



Thetis Island Local Trust Committee

Regular Meeting Agenda

Date: April 20, 2026
Time: 9:30 am
Location: Forbes Hall Community Centre
North Cove Road, Thetis Island, BC

Pages

- | | | | |
|-----|---|---------------------|---------|
| 1. | CALL TO ORDER | 9:30 AM - 9:35 AM | |
| | "Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change." | | |
| 2. | TERRITORIAL ACKNOWLEDGEMENT | | |
| 3. | APPROVAL OF AGENDA | | |
| 4. | REPORTS | 9:35 AM - 9:50 AM | |
| 4.1 | Trustee Reports | | |
| 4.2 | Chair's Report | | |
| 4.3 | Electoral Area Director's Report | | |
| 5. | PUBLIC PARTICIPATION PERIOD | 9:50 AM - 10:05 AM | |
| 6. | MINUTES | 10:05 AM - 10:10 AM | |
| 6.1 | Local Trust Committee Minutes dated February 3, 2026 - for adoption | | 4 - 16 |
| 6.2 | Section 26 Resolutions-Without-Meeting Report - none | | |
| 6.3 | Advisory Planning Commission Minutes - none | | |
| 7. | BUSINESS ARISING FROM MINUTES | 10:10 AM - 10:25 AM | |
| 7.1 | Follow-up Action List dated April 14, 2026 | | 17 - 20 |
| 8. | DELEGATIONS - none | | |
| 9. | APPLICATIONS AND REFERRALS | 10:25 AM - 10:35 AM | |
| 9.1 | Cowichan Valley Regional District Official Community Plan Bylaw 4705 - Referral Response | | 21 - 24 |

9.2	Cowichan Valley Regional District Official Community Plan Bylaw 4710 - Referral Response	25 - 39
10.	LOCAL TRUST COMMITTEE PROJECTS	10:35 AM - 11:05 AM
10.1	Minor Project: Land Use Bylaw Targeted Amendments - Staff Report	40 - 53
11.	CORRESPONDENCE	11:05 AM - 11:15 AM
	<i>(Correspondence received concerning current applications or projects is posted to the LTC webpage)</i>	
11.1	Accessibility and Inclusion Feedback dated September 28, 2025 from O. Knezevic	54 - 54
11.2	Email dated January 29, 2026 from D. Manchur regarding Proposed Renewal of Howling Wolf Market	55 - 55
11.3	Email dated January 29, 2026 from S. Robin regarding Support for Howling Wolf Farm Market	56 - 57
11.4	Email dated January 30, 2026 from P. Osberg regarding Farm Stand	58 - 58
11.5	Letter dated January 30, 2026 from G. Sarioglu regarding Howling Wolf Market	59 - 59
11.6	Email dated January 30, 2026 from Thetis Island Residents and Ratepayers Association regarding Howling Wolf Farm Market	60 - 62
11.7	Email dated January 31, 2026 from A. Sandell regarding Howling Wolf Farm Market	63 - 64
11.8	Email dated January 31, 2026 from J. Young regarding Howling Wolf Farm Market	65 - 66
11.9	Email dated February 3, 2026 from S. Nardone regarding Howling Wolf Farm Store and Dock	67 - 67
11.10	Email dated March 23, 2026 from Agricultural Land Commission regarding Staffing and Budget Pressures	68 - 68
11.11	Email dated April 7, 2026 from C. Pegg regarding Howling Wolf Market Update	69 - 69
12.	NEW BUSINESS - none	
13.	STAFF REPORTS	11:15 AM - 12:15 PM
13.1	TH-BE-2024.2, 69 Pilkey Pt. Road - Staff Report	70 - 72
13.2	Thetis Bylaw No. 116 Meeting Procedure Bylaw - Final Adoption - Request for Decision	73 - 75
13.3	Thetis Bylaw No. 118 Public Notification Bylaw - Request for Decision	76 - 79
13.4	2025/26 Annual Report - Approval of Thetis Island's Local Trust Committee Section - Request for Decision	80 - 82
13.5	Legal Costs for Covenant Requests - Staff Memo	83 - 84

13.6	Highlights of Trust Conservancy January 20, 2026 Board Meeting	85 - 85
13.7	Applications Report dated April 14, 2026	86 - 87
13.8	Trustee and Local Expense Report dated February, 2026	88 - 88
13.9	Adopted Policies and Standing Resolutions	89 - 92
13.10	Local Trust Committee Webpage	
14.	WORK PROGRAM	12:15 PM - 12:30 PM
14.1	Active Projects Report dated April 14, 2026	93 - 93
14.2	Future Projects Report dated April 14, 2026	94 - 96
15.	UPCOMING MEETINGS	
15.1	Next Regular Meeting Scheduled for Monday, July 13, 2026 at 9:30 am at Thetis Island Community Centre (Forbes Hall), North Cove Road, Thetis Island, BC	
16.	CLOSED MEETING	12:30 PM - 12:45 PM
16.1	Motion to Close the Meeting	
	That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1)(a) for the purpose of considering:	
	(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;	
	and that the recorder and staff attend the meeting.	
16.2	Recall to Order	
16.3	Rise and Report	
17.	ADJOURNMENT	12:45 PM - 12:45 PM



Thetis Island Local Trust Committee

Minutes of Regular Meeting

Date: February 3, 2026

Location: Electronic Meeting with a location to view the livestream at
Islands Trust Northern Office
700 North Road, Gabriola, BC

Members Present: Tobi Elliott, Chair
Peter Luckham, Local Trustee
Ken Hunter, Local Trustee

Staff Present: Renée Jamurat, Regional Planning Manager
Margot Thomaidis, Planner 2
Joe Elliott, Senior Indigenous Relations Advisor
Jason Youmans, Senior Policy Advisor
Warren Dingman, Bylaw Compliance & Enforcement Manager
Lisa Millard, Meeting Administrator/Recorder

Others Present: There were approximately 10 members of the public in attendance.

1. CALL TO ORDER

Chair Elliott called the meeting to order at 9:30 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Elliott acknowledged that the meeting was held on the territory of the Coast Salish First Nations and recognized the lands of the Lyackson First Nation and Penelakut Tribes.

3. APPROVAL OF AGENDA

The agenda was reordered and item 6 will be heard following item 4.

By general consent, the agenda was adopted as amended.

4. COMMUNITY INFORMATION MEETING - POLICY STATEMENT BYLAW 183

4.1 Planner Presentation

The Senior Policy Advisor provided a presentation and highlighted the following:

- Islands Trust was created in 1974 by the Provincial Government and is made up of thirteen local trust areas and one island municipality and is governed by elected representatives who form Trust Council;
- Trust Council must adopt an Islands Trust Policy Statement;
- The current Trust Policy Statement has been in effect since 1993;
- The Trust Policy Statement sets the high-level guidance under which all Local Trust Committees develop Official Community Plans and it forms the foundation

for strategic planning, regulatory bylaws, and informs inter-governmental relationships;

- The Islands Trust Policy Statement amendment project was undertaken in response to reconciliation with Indigenous Peoples, climate change, and housing needs;
- The draft was given first reading in July 2025 and is in the referral process;
- Public feedback and referral responses will be provided to Trust Council for consideration prior to adoption;
- The draft Trust Policy Statement includes guiding principles, directive policies, and advisory policies;
- The draft Trust Policy Statement has been referred to the Thetis Island Local Trust Committee and the Local Trust Committee wishes to hear public input to inform their referral response.

4.2 Question & Answer Period

The following comments and questions from members of the public were noted:

- Three speakers spoke to the community not having had opportunity to participate in an in-person meeting to view the presentation and engage in discussion, noted the importance of community members feeling that they are part of the process in order to facilitate transparency, and that a meeting should have been organized over the six-month engagement period regardless of the previous meeting being cancelled due to strike action.
 - The Chair apologized that the November meeting had been cancelled and another one not rescheduled.
- Is there mapping associated with item 3.4.6 Hazardous Areas?
 - The Senior Policy Advisor noted there are six Regional Districts within the Trust Area which have mapping data on sea level rise and wildfire hazards while Islands Trust receives data primarily from the provincial government. All of the current data mapping information will be brought together to inform future decisions.
- The housing section refers to housing for local Indigenous communities – is this under the jurisdiction of Islands Trust?
 - The Senior Policy Advisor replied that through engagement, Indigenous governing bodies have expressed interest in their people being able to live on the islands and if an Indigenous governing body wished to purchase fee simple land and develop housing for First Nations peoples the Trust Policy Statement provides receptiveness to that concept; however, if the discussion is related to Reserve land it would be a federal matter.
- The definition, and use, of the word colonialism is challenging as people have come from all over the world to bring their expertise to the lands they live on and have made land purchases that were allowed through a legal process. The statement referring to colonizers stealing land and resources from Indigenous peoples feels disheartening and this does not work towards reconciliation.
 - The Chair noted the term colonialism does cause discomfort, the intent is to recognize the ongoing impact of a structure of colonialism, and there is recognition that many are working toward reconciliation.

Trustee Luckham left the meeting at 10:25 a.m.

- When Islands Trust brought the original Policy Statement to Thetis for comment the community did not support an overarching policy and expressed concern that the Policy Statement intends to require compliance of Local Trust Committees. Official Community Plans are expected to be in compliance with the policies and in some cases a policy may not fit with the community. The Policy Statement is not necessary and does nothing to advance the interests of Thetis Island residents.
 - The Senior Policy Advisor noted the requirement to have a Policy Statement is not optional and is directed by the Provincial Government; however, beyond the requirement to have a Policy Statement it then needs to be determined how, and to what extent, Trust Council wishes to direct Local Trust Committees to do certain things in its land use decisions versus broader visionary statements or advisory policies which a Local Trust Committee can take into consideration but is not required to undertake.
 - The Chair stated there is tension between those that want the policies to be more prescriptive or less.
- It is recognized that many settlers started with nothing and put a lot of work into building their lives and provided a lot of energy to help build the province and the country but there was an overriding colonial mandate that affected lives and people were pushed into channels of non-participation, and the resulting problems can not be ignored.
- It is hoped that the Thetis Island Local Trust Committee provides a referral response supporting an approach which reduces the prescriptive requirements from Trust Council to the Local Trust Committee and put forward suggestions about complexity reduction through allowing Local Trust Committees more latitude to determine whether the policies are consistent with the Official Community Plan.
- Will the Trust Policy Statement be referred to the Thetis Advisory Planning Commission?
 - The Senior Policy Advisor replied the required agencies in which the policy needs to be referred are Regional Districts; however, it was also referred to other government agencies, First Nations, and Local Trust Committees and the Local Trust Committee response would be based on the interests of their Local Trust Area.
- Electronic meetings are not conducive to community feedback, many are not happy with the Policy Statement, the community provided feedback during the previous engagement regarding concerns about directive policies, the document is not easily understood and does not reflect island issues, and it is far reaching and moves into aspects that are under other governmental jurisdiction. It appears experts will need to be consulted to make sense of the policies and Development Permit Areas will be pushed into all areas of the environment. The scale of reconciliation is outside of jurisdictional ability and Islands Trust should only work with the First Nations within the Trust Area.

- The Chair noted the early 2021 version of the Trust Policy Statement did not receive first reading and Trustees have participated in 15 meetings during which the language and policies were debated however, there is recognition it can be difficult for the public to see the connection between a policy, how it affects an Official Community Plan, and what that means as a land owner.
- The Chair provided an explanation about the difference between guiding principles, advisory principles which are optional, and directive policies.
- The Senior Policy Advisor stated there remains opportunity to communicate and members of the public can still submit comments which will be read and considered and have discussions with local Trustees. They indicated Trust Council will begin looking at how the document will be implemented if it is advanced in its current form and the implementation would be a multi year process.

Trustee Luckham returned to the meeting at 11:12 a.m.

4.3 Public Comments

Comments are included in section 4.2.

The agenda was re-ordered and item 6 was heard following item 4.

5. REPORTS

5.1 Trustee Reports

Trustee Hunter thanked members of the public for their comments and letters regarding the Howling Wolf farmstand concerns.

Trustee Luckham reported receiving emails from community members regarding the Trust Policy Statement and the farmstand bylaw complaint issue.

5.2 Chair's Report

Chair Elliott reported the following:

- Draft budget discussions are ongoing with a Committee of the Whole meeting taking place for further discussion prior to the budget advancing to Trust Council in March and the current potential 13.9% budgetary increase contains non discretionary spending including BC General Employee Union negotiated wage increases, election costs which have significantly increased over previous year, lost revenue streams, and potential increased costs related to an Operational Review Report;
- Executive Committee will be discussing the allocation of a First Nations engagement grant which was an unrestricted grant from the Ministry of Housing and Municipal Affairs and will be seeking Trust Council's input on how to allocate the remaining funds.

5.3 Electoral Area Director's Report - none

6. PUBLIC COMMENTS

- A member of the public spoke to Howling Wolf Farm and noted the property owner is required to prove their innocence although in the past Islands Trust has approved what they are doing. They suggested the community undertake an Official Community Plan and Land Use Bylaw review and look at every provision to ask if it is necessary in order to preserve and protect the environment or if it is necessary to support a sustainable community as the language can cause unintentional consequences such as the requirement that one is only allowed to have a home occupation, or any use of a residentially zoned lot, if they are residing on it. They concluded if one wanted to use a property for agricultural purposes such as growing food, they should not be required to live on it and this clause should be removed from the bylaw.
 - The Bylaw Compliance and Enforcement Manager noted all Islands Trust bylaws require principal residence use to allow an accessory use and they are working with the property owner on voluntary compliance with steps being taken to try to establish principal use which would then allow the property owner to have certain accessory use.
 - The Chair noted concern has been raised in the community about bylaw enforcement and noted voluntary compliance is always sought as a first step.
- A member of the public stated documentation had been brought forward that appears to show the farm stand is located on land that is leased and that the Agricultural Land Reserve / Agricultural Land Commission have approved the use. They questioned if all Thetis community members would be considered out of compliance and could expect bylaw action now that a complaint has been filed against one property owner.
 - The Bylaw Compliance and Enforcement Manager indicated the property is not within the Agricultural Land Reserve (ALR) and is zoned Rural Residential, the larger property with common ownership is within the ALR and it may be possible to amalgamate the properties and bring the subject property into the ALR. They noted there are few bylaw complaints on Thetis Island and while there is often concern that if one property receives a complaint that other properties with the same use will also receive a complaint that rarely happens.
- A member of the public asked if any member of the Local Trust Committee had read or received a letter in regard to what was posted on social media regarding the Howling Wolf Farm issue.
 - A Trustee confirmed receipt of a letter and the Chair noted that the Local Trust Committee does not adjudicate bylaw enforcement issues and while many comments have been received the matter is under bylaw enforcement regulation.
- A member of the public stated the situation has come about due to an anonymous complaint, in a court of law one has the right to face their accuser, a complainant should have to put their name forward, and if this is not a requirement the policy should be changed.
 - The Bylaw Compliance and Enforcement Manager replied that anonymous complaints are not accepted but identifying information is kept confidential. They explained that when a complaint comes forward, they determine if a file is to be opened, if a file is opened an investigation is undertaken, and if there are contraventions the property owner is requested to come into compliance. If the investigation indicated a bylaw contravention is occurring Islands Trust becomes the accuser and not the complainant.

