



South Pender Island Local Trust Committee

Regular Meeting Agenda

Date: September 5, 2025
Time: 10:30 am
Location: Anglican Parish Hall
4703 Canal Road, RR#1, North Pender Island, BC

Pages

1. **CALL TO ORDER** 10:30 AM - 10:45 AM
“Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change.”
2. **TERRITORIAL ACKNOWLEDGEMENT**
3. **RISE AND REPORT – In-Camera Meeting May 2, 2025**
Chair Elliott will rise and report adoption of the February 2, 2024 in-camera meeting minutes and the appointment of Andrew MacLean, Bert Hol, and Jon Spalding to the Board of Variance for a term ending May 2, 2028.
4. **APPROVAL OF AGENDA**
5. **TRUSTEE REPORT**
6. **CHAIR'S REPORT**
7. **ELECTORAL AREA DIRECTOR'S REPORT**
8. **TOWN HALL AND QUESTIONS** 10:45 AM - 11:00 AM
9. **COMMUNITY INFORMATION MEETING** 11:00 AM - 12:00 PM
 - 9.1 **Minor LUB Amendment Project - Proposed Bylaw No. 129**
10. **PUBLIC HEARING** 12:00 PM - 12:30 PM
 - 10.1 **Minor LUB Amendment Project - Proposed Bylaw No. 129**
 - 10.1.1 Recess for Public Hearing
 - 10.1.2 Recall to Order
11. **MINUTES** 12:30 PM - 12:35 PM

11.1	Adopted Local Trust Committee Minutes Dated May 2, 2025 (for Information)	4 - 15
11.2	Local Trust Committee Special Meeting Minutes of July 4, 2025 (for Information)	16 - 20
11.3	Section 26 Resolutions-without-meeting Dated Aug 2025	21 - 21
11.4	Advisory Planning Commission Minutes - None	
12.	BUSINESS ARISING FROM THE MINUTES	
12.1	Follow-up Action List Dated Aug 2025	22 - 24
13.	DELEGATIONS	
14.	CORRESPONDENCE	
	<i>Correspondence received concerning current applications or projects is posted on the LTC webpage</i>	
15.	APPLICATIONS AND REFERRALS	12:35 PM - 1:00 PM
15.1	Saturna Island Local Trust Committee Referral for Draft Bylaw No. 143 (for Response) (attached)	25 - 30
15.2	Trust Council Bylaw No. 183 Policy Statement Bylaw Referral - For Response	31 - 73
16.	LOCAL TRUST COMMITTEE PROJECTS	1:00 PM - 2:00 PM
16.1	Minor LUB Amendment Project - Proposed Bylaw No. 129 - Staff Report (attached)	74 - 86
16.2	Short Term Vacation Rental Review Project – Staff Report (attached)	87 - 93
17.	REPORTS	2:00 PM - 2:15 PM
17.1	Work Program Reports (attached)	
17.1.1	<u>Active Projects Report Dated Aug 2025</u>	94 - 94
17.1.2	<u>Future Projects Report Dated Aug 2025</u>	95 - 96
17.2	Applications Report Dated Aug 2025 (attached)	97 - 97
17.3	Trustee and Local Expense Report Dated June 2025 (attached)	98 - 98
17.4	Adopted Policies and Standing Resolutions (attached)	99 - 102
17.5	Local Trust Committee Webpage	
17.6	Reconciliation and First Nation Relationship Building	
17.7	Islands Trust Conservancy Report Dated March and June 2025	103 - 106

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|------|---|-------------------|-----------|
| 18. | NEW BUSINESS | 2:15 PM - 2:30 PM | |
| 18.1 | South Pender Island LTC Meeting Procedures Repeal Bylaw No. 130 - Request for Decision (attached) | | 107 - 110 |
| 18.2 | South Pender Island LTC Public Notification Bylaw No. 131 - Request for Decision (attached) | | 111 - 115 |
| 19. | UPCOMING MEETINGS | | |
| 19.1 | Next Regular Meeting Scheduled for November 7, 2025 at the South Pender Fire Hall, Pender Island | | |
| 20. | TOWN HALL | 2:30 PM - 2:45 PM | |
| 21. | CLOSED MEETING - None | | |
| 22. | ADJOURNMENT | 2:45 PM - 2:45 PM | |

South Pender Island Local Trust Committee Minutes of Regular Meeting

Date: May 2, 2025
Location: South Pender Fire Hall
8961 Gowlland Point Road, South Pender Island, BC

Members Present: Tobi Elliott, Chair (electronic)
Dag Falck, Local Trustee
Kristina Evans, Local Trustee

Staff Present: Kim Stockdill, Island Planner
Bruce Belcher, Planner 2
Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: There were twelve (12) members of the public present.

1. CALL TO ORDER

Chair Elliott called the meeting to order at 10:33 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

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

3. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:
17.2 Consideration of Future Project - Discussion

By general consent the agenda was approved as amended.

4. TRUSTEE REPORT

Trustee Evans reported the following:

- Construction on the dip is scheduled to conclude at the end of June
- Attended Chief Executive Officer Performance Evaluation Committee meeting
- Work on the draft Islands Trust Policy Statement continues and is now being done through Trust Programs Committee
- Trust Programs Committee has designated Secretariat funds to the Rural Island Economic Partnership, Baynes Sound/Lambert Channel Ecosystem Forum, Coastal Douglas Fir Conservation Partnership, Ált'ka7sem Howe Sound Community Forum, and the Southern Gulf Islands Forum

Trustee Falck did not provide a report.

5. CHAIR'S REPORT

Chair Elliott reported the following:

- Attended the Rural Island Economic Partnership Forum
- Attended the Association of Vancouver Island Coastal Communities convention and highlighted the discussion on the impacts of the trade war and the joint presentation on the results of the tiny homes on wheels enablement project in the Trust area
- Attended joint Executive Committee and Bowen Island Municipal Council protocol meeting

6. ELECTORAL AREA DIRECTOR'S REPORT - None

7. TOWN HALL AND QUESTIONS

Trustee Evans stated she would recuse herself from any questions or discussion related to Temporary Use Permit application PL-TUP-2025-0142.

By general consent Trustee Falck chaired the Town Hall portion of the meeting.

- A member of the public asked that the 90-day limit on the use of a recreational vehicle be clarified and requested confirmation the matter is not related to proposed Bylaw No. 129
 - Island Planner Stockdill indicated the amendments to Bylaw No. 129 are technical in nature and the intent and use regarding this matter is not changing
- A member of the public stated Bylaw No. 122 was strong and workable; It protected homeowners, minimized environmental impact, and included options for variances
 - On the other hand, proposed Bylaw No. 129 would increase environmental impact and reduce privacy and rural qualities due to changes in floor level allowances and siting
 - They requested that Bylaw No. 122 be maintained
- A member of the public spoke to the bylaw which had previously been amended to require a Temporary Use Permit for short-term vacation rental operations with the understanding the Local Government Act provided protection for pre-existing operations
 - However, an unanticipated change to the Local Government Act has removed this provision and the Local Trust Committee created a standing resolution to ensure no action would be taken against operators in the interim
 - They requested the Local Trust Committee review the bylaw for the next project
- A member of the public noted significant time and effort has been put toward the proposed changes to the Land Use Bylaw and recognizes compromises have been made
 - concerns of those impacted by changes to Bylaw No. 122 seemed to have been addressed; however, there is still fear amongst those that built under the previous guidelines that their homes will become nonconforming and they hope the forthcoming amendments to proposed Bylaw No. 129 will address the concerns

- A member of the public noted most of the islands within the Islands Trust area have 10' interior setbacks, as it has always been; therefore, privacy is not being lost
 - Privacy concerns can be addressed with landscaping or fences
- A member of the public stated the reduced side lot setback and increased house size allowance erode the Official Community Plan goals of maintaining the community's rural character and protecting the natural environment
 - The existing bylaw protects privacy, reduces greenhouse gas emissions, and ensures growth is gradual and sustainable
 - They noted that staff have indicated the existing bylaw does not create any legal, non-conforming situations with regard to dwelling maximum floor area or setbacks
 - Trustees have not provided rationale for increasing house sizes and changing setback allowances
- A member of the public indicated they were unhappy with Bylaw No. 122, and preferred Bylaw No. 114, but are satisfied with proposed Bylaw No. 129 which has addressed the issues created by Bylaw No. 122
- A member of the public noted their family has been on the island since 1953 and the lots were large and houses small
 - The houses were farther apart and they never felt intruded upon by a neighbour's structure until large homes started being built
 - They requested the a 20' side lot setback be maintained
- A member of the public asked about the expense amount of \$1409 allocated to Advisory Planning Commission (APC) meetings
 - They expressed support for Bylaw No. 129 on the assumption that there is an exception clause to protect existing dwellings from being deemed nonconforming
 - The Planner clarified the (APC) expenses are for contract minute taker fees
 - The Planner also noted that there had been a nonconformity issue in relation to dwelling height when Bylaw No. 122 was adopted, but not in relation to floor area
- A member of the public stated Bylaw No. 114 was drafted according to the Official Community Plan that currently exists, and statements that the new bylaws are not in compliance with the Official Community Plan do not recognize that it has been in existence for many years
 - They indicated the controversy regarding side setbacks was primarily related to lot sizes in a subdivision that allowed long, narrow lots, and residents in those areas can seek considerations for their specific circumstances
- A member of the public stated several people had asked them how to interpret the three provisions for house size and floor allowances in the proposed bylaw and they have been unable to provide answers because the language is confusing
 - Examples would provide clarity

The meeting recessed for a break at 11:15 a.m. and reconvened at 11:24 a.m.

By general consent Chair Elliott resumed chairing the meeting.

8. COMMUNITY INFORMATION MEETING - None

9. PUBLIC HEARING - None

10. MINUTES

10.1 Local Trust Committee Special Meeting Minutes Dated March 27, 2025 (for Adoption)

By general consent the South Pender Local Trust Committee meeting minutes of March 27, 2025 were adopted.

10.2 Section 26 Resolutions-without-meeting - None

10.3 Advisory Planning Commission Minutes - None

11. BUSINESS ARISING FROM THE MINUTES

11.1 Follow-up Action List Dated April 2025

The Planner provided an update to the Follow-Up Action list.

12. DELEGATIONS - None

13. CORRESPONDENCE

Correspondence received concerning current applications or projects is posted on the LTC webpage

14. APPLICATIONS AND REFERRALS

14.1 PL-DVP-2025-0120 (Hoyt) – Staff Report

Planner Belcher summarized the staff report and highlighted the following:

- The requested variance would reduce the setback to the natural boundary of the sea for the siting of an existing dwelling and new patio and to the front lot line for the siting of an existing garage
- The variance would bring the existing nonconforming portion of the dwelling into compliance prior to commencing demolition, renovation, and construction of an addition
- The new patio has been sited to connect to the existing house without extending further into the setback to the natural boundary than the existing deck
- There are no proposed changes to the garage structure
- The existing structures were built in the early 1970's and potentially before siting regulations came into effect
- No formal letters were received from neighbours in response to the application

The applicant was in attendance and spoke to the application.

Discussion ensued and the following comments were noted:

- A portion of the proposed patio protrudes into the setback

- The house is being renovated in place and is not being moved further into the setback
- The previous deck was removed and the proposed patio made of paving stone on grade would have a smaller footprint within the setback compared to the deck

SP-2025-008

It was MOVED and SECONDED,

that South Pender Island Local Trust Committee approve issuance of PL-DVP-2025-0120.

CARRIED

Trustee Evans declared conflict of interest and recused herself as Trustee and joined the audience as an applicant.

Chair Elliott stated Kristina Evans is the applicant and will be permitted to speak to the application as would any applicant, and will leave the room when discussion is undertaken.

14.2 PL-TUP-2025-0142 (Evans) – Staff Report

Planner Belcher summarized the staff report and highlighted the following:

- The application seeks a Temporary Use Permit for a short-term vacation rental within an existing dwelling
- The applicant's rationale is to allow the short-term rental of the house while the property is listed for sale
- The proposed capacity is a maximum of two adults and two vehicles
- The use of the dwelling for short-term purposes is less than one year; therefore, does not provide a length of time suitable to a long-term rental

The applicant spoke to the application and the following comments were noted:

- The long-term tenants will vacate the property at the end of June
- Having a long-term tenant in place can pose barriers to the sale of the home
- Hardship will occur without the ability to have a short-term rental to cover expenses during the months the property is on the market
- The applicant requested the Trustees add the condition that the permit is specifically for the purpose of the sale of the house to ensure the purchaser does not acquire the Temporary Use Permit

Discussion ensued and the following comments were recorded:

- Some of the correspondence on this application expressed concern that granting the Temporary Use Permit would result in multiple applications being put forward
- The application is for a specific period of time and not related to a business
- Each Temporary Use Permit application is considered on its own merits
- It was requested that the applicant provide guests with information on First Nation territorial rights and relationship to the land

Trustee Evans left the room at 11:54 a.m.

Discussion ensued regarding the applicant's request to add a condition to the Temporary Use Permit that would stipulate that the short-term vacation rental use may only be in operation while the subject property is for sale.

SP-2025-009

It was MOVED and SECONDED,

that South Pender Island Local Trust Committee amend Temporary Use Permit PL-TUP-2025- 0142 by the addition of the following condition(s):

1. That the short-term vacation rental use may only be in operation while the subject property is for sale; and
2. To require an acknowledgement of First Nations territory, rights and relationship to guest information.

CARRIED

SP-2025-010

It was MOVED and SECONDED,

that South Pender Island Local Trust Committee approve issuance of Temporary Use Permit PL-TUP-2025-0142 as amended.

CARRIED

Trustee Evans returned to the meeting at 12:07 p.m.

The meeting was recessed for a break at 12:08 p.m. and reconvened at 12:20 p.m.

15. LOCAL TRUST COMMITTEE PROJECTS

15.1 Land Use Bylaw Amendment Project - Staff Report

Island Planner Stockdill summarized the staff reported and highlighted the following:

- The draft bylaw included in the staff report incorporates all amendments provided by the Local Trust Committee to date, and provides opportunity for further amendments
- During a Special Meeting held in March, 2025 the Local Trust Committee noted areas that might require further information including agricultural tourism and maximum floor area regulations
- Draft Bylaw No. 129 removes the conditions for use for agritourism and agritourist accommodation currently in Bylaw No. 122
- The Agricultural Land Commission defines agritourism as a farm use and provides specific activities that can be considered agritourism and agritourist accommodation must be accessory to agritourism use
- If conditions of use are included in the Land Use Bylaw there may be need to amend them to match those of the Agricultural Land Commission in the future
- Currently the Agricultural Land Commission states agritourist accommodation can be provided on a seasonal and short-term basis but does not define those terms, and also regulates sleeping units to a maximum of 10 but does not regulate the number of guests

Discussion ensued about agritourism and agritourist accommodation and the following comments and clarifications were noted:

- Bylaw No. 114 regulations state agritourism and agritourist accommodation are only permitted on a lot located within the Agricultural Land Reserve and that should be maintained
- There might be circumstances that someone with property outside of the Agricultural Land Reserve wants to start an agritourism business
- The only zone that currently allows agritourism are properties within the agriculture zone
- Currently the Agricultural Land Commission states that the total developed area for structures, landscapes, and access for the agritourist accommodation is to be less than 5% of the parcel size which could result in a large accommodation structure
- There is support to retain bylaw language that states:
 - An agritourist accommodation structure be restricted to a maximum floor area of 969 square feet
 - Agritourist accommodation is not used for more than 180 days per year
 - An agritourist accommodation building may include meeting rooms and dining facilities contained within the unit, but may not contain a restaurant or retail area
 - Limit the number of guests to a maximum of 10 with 5 bedrooms
- At the next scheduled meeting Island Planner Stockdill will provide a map and table showing agricultural zone properties and Agricultural Land Reserve boundaries for reference

SP-2025-011

It was MOVED and SECONDED,

that South Pender Island Local Trust Committee amend draft Bylaw No. 129 by amending Section 2.22 to retain subsection 5.5 .19 through 22 in Land Use Bylaw No. 114.

