at risk, and how the activity could be better suited in an alternative location
- Comment was made about the large number of correspondence sent to the Local Trust Committee in support of finding a different location
- Comments by the Board were made about how the proposal reveals gaps in how agencies across the Islands Trust Area cooperate together
- Manager Tyrrell commented that the Islands Trust Conservancy team and the planning team have worked closely on the referral, and the concerns of the Conservancy have been provided to the consulting firm that submitted the Environmental Impact Assessment report, and that an addendum to the report will be included in the submission to the Local Trust Committee

ITC-2026-027

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board requests staff to notify the North Pender Island Local Trust Committee that approval of proposed Bylaw No. 242 is not recommended for the reason that there is insufficient information to confirm that rezoning a portion of the subject property to industrial use will not negatively impact wildlife in adjacent protected areas, including ITC's Lisa Baile Nature Reserve and the proposed Doris McHardy NAPTEP covenant.

CARRIED

ITC-2026-028

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board requests staff to notify the North Pender Island Local Trust Committee that if draft Bylaw No. 242 is approved, it is recommended that a conservation covenant be placed on the ecologically significant portion of the property upslope of the area proposed for rezoning.

CARRIED

7.1.2 Management Plan for Manzanita Ridge (Nature Reserve) Covenant, Salt Spring Island - RFD

Team Lead Green reviewed the proposed Management Plan. Discussion ensued and the following comments were made:

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- BC Hydro doesn't manage Scotch broom in hydro right of ways
- A question was posed to staff inquiring if they could engage with BC Hydro about the impact of invasive species in protected areas
- Staff responded that engaging with BC Hydro regarding their invasive plant management strategy would be a significant allocation of staff time
- Cultural practices, including Indigenous hunting and prescribed burning, are being added to management plans for conservation properties within the Islands Trust Area (e.g. Galiano Conservancy Association's Quadra Hill Nature Reserve)
- There are examples of stewardship practices such as cultural burning and harvesting in other organizations (e.g. Cowichan Garry Oak Preserve in Duncan) that mitigate climate change impacts.

Director Frater joined the meeting at 10:45 a.m.

ITC-2026-029

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approves Salt Spring Island Conservancy's proposed Manzanita Ridge Nature Reserve Land Management Plan dated 30 September, 2025, provided that proposed activities which are inconsistent with the covenant agreement are subject to prior covenant holder approval of specific workplans, with approval not to be unreasonably withheld.

CARRIED

ITC-2026-030

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board provides the following comments with their approval of the Manzanita Ridge Nature Reserve Land Management Plan dated 30 September, 2025:

- a. The Islands Trust Conservancy Board acknowledges, and is supportive of, Salt Spring Island Conservancy's intentions to engage in meaningful reconciliation work with First Nations.
- b. The Islands Trust Conservancy Board encourages Salt Spring Island Conservancy to request BC Hydro to manage Scotch broom in their Right of Way, for the protection of the arbutus / hairy manzanita provincially red-listed ecosystem.
- c. The Islands Trust Conservancy Board should be notified of any changes to the management plan arising from review of monitoring data, in accordance with section 4.1 of the covenant agreement.

CARRIED

Discussion ensued about whether a motion should be made regarding engagement with BC Hydro and the management of Scotch broom. It was suggested that there

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were several topics noted for discussion with BC Hydro, and careful Board consideration is recommended to determine a specific request to staff.

7.1.3 Draft ITC Annual Report – RFD

Discussion ensued and the following comments were made:

- A suggestion was made to review the Islands Trust Conservancy Reconciliation Declaration and consider changing “will strive” to a reflect active efforts being made to create opportunities for knowledge sharing once we receive feedback from First Nations through the Five-year Plan engagement process
- A suggestion was made to remove reference to the “ongoing maintenance of the house” in the management of the Ruby Alton Property Endowment Fund (page13 of the Annual Report)
- A suggestion was made to add “(Lisa Gauvreau)” after “And myself as Chair” (page 5 of Annual Report)
- Comments were made about measures being taken to decolonize policies as part of a policy renovation project
- Staff noted that a project charter on the policy renovation project will be brought to the Board at the July meeting

Trustee Georgeson joined the meeting at 11:10am.

- The Board sought clarification from staff regarding the Policy Renovation Project (page 93). Discussion ensued on whether this was a “new project”.
- The Board noted that Trust Council had agreed to pause all new projects at the December 2025 meeting.
- Staff clarified that policy work, including the creation of new policies and updating out-dated policies is ongoing work, that has not been guided by a project charter to date. Presenting a project charter to the Board will clarify the scope, costs and implications of a policy review and renovation and inform the Board in order to provide guidance to staff
- Director Frater also noted that Trust Council policy updates are ongoing as well

ITC-2026-031

It was MOVED and SECONDED,

that the Islands Trust Conservancy (ITC) Board approves the draft 2025-26 ITC Annual Report as amended for inclusion in the Islands Trust 2025/26 Annual Report for approval by Islands Trust Council at its June 2026 quarterly meeting and submission to the Minister of Housing and Municipal Affairs.

CARRIED

7.2 Items for Discussion/Direction

Director Marlor joined the meeting at 11:13 a.m.

7.2.2 Artificial Intelligence and the Islands Trust (Verbal Briefing)

Director Marlor summarized the provincial policy on the use of Artificial Intelligence (AI) and considerations to be made by the Islands Trust in developing an AI policy. The summary included:

- A writer using AI must ensure their work is correct and that the tone is appropriate for the Islands Trust
- Anything put into an AI chatbot is public; confidential material or an entire letter from a member of the public should not be used in order to protect privacy
- AI should be treated as an untrustworthy assistant and information from AI must be verified to ensure accuracy

Discussion ensued and the following comments were made:

- Concern was expressed by the Board about how AI policy could apply to staff and contractors
- Checks and balances should be included in a contract when it is written (e.g. the consultant should have an opportunity to make necessary edits before the contract ends; a contract could also include a payment schedule; a contractor is required to hold insurance for professional liability and errors and omissions)
- Some organizations require every report to identify whether or not AI was used
- AI can only use publicly available information
- There are concerns with the ethics of using AI as a generative tool
- There are negative environmental and human impacts (e.g. water use, electromagnetic radiation, noise) from AI data centres
- AI engines extract information to influence commerce and a policy should be in place to understand related concerns
- Director Marlor clarified that his recommendation to send the Board's motion through Trust Council was to ensure standardized documentation and reporting throughout the Islands Trust

ITC-2026-032

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board requests that Trust Council request staff to identify if Generative Artificial Intelligence has been used in the generation of briefings, discussion notes or requests for decisions.

CARRIED

7. BUSINESS (cont.)

7.1 Items for Approval

7.1.4 Scheduling of a Special Meeting (Verbal Briefing)

Manager Tyrrell explained the purpose for a proposed special meeting is for the Board to receive the 2026 annual financial statement and auditors report, and for staff to bring the 2027-28 preliminary budget requests overview to the Board. It was noted the anticipated duration of the special meeting will be from 1:00 p.m. to 3:00 p.m.

Trustee Yates noted she will be unable to attend.

ITC-2026-033

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board schedule an electronic special meeting for June 2, 2026 at 1:00 p.m. to consider the 2027/28 budget request overview and receive the 2026 Auditors Report and presentation.

CARRIED

The meeting adjourned for a break at 11:51 a.m. and reconvened at 12:25 p.m.

7.2 Items for Discussion/Direction (cont.)

7.2.1 Natural Areas Protection Tax Exemption Program - BRF

Senior Policy Advisor Jason Youmans summarized the briefing and the following comments were made:

- When a property receives an exemption under the Natural Areas Protection Tax Exemption Program (NAPTEP), the tax that property owner would otherwise pay is recouped by the relevant taxing authority (Province, regional district, Islands Trust, etc) from other taxpayers
- The report was provided to the Ministry of Finance for preliminary review,
- A primary concern for the Province is what impact an increased NAPTEP tax exemption would be on other taxpayers
- The report findings show that if a minimal number of new NAPTEP covenants were incentivized by an increased tax exemption rate, the impact on other tax payers would be minor
- There is no fixed deadline for the Board to respond to Trust Council

Discussion ensued and the following comments were made:

- Support was expressed by trustees for increasing the tax exemption to 100%
- Staff noted there would be an impact to staff workload, as NAPTEP applications require a great deal of work

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- The report highlights that NAPTEP is a very cost-effective approach to land conservation
- It is encouraging to know the Minister of Finance is supportive of the report's methodology
- Trustees noted that while the report is an excellent analysis for proposed cost-shifting, it does not include the full-cost accounting to the Province for landowners protecting a resilient forest (e.g. what are the financial benefits to protecting healthy ecosystems and private lands with intact stands forest, replenishing the groundwater, maintaining a less fire-prone forest, etc)
- It was noted that NAPTEP is a valuable tax incentive, given the high percentage of privately held lands in the Trust Area and that covenants allow landowners to see the benefit of conservation as they continue to live on the land
- Concern was expressed by trustees about whether there is capacity for the Islands Trust Conservancy to take on additional covenant applications
- If the Province changed the regulation, it could result in a need for additional Conservancy staff, as applications for NAPTEP covenants could increase
- Staff noted that some First Nations have asked staff to consider how covenants have been seen by Indigenous Peoples as a colonial construct that adds an additional encumbrance on the land, and suggested a more detailed analysis of the potential impacts of an increased NAPTEP exemption be put together for consideration to the Board
- Staff noted that land holders who currently have a non-NAPTEP covenant with the Islands Trust Conservancy may want to convert their covenant to a NAPTEP covenant
- Staff noted that an increased incentive through NAPTEP may result in a reduction in the number of lands being protected by local islands conservancies
- Those landowners with existing covenants held by local island conservancies may consider shifting their covenants to Islands Trust Conservancy to benefit from the increased NAPTEP tax incentive

ITC-2026-034

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board request staff to review the Hypothetical Tax Shift Analysis report referred by Trust Council, and return to the Board with an analysis of considerations and implications of the Trust Council proposal to advocate for an increase in the Natural Area Protection Tax Exemption Program tax exemption, to inform the Board's recommendations to Trust Council.

CARRIED

7.2.3 ITC-EC Liaison Meeting – July 28, 2026 – Agenda Topics - BRF

Manager Tyrrell provided an overview of the briefing, and which asks what topics the Board would like to be included in the upcoming ITC/EC liaison meeting.

Discussion ensued and the following comments were made:

- Support was expressed for discussing how the Islands Trust can do better to embed consideration of biology and ecological integrity into land use decision making
- Mixed opinions were expressed about discussing the use of artificial intelligence in the upcoming meeting
- The Caring for Nature Initiative by the Bowen Island Conservancy was referred to as a positive example of assessing biodiversity values across the islands
- A suggestion was made to discuss these topics:
 - ecological integrity across the islands – tools, trends and data gaps
 - undertaking cultural heritage protection, and
 - Reconciliation and engagement with First Nations
- There is more work to be done about the long-term sustainability of the Island Trust Conservancy's operations
- Assessing whether the objective of the Trust is being upheld with regards to ecological integrity in land use planning
- There is a need to assess what steps the Islands Trust should take to transition from primarily conventional land-use planning toward a more integrated conservation and ecosystem-informed planning model that better reflects current ecological realities, Reconciliation commitments, and long-term community well-being
- Support was expressed for a discussion topic about priorities for preserving ecological integrity across the Trust Area
- A trustee noted that it would be helpful for the ITC Board to have an update on the state of the environment for each island
- The Regional Conservation Plan highlights areas to be prioritized for protection in the Islands Trust Area and has been available to land use planners for years. It expires in 2029, and is scheduled to begin the update process in 2027-28, to be re-published in 2030
- It was noted by a trustee that the current Regional Conservation Plan is static and does not allow for changes on that ground to be fed back into the plan to encourage ecosystem-informed decision making in the long-term
- Could the Regional Conservation Plan be imagined differently for more integrated for use by the public, planners and staff
- A suggestion was made to refer to Draft Bylaw No. 242 on North Pender Island as an example of the need to improve internal communications in regards to the planning processes

Chair Gauvreau summarized the topics to be included in the July 28, 2026 ITC-EC liaison meeting as:

- Reconciliation and engagement with First Nations
- Updating the Regional Conservation Plan
- Discussion of artificial intelligence

Staff agreed to add these topics of discussion to the ITC/EC liaison meeting agenda.

7.3 Correspondence – None

7.4 Updates for Information

7.4.1 Public Acquisitions Report

The Islands Trust Conservancy Board reviewed the Public Acquisitions Report for information.

7.4.2 Public Covenants Report

The Islands Trust Conservancy Board reviewed the Public Covenants Report for information.

7.4.3 ITC Five-year Plan Update (Verbal)

Manager Tyrrell provided an update on the development of the draft 2028-2032 Five-year Plan. The following comments were made:

- There have been increasingly fulsome Conservancy staff-to-First Nations staff discussions.
- There is interest from other First Nations who are actively seeking information about what is involved in Phase 2 of the project.
- Next steps include the preparation of guiding principles and meeting with interested Nations on how to best work together on overlapping interests and policy renovation

Manager Tyrrell commented on the high number of referrals received by First Nations on a daily basis and that the Five-year Plan may not be a high priority, and added that Board members can provide her contact information to First Nations that have an interest in participating in the process of updating the plan.

7.4.4 Executive Committee Update (Verbal)

Trustee Elliott noted the following:

- The Executive Committee is developing strategic priorities and a related public engagement survey will be delivered where people can rank issues that matter most to them

- Executive Committee members attended the Association of Vancouver Island Coastal Community Convention in April and produced reports on what they learned

7.4.5 Trust Council Update (Verbal)

None.

7.4.6 Financial Planning Committee Update (Verbal)

Trustee Yates commented that there are Trustees who do not realize how important the Islands Trust Conservancy is to the entire Trust Area.

Trustee Elliott commented that the next Financial Planning Committee meeting will include discussion led by Director of Financial and Employee Services Derek Cockburn about the Budget Assumptions and Principles document, and may be of interest to Board members.

7.4.7 Governance Committee Update (Verbal)

Chair Gauvreau reviewed activities undertaken by the Governance Committee including:

- Discussion of ways to improve Trust Council committee structure
- Review of the Table of Delegated Authorities and Governance Structure
- Recommendations made related to resolutions-without-meeting bylaw procedures, and
- Approval of the Committee's annual report

8. PUBLIC COMMENTS AND DELEGATIONS – None.

9. NEW BUSINESS – None.

10. NEXT MEETING

The next Islands Trust Conservancy Board meetings are scheduled for:

- Special Meeting on June 2, 2026 from 1:00 p.m. - 3:00 p.m., and
- Regular Meeting on July 28, 2026 from 10:00 a.m. - 12:00 p.m. followed by the ITC-EC Liaison Meeting from 1:00 p.m. - 3:00 p.m.

11. CLOSED MEETING

11.1 Motion to Close the Meeting

ITC-2026-035

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board meeting be closed to the public in accordance with the Community Charter, Part 4 Division 3, section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the Islands Trust Conservancy board, and that staff be invited to remain in the meeting.

The meeting was closed to the public at 1:40 p.m. and reconvened in open meeting at 2:15 p.m.

12. ADJOURNMENT

By general consent, the meeting adjourned at 2:16 p.m.

Lisa Gauvreau, Chair

Certified Correct:

Carly Bilney, Recorder



**Islands Trust Conservancy Board
Minutes of a Special Meeting**

Date: Tuesday, June 02, 2026
Time: 1:00 p.m.
Location: Electronic Meeting

Board Members Present Lisa Gauvreau, Chair
Tanner Timothy | nənqəm, Vice Chair
Tobi Elliott, Trustee
Jeannine Georgeson, Trustee
Risa Smith, Trustee

Regrets Susan Yates, Trustee

Staff Present Wendy Tyrrell, Manager, Islands Trust Conservancy
Clare Frater, Director, Trust Area Services
Derek Cockburn, Director Financial and Employee Services
Caroline Gicheru, Acting Administrative Assistant, Recorder
Joe Elliott, Senior Indigenous Relations Advisor

Guest Presenters Lenora Lee, KPMG Lead Auditor
Winnie Tam, KPMG Senior Audit Manager

Members of the Public Present: No members of the public were in attendance

1. CALL TO ORDER

The meeting was called to order at 1:00 p.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Gauvreau initiated the introductions by acknowledging that the meeting was being held in the traditional territories of the Coast Salish First Nations and reminded the Board that June is National Indigenous history month. Chair Gauvreau also gave a debrief honouring the work and reconciliation journey of Mary Simon who is retiring as the Governor General of Canada in June 2026.

3. APPROVAL OF AGENDA

3.1. Review of Agenda and Introduction of New Items

There were no new items added to the agenda.

3.2. Approval of Agenda

By general consent the agenda was approved, as presented.

4. BUSINESS

4.1. Items for Approval

4.1.1. 2027/28 ITC Budget Requests Overview – RFD

Manager Tyrrell presented the Islands Trust Conservancy Board's preliminary 2027/28 budget request moving through each budget line item. Discussions ensued on:

- Amount of funds allocated to contracts per year;
- Amount of property monitoring that is in-houses vs contracted;
- Number of management plans that are updated per year;
- Climate change adaptation of management plans;
- Number of Natural Area Protection Tax Exemption Program (NAPTEP) applications expected in 2027/28 fiscal year;
- How costs for species at risk are being covered;
- Approach to development of the regional conservation plan

ITC-2026-036

It was MOVED and SECONDED

THAT the Islands Trust Conservancy (ITC) Board request staff to prepare an Islands Trust Conservancy 2027-28 budget request for the July 28, 2026 meeting that provides for:

- Increasing costs associated with protected areas management planning and operation reflecting:
 - additional costs for new nature reserves and covenants
 - costs for the design, purchase and installation of updated signage for nature reserves
 - continuation of the Protected Areas Management Database development and implementation project
 - development of a new management plan template

- Increasing costs associated with land securement
- Increasing costs associated with conservation planning (Regional Conservation Plan update)
- Increasing costs associated with communications
- Continuation of the 2028-2032 Five-year Plan development project
- Options for drawing from the Conservancy's Opportunity Fund and other ITC managed funds

CARRIED

4.1.2. KPMG Audit Findings Report and Presentation

KPMG Auditor Lee presented the 2025/26 financial statements and audit findings to the Board.

Discussion ensued on:

- The different inflationary rates for Ruby Alton house and the Link Island cabin.
- The auditor noted that costs related to the Conservancy are in part paid by Trust Council, and they are not reflected in the financial statements of the Conservancy, but they are disclosed in the notes section. These costs are shown as expenses in the Trust Council financial statements.

KPMG Auditor Tam reviewed the audit opinion and provided these highlights:

- The Auditors identified one audit misstatement in the financial statement, and made a recommendation to reclassify some funds from investments to cash.
- There were no significant deficiencies in internal controls over financial reporting identified.
- There were no changes in accounting policies or practices adopted by the Conservancy this year.

Discussion ensued on:

- The reference to natural assets in the notes under the Significant Accounting Policies section.

4.1.3. ITC 2025/26 Audited Financial Statements – RFD

ITC-2026-037

It was MOVED and SECONDED

THAT the Islands Trust Conservancy Board approve the Audited Financial Statements for the 2025/26 fiscal year, and refer the statements to Islands Trust Council for information.

CARRIED

4.2. Items for Discussion/ Direction

None.

4.3. Updates for Information

None.

5. PUBLIC COMMENTS AND DELEGATION

A member of the public commented that she had been following the meeting and it was very informative.

6. NEW BUSINESS

None

7. NEXT MEETING

The next Board meeting is scheduled for July 28, 2026.

8. ADJOURNMENT

By general consent, the meeting adjourned at 03.03 p.m.

Lisa Gauvreau, Chair

Certified Correct:

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Caroline Gicheru, Recorder.

Minutes are not official until adopted at a subsequent meeting.

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Follow Up Action Report

Trust Conservancy Board

27-May-2025

Progress	Activity	Responsibility	Dates	Status
100%	1 Staff to add the following topic to a future meeting agenda: A discussion on the use and potential harm of artificial intelligence (AI). Nov 18, 2025: Scheduled for the May 2026 Board meeting. March 17, 2026 Update: The Director of Legislative Services has developed an interim management policy for staff in regards to use of AI, based on the Provincial policy. Due to adoption of the CAO's Operational Review, work on a corporate AI policy is not a funded project for 2026-27 fiscal year. July 28, 2026 Update: The Director of Legislative Services presented a verbal briefing to the Board on this topic at the May 12, 2026 meeting. A resolution was passed. This FUAL will be archived after the July meeting.	Wendy Tyrrell	Target: 12-May-2026	Completed
0%	2 ITC Board members to explore Board Leadership Center training opportunities through KPMG including online resources available for common terms of reference, good practices, and trend information. Nov 18, 2025 Update: Staff will work with Chair Gauvreau to provide a BRF at the March 2026 meeting on options for training opportunities through KPMG. January 20, 2026: No new updates. March 17, 2026: No new updates. May 12, 2026: No new update. July 28, 2026: Chair Gauvreau and staff recommend postponing this briefing on options for KPMG training to after the elections.	Clare Frater Lisa Gauvreau Wendy Tyrrell	Target: 31-May-2026	In Progress

Follow Up Action Report

Trust Conservancy Board

27-May-2025

Progress	Activity	Responsibility	Dates	Status
0%	3 Staff to cooperate with Tsartlip First Nation and Tseycum First Nation, via the W_SÁNEC Leadership Council (WLC), to develop an agreement for Islands Trust Conservancy Board consideration. October 3, 2025 Update: Staff have not received a legal opinion to confirm whether ITC Board can enter into agreements with Indigenous Governing Bodies. Trust Council is currently working in cooperation with WLC to co-develop an agreement. Nov 18, 2025: Staff have received legal opinion and will provide a verbal update at the November IC-Meeting. January 20, 2026 Update: Staff will be engaging with W_SÁNEC Leadership Council (WLC) during the Five-year Plan process to discuss an cooperation agreement. March 17, 2026: No new updates. May 12, 2026: Director Frater meets with W_SÁNEC Leadership Council staff on a regular basis, providing Conservancy updates. July 28, 2026: No new update.	Clare Frater Wendy Tyrrell	Target: 31-Mar-2026	In Progress

Follow Up Action Report

Trust Conservancy Board

27-May-2025

Progress	Activity	Responsibility	Dates	Status
95%	4 Staff to proceed with negotiations for a Well Access Agreement with the Ministry of Water, Lands and Resource Stewardship (WLRS) and the two covenant holders Gabriola Land & Trails Trust and Nanaimo & Area Land Trust for maintenance and data collection of the Provincial Groundwater Observation Well 197, in S'ul-hween X'pey (Elder Cedar) Nature Reserve. October 3, 2025 Update: Staff are close to wrapping up the final well access agreement. It has been reviewed by legal counsel, and suggested edits are being presented to WLRS for approval. The covenant holders have agreed to the access agreement in principle. The final agreement will be sent to the covenant holders for approval. Nov 18, 2025 Update: The Well Access Agreement with WLRS was sent to MIABC (Municipal Insurance Agency of BC) for review, as recommended by legal counsel. The final agreement will be sent to the covenant holders, to First Nations for referral, and the Minister of Housing and Municipal Affairs for approval. January 20, 2026 Update: No new updates. March 17, 2026 Update: The Well Access Agreement has been fully reviewed on our end, and is with the Ministry of Environment and Parks (MEP) for review. Though the well is maintained by WLRS, the agreement is between MEP and ITC. May 12, 2026 Update: Final draft of this agreement is with the Director of Legislative Services for review. The agreement is scheduled to be signed in May or June. July 28, 2026 Update: The Director of Legislative Services (and legal opinion) recommended standing firm on a few sections of the agreement. Staff will be returning the draft to MEP for consideration and estimate that the final agreement will be ready to be reviewed	Nuala Murphy Wendy Tyrrell	Target: 30-Sep-2025	In Progress



Follow Up Action Report

Trust Conservancy Board

27-May-2025

Progress	Activity	Responsibility	Dates	Status
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by the Board at the September meeting.

Follow Up Action Report

Trust Conservancy Board

18-Nov-2025

Progress	Activity	Responsibility	Dates	Status
100%	1 Staff invest one million dollars of the Opportunity Fund in a high yield fund. January 20, 2026 Update: Staff are in consulting with a financial advisor regarding appropriate investment options. March 17, 2026 Update: Staff have placed \$1,000,000 in a high-yield savings account. Update, post meeting. Staff received confirmation from the Minister's office that any changes in the investment of trust fund property requires minister approval. May 12, 2026: No new update. July 28, 2026: Staff have a request with the Minister of Housing and Municipal Affairs, to be listed as a prescribed institution with the Municipal Finance Authority of BC (MFABC). Once this is confirmed, staff will bring a RFD to the board requesting the transfer of all of the ITC Board Investment and banking accounts to MFABC, with a detailed breakdown of available investment options. Once the Board approves the transfer of funds, and the type of investments, staff will submit the request to transfer funds over to MFABC to the Minister for review and approval. This FUAL will be archived, after the July meeting and a new FUAL will be created as per above	Clare Frater Wendy Tyrrell	Target: 20-Jan-2026	Completed

Follow Up Action Report

Trust Conservancy Board

18-Nov-2025

Progress	Activity	Responsibility	Dates	Status
20%	2 Islands Trust Conservancy Board will seek input from Indigenous Governing Bodies and conservation partners on the purpose, structure, and priorities of donation-supported funds as part of the Five-Year Plan engagement process. January 20, 2026 Update: Engagement is in progress. Letters sent to First Nations in the Trust Area on January 16, 2026. March 17, 2026 Update: Information Session held. Engagement process in progress. May 12, 2026 Update: Staff are communicating with First Nations staff that attended the information session. July 28, 2026 Update: Staff will continue to engage with First Nations on all Five-year Plan pillars, including the purpose, structure and priorities of donation-supported funds.	Clare Frater Jill Marrack Lisa Gauvreau Wendy Tyrrell	Target: 15-Dec-2027	In Progress
75%	3 Staff to review ITC's fund guidelines and provide updated draft guidelines to the Board. March 17, 2026 Update: Staff presenting revised Opportunity Fund Guidelines to this meeting. Revised post meeting. Staff require more time to send revised Opportunity Fund Guidelines for additional internal and legal review. May 12, 2026 Update: Staff have not had capacity to work on this item. July 28, 2026 Update: Staff continue to not have the capacity to complete this FUAL - staff will engage with First Nations requesting feedback on fund guidelines during the Five-year Plan process.	Clare Frater Mike Richards Wendy Tyrrell	Target: 18-May-2026	In Progress



Follow Up Action Report

Trust Conservancy Board

20-Jan-2026

Progress	Activity	Responsibility	Dates	Status
40%	1 Staff to bring policy options to the Islands Trust Conservancy Board at its next meeting to guide allocation of funds of private donations, and provide policy options regarding undirected donations. March 17, 2026 Update: Staff are still investigating best practices for fund management in consultation with the Municipal Financial Authority of BC, and will provide an updated Fundraising and Donations Policy to consider, and a new Fund Management Policy to a future meeting. May 12, 2026 Update: Staff do not currently have the capacity to work on this item. July 28, 2026 Update: Staff continue to not have capacity to complete this work.	Clare Frater Wendy Tyrrell	Target: 12-May-2026	In Progress

Follow Up Action Report

Trust Conservancy Board

17-Mar-2026

Progress	Activity	Responsibility	Dates	Status
0%	1 Staff will send Municipal Finance Authority of BC's investment fund portfolio information to the board, pertaining to ethical fund investment options. May 12, 2026 Update: Staff have not had the capacity to work on this item. July 28, 2026 Update: Staff have learned that the Conservancy nor Islands Trust are prescribed institutions under the Municipal Finance Authority of BC regulations. Staff have sent a request to be added as prescribed institutions to the ministry.	Clare Frater Wendy Tyrrell	Target: 12-May-2026	In Progress
0%	2 Staff will bring a business case to the next fiscal budget for the Regional Conservation Plan update process which will include funds for identifying mapping and modelling needs necessary for the update. May 12, 2026 Update: Staff will be presenting a 2027-28 Budget Request Overview at the Special Meeting (to be confirmed) on June 2, 2026, which will include a budget increase to action the Regional Conservation Plan update process among other budget requests. July 28, 2026 Update: Staff have included the update of Regional Conservation Plan in the budget request to the board at this meeting. However, staff are planning to bring the business case for this project to the September 29, 2026 meeting for Board consideration.	Clare Frater Wendy Tyrrell	Target: 28-Jul-2026	In Progress



Follow Up Action Report

Trust Conservancy Board

12-May-2026

Progress	Activity	Responsibility	Dates	Status
100%	1 ITC-2026-027 Islands Trust Conservancy Board requests staff to notify the North Pender Island Local Trust Committee that approval of proposed Bylaw No. 242 is not recommended for the reason that there is insufficient information to confirm that rezoning a portion of the subject property to industrial use will not negatively impact wildlife in adjacent protected areas, including ITC's Lisa Baile Nature Reserve and the proposed Doris McHardy NAPTEP covenant. July 28, 2026 Update: Completed.	Jemma Green	Target: 12-Jun-2026	Completed
100%	2 ITC-2026-028 Islands Trust Conservancy Board requests staff to notify the North Pender Island Local Trust Committee that if draft Bylaw No. 242 is approved, it is recommended that a conservation covenant be placed on the ecologically significant portion of the property upslope of the area proposed for rezoning. July 28, 2026 Update: Completed.		Target: 20-Jun-2026	Completed



Follow Up Action Report

Trust Conservancy Board

12-May-2026

Progress	Activity	Responsibility	Dates	Status
100%	3 ?Staff to provide the following comments with the Board's approval of the Manzanita Ridge Nature Reserve Land Management Plan dated 30 September, 2025: a. The Islands Trust Conservancy Board acknowledges, and is supportive of, Salt Spring Island Conservancy's intentions to engage in meaningful reconciliation work with First Nations. b. The Islands Trust Conservancy Board encourages Salt Spring Island Conservancy to request BC Hydro to manage Scotch broom in their Right of Way, for the protection of the arbutus / hairy manzanita provincially red-listed ecosystem. c. The Islands Trust Conservancy Board should be notified of any changes to the management plan arising from review of monitoring data, in accordance with section 4.1 of the covenant agreement.	Jemma Green	Target: 28-Jul-2026	Completed

Follow Up Action Report

Trust Conservancy Board

12-May-2026

Progress	Activity	Responsibility	Dates	Status
100%	4 ITC-2026-031 that the Islands Trust Conservancy (ITC) Board approves the draft 2025-26 ITC Annual Report as amended for inclusion in the Islands Trust 2025/26 Annual Report for approval by Islands Trust Council at its June 2026 quarterly meeting and submission to the Minister of Housing and Municipal Affairs. The following amendments were made: 1. Page 13 of the Annual Report was modified. The reference to the "ongoing maintenance of the house" in the section on the management of the Ruby Alton Property Endowment Fund was removed. 2. Page 5 of the Annual Report was modified. "Lisa Gauvreau" was added to the sentence "... and myself, as Chair, Lisa Gauvreau".	Wendy Tyrrell	Target: 28-Jul-2026	Completed
0%	5 ITC-2026-032 that the Islands Trust Conservancy Board requests that Trust Council request staff to identify if Generative Artificial Intelligence has been used in the generation of briefings, discussion notes or requests for decisions.	Clare Frater Wendy Tyrrell	Target: 09-Sep-2026	In Progress

Follow Up Action Report

Trust Conservancy Board

12-May-2026

Progress	Activity	Responsibility	Dates	Status
100%	6 ITC-2026-033 Staff to schedule an electronic special meeting for June 2, 2026 from 1:00 p.m. to 3:00 p.m. to consider the 2027/28 budget request overview and receive the 2026 Auditors Report and presentation.	Wendy Tyrrell	Target: 02-Jun-2026	Completed
0%	7 ITC-2026-034 that the Islands Trust Conservancy Board request staff to review the Hypothetical Tax Shift Analysis report referred by Trust Council, and return to the Board with an analysis of considerations and implications of the Trust Council proposal to advocate for an increase in the Natural Area Protection Tax Exemption Program tax exemption, to inform the Board's recommendations to Trust Council.	Kathryn Martell Wendy Tyrrell	Target: 29-Sep-2026	In Progress
100%	8 Staff to add the following topics of discussion to the ITC/EC liaison meeting agenda. ·Reconciliation and engagement with First Nations ·Updating the Regional Conservation Plan ·Discussion of artificial intelligence	Caroline Gicheru Wendy Tyrrell		Completed

Follow Up Action Report

Trust Conservancy Board

02-Jun-2026

Progress	Activity	Responsibility	Dates	Status
100%	1 ITC-2026-036 Staff to prepare an Islands Trust Conservancy 2027-28 budget request for the July 28, 2026 meeting that provides for: 1. Increasing costs associated with protected areas management planning and operation reflecting: - additional costs for new nature reserves and covenants - costs for the design, purchase and installation of updated signage for nature reserves - continuation of the Protected Areas Management Database development and implementation project - development of a new management plan template 2. Increasing costs associated with land securement - Increasing costs associated with conservation planning (Regional Conservation Plan update) - Increasing costs associated with communications - Continuation of the 2028-2032 Five-year Plan development project - Options for drawing from the Conservancy's Opportunity Fund and other ITC managed funds	Wendy Tyrrell	Target: 28-Jul-2026	Completed
100%	2 ITC-2026-037 Staff to refer the Board approved Audited Financial Statements for the 2025/26 fiscal year, to Islands Trust Council for information.	Wendy Tyrrell	Target: 30-Jun-2026	Completed



REQUEST FOR DECISION

To: Islands Trust Conservancy
Board

For the Meeting of: July 28, 2026

From: Staff

Date Prepared: July 10, 2026

SUBJECT: Islands Trust Conservancy 2027-28 Proposed Budget Request

RECOMMENDATION:

THAT the Islands Trust Conservancy Board approve the proposed Islands Trust Conservancy 2027-28 Budget as presented and direct staff to provide it to the Director of Financial and Employee Services for inclusion in the Islands Trust draft 2027-28 budget.

THAT the Islands Trust Conservancy Board request staff to draft detailed business cases for significant budget line items for review by the Board at the September 29, 2026 meeting for inclusion in the Islands Trust draft 2027-28 budget.

THAT the Islands Trust Conservancy Board request staff to provide a property management operations overview for 2027/28 at the September 29, 2026 Board meeting.

1 PURPOSE:

To seek a decision from the Islands Trust Conservancy Board (ITCB) on the 2027-28 proposed budget request.

2 BACKGROUND:

[ITC Policy 3.1.6](#) requires that the ITC Manager prepare a proposed budget for ITC Board approval. The following items are provided for consideration:

On June 2, 2026, staff presented a preliminary budget overview to the Board for consideration. The Board passed the following motion:

ITC-2026-036

THAT the Islands Trust Conservancy (ITC) Board request staff to prepare an Islands Trust Conservancy 2027-28 budget request for the July 28, 2026 meeting that provides for:

- **Increasing costs associated with protected areas management planning and operation reflecting:**
 - additional costs for new nature reserves and covenants
 - costs for the design, purchase and installation of updated signage for nature reserves
 - continuation of the Protected Areas Management Database development and implementation project

- development of a new management plan template
- Increasing costs associated with land securement
- Increasing costs associated with conservation planning (Regional Conservation Plan update)
- Increasing costs associated with communications
- Continuation of the 2028-2032 Five-year Plan development project
- Options for drawing from the Conservancy's Opportunity Fund and other ITC managed funds

This 2027-28 Proposed Budget Request presented is currently set at a total of \$2,032,180, which represents a \$162,420 increase (8.7%) over the FY27 approved budget.¹

Note: This proposed increase is less than the previous years' increase.

The following eight (8) budget lines represent 98% of this increase:

OPERATIONS:

- 1) ITC Protected Areas Management Operations - \$86,000 increase:**
 - a. increase in property management activities associated with approved nature reserve management plans (\$73,348).
 - b. Anticipated initial property management costs for up to five new protected area anticipated to be acquired by March 2028 (estimated at up to \$3,000 each) (\$15,000).
- 2) ITC Protected Areas Management Planning - \$78,000 increase:**
 - a. Additional funding for archeological assessment (\$45,000); and
 - b. Contract to update the nature reserve management plan and nature reserve cultural heritage plan templates (\$33,000).
- 3) ITC Conservation Planning - \$30,000 increase:**
 - a. Initiation of the 2030-2040 Regional Conservation Plan Project, including contracting a project manager, evaluation of 2018-2029 Plan, project charter development and data gap analysis.
- 4) ITC Land Securement - \$20,000 increase:**
 - a. Anticipated securement costs associated with in-stream conservation proposals for new nature reserves (2) and covenant (3).
- 5) Admin Support Services - \$27,000 increase:**
 - a. This line item represents the ITC's share of common administrative costs. and will be confirmed by the Finance team in September. As a placeholder, have incorporated a 3% annual increase based on current CPI rates.
- 6) ITC Salaries and Benefits - \$24,000 increase:**
 - a. This line-item budget amount will be confirmed by the Finance team in September. As a placeholder, have incorporated a 3% annual increase based on latest BCGEU union agreement.

PROJECTS:

- 1) ITC Five Year Plan - \$78,000 decrease due to:**
 - a. The majority of capacity funding for the project having been provided in 2027/28.
2027/28 project expenses will include:
 - i. Capacity funding (\$20,000);
 - ii. Associated meeting costs (\$8,000); and

¹ Budget line items that are set by the Finance Team are based on a standard 3% increase, and are subject to change. These include Salaries, Benefits, Mobile Devices and Safety.

iii. Graphic design work (\$4,000).

2) ITC PAM Data Management Software - \$30,000 decrease due to:

- a. There will be no software costs reported by ITC this year – database software costs will now be budgeted and managed by the Director of Information Services.

All the remaining ITC budget lines account for only 2% of the budget increase, with each individual remaining line item representing an increase/decrease of less than \$7,000 from the prior year.

This year's budget shows that the requested increase will be funded by:

- 1) Property Taxation - \$107,000 (67%)
- 2) Cash inflows from ITC Funds - \$54,000 (33%) – see Table 1 below.

Opportunity Fund	Land Securement	\$20,000
Ruby Alton Nature Fund	Protected Areas Management Operations	\$20,000
Property Management Fund	Protected Areas Management Operations	\$7000
Covenant Management and Defense Fund	Protected Areas Management Operations	\$5,000
McFadden Creek Nature Reserve Fund	Protected Areas Management Operations	\$2000
TOTAL ITC FUND CONTRIBUTION		\$54,000

Table 1. Contributions to the budget from ITC (donation generated) Funds

3 IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL:

Approval of the 2027-28 budget will support work associated with the work of the Islands Trust Conservancy to further the protect and preserve object of the trust.

FINANCIAL:

If approved by Trust Council as part of the 2027-28 budget and financial plan, these funds will be secured for the coming fiscal year to carry out the work of the Conservancy.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS:

Staff will forward ITC Board's budget request to Financial Planning Committee for inclusion in the Islands Trust 2027-2827 draft budget.

FIRST NATIONS:

Staff are recommending for the budget to include costs associated with engagement with First Nations on the Five-year Plan, including site visits. These funds will support activities planned in the Five-year Plan project charter and workplan.

CLIMATE CHANGE:

Work of the Islands Trust Conservancy, as supported by the budget allocations from Trust Council, provides natural climate solutions. See

<https://iucn.org/resources/publication/iucn-global-standard-nature-based-solutions-second-edition> for the global standard for nature-based solutions.

OTHER:

As the 2027-28 budget process continues other areas for budget increases/decreases may emerge. Staff will bring the required business cases to the Conservancy Board at their September 29, 2026 meeting for consideration.

4 RELEVANT POLICY(S):

[6.3.1 Budget Process](#)

5 ATTACHMENT:

2027-28 Islands Trust Conservancy Proposed Budget

RESPONSE OPTIONS

Recommendation(s):

THAT the Islands Trust Conservancy Board approve the proposed Islands Trust Conservancy 2027-28 Budget as presented and direct staff to provide it to the Director of Financial and Employee Services for inclusion in the Islands Trust draft 2027-28 budget.

THAT the Islands Trust Conservancy Board request staff to draft detailed business cases for significant budget line items for review by the Board at the September 29, 2026 meeting for inclusion in the Islands Trust draft 2027-28 budget.

THAT the Islands Trust Conservancy Board request staff to provide a property management operations overview for 2027/28 at the September 29, 2026 Board meeting.

Alternatives:

THAT the Islands Trust Conservancy Board approve the proposed Islands Trust Conservancy 2027-28 Budget as presented and direct staff to provide it to the Director of Financial and Employee Services for inclusion in the Islands Trust draft 2027-28 budget with the following amendments:

a) ...

THAT the Islands Trust Conservancy Board request staff to draft the following detailed business cases for review by the Board at the September 29, 2026 meeting for inclusion in the Islands Trust draft 2027-28 budget:

1.

Prepared By: Wendy Tyrrell, Manager, Islands Trust Conservancy

Reviewed By / Date: Derek Cockburn, Director of Financial and Employee Services / July 22, 2026

Attachment 1: Proposed Draft 2027-28 Islands Trust Conservancy Budget

Budget Line Item	FY27 Approved Budget	FY28 Draft Budget	\$ Variance	% Variance	Comments
Communications	8,000	14,000	6,000	75.0%	Includes inflow of \$34k from ITC Funds Includes inflow of \$20k from ITC Funds
Professional Consulting Fees	7,000	0	-7,000	-100.0%	
Contracted Temporary Staffing	15,000	10,000	-5,000	-33.3%	
ITC "Board Honoraria"	7,000	7,000	0	0.0%	
ITC "Board Meeting Expense"	2,300	6,000	3,700	160.9%	
ITC "Board Training & Conferences"	1,500	3,000	1,500	100.0%	
ITC "Protected Areas Mgmt Ops"	166,500	252,500	86,000	51.7%	
ITC "Protected Areas Mgmt Planning"	54,000	132,000	78,000	144.4%	
ITC "Conservation Planning"	4,000	34,000	30,000	750.0%	
ITC "Land Securement"	34,000	54,000	20,000	58.8%	
ITC "Ecosystem Mapping"	5,000	0	-5,000	-100.0%	
Legal "General"	20,450	21,000	550	2.7%	
Memberships	1,800	1,800	0	0.0%	
Safety *	3,300	3,500	200	6.1%	
Subscriptions	550	550	0	0.0%	
Mobile Devices *	1,629	3,000	1,371	84.2%	
Training & Conferences	6,600	6,800	200	3.0%	
Travel for Training	5,000	5,150	150	3.0%	
Travel	15,000	18,000	3,000	20.0%	
Salaries *	696,009	720,000	23,991	3.4%	
Benefits (25.4%) *	176,786	182,880	6,094	3.4%	
Admin Support Services *	498,336	525,000	26,664	5.4%	
Sub-total Operations	1,729,760	2,000,180	270,420		
ITC Five Year Plan (Project)	110,000	32,000	-78,000	-70.9%	increase from last fiscal's approved budget
ITC PAM Data Mgmt SW (Project)	30,000	0	-30,000	-100.0%	
Sub-total Projects	140,000	32,000	-108,000		
Total ITC Budgets	1,869,760	2,032,180	162,420	8.7%	
Variance \$ amounts over \$7,000, representing 98% of increase.					
* Budget line items that are set by the Finance Team are based on a standard 3% increase, and are subject to change.					



REQUEST FOR DECISION

To: Islands Trust Conservancy
Board

For the Meeting of: July 28, 2026

From: Staff

Date Prepared: July 3, 2026

SUBJECT: Referral of Denman Island Local Trust Committee Bylaw No. 260 and 264

RECOMMENDATION(S):

- (1) That the Islands Trust Conservancy Board request staff to submit the Bylaw Referral Form to the Denman Island Local Trust Committee indicating “Approval recommended for the reasons outlined below”; in addition to general conservation benefits for Denman Island, the amendments are expected to positively affect the interests of Islands Trust Conservancy due to the following benefits on its existing protected areas:
1. Limits on potential development footprint on adjacent lands;
 2. Limits on subdivision potential for adjacent lands;
 3. Potential to reduce development pressure on undeveloped adjacent lands;
 4. Removal of intensive agriculture as a permitted use on adjacent lands; and
 5. Introduction of freshwater conservation measures on adjacent lands.
- And the following benefits for securement:
6. The proposed changes will encourage conservation as a community benefit identified as part of rezoning applications.
 7. The proposed changes will make it easier to subdivide for conservation by removing the minimum lot size requirements for land donation.
- (2) That the Islands Trust Conservancy Board request staff to inform the Denman Island Local Trust Committee of the following additional recommended considerations for Official Community Plan amendments:
- a) Amendments to Section C.1 LANDS AND FOREST should:
 - i. be based on the most recent ecological data available to Islands Trust, which is the Sensitive Ecosystem Mapping;
 - ii. give consideration to the cultural importance of the land;
 - iii. refer to the Islands Trust Conservancy Regional Conservation Plan; and
 - iv. identify known threats to the lands and forest.
 - b) Consider adding stronger language supporting removal of land from the Agricultural Land Reserve for conservation purposes, and supporting applications to place covenants on land in the Agricultural Land Reserve.
 - c) Consider adding “sea level rise” in the list of climate-related risks in Objective 2 of the Climate Change Adaptation and Mitigation section.

-
- 1 PURPOSE:** To review and provide a response to the Denman Island Local Trust Committee referral of Bylaw 260 (amending the OCP) and Bylaw 264 (introducing a reformatted and revised Land Use Bylaw), which are the result of a multiyear project focussed on increasing housing options to address housing needs identified on Denman Island.

- 2 BACKGROUND:** The ITC Board has received a referral of Denman Island Local Trust Committee Bylaw No. 260 (Official Community Plan) and 264 (Land Use Bylaw) (Attachment 1). These bylaws relate to the Denman Island Housing Review Project, with the goal of “increasing options for affordable and attainable housing while also minimizing the impacts of housing generally to better protect the environment while supporting equity, diversity and inclusion.”

This project was not a full review of the Official Community Plan (OCP) but, as indicated above, was a targeted OCP review specifically to identify updates and changes to reflect community needs around housing, and to include a First Nations perspective in those revisions. The planners’ summary of the proposed amendments is as follows:

Bylaw 260 (OCP) Amendments:

- Update housing objectives to focus on addressing housing needs while protecting the environment and acknowledging First Nations interests;
- Remove the density bank policy and replace it with a policy framework guiding housing and development in a manner consistent with community values and environmental protection;
- Support affordable and attainable housing through expanded housing and subdivision policy directions;
- Support alternative housing forms, including RVs and yurts, in appropriate areas;
- Support applications to the Agricultural Land Commission (ALC) for exclusion from the Agricultural Land Reserve (ALR) for affordable housing; and
- Increase flexibility for subdivision to facilitate parks and protected areas, cultural heritage protection, affordable and attainable housing, special needs housing, seniors’ housing, and community service needs.

Bylaw 264 (LUB) Amendments

- Increase minimum lot size requirements to remove outright subdivision potential for the creation of additional private lots;
- Reduce the number of permitted dwellings on larger lots;
- Permit dwelling within Industrial zones;
- Remove Temporary Use Permit requirements for secondary dwelling units;
- Increase permissions for secondary suites and detached secondary dwelling units in certain zones;
- Reduce maximum lot coverage and floor area limits; and
- Require freshwater catchment and storage cisterns for all new builds.

The Denman Island Local Trust Committee gave First Reading to proposed Bylaw No. 260 and No. 264 on May 12, 2026. All relevant background information, including staff reports and public correspondence received is posted to the Denman Island Projects webpage:

<https://islandstrust.bc.ca/island-planning/denman/projects/>.

Policy 3.3.1. requires that an OCP Review or Amendment directly affecting ITC owned property or conservation covenant is referred to the ITC Board for comment.

3 ANALYSIS & RATIONALE FOR RECOMMENDATIONS

The intent of the proposed changes would diversify housing options, reduce available density, remove outright subdivision potential for private use, and ensure that rezoning for subdivision brings with it a community benefit, such as affordable housing, environmental protection, or land transfer to First Nations. ITC staff have reviewed the amendments and consulted with Islands

Trust Regional Planning Team staff, and conclude that the majority of the proposed changes will positively affect the interests of ITC/conservation in general. A detailed analysis of the proposed LUB amendments and their implications for ITC can be found in Attachment 2.

To summarize positive impacts of the proposed bylaws for conservation:

- While the proposed changes will effectively remove the ability to subdivide for private use, they will make it easier for private landowners to subdivide for conservation by removing the minimum lot size requirements for land donation to a conservation organization or local government. Conservation land dedication is included as one of a limited number of permitted purposes for a subdivision, defined as “creation of a lot to be transferred or dedicated for environmental conservation, to one of the following:
 - Islands Trust Conservancy;
 - A local government, regional district, provincial or federal park; or
 - A registered charity whose primary purpose is land conservation.”
- The proposed changes attempt to control the creation of new privately owned lots in favour of lots created for conservation, among other community benefits.
- A reduction in the total number of potential dwellings by 101, as a result of removing outright subdivision potential, will reduce maximum potential use pressure on ITC nature reserves open to the public (see density comparison table in Attachment 3).
- Permitting dwellings within Industrial zones could reduce development pressure on undeveloped lands that have conservation potential.
- Reducing the number of permitted dwellings on larger lots will help mitigate habitat loss and fragmentation due to development.
- Removing Temporary Use Permit requirements for secondary dwelling units reduces the potential for non legal dwellings which have emerged without application for siting and use permits. This is balanced with support for limited small secondary units.
- At the property scale, the proposed changes will help minimize environmental impacts of residential development by reducing the maximum combined floor area and lot coverage permitted, and by prohibiting groundwater fed pools.
- The requirement for freshwater catchment and storage cisterns for all new builds will reduce pressure on groundwater and surface water on conservation lands where these features could be impacted by a neighbouring property’s water use.
- References to “appropriate areas” takes into account access to freshwater and environmentally or archeologically sensitive areas, particularly common on coastal parcels.

However, proposed changes which have the potential to negatively affect ITC’s interests include:

- Support of applications to the Agricultural Land Commission (ALC) for exclusion from the Agricultural Land Reserve (ALR) for affordable and special needs housing could impact conservation interests by supporting development on ALR parcels that provide conservation values and which may be compatible with conservation securements. However, checks and balances remain, as the LTC would still need to decide whether they support each application, and that process would involve looking at environmental impacts. The ALC would also have to evaluate environmental impacts of applications.
- The allowance for a detached secondary unit on F and R2 lots < 4 ha where one principle dwelling and one secondary suite is currently permitted could increase development and population density adjacent to ITC nature reserves, as some lots adjacent to these protected areas have this zoning.

4 RECOMMENDATIONS

As there are numerous conservation benefits and few known negative or potentially negative

impacts anticipated with the proposed amendments, it is recommended that the ITC Board support Bylaw No. 260 and 264.

In addition to its approval recommendation, the Board may wish to propose further amendments, such as one or more of the following concerns identified by staff:

- a. Section C.1 LANDS AND FOREST, paragraphs 1 to 6:
 - i. Need to update amendments based on the most recent ecological data available to Islands Trust (Sensitive Ecosystem Mapping (SEM))
 - ii. Should give consideration to the cultural importance of the land
 - iii. Should refer to the Islands Trust Conservancy Regional Conservation Plan, and identify known threats.
- b. Section E.4 – AGRICULTURE AND RESOURCES, Agriculture and Resource Policies, Policy 13: Add stronger language supporting removal of land from the ALR for conservation purposes, and supporting applications to place covenants on land in the ALR.
- a. Climate Change Adaptation and Mitigation Objective 2: Consider including “sea level rise” in list of climate-related risks.
- b. Section 5.10(1) of LUB: Consider recommendation to add "environmental conservation" or "ecological reserve" to permitted uses, as passive recreation implies human use and there should arguably be a provision for the use of land solely for ecological conservation/protection

5 IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL: Amended OCP Policy 29 states that “The Local Trust Committee should consider zoning amendment applications for multi-unit, non-market housing (attached or detached) provided:... that any environmentally sensitive areas on the lot are identified and the applicant registers a conservation covenant to protect such areas...” This may lead to an increase in ITC covenant applications, though staff capacity to respond to and process an increase in applications could present a capacity challenge.

FINANCIAL: None.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Staff will communicate the ITC Board’s decision to the Denman LTC via the referral form ahead of the requested response deadline of August 17, 2026.

FIRST NATIONS: Amendments to the OCP acknowledge Indigenous history on Denman Island, state a commitment to Reconciliation, and are intended to be influenced by the values and principles of stewardship of cultural heritage, lands, waters, and natural resources learned through engagement with the K’ómoks First Nation. According to the OCP amendments, “Future policy development and land use planning decisions are to be approached in ... consideration of First Nations interests in reconnecting with the lands and marine waters of Denman Island within land use decision-making processes.” These changes that may come from implementing the new OCP are consistent with the ITC Board’s Reconciliation Declaration.