- A member of the public stated Howling Wolf offers an asset to the community as Thetis does not have access to amenities and they are providing a needed service. They asked if the property could be rezoned, the use grandfathered, or enforcement put on hold.
 - The Bylaw Compliance and Enforcement Manager stated the investigation is complete and the Local Trust Committee could ask for a report and can then make decisions based on that report. They noted the Local Trust Committee could also consider adopting local bylaw enforcement policies including those about vexatious complaints.
- A member of the public noted the universal nature of bylaw language does not necessarily justify use on specific islands, and they believe Local Trust Committees are often led to enact generic bylaws. The speaker asked if there has been any evidence of serious negative impact that would be contrary to principals of Islands Trust in terms of preserving and protecting the environment based on this kind of usage on Thetis Island.
 - The Bylaw Compliance and Enforcement Manager noted current policies refer to health and safety concerns and work done near water, there is construction along the foreshore that is being looked at, and while there might not be negative impacts there are bylaw contraventions; therefore, compliance is being sought. They noted the system is complaint driven and there is no desire or resources to proactively seek out contraventions.
 - The Chair stated an in-depth bylaw compliance and review has been undertaken which resulted, in part, in the development of a template that directs a Local Trust Committee to identify priorities for enforcement and those which are not.
- The owner of Howling Wolf Farm's farm market and dock asked how many times does one have to go through a similar process as the dock was given license of occupation in 2007 which was approved by Islands Trust, they were given permission for private moorage in 2019 by the Province, the dock is not new construction but a renovation that has taken 8 months, they received a letter in December, 2024 that a complaint was received and but have not seen the complaint, a letter of compliance was received in June, 2025 and the complaint is in contradiction to the draft Trust Policy Statement which points to the support of economic activities, protection of agricultural and rural lands, food security, access to docks, and fostering sustainable communities. They requested a community meeting be held to discuss the matter further.
 - The Chair noted it is not typical to discuss specific bylaw enforcement files at a community meeting.
- A member of the public asked if Rural Residential (R1) zoning can have farm status and if placement of a dwelling on the property would require an owner of the property to live in the dwelling.
 - The Bylaw Compliance and Enforcement Manager noted if a lawful dwelling was placed on property the owner does not have to live in the dwelling but could have an employee living on the property operating the business. They stated farm status on a residential lot is possible provided it is obtained from BC Assessment, and should farm status be established the Land Use Bylaw still requires residential use.
 - The Regional Planning Manager suggested members of the public contact the northern office if they had any questions regarding land use.
- A member of the public noted the agenda contains a report with a recommendation regarding unlicensed vehicles parked on properties and believes this is a result of the

scrapyard property issue; however, they thought there was a difference between a scrapyard and parking an unlicensed vehicle on one's property. They noted there are many unlicensed or uninsured vehicles on their property and this appears to be another subject that could see a vexatious complaint made which would be difficult for residents to comply with. They suggest caution regarding language used in the bylaw and if the Local Trust Committee is trying to regulate scrapyards this should be stated; however, regulation of unlicensed vehicles on one's property should not be undertaken.

The meeting was recessed for a break at 11:54 a.m. and reconvened at 12:30 p.m.

7. MINUTES

7.1 Local Trust Committee Minutes dated September 2, 2025 - for adoption

By general consent, the Local Trust Committee meeting minutes of September 2, 2025 were adopted.

7.2 Section 26 Resolutions-Without-Meeting Report dated January 27, 2026

Received for information.

7.3 Advisory Planning Commission Minutes dated September 30, 2020 - for information

Received for information.

7.4 Advisory Planning Commission Minutes dated January 18, 2024 - for information

Received for information.

8. BUSINESS ARISING FROM MINUTES

8.1 Follow-up Action List dated January 27, 2026

The Regional Planning Manager provided updates on the Abrupt Shellfish operation and noted Executive Committee discussed the matter with the Minister of Environment during the Union of BC Municipalities conference with a follow-up letter sent by the Chair of Islands Trust Council in December.

8.2 Letter dated December 3, 2025 from L. Patrick, Chair, Islands Trust Council to The Honourable Randene Neill regarding UBCM 2025 Follow-Up - Joint Review of Crown Land Agreements with Islands Trust - for Information

Received for information.

9. DELEGATIONS - none

10. APPLICATIONS AND REFERRALS

10.1 Referral for Response: Galiano Island Local Trust Committee Bylaw 292 & 293 – Memorandum

TH-2026-001

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee respond to the Galiano Island Local Trust Committee that interests are unaffected by Bylaw No. 292 & 293.

CARRIED

10.2 Referral for Response: Proposed Trust Council Bylaw No. 183 Policy Statement – Memorandum

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

- Trustee Luckham is in favour of recommending with proceeding with Bylaw No. 183 given the commitment of Trust Council that priority be given to incremental improvements over time that would address concerns noted. He stated there is need to get the Policy Statement done so that work can advance under a substantially updated document and allow time for deeper conversation for changes overtime, and adoption of the new Policy Statement will provide a place to move forward from as the current statement is not serving the Trust or Local Trust Areas.
- Trustee Hunter noted he did not hear a lot of support from the speakers today, is hesitant to approve the bylaw in its present form, voted against First Reading, and if it could be recommended with conditions, he might consider it; however, he would like to see another draft form before it goes to second or third reading.

TH-2026-002

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee recommend proceeding with Bylaw No. 183 subject to Trust Council committing to a list of topics for incremental improvements post adoption

CARRIED

Trustee Hunter opposed.

10.3 PLRZ20250072 (Welsh-Fenton) - 83 Blue Heron Road Nature-Based Shoreline Protection Proposal - Staff Report

The Planner summarized the staff report and highlighted the following:

- The application proposes to install a nature-based shoreline up to 10 metres seaward from the title boundary in the Water 4 zone;
- The applicant has applied for a Crown foreshore License of Occupation;
- The applicant has enlisted the expertise of Indigenous elders, staff of the Stewardship Centre of BC, Green Shores for Homes, and a registered professional biologist, biologist technician, and coastal engineers;
- The Local Trust Committee received a preliminary staff report in September, 2025 which recommended additional information be provided by the applicant regarding the protection of species at risk, sensitive ecosystems, and protection of archaeological sites during installation and the Local Trust Committee had indicated it did not require that information before proceeding with the application; however, it is recommended that the applicant provide the details prior to final adoption to inform a Section 219 covenant;

- Application details have been confirmed with Penelakut Tribe and Lyackson staff and while a site visit has yet to be arranged, staff will continue to inform the Nations of the details of the application;
- A Section 219 covenant would be registered on title as part of the rezoning.

The applicant was in attendance and noted agreement with the conservation covenant, spoke to the challenges of additional costs related to additional information requested, and indicated they have not yet heard from the Provincial government regarding the Crown lease application.

Discussion ensued and the following comments were noted:

- Issues identified early in the application process have been overcome;
- There has been hesitation regarding shoreline development but the work that has been done to design a system that looks like it mitigates issues that are brought about from storm surge and vessel wash is appreciated;
- There is benefit to the Island and users of the area known as the Cut and there will be positive outcome for the marine area;
- The burden of that cost is being undertaken by one property owner and if there were means of support there might be uptake;
- The Planner noted the costs for the covenant include costs for reports previously requested outside of the covenant requirement and there will be an additional cost for a legal review; however, there are Section 219 covenant templates that can be used to reduce the legal fee.

TH-2026-003

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee Bylaw No. 117, cited as “Thetis Island Land Use Bylaw, 2011, Amendment No. 1, 2025”, be read a first time.

CARRIED

TH-2026-004

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 117 is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

TH-2026-005

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee request staff refer the proposed bylaw amendment to relevant agencies, Nations, and the Advisory Planning Commission.

CARRIED

TH-2026-006

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee request a covenant under Section 219 of the Land Title Act from the applicant for PLRZ20250072 (Welsh-Fenton) for shoreline ecosystem and cultural heritage protection

and designate the Chair of the Local Trust Committee to sign the covenant for the rezoning application prior to final adoption consideration.

CARRIED

TH-2026-007

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw No. 117 upon receipt of a draft covenant.

CARRIED

TH-2026-008

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee request staff to provide options for the Local Trust Committee to share costs for legal review of a Section 219 covenant regarding PLRZ20250072.

CARRIED

The Regional Planning Manager will follow up with potential options regarding sponsorship of costs based on existing policies and guidelines.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Minor Project: Targeted Land Use Bylaw Amendment - Staff Report - LATE ITEM

The Planner summarized the staff report and highlighted the following:

- The purpose of the project is to review rainwater catchment storage requirements for new residential developments, fence setbacks, and derelict vehicle regulations;
- A revised project charter has been developed to reflect updated timelines;
- The Advisory Planning Commission indicated support regarding the requirement for a non-potable rainwater collection system for new residential development and recommended the storage size should be relevant to the scale of development on the property;
- The Advisory Planning Commission, with exception of one member, noted support for an amendment to fence siting and setback regulations to prohibit fences in the 7.6 metre setback to the natural boundary of the sea;
- Most fence height maximums in other Local Trust Areas limit height to 2 metres;
- The Advisory Planning Commission indicated support for amendment to the current definition of derelict vehicle to allow unlicensed vehicles outside on a lot for up to a two-year instead of the current five years.

Discussion ensued and the following comments were noted:

- Trustee Hunter is not in favour of mandatory cistern requirements, does not see the point of the fence being setback from the sea but agrees with the fence height recommendation, and does not agree with changing the derelict vehicle definition from 5 years to 2 years.

- Trustee Luckham is in favour of advancing to draft bylaws and putting them forward to the community to facilitate community consultation and the ability of the Local Trust Committee to hear community comments.

TH-2026-009

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee endorse the Thetis Island Targeted Land Use Bylaw Update Revised Project Charter v.2 to reflect the revised project scope and timeline.

CARRIED

Trustee Hunter opposed.

TH-2026-010

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee request staff to prepare a draft bylaw amendment to the Thetis Island Land Use Bylaw regarding their Targeted Land Use Bylaw Update Minor Project 2025-2026, to address the following proposed amendments:

- a) A 2000-imperial gallon rainwater collection requirement for new residential dwelling units and cottages;
- b) Rainwater collection cistern and tank exemptions from floor area and lot coverage regulations;
- c) A 7.6 metre fence setback requirement from the natural boundary of the sea and a 2.0 metre maximum fence height regulation; and
- d) A revised definition of 'derelict vehicle'.

CARRIED

Trustee Hunter opposed.

12. CORRESPONDENCE

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

12.1 Letter dated January 15, 2026 from Thetis Island Residents & Ratepayers Association regarding Proposed Bylaw Amendments

Received for information.

13. NEW BUSINESS - none

14. STAFF REPORTS

14.1 Draft 2026/27 Thetis Island Local Trust Committee Annual Meeting Schedule - Request for Decision

The Local Trust Committee discussed the proposed schedule and determined that the April, 2026 meeting be changed to Monday April 20 to be held in-person at the Forbes Community Centre with the remaining dates, times, and locations as per the proposed schedule.

TH-2026-011

It was MOVED and SECONDED

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

CARRIED

14.2 Short Term Rental Accommodation - Principal Residence Opt-In – Briefing

The Local Trust Committee is provided with an annual opportunity to opt-in to the provincial principal residence requirement for short-term rental accommodations and the Local Trust Committee determined there is no interest in opting in to the provincial system at this time.

14.3 Public Notification Bylaw - Request for Decision

The request for decision asks the Local Trust Committee to determine if they wish to maintain the current means of statutory notice as directed by the *Local Government Act* or adopt a Public Notification Bylaw.

The Chair asked if the Trustees thought the two recommended methods of notification, including social media and the website, were suitable for Thetis Island.

The Local Trust Committee stated that in addition to the recommended options their preference is to add use of the E-Spokes Newsletter which is published daily.

The Regional Planning Manager noted it would be necessary to seek advice from the Director of Legislative Services and Information Technology to determine if the E-Spokes Newsletter met notification requirements and requested that Local Trust Committee not give Third Reading to Bylaw No. 118 until clarification is received.

TH-2026-012

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee amend Bylaw No. 118, cited as “Thetis Island Local Trust Committee Public Notification Bylaw No. 118, 2026”, by adding item iii) “E-Spokes Newsletter”.

CARRIED

TH-2026-013

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee considers that the notification methods in amended draft Bylaw No. 118, are reliable, suitable and accessible for the Thetis Local Trust Area.

CARRIED

TH-2026-014

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee give Bylaw No. 118 as amended, cited as “Thetis Local Trust Committee Public Notification Bylaw No. 118, 2026”, First Reading.

CARRIED

TH-2026-015

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee give Bylaw No. 118 as amended, cited as “Thetis Island Local Trust Committee Public Notification Bylaw No. 118, 2026”, Second Reading.

CARRIED

14.4 Trust Conservancy Report - none

14.5 Applications Report dated January 27, 2026

Received for information.

14.6 Trustee and Local Expense Report dated November, 2025

Received for information.

14.7 Adopted Policies and Standing Resolutions

Received for information.

14.8 Local Trust Committee Webpage - none

15. WORK PROGRAM

15.1 Active Projects Report dated January 27, 2026

Received for information.

15.2 Future Projects Report dated January 27, 2026

Received for information.

16. UPCOMING MEETINGS

16.1 Next Regular Meeting Schedule to be Decided

Next Regular Meeting Scheduled for Monday April 20, 2026 at 9:30 a.m. in-person at the Forbes Community Centre, 292 North Cove Road, Thetis Island, BC.

17. ADJOURNMENT

By general consent, the meeting was adjourned at 2:36 p.m.

Tobi Elliott, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder

Follow Up Action Report

Thetis Island

02-Sep-2025

Progress	Activity	Responsibility	Dates	Status
51%	1 Re: PLRZ--2025-0072 (Welsh), Staff to share professional reports and information, and invite First Nations (and LTC if applicable) to a site visit in order to provide meaningful opportunities for involvement, discussion of concerns, and cooperation prior to the LTC proceeding with the application. Staff will coordinate a site visit with applicant/owners, and First Nations.	Margot Thomaidis Renee Jamurat	Target: 27-Oct-2025	In Progress

03-Feb-2026

Progress	Activity	Responsibility	Dates	Status
100%	1 Forward Thetis LTC response to Galiano LTC re: Bylaw 292 & 293 Referral. TH-2026-001 that the Thetis Island Local Trust Committee respond to the Galiano Island Local Trust Committee that interests are unaffected by Bylaw No. 292 & 293. CARRIED	Nadine Mourao Shalini Nakai	Target: 06-Feb-2026	Completed
100%	2 Forward Thetis LTC referral response to Trust Council re: Policy Statement bylaw 183: TH-2026-002 It was MOVED and SECONDED that the Thetis Island Local Trust Committee recommend proceeding with Bylaw No. 183 subject to Trust Council committing to a list of topics for incremental improvements post adoption CARRIED Trustee Hunter opposed.	Jason Youmans Nadine Mourao		Completed

Follow Up Action Report

Thetis Island

03-Feb-2026

Progress	Activity	Responsibility	Dates	Status
33%	3 Re: Rezoning application PLRZ20250072 (Welsh-Fenton) : - Staff refer proposed bylaw amendment to relevant agencies, Nations, and the Advisory Planning Commission. - request a covenant under Section 219 of the Land Title Act from the applicant for PLRZ20250072 (Welsh-Fenton) for shoreline ecosystem and cultural heritage protection and designate the Chair of the Local Trust Committee to sign the covenant for the rezoning application prior to final adoption consideration. - Schedule a Community Information Meeting and Public Hearing for Bylaw No. 117 upon receipt of a draft covenant.	Margot Thomaidis		In Progress
0%	4 Staff to provide options for the Local Trust Committee to share costs for legal review of a Section 219 covenant regarding PLRZ20250072.	Margot Thomaidis Renee Jamurat		In Progress
100%	5 Re: Thetis LTC minor project - Targeted LUB: Update the LTC-endorsed revised project charter v.2 to reflect the revised project scope and timeline.	Margot Thomaidis Renee Jamurat		Completed

Follow Up Action Report

Thetis Island

03-Feb-2026

Progress	Activity	Responsibility	Dates	Status
0%	6 Re: Thetis LTC minor project Targeted LUB: Staff to prepare a draft bylaw amendment to the Thetis Island Land Use Bylaw regarding their Targeted Land Use Bylaw Update Minor Project 2025-2026, to address the following proposed amendments: a) A 2000-imperial gallon rainwater collection requirement for new residential dwelling units and cottages; b) Rainwater collection cistern and tank exemptions from floor area and lot coverage regulations; c) A 7.6 metre fence setback requirement from the natural boundary of the sea and a 2.0 metre maximum fence height regulation; and d) A revised definition of 'derelict vehicle'.	Margot Thomaidis Renee Jamurat		In Progress
100%	7 Re: Draft 2026/27 Thetis Island Local Trust Committee Annual Meeting Schedule: Update the April, 2026 to March, 2027 Meeting Schedule as amended.	Lisa Millard		Completed

Follow Up Action Report

Thetis Island

03-Feb-2026

Progress	Activity	Responsibility	Dates	Status
75%	8 Re: Thetis LTC Draft Public Notification Bylaw 118, the LTC by resolution added "E-Spokes Newsletter" as a third notification requirement; considers that the notification methods are reliable, suitable and accessible for the Thetis Local Trust Area; and gave 1st and 2nd Readings. Staff to advise LTC on amended bylaw language and next steps for third reading and forwarding to EC. <i>*E-spokes newsletter may be used by LTC to share information regardless of it being included in bylaw. Information to consider whether LTC still wishes for a third notification requirement by bylaw, or not, and resolutions to complete readings will be presented at either the next LTC meeting or by Special Meeting. Third reading may not be completed by RWM per Islands Trust Act.</i>	David Marlor Nadine Mourao Renee Jamurat		Completed

February 26, 2026

Laura Patrick
Chair
Islands Trust
1627 Fort Street
VICTORIA BC V8R 1H8

via email: execadmin@islandstrust.bc.ca

Dear Laura Patrick,

Re: Bylaw 4705 Schedule B Local Area Plans (LAP)s and Schedule A Objectives and Policies amendments

We are writing to refer Cowichan Valley Regional District (CVRD) Bylaw No. 4705 Official Community Plan (OCP) for the Electoral Areas Amendment Bylaw to Islands Trust. Comments are invited by completing the attached form by March 30, 2026.