CARRIED

A Trustee referenced Section 3.11.1(a) in the current Land Use Bylaw and noted the need to retain information on motor vehicle and license plates, and requested that the reference to current license year decal be removed, as the decal is no longer required or supplied. Island Planner Stockdill will consult with bylaw enforcement and report back with wording regarding this section.

Discussion ensued regarding maximum floor area allowances and the following comments were recorded:

- The current wording in the draft bylaw states that the total floor area of all buildings may not exceed the area in Column A, and the floor area of the dwelling may not exceed the area in Column B, despite 5.1.5(b) for a lot that contained a legal dwelling constructed prior to September 15, 2022 that exceeded the floor area in Column C
 - This language resulted in confusion and concern about a dwelling becoming non-conforming

- The proposed replacement language would state the maximum floor area of all buildings may not exceed the area in Column A or Column B for a lot that has no dwelling with a floor area less than Column B and the maximum area of a new replacement, or altered dwelling, may not exceed the floor area in Column B
- The wording removes the despite clause and provides two scenarios including dwellings built prior to, or after, September 15, 2022
- Removing the despite clause makes it clearer under what circumstances a dwelling could be rebuilt and to what specific size
- There remains the issue that if despite clauses are removed then many houses will be legal nonconforming and in order to address this, and the concerns raised by the community, additional clarifying language is required and re-structuring the table to provide contained options would be helpful

SP-2025-012

It was MOVED and SECONDED,

that South Pender Island Local Trust Committee amend draft Bylaw No. 129 by:

- a. Amending Section 2.14, which would amend the Rural Residential zone maximum floor area provisions, and replacing the current maximum floor area provisions with new maximum floor area provisions as presented in the staff report on page 5 of the meeting of May 2, 2025.
- b. Amending Section 2.21, which would amend the agriculture zone maximum floor area provisions, and replacing the current maximum floor area provisions with new maximum floor area provisions as presented in the staff report on page 5 of the meeting of May 2, 2025.
- c. Inserting new sections that would amend the Forestry and Natural Resource zones with the same changes to Maximum Floor Area as made to the Rural Residential and Agriculture zones, and that the bylaw be re-numbered accordingly.

CARRIED

SP-2025-013

It was MOVED and SECONDED,

that South Pender Island Local Trust Committee Bylaw No. 129, cited as “South Pender Island Land Use Bylaw No. 114, 2016, Amendment No. 1, 2025” be read a first time as amended.

CARRIED

It was clarified that first reading allows the bylaw be sent for referral but still allows amendments to be made prior to second reading.

SP-2025-014

It was MOVED and SECONDED,

that South Pender Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 129, cited as “South Pender Island Land Use Bylaw No. 114, 2016, Amendment No. 1, 2025”, is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

SP-2025-015

It was MOVED and SECONDED,

that South Pender Island Local Trust Committee request staff to schedule a Public Hearing and Community Information Meeting for Bylaw No. 129, cited as “South Pender Island Land Use Bylaw No. 114, 2016, Amendment No. 1, 2025”.

CARRIED

The Trustees indicated preference that the September 5, 2025 business meeting be held at the Anglican Church Hall to ensure adequate space for the Community Information Meeting and Public Hearing.

SP-2025-016

It was MOVED and SECONDED,

that South Pender Island Local Trust Committee request staff to schedule an electronic Special Meeting for the Minor Land Use Bylaw Amendment Project to review bylaw amendments from the May 2, 2025 meeting and to hold a Community Information Meeting.

CARRIED

16. REPORTS

16.1 Work Program Reports

16.1.1 Active Projects Report Dated April 2025

Received for information.

16.1.2 Future Projects Report Dated April 2025

Received for information.

16.2 Applications Report Dated April 2025

Received for information.

16.3 Trustee and Local Expense Report Dated Feb 2025

Received for information.

16.4 Adopted Policies and Standing Resolutions

Received for information.

16.5 Local Trust Committee Webpage

No updates required at this time.

16.6 Reconciliation and First Nation Relationship Building

16.6.1 Monica and Paul Petrie re Correspondence

Monica Petrie read a report regarding reconciliation and relationship building and highlighted the following:

- On April 29 the W̱SÁNEĆ Elders Council/ SELW̱ÁN were on S,DÁYES/ Pender Island to witness the Installation of the W̱SÁNEĆ Territorial map at the Pender School
- Chief Pelkey presented the map to Pender School Principal Margo Landahl in a traditional W̱SÁNEĆ cultural ceremony witnessed by the following five Elders: WEC'KINEM-Eric Pelkey J, SINTEN - John Elliott SELIYE - Belinda Claxton LOSINIYE - Linda Elliott XEIXÁITEN - Earl Claxton Jr
- The leadership of School District 64 and the full student body participated in the full day cultural event and learned the importance of the “witnessing ceremony” for maintaining and protecting oral history and sharing Traditional Knowledge
- The map installation event included engagement with the grade 7 class from the Pender School and the grade 7 SENĆOTEN immersion class from the W̱SÁNEĆ Tribal School and was coordinated by the TEIÁCES Reconcili-Action team in partnership with the Pender School, the W̱SÁNEĆ Tribal School, the W̱SÁNEĆ Leadership Council and supported by a grant from the Real Estate Foundation of BC
- the SELW̱ÁN met with the TEIÁCES Reconcili-Action team to provide guidance for the next two installations on S,DÁYES

16.7 Islands Trust Conservancy Report Dated Feb 2025

The report was received for information and Chair Elliott provided a verbal update.

17. NEW BUSINESS

17.1 2024/25 Annual Report - Request for Decision

SP-2025-017

It was MOVED and SECONDED,

that South Pender Island Local Trust Committee approves the attached text for inclusion in the 2024/25 Annual Report for approval by Trust Council and submission to the Minister of Housing and Municipal Affairs.

CARRIED

17.2 Consideration of Future Project – Discussion

Discussion ensued about potential projects and the following comments were noted:

- Review of short-term vacation rental policies and regulations is an option for the Local Trust Committee's next minor project

- A major project could include Official Community Plan amendments; however, any major project would flow in to the next term and with changes being made to the Islands Trust Policy Statement the timing is better suited to starting an Official Community Plan Review project in the next term
- Consideration of starting an Official Community Plan major project this term to enable pre-engagement with First Nations would require a request for project approval be made within a few months

SP-2025-018

It was MOVED and SECONDED,

that South Pender Local Trust Committee request staff to move review of short-term vacation rental policies and regulations from the Future Projects Report to the Active Projects List and report back with options for short-term vacation rental policies and regulations as a minor project and draft a project charter.

CARRIED

Island Planner Stockdill indicated she will provide information for a Targeted Official Community Plan Review project and business case in 2026.

18. UPCOMING MEETINGS

18.1 Next Regular Meeting Scheduled for September 5, 2025 at the South Pender Fire Hall, Pender Island

19. TOWN HALL

A member of the public asked if all votes conducted by the Local Trust Committee during the meeting were unanimous or if there any abstentions and Chair Elliott clarified all votes were unanimous.

A member of the public stated that a maximum floor allowance of 960 square feet for an agri-tourism accommodation structure permitting 10 guests does not seem large enough.

20. CLOSED MEETING (Distributed Under Separate Cover)

20.1 Motion to Close the Meeting

SP-2025-019

It was MOVED and SECONDED,

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

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

AND that the recorder and staff attend the meeting.

CARRIED

The regular meeting was closed to the public at 2:28 p.m. and was adjourned at the conclusion of the in-camera meeting at 2:31 p.m.

20.2 Recall to Order

20.3 Rise and Report

Chair Elliott will rise and report at the next scheduled Local Trust Committee regular meeting.

21. ADJOURNMENT

By general consent the meeting was adjourned at 2:31 p.m.

Tobi Elliott, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder



ADOPTED

South Pender Island Local Trust Committee Minutes of Special Meeting

Date: July 4, 2025
Location: Electronic Meeting

Members Present: Tobi Elliott, Chair
Dag Falck, Local Trustee
Kristina Evans, Local Trustee

Staff Present: Kim Stockdill, Island Planner
Katherine Vogt, Recorder
Robert Barlow, Meeting Administrator

Others Present: There were three (3) members of the public present

1. CALL TO ORDER

Chair Elliott called the meeting to order at 10:37 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Elliott acknowledged that the meeting was being held on the territory of the Coast Salish First Nations. She stated that Trustee Falck was delayed due to connectivity issues at the Firehall. She apologised that, by error of omission, it had been left off the agenda that this special electronic meeting was also a Community Information Meeting.

Chair Elliott acknowledged that Trustees had made the effort to have a physical location available for members of the public at the Firehall due to connectivity issues around South Pender; but advised that hybrid meetings are not typically conducted in the Trust area

3. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- Add Item 4.2 Public Comment

By general consent the agenda was approved as amended.

The meeting was recessed at 10:41 a.m. and reconvened at 10:53 a.m.

Trustee Falck joined the meeting at 10:53 a.m.

4. BUSINESS ITEMS

4.1 Minor Land Use Bylaw Amendments Project Updates – Staff Report

Island Planner Stockdill reviewed the staff report on Draft Bylaw No. 129 South Pender Minor Land Use Bylaw Amendments Project, noting the following:

- In response to Trustee query, Geographic Information System (GIS) staff have determined that all Agriculture-zoned properties are located within the Agriculture Land Reserve (ALR)
- License plate decals are no longer required on derelict vehicles, and Bylaw Enforcement Manager Warren Dingman has expressed no concerns with removing section (a) in its entirety from Section 3.11 Derelict Vehicles (1)
- The upcoming Community Information Meeting and Public Hearing on Draft Bylaw No.129 is scheduled for September 5, 2025, at the North Pender Anglican Hall
- The two First Nations referral responses that have been received defer to other Nations that are directly affected

Trustees asked or noted the following:

- Regarding Section 3.11 Derelict Vehicles (1)(a) “Valid motor vehicle number plates,” should be retained for clarity that plates show licensing
 - A Trustee raised a concern that vehicles with valid license plates would be deemed derelict by the revised wording of the bylaw should bullet a) be removed in its entirety
 - A Trustee noted that an uninsured vehicle can retain its plates until the next time it is insured, and you can sell a vehicle and keep the plates, so plates do not prove anything
 - A Trustee noted that a member of the public had commented that allowing the storage of only one unlicensed motor vehicle is restrictive for people who switch insurance between vehicles
 - More public feedback on this issue would be welcome
- How many First Nations have received referrals for Draft Bylaw No. 129?
 - The Planner responded that staff had sent fourteen First Nations referrals
 - Staff receive up-to-date consultation lists from the province
 - Public Hearing notices are also sent out to First Nations
 - The Planner added that Trust Area Services is actively working on improving referral relations with First Nations through protocol agreements
 - The Chair noted that the referral response process is problematic for First Nations because they get all the referrals for all the Bylaws regardless of their governing authority
 - There has been a request from First Nations Elders to receive information informally from Islands Trust community members, outside of the formal Leadership Council process, which the Islands Trust Executive Committee has deemed not to be a problem
- Which First Nation(s) has governing authority on South Pender Island?

- The Chair responded that governing authority is still being negotiated between the Province, the Federal Government, and First Nations due to families and territories overlapping
- Local governments do not have the nation to government relationship that the province has; but the province has delegated to local governments the responsibility to engage First Nations in the referral process
- Have legally non-conforming issues been adequately resolved by the table of maximum lot coverage of all buildings/maximum floor area of a dwelling?
 - A Trustee responded that, based on public feedback, it seemed that most people could live with where the table landed, though some people think it could be improved
 - The Planner responded that the table provides improved clarity

The wording for a draft motion was considered by Trustees and deferred for staff consideration and inclusion in the next staff report for the upcoming September 5, 2025 LTC meeting. The discussed wording was that South Pender Island Local Trust Committee amend proposed Bylaw No. 129 by amending Section 2.12 by deleting the wording and replacing it with: “Section 3.11-Derelict Vehicles, by deleting Article 3.11 (1) (a), and replacing it with: ‘(a) Current and valid motor vehicle number plates, or”.

4.2 Public Comment

Members of the public had the following questions or comments:

- A speaker stated that the Official Community Plan (OCP) goals are to maintain rural character and protect the natural environment and the existing Bylaw did not create any legal nonconforming issues, so the speakers asked if Trustees can provide clear rationale at this meeting for their support of larger house sizes and reduced setbacks, so this rationale can be included in the minutes?
 - Trustee Evans responded that the current Island Trust Policy statement supports allowing for diverse families and various lifestyles
 - Side setbacks being doubled on narrow lots was restrictive for wheelchair accessible homes that need be on a single level, for example, while having to apply for a variance may create a hardship and topography may be problematic
 - House size restrictions were a controversial issue from the previous term that the public wanted resolved
 - Chair Elliott responded that policies need to have sufficient breadth to accommodate changing circumstances
 - Chair Elliott acknowledged that lot layouts have been done imperfectly, without the latest scientific or indigenous knowledge and understanding
 - Smaller house sizes may not support diverse needs or intergenerational living
 - How people choose to live on a property will have more impact on the natural environment than their house size

- Trustee Falck responded that he evaluates issues by attempting to determine to what extent they protect or harm the environment and if their impact is serious or negligible
 - He regards positive rural character as including variety in buildings and design, room for all types of people and tolerance and appreciation of differences, that no one size fits all, that aging in place and multigenerational or friend co-use of dwellings, such as indigenous use of longhouses for example, is worthwhile; and that people behave decently, fairly, and consistently with community mindedness that builds goodwill to locals and visitors so that visitors learn more about how to better treat the environment
 - He expressed that Trustees need to make compromises that people can live with and avoid crossing a line into situations that people cannot live with
 - Trustees need to address all the needs, concerns, and arguments within the local community in a balanced way to come up with a compromise
 - Trustees need to put their personal preferences aside to understand other's preferences
 - The argument that larger house sizes have an environmental impact that is more than negligible has not been convincing
 - The layout and use of the house and the use of the land around the house has a greater environmental impact; and it is not apparent that privacy issues around setbacks is a rural character concern
 - It is well resolved now that no situation will be legal non-conforming under the new Bylaw
- The Chair requested of the minute taker that a summary of all LTC responses to the member of the public's question be included in the minutes
- Trustee Evans added that many community members rationalized that there was no legal non-conforming issue with the original Bylaw while other members felt that there was an issue, which is why Trustees attempted to address concerns with a reasonable solution
- Regarding setbacks, a member of the community had resonantly stated that it is easier to grow privacy than to move an existing house
- Chair Elliott added that the draft Bylaw should not be considered Trustee driven; rather, it was a balanced and reasonable Trustee review of a challenging previous Bylaw and process that had left many community members feeling unheard
- A member of the public supported the use of adding text to the videos of LTC meetings to enhance clarity
- A speaker commented that it would be helpful if those sections of the Islands Trust Policy Statement referenced by Trustee Evans in her comments could be included in the minutes

The Chair considered next steps and offered to follow up on providing draft Bylaw reports by email to First Nations Elders.