CLIMATE CHANGE: The amended OCP seeks to adjust climate change targets to something more realistic and feasible. These are detailed in a list of five adaptation and mitigation objectives supported by three “climate mitigation target policies” and five “climate adaptation target policies.” In supporting the proposed bylaws, ITC is supporting policies that directly align with its core conservation work: OCP Policy 1 is to “Increase protection of forests, wetlands, soils, and other ecosystems that store carbon;” Policy 5 is to “Increase protection of natural areas that

reduce climate-related risks such as wildfire, flooding, and erosion;” and Policy 7 is to “Increase protection of watersheds, aquifers, and riparian zones to ensure long-term water supply and quality.”

OTHER: None

6 RELEVANT POLICY(S): [Policy 3.3.1 Islands Trust Conservancy and Local Planning Services Coordination](#)

7 ATTACHMENT(S):

1. Denman Island Local Trust Committee Bylaw No. 260 and 264 Referral Package
2. Land Use Bylaw Implications Analysis Table
3. Density Comparison Table

RESPONSE OPTIONS

Recommendations:

- (1) That the Islands Trust Conservancy Board request staff to submit the Bylaw Referral Form to the Denman Island Local Trust Committee indicating “Approval recommended for the reasons outlined below”; in addition to general conservation benefits for Denman Island, the amendments are expected to positively affect the interests of Islands Trust Conservancy due to the following benefits on its existing protected areas:
 8. Limits on potential development footprint on adjacent lands;
 9. Limits on subdivision potential for adjacent lands;
 10. Potential to reduce development pressure on undeveloped adjacent lands;
 11. Removal of intensive agriculture as a permitted use on adjacent lands; and
 12. Introduction of freshwater conservation measures on adjacent lands.And the following benefits for securement:
 13. The proposed changes will encourage conservation as a community benefit identified as part of rezoning applications.
 14. The proposed changes will make it easier to subdivide for conservation by removing the minimum lot size requirements for land donation.
- (2) That the Islands Trust Conservancy Board request staff to inform the Denman Island Local Trust Committee of the following additional recommended considerations for Official Community Plan amendments:
 - d) Amendments to Section C.1 LANDS AND FOREST should:
 - v. be based on the most recent ecological data available to Islands Trust, which is the Sensitive Ecosystem Mapping;
 - vi. give consideration to the cultural importance of the land;
 - vii. refer to the Islands Trust Conservancy Regional Conservation Plan; and
 - viii. identify known threats to the lands and forest.
 - e) Consider adding stronger language supporting removal of land from the Agricultural Land Reserve for conservation purposes, and supporting applications to place covenants on land in the Agricultural Land Reserve.
 - f) Consider adding “sea level rise” in the list of climate-related risks in Objective 2 of the Climate Change Adaptation and Mitigation section.

Alternatives:

- (1) That the Islands Trust Conservancy Board request staff to return the Bylaw Referral Form to the Denman Island Local Trust Committee indicating “Approval Recommended Subject to Conditions Outlined Below.”
 - a) ...

- (2) That the Islands Trust Conservancy Board request staff to return the Bylaw Referral Form to the Denman Island Local Trust Committee indicating “Approval Not Recommended Due to Reason Outlined Below.”
 - a) ...

Prepared By: Jemma Green, Team Lead, Protected Area Management

Reviewed By / Date: Wendy Tyrrell, Manager, Islands Trust Conservancy / July 20, 2026



BYLAW REFERRAL FORM

700 North Road
Gabriola Island BC V0R 1X3
Ph: (250) 247-2063
Fax: (250) 247-7514
northinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Gabriola Island Local Trust Area Bylaw No.: 260 and 264 Date: May 19, 2026

You are requested to comment on the attached Bylaws for potential effect on your Nation/Agency's interests. We would appreciate your response within 90 days, by **August 17, 2026**. If you require support in reviewing this referral, our project planner is available to schedule a virtual meeting at your earliest convenience. Please contact our office directly with any questions. A Public Hearing to consider the Bylaws is anticipated prior to third reading.

PURPOSE OF BYLAWS:

Bylaw 260 (amending the OCP) and Bylaw 264 (introducing a reformatted and revised Land Use Bylaw) are the result of a multi-year project focussed on increasing housing options to address housing need on Denman Island.

OTHER INFORMATION:

Bylaw 260 (OCP) Amendments:

- Update housing objectives to focus on addressing housing needs while protecting the environment and acknowledging First Nations interests;
- Remove the density bank policy and replace it with a policy framework guiding housing and development in a manner consistent with community values and environmental protection;
- Support affordable and attainable housing through expanded housing and subdivision policy directions;
- Support alternative housing forms, including RVs and yurts, in appropriate areas;
- Support applications to the Agricultural Land Commission (ALC) for exclusion from the Agricultural Land Reserve (ALR) for affordable housing; and
- Increase flexibility for subdivision to facilitate parks and protected areas, cultural heritage protection, affordable and attainable housing, special needs housing, seniors' housing, and community service needs.

Bylaw 264 (LUB) Amendments

- Increase minimum lot size requirements to remove outright subdivision potential for the creation of additional private lots;
- Reduce the number of permitted dwellings on larger lots;
- Permit dwelling within Industrial zones;
- Remove Temporary Use Permit requirements for secondary dwelling units;
- Increase permissions for secondary suites and detached secondary dwelling units in certain zones;
- Reduce maximum lot coverage and floor area limits; and
- Require freshwater catchment and storage cisterns for all new builds.

The Denman Island Local Trust Committee gave First Reading to proposed Bylaw No. 260 and No.264 on May 12, 2026. A copy of the proposed bylaw is included in this referral for background information. All relevant background information, including staff reports and public correspondence received is posted to the Denman Island Projects webpage:

<https://islandstrust.bc.ca/island-planning/denman/projects/>

Please direct any communications regarding this referral to Narissa Chadwick at 250-405-5189 or by email to nchadwick@islandstrust.bc.ca.

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

(Signature)

Name: Narissa Chadwick

Title: Island Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lyackson First Nation
Nanwakolas Council
Wei Wai Kum Nation
We Wai Kai Nation
Penelakut Tribe
Snuneymuxw First Nation
Snaw'Naw'As Nation
Stz'uminus First Nation
Homalco First Nation (Xwemalhkwa)
K'ómoks First Nation
Qualicum First Nation
Tla'amin Nation
Ts'uubaa-asatx First Nation

Provincial Agencies

Agricultural Land Commission
Ministry of Agriculture
BC Assessment Authority
Ministry of Housing and Municipal Affairs
Ministry of Transportation & Transit

Regional Agencies

Comox Valley Regional District
Vancouver Island Health Authority
Islands Trust – Islands Trust Conservancy

Non-Agency Referrals

School District No. 71
Denman Volunteer Fire Department
Denman Community Housing Association
Denman Conservancy Association

Adjacent Local Trust Committees and Municipalities

Hornby Island Local Trust Committee

**BYLAW REFERRAL FORM
RESPONSE SUMMARY**

☐

Approval Recommended for Reasons Outlined Below

☐

Approval Recommended Subject to Conditions Outlined Below

☐

Interests Unaffected by Bylaw

☐

Approval Not Recommended Due to Reason Outlined Below

Denman Island Trust Area
(Island)

No. 160 (OCP) & No.164 (LUB)
(Bylaw Number(s))

(Your Signature)

(Print Your Name, Your Title)

(Date)

(First Nation/Agency)

PROPOSED

DENMAN ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 260

A BYLAW TO AMEND DENMAN ISLAND OFFICIAL COMMUNITY PLAN
BYLAW NO. 185, 2008

The Denman Island Local Trust Committee in open meeting assembled enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Denman Island Official Community Plan, 2008, Amendment No. 1, 2026”.

2. SCHEDULES

Denman Island Official Community Plan Bylaw No. 185, 2008 is amended as shown on Schedule 1, attached to and forming part of this bylaw.

3. SEVERABILITY

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

READ A FIRST TIME THIS	12 th	DAY OF	MAY	20 <u>26</u>
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS THIS	_____	DAY OF	_____	20__
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

**DENMAN ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 260**

SCHEDULE 1

The Denman Island Official Community Plan No. 185, 2008, is amended as follows:

1. TABLE OF CONTENTS is amended by renaming “Preamble” to “Planning Context” and by deleting “APPENDIX D DENSITY BANK”.
2. All references in Bylaw No. 185 to any specific provincial ministry are deleted and replaced with “Provincial Government”.
3. SCHEDULE A – POLICIES, CONTENTS is amended by renaming “A History of Denman Island” and replacing it with “Community Context” and renaming “Preamble” and replacing it with “Planning Context”.
4. PART A – DENMAN ISLAND: PAST, PRESENT AND FUTURE is renamed PART A – COMMUNITY CONTEXT
5. PART A is amended by deleting the the existing text in its entirety and replacing it with the following:

“Community Context

This Official Community Plan (Plan) applies to the Denman Island Planning Area (see map 1 and 2). The Plan supports land and water stewardship through land use planning that reflects both the Islands Trust mandate, the community’s values, and recognizes the responsibilities of Indigenous Peoples to their territories

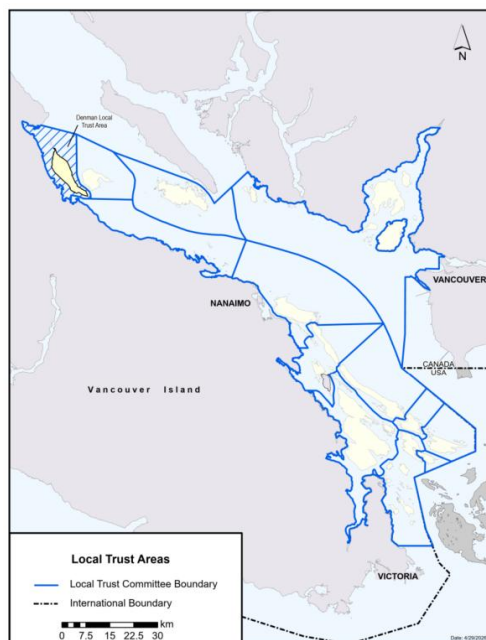
Denman Island is a rural island community situated in Baynes Sound in the Salish Sea, immediately east of Vancouver Island and north of Hornby Island. The island covers approximately 51.03 km² and is part of the Comox Valley Regional District and the Islands Trust.

Connection to the mainland and adjacent islands is provided by regular BC Ferries service from Buckley Bay on Vancouver Island and a ferry link to Hornby Island, shaping daily travel patterns, access to services, economic relationships, and emergency planning considerations.

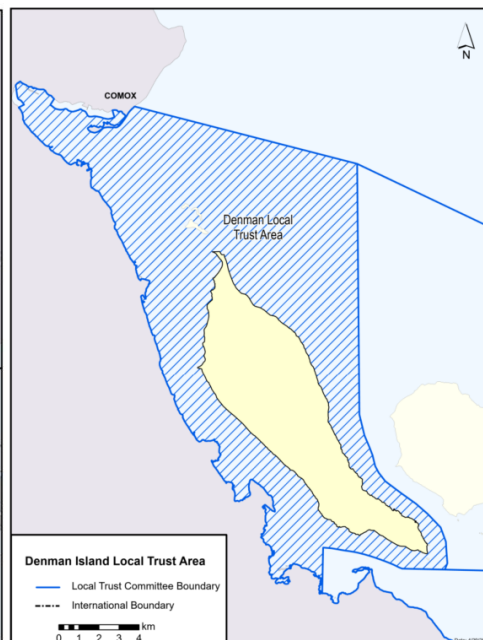
Governance on Denman Island involves multiple jurisdictions, including the Islands Trust, the Comox Valley Regional District, the Province of British Columbia, Island Health, and School District 71, each with responsibilities that influence land use

planning, infrastructure provision, environmental protection, and community well-being.

Map 1: Denman Local Trust Area



Map 2: Denman Island Planning Area



Natural History

The landscape of Denman Island is rooted in deep geological time. All exposed bedrock on the island, as well as nearby Hornby Island, is sedimentary rock formed during the Late Cretaceous period (approximately 85–68 million years ago) as part of the Nanaimo Group. These sediments were deposited atop a much older foundation of volcanic rocks, limestone, and granites that originated roughly 150–180 million years ago within a travelling microcontinent known as Wrangellia, which eventually fused with North America. Evidence of this ancient basement can be seen today on Texada Island and in the Beaufort Range on Vancouver Island. During the Late Cretaceous, sediments accumulated within the geological Georgia Basin, formed as the land to the east was compressed and thickened by tectonic forces. Pebbles and cobbles embedded within Denman’s conglomerates reflect this history, containing fragments of volcanic and limestone rocks derived from surrounding highlands.

The island’s striking shoreline exposures reveal layers of mudstone, sandstone, and conglomerate deposited in deep marine environments by underwater sediment flows and turbidity currents. Fossils preserved within these rocks demonstrate that the basin was once connected to the global ocean and supported a rich marine ecosystem. Ammonites, clams, snails, crabs, corals, and heart urchins lived along the seafloor, while sharks and large marine reptiles hunted in the waters above. Fossilized driftwood and redwood foliage indicate that forested land was nearby. Around 60 million years ago, tectonic uplift associated with the subduction of the Pacific ocean floor beneath

North America raised the rocks that now form Denman and Hornby islands. Since then, erosion by rivers, waves, and glaciers has gradually shaped the islands into their present form.

Glaciation played a defining role in the more recent landscape. During the last ice age, thick ice sheets flowed south and west from the continental mountains, reaching maximum extent about 15,000 years ago. As the ice retreated, views from places such as Komag Bluffs would have included calving ice fronts and floating icebergs. By about 10,000 years ago, the ice had disappeared, leaving behind glacial erratics—large transported boulders—and extensive deposits of sand and gravel formed by meltwater. These deposits created prominent features such as Komag Bluff, Longbeak Point, Sandy Island, and the Seal Islets.

Following glacial retreat, plants and animals gradually recolonized the island. Many species arrived by flight, swimming, rafting on debris, or crossing temporary land connections to nearby areas, resulting in a smaller but distinctive mix of flora and fauna compared to larger landmasses. Evidence of early human presence in the broader region dates back thousands of years, including archaeological discoveries at Deep Bay. On Denman itself, shell middens along the shoreline, burial cairns on northern islets, petroglyphs on Chrome Island, and earthworks within what is now Boyle Point Park indicate that the island formed part of a well-known and long-used cultural landscape for Indigenous peoples over many generations.

Indigenous History and Context

Denman Island (known as Taystay'ich or Sla-dai-aich in local Indigenous languages) is located within the traditional unceded territory of the Pentlatch people and forms part of the broader ancestral lands of the K'ómoks First Nation, the Qualicum First Nation, and the Tla'amin Nation. For thousands of years, these and other related cultural groups maintained sustainable seasonal and permanent use of Denman's land and surrounding marine waters. Archaeological evidence, including shell middens, village sites, and other cultural features, demonstrates long-standing Indigenous presence and stewardship, particularly in areas such as Henry Bay and along the island's coastline.

The Pentlatch people, whose language and cultural systems were deeply connected to these lands and waters, experienced catastrophic population decline during the 1862 smallpox epidemic. Survivors joined the K'ómoks and other First Nations in the area. While the Pentlatch language ceased to be spoken fluently by the mid-20th century, revitalization efforts are underway. Today, First Nations and Indigenous Governing Bodies continue to exercise cultural, governance, and stewardship responsibilities across its traditional territory, including Denman and Hornby Islands.

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. This Plan acknowledges this historical and ongoing context and affirms a commitment to advancing reconciliation within the Islands Trust mandate.

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.”

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 within 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.

When updating this Plan in 2026, the Local Trust Committee learned through engagement with K'ómoks First Nation (KFN) that two core principles underlying KFN teachings guide the Nation's approach to cultural heritage:

- Ancestors must be cared for, including maintaining the integrity of burial places and respecting the remains and material evidence of past actions.
- Ancestors care for the living, including safeguarding the well-being of individuals and strengthening knowledge of how ancestors sustained and stewarded the lands and waters within the territory.

The Local Trust Committee also learned that KFN's fundamental values include protecting the lands, waters, and resources that have sustained Indigenous communities since time immemorial. As stewards of the land, KFN expects that development on the islands be sustainable and aligned with Indigenous laws and knowledge systems.

Updates to this Plan in 2026 have been undertaken with these principles and values in mind. 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 First Nations interests in reconnecting with the lands and marine waters of Denman 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.

Reconciliation as expressed 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.

Settler History

The islands now known as Denman and Hornby were first recorded by Europeans in 1791 when Spanish sailors sighted them and named them the Islas de Lerena in honour of Spain's Minister of the Treasury. A year later, George Vancouver, sailing for Great Britain, did not sight the islands, and the Spanish name persisted for nearly seventy years. In 1860, British Naval surveyor George Richards mapped the islands' shorelines and renamed them Denman and Hornby after British officers. The first

European to set foot on Denman Island was likely Joseph William McKay in 1852, who briefly visited the site of the village he called Siklaults while prospecting for coal. Although Indigenous title to the land was not extinguished, European settlement in the Comox Valley began a decade later and extended to Denman Island twelve years after McKay's visit.

European settlers were primarily drawn to Denman Island in the 1860s by agricultural opportunities. Early settlers cleared land for subsistence farming, raising livestock, planting gardens, and harvesting local resources such as fish and deer to support their families. Population growth was slow, reaching roughly 100 residents—mostly Scottish and English immigrants—by the turn of the century. Logging emerged as a second major economic activity, initially serving local mills and later becoming integrated into the broader coastal forest industry, subject to the boom-and-bust cycles characteristic of the region. Farming remained a consistent contributor to the island economy, producing milk, meat, produce, and other commodities for local and regional markets. Other resource-based activities, such as sandstone quarrying, salmon canning, and shell processing, supplemented the island's economy over the decades.

Access to Denman Island improved significantly in the 20th century, with regular ferry service beginning in 1930 and a car ferry link to Hornby Island established in 1954, paving the way for new economic and social changes. Rising urban prosperity and increased automobile access in the mid-20th century led to recreational property development, prompting the provincial government to introduce a "ten-acre freeze" on subdivisions in 1969 to protect rural character and water resources. The social transformations of the 1960s and early 1970s, including the back-to-the-land movement and the arrival of American draft resisters, reshaped the island's demographics and fostered a growing environmental consciousness. These changes contributed to the establishment of the Islands Trust in 1974, reflecting a broader commitment to balancing human activity with the protection of the natural environment on Denman Island and throughout the Gulf Islands.

Today Denman Island faces challenges related to housing affordability, and social diversity. The desirability of the island for recreational and retirement properties within the context of increasing property values region wide has driven land prices to levels that are largely inaccessible for low- and moderate-income residents. Many new residents are able to live on the island while working remotely, often in jobs that do not directly provide services to the local community, which can create gaps in the workforce for essential services and local businesses. This dynamic, combined with limited rental availability and the high cost of property, has made it difficult for younger people, families, and those with modest incomes to settle on the island, raising ongoing questions about equity, community cohesion, and the long-term sustainability of Denman Island's population and economy.

Note: A more detailed account of settler history, previously contained in the 2008 OCP can be found in the Denman Islands Archives: <https://denmanmuseum.ca/wp-content/uploads/2020/09/OCP3.pdf>

Population and Demographics

Denman Island's year-round resident population was 1,391 in 2021, with a median age of approximately 60.8 years, much higher than the British Columbia provincial median of about 42.8 years, reflecting a demographically older community.

While census figures provide a snapshot of the year-round population, seasonal residents and part-time property owners contribute to a larger influx of people during peak summer months. Denman's demographic profile influences housing needs, community services, health care planning, and cultural and recreational activities, and it underscores the importance of accessible, age-friendly amenities and diverse housing options.

Housing and Services Needs

The BC Provincial Government requires all local governments in BC to consider its' most recent Housing Needs Report and housing information when amending OCPs. Based on the Islands Trust Housing Needs Assessment prepared by Urbanics Consultants Ltd in 2025, the projected housing need in the next five years is 109 additional housing units and in the next twenty years is 359 additional housing units. This calculation is based on a portion of growth rate projections for the Comox Valley. Given groundwater limitations and interests in preserving and protecting the environment caution is needed when considering housing targets. Provision of non-market housing should be the focus of additional housing development on the island.

Denman Island in 2026 had approximately 74 vacant residentially zoned lots, however this does not suggest that true housing needs will be adequately addressed if these are built out. A limited rental supply, rising property costs, and a growing proportion of residents on fixed or lower incomes has contributed to housing insecurity. The portion of households that experience core housing need¹ (105 as indicated in 2021 Census), and projected population growth, combined with demographic aging, points to increasing demand for more diverse, accessible, and non-market housing options.

Essential services further shape land use planning decisions. Denman Island relies primarily on groundwater for water supply, which is sensitive to seasonal variation and drought conditions. Many residents supplement their water supply during dry periods.

¹ When a private household's housing falls below at least one of the indicator thresholds for housing adequacy, affordability or suitability, and spends 30% or more of its total before-tax income to pay the median rent of alternative local housing that is acceptable (attains all three housing indicator thresholds).

Wastewater services are provided through private septic systems and placing practical limits on development intensity and location.”

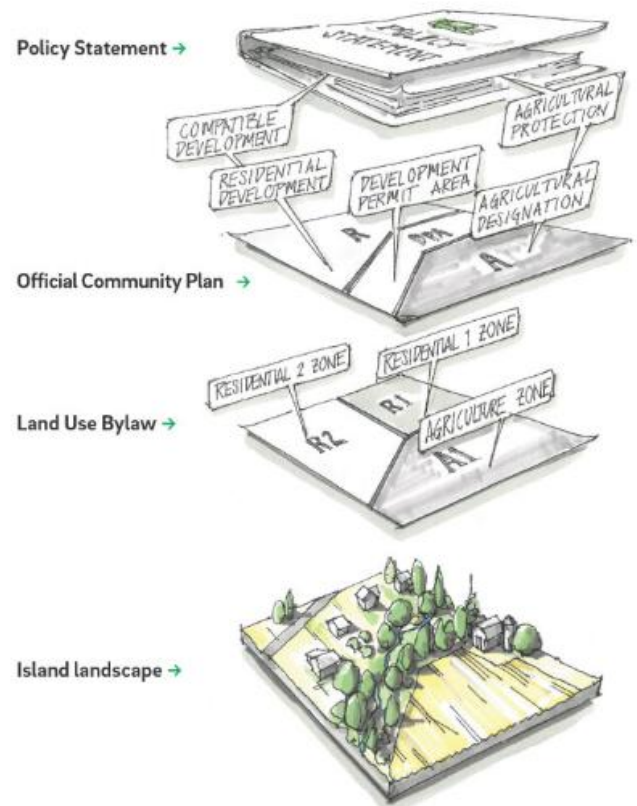
6. Section B.1 INTRODUCTION is amended by deleting the existing text in its entirety and replacing it with the following:

“B.1.1 Purpose of this Plan

This Plan works alongside the land use bylaw to shape community informed decisions about how land and marine areas are protected, restored, used and/or developed.

“Land use planning” is a commonly used legal and professional term, though it originates in colonial approaches to land control and ownership that have been harmful to Indigenous Peoples and the natural environment. The term is used in this document to describe the statutory planning framework set out in the Local Government Act and the Islands Trust Act, and Denman Island Trust Committee’s inclusion in the Islands Trust governance structure.

As such, this plan is aligned with Islands Trust object and the Islands Trust Policy Statement, is consistent with the requirements set out in the *Local Government Act*, as well as being grounded in a set of community goals and objectives.



B.1.2 Local Government Act Required Content

The Local Government Act (LGA) governs the process whereby a local government can prepare and adopt an OCP. The LGA outlines policy statements and requirements that the OCP documents and maps must include, as well as policies that the Local Trust Committee may choose to include in the OCP.

Once an OCP has been adopted, all decisions related to planning, subdivision, development, and land use matters must conform to the OCP. In accordance with the LGA, the OCP should be reviewed and updated every five years, incorporating public engagement to ensure that the Plan continues to represent community objectives and addresses important and emerging issues and trends as they evolve over time.

Required content applicable to the Islands Trust Area is as follows:

- **Land Use:** Statements and map designations identifying the approximate location, amount, type, and density of residential development to meet anticipated housing needs over at least a 20-year period, and the approximate location, amount, and type of present and proposed commercial, industrial, institutional, agricultural, recreational, and public utility land uses.
- **Natural Resources, Environment, and Hazard Lands:** Identification of the approximate location and area of sand and gravel deposits suitable for future extraction where such

deposits exist, and policies and restrictions on the use of land that is subject to hazardous conditions or is environmentally sensitive to development.

- **Infrastructure and Public Facilities:** Identification of the approximate location of present and proposed public facilities, including schools, parks, and disposal sites.
- **Housing:** Policies respecting non-market housing, rental housing, and special needs housing, consideration of the most recent Housing Needs Report when developing or amending the OCP.
- **Climate Change:** Targets for the reduction of greenhouse gas emissions within the plan area, and policies and actions proposed to achieve those targets.
- **Provincial Policy Context:** Consideration of applicable provincial policy guidelines in the development and amendment of the Official Community Plan.

B.1.3 The Islands Trust

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

B.1.4 Islands Trust Priorities

The “Islands Trust Object” is expressed through the Islands Trust Policy Statement. When this Plan was developed (2024-2026) the themes of Environmental Protection, First Nations Reconciliation, addressing Climate Change and Housing Affordability were also key priorities across the Islands Trust and are described through three declarations of Trust Council.

Environmental Protection - The core object of the Islands Trust, established by British Columbia law, is to “*preserve and protect the Trust Area (islands and waters) and its unique amenities and environment for the benefit of residents of the Trust Area and British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons and organizations and the government of British Columbia.*” This legislated mandate recognizes the ecological sensitivity of island environments and the importance of long-term stewardship. Land use planning plays a central role in achieving this objective by guiding growth and development in ways that protect ecosystems, freshwater resources, coastal processes, biodiversity, and the natural features that support community well-being and island character.

Climate Change – In 2019 the Islands Trust declared a climate change emergency. Denman Island residents are experiencing the impacts of climate change with increased drought periods and shifts in biodiversity such as the increasing loss of Western Red Cedar

trees. Average global temperatures are now more than 1.4 °C warmer than pre-industrial levels, with the past decade being the warmest on record and recent years among the hottest ever documented; this warming is linked to rising sea levels, more intense weather events, and shifting environmental conditions. The Local Government Act requires all OCPs to contain GHG reduction targets, policies and actions.

First Nations Reconciliation – In 2019, the Islands Trust adopted the *Islands Trust Reconciliation Declaration*, affirming a commitment to advancing reconciliation within its mandate and decision-making processes. From a land use planning perspective for the purposes of this Plan, First Nations reconciliation means planning and managing land in ways that respect First Nations’ enduring relationships to the lands and waters of their territories, acknowledging the past and ongoing impacts of colonial land use systems, supporting and protecting cultural, ecological and archeological values and supporting respectful, collaborative approaches to decision-making. This includes early and meaningful engagement, recognition of Indigenous rights and interests, and the integration of Indigenous knowledge and perspectives into planning processes to help ensure that land use decisions support cultural continuity, stewardship responsibilities, and community well-being.

Housing Affordability – In 2023, the Islands Trust Council declared that a housing equity and workforce shortage crisis exists within the Islands Trust Area, identifying a severe lack of housing options that are accessible and affordable for residents and local workers. This declaration reflects long-standing concerns that the limited supply of diverse housing types, combined with rising property values and rental costs, has made it increasingly difficult for people of many income levels to live and remain in island communities. Multiple housing needs assessments have documented shortages in secure, appropriate, and affordable housing for low-to-moderate income earners, impacting community well-being and economic sustainability across the Trust Area.

B.1.5 Island’s Trust Policy Statement

This Official Community Plan has been prepared and adopted in a manner deemed to be consistent with the Islands Trust Policy Statement in effect at the time of adoption. Section 15 of the Islands Trust Act states that Trust Council must adopt, by bylaw, a Trust Policy Statement that applies to the Islands Trust Area as a whole. The Islands Trust Act specifies that the Policy Statement must be a general statement of the policies of Trust Council to carry out the Islands Trust Object, that it may establish different policies for different parts of the Islands Trust Area. The Policy Statement represents Trust Council’s vision for the preservation and protection of the draft Islands Trust Area and its unique amenities and environment. Details related to the Islands Trust Policy Statement can be found here: <https://islandstrust.bc.ca/programs/islands-2050/>

B.1.6 The Structure of this Plan

This Plan divides the Denman Island Local Trust Area into the following eight land use designations, which are shown graphically on Schedule C. The eight land use designations are:

- Conservation/Recreation;
- Crown Lands;
- Institutional;

- Residential;
- Rural;
- Sustainable Resource;
- Village; and
- Water.

These land use designations provide a conceptual framework for future land use decisions in the Denman Island Local Trust Area. Some policies in the Plan affect all land use designations, while other policies apply to only one or several specified land use designations. The permitted uses, density, height and siting of buildings, along with other specific regulations, are contained in the Land Use Bylaw.

This Plan acknowledges the tension between the needs and aspirations of the human community and its desires to protect the natural environment of Denman Island. It represents a vision of the future and suggests ways in which government agencies can co-ordinate their responsibilities with the wishes of the Denman Island islanders.

How Was This Plan Created?

The first Official Community Plan for Denman Island was created in 1978. New versions presenting various amendments were made between then and 1997, when a major review was undertaken in 1997 involving a community-driven process. The Collective Vision Group then consulted with the community to produce a preamble containing guiding principles and objectives for the Plan. All of this work formed the basis for a first draft of the Plan, which was released in October 1999. Comments received thereafter at meetings and in writing led to a second draft. Following further revisions, the Plan was adopted in 2001.

Another review of this Official Community Plan was undertaken in 2007. The intent was to update the document, correct inaccuracies and introduce new policies on several topics of high interest in the community.

From 2022-2026, the Denman Local Trust Committee engaged in a housing review project which resulted in significant updates to the OCP including an update to the Community Context and Introduction. This was done to create consistency across the Islands Trust Area particularly with the acknowledgement of the rich history of Indigenous settlement on the Islands and stewardship responsibilities in the area.”

7. Section B.3 GUIDING OBJECTIVES is amended by deleting “Guiding Objective – Climate Change Adaptation and Mitigation” and replacing it with:
 “To reduce climate-related risks and strengthen the Island’s capacity to adapt to climate change by protecting critical systems, supporting resilient infrastructure, and integrating climate considerations into all land use and development decisions.”
8. Section C.1 LANDS AND FOREST, paragraphs 1 to 6, are amended by deleting them in their entirety and replacing them with the following:

Denman Island supports a rich diversity of terrestrial and marine ecosystems that contribute significantly to the ecological integrity of the region and the well-being of the community. The island contains two lakes, numerous wetlands and creeks, patches of mature and regenerating forest, as well as sand dune and coastal bluff ecosystems. These environments provide habitat for a wide range of species, including critical habitat identified for four endangered species and one threatened species, among them two bat species and three insect species. A conservation breeding program is currently in place for the Taylor's Checkerspot Butterfly due to its sensitivity to habitat change.

A number of ecosystems at risk occur on Denman Island, including Coastal Douglas-fir, Grand Fir, Red Alder, and Western Red Cedar forest ecosystems and their associated plant communities. The island's generally flat topography, with gently rolling hills rising to approximately 124 metres above sea level and only about eight percent of land having slopes greater than 20 percent, has influenced historic settlement patterns while also contributing to the distribution of sensitive ecosystems. The Sensitive Ecosystem Inventory (SEI) for East Vancouver Island and the Gulf Islands identifies multiple categories of sensitive ecosystems across the island, many of which are vulnerable to disturbance and fragmentation.

Denman Island's extensive coastline includes several areas recognized as vital habitat for rare plant species and nesting seabirds, including areas north of Komas Bluff, at Denman Point, Whalebone Point, Repulse Point, Chrome Island, and along the south and southwestern shoreline. Beaches suitable for spawning Pacific sand lance and surf smelt are present along the coast, along with extensive eelgrass beds that provide essential marine habitat. Marine waters surrounding the island support fish species such as herring, coho salmon, and bluntnose sixgill shark.

Forested ecosystems across the island vary in age and condition. Older forest stands are particularly important because they provide habitat for species that require mature forest conditions, including birds of prey and specialized plant and animal communities. Larger stands of older forest occur within Boyle Point Park, while smaller patches are distributed throughout the island. Areas of regenerating forest resulting from past harvesting activities also provide important habitat and contribute to long-term ecosystem recovery.

Terrestrial herbaceous ecosystems, including rare coastal grasslands and moss-covered rocky outcrops, occur at Longbeak Point, on Seal Islets and Sandy Islets, and along coastal bluffs, particularly on the southeast coast. These ecosystems support a number of uncommon species and are highly sensitive to disturbance.

Riparian ecosystems surrounding lakes, wetlands, and watercourses provide essential ecological functions, including wildlife habitat, hydrological regulation, and water quality protection. Two of the largest riparian areas occur adjacent to Valens Creek and Beadnell Creek. Seasonally flooded ecosystems are also present in several locations and provide important habitat for wintering waterfowl.

Overall, Denman Island's ecosystems support a significant number of species identified on federal and provincial lists as endangered, threatened, or at risk. The protection, restoration, and stewardship of these ecosystems are important considerations for land use planning, development decisions, and community sustainability.

9. Section C.2 – FRESHWATER, Freshwater – Policies, Policy 9 is amended by adding the words “*and require freshwater cisterns*” after the words “*encourage rainwater collection*”.
10. Section C.2 – FRESHWATER, Freshwater – Policies is amended by adding a new Policy 10 as follows: Groundwater-fed swimming pools should be discouraged to protect the groundwater resources. Zoning regulations should prohibit the construction of swimming pools supplied from groundwater.
11. Section C.2 – FRESHWATER, Advocacy Policies, Advocacy Policy 1 is amended by deleting the words “*Water Management Branch of the Ministry of Environment*” and replacing them with “*Provincial Government*”.
12. Section C.2 – FRESHWATER, Advocacy Policies, Advocacy Policy 3 is amended by deleting the words “*Ministry of Environment and Fisheries and Oceans Canada are*” and replacing them with “*Federal Government is*”.
13. Section C.3 – THE MARINE ENVIRONMENT, - Policies is amended by adding a new Policy after Policy 13 as follows, and renumbering subsequent policies accordingly:

The Local Trust Committee may support issuance of a Development Variance Permit to reduce the required 30 m setback from the natural boundary of the sea where the applicant demonstrates that:

- The required setback would unreasonably constrain a permitted use of the lot, given its size, shape, and topography;
- There are no alternative building sites on the lot that would meet the required setback; and
- The proposed siting and design minimize impacts to the foreshore and coastal marine environment.

Approval is not implied and will depend on the specific circumstances of each application and consistency with broader environmental protection objectives in the Denman Island Official Community Plan and Land Use Bylaw.

14. Section C.4 – CLIMATE CHANGE ADAPTATION AND MITIGATION, is amended by deleting full section and replacing it with:

“British Columbia has established legislated greenhouse gas (GHG) reduction targets under the Climate Change Accountability Act, including a 40% reduction below 2007 levels by 2030, 60% by 2040, and net-zero emissions by 2050. Through the Local Government Act, local governments are required to include GHG reduction targets, policies, and actions in OCPs. While many sources of emission, such as energy supply standards, building codes, and vehicle regulations, are set by senior levels of government, land use planning plays an important role in shaping long-term emissions outcomes.

Climate change is influencing local conditions, with rising temperatures, increasing rainfall variability, and more frequent extreme weather events expected to affect freshwater recharge, coastal processes, ecosystems, and community infrastructure over time. In the Plan Area, the most effective tools available to the Denman LTC for reducing GHG emissions are those related to how land is used and protected. This includes guiding where and how development occurs, supporting compact and complete settlement patterns, protecting forests, wetlands, and other natural areas that store carbon, and encouraging walking, cycling, and shared transportation where feasible.

Through land use policies, this Plan establishes a local framework for climate action that reflects Denman Island's rural character, environmental values, and the Islands Trust mandate to preserve and protect the Island for present and future generations.

Land use planning plays a key role in reducing GHG emissions and building resilience. The following are a set of climate action objectives and target policies to guide land use planning decisions

Guiding Objective

To reduce climate-related risks and strengthen the Island's capacity to adapt to climate change by protecting critical systems, supporting resilient infrastructure, and integrating climate considerations into all land use and development decisions.

Climate Change Adaptation and Mitigation - Objectives

Objective 1: Reduce greenhouse gas emissions by prioritizing development close to amenities and protecting/restoring natural systems and carbon sequestering opportunities.

Objective 2: Direct development away from areas vulnerable to natural hazards and climate-related risks, including wildfire, flooding, and saltwater intrusion.

Objective 3: Ensure housing and development locations consider freshwater availability, climate hazards, and land use practices that enhance community resilience.

Objective 4: Protect and manage forests, wetlands, and other natural features that contribute to climate mitigation, adaptation, and ecological and community resilience.

Objective 5: Support transportation systems that reduce reliance on private automobiles while maintaining Denman's rural island character.

Climate Mitigation Target Policies (Reducing GHG Emissions):

POLICY 1: Increase protection of forests, wetlands, soils, and other ecosystems that store carbon.

POLICY 2: Encourage trail development.

POLICY 3: Increase locally grown food by protecting farmland and supporting local food distribution.

Climate Adaptation Target Policies (Increasing Climate Resilience):

POLICY 5: Increase protection of natural areas that reduce climate-related risks such as wildfire, flooding, and erosion.

POLICY 6: Increase the number of rainwater catchment systems on the Island.

POLICY 7: Increase protection of watersheds, aquifers, and riparian zones to ensure long-term water supply and quality.

POLICY 8: Increase the integration of Indigenous knowledge and perspectives related to ecosystem health.

POLICY 9: Increase community understanding of climate change by including climate change considerations in all land use decision making.”

15. PART D – THE SOCIAL FABRIC, Table of Contents is amended by inserting a new section titled “*D.5 Subdivision of Land*” and renumbering subsequent sections accordingly.

16. Section D.3 WATER MANAGEMENT, Water Management – Policies is amended by adding the following new policies as the next sequential numbers:

Policy 8 – Land use regulations must require all new residential, commercial, and institutional development incorporates cisterns for freshwater storage, sized to support water needs during prolonged drought conditions.

Policy 9 – Freshwater cisterns must not be included in the calculation of lot coverage.

17. Section D.5 – SUBDIVISION OF LAND is added as follows:

Subdivision is the legal process of dividing a parcel of land into two or more lots. It is one of the most negatively impactful mechanisms for increasing housing density and shaping settlement patterns. On Denman Island, subdivision potential has historically been allocated without fully accounting for environmental features and functions, groundwater constraints, cultural heritage, or long-term community values.

The creation of new lots on Denman Island has generally not resulted in affordable or diverse housing. Instead, subdivision has increased land values, encouraged speculation, fragmented larger parcels, and undermined ecological protection and cultural heritage. Development of subdivided lands may also strain groundwater resources and alter Denman Island’s rural character. For this reason, subdivision was amended during the 2022-2026 Denman Housing Review Project to focus on community benefits.

Policy 1 Adopt or amend Land Use Bylaw regulations to restrict or where possible prohibit subdivisions except in accordance with the policies in this

Plan.

Policy 2 Subdivision regulations may support lot consolidation or boundary adjustments with no increase in number of lots.

Policy 3 Subdivision may be supported where it is limited to the following purposes, subject to compliance with the Land Use Bylaw:

- a) Boundary adjustment;
- b) Lot consolidation;
- c) Parkland, conservation, or community use dedication;
- d) Heritage conservation purposes, including Indigenous cultural or historical heritage protection;
- e) Utility, infrastructure, or service parcels; and/or
- f) Non-market housing parcels.

Policy 4 Subdivision for uses not identified in Policy 3 is generally not supported. Where such applications are considered, they should demonstrate clear community benefits. Such benefits include:

- the provision of land for preservation of natural environments and ecologically sensitive areas;
- the provision of land to preserve groundwater regions;
- the provision of land to protect archeological sites and other cultural heritage interests;
- the transfer of land to a First Nation or Indigenous governing body, where feasible and mutually agreed, for housing, cultural, conservation, or community purposes;
- the provision of land for community park or public open space;
- the provision of land for community sewage treatment facilities or community water systems;
- the provision of community wells for domestic water supply;
- the provision of fire protection infrastructure, including storage reservoirs;
- the provision of easements or rights of way for utilities or publicly accessible trails;
- the provision of community facility;
- the provision of land for community facility or use;
- the provision of community facility or service in a commercial building;

- the provision of non-market housing; and/or
- the provision of any other amenity which is similar in nature to the foregoing and/or is consistent with the objectives and policies of the OCP.

Policy 5 Land transferred to support the uses in Policy 3 and 4 must be secured through a covenant, restrictive covenant, housing agreement, or other legal instrument registered on title to the parent lot prior to final subdivision approval. These instruments must ensure that, upon subdivision, the resulting lot is restricted to the intended uses.

Policy 6 The minimum lot size for subdivision should be 64 hectares.

Policy 7 Minimum lot size requirements do not apply to uses identified in Policies 3 and 4, except in the case of boundary adjustments and subdivisions intended for residential use.

Policy 8 The minimum lot size for residential use created through subdivision should not be less than 1 hectare.

Policy 9 In evaluating a subdivision, consideration shall be given to the appropriateness of any proposed amenity, regardless of whether a zoning amendment is required, and to the impacts of the proposed use on the subject lot and surrounding lots.

Policy 10 Where land is proposed to be rezoned to allow subdivision for additional private lots or where land is being subdivided for community use involving the construction of buildings and/or infrastructure and/or the use of groundwater the applicant must demonstrate land suitability, including but not limited to:

- potable water availability;
- wastewater disposal capability;
- impacts to sensitive ecosystems;
- impacts to species at risk;
- impacts to critical habitat;
- impacts to groundwater recharge;
- hazard lands and geotechnical suitability
- visual impacts
- proposed new property lines, buildings and structures setback a minimum of 200m from the natural boundary of the seas and recorded archeological sites

Policy 11 Where subdivision supports additional residential density, trail dedications, parkland, or public open space should be designed to connect to

existing networks.

Policy 12 In areas where individual septic systems are adversely affecting the environment or the quality of water, subdivision regulations should require a sewer system for new development.

Policy 13 All subdivisions intended to support housing must ensure an adequate water supply, supported by a climate-informed water management plan that demonstrates long-term aquifer sustainability under projected climate change conditions.

18. Section D.5 – THE VILLAGE, The Village – Policies is amended by deleting the subsection titled SUBDIVISION, including Policy 4 and Policy 5 and renumber remaining policies accordingly.
19. Section D.5 – THE VILLAGE, The Village – Policies, subsection USE AND DENSITY is amended by deleting Policy 6 and renumber remaining policies accordingly.
20. Section D.5 – THE VILLAGE, The Village – Policies, subsection USE AND DENSITY, Policy 9 is amended by deleting the words “and such a dwelling could be permitted in the same building as the commercial operation” and replacing them with “as accessory to the commercial use”.
21. Section D.7 – ARCHAEOLOGICAL, HISTORIC AND NATURAL SITES is amended by, in the first paragraph, deleting the words “There are a number of sites on Denman Island worthy of protection and preservation because of their spiritual importance to First Nations people, their historical value to more recent settlers or, in the case of the natural features, some important aesthetic quality. Middens, long abandoned First Nation habitations and petroglyphs remind us of a pre-European presence here.” And replacing them with “Denman Island is rich with both Indigenous cultural history and settler history, both of which need to be protected and preserved. Archaeological evidence, including shell middens and petroglyphs, indicates extensive Indigenous village sites and long-standing use of the land.”
22. Section D.7 – ARCHAEOLOGICAL, HISTORIC AND NATURAL SITES, Guiding Objective is amended by deleting the word “aboriginal” and replacing it with “Indigenous and settler”.
23. Section D.7 – ARCHAEOLOGICAL, HISTORIC AND NATURAL SITES, Archaeological, Historic and Natural Heritage Sites – Policies, Policy 2 is amended by adding the word “cultural” after the word “identified”.
24. Section D.7 – ARCHAEOLOGICAL, HISTORIC AND NATURAL SITES, Archaeological, Historic and Natural Heritage Sites – Policies, Policy 5 is amended by adding the words “and other cultural” after the word “archaeological”.
25. Section D.7 – ARCHAEOLOGICAL, HISTORIC AND NATURAL SITES, Archaeological, Historic and Natural Heritage Sites – Policies is amended by adding the following new policies as the next sequential numbers:

Policy 7 The Local Trust Committee should protect archeological sites and culturally significant areas through Heritage Conservation Areas, covenants, and other regulatory tools

Policy 8 Cultural artifacts and remains found on lot must be reported to the K'omoks First Nation and the Provincial Government.

26. Section E.1 - HOUSING is amended by, in the second paragraph, deleting the following:

“Limits on these forms of housing are designed to address the possible negative impact of locally increased density. Initiatives to provide opportunities for non-market housing of various kinds are ongoing.”

27. Section E.1 – HOUSING, Guiding Objective is amended by deleting it in its entirety and replacing it with the following:

“To support a diversity of dwelling types and tenures while protecting the natural environment, rural character, community resilience and respecting First Nations’ interests.”

28. Section E.1 – HOUSING, Housing Objectives is amended by deleting Objectives 1 to 4 and replacing them with the following:

Objective 1 To ensure that housing options support and preserve community diversity, including a range of ages, incomes, and vocations, in support of an inclusive, resilient island community.

Objective 2 To ensure that housing options are carefully aligned with groundwater availability and sewage disposal capacity, protect groundwater quality and maintain the island’s rural character and environmental integrity.

Objective 3 To respect First Nations interests including limiting the impact of residential development to sites of Indigenous cultural significance.

Objective 4 To encourage and support the development of non-market housing and opportunities for seniors to age in place.

29. Section E.1 – HOUSING, Housing – Policies, subsection Subdivision is amended by deleting Policies 1 to 8 in their entirety.

30. Section E.1 – HOUSING, Housing – Policies, subsection Use and Density is amended by deleting Policy 9 in its entirety.

31. Section E.1 – HOUSING, Housing – Policies, subsection Use and Density is amended by deleting Policy 10 and replacing it with the following:

“In the Residential designation, zoning regulations should ensure that development maintains a low-density character. One additional dwelling unit may be permitted by zoning regulations on larger lots where adequate fresh water supply and wastewater treatment are available.”

32. Section E.1 – HOUSING, Housing – Policies, subsection Use and Density is amended by deleting Policy 11 and replacing it with the following:

“In the Rural designation, zoning regulations should ensure that development maintains a low-density, rural character. Additional dwelling units, such as secondary suites or detached secondary dwellings, may be permitted by zoning regulations only on sufficiently large lots where adequate fresh water supply and

wastewater treatment are available.

33. Section E.1 – HOUSING, Housing – Policies, subsection Use and Density is amended by deleting Policy 12 in its entirety.
34. Section E.1 – HOUSING, Housing – Policies, subsection Use and Density is amended by deleting Policies 14 to 16 in their entirety.
35. Section E.1 – HOUSING, Housing – Policies, subsection Use and Density is amended by deleting Policies 19 and 20 in their entirety.
36. Section E.1 – HOUSING, Housing – Policies, subsection Zoning Amendments is amended by deleting Policy 28 in its entirety.
37. Section E.1 – HOUSING, Housing – Policies, subsection Zoning Amendments is amended by deleting Policy 29 in its entirety and replacing it with the following:

The Local Trust Committee should consider zoning amendment applications for multi-unit, non-market housing (attached or detached) provided:

- that the proposal is not located in a connectivity area identified on Schedule D;
- that the proposal is small-scale and rural in character, with building form, density and site layout compatible with the surrounding pattern development;
- that the siting and height of the proposal is sensitive to the surrounding land uses and does not impact negatively on adjacent properties;
- that the proposal proves an adequate supply of potable water and an adequate sewage disposal system in accordance with applicable regulations;
- that the applicants enter into a housing agreement to secure non-market housing with the Local Trust Committee;
- that any environmentally sensitive areas on the lot are identified and the applicant registers a conservation covenant to protect such areas;
-
- that the proposed development will not place undue strain on existing public services and infrastructure; and
- that residential rental tenure zoning is considered to ensure long-term affordability is maintained in perpetuity.

38. Section E.1 – HOUSING, Housing – Policies, subsection Zoning Amendments is amended by deleting Policy 30 in its entirety and replacing it with the following:

Consideration may be given to applications in any Land Use Designation in which residential uses are a permitted principal use to rezone land for clustered, small-unit housing where:

- a) units consist of small dwellings such as tiny homes on wheels or manufactured homes;
- b) units are constructed to the BC Building Code, or CSA standards for manufactured homes, or equivalent;

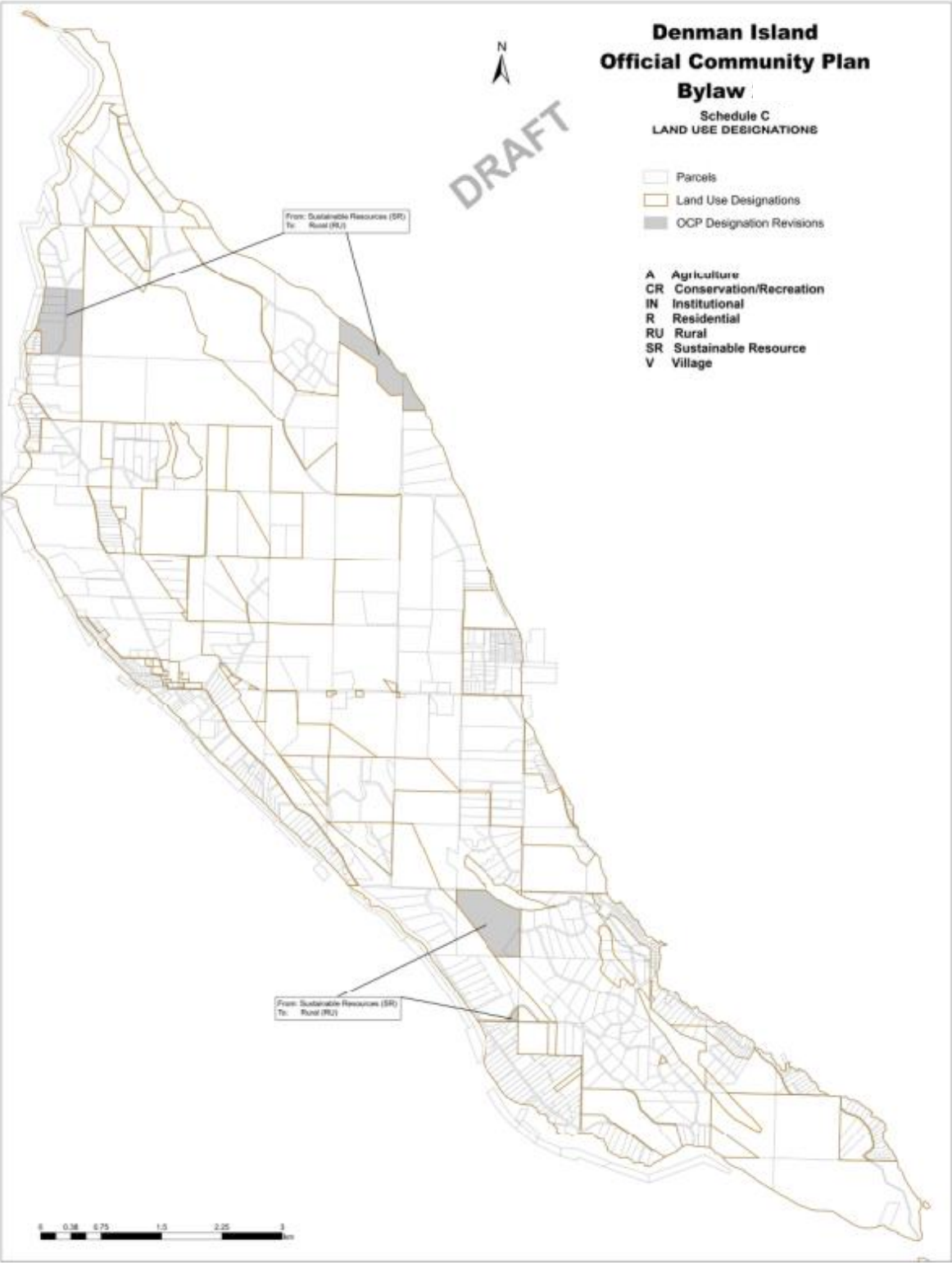
- c) units are anchored to the ground, connected to a source of potable water and connected to an approved wastewater system;
 - d) the overall scale, density and site layout of the development are small-scale and compatible with the surrounding pattern of development;
 - e) the total floor area of units shall not exceed any maximum dwelling floor area for that zone;
 - f) the development is designed as a clustered form to minimize site disturbance and maintain open space;
 - g) communal facilities may be provided, such as shared laundry or a common building; and
 - h) the development would not be located in areas containing sensitive ecosystems or of cultural or archaeological significance.
39. Section E.1 – HOUSING, Housing – Policies, subsection Zoning Amendments is amended by deleting Policy 31 in its entirety.
40. Section E.1 – HOUSING, Housing – Policies, subsection Zoning Amendments is amended by adding the following policy, and renumbering subsequent policies accordingly:
- Multi-unit housing either attached or detached can include:
- shared laundry and other buildings
41. Section E.1 – HOUSING, Housing - Advocacy Policies, Advocacy Policy 2 is deleted in its entirety.
42. Section E.2 – ECONOMIC ACTIVITIES, Economic Activities – Policies, subsection Home Occupations is amended by deleting it in its entirety and replacing it with the following:
- “Home-based guest accommodation where permitted as a home occupation should be limited to rooms within a principal dwelling, where the owner or manager of the business is living on the property fulltime.”
43. Section E.2 – ECONOMIC ACTIVITIES, Economic Activities – Policies, subsection Home Occupations is amended by adding the following policy after Policy 11, and renumbering subsequent policies accordingly:
- “Home-based assisted living is permitted as a home occupation.”
44. Section E.4 – AGRICULTURE AND RESOURCES, Agriculture and Resource Policies is amended by deleting Policy 12 in its entirety and renumbering subsequent policies accordingly.
45. Section E.4 – AGRICULTURE AND RESOURCES, Agriculture and Resource Policies, Policy 13 is amended by adding:
- “protects the land for conservation purposes,” after the words “non-farm use or exclusion”; and
 - “including non-market, rental and special needs housing secured with a housing agreement” after the words “essential community service”.