Schedule B Local Area Plans

The CVRD has developed LAPs as part of the OCP for the Electoral Areas. Schedule B Local Area Plans are planning documents that contain place specific history and heritage, as well as policy actions to guide future growth at the local scale. The LAP's are:

- Mill Bay
- Shawnigan Lake
- Cobble Hill
- Cowichan Bay
- Eagle Heights/Koksiilah Village
- Honeymoon Bay/Mesachie Lake/Paldi
- Saltair
- Diamond
- Youbou/Meade Creek

Schedule A Objectives and Policies

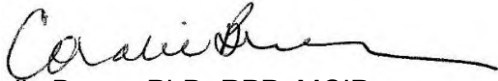
OCP Bylaw 4373 Schedule A was adopted November 26, 2026. Bylaw 4705 proposes amendments to Schedule A. Key changes for referral comment are inclusion of additional performance metrics (Appendix 2). Note there are no changes to any other OCP Schedule.

The attached referral form provides links to the draft Bylaw Schedules.

Please contact myself at Coralie.Breen@cvrd.bc.ca or Alison Garnett at Alison.Garnett@cvrd.bc.ca.

More information can be found at [PlanYourCowichan](#).

Sincerely,



Coralie Breen, PhD, RPP, MCIP
Manager, Strategic Initiatives Division
Land Use Services

Attachment: 2026-02-26 Bylaw 4705 Referral Form General

CB/sb

pc: scermak@islandstrust.bc.ca, Stefan Cermak, Director, Planning Services

	REFERRAL RESPONSE FORM
Referral:	Draft Bylaw No. 4705 Official Community Plan for the Electoral Areas Amendment
Referral To:	Islands Trust
Links:	The draft Bylaw 4705 would amend Official Community Plan for the Electoral Areas as follows: • Amend Schedule A Policies & Objectives • Add Schedule B Local Area Plans. Amend Schedule A Policies & Objectives - link Notable changes include <u>adding</u> the following to Appendix II Performance Metrics: Policy Goal 3 - Metric 6 Proportion of units that are multi-unit or attached or detached suites Policy Goal 3 - Metric 9 Quantity and quality of park space within growth containment boundaries Policy Goal 4 – Metric 11 Access to shorelines from growth containment boundaries Policy Goal 5 – Metric 14 Nighttime reflectance within growth containment boundaries Policy Goal 5 – Metric 15 Roosevelt elk population Policy Goal 7 – Metric 19 Retain sufficiency in growth containment boundaries Add Schedule B Local Area Plans - link Schedule B is a new OCP Schedule under development over the past four years.
Contacts:	Coralie Breen, Manager Strategic Initiatives Coralie.Breen@cverd.bc.ca

	Ali Garnett, Planning Coordinator Strategic Initiatives Alison.Garnett@cvrd.bc.ca
Response Requested by:	Monday, March 30, 2026
Referral Comments:	Interests unaffected because proposed changes do not apply to Islands Trust - Thetis Island Local Trust Area, per Islands Trust Act.
Contact Name & Position:	Renée Jamurat, Regional Planning Manager – Gabriola Office
Contact Phone/Email:	250-247-2063 / rjamurat@islandstrust.bc.ca

BRIEFING

To: Thetis Island LTC **For the Meeting of:** April 20, 2026
From: RPM Renée Jamurat **Date Prepared:** April 7, 2026
SUBJECT: Referral Response for Cowichan Valley Regional District draft Bylaw #4710 Comprehensive Zoning Bylaw

PURPOSE:

The purpose of this report briefing is to share for information the draft referral response to the Cowichan Valley Regional District's draft Bylaw #4710 Comprehensive Zoning Bylaw.

Should the Thetis Islands LTC wish provide additional comments, staff advise that this be provided through a resolution.

BACKGROUND:

The following is a summary from the CVRD Referral attached to this Briefing:

- The Comprehensive Zoning Bylaw (CZB) project will establish a single, unified zoning bylaw for all Cowichan Valley Regional District (CVRD) electoral areas. It consolidates nine existing zoning bylaws into a consistent, modern framework aligned with the Official Community Plan (2025).
- The CZB is intended to simplify regulations, improve clarity and consistency across the region, and support more efficient administration and future updates. As part of this consolidation, several standalone land use bylaws are also incorporated into the CZB, including the Mobile Home Park Bylaw (Bylaw No. 275), Off-Street Parking Bylaw (Bylaw No. 1001), Sign Bylaw (Bylaw No. 1095), and Campsite Standards Bylaw (Bylaw No. 1520).
- Project website: <https://www.planyourcowichan.ca/zoning-bylaw-project> , and included on the website:
 - Attachment A: Draft Bylaw **No. 4710 Comprehensive Zoning Bylaw**
 - Attachment B: Draft Bylaw No. 4710 Comprehensive Zoning Bylaw **Schedule A (Electoral Area Zoning Maps)**
 - Attachment C: **CZB Zone Concordance** by Electoral Area
 - Attachment D: Bylaw 4716 – South Cowichan (Removal of Upland Zones)
 - Attachment E: [Bylaw 4717 – Saltair-Gulf Islands](#) (Removal of Upland Zones)
 - Attachment F – Bylaw 4718 – North Oyster-Diamond (Removal of Upland Zones)
 - An **interactive web map** to search by proposed CZB zone, current zone, and OCP designation
- Regarding the Thetis Island LTA (Electoral Area G), the draft bylaw work proposes changes to: *Electoral Area G Zoning Bylaw No. 2524: Upland zones will be removed from*

the text and map, retaining only zones that apply to marine water surfaces (see Attachment E).

CONTEXT:

- Thetis Local Trust Area is part of Cowichan Valley Regional District **Electoral Area G – Saltair/Gulf Islands**.
- Islands Trust, LTC enabling legislation & authority:
 - In accordance with the Islands Trust Act, Regional District land use bylaws (OCP and Zoning) and Regional Growth Strategies, are not applicable to Local Trust Areas.
 - The enabling legislation – Local Government Act and Islands Trust Act, give the Local Trust Committee the land use authority. Therefore, the proposed new Comprehensive Zoning Bylaw does not apply to the Thetis Islands Local Trust Area for OCP policies or Land Use Bylaw (zoning) regulation requirements.

There are generally no concerns regarding the CVRD draft Bylaw #4710, and that is reflected in the draft response.

Should the LTC wish to add additional comments for this referral, staff advise to do so by resolution. The additional information will be added to the referral response form provided by the CVRD. Comments are due to the Regional District by May 6, 2026.

Sample motion: “The Thetis Island LTC request staff to add the following comment(s) to the referral response to CVRD draft Bylaw #4710 Comprehensive Zoning Bylaw: [insert comments].”

ATTACHMENT(S):

1. CVRD staff report on CVRD draft Bylaw #4710 Comprehensive Zoning Bylaw
2. Draft Referral Response
3. Islands Trust Regional District/Local Trust Area Map (for information)

FOLLOW-UP: Staff will send the referral response to the Cowichan Valley Regional District by the deadline of May 6, 2026.

Prepared By: Renée Jamurat, RPP MCIP, Regional Planning Manager

Reviewed By/Date: n/a



STAFF REPORT TO COMMITTEE

MEETING TYPE & DATE: Special Electoral Area Services Committee of March 26, 2026
FROM: LAND USE SERVICES - Community Planning
SUBJECT: Comprehensive Zoning Bylaw
FILE: 3900-30 4710

PURPOSE/INTRODUCTION

The purpose of this report is to introduce the draft Comprehensive Zoning Bylaw (CZB), applicable to all electoral areas.

RECOMMENDED RESOLUTION

That it be recommended to the Board:

1. That a public hearing not be held for:
 - a. CVRD Bylaw No. 4710 - Comprehensive Zoning Bylaw for the Electoral Areas, 2026,
 - b. CVRD Bylaw No. 4716 – South Cowichan Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026,
 - c. CVRD Bylaw No. 4717 – Electoral Area G – Saltair/Gulf Islands Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026, and
 - d. CVRD Bylaw No. 4718 Electoral Area H – North Oyster/Diamond Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026, and
 - e. That notice be given in accordance with Section 467 of the *Local Government Act*.
2. That the following bylaws be considered for first reading:
 - a. CVRD Bylaw No. 4710 - Comprehensive Zoning Bylaw for the Electoral Areas, 2026;
 - b. CVRD Bylaw No. 4716 – South Cowichan Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026;
 - c. CVRD Bylaw No. 4717 – Electoral Area G – Saltair/Gulf Islands Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026; and
 - d. CVRD Bylaw No. 4718 Electoral Area H – North Oyster/Diamond Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026.
3. That a summary of input from First Nations, referral agencies, and the public, and any recommended bylaw amendments, be provided to the Electoral Area Services Committee prior to consideration of second reading of CVRD Bylaw Nos. 4710, 4716, 4717, and 4718.

BACKGROUND

The CVRD currently administers ten zoning bylaws across its nine electoral areas, inclusive of more than 350 different zones. One bylaw applies only to development permit areas, Electoral Areas A and C share a zoning bylaw, and Electoral Area D has two separate zoning bylaws – one applicable to marine areas and the other to upland areas.

The CZB project was initiated to address this complexity. For the first time, the CZB will establish a single zoning bylaw applicable to all CVRD electoral areas, consolidating and modernizing regulations to implement the policies of the new Official Community Plan (OCP), adopted in November 2025. This consolidation is intended to simplify the zoning framework, improve consistency across the region, and provide a foundation for more efficient administration and future amendments.

- Attachment A – Draft CVRD Bylaw No. 4710 - Comprehensive Zoning Bylaw for the Electoral Areas, 2026
- Attachment B – Draft CVRD Bylaw No. 4710 - Comprehensive Zoning Bylaw for the Electoral Areas, 2026, Schedule A – Electoral Area Zoning Map
Note: Due to the size of the document, Schedule A – Electoral Area Zoning Map” is available for viewing and download as a PDF on the PlanYourCowichan CZB webpage: <https://www.planyourcowichan.ca/35281/widgets/145085/documents/166185>
- Attachment C - CZB Zone Concordance by Electoral Area
- See interactive web map to check zones by parcel (top right-hand side - <https://www.planyourcowichan.ca/zoning-bylaw-project>)

The authority to create land use regulations is derived from the *Local Government Act*, including provisions for zoning (s. 479), residential rental tenure (s. 481.1), minimum parcel frontage (s. 512), subdivision for a relative’s residence (s. 514), runoff control (s. 523), floodplain regulations (s. 524), off-street parking and loading (s. 525), and signage regulation (s. 526). Additional authority is provided under the Community Charter, including the enclosure of swimming pools (s. 63(d)) and regulation of trailer courts, manufactured home parks, and camping grounds (s. 63(e)).

Marine Zoning Bylaws

Updating marine zoning is not within the scope of Phase 1 (current phase) of the CZB project and will instead be considered as part of a future Phase 2. Modernization of marine zoning is contingent on completion of the Province of British Columbia’s Coastal Marine Strategy and subsequent amendments to the Official Community Plan to incorporate policies for CVRD marine areas.

Work on the Coastal Marine Strategy has been ongoing with the Province for several years and involves coordination across multiple jurisdictions as well as consultation with First Nations. Subject to completion of a marine plan and its incorporation into the OCP, staff would bring forward a proposed project scope and Communications and Engagement Plan for the Board’s consideration. This work could take several years to initiate and complete.

During Phase 1, portions of existing bylaws that regulate marine areas will be maintained to ensure continuity. The following actions are proposed:

1. South Cowichan Zoning Bylaw: Upland zones for Electoral Areas A and C will be removed from the text and maps, leaving marine zones intact (see Attachment D).
2. Marine Zoning Bylaw for Electoral Area D: marine portions of Area D remain under Zoning Bylaw No. 1015, which will remain unchanged following CZB adoption.

3. Electoral Area G Zoning Bylaw No. 2524: Upland zones will be removed from the text and map, retaining only zones that apply to marine water surfaces (see Attachment E).
4. Electoral Area H Zoning Bylaw No. 1020: Upland zones will be removed from the text and map, leaving only marine zones intact (see Attachment F).

Other Land Use Bylaws

Several individual land use bylaws have been incorporated into the CZB and, following its adoption, it is recommended that they be repealed. These include:

- Cowichan Valley Regional District Mobile Home Park Bylaw No. 275, 1976;
- Cowichan Valley Regional District Off-street Parking Bylaw No. 1001, 1986;
- Cowichan Valley Regional District Sign Bylaw No. 1095, 1987; and,
- Cowichan Valley Regional District Campsite Standards Bylaw No. 1520, 1993.

Consolidating these bylaws and incorporating general landscape standards into the CZB streamlines the regulatory framework, updates outdated regulations and enhances usability.

CZB Referrals

Following publication of the agenda for the March 26, 2026 Special EASC meeting to consider the draft CZB, referral packages were distributed to the following agencies and First Nations. This timing was intended to allow adequate opportunity for each agency to review the draft bylaw, assess its implications, provide considered feedback, and enable staff to incorporate any relevant comments into the CZB prior to its consideration.

- | | |
|--|--|
| • Agricultural Land Commission | • Cowichan Tribes |
| • Alberni Clayoquot Regional District | • Ditidaht First Nation |
| • BC Transit | • Halalt First Nation |
| • Capital Regional District | • Lyackson First Nation |
| • City of Duncan | • Malahat Nation |
| • Cowichan Valley School District No. 79 | • Pacheedaht First Nation |
| • Islands Trust | • Pauquachin First Nation |
| • Municipality of North Cowichan | • Penelakut Tribe |
| • Island Health | • Stz'uminus First Nation |
| • Ministry of Agriculture and Food | • Ts'uubaa-asatx |
| • Ministry of Forests | • Braithwaite Estates Improvement District |
| • Ministry of Transportation and Transit | • Cobble Hill Improvement District |
| • Ministry of Water, Land and Resource Stewardship | • Cowichan Bay Improvement District |
| • Nanaimo Ladysmith School District No. 68 | • Cowichan Bay Waterworks District |
| • Nanaimo Airport Commission | • Diamond Improvement District |
| • Regional District of Nanaimo | • Meredith Road Improvement District |
| • Town of Ladysmith | • Mill Bay Fire Improvement District |
| • Town of Lake Cowichan | • Mill Bay Waterworks |
| | • Oceanview Improvement District |
| | • Shawnigan Improvement District |
| | • Sunset Improvement District |
| | • Sylvania Improvement District |
| | • Wace Creek Improvement District |

ANALYSIS

CZB Zone Consolidation and OCP Concordance

The CZB has been developed to implement the policy direction of the OCP.

The proposed zones align the zoning framework with the OCP land use designations and policy objectives and provide clear and consistent regulations to guide future development and land use within the electoral areas.

The CZB is comprised of 36 standard zones and 33 Comprehensive Development (CD) zones.