5. ADJOURNMENT

By general consent the meeting was adjourned at 12:12 p.m.

Tobi Elliott, Chair

Certified Correct:

Katherine Vogt, Recorder



Resolutions Without Meetings Log

South Pender Island

Resolution Number	Action	Date
2025-002 To adopt July 4, 2025 minutes as amended That the South Pender Island Local Trust Committee special business meeting minutes of July 4, 2025 be adopted as amended.	Carried	25-Aug-2025
2025-001 To adopt May 2, 2025 Minutes That the South Pender Island Local Trust Committee regular business meeting minutes of May 2, 2025 be adopted as presented.	Carried	29-May-2025

Follow Up Action Report

South Pender Island

01-Aug-2023

Progress	Activity	Responsibility	Dates	Status
0%	1 Chair Elliott is authorized to sign both covenants related to 8970 Gowlland Point Road. (IN PROGRESS). April 11 2025 - Staff contacted applicant regarding the status of the covenant.	Jas Chonk Kim Stockdill	Target: 15-Sep-2023	In Progress

02-May-2025

Progress	Activity	Responsibility	Dates	Status
0%	1 10.1 SP LTC approved special meeting minutes of March 27, 2025 as is.	Emily Bryant	Target: 16-May-2025	Completed
0%	2 14.1 PL-DVP-2025-0120 (Hoyt) - DVP approved. Staff to update Cityview, notify applicant and issue permit.	Bruce Belcher Jas Chonk	Target: 23-May-2025	Completed
0%	3 14.2 PL-TUP-2025-0142 (Evans) - Approved as amended. Staff to update permit with two additional conditions, issue permit, and update Cityview.	Bruce Belcher Jas Chonk	Target: 23-May-2025	Completed

Follow Up Action Report

South Pender Island

02-May-2025

Progress	Activity	Responsibility	Dates	Status
0%	4 15.1 Minor LUB Amendment Project 1. Staff to amend draft bylaw (add 5.5(19 to 22)) and replace maximum floor area tables (DONE) 2. Staff to report back on Section 3.11.1(a) & with A zone/ALR map 3. Bylaw No. 129 was given first reading as amended. (DONE) 4. Staff to send referrals for Bylaw No. 129. (DONE) 5. Bylaw No. 129 not at variance or contrary to ITPS. Staff to update bylaw database with resolution date. 6. LTC gave direction to schedule CIM and PH for September 5, 2025 at the NP Anglican Hall. Staff to change location of this meeting from the SP Fire Hall to NP Anglican Hall.(DONE) 7. LTC gave direction to hold an electronic special meeting. Meeting tentatively scheduled for July 4. (DONE)	Emily Bryant Jas Chonk Kim Stockdill Lisa Millard	Target: 27-Jun-2025	Completed
0%	5 Active Projects 1. STVR project added to Active Projects list. (DONE) 2. Staff to report back with information on a STVR project and a draft project charter.	Kim Stockdill	Target: 29-Aug-2025	Completed
0%	6 Staff to report back in late spring 2026 with a draft business case and work plan for a targeted OCP review.	Kim Stockdill	Target: 01-May-2026	In Progress
0%	7 17.1 SP LTC 2024/2025 Annual Report approved as is.	Robert Kojima	Target: 16-May-2025	Completed
0%	8 SP LTC adopted in-camera meeting minutes of February 2, 2024 as is.	Emily Bryant	Target: 09-May-2025	Completed

Follow Up Action Report

South Pender Island

02-May-2025

Progress	Activity		Responsibility	Dates	Status
0%	9	SP LTC appointed Andrew MacLean, Bert Hol, and Jon Spalding to the SP BOV. Staff to send appointment letters to BoV members.	Emily Bryant Jas Chonk	Target: 23-May-2025	Completed



BYLAW REFERRAL FORM

Suite 200, 1627 Fort Street
Victoria, B.C. V8R 1H8
Ph: (250) 405-5151
Fax: (250) 405-5155
southinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Saturna Island Local Trust Area Bylaw No.: 143 Date: May 13, 2025

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

N/A

PURPOSE OF BYLAW:

Amendments would be made to the Saturna Island Land Use Bylaw No. 119, 2018 (LUB) to update where secondary suites are permitted in the Saturna Island Local Trust Area in consideration of most recently available provincial saltwater intrusion mapping data, to amend references of rainwater storage to be more inclusively referenced as freshwater, and to amend minimum cistern capacity provisions to align with industry standards for tank sizes.

GENERAL LOCATION:

Saturna Island Local Trust Area

LEGAL DESCRIPTION:

N/A

SIZE OF PROPERTY AFFECTED:

N/A

ALR STATUS:

N/A

OFFICIAL COMMUNITY PLAN DESIGNATION:

N/A

OTHER INFORMATION:

Additional project information, including associated staff reports, is available at:
<https://islandstrust.bc.ca/island-planning/saturna/projects/>

Please fill out the Response Summary. If your agency's interests are "*Unaffected*", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your 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.

BSmith

(Signature)

Name:

Brad Smith

Title:
Contact Info

Island Planner

Tel: 778-679-5185

Email: bsmith@islandstrust.bc.ca

This referral has been sent to the following agencies:

Government Agencies

Parks Canada
Ministry of Water, Land and Resource Stewardship – Water
Management Branch

Regional Agencies

CRD, Planning and Protective Services, Building Inspection
CRD, Integrated Water Services (Lyall Harbour – Boot
Cove Water System)
Island Health

Adjacent Local Trust Committees and Municipalities

North Pender Island Local Trust Committee
Mayne Island Local Trust Committee
South Pender Island Local Trust Committee

First Nations

Cowichan Tribes
Halalt First Nation
Lyackson First Nation
Malahat First Nation
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Snuneymuxw First Nation
Stz'uminus First Nation
Ts'uubaa-asatx First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
WSANEC Leadership Council

**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

Saturna Island Local Trust Area

(Island)

(Signature)

(Date)

143

(Bylaw Number)

(Name and Title)

(Agency)

DRAFT

SATURNA ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 143

A BYLAW TO AMEND SATURNA ISLAND LAND USE BYLAW NO. 119, 2018

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

1. Citation

This bylaw may be cited for all purposes as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2024”.

2. Saturna Island Local Trust Committee Bylaw No. 119, cited as “Saturna Island Land Use Bylaw No. 119, 2018,” is amended as follows:

2.1 Section 2.17 – Water Storage, is amended by:

- i) replacing the word “rainwater” with the word “freshwater”
- ii) replacing the minimum cistern capacity reference of “21820 litres (4800 gallons)” with “18,000 litres (3960 gallons)”

2.2 Section 2.18 – Secondary Suites, Subsection 2.18.5 is amended by deleting the words “as having moderate to high aquifer vulnerability depicted”.

2.3 Section 15.1, Subsection 15.1.13 “floor area” is amended by replacing the word “rainwater” with the word “freshwater”.

2.4 Schedule “E” – Secondary Suites Map, is deleted in its entirety and replaced by Schedule “E” - Secondary Suites Map dated **INSERT DATE**, attached to and forming part of this bylaw.

2.5 Part 15 Interpretation, Definitions, is amended by adding as subsection 15.1.14 the words “ “Freshwater” means water with a total dissolved salt content of $\leq 1,000$ ppm (1 g/L, 1‰) and includes surface and groundwater resources” and renumbering subsequent subsections accordingly.

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 _____ DAY OF _____ 20____

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____

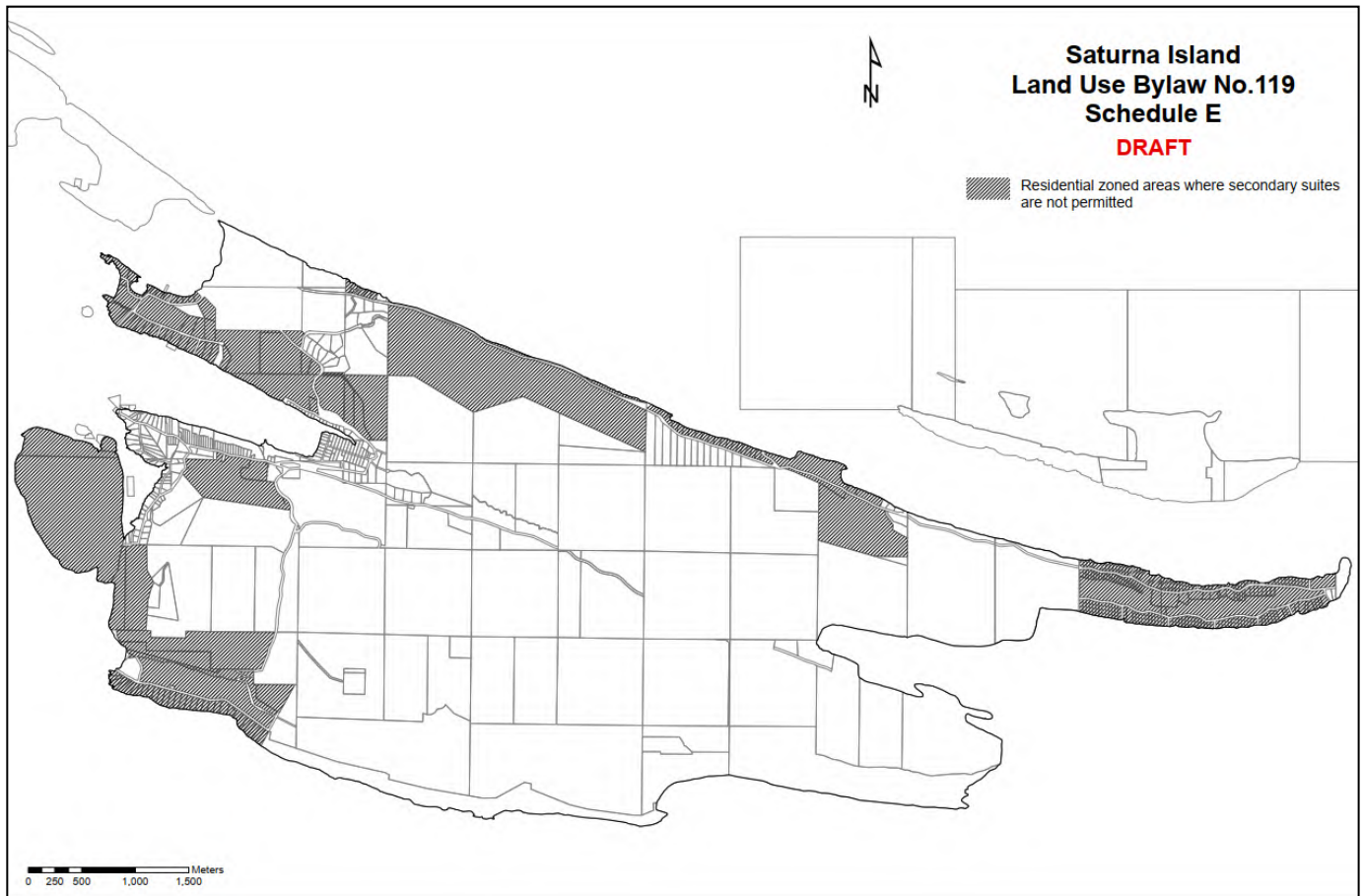
ADOPTED THIS _____ DAY OF _____ 20____

CHAIR

SECRETARY

**SATURNA ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 143**

Schedule E - Secondary Suites Map



From: Islands2050
Sent: Friday, August 8, 2025 10:33 AM
To: Nadine Mourao; Jason Youmans
Subject: Bylaw Referral - Trust Council Bylaw 183 Policy Statement - For Response by October 10, 2025
Attachments: 2025_TC_BL183-FRM-Agency-Referral.pdf; TC_2025-07-29
_BL183PolicyStatement_Schedule-A_First-Reading.pdf

Dear Referral Coordinator(s),

We are reaching out to seek feedback from provincial and federal government agencies, Indigenous Governing Bodies, local trust committees and Bowen Island Municipality, school districts, regional districts, and improvement districts on the proposed Islands Trust Policy Statement, which was given first reading by Islands Trust Council on July 29, 2025.

The Islands Trust Policy Statement is a document required by Provincial legislation to be a general statement of the policies of the Islands Trust Council to carry out the [object](#) (mandate) of the Islands Trust. The proposed Policy Statement sets out Islands Trust Council's proposed principles and policy framework for planning and land use management within the lands and waters of the Island Trust Area. The Policy Statement guides the development of the official community plans and land use bylaws of local trust committees and Bowen Island Municipality, and the development of Trust Council's Strategic Plan. It is not a set of regulations that apply to land in the Islands Trust Area.

First reading of the Policy Statement bylaw followed a year of meetings by Islands Trust Council's Committee of the Whole and Trust Programs Committee, where the draft bylaw was reviewed and revised to address feedback received from Indigenous Governing Bodies, island residents, Islands Trust staff, legal counsel, and government agencies over the course of the project. Work on a new Islands Trust Policy Statement has been ongoing since 2019.

Please visit the Islands [2050 project webpage](#) for full project background information, including frequently asked questions.

Your organization may have provided a response when a previous draft of the new Policy Statement was referred out for comment in 2021. Since then, the document has been substantially revised and is now being referred out anew. If you would like to review a copy of your organization's response to the 2021 referral, please see the agency referral section of the project library on the [Islands 2050 project webpage](#).

Your informed response is important to this process and will support the Islands Trust Council in delivering the Islands Trust's provincially-mandated object "to preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons and organizations and the government of British Columbia."

Agencies Information Session Webinars

Islands Trust will host two Zoom webinars for referral agencies to provide information about the proposed Policy Statement bylaw and to offer an opportunity for questions and answers.

Please register in advance for one of the two sessions:

- **Friday, September 5, 2025**, from 9:30 a.m. to 10:30 a.m. – [Register here](#)
- **Monday, September 8, 2025**, from 1:30 p.m. to 2:30 p.m. – [Register here](#)

After registering, you will receive a confirmation email with details on how to join the webinar.

Your response to this referral is respectfully requested:

Attached to this email is a bylaw referral package that includes our referral form and the proposed Policy Statement bylaw. Project information can be found on our website here:

<https://islandstrust.bc.ca/programs/islands-2050/>.