46. Section E.4 – AGRICULTURE AND RESOURCES, Agriculture and Resource Policies, Policy 14 is amended by adding a third bullet as follows: “provides land for the purposes of building non market housing secured with a housing agreement”.
47. Section E.4 – AGRICULTURE AND RESOURCES, Resource - Advocacy Policies is amended by deleting the section heading and replacing it with “Agriculture and Resource - Advocacy Policies”.
48. SCHEDULE B - PERMITS AND PLAN ADMINISTRATION, CONTENTS is amended by deleting “Appendix D Density Banking”.
49. SCHEDULE B – APPENDICES, CONTENTS is amended by deleting “Appendix D Density Banking”.
50. APPENDIX D DENSITY BANKING is deleted in its entirety.
51. Schedule “C” – Land Use Designations is amended as per Schedule 2, attached to and forming part of this Bylaw.

DENMAN ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 260

Schedule 2





Islands Trust

**DENMAN ISLAND
LAND USE BYLAW NO. 264, 2026**

PROPOSED

DENMAN ISLAND LOCAL TRUST COMMITTEE LAND USE BYLAW NO. 264, 2022

A bylaw to establish regulations and requirements respecting the use of land, including the surface of water, the use, siting and size of buildings and structures, the provision of parking, landscaping and screening and the subdivision of land within the Denman Island Local Trust Area.

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

AND WHEREAS the Denman Island Local Trust Committee wishes to adopt a Land Use bylaw and other development regulations and to show by map the boundaries of the zones;

AND WHEREAS the Denman Island Local Trust Committee has held a Public Hearing;

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

1. This Bylaw may be cited for all purposes as the “Denman Island Land Use Bylaw No. 264, 2026”.
2. The following schedules attached hereto are hereby made part of this Bylaw and adopted as the Land Use Bylaw for that part of the Denman Island Local Trust Area as shown on Schedule B:
 - (1) Schedule A (Land Use Bylaw Text)
 - (2) Schedule B (Zoning Map)
3. If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.
4. Bylaw No. 186 cited “Denman Island Land Use Bylaw, 2008” and all of its amendments are repealed.

PROPOSED

READ A FIRST TIME THIS 12th DAY OF MAY, 2026.

READ A SECOND TIME THIS _____ DAY OF _____ .

PUBLIC HEARING HELD THIS _____ DAY OF _____ .

READ A THIRD TIME THIS _____ DAY OF _____ .

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS _____ DAY OF _____ .

ADOPTED THIS _____ DAY OF _____ .

CHAIR

SECRETARY

PROPOSED

SCHEDULE A

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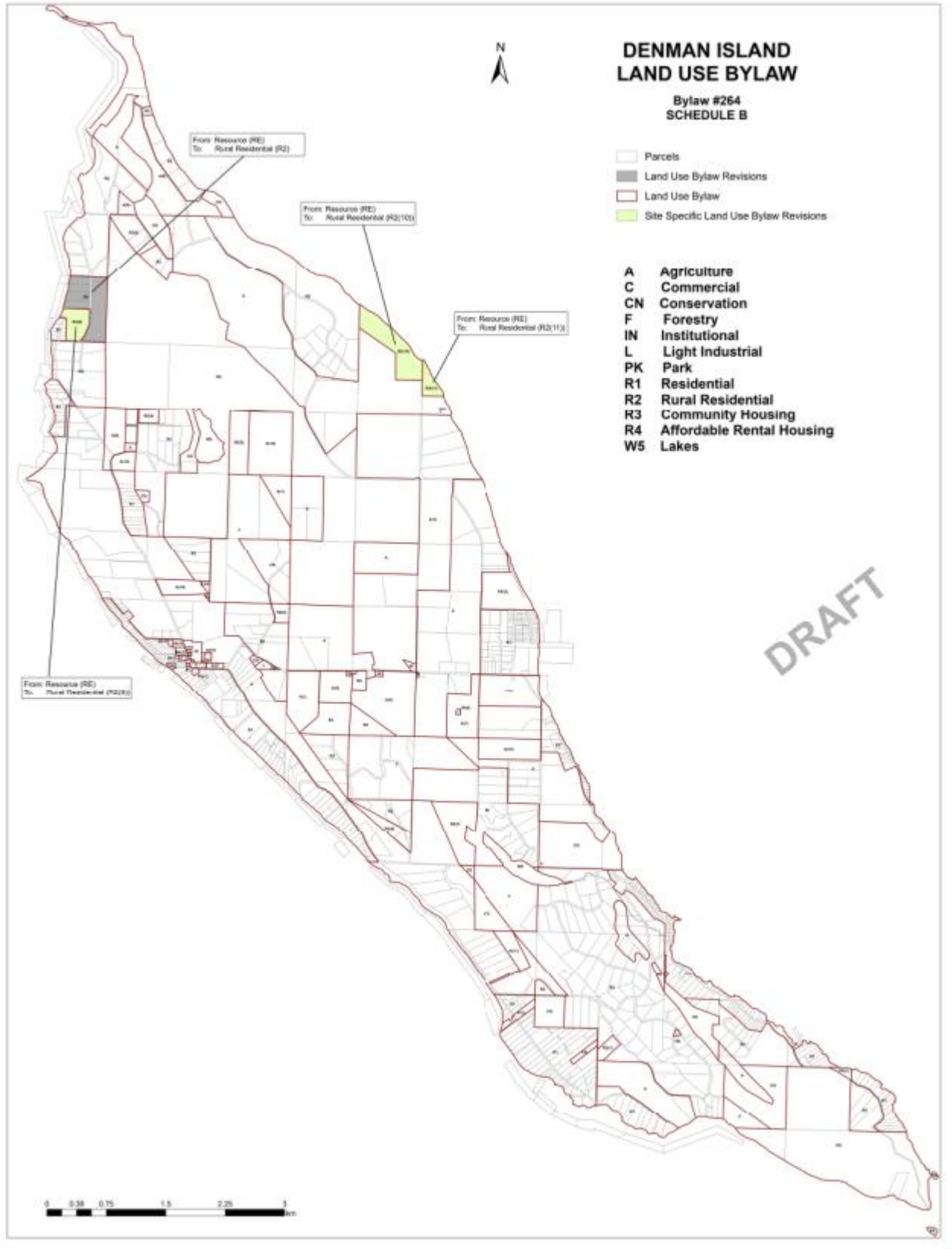
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PROPOSED

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1.1 Definitions

In this Bylaw, unless the context otherwise requires:

accessory means a use, building or structure that is ancillary, secondary and exclusively devoted to a principal use, building or structure expressly permitted by this Bylaw on the same lot or, where the accessory use, building or structure is located on common property in a bare land strata plan, on a strata lot in the same strata plan;

accessory residential use means a dwelling unit, either in a detached building or within a portion of a building, on the same lot as a non-residential principal use;

access stairway means an outdoor stairway and landings, provided the depth of the landing does not exceed the width of the stairway;

affordable housing dwelling unit means a deed restricted and/or rent controlled *dwelling unit* that is secured by a housing agreement, and is available to persons with medium to low income as defined by housing agreement for the dwelling unit;

agriculture means the use of land, buildings, or structures for the growing, rearing, harvesting, processing, marketing or production of agricultural plants, crops, or livestock;

agri-tourism means a tourist activity, service or facility accessory to the agricultural use of the land that is classified as a 'farm' under the *Assessment Act*, where no permanent facilities are constructed or erected, and includes all listed agri-tourism activities in Section 12.2 of the *Agricultural Land Reserve Use Regulation*;

agri-tourism accommodation means a cabin, tent, or recreational vehicle on an agri-tourism accommodation campground as defined by the *Agricultural Land Reserve Use Regulation*;

alternative dwelling unit means a self-contained structure or vehicle used or intended for residential occupancy. Includes, but is not limited to: recreational vehicles (RVs, travel trailers, tent trailers, motor homes, fifth wheels, park model trailers), tiny homes on wheels and yurts;

armoured ford means a ford of a stream that has been surfaced with material suitable to prevent the use of the ford from causing erosion or other damage to the stream channel;

boathouse means an accessory building or structure used exclusively for storing or sheltering a boat;

breast height means a point on a tree at 1.3 m above the point of germination, measured along the axis of vertical growth;

building means any roofed structure which is used or intended to be used for the shelter, habitation, assembly, or accommodation of people or animals other than wildlife, or for the storage of goods and chattels, and includes mobile homes, wood sheds, garden sheds, tool sheds and outhouses;

cliff means a sloping surface face of soil, rock or other natural material exceeding 15 metres in height, the average slope of which exceeds 48° as measured from a horizontal plane over a horizontal distance of 12 metres;

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common house means a building used for the communal daily activities of the residents of the property and includes a kitchen, meeting room, library, laundry facility, and other such facilities but does not include sleeping accommodation and must not be used for sleeping accommodation.”

community kitchen means a shared-use commercial processing area that is agency approved for preparing foods that may be sold elsewhere or for such things as catered functions;

community facility or service means a publicly accessible facility, area, or service secured for community use that supports social, cultural, recreational, educational, or civic purposes, including but not limited to community halls, recreation centres, libraries, or similar gathering places;

community water system means a system for the supply of water serving two or more customers as approved by a public authority;

constructed top width means the width of the relatively level portion of a road, measured between the insides of the ditches, shoulders, cutbanks, or fills;

constructed total width means the width of a road, including the constructed ditches, shoulders, cutbanks, or fills;

covered walkway means a structure that shelters a walking area by a roof or awning and that is connected to a building;

dangerous tree means a tree that is hazardous to human safety because of location or lean, physical damage, overhead hazards, deterioration of the limbs, stem or root system, or a combination of these;

dbh means the diameter at breast height measured outside the bark around the trunk of the tree at 1.3 m above the point of germination;

derelict vehicle means any vehicle that has been unlicensed for 12 months or more;

domestic chicken coop means a building or structure used for accommodating chickens that are used for non-commercial purposes;

detached secondary dwelling unit means a detached dwelling unit that is accessory to the permitted principal dwelling unit that is limited in floor area;

dwelling unit means a building, or set of rooms in a building, used as a residence, containing an independent cooking, sleeping, and living facilities and designed for occupancy;

engineer means a member of the Association of Professional Engineers and Geoscientists of British Columbia;

feedlot means an outdoor confined area where livestock are concentrated and fed for the purpose of growing or finishing animals for market and where feed is provided other than by grazing;

fill means uncontaminated earth, sand, gravel or any other similar material used, or capable of being used, to raise the contour of the ground surface;

food processing in regards to a home occupation means the creation of packaged food products intended for consumption off-site and excludes take-out restaurants, cafes or similar food service facilities;

front yard means the area of a lot located between the front lot line and the front wall of the building closest to that lot line, and extending the full width of the lot;

forest fungi means naturally growing mushrooms or similar products that may be cultivated using wood products from local trees and excludes mushrooms grown on manure;

forestry means the use of land for the cultivation, management and harvesting of forest resources, including silviculture and the on-site processing of timber harvested from the same lot.

forestry sales mean the sale of lumber, timber, posts, and other similar wood products, but excludes the sale of goods manufactured from these materials;

gouge means an injury to the stem of a tree that penetrates into the sapwood or deeper;

grade means the average elevation of the ground at a distance of 1.0 metre from a building or structure determined by averaging the natural ground elevations at the midpoint of all of the exterior walls prior to any grading, excavation or filling;

gross floor area means the sum of the area of all storeys in a building or structure, measured to the outermost wall surface, excluding eaves and the areas of covered or roofed porches, terraces, decks and cisterns;

ground-based machinery means powered vehicles that move by means of wheels or tracks in contact with the ground, including trucks, skidders, loaders, excavators, backhoes, and tractors;

guest accommodation means a home occupation in which sleeping accommodation is provided to transient paying guests in individual rooms of the principal dwelling unit;

height means the vertical distance to the highest point of the upper roof of a building or structure measured from the grade;

hermitage means a spiritual retreat centre that may also offer educational programs and provides overnight accommodation and meals to guests participating in its programs and activities;

high water mark means the high water mark identified on the plan most recently registered in the Land Title Office, and where there is no such plan, means the natural boundary;

home-based assisted living means a home occupation which provides personal care, supervision, or support to residents in a dwelling;

horticulture means the growing of flowers, fruits, vegetables and other plants and includes the sale of such products when grown by the landowners on their lot;

hydrogeologist means an engineer or geoscientist with competency in the field of hydrogeology, regulated under the Professional Governance Act, Engineers and Geoscientists Regulation;

intensive agriculture means the use of land, buildings and structures by a commercial enterprise or an institution for:

- the confinement of poultry, livestock or fur bearing animals, excluding operations defined as feedlots; or
- the growing of mushrooms, except for forest fungi;

lot means any parcel, block or other area in which land is held or into which it is subdivided, whether under the Land Title Act or the Bare Land Strata Regulations under the *Strata Property Act*;

lot coverage means the percentage of the total area of the lot covered by buildings and structures including roof overhangs but excluding cisterns connected to a building for the purposes of rainwater harvesting and collection;

lot line means a legally defined boundary of any lot, and in the case of tenure under the Land Act, a boundary of the lease area;

lot line – edge means any lot line on a lot in the Agriculture zone that abuts a lot in another zone;

lot line – front means the lot line common to the lot and the abutting highway, or access route under the Strata Property Act, and where there is more than one lot line common to a highway or access route, the following rules apply:

- the shortest lot line abutting a highway or access route that is greater than 20.0 metres is the front lot line, except where there are no lot lines greater than 20.0 metres abutting a highway or access in route, in which case the longest line abutting a highway or access route is the front lot line;
- where there are three or more lot lines and one or more of the lot lines is a corner-cut, one of the other lot lines is the front lot line based on the preceding rule;
- where there are more than two lot lines defining a curve, including any tangents making up the curve in a highway or access route, all such lot lines defining the curve must be considered to be one lot line for the purpose of determining the front lot line; and
- where a lot is split by a highway or access road, a front lot line will be determined for each portion of the lot;

lot line - rear means the property line opposite to and most distant from the front lot line, or where the rear portion of the parcel is bounded by intersecting lines, it shall be the point of such intersection;

lot line – exterior side means a lot line not being the front lot line but common to a lot and an abutting highway or access route;

lot line - side means any lot line not being a front lot line, rear lot line or exterior side lot line;

mobile means, in relation to a building, not permanently affixed to the land with the ability to be moved to another location by towing or similar means;

multi-unit dwelling means a building containing two or more dwelling units (excluding a principal dwelling with a secondary suite), each having their own entrance, which may include an entrance from a common interior corridor or an exterior entrance;

natural boundary means:

- with reference to the sea or a lake, the visible high water mark of the lake, where the presence and action of the water are so common and usual and so long continued in all ordinary years as to mark on the soil or rock of the bed of the sea or a lake a character distinct from that of the adjoining upland, in vegetation as well as in the soil or rock;
- with reference to a stream, the normal high water mark of the stream, which is often indicated by the edges of rooted terrestrial vegetation, and a definite change in vegetation and sediment texture, above which soils and terrestrial plants appear undisturbed by recent erosion, and below which the stream banks show signs of scouring or sediment deposition or both;

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- with reference to a wetland, the boundary between the wetland and the adjacent upland, where the extent of the wetland is usually indicated by the presence of plants that normally grow in water or water-saturated soils or peat soils, and soils that are water-saturated or show evidence of prolonged water saturation (gleying) within 30 cm of the surface or are peat soils;

occasional:

- in relation to markets means no more than 52 operating days per calendar year, of which no more than 2 may be consecutive;
- in relation to fairs and festivals means no more than 45 operating days per calendar year, of which no more than 7 may be consecutive;
- in relation to woodworking and wood processing means no more than 45 operating days per calendar year, of which no more than 30 may be consecutive;
- in relation to the use of an accessory building, a travel trailer or a vessel for non-commercial accommodation means a total length of stay by an individual of not more than 45 days per calendar year, of which no more than 30 may be consecutive;

obsolete signs means signs that identify a use, building or structure that no longer exists;

panhandle lot means a lot, the configuration of which results in a front lot line that is less than 50% of the average lot width;

passive recreation means non-motorized, outdoor leisure activities which can be carried out with minimal impact to the natural environment including but not limited to hiking, picnicking, horseback riding and bicycling.

permanent sawmill means a sawmill that is attached to the ground or footings or a portable sawmill that is in use on the same property for more than 45 days;

personal services means a use whereby services are provided directly to the physical person or clothing of the consumer, for example, hair cutting, massage therapy, dressmaking, clothing repair, professional health care, and includes the incidental retail sale of goods commonly associated with these uses;

portable sawmill means a sawmill that is transported and removed from the working site by attaching to a motorized vehicle;

principal in relation to use, building or structure means the main or primary use, building or structure;

produce stand means a structure used for the sale of agricultural products where the products being offered for sale have been grown or reared on Denman Island;

pruning means removal of branches in a way that does not jeopardise the vitality of the trees or woody plants being altered;

public authority means a government body that manages some activity or business on behalf of the public;

park means land designated as park on a plan of subdivision filed in the Land Title Office or land designated under the *Park Act* or the *Park (Regional) Act*, and includes playgrounds and playing fields;

pump/utility house means an accessory building or accessory structure that is used only for the purposes of housing a well head, water pumping and purifying devices, and electrical power or communication connection devices;

PROPOSED

Qualified wildlife/danger tree assessor means a person who has successfully completed a Wildlife/Danger Tree Assessor's course, and is certified by the Wildlife Tree Committee of British Columbia, or its successor agency, as being qualified to assess wildlife and dangerous trees;

recycling depot means a non-profit facility in which materials are separated and prepared for shipment elsewhere and eventual reuse in a new product;

Registered Professional Biologist means a person who is a professional biologist registered with the Association of Professional Biologists of British Columbia;

Registered Professional Forester means a professional forester as defined in the *Foresters Act*;

removal of vegetation means felling of trees, uprooting of plants, removal of logs, or other large-scale alteration of the plant cover but specifically excludes the pruning of trees for the purpose of: admitting sunlight to an established garden; maintaining a view; mowing or cutting of lawns; and cultivating existing gardens and orchards;

residence means:

- the occupancy or use of a dwelling unit for the permanent domicile or home life of a person or persons; or
- the occasional or seasonal occupancy of a dwelling unit as a dwelling by an owner who has a permanent domicile elsewhere or by non-paying guests of such an owner, and for these purposes, owner includes a tenant under a residential tenancy agreement;

and residence does not include guest accommodation use, commercial vacation rental or any occupancy of a dwelling unit by persons entitled to such occupancy under a time share plan as defined in the Real Estate Act or successor legislation;

residential rental tenure means the granting of a right to occupy a *dwelling unit* as living accommodation where the minimum occupancy period is thirty consecutive days, and where the *dwelling unit* is not owned by a *dwelling unit* occupant, but where regular payments are made to the owner for the use of the *dwelling unit*;

retail sales and rentals means the selling of goods or merchandise directly to the consumer and includes bicycles, scooters, tools, equipment and home entertainment products, but excludes automobiles, recreational vehicles and heavy equipment;

riparian describes the land adjacent to the normal high water level in a stream, lake, or wetland and extending to the portion of land that is directly influenced by the presence of adjacent ponded or channeled water;

school means a school as defined by the *Schools Act* or the *Independent Schools Act* and does not include overnight accommodation or a dormitory;

seasonally flooded agricultural field means land that has been previously modified for agriculture and experiences flooding during part of the year due to its location in a low lying area with poor drainage or with a high water table;

secondary dwelling unit means an attached (secondary suite) or detached secondary dwelling unit that is accessory to a permitted principal dwelling unit and which is limited in floor area;

secondary suite means an accessory, self-contained dwelling unit within the principal dwelling unit, having equal or lesser floor area than the principal dwelling unit;

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seniors affordable housing dwelling unit means a deed restricted and/or rent controlled dwelling unit that is secured by a housing agreement, and is available to seniors on an affordable basis as defined by a housing agreement;

setback means the horizontal distance that a building, structure or use must be sited from a specific lot line, building, structure or other specified point;

shellfish aquaculture means the raising of any aquatic invertebrate animal having a shell (for example, oysters, clams, and crabs) for commercial purposes;

sleeping unit means a) a bedroom in a dwelling or b) a tent or recreational vehicle on a campsite used for agri-tourism accommodation;

storey means all areas of a building or structure in which the ceiling is at least one metre above the floor at its lowest point, but excludes crawl spaces;

stream means any natural depression:

- in which water exists at least seven months of the year flowing on a perennial or seasonal basis; and
- in which the continuous channel bed is 0.6 metre or more below the average elevation of the surrounding land; or if the bed or banks of the reach are locally obscured by overhanging or bridging vegetation or soil mats, in which the channel bed is scoured by water or contains observable deposits of mineral alluvium;

but excludes road side drainage ditches on a highway right-of-way;

structure means anything constructed or erected that is fixed to, supported by or sunk into land or water, whether underwater or otherwise, but excludes vehicles, floating vessels, ground-level paving for driveways and vehicle parking, ground-level sidewalks, detached ground-level patios and decks, detached access stairways and boardwalks, power-poles and telecommunication poles;

third party signs means signs advertising business, products, goods or services not provided on the lot on which the sign is located

top of the inner gorge means the boundary between a side-wall slope adjacent to a stream, that has a slope greater than or equal to 60% slope, and an adjacent upland area that has a slope of less than 60%;

utilities means water, sewer, electrical, telephone and similar services where established by a government body or by a company operating under the Utilities Commission Act, and where such use is intended for the local community;

vehicle fuel service means the retail sale of gasoline, propane and diesel fuel;

PROPOSED

wetland means a swamp, marsh, bog, or other low lying, poorly drained area where the water table is at, near, or above the surface, or soils are saturated for a sufficient period of time to be the principal determinant of vegetation and soil development; and that has:

- obligate hydrophytic vegetation (water loving plants that grow in standing water or soils that are saturated for all or a major part of the growing season), and
- subhydric or hydric soils, as distinguished by free water or prolonged saturation, evidenced by dull grey gleyed soils that are within 30 cm of the mineral surface or peat soils that are 40 cm or more thick; and

wildlife tree means a tree, live or dead, that has special characteristics that provide valuable habitat for the conservation or enhancement of wildlife, such as a large stem or branches, a hollow trunk, a dead, broken or deformed top, internal decay, or loose or sloughing bark.

1.2 Referencing

- (1) In the system used for referencing provisions, the single digit number indicates parts, the two digit number sections, the parenthetical numbers subsections, the lower case letters articles and the roman numerals clauses:

Part:	1
Section:	1.1
Subsection:	1.1(1)
Article:	1.1(1)(a)
Clause	1.1(1)(a)(i)

1.3 Units of Measure

- (1) Metric dimensions are used in this Bylaw. Imperial equivalents, where shown in parentheses are approximate, are provided for convenience only, and do not form part of this Bylaw.

1.4 Information Notes

- (1) Where a paragraph or sentence in this Bylaw is preceded by the words “Information Note”, the contents of the paragraph or sentence are provided only to assist in understanding of the bylaw and do not form a part of it.

2.1 Application

- (1) This Bylaw shall apply to that part of the Denman Island Local Trust Area as shown on Schedule B. Without limiting the foregoing, this includes Denman Island and the areas seaward of its shoreline encompassing all other islands, islets, rocks and reefs, the seabed, and the sea surface, plus any other water surface areas and all air spaces within the boundary shown in Schedule B.

2.2 Conformity

- (1) No person may use or occupy or permit any land, water surface, building or structure to be used or occupied, or subdivide any land, except as permitted by this Bylaw.
- (2) No person may construct, reconstruct, place, alter, extend or maintain any building, structure or sign except as permitted by this Bylaw.
- (3) Nothing contained in this Bylaw relieves any person from the responsibility to comply with other legislation applicable to their use of land, buildings or structures.
- (4) Any existing lot that is less than the minimum lot area specified in the applicable zone for the creation of new lots by subdivision may be used for any use permitted in that zone unless otherwise specified in this Bylaw.
- (5) No lot or area may be subdivided, no building, structure or land may be used, and no building or structure may be sited in a manner which renders any existing use, building or structure illegal or non-conforming.

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, as per policy, upon any property that is subject to regulation under this Bylaw, for the purpose of inspecting and determining whether the regulations, prohibitions and requirements are being met.

2.4 Violation

- (1) Any person who does any act or thing or permits any act or thing to be done in contravention of the provisions of this Bylaw, or who neglects to do or refrains from doing any act or thing which is required to be done by any of the provisions of this Bylaw is deemed to have committed an offence under this Bylaw.

2.5 Penalty

- (1) Any person who commits an offence against this Bylaw is liable, upon summary conviction, to a fine and penalty as provided in the *Offence Act* and the costs of prosecution. Each day during which an offence against this Bylaw is continued is deemed to constitute a new and separate offence.

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2.6 Covenants

- (1) Where under this Bylaw an owner of land is required or authorized to grant a covenant restricting subdivision or development, the covenant must be granted to the Local Trust Committee pursuant to Section 219 of the *Land Title Act* in priority to all financial charges and delivered in registerable form satisfactory to the Local Trust Committee prior to the granting of the approval or authorization in respect of which the covenant is required. The covenant must indemnify the Local Trust Committee in respect of any fees or expenses it may incur as a result of a breach of the covenant by the covenanter.

2.7 Owner's Cost

- (1) If any provision of this Bylaw requires a report, study, covenant, plan or similar item to be prepared, unless otherwise stated, the owner shall pay all costs.

2.8 Enforcement of Siting Regulations

- (1) Every applicant for a development permit or a development variance permit must provide a plan signed by a B.C. Land Surveyor showing the location on the *lot* of all existing and proposed *buildings, structures* and sewage absorption fields in relation to *lot* and *zone* boundaries, watercourses, wells and the sea, and in relation to other *buildings* on the *lot*, unless the *Local Trust Committee* or the official assigned to provide planning services to the Local Trust Area determines that the provision of such a plan is not reasonably necessary to establish whether the proposed *buildings, structures* and sewage absorption fields comply with the siting requirements of this or any other bylaw.

2.9 Repeal and Replacement

- (1) Where this bylaw refers to other acts or regulations which have been repealed, amended, revised or consolidated, the reference in this bylaw must be construed as being a reference to the substituted enactment relating to the same subject matter. If there are no provisions in the substituted enactments relating to the same subject matter, the former act or regulations are construed as remaining in effect.
- (2) Where this bylaw refers to other government departments, ministries or agencies which have had a change in title or name, the reference in this bylaw must be construed as being a reference to the substituted title(s) or name(s) of the government departments, ministries or agencies relating to the same subject matter.

2.10 Applying to Make Changes to this Bylaw

- (1) The Denman Island Procedures Bylaw specifies how an application to amend this Bylaw should be made.
- (2) The Denman Island Fees Bylaw specifies the fee for making an application to amend this Bylaw.

INFORMATION NOTE: An application to amend this Bylaw can be made to the Denman Island Local Trust Committee. Copies of bylaws can be obtained by contacting the Islands Trust office. The Local Trust Committee will consider prior to and during a Public Hearing, the Official Community Plan, residents' opinions and other information in deciding whether a proposed amendment should be approved. From time to time, the Local Trust Committee may amend this Bylaw as part of the process of implementing the policies of the Official Community Plan, or where there is a specific need.

PART 3 GENERAL REGULATIONS **PROPOSED**

3.1 Permitted in All Zones

The following uses, buildings and structures are permitted in any zone except where specifically prohibited:

- (1) Public utilities, except in the Conservation zone;
- (2) Park, except in the Conservation zone;
- (3) Fence in any land zone;
- (4) Sign; and
- (5) Pump/utility house.

3.2 Prohibited in All Zones

The following uses, buildings and structures are prohibited in every zone:

- (1) The use of an entire dwelling unit for short-term accommodation, vacation rental or for the provision of transient lodging to paying guests is prohibited.
- (2) The construction, installation, or filling of any swimming pool using water drawn from a well or other groundwater source is prohibited.

3.3 Siting and Setback Regulations

Setbacks from Cliffs

- (1) Despite any other regulations, no building may be sited less than 15.0 metres, measured horizontally, from the edge of a cliff.

Setbacks from Streams, Lakes, and Wetlands

- (2) The minimum setback from the natural boundary of a stream, a lake other than Chickadee Lake or Graham Lake, or a wetland is:
 - (a) 30.0 metres for sewage dispersal field;
 - (b) 30.0 metres for buildings and structures associated with agriculture, except for a fence; and
 - (c) 15.0 metres for all other buildings and structures, except for a fence.
- (3) The minimum setback from Chickadee Lake and Graham Lake is 60.0 metres for a sewage dispersal field, and all other buildings and structures, including fencing associated with agriculture or used to accommodate domesticated animals other than household pets.

INFORMATION NOTE: The riparian areas of most streams, lakes and wetlands are designated as a development permit area, as shown on Schedule E of the Official Community Plan.

Setbacks and Elevations from the Sea

- (4) The minimum setback from the natural boundary of the sea is:

- (a) 30.0 metres for a sewage dispersal field;
 - (b) 15.0 metres for buildings and structures, associated with agriculture, except for a fence;
 - (c) 5.0 metres for a boathouse; and
 - (d) 30.0 metres for all other buildings and structures, except for a fence or access stairway.
- (5) The minimum difference in elevation between the underside of the lowest floor in the building or structure and the elevation of the natural boundary of the sea is 1.5 metres, except for a boathouse.
- (6) Where fill is used to attain the elevation required in Regulation 5 of this section:
- (a) the minimum setback distance required in Regulation 4 of this section is measured from the toe of the fill slope to the natural boundary of the sea; and
 - (b) the face of the fill slope must be protected against wave action from floodwaters.

Setback Exemptions

- (7) Despite setback regulations 1 through 6 in Section 3.3 and setback regulations in Part 5 of this Bylaw, the following may be located in setback areas:
- (a) cisterns for the storage of rainwater, provided they do not project more than 1.0 metre into the required setback.

3.4 Height Regulations

- (1) The maximum height of principal buildings and structures located less than 100.0 metres from the natural boundary of the sea is 7.0 metres.
- (2) The maximum height of principal buildings and structures located 100.0 metres or more from the natural boundary of the sea is 9.0 metres.
- (3) A building or structure accessory to a dwelling shall not exceed 6.0 metres in height.
- (4) An accessory building or structure used for agricultural purposes may exceed 6.0 metres in height where the provisions of subsection 3.14(c) apply.
- (5) The maximum height of a pump/utility house located within a setback area is 2.5 metres.
- (6) The maximum height of a boathouse is 4.5 metres.
- (7) The height regulations for buildings and structures specified elsewhere in this Bylaw do not apply to deer fencing, netting supports, trellises, lighting poles, stairways, radio, telecommunications and television antennas, chimneys, flag poles, lightning poles, utility poles, solar collectors, or water storage tanks.

3.5 Principal Dwelling Units

- (1) On lots where a principal dwelling unit exists and a subsequent principal dwelling unit is to be created, the landowner must demonstrate an adequate supply of water for the second or subsequent dwelling unit, according to Section 8.7, proof of water for a subdivision.

3.6 Secondary Suites and Secondary Dwelling Units

- (1) Secondary suites are permitted only on lots in zones where this Bylaw specifically allows them. All secondary suites in permitted zones must comply with the regulations set out below: Either the dwelling unit or secondary suite is occupied by the owner of the property; or by a person responsible for managing the property, including addressing complaints arising from the occupancy of the property;
 - (a) No more than one (1) secondary suite is permitted per principal dwelling unit;
 - (b) The secondary suite shall be contained wholly within a permitted principal dwelling unit;
 - (c) The secondary suite shall have an external access that is separate from that of the principal dwelling;
 - (d) The floor area permitted for a secondary suite is no more than 50% of the floor area of the dwelling unit to a maximum of 90 square metres;
 - (e) One off-street parking space is provided for the exclusive use of the secondary suite; and
 - (f) For lots not within the ALR, a secondary suite shall not be permitted unless the owner has registered a restrictive covenant under Section 219 of the *Land Title Act* in favour of the Denman Island Local Trust Committee. This covenant must prohibit the registration of a strata plan under the *Strata Property Act* or the *Land Title Act* that would result in the secondary suite becoming a separate lot.
- (2) Secondary dwelling units are permitted only on lots in zones where this Bylaw specifically allows them. The following regulations apply to secondary dwelling units where permitted:
 - (a) must have a floor area less than 140 square metres;
 - (b) Must be located no greater than 60 metres from the principal residence;
 - (c) Be connected to an approved sewerage system; and
 - (d) A written plan demonstrating an adequate supply of potable water must be submitted prior to the issuance of any permits for the use.
 - (e) Where water is supplied to a secondary suite or a secondary dwelling unit by a community water system, the operator of the community water system must provide written confirmation that it has sufficient capacity prior to the issuance of any permits to allow the use.
 - (f) Where water is to be supplied from a surface water body, a water license, issued by the Province, must permit the withdrawal of the required amount of water prior to the issuance of any permits to allow a secondary suite or secondary dwelling unit.

3.7 Accessory Uses, Buildings and Structures

- (1) Accessory buildings and structures may be used for seasonal accommodation for a period not exceeding 90 days in a calendar year and not exceeding 60 consecutive days, except as permitted in the Agriculture (AG).
- (2) Accessory buildings and structures are not to be permitted for overnight accommodation on a lot in the Affordable Rental Housing (R4) Zone.

3.8 Maximum Floor Area of Accessory Structures

- (a) Maximum gross floor area of a pump/utility house located within a setback area is 6.0 m², except in R4 zone where it is 10 m²;
- (b) Maximum gross floor area of a boathouse located within 15.0 metres of the natural boundary of the sea is 30.0 square metres.

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3.9 Use of Alternate Dwelling Units

- (1) The use of an alternative dwelling unit as a dwelling is permitted on a lot in the R1, R2, R3, A and F zones, subject to the provisions of this Section.
- (2) Travel trailers may be stored on the lot and used for occasional non-commercial accommodation except on a parcel zoned Affordable Rental Housing (R4).
- (3) A recreational vehicle or other alternative dwelling unit used as a dwelling shall:
 - (a) Be connected to an approved sewage system in accordance with the requirements of the *Public Health Act*;
 - (b) Be provided with a domestic water supply;
 - (c) Comply with the use, density, siting, and setback requirements of this Bylaw for dwellings or accessory dwelling units, as applicable;
 - (d) Not be used for vacation rental or for the accommodation of paying guests;
 - (e) Be considered as a dwelling unit for the purposes of density calculations; and
 - (f) Be on a lot larger than 1.0 hectares and screened from adjacent properties.

3.10 Cistern Requirements

- (a) A Siting and Use permit shall not be issued for a new dwelling unit larger than 90 square metres (968.8 square feet) unless a cistern (or combination of cisterns) for the storage of freshwater having a total capacity of at least 18,000 litres (3959 gallons) is located on the property;
- (b) A Siting and Use permit shall not be issued for a new dwelling unit 90 square metres (968.8 square feet) or smaller unless a cistern (or combination of cisterns) for the storage of freshwater having a total capacity of at least 13,640 litres (3000 gallons) is located on the property.

3.11 Water Zones

- (1) In the water zones, no building or structure may be used for overnight accommodation.
- (2) In the water zones, a vessel may be used for occasional non-commercial accommodation but shall not be used as a permanent residence.

3.12 Covered Walkways

- (1) Buildings located within 4.0 metres of each other and connected by a covered walkway are deemed to be one building.

3.13 Undersized Lots

- (1) Where a lot exists prior to the effective date of this Bylaw and the lot area does not conform to the minimum lot area established in Part 5 relating to subdivision control, such a lot may be used for any of the uses permitted in the zone in which the lot is situated, subject to all of the other regulations for that zone and provided the provisions of the Public Health Act and relevant regulations have been met.

3.14 Agriculture Buildings and Structures

- (1) An accessory building or structure used for agricultural purposes may exceed 6.0 metres in height where the following apply:

- (a) the building or structure used for agricultural purposes is located in the Agricultural Land Reserve;
- (b) the building or structure used for agricultural purposes is sited a minimum of:
 - i. 10.0 metres from the front or exterior side lot lines
 - ii. 4.5 metres from the rear or side lot line; and
 - iii. 15 metres from an edge lot line.
- (c) the height of the building or structure does not exceed 15.0 metres.

3.15 Fence Regulations

- (1) The height of fences shall not exceed 2.0 metres in any zone, except the Agriculture zone.
- (2) Landscape screens and protective netting or wire used to control animal nuisances are exempt from Subsection 3.15(1).

3.16 Screening Regulations

General Regulations

- (1) Where a landscape screen is required by this Bylaw, it must be provided in the form of:
 - (a) existing vegetation of the required height or
 - (b) a row of drought-tolerant evergreen plants that after three years of growth will attain the required height and provide a continuous, permanent visual screen between the uses being separated.
- (2) The minimum height of a landscape screen is 2.0 metres.
- (3) The minimum depth of a landscape screen is 1.5 metres.
- (4) Landscape screens along a front or exterior side lot line must be unbroken, except to provide for access to or from the lot.
- (5) All agri-tourism accommodation must be screened from view from an adjacent lot by a landscape screen a berm, or fencing.

Landscape Screens

- (6) All commercial, industrial and institutional uses must be screened from view from a lot in the Residential (R1) or Rural Residential (R2) zone by a landscape screen.
- (7) All outdoor storage or use related to a home occupation must be screened from view from an adjacent lot or highway by a landscape screen.
- (8) All works yards, commercial or industrial outdoor storage, or derelict vehicles must be screened from view from an adjacent lot or highway by a landscape screen.
- (9) All uses in the R3 and R4 zones must be screened from adjacent properties with a landscape screen located within the setback area, except that dead trees or trees that pose a safety risk may be extracted from the setback area.

3.17 Home Occupation Regulations

- (1) A home occupation, when permitted in any zone, shall be subject the following.

PROPOSED

Permitted Home Occupation Uses

- (2) The following uses, and no other uses, are permitted as home occupations:
 - (a) home-based guest accommodation;
 - (b) artist or artisan studios, including sale of products produced on site;
 - (c) general business offices;
 - (d) professional offices, including health services;
 - (e) personal services;
 - (f) welding shops, including sale of products produced on site;
 - (g) manufacture, repair and assembly of goods;
 - (h) sale of agricultural products produced on-site;
 - (i) trades-person offices including storage of tools of the trade;
 - (j) food processing;
 - (k) automobile repair and maintenance on lots larger than 2.0 hectares; and
 - (l) home-based assisted living.
- (3) Despite regulation 2 of this section, the following uses, and no others are permitted as home occupations in the R4 zone:
 - (a) general business offices
 - (b) professional offices, excluding health services
 - (c) artist or artisan studios
- (4) Notwithstanding 2.4 regulation 3 of this section, the following is prohibited in the R4 zone:
 - (a) on site purchase of any products or services
 - (b) on site attendance of clientele or customers
 - (c) creation of noise which disturbs persons

General Regulations

- (5) Home occupations must be accessory to an active residential use.
- (6) The external appearance of the premises on which the home occupation is operated must retain a residential appearance.
- (7) The maximum combined floor area used for home occupations:
 - (a) on lots less than 1.0 hectare is 60 per cent of the floor area of the dwelling unit in which the home occupations are located; and
 - (b) on lots of 1.0 hectares or larger is 60 per cent of the combined floor area of the dwelling unit and accessory buildings in which the home occupations are located.
- (8) Homebased assisted living is limited to a maximum of three (3) rooms used for the accommodation and care of residents at any one time.
- (9) A daycare is limited to the care at any one time of no more than seven children.
- (10) A home occupation may not produce, store or use hazardous materials, except for household goods and required materials for trades, welding, artistic or health care purposes.
- (11) Only those goods, arts, and crafts produced on the site may be sold from a home occupation.

PROPOSED

- (12) The use of a permanent sawmill or portable sawmill as part of a home occupation is prohibited.

Location of Uses

- (13) On lots that are less than 1.0 hectares, the use shall be conducted entirely within a building containing a dwelling unit.
- (14) On lots 1.0 hectares and greater, home occupations may be in the principal dwelling unit and in accessory buildings.

Uses Permitted Outdoors

- (15) Despite regulations 13 and 14 of this section, kilns used exclusively for the home occupation may be freestanding and located outside the dwelling unit.
- (16) Despite regulations 13 and 14 of this section, a play area for a daycare may be permitted outside the dwelling unit.
- (17) Despite regulations 13 and 14 of this section, outdoor storage associated with home occupations involving trades, manufacture repair and assembly of goods or automobile repair and maintenance is permitted provided that the lot coverage of all home occupation activities and related storage does not exceed 10 percent of the lot area.

Number of Employees

- (18) The maximum number of non-resident employees permitted per lot is:
- (a) one on lots less than 1.0 hectare;
 - (b) two on lots of 1.0 ha and less than 2.0 hectares;
 - (c) three on lots of 2.0 ha and less than 3.0 hectares; and
 - (d) four on lots of 3.0 hectares or larger.
- (19) Despite regulation 18 of this section, no non-resident employees are permitted in the R4 zone.

Home-based Guest Accommodation

- (20) Despite regulation 14 of this section, home-based guest accommodation must be contained within the principal dwelling unit only. No accessory buildings or detached secondary dwelling units may be used for this purpose.
- (21) Unless otherwise permitted in Part 5 of this Bylaw, a home-based guest accommodation may have a maximum of three bedrooms, with a maximum of two beds per room, available for transient paying guests.
- (22) Limited cooking facilities for transient paying guests may be provided (e.g., microwave, toaster, small refrigerator).

3.18 Lots Divided by a Zone Boundary

PROPOSED

- (1) If a lot is in two or more zones, for the purposes only of the regulations in Part 5 of this Bylaw regarding units per hectare, lot coverage and minimum lot areas, the portions of the lot that have different zoning classifications must be considered as if they were separate lots
- (2) Despite 3.18(1), no more than one dwelling unit is allowed on the lot, unless the zoning regulations allow more than one dwelling in the zoning classification.
- (3) Despite 3.18(1), on lots where the zoning classification permits more than one dwelling unit per lot, the maximum number of dwelling units is the sum of the number of dwelling units that would be permitted in each zoning classification under 3.18(1).

PART 4 ESTABLISHMENT OF ZONES **PROPOSED**

4.1 Division into Zones

- (1) The Denman Island Local Trust Area is divided into the following zones, the geographic boundaries of which are as shown on the Zoning Map designated as Schedule "B" that forms part of this Bylaw and the regulations for which are set out in Part 5.

<u>Zone Name</u>	<u>Zone Abbreviation</u>
Residential	R1
Rural Residential	R2
Cohousing	R3
Affordable Rental Housing	R4
Agriculture	A
Forestry	F
Commercial	C
Light Industrial	L
Institutional	I
Conservation	CN
Park	PK
Marine Conservation	W1
Marine Service	W2
Aquaculture	W3
Marine Protection	W4
Lakes	W5

4.2 Zone Boundaries

- (1) Except where otherwise specified the zone boundaries, together with any explanatory legends, notations and references in respect thereof, are delineated and described on a computer record compiled by means of geographic information software and a global positioning system (the "Zoning Map").
- (2) The Zoning Map is kept at the Islands Trust Victoria Office and forms part of this Bylaw.

- (3) A generalised diagrammatic representation of the Zoning Map is annexed to this Bylaw as Schedule B. In the event of any conflict or inconsistency between the Zoning Map and Schedule B, the Zoning Map shall govern.
- (4) Where and to the extent only that a zone boundary also forms a boundary of a lot delineated on a plan deposited in the Land Title Office, in the event of conflict or inconsistency between the deposited plan and the Zoning Map the zone boundary shall be conclusively determined by reference to the plan deposited in the Land Title Office.
- (5) In the event of uncertainty regarding the location of the zone boundaries shown on Schedule B, the location shall be determined by the application of the following rules
- (a) where zone boundaries coincide with lot boundaries, the zone boundary is the lot boundary;
 - (b) where zone boundaries run along a highway or other public way defined under the Highway Act, the zone boundary is the centre line;
 - (c) where zone boundaries and the natural boundary of the sea coincide, the zone boundary is the natural boundary;
 - (d) where zone boundaries coincide with Agricultural Land Reserve boundaries, the zone boundary is the Agricultural Land Reserve boundary; and
 - (e) in all other cases, the zone boundary must be determined by scaling to the centre of the line demarking the zone boundary on the Zoning Map.

5.1 Residential (R1) Zone

The purpose of the Residential Zone R1 is to provide regulations for the development of low-density residential areas, characterized by single-family dwellings and accessory uses.

Permitted Principal Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other principal uses are prohibited:
 - (a) Residential

Permitted Accessory Uses

- (2) The following uses are permitted accessory to a principal use on the lot, subject to the regulations set out in this Section and the general regulations, and all other accessory uses are prohibited:
 - (a) Accessory uses; buildings and structures;
 - (b) home occupation;
 - (c) agriculture;
 - (d) intensive agriculture and forest fungi production on lots greater than 2.0 hectares;
 - (e) agri-tourism use on a lot classified as a farm under the BC Assessment Act; and
 - (f) agri-tourism accommodation on lots larger than 4.0 ha and classified as a farm under the BC Assessment Act where permitted by a Temporary Use Permit.

Density

- (3) One (1) dwelling unit is permitted per hectare on each lot with an area of 1.0 hectare or larger, to a maximum of two (2) dwelling units per lot.
- (4) Despite Section 5.1(3), on a lot less than 1.0 hectare in area, one (1) dwelling unit is permitted.
- (5) One agricultural *produce stand* per lot.

Siting and Size

- (6) The minimum setback for any building or structure, except a fence or pump/utility house is:
 - (a) 7.5 metres from any front lot line;
 - (b) 3.0 metres from any rear or side lot line; and
 - (c) 4.5 metres from any exterior side lot line.
- (7) The minimum setback from all lot lines for agri-tourism accommodation, feeding troughs, manure piles and buildings and structures for housing animals for agriculture is 8.0 metres, except domestic chicken coops.
- (8) The minimum setback from all lot lines for a domestic chicken coop is 3.0 metres.
- (9) The minimum setback for a *produce stand* from the front lot line is 4.5 m, maximum size not exceeding 4.6 square metres (50 square feet) gross floor area.

- (10) The maximum gross floor area of a principal dwelling unit shall not exceed 300 square metres.
- (11) The maximum lot coverage for buildings and structures shall not exceed the percentage of lot area set out below:

Lot Area	Maximum Lot Coverage
Less than 0.6 hectares	15%
0.6 hectares to less than 1.2 hectares	10%
1.2 hectares or greater	5%

Subdivision Lot Area Requirements

- (12) Minimum lot area is 64.0 hectares.

Conditions of Use

- (13) On Agricultural Land Reserve lots where a secondary dwelling unit or agri-tourism accommodation use is to be created, there must be an adequate supply of water, and sewage disposal capacity, for the use, and for this purpose the rules for proving water for a subdivision in Section 8.7(1) apply and confirmation must be provided by an authorized person, as defined in the Sewerage System Regulation, that the agri-tourism accommodation or dwelling unit is connected to an approved sewerage system.

Site Specific Regulations

- (14) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site-Specific Regulations
R1(1)		One accessory dwelling unit is permitted, with a maximum gross floor area of 56.0 square meters, provided it is contained within or attached to the principal dwelling unit on the lot
R1(2)		The only accessory use permitted is residential, in cabins with a maximum gross floor area of 56 square meters, to a maximum of six cabins per lot, and a minimum lot area of 3.75 hectares.
R1(3)		Two dwelling units are permitted providing one is

PROPOSED

		limited to a footprint of 18.6 square metres and one storey.
R1(4)		Dwelling units and buildings and structures accessory to dwelling units are not permitted and instead, one (1) affordable housing dwelling unit with a maximum gross floor area of 93 square metres and associated accessory buildings and structures are permitted. Travel trailers are not permitted to be stored on the lot or to be used as a principal dwelling unit. However, a travel trailer may be used on the lot for up to six months during construction of the affordable housing dwelling unit. Home occupation uses are permitted as an accessory use. Homebased guest accommodation, welding shops, including sale of products produced on site, daycare, and automobile repair and maintenance, are not permitted.

5.2 Rural Residential (R2) Zone **PROPOSED**

The purpose of the Residential Zone R2 is to provide regulations for the development of low-density residential areas, characterized by single-family dwellings on larger lot sizes, along with accessory uses, secondary suites, and additional dwelling units.

Permitted Principal Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) Residential

Permitted Accessory Uses

- (2) The following uses are permitted accessory to a principal use on the lot, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) *Accessory uses, buildings and structures;*
 - (b) *secondary suite;*
 - (c) *secondary dwelling units;*
 - (d) *home occupation;*
 - (e) *agriculture;*
 - (f) *agri-tourism* (on lots classified as a farm under the BC Assessment Act);
 - (g) *agri-tourism accommodation* (on lots larger than 4.0 ha and classified as a farm under the BC Assessment Act, where permitted by a Temporary Use Permit.

Density

- (3) One (1) principal dwelling unit is permitted per 4.0 hectares of lot area, up to a maximum of four (4) principal dwelling units per lot.
- (4) Despite 5.2(3), on a lot less than 4.0 hectare in area, one (1) principal dwelling unit and secondary dwelling unit is permitted.
- (5) One secondary suite is permitted per principal dwelling unit.

Siting and Size

- (6) The minimum setback for any building or structure, except a fence or pump/utility house is:
 - (a) 7.5 metres from any front lot line;
 - (b) 3.0 metres from any rear or side lot line; and
 - (c) 4.5 metres from any exterior side lot line.
- (7) The minimum setback from all lot lines for agri-tourism accommodation, feeding troughs, manure piles and buildings and structures for housing animals for agriculture is 8.0 metres, except domestic chicken coops.
- (8) The minimum setback from all lot lines for domestic chicken coops is 3.0 metres.
- (9) The minimum setback for a *produce stand* from the front lot line is 4.5 metres, maximum size not exceeding 4.6 square metres (50 square feet) gross floor area.

- (10) The combined maximum gross floor area of a principal dwelling unit and secondary suite, shall not exceed 300m².
- (11) Where an existing principal dwelling unit exceeds 300m², prior to the development of a secondary dwelling unit, the secondary dwelling unit is limited to 90m²
- (12) The maximum lot coverage for buildings and structures shall not exceed the percentage of lot area set out below:

Lot Area	Maximum Lot Coverage
Less than 0.6 hectares	15%
0.6 hectares to less than 1.2 hectares	10%
1.2 hectares or greater	5%

Subdivision Lot Area Requirements

- (13) Minimum lot area is 64.0 hectares.

Conditions of Use

- (14) On Agricultural Land Reserve lots where a secondary dwelling unit or agri-tourism accommodation use is to be created, there must be an adequate supply of water, and sewage disposal capacity, for the use, and for this purpose the rules for proving water for a subdivision in Section 8.7(1) apply and confirmation must be provided by an authorized person, as defined in the Sewerage System Regulation, that the agri-tourism accommodation or dwelling unit is connected to an approved sewerage system apply.

Site-Specific Regulations

- (15) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site-Specific Regulations
R2(1)		a) A kennel accessory to a residential use is also permitted with a minimum setback from all lot lines of 30.0 metres.
R2(2)		a) A riding stable accessory to a residential use is permitted with a minimum setback from all lot lines of 30.0 metres.
R2(3)		a) Two dwelling units are permitted.