- See Attachment A – Draft CVRD Bylaw No. 4710 - Comprehensive Zoning Bylaw for the Electoral Areas, 2026
- See Attachment B – Draft CVRD Bylaw No. 4710 - Comprehensive Zoning Bylaw for the Electoral Areas, 2026, Schedule A – Electoral Area Zoning Map.

The table below summarizes the proposed standard CZB zones, their corresponding OCP designations, and the approximate number of existing zones consolidated into each. Because some existing zones currently apply to multiple parcels with different OCP designations, they may be distributed across more than one CZB zone. For example, parcels currently zoned P-1 (Parks and Institutional) may now be placed in either a Parks zone or an Institutional zone in the CZB, depending on the applicable OCP designation. Additional details on zone consolidation are provided in Attachment F – Zone Consolidation.

OCP Designation	Code	Zone	Approx. Number of Existing Zones Consolidated
Agricultural	A-1	Agricultural ALR Zone	75
Agricultural	A-2	Agriculture Resource Zone	27
Forestry & Resources	F-1	Forest Resource Zone	42
Large Lot Rural	RR-1	Rural Residential 1 Zone	13
	RC-1	River Corridor Residential 1 Zone	4
Small Lot Rural	RR-2	Rural Residential 2 Zone	55
Country Suburban	RR-3	Rural Residential 3 Zone	14
Large Lot Residential	R-1	Residential 1 Zone	44
Medium Lot Suburban	R-2	Residential 2 Zone	46
	R-4	Residential 4 Zone	3 (consolidation split with Compact Lot Suburban designation)
	R-5	Residential 5 Zone	9
Compact Lot Suburban	R-3	Residential 3 Zone	17
	R-4	Residential 4 Zone	3 (consolidation split with Medium Lot Suburban designation)
Village Residential	RM-1	Multi-Unit Residential 1 Zone	28
Village Core	RM-2	Multi-Unit Residential 2 Zone	8

	RM-3	Multi-Unit Residential 3 Zone	0 (no parcels over 60 units/ha in density)
Village Commercial	C-1	Village Commercial Zone	27
General Commercial	C-2	General Commercial Zone	27
Service Commercial	C-3	Service Commercial Zone	9
Mixed-Employment	C-4	Mixed Commercial Zone	8
Tourist Commercial	C-5	Tourist Commercial Zone	18
Crossroads Commercial	n/a	n/a	0 (no parcels within this designation)
Light Industrial	I-1	Light Industrial Zone	5
General Industrial	I-2	General Industrial Zone	10
	I-3	General Industrial Zone	12
	I-4	Heavy Industrial Zone	5
	I-5	Storage Industrial Zone	4
	I-6	Aggregate Industrial Zone	6
	I-7	Auto Recycling Industrial Zone	1
Parks & Open Space	P-1	Parks Zone	93
Institutional	P-2	Institutional Zone	15
	P-3	Private School Institutional Zone	7
Infrastructure	U-1	Utility Zone	8
	T-1	Transportation Zone	10
Water	W-3	Freshwater Recreation Zone	11
	W-4	Freshwater Conservation Zone	17
	W-5	Freshwater Marina Zone	2
	W-6	Freshwater Limited Zone	2

Comprehensive Development (CD) Zones

Many CD zones currently included in existing zoning bylaws have been carried forward into the CZB. These zones have been updated to ensure that the language, formatting, and organization of their regulations are consistent with the broader CZB framework. In addition, several new CD zones have been introduced to address unique circumstances where existing zones applied to a single parcel. By consolidating these one-off zones into CD zones, the CZB provides a clearer, more consistent, and more administrable zoning framework for parcels with unique or site-specific conditions. In addition to CD zones, other existing zones with minor, site-specific variations have been incorporated into standard CZB zones through site-specific use tables.

Site-Specific Use Tables

In addition to CD zones, some existing zones contained parcel-specific regulations or variations that differ from the standard requirements of the corresponding CZB zone. These unique provisions have been retained in the new bylaw through site-specific use tables within the general

CZB zones. This approach allows the CZB to consolidate the zoning framework while preserving important site-specific rules, ensuring consistency and clarity for administration and landowners.

Lawful Non-Conforming Uses

An objective for developing the CZB is to avoid creating unintended lawful non-conforming uses. This could occur if the existing zoning bylaws, being replaced with the CZB, except in marine areas, permit uses that are not permitted in the new bylaw. While some lawful non-conformities may occur where directed by OCP policy, efforts have been made to ensure that any such instances are unintentional and policy-driven. The OCP provides the primary policy framework guiding the CZB. The public engagement process identified in the endorsed Project Charter will provide an opportunity to confirm that existing lawful uses and regulations have been appropriately carried forward.

Overview of CZB Structure

Clarity and useability of the regulations have been prioritized in the CZB. The bylaw is organized in a structured format intended to improve readability and ease of administration.

- Parts 1-3 address the title, application, administration, and definitions;
- Part 4 sets out general regulations that may apply across multiple zones, addressing commonly regulated uses and standards such as accessory buildings and structures, home-based businesses, landscaping and screening, and other site regulations. Consolidating these provisions in one section reduces duplication and improves consistency across applicable zones;
- Part 5 establishes subdivision regulations;
- Part 6 establishes the zones and summarizes the zoning framework. Tables identify the OCP designation associated with each zone, the zone code and name, and the intended purpose of the zone. This format provides a clear overview of how the zoning framework aligns with OCP land use designations;
- Parts 7-13 contain the zone-specific regulations, organized by land use category, including: agricultural and forest resource zones, residential zones, commercial zones, industrial zones, parks and institutional zones, water zones and comprehensive development zones. Within each zone category, summary tables of permitted uses are provided, followed by detailed regulations for each individual zone; and
- Parts 14-16 address specialize regulations, including manufactured home parks, parking and loading regulations, and signage regulations. The bylaw concludes with Part 17 pertaining to force and effect.

Charts, tables, and diagrams are used throughout the bylaw to present regulatory standards in a clear and accessible format and to assist with interpretation and consistent application. This structure is intended to support both public understanding and efficient administration of the zoning regulations.

Summary

The draft Comprehensive Zoning Bylaw provides a unified, modernized framework for all CVRD electoral areas. It consolidated over 350 existing zones into 69 zones (including both standard and CD zones), incorporates site-specific provisions where applicable, and aligns regulations with the new OCP.

Public engagement will help further inform the bylaw's consideration. This process, involving community members, stakeholders, and Advisory Planning Commissions, as well as referral agencies and First Nations, will support advancement of the bylaw in a structured and transparent manner, while maintaining alignment with policy objectives and consideration of existing lawful uses.

OPTIONS

Option 1 (recommended):

That it be recommended to the Board:

1. That a public hearing not be held for CVRD Bylaw No. 4710 - Comprehensive Zoning Bylaw for the Electoral Areas, 2026, CVRD Bylaw No. 4716 – South Cowichan Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026, CVRD Bylaw No. 4717 – Electoral Area G – Saltair/Gulf Islands Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026, and CVRD Bylaw No. 4718 Electoral Area H – North Oyster/Diamond Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026, and that notice be given in accordance with Section 467 of the *Local Government Act*;
2. That CVRD Bylaw No. 4710 - Comprehensive Zoning Bylaw for the Electoral Areas, 2026, CVRD Bylaw No. 4716 – South Cowichan Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026, CVRD Bylaw No. 4717 – Electoral Area G – Saltair/Gulf Islands Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026, and CVRD Bylaw No. 4718 Electoral Area H – North Oyster/Diamond Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026 be considered for first reading; and
3. That a summary of input from the public, referral agencies and First Nations, and any recommended bylaw amendments, be provided to the Electoral Area Services Committee prior to consideration of second reading of CVRD Bylaws 4710, 4716, 4717 and 4718.

Option 2:

That it be recommended to the Board that the draft CZB be referred back to staff for further revision prior to reconsideration by the EASC, with specific attention to the following issues *[list]*.

FINANCIAL CONSIDERATIONS

The 2026 budget for Function 325 includes costs associated with the CZB project as outlined in the current project charter.

COMMUNICATION CONSIDERATIONS

Consistent with the approved project charter.

STRATEGIC/BUSINESS PLAN CONSIDERATIONS

Consistent with the 2023-2026 CVRD Corporate Strategic Plan “Modernize and Enhance CVRD Development Services”.

Submitted by: L. Wright, MCRP, RPP, MCIP, Planning Coordinator

Concurrence: M. Tippet, MRM, RPP, MCIP, Community Planning Division Manager

Concurrence: A. Kjerulf, MCP, RPP, MCIP, Land Use Services General Manager

Reviewed for form and content and approved for submission to the Committee:

Resolution:

Financial Considerations:

☐ X Corporate Officer

☐ X Chief Financial Officer

ATTACHMENTS:

Attachment A – CVRD Bylaw No. 4710 - Comprehensive Zoning Bylaw for the Electoral Areas, 2026

Attachment B – CVRD Bylaw No. 4710 - Comprehensive Zoning Bylaw for the Electoral Areas, 2026, Schedule A – Electoral Area Zoning Map
(<https://www.planyourcowichan.ca/35281/widgets/145085/documents/166185>)

Attachment C – CZB Zone Concordance by Electoral Area

Attachment D – CVRD Bylaw No. 4716 – South Cowichan Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026

Attachment E – CVRD Bylaw No. 4717 – Electoral Area G – Saltair/Gulf Islands Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026

Attachment F – CVRD Bylaw No. 4718 Electoral Area H – North Oyster/Diamond Zoning Amendment Bylaw (Removal of Upland Zones Amendment), 2026



REFERRAL RESPONSE FORM

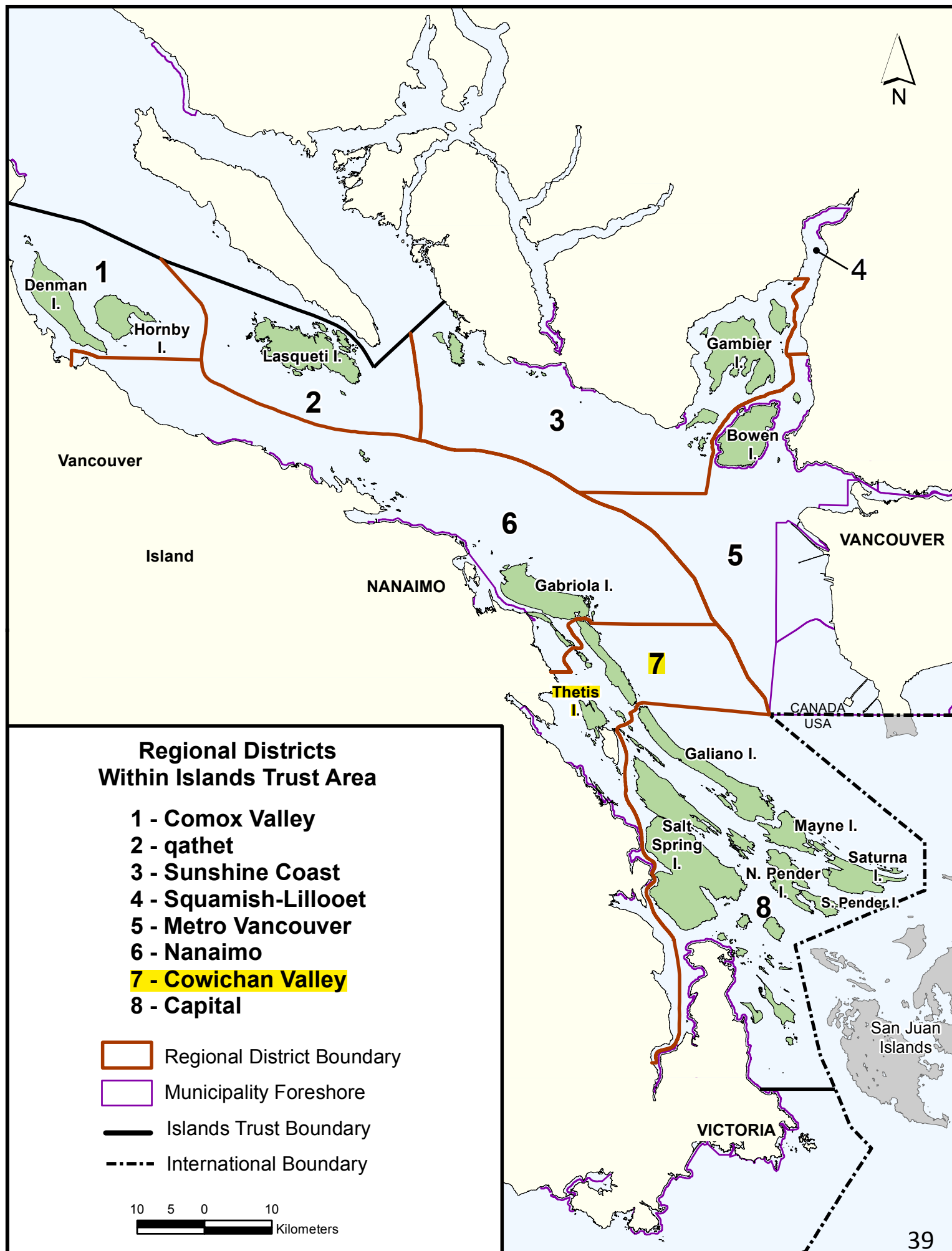
COWICHAN VALLEY REGIONAL DISTRICT
175 Ingram Street, Duncan, B.C. V9L 1N8
Tel: 250.746.2620 | Fax: 250.746.2621

CVRD File No.:	3900-30 4710 Comprehensive Zoning Bylaw
Application Type:	New Zoning Bylaw
Subject Property:	Zoning applicable to all CVRD electoral areas
Proposal:	The Comprehensive Zoning Bylaw (CZB) project will establish a single, unified zoning bylaw for all Cowichan Valley Regional District (CVRD) electoral areas. It consolidates nine existing zoning bylaws into a consistent, modern framework aligned with the Official Community Plan (2025). The CZB is intended to simplify regulations, improve clarity and consistency across the region, and support more efficient administration and future updates. As part of this consolidation, several standalone land use bylaws are also incorporated into the CZB, including the Mobile Home Park Bylaw (Bylaw No. 275), Off-Street Parking Bylaw (Bylaw No. 1001), Sign Bylaw (Bylaw No. 1095), and Campsite Standards Bylaw (Bylaw No. 1520). In addition to the attached staff report, the project website includes: • Draft Bylaw No. 4710 Comprehensive Zoning Bylaw • Attachment B: Draft Bylaw No. 4710 Comprehensive Zoning Bylaw Schedule A (Electoral Area Zoning Maps) • Attachment C: CZB Zone Concordance by Electoral Area • Attachment D: Bylaw 4716 – South Cowichan (Removal of Upland Zones) • Attachment E: Bylaw 4717 – Slatair-Gulf Islands (Removal of Upland Zones) • Attachment F – Bylaw 4718 – North Oyster-Diamond (Removal of Upland Zones) • An interactive web map to search by proposed CZB zone, current zone, and OCP designation Project website: https://www.planyourcowichan.ca/zoning-bylaw-project
Planner Assigned to File:	Lauren Wright - lauren.wright@cprd.bc.ca - 250.746.2588 Please contact Planner for any questions or if you require more time to respond.
Requested Response Date:	Wednesday, May 6, 2026 PLEASE NOTE: This is a <u>firm</u> deadline. If you require clarification or would like to discuss this further, please contact us as soon as possible to arrange a meeting prior to the deadline.

Comments:

- ☐ No comments.
- ☒ **No objections to application.**
- ☐ Application not supported for the reasons outlined below.
- ☐ Application supported for the reasons outlined below.
- ☐ Application supported subject to the recommendations outlined below.