We understand that there are numerous demands on your time, however, we genuinely welcome any comments you may have. Your referral response to this proposed bylaw is respectfully requested by **October 10, 2025**. Referral responses will be provided to Islands Trust Council for its consideration, and publicly posted to the project webpage.

Should you have any questions or require further information, please contact Jason Youmans at jyoumans@islandstrust.bc.ca or at 250-405-5177.

Please direct referral responses to islands2050@islandstrust.bc.ca

or by mail to:

Islands Trust - Islands 2050
200 – 1627 Fort Street
Victoria, BC V8R 1H8

Thank you for your time and attention to this matter.

Respectfully,

Nadine Mourao

Legislative Clerk / Deputy Secretary (she, her, hers)

Islands Trust

700 North Road | Gabriola BC V0R 1X3

T 250-247-2206 | www.islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEL, Qualicum, scəwəθən, səlilwətał, SEMYOME, shishálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune 'luxutth', STAUTW, Stz'uminus, łaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOŁŁP, WSIKEM, Xeláltxw, Xwémalkwu, Xwsepsum, and xʷməθkʷəy̓əm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.



ISLANDS TRUST POLICY STATEMENT BYLAW REFERRAL FORM

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

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

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

PURPOSE OF BYLAW:

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

GENERAL LOCATION:

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

YOUR RESPONSE IS RESPECTFULLY REQUESTED:

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

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

OTHER INFORMATION:

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

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

(Signature)

Name: David Marlor

Title: Secretary, Islands Trust

This referral has been sent to the following agencies:

Federal Agencies

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

Regional Agencies

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

School District Boards

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

Improvement District Boards

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

Adjacent Local Trust Committees and Municipalities

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

Provincial Agencies

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

**BYLAW REFERRAL FORM
RESPONSE SUMMARY**

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☐ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

Islands Trust Area (Islands 2050)
(Island)

(Signature)

(Date)

TC 183
(Bylaw Number)

(Printed Name and Title)

(Agency)

ISLANDS TRUST COUNCIL

BYLAW NO. 183

A BYLAW TO ADOPT A POLICY STATEMENT FOR THE TRUST AREA

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

TITLE

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

APPLICATION

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

ORGANIZATION

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

SEVERABILITY

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

REPEAL

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

READINGS

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

READ A SECOND TIME THIS DAY OF , 2025

READ A THIRD TIME THIS DAY OF ,2025

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

RECONSIDERED AND FINALLY ADOPTED THIS DAY OF ,2025

Secretary

Chairperson



Islands Trust

Islands Trust Policy Statement

Acknowledgement

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

The Islands Trust Area is located within Coast Salish Territory, in the treaty lands and territories of:

BOKÉĆEN (Pauquachin) First Nation

Da'naxda'xw/Awaetlala First Nation

K'ómoks (Comox) First Nation

Lhaq'temish (Lummi) Nation

MÁLEXEŁ (Malahat) First Nation

Mamalilikulla First Nation

Qualicum First Nation

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

scə́waθən (Tsawwassen) First Nation

səlilwətał (Tsleil-Waututh) First Nation

SEMYOME (Semiahmoo) First Nation

shíshálh (Sechelt) Nation

Skwxwú7mesh (Squamish) First Nation

Snaw-naw-as (Nanoose) First Nation

Snuneymuxw (Nanaimo) First Nation

Songhees First Nation

STÁUTW (Tsawout) First Nation

ṭaʔəmen (Tla'amin) First Nation

Tlowitsis Nation

Ts'uubaa-asatx (Lake Cowichan) First Nation

Wei Wai Kum (Campbell River) First Nation

We Wai Kai (Cape Mudge) First Nation

WJOLÉLP (Tsartlip) First Nation

WSIKEM (Tseycum) First Nation

Xwémalhkwa (Homalco) First Nation

Xwsepsum (Esquimalt) First Nation

xʷməθkʷəy̓əm (Musqueam) First Nation

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- 5 1.2 – Map of the Islands Trust Area
- 6 1.3 – Indigenous Inherent Rights Acknowledgment
- 6 1.4 – Purpose and Structure of the Policy Statement

8 Part 2: Guiding Principles

- 8 2.1 – General Guiding Principles
- 9 2.2 – Reconciliation Principles
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11 Part 3: Goals and Policies

- 11 Goal 1: Advance Reconciliation
- 12 Goal 2: Preserve and Protect Indigenous Cultural Heritage and Culturally Significant Areas, Sites, and Species
- 14 Goal 3: Preserve and Protect Healthy and Biodiverse Ecosystems
- 15 Goal 4: Foster Sustainable, Inclusive, and Resilient Communities
- 19 Goal 5: Foster Sustainable Stewardship of Lands and Waters

23 Part 4: Implementation

- 23 4.1 – Policy Statement Implementation
- 26 4.2 – Policy Statement Amendments

28 Glossary of Terms

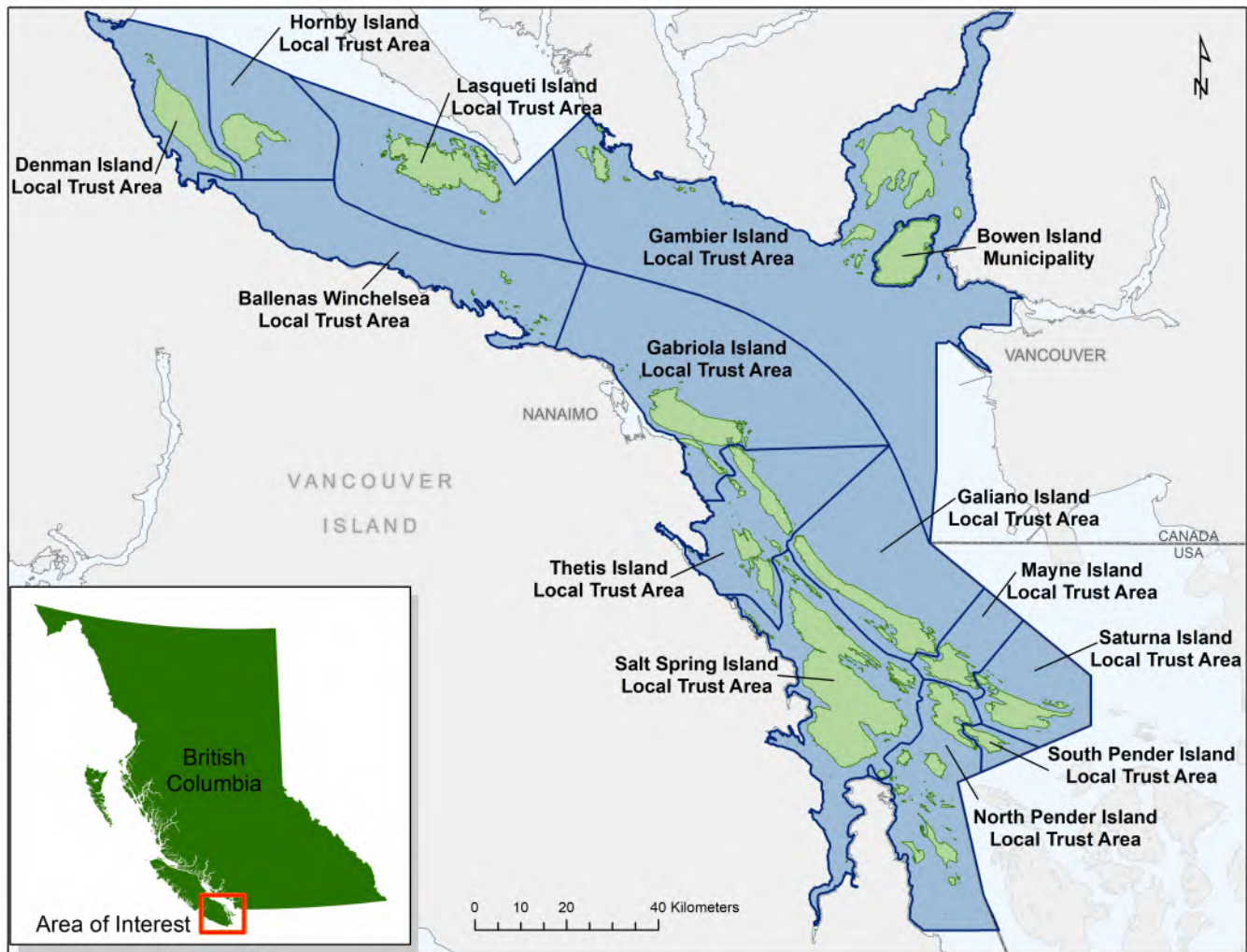
Part 1: The *Islands Trust Act*

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

1.1 — The Islands Trust Object

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

1.2 – Map of the Islands Trust Area



1.3 – Indigenous Inherent Rights Acknowledgment

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

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

1.4 – Purpose and Structure of the Policy Statement

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

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

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

Three Types of Policies in the Policy Statement:

Guiding Principles

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

Directive Policies

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

Advisory Policies

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

Part 2: Guiding Principles

2.1 – General Guiding Principles

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

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

2.2 – Reconciliation Principles

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

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

2.3 – Cooperation Principles

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

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

Part 3: Goals and Policies

Goal 1: Advance Reconciliation

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

Directive Policies – Reconciliation

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

3.1.1 Engage with Indigenous Governing Bodies

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

Advisory Policies – Reconciliation

Local trust committees and island municipalities should...

3.1.2 Engage with Indigenous Governing Bodies

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

3.1.3 Land Back

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

3.1.4 Information Sharing

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

3.1.5 Respect Indigenous Protocols for Information and Data Provided

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

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

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

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

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

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

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

Local trust committees and island municipalities should...

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

Goal 3: Preserve and Protect Healthy and Biodiverse Ecosystems

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

Directive Policies – Ecosystem Integrity

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

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

Advisory Policies – Ecosystem Integrity

Local trust committees and island municipalities should...

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

Goal 4: Foster Sustainable, Inclusive, and Resilient Communities

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

Directive Policies – Managing Growth and Development

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

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

Advisory Policies – Managing Growth and Development

Local trust committees and island municipalities should...

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

Directive Policies – Housing

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

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

Advisory Policies – Housing

Local trust committees and island municipalities should...

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

Directive Policies – Transportation

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

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

Advisory Policies – Transportation

Local trust committees and island municipalities should...

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

Directive Policies – Waste, Emissions and Pollutants

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

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

Directive Policies – Recreation

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

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

Goal 5: Foster Sustainable Stewardship of Lands and Waters

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

Directive Policies – Freshwater

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

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

Advisory Policies – Freshwater

Local trust committees and island municipalities should...

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

Directive Policies – Forest Lands

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

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

Directive Policies – Agricultural Lands

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

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

Advisory Policies – Agricultural Lands

Local trust committees and island municipalities should...

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

Directive Policies – Soil and Fill

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

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

Directive Policies – Marine Shorelands

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

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

Part 4: Implementation

4.1 — Policy Statement Implementation

Organizational Policy Alignment

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

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

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

Statutory Bylaw Approval Process

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

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

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

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

Implementing Reconciliation

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

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

Policy Statement Implementation Plan

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

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

The Policy Statement Implementation Plan may guide the development of:

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

4.2 – Policy Statement Amendments

Policy Statement Amendment Projects

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

Communications, Engagement, and Referrals

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

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

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

Legislative Process

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

Glossary of Terms

Active Recreation

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

Archaeological Sites

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

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

Biodiversity

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

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

Colonialism

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

Community Heritage Site

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

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

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

Indigenous Cultural Heritage

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

Indigenous Governing Body

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

Indigenous Knowledge / Knowledge Holders

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

Indigenous Peoples

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

Indigenous Rights

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

Middens

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

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

Natural Heritage Sites

Natural heritage sites are natural areas that:

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

Nature-based solutions

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

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

Precautionary Principle

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

Preservation

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

Protection

To maintain over the long term by managing, or if necessary limiting, the type and intensity of development or activity to ensure that valued attributes are not compromised or destroyed.

Reconciliation

Reconciliation is about establishing and maintaining a mutually respectful relationship between Aboriginal and non-Aboriginal peoples in this country. In order for that to happen, there has to be awareness of the past, an acknowledgement of the harm that has been inflicted, atonement for the causes, and action to change behavior. (Source: Truth & Reconciliation Commission)

Restrict

To confine, bound or limit, not necessarily prohibit.

Sensitive Ecosystems

Sensitive ecosystems are classified as 'sensitive' because of their rarity and vulnerability to disturbances such as human impacts and climate change. The BC Sensitive Ecosystems Inventory identifies sensitive ecosystem types, which have been adapted by the Islands Trust Conservancy to identify sensitive ecosystems commonly found in the Islands Trust Area, including:

- **Cliff:** Steep slopes, often with exposed bedrock. Very little soil accumulation, and only exceptionally hardy trees and plants. Cliffs are important vegetation refugia because they are often inaccessible to deer browsing or livestock grazing and can be important nesting habitat for birds.
- **Freshwater:** all freshwater networks including but not limited to streams, lakes, wetlands, groundwater sources, springs, and precipitation.
- **Herbaceous:** Shallow soils characteristic of herbaceous ecosystems support low-growing vegetation, such as grasses, forbs (low, broad-leaved plants), wildflowers, mosses and lichens. Few trees and shrubs survive on these sites due to the fast-drying and often shallow nature of the exposed soils.
- **Old and Mature Forest:** Dry to moist forests dominated by conifer or deciduous tree species with a canopy cover of over 30%. Old forests have a stand age of over 250 years.; Mature forests have a stand age of 80–250 years.
- **Riparian:** Located adjacent to lakes, streams and rivers and characterized by plant communities and soils dependent on increased moisture. Influenced by erosion, sedimentation, flooding and seepage.
- **Wetland:** Feature moisture-dependent plants that thrive in an environment where water remains at or above the surface of the soil during most of the year. A wetland can be bog, fen, marsh, swamp, shallow water, wet meadow or a mixture of these types.
- **Woodland:** Dry and open forests dominated by a mix of broadleaf and coniferous tree species with canopy coverage of 10–30%. Generally restricted to south-facing slopes and ridges with shallow soils and bedrock outcroppings. (Source: BC Sensitive Ecosystems Inventory, as adapted in Islands Trust Conservancy Regional Conservation Plan 2018–2027)

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

File No.: SP Minor LUB Amendments
Project

DATE OF MEETING: September 5, 2025
TO: South Pender Island Local Trust Committee
FROM: Kim Stockdill, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: South Pender Minor LUB Amendments Project – Public Hearing

RECOMMENDATIONS

1. That South Pender Island Local Trust Committee amend proposed Bylaw No. 129, cited as “South Pender Island Land Use Bylaw No. 114, 2016, Amendment No. 1, 2025”, :
 - a) By deleting Section 2.12 and replacing it with:

“2.12 Section 3.11-Derelict Vehicles, by deleting Article 3.11 (1) (a), and replacing it with: “(a) Current and valid motor vehicle number plates, or”
 - b) By deleting Section 2.20 and replacing it with:

“2.20 Section 5.5 – Agriculture (A), by deleting Subsections 5.5(9) and 5.5(10) in their entirety and by making such consequential numbering alterations to effect this change”
 - c) By adding the following new section after Section 2.22:

“2.23 Adding the following words to the Information Notes in the Agriculture zone: The Agricultural Land Reserve Use Regulation regulates total floor area for a dwelling to not exceed 500 m² on a parcel with an area of 40 ha or less.”
2. That South Pender Island Local Trust Committee Bylaw No. 129, cited as “South Pender Island Land Use Bylaw No. 114, 2016, Amendment No. 1, 2025” be read a second time as amended.
3. That South Pender Island Local Trust Committee Bylaw No. 129, cited as “South Pender Island Land Use Bylaw No. 114, 2016, Amendment No. 1, 2025” be read a third time.
4. That the South Pender Island Local Trust Committee proposed Bylaw No. 129 be forwarded to the Secretary of the Islands Trust for Executive Committee Approval.