PROPOSED

R2(4)		a) The minimum lot area per principal dwelling unit is 1.4 hectares
R2(5)		a) The minimum lot area per principal dwelling unit is 3.33 hectares.
R2(6)		a) The maximum density permitted by subdivision is an average of one lot per 5.56ha.
R2(7)		a) The maximum number of dwellings permitted in the R2(7) zone is four.
R2(8)		a) A Siting and Use Permit for a dwelling in the R2(8) zone must be accompanied by written certification from an appropriately qualified professional architect, engineer or energy advisor that the dwelling unit meets or exceeds the applicable requirements of Step 2 of the Energy Step Code in affect at the reference date of this bylaw amendment. b) The maximum number of lots permitted by subdivision in the R2(8) zone is 5. c) The minimum average lot area permitted by subdivision is 2.8 ha.
R2 (9)	PID: 000-457-191	a) The maximum number of principal dwelling units permitted is one. b) One secondary suite is permitted.
R2 (10)	PID: 026-826-399 (portion)	a) The maximum number of dwelling units permitted is one

PROPOSED

		b) One secondary suite is permitted.
R2 (11)	PID: 006-657-931 (portion)	a) The maximum number of dwelling units permitted is one b) One secondary suite is permitted.

The purpose of the Co-housing Zone R3 is to establish regulations for the development of semi-communal housing areas, consisting of a cluster of private dwellings and shared community spaces, fostering a collaborative and sustainable living environment.

Permitted Principal Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) *Residential*

Permitted Accessory Uses

- (2) The following uses are permitted accessory to a principal use on the lot, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) *Accessory uses, buildings and structures;*
 - (b) *Common House;*
 - (c) *home occupation;*
 - (d) *agriculture;*
 - (e) *intensive agriculture and forest fungi* production on lots greater than 2.0 hectares;
 - (f) *agri-tourism* (on lots classified as a farm under the BC Assessment Act); and
 - (g) *agri-tourism accommodation* (on lots larger than 4.0 ha and classified as a farm under the BC Assessment Act, where permitted by a Temporary Use Permit.

Density

- (3) On a lot of 35.0 hectares or greater in area, up to fifteen dwelling units are permitted.

Siting and Size

- (4) The minimum setback for any building or structure, except a fence or pump/utility house is:
 - (a) 30.0 metres from any front lot line;
 - (b) 30.0 metres from any rear or side lot line; and
 - (c) 30.0 metres from any exterior side lot line.
- (5) The minimum setback from all lot lines for domestic chicken coops is 30.0 metres.
- (6) The minimum setback from all lot lines for agri-tourism accommodation, feeding troughs, manure piles and buildings and structures for housing animals for agriculture, except domestic chicken coops is 30.0 metres.
- (7) The minimum setback for a *produce stand* from the front lot line is 4.5 metres, maximum size not exceeding 4.6 square metres (50 square feet) gross floor area.
- (8) The maximum floor area of a dwelling unit is 139.4 square metres.
- (9) The maximum floor area of a common house is 279 square metres.
- (10) The maximum combined gross floor area of all accessory buildings and structures is 1275 square metres.

PROPOSED

Subdivision Lot Area Requirements

- (11) Minimum lot area is 64.0 hectares.

Conditions of Use

- (12) On Agricultural Land Reserve lots where a secondary dwelling unit or agri-tourism accommodation use is to be created, there must be an adequate supply of water, and sewage disposal capacity, for the use, and for this purpose the rules for proving water for a subdivision in Section 8.7(1) apply and confirmation must be provided by an authorized person, as defined in the Sewerage System Regulation, that the agri-tourism accommodation or dwelling unit is connected to an approved sewerage system apply.

5.4 Affordable Rental Housing (R4) Zone

The purpose of the Affordable Rental Housing Zone R4 is to regulate higher-density residential developments in areas suitable for increased population density, with an emphasis on multi-family dwellings. Housing in this zone is designated for residential rental tenure, subject to the registration of a housing agreement.

Permitted Principal Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) *Multi-family Residential Rental Tenure*, subject to registration of Housing Agreement.

Permitted Accessory Uses

- (2) The following uses are permitted accessory to a principal use on the lot, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) *Accessory uses, buildings and structures;*
 - (b) *Common House;*
 - (c) home occupation;
 - (d) *agriculture;* and
 - (e) *intensive agriculture and forest fungi production on lots greater than 2.0 hectares.*

Density

- (3) The maximum lot coverage for buildings and structures is 10%.

Siting and Size

- (4) The minimum setback for any building or structure, except a fence or a pump/utility house is:
 - (a) 10.0 metres from any front lot line;
 - (b) 10.0 metres from any rear or side lot line; and
 - (c) 10.0 metres from any exterior side lot line.
- (5) The minimum setback from all lot lines for feeding troughs, manure piles and buildings and structures for housing animals for agriculture, except domestic chicken coops is 30.0 metres.
- (6) The minimum setback from all lot lines for domestic chicken coops is 10.0 metres.
- (7) The maximum gross floor area of a pump/utility house located within a setback area is 10 square metres.

Site-Specific Regulations

- (8) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

Column 1	Column 2	Column 3
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PROPOSED

Site-Specific Zone	Location Description	Site-Specific Regulations
R4(1)		a) The keeping of chickens or other livestock is not permitted. b) The maximum number of affordable dwelling units per lot is 20. c) The maximum combined lot coverage of buildings and structures is 25%. d) The maximum height of principal buildings and structures located 100.0 metres or more from the natural boundary of the sea is 10.0 metres. e) The minimum setback of a free standing photovoltaic solar array or water cistern from any interior lot line is 1.5m. f) The minimum setback of all buildings and structures, except for free standing photovoltaic solar arrays and water cisterns, is 4.0 metres from an exterior lot line and 3.0 metres from an interior lot line. g) The maximum gross floor area of an affordable dwelling unit is 140 m². h) The minimum lot area permitted by subdivision is 1.0 hectare.

PROPOSED

		i) The minimum number of automobile parking spaces required is 1.0 per affordable housing unit. j) The applicant must provide proof of a water license that permits the withdrawal of the licensed amount of groundwater.
R4(2)		a) The following uses are not permitted: - the keeping of chickens or other livestock; and - the sale of agricultural products, including their storage, processing and direct marketing. b) Multi-family dwelling units are limited to each building containing a maximum of two seniors affordable housing dwelling units, each having its own entrance, which may include an entrance from a common interior corridor or an exterior entrance. c) A Common House is not permitted. d) The maximum number of seniors affordable dwelling units per lot is 8. e) The maximum combined lot coverage of buildings and structures is 25%. f) The minimum setback of buildings or structures, except for a fence or pump/utility house: - from the front lot line is 7.5 metres; - from the rear or side lot line is 3 metres; and

		• from the exterior side lot line is 3 metres. g) The minimum setback from all lot lines for feeding troughs, manure piles and buildings and structures for housing animals for agriculture is 8.0 metres, except for domestic chicken coops. h) The minimum setback from all lot lines for domestic chicken coops is 3 m. i) The maximum gross floor area of a seniors affordable dwelling unit is 65 square metres. j) The minimum lot area permitted by subdivision is 0.7 hectares. k) The minimum number of automobile parking spaces required is 1.5 per seniors affordable housing unit, and the minimum number of bicycle parking spaces required is 0.5 per seniors affordable housing unit. l) The applicant must provide proof of a water license that permits the withdrawal of the licensed amount of groundwater.
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The purpose of the Agricultural Zone is to protect land for agricultural use, preserve farmland within the rural landscape, and promote sustainable food production and horticulture, while allowing for limited residential use.

Permitted Principal Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) *Residential*;
 - (b) *Agriculture*, including intensive agriculture; and
 - (c) *Forestry*.

Permitted Accessory uses

- (2) The following uses are permitted accessory to a principal use on the lot, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) home occupations;
 - (b) Sale of forest products produced on-site, accessory to a principal forestry use;
 - (c) *Secondary suite*;
 - (d) secondary dwelling unit consistent with the *Agricultural Land Reserve Use Regulation*.
 - (e) *agri-tourism* (on lots classified as a farm under the *BC Assessment Act*); and
 - (f) *agri-tourism accommodation* (on lots larger than 4.0 ha and classified as a farm under the *BC Assessment Act* and consistent with the *Agricultural Land Reserve Use Regulation*).

Density

- (3) The minimum lot area per principal dwelling unit outside the Agricultural Land Reserve is 15.0 hectares.
- (4) Only one (1) dwelling unit is permitted per lot, both inside and outside the Agricultural Land Reserve.
- (5) The maximum lot coverage for buildings and structures is:
- (a) 35% excluding greenhouses;
 - (b) 75% including greenhouses.
- (6) For land within the Agricultural Land Reserve, the total developed area (including buildings, landscaping, sewage disposal, parking, and access for agri-tourism accommodation) must not exceed 1% of the total parcel area.
- (7) For land within the Agricultural Land Reserve, a maximum of one (1) secondary suite or secondary dwelling unit per lot is permitted.

Siting and Size

- (8) The minimum setback for any principal or accessory residential building or structure, except a fence or pump/utility house is:
- (a) 10.0 metres from any front lot line; and
 - (b) 4.5 metres from any rear, side, or exterior side lot line.

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- (9) The minimum setbacks for buildings and structures used for other than residential purposes are:
 - (a) 10.0 metres from any front or exterior side lot line;
 - (b) 15.0 metres from any rear or side lot line; and
 - (c) 15.0 metres from an edge lot line.
- (10) The minimum setback for intensive agriculture from any lot line is 30.0 metres.
- (11) The minimum setback from any lot line for buildings and structures related to a permanent sawmill or wood processing is 100.0 metres.
- (12) The minimum setback from any lot line for a home occupation related to the manufacture, repair, and assembly of goods is 15.0 metres.
- (13) The minimum setback from any lot line for agri-tourism accommodation is 30.0 metres.
- (14) The minimum setback from any lot line for a *produce stand* is 0 metres with a maximum gross floor area of 10 square metres.
- (15) On land in the Agricultural Land Reserve, maximum gross floor area of a dwelling unit is 410 square metres.
- (16) The maximum gross floor area of a building or structure for off-property retail sale of farm products or forestry products is 300.0 square metres.
- (17) The maximum combined lot area used for the operation of permanent sawmills, excluding storage area, is 200.0 square metres.

Conditions of Use

- (18) On Agricultural Land Reserve lots where a secondary dwelling unit or agri-tourism accommodation use is to be created, there must be an adequate supply of water, and sewage disposal capacity, for the use, and for this purpose the rules for proving water for a subdivision in Section 2.19 apply and confirmation must be provided by an authorized person, as defined in the Sewerage System Regulation, that the agri-tourism accommodation or dwelling unit is connected to an approved sewerage system apply.

Subdivision Lot Area Requirements

- (19) The minimum lot area is 64.0 hectares.

Site-Specific Regulations

- 20) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site-Specific Regulations
A(1)		a) The minimum lot area is 64.0 hectares.

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A(2)		a) In addition to the uses listed in Table 1 of this Section, a restaurant is a permitted principal use. b) A maximum of five rooms may be used for homebased guest accommodation.
A(3)		a) A private non-commercial burial site for the use of residents of the property is a permitted accessory use.
A(4)		a) The maximum number of dwelling units is one per 15 hectares.
A(5)		a) No residential use is permitted. b) Dwelling units and buildings and structures accessory to a constructed dwelling units are not permitted. c) The minimum setback of principal and accessory residential buildings or structures, except a fence, pump/utility house or pit privy from the front, rear, side and exterior side lot lines is 30 m. d) The minimum lot area permitted by subdivision, subject to the regulations in Section 2.8 is 13.0 hectares.
A(6)		a) The minimum lot area permitted by subdivision, subject to the regulations in Section 2.8 is 45.0 hectares. b) The minimum lot area per principal dwelling unit is 45.0 hectares.
A(7)		a) Hermitage is a permitted accessory use. b) Mobile accessory buildings for overnight accommodation of people participating in the activities or programs of a

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		hermitage on the same lot are permitted. c) Up to eight mobile accessory buildings with a floor area not greater than 10m² each may be used for overnight accommodation of hermitage participants.
A(8)		a) The minimum lot area per principal dwelling unit is 8.4 hectares.
A(9)		a) The minimum lot area per principal dwelling unit is 7.5 hectares. b) If a lot in this zone is subdivided, a total of 4 dwelling units are permitted on the resulting lots.
A(10)		a) The minimum lot area per principal dwelling unit is 14.91 hectares.
A(11)		a) The minimum lot area per principal dwelling unit is 5.25 hectares.
A(12)		a) the minimum lot area per principal dwelling unit is 10.45 hectares.
A(13)		a) The minimum lot area per principal dwelling unit is 1.55 hectares.
A(14)		a) the minimum lot area per principal dwelling unit is 1.55 hectares.
A(15)		a) The minimum lot area is 0.8 hectares.

The purpose of the Forestry Zone is to provide regulations for forestry activities in areas designated for large scale resource use, with limited residential development.

Permitted Principal Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) *Residential*;
 - (b) *Agriculture*, including *intensive agriculture*; and
 - (c) *Forestry*.

Permitted Accessory uses

- (2) The following uses are permitted accessory to a principal use on the lot, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) home occupations;
 - (b) Sale of forest products produced on-site, accessory to a principal forestry use;
 - (c) *Secondary suite*;
 - (d) *secondary dwelling unit*;
 - (e) *agri-tourism* (on lots classified as a farm under the *BC Assessment Act*); and
 - (f) *agri-tourism accommodation* (on lots larger than 4.0 ha and classified as a farm under the *BC Assessment Act*), requires approval by a Temporary Use Permit.

Density

- (3) The minimum lot area per principal dwelling unit outside the Agricultural Land Reserve (ALR) is 64.0 ha.
- (4) Only one (1) dwelling unit is permitted per lot, both inside and outside the Agricultural Land Reserve.
- (5) The maximum lot coverage for buildings and structures is 5%.
- (6) A maximum of one (1) secondary suite and one (1) secondary dwelling unit per lot is permitted.

Siting and Size

- (7) The minimum setback for any principal or accessory residential building or structure, except a fence or pump/utility house is:
- (a) 10.0 metres from any front lot line;
 - (b) 4.5 metres from any rear, side, or exterior side lot line.
- (8) For buildings and structures used for other than residential purposes, except a fence or pump/utility house the minimum setbacks are:
- (a) 30.0 metres from any front or exterior side lot line; and
 - (b) 15.0 metres from any rear or side lot line.
- (9) The minimum setback for intensive agriculture from any lot line is 30.0 metres.

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- (10) The minimum setback from any lot line for buildings and structures related to a permanent sawmill or wood processing is 100.0 metres.
- (11) The minimum setback from any lot line for a home occupation related to the manufacture, repair, and assembly of goods is 15.0 metres.
- (12) The minimum setback from any lot line for agri-tourism accommodation is 30.0 metres.
- (20) The minimum setback from any lot line for a *produce stand* is 0 metres with a maximum gross floor area of 10 square metres.
- (13) On land in the Agricultural Land Reserve, maximum gross floor area of a dwelling unit is 410 square metres.
- (14) On land outside the Agricultural Land Reserve, the maximum gross floor area of a principal dwelling unit, including any secondary suite located within it, shall not exceed 300 square metres.
- (15) The maximum gross floor area of a building or structure for off-property retail sale of farm products or forestry products is 200.0 square metres.
- (16) The maximum combined lot area used for the operation of permanent sawmills, excluding storage area, is 200.0 square metres.

Conditions of Use

- (17) On Agricultural Land Reserve lots where a secondary dwelling unit or agri-tourism accommodation use is to be created, there must be an adequate supply of water, and sewage disposal capacity, for the use, and for this purpose the rules for proving water for a subdivision in Section 8.7(1) apply and confirmation must be provided by an authorized person, as defined in the Sewerage System Regulation, that the agri-tourism accommodation or dwelling unit is connected to an approved sewerage system apply.

Subdivision Lot Area Requirements

- (18) The minimum lot area is 64.0 hectares.

Site-Specific Regulations

- (19) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site-Specific Regulations
F(1)		a) The minimum lot area permitted by subdivision is 20 ha.

The purpose of the Commercial Zone is to establish regulations for the development of areas designated for commercial activities, ensuring that these uses are compatible with surrounding residential and other land uses.

Permitted Principal Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) *Residential*;
 - (b) *Retail sale and rental*;
 - (c) Restaurant and cafe;
 - (d) *Personal service*;
 - (e) Office; and
 - (f) *Occasional* markets, fairs, and festivals.

Density

- (2) The maximum number of dwelling units per lot is one (1).
- (3) The maximum combined lot coverage of buildings and structures is 40%.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house is:
- (a) 7.5 metres from the front lot line;
 - (b) 3.0 metres from the rear or side lot line; and
 - (c) 4.5 metres from the exterior side lot line.

Subdivision Lot Area Requirements

- (5) The minimum lot area is 64.0 hectares.

Site-Specific Regulations

- (6) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site-Specific Regulations
C(1)		a) The following principal uses are also permitted: • vehicle fuel service; and • propane sales for domestic purposes.

The purpose of the Light Industrial Zone is to provide regulations for areas designated for light industrial activities, including those that may produce minimal environmental impacts and are compatible with adjacent land uses.

Permitted Principal Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) *Residential*;
 - (b) Confectionary manufacturing.

Density

- (2) The maximum number of dwelling units per lot is one (1).
- (3) The maximum combined lot coverage of buildings and structures is 40%.

Siting and Size

- (4) The minimum setback for any building or structure, except for a fence or pump/utility house is:
- (a) 7.5 metres from the front lot line;
 - (b) 3.0 metres from the rear or side lot line; and
 - (c) 4.5 metres from the exterior side lot line.
- (5) The maximum gross floor area of a building for light industrial uses is 375 square metres.

Subdivision Lot Area Requirements

- (6) The minimum lot area is 64.0 hectares.

The purpose of the Institutional Zone is to provide regulations for the development and use of community-oriented areas, including institutional, cultural, and recreational facilities.

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) Schools;
 - (b) Religious assembly;
 - (c) *Recycling depot*;
 - (d) Cemeteries;
 - (e) Emergency services;
 - (f) Health care services;
 - (g) Museums;
 - (h) Public assembly;
 - (i) *Occasional* markets, fairs, and festivals;
 - (j) *Passive recreation*;
 - (k) Sports facilities;
 - (l) Public washrooms.

Permitted Accessory Uses

- (2) The following uses are permitted accessory to a principal use on the lot, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- a) *Residential*

Density

- (3) The maximum combined lot coverage of buildings and structures is 40%.

Siting and Size

- (4) The minimum setback for any building or structure, except a fence or pump/utility house is:
- (a) 7.5 metres from any front lot line;
 - (b) 3.0 metres from any rear or side lot line; and
 - (c) 4.5 metres from any exterior side lot line.

Subdivision Lot Area Requirements

- (5) The minimum lot area is 64.0 hectares.

Site-Specific Regulations

- (6) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site-Specific Regulations

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IN(1)		a) Highway maintenance yard is a permitted use.
IN(2)		a) Community kitchen is also a permitted use. b) The maximum floor area of a building that may be used for a community kitchen, including storage, is 40.0 square metres.
IN(3)		a) Medical Health Centre is the only permitted use
IN(4)		a) Hermitage is the only permitted use.

5.10 Conservation Zone (CN) Zone

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The purpose of the Conservation Zone is to provide regulations for the development and use of protected areas intended for low-impact, community-oriented uses, including passive recreational, cultural, and environmental conservation activities.

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) *Passive recreation.*

Siting and Size

- (2) The maximum height of buildings and structures is 7.0 metres.

Subdivision Lot Area Requirements

- (3) The minimum lot area is 64.0 hectares.

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) Parks;
 - (b) Passive recreation.

Density

- (2) The maximum combined lot coverage of buildings and structures is 5%.

Siting and Size

- (3) The maximum height of buildings and structures is 7.0 metres.

Subdivision Lot Area Requirements

- (4) The minimum lot area is 64.0 hectares.

Site-Specific Regulations

- (5) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site-Specific Regulations
PK (1)		a) Boat launching and associated boat launching ramps are permitted.
PK(2)		a) Camping is also a permitted use.

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) Non-commercial boat anchorage and moorage;
 - (b) Marine parks;
 - (c) Marine navigation aids; and
 - (d) Moorage buoys accessory to an adjacent upland residential or park use;

Prohibited Uses

- (2) Despite Section 5.12(1), the use of vehicles and ground-based machinery on the foreshore is prohibited.

5.14 Marine Service (W2) Zone

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) Non-commercial boat anchorage and moorage;
 - (b) Commercial boat anchorage and moorage;
 - (c) Seaplane anchorage and moorage;
 - (d) Marine parks;
 - (e) Ferry terminals;
 - (f) Boat launching;
 - (g) Boat rentals and sales;
 - (h) Marine fuel sales;
 - (i) Take-out food service;
 - (j) Marine navigation aids; and
 - (k) Moorage buoys accessory to an adjacent upland residential or park use.

Siting and Size

- (2) The maximum height of floating structures above the water surface, except for a breakwater, is 10.0 metres.
- (3) The maximum height above the high water mark for buildings and structures fixed to the bed of the sea, except for a breakwater, is 10.0 metres.

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5.15 Aquaculture (W3) Zone

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) Non-commercial boat anchorage and moorage;
 - (b) Marine parks;
 - (c) Shellfish aquaculture;
 - (d) Marine navigation aids; and
 - (e) Moorage buoys accessory to an adjacent upland residential or park use.

Prohibited Uses

- (2) Despite Section 5.15(1), the use of vehicles and ground-based machinery on the foreshore is prohibited.

Site-Specific Regulations

- (3) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site-Specific Regulations
W3(1)		a) No structures are permitted.

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5.16 Marine Protection (W4) Zone

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) Non-commercial boat anchorage and moorage;
 - (b) Marine parks;
 - (c) Marine navigation aids;
 - (d) Moorage buoys accessory to an adjacent upland residential or park use.

Prohibited Uses

- (2) Despite Section 5.16(1), the use of vehicles and ground-based machinery on the foreshore is prohibited.

Site-Specific Regulations

- (3) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site-Specific Regulations
W4(1)		a) Boat launching and boat launching ramps are permitted.

Permitted Uses

- 1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
 - (a) Water reservoir.

6.1 Permitted Signs

- (1) In the Residential (R1), Rural Residential (R2), Co-housing (R3), and Affordable Rental Housing (R4) zones:
 - (a) Maximum size of any one sign: 0.5 m²;
 - (b) Maximum total sign area per lot: 1.0 m²; and
 - (c) Number of signs permitted: unlimited.
- (2) In the Agriculture (A) and Forestry (F) zones:
 - (a) Maximum size of any one sign: 0.75 m²;
 - (b) Maximum total sign area per lot: 2.0 m²; and
 - (c) Number of signs permitted: unlimited.
- (3) In the Commercial (C) and Light Industrial (L) zones:
 - (a) Maximum size of any one sign: 2.0 m²;
 - (b) Maximum total sign area per business: 2.0 m²; and
 - (c) Maximum number of signs per business: 2
- (4) In the Institutional (IN) zone:
 - (a) Maximum size of any one sign: 2.0 m²;
 - (b) Maximum total sign area per lot: 2.0 m²; and
 - (c) Maximum number of signs per lot: 2
- (5) In the Conservation (CN) and Parks (PK) zones:
 - (a) Maximum size of any one sign: 1.0 m²;
 - (b) Maximum total sign area per lot: 1.0 m²; and
 - (c) Number of signs permitted: unlimited
- (6) In the Marine Aquaculture (W3) zone:
 - (a) Maximum size of any one sign: 0.5 m²;
 - (b) Maximum total sign area per tenure: 1.0 m²; and
 - (c) Maximum number of signs per tenure: 2
- (7) Temporary Real Estate Signs (all zones)
 - (a) Maximum size of any one sign: 1.0 m²;
 - (b) Maximum total sign area per lot: 2.0 m²;
 - (c) Maximum number of signs per lot: 2; and
 - (d) Must be removed within 2 weeks of sale completion.
- (8) In all zones, free standing signs are not considered structures for the purposes of horizontal setback requirements from lot lines or natural features.
- (9) The maximum areas set out in Section 6.1(1) to 6.1(7) refer to the area of one face of a sign.

6.2 Height of Signs

- (1) In all zones, the maximum height of free-standing signs is 3.0 metres.

- (2) In all zones, the maximum height of a sign attached to a building or structure is the same as the maximum height for the building or structure in the applicable zone.

6.3 Prohibited Signs

- (1) Except as permitted in Section 6.1 and 6.2, the following signs are expressly prohibited
- (a) animated signs;
 - (b) Illuminated signs;
 - (c) obsolete signs; and
 - (d) third party signs larger than 0.5 square metre regardless of location.

6.4 Exempt Signs

- (1) This bylaw does not apply to the following:
- (a) those approved by a public authority such as directional signs, traffic signs, electoral signs and marine navigational signs;
 - (b) warning signs, such as private property, no trespassing, no vehicles, and no hunting signs provided that such signs are no larger than 0.2 square metres;
 - (c) interpretative signs; and
 - (d) murals, providing the mural is not advertising a product or service.

PART 7 PARKING REGULATIONS **PROPOSED**

7.1 General Regulations

- (1) Parking spaces are required in accordance with this Section for the establishment or expansion of any use of land, buildings or structures and for the construction of an addition to any buildings or structures.
- (2) If a use is not listed in this section, the number of parking spaces required is to be calculated on the basis of the most similar use listed.
- (3) If more than one use is located on a lot, or parking collectively serves more than one building or use, the total number of parking spaces is the sum of the various classes of uses calculated separately.
- (4) Where the calculation of total required parking spaces results in a fractional number, the nearest whole number above that calculated is the number of total required spaces.

7.2 Location

- (1) All required off-road parking spaces must be located on the lot on which the use, building or structure being served is located, or on an adjoining lot that constitutes a part of the same site or premises and is in the same zone. Parking spaces located on a highway may not be taken into account in determining compliance with the standards in this section.
- (2) Despite Section 7.2(1), required off-road parking spaces may be provided on a nearby lot provided it is within 100 metres of the use, building or structure being served, and provided a restrictive covenant complying with Section 2.6(1) is registered against the lot on which the parking is provided ensuring that the required parking area will remain available for parking in conjunction with such use.
- (3) Where parking areas are located in the front yard they shall not exceed 40 per cent of the area of the front yard.
- (4) Where parking is required, automobile parking spaces for disabled persons must be located adjacent to the main entrance of the building and marked with a sign or symbol identifying each space reserved for such parking.

7.3 Dimensions

- (1) Each automobile parking space must be accessible to a highway by a manoeuvring aisle not less than 7.5 metres in width in the case of 90 degree angle parking and 5.5 metres in width in the case of 60 degree angle parking.
- (2) No parking space may abut a highway such that the use of the parking space necessitates reversing a motor vehicle onto or from a highway.
- (3) Automobile parking spaces must be at least 2.75 metres in width and 6.25 metres in length, exclusive of manoeuvring aisles, and have an unobstructed vertical clearance of at least 2.0 metres. Parallel parking spaces must, despite the foregoing, must have a length of 7.5 metres.

- (4) Despite Section 7.3(3), automobile parking spaces for disabled persons must be a minimum of 3.7 metres in width and 6.25 metres in length, and have an unobstructed vertical clearance of at least 2.0 metres.

7.4 Design Standards

- (1) Where five or more automobile parking spaces are required
 - (a) all parking spaces are to be provided and maintained with a hard, durable surface or with gravel
 - (b) the parking area is to be landscaped and screened from adjacent residential properties.
- (2) The slope of any automobile parking space shall not exceed 10 percent.
- (3) Lighting fixtures for the parking area must be less than 1.0 metre in height and must be directed exclusively at the parking area at illumination levels of 11 lux or less¹.

7.5 Number of Parking Spaces Required

- (1) The minimum number of parking spaces required is as specified in accordance with this section.
- (2) Minimum number of automobile parking spaces is
 - (a) one per one single family residential dwelling unit
 - (b) one per one cabin or accessory residential use
 - (c) two per dwelling unit in a multi-family dwelling

home occupations

- (a) one per two non-resident employees in a home occupation
- (b) one per rental room in a home occupation providing home-based guest accommodation

commercial

- (a) one per 20.0 square metres of gross floor area of a building or structure for a commercial use other than a restaurant, cafe, public docking facility, or vehicle fuel sales
- (b) one per three seats in a restaurant or café
- (c) one per four berths in a public docking facility, plus four per launch ramp or hoist
- (d) four per vehicle fuel service
- (e) one per sleeping unit of agri-tourism accommodation

institutional

- (a) one per 25.0 square metres of gross floor area of a building or structure for a school, community hall, church, social hall, museum use, health care service use, recycling centre or similar use
- (b) one per each employee or volunteer for a fire hall, police station or ambulance station

resource

- (a) one per 30.0 square metres of gross floor area for a building or structure for an industrial, equipment storage, material supply or warehouse use

- (b) one per 15 square metres of gross floor area for a greenhouse, a nursery, farm sales or forestry sales.
- (3) Minimum number of bicycle parking spaces is
 - (a) four, or one per 150 square metres of gross floor area for a commercial use, whichever is greatest
 - (b) four, or one per 10 students in a school, whichever is greatest
 - (c) four, or one per 150 square metres of gross floor area for a community hall, church, social hall, museum or other institutional use, whichever is greatest.
 - (d) One per dwelling unit in a multi-family dwelling
 - (e) Four, or one per sleeping unit of agri-tourism accommodation, whichever is greatest
- (4) Of the number of automobile parking spaces required in Section 7.5(2) for commercial or institutional uses, a minimum of one, or one per 50 required parking spaces, whichever is greatest, must be provided for disabled persons.

8.1 General

- (1) Subdivision of land is permitted as authorized under Section 8.2.
- (2) Subdivision permitted under Section 8.2 must not create additional residential lots or increase residential subdivision on any lot, except as explicitly authorized by this Bylaw.
- (3) All subdivision must comply with conditions set out in Section 8.4.
- (4) The minimum lot area for all zones is 64.0 hectares.
- (5) Nothing in this Section prevents the Local Trust Committee from permitting subdivision through a bylaw amendment.

8.2 Permitted Subdivision

- (1) Subdivision is permitted only for the following purposes:
 - (a) Boundary Adjustment
 - i. Realignment of existing lot boundaries where no additional lots are created and the subdivision potential of any lot is not increased.
 - (b) Lot Consolidation
 - i. Consolidation of two or more lots into a single lot
 - (c) Transfer to an Indigenous Governing Body for heritage conservation
 - i. Creation of a lot for transfer to a recognized Indigenous governing body for heritage conservation purpose;
 - (d) Park Dedication
 - i. Creation of a lot to be transferred or dedicated to a local government or public authority for park or public open space purposes;
 - (e) Conservation land Dedication
 - i. Creation of a lot to be transferred or dedicated for environmental conservation, to one of the following:
 - Islands Trust Conservancy;
 - A local government, regional district, provincial or federal park; or
 - A registered charity whose primary purpose is land conservation.
 - (f) Community Use
 - i. Creation of a lot to be transferred to a local government, public authority, or non-profit organization for a community facility or community service.
 - (g) Transfer to an Indigenous Governing Body for housing
 - i. Creation of a lot for transfer to a recognized Indigenous governing body for the purpose of housing.
 - (h) Affordable Housing (Restricted-Use Parcel)
 - i. Creation of a lot to be transferred to a local government, housing authority, or non-profit housing provider for affordable housing purposes, subject to a housing agreement, covenant or other legal mechanism that restricts the lot to affordable housing use.

8.3 Minimum Lot Size Exemption

- (1) The minimum lot size requirements of this Bylaw do not apply to lots newly created or the parent lot under Sections 8.2(c) through 8.2(f).
- (2) Lots created under Sections 8.2(g) and (h) for the purpose of housing must have a minimum lot size of 1 hectare.
- (3) Conditions on Permitted Subdivision
 - (a) No Additional Fee Simple Privately Owned Residential Lots
 - i. Subdivision under Section 8.2 must not create any additional lots intended for market-rate residential use.
 - (b) Securing Intended Use
 - ii. All lots created under Section 8.2 must be secured through a covenant, restrictive covenant, housing agreement, or other legal instrument registered against the parent lot prior to final subdivision approval.
 - iii. The covenant must ensure that the lot is used only for its intended purpose, in accordance with Section 2.6(1).
 - (c) Compliance with Other Regulations
 - i. Subdivision must comply with all other applicable Bylaw regulations, except where a specific exemption is granted under Section 8.3.

8.4 Exceptions

- (1) Regulations 8.5(2) to 8.11 of this section do not apply:
 - (a) to a lot being created solely for the purpose of locating unattended equipment necessary for the operation of a community water or sewerage system, an automatic telephone exchange, an electrical substation, or a similar public service facility or utility, and where no sewage would be generated, provided a covenant complying with Section 2.6(1) restricts the uses on this lot; or
 - (b) to a lot being created for park purposes where such parcel is to be shown as park on the plan of subdivision or for an ecological reserve that does not contain buildings, provided a covenant complying with Section 2.6(1) restricts the uses on this lot; or
 - (c) to a lot being created solely for the purpose of sale or dedication to a conservation agency for conservation purposes, provided a covenant complying with Section 2.6(1) restricts the use of the lot to conservation.
 - (d) to a lot being created for transfer to a recognized Indigenous Governing Body for heritage conservation purposes, provided a covenant complying with Section 2.6(1) restricts the use of the lot to heritage conservation.
 - (e) to a lot being created solely for the purpose of a cemetery
- (2) The minimum area of a lot eligible for subdivision under Section 946 of the Local Government Act outside the Agricultural Land Reserve is 8.0 hectares.

8.5 Compliance with Minimum Lot Area and Minimum Average Lot Area

- (1) Except as provided for in Section 8.12(3), no lot may be created by subdivision that renders an existing use, building or structure non-conforming with respect to a siting or density provision of this Bylaw.
- (2) Except as provided for in regulations 8.12(2) and 8.12(3) of this section, no lot may be created by subdivision that does not comply with the regulations contained in Part 5.

- (3) Every subdivision must comply with the applicable minimum lot area and minimum average lot area specified by this Bylaw and for that purpose, the average lot area is determined by
- $$\frac{\text{Total area of all proposed lots including the remainder}}{\text{Number of Proposed lots including the remainder.}}$$

The resulting number must equal or exceed the applicable minimum average lot area or, if there is no minimum average lot area specified, the applicable Minimum lot Area.

- (4) No more than 50 per cent of the total number of lots in the subdivision shall be less than the applicable minimum average lot area.

8.6 Parcels Divided by a Zone Boundary

- (3) Where a lot to be subdivided is split by one or more zone boundaries, a separate calculation of the number of lots permitted shall be made for each portion, and no lot may be created in respect of any fractional areas resulting from such calculation.

8.7 Lot Configuration Regulations

- (1) For any lot created by subdivision, the average width measured between side lot lines is at least one third the average depth measured between the front and rear lot lines, excluding the access strip of panhandle lots. Average depth is calculated by establishing the front and rear lot lines and then taking an average of the distance between the side lot lines, and for the purpose of this calculation the measurements must be taken at intervals not exceeding 20 metres along the length between the rear and front lot lines. This regulation does not apply to common property in a subdivision created under the Bare Land Strata Regulations of the Strata Property Act.
- (2) For any lot created by subdivision, the minimum highway frontage is 20.0 metres, and for a strata title subdivision, the minimum access road frontage is 10.0 metres.

8.8 Proof of Potable Water – Amounts

- (1) Each lot in a proposed subdivision must be supplied with sufficient potable water from a well, surface water supply or community water system to accommodate all uses, buildings and structures permitted on the lot by this Bylaw according to the standards set out in regulations 8.7(2) to 8.7(4) of this section.
- (2) In Residential and Agriculture zones, the minimum amount of potable water that must be provided per day is 1200 litres for each permitted principal residential dwelling unit, secondary dwelling unit or agri-tourism accommodation unless a cistern, subject to Regulation 8.10 of this section, is provided, in which case the minimum is 1000 litres for each permitted principal residential dwelling unit
- (3) In the Commercial zone, the minimum amount of potable water that must be provided per day is 3600 litres for each one hectare of lot area.
- (4) In Public zones, the minimum amount of potable water that must be provided per day is:
- 50 litres for each classroom in a school; and

- **PROPOSED** 1200 litres per lot for all other institutional uses.

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8.9 Proof of Potable Water – Well and Surface Water Certification

- (1) Where a well is proposed as a source of water for a proposed subdivision, the applicant must provide written certification under seal of a professional legally authorized in British Columbia to conduct hydrogeological or water quality assessments, such as a hydrogeologist, geoscientist or engineer:
 - (a) that there is, in respect of each building, structure or use of land permitted by this bylaw, sufficient available groundwater to provide the required amount of potable water on a continuous basis; and
 - (b) that extraction from the groundwater table for that amount of water is not reasonably expected to adversely affect the quantity of water obtainable from any existing well or surface water that is used as a source of water.
- (2) Where a surface water supply is proposed as a source of potable water for a proposed subdivision, the applicant for subdivision must provide proof of a water license that permits the withdrawal of the required amount of water.
- (3) If the applicant proposes to provide potable water from a well or surface water supply on another lot, the applicant must concurrently with the registration of the subdivision plan, register against title on the lot on which the well is located an easement in favour of each lot to which water is provided, and a statutory right-of-way complying with Regulation of Section 2.6 for water supply purposes
- (4) If the required amount of potable water cannot be supplied, as measured at the tap, or if the certification referred to in Regulation 8.8(1) of this section cannot be made, the applicant must:
 - (a) provide a community water system complying with the requirements of Regulation 8.11 of this section, or
 - (b) grant a covenant complying with Regulation of Section 2.6(1) restricting the development of the subdivision to the buildings, structures and uses in respect of which water can be supplied in accordance with regulations 8.7(2) through 8.7(4) and a certification has been made under Regulation 8.8(1) of this section

8.10 Proof of Potable Water – Cisterns

- (1) Where a cistern is required by this Bylaw, the landowner must:
 - (a) provide one or more cisterns with a combined capacity of 18,000 litres of potable water; and
 - (b) provide a covenant complying with Regulation of Section 2.6(1) prohibiting use of the property for which proof of potable water is required until cisterns are in place capable of holding the required amount of water.

8.11 Community Water System

- (1) Where a community water system is proposed to serve a subdivision:
 - (a) the community water system must comply in all respects with applicable provincial enactments;
 - (b) the water supply for the community water system must be obtained on Denman Island; and
 - (c) if the water system is to be supplied by a well, the immediate catchment area of the well, as defined by an Engineer, is to be protected from pollution by a covenant in

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accordance with Section 2.6(1) prohibiting the installation of sewage dispersal fields or other sanitary facilities.

8.12 Waste Disposal

- (1) For any lot created by subdivision, the applicant must demonstrate the availability of an area of the lot for the installation of a conventional septic tank or package treatment sewage dispersal system with the characteristics required by the Sewerage System Regulation under the Public Health Act.

9.1 Development Permit Area 1: Komass Bluff - Guidelines

Prior to undertaking any development, subdivision or land alteration, an owner of property within the Komass Bluff development permit area shall apply to the Denman Island Local Trust Committee for a development permit, and the following guidelines apply.

- | | |
|--------------|--|
| Guideline 1 | Some properties or portions of properties may be in more than one development permit area; in this case, the guidelines of all development permit areas may apply. |
| Guideline 2 | In order to assist the Denman Island Local Trust Committee in determining conditions to be included in a development permit, the applicant will be required to provide, at their own expense, a geotechnical report certified by a professional engineer with experience in geotechnical engineering who is acceptable to the Trust Committee. The report must indicate that the proposed tree cutting, buildings, structures, land alteration, roads, driveways, or other proposed developments would not cause any potential erosion of soil or contribute to any land slip, rock fall, mud flow, sloughing, or water degradation. |
| Guideline 3 | No permanent building should be permitted in any area subject to sloughing or damage from sloughing. |
| Guideline 4 | No part of a septic tank, deposit field, or irrigation system should be constructed in any portion of the site that is subject to sloughing or damage from sloughing or in any area containing unstable soil or water which is subject to degradation. |
| Guideline 5 | Notwithstanding the drainage bylaw provisions or requirements, drainage facilities should be required to divert drainage away from any areas subject to sloughing or damage from sloughing. |
| Guideline 6 | Trees or other vegetation should be retained or replanted in order to control erosion along the top or the face of the bank. |
| Guideline 7 | All new lots created by subdivision should provide for suitable building sites in areas not subject to sloughing. |
| Guideline 8 | Subdivision applications should make provisions for clustering lots in areas away from the hazard area. |
| Guideline 9 | Prior to issuing a development permit, the local trust committee may require security in an amount acceptable to the local trust committee. |
| Guideline 10 | On receipt of a final report or written request, as stipulated in the development permit, the local trust committee shall return the security, minus any amount required to correct any unsafe conditions caused by a contravention of a condition in the development permit (see Appendix B). |
| Guideline 11 | Development permits issued in Development Permit Area No. 1: Komass Bluff should contain a condition stating that a letter must be submitted by a time specified in the development permit indicating that the work has been completed in accordance with the terms and conditions of the development permit. |

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9.2 Development Permit Area No. 2: Steep Slopes – Guidelines

Prior to undertaking any development, subdivision or land alteration, an owner of property within the Steep Slopes development permit area shall apply to the Denman Island Local Trust Committee for a development permit, and the following guidelines apply.

- Guideline 1 A development permit is required as follows:
- (1) Alteration of land by the cutting or removing of trees:
 - (a) on land that:
 - i. is not classified as managed forest land under the *Assessment Act*; and
 - ii. is not the subject of a valid and subsisting woodlot license or tree farm license under the *Forest Act*; and
 - (b) where the quantity cut or removed from the land is to exceed four trees smaller than 30 cm dbh and one tree equal to or larger than 30 cm dbh per parcel in any period of five consecutive calendar years.
 - (2) Development of any impervious surfaces.
 - (3) Construction of buildings or structures.

All other land alteration or development is exempt from the requirements of this development permit area.

- Guideline 2 Some properties or portions of properties may be in more than one development permit area; in this case, the guidelines of all development permit areas may apply.
- Guideline 3 No cutting or removal of trees shall be permitted in this development permit area unless development approval information in the form of an environmental impact assessment is provided by the applicant which indicates that the impact of the cutting or removal of trees is unlikely to have harmful effects on adjacent marine areas, surface drainage and groundwater, watercourses, uncommon or endangered plants or plant communities, and high value wildlife habitats.
- Guideline 4 Cutting or removing of trees should be done in accordance with a plan certified by a Registered Professional Forester or Registered Professional Biologist to maintain, enhance, or restore a well-developed forest ecosystem that includes:
- (1) a diversity of native tree species,
 - (2) presence of large old trees,
 - (3) diverse community of native understory plants,
 - (4) any uncommon or endangered plants or plant communities that may be present, and
 - (5) other features that contribute to high value wildlife habitat.
- Guideline 5 Prior to issuing a development permit, the local trust committee may require security in an amount acceptable to the local trust committee.
- Guideline 6 On receipt of a final report or written request, as stipulated in the development permit, the local trust committee shall return the security, minus any amount required to correct any damage to the natural environment caused by a contravention of a condition in the development permit (see Appendix B).
- Guideline 7 Development permits issued in Development Permit Area No. 2: Steep Slopes should contain a condition stating that a letter must be submitted by a time specified in the development permit indicating that the work has been completed in accordance with the terms and conditions of the development permit.

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9.3 Development Permit Area No. 3: Lacon Road Coast – Guidelines

Prior to undertaking any development, subdivision or land alteration, an owner of property within the Lacon Road Coast development permit area shall apply to the Denman Island Local Trust Committee for a development permit, and the following guidelines apply.

- Guideline 1 A development permit is required as follows:
- (1) Alteration of land by the cutting or removing of trees on land that:
 - (a) is not classified as managed forest land under the *Assessment Act*; and
 - (b) is not the subject of a valid and subsisting woodlot license or tree farm license under the *Forest Act*.
 - (2) Alteration of land by the development of any impervious surfaces.
 - (3) Alteration of land by the construction of buildings or structures.
- All other land alteration or development is exempt from the requirements of this development permit area.
- Guideline 2 Some properties or portions of properties may be in more than one development permit area; in this case, the guidelines of all development permit areas may apply.
- Guideline 3 In order to assist the Denman Island Local Trust Committee in determining conditions to be included in a development permit, the applicant will be required to provide, at their own expense, a geotechnical report certified by a professional engineer with experience in geotechnical engineering who is acceptable to the Trust Committee. The report must indicate that proposed tree cutting, buildings, structures, land alteration, roads, driveways, or other proposed developments do not cause any potential erosion of soil or contribute to any land slip, rock fall, mud flow, sloughing, or water degradation.
- Guideline 4 No permanent buildings should be permitted in any area subject to sloughing or damage from sloughing.
- Guideline 5 Notwithstanding the drainage bylaw provisions or requirements, drainage facilities should be required to divert drainage away from any areas subject to sloughing or damage from sloughing.
- Guideline 6 Along the top or face of the bank, trees or other vegetation should be retained or replanted in order to control erosion.
- Guideline 7 Cutting or removing of trees should be done in accordance with a plan certified by a Registered Professional Forester or Registered Professional Biologist to maintain, enhance, or restore a well-developed forest ecosystem that includes:
- (1) a diversity of native tree species;
 - (2) presence of large old trees;
 - (3) diverse community of native understory plants;
 - (4) any uncommon or endangered plants or plant communities that may be present; and
 - (5) other features that contribute to high value wildlife habitat.
- Guideline 8 Prior to issuing a development permit, the local trust committee may require security in an amount acceptable to the local trust committee.
- Guideline 9 On receipt of a written request, as stipulated in the development permit, the local trust committee shall return the security, minus any amount required to correct any damage to the natural environment or unsafe conditions caused by a contravention of a condition in the development permit.
- Guideline 10 Development permits issued in Development Permit Area No. 3: Lacon Road Coast should contain a condition stating that a letter must be submitted by a time specified in the development indicating that the work has been completed in accordance with the terms and conditions of the development permit.

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9.4 Development Permit Area No. 4: Streams, Lakes and Wetlands – Guidelines

Prior to undertaking any development, subdivision or land alteration, an owner of property within the Streams, Lakes and Wetlands development permit area shall apply to the Denman Island Local Trust Committee for a development permit.

9.4.1 Applicability

The following activities shall require a development permit whenever they occur within the DPA, unless specifically exempted below:

- a) Subdivision of land;
- b) Construction of, addition to or alteration of a building or other structure;
- c) Alteration of land;
- d) Development as that term is defined in the *Riparian Areas Regulation, BC Fish Protection Act*; and
- e) Installation of any structures within a stream or within the natural boundary of a lake.

A separate development permit, or additional development permit conditions in a single permit, may be required or imposed if the development is occurring in another development permit area designated in this plan.

9.4.2. Exemptions

The following activities are exempt from any requirement for a development permit:

- a) works undertaken by a local government or a body established by a local government;
- b) agricultural activities within a seasonally flooded agricultural field that is in the Agricultural Land Reserve as long as it can be determined by site inspection and/or by current orthophoto interpretation that it has been previously modified for agriculture. If it is not possible to make the determination by these means, other historical evidence that agricultural activities have occurred in the subject area within the last 50 years from the date of the application may be acceptable;
- c) the following properties are recognized as containing seasonally flooded agricultural fields and are exempt from requiring a development permit for agricultural activities as long as they remain in the Agricultural Land Reserve:
Lot A, Section 32, Denman Island, Nanaimo District, Plan VIP 61295;
Lot 1, Section 17, Denman Island, Nanaimo District, Plan 43576;
Lot 2, Section 17, Denman Island, Nanaimo District, Plan 43576;
The South East ¼ of Section 26, Denman Island, Nanaimo District;
The North West ¼ of the North West ¼ of Section 22, Denman Island, Nanaimo District; and
The South West ¼ of Section 13, Denman Island, Nanaimo District;
- d) for certainty, all uses that are not residential, commercial or industrial or accessory to such a use;
- e) interior or exterior alterations, renovations, maintenance, reconstruction or repair to a pre-existing permanent building or structure to an extent that does not alter, extend or otherwise increase the footprint;
- f) repair or replacement of a septic field on the same spot;
- g) the removal of trees that have been examined by an arborist and certified to pose an immediate threat to life or property;

- h) gardening and yard maintenance activities, not involving the application of artificial fertilizer, pesticides or herbicides, within a pre-existing *landscaped area*, including mowing, pruning, planting, and minor soil disturbance that does not alter the general contours of the land;
- i) manual removal of invasive species and manual planting of native vegetation conducted in accordance with best management practices;
- j) pruning of not more than two trees in one growing season and that is conducted in accordance with the standards and recommendations of the International Society of Arboriculture, and that does not involve: the lift pruning of lower limbs to the extent that the live crown ratio is less than 50%, the removal of more than 25% of the crown in one growing season, topping, or the pruning or removal of a structural root within the critical root zone;
- k) ecological restoration or enhancement projects undertaken or authorized by a public body;
- l) changes in or about a stream authorized under Section 9 of the Water Act;
- m) work that is authorized by Fisheries and Oceans Canada by permit under Section 35 of the *Fisheries Act*;
- n) emergency procedures to prevent, control or reduce immediate threats to life or property including:
 - i. emergency actions for flood-protection and erosion protection,
 - ii. clearing of an obstruction from a bridge or culvert or an obstruction to drainage flow, and
 - iii. repairs to bridges and safety fences carried out in accordance with the *Water Act*;
- o) farm operations as defined in the *Farm Practices Protection (Right to Farm) Act* and farm uses as defined in Section 2(2) of the *Agricultural Land Reserve Use, Subdivision, and Procedure Regulation* and horticulture as defined in the Denman Island Land Use Bylaw 177;
- p) The construction of a fence if no native trees are removed and the disturbance of native vegetation is restricted to 0.5 meters on either side of the fence, or 1.5 meters on either side of the fence in agricultural areas;
- q) The construction of a private trail if all of the following apply:
 - i. The trail is 1 meter wide or less;
 - ii. No native trees are removed;
 - iii. The surface of the trail is pervious (for example, soil, gravel or wood chips)
 - iv. The trail is designed to prevent soil erosion where slopes occur; and
 - v. Where the trail parallels the stream, the trail is more than 5 meters away from the high water mark of a stream;
- r) Disturbance of soils more than 15 meters from the stream's high water mark or the top of the ravine bank if the total area of soil disturbance is less than 5 meters squared; and
- s) The constructing of a small accessory building such as a pump house, gazebo, garden shed or playhouse more than 15 meters from the stream's high watermark or the top of the ravine bank if the building is located within an existing landscaped area and the total area of small accessory building is less than 10 meters squared.

Information Note: For best management practices or manual removal of invasive species and planting of native vegetation, property owners should contact organizations such as the Invasive Species Council of British Columbia and the Coastal Invasive Species Committee.

Information Note: Some activities not listed here that are regulated under other provincial or federal legislation may not require a development permit.

9.4.3 Guidelines

Prior to undertaking any development activities within the Streams, Lake and Wetlands DPA an owner of property shall apply to the Local Trust Committee for a development permit, and the following guidelines apply:

Guideline 1

In general, all development in this DPA should be undertaken in a manner that minimizes impact on and that restores or maintains the proper functioning condition of the riparian area, water bodies and ecosystems. Where a Qualified Environmental Professional (QEP) or other professional has made recommendations for mitigation measures, enhancement or restoration in order to lessen impacts on the riparian area and ecosystems, the Local Trust Committee may impose permit conditions, including a requirement for security in the form of an irrevocable letter of credit, to ensure the protection of riparian areas and ecosystems is consistent with the measures and recommendations described in the report.

Guideline 2

The development permit should not allow any development activities, including the storage or application of pesticides and other chemicals for non-essential cosmetic purposes, to take place within any Streamside Protection and Enhancement Area (SPEA) identified by the QEP or riparian buffer recommended by another professional adjacent to a non-RAR applicable watercourse, lake or wetland, and the owner should be required to implement a plan for protecting the SPEA or riparian buffer over the long term through measures that may be implemented as conditions of the development permit.

Guideline 3

Where the QEP or other professional's report describes an area as suitable for development with special mitigating measures, the development permit should only allow the development to occur in compliance with the measures described in the report. Monitoring and regular reporting by a QEP or other professional at the applicant's expense may be required during construction and development phases, as specified in a development permit.

Guideline 4

The following guidelines are applicable to floats and associated structures within the development permit area:

- i) floats should not be placed in areas identified as important to fish life processes where installation of a float would compromise the functioning of the processes;
- ii) a ramp or float should not rest on the bed of the water body;
- iii) the use of treated wood in the water body should be avoided;
- iv) floatation material should be contained within a durable shell to prevent disintegration;
- v) pervious surfacing should be used on ramps and floats (e.g. grating or separated boards);
- vi) any areas disturbed during installation should be restored;

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vii) where a float is being replaced, all old materials should be removed from the riparian area.

Guideline 5

If the nature of the proposed project within the DPA changes after the professional report has been prepared such that it is reasonable to assume that the professional's assessment of the impact of the development may be affected, the Local Trust Committee may require the applicant to have the professional update the assessment at the applicant's expense and DP conditions may be amended accordingly.

Guideline 6

The Local Trust Committee may consider variances to subdivision or siting or size regulations where the variance may result in enhanced protection of a SPEA, riparian buffer or riparian ecosystem in compliance with recommendations of a professional's report."