Response Provided By (Name):	Renée Jamurat, Regional Planning Manager
Division / Agency / Organization:	Planning Services / Islands Trust
Contact Person Phone No.:	250-247-2209
Date:	April 21, 2026



**Regional Districts
Within Islands Trust Area**

- 1 - Comox Valley**
- 2 - qathet**
- 3 - Sunshine Coast**
- 4 - Squamish-Lillooet**
- 5 - Metro Vancouver**
- 6 - Nanaimo**
- 7 - Cowichan Valley**
- 8 - Capital**

-  Regional District Boundary
-  Municipality Foreshore
-  Islands Trust Boundary
-  International Boundary

10 5 0 10
 Kilometers



DATE OF MEETING: April 20, 2026

TO: Thetis Island Local Trust Committee

FROM: Margot Thomaidis, Planner 2
Northern Team

SUBJECT: Targeted LUB Update Minor Project – Draft Bylaw No. 119

RECOMMENDATION

1. That the Thetis Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 119, cited as "Thetis Island Land Use Bylaw, 2011, Amendment No. 1, 2026", is not contrary to or at variance with the Islands Trust Policy Statement.
2. That the Thetis Island Local Trust Committee Bylaw No. 119, cited as " Thetis Island Land Use Bylaw, 2011, Amendment No. 1, 2026", be read a first time.
3. That the Thetis Island Local Trust Committee Bylaw No. 119, cited as "Thetis Island Land Use Bylaw, 2011, Amendment No. 1, 2026", be read a second time.
4. That the Thetis Island Local Trust Committee Proposed Bylaw No. 119 be referred to the Thetis Advisory Planning Commission and to the following for comment:

First Nations:

Semiahmoo First Nation; Tsawwassen First Nation; Snuneymuxw First Nation; Halalt First Nation; Stz'uminus First Nation; Cowichan Tribes; Lake Cowichan First Nation; Penelakut Tribe; Lyackson First Nation; Tsawout First Nation; Pauquachin First Nation; Tseycum First Nation and Tsartlip First Nation.

Local Governments, Agencies, and Organizations:

Salt Spring Island Local Trust Committee; Gabriola Local Trust Committee; Galiano Island Local Trust Committee; Islands Trust Conservancy; Cowichan Valley Regional District; School District 79; Ministry of Forests; Ministry of Agriculture and Food; Ministry of Transportation and Infrastructure and Fisheries and Oceans Canada; Thetis Island Fire Department; Thetis Island Residents and Ratepayers Association; St. Margaret's Cemetery.

5. That the Thetis Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Proposed Bylaw No. 119.

REPORT SUMMARY

The Thetis Island Local Trust Committee (LTC) is asked to consider First and Second readings and referral of Draft Bylaw No. 119 (Attachment 1) to amend the Thetis Island Land Use Bylaw, 2011 (LUB). Amendments are needed to address three concerns raised in the LTC's minor project for 2025/2026 related to rainwater collection, fence setbacks and heights, and derelict vehicle regulations.

BACKGROUND

The purpose of the project is to explore three concerns identified by the LTC which would better align the Thetis Island Land Use Bylaw with the Thetis Island Official Community Plan as follows:

- a) Regulating the requirement for a 2000-imperial gallon cistern for rainwater collection for new residential dwelling units and guest cottages, while exempting cisterns from floor area and lot coverage calculations;
- b) Regulating fence setbacks from the natural boundary of the sea and fence heights in all zones; and
- c) Amending the definition of derelict vehicle to include vehicles that have been unlicensed for at least two years.

The following resolutions were passed by the LTC on February 3, 2026:

TH-LTC-2026-009

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee endorse the Thetis Island Targeted Land Use Bylaw Update Revised Project Charter v.2 to reflect the revised project scope and timeline.

CARRIED

TH-LTC-2026-010

It was MOVED and SECONDED,

that the Thetis Island Local Trust Committee request staff to prepare a draft bylaw amendment to the Thetis Island Land Use Bylaw regarding their Targeted Land Use Bylaw Update Minor Project 2025-2026, to address the following proposed amendments:

- a) A 2000-imperial gallon rainwater collection requirement for new residential dwelling units and cottages;
- b) Rainwater collection cistern and tank exemptions from floor area and lot coverage regulations;
- c) A 7.6 metre fence setback requirement from the natural boundary of the sea and a 2.0 metre maximum fence height regulation; and
- d) A revised definition of 'derelict vehicle'.

CARRIED

Draft Bylaw No. 119 (Attachment 1) includes the above list of proposed amendments to the Thetis Island Land Use Bylaw, 2011. Due to additional staff review throughout the bylaw drafting process, staff are recommending additional draft amendments concerning the wrecking and storage of derelict and unlicensed motor vehicles. Staff have also proposed a broader definition of 'derelict vehicles' that

defines them as inoperative and abandoned motor vehicles, instead of defining them as vehicles which have been unlicensed for a specific period of time.

ANALYSIS

Policy/Regulatory

Islands Trust Policy Statement:

The Islands Trust Policy Statement (ITPS) expresses the commitments of Trust Council and directives to local trust committees. The directive policies have been reviewed to confirm consistency with the ITPS (Attachment 2).

Official Community Plan (OCP):

The proposed Land Use Bylaw amendment is consistent with the policies of the Thetis Island Official Community Plan (OCP) therefore an amending OCP bylaw is not required.

Land Use Bylaw (LUB):

The Draft Bylaw No. 119 will amend the Thetis Island Land Use Bylaw (LUB) to:

- require a 2000-imperial gallon cistern for rainwater collection for all new residential dwelling units and guest cottages;
- exempt cisterns used for the collection of rainwater for domestic use or fire protection from floor area and lot coverage requirements;
- require that fences are setback at least 7.6 metres from the natural boundary of the sea in all zones;
- require that fences not exceed 2.0 metres (6.6 feet) in height if located within 2.0 metres (6.6 feet) of any lot line, and not exceed 3.5 metres (11.5 feet) in height if located elsewhere on a lot; and
- replace the definition of 'derelict vehicle' and add new regulations regarding abandoned vehicle wrecking and storage.

The draft bylaw language concerning cisterns for rainwater collection and fence setback and height requirements was informed by standard language used in other Local Trust Area LUBs. The proposed language to allow fences up to 3.5 metres in height if located more than 2.0 metres from lot lines is also used in the Gabriola Island Land Use Bylaw, for example, and allows greater flexibility than if all fences were required to be 2.0 metres in height or less.

Although the bylaw has been almost entirely drafted in accordance with LTC direction and the endorsed Project Charter v.2, additional staff review during the bylaw drafting process raised the following **new considerations regarding derelict vehicles:**

- In the current Thetis Island Land Use Bylaw, 'derelict vehicle' is defined as follows: *"a vehicle which would have to be licensed under the Motor Vehicle Act to operate on a highway and has not been so licensed for a period of 5 years and is not in a garage, carport or other building."*
- Derelict vehicles are sometimes defined in other Local Trust Areas and the Cowichan Valley Regional District as motor vehicles (under the Motor Vehicle Act) that have not been licensed for over one year. However, many other LUBs do not define 'derelict vehicle' and instead contain general regulations to limit the wrecking and storage of abandoned vehicles.
- Changing the current definition of 'derelict vehicle' in the LUB to allow unlicensed vehicles for up to two years instead of five years will not address the issue of timely enforcement on unsafe motor vehicle wrecking and storage operations on private property.

Other Local Trust Area LUBs, such as those for North Pender, South Pender, and Mayne Island contain derelict vehicle regulations that have been easier to enforce in the case of unsafe vehicle wrecking and storage operations, according to bylaw compliance and enforcement staff. Instead of defining ‘derelict vehicle’ as an unenclosed vehicle which has been unlicensed for a specific period of time, the general regulations prohibit more than two unlicensed, unenclosed vehicles on a lot, as well as the wrecking or storage of derelict vehicles, abandoned trailers, and other discarded equipment or machinery.

In order to more clearly regulate vehicle wrecking and storage, suggested language has been added to the draft bylaw as follows, to amend the prohibited uses subsection of the Thetis LUB:

“2.4 Section 2.1 – USES OF LAND, BUILDINGS AND STRUCTURES is amended by removing article 2.1.3.c) and by adding the following three new articles after article 2.1.3.b), and by making such consequential numbering alterations to effect this change:

- c) the storage of more than two unlicensed motor vehicles (other than farm and forest equipment and vehicles), unless the vehicles are stored within a permitted building that is completely enclosed;*
- d) the wrecking or storage of derelict vehicles, abandoned trailers or other discarded machinery or equipment;*
- e) the storage of detached or salvaged motor vehicle parts or scrap, unless the parts are stored within a permitted building that is completely enclosed;”*

A new definition of ‘derelict vehicle’ has also been included in the draft bylaw for clarity, as follows:

“derelict vehicle means any vehicle as defined under the Motor Vehicle Act, that is inoperative and abandoned.”

If the LTC wishes to amend the draft bylaw to not include these proposed derelict vehicle regulations and instead make changes to the existing definition of derelict vehicle to include vehicles unlicensed for a period of two years instead of five years, a draft motion is provided in Alternative No. 1 on page 6.

Consultation

Advisory Planning Commission:

The LTC may request that staff refer Draft Bylaw No. 119 to the Thetis Island Advisory Planning Commission (APC), in alignment with the Project Charter v.2. Staff would request that the APC provide its comments and recommendations by June 20, 2026.

Community Information Meeting and Public Hearing:

The statutory process for bylaw amendments is prescribed by the *Local Government Act* and *Island Trust Act*. Staff recommend arranging a community information meeting (CIM) and public hearing in alignment with the Project Charter v.2. The CIM will allow interested community members and organizations to ask questions and seek clarification about the proposed amendments in advance of expressing their views in the formal public hearing setting. Staff recommend holding CIM and Public Hearing on the same day in-person, at the July or August LTC regular business meeting, subject to confirmation.

Referrals

First Nations

Staff have identified the following First Nations for 90-day bylaw referral based on the Province’s database:

- Semiahmoo First Nation
- Tsawwassen First Nation
- Snuneymuxw First Nation
- Halalt First Nation
- Stz'uminus First Nation
- Cowichan Tribes
- Lake Cowichan First Nation
- Penelakut Tribe
- Lyackson First Nation
- Tsawout First Nation
- Pauquachin First Nation
- Tseycum First Nation
- Tsartlip First Nation

Agencies and Organizations

Staff have identified the following agencies and organizations for 60-day bylaw referral; the LTC may direct staff to include others not listed.

- Salt Spring Island Local Trust Committee
- Gabriola Local Trust Committee
- Galiano Island Local Trust Committee
- Islands Trust Conservancy
- Cowichan Valley Regional District
- School District 79
- Ministry of Forests
- Ministry of Agriculture and Food
- Ministry of Transportation and Infrastructure
- Fisheries and Oceans Canada
- Thetis Island Fire Department
- St. Margaret's Cemetery
- Thetis Island Residents and Ratepayer's Association

Rationale for Recommendation

Staff recommend the LTC provide direction to staff on Draft Bylaw No. 119, give the bylaw first and second readings, direct staff to send referrals, and schedule a community information meeting and a public hearing. The recommendations on Page 1 of this staff report are supported for the following reasons:

- The draft bylaw would address issues raised by the LTC in the endorsed Project Charter v.2; and
- The draft bylaw is consistent with the Islands Trust Policy Statement and the Thetis Island Official Community Plan.

ALTERNATIVES

1. Amend draft Bylaw No. 119, prior to first reading

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

That the Thetis Island Local Trust Committee amend Draft Bylaw No. 119, cited as “...” with the following: [list amendments].

2. Request Further Information

The LTC may request further information prior to making a decision. Staff advise that the implications of this alternative are additional budget, time and staff resources. 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 Thetis Island Local Trust Committee request [insert requested information here].

3. Receive for information

The LTC may receive the report for information.

NEXT STEPS

Subject to concurrence with the staff recommendations, the bylaw will be referred to agencies, organizations, First Nations and the Thetis APC, and staff will arrange a community information meeting and Public Hearing.

Submitted By:	Margot Thomaidis, Planner 2	April 10, 2026
Concurrence:	Renee Jamurat, RPP MCIP, Regional Planning Manager	April 14, 2026

ATTACHMENTS

1. Draft Bylaw No. 119
2. ITPS Directive Policies Checklist (LUB)
3. Revised Project Charter v.2

**THETIS ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 119**

A BYLAW TO AMEND THETIS ISLAND LAND USE BYLAW, 2011

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

1. Citation

This bylaw may be cited for all purposes as “Thetis Island Land Use Bylaw, 2011, Amendment No. 1, 2026”.

2. Thetis Island Local Trust Committee Bylaw No. 89, cited as “Thetis Island Land Use Bylaw, 2011,” is amended as follows:

2.1 Section 1.1 – DEFINITIONS, the definition for ‘*derelict vehicle*’ is deleted in its entirety and replaced with:

“*derelict vehicle* means any vehicle as defined under the *Motor Vehicle Act*, that is inoperative and abandoned.”

2.2 Section 1.1 – DEFINITIONS, the definition for ‘*floor area*’ is deleted in its entirety and replaced with:

“*floor area* means the total area of all *storeys* of a *building* measured to the outer surface of the exterior walls including the area of balconies, decks, porches or similar projections fully enclosed by siding or glazing, and exclusive of any floor area occupied by a *cistern* used for the collection of rainwater for domestic use or fire protection.”

2.3 Section 1.1 – DEFINITIONS, the definition for ‘*lot coverage*’ is deleted in its entirety and replaced with:

“*lot coverage* means the percentage of the area of a lot that is covered by *buildings* and *structures* exclusive of any area occupied by a *cistern* used for the collection of rainwater for domestic use or fire protection, and for this purpose the area of a lot that is covered by a roofed *building* or *structure* is measured to the drip line of the roof.”

2.4 Section 2.1 – USES OF LAND, BUILDINGS AND STRUCTURES is amended by removing article 2.1.3.c) and by adding the following three new articles after article 2.1.3.b), and by making such consequential numbering alterations to effect this change:

- c) the storage of more than two unlicensed motor vehicles (other than farm and forest equipment and vehicles), unless the vehicles are stored within a permitted building that is completely enclosed;
- d) the wrecking or storage of *derelict vehicles*, abandoned trailers or other discarded machinery or equipment;

- e) the storage of detached or salvaged motor vehicle parts or scrap, unless the parts are stored within a permitted building that is completely enclosed;”

2.5 Section 2.1 – USES OF LAND, BUILDINGS AND STRUCTURES is amended by adding a new subsection as follows:

“2.1.5. A building permit shall not be issued for any new single family residential *dwelling unit* or *guest cottage* unless a *building* on the lot is equipped with a water catchment system and cistern(s) for the storage of rainwater with a minimum cistern capacity of 2000 imperial gallons (9093 litres).”

2.6 Section 2.2 – GENERAL SETBACK AND HEIGHT REGULATIONS is amended by adding two new subsections after subsection 2.2.4. and by making such consequential numbering alterations to effect this change, as follows:

“2.2.5. Within 2.0 metres (6.6 feet) of any *lot line*, the *height* of fences may not exceed 2.0 metres (6.6 feet) and, elsewhere on a *lot*, the *height* of fences may not exceed 3.5 metres (11.5 feet).

2.2.6. Despite subsections 2.2.4. and 2.2.5., fences may not be constructed within 7.6 metres of the *natural boundary* of the sea.”

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____

READ A SECOND TIME THIS _____ DAY OF _____ 20____

PUBLIC HEARING HELD 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

ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST

File No.: 6500-20 Targeted LUB Minor Amendment Project

PURPOSE

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

POLICY STATEMENT

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

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

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

DIRECTIVES ONLY CHECKLIST

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

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

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

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

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

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

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

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

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

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

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

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

Targeted LUB Minor Amendment – Revised Project Charter v.2

Thetis Island Local Trust Committee

LTC Endorsement Date: February 3, 2026

Purpose: This project proposes to review rainwater catchment requirements, fence setbacks and height, and derelict vehicle regulations as part of a targeted Land Use Bylaw (LUB) amendment, aligning more closely with Official Community Plan (OCP) objectives and policies. It aims to address three minor issues and concerns within one bylaw amendment.

Background: On February 4, 2025, the LTC requested that staff prepare a project charter for the 'Targeted LUB Amendment Updates – Rainwater, Fences, and Derelict Vehicles' minor project, with scope and objectives as defined by the LTC. This minor project would result in three specific updates to the LUB to address the community's evolving needs regarding rainwater storage, fence shoreline setbacks, and nuisance properties.

Deliverables

- To review existing LUB regulations concerning rainwater catchment for new development, fence setback and height regulations, and the derelict vehicle definition.
- To amend the Thetis Island LUB with regards to these three topics.