REPORT SUMMARY

This report provides the South Pender Island Local Trust Committee (LTC) with options for proceeding following the public hearing for proposed Bylaw No. 129, associated with the Minor Land Use Bylaw (LUB) Amendments Project.

BACKGROUND

At its regular meeting of May 2, 2025, the South Pender Local Trust Committee (LTC) amended Bylaw No. 129 and gave it first reading. Subsequently, on July 4, 2025, a special meeting was convened to present an updated version of the bylaw and to provide the LTC and members of the community with an opportunity to review the bylaw and seek clarification.

The [Project Charter](#), previous staff reports, draft bylaw, and correspondence received to date can be found on the [South Pender Project webpage](#). The [blackline version of Bylaw No. 114](#) (current Land Use Bylaw) which includes amendments from draft Bylaw No. 129, can be found on the Minor LUB Amendments Project webpage.

ANALYSIS

Section 3.11

The South Pender LTC requested staff to report back with comments from bylaw enforcement in regards to amending Section 3.11 of the LUB. Section 3.11 currently states:

"3.11 Derelict Vehicles

(1) A lot shall not be used for the storage of more than one unlicensed motor vehicle, other than farm and forestry vehicles, that is not completely enclosed in a permanent building or structure and for this purpose a motor vehicle is unlicensed if it does not display:

(a) Motor vehicle number plates and the current licence year decal, or

(b) An interim vehicle licence issued pursuant to the Motor Vehicle Act Regulations.

(2) No land shall be used for the storage of unusable, disassembled, detached, stripped, nonfunctional or abandoned vehicles or vessels, including but not limited to automobiles, all terrain vehicles, golf carts, tractors, campers, trailers, or parts of such vehicles, which are not completely enclosed in a permanent building."

As decals are no longer required for vehicle licence plates, proposed Bylaw No. 129 currently removes Article 3.11(1)(a) from the LUB. The LTC requested staff during the July 5, 2025 special meeting to provide an amendment to Bylaw No. 129 in order to reword Article 3.11(1)(a) rather than removing it in its entirety.

Staff recommend rewording Article 3.11(1)(a) so it reads:

"3.11 Derelict Vehicles

(1) A lot shall not be used for the storage of more than one unlicensed motor vehicle, other than farm and forestry vehicles, that is not completely enclosed in a permanent building or structure and for this purpose a motor vehicle is unlicensed if it does not display:

*(a) ~~Motor vehicle number plates and the current licence year decal~~ **Current and valid motor vehicle number plates**, or*

(b) An interim vehicle licence issued pursuant to the Motor Vehicle Act Regulation..."

If the LTC agrees with this amendment, staff have provided a draft resolution for the LTC's consideration (Recommendation No. 1).

ALC Referral Response

The LTC received a referral response from the Agricultural Land Commission (ALC) on July 17, 2025 – see attached. The referral letter encourages the LTC to align Bylaw No. 129 with ALC's regulations and policies. The following provides Islands Trust staff responses to the ALC staff's comments included in their referral letter.

2.2 Section 1.1 – Definitions

No change recommended – An information note is included in the Agriculture zone that states maximum floor area of a dwelling or cottage located within the Agricultural Land Reserve (ALR) must be compliant with the ALC Act and regulations.

2.5-2.6 – Section 3 – General Regulations – Accessory Buildings & Structures

No change recommended. The South Pender LTC does not have a soil removal and deposit bylaw; therefore, all soil regulations fall under the jurisdiction of the ALC. It is unnecessary to include information notes outlining regulations and/or permits administered by the ALC.

2.7-2.11 – Section 3.10 – General Regulations – Recreational Vehicles

No change recommended. It is unnecessary to include information notes outlining regulations and/or permits administered by the ALC. A Land Use Bylaw is not intended to include information notes regarding all legislative policies and regulations.

2.13-2.15 – Section 5.1 – RR Zones – Siting & Size

No change recommended as no zone boundaries are amended with this bylaw.

2.17-2.18 – Section 5.5 – Agriculture Zone – Permitted Uses

No change recommended. As stated above, the South Pender LTC does not have a soil removal and deposit bylaw; therefore, all soil regulations fall under the jurisdiction of the ALC.

2.19 – Section 5.5 – Agriculture Zone – Density

No change recommended.

2.20-2.22 – Section 5.5 – Agriculture Zone – Siting & Size

Cottage size – ALC staff express concern with the removal of the maximum floor area for cottages in the Agriculture zone. The ALC requires a secondary residence to not exceed a floor area of 90 m². Islands Trust staff agrees with the recommendation to retain the maximum floor area for cottages as the size of cottages are regulated in other zones.

Dwelling size – The ALC requires the principal residence to not exceed 500 m² in floor area. Non-compliant principal residences (dwellings) require ALC approval by means of a non-adhering residential use application. Islands Trust staff recommend amending the Information Note in the Agriculture zone to include the specific maximum floor area for dwellings in the ALR. This can be achieved by amending Section 2.22 in Bylaw No. 129.

The information note would then read:

Information Note: *The maximum floor area of a dwelling or cottage located within the Agricultural Land Reserve must be compliant with the Agricultural Land Commission Act, Regulation, and any Resolution for the Agricultural Land Commission. The Agricultural Land Reserve Use Regulation regulates total floor area for a dwelling to not exceed 500 m² on a parcel with an area of 40 ha or less.*

2.23-24 – Section 5.6 – Forestry Zone – Siting & Size

No change recommended. Staff have changed the formatting issue with the bylaw.

2.26-27 – Section 5.7 – Natural Resource Zone – Siting & Size

No change recommended. Staff have changed the formatting issue with the bylaw.

STATUTORY REQUIREMENTS

A public hearing is a quasi-judicial process within and following which specific procedures must be followed. The public hearing binder for proposed Bylaw No. 296 can be found on the [Galiano LTC Application webpage](#).

Following the hearing, the LTC may choose to give further readings to a bylaw, defeat a bylaw, or alter a bylaw within certain parameters. The procedural steps following the close of the hearing are as follows:

1. Consideration of Second Reading (this may include amendments to alter a bylaw).
2. Consideration of Third Reading.
3. Forwarding of the bylaw to Executive Committee for approval.
4. Forwarding of the bylaw to the Minister's office for approval (OCP amendment bylaws only).
5. Reconsideration and adoption.

Following the close of the hearing, the LTC may not hear further submissions without holding a new hearing. The principle is that if new information is considered by the LTC, all other interested parties also need to have the opportunity to consider any new relevant material and to make further representations to the LTC. The courts have clarified that this does not open the door to endless public hearings: a local government body can legitimately decide that after a hearing it wishes to hear further from staff on issues raised at the hearing.

A bylaw may be altered after the hearing, based on information received or heard by the LTC at any point prior to the close of the hearing, provided that the amendments do not alter use or increase density, or decrease density without a landowner's consent.

If the Executive Committee and Minister approve the bylaw, the next step for the LTC would be to adopt the bylaw.

Referral Responses

The following are referral responses received to date:

ALC – see attached document (Attachment No. 2)

CRD (Regional Planning & Parks, Recreation and Environmental Services) – No additional comments at this time and does not impact their interests.

Saturna LTC & NP LTC – Interests Unaffected

Malahat Nation – *“At this time and with the documents you have provided the Malahat Nation has no objections with the proposed bylaw No. 129.”*

Pauquachin First Nation – *“This area appears to be on/in an area that Pauquachin First Nation would recognize as being outside our title and governance areas. As such, I would categorize this as a Level 1 rights area for Pauquachin First Nation. Level 1 identifies that the project appears to be wholly within another First Nations title and Governance area. Our interests in this area would be limited to Trade, First Nations Government-to-Government and inter-community relationships, but not necessarily Title and governing authorities, which would*

be Pauquachin First Nation's highest S.35 interests and would require high end of the Haida spectrum consultation.

Given this assessment we would defer to the First Nation(s) whose traditional territory this project lies within or is affected by the project. Should Pauquachin First Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected."

Tsawout First Nation – *"Thank you for your referral to the Tsawout First Nation regarding your project on our traditional territory. Tsawout First Nation advises that we have completed the activity reviews of South Pender Island Local Trust Committee Bylaw No. 129 and based on our findings, we have concluded that we do not have any concerns at this time. However, we reserve the right to comment or object at a later date if we discover unforeseen impacts to our rights or interests.*

If the scope of your project changes, please contact us so we can ensure that our Nation's best interests continue to be protected."

Ts'uubaa-asatx Nation – *"This area appears to be on/in an area that Ts'uubaa-asatx Nation would recognize as being outside our title and governance areas. As such, I would categorize this as a Level 1 rights area for Ts'uubaa-asatx Nation. Level 1 identifies that the project appears to be wholly within another First Nations title and Governance area. Our interests in this area would be limited to Trade, First Nations Government-to-Government and inter-community relationships, but not necessarily Title and governing authorities, which would be Ts'uubaa-asatx Nation's highest S.35 interests and would require high end of the Haida spectrum consultation.*

Given this assessment we would defer to the First Nation(s) whose traditional territory this project lies within or is affected by the project. Should Ts'uubaa-asatx Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected."

ALTERNATIVES

1. Make further amendments to bylaw

The LTC may amend the bylaw further. If the LTC does make further amendments, the bylaw must be read for a second time as amended. Recommended wording for the resolutions:

That South Pender Island Local Trust Committee amend proposed Bylaw No. 129 by...

2. Request further information

The LTC may request further information prior to making a decision. Staff advise that the implications of this alternative are potential delays to commencing and completing the project. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request.

Recommended wording for the resolution is as follows:

That the South Pender Island Local Trust Committee request that the staff provide further information regarding...

3. Receive for information

The LTC may receive the report for information.

NEXT STEPS

Next steps include:

- Forwarding Bylaw No. 129 to Executive Committee for approval

Submitted By:	Kim Stockdill, Island Planner	August 27, 2025
Concurrence:	Robert Kojima, Regional Planning Manager	August 28, 2025

Attachment:

1. Proposed Bylaw No. 129
2. ALC Referral Response dated July 17, 2025

PROPOSED

SOUTH PENDER ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 129

A BYLAW TO AMEND SOUTH PENDER ISLAND LAND USE BYLAW NO. 114, 2016

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

1. Citation

This bylaw may be cited for all purposes as “South Pender Island Land Use Bylaw No. 114, 2016, Amendment No. 1, 2025”.

2. South Pender Island Local Trust Committee Bylaw No. 114, cited as “South Pender Island Land Use Bylaw No. 114, 2016,” is amended as follows:

2.1 Section 1.1 – Definitions, by deleting the definition “basement floor area”.

2.2 Section 1.1 – Definitions, by amending the definition of ‘floor area’ by removing “1.5” and replacing it with “1.8” so it reads:

““floor area” means the sum of the horizontal areas of all storeys in a building, measured to the inner surface of the exterior walls, exclusive of any floor area occupied by a cistern used for the storage of water for domestic use or fire protection, and exclusive of all areas of a storey having a floor and a ceiling less than 1.8 metres apart, and exclusive of a storey that is not fully enclosed by a floor, ceiling, and four walls or glass.

2.3 Section 3.3 – Siting and Setback Regulations, Subsection 3.3(5) is amended by removing “a certification from an appropriately qualified person as to” and replacing it with “substantive evidence to establish” so it reads:

“Despite Subsection 3.3(3), on a lot that contains a legal dwelling, cottage, or accessory building constructed prior to September 15, 2022, a replacement dwelling, cottage, or accessory building may be constructed, or the existing dwelling, cottage, or accessory building re-constructed or altered, provided the distance from the natural boundary of the sea to the replacement, re-constructed or altered dwelling, cottage, or accessory building is not less than the distance from the natural boundary of the sea to the dwelling, cottage, or accessory building on the lot on September 15, 2022 and for this purpose the Local Trust Committee may require an owner to submit substantive evidence to establish the siting of the dwelling, cottage, or accessory building at the time of the adoption of this bylaw.”

- 2.4 Section 3.4 – Height Regulations, Subsection 3.4(1) is amended by deleting the words “and at no point may a dwelling or cottage exceed 9.2 metres (30 feet) in height” so it reads:
- “A dwelling or cottage shall not exceed 9.2 metres (30 feet) in height.”
- 2.5 Section 3.5 – Accessory Buildings and Structures, Article 3.5(6)(b) by deleting “1.2 ha (3 acres)” and replacing it with “1.6 ha (4 acres)”.
- 2.6 Section 3.5 – Accessory Buildings and Structures, Article 3.5(6)(c) by deleting “with an area greater than 1.2 ha (3 acres)” and replacing it with “1.6 ha (4 acres) or greater in area”.
- 2.7 Section 3.10 – Use of Recreational Vehicles as a Dwelling, by deleting Article 3.10(1)(f).
- 2.8 Section 3.10 – Use of Recreational Vehicles as a Dwelling, by deleting the word “the” after the words “dwelling on the same lot is permitted in” in Subsection 3.10(1).
- 2.9 Section 3.10 – Use of Recreational Vehicles as a Dwelling, Subsection 3.10 (1) by deleting the words “Nothing in this Subsection prohibits the storage on a lot of recreational vehicles that are not being used as dwellings”.
- 2.10 Section 3.10 – Use of Recreational Vehicles as a Dwelling, by creating the following new Subsection 3.10(1)
- “Nothing in this Section prohibits the storage of recreational vehicles that are not being used as dwellings.”
- and by making such consequential numbering alterations to effect this change.
- 2.11 Section 3.10 – Use of Recreational Vehicles as a Dwelling, by adding the following new Subsection 3.10(2) that reads:
- “Where a *recreational vehicle* is used for temporary camping, occupancy of a *recreational vehicle* must not exceed 90 days in a calendar year.”
- 2.12 Section 3.11 – Derelict Vehicles, by deleting Article 3.11(1)(a), and by making such consequential numbering alterations to effect this change.
- 2.13 Section 5.1 – Rural Residential Zones, by deleting Subsections 5.1(5) and 5.1(6) in their entirety and by making such consequential numbering alterations to effect this change.