9.5 Development Permit Area No. 5: Village – Guidelines

Prior to undertaking any development, subdivision or land alteration, an owner of property within the Village development permit area shall apply to the Denman Island Local Trust Committee for a development permit, and the following guidelines apply.

Guideline 1

A development permit is required for the following:

- (1) construction or alteration to existing structures if the size of the alteration adds any floor area to the building or structure, or if additional off-street parking is required (according to the Land Use Bylaw);
- (2) modifications to existing buildings and structures that involve replacing the siding or roofing using a different material.

All other land alteration or development including subdivision is exempt from the requirements of this development permit area.

Guideline 2 General

- (1) Building heights should be in keeping with local bylaws and surrounding structures. Minor height variances may be considered if such a variance achieves an objective of this development permit area by providing more outdoor space for landscaping or public amenities.
- (2) Building setbacks should be in keeping with local bylaws. Setback variances may be considered if such a variance achieves an objective of this development permit area by providing more outdoor space for landscaping or public amenities; however, setback relaxations will not be considered for property lines abutting the Rural Residential 1 (R1), Rural Residential 2 (R2) and Agriculture (A) zones

INFORMATION NOTE: Setback relaxations from the highway right-of-way resulting in a setback of less than 4.5 metres will be subject to approval by the Ministry of Transportation

- (3) The use of natural materials, such as wood and stone, is encouraged for building finishes and such materials should be capable of blending in with the aesthetic qualities of the natural surrounding.
- (4) The form of the development should incorporate low, small scale building designs with such amenities as public walkways and outdoor open spaces for use by visitors.
- (5) All rooftop mechanical equipment, including but not limited to air conditioning units, communication devices and vents, should be screened from view.

- (6) Vending machines or other product storage areas located outside the building should be screened in such a way that they are not visible from a public right-of-way or an adjacent property.

Guideline 3 Landscaping

- (1) Natural vegetation and trees should be maintained for screening of parking, storage and loading areas and to enhance the privacy and rural character of public open spaces.
- (2) Developments on lots adjacent to residential properties should contain a vegetation buffer of a height and thickness to adequately screen the residential use from the development and any on-site parking. Fences may be considered, but only if it can be demonstrated that a vegetation buffer is not suitable.
- (3) Fencing should be constructed of natural materials and designed to blend with the overall character of the development.
- (4) Landscaping next to the Dora Drinkwater Creek should be left natural.
- (5) If lighting is desirable, it should be designed to illuminate walkway and parking areas for safety purposes. Light fixtures should be low to the ground, incorporate devices to reduce light leakage and designed in such a way so as to not illuminate an adjacent property or right-of-way.

Guideline 4 Signs

- (1) Signage should be grouped and made of materials and be of a character that match the natural materials of the development.
- (2) Neon or internally lit signs should not be permitted, except that a small neon sign that advertises a business as open or closed may be permitted.
- (3) Signs should be located in such a way that they enhance the appearance of the development and are of a scale and height suitable for a pedestrian environment.

Guideline 5 Parking

- (1) Off-street automobile parking should be located away from public open spaces. Parking requirements may be reduced to permit landscaping to meet the objectives of this development permit area.
- (2) Parking access onto any road should be approved by the Ministry of Transportation.
- (3) Parking access should be directed away from non-commercial areas and onto major roads only.
- (4) The use of impermeable parking surfaces is not encouraged to reduce surface water run-off and enhance the appearance of the Village.

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9.6 Development Permit Area No. 6: Community Boat Launch – Guidelines

Prior to undertaking any development, subdivision or land alteration, an owner of property within the Community Boat Launch development permit area shall apply to the Denman Island Local Trust Committee for a development permit, and the following guidelines apply.

- Guideline 1 The number of access points from the road shall be limited to one to access the community boat launch parking area.
- Guideline 2 The number of access points to the beach area shall be limited to one to access the community boat launch.
- Guideline 3 A 15-metre-wide tree canopy and shrub buffer shall be retained along the shoreline and along property lines fronting road right-of-ways.
- Guideline 4 Construction in this buffer and tree canopy shall be limited to access to the community boat launch.
- Guideline 5 Eagle nesting trees and perch trees shall be protected.
- Guideline 6 Prior to any community boat launch or parking improvements a site plan showing traffic circulation, boat launch parking layout, drainage works and tree canopy and shrub buffer strips should be attached to the development permit application.

9.7 Development Permit Area No. 7: Light Industrial – Guidelines

Prior to undertaking any development, subdivision or land alteration, an owner of property within the Light Industrial development permit area shall apply to the Denman Island Local Trust Committee for a development permit, and the following guidelines apply.

Guideline 1 A development permit is required for the following:

- (1) construction or alteration to existing structures if the size of the alteration adds any floor area to the building or structure, or if additional off-street parking is required (according to the Land Use Bylaw);
- (2) modifications to existing buildings and structures that involve replacing the siding or roofing using a different material.

All other land alteration or development including subdivision is exempt from the requirements of this development permit area.

Guideline 2 General

- (1) Building heights should be in keeping with local bylaws and surrounding structures. Minor height variances may be considered if such a variance achieves an objective of this development permit area by providing more outdoor space for landscaping or public amenities.
- (2) Building setbacks should be in keeping with local bylaws. Setback variances may be considered if such a variance achieves an objective of this development permit area by providing more outdoor space for landscaping or public amenities; however, setback relaxations will not be considered for property lines abutting the Rural or Sustainable Resource designation.

INFORMATION NOTE: Setback relaxations from the highway right-of-way resulting in a setback of less than 4.5 metres will be subject to approval by the Ministry of Transportation and Highways.

- (3) The use of natural materials, such as wood and stone, is encouraged for building finishes and such materials should be capable of blending in with the aesthetic qualities of the natural surrounding.
- (4) The form of the development should incorporate low, small scale building designs with such amenities as public walkways and outdoor open spaces for use by employees and visitors to the business.
- (5) All rooftop mechanical equipment, including but not limited to air conditioning units, communication devices and vents, should be screened from view.
- (6) Storage areas located outside the building should be screened in such a way that they are not visible from a public right-of-way or an adjacent property.

Guideline 3 Landscaping

- (1) Natural vegetation and trees should be maintained for screening of parking and storage areas and to enhance the privacy and rural flavour of public open spaces.
- (2) Developments on lots adjacent to residential properties should contain a vegetation buffer of a height and thickness to adequately screen the residential use from the development and any on-site parking. Fences may be considered, but only if it can be demonstrated that a vegetation buffer is not suitable.
- (3) Fencing should be constructed of natural materials and designed to blend with the overall character of the development.
- (4) Landscaping next to a stream, lake or wetland should be left natural. Landscaping should be consistent with the guidelines in Development Permit Area No. 4: Streams, Lakes and Wetlands.

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- (5) If lighting is desirable, it should be designed to illuminate walkway and parking areas for safety purposes. Light fixtures should be low to the ground, incorporate devices to reduce light leakage and designed in such a way so as to not illuminate an adjacent property or right-of-way.

Guideline 4 Signs

- (1) Signage should be grouped and made of materials and be of a character that match the natural materials of the development.
- (2) Neon or internally lit signs should not be permitted, except that a small neon sign that advertises a business as open or closed may be permitted in the building.
- (3) Signs should be located in such a way that they enhance the appearance of the development and are of a scale and height suitable for a rural environment.

Guideline 5 Parking

- (1) Off-street automobile parking should be located away from public open spaces. Parking requirements may be reduced to permit landscaping to meet the objectives of this development permit area.
- (2) Parking access onto any road should be approved by the Ministry of Transportation.
- (3) Parking access should be directed away from residential areas and onto major roads only.
- (4) The use of permeable parking surfaces is encouraged to reduce surface water run-off and enhance the rural appearance.

PART 10 TEMPORARY COMMERCIAL AND INDUSTRIAL USE PERMITS

Area 1

The Local Trust Committee may issue Temporary Use Permits for barge loading and unloading in only the following **designations shown on Schedule C:**

Water

Residential

Rural

Sustainable Resource.

Objectives

Objective 1 To permit temporary barge loading and unloading

Guidelines

Conditions in the Permit should follow the guidelines below:

- Guideline 1 Permits should be issued only to permit barge loading and unloading.
- Guideline 2 Permits should be issued for a maximum of 30 days.
- Guideline 3 Permits should not be issued for locations that are environmentally sensitive or are located within the vicinity of a wildlife nesting tree.
- Guideline 4 Permits should contain conditions addressing the operational plan, including hours and days of operation, to ensure compatibility with neighbouring residences.
- Guideline 5 Permits may include, as a condition, the provision of an undertaking by the owner of the affected land to remove and restore land to a condition specified in the permit by a date specified in the permit.
- Guideline 6 Permits may include, as a condition, the provision of security to guarantee the performance of the terms of the permit.
- Guideline 7 Permits should not be issued without evidence of valid approval from the British Columbia Assets and Land Corporation and the Federal Department of Fisheries and Oceans.

Area 2

The Local Trust Committee may issue Temporary Use Permits for *agri-tourism accommodation* on lands zoned as “R1” (Residential), “R2” (Rural Residential), “R3” (Co-housing), “F” (Forestry) and “RE” (Resource) on a farm classified under the BC Assessment Act as “Farm” over 4 hectares in size. For clarity, Temporary Use Permits are not required for *agri-tourism accommodation* within the “A” (Agriculture) zone if the parcel is within the Agricultural Land Reserve.

Objective

To permit flexibility for the provision of small scale *agri-tourism accommodation* in conjunction with agricultural uses and farm activities that support seasonal economic opportunities for farmers. *Agri-tourism accommodation* in the form of home-based guest accommodation units in the principal dwelling are subject to Section 2.4.

Guidelines

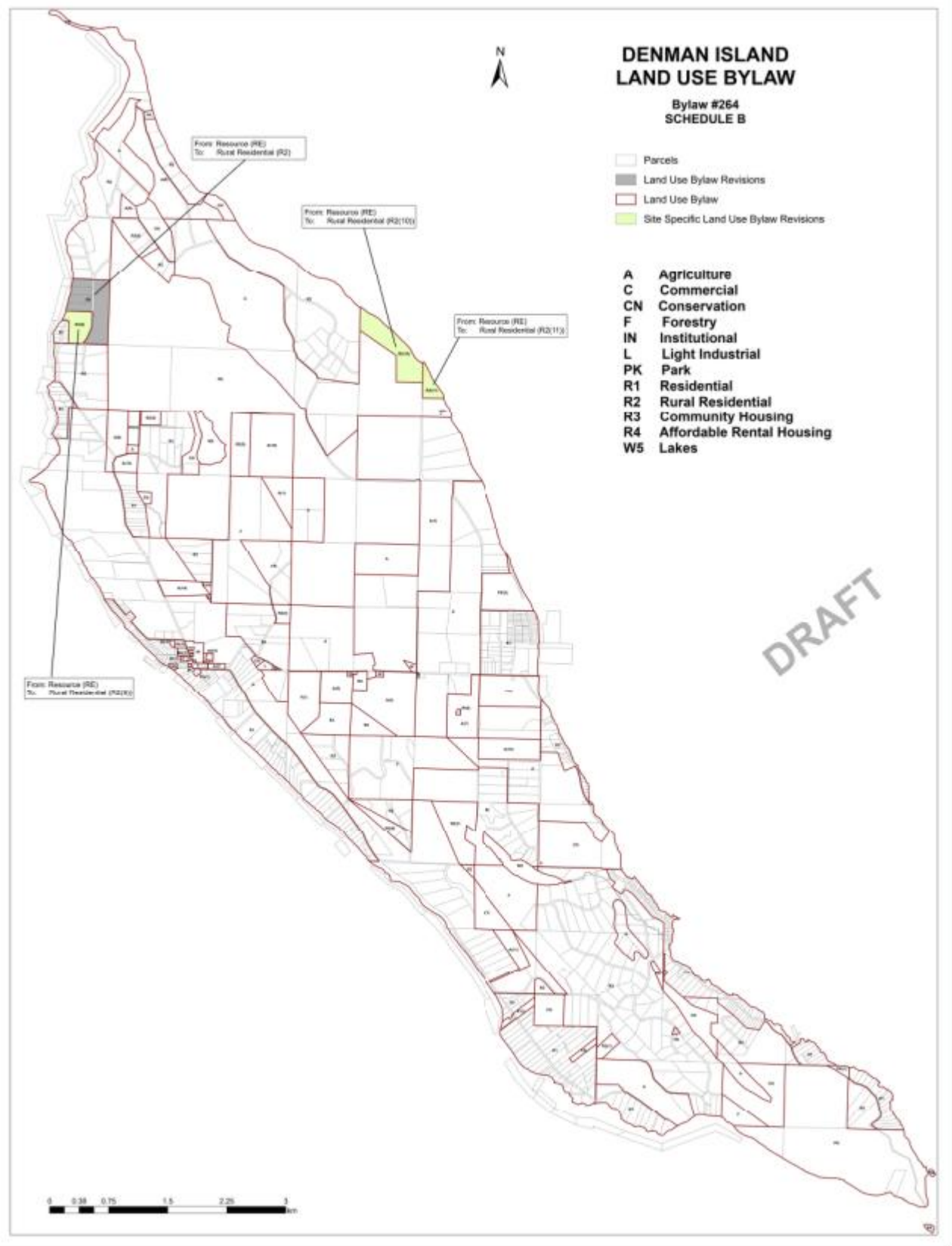
- Guideline 1 *Agri-tourism accommodation* is limited to four (4) or fewer *sleeping units* in the form of either seasonal campsites and/or a maximum of one (1) cabin.

PROPOSED

- Guideline 2 The total developed area for buildings, landscaping, sewage disposal, parking and access for the accommodation must be less than 1% of the total area of the parcel;
- Guideline 3 The accommodation should be sited and designed to address:
- Locating the accommodation on poorer agricultural capability soils and away from environmentally sensitive areas;
 - The provision of access to the accommodation that avoids conflict with agricultural uses on the farm and adjacent farms;
 - Mitigating possible negative impacts using landscape buffers and screening subject to Section 2.7;
 - The provision of adequate potable water and sewage disposal;
 - The provision of adequate off-road parking; and
 - Other requirements deemed necessary by the Local Trust Committee.

PROPOSED

SCHEDULE B (ZONING MAP)



Section of LUB	Proposed Change	Questions	Implications for ITC	ITC Interests Potentially Affected	Implications for Conservation, Generally (if not addressed in ITC Implications)
3.2	No pools fed by groundwater			Uncertain	Potentially positive - may prevent loss of groundwater from natural areas; also may have no impact. Difficult to measure.
3.3	Increased setbacks from the sea (30m)		Potentially open up more possibilities for shoreline conservation agreements if owners are limited in development options for shoreline properties	Uncertain	Potentially positive, increased protection of shoreline environments
3.5	Principal Development Units - proof of water as a requirement for creation of subsequent Principal Dwelling Units			Uncertain	Positive overall - regulation of subdivision pressure on water resources
3.6	Secondary Dwelling Units and Secondary Suites allowed in certain zones, subject to regulations. Proof of water required for Secondary DUs. Restrictive covenant required for SDUs to prevent future subdivision.	Will proof of water requirements be required for both SSs and SDUs? Not clear.		Uncertain	
3.9	Alternate Dwelling Units - permitted in R1, R2, R3, A, F, subject to regulations around sewerage, water supply, compliance with density and siting, setbacks for dwellings and accessory dwelling units; not to be used for vacation rentals or paying guests; considered a dwelling unit for density calculations; must be on a lot larger than 1ha and screened from adjacent properties		ITC may see additional density from Alternate Dwelling Units on lands adjacent to NRs and Covenants. The regulation provides for environmental protections in anticipation of this increased density, however, there may be additional impact on ITC interests from this increased density	IINR; LDNR; MMNR; VBNR & SELC; WWWC	
3.1	Cistern requirements - required for approval of a Siting and Use Plan for any new dwelling unit.				
3.11	In water zones - vessels ok for occasional, non-commercial but not permanent residence.	Any provisions for 'vessels' re sewage or water use? (Similar to how ADUs would be required to be serviced according to bylaws.) How are Water Zones designated? Any possible future water zones? (i.e. Morrison Marsh?)		LDNR (Shoreline property)	
5.1(10)	Max. gross floor area 300m2 for principal dwelling unit in R1 Zone		Limits size of homes in lots adjacent to ITC lands/covenants		
5.1(12)	Minimum lot area is 64ha in R1	related to VBNR - has zoning not changed to Conservation for the new VBNR parcel donated in ~2020?	Overall positive change: Limits subdivision of parcels for additional private market housing. Subdivision still permitted for conservation (and other permitted uses) as per new Subdivision regulations within the LUB.	VBNR	
5.2(2)	Removal of intensive agriculture as a permitted use in R2	Still allowed in R1? What is the rationale for this?	Positive for existing conservation interests adjacent to R2 zone as less potential impact from intensive agriculture (contamination of land and water etc)	IINR, LDNR, MMNR, VBNR, SELC, WWWC	
5.2(3)	Add a maximum number of dwelling units (4) in R2 (1 unit per 4ha up to a max of 4 units)		Unclear - would need to do an analysis of all R2 lot sizes adjacent to ITC interests (current and prospective) to determine potential impacts.	IINR, LDNR, MMNR, VBNR, SELC, WWWC	
5.2(4)	R2 Zone - Allow secondary dwelling unit in addition to principal dwelling unit on lots less than 4ha		Unclear - would need to do an analysis of all R2 lot sizes adjacent to ITC interests (current and prospective) to determine potential impacts.	IINR, LDNR, MMNR, VBNR, SELC, WWWC	
5.2(10)	Max. gross floor area 300m2 for principal dwelling unit in R2 Zone		Limits size of homes in lots adjacent to ITC lands/covenants		
5.2(11)	In R2 Zone - Limits size of secondary dwelling units to 90m2 where an existing dwelling unit exceeds 300m2		Limits size of homes in lots adjacent to ITC lands/covenants		
5.2(13)	Minimum lot area is 64ha in R2 Zone		Overall positive change: Limits subdivision of parcels for additional private market housing. Subdivision still permitted for conservation (and other permitted uses) as per new Subdivision regulations within the LUB.	IINR, LDNR, MMNR, VBNR, SELC, WWWC	
5.4	R4 Zone - Affordable rental housing - regulates higher density residential developments in areas suitable for increased population density, with an emphasis on multi-family dwellings. Housing in this zone is designated for residential rental tenure, subject to the registration of a housing agreement.	How is "suitable for increased population density" determined?	Unclear at this time - the approval of these bylaws may bring about future rezoning applications that could impact ITC interests.		
Table of site specific regulations for R4	5.4(1) - provisions for a proposed housing development near 'downtown' Denman Island.		Increased population brought about by provisions for more affordable rental housing may have impacts on ITC lands open to the public.	IINR, LDNR, MMNR, SELC, WWWC	
5.5		5.5(2) allows for accessory dwelling units, but 5.5(4) states only one dwelling unit is permitted per lot			

5.5(19)	Agriculture Zone -Minimum lot area is 64ha		Overall positive change: Limits subdivision of parcels for additional private market housing. Subdivision still permitted for conservation (and other permitted uses) as per new Subdivision regulations within the LUB.	LDNR, MMNR, SELC	
5.6(2)	Forestry zone Permitted uses include Secondary Suites and Secondary Dwelling Units	When will new CN zoning come into effect for F parcels adjacent to IINR? Rezoning application put in by Denman Conservancy Assoc. (DCA) - Not shown on LUB Map	Potential increased density on F lots adjacent to ITC interests	LDNR, MMNR; Possibly IINR, depending on stage of rezoning application currently in progress by DCA	
5.6(14)	In F zone, outside ALR, max gross floor area 300m2		Limits size of homes in lots adjacent to ITC lands/covenants		
5.6(18)	Minimum lot area is 64ha in F zone		Overall positive change: Limits subdivision of parcels for additional private market housing. Subdivision still permitted for conservation (and other permitted uses) as per new Subdivision regulations within the LUB.		
5.7(5)	Minimum lot area is 64ha in C zone		Overall positive change: Limits subdivision of parcels for additional private market housing. Subdivision still permitted for conservation (and other permitted uses) as per new Subdivision regulations within the LUB.		
5.8(6)	Minimum lot area is 64ha in L zone		Overall positive change: Limits subdivision of parcels for additional private market housing. Subdivision still permitted for conservation (and other permitted uses) as per new Subdivision regulations within the LUB.		
5.9(2)	Residential added as permitted use in IN zone				Suggest adding 'conservation' or environmental protection language to purpose of IN zone
5.9(5)	Minimum lot area is 64ha in IN zone		Overall positive change: Limits subdivision of parcels for additional private market housing. Subdivision still permitted for conservation (and other permitted uses) as per new Subdivision regulations within the LUB.		
5.10(1)					Consider recommendation to add "environmental conservation" or "ecological reserve" to permitted uses, as passive recreation implies human use and there should arguably be a provision for the use of land solely for ecological conservation/protection
5.10(3)	Minimum lot area is 64ha in CN zone		Overall positive change: Limits subdivision of parcels for additional private market housing. Subdivision still permitted for conservation (and other permitted uses) as per new Subdivision regulations within the LUB, which would allow for smaller parcels still to be conserved through subdivision if this were ever necessary.		
5.11(4)	Minimum lot area is 64ha in PK zone		Overall positive change: Limits subdivision of parcels for additional private market housing. Subdivision still permitted for conservation (and other permitted uses) as per new Subdivision regulations within the LUB, which would allow for smaller parcels still to be conserved through subdivision if this were ever necessary.		
5.17(1)					Should permitted uses in Water zones include passive recreation and conservation terms?
PART 8 - Subdivision Regulations					Generally positive for conservation as it will limit subdivision potential and increase potential for protection of larger parcels. Caveat: may prompt increased density on existing lots adjacent to conservation lands. No way to predict that at this point so impact is as yet unclear.
8.9	Proof of potable water certification required for subdivision				Unclear
8.1	Require cisterns in place for new housing developments additional to principal dwellings				Potentially positive - lessening demand on surface water and/or groundwater

ATTACHMENT 3 – Base Density Comparison between current and proposed (note that #s may not be 100% accurate, margin of error is

low)Current Table (shading indicates changes to density potential calculation based on removal of secondary suites as a unit of density)

Zone (Includes variance)	Existing Developed Parcels	Existing Vacant Parcels	Total Existing Parcels	Potential Additional Parcels by Subdivision	Total Potential Residential Parcels	Total Potential Principal Dwellings	Total Potential Secondary Suites	Total Potential Detached Secondary Dwelling Units	Total Potential Dwellings without TUP
A	127	16	144	26	170	183	168	168	351
C	10	0	10	0	10	10	0	0	10
F	7	4	11	0	11	11	11	11 (w/ TUP)	11
L	1	0	1	0	1	1	0	0	1
R1	403	28	431	64	495	498	2	1	499
R2	233	25	257	61	318	323	318	318 (w/ TUP)	323
R3	1	0	1	0	1	15	0	0	15
R4	1	1	0	0	1	28	0	0	28
RE	6	0	6	0	6	6	6	6 (w/ TUP)	6
TOTAL	789	74	861	151	1013	1075	505	504	1244

Table with proposed changes (shading identifies impacts based on proposed options and removal of secondary suites as a unit of density)

Zone (Includes variance)	Existing Developed Parcels	Existing Vacant Parcels	Total Existing Parcels	Potential Additional Parcels by Subdivision	Total Potential Residential Parcels	Total Potential Principal Dwellings	Total Potential Secondary Suites	Total Potential Detached Secondary Dwelling Units *	Total Potential Dwellings
A	127	16	144	0	144	144	168	144	288
C	10	0	10	0	10	10	0	0	10
F	7	4	11	0	11	11	11	11	22
L	1	0	1	0	1	1	0	0	1
R1	403	28	431	0	431	471	15	0	471
R2	233	25	257	0	263	308	308	(160)	308
R3	1	0	1	0	1	15	0	0	15
R4	1	1	0	0	0	28	0	0	28
RE (removed - added to R2)	6	0	6	0	6	6	6	6 (w/ TUP)	12
TOTAL	789	74	855	0	855	1027	502		1,143

*Numbers in brackets indicates option of detached secondary unit is some areas or secondary suite on lots in R2 over 2 hectares.



REQUEST FOR DECISION

To: Islands Trust Conservancy
Board

For the Meeting of: July 28, 2026

From: Staff

Date Prepared: July 3, 2026

SUBJECT: Natural Area Protection Tax Exemption Program (NAPTEP) Conservation
Proposal, North Pender Island

RECOMMENDATION:

That the Islands Trust Conservancy Board accept the conservation proposal submitted by Mary Anne Paré, Lesley Joy, and Steve Sipos, to place a Natural Area Protection Tax Exemption Program (NAPTEP) covenant on approximately 3 ha of a North Pender Island property, PID: 001-080-849, Lot 18, Sections 6 and 24, Pender Island, Cowichan District, Plan 32261, subject to review of First Nations referral responses and Ministerial approval, to protect woodlands, cliffs, herbaceous habitats, and maturing forests.

1 PURPOSE

The Islands Trust Conservancy (ITC) has received a Conservation Proposal to protect approximately 3 hectares of land on North Pender Island, through a Natural Area Protection Tax Exemption Program (NAPTEP) covenant. This request and associated staff report is presented to the ITC Board for consideration and decision.

2 PROPERTY INFORMATION

Property Description:

6909 Pirates Road, North Pender Island

PID: 001-080-849

Lot 18, Sections 6 & 24, Pender Island, Cowichan District, Plan 32261

Property size: 4.2 hectares (10 ac)

Proposed protected area size: ~ 3 ha, in 2 separate ~1.5 ha areas

Partner: Pender Islands Conservancy Association (PICA) has indicated their interest in co-holding this covenant, and potentially in assisting with future stewardship needs (invasive species removal). PICA has grant funding available this fiscal year to assist the landholder with covenant-related costs.

3 BACKGROUND

On May 26, 2026, Islands Trust Conservancy (ITC) received a conservation proposal for a NAPTEP covenant to protect approximately 3 ha on North Pender Island. The landholders have long wanted to protect this property from any future development. They have consulted with local Indigenous knowledge holders to name the proposed covenant S,ĶĶ,ĤINES (pronounced "Squak-Thee-Nez"), meaning "place to get chest out of the water" to honour the SENĆOŦEN name for the area.

The property is a long, thin rectangle running from Pirates Road generally south over a ridge and towards a cliff shoreline. The proposed covenant would have two parts, in distinct areas

of the property: approximately 1.5 ha of undisturbed woodland, herbaceous, and cliff habitat on the southern portion, and approximately 1.5 ha of maturing second-growth Douglas-fir and western redcedar forest, with scattered large big-leaf maple, patches of alder, and pocket wet areas in the northern portion. Both areas rise steeply towards a central ridge top with the residential infrastructure (house, cabin, driveway, garden). The residential area, which would be excluded from the covenant, sits in the middle between these two proposed covenant areas¹.

4 ANALYSIS AND CONSIDERATIONS

Conservation Values

The Staff Report (Attachment 2) presents a full analysis of the ecological features of the Conservation Proposal, based on selection criteria outlined in Policy 3.2.2 [Assessing Conservation Proposals](#), the ITC [Land Securement Strategy](#), and alignment with ITC's [Regional Conservation Plan 2018-2027](#).

Almost the entire proposed covenant areas are mapped as at-risk ecological communities by the BC Conservation Data Centre and the ITC's Terrestrial Ecosystem Mapping. The property contains at-risk plants, animals, and invertebrates, and the woodland, cliff, and herbaceous areas are of high conservation priority. Moreover, this property is near several new Pender Islands Conservancy Association nature reserves, and would contribute to efforts to build a corridor of habitat protection for at-risk species on this part of southeastern North Pender Island.

ITC's conservation priorities modelling indicates that the proposed covenant area is a Medium to High conservation priority and the current [Regional Conservation Plan](#) (RCP), places a Medium priority regionally for protection in the North Pender Island Local Trust Area, with a Medium disturbance threat, and identifies protection of Sensitive Ecosystems and Forests as Medium priorities.

Organizational

Implications of the recommendation include ensuring staff capacity to negotiate a covenant. Considering timeframes for the First Nations referral process and Ministerial approval, this project would not be completed within the timeframe for NAPTEP benefits in 2027.

Negotiation of a covenant will require staff time. The EPS anticipates that while acquisition of this covenant may delay progress on other EPS projects, including securement policy revisions and data procurement and management, these implications are considered manageable over the timeframe of the entire securement process (likely ~18 months). Staff anticipate that annual compliance monitoring for this covenant would take 2-3 hours based on covenants of similar size and terrain, with no addition to travel time needed, as there are other ITC covenants nearby that are being monitored. Stewardship needs will depend on further future analyses and may include invasive species management, and habitat enhancement for species at risk; additional staff time would be required for those activities.

Financial

It will cost approximately \$3,000-\$4,500 for legal review of the charges on title, the covenant agreement, and document registration. ITC may also consult with a cultural knowledge holder(s), as necessary and if requested by First Nations, to inform covenant negotiations

¹ Note that the proposed covenant boundaries have been adapted since the conservation proposal was submitted, to exclude the driveway (updated boundaries provided in the staff report; final covenant boundaries would be negotiated following First Nations referral and Ministerial approval, should the Board accept this conservation proposal).

and ensure protection of culturally important or sensitive areas. Registration of this covenant will result in an increase to the ITC Property Management budget of \$1,500 - \$3,000 for 2027/2028 Protected Area Management Operations budget (ITC's property management formula is currently being revised). This budget increase covers annual monitoring as well as signage and management of ecological and cultural features.

Policy

The application is consistent with ITC policies and regulations for accepting NAPTEP covenants, and aligns with the Regional Conservation Plan and Land Securement Strategy conservation priorities.

Communications

There may be communications opportunities or needs arising from local use of a small footpath that runs through a small part of the proposed covenant area, along Pirates Road.

First Nations

Refer to associated Staff Report – S, KÉK, FINES NAPTEP Conservation Proposal

Climate Change

The property contains maturing forest, with large trees, wildlife trees, and downed woody debris, and is actively contributing to climate change mitigation by protecting these carbon sequestration and storage sources. Protecting transition zones is a critical mitigation strategy to protect connectivity in the face of climate instability and change. This property has both large-scale elevation transitions from sea up to the ridge summit and down to Pirates Road, and small-scale micro-habitats formed by the ridges and rock outcrops.

Other Issues and Considerations

- The property shares a private driveway from Pirates Road with 10 other surrounding properties, with associated easements on title. While the private driveway will not be part of the covenant area, staff will seek legal advice about potential risks and implications of having shared access adjacent to the covenant areas. Staff will return to the Board for direction if any significant concerns are identified.

5 SUMMARY OF RATIONALE FOR RECOMMENDATION

Although having two separate covenant areas may complicate monitoring, the landholders are dedicated to protecting both the maturing forest on the north side and the sensitive habitats of the steep-facing south slope. The proposed covenant areas exclude the residential area. Staff propose to negotiate covenant area boundaries that protect as much of the undeveloped area as possible while ensuring sufficient buffers to minimize future potential breaches and/or conflict during maintenance and use of the residential area. These proposed covenant areas provide small but important areas of relatively undisturbed (although over-browsed) sensitive habitats, with known at-risk species, in close proximity to other existing protected areas.

Staff recommend that the ITC Board accept this NAPTEP Conservation Proposal, and ask staff to pursue next steps in negotiating a covenant for this property, based upon:

- The potential to increase protection of sensitive and at-risk ecosystems, known presence of species at risk, and species at risk habitat;
- The opportunity to protect an area that contributes to a growing network of protected areas along this portion of southeastern North Pender Island;
- Alignment with ITC's Securement Strategy and Regional Conservation Plan conservation priorities.

6 RELEVANT POLICIES

The application is consistent with Islands Trust Conservancy policies:

[3.2.2 Assessing Conservation Proposals Policy](#)

[3.2.4 Conservation Covenants Policy](#)

[3.2.5 Natural Area Protection Tax Exemption Covenants Policy](#)

7 ATTACHMENTS:

1. Conservation Proposal from applicant, 26 May, 2026
2. Staff Report on S,ĶĶĶ,ĤINES NAPTEP Conservation Proposal
3. Letter of support from Pender Island Conservancy Association, 18 July 2026

RESPONSE OPTIONS

Recommendation:

That the Islands Trust Conservancy Board accept the conservation proposal submitted by Mary Anne Par , Lesley Joy, and Steve Sipos, to place a Natural Area Protection Tax Exemption Program (NAPTEP) covenant on approximately 3 ha of a North Pender Island property, PID: 001-080-849, Lot 18, Sections 6 and 24, Pender Island, Cowichan District, Plan 32261, subject to review of First Nations referral responses and Ministerial approval, to protect woodlands, cliffs, herbaceous habitats, and maturing forests.

Alternatives:

1. That the Islands Trust Conservancy Board accept the conservation proposal submitted by Mary Anne Par , Lesley Joy, and Steve Sipos, to place a NAPTEP covenant on approximately 3 ha of a North Pender Island property, PID: 001-080-849, Lot 18, Sections 6 and 24, Pender Island, Cowichan District, Plan 32261, subject to review of First Nations referral responses and Ministerial approval, to protect woodlands, cliffs, herbaceous habitats, and maturing forests, with the following conditions:
 - a) ...
2. That the Islands Trust Conservancy Board decline the conservation proposal submitted by Mary Anne Par , Lesley Joy, and Steve Sipos, to place a NAPTEP covenant on approximately 3 ha of a North Pender Island property, PID: 001-080-849, for the following reasons:
 - a) ...

NEXT STEPS

- Staff will inform the applicant of the Board's decision.
- If the conservation proposal is accepted by the Board,
 - The conservation proposal will be sent to all First Nations with relevant interests as declared in the Consultative Areas Database. Staff will update the Board with information from the First Nations referrals, as necessary.
 - After receiving and considering First Nations input, the proposal and information from the referrals will be sent to the Minister of Housing and Municipal Affairs for approval to hold the covenant.
 - The proposal will be sent to Islands Trust Council for its review and approval of the tax exemption certificate following Board acceptance, and to the North Pender Island Local Trust Committee for information, at upcoming meetings.

Prepared By: Kathryn Martell, Ecosystem Protection Specialist

Reviewed By / Date: Erika Bland, Covenant Management Specialist / July 16, 2026
Wendy Tyrrell, Manager / July 16, 2026



200 - 1627 Fort Street, Victoria, BC V8R 1H8
Telephone: 250-405-5186 Fax: 250-405-5155
Toll Free via Service BC in Vancouver 604-660-2421
Elsewhere in BC 1-800-663-7867
Email: itcmail@islandstrust.bc.ca
Website: islandstrust.bc.ca/conservancy



Natural Area Protection Tax Exemption Program

APPLICATION FORM

OFFICE USE ONLY

Size of Property _____ Application Fee _____ Receipt Number _____ File Number: _____

Please complete and attach the **Application Checklist** at the end of this form to your application. Be sure to include all required information with your application and ensure your site plan is complete and accurate.

We can only accept and process complete applications.

PROPERTY OWNER (Please Print)

Please list all registered owners as indicated on State of Title Certificate. Add additional page if more than two owners.

Mary Anne Pare
Name _____

Lesley Joy; Steve Sipos
Name _____

Street Address _____

Street Address _____

City _____ Province _____

City _____ Province _____

Postal Code _____

Postal Code _____

Telephone _____

Telephone _____

Cell Phone _____

Cell Phone _____

Email _____

Email _____

APPLICANT INFORMATION

(If different from owner)

Name _____ Street Address _____

City _____ Province _____ Postal Code _____

Telephone _____ Cell _____ E-mail _____

DESCRIPTION OF PROPERTY

(As indicated on State of Title Certificate)

Parcel Identifier (PID) 001-080-849 _____

Legal Description: LOT 18, PLAN VIP32261, SECTION 6 & 24, COWICHAN LAND DISTRICT, PORTION PENDER ISLAND _____

Street Address or General Location _____

Jurisdiction and Folio Number 01-764-08190.180 _____ (from Property Assessment/Tax Notice)

Property Size (hectares) 4.20 _____ Proposed Covenant Size (hectares) 3.0 _____

(1) Why do you want to covenant your land?

We want to covenant our land because we feel a responsibility to the original inhabitants of this land to continue protecting it from development and ensuring that the native flora and fauna continue to thrive. Our proposed covenant name (S_KEK_FINES; pronounced "Squak-Thee-Nez", meaning "place to get chest out of the water") honours the SENĆOTEN name for the area; use of this name has been approved by SELILIYE and correct spelling provided by Tye Swallow.

(2) Please describe the **current** use(s) of land and building(s) on the property.

Buildings include one dwelling and one outbuilding, and one kayak storage area, garden lean-to, woodshed, outhouse. Use of land includes garden, native plant protection, firewood collection from diseased and dead trees, driveway access. A lower unofficial trail (old road) parallel to Pirates Road is used by the local community, and the private driveway that provides access to neighbouring properties is partly in the covenant area. All infrastructure will be excluded from the covenant area.

(3) Please describe the **current** use(s) of land and building(s) on **adjacent** properties.

Property to the west is part-time residential, with a dwelling and greenhouse. Property is partially fenced with restoration work ongoing (Scotch broom removal). To the east is dwelling and associated infrastructure construction that is currently in progress.

(4) Please check as many of the following boxes as necessary to indicate the natural features on your property that you believe make it eligible for a Natural Area Exemption Certificate and that the property owner(s) is (are) willing to permanently protect through NAPTEP.

- ☒ Areas relatively undisturbed by human activity that are good examples of eligible ecosystems (see *Islands Trust Act NAPTEP Regulations* for details)
- ☒ Areas relatively undisturbed by human activity that are key habitat for rare native plant species or plant communities
- ☒ Areas that are critical habitat for native animal species in relation to breeding, rearing, feeding or staging
- ☐ Geological features

(5) If you have additional information, such as photographs, maps, reports, letters from qualified parties or professional assessments that support your application for a Natural Area Exemption Certificate, please attach to your application.

(6) Site Plan: Please submit a sketch that shows the location of the natural features and buildings on the property. Reference the attached Application Checklist for a list of features to be included on the Site Plan.

(7) Is your property adjacent to a park or a protected area? YES ☐ NO ☐

(8) Do you have a preference for an organization/conservancy to co-hold the covenant with the Islands Trust Conservancy? Note that such an organization/conservancy must be authorized to accept covenants under Section 219 of the *Land Title Act* and authorized to accept a statutory right of way under Section 218 of the *Land Title Act*.

YES ☒ Pender Islands Conservancy Association NO ☐
Name of Organization/Conservancy

(9) Please indicate what you would like to name your NAPTEP Covenant. If you do not have a preference, the default is to name it using your last name (i.e. Jones NAPTEP covenant).

S_KEK_FINES NAPTEP Covenant

Important: Before you apply, we recommend you obtain independent legal and tax advice to fully understand how a Natural Area Exemption Certificate will affect your particular situation.

The Natural Area Protection Tax Exemption Program is available throughout the Islands Trust area.

CERTIFICATION

I hereby certify that the above information is true to the best of my knowledge and I have reviewed the Annotated Standard Conservation Covenant for NAPTEP. I am willing to permanently protect the proposed area with a covenant of this standard and any necessary easements.

Mary Anne Pare _____

Signature of Applicant

5/26

Date

Mary Anne Pare _____

Print Name

AUTHORIZATION

*Required if the applicant is not the sole registered owner. Please list all owners indicated on the Certificate of Title.

Strata Titled Developments require a written endorsement from Strata Councils.

I hereby consent to the application contained herein.

Steve Sipos _____

Signature of Owner

Signature of Owner

Steve Sipos _____

Print Name

Print Name

5/25

Date

Date

Lesley Joy _____

Signature of Owner

Signature of Owner

LESLEY JOY _____

Print Name

Print Name

5/25

Date

Date

Freedom of Information and Protection of Privacy

Personal information contained on this form is collected under the authority of the *Islands Trust Act* and is subject to the *Freedom of Information and Protection of Privacy Act*.

The personal information will be used for purposes associated with the conservation proposal. Enquiries about the collection or use of information in this form can be directed to the Islands Conservancy Manager, phone: 250-405-5191.

Contaminated Sites Regulation

Please note that pursuant to Section 4(4) of the *Contaminated Sites Regulation, B.C. Reg. 375/96* a site profile is not required and will not be accepted by the Islands Trust. If you have any questions, please contact this office.

NAPTEP

Natural Area Protection Tax Exemption Program

APPLICATION CHECKLIST

Please ensure that all of the information below is included in your application. The Application Checklist is part of the Application Form and must be enclosed with your application. If you have questions regarding submission requirements, please contact Islands Trust Conservancy staff at (250) 405-5186. **Staff will not process your application until all of the information below has been provided.**

Application Form

- ☒ Completed and signed application form
- ☒ Authorization signatures from all owners

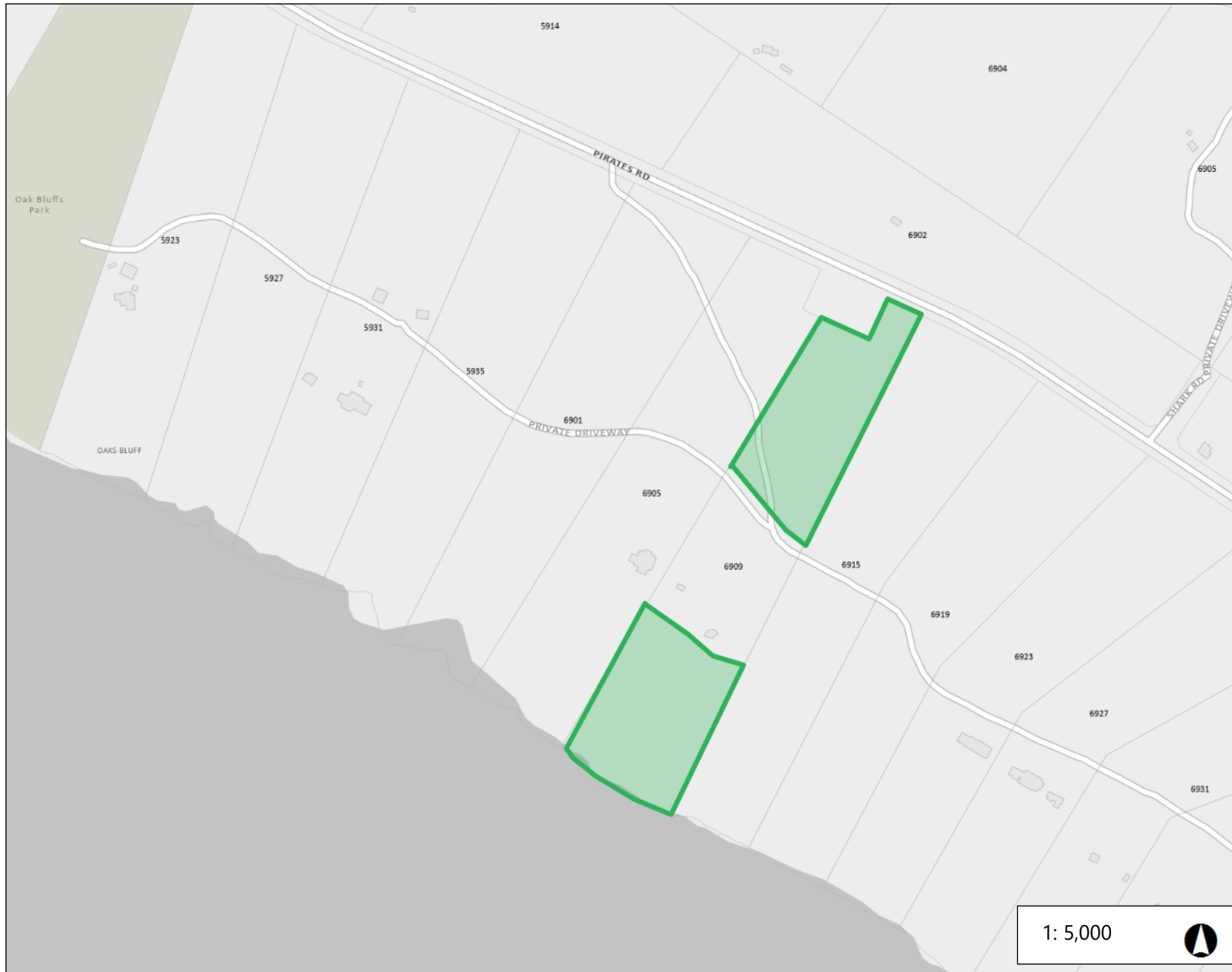
Application Fee

- ☐ Phase 1 Application fee of **\$275** payable to the **Islands Trust**

Site Plan Sketch Showing:

- ☒ Approximate location of all water bodies (including the ocean), wetlands, drainage areas, ponds, sewage disposal field(s), well(s) and general topography
- ☒ Size of the parcel and existing uses
- ☒ Uses and approximate dimensions of existing buildings
- ☒ Approximate location of all driveways, trails, site access points and adjacent roads
- ☒ Approximate location and description of all natural values and amenities proposed for protection
 - Streams
 - Water bodies
 - Wetlands
 - Herbaceous areas
 - Woodlands (open forests)
 - Mature and old forests
 - Cliffs
 - Geological features
 - Known rare species
- ☒ Approximate location and dimensions of proposed covenant areas and easement areas (if required)

Proposed covenant areas on 6909 Pirates Rd



Legend

Notes

Covenant areas shown in green

254.0 0 127.0 254.0 Meters

NAD_1983_UTM_Zone_10N
© Capital Regional District

Important: This map is for general information purposes only. The Capital Regional District (CRD) makes no representations or warranties regarding the accuracy or completeness of this map or the suitability of the map for any purpose. This map is not for navigation. The CRD will not be liable for any damage, loss or injury resulting from the use of the map or information on the map and the map may be changed by the CRD at any time.



Map Layers Legend

ECOSYSTEM LAYERS

Terrestrial Ecosystems

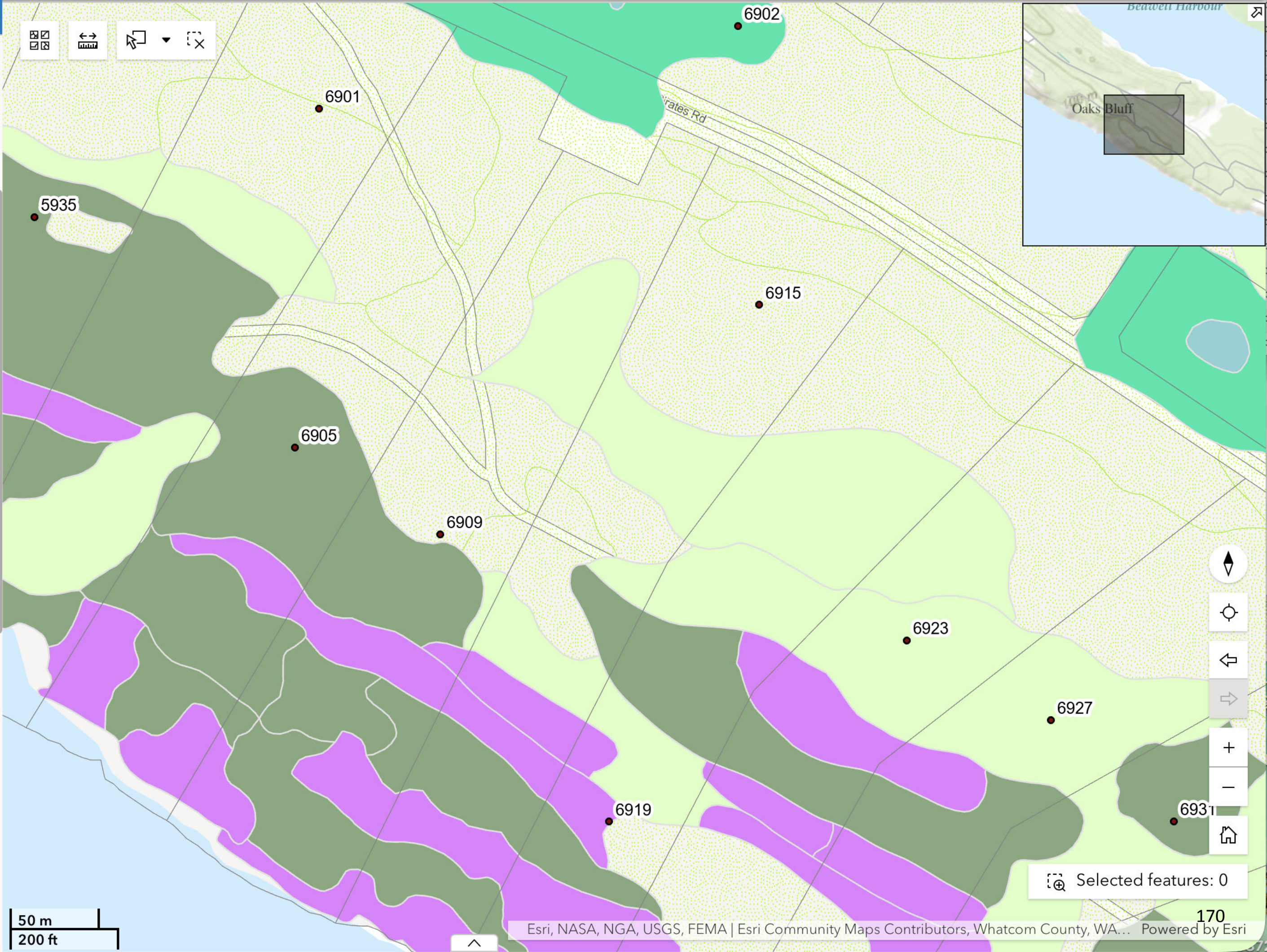
Sensitive Ecosystem Mapping (SEM 2017)

Primary Class (SEM 2017)

- Cliff
- Freshwater
- Herbaceous
- Intertidal
- Mature Forest
- Older Forest
- Riparian
- Sand
- Seasonally Flooded
- Wetland
- Woodland

Secondary Class (SEM 2017)

- Cliff
- Freshwater
- Herbaceous
- Intertidal
- Mature Forest
- Older Forest
- Riparian
- Sand
- Seasonally Flooded
- Wetland



Map navigation controls: compass, location pin, zoom in (+), zoom out (-), and home button.

Selected features: 0



STAFF REPORT

File No.: S, KÉK, FINES NAPTEP
PLNAP20260236

DATE OF MEETING: July 28, 2026
TO: Islands Trust Conservancy Board
FROM: Kathryn Martell, Ecosystem Protection Specialist
SUBJECT: Natural Area Protection Tax Exemption Program (NAPTEP) Conservation Proposal, North Pender Island

Applicant: Mary Anne Paré, Lesley Joy, Steve Sipos
Location: 6909 Pirates Road, Pender Island; PID: 001-080-849
Lot 18, Sections 6 & 24, Pender Island, Cowichan District, Plan 32261

REPORT SUMMARY:

On May 26, 2026, Islands Trust Conservancy (ITC) received a conservation proposal from Mary Anne Paré, Steve Sipos, and Lesley Joy, to place a Natural Area Protection Tax Exemption Program (NAPTEP) conservation covenant over a portion of their property on North Pender Island (PID: 001-080-849). This staff report presents an assessment of the Conservation Proposal, based on selection criteria outlined in Policy 2.2 [Assessing Conservation Proposals](#), Policy 2.4 [Conservation Covenants](#), Policy 2.5 [Natural Area Protection Tax Exemption Covenants](#), the ITC [Land Securement Strategy](#), and alignment with ITC's [Regional Conservation Plan 2018-2027](#).

The proposed NAPTEP covenant would protect two distinct areas of the property, approximately 1.5 hectares of undisturbed Garry oak woodland, herbaceous, and cliff habitat, and approximately 1.5 hectares of maturing second-growth Douglas-fir and western redcedar forest. Almost the entire proposed covenant areas are mapped as at-risk ecological communities by the BC Conservation Data Centre and the ITC's Terrestrial Ecosystem Mapping. The property contains populations of at-risk plants, animals, and invertebrates, and is near Federally-designated Critical Habitat polygons or known populations of at-risk plant species that are likely to be found on the property during future ecological or species-at-risk surveys. The woodland and herbaceous areas are of high conservation priority for protection. Moreover, this property is near (although not adjacent to) other properties recently protected as nature reserves by Pender Islands Conservancy Association, and contributes to conservation efforts to build a continuous corridor of habitat protection for at-risk species on this part of southeastern North Pender Island.

ITC's conservation prioritization model indicates that the proposed covenant area is a "Medium" to "High" conservation priority, and the current [Regional Conservation Plan](#) (RCP) places a "Medium" priority regionally for protection in the North Pender Island Local Trust Area, with a "Medium" disturbance threat, and identifies protection of Sensitive Ecosystems and Forests as "Medium" priorities for North Pender LTA.

This property qualifies for the NAPTEP program based on having:

- areas relatively undisturbed by human activity that are good examples of target ecosystems (Regulation 2[a]);
- areas relatively undisturbed by human activity that are key habitat for rare native plant species or plant communities (Regulation 2[b]);
- and areas that are critical habitat for native animal species in relation to breeding, rearing, feeding, or staging (Regulation 2[c]).