In Scope

Amendments to the LUB that include:

- Minimum rainwater collection cistern requirements for new residential development, and exemptions for cisterns from floor area and lot coverage regulations.
- Larger fence setback requirements for waterfront properties, and smaller max. fence height; and
- Shorter allowances for derelict vehicles to be unlicensed.

Out of Scope

- Official Community Plan (OCP) Bylaw or other LUB amendments outside of the three proposed topics.

IAP2 Engagement Level:

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

Revised Workplan Overview

Deliverable/Milestone	Target Date
LTC endorsement of Project Charter	February 2026
Feedback and recommendations from APC	February 2026
Staff to prepare a draft Land Use Bylaw and share project information with local First Nations	March 2026
Draft Bylaw presented to LTC for consideration of 1 st and 2 nd Readings	April 2026
Bylaw referral to First Nations, agencies, APC, and community groups; legal review	May-July 2026
CIM/Public Hearing, 3 rd Reading and forward to EC	July 2026
Bylaw Adoption	August 2026
END OF FISCAL	March 2027

Project Team

Planner 2	Project Manager
Regional Planning Manager	Project Sponsor
Office Administrative Assistant, Planning Team Assistant, Legislative Clerk	Admin Support
Senior Indigenous Relations Advisor	Referral Support
RPM Approval: Renée Jamurat Date: xxx	LTC Endorsement: Resolution #: Date: xxx

Revised Budget

Budget Sources:		
Fiscal Year	Item	Cost
2026-27	Community Information Meeting and Public Hearing	\$1000
2026-27	Legislative/Legal Review	\$3000 max.
2026-27	Communication and Implementation	\$500 max.
	Total	\$4500

Meeting	Deliverable/Milestone	Revised Target Date	Cost
LTC Regular Business Meeting	LTC endorsement of Revised Project Charter	February 2026	n/a
n/a	APC early referral feedback and local First Nations information sharing	February-March 2026	n/a
LT Regular Business Meeting	LTC consideration of 1 st /2 nd Readings, LTC direct staff to send proposed bylaw to First Nations, Agencies and adjacent LTAs, and APC	April 2026	n/a
n/a	Legal review of draft bylaw	May 2026	Approx. \$3000
CIM, Public Hearing	Community Information Meeting and Public Hearing	July 2026	Approx. \$1000
LTC Regular Business Meeting	LTC consideration 3 rd Reading of proposed bylaw	July 2026	n/a
Executive Committee Meeting	Executive Committee approval	Late July 2026	n/a
LTC Regular Business Meeting	LTC adoption of bylaw	August 2026	n/a
n/a	Public Communication: Espokes newsletter, letter to residents, community information board posts, etc.	Ongoing 2026-2027	Approx. \$500
TOTAL			\$4500

From: wadmin@caorda.com <wadmin@caorda.com>
Sent: Sunday, September 28, 2025 10:50 PM
To: Accessibility <Accessibility@islandstrust.bc.ca>
Subject: New submission from Accessibility and Inclusion Feedback Form

Name

olaf knezevic

Email

[REDACTED]

[REDACTED] s

Hi

You folks claim you support and commit to accessibility for people.

You also pass bylaws that prohibit wharves and or docks on Ruxton Island. I am 82 and require a cane for support. I also have a property on Ruxton Island which I purchased before the trust existed. Ruxton Island has no ferry.

That Ruxton bylaw prohibiting wharves and or docks makes my property almost inaccessible to me .

How about you folks stop telling fibs, follow provincial legislation and permit Ruxton Island to be accessible to handicapped folks like me and permit properties to have wharves and or docks.

It is high time the "trust" walk the talk and actually permit Ruxton Island to be accessible to folks like me. I still pay taxes but the trust denies me safe access to the Island.

From: Marlis McCargar
Sent: Friday, January 30, 2026 8:39 AM
To: Renee Jamurat
Subject: FW: Proposed renewal of Howling Wolf Market on Thetis Island

Forwarding to you as Island Planner. RE. Bylaw Enforcement File TH-BE-2024.2

Marlis McCargar
Island Planner
Islands Trust | T 250-247-2210

From: Debbie Manchur [REDACTED]
Sent: Thursday, January 29, 2026 8:53 AM
To: Marlis McCargar <mmccargar@islandstrust.bc.ca>; Daniel Schneider <dschneider@islandstrust.bc.ca>; Peter Luckham <pluckham@islandstrust.bc.ca>; Ken Hunter <kehunter@islandstrust.bc.ca>
Subject: Proposed renewal of Howling Wolf Market on Thetis Island

I am writing due to a grave concern about the potential removal of the Howling Wolf Market on Thetis Island.

As boaters on the BC coast for 5 years, one of our favorite stops is Thetis Island, almost every month of the year. One of the key reasons for stopping is to stock up on food at the Howling Wolf Market. We rely on the fresh produce that is offered and the incredibly delicious treats, meat, eggs and other goodies. The market is owned by such trusting people as they have no-one on site and one pays through Interac transfer or cash. Truly awesome owners.

It would be a grave tragedy if this market was shut down. I know of many visitors who anchor out or visit one of the two marinas who rely on the groceries offered by the Howling Wolf Market.

My husband and I support the market and hopefully, this letter will add to other notifications of support for this wonderful business and easy to access location on Thetis Island.

Best regards
Debbie Manchur

From: Marlis McCargar
Sent: Friday, January 30, 2026 8:43 AM
To: Renee Jamurat
Subject: FW: Support for Howling Wolf Farm Market

Marlis McCargar
Island Planner
Islands Trust | T 250-247-2210

From: Stephanie Robin [REDACTED]
Sent: Thursday, January 29, 2026 5:44 PM
To: Ken Hunter <kehunter@islandstrust.bc.ca>; Marlis McCargar <mmccargar@islandstrust.bc.ca>; Daniel Schneider <dschneider@islandstrust.bc.ca>
Subject: Support for Howling Wolf Farm Market

Dear Trustees, Island Planner, and Bylaw Enforcement Officer,

I am writing to express my strong support for Marylyn Cudapas Pegg and the Howling Wolf Farm Market on Thetis Island.

My name is Stephanie Kasting, and my family has had roots on Thetis Island for generations, with streets and landmarks named after my relatives. I have lived on the island on and off throughout my life and have spent time there seasonally since I was a baby. Because of this long-standing connection, I have seen firsthand how deeply certain places become woven into the cultural and social fabric of the island—Howling Wolf Farm Market is one of those places.

For over 20 years, Marylyn's market has been a community staple. It is far more than a farm stand: it is a gathering point, a welcoming face for visitors, and a showcase of local goods that reflect the character and values of Thetis Island. Its location between the two marinas makes it a natural walking destination for both residents and tourists, and an ideal spot for a small, charming island farm stand that enhances—rather than detracts from—the surrounding area.

The market contributes to the island's sense of place, supporting local food, local producers, and the informal connections that make island communities thrive. It is a familiar and beloved landmark that many of us associate with summer walks, conversations, and the simple pleasure of supporting something truly local.

I respectfully urge you to consider the history, cultural significance, and community value of the Howling Wolf Farm Market as you review the current investigation. Losing this stand would mean losing an important piece of Thetis Island's identity.

Thank you for your time and for considering the voices of those who care deeply about this community.

FW: Support for Howling Wolf Farm Market

Stephanie Kasting



From: Marlis McCargar
Sent: Tuesday, February 3, 2026 8:37 AM
To: Renee Jamurat
Subject: FW: Marilyn's farm stand on Thetis Island

Marlis McCargar
Island Planner
Islands Trust | T 250-247-2210

-----Original Message-----

From: Peter Osberg [REDACTED]
Sent: Friday, January 30, 2026 4:32 PM
To: Peter Luckham <pluckham@islandstrust.bc.ca>; Ken Hunter <kehunter@islandstrust.bc.ca>; Marlis McCargar <mmccargar@islandstrust.bc.ca>; Daniel Schneider <dschneider@islandstrust.bc.ca>
Subject: Marilyn's farm stand on Thetis Island

We are writing in support of Marilyn's farm stand on Thetis Island. It is a place that both benefits the community with back up groceries (so a community service) and that the community in turn can support a worthy cause with monies raised helping to support others. There are not many places on the island to purchase groceries and this is one critical one that is available. The area on Saturday's during the summer is a community event and much supported locally. It is a shame that there are concerns expressed that can't be dealt with individually instead of stirring up concerns within the community. We have never heard these concerns expressed until now.

Mary and Peter Osberg
[REDACTED]
Thetis Island

FW: Marilyn's farm stand on Thetis Island

January 30 2026

To whom it may concern,

I am a full-time resident of Thetis Island.

I am very upset that Howling Wolf Market is under investigation because of a complaint.

This is a community driven activity whereby talents and creativities are offered to Thetis residents and also to the visitors coming to our small island during summer and fall months.

When we have had guests, we were proudly taking them to this market. Our visitors were impressed with what the residents of our small island can offer.

This is how a small community can exchange their talents and offer their creativity. As well it provides an opportunity for younger generations to see how community works together.

I strongly believe that it will be a wrong decision to act upon this complaint when it is my understanding that the Peggs have followed all the rules for operating a business and received approval. The Howling Wolf Market should continue to operate and I would invite the decision makers to use their common sense and decide accordingly.

Your cooperation in this matter would be greatly appreciated.

Kind Regards,

Gurk Sarioglu

Thetis island, B.C.

From: Marlis McCargar
Sent: Tuesday, February 3, 2026 8:37 AM
To: Thetis Island Local Trust Committee
Subject: FW: Howling Wolf Farm Market
Attachments: 20260130 TIRRA Howling Wolf Farm Market Letter r1.pdf

Marlis McCargar

Island Planner
Islands Trust | T 250-247-2210

From: Karl Unger <tirracommunications@thetisland.net>
Sent: Friday, January 30, 2026 9:41 PM
To: Marlis McCargar <mmccargar@islandstrust.bc.ca>
Subject: Fwd: Howling Wolf Farm Market

Hello Island Trust and Thetis Island Trustee Committee,

Please find attached a letter from the Thetis Island Residents and Ratepayers Association (TIRRA) regarding Howling Wolf Farm Market.

Please note that this email address is not monitored; please do not reply directly to this message.

Our apologies, the previous email had incorrect email address for you.

Best regards,

Karl Unger
Communications Chair
On behalf of the TIRRA Board

----- Forwarded message -----

From: **Karl Unger** <tirracommunications@thetisland.net>
Date: Fri, Jan 30, 2026 at 5:20 PM
Subject: Howling Wolf Farm Market
To: <lpatrik@islandstrust.bc.ca>, <mmccargar@islandstrust.bc.ca>, <wdingman@islandstrust.bc.ca>, <dschneider@islandstrust.bc.ca>, <rbronee@islandstrust.bc.ca>, <scermak@islandstrust.bc.ca>, <telliott@islandstrust.bc.ca>, <kehunter@islandstrust.bc.ca>, <pluckham@islandstrust.bc.ca>
Cc: TirraBoard <tirraboard@thetisland.net>, Chris Pegg

FW: Howling Wolf Farm Market

< 

Hello Island Trust and Thetis Island Trustee Committee,

Please find attached a letter from the Thetis Island Residents and Ratepayers Association (TIRRA) regarding Howling Wolf Farm Market.

Please note that this email address is not monitored; please do not reply directly to this message.

Best regards,

Karl Unger
Communications Chair
On behalf of the TIRRA Board

Thetis Island Residents and Ratepayers Association
PO Box 141
Thetis Island, BC
V0R 2Y0
Email: tirraboard@thetisland.net

January 30, 2026

Islands Trust
Delivered by email:
Chair: Laura Patrick - lpatrik@islandstrust.bc.ca
Planner: Marlis McCargar - mmccargar@islandstrust.bc.ca
Bylaw Enforcement: Warren Dingman - wdingman@islandstrust.bc.ca
Bylaw Enforcement Officer: Daniel Schneider - dschneider@islandstrust.bc.ca
Chief Administrative Officer: Rueben Bronee - rbronee@islandstrust.bc.ca
Director, Planning Services: Stefan Cermak - scermak@islandstrust.bc.ca

Thetis Island Trust Committee
Delivered by email:
Chair: Tobi Elliott - telliott@islandstrust.bc.ca
Trustee: Ken Hunter - kehunter@islandstrust.bc.ca
Trustee: Peter Luckham - pluckham@islandstrust.bc.ca

Subject: Howling Wolf Farm Market
Thetis Island, Lot 69

The Islands Trust Policy Statement, Islands Trust Object statement, states that 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”.

The Howling Wolf Farm Market on Thetis Island is but one of those unique amenities that has provided years of service and support for both the local community, neighbours as well as island visitors.

The Thetis Island Residents and Ratepayers Association hereby advocates that Islands Trust enable a planned path for constructive communications regarding Howling Wolf Farm Market through all of the following:

- Thetis Island Regular Local Trust Committee Meeting, February 3, 2026. That Islands Trusts closure request and documentation of Howling Wolf Farm Market be added to the agenda.
- That Islands Trust enables and coordinates an in-person on Thetis Island meeting between Islands Trust personnel, planner(s), Local Trustees and Howling Wolf Farm Market to review and determine a constructive path forward to retain this community supporting entity.

Respectfully submitted by,

Thetis Island Residents and Ratepayers Association

From: Marlis McCargar
Sent: Tuesday, February 3, 2026 8:37 AM
To: Renee Jamurat
Subject: FW: Howling Wolf Farm Market

Marlis McCargar

Island Planner
Islands Trust | T 250-247-2210

From: Adam Sandell [REDACTED]
Sent: Saturday, January 31, 2026 6:12 PM
To: Peter Luckham <pluckham@islandstrust.bc.ca>; Ken Hunter <kehunter@islandstrust.bc.ca>; Marlis McCargar <mmccargar@islandstrust.bc.ca>; Daniel Schneider <dschneider@islandstrust.bc.ca>
Subject: Howling Wolf Farm Market

Hi all,

Just to add my voice to the others you're no doubt hearing who value Howling Wolf Farm Market and the associated dock on Thetis Island.

I don't know the details of the rule involved or the concerns in relation to it and so won't comment on those.

However, as a permanent resident on an island with few services, I do, like many others, very much value having that small community service operating here. It's important to life here, and therefore to the viability of the community on Thetis Island, especially the full-time community that keeps Thetis functioning and vibrant year-round.

I very much hope these concerns are weighed heavily, and will allow this to be approached in a way that allows this service to continue—and that does not have a chilling effect on others who may, in the future, consider offering small community services on Thetis.

Many thanks for considering this.

With warm wishes,

Adam Sandell

[REDACTED]
Thetis Island

FW: Howling Wolf Farm Market



—

www.adamsandell.com

From: Marlis McCargar
Sent: Tuesday, February 3, 2026 8:37 AM
To: Renee Jamurat
Subject: FW: Howling Wolf Farm Market

Marlis McCargar

Island Planner
Islands Trust | T 250-247-2210

From: Janice Young [REDACTED]
Sent: Saturday, January 31, 2026 8:16 PM
To: Ken Hunter <kehunter@islandstrust.bc.ca>; Peter Luckham <pluckham@islandstrust.bc.ca>; Marlis McCargar <mmccargar@islandstrust.bc.ca>; Daniel Schneider <dschneider@islandstrust.bc.ca>
Subject: Howling Wolf Farm Market

January 31, 2026

Dear Officer Schneider, Island Planner Mccargar, Trustee Hunter, and Trustee Luckham,

I am writing in support of Howling Wolf Farm, the dock and the deck. I have signed the petition, however since I am unable to attend the meeting I wanted to add my voice to the ever-growing chorus of folk who are rallying in support of this very important island business. Nan Beals, in her letter, brings to light many of the wonderful qualities that the Pegg family and Howling Farm Market bring to the island and, through our many summertime travelers and tourists, to the larger world.

In my own small life, as a Thetis full time resident for 30 years, Marilyn's farm stand has been a blessing time and time again, as there are some years that it is the only place on the island to buy food during the "off season". Where else could a person pick up a few groceries and pay an honour box – this is nearly something of the past. I am so grateful for Chris and Marilyn caring so deeply about the community and feeding us. In the summer, the weekly Market is the hub of island connection and is unique in its offerings of food items and island craft works.