- 2.14 Section 5.1 – Rural Residential Zones, by adding the following new subsection after Subsection 5.1(4) and by making such consequential numbering alterations to effect this change:

- “(5) Maximum Floor Area: RR1 RR2 RR3
✓ ✓ ✓
- (a) The total floor area of all buildings per lot may not exceed the area in Column A;
 - (b) For a lot that has no dwelling or contains a dwelling with a floor area less than Column B, then the maximum floor area of a new, replacement, or altered dwelling may not exceed the floor area in Column B;
 - (c) For a lot that contains a legal dwelling constructed prior to September 15, 2022 that exceeded the floor area in Column B, the floor area of a re-constructed or replacement dwelling may not exceed the lesser of:
 - i. the floor area of the dwelling on September 15, 2022, or
 - ii. the area in Column C.
 - (d) Where 5.1(5)(c)(i) is applicable, the Local Trust Committee may require an owner to submit substantive evidence to establish the size and siting of the dwelling at the time of the adoption of the bylaw.

	Column A	Column B	Column C
Lot Area	The total floor area of all buildings may not exceed:	The floor area of a dwelling may not exceed:	The floor area of a dwelling may not exceed:
Less than 0.4 ha (1 Acre)	465 m ² (5000ft ²)	279 m ² (3000 ft ²)	353 m ² (3800 ft ²)
0.4 ha to < 0.8 ha (1 to 2 Acres)	557 m ² (6000ft ²)	325 m ² (3500 ft ²)	418 m ² (4500 ft ²)
0.8 ha to < 1.6 ha (2 to 4 Acres)	743 m ² (8000ft ²)	372 m ² (4000 ft ²)	520 m ² (5600 ft ²)
1.6 ha to < 4.0 ha (4 to 10 Acres)	836 m ² (9000ft ²)	395 m ² (4250 ft ²)	543 m ² (5845 ft ²)
4.0 ha (10 Acres) or greater	1394 m ² (15000 ft ²)	418 m ² (4500 ft ²)	560 m ² (6030 ft ²)

- 2.15 Section 5.1 – Rural Residential Zones, by deleting newly renumbered Subsections 5.1(8) and 5.1(9) in their entirety and by making such consequential numbering alterations to effect this change.
- 2.16 Section 5.1 – Rural Residential Zones, by amending the newly renumbered Subsection 5.1(10) – Subdivision Lot Size Requirements by deleting the words “Subject to subsection 5.1(10),”.
- 2.17 Section 5.5 Agriculture (A), by amending Article 5.5(1)(d) by deleting the words “subject to Subsections 5.5(13) to 5.5(16) and replacing them with “(as permitted by the Agricultural Land Commission)”

- 2.18 Section 5.5 Agriculture (A), by amending Article 5.5(1)(e) by deleting the words “, subject to Subsections 5.5(15) to 5.5(2), and as permitted by the Agricultural Land commission” and replacing them with “(as permitted by the Agricultural Land Commission)”.
- 2.19 Section 5.5 Agriculture (A), by deleting the wording in Subsection 5.5(3) and replacing it with:
- “Despite Subsection 5.5(2), one cottage or one dwelling for the housing of persons engaged in on-going agricultural activities on the lot, is permitted on each lot in addition to the dwelling permitted in Subsection 5.5(2).”
- 2.20 Section 5.5 – Agriculture (A), by deleting Subsections 5.5(9) to 5.5(11) in their entirety and by making such consequential numbering alterations to effect this change.
- 2.21 Section 5.5 – Agriculture (A), by adding the following new subsection after Subsection 5.5(8) and by making such consequential numbering alterations to effect this change:

“(9) Maximum Floor Area:

- (a) The total floor area of all buildings per lot may not exceed the area in Column A;
- (b) For a lot that has no dwelling or contains a dwelling with a floor area less than Column B, then the maximum floor area of a new, replacement, or altered dwelling may not exceed the floor area in Column B;
- (c) For a lot that contains a legal dwelling constructed prior to September 15, 2022 that exceeded the floor area in Column B, the floor area of a re-constructed or replacement dwelling may not exceed the lesser of:
 - i. the floor area of the dwelling on September 15, 2022, or
 - ii. the area in Column C.
- (d) Where 5.5(9)(c)(i) is applicable, the Local Trust Committee may require an owner to submit substantive evidence to establish the size and siting of the dwelling at the time of the adoption of the bylaw.

	Column A	Column B	Column C
Lot Area	The total floor area of all buildings may not exceed:	The floor area of a dwelling may not exceed:	The floor area of a dwelling may not exceed:
Less than 0.4 ha (1 Acre)	465 m ² (5000ft ²)	279 m ² (3000 ft ²)	353 m ² (3800 ft ²)
0.4 ha to < 0.8 ha (1 to 2 Acres)	557 m ² (6000ft ²)	325 m ² (3500 ft ²)	418 m ² (4500 ft ²)
0.8 ha to < 1.6 ha (2 to 4 Acres)	743 m ² (8000ft ²)	372 m ² (4000 ft ²)	520 m ² (5600 ft ²)
1.6 ha to < 4.0 ha (4 to 10 Acres)	836 m ² (9000ft ²)	395 m ² (4250 ft ²)	543 m ² (5845 ft ²)
4.0 ha (10 Acres) or greater	1394 m ² (15000 ft ²)	418 m ² (4500 ft ²)	560 m ² (6030 ft ²)

”

- 2.22 Deleting 5.5(13) to 5.5(18) in their entirety, by making such consequential numbering alterations to effect this change, and by moving the Information Note under the newly renumbered Subsection 5.5(8).
- 2.23 Section 5.6 – Forestry (F), by deleting Subsections 5.6(7) and 5.6(8) in their entirety and by making such consequential numbering alterations to effect this change.
- 2.24 Section 5.6 – Forestry (F), by adding the following new subsection after Subsection 5.6(6) and by making such consequential numbering alterations to effect this change:

“(7) Maximum Floor Area:

- (a) The total floor area of all buildings per lot may not exceed the area in Column A;
- (b) For a lot that has no dwelling or contains a dwelling with a floor area less than Column B, then the maximum floor area of a new, replacement, or altered dwelling may not exceed the floor area in Column B;
- (c) For a lot that contains a legal dwelling constructed prior to September 15, 2022 that exceeded the floor area in Column B, the floor area of a re-constructed or replacement dwelling may not exceed the lesser of:
 - i. the floor area of the dwelling on September 15, 2022, or
 - ii. the area in Column C.
- (d) Where 5.6(7)(c)(i) is applicable, the Local Trust Committee may require an owner to submit substantive evidence to establish the size and siting of the dwelling at the time of the adoption of the bylaw.

	Column A	Column B	Column C
Lot Area	The total floor area of all buildings may not exceed:	The floor area of a dwelling may not exceed:	The floor area of a dwelling may not exceed:
Less than 0.4 ha (1 Acre)	465 m ² (5000ft ²)	279 m ² (3000 ft ²)	353 m ² (3800 ft ²)
0.4 ha to < 0.8 ha (1 to 2 Acres)	557 m ² (6000ft ²)	325 m ² (3500 ft ²)	418 m ² (4500 ft ²)
0.8 ha to < 1.6 ha (2 to 4 Acres)	743 m ² (8000ft ²)	372 m ² (4000 ft ²)	520 m ² (5600 ft ²)
1.6 ha to < 4.0 ha (4 to 10 Acres)	836 m ² (9000ft ²)	395 m ² (4250 ft ²)	543 m ² (5845 ft ²)
4.0 ha (10 Acres) or greater	1394 m ² (15000 ft ²)	418 m ² (4500 ft ²)	560 m ² (6030 ft ²)

- 2.25 Section 5.6 – Forestry (F), by adding the words “from any lot line” after the words “20 metres (66 feet)” to the newly renumbered Subsection 5.6(10) so it reads:

“Despite 5.6(5) above, the minimum *setback* for a portable sawmill permitted by 5.6(1)(b) above shall be 20 metres (66 feet) from any *lot line*.”

- 2.26 Section 5.7 – Natural Resource (NR), by deleting Subsections 5.7(6) and 5.7(7) in their entirety and by making such consequential numbering alterations to effect this change.

2.27 Section 5.7 – Natural Resource (NR), by adding the following new subsection after Subsection 5.7(5) and by making such consequential numbering alterations to effect this change:

“(6) Maximum Floor Area:

- (d) The total floor area of all buildings per lot may not exceed the area in Column A;
- (e) For a lot that has no dwelling or contains a dwelling with a floor area less than Column B, then the maximum floor area of a new, replacement, or altered dwelling may not exceed the floor area in Column B;
- (f) For a lot that contains a legal dwelling constructed prior to September 15, 2022 that exceeded the floor area in Column B, the floor area of a re-constructed or replacement dwelling may not exceed the lesser of:
 - i. the floor area of the dwelling on September 15, 2022, or
 - ii. the area in Column C.
- (e) Where 5.7(6)(c)(i) is applicable, the Local Trust Committee may require an owner to submit substantive evidence to establish the size and siting of the dwelling at the time of the adoption of the bylaw.

	Column A	Column B	Column C
Lot Area	The total floor area of all buildings may not exceed:	The floor area of a dwelling may not exceed:	The floor area of a dwelling may not exceed:
Less than 0.4 ha (1 Acre)	465 m ² (5000ft ²)	279 m ² (3000 ft ²)	353 m ² (3800 ft ²)
0.4 ha to < 0.8 ha (1 to 2 Acres)	557 m ² (6000ft ²)	325 m ² (3500 ft ²)	418 m ² (4500 ft ²)
0.8 ha to < 1.6 ha (2 to 4 Acres)	743 m ² (8000ft ²)	372 m ² (4000 ft ²)	520 m ² (5600 ft ²)
1.6 ha to < 4.0 ha (4 to 10 Acres)	836 m ² (9000ft ²)	395 m ² (4250 ft ²)	543 m ² (5845 ft ²)
4.0 ha (10 Acres) or greater	1394 m ² (15000 ft ²)	418 m ² (4500 ft ²)	560 m ² (6030 ft ²)

”

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 2ND DAY OF MAY 2025.

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____

ADOPTED THIS _____ DAY OF _____ 20____

CHAIR

SECRETARY

File No.: Short Term Vacation Rental
Review

DATE OF MEETING: September 5, 2025
TO: South Pender Island Local Trust Committee
FROM: Kim Stockdill, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: Short Term Vacation Rental Review Preview – Project Charter

RECOMMENDATION

1. That the South Pender Island Local Trust Committee endorse the attached project charter for the Short Term Vacation Rental Review Project.

REPORT SUMMARY

The report attaches a project charter for the STVR Review Project. The report also outlines the project and provides a preliminary timeline and scope.

BACKGROUND

At the May 2, 2025 the South Pender LTC passed the following resolution:

SP-2025-018

It was MOVED and SECONDED,

that South Pender Local Trust Committee request staff to move review of short-term vacation rental policies and regulations from the Future Projects Report to the Active Projects List and report back with options for short-term vacation rental policies and regulations as a minor project and draft a project charter.

CARRIED

A Minor Project is an LTC project that is anticipated to require a budget of under \$5,000 in any given fiscal year, is relatively limited in scope, and can be supported by LTC's assigned the Island Planner. Each LTC may have one minor project at any one time and funding is supported from a minor projects budget allocated by Trust Council and assigned by the Director of Planning Services.

Staff have prepared the attached project charter for the project.

STVRs on South Pender

The South Pender Official Community Plan (OCP) policies and Land Use Bylaw (LUB) regulations permitted short term vacation rentals (STVR) as an out-right permitted use in a dwelling or as a home business in a cottage until 2020.

On January 31, 2020, Bylaw No. 117 was adopted, which no longer permitted STVRs as an out-right permitted use in a dwelling.

Z:\12 Long Range Planning\11 SP\6500 LTC Work Program\20 Projects (P)\2025 - STVR Review\Staff reports\2025-09-05_SP-LTC_STVR-Review_Staff-Report.docx

Further amendments to the OCP and LUB in 2021 removed rental of a cottage as a home business, and, as an alternative, the amendment to the OCP (Bylaw No. 120) also established guidelines for permitting STVRs by temporary use permit (TUP).

STVR operators who were lawfully using a dwelling or cottage for an STVR at the time of the adoption of the LUB amendments had non-conforming protection under s.528 of the *Local Government Act*. This means that they could continue to operate the STVR legally, provided the use was not discontinued for a period of more than six months. As of 2020, staff had estimated that there were approximately 20 lawful STVR operations which would have non-conforming status.

Provincial Legislation

In late 2023, Bill 35 (the *Short-term Rental Accommodations Act*) came into force. The legislation focused on several areas, including: limiting short-term rentals to the operator's principal residence and one accessory dwelling unit; establishing a provincial registry for service providers; permitting business licensing by regional districts; and ending non-conforming protection for short-term rentals.

The principal residence requirement does not apply to the Islands Trust Area, although individual Local Trust Committees (LTCs) may choose to opt in. However, as of May 1, 2024, non-conforming protection for short-term rentals ended, including within local trust areas. As noted above, a number of operations on South Pender were rendered non-conforming. At this point, staff have not estimated the number of previously legal STVRs that are continuing to operate, although some operators have registered with the provincial registry.

SP LTC Standing Resolution

Based on options outlined in a staff report dated [September 13, 2024](#), the South Pender LTC passed the following resolution:

SP-2024-013

It was Moved and Seconded,

that South Pender Island Local Trust Committee directs Bylaw Enforcement staff to defer enforcement for those short-term vacation rentals validly operating as of April 30, 2024 and that enforcement on any short term vacation rentals be by written complaint only.

CARRIED

ANALYSIS

The regulatory changes adopted through Bylaws Nos. 117, 119, and 120 reflect a shift in how short term vacation rentals (STVRs) are managed within the South Pender Island Local Trust Area. By removing STVRs as either a principal use or a home business, the LTC has established TUPs as the sole mechanism to allow this use.

This regulatory framework provides the LTC with greater discretion in considering applications on a case-by-case basis. TUPs allow the LTC to establish specific conditions of use, including but not limited to: maximum occupancy, length of permit (up to three years), and other measures intended to address community concerns. The TUP process also requires public notification and the opportunity for community input.

The current approach aligns with community feedback received during the bylaw amendment processes, which expressed concerns regarding potential impacts of STVRs on housing availability, neighbourhood impacts, and water usage. At the same time, the TUP process allows flexibility for property owners by allowing for the consideration of STVR proposals and site-specific circumstances.

Those STVR operations that were previously protected under Section 528 of the *Local Government Act* may legalize their use by applying for and obtaining a TUP. The LTC should consider whether an STVR Review Project is necessary, given the limited options available to operators.

Staff recommend that the LTC consider one of the following two options:

1. Endorse the Project Charter to conduct a full review of STVR options. See the discussion below regarding the draft Project Charter, timelines, and budget.
2. Send a letter to all known STVR operators notifying them of their option to apply for a TUP to legalize their use. This option would not require the project to proceed.

PROJECT CHARTER

Project Scope and Budget

The proposed work plan would limit the scope of the project to engage with STVR operators and community members, engage and consult with First Nations, hold two Community Information Meetings (CIMs), review regulations and policies, and undertake the legislative process to amend the Land Use Bylaw and/or Official Community Plan. The budget requested would be for \$3,000 in the current fiscal year, with up to an additional \$2,000 in the next fiscal year. Staff resources are estimated to be primarily the Island Planner's time, with support from other staff as needed.