1 PROPERTY INFORMATION

Property Description:

6909 Pirates Road, North Pender Island

PID: 001-080-849

Lot 18, Sections 6 & 24, Pender Island, Cowichan District, Plan 32261

Property size: 4.2 hectares (10 ac)

Proposed protected area size: ~ 3 ha, in 2 separate ~1.5 ha areas

Partners: Pender Islands Conservancy Association (PICA) has been actively working with the landholders to prepare and submit this application, is prepared to assist with negotiations and landholder covenant costs, and to be the covenant co-holder. See attached letter.

Property notes: The Ecosystem Protection Specialist (EPS) visited the property on 15 June, 2026, with the PICA biologist and one of the landholders.

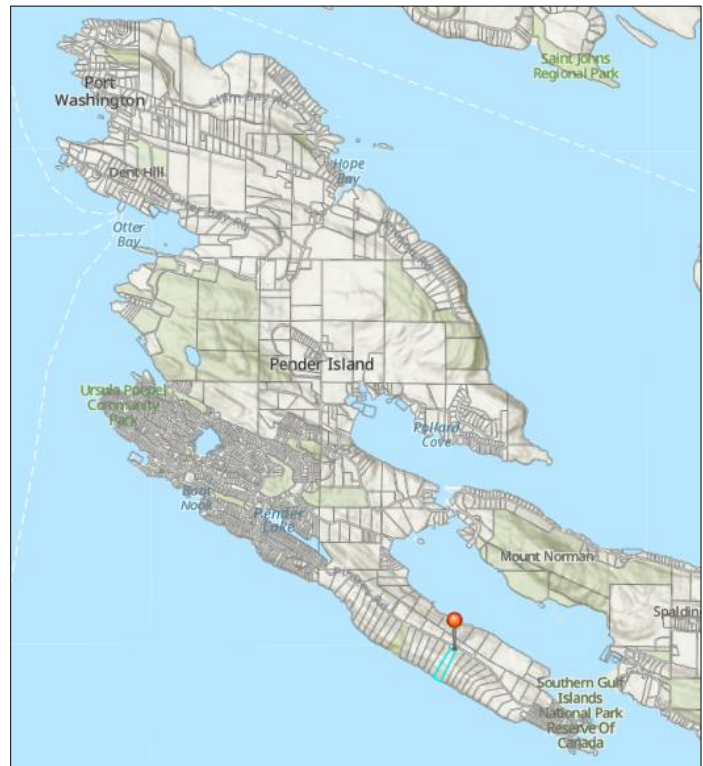
2 BACKGROUND

The property is on southeastern North Pender Island (Map 1). It is a long, thin 4-hectare (10 ac) rectangle heading roughly SSW from Pirates Road, a few properties east of Oaks Bluff park and of PICA's Mosswood Nature Reserve (see Map 2). The property gets moderately wider from north to south, being ~78m wide at the NE end and ~110m wide at the shoreline; at Pirates Road, just outside the property boundary, there is a road pullout and experimental well. An unofficial footpath runs through the northern end of the property into the adjacent property to the east, along an old road that roughly parallels Pirates Road about 10 – 15m south of the road edge (the exact property boundary is unknown at this point). This footpath is used by the local community to bypass Pirates Road. Property access is via a shared driveway from Pirates Road (shared with 10 other properties), which terminates in a private road that runs east-west approximately in the middle of the property (Map 3).

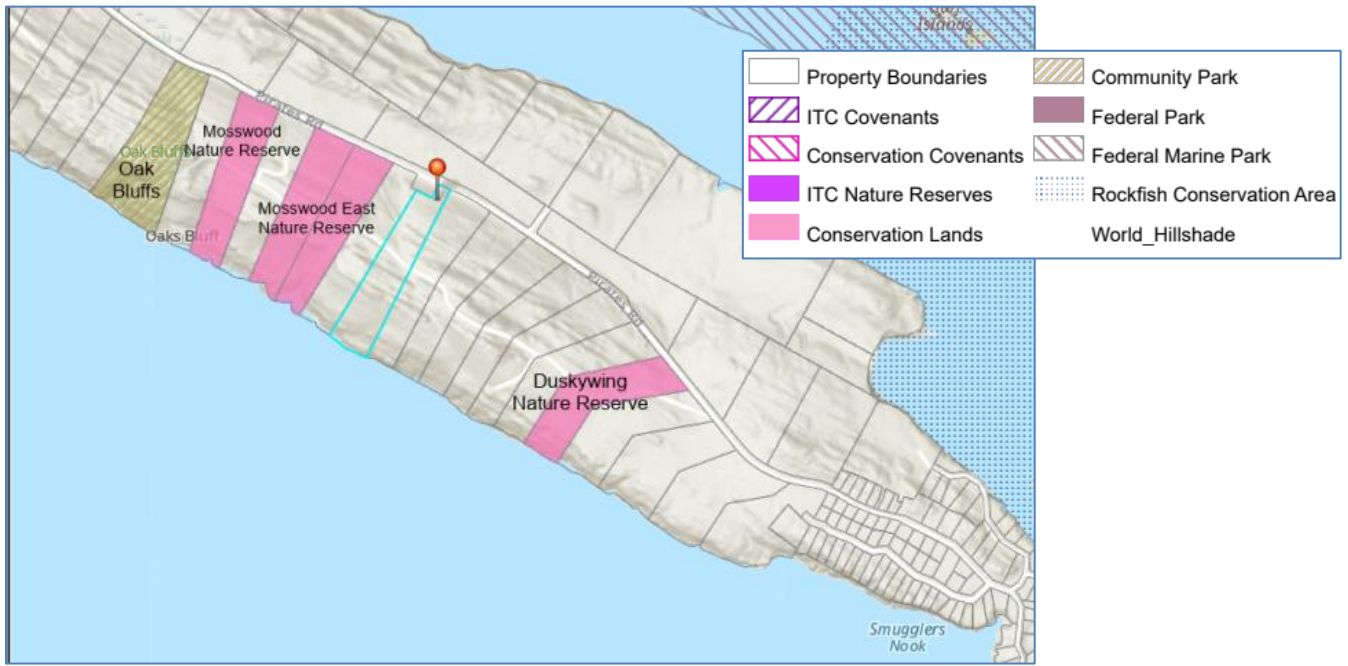
The forested northern half of the property rises to the south in a series of small bluffs to the residential area with garden, parking, and the house and cabin on the height of land, and then the property descends steeply in a series of ridges to a cliff shoreline. Residential infrastructure spans the width of the middle of this narrow property with the house up against the western boundary, and the cabin next to a rock bluff at eastern property boundary. The proposed NAPTEP covenant would be in 2 parts, shown outlined in orange in Map 3, separated by the residential area in the middle. At this point, for convenience we are calling these Covenant Area 1 [north] and Covenant Area 2 [south]. This proposed layout ensures that all residential uses, and the driveways, are outside of the covenant area, with the exception of the small footpath near Pirates Road.

The applicants have owned the property since 1990 and have long had the conservation vision of protecting as much of the property as possible, particularly the south-facing slope. They have consulted with local Indigenous knowledge holders to name the proposed covenant S_KEK_TINES (pronounced "Squak-Thee-Nez"), meaning "place to get chest out of the water" to honour the SENĆOŦEN name for the area.

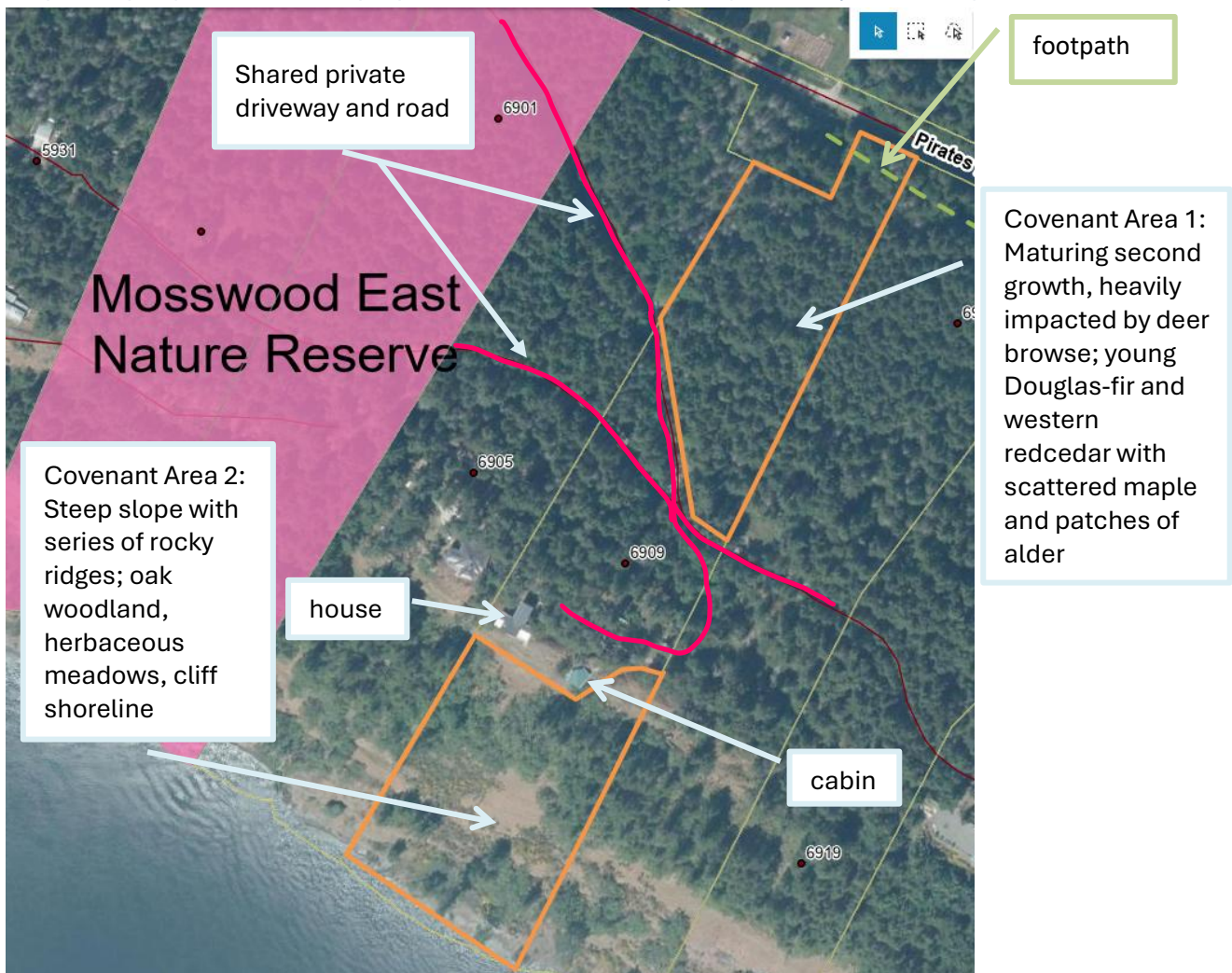
Map 1 Subject Property Location



Map 2 Subject property showing nearby conservation areas



Map 3 Property features, with proposed covenant areas (orange outline) and nearby PICA nature reserve



PICA has worked closely with the landholders to define the proposed covenant boundaries with the conservation goal in mind. The only infrastructure in the proposed covenant areas is a small footpath near Pirates Road, however, the proposed boundaries of Covenant Area 2 are very close to the house and cabin to protect as much of the sensitive habitats as possible. The following photos provide an example of the proposed covenant area boundaries. Staff have concerns that this close proximity to the residential area may lead to requests in the future for covenant waivers or unintentional covenant breaches to maintain or replace the residential infrastructure. Staff would work with PICA and the landholders to carefully consider sufficient buffers for future maintenance and use in the residential area and will return to the Board for direction if there are concerns about the final covenant area boundaries.



Proposed Covenant Area 2 boundary (drawn in blue) below the house; deck visible in top right. Photo is looking west towards the western property boundary (near tree line).



Proposed Covenant Area 2 boundary (drawn in blue) below and east of the cabin, visible top right. Photo is looking west from the eastern property boundary.

3 ANALYSIS

Ecological values were determined by evaluating the conservation proposal submitted by the property holder (RFD Attachment 1), Islands Trust Conservancy and other mapping and data resources, and based on one site visit. Note that the proposed covenant boundaries have been adapted since the conservation proposal was submitted, to exclude the driveway (updated boundaries provided in this staff report; final covenant boundaries would be negotiated following First Nations referral and Ministerial approval, should the Board accept this conservation proposal).

Natural Values

The proposed protected areas contain mature forest, woodland, terrestrial herbaceous, and cliff habitats, all of which are ecosystems of high biodiversity priority for protection.

Covenant Area 1, located in the northern part of the property, is a steep, north-facing slope that rises in a series of short, steep benches, and is forested with maturing second-growth Douglas-fir and western redcedar, with scattered large big-leaf maple trees, patches of alder, and small areas with richer, moister

soil in depressions between the rocky benches. A portion of this area is mapped as Mature Forest and there is Young Forest in several different vegetation communities.

The woodland, cliff, and herbaceous areas are part of an extensive ~2km long south-facing ridge system on south-eastern North Pender Island that contains known populations and Critical Habitat for multiple at-risk plant and animal species as well as relatively large areas of ecosystems Red-listed in BC (see details in following sections). The woodlands are a mix of Garry oak groves and dry, open Douglas-fir forest.

There are known occurrences of at-risk species on the property (Common Sharp-tailed Snake, *Propertius Duskywing*, Erect Pigmyweed – see details in next section), and Critical Habitat polygons for multiple species have been mapped in similar and connected habitat on nearby properties; a species at risk expert is currently conducting surveys on this property that may identify additional rare or at-risk species.

Sensitive Ecosystems

ITC's Sensitive Ecosystem Mapping (SEM) identifies several sensitive ecosystems on this property (Appendix Map 1):

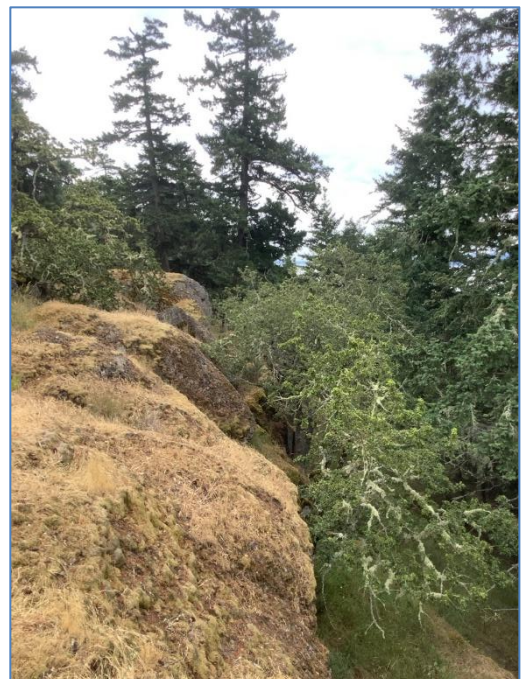
- there is a small area of Mature Forest in the northern, Covenant Area 1;
- the entire south-facing slope, Covenant Area 2, consists of a mosaic of Herbaceous, Woodland, Cliff, and Mature Forest polygons.

Species at risk

- A species at risk expert is currently conducting surveys on the property for PICA. She has already documented *Propertius Duskywing* (*Erynnis propertius*), a BC Red-listed butterfly with a previously-documented population less than 1 km to the west along the ridge system.
- There is a known occurrence of Erect Pigmyweed (*Crassula connata*) (BC Blue-listed). This occurrence is part of a mapped population polygon that stretches the length of the ridge slope on this part of North Pender Island (Appendix Map 2).
- The landholder reports Common Sharp-tailed Snake¹ (*Contia tenuis*; BC Red-listed [S2S1], SARA Schedule 1 – Endangered).
- Staff are confident that the expert's surveys of the proposed protected area will indicate presence of more at-risk plant species.



Covenant Area 1: Steep, north-facing slopes with our region's 'matrix' ecosystem of maturing Douglas-fir and western redcedar forest, with scattered mature trees, big-leaf maple, and alder



Covenant Area 2: Cliffs, herbaceous habitat, oak woodland, and dry forest characterize the steep, south-facing slope

¹ In 2023, the BC Conservation Data Centre split Common Sharp-tailed Snake into two distinct populations, Pacific Coast and Coast Mountains. These have not yet been individually ranked by the BC CDC, but the Committee On the Status of Endangered Species In Canada (COSEWIC) assessed the Pacific Coast population as Threatened.

Table 1. Species at risk reported in proposed Covenant Area 2

English	Scientific	Provincial Rank	BC List	SARA	Global
Propertius Duskywing	<i>Erynnis propertius</i>	S2 (2020) –Imperiled	Red		G5
Common Sharp-tailed Snake ¹	<i>Contia tenuis</i>	S1S2 (2018) – Critically imperiled/imperiled	Red	1-E (2003)	G5
Erect Pigmyweed	<i>Crassula connata</i>	S2S3 (2019)	Blue		**G5 (1993)

** A 2010 analysis ranks General Status in Canada as 2 – May be at risk

Ecosystems at Risk

BC's Conservation Data Centre (CDC) maps almost the entirety of the two proposed covenant areas as ecological communities at-risk (Red-listed) in British Columbia:

- Covenant Area 1 is identified as grand fir / dull Oregon-grape
- Covenant Area 2 as Douglas-fir / Alaska oniongrass (see details in Table 2 and Table 3 below, and Appendix).

ITC's Terrestrial Ecosystem Mapping (TEM), which is based on the province's Biogeoclimatic Ecosystem Classification (BEC) system, defines and delineates vegetation communities differently from the CDC, and at a finer scale. For this property, TEM refines these large CDC ecological community polygons into multiple smaller polygons showing areas of several additional at-risk ecosystems in Covenant Area 2. See details in Table 2 and Table 3, below.

Although these two systems show slightly different vegetation communities identified on the property, all but one CDFmm site series that have been ranked by the CDC are considered S1 – Critically Imperiled (Red-listed) in BC. In both data sets, these at-risk communities are mapped within larger contiguous polygons that include neighbouring properties.

Table 2. List of at-risk ecological communities mapped² in proposed Covenant Area 1

Source	Ecological Community Name		BEC site series	Status		
	English	Scientific		Provincial	BC List	Global
CDC	grand fir / dull Oregon-grape	<i>Abies grandis</i> / <i>Mahonia nervosa</i>	CDFmm/04	S1 (2009) – Critically Imperiled	Red	G1
TEM	*Douglas-fir / Salal	<i>Pseudotsuga menziesii</i> / <i>Gaultheria shallon</i>	CDFmm/01	S1 (2018) – Critically Imperiled	Red	G2

* The CDC calls this ecological community (CDFmm/01) Douglas-fir / dull Oregon-grape (*Pseudotsuga menziesii* / *Mahonia nervosa*) and ranks risk status as shown in Table 2.

Table 3. List of at-risk ecological communities mapped² in proposed Covenant Area 2

Source	Ecological Community Name		BEC site series	Status		
	English	Scientific		Provincial	BC List	Global
CDC	Douglas-fir / Alaska oniongrass	<i>Pseudotsuga menziesii</i> / <i>Melica subulata</i>	CDFmm/03	S1 (2018) – Critically Imperiled	Red	G1
TEM	^Fescue - camas	<i>Festuca</i> sp. – <i>Camassia</i> sp.	^CDFmm/00			
	*Cladina – Wallace's selaginella	<i>Cladina</i> spp. / <i>Selaginella wallacei</i>	^CDFmm/00	S3 (2012) – Special Concern	Blue	~GNR
	#Douglas-fir – shore pine – arbutus	<i>Pseudotsuga menziesii</i> – <i>Pinus contorta</i> var. <i>contorta</i> – <i>Arbutus menziesii</i>	CDFmm/02	S2 (2021) – Imperiled	Red	~GNR

² Note that there are differences in how the Terrestrial Ecosystem Mapping system (based on Biogeoclimatic Units) and the Conservation Data Centre define and delineate vegetation communities.

	*Douglas-fir / Salal	<i>Pseudotsuga menziesii</i> / <i>Gaultheria shallon</i>	CDFmm/01	S1 (2018) – Critically Imperiled	Red	G2
	Douglas-fir – grand fir / Oregon-grape	<i>Pseudotsuga menziesii</i> - <i>Abies grandis</i> / <i>Mahonia nervosa</i>	CDFmm/04	S1 (2009) – Critically Imperiled	Red	G1

Table Notes:

[^] ITC's TEM divides BEC site series CDFmm/00 into several different communities, including Fescue – camas, which is not included by the CDC; there are therefore no rankings for this specific community.

^{*}The CDC calls this ecological community (CDFmm/00) Wallace's selaginella / reindeer lichens (*Selaginella wallacei* / *Cladina spp.*) and ranks risk status as shown in Table 3.

^{*}The CDC calls this ecological community (CDFmm/02) Douglas-fir – arbutus (*Pseudotsuga menziesii* – *Arbutus menziesii*) and ranks risk status as shown in Table 3.

^{*} The CDC calls this ecological community (CDFmm/01) Douglas-fir / dull Oregon-grape (*Pseudotsuga menziesii* / *Mahonia nervosa*).

Critical Habitat

- The property's shoreline is part of the mapped Critical Habitat for Southern Resident Killer Whale³ (BC Red-listed; SARA Schedule 1 – Endangered) and marine Critical Habitat for Marbled Murrelet (BC Blue-listed; SARA Schedule 1 – Threatened) (Appendix Map 4)
- Although this property does not currently contain designated Critical Habitat for Common Sharp-tailed Snake⁴ (*Contia tenuis*; BC Red-listed [S2S1], SARA Schedule 1 – Endangered), Covenant Area 2 is mapped as Potential Habitat for this species (Appendix Map 4), and the landholder reports finding Sharp-tailed Snakes. Staff believe that future revisions of Critical Habitat are likely to identify polygons in the covenant area.

Regional Conservation Plan Context

The ITC conservation prioritization model indicates that the proposed covenant area is a Medium-High conservation priority, however, this model was created before PICA Mosswood East Nature Reserve and Duskywing Nature Reserve were protected, and proximity to existing protected areas is a major criterion considered in the model's analyses. For North Pender Island Local Trust Area, ITC's current [Regional Conservation Plan](#) (RCP) identified protection of Sensitive Ecosystems and Forests as Medium priorities. The RCP places a Medium priority for protection in the North Pender Island Local Trust Area, with a Medium disturbance threat. The proposed conservation covenant addresses the following RCP Biodiversity Priorities:

- *Sensitive Ecosystems*
- *Species and Ecosystems at Risk*
- *Size, Corridors & Connectivity*

The property provides a small but important area of relatively undisturbed (although over-browsed) sensitive habitats, with known at-risk species, in close proximity to other existing protected areas.

Ecosystem Impacts and Stewardship Needs Assessment

A baseline report will provide further information about management needs and stewardship options to ensure protection and maintenance of habitat for Erect Pigmyweed, Propertius Duskywing, Common Sharp-tailed Snake, and any other identified rare or at-risk species.

Staff observed scattered presence of common foxglove (*Digitalis purpurea*) in patches along the driveway. Over the years, the landholder has put in considerable effort removing Scotch broom (*Cytisus scoparius*) from the southern slopes, with significant success, but states it is an ongoing battle given the very steep terrain and with adjacent properties that are not conducting the same level of broom removal. The slopes

³ A recent update to populations and divisions of *Orcinus orca* has renamed the Southern Resident Killer Whale (SRKW) as Killer Whale (Northeast Pacific Southern Resident Population), *Orcinus orca* pop. 5. We have kept the former SRKW English name as it is most familiar to ITC Board members.

⁴ In 2023, the BC Conservation Data Centre split Common Sharp-tailed Snake into two distinct populations, Pacific Coast and Coast Mountains. These have not yet been individually ranked by the BC CDC, but the Committee On the Status of Endangered Species In Canada (COSEWIC) assessed the Pacific Coast population as Threatened.

are covered by invasive annual grasses and other non-native plants common to these habitats. There is also browsing impact throughout the property from hyperabundant deer.

Access and human impacts

The proposed protected area is crossed by a small footpath with unauthorized, but tolerated, public access. This trail begins near the property boundary at Pirates Road and follows an old road for about 80 m across the northern part of the property, parallel to Pirates Road, before crossing into the adjacent property to the east. This footpath is used infrequently by area residents to avoid walking on Pirates Road. Current maintenance is limited to removing branches or trees that fall across the trail; the landholders intend to keep this footpath for continued public use, therefore the covenant will include an Owner's Reserved Right to maintain this trail, restricted to its current location and condition, however, there will be no obligation for the current or future landholders to keep the footpath open nor to maintain it. Staff did not observe any particular concerns (invasive species, motorized use) during the site visit.

Restoration / Stewardship

The southern slope has both at-risk and culturally important species and may have been stewarded for cultural uses for thousands of years. There is significant invasion by Scotch broom and patches of other exotic plants, as well as over browsing impacts from hyperabundant deer. In discussion with First Nations, ITC should ensure that the conservation covenant effectively considers rights, stewardship, and other implications of this cultural importance both during drafting the covenant agreement and when any restoration or habitat management activities are being considered.

Securement Strategy Assessment

Assessment category	Score	Comments
Representation:	14 /15	Representation of small but connected areas of sensitive ecosystems, including oak and Douglas-fir woodlands and herbaceous areas represent <17% of the LTA and are not well protected on North Pender (16.8% and 38.9%, respectively)
Site Condition:	11/15	Scotch broom well-established on the steep slope despite many years of removal; dense invasive annual grasses typical for meadow sites; native plant diversity and moss relatively intact. Oak groves appear healthy. Heavy deer browse throughout.
Viability:	12/15	The property is bounded by areas that may become more developed by residential use in the future, potentially limiting connectivity east-west, and these properties lie between the proposed covenant areas and nearby protected areas; covenanted areas may be large enough to protect Sharp-tailed Snake, plant, and pollinator populations
Known Rare Species:	15/15	Red-listed species reported by landholder, consultant biologist, and CDC; potentially others given the rare habitats
Ecological Value Subtotal:	52/60	
Management Ease:	8 /10	Stewardship responsibility in conservation covenants lies on landholder; invasives removal will need to be ongoing; possible future concerns from footpath.
Time/Urgency	3 /10	Landholders are committed to protection
Threat Subtotal:	11/20	
Total:	63/80	Presence of at-risk species and ecosystems, proximity to existing protected areas, and opportunity to protect diverse habitat and species of cultural and conservation priority

4 IMPLICATIONS AND CONSIDERATIONS

Organizational

Staff anticipate that negotiation of this covenant would be relatively straightforward. It will not be possible to complete this covenant agreement before the October 31st registration deadline in order to receive tax exemption for 2027 and the owner has been made aware of this timeline. The EPS is currently working on multiple conservation proposals including three covenant negotiations, one land donation, and potentially one additional new land donation. However, staff believe it is within current capacity to negotiate this covenant securement project concurrently, without undue impact to other projects and tasks, particularly since PICA has funding and capacity to support some components of the covenant process (e.g., land survey, development of baseline inventory report) which will further relieve burdens on ITC staff. Some staff time will also be required to prepare and issue the *Natural Area Tax Exemption Certificate*. If the landholder chooses to enter the Ecological Gifts Program, additional staff time will be required to prepare the application and issue a tax receipt. A baseline report will provide further information about species at risk, management priorities and stewardship options to ensure protection and maintenance of habitat for Erect Pigmyweed, Propertius Duskywing, Common Sharp-tailed Snake, and any other identified rare or at-risk species. Monitoring and management considerations will be discussed with other ITC staff while covenant negotiations are on-going.

Policy

The application is consistent with ITC policies for reviewing and accepting NAPTEP covenants, and aligns with the [Regional Conservation Plan](#) and [Land Securement Strategy](#) conservation priorities.

Financial

It will cost approximately \$3,000-\$4,500 for legal review of the charges on title, the covenant agreement, and document registration. Survey, baseline inventory report, and Land Titles registration costs are the landholder's responsibility. If the ITC Board agrees to accept this covenant, it will result in an increase of at least \$1,500 - \$3,000 to the ITC Protected Areas Management Operations budget, according to the property management formula (see RFD). This budget increase is to cover annual compliance monitoring costs, species at risk surveying and monitoring, cultural monitoring, and First Nations engagement as well as signage and management of ecological and cultural features as required.

Property Management

The landholders have been actively controlling invasive species for many years (removing Scotch broom and blackberry from the southern slope, English holly scattered in the forest) although with increasing age are less able to do so, especially given the unsafe steep slope. PICA stewardship crews may be able to support this continuing invasive species removal, particularly as part of their work on nearby nature reserves; however, the properties immediately adjacent to the covenant area do not conduct regular or effective broom removal. Any management activities should only occur after complete ecological surveys have been conducted and identified species at risk and habitat concerns, and with appropriate notification and involvement of First Nations cultural knowledge holders as requested. Because of the presence of Critical Habitat and species at risk on this proposed protected area, additional management considerations and costs should be considered. Future covenant monitoring and management may include communications with neighbouring users of the private driveway.

Land Title and Relevant Land Status Information

The three applicants are registered co-owners of the property, with Mary Anne Paré having an undivided 1/3 interest and Lesley Joy and Steve Sipos having an undivided 2/3 interest as joint tenants. It is zoned as Residential. The property is subject to a series of easements that establish and define access and responsibilities along the joint private driveway from Pirates Road to this and 10 adjacent parcels (Lots 12, 13, 14, 15, 16, and 17 to the west, and 19, 20, 21, and 22 to the east). The private driveways will not be part of the protected area and staff will seek legal advice to ensure that covenant boundaries and clauses sufficiently consider potential implications of these access easements.

First Nations

Staff have done a desktop review of the Remote Access to Archaeological Data (RAAD) provincial database as per guiding principles of the Archaeological Branch. As these results are confidential, they will not be shared in this report nor in any open meeting of the ITC Board. As per ITC policy and procedure, if the Board chooses to accept this conservation proposal, a summary will be sent to First Nations within the BC Consultative Areas Database for this property for their comments, which will be considered during both negotiation of the conservation covenant agreement and in planning / implementing any future stewardship activities. ITC will consult with a cultural monitor, as required or requested.

Communications

The footpath near Pirates Road gets light but regular use by area residents. There may be outreach and communications opportunities that arise from this project to promote the conservation covenant, and respectful use of the trail.

Climate Change

The property contains maturing forest, with large trees, wildlife trees, and downed woody debris, and is actively contributing to climate change mitigation by protecting these carbon sequestration and storage sources. Protecting transition zones is a critical mitigation strategy to protect connectivity in the face of climate instability and change, and this property has both large-scale elevation transitions from sea up to the ridge summit and down to Pirates Road, and micro-habitats formed by the ridges and rock outcrops.

Referrals

Following ITC Board decision, if the proposal is accepted:

- 1. The conservation proposal will be sent to all First Nations with relevant interests as declared in the Consultative Areas Database. Staff will update the Board with information from the First Nations referrals, as necessary.
- 2. After receiving and considering First Nations input, the proposal and information from the referrals will be sent to the Minister of Housing and Municipal Affairs for approval to hold the covenant.
- 3. The proposal will be sent to Islands Trust Council for its review and approval of the tax exemption certificate following Board acceptance, and to the North Pender Island Local Trust Committee for information, at upcoming meetings.



A footpath along an old road parallels Pirates Road just within the property's northern boundary

Other Issues and Opportunities

- PICA has grant funding available this fiscal year to support this conservation covenant project.

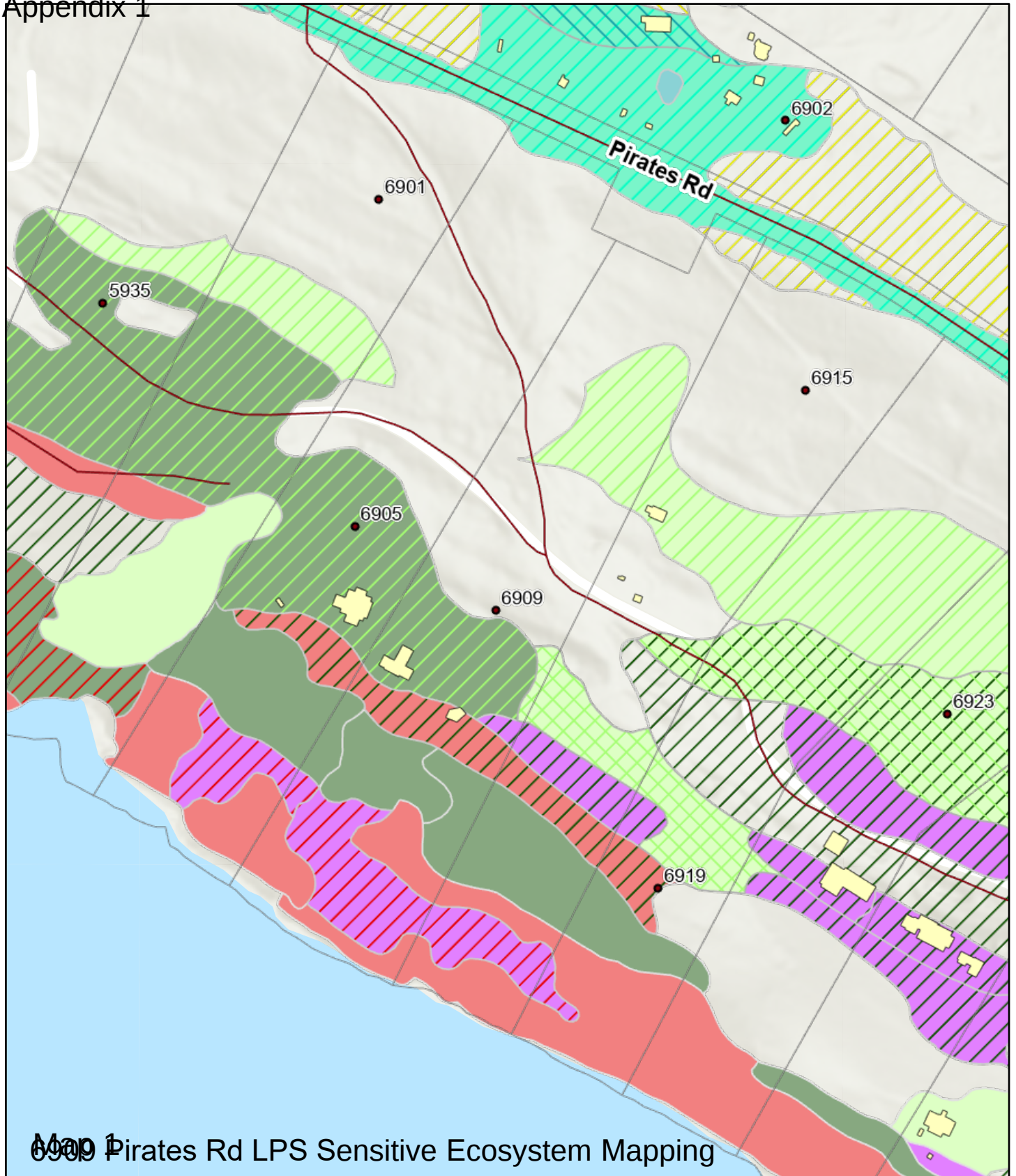
APPENDIX

- 1. Species at risk, Critical Habitat, and Sensitive Ecosystem mapping for subject property

Submitted By:	Kathryn Martell, Ecosystem Protection Specialist	July 3, 2026
Reviewed By:	Jemma Green, Team Lead, Protected Area Management	
Concurrence:	Wendy Tyrrell, Manager	July 16, 2026

Staff Report, S, KÉK, FINES NAPTEP application

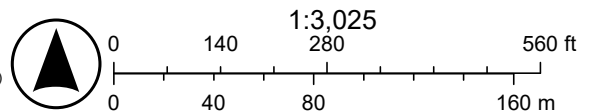
Appendix 1



Map 1 Pirates Rd LPS Sensitive Ecosystem Mapping

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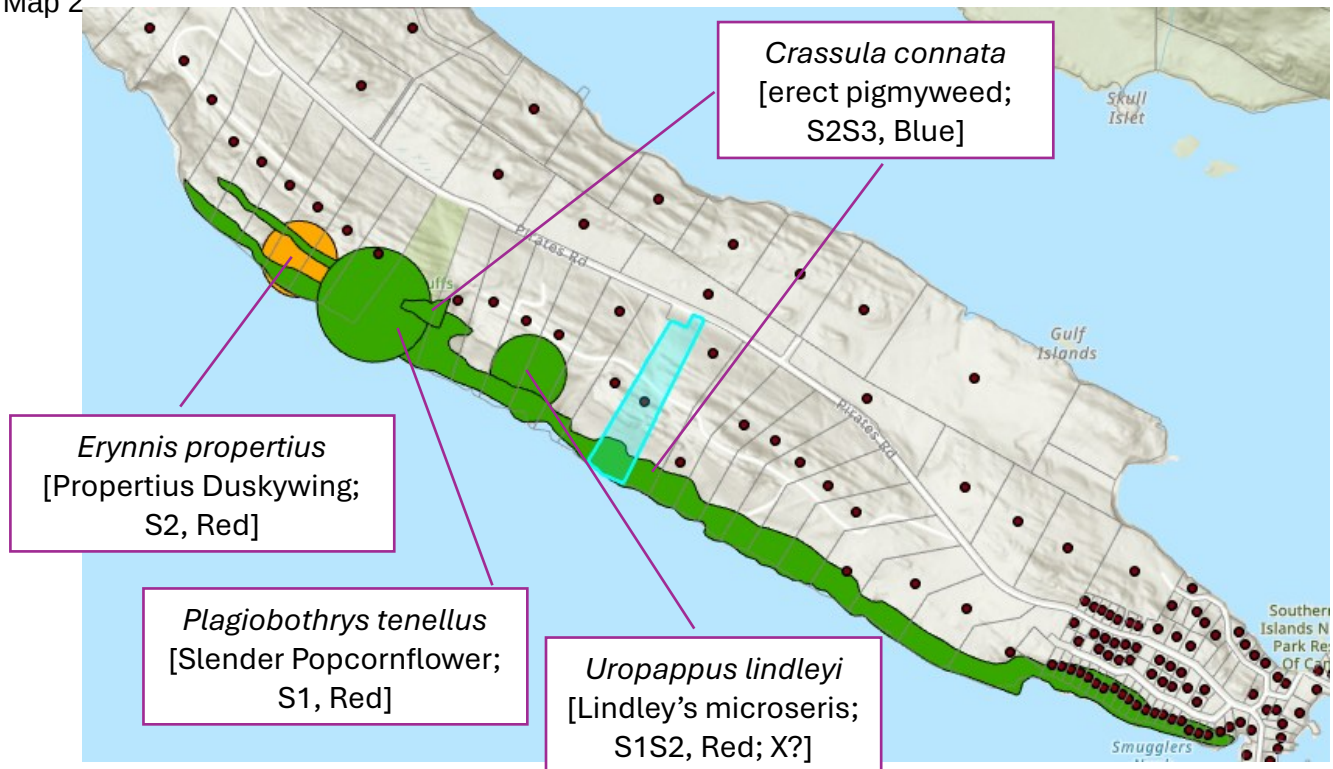
- | | | |
|--|--|---|
| <ul style="list-style-type: none"> Property Boundaries Civic Address Building Footprints Road Names Roads Tertiary Class (Galiano, Mayne, North Pender) Mature Forest Seasonally Flooded | <ul style="list-style-type: none"> Wetland Secondary Class (Galiano, Mayne, North Pender) Cliff Mature Forest Seasonally Flooded Wetland Woodland | <ul style="list-style-type: none"> Primary Class (Galiano, Mayne, North Pender) Cliff Freshwater Herbaceous Mature Forest Seasonally Flooded Woodland World_Hillshade |
|--|--|---|



Sources: Esri, Vantor, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the GIS user community, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

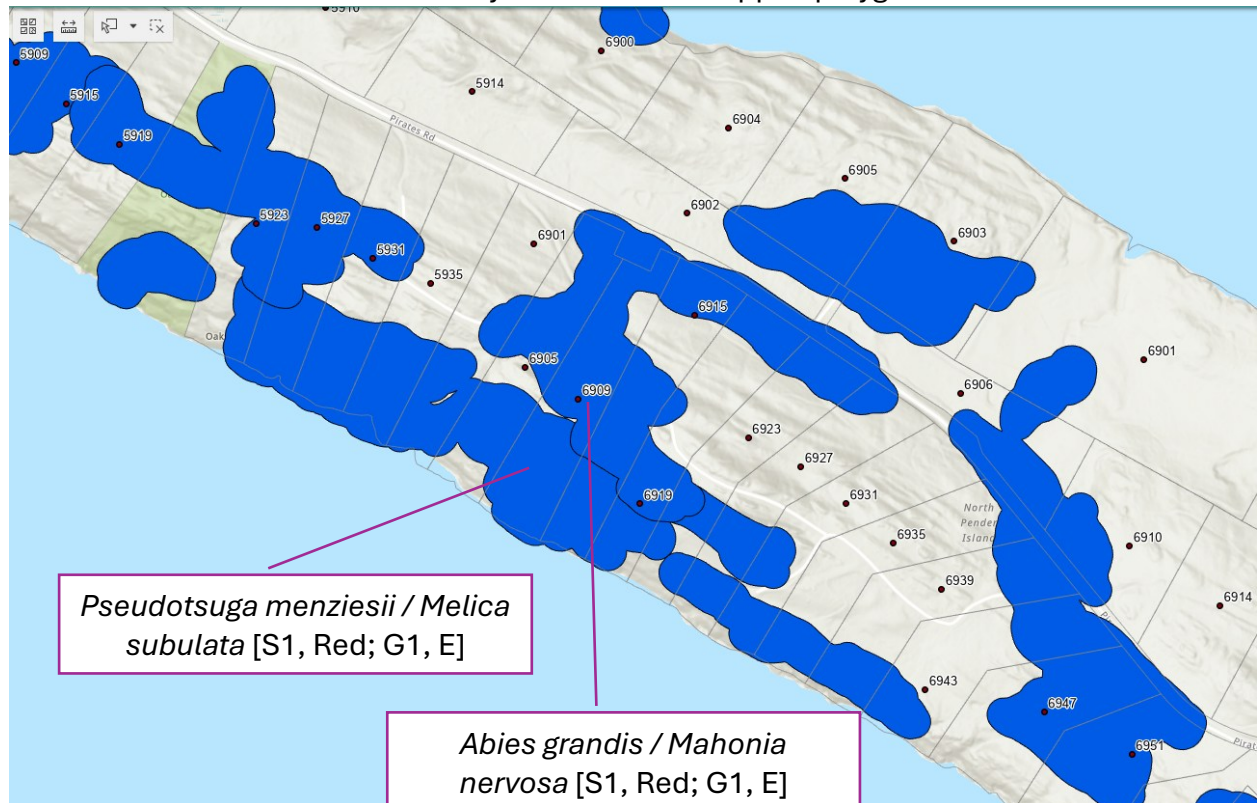
BC Conservation Data Centre Species at Risk population polygons

Map 2

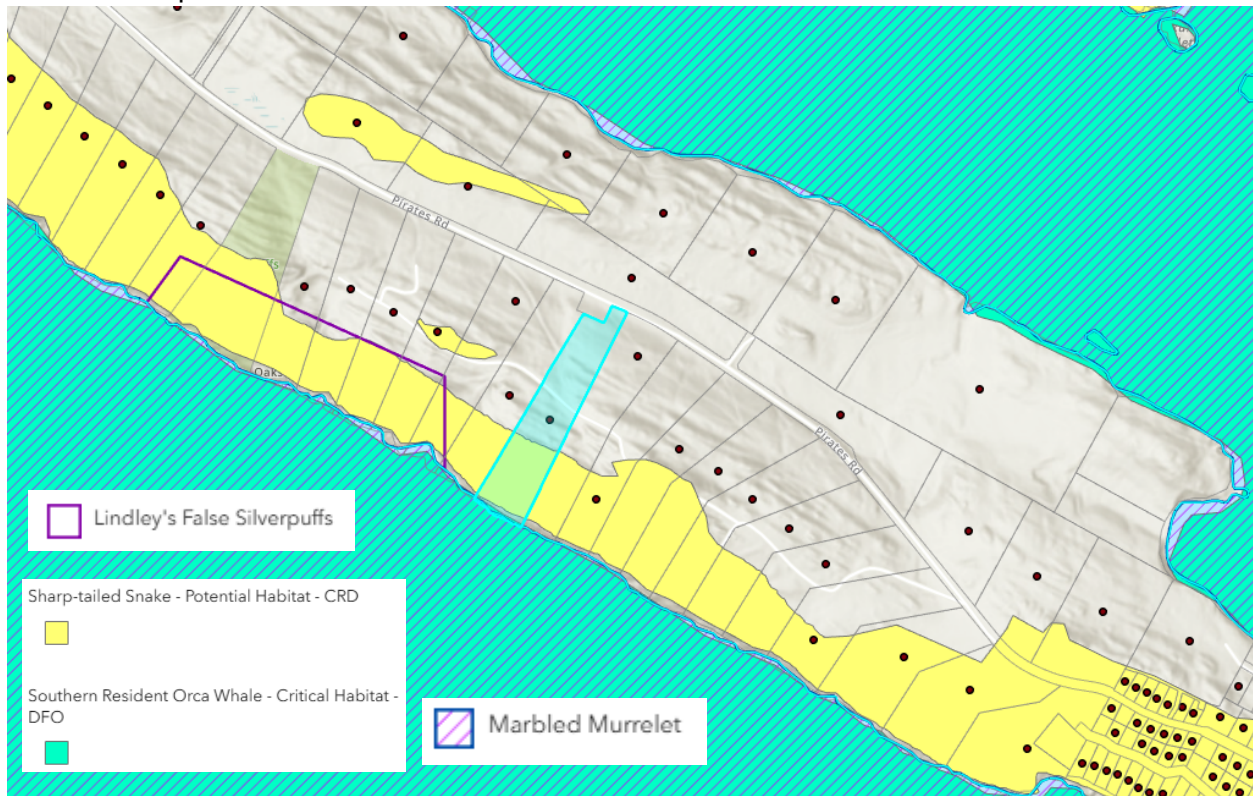


BC Conservation Data Centre Ecosystems at Risk mapped polygons

Map 3



Map 4
Environment and Climate Change Canada designated Critical Habitat; Capital Regional District Sharp-tailed Snake Potential Habitat





Pender Islands
Conservancy

#1-4301 Bedwell Harbour Road
Pender Island, BC V0N 2M0

18 July 2026

Dear Islands Trust Conservancy Board,

The staff and directors of the Pender Islands Conservancy Association have been in discussions for over 20 years with the owners of 6909 Pirates Road regarding their intent to protect their land through a conservation covenant. We are pleased to be assisting them in taking steps now to see this goal realized and are supportive of co-holding the covenant with Islands Trust Conservancy.

We have recently secured 16 ha in the same area that we are managing as Nature Reserves. Duskywing and Mosswood East Nature Reserves (collectively 12 ha) qualified for funding under the Old Growth Nature Fund and were secured through fee-simple purchases in 2025, while Mosswood Nature Reserve (4 ha) was donated through the Ecological Gifts Program in 2024. In both cases, identified conservation values included a high number of species at risk confirmed or likely present, existence of at-risk ecosystems (e.g. Garry Oak meadows), mature Coastal Douglas-fir forest that has achieved significant 'recruitment old-growth' structural attributes (e.g. high densities of snags, veteran trees, and coarse woody debris, significant understorey structural development), and proximity to other protected areas, including a Community Park and conservation covenant (Nighthawk Hill).

Much of the remaining parcels in the area are developed residential lots, and the proposed S, KÉK, FINES conservation covenant is an important first step in engaging the wider community to begin to build a connected network of protected lands along the western bluffs of North Pender Island, including the extensive Garry Oak meadow network and herbaceous ecosystems that support a high number of species at risk. Inventories conducted on our Nature Reserves in the area have documented olive-sided flycatcher (*Contopus cooperi*), hatchling sharp-tailed snakes (*Contia tenuis*), Propertius duskywing (*Erynnis propertius*), Moss' elfin (*Callophrys mossii*), silver-haired bat (*Lasionycteris noctivagans*), hoary bat (*Lasiurus cinereus*), crumpled tarpaper lichen (*Collema coniophilum*), and powder-edged speckled greenshield (*Flavopunctelia soredica*; first documentation for Pender Island). All these species were documented along the bluffs, in or adjacent to the Garry Oak meadows that are contiguous with the areas proposed for protection in S, KÉK, FINES covenant, and are likely to be found on the covenant land as well.

We look forward to the opportunity to work with ITC staff and the property owners in establishing S, KÉK, FINES conservation covenant on SDÁ, YES (Pender Island), in our continuing effort to protect and connect sensitive and threatened ecosystems and the species that rely on them.

Best wishes,

Dr. Pamela Wright
Stewardship Committee Chair

Dr. Erin O'Brien
Ecology and Conservation Director



REQUEST FOR DECISION

To: Islands Trust Conservancy
Board

For the Meeting of: July 28, 2026

From: Staff

Date Prepared: June 23, 2026

SUBJECT: Comox Valley Regional District Proposed Trail Improvements for Lindsay Dickson Nature Reserve, Denman Island

RECOMMENDATION(S): That the Islands Trust Conservancy Board request staff to notify the Comox Valley Regional District that the addition of crushed gravel to improve wet sections of trail in Lindsay Dickson Nature Reserve is not permitted due to covenant holder concerns. The Islands Trust Conservancy Board is supportive of the Denman Conservancy Association's alternate suggestion of boardwalks, and will consider other alternative suggestions from the Comox Valley Regional District for addressing wet sections of trail that do not have potential negative ecological impacts, and which are easier to remove and dispose of once the temporary use of this trail for the Cross Island Trail has ended.

- 1 PURPOSE:** To review the Comox Valley Regional District (CVRD) proposal for trail improvements in Lindsay Dickson Nature Reserve (LDNR), as well as the covenant holder's concerns, and provide a response to both parties.
- 2 BACKGROUND:** For many years, the Comox Valley Regional District (CVRD) has been developing a Denman Cross Island Trail that provides pedestrians, cyclists, horseback riders, and other non-motorists with a safe route for travel between the two ferry terminals on Denman Island. A survey of residents indicated that the preferred route for this trail would pass by, or through, Lindsay Dickson Nature Reserve (LDNR). As the landholder of the LDNR, Islands Trust Conservancy (ITC) has been consulted on route options through the LDNR and has approval over any routes through the Nature Reserve. The Denman Conservancy Association (DCA) holds the conservation covenant on the LDNR and must also give their approval to any routes through the covenant area.

In 2019, in response to a request from the CVRD, the ITC Board resolved to approve 'in principle' a portion of the Denman Cross Island Trail in the LDNR adjacent to East Road¹ and reiterate its approval of using the existing established trail in the southwest corner of the Lindsay Dickson Nature Reserve as an alternate (permanent) route.

Ten kilometres of the Cross Island Trail are now complete, with three kilometres remaining (Attachment 1). The primary stretch of trail remaining to be completed, which runs from Corrigan Road to Owl Crescent along East Road, must pass through a number of private properties as well as LDNR, and will take an estimated 3-5 years for the CVRD to negotiate with all the interest-holders.

¹This route was the top choice from the CVRD public open houses in the Fall of 2018; 50% of respondents favoured this route. In contrast, 11 % of respondents favoured the alternate route through the southwest corner of LDNR.

The CVRD called a meeting in February 2026 to resume planning for use of the existing established trail in the southwest corner of the Nature Reserve as a temporary alternate route while negotiations proceed on the last piece of the Cross Island Trail. This would enable Cross Island Trail users to detour along Corrigal and Jemima Roads, through the 350-m section of trail in the southwest corner of Lindsay Dickson Nature Reserve, and on to Mallard Way (Figure 1).

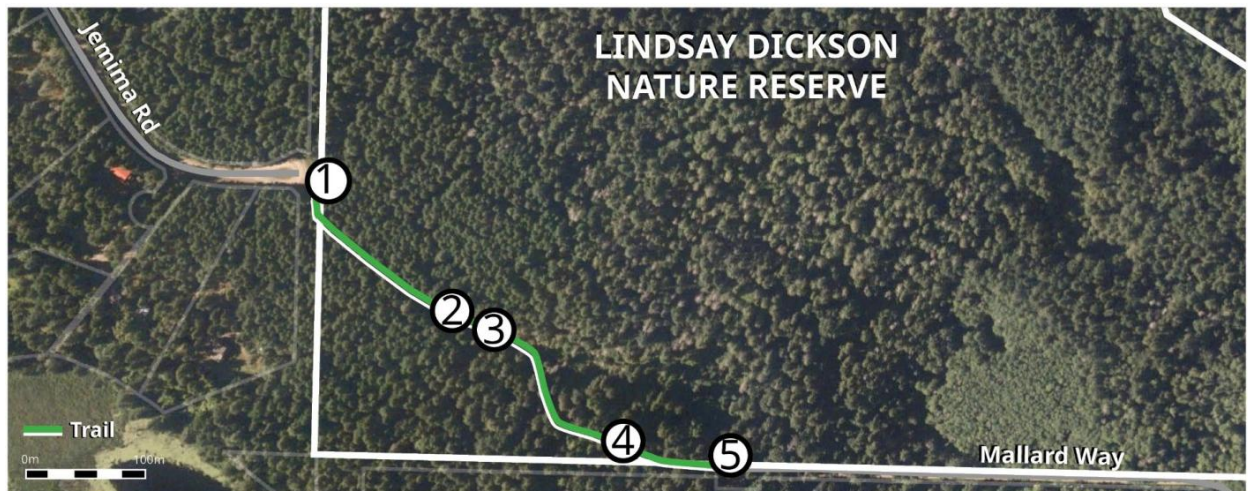


Figure 1. CVRD map of temporary Cross Island Trail route over existing LDNR trail.