That the complaints regarding the farm stand, dock and deck are by an anonymous person seems very wrong - they need to be accountable. I'm not completely current on Island Trust Policy, however I do seem to remember that the mandate is to preserve and protect the unique qualities of the island in all ways. Howling Wolf Farm Stand is part of Thetis Island's uniqueness. Chris and Marilyn truly care about Thetis Islanders - they feed us!!...and so much more! Whatever need to happen to take care of this problem – be it so! Preserve and protect! We need to hold on to this gem of a business and support the Peggs to continue their good work for the island and by extension to visitors from far and near.

Thank you for considering my letter,

FW: Howling Wolf Farm Market

Janice Young



From: Marlis McCargar
Sent: Tuesday, February 3, 2026 11:55 AM
To: Renee Jamurat
Subject: FW: Support Letter - Howling Wolf Farm Store and Dock

Follow Up Flag: Follow up
Flag Status: Completed

Marlis McCargar
Island Planner
Islands Trust | T 250-247-2210

-----Original Message-----

From: Shelly Nardone [REDACTED]
Sent: Tuesday, February 3, 2026 11:03 AM
To: Ken Hunter <kehunter@islandstrust.bc.ca>; Peter Luckham <pluckham@islandstrust.bc.ca>; Marlis McCargar <mmccargar@islandstrust.bc.ca>; Daniel Schneider <dschneider@islandstrust.bc.ca>
Subject: Support Letter - Howling Wolf Farm Store and Dock

Good morning,

I am writing to formally express my support for the importance of the Howling Wolf Farm stand to our community.

As you know, Howling Wolf Farm Market is a valued destination and point of interest on Thetis Island - a charming hidden gem that draws both locals and visitors. It offers a beautiful lookout and is especially well known for its souvenirs and delicious pies, contributing positively to the island's sense of community and local economy.

I stand with our neighbours thoughts in recommending that all non-essential bylaw provisions and all regulations that do not pass the test of "essential to the well-being of the Thetis Island community and to the preservation of the Thetis Island environment" be removed.

Trusting that an ethical solution will be made in the best interest of the Pegg family and the Thetis Island community.

Thank you for your time and consideration.

Sincerely,

Shelly Nardone
Part-time Thetis Island Resident

FW: Support Letter - Howling Wolf Farm Store and Dock

Important Message from the Chair

Monday, March 23, 2026 – Please circulate to Mayor & Council/Board & Board Chair, the Chief Administrative Officer or City Manager, and the Director of the Planning and Building Departments.

ALC Staffing and Budget Pressures

This message is provided to advise local governments that the Agricultural Land Commission (ALC) has had to make the difficult decision to reduce staffing levels in order to remain within budget.

This decision follows several years of increasing statutory responsibilities without corresponding, stable funding. In 2019, legislative changes significantly expanded the ALC's mandate, introducing new application, notification, and authorization requirements that the Commission is legally required to administer. Although additional funding was approved in principle at that time, it was later withdrawn, and leaving the ALC to deliver its expanded mandate within its existing budget.

Since that time, the ALC's operating budget has remained essentially flat in real terms, while operating costs and service demands have continued to rise. Over this period, the Commission has faced negotiated wage increases through collective agreements, inflationary pressures, and sustained growth across all functions of the Commission, including application volumes, compliance and enforcement activities, and associated legal costs.

The combined effect of increasing workload and a fixed operating budget has progressively eroded the Commission's ability to maintain staffing levels. While temporary Ministry support helped manage these pressures in prior years, the Commission was advised in January 2026 that it must operate strictly within its approved annual budget, which was confirmed in February to remain unchanged at \$5.5 million for the 2026/27 fiscal year.

Over the past year, the Commission implemented extensive cost-containment measures, including significant reductions to Commissioner expenses, staff travel, office supplies, and general project and meeting expenditures. Despite these efforts, salary and benefit costs now exceed available funding, leaving staffing reductions as the only remaining option to ensure fiscal compliance.

The ALC remains committed to protecting agricultural land and supporting farming in British Columbia. However, continued expansion of statutory responsibilities without commensurate funding directly affects service capacity, processing timelines, and organizational sustainability. While the Commission will continue to prioritize critical and time-sensitive matters wherever possible, some service impacts may be experienced.

Long-term service sustainability depends on stable funding that is aligned with the Commission's legislated mandate. The ALC will continue to work with government to seek funding arrangements that support effective service delivery, and we appreciate the understanding and cooperation of local governments during this period.

Jennifer Dyson

Chair

Provincial Agricultural Land Commission

From: Christopher Pegg [REDACTED]
Sent: Tuesday, April 7, 2026 12:53 PM
To: Renee Jamurat <rjamurat@islandstrust.bc.ca>
Cc: Warren Dingman <wdingman@islandstrust.bc.ca>; Ken Hunter <kehunter@islandstrust.bc.ca>;
Peter Luckham <pluckham@islandstrust.bc.ca>
Subject: HOWLING WOLF FARM MARKET /UPDATE

Good Afternoon Renee:

A beautiful Spring day ! As this is a short and busy week for me the best day for a call is Thursday, April 9th. I will be at [REDACTED] if that might work.

As an update I have attached a list of more signatures for the petition on display at our market. The online has also increased. Its the community support that keeps us going through this stressful time !

The residence is in place on a pad and blocks with hydro and internet. We are in the process of connecting the water from my adjacent well and septic that is in place. As well, I am having lumber milled here on Thetis for a new deck.

I have already had several requests to rent. Warren, explained that it has to be a person connected to the market or myself living in the residence. One request is from the Thetis Island Nature Conservancy to house their staff as it is close to the marina where they work. We are thinking I might employ a staff member to assist at the market as well. Might be promising.

The Summer Market traditionally begins the May Victoria Day weekend (Saturday May 16th) which is fast approaching. We are all anxious as to where this stands .

Thanks

Chris



DATE OF MEETING: April 20, 2026
TO: Thetis Island Local Trust Committee
FROM: Daniel Schneider, Bylaw Compliance and Enforcement Officer
Local Planning Services
SUBJECT: Bylaw Enforcement File Update for Lot 69 Pilkey Point Road, Thetis Island.

RECOMMENDATION

1. That the Thetis Island Local Trust Committee receive this report for information only.

REPORT SUMMARY

The purpose of this report regarding Lot 69 Pilkey Point Road, legal description: Lot 2, DL 2, Thetis Island, Cowichan District, Plan 17633 is to provide an overview of compliance efforts for this property;

As there were multiple public enquiries about the home occupation, and possible enforcement against the Howling Wolf Farm Market, Trustee Hunter requested a staff report.

Note, matters regarding legal or enforcement action must be held in a closed meeting.

BACKGROUND

A written complaint was received regarding the operation of a home occupation (Howling Wolf Farm Market) without a principle use, as well as development taking place on the water and along the shoreline. A Bylaw Compliance and Enforcement file was opened to investigate these concerns and the property owner was notified by letter.

Overview to-date:

- The property owner promptly connected with bylaw enforcement staff to discuss the nature of the complaint, the applicable regulations and the compliance process.
- The owner also connected with planning staff to begin exploring remedy options.
- A site visit was conducted with the property owner each element of the complaint and process was discussed.
- Determination letter mailed to the property owner to summarize the compliance issues on the property.
- The property owner is actively working with our planning staff to remedy the compliance issues.

LAND USE INFORMATION:

The property is zoned Residential 1 (R1), the off property water is zoned Water 2 (W2). The compliance matters subject to complaints may be summarized as being about 'use and development' in the R1 and W2 zones.

- The Thetis Island Land Use Bylaw No. 89 (LUB) permits home occupations within the R1 zone (LUB 5.1), which the LUB defines as: *“a commercial use that is accessory to a permitted principal residential use on the same lot.”*
- (LUB 10.1 G) *W2 zone Permitted Uses: docks, which in the W-2, W-4 and W-5 zones must be accessory to the residential use of an abutting upland lot and may include gear lockers;*
- *accessory* means, in relation to a use, building or structure: subordinate, customarily incidental and exclusively devoted to a principal use, building or structure expressly permitted by this Bylaw on the same lot or, if the accessory use, building or structure is located on a common property in a bare land strata plan, on a strata lot in that strata plan.

ISSUES

- 1) At the time of the complaint, there was no Principal Residential Use on the lot, therefore using the property to host the Home Occupation did not comply with Section 5.1 of the LUB. All uses of a property in the R1 zone must be either a Principal Use or Accessory to a Principal Use.
- 2) The water and foreshore development identified in the complaint consists of a dock with an attached deck on land. As the subject property does not abut W2-zoned water, but instead borders a roadway zoned R1, the dock is not permitted under the W2 zoning regulations.
- 3) The deck is not on the owner’s property; it is on public property. As defined, an accessory structure must be on the same lot as the associated Principal Use.

Potential Remedies

1. Establish a Principal Residential Use on the property, cease operating the home occupation, or rezone the area.
2. Remove the Dock or rezone the area.
3. Remove the Deck, relocate the deck on to private property, or rezone the area.

Next Steps

The property owner is currently working with bylaw enforcement and planning staff towards compliance. Should progress toward compliance cease, enforcement will escalate to the issuance of a Bylaw Violation Warning Notice, providing additional time to bring the use and development into compliance, followed by a Bylaw Violation Notice, which includes a penalty.

Alternatives

The following alternative recommendations are available to the Local Trust Committee:

1. That the Thetis Island Local Trust Committee direct staff to prepare a closed meeting staff report for consideration at the next scheduled meeting.
2. That the Thetis Island Local Trust Committee direct staff to place the bylaw compliance and enforcement file on hold until a planning application has been submitted for consideration by the Local Trust Committee.

Submitted By:	Daniel Schneider, Bylaw Compliance & Enforcement Officer	April 1, 2026
---------------	--	---------------

Reviewed By:	Warren Dingman, Manager of Bylaw Compliance & Enforcement	April 1, 2026
Approved By:	Renée Jamurat, Regional Planning Manager	April 7, 2026



REQUEST FOR DECISION

To: Local Trust Committees **For the Meeting of:** April 20, 2026

From: Nadine Mourao, Legislative Clerk / Deputy Secretary
Per. David Marlor, Director, Legislative and Information Services **Date Prepared:** April 2, 2026

SUBJECT: Thetis Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 116

RECOMMENDATION:

1. That the Thetis Island Local Trust Committee Bylaw 116, cited as “Thetis Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 116, 2025” be adopted.

1 PURPOSE:

To rescind the Thetis Local Trust Committee Meeting Procedures Bylaw, 2022.

2 BACKGROUND:

On August 6, 2025, the Executive Committee passed the resolution as recommended:

THAT the Islands Trust Executive Committee approve Thetis Island Local Trust Committee Bylaw No. 116, cited as "Thetis Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 116, 2025" in accordance with Section 27 of the Islands Trust Act.

This allows the Local Trust Committee to rescind the Thetis Local Trust Committee Meeting Procedures Bylaw No. 529 through the bylaw that was given first, second and third readings at the September 5, 2025 Thetis Local Trust Committee meeting.

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):

- Proposed Bylaw 116 "Thetis Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 116, 2025"

RESPONSE OPTIONS

Recommendation:

1. That the Thetis Island Local Trust Committee Bylaw 116, cited as "Thetis Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 116, 2025" be adopted.

Alternative:

That this report be referred back to staff for additional information.

Prepared By: Nadine Mourao, Legislative Clerk / Deputy Secretary / April 2, 2026

Reviewed By/Date: Renée Jamurat, Regional Planning Manager / April 8, 2026

**THETIS ISLAND LOCAL TRUST COMMITTEE
MEETING PROCEDURES REPEAL BYLAW
BYLAW NO. 116**



REQUEST FOR DECISION

To: Thetis Local Trust
Committee

For the Meeting of: April 20, 2026

From: Legislative and
Information Services

Date Prepared: April 2, 2026

Copy: Nadine Mourao,
Legislative Clerk / Deputy
Secretary Northern Office

SUBJECT: Public Notification Bylaw

RECOMMENDATIONS:

1. That the Thetis Local Trust Committee amend Bylaw No. 118, cited as “Thetis Local Trust Committee Public Notification Bylaw No. 118, 2026” by deleting item iii) “E-Spokes Newsletter”.
2. That the Thetis Local Trust Committee give Bylaw No. 118 cited as “Thetis Local Trust Committee Public Notification Bylaw No 118, 2026”, Third Reading as amended.
3. That the Thetis Local Trust Committee forward Bylaw No. 118 cited as “Thetis Local Trust Committee Public Notification Bylaw No 118, 2026” to the Islands Trust Executive Committee for consideration of approval.

1 PURPOSE:

To amend Bylaw No. 118 cited as “Thetis Local Trust Committee Public Notification Bylaw No. 118, 2026” prior to forwarding to Executive Committee for consideration of approval.

While Thetis Local Trust Committee (LTC) is permitted to add “E-Spokes Newsletter” as a third method of public notice, doing so creates an obligation to consistently use all three methods outlined in their bylaw. Since procedural errors are common basis for bylaw challenges, adding an additional requirement increases the risk of non-compliance.

Given that legislation only requires two methods of notice, it is recommended that the LTC maintain only two formal methods in the bylaw to minimize risk, while continuing to use the “E-Spokes Newsletter” informally if desired. The legislation allows local governments to provide additional notifications in addition to the legislated required notifications. However, a bylaw can be challenged if the legislated notifications are not met, whereas a bylaw cannot be challenged if the additional optional or informal notification is not met.

2 BACKGROUND:

Bylaw No. 118 received First and Second Readings at the Thetis Island LTC February 3, 2026 regular business meeting.

Upon review, the Director of Legislative Services identified concerns with the additional item iii) "E-Spokes Newsletter."

Specifically:

- Adding "E-Spokes Newsletter" creates a third mandatory notice requirement, not just an optional one;
- The LTC would be legally obligated to use all three methods every time to comply with its own bylaw;
- Increased risk of procedural non-compliance if one method is missed or done incorrectly;
- Higher likelihood of bylaw challenges, as procedural errors are common basis for disputes;
- No legislative benefit, since only two notice methods are required by law;
- Unnecessary administrative burden to coordinate and document three separate notice channels;
- Reduced flexibility, as informal or supplementary communication (like E-Spokes) becomes a formal obligation; and
- Risk that minor oversights could invalidate decisions or processes tied to public notice.

The proposed amendment deletes item iii) "E-Spokes Newsletter".

Deleting item iii) "E-Spokes Newsletter":

- Reduces compliance risk by limiting formal requirements to what legislation requires;
- Ensures the LTC only needs to meet two notice methods, making compliance simpler and more reliable;
- Decreases likelihood of procedural challenges based on missed or improper notice;
- Maintains flexibility to still use E-Spokes informally without being a legal obligation;
- Lowers administrative burden by avoiding the need to track and document the third method;
- Improves consistency, as fewer steps are easier to follow correctly every time; and
- Protects validity of decisions, reducing the chance that a technical error could undermine the process.

The amendment is administrative in nature and does not alter the intent or substance of the bylaw. As the bylaw has received second reading the Local Trust Committee may amend the bylaw then give it third reading, and forward to Executive Committee for approval.

3 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](#)

4 ATTACHMENT(S):

- Proposed Bylaw 118

RESPONSE OPTIONS

Recommendation:

1. That the Thetis Local Trust Committee amend Bylaw No. 118, cited as “Thetis Local Trust Committee Public Notification Bylaw No. 118, 2026” by deleting item iii) “E-Spokes Newsletter”.
2. That the Thetis Local Trust Committee give Bylaw No. 118 cited as “Thetis Local Trust Committee Public Notification Bylaw No 118, 2026”, Third Reading, as amended.
3. That the Thetis Local Trust Committee forward Bylaw No. 118 cited as “Thetis Local Trust Committee Public Notification Bylaw No 118, 2026” to the Islands Trust Executive Committee for consideration of approval.

Alternative:

As directed by the Thetis Local Trust Committee.

Prepared By: Nadine Mourao, Legislative Clerk

Reviewed By/Date: David Marlor, Director, Legislative and Information Services/April 2, 2026

Approved By: Renée Jamurat, Regional Planning Manager / April 7, 2026.