Timeline

The project is proposed to be completed relatively quickly as a targeted review, with the project consisting of the following phases:

Phase 1: Project Initiation - preliminary report and engagement options

Phase 2: Analysis - review of LUB regulations, options to LTC

Phase 3: First Nations consultation - early engagement and on-going consultation as requested by Nations

Phase 4: Community Engagement - early engagement with STVR operators and community members; and second community meeting to review draft bylaw

Phase 5: Drafting - LTC review of amendment options, direction to prepare bylaw(s), bylaw referrals

Phase 6: Legislative Phase - bylaw readings, Public Hearing/Notice of First Reading, EC and Ministerial approval (if required)

Phase 7: Implementation - public and landowner communication, procedural updates

Phase	2025												2026												2027													
	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12		
Pre-Project																																						
Project Initiation																																						
FN Engagement																																						
Analysis																																						
Consultation																																						
Drafting																																						
Legislative																																						
Implementation																																						
Contingency																																						

Consultation

First Nations

Staff would undertake early engagement to determine Nation's interests and desired level of involvement. An early engagement letter will be sent to First Nations after the South Pender LTC endorses the Project Charter.

STVR Operators

After the South Pender LTC endorses the Project Chart, staff will send a letter to known STVR operators to notify them of the new project. The LTC will also hold Community Information Meetings at the bylaw drafting stage and prior to First Reading or Public Hearing for further consultation.

Community consultation:

Once the LTC has provided direction to prepare a bylaw amendment, community consultation would be undertaken, including community meeting(s), website updates, and communications materials after bylaw adoption.

Legislative process

An amendment may be required to the South Pender LUB and/or OCP, consisting of bylaw readings, a public hearing, and Executive Committee approval. Ministerial approval would be required for an OCP amending bylaw.

Implementation

The final phase would be to implement the amendment through communications to Associated Island and boat access only landowners.

Rationale for Recommendation

The recommendation is to proceed with the project as the LTC's Minor Project as the targeted scope of the project and the availability of funds and staff resources support proceeding as proposed.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

1. Request further information

The LTC may request further information prior to making a decision. Staff advise that the implications of this alternative are that commencing work on the project would be delayed. Recommended wording for the resolution is as follows:

That the South Pender Island Local Trust Committee request that...

2. Refer the Staff Report to the APC

The LTC may request the staff report dated September 5, 2025 to be referred to the South Pender Advisory Planning Commission (APC) to provide recommendations regarding the project's options. Recommended wording for the resolution is as follows:

That the South Pender Island Local Trust Committee request staff to send a referral to the South Pender Advisory Planning Commission requesting recommendations on...

3. Not Proceed with the Project – Notify STVR Operators

The LTC may decide not to proceed with the project and to notify STVR operators of the option to apply for a Temporary Use Permit to legalize the STVR use.

That the South Pender Island Local Trust Committee request staff to remove the Short Term Vacation Rental Review Project from the Active Projects list.

That the South Pender Island Local Trust Committee request staff to notify known STVR operators regarding the option for a Temporary Use Permit.

4. Receive for information

The LTC may receive the report for information

NEXT STEPS

If the LTC endorses the project charter, staff will report back at the November LTC meeting. If the LTC decides not to proceed with the project, staff will draft a letter to STVR operators outlining the option to legalize the use by issuance of a Temporary Use Permit.

Submitted By:	Kim Stockdill, Island Planner	August 28, 2025
Concurrence:	Robert Kojima, Regional Planning Manager	August 29, 2025

ATTACHMENT

1. Project Charter

Short Term Vacation Rental Review - Charter v1

South Pender Island LTC

LTC Endorsement Date: xxx

Purpose: To conduct a review of previous and current South Pender Island's Short Term Vacation Rental (STVR) policies and regulations and evaluate the impact of recent provincial legislation to inform potential policy and/or regulatory change.

Background: Short term vacation rental use within the South Pender Island Local Trust Area has become increasingly restricted over the past five years. Recent legislative amendments have removed the legal non-conforming status previously afforded to STVRs. Consequently, STVR use is now permissible solely through the issuance of a Temporary Use Permit (TUP).

Deliverables

- Information based deliverables (mail out and/or STVR pamphlets)
- Amendments to the South Pender Island Land Use Bylaw (LUB) and Official Community Plan (OCP)

In Scope

- Review of bylaw enforcement STVR files
- Review impact of provincial legislation changes for STVRs
- Review of previous and current STVR policies and regulations on South Pender
- Identification of potential regulatory and policy amendments for STVRs (LUB and OCP amendments)
- Community engagement and mail out

Out of Scope

Amendments to the South Pender Island LUB and OCP not related to Short Term Vacation Rentals

IAP2 Engagement Level:

- ☐ Inform
- ☐ Consult
- ☒ Involve
- ☐ Collaborate

Workplan Overview

Deliverable/Milestone	Target Date
Project Charter endorsement	September 2025
Project initiation and preliminary report to LTC	November 2025
Engagement with STVR operators and community members	Jan- Mar 2026
Review engagement comments/LTC direction to draft bylaw	April - June 2026
Draft bylaw to LTC & referrals	Summer 2026
Community consultation on draft bylaw	Summer 2026
Public Hearing	September 2026

Project Team

Island Planner	Project Manager
Bylaw Enforcement Officer/Manager	Bylaw Enforcement Support
Planning Team Assistant	LPS Admin Support
Legislative Clerk	LPS Legislative Support
Meeting Coordinator	Meeting Organization Support
RPM Approval: Name of RPM Date: xxx	LTC Endorsement: Resolution #: Date: xxx

Budget

Budget Sources:

Fiscal Year	Item	Cost
2025/2026	Public engagement (letter mail-out, hall rental, advertising, minute taker, supplies)	\$2500
2025/2026	Community Information Meeting	\$500
2026/2027	Public Hearing	\$2000
	Total	\$5000

Meeting	Deliverable/Milestone	Target Date	Completion Date
Sept 5, 2025	LTC endorsement of project charter	September 2025	
	Early Engagement Letters to First Nations	October 2025	
	Early Engagement Letters to know STVR operators	October 2025	
Nov 7, 2025	LTC review of background material and consideration of public engagement	November 2025	
	LTC to give direction to staff to schedule a Special Meeting to hold a Community Information Meeting to gather comments from STVR operators and community members	January to March 2026	
May 2026	Staff to prepare report summarizing comments from CIM, and request the LTC to give direction to draft a bylaw	May 2026	
	Send bylaw referrals	May 2026	
	Draft bylaw presented to the LTC & LTC to give direction to hold second Special Meeting with a CIM	May 2026	
Summer 2026	In-person or electronic Special Meeting with CIM	Summer 2026	
	First Reading	Summer 2026	
September 2026	Public Hearing, Second and Third Reading	September 2026	
	EC approval and bylaw adoption	Fall 2026 to Winter 2027	

Active Projects Report

South Pender Island

1. *Minor Project - Minor LUB Review Project*

Responsible

Dates

Activity:

Kim Stockdill

Rec'd: 01-Sep-2023

2. *STVR Regulation & Policy Review*

Responsible

Dates

Activity:

Changes to legislation (bill 35) have affected legal non-conforming vacation rentals. The LTC has deferred enforcement and determined that it wishes to consider policy and regulatory options for vacation rentals.

Kim Stockdill

Rec'd: 02-May-2025

Target: 01-Oct-2026

Future Projects Report

South Pender Island

1. *Development Permit Areas*

Responsible

Date Received

Review of existing and potential development permit areas

28-Apr-2015

2. *Sea level Rise and Shoreline Erosion*

Responsible

Date Received

Review of policies and regulations including setback from the sea, structures permitted in setback

28-Apr-2015

3. *First Nations Language*

Responsible

Date Received

Consider OCP amendment to include a more fulsome historical accounting of First Nations

01-Nov-2019

4. *Groundwater Sustainability Project*

Responsible

Date Received

Consider Implementation options of Southern Gulf Islands Groundwater initiative

09-Apr-2021

5. *Raptor's Nest Mapping*

Responsible

Date Received

To update the mapping of raptor's nest on South Pender Island.

04-Feb-2022

6. *Shoreline Review Project*

Responsible

Date Received

Shoreline Review Project

05-May-2023



Print Date: August 29, 2025

Follow Up Action List

Future Projects Report



South Pender Local Trust Committee

Open Applications

Report

Print Date: August 27, 2025

Development Variance Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20240254	Daniel Forslund	10/3/2024	9907 KLOSHE RD, PENDER ISLAN	Application for a variance for the siting of a retaining wall in the setback from the sea.
Planner		Status	Most Recent Completed Activity	
Bruce Belcher		Under Review	Generate Complete Application Letter	

Subdivision

Application Number	Applicant Name	Date Received	Address	Purpose
SP-SUB-2021.1	Taylor/Rachel Johns	6/1/2021	8970 GOWLLAND POINT RD, PEND	8970 GOWLLAND POINT RD- proposed three lot bareland strata subdivision
Planner		Status	Most Recent Completed Activity	
Kim Stockdill		Administrative Review	Record and File PLR	

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

665 South Pender	Invoices posted to Month ending June 2025	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-665	LTC "Trustee Expenses"	0.00	95.21	-95.21
LTC Local				
65200-665	LTC - Local Exp - LTC Meeting Expenses	1,000.00	151.67	848.33
65210-665	LTC - Local Exp - APC Meeting Expenses	1,880.00	0.00	1,880.00
TOTAL LTC Local Expense		<u>2,880.00</u>	<u>151.67</u>	<u>2,728.33</u>
Projects				
73001-665-4118	South Pender LUB Minor Amendments	3,000.00	116.99	2,883.01
TOTAL Project Expenses		<u>3,000.00</u>	<u>116.99</u>	<u>2,883.01</u>



Standing Resolutions Log

South Pender Island

Resolution Number	Action	Date
2024-013 (Standing) STVR Enforcement that the South Pender Island Local Trust Committee directs Bylaw Enforcement staff to defer enforcement for those short-term vacation rentals validly operating as of April 30, 2024 and that enforcement on any short term vacation rentals be by written complaint only.	Carried	13-Sep-2024
2021-016 (Standing) 15.2 APC Appointments That the South Pender Island Local Trust Committee request that prior to expiration of Advisory Planning Commission members terms of office, staff write to commissioners asking if they wish to be reappointed and also advertise for expressions of interest for new commissioners	Carried	05-Nov-2021

Standing Resolutions Log

South Pender Island

Resolution Number	Action	Date
2019-015 (Standing)	Carried	06-Sep-2019
15.3 Standing Resolution - Reconciliation Report that the South Pender Island Local Trust Committee adopt the following standing resolution with respect to First Nations in the Local Trust Area: Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission (TRC) Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to: a) Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities; b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory; c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history; d) Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols; e) Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.		
2019-014 (Standing)	Carried	06-Sep-2019
15.2 Model Cell Tower Strategy - Staff Briefing that the South Pender Island Local Trust Committee endorse the Model Cell Tower Strategy.		

Standing Resolutions Log

South Pender Island

Resolution Number	Action	Date
2019-001 (Standing)	Carried	01-Feb-2019
13.2 Cannabis Retail Application License Application Fees - Staff Report - Proposed or amended licenses for non-medical cannabis retail establishments require an application to the local trust committee. - The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical. - The public consultation process shall be determined by the local trust committee after initial review of the proposal. - The proposed license should also be referred to First Nations for comment. - However, as a minimum, the local trust committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: - o Name of the applicant and a description of the proposal in general terms - o The location of the proposed establishment and the subject site - o The place where, and date and time when, both a public meeting will be held and a resolution of the local trust committee considered. - o The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application - o How public comments may be submitted to the local trust committee.		
2015-015 (Standing)	Carried	28-Apr-2015
Printed Agenda Packages That whereas full agendas are available for public perusal on the website, and whereas the SPILTC endeavours to lower its ecological footprint be it moved that full paper printed agenda packages no longer be provided for future SPILTC meetings.		
2010-000 (Standing)	Carried	05-Oct-2010

Send FUAL to trustees once drafted following the meeting.



Standing Resolutions Log

South Pender Island

Resolution Number	Action	Date
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2006-012 (Standing)

Carried

23-May-2006

Adoption of Minutes

That staff prepare draft of meeting minutes for Local Trust Committee reading, correction and amendment as soon as possible following meetings. The South Pender Island Local Trust Committee will adopt these minutes by Resolution without Meeting within fourteen business days, if possible, of each meeting.



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY March 18th, 2025 BOARD MEETING

NOTE: For more detail on Islands Trust Conservancy meetings, including meeting minutes, please visit <https://islandstrust.bc.ca/whats-happening/meetings-and-events/>

1. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Board rose and reported that a meeting was held between ITC staff and the Ministry of Housing and Municipal Affairs concerning land disposition, including transfer of land to Indigenous Governing Bodies. The Ministry staff's recommendation was for the ITC Board to develop a policy and include it in ITC's Five-Year Plan (2028-2032) for the Minister's consideration.
- The ITC Board directed staff to notify the Salt Spring Island Local Trust Committee that Islands Trust Conservancy's interests are unaffected by Bylaw No. 541 Referral.
- Chair Gauvreau presented the briefing on an invitation to join the Centre for Land Conservation's Land Trust Certification Pilot Program. The ITC Board requested Chair Gauvreau to write a letter declining the invitation to join pilot program.
- Species at Risk Program Coordinator Wheeler presented a briefing on the North Pender Island Bylaw 235 Referral regarding updating Raptor and Heron Nest Development Permit Area (DPA) mapping and associated provisions from 2008 and provided additional Species at Risk information to consider to the Islands Trust planning team.
- Trustee Patrick joined the ITC Board Meeting to discuss the April 23rd, 2025 EC-ITC Joint Meeting agenda topics. Discussion ensued and agenda topics were identified.
- Trustee Elliott provided a Trust Council update to the ITC Board reporting on a number of items, including Trustee Patrick's election as Chair of Trust Council.
- Chair Gauvreau advised that the ITC budget for 2025/26 was approved by Trust Council.
- Chair Gauvreau reported that she gave a synopsis of the ITC 4th Quarter 2024/25 report at Trust Council.
- There was no Governance Committee Update. Chair Gauvreau reported she did not attend the last meeting.
- The ITC Board agreed to write a letter to the organizers of the Funding our Future: Financing Conservation on Private lands thanking them for the excellent workshop and expressing the interest of the ITC Board in participating in future discussions as the concept of a Regional Conservation Fund progresses.



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

- The ITC Board approved additional allocation to Trustee Smith to cover the full cost of attendance at the “Funding our Future: Financing Conservation on Private Lands” conference on February 27th, 2025 in Esquimalt.

2. COMMUNICATIONS AND OUTREACH

- Trust Council’s introduction letter to Minister Kahlon was received for information. Discussion ensued on the possibility of securing additional funding from the Province for First Nations engagement and consultation.