In March, CVRD staff visited this section of the LDNR trail along with staff from Denman Conservancy Association (DCA; the covenant holder), and the Chairs of the Denman Island Residents Association Parks and Trails Committee for the purpose of inspecting its suitability for Cross Island Trail users. The inspection determined that the trail is generally in good condition, but minor deficiencies, including a few wet areas, some trail braiding, and some uneven areas, should be addressed (Attachment 2). The CVRD also suggests updating signage at the Jemima Road and Mallard Way trail entrances to keep Cross Island Trail users on the designated trail through LDNR (also, existing signage states that there is to be no biking or horses in LDNR).

To ensure the long-term sustainability of the LDNR trail and to improve user experience, the CVRD has proposed the following work to be completed in 2026, at their expense and in collaboration with ITC and DCA:

1. Fill wet and uneven sections (~ 5 yards of 1/2" minus crush material).
2. Decommission trail braids using native plants.
3. Install directional signage at the Jemima Road and Mallard Way access points.
4. Install 1-2 additional signs along the trail where it splits to keep Cross Island Trail users on the designated trail.

After confirming consistency with the covenant agreement and management plan, ITC staff have accepted the CVRD's proposal to work in collaboration to decommission trail braids with native materials and to install signage. However, the addition of crush material to wet and uneven trail sections requires special approval by both the ITC Board and the covenant holder because trail maintenance and improvements are not an owners reserved right in the covenant agreement, and adding fill to improve trails is not contemplated in the approved management plan.

The trail is wet with exposed roots in sections, and without improvements may not be suitable for cyclists using the multi-use Cross Island Trail. DCA has not noticed any impacts from bikes in past few years, and it is suspected that Cross Island Trail users are not cutting through LDNR because the narrow tires of road bikes are not suitable for the trail in its current state. To date, ITC has not

used crushed gravel on any of its nature reserve trails. ITC has used crushed gravel to fill potholes in the parking lot for S'ul-hween X'pey/Elder Cedar Nature Reserve, and the Property Management Specialist has observed that the gravel does not stay in place and gets distributed around to considerable distances; however, spread is likely to be much higher with vehicles than with pedestrian and bike traffic on a trail.

In response to the CVRD proposal, DCA, the covenant holder, has expressed to ITC staff their support for all but the addition of crushed gravel (Attachment 3). Their concerns are that the crush material will introduce invasive plant materials and permanently alter the natural soil matrix. They instead propose that CVRD construct a natural wood boardwalk across the wet areas for its durability, reduced ecological impact, and easy deconstruction and removal once the Cross Island Trail is complete.

Given the lack of precedent for introducing crushed gravel onto ITC nature reserve trails, its potential for spread off-trail, including into waterways, the risks and drawbacks identified by DCA, and the fact that work cannot proceed without covenant holder approval, the proposed boardwalk is a reasonable alternative to allow safe access for Cross Island Trail users while protecting areas sensitive to environmental damage. Staff will invite the CVRD to propose additional options and, if received, will present these to DCA and the ITC Board at the next opportunity.

3 IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL: Staff time will be required to collaborate with the CVRD and DCA on the planting plan for trail decommissioning and on signage to ensure that it meets ITC standards and requirements. Additional staff time will be required to work with the CVRD and DCA to negotiate alternative means of addressing wet sections of the LDNR trail that are supported by DCA, and return to the Board with a new proposal.

FINANCIAL: None. The CVRD has stated it will pay for trail improvements and maintenance related to the temporary Cross Island Trail section in LDNR.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Staff will notify CVRD and DCA of the ITC Board's decision, and schedule a meeting with CVRD and DCA staff to discuss alternatives to crushed gravel and negotiate a solution that addresses both parties' concerns. A communications plan should be considered prior to any changes to the trail.

FIRST NATIONS: None anticipated. There are no known archeological sites or known areas of archeological potential in the southwest corner of Lindsay Dickson Nature Reserve. Improvements to trail surface that require ground or native vegetation disturbance are not proposed and are unlikely to be considered. However, directional signs are suggested along the trail where no signs posts are currently; this will require installation of sign posts or alternative trail markers. Staff will ensure that the CVRD is provided with the Islands Trust draft Chance Finds Protocol before completing any work on trail improvements. The CVRD is expected to have its own chance finds protocol, a copy of which will be requested by staff and kept on file.

CLIMATE CHANGE: Supporting the CVRD to improve accessibility of the alternate route for the unfinished section of the Cross Island Trail will encourage safe, non-motorized transportation across Denman Island, reducing greenhouse gas emissions.

OTHER: Supporting the CVRD to complete the Cross Island Trail will further the CVRD's [Denman Island Parks and Greenways Master Plan](#) and help meet the objectives of the [Denman Island Official Community Plan](#).

4 RELEVANT POLICY(S): [ITCB Policy 3.2.3 Acquisition and Management of Land](#)

5 ATTACHMENT(S):

1. CVRD Denman Cross Island Trail Overview
2. CVRD Trail Condition Report including map of proposed trail improvements
3. Letter to staff from Denman Conservancy Association's Lands Committee

RESPONSE OPTIONS

Recommendation(s): That the Islands Trust Conservancy Board request staff to notify the Comox Valley Regional District that the addition of crushed gravel to improve wet sections of trail in Lindsay Dickson Nature Reserve is not permitted due to covenant holder concerns. The Islands Trust Conservancy Board is supportive of the Denman Conservancy Association's alternate suggestion of boardwalks, and will consider other alternative suggestions from the Comox Valley Regional District for addressing wet sections of trail that do not have potential negative ecological impacts, and which are easier to remove and dispose of once the temporary use of this trail for the Cross Island Trail has ended.

Alternatives: None recommended.

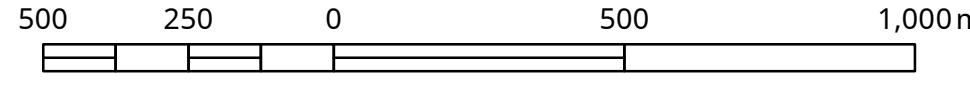
Prepared By: Jemma Green, Team Lead, Protected Area Management

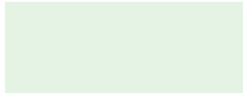
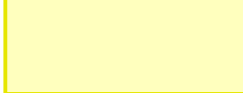
Reviewed By / Date: Nuala Murphy, Property Management Specialist / July 3, 2026
Wendy Tyrrell, Manager / July 21, 2026





This map was prepared by the CVRD for planning purposes only, and is not a legal document. This map is a composite of different data sets that were developed from different methods and dates. This map should be used with caution. The CVRD is not responsible for any damages resulting from any omissions, deletions or errors.



	Existing Trail		Community Park
	Stream/River		All Other Parks (provincial/municipal)
	Wetland		Conservation Covenant

Comox Valley Regional District

Denman Cross Island Trail

Overview

189

File Name: 11/13/2025 11:59:50 AM

Lindsay Dickson Nature Reserve – Trail from Jemima Road to Mallard Way

Trail Condition Report - March 2026

Background

The Denman Cross Island Trail is a priority of the Denman Island Parks and Greenways Master Plan. When complete, the trail will provide a safe route between the island's two ferry terminals. Approximately 10 kilometres of trail are currently complete, with about 3 kilometres remaining including a section of East Road from Corrigan Road to Owl Crescent. The CVRD recommends users follow an alternate route which includes a 350 metres section of trail (the Trail) through the Lindsay Dickson Nature Reserve until this section can be completed. The Islands Trust Conservancy has approved temporary use of the Trail.

Lindsay Dickson Nature Reserve Trail Inspection

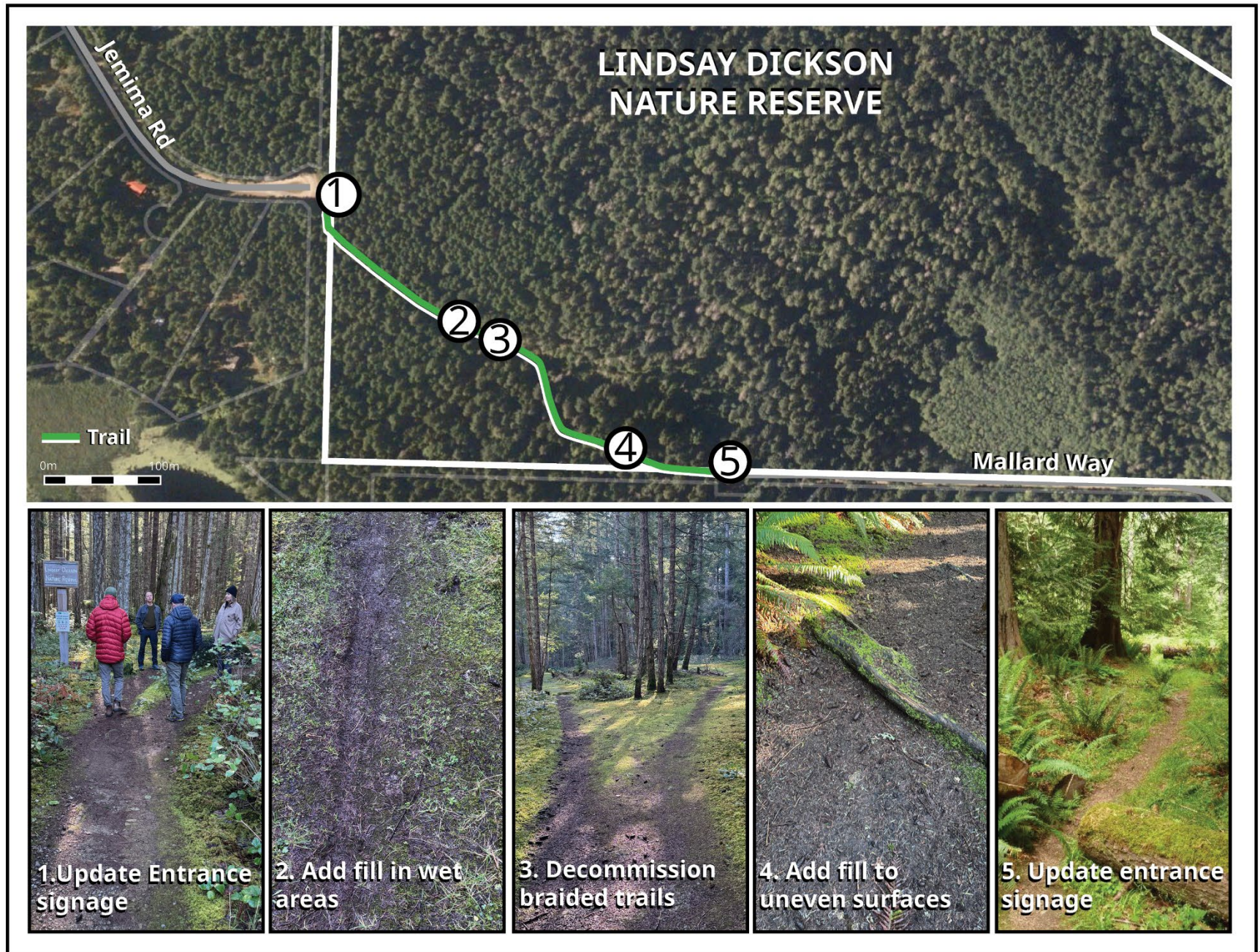
A March 2026 inspection by the CVRD, Denman Conservancy, and Denman Island Residents Association Parks and Trails Committee Chairs found the Trail to be in good condition (see map and images below). Minor deficiencies included a few wet areas, some trail braiding, and some uneven areas. Updated signage at the Jemima Road and Mallard Way entrances could direct Cross Island Trail users away from the trail to the lake, which is rougher and less direct than the Trail.

Proposed Next Steps

To ensure the long-term sustainability of the Trail and to improve user experience, the following work is proposed:

1. Fill wet and uneven sections (~ 5 yards of 1/2" minus crush material)
2. Decommission trail braids using native materials
3. Install directional signage at the Jemima Road and Mallard Way access points (2 signs installed on 4" x 4" posts). Other signage could be installed along the trail where it splits to keep CIT trail users on the main trail. A total of three or four posts and signs is recommended for user direction.
4. The CVRD could dedicate staff time and resources in 2026 towards the proposed trail upgrades and the purchase and installation of updated signage. The proposed signage updates could be collaboratively designed by the Islands Trust, Denman Conservancy, and the CVRD using accepted signage design standards.

Proposed Trail Improvements



To: Jemma Green ITC

RE: CVRD Cross Island Trail, DI

DCA agrees with your support of the sign installation and fixing the braiding of the trail in one section. We are grateful that the CVRD has offered to allocate staff time to complete the trail through LDNR. We noted your reserved approval of the addition of gravel fill to the wet areas.

DCA Lands Committee has reviewed the plan, as well as the responses from various participants, and generally agrees with the activities proposed.

However, DCA is concerned with one aspect of the proposed improvements: the addition of up to 5 yds of gravel fill. "Fill wet and uneven sections (~ 5 yards of 1/2" minus crush material) - several areas, quite large" from report.

It is well researched that addition of gravels from outside the area contaminates the area as gravel carries seed and rhizome pieces to the new area. Many invasive plants gain their footholds in Protected Areas when gravel is added and then colonize the adjacent areas.

In addition, the gravel will be dispersed through bike and walking activities and as anyone with a gravel driveway knows, it will sink into the natural soil matrix when it is used when the trail is wet.

We would also like to know more about what type of "native" materials will be used to decommission the braided area.

Recommendation: to use natural wood boardwalk to cross the wet areas – durable, and as this is a "interim" trail, it could be more easily removed once the permanent East Rd trail is completed.

DCA Lands Committee

June 25, 2026

The Alliance of Canadian Land Trusts
c/o: Renata Woodward, Executive Director

Re: Letter of Support for the Alliance of Canadian Land Trusts' *A Force of Nature* Funding Proposal

Dear Ms. Woodward,

On behalf of the Islands Trust Conservancy Board, I am pleased to express our support for the funding proposal being developed by the Alliance of Canadian Land Trusts (ACLT) and the provincial alliances through *A Force of Nature: Canada's Strategy to Protect Nature*.

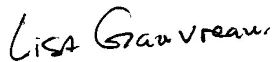
Land trusts are essential to achieving Canada's biodiversity and climate goals. By securing, stewarding, and restoring land, and building community partnerships, land trusts protect large, ecologically significant sites and ensure these areas provide lasting environmental, cultural, and community benefits.

As Canada's conservation commitment grows, sustained investment in organizations that deliver on-the-ground results is increasingly becoming more important. Direct support for land trusts will enhance all our ability to protect biodiversity, steward conserved lands, partner with Indigenous communities, and help achieve Canada's goal to protect 30 percent of lands and waters by 2030.

The Islands Trust Conservancy supports the joint proposal from the Alliance of Canadian Land Trusts and provincial alliances. We believe this initiative recognizes the expertise, accountability, and local knowledge of land trusts across Canada and will help ensure conservation investments achieve meaningful, long-term outcomes.

Thank you for your leadership on this important initiative. We are pleased to support this effort and look forward to the opportunities it will create for land trusts to continue protecting Canada's natural heritage.

Sincerely,



Lisa Gauvreau

Chair, Islands Trust Conservancy Board

...

Suggested Quote

"Land trusts have a proven record of delivering lasting conservation through local partnerships, responsible stewardship, and community engagement. Investing in land trusts is an investment in Canada's biodiversity, climate resilience, and natural legacy."

From: Stewart Brands [REDACTED]
Subject: Re: Land Transfers
Date: July 14, 2026 at 2:36:31 PM PDT
To: SouthInfo <SouthInfo@islandstrust.bc.ca>

HELLO EMILY,

As an adjunct to the favoured proposition of the email before this, in reference to land transfer for downsizing not being a process coherent with the Mandate Statute of Preserve and Protect Gulf Island natural ancient habitats, the following holds true. Given the accompanying reasons.

That is that the establishment to Protective Covenants on private lands by the owners should represent **no cost** for the owner.

Expressed in another way the Islands' Trust should and ought to cover all the costs of securing a Protective Covenant to any Gulf Island Landowner who wishes to protect his or her natural Gulf Island forested habitat including seaside habitats.

As it is now the land owner must shoulder those costs including survey and other fees notwithstanding there are minor incentivizing factors.

Justifying this cost to the Trust is the following rationale.

The Islands' Trust for decades has been approving downsizing and creating more and smaller lots. It follows that more of the Islands' natural ancient habitats have been altered significantly away from what could safely be termed natural intact ancient synergistic habitat. Replacing these habitats are small 5 acre and less human use habitats including major ancient tree falling, septic field intrusions, home sites and forest free zones all on these downsized lots.

The number of the downsized lots has grown to many thousands in just 30 years. This is a process that is clearly opposite to the Preserve and Protect Mandated Statute and in favour of higher Planning Budgets accruing via land tax revenue. Higher income to the Planning budget and to the Planners is an incentive to downsize approval which is intrinsically directly opposite to the Preserve and Protect ancient forest Gulf Islands habitats and Mandate.

This wholesale violation of the Islands Trust Statute for profit is a clear violation of what the Islands Trust Government was established for and opposite to the intent of the Statute.

A partial remedy to this major inconsistency and incoherence with respect to the Islands' Trust Mandate of to Preserve and Protect the Gulf Islands' World Renowned unique forested habitats is the following and for the following detailed intrinsic reasons:

That the Protective Covenants for Forested Private Lands be made free for any private land owner forthwith. And paid for by the Planning Department Budget.

If the Islands' Trust has approved smaller lots in the past that are incoherent with the Preserve and Protect mandate, which any downsizing is included in that, then even the smallest lot would qualify for a Protective Covenant to ameliorate that decades Trent.

Having the Trust Planning budget cover the entire costs of establishing Protective Covenants is a way for the Trust to in part be coherent with the Preserve and Protect Statute and in this way move to a more moral consistent program to atone for the massive destruction of the natural habitats it approved of by creating thousands of downsized lots.

By comparison if a neighbour did physical damage to the neighbour's lot by logging trees on that neighbour's lot then the neighbour could sue in courts for damages and win.

Likewise the cost of Protective Covenants to the Trust is a way to in fact pay damages to the Natural habitat for the thousands of acre harm the Islands Trust Planning department has cause for downsizing approvals and thereby atone for huge damages accrued by Planners over decades.

This reasoning and common sense logic is consistent, true and entirely coherent with the Islands' Trust Mandate. Moreover it is fiscally possible for the Planning Department since the profits accruing to it are enormous from downsizing and environmental harm to an increased tax base.

Justification for Free Protective covenants:

To further magnify the above statements the following relevant facts are true:

That the Islands Trust for decades have:

Provided to any landowner wishing to subdivide land (downsize lots):

1. Free Hall rental costs.
2. Free Planner's salaries for the time reviewing the dockets and presenting at meetings.
3. Free Trustee's salaries for reviewing the docket.
4. Free Minute Taker salaries.
5. Free Trust head in-office secretarial services salaries for preparing the documentations.
6. Free Trust Lawyer advice and confirmations.
7. Free, in some cases, outside expert professional adjudication.

In conclusion ,since the Islands' Trust Governing body has for decades given a free pass to all and every landowner, who wishes to alter the status of their lot , a free pass on ALL expenses related to those processes then it is time now for the Islands' Trust to act in coherence with the Preserve and Protect mandate and provide a Protective Covenant without costs of any kind to any landowner who wishes it.

Along with that it should be stressed that tree falling for any reason ,providing there is no danger to standing permanent human structures , be prohibited.

A natural habitat is just that. It is not humans' responsibility to remove all conceivable risks within a natural habitat habitats. The only way to do that is to remove the entire natural habitat. That is usually called a city and the Trust philosophy as it has being expressed is more coherent with that than a Preserve and Protect philosophy. Huge numbers of downsizing approvals make this conclusion incontestable.

This email should be forwarded to the Conservancy division of the Trust. Please advise me if this has been done and if not I will do it. I can see no reason why you could not forward it.

This further clarifies some details with respect to the reasoning as to why Protective Covenants should be free to any Trust landowner in the region.

If you or any Trust member can spot inconsistencies in the plan they are welcome to forward them to me for analysis and response.

The details described above are not trivial and are more intrinsic than an individual opinion. They are consistent with Statute Law and are intrinsic to Island Trust protocol, interpretation of the Mandate and coherent use of the enormous Planning Department fund.

Thanks for considering what I would term an important and critically timed analysis of Trust protocol and behaviour adjudication.

Regards, Stewart Brands



Public Acquisitions Update For the Meeting of July 28, 2026

Property Name and Island	Date (yyyy/mm/dd)	Notes
PUBLICLY CONSIDERED PRIVATE LAND ACQUISITIONS		
Crystal Mountain (Galiano) 18.3 ha.	2017/11/21	ITC previously considered a conservation covenant proposal and land transfer proposal for this property.
	2017/11/21	TFB-2017-031: It was MOVED and SECONDED , that the Trust Fund Board accept the updated Conservation Proposal from the Crystal Mountain Society, agreeing to accept transfer of approximately 18.3 hectares of Lot 9, District Lot 90, Galiano Island, Cowichan District, Plan 31200, (PID 000-851-035) and part of Lot A, District Lots 88 and 89, Galiano Island, Cowichan District, Plan VIP68079, (PID 024-351-041), subject to: 1. The release of the rent charge and related easements on the title of Lot A and any other charges determined, through legal review, to be problematic for the Trust Fund Board; 2. Establishing legal access for the Trust Fund Board to the most eastern part of Lot A; 3. Receipt of \$30,000 upon transfer of the land, with at least \$15,000 to be held in a pooled Nature Reserve Management Fund, and \$10,000 to \$15,000 to be put towards the development of a management plan and management activities for the nature reserve; 4. Staff reaching mutual agreement with the water license holders to limit the impact of accessing and maintaining the permitted water works; 5. Agreement with the Society that the portion of the proposed Emergency Access over the nature reserve would be used only in the case of emergency; 6. Written agreement with the Society about the use and maintenance of the pagoda; 7. Installation of boundary and corner pin markers at the time of survey at the expense of the applicant (locations to be determined in consultation with ITF staff); and 8. Final approval of the Trust Fund Board of the final survey plan, transfer agreement and all other associated agreements.
	2019/07/24	Received subdivision proposal plan from the planning department.
	2020/09/08	Applicant provided a revised proposal to the Galiano Island Local Trust Committee.
	2020/12/10	File transferred to TAS Director Frater due to declared conflict of interest by ITC Manager, Kate Emmings.
	2021/01/28	ITC Staff met with applicant. An application update is anticipated for the May ITC Meeting.
	2021/05/25	Update provided to ITC Board.
	2021/05/25	ITC-2021-019: It was MOVED and SECONDED , that the Islands Trust Conservancy Board accept the updated approximate lot configuration proposed by the Crystal Mountain Society, subject to staff assessment that adjusted lot boundaries meet ITC conservation goals and policies, based upon a site visit and review of any necessary additional ecological information from the applicant.



Public Acquisitions Update For the Meeting of July 28, 2026

Crystal Mountain (Galiano) 18.3 ha.	2021/05/25	ITC-2021-020: It was MOVED and SECONDED, that the Islands Trust Conservancy Board accept the Crystal Mountain Society proposal to register a Statutory Right of Way across Lot A on the upper ridge, in favour of Islands Trust Conservancy, to provide legal access to the eastern part of Lot A via the legal easement across neighbouring Lots B and C. ITC-2021-021: It was MOVED and SECONDED, that the Islands Trust Conservancy Board express support for the Crystal Mountain Society proposal to alter the lot boundaries of Lot 9 and Lot 10, prior to land transfer to Islands Trust Conservancy, to remove the pagoda from the proposed nature reserve, subject to staff assessment that adjusted lot boundaries meet ITC conservation goals and policies, based upon a site visit and review of any necessary additional ecological information from the applicant ITC-2021-022: It was MOVED and SECONDED, that the Islands Trust Conservancy Board request that the Crystal Mountain Society update the Ecological Inventory report and other relevant documents to reflect the proposed boundary changes, prior to transfer of the land. ITC-2021-023: It was MOVED and SECONDED, that the Islands Trust Conservancy Board accept the Crystal Mountain Society proposal to register a Statutory Right of Way for emergency access on Lot A in favour of the Capital Regional District prior to subdivision, subject to Crystal Mountain Society's working with ITC staff to develop an appropriate agreement.
	2021/07/07	Staff site visit scheduled.
	2021/07/21	Follow-up staff visit to discuss lot boundary options.
	2022/02/09	Applicant and staff discuss coordinating a visit from a Cultural Knowledge Holder.
	2022/08/16	Meeting with applicant to discuss their meeting with Penelakut Elders and leadership.
	2022/11/24	Meeting with applicant's agent to discuss potential co-management relationship with Penelakut.
	2023/02/01	Applicant's agent provided update on process of fulfilling ITC Board's requirements; continuing discussion with staff about engagement with Penelakut Tribe and other Indigenous community members.
	2023/05/06	Penelakut Tribe has requested greater consultation around subdivision and bylaw. ITC work on hold.
	2025/07/22	ITC Board received, for information, letter sent to IT Planning Team that the CMS Rezoning Committee has dissolved and the CMS Board will be considering next steps with the ongoing rezoning application.
	2026/07/28	No new updates.
Current Total ITC Acquisitions:		34



PUBLIC COVENANTS UPDATE

For the Meeting of July 28, 2026

NAPTEP COVENANTS		
<i>29 NAPTEP Covenants on title, 3 NAPTEP covenants in progress, Ecological Gifts application in progress for 1 completed NAPTEP covenant, 1 new application for Board review</i>		
<i>2 NAPTEP enquiries since last Board meeting (1 Bowen, 1 Salt Spring)</i>		
Property	Date	Notes
S, KÉK, FINES NAPTEP Covenant (North Pender Island, ~3 ha)	2026/05/26	[pronounced "Squak-Thee-Nez"] Application received. Applicant had had previous discussions with ITC staff and with Pender Islands Conservancy Association for several years prior to submitting the application.
	2026/06/15	Staff site visit.
	2026/07/28	Staff report and RFD in this package for Board review and decision
Walker NAPTEP Covenant (Salt Spring Is., ~2.5 ha)	2025/11/15	Application received. Applicant had had previous discussions with ITC staff prior to submitting the application.
	2025/12/16	Staff site visit.
	2025/12/19	Phase 1 NAPTEP fee receipt and application acknowledgement letter sent.
	2026/02/23	Sent letter with notice of application review at upcoming Board meeting.
	2026/03/17	ITC-2026-024: It was MOVED and SECONDED that the Islands Trust Conservancy Board accepts the conservation proposal submitted by Marilyn Walker, to place a Natural Area Protection Tax Exemption Program (NAPTEP) covenant on approximately 2.5 ha of a Salt Spring Island property, PID: 009-805-991, Lot A, Section 72, South Salt Spring Island, Cowichan District, Plan 46279, to protect a wetland, riparian areas, and mature forest, subject to review of First Nations referral responses and to Ministerial approval.
	2026/04/23	Letter sent with Board decision and explanation of next steps for NAPTEP application
	2026/04/30	Application referrals sent to affected First Nations, with response window to July 31, 2026. Several nation have responded to request involvement in negotiating the terms of the conservation covenant, and cultural knowledge holder site visit. ITC Manager is carrying out these discussions. Staff will provide the Board with an update and synopsis of First Nations referral comments at the end of the referral period.
	2026/06/09	Sent applicant letter notifying about application review and decision at upcoming Trust Council meeting and Salt Spring Island LTC
	2026/06/11	Application received for information by Salt Spring Island Local Trust Committee



PUBLIC COVENANTS UPDATE

For the Meeting of July 28, 2026

Walker NAPTEP Covenant (Salt Spring Is., ~2.5 ha)	2026/06/19	Application for tax exemption reviewed and approved by Trust Council. TC-2026-090: It was MOVED by Trustee Gauvreau and SECONDED by Trustee Borthwick that the Islands Trust Council requests the Secretary to issue a Natural Area Protection Tax Exemption Program Certificate for the covenanted portion of the property described as PID: 009-805-991, Lot A, Section 72, South Salt Spring Island, Cowichan District, Plan 46279, subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for Natural Area Protection Tax Exemption Program.
	2026/07/06	Letter sent to applicant advising of Trust Council decision
	2026/07/28	First Nations referrals on-going; staff will send reminder email for those nations who have not yet responded by the referral period end date of July 31 st .
Martin NAPTEP Covenant (Salt Spring Is., ~1 ha)	2024/08/25	Application received.
	2024/10/28	Staff site visit.
	2024/10/29	Applicant submitted request for fee sponsorship. Staff will send to Executive Committee for review and approval at an upcoming meeting.
	2024/11/19	ITC-2024-061: It was MOVED and SECONDED that the Islands Trust Conservancy Board approve the conservation proposal submitted by Tara Martin, to place a NAPTEP covenant on approximately 1 ha of Salt Spring Island, PID: 000-363-740, Lot A, Section 39, South Salt Spring Island, Cowichan District, Plan 35768, subject to review of First Nations responses and to Ministerial approval, to protect woodlands and herbaceous habitats, maturing dry Douglas-fir forest, and connectivity with adjacent protected areas.
	2024/12/02	Sent receipt and acknowledgment letter for Phase 1 application fee.
	2024/12/05	Staff is preparing application for referral to First Nations.
	2024/12/18	Staff sent letter informing applicant of Board decision and outlining next steps in the application process (NAPTEP Phase 1 letter).
	2025/01/09	Referrals sent to affected First Nations, with input requested by 10 March.
	2025/02/14	Sent for information to Salt Spring Island Local Trust Committee. No comments received.
	2025/02/19	Site visit with landholder and S̓ÁUTW (Tsawout) to discuss the covenant project. Discussion ongoing.
	2025/03/10	Referral reminder sent to First Nations, and to offer referral window extension.



PUBLIC COVENANTS UPDATE

For the Meeting of July 28, 2026

Martin NAPTEP Covenant (cont'd)

2025/03/11	Application for tax exemption reviewed and approved by Trust Council. TC-2-25-035: It was MOVED by Trustee Gauvreau, and SECONDED by Trustee Peterson, that the Islands Trust Council request the Secretary to issue a Natural Area Protection Tax Exemption (NAPTEP) Certificate for the covenanted portion of the property described as PID: 000-363-740, Lot A, Section 39, South Salt Spring Island, Cowichan District, Plan 35768, subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for Natural Area Protection Tax Exemption (NAPTEP).
2025/04/15	Referral reminder sent to three First Nations who had requested referral window extension.
2025/04/28	Sent letter with notice of Trust Council decision and application next steps
2025/05/23	Staff discussed mortgage holder consent and priority agreement for the covenant, and sent follow-up information for applicant to use in discussions with mortgage holder.
2025/05/27	No new updates.
2025/06/09	Referral reminder sent to three First Nations who had requested referral window extension. Ongoing discussion with Tsawout First Nation about how to address their access and cultural stewardship concerns in the covenant draft.
2025/07/17	Referral reminder sent to three First Nations who had requested referral window extension.
2025/07/22	No new updates
2025/07/24	Application sent for Ministerial approval.
2025/07/28	Applicant submitted application for Executive Committee sponsorship of NAPTEP application fees. Application will be reviewed by Trust Council at their December quarterly meeting.
2025/07/31	Response from Ministry of Housing & Municipal Affairs that application is under review, and they are unable to provide a timeline for response due to recent appointment of new Minister.
2025/10/03	Covenant approved by Minister.
2025/11/18	Update: Landholder is arranging preliminary approval for Priority Agreement with mortgage holder, with ITC staff support. Ongoing. All work related to the negotiating and drafting of the covenant is on hold pending agreement from mortgage holder.
2025/12/08	Application for fee sponsorship reviewed and approved by Trust Council. THAT Trust Council approve financial sponsorship of \$450 for Natural Area Protection Tax Exemption Program (NAPTEP) application PLNAP-20240358, Martin NAPTEP, Salt Spring Island. TC-2025-141: It was MOVED by Trustee Evans, and SECONDED by Trustee Yates, that Trust Council approve financial sponsorship of \$450 for Natural Area Protection Tax Exemption Program (NAPTEP) application PLNAP-20240358, Martin NAPTEP, Salt Spring Island.
2026/01/05	Sent notice of Trust Council fee sponsorship decision



PUBLIC COVENANTS UPDATE

For the Meeting of July 28, 2026

Martin NAPTEP Covenant (cont'd)	2025/01/15	Submitted Phase 1 fee refund paperwork to finance team and noted that Phase 2 fee is waived in ITC application process
	2026/07/28	No updates. Staff have made numerous attempts to speak with applicant (via email and phone). Recent communications with other staff have indicated that the landowner will be contacting us regarding the covenant this summer.
Doris McHardy NAPTEP Covenant (North Pender Is, ~1 ha)	2024/02/04	Application received.
	2024/02/14	Application sent for Ministerial approval.
	2024/03/19	ITC-2024-13: It was MOVED and SECONDED that the Islands Trust Conservancy Board approve the conservation proposal submitted by Sara Miles, Mike Timmins, and Vivian Mitchell, to place a NAPTEP covenant on approximately 0.6 ha of North Pender Island, PID: 005-837-651, Lot 6, Sections 18 and 22, Pender Island, Cowichan District, Plan 6294, subject to review of First Nations responses and to Ministerial approval, to protect woodlands and herbaceous habitats, maturing dry Douglas-fir forest, and adjacent protected areas.
	2024/04/18	Staff updated the Ministry of Municipal Affairs, who replied that they will wait for results of First Nations referral before reviewing the application.
	2024/04/29	Application referred to First Nations. Response window of 90 days ends on July 25 th , 2024.
	2024/07/08	Referral reminder sent to First Nations.
	2024/07/25	First Nations referral response window closes. Responses compiled and submitted to Minister's office for review and approval of the covenant application.
	2024/08/28	Covenant approved by the Minister. Application will be sent to Trust Council for tax exemption approval at December 2024 meeting, and for information to North Pender LTC.
	2024/10/28	Applicant submitted request for fee sponsorship.
	2024/10/30	Applicant requested ITC support in arranging preliminary approval for Priority Agreement with mortgage holder. Ongoing. Any work negotiating and drafting covenant is on hold pending agreement from mortgage holder.
	2024/11/20	Executive Committee approved sponsorship of NAPTEP Application: <i>EC-2024-146: It was MOVED and SECONDED, that the Executive Committee approve financial sponsorship of \$450 for Natural Area Protection Tax Exemption Program (NAPTEP) application NP-NAP-2024.1 (Doris McHardy), North Pender Island.</i> Staff will process Ph 1 fee refund and Ph 2 fee waiver.
	2024/11/29	Referred for information to North Pender Island Local Trust Committee. No comments received.



PUBLIC COVENANTS UPDATE

For the Meeting of July 28, 2026

Doris McHardy NAPTEP (cont'd)	2024/12/04	Application for tax exemption reviewed and approved by Trust Council. TC-2024-111: It was MOVED by Trustee Elliott, and SECONDED by Trustee Morrison, that the Islands Trust Council requests the Secretary to issue a Natural Area Protection Tax Exemption Program Certificate for the covenanted portion of the property described as PID: 005-837-651, Lot 6, Sections 18 and 22, Pender Island, Cowichan District, Plan 6294, subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for NAPTEP.
	2025/01/10	Staff informed applicant of TC decision and next steps.
	2025/01/19	Staff provided the ITC Board with a summary of First Nations responses. Deferred to next meeting
	2025/03/18	Staff provided the ITC Board with a summary of First Nations responses.
	2025/05/27	No new updates.
	2025/06/09	Applicant informed staff that they will continue work on priority agreement in the autumn when negotiating mortgage renewal.
	2026/03/17	Staff contacted applicant to discuss status and proposed next steps. Applicant is considering withdrawing the application.
	2026/04/08	Brief discussion with applicant to discuss the application. Next steps still under discussion.
	2026/05/12	North Pender Island LTC has referred a bylaw / rezoning for the property adjacent to this proposed NAPTEP covenant. RFD in this package.
	2026/05/22	Letter sent to applicant with reminder that Trust Council NAPTEP approval expires in December 2026, and requesting that they provide an indication to proceed by August 31 st .
	2026/06/02	Applicant replied to indicate that they will consider options and connect with staff to discuss the application once they have done so.
Koontz NAPTEP Covenant Gabriola Island (~2.5 ha)	2026/07/28	No new updates.
	2023/02/08	Application received.
	2023/05/30	ITC-2023-017: It was MOVED and SECONDED, that the Islands Trust Conservancy Board approve the conservation proposal submitted by Yarrow Koontz, to place a NAPTEP covenant on approximately 2.5 ha of Gabriola Island, PID: 005-788-447, That Part of Lot 3, Section 5, Gabriola Island, Nanaimo District, Plan 6986, Lying to the North West of a Road Dedication by Plan 17829, Except those parts in Plans 21783 and 26145, to protect wetlands, maturing forest, and sensitive riparian and cliff habitats.
	2023/06/12	Staff informed applicant of Board decision.
	2023/07/07	Application referred to First Nations.
	2023/08/18	First Nations referral window ended. Only one response has been received, indicating no comments regarding this application.



PUBLIC COVENANTS UPDATE

For the Meeting of July 28, 2026

Koontz NAPTEP Covenant (cont'd)

2023/09/14	Referred for information to Gabriola Island Local Trust Committee. No comments received.
2023/09/27	Application for tax exemption approved by Trust Council (resolution number pending)
2023/10/05	Phase II next steps correspondence sent to landholder.
2023/10/19	Site visit to determine covenant area boundaries.
2023/10/23	Applicant submitted request to have NAPTEP fees sponsored by EC. Staff working to add to November EC meeting
2023/10/26	Submitted expression of interest for funding support from Ecological Gifts Program.
2023/11/22	Executive Committee approved sponsorship of NAPTEP Application: EC-2023-120: It was MOVED and SECONDED , that Executive Committee approve financial sponsorship of \$450 for Natural Area Protection Tax Exemption Program (NAPTEP) application GB-NAP-2023.1 (Koontz), Gabriola Island.
2023/12/08	Applicant requested ITC support in arranging Priority Agreement with mortgage holder. Ongoing. Further work negotiating and drafting covenant is on hold pending agreement from mortgage holder.
2023/12/15	NAPTEP Phase I fee refund cheque mailed to applicant.
2023/12/22	ITC staff worked with GaLLT to secure Ecological Gifts Program funding for covenant area survey; procurement process underway (contract will be directly with Environment & Climate Change Canada). Survey work planned for January.
2024/02/14	Application sent for Ministerial approval.
2024/02/29	Contract signed for land survey (with ECCC).
2024/03/27	Covenant area survey complete.
2024/03/27	Ministerial approval received for covenant.
2024/05/13	Applicant connected with mortgage provider about Priority Agreement.
2024/06/21	Mortgage holder provided approval in principle for a Priority Agreement for the covenant and SRW over the mortgage.
2024/08/23	Draft covenant reviewed by ITC legal.
2024/08/28	Draft baseline inventory report submitted by contractor. Reviewed by ITC.
2024/09/16	Final draft covenant sent to landholder and GaLLT for final agreement on language.
2024/09/17	ITC staff site visit to complete field surveys for baseline inventory report.



PUBLIC COVENANTS UPDATE

For the Meeting of July 28, 2026

Koontz NAPTEP Covenant (cont'd)

2024/10/01	ITC-2024-048: It was MOVED and SECONDED , that the Islands Trust Conservancy Board authorizes the Chair to sign a covenant with Yarrow Koontz, over a portion of the Land described as That Part of Lot 3, Section 5, Gabriola Island, Nanaimo District, Plan 6986, Lying to the North West of a Road Dedication by Plan 17829, Except those parts in Plans 21783 and 26145, PID: 005-788-447, and directs staff to register the covenant through the Natural Area Protection Tax Exemption Program (NAPTEP).
2024/10/12	Application to register covenant submitted to Land Titles and Survey Authority.
2024/10/24	Covenant registered on title. Natural Area Exemption Certificate submitted to Land Titles.
2024/11/07	Natural Area Exemption Certificate registered on title. Staff has prepared and sent all necessary notifications and copies.
2024/11/07	NAPTEP application process complete. Application file closed.
2024/11/19	The Islands Trust Conservancy Board authorized a rise and report relating to the approval of spending up to \$2,000 from existing budgets towards the cost of an Ecological Gifts Program appraisal for a NAPTEP covenant on Gabriola Island.
2024/12/05	GalLT and landholder are coordinating covenant appraisal for Ecological Gift Program application.
2025/03/27	Staff noticed oversight in baseline report. Amended baseline in progress.
2025/05/27	No new updates.
2025/07/22	ITC-2025-025: It was MOVED and SECONDED, that the Islands Trust Conservancy Board authorize the Chair or any available ITC Authorized Signatory to sign the Modification Agreement to amend covenant CB1650359 registered on the land described as PID 005-788-447, That Part of Lot 3, Section 5, Gabriola Island, Nanaimo District, Plan 6986, Lying To The North West Of A Road Dedicated By Plan 17829, Except Those Parts In Plans 21783 And 26145. ITC-2025-026: It was MOVED and SECONDED, that the Islands Trust Conservancy Board authorize expenditure of up to \$300 to support the landholder and GalTT in obtaining notarized signatures for registering the Modification Agreement
2025/10/29	Modification agreement submitted to Land Titles Office for registration. Expected examination date November 5th.
2025/11/12	Modification agreement registered on title. Updated copies of baseline report, covenant, title sent to all parties.
2025/12/22	Service contract in process for appraisal for Ecological Gifts Program application. Appraisal work underway, deadline for submission 15 March, 2026.
2026/03/17	Verbal update provided at this meeting regarding appraisal.



PUBLIC COVENANTS UPDATE

For the Meeting of July 28, 2026

Koontz NAPTEP Covenant (cont'd)	2026/05/12	Staff is working with the applicant to prepare and submit EcoGifts application.
	2026/05/19	Ecological Gifts Programme application submitted to Environment & Climate Change Canada.
	2026/07/28	No updates.
REGULAR COVENANTS		
<i>52 regular covenants on title, 0 public regular covenants in progress, 0 in camera covenants in progress.</i>		
Property	Date	Notes
ITC NATURE RESERVES WITH COVENANTS OUTSTANDING		
<i>9 ITC Nature Reserves are without covenants, 1 ITC Nature Reserve covenant in progress.</i>		
Property	Date	Notes
Fairyslipper Forest Nature Reserve Thetis Island (16.6 ha)	2018/03/20	ThINC Board approves resolution to hold a covenant on Fairyslipper Forest.
	2018/03/21	CCLT Board approves resolution to hold a covenant on Fairyslipper Forest.
	2018/04/03	TFB approves negotiation of conservation covenant in favour of ThINC and CCLT.
	2018/04/06	ITC template covenant sent to partners. Trail relocation is needed before finalizing baseline report.
	2018/10/13	Hosted Management Plan Open House on Thetis Island.
	2019/02/22	Draft management plan and baseline report sent to ThINC and CCLT staff for review.
	2019/05/21	ITC Board approves management plan with minor revisions.
	2019/06/12	ThINC Board approves revised management plan.
	2019/09/26	CCLT Board approves revised management plan. Management Plan posted to the ITC website.
	2020/02/03	Trail relocation completed by contracted trail builder, Penelakut youth and volunteer labour. A Statutory Right of Way is required from the adjacent property where the trailhead and parking area are planned.
	2020/03/19	ThINC is working with the Thetis Island Residents and Ratepayers Association to obtain a trail license over adjacent private lands for access and parking for the Fairyslipper Forest Nature Reserve.
	2020/07/14	Adjacent landowner signs Trail Licence Agreement with TIRRA (Thetis Island Residents and Ratepayers Association). Staff continues to work with owner to develop permanent legal access.
	2022/04/25	Adjacent landowner extends Trail Licence Agreement with TIRRA.
	2022/06/06	Staff discussed proposed conservation covenant with ThINC, agreement to defer. Staff will reengage with adjacent landowner to discuss more formal access arrangement.



PUBLIC COVENANTS UPDATE

For the Meeting of July 28, 2026

FFNR (cont'd)	2022/07/27	Adjacent landowner wishes to continue with informal access agreement. Staff will continue with current access and will consider varied trail options as part of the covenant negotiations.
	2022/10/04	ITC Board rescinds resolution directing staff to negotiate a statutory right of way and related section 219 covenant with adjacent landowner.
	2023/05/30	Staff re-initiated discussion about access arrangement with adjacent landowner. Numerous efforts to set up phone call or (preferred) site visit to discuss options; unable to set meeting.
	2023/11/20	TIRRA agrees to continue holding trail licence for access through adjacent private lands
	2024/01/24	Neighbour on eastern side establishes trail that connects into FFNR from Mt Burchell trail, in a trail licence with TIRRA, as an alternate access.
	2024/03/01	TIRRA and adjacent landholder sign renewed trail licence for existing informal access, to last until April 30, 2026, with automatic renewal for an additional 2 years unless either or both parties desires otherwise.
	2026/03/17	No new updates. Covenant negotiation has been deferred since 06 2022.
	2026/07/28	No new updates.
Total	81 covenants registered	

Islands Trust Conservancy Species at Risk Program Evaluation



March 2026

Submitted by Carly Bilney
Cover photo © Ren Ferguson

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Islands Trust Conservancy Species at Risk Program

Final Evaluation March 2026

Executive Summary

This report evaluates the Islands Trust Conservancy Species at Risk Program established in 2020 to focus on the recovery of species at risk and the conservation of wildlife and habitat in the Islands Trust Area. The report assesses feedback from a survey about the Species at Risk Program, to identify:

- The extent to which the goals of the Program were achieved, and
- Next steps for species at risk conservation in the Islands Trust Area

Overall, the Species at Risk Program has established a strong foundation for long-term conservation in the Islands Trust Area. With core funding ending in March 2026, the Islands Trust Conservancy's species-at-risk initiatives within its protected areas are challenged by reduced capacity and resources. Despite the Program's achievements, survey respondents emphasized that financial and staffing limitations at Islands Trust Conservancy present significant barriers to advancing the important work undertaken through the Species at Risk Program. Moving forward, sustaining and building upon this work will require diversified funding, strategic partnerships, integrated planning, expanded land protection, and ongoing outreach. Continued investment of resources and collaboration will be crucial to ensuring lasting protection and recovery of vulnerable species and the ecosystems upon which they depend.

The Islands Trust Conservancy Species at Risk Program Evaluation was prepared by Carly Bilney in collaboration with Islands Trust Conservancy staff.¹

¹ See Appendix B – About the Contractor

Background – Islands Trust Conservancy Species at Risk Program

British Columbia is one of the most biologically diverse provinces in Canada – but it also has some of the highest numbers of species under threat of extinction or extirpation. Nearly 300 species are at risk in the Islands Trust Area, representing 25% of rare species found in the province.² The main drivers of biodiversity loss are development and the impacts of invasive species and climate change. Species at risk in the Islands Trust Area are especially vulnerable to these threats.³ Protecting habitat through the creation of conservation areas is one of the best ways to prevent species from declining and to help species currently at risk to recover. Active stewardship of these protected areas to benefit species at risk is equally important.⁴

The Priority Places Program for Species at Risk,⁵ administered by Environment and Climate Change Canada (ECCC), contributed funding to organizations and governments in twelve places across Canada that are designated as high priority for action to protect species at risk and their critical habitat. In 2020, Islands Trust Conservancy received funding through the Canada Nature Fund, Species at Risk Stream for Priority Places, which provided the opportunity for enhanced protected area management activities as part of the Islands Trust Conservancy Species at Risk Program.

With a focus on the recovery of species at risk and the conservation of wildlife and habitat in the Islands Trust Area, the Species at Risk Program encompasses the following six goals:

1. Create framework to deliver a Species at Risk Program (start-up and administration)
2. Coordinate the compilation and analysis of species at risk data for the Islands Trust Area
3. Inventory, monitor and manage species at risk and their habitat in Islands Trust Conservancy Protected Areas
4. Deliver species at risk outreach to landowners and Islands Trust staff and officials (engagement and outreach)
5. Increase land securement with a focus on species at risk protection and recovery

² Islands Trust Conservancy. (2023, March 7). *Species and ecosystems at risk in the Salish Sea get federal funding boost*. <https://islandstrust.bc.ca/document/march-7-2023-islands-trust-conservancy-species-and-ecosystems-at-risk-in-the-salish-sea-get-federal-funding-boost/>

³ Islands Trust Conservancy. (n.d.). *Species at risk program*. Islands Trust. <https://islandstrust.bc.ca/conservancy/species-at-risk/>

⁴ Johnson, C. J., & Ray, J. C. (2025). Proactive conservation is essential—but not sufficient: why biodiversity still needs species-specific protections. *FACETS*, 10, 1–15. <https://doi.org/10.1139/facets-2025-0111>

⁵ Environment and Climate Change Canada. (n.d.). *Priority places: Pan-Canadian approach to transforming species at risk conservation*. Government of Canada. https://environmental-maps.canada.ca/CWS_Storylines-Scenarios_SCF/en/priority_places-lieux_prioritaires

6. *Species at Risk Act* Section 11 Conservation Agreement with Environment and Climate Change Canada

Over the last six years, the Islands Trust Conservancy received funding for a total contribution of \$1,328,000. Highlights of the activities on Islands Trust Conservancy protected lands enabled through the Species at Risk Program include:⁶

- Restoring a Garry Oak meadow in the Mt. Tuam Protected Area on Salt Spring Island. Deer and rabbit proof enclosures are working to provide refuge to federally-endangered plant species such as the yellow montane violet (*Viola praemorsa*) – a key food source to the only population of Zerene Fritillary (*Speyeria zerene bremnerii*) currently found in Canada – and coastal Scouler’s catchfly (*Silene scouleri* ssp. *grandis*). More than 20,000 native plants and two million seeds were planted at this site in 2021. Since the project began, 90 new yellow montane violet plants have been observed at the site in 2022. (Photo credit ©Laura Matthias)
- Installing nest boxes for the threatened Western Screech-Owls subspecies *kennicotti* in the Link Island Nature Reserve, Moore Hill Nature Reserve, and Fairyslipper Forest Nature Reserve.
- Supporting researchers exploring new survey methods using environmental DNA (eDNA) to survey for Common Sharp-tailed Snake, Coastal Tailed Frog and forage fish on some of the 115 Islands Trust Conservancy protected properties.
- Working with project partners to identify suitable habitat on Chá7elkwnech/Gambier Island and confirm the presence of endemic Coastal Tailed Frogs (*Ascaphus truei*) and threatened Northern Red-legged Frogs (*Rana aurora*) using eDNA techniques. (Photo credit ©Kate Emmings)
- Hosting a gathering in March 2022 for more than 60 local conservation partners and biologists coming together to discuss enhancing the knowledge and protection of species and ecosystems at risk from extinction in the Salish Sea.
- Reducing impacts to rare plants and species through the removal of invasive and exotic species from conservation covenants and/or nature reserves on Salt Spring, Bowen, Gambier, Mayne, Thetis, Lasqueti, Denman, Galiano, and Gabriola Islands. This included



⁶ Islands Trust Conservancy. (2023, March 7). *Species and ecosystems at risk in the Salish Sea get federal funding boost*. <https://islandstrust.bc.ca/document/march-7-2023-islands-trust-conservancy-species-and-ecosystems-at-risk-in-the-salish-sea-get-federal-funding-boost/>

over 6,400 lbs. (approximately three tonnes) of invasive English holly on Bowen and Gambier Islands alone.

Species at Risk Mid-term Evaluation (2023)

The Species at Risk Program Mid-term Evaluation consisted of a series of interviews with Islands Trust Conservancy and Islands Trust staff, Environment and Climate Change Canada (the project funders), and staff from the Howe Sound Biosphere Region Initiative Society. Local conservancies were also given the opportunity to respond to an online survey to provide input on the Species at Risk Program. Some suggestions for improvement provided by respondents are highlighted below:

- i. Align species at risk activities with Island Trust Conservancy's goals
- ii. Develop a strategic approach to species at risk work
- iii. Improve internal communications about the Species at Risk Program
- iv. Address data security concerns
- v. Increase outreach to land-holders to encourage data-sharing
- vi. Create updated, accessible spatial layers of species at risk populations and critical habitat
- vii. Make negotiation of a Conservation Agreement a priority
- viii. Include species of cultural importance
- ix. Coordinate and analyze species at risk data from across the Salish Sea
- x. Plan ahead and prepare to continue activities to benefit species at risk when funding ends in 2026

Species at Risk Program Final Evaluation Methodology

To assess the overall success of the Species at Risk Program, a survey was distributed by email in early March 2026 to Islands Trust Conservancy (ITC) staff and Board members, representatives of the federal and provincial government, conservancies operating in the Islands Trust Area and species at risk experts contracted by ITC. The purpose of the survey was to determine how respondents measured the success of the Program.