**THETIS ISLAND LOCAL TRUST COMMITTEE
PUBLIC NOTIFICATION BYLAW
BYLAW NO. 118**

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

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

- READ A FIRST TIME THIS 3rd DAY OF FEBRUARY, 2026
- READ A SECOND TIME THIS 3rd DAY OF FEBRUARY, 2026
- READ A THIRD TIME THIS ____ DAY OF _____, 202__
- APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
____ DAY OF _____, 202__
- ADOPTED THIS
____ DAY OF _____, 202__

Secretary



REQUEST FOR DECISION

To: Thetis Island LTC **For the Meeting of:** April 20, 2026
From: Trust Area Services **Date Prepared:** April 7, 2026
SUBJECT: 2025/26 ANNUAL REPORT – APPROVAL OF THETIS ISLANDS LTC SECTION

RECOMMENDATION: That the Thetis Island Local Trust Committee approves the attached text for inclusion in the 2025/26 Annual Report for approval by Trust Council and submission to the Minister of Housing and Municipal Affairs.

- 1 PURPOSE:** Committees are provided with their draft sections of the annual report for review and approval so that Trust Council is able to easily approve its annual report in June 2026 without further editing from staff or trustees at the Trust Council meeting.

BACKGROUND: Preparation of the Islands Trust Annual Report is undertaken by Trust Area Services Communications staff, reporting to the Executive Committee and consistent with Trust Council's [Annual Report Policy 6.10.1](#). The Executive Committee approved the format and outline of the 2025/26 Annual Report at its meeting on January 14, 2026.

2 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Under Trust Council's Policy, all LTCs and Council committees are expected to review and approve their sections at regular meetings in order to have the report approved by Trust Council at its June 2026 meeting.

FINANCIAL: None.

POLICY: No implications for existing policy

IMPLEMENTATION/COMMUNICATIONS: The process for development of the Annual Report is outlined in Trust Council's Annual Report policy 6.10.i. Once each committee has approved its section, staff will create a draft Annual Report for review by the Executive Committee and then Trust Council consideration of approval in June. Upon approval by Trust Council, staff will send the Annual Report to the Minister of Housing and Municipal Affairs and circulate it as indicated in Trust Council's policy.

FIRST NATIONS: Information about First Nations relations may be included within committee reports.

OTHER: None.

- 3 RELEVANT POLICY(S):** Trust Council's Annual Report policy 6.10.i; *Islands Trust Act*

- 4 ATTACHMENT(S):** Thetis Island LTC input to Annual Report (draft)
-

RESPONSE OPTIONS

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

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

Prepared By: Morgana van Niekerk, A/Communications Specialist

Reviewed By/Date: Renée Jamurat, Regional Planning Manager/April 7, 2026

Thetis Island Local Trust Committee

The Thetis Island Local Trust Committee (Thetis LTC) held 4 regular business meetings in the 2025/26 fiscal year, as well as 1 Community Information Meeting, no special meetings and no public hearings.

Work for this period focused on advancing the Thetis LTC priorities to amend their Land Use Bylaw as a current project underway, to update rainwater storage requirements for new developments, and key site regulations and a definition for derelict vehicles.

From April 1, 2025 to March 31, 2026, the Thetis LTC received and considered applications for 1 development variance permit, no development permits, no liquor and cannabis board referrals, no bylaw amendment applications, and no temporary use permits.

During the same time period staff also reviewed 3 building permit referrals, no crown lease referrals, and no subdivision referrals, etc.

BRIEFING

To: Thetis Island Local Trust
Committee

For the Meeting of: April 20, 2026

From: Renee Jamurat, RPM
Cc/ Margot Thomaidis,
Planner 2

Date Prepared: April 9, 2026

SUBJECT: LTC Request for Information – Cost Sharing for Applications

PURPOSE:

The purpose of this briefing is to provide information about ways the LTC may share costs with an applicant for a legal review of a covenant, as part of the processing of rezoning application PLRZ20250072 (Welsh-Fenton) Nature-Based Shoreline Protection Proposal.

BACKGROUND:

At its February 3, 2026 regular business meeting, the Thetis LTC passed the following resolution requesting staff to provide options for the LTC:

TH-LTC-2026-008

that the Thetis Island Local Trust Committee request staff to provide options for the Local Trust Committee to share costs for legal review of a Section 219 covenant regarding PLRZ20250072.

CARRIED

The LTC has expressed interest in whether it can assist with the costs for a legal review of a Section 219 covenant for the noted applicant, either entirely or in part. And the LTC has asked if that is not possible, what other options it may offer as support to the applicant.

- Per the *Community Charter and Local Government Act*, local governments may not provide financial benefit to property owners or assistance to a business, and must remain impartial as the land use decision makers. In addition, the LTC cannot use revenue generated by fees or tax to pay for costs that are for the benefit of private landowners.

Staff caution that the LTC paying for costs for an application could be seen as fettering their discretion in considering a rezoning request for approval.

- Per Trust Council [Policy 5.6.1](#) 'Application Processing Services', the costs related to drafting and executing a covenant, including legal review, is borne by the applicant. This purpose of this policy is to recover from applicants 100 % of the average cost of processing the development applications, while permitting consideration of lower cost recovery for environmental protection and community benefit.

- Per Trust Council [Policy 4.1.13](#) 'Guidelines for Executive Committee Sponsored or Local Trust Committee Initiated Development Applications', covenants are not considered development applications and costs to prepare it are born by the applicant.

Staff note that while the LTC may want to assist property owners in their community, staff advise that the LTC is limited in options to do so specifically through Trust Council Policies and legislation noted above. However other non-fee related support include administrative efficiencies such as the use of templates for covenants to reduce the cost of legal review and execution. This is happening as part applications that require covenants. Staff also note that other options such as application fee sponsorship are not available to applicants who are private land owners.

Due to the information above, staff do not recommend that the LTC pay for costs for legal review of the covenant for the subject rezoning application.

ATTACHMENT(S): n/a

FOLLOW-UP: none, receive for information.

Prepared By: Renee Jamurat / Regional Planning Manager / April 9, 2026

Reviewed By/Date: n/a



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

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY JANUARY 20, 2026 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/>

- Islands Trust Conservancy (ITC) Board Chair and Vice-Chair elections were held. Trustee Lisa Gauvreau was re-elected by acclamation as Board Chair, and Tanner Timothy | nəŋqəm was re-elected by acclamation as Board Vice-Chair.
- The ITC Board requested staff to finalize a Conservation Agreement between ITC and Environment and Climate Change Canada and to obtain a signature from the Chair or Authorized Signatory
- The ITC Board requested staff to pursue opportunities for funding from Environment and Climate Change Canada for the continued operation of the ITC Species at Risk Program, beyond March 2026.
- The ITC Board approved the ITC 2028-2032 Five-Year Plan Project Charter and Logic Model to facilitate engagement with First Nations and cooperative development of the Plan.
- The ITC Board accepted the ITC Natural Area Protection Tax Exemption Program (NAPTEP) Covenant Monitoring Report 2025.
- The ITC Board requested staff to bring policy options to the ITC Board at its next meeting to guide allocation of funds of private donations, and provide policy options regarding undirected donations.

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/>



Thetis Local Trust Committee Open Applications Report

Print Date: April 14, 2026

Development Variance Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20260071	Steven Bruce Halls	2/18/2026	0 HUDSON ISLAND	<Optional, enter comments if required>
Planner		Status	Most Recent Completed Activity	
Margot Thomaidis		Under Review	Generate Complete Application Letter	

Rezoning

Application Number	Applicant Name	Date Received	Address	Purpose
PLRZ20250072	Doug Fenton; Rober	2/10/2025	83 BLUE HERON RD; 84 BLUE HER	Application for a site-specific rezoning amendment to the W-4 zone to allow development in foreshore of 2 properties.
Planner		Status	Most Recent Completed Activity	
Margot Thomaidis		Under Review	Generate Complete Application Letter	

Thetis

Subdivision

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUB20250032	Mitch Laseur (Unde	1/20/2025	375 FRASER POINT RD; 377 FRAS	Proposed 3 lot conventional subdivision located at 375 Fraser Point Road, Thetis Island
				MOTT File # 2024-05719
Planner	Status		Most Recent Completed Activity	
Marlis McCargar	Administrative Review		Generate and Send Referral Response Form	

Islands Trust
LTC EXP SUMMARY REPORT F2026
Invoices posted to Month ending February 2026

670 Thetis	Invoices posted to Month ending February 2026	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
LTC Local				
65050-670	LTC "Executive Expense on LTC's"	45.00	185.36	-140.36
65200-670	LTC - Local Exp - LTC Meeting Expenses	470.00	641.81	-171.81
65210-670	LTC - Local Exp - APC Meeting Expenses	0.00	355.55	-355.55
TOTAL LTC Local Expense		<u>515.00</u>	<u>1,182.72</u>	<u>-667.72</u>
Projects				
73001-670-4142	Thetis Targeted LUB Amendment	4,500.00	0.00	4,500.00
TOTAL Project Expenses		<u>4,500.00</u>	<u>0.00</u>	<u>4,500.00</u>

Thetis Island Local Trust Committee Policies & Standing Resolutions

No.	Meeting Date	Resolution No.	Issue	Policy
1.	July 3, 2012	TH-2012-003	Professional Minute taker for APC meetings	It was MOVED and SECONDED that the Thetis Island Local Trust Committee authorizes the payment of funds from its local expense account to pay for a minute taker for Advisory Planning Commission meetings.
2.	August 28, 2018	TH-2018-036	Suspension of enforcement action regarding unlawful non-tourist accommodation at 49 Harbour Road	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution: 1. That whereas the Thetis Island Local Trust Committee intends to facilitate a community process to consider allowing Temporary Use Permits (TUP) to permit temporary non-tourist accommodation use, staff are directed to take no enforcement action against properties where temporary accommodations used for non-tourist accommodation exist. In particular, staff are directed to suspend enforcement action regarding unlawful non-tourist accommodation at 49 Harbour Road, Strata Lot B, District Lot 1, Thetis Island, Cowichan District, Strata Plan EPS644; together with an interest in the Common Property shown in proportion to the unit entitlement to the Strata Lot show on Form V. PID 028-987-691. 2. That nothing in this enforcement policy should be interpreted as giving permission to any party to violate Thetis Island Land Use Bylaw No. 89 and the Thetis Island Local Trust Committee may change this policy at any time and may give direction to commence enforcement activities with respect to the identified properties at any time without notice. That unless the Thetis Island Local Trust Committee extends the effective period, this enforcement policy expires on July 30, 2019, or when the temporary use permit review project is complete, whichever is the sooner.
3.	August 28, 2018	TH-2018-041	Non-medical cannabis retail applications	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution with respect to the processing of non-medical cannabis retail license applications: • 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.

No.	Meeting Date	Resolution No.	Issue	Policy
				- The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal. - 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: - Name of the applicant and a description of the proposal in general terms - The location of the proposed establishment and the subject site - The place where, date and time when, both a public meeting will be held and a resolution of the Local Trust Committee considered. - The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application - How public comments may be submitted to the Local Trust Committee.
4.	December 12, 2018	TH-2018-053	Cannabis License Applications	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution: that the Thetis Island Local Trust Committee requests that Notices of Intention to Apply for a Federal Cannabis License be forwarded to the Local Trust Committee upon receipt by the Islands Trust.
5.	February 22, 2019	TH-2019-020	Electoral Area Director	See Item 9 below.
6.	April 23, 2019 Updated September 28, 2021	TH-2019-026 TH-2021-033	LTC to engage in Reconciliation with local First Nations, governments and the island community	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution: Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples, Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee 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

No.	Meeting Date	Resolution No.	Issue	Policy
				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, in recognition of First Nations rights and title, treaty, and territorial lands and waters within the Islands Trust Area.
7.	February 11, 2020	TH-2020-001	Electoral Area Director Reports	See Item 9 below.
8.	September 28, 2021	TH-2021-033	Review TH-2019-026 and update wording	**See TH-2021-033 pertaining to Item 6 above That the Thetis Island LTC request staff to review standing resolution no. TH-2019-026 with respect to current language.
9.	September 28, 2021	TH-2021-034	Electoral Area Director Reports	It was MOVED and SECONDED, that the Thetis Island Local Trust Committee request staff to consolidate Standing Resolution Nos. 5 and 7 (TH-2019-020 and TH-2020-001) as follows: - that the Thetis Island Local trust Committee request staff to circulate future meeting agendas to the Electoral Area G Saltair/Gulf Islands Director and provide an invitation to attend the Local Trust Committee meetings or provide written reports to the Local Trust Committee; and - that the written reports will be posted to the website.
10.	July 5, 2022	TH-2022-024	First Nations Consultation re: Strategy for Antenna Systems	It was MOVED and SECONDED that the Thetis Island Local Trust Committee adopt the following standing resolution with respect to First Nations consultation in accordance with the "Strategy for Antenna Systems" in the Local Trust Area: a. The proponent will consult with the Local Trust Area representative during the pre-consultation phase to determine proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential and obtain a list of First Nations rights and title holders;

No.	Meeting Date	Resolution No.	Issue	Policy
				b. The proponent is recommended to undertake consultation during the pre-consultation phase with the Islands Trust and a First Nations cultural knowledge holder for the siting of the proposed antenna system as it relates to cultural and sacred sites; c. The proponent will obtain and provide a BC Archaeological Information request response from the BC Archaeology Branch to confirm proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential including permit requirements under the <i>Heritage Conservation Act</i>; d. The proponent will obtain and provide an Archeological Impact Assessment for antenna systems proposed to be sited on or within 100 metres of a known archaeological site or cultural/sacred site identified by a First Nations cultural knowledge holder; and e. The proponent will provide written notice—including, if applicable, the Archeological Impact Assessment—sent by regular mail or hand delivered to all First Nations rights and titleholders identified during the pre-consultation phase.

Active Projects Report

Thetis Island

1. Minor Project - Targeted LUB Amendments

Responsible

Dates

Activity:

Project Charter approved at June 3, 2025 LTC meeting. Includes:

- Rainwater storage requirements for new development
- Fence setback regulations
- Derelict Vehicles definition

Margot Thomaidis
Renee Jamurat

Rec'd: 03-Jun-2025

Future Projects Report

Thetis Island

1. <i>LUB</i>	Responsible	Date Received
N/A		30-Aug-2022
2. <i>Administrative</i>	Responsible	Date Received
		30-Aug-2022
3. <i>Advocacy and Communications</i>	Responsible	Date Received
LOU: Letter of Understanding between the Thetis LTC and the Cowichan Valley Regional District		30-Aug-2022
4. <i>OCP</i>	Responsible	Date Received
Active Transportation		30-Aug-2022
5. <i>Bylaw Enforcement</i>	Responsible	Date Received
N/A		30-Aug-2022
6. <i>OCP & LUB</i>	Responsible	Date Received

Future Projects Report

Thetis Island

Possible Thetis OCP & LUB Amendments

30-Aug-2022

Rainwater:

- rainwater storage requirements

Watershed Protection:

- Island-wide watershed protection

First Nations:

- Early and meaningful engagement
- Acknowledgement language
- De-colonizing document language
- Incorporating FN recommended language

Housing:

- Affordable Housing Strategy: Housing for young families, workers and seniors; community engagement;
- TUPs to include non-tourist accommodation;
- Support the construction of a storage building prior to construction of a principal dwelling;
- short-term vacation rentals of principle dwellings in the R-2 zone;
- strategies for alternative dwelling units;
- ferry workers workforce housing;
- the potential to rezone areas that are suitable for increased density.

Fence height and Derelict vehicles regulations

Future Projects Report

Thetis Island

Housekeeping / Technical Amendments to include:

- 4.3(d) amend to say: In addition to s.4.3(a), (b), and (c)...

Shoreline:

- Sea Level Rise
- Wharves

Incorporation of the Regional Conservation Plan into Thetis LTA OCPs and LUBs:

- Investigate and provide recommendations on how to incorporate the plan elements into Thetis, Valdes, and Associated Islands OCPs and LUBs.

Associated Islands OCP & LUB Review:

- Develop new OCP and LUB to replace CVRD Bylaw 110, and to include other islands with no zoning. Scope does not include Valdes Island, but includes establishing a Memo of Understanding with the Stzuminus Nation for a stakeholder process regarding Bute and Dunsmuir Islands.
-