Learn more about Islands Trust Conservancy: <https://islandstrust.bc.ca/conservancy/>

Subscribe for Islands Trust Conservancy updates: <https://islandstrust.bc.ca/subscribe/>



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY MAY 27TH, 2025 BOARD MEETING

NOTE: For more detail on Islands Trust Conservancy meetings, including meeting minutes, please visit <https://islandstrust.bc.ca/whats-happening/meetings-and-events/>

1. ORGANIZATION UPDATES/TEAM

- The ITC A/Manager provided a verbal staffing update and identified the various staffing changes at Islands Trust Conservancy.

2. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Board approved the Audited Financial Statements for the 2024/25 fiscal year, and referred the statements to Islands Trust Council for information.
- The ITC Board approved text for inclusion in the 2024/25 Annual Report for approval by Trust Council and submission to the Minister of Housing and Municipal Affairs.
- The ITC Board requested staff to notify the Salt Spring Island Local Trust Committee that Islands Trust Conservancy's interests are unaffected by Development Variance Permit Application PLDVP20250029. The ITC Board recommended that the Salt Spring Island Local Trust Committee ensure that affected First Nations have been asked to comment on this proposed dock expansion.
- The ITC Board requested staff to notify the Galiano Island Local Trust Committee that Islands Trust Conservancy's interests are unaffected by Bylaw 291.
- The ITC Board requested staff to prepare an Islands Trust Conservancy 2026/27 budget request.
- Chair Gauvreau provided an update from the joint Executive Committee – Islands Trust Conservancy Board meeting.
- The ITC Strategic Fund Development Specialist provided a briefing on the Victoria Foundation's notification of an administration fee increase, relevant to the Ruby Alton Property Endowment Fund held with the Victoria Foundation.
- The ITC Board received a copy of the letter regarding the MOU between Islands Trust Council and the W̱SÁNEĆ Leadership Council Society for information. The ITC Board requested staff to cooperate with Tsartlip First Nation and Tseycum First Nation, via the W̱SÁNEĆ Leadership Council Society, to develop an agreement for Islands Trust Conservancy Board's consideration.
- Trustee Elliott provided a verbal Executive Committee update and highlighted that direction was given to proceed with two professional development workshops on addressing Indigenous-specific racism, and that the Policy Statement Amendment Project is ongoing with a town hall and final revisions expected in late July.
- Trustee Yates provided a verbal Trust Council update and highlighted that the next Trust Council is scheduled from June 17-19th, 2025 on Salt Spring Island and will include an ITC 35th anniversary celebration.



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

- Trustee Yates provided a verbal Financial Planning Committee update and highlighted that there was no report from the last meeting and that she will support the proposed ITC budget items going to the committee.
- Chair Gauvreau provided a verbal Governance Committee update and advised that the next meeting is August 10th, 2025.
- Chair Gauvreau provided a verbal update on the proposed Conservation Fund Working Group. Discussion ensued on appointing an ITC Board member to the working group.
- Trustee Elliott provided a verbal update on the Bowen Island Municipality – Executive Committee meeting on April 30th, 2025 and highlighted topics of note including the 2025 Strategic Plan, an update on the Official Community Plan, and improvements to BC Ferries service to island communities.

3. COVENANT AND PROPERTY MANAGEMENT

- The ITC Board approved the request from the Ministry of Water, Lands, and Resource Stewardship to upgrade Provincial Groundwater Observation Well 197, in S’ul-hween X’pey (Elder Cedar) Nature Reserve, with a new well box and the addition of equipment for satellite telemetry.
- The ITC Board requested staff to begin negotiations for a Well Access Agreement with the Ministry of Water, Lands, and Resource Stewardship and the two covenant holders Gabriola Land & Trails Trust and Nanaimo & Area Land Trust.

4. COMMUNICATIONS AND OUTREACH

- The ITC Board discussed the letter from Minister Kahlon to Trust Council Chair Patrick regarding the Islands Trust review.
- The ITC Board received the ITC Board Chair letter to Minister Kahlon regarding the ITC Five-Year Plan requirement for information.
- The ITC Communications Specialist provided a verbal update on Islands Trust Conservancy’s 35th anniversary and highlighted the newly launched Islands Trust Conservancy blog, *the Journal*.

Learn more about Islands Trust Conservancy: <https://islandstrust.bc.ca/conservancy/>

Visit the Islands Trust Conservancy Journal: <https://islandstrust.bc.ca/conservancy/the-journal/>

Subscribe for Islands Trust Conservancy updates: <https://islandstrust.bc.ca/subscribe/>



REQUEST FOR DECISION

To: South Pender Island Local Trust Committee **For the Meeting of:** September 5, 2025

From: David Marlor, Director,
Legislative and Information Services **Date Prepared:** July 8, 2025

SUBJECT: Trust Council Bylaw No. 197 - Local Trust Committee Meeting Procedures Bylaw

RECOMMENDATION:

1. That the South Pender Island Local Trust Committee give Bylaw No. 130, cited as "South Pender Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 130, 2025", First Reading.
2. That the South Pender Island Local Trust Committee give Bylaw No. 130, cited as "South Pender Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 130, 2025", Second Reading.
3. That the South Pender Island Local Trust Committee give Bylaw No. 130, cited as "South Pender Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 130, 2025", Third Reading.
4. That the South Pender Island Local Trust Committee give Bylaw No. 130, cited as "South Pender Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 130, 2025" to the Islands Trust Executive Committee for consideration of approval.

DIRECTOR COMMENTS:

1 PURPOSE:

To rescind the South Pender Island Local Trust Committee Meeting Procedure Bylaw No. 125.

2 BACKGROUND:

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

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

The Trust Council Bylaw 197 'LTC Meeting Procedures' does not add anything new beyond what local trust committees were recommended to have in their bylaws under Trust Council's previously adopted model meeting procedures bylaw, with the exception of:

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

Gabriola, Galiano, Gambier, Mayne, North Pender, Saturna, South Pender local trust committees do not currently have procedures regarding "delegations", "order and decorum", "Invited Presentations", and "public participation" in their bylaws (sections 22 to 44 in the Trust Council Local Trust Committees Meeting Procedure Bylaw).

The Trust Council Bylaw 197 has the same meeting procedure requirements for all 12 local trust areas and the Executive Committee Acting as a Local Trust Committee. This will streamline administration of meetings and reduce costs and resources.

Most local trust committee bylaws contain a clause authorizing the LTC Chair as signatory to documents on behalf of the local trust committee. As this is not a meeting procedure it is omitted from the Trust Council Bylaw 197 for local trust committee meeting procedures. Local trust committees authorize Chair signatory through other means, such as a standing resolution or policy of the local trust committee.

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

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

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

FINANCIAL:

There is no direct financial implication.

POLICY:

There are no policy implications.

IMPLEMENTATION/COMMUNICATIONS:

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

FIRST NATIONS RELATIONS:

There are no implications for First Nations relations.

OTHER:

There are no other implications.

4 RELEVANT POLICY(S):

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

5 ATTACHMENT(S):

- Draft Bylaw No. 130 South Pender Island Local Trust Committee Meeting Procedures Repeal Bylaw

RESPONSE OPTIONS

Recommendation:

1. That the South Pender Island Local Trust Committee give Bylaw No. 130, cited as "South Pender Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 130, 2025", First Reading.
2. That the South Pender Island Local Trust Committee give Bylaw No. 130, cited as "South Pender Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 130, 2025", Second Reading.
3. That the South Pender Island Local Trust Committee give Bylaw No. 130, cited as "South Pender Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 130, 2025", Third Reading.
4. That the South Pender Island Local Trust Committee give Bylaw No. 130, cited as "South Pender Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 130, 2025" to the Islands Trust Executive Committee for consideration of approval.

Alternative:

As requested by the South Pender Island Local Trust Committee.

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

Reviewed By/Date: Robert Kojima, Regional Planning Manager – July 14, 2025

DRAFT

SOUTH PENDER ISLAND LOCAL TRUST COMMITTEE MEETING PROCEDURES REPEAL BYLAW BYLAW NO. 130

A Bylaw to repeal the "South Pender Island Local Trust Committee Meeting Procedure Bylaw No. 125, 2022".

WHEREAS Trust Council by a 2/3 vote of the members present adopted the Local Trust Committee Meeting Procedures Bylaw No. 197 at its regular meeting in June 2025;

AND WHEREAS, under s.11 of the *Islands Trust Act*, a Trust Council meeting procedures bylaw for local trust committees would over-ride any local trust committee meeting procedures bylaws in the event of a conflict; as Trust Council's Local Trust Committee Meeting Procedure Bylaw contains all the procedures that are in the local trust committee's meeting procedure bylaws, the local trust committee meeting procedures bylaws are redundant,

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

1. This bylaw may be cited as "South Pender Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 130, 2025".
2. "South Pender Island Local Trust Committee Meeting Procedure Bylaw No. 125, 2022", is hereby repealed.

READ A FIRST TIME 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__

ADOPTED THIS _____ DAY OF _____, 20__

CHAIR

DEPUTY SECRETARY



REQUEST FOR DECISION

To: South Pender Island Local Trust Committee **For the Meeting of:** September 5, 2025

From: David Marlor, Director, Legislative and Information Services **Date Prepared:** July 8, 2025

SUBJECT: Public Notification Bylaw No. 131

RECOMMENDATION:

1. That the South Pender Island Local Trust Committee give Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025", First Reading.
2. That the South Pender Island Local Trust Committee give Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025", Second Reading.
3. That the South Pender Island Local Trust Committee give Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025", Third Reading.
4. That the South Pender Island Local Trust Committee give Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025" to the Islands Trust Executive Committee for consideration of approval.

DIRECTOR COMMENTS:

The recommendations are consistent with the model public notice bylaw policy adopted by Trust Council in June 2025.

1 PURPOSE:

The purpose of this Request for Decision is to provide the local trust committees with a draft bylaw for Public Notification that is based on the model approved by Trust Council.

2 BACKGROUND:

The Community Charter establishes the requirements for publishing public notice where public notices are required by the *Local Government Act*. The Community Charter includes a default requirement, and an option to adopt an alternative means by bylaw.

The default public notification is by publication in two editions of a newspaper once each week for two consecutive weeks, unless another provision for a specific type of notice states otherwise. The newspaper has to circulate local area.

Section 94.2 of the *Community Charter* gives local governments, including local trust committees, the authority to adopt public notice bylaws. If a local trust committee adopts a

Public Notice Bylaw, the local trust committee is required to publish notices by all the methods specified in that bylaw. Local trust committees that do not adopt a Public Notice Bylaw are required to continue to follow the default publication rules under Section 94.1 of the *Community Charter*.

When adopting a Public Notice Bylaw, the local trust committees are required to consider the principles of effective public notice (reliable, suitable, and accessible) described by the [Public Notice Regulation](#).

Principles of Effective Public Notice

The Public Notice Regulation establishes the principles that must be considered before a public notice bylaw is adopted; these are:

- Reliable – the publication methods are dependable and trustworthy;
- Suitable – the publication methods work for the purpose for which the public notice is intended; and
- Accessible – the publication methods are easy to access and have broad reach.

In considering the adoption of a Public Notice Bylaw, local trust committees must consider and record, either by a resolution recorded in the minutes, or by preamble whereas clauses in the bylaw, that these principles have been considered.

Considering the three principles (reliable, suitable and accessible) possible methods to publish public notices that are available to local trust committees include:

- Online or print newspaper;
- Islands Trust website;
- Community website or newsletter;
- Islands Trust social media page, such as Facebook; and
- Direct email or mail out.

Each of the above meet the principles set out in the Public Notice Regulation. On-line print newspaper still has the problem of being published infrequently, or not circulated through the entire local trust area. Use of a community website or newsletter is outside the control of Islands Trust and each could be shut-down or modified without Islands Trust input; this could compromise the accessibility and reliability principles. Direct mail or a mail-out would reach all owners and residents; however, it could be expensive and time consuming to undertake.

The two best options with the lowest costs and that meet the principles outlined in the Public Notice Regulation are publishing on the Islands Trust website and publishing on an Islands Trust social media page. These are recommended, however, Trust Council recognizes that there may be other conditions on the islands that may warrant a different method.

At its June 2025 meeting, Trust Council adopted Policy 4.1.16 Model Public Notice Bylaw. This contains the format for such a bylaw and recommends the use of the Islands Trust website and a social media account to post the notices. As these are recommendations, and each local trust committee must consider the reliability, suitability and accessibility of the form of notice for their islands, variation on the recommendation may be considered.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

In addition to the default requirement of newspaper advertising, local trust committees are already posting notices on our website and email notification service. Adoption by local trust committees of a bylaw similar to the model would simplify our administrative processes and reduce costs.

FINANCIAL:

Adoption by local trust committees of a Public Notice Bylaw similar to the model will result in a reduction in costs generally as it will remove the need to advertise in print newspapers.

POLICY:

There are no policy implications.

IMPLEMENTATION/COMMUNICATIONS:

Staff post the new bylaw on the Islands Trust website, and staff would be made aware of the new public notification process.

FIRST NATIONS RELATIONS:

There are no First Nations relations implications.

OTHER:

There are no other implications.

4 RELEVANT POLICY(S):

- [Section 94 and Section 94.2 of the Community Charter](#)
- [Community Charter Public Notice Regulation](#)
- [Trust Council Policy 4.1.16 Model Public Notice Bylaw](#)

5 ATTACHMENT(S):

- Draft Bylaw No. 131 South Pender Island Local Trust Committee Public Notification Bylaw.

RESPONSE OPTIONS

Recommendation:

1. That the South Pender Island Local Trust Committee give Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025", First Reading.
2. That the South Pender Island Local Trust Committee give Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025", Second Reading.
3. That the South Pender Island Local Trust Committee give Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025", Third Reading.
4. That the South Pender Island Local Trust Committee give Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025" to the Islands Trust Executive Committee for consideration of approval.

Alternative:

As directed by the South Pender Island Local Trust Committee.

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

Reviewed By/Date: Robert Kojima, Regional Planning Manager – July 14, 2025

DRAFT

SOUTH PENDER ISLAND LOCAL TRUST COMMITTEE PUBLIC NOTIFICATION BYLAW BYLAW NO. 131

A Bylaw to provide for an alternative means of publishing a public notice.

WHEREAS pursuant to section 94.2 of the Community Charter, the South Pender Island Local Trust Committee may adopt a Bylaw to provide an alternative means of publishing a public notice;

AND WHEREAS, pursuant to section 94.2(3) of the Community Charter and section 2 of the Public Notice Regulation, B.C. Reg. 52/2022, the South Pender Island Local Trust Committee considers the means of publication set by this Bylaw to be reliable, suitable for providing notices, and accessible;

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

1. This bylaw may be cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025".
2. The means of publication for public notice requirements under the Community Charter, *Local Government Act*, or any other enactment may be given by the following methods:
 - (i) electronically by posting the notice on the Islands Trust website; and
 - (ii) electronically by posting the notice on Islands Trust's social media platform.

READ A FIRST TIME 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__

ADOPTED THIS _____ DAY OF _____, 20__

CHAIR

DEPUTY SECRETARY