The electronic survey was developed and delivered through the platform SimpleSurvey and included nine 'free-response' questions that allowed respondents to answer anonymously in their own words. The survey was sent to a total of 38 people, including:

- 11 Islands Trust and Islands Trust Conservancy staff members
- 6 Islands Trust Conservancy Board members

- 11 conservancies and land trusts throughout the Islands Trust Area
- 5 representatives of the federal government
- 5 independent contractors and consultants

The survey asked the following questions (the number of responses received for each question is specified below):

1. Has the ITC Species at Risk Program impacted the work you do? (24 respondents)
2. Based on what you know, do you think that the goal of the ITC Species at Risk Program has been achieved? (22 respondents)
3. Based on what you know, has the ITC Species at Risk Program contributed to accomplishing the goals of the ITC Regional Conservation Plan? (20 respondents)
4. What would you say is the lasting impact of the work that has been accomplished by the ITC Species at Risk Program over the last six years? (20 respondents)
5. What conservation measures for species at risk do you think should be prioritized over the next three years? (18 respondents)
6. Do you foresee any negative impacts on species at risk protection and recovery in the Islands Trust Area, now that ECCC Priority Places funding to support ITC's Species at Risk Program is coming to an end? (19 respondents)
7. What improvements or additions to the program can ITC make to effectively deliver on the protection of species at risk and their critical habitat? (18 respondents)
8. From your perspective, was the feedback received during the 2023 mid-term evaluation effectively addressed? (17 respondents)
9. Do you have other comments or ideas you would like to share about the ITC Species at Risk Program, or about the protection of species at risk and their critical habitat in the Islands Trust Area? (17 respondents)

Feedback from each survey question was assessed against the six goals established at the outset of the Species at Risk Program. The extent to which the goals of the Program were achieved is evaluated based on this input, and discussed in the following section.

The contractor, Carly Bilney, worked independently to form opinions about the analysis of the report, while Species at Risk Program Coordinator Erica Wheeler facilitated technical aspects of the survey and provided general feedback on drafts.

Species at Risk Program Final Evaluation – Results

The survey responses indicate that the Species at Risk Program generally achieved the six overarching goals laid out in the Program's project charter. However, the feedback emphasizes that

the valuable work begun by the Program should be continued on an ongoing basis to support continued positive impacts to species at risk in the Islands Trust Area.

Survey responses are discussed below as they pertain to each goal of the Species at Risk Program, and are included verbatim in the Appendix.

Goal 1: Create framework to deliver a Species at Risk Program (start-up and administration)

The establishment of the Islands Trust Conservancy Species at Risk Program created a dedicated position for a Species at Risk Program Coordinator. Survey respondents noted:

- A reliance on the support of the Species at Risk program expert in many components of their work
- The ability to build a stronger working relationship between Islands Trust Conservancy and Environment and Climate Change Canada – Canadian Wildlife Service
- Additional capacity provided through the funding of a co-op student, and
- Increased organizational strength from collaboration across Islands Trust departments and among local conservancies within the Islands Trust Area.

Through the Species at Risk Program, Islands Trust Conservancy has been able to focus significant new efforts into species at risk and habitat restoration.

Goal 2: Coordinate the compilation and analysis of Species at Risk data for the Islands Trust Area

Survey respondents indicated that the Species at Risk Program:

- Provided for an increased focus on species at risk
- Updated species at risk data for staff and Trustees to make informed decisions
- Contributed to knowledge and data to support the conservation objectives of Islands Trust Conservancy

One respondent noted that the data gathered through the Species at Risk Program is successfully submitted to the BC Conservation Data Centre (CDC) and the data is available on the CDC website, supporting an important process of data collection. In comparison, when private consultants conduct assessments, their observations of species at risk may not get reported. Once records are registered with the BC Conservation Data Centre, they have to be considered by professionals conducting assessments for adjacent areas. This demonstrates why the work conducted by Islands Trust Conservancy is highly valuable to long-term species protection.

A Trustee noted they frequently refer to species at risk data that provides critical ecological context to support decision-making and better understand potential impacts to sensitive ecosystems and species. Survey respondents also noted that the Program's effective research and strategic planning has made a significant impact.

Goal 3: Inventory, monitor and manage Species at Risk and their habitat in Islands Trust Conservancy protected areas

Survey respondents described the importance of the Species at Risk Program as it helps to inform community and ecosystem protection planning and has cultivated a greater understanding of the cumulative impacts to species at risk within the Islands Trust Area.

Respondents highlighted a direct impact of work related to Western Screech-Owls, a non-migratory threatened species listed under the Canadian Species at Risk Act and a Blue-listed species of special concern in British Columbia. In 2024, biologists observed two pairs of Western Screech-Owls that had taken up residence on an Islands Trust Conservancy Nature Reserve and had reared owlets.

Several respondents attributed the Species at Risk Program to providing the opportunity for more consistent surveys of species at risk, such as the following undertaken on Salt Spring Island:

- Surveys of Sharp-tailed Snakes that led to the discovery of two new sites used by this federally threatened species, and
- Acoustic surveys that revealed eight species of bats visiting a restoration site, including the federally threatened Little Brown Myotis bat and vulnerable Yuma Myotis, Townsend's Big-eared and Hoary bats.



Identifying areas with species at risk has helped to inform restoration initiatives that focus on the protection and recovery of habitat and populations.

Goal 4: Deliver Species at Risk outreach to landowners and Islands Trust staff and officials (engagement and outreach)

Survey respondents remarked on the success of the Program's communications efforts that increased public understanding and awareness of species at risk. The Program included the launch of a dedicated webpage and enhanced content about species at risk on social media channels, and

a Species at Risk Speaker Series that received positive feedback. Survey respondents noted that the Species at Risk Program:

- Provided educational outreach and resources to planners, Trustees, staff at island conservancies, island residents, and the general public
- Improved Islands Trust Conservancy staff's understanding of species at risk and sensitive habitats, which helps inform conservation priorities
- Included webinars that informed conservation initiatives
- Contributed to better data and better data accessibility
- Supported stewardship among landowners and partners, and
- Provided information that helps inform land protection and land-use decision-making.

Survey respondents also commented on the need for continuous education, and how there is a lot of work yet to be done. They emphasized a need for more outreach to Trustees so they understand the importance of protecting species and ecosystems at risk. They also pointed to a need for increased education about a holistic approach that addresses habitat and other organisms within an ecosystem, as well as climate change mitigation and adaptation to protect a particular species at risk.

The Species at Risk Program provided funding towards Islands Trust Conservancy collaboration with First Nations resulting in a webinar series that shared the perspectives of Traditional Ecological Knowledge Holders. As stewards of the land, their generational wisdom is of immense value to the protection and stewardship of species at risk. Islands Trust Conservancy intends to continue to engage Indigenous Governing Bodies in its work as per the ITC Reconciliation Declaration⁷ and Regional Conservation Plan.⁸ In particular, engagement will continue regarding species and ecosystems at risk as part of the development of the ITC 2028-2032 Five-year Plan.

Raising awareness and sharing information about the occurrence of species and ecosystems at risk on private land is crucial to effective conservation and recovery in the Islands Trust Area, where more than 65 percent of land is privately held.

Goal 5: Increase land securement with a focus on Species at Risk protection and recovery

The Species at Risk Program contributed funds to support aspects of the Islands Trust Conservancy land securement program. Protection of species at risk and their habitats could be prioritized

⁷ Islands Trust. (2019). *Reconciliation*. <https://islandstrust.bc.ca/about-us/reconciliation/>

⁸ Islands Trust Conservancy. (2018). *Regional Conservation Plan 2018–2027*. <https://islandstrust.bc.ca/document/itc-regional-conservation-plan-2018-2027-2023/>

through mechanisms like transfer of ownership and land covenants backed by detailed management plans. Collaboration with local organizations has also been helpful for ensuring lands are restored and monitored for the presence of species at risk.

Survey respondents emphasized a need to focus on continuing to secure new nature reserves, covenants and funding for conservation, and to seek partners that are able to support conservation to prevent ongoing development and habitat loss.

Goal 6: Species at Risk Act Section 11 Agreement

A Conservation Agreement between Islands Trust Conservancy and Environment and Climate Change Canada is close to completion. The Agreement formalizes the Islands Trust Conservancy's commitment to actively manage nature reserves and conservation covenants for the recovery of species at risk, and opens the door for future federal funding to continue the work of the Species at Risk Program.

Under the Conservancy Agreement, Islands Trust Conservancy would be responsible for conservation measures that are similar to those implemented since 2020 by the Species at Risk Program.

Recommendations & Next Steps

Current Environment and Climate Change Canada funding for the Islands Trust Conservancy Species at Risk Program is coming to an end on March 31, 2026. The hope is to continue to maintain core elements of the program while new funding sources are sought. Under the Conservation Agreement with Environment and Climate Change Canada, conservation measures undertaken by Islands Trust Conservancy would be similar to those implemented since 2020 through the Species at Risk Program, including:

- a. Surveying and monitoring for the presence of species and ecosystems at risk and identification of their critical habitat
- b. Conducting educational outreach to environmental professionals, Islands Trust staff and Trustees to promote the conservation and recovery of species and ecosystems at risk
- c. Enhancing habitat for species at risk by restoring critical habitat, erecting protective barriers, and installing artificial structures to support vulnerable life stages (e.g. nesting boxes for birds, artificial cover objects for amphibians), and

- d. Identifying and securing new nature reserves and conservation covenants to protect species at risk and their critical habitat, adding to the protected areas network in the Islands Trust Area.

The proposed Conservation Agreement recognizes that sustained funding is essential to implement conservation measures for species and ecosystems at risk. While Environment and Climate Change Canada may provide funding for Islands Trust Conservancy to carry out this work, it is not guaranteed. Survey feedback highlights that financial and staffing limitations at Islands Trust Conservancy present significant barriers to advancing this important work.

Moving forward, Islands Trust Conservancy should:

- **Pursue diverse and long-term funding sources** to sustain the momentum of the Species at Risk Program and ensure long-term program stability.
- **Foster strategic and creative partnerships** to advance conservation goals. Survey respondents emphasized the value of establishing a community of practice to support knowledge sharing, including succession planning for knowledge transfer. There is an opportunity for Islands Trust Conservancy to take a leadership role in convening conservation organizations to collaboratively address species at risk priorities on a regional scale.
- **Develop a strategic, integrated approach** to embed species-at-risk protection into the broader Islands Trust Conservancy workplan. Feedback suggests the Program would benefit from a permanent Program coordinator and an advisory panel or committee to help guide its structure and establish clear priorities.
- **Identify and secure new nature reserves** through acquisition or private donation. Survey responses indicate that targeted fundraising campaigns – focused on specific, high-value conservation areas – can be an effective strategy for mobilizing public support, particularly when operating on a limited budget.
- **Expand outreach and engagement efforts** to build awareness among community members and decision-makers. Recognizing the fundamental dependence of human well-being on a healthy environment is key to fostering long-term conservation support. Survey respondents also noted opportunities for Islands Trust Conservancy to lead citizen science-based inventories to inform species at risk work in the Islands Trust Area.

Protecting species at risk and the habitats they depend on is a long-term commitment. The Islands Trust Conservancy's Species at Risk Program has laid critical groundwork, building momentum for meaningful conservation throughout the Islands Trust Area. Through sustained investment and collaboration with many partners, this work can continue to create lasting benefits for both the region's ecosystems and the communities that call them home.

Appendix A

Survey: Islands Trust Conservancy Species at Risk Program Evaluation

1. Has the ITC Species at Risk Program impacted the work you do? If yes, how? If no, why not?

- Yes; we received increased funding from ITC within our annual Service Contract to be able to carry out more Invasive Species Control over 4 ITC Nature Reserves, along with increased funding for small Restoration projects with associated monitoring
- Yes, the SAR Program is integral to the work that we do at ITC. It has provided us with the rare opportunity to a) learn more about SAR on our protected lands via surveys and monitoring b) provide rich learning and relationship building with our conservation partners, via shared projects, workshops, conferences and webinars c) allowed us to provide additional funding to support local conservancies in managing lands with Island communities and local biologists d) provided the expertise of our SAR Coordinator and SAR funded coop student to utilise spatial tools to compile a SAR observation/occurrence geospatial database and e) restore habitat for SAR and augment a population of an endangered plant species
- Yes. Products produced through this program and made available to the public are used on a regular basis by Professional Biologists for conducting Ecological Assessments. The information collected by ITC is critical for "available" and "current" knowledge of important places; specifically the CDF. Any development that is proposed in this area that is within the IT area or adjacent to conservancies are essential to refer to in assessment reports. The information helps professionals consider what if any ecological values including species at risk may be impacted by proposed developments in these areas of high sensitivity and importance.
- Direct impact with work on screech-owls
- This program is so important to maintain the integrity of our ecosystems so that species at risk can begin to thrive and be removed off of the endangered list. This work informs our community planning, our ecosystem protection planning and provides us with greater understanding of the cumulative impacts within the Islands Trust Area
- Yes, as it increased the volume of activities undertaken by the Conservancy.
- Yes, it allowed for much more funding for work and surveys in protected areas.
- A little. It provided encouragement to continue and enhance what we were already doing.

- Yes, directly. I have been the SAR Program Coordinator for two years. The program has provided employment that is in alignment with my values and my skills, and opportunities to learn more about the Islands Trust Area.
- Yes. professionally as a conservation worker and personally as an island Resident.
- Yes: I have attended webinars that informed our work as a land trust, and have conducted restoration work on our island through the program.
- No, I am not currently working with Species at Risk
- Myself directly, no. My organization, yes. We (ECCC - CWS) have been able to build a stronger working relationship with Islands Trust Conservancy, and appreciate the work ITC is doing to raise awareness, steward land, and support species at risk (all of which supports our legislative mandates).
- Yes, now I have a lot of focus on species at risk in the spatial world. Updating our SAR data for staff to make informed decisions.
- Yes – has contributed to knowledge and data to support our conservation objectives. I've relied on the support of the SAR program expert in many components of my work
- Yes, provided funding to restore and enhance SAR habitat.
- Yes. As an Islands Trust Trustee, I frequently refer to Species at Risk (SAR) data in my work. Land use applications often include environmental assessment reports, and SAR data provides critical ecological context that helps decision-makers better understand potential impacts to sensitive ecosystems and species.
- Yes it has allowed ITC to expand SAR efforts including recovery
- Yes, it has provided valuable information about threatened species and ecology in the Islands Trust Area over the last 6 years
- Yes, in 2 ways - the Long Bay Wetland Nature reserve on Gambier Island was heavily logged at the start of the century. As a result invasives like English Holly spread throughout the area. Learnings from the program helped us recognize that
- yes. updated information that is useable as is, for ITC specific sites, and in relation to Planning Services work

2. The goal of the Islands Trust Conservancy Species at Risk Program is to “contribute to the recovery of species at risk and the conservation of wildlife and habitat in the Islands Trust Area.” Based on what you know, do you think that the goal of the ITC Species at Risk Program has been achieved? If yes, how? If no, why not?

- Yes; increased capacity for conservation of habitat through the work mentioned previously, which continues to contribute to the recovery of species at risk
- Yes, I think it has reached that goal, yet it is not an end goal, merely a step forward in the direction we need to continue heading. So contribute, yes - completed,

hardly. How? Surveying and monitoring for presence is a great beginning. Identifying SAR habitat threats, and weak links in ecosystem integrity are key to recovery and sustainability of species. We are well on our way of scheduling that for a few species, at a few sites. We have a long way to go to fully agree confidently say we are absolutely maintaining habitat for SAR on our protected lands to ensure we could identify a trajectory of decline. If like to get there.

- Yes, I think this goal is being achieved. The first step in recovery is to inventory and monitor for the species and their associated habitat. Efforts applied by ITC enable that information to exist (i.e., baseline inventories of areas and/or habitat models for species at risk to highlight where they may occur (e.g., Sharp-tailed Snake model). Contributing to the recovery of species at risk and conservation of wildlife and habitat in the ITA is not a one and done process. It requires long-term investment of dependable funds to continue this important work.
- Certainly it had contributed based on my knowledge although there is lots of work to be done
- I am not sure but my sense is that there have been achievements certainly.
- Yes it has through effective research and strategic planning that has made significant impact.
- Yes, through increased activities that contribute to recovery, including education.
- Yes, it has allowed for the beginning of more consistent surveys of SAR especially Western Screech Owl and Sharp-tailed snake.
- Yes, but it is a long slow process. Continuous education is paramount.
- The SAR Program has contributed directly to this goal by implementing conservation measures outlined in recovery documents including: species at risk inventory and monitoring to document the distribution of species, SAR habitat enhancement such as invasive species removal, research to understand how SAR utilize different habitats, educational outreach to Trustees, residents, and the general public.
- Yes, a great start. Education and on the ground projects and research
- Partly, through ITC partners that are able to actually secure land and prevent ongoing development and habitat loss. Unfortunately the Islands Trust as a local govt influencing land use does NOT uphold its preserve and protect mandate, and loss of ecosystems and species at risk continues in spite of existing tools that ought to protect them (e.g. DPAs).
- Yes. Primarily through improvement of habitat conditions for SAR and through SAR research and monitoring work.
- Absolutely, yes. While we cannot say SAR in the area are "recovered", ITC has been able to actively manage land to improve habitat quality and reduce threats and

pressures on SAR populations, secure additional land for conservation, and do a lot of education (internally and externally). These are all meaningful contributions to conservation in the area!

- I believe so. There was a lot of time, effort, and big ideas that came to ITC through this program. A lot of areas with species at risk were determined/confirmed through surveys, and specialists that ITC/IT will hopefully be able to focus their efforts on into the future. It is too bad we won't have someone to continue with this great work that was started over the past handful of years.
- Yes. The program has provided educational training sessions and in particular, the SAR surveys and restoration initiatives that it has funded have contributed to our ability to protect and recover habitat and populations
- Significant progress has been made, but the work is ongoing. This program provides valuable ecological information and supports stewardship and conservation planning that help protect wildlife and habitat. The recovery of species at risk is long-term and involves many partners, but this program plays an important role in contributing to that broader effort in the Islands Trust Area.
- Yes, poor quality habitat has been improved and protected.
- Yes ITC has put a lot of new effort into SAR and particularly habitat restoration which could not have been achieved without ECCC funding
- Yes, because the work of conservation cannot be done well without detailed and accurate scientific rationales
- Yes, at minimum it provided updated assessments of species and needed habitats and prioritized their protection (for ITC through mechanisms such as transfer of ownership and covenants - all backed by management plans)

3. Based on the best available information about the status of ecosystems in the Islands Trust Area, the ITC Regional Conservation Plan provides a science-based approach to land securement goals and priorities. The four goals of the ITC Regional Conservation Plan are:

- Identify, investigate and communicate about important natural areas to generate action on conservation priorities;**
- Strengthen relationships with First Nations to identify and collaborate on shared conservation goals;**
- Continue to secure and manage ITC lands and conservation covenants to maximize ecological integrity; and**
- Continue to build internal and shared organizational strength and resilience to ensure long-term nature conservation in the Islands Trust Area.**

Based on what you know, has the ITC Species at Risk Program contributed to accomplishing the goals of the ITC Regional Conservation Plan? If yes, how? If no, why not?

- Has contributed to accomplishing goals i., iii., & iv.
- Yes, in my experience. Through connections with other conservancy groups, I have first hand knowledge of the successful conservation of important/priority areas in the ITA. The conservation efforts would not have been possible without ITC. I think that their efforts have been highly successful. This goal is especially challenging given the high property values on the islands.
- Yes it has identified all of these priorities.
- Yes, through the full scope of funded activities and the additional capacity provided through the funding of the co-op student and SAR coordinator positions.
- Yes, funding allowed for more First Nations outreach.
- There has been some contribution to the goals but this needs to be a mindset that continues long-term.
- i. Yes, the SAR Program identified and investigated SAR occurrences at ITC Protected Areas, collated legacy data on species at risk.
ii. The SAR Program collaborated with First Nations knowledge keepers to hold a webinar series that included these perspectives.
iii. The SAR Program contributed funds to support aspects of the ITC securement program.
iv. The SAR Program built organizational strength by forging collaborations across Islands Trust departments, and among local conservancies within the Islands Trust Area.
- Yes. A start has been made on all goals but there continues to be much opportunity to do more. Relationships with first nations need to be closer and more personal.
- Yes - collaborations with local organizations have been helpful for ensuring lands are restored and monitored for SAR presence.
- Yes. Workshops provided by the SAR program and inventory work done, contributed the goal 1. SAR habitat improvements in conservation areas contributed to goal 3.
- Yes, for goals i, iii, and iv. For goal iii, ITC has secured additional conservation lands and strengthen management of existing conservation lands in the ITC area. For i ITC has produced some excellent resources, and overall the ITC SAR program has been part of a noticeable increase in SAR conservation (communication, coordination, capacity) in the region. I can't comment on goal ii.
- Yes, the SAR program contributed to those goals.
- I'd say that at this higher Goal level, the SAR program has contributed most towards 1 and 4, particularly with education of planners, Trustees, and staff with island conservancies. We have also greatly increased our knowledge of known locations

and habitat use for surveyed species and conducted critical recovery actions (e.g., nestbox placement)

- Yes. The Species at Risk Program contributes to the goals of the Regional Conservation Plan by improving our understanding of important habitats and species, which helps inform conservation priorities and land securement efforts. The program also fosters stewardship and collaboration with many partners, including First Nations and community organizations, and provides ecological information that strengthens conservation planning across the Islands Trust Area.
- Yes, by helping identify SAR habitat in our community and supporting education about SAR and their habitat needs.
- Yes, particularly around d communication with the public on SAR. This has created greater public acceptance of SAR and the importance of monitoring and recovery
- I think so, I believe all 4 goals have been followed, and they are admirable drivers for the work done over the past 6 years
- Yes to the 1, 2, and 4 - I don't know enough to evaluate #3. Evidence is in the growth or area that has been protected

4. What would you say is the lasting impact of the work that has been accomplished by the ITC Species at Risk Program over the last six years?

- With regard to Denman NR's, we have seen a marked difference in the success of increased work on invasive species control - areas that were inundated with English Holly & Daphne are now back in a manageable state, and ongoing work will maintain this. Small-scale restoration efforts have contributed to the improvement of some degraded areas.
- Availability of inventory and baseline reports for conservation areas as well as broader habitat assessments. The data (element occurrence records for ecosystems and species at risk) actually makes it successfully into the BC Conservation Data Centre website. This is a very important process of data collection. For example, when private companies conduct assessments, their observations of species at risk may not ever get reported. This is a great example of why the work conducted by ITC is highly valuable to long-term protection of these sites and species.
- Heightened awareness about not just high profile species but also other species like frogs and native plants etc
- I have only been with the ITC since August 2024 so it's difficult to say what had a lasting impact
- Restoration activities in protected areas, increased knowledge of staff, partners and community members,

- Strong start to SAR surveys for some target species and restoration activities that have increased appropriate habitat.
- The impact will be different for each area where work was done. Getting education out to the public will create lasting impact.
- Better awareness of the stewardship responsibility Islands Trust and Islands Trust Conservancy has for species at risk.
- Support for local SAR habitat enhancement (restoration) has increased the availability of higher quality habitat for SAR
- Awareness of SAR on the islands
- Several improvements to SAR habitat over many nature reserves. Coalescing the SAR community around important topics. Inventory and species work in key areas that will serve as baseline data for species loss/gain over time.
- Impacts are many, but two of the most enduring will be the increased capacity and collaboration (e.g. with Islands Trust, island land trusts, etc), and the increases in the protected area network across the Gulf Islands.
- The work done by the SAR program will impact the rest of the conservancy/IT because we now all have a bit more understanding of species at risk, professional reports of where SAR exist, and a bit of an idea about how to work in areas of SAR. Hopefully SEAR can have more layers of protection into the future
- I think of three words, knowledge, stewardship, better decision making. The program has greatly improved our understanding of species at risk and sensitive habitats, supported stewardship among landowners and partners, and provided information that helps inform land protection and land-use decision-making. Together, those things create a lasting impact.
- Education of decision-makers about the importance of SAR and actions they can take to protect them in their Trust areas; contributing to better data, and better data accessibility, about rare species and ecosystems for Islands Trust and Islands Trust Conservancy staff
- Increased community awareness of the needs of SAR.
- Public support for including SAR in land use planning
- Documentation across the Trust Area of threatened habitats and species
- increased areas of protection, demonstrated leadership and partnership, excellence in applying conservation science

5. What conservation measures for species at risk do you think should be prioritized over the next three years? Why?

- Increased education/awareness of a holistic approach ie. its not just about a specific/particular species at risk, but habitat, climate, other organisms within their ecosystems that are critical to their recovery too.
- 1) More area protected. 2) Interpretive models to indicate potentially suitable and critical habitat for ecosystems and species at risk that are available to the public. These products ensure the values are properly accounted for in ecological impact assessments. Continued inventories for species at risk and ecosystems at risk. Once these records are registered with the BC CDC, they have to be considered by professionals conducting assessments for adjacent areas.
- Unsure but continuing habitat and ecosystem protection and rehab
- Climate change adaption. Ensuring we have balanced ecosystems with enough clean water, shade, sun exposure and removal of invasive species while limiting anthropogenic impacts
- Those related to measures in ITC protected areas and analysis to inform an update to the RCP/securement strategy
- Restoration activities to improve habitat in conjunction with surveys to see how SAR numbers change over time.
- Land acquisition in areas of high risk. Publicity when an impact becomes obvious. Work with indigenous groups that also involves non-indigenous groups.
- More SAR surveys at ITC Protected Areas, to contribute to regional, provincial and federal information about the persistence or loss of species at risk in the Islands Trust Area.
- Land securement (acquisitions or covenants, focused on priority SAR habitat) will always be the highest priority in the Islands Trust area given the lack of actual ecological protection afforded by local and provincial government, with the utter lack of enforcement of existing legal protections.
- More education and outreach
- Continued habitat conservation and restoration b/c species need good habitats to survive.
- Maintaining the ecological integrity of existing conservation areas; managing development to minimize impacts to SAR and ecosystems; building public support for conservation (moving towards having ecological values recognized on an equal footing to economic values, diversifying support, etc).
- Funding should continue to be invested in this work to help build long-lasting conservation knowledge and capacity in the Islands Trust Area. Three priorities I would highlight are better data and monitoring, habitat protection, and stewardship partnerships. Improving data and monitoring helps ensure decisions are based on the best available information. Protecting habitats through land securement and conservation covenants remains critical. Strengthening partnerships with First

Nations, landowners, and community organizations, these will all support long-term conservation outcomes for species at risk.

- Dedicated survey work for target species (e.g., Marbled Murrelet) and development of habitat suitability mapping, in order to consider potential SAR presence more effectively in conservation prioritization analyses. Dedicated habitat restoration projects for key species on protected properties.
- Acquisition of wetlands and stream corridors.
- Habitat restoration as it has benefits for SAR but also for other important issues such as climate change adaptation and mitigation
- Find ways to continue monitoring SAR habitats and advocate for continued or imminent protection of those places
- Help bring Planning Services up to ITC standards of covenant monitoring and management; can leverage existing covenants held by LTCs to enhance measures of success in protecting SAR

6. Do you foresee any negative impacts on species at risk protection and recovery in the Islands Trust Area, now that ECCC Priority Places funding to support ITC's Species at Risk Program is coming to an end? If yes, what? If no, why?

- Less capacity to continue carrying out important work as mentioned, along with vital ongoing monitoring
- Yes, I'm very concerned. A stable source of funding is essential to support the long-term goals of ITC in the ITA. How can the work continue if the funding is not there to support it?
- I wish i knew more specifics but if there is less funding the ability to build on the work done is highly impacted
- No, because this is an important initiative to improve the wellbeing of the flora and fauna that is interconnected
- Yes, SAR surveys that involved bird box and ACO installations will now not have the funding to maintain, to do checks and cleanings. There will be less money for restoration work throughout the Islands Trust Area so less impact can be made.
- Less funding usually has a negative impact but if the ideals and mindset and policy follow the goals that will help changes happen.
- Yes, increased awareness built by the SAR Program may be lost if there is no dedicated staff member to carry the program forward. Expertise, and capacity built over the last six years may be lost, and this is a missed opportunity to build on the momentum gained.
- Loss of funding of any kind can only have negative impacts on SAR protection, as any measures (restoration of habitats or land securement) come with significant

costs, including staffing, materials and the cost of land itself (especially in the IT Area). Without the funding to address those costs, less SAR protection and recovery will be possible in the IT Area and beyond.

- Yes. Reduced capacity to advance SAR research and education
- Yes, it is unfortunate that efforts around SAR will no longer be coordinated with dedicated resources. I'm concerned about the loss of resources for ongoing monitoring.
- There will absolutely be capacity constraints, unless alternate funding can be found. Without (or with less) active management, existing conservation areas may or will be negatively impacted over time (e.g. unmanaged recreation, invasive plants, etc) which will decrease their ecological integrity. Growth of the conservation areas network will slow. Without continued messaging, public support for conservation may wane.
- Yes, we won't have a focused individual or funding that can dive into the world of SAR. I don't believe this should be work that is done off the side of someone else' desk because it is too important. The funding of this program is going to be a huge loss for Islands Trust
- Yes. The Priority Places funding supported data collection, stewardship work, and collaboration with partners. Without replacement funding, there is a risk that the capacity to continue monitoring and conservation work at the same level will be reduced, which will affect species at risk protection efforts.
- Yes. Without consistent support, the importance of protecting SEAR may fade from the forefront of Trustees' decision-making
- Yes, less funding for habitat protection and restoration
- Yes as the program will have to scale back due to significant funding constraints
- Yes, I am very worried that all of the good documentation and advocacy for SAR protection will be forgotten or ignored in an environment where degradation is so close at hand
- Clearly losing staff resources to continue to teach, research, administer, monitor will have an impact. Work needs workers.

7. The ITC Species at Risk Program has focused on these six strategies to date:

- i. Establish structures and procedures for program administration and coordination;**
- ii. Improve species at risk data collation, analysis, and sharing;**
- iii. Conduct inventory and management of species at risk and their habitat at ITC Protected Areas;**

- iv. Carry out educational outreach to trustees, staff, and residents in the Islands Trust Area;
- v. Secure new nature reserves and conservation covenants; and
- vi. Negotiate a Conservation Agreement between ITC and ECCC, an ongoing collaborative framework to benefit species at risk at ITC Protected Areas.

What improvements or additions to the program can ITC make to effectively deliver on the protection of species at risk and their critical habitat?

- #1 is to ensure that ECCC understands what is being lost with the loss of their core funding. #2. I'm a big believer in education and outreach being a great strategy to encourage people to become aware of, care for and protected these areas. #3 If you end up on a shoestring budget, the most effective strategy is securing new nature reserves through private donations (identify the areas that can be purchased and get the public to rally behind getting it protected). On a lean budget, conducting inventories can be quite expensive. Perhaps there are more opportunities for increased Citizen Science-based inventories.
- Educational outreach
- Support from Trust Council is important so there should be some focus on orientation materials; more information on what an ECCC order is and when they get used; better data management and associated communication materials (data visualization; charts/graphs; etc)
- Having a clear plan with priorities for what to do now that the funding has ended and a strategy of how to move forward.
- Working with all levels of government and all ministries to make these goals a priority for all.
- Commit internal resources to managing for the recovery of species at risk, which may require shifting and reshaping the work focus for ITC staff.
- MORE outreach to trustees and staff to clarify their role in carrying out the preserve and protect mandate of the IT. Would be great to have fewer "eyerolls" from IT staff in public meetings when folks who actually care about ecosystem protection speak in townhalls, and while educational outreach may not help with this, it can't hurt. MORE focus on (v.) securing new nature reserves and covenants given the high percentage of private land in the IT area and lack of effective enforcement of the limited legal protections in place.
- Getting buy in from residents, staff, politicians at all levels and the general public.
- Education, communication and promotion.
- Working with First Nations to include cultural elements or cultural species at risk would be a good addition to the program.

- I think the areas we can approve upon is managing our properties where SAR exist already (I know there is great effort towards it already, and capacity is a barrier), more outreach to trustees so they understand the importance of protecting these species and ecosystems would be valuable
- In a nut shell; continued investment in data management and monitoring, habitat protection, and stewardship partnerships. Improving access to species at risk data, expanding collaboration with First Nations and community partners, and ensuring stable funding and capacity for monitoring and outreach would really help ITC effectively protect species at risk and their habitats.
- A focus on #3 and #4 will bring biggest effectiveness
- More funding for Acquisitions and habitat restoration
- I can't think of any improvements, and I am very sorry that these 6 strategies will lose their impact, especially the educational outreach and possibilities of conservation covenants
- ITC can focus on enhancing partnerships to achieve similar goals. Islands Trust has an entire planning department that would benefit from applying the same strategies but also don't have the resources...but maybe creative partnerships can resolve that

8. Below is some of the feedback we received from the mid-program evaluation in 2023 (if you'd like to know more, please see the [ITC Species at Risk Program Mid-Term Evaluation](#)).

- i. **Align species at risk activities with ITC's goals.**
- ii. **Develop a strategic approach to species at risk work.**
- iii. **Improve internal communications about the Species at Risk Program.**
- iv. **Address data security concerns.**
- v. **Increase outreach to land-holders to encourage data-sharing.**
- vi. **Create updated, accessible spatial layers of species at risk populations and critical habitat.**
- vii. **Make negotiation of a Conservation Agreement a priority.**
- viii. **Include species of cultural importance.**
- ix. **Coordinate and analyze species at risk data from across the Salish Sea.**
- x. **Plan ahead and prepare to continue activities to benefit species at risk when ECCC funding ends in 2026.**

From your perspective, was the feedback received during the 2023 mid-term evaluation effectively addressed? If yes, how? If no, why not?

- Plan and prepare to continue program

- There are still many issues that have not been addressed and the plan is unclear for how to continue activities that benefit SAR without the funding and staff SAR Coordinator.
- Some of the feedback was well-addressed i.e. s.11 agreement in place; SAR data layers developed for ITC Protected Areas; data security concerns addressed by implementing a data sharing agreement with covenant holders. However, work to protect and provide for the recovery of SAR has not been well-integrated into the ITC workplan, and work to develop a strategic approach still needs to be done.
- Overall yes - though spatial data on SAR and ecosystems do not seem to be readily available through IT. It has been years since DPA data were available (through mapIT) and no revised spatial database seems to be forthcoming.
- As much as I am aware of, yes, I think these have been addressed as much as possible in the interim.
- I think some of it was addressed. Something that might be missing is improved internal communications about the SAR program.
- Partially. Based on what I have seen, a number of the recommendations from the mid-term evaluation have been addressed. The program has continued to improve species at risk data collection and inventory work, strengthen partnerships, and support outreach and collaboration across the region. The program has also contributed to conservation planning and stewardship activities that align with ITC's conservation goals. At the same time, some of the recommendations, such as improving internal communication, expanding outreach and data sharing, and planning for long-term program capacity once external funding ends, are ongoing areas of work. These are complex issues.
- Yes, there was improvement on several of these issues, within capacity. Future projects should continue to emphasize
- I'm not sure, but I do know that the program provided an excellent base for ongoing work with local Conservancies and I think that the SAR work provides essential support not just for the Islands Trust Conservancy, but for Conservancies in the Trust Area.
- not sure...certainly updated spatial data...

9. Do you have other comments or ideas you would like to share about the ITC Species at Risk Program, or about the protection of species at risk and their critical habitat in the Islands Trust Area?

- Just words of encouragement to continue the good work that you do and to know that it does make a difference. The ecosystems and species at risk and all the other species that benefit (humans included) thank you.

- Please support this important work! Thank you for the staff for their time, expertise, gifts and dedication to improving our understanding and protection of species at risk!
- Great job everyone on the very important work completed to date and big thanks to ECCC for supporting the work.
- This is a crucial part of the work that ITC does and should have permanent funding dedicated to it.
- The only way a program like this can be effective is if it becomes a priority for Everyone. Also it needs to work in conjunction with other programs. A goal like this cannot be achieved in a silo.
- I hope there is an opportunity to continue the work that has been completed over the last six years, and that ITC will build internal capacity to do so.
- No - thank you for all you have done for SAR and their habitat, in an area where ecological protection is so overshadowed by development and land conversion.
- Thank you for your work.
- Islands Trust Conservancy has been a leader in how local government entities can work on some of these issues. Thank you for the work you do!
- It is a great program that should continue!
- The Species at Risk Program has helped build important knowledge, stewardship, and partnerships across the Islands Trust Area. Protecting species at risk and their habitats is long-term work that depends on collaboration with many partners, having good ecological information on hand, and sustained commitment from the public. Continuing to invest in these areas will ensure that the progress made through this program continues to benefit ecosystems and communities in the Trust Area.
- Great program keep it going.
- I hope similar federal (or maybe provincial) grant opportunities might become available, but in this current economic climate that does not seem likely. Therefore I think we need to find a way to convince the province that this work is essential to the Islands Trust mandate and needs support.

Appendix B

About the Contractor

Carly Bilney has a Master of Arts degree from the University of Victoria and a Bachelor of Arts degree from St. Francis Xavier University, both in political science. She also has a Journalism Certificate from Langara College.

As a contractor for the Islands Trust, she works as the Advisory Planning Commission Secretary for all Southern Gulf Islands and as a minute-taker for Local Trust Committees across the Islands Trust Area. She previously worked in an administrative role at the Galiano Conservancy Association.

Islands Trust Conservancy Budget Report

April 1, 2026 – June 30, 2026

GL Code	Description	Approved Budget	Islands Trust Contribution	Spent	Remaining	% Spent	Committed Funds
54500-210	Communications	\$8,000	\$8,000	\$0.00	\$8,000	0%	100%
56100-210	Professional Consultant Fees	\$7,000	\$7,000	\$75.00	\$6,925	1%	100%
56500-210	Contracted Temporary Staffing	\$15,000	\$15,000	\$1,425.00	\$13,575	10%	75%
61100-210	ITC "Board Honoraria"	\$7,000	\$7,000	\$2,750.00	\$4,250	39%	100%
61200-210	ITC "Board Meeting Expense"	\$2,300	\$2,300	\$371.03	\$1,929	16%	100%
61210-210	ITC "Board Training & Conferences"	\$1,500	\$1,500	\$0.00	\$1,500	0%	100%
61300-210	ITC "Protected Areas Management Operations"	\$145,152	\$119,152	\$2,271.73	\$142,880	2%	100%
61310-210	ITC "Protected Areas Management Planning"	\$54,000	\$54,000	\$0.00	\$54,000	0%	100%
61500-210	ITC "Land Securement"	\$34,000	\$34,000	\$0.00	\$34,000	0%	100%
61510-210	ITC "Conservation Planning"	\$4,000	\$4,000	\$0.00	\$4,000	0%	100%
61600-210	ITC "Ecosystem Mapping"	\$5,000	\$5,000	\$0.00	\$5,000	0%	100%
63000-210	Legal "General"	\$20,450	\$20,450	\$343.68	\$20,106	2%	100%
67500-210	Memberships	\$1,800	\$1,800	\$329.56	\$1,470	18%	100%
74900-210	Safety	\$3,300	\$3,300	\$446.46	\$2,854	14%	100%
75100-210	Salaries	\$696,009	\$696,009	\$85,486.84	\$610,522	12%	100%
75110-210	Benefits	\$176,786	\$176,786	\$21,618.91	\$155,167	12%	100%
79500-210	Subscriptions	\$550	\$550	\$0.00	\$550	0%	100%

80300-210	Mobile Devices	\$1,629	\$1,629	\$316.72	\$1,312	19%	100%
81300-210	Training & Conferences	\$6,600	\$6,600	\$120.00	\$6,480	2%	100%
81305-210	Travel for Training (staff)	\$5,000	\$5,000	\$382.12	\$4,618	8%	100%
82300-210	Travel	\$15,000	\$15,000	\$2,361.38	\$12,639	16%	100%
TOTAL OPERATIONS BUDGET 2026-27		\$1,210,076	\$1,184,076	\$118,298.43	\$1,091,778	10%	

Islands Trust Conservancy Fund Report

April 1, 2026 – June 30, 2026

Account Name/No.	ITC Funds - generated by donations	Opening Balance April 1, 2026	Credit/Interest	Expense/Debit	Closing Balance June 30, 2026	Committed
Victoria Foundation	Ruby Alton Property Endowment Fund	\$162,090	\$7,583	\$0	\$169,673	
0012 8820-622	Ruby Alton Nature Fund (Management/Maintenance)	\$104,475	\$396	(\$4,072)	\$100,799	~\$20,000
Canaccord Genuity	Property Management Fund	\$202,070	\$1,162	\$0	\$203,232	\$21,348
0012 8940-624 Cannacord	Covenant Mgmt & Defense Fund	\$135,173	\$707	\$0	\$135,880	
0012 8820-614	Opportunity Fund	\$1,072,199	\$23,650	(\$2,612)	\$1,093,237	\$12,000
0012-8820-614	Opportunity Fund (Hornby/Tempest Fund)	\$47,962	\$228	\$0	\$48,189	
Private Donation	Western Screech-Owl - Link Island- Project	\$9,728	\$44	\$0	\$9,772	\$9,772
0012 8820-681/ Cannacord	Lasqueti Island Acquisition Fund	\$36,550	\$174	\$0	\$36,724	
MFABC	Gambier Island Acquisition Fund (Lois Kennedy)	\$144,579	\$1,246	\$0	\$145,825	
0012 8944-844/ Cannacord	Thetis Island Acquisition Fund	\$1,514	\$8	\$0	\$1,522	
0012 8820-649/ Cannacord	McFadden Creek Nature Sanctuary Fund	\$18,691	\$85	(\$1,323)	\$17,453	~ \$8,000
0012 8960-158	Morrison-Waxler Legacy Fund (Pender Island)	\$11,251	\$33	\$0	\$11,284	
chequing account	Link Island – Cabin Removal Fund	\$40,729	\$185	\$0	\$40,915	
				TOTAL	\$2,014,505	

COMPLETED IN FIRST QUARTER OF 2026-27 (April - June 2026)	PLANNED FOR SECOND QUARTER OF 2026-27 (July – Sept 2026)
1. STRATEGIC PLANNING/ADMINISTRATION/OPERATIONS	
Personnel/Staffing: Onboarded new staff: • Acting Administrative Assistant Continued recruitment for: • Administrative Assistant • Fund Development Specialist • Indigenous Relations Advisor (.5 FTE) • Covenant Management Specialist • Communications Specialist Provided orientation for five new Islands Trust staff Begin performance management and development plan process for ITC staff	Personnel/Staffing: Onboard new staff: • Administrative Assistant • Fund Development Specialist • Indigenous Relations Advisor • Covenant Management Specialist • Communications Specialist Provide orientation to new Islands Trust staff Continue and complete performance management and development plan process for ITC staff
ITC Five-Year Plan development: Established cooperative engagement framework and commenced engagement with First Nations interested in involvement with development of Five-year Plan Met with interested Nations to discuss Five-year Plan objectives and ITC policies Participated in meetings with Tsawout First Nation and Tla’amin Nation	ITC Five-year Plan development: Continue implementing engagement framework and engagement with First Nations interested in the development of Five-year Plan Facilitate, with the Senior Indigenous Relations Advisor, a second meeting with interested Nations to discuss Five-year Plan objectives and ITC policies
ITC Board support: Coordinated and facilitated March and May Board meetings Coordinated and facilitated special ITC Board meeting for ITC audit report findings	ITC Board support: Coordinate and facilitate July ITC Board meeting and ITC/EC liaison meeting and host September Board meetings Complete re-appointment request process for Ministerially-appointed board members

Financial Management Completed the financial statement process and supported the annual audit process Presented financial statement and audit to ITC Board, and briefings to the Audit Committee Continued budget planning for 2027/28 Reviewed options to invest ITC funds with the Municipal Financial Authority of BC	Financial Management Present 2027-28 Budget request, business case(s) and justification forms to ITC Board at July meeting Facilitate the delivery of the ITC 2027/27 budget request through the budget process Confirm investment options for ITC funds and transfer funds to high-yield, environmentally sustainable investment pools Develop business cases and complete justification forms for 2027/28 budget request
ITC Policies: Draft policies were in review process	ITC Policies: Continue working on policy updating
Species at Risk (SAR) Program: Completion and signing of a s.11 Conservation Agreement between Environment and Climate Change Canada (ECCC) Completed a Species at Risk Program evaluation Completed final report for ECCC Priority Places Species at Risk Program funding Investigated and implemented SAR monitoring research proposals for 26/27 fiscal year SAR Program administration wrapped-up Assessed prioritization of SAR work post ECCC funding	SAR Program: Submit payment request to ECCC for final payment of 2025-26 Priority Places SAR funding Continue to investigate, implement and contract species at risk monitoring and surveying project Look for grant funding opportunities to support species at risk work.
Programs/Software Updates: Data Management System/GIS: Initiated planning for the formation of a cross-departmental Data Management Working Group and plan for Islands Trust-wide data procurement, analysis, and management, that informs work and planning for all departments Investigating options with IS/GIS team for the ITC Protected Areas Management Program data management system	Programs/Software Updates: Data Management System/GIS: Participate in a cross-departmental Data Management Working Group and Strategic Plan for Islands Trust-wide data acquisition, analysis, and management With IS/GIS, initiate procurement to design an ITC Protected Areas Management Program data management system

Field Technology Tools and Applications: Assessed new tools and features and provided feedback to GIS team Securement Applications Portal: Ongoing revisions, staff training, and procedure development for Islands Trust Applications Portal Contact Relations Management Database Began training and data migration for transition to new contact management database. Complete data migration and begin using new database as new customer relations management tool	Field Technology Tools and Applications: Ensured field tools are ready for monitoring season Securement Applications Portal: Participate in the revisions, updates, and procedure development for IT Applications portal Contact Relations Management Database Train new staff on new contact management database
Other: Continued participation in Coastal Douglas-fir Conservation Partnership (CDFCP), WSANEC Land Trust Society community of practice, and other conservation partnerships	Other: Continued participation in Coastal Douglas-fir Conservation Partnership (CDFCP), WSANEC Land Trust Society community of practice, and other conservation partnerships
2. COVENANT AND PROPERTY SECUREMENT PROJECTS	
Conservation Planning Began developing a project plan for Regional Conservation Plan evaluation and update Collaborated with Planning Services to identify priority needs in ecological data and analyses Drafted revised conservation proposal forms with revised waiver of confidentiality, and information about First Nations referrals Continued securement negotiations on ~37 ha of land for ITC nature reserves (Galiano, Salt Spring, Lasqueti, Denman) Continued negotiations on ~6 ha of land on three NAPTEP covenants (1 North Pender, 2 Salt Spring) Responded to enquiries and continued discussions about conservation options for six properties (Galiano, Salt Spring, Saturna, North Pender, Bowen) Submitted Ecological Gifts Program Application for one NAPTEP covenant (Gabriola)	Conservation Planning Prepare project charter for multi-year Regional Conservation Plan evaluation and update Continue work with Planning Services to itemize current databases and identify needs and gaps in ecological data and analyses Board review and approval of revised conservation proposal forms Continue negotiations on existing conservation projects Continue responded to enquiries and continued discussions about conservation options Support securement policy review and updates

Reviewed and updated securement related policies now in internal review process	
3. COVENANT AND PROPERTY MANAGEMENT	
Protected Area Monitoring: Initiated and completed procurement process for a new protected areas monitoring contractor Updated management contracts with some local conservancies to add annual monitoring deliverable Provided training to contractors/local conservancy partners on compliance monitoring procedures and use of field tools Reviewed annual monitoring program and implemented improvements for 2026 season Launched 2026 monitoring season with contractors and local conservancies Issued monitoring reports with notice of compliance/non-compliance and stewardship recommendations to covenant landholders Collaborated with covenant co-holders and landholders to address compliance concerns and priority management needs in conservation covenants	Protected Area Monitoring: Complete in-house monitoring site visits on high management priority nature reserves and covenants Continue working with local conservancies and contractors who are implementing monitoring Continue addressing concerns observed on nature reserves Continue to collaborate with covenant co-holders and landholders to address compliance concerns and priority management needs in conservation covenants
Protected Area Management Projects: Reviewed annual reports from management groups and contractors implementing management projects in ITC protected areas Finalized list of priority projects for 2026-27 Continued work with Comox Valley Regional District on Denman Island Cross Island Trail along Lindsay Dickson Nature Reserve Implemented service contracts with local conservancies and contractors for management activities in ITC nature reserves. Commenced procurement processes for priority projects for environmental monitoring, species-at-risk conservation, ecosystem stewardship, infrastructure maintenance, and other management needs	Protected Area Management Projects: Work with BC Hydro for design of new pole network by protected areas on Thetis Island Trail management activities required on Salt Spring Island nature reserve to discourage dirt bike use Continue working with all the contractors to complete service contract deliverables for the 2026-2027 fiscal year Continue work on additional service contracts for priority projects for environmental monitoring, species-at-risk conservation, ecosystem stewardship, infrastructure maintenance, and other management needs

Continued service contracts processes required for management activities for the 2026-27 fiscal year. Determined management priority projects for the 2027-28 fiscal year budget	
Protected Area Management Planning Continued policy development for management planning, risk management, and signage Monitored archeology assessment contracts in progress for two nature reserves	Protected Area Management Planning Continue monitoring archeology assessment contracts in progress for two nature reserves Continue supporting protected areas policy review and updates
Technology Improvements: Worked with GIS staff on updates and improvements to FieldMaps app based on user feedback during 2025 field season Continued to work with GIS team to ensure all spatial data collected for ITC protected areas can be incorporated and viewed in available mapping applications Trialed Survey123 as a replacement for paper monitoring forms Rolled out Survey123 for 2026-27 Monitoring Program Continue to explore remote monitoring solutions and related policy development	Technology Improvements: Evaluate monitoring tools for effectiveness and useability Continue to work with GIS team to ensure protected areas monitoring process flows smoothly and field tools are working efficiently, make adaptations as needed
4. COMMUNICATIONS AND OUTREACH	
NOTE: Support on priority communications projects this quarter was provided by a contractor while the Communications Specialist position is vacant. Many communication-related activities are pending until a new Communications Specialist is onboarded.	
Social Media: Weekly social media posts & engagement across all ITC platforms Gathered information, interviews photos and stories for Summer Heron Gathered data and information for 2025/26 Impact Report Create content for ITC eNews summer edition	Social Media: Reflections from the Field to highlight field work Publication and promotion of 2025/26 ITC Annual Report Promotion of 2025/26 ITC Impact Report Ongoing promotion of species at risk in the ITA Promotion of summer Heron Newsletter Ongoing strategic giving Will Power campaign posts

Ongoing strategic giving Will Power campaign posts	
News Releases: None	News Releases: TBD
Publications: Issued <i>Caring for Your Conservation Covenant</i> newsletter to covenant landholders	Publications: Publish 2025/26 ITC Annual Report Publish summer Heron Newsletter Publish summer ITC eNews Place advertising in FOLKLIFE magazine
Outreach: None	Outreach: None
Events: None	Events: Host celebration for one new nature reserve and one new NAPTEP covenant on Salt Spring Island
Reports: Completed ITC 2025/26 Annual Report	Reports: TBD
5. FUNDRAISING AND CONSERVANCY SUPPORT	
Donor Relations: Stewardship of donors and advisors (ongoing) Reviewed and updated donor members in contact relationship database	Donor Relations: Stewardship of donors and advisors (ongoing) Receive and process donations – send thank you letters and issue charity tax receipts Follow up with potential donors interested in legacy giving
Strategic Giving: Continued WillPower Campaign seeking bequests of conservation lands or conservation funds Reviewed effectiveness of WillPower Campaign Met with a professional strategic giving advisor	Strategic Giving: Continue WillPower Campaign seeking bequests of conservation lands or conservation funds
Fund Management: Launched review of ITC Fund Guidelines – Opportunity Fund and Property Management Fund Launched research on fund management policies Launched review of Donations Policy	Fund Management: Continue review of Donation Policy and other fund guidelines Continue exploration of Fund Management Policy development



**ISLANDS TRUST CONSERVANCY
REPORT TO TRUST COUNCIL
2026-2027 – 1st Quarter Update**

Other: Researched external grant opportunities (ongoing) Provided input and participation in transfer of donor information to new contact database	Other: Research external grant opportunities (ongoing) Book fall advertisement for Driftwood
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