



Thetis Island Local Trust Committee Minutes of Regular Meeting

Date: April 20, 2026

Location: Forbes Hall Community Centre
North Cove Road, Thetis Island, 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 Manager (electronic)
Warren Dingman, Bylaw Compliance & Enforcement Manager (electronic)
Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: There were approximately 34 members of the public in attendance.

1. CALL TO ORDER

Chair Elliott called the meeting to order at 9:32 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Elliott acknowledged that the meeting was held on the territory of the Coast Salish First Nations and spoke to the Lyackson First Nation and Penelakut Tribes history of stewardship of the surrounding land and water.

3. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

4. REPORTS

4.1 Trustee Reports

Trustee Hunter reported the following:

- Communication from community members expressing dissatisfaction with proposed Bylaw No. 119 and the Howling Wolf Farm Market bylaw enforcement matter;
- Attended Trust Council in March and voted against the budget due to the consequent financial impact to tax payers.

Trustee Luckham reported the following:

- Receipt of emails regarding Howling Wolf Farm Market bylaw enforcement;
- Attended a discussion on the herring spawn;
- Attended recent Thetis Community Forum;

- MapIt tool is available on the Islands Trust Website;
- Attended Trust Council and noted debate was undertaken on each line item of the budget and he voted for adoption as there is a legal obligation of Trust Council to do so.

4.2 Chair's Report

Chair Elliott reported the following:

- Public comments received on the draft Trust Policy Statement will be summarized and brought forward to Committee of the Whole for review in May and it is unlikely the Trust Policy Statement Amendment Project will complete this term;
- Attended Trust Council in March and highlighted approval of the 2026/27 budget and the request that the Provincial Government uphold the *Declaration on the Rights of Indigenous People Act*;
- The Community Stewardship awards nomination period is open until April 26.

4.3 Electoral Area Director's Report – none

5. PUBLIC PARTICIPATION PERIOD

Chair Elliott read a statement regarding meeting decorum and respectful participation.

Three members of the public stated opposition to the components of draft Bylaw 119 including mandated cistern installation for new dwelling construction, fence setbacks from the sea, and regulation of derelict vehicles which is already addressed in the current Land Use Bylaw.

Several members of the public spoke in support of the Howling Wolf Farm Market operation and dock and the following comments were noted:

- It is an important community service providing local food and food security;
- It is a draw for boating tourists and has a positive impact on tourism;
- Immediate neighbours have no concerns about the operation;
- Aging residents have challenges going off island to shop;
- It is evident that the community is behind the market operation and the bylaw should be secondary to community needs.

The operator of Howling Wolf Farm Market thanked the community for their support and stated letters and a petition with 850 signatures have been received and will be forwarded to Islands Trust.

A member of the public spoke to Howling Wolf Farm Market and noted concern that an anonymous complaint can threaten a local business and indicated the situation is causing community dissent.

The Bylaw Compliance and Enforcement Manager replied that complaints cannot be made anonymously; however, complainants' information is kept confidential.

TH-2026-016

It was MOVED AND SECONDED

that the Thetis Island Local Trust Committee extend the public participation period by ten minutes.

CARRIED

A member of the public stated government oversight is overarching and questioned the principals driving said oversight.

A member of the public asked if Bylaw Compliance and Enforcement Officers investigate contraventions that are not related to a specific complaint but discovered by chance.

The Bylaw Compliance and Enforcement Manager replied Trust Council Policy creates a narrow focus and limits investigations to the complaint received unless an obvious health and safety issue is observed. If there is not a written complaint then properties are not investigated.

A member of the public spoke to community practice of neighbour talking to neighbour regarding concerns and the disruption of the current situation.

The Chair replied Bylaw Compliance and Enforcement Officers do not arbitrate neighbour to neighbour disputes and only look at contraventions to land use bylaws.

A member of the public noted agenda item 9.2 is not a Cowichan Valley Regional District (CVRD) Official Community Plan Bylaw but a Comprehensive Zoning Bylaw which is on an upcoming CVRD meeting agenda. They requested the Local Trust Committee postpone their referral response until after the CVRD meeting.

A member of the public asked if a bylaw complaint would be dismissed if the complaint was made regarding something being too close to a property line and a measurement shows it is not.

The Bylaw Compliance and Enforcement Manager replied if, following investigation, there is no contravention the file is closed and if a complainant continues to make unwarranted complaints, they would be considered vexatious in nature and not investigated.

Two members of the public stated confusion about the time of the public participation period and they asked that Islands Trust continue the practice of posting meeting dates on E-Spokes.

A Trustee replied the meeting agenda outlines the business of the Local Trust Committee and the public participation period is the time in which the public can speak to items on the agenda.

A member of the public stated there are often occasions in which Bylaw Compliance and Enforcement staff are called regarding harbour issues and bylaw enforcement is a necessity.

TH-2026-017

It was MOVED AND SECONDED

that the Thetis Island Local Trust Committee extend the public participation period by an additional ten minutes.

CARRIED

A member of the public stated Bylaw Compliance and Enforcement staff should take a gentler approach as there is a community need to protect the market and resources should be spent on things that are hurting the island not those that the residents benefit from.

A Trustee explained the matter is on the agenda, the accompanying staff report outlines the bylaw infraction is due to the business being operated without an associated residence on the property, the operator is working toward compliance, and once there is a residence on the property the file will be closed.

A member of the public asked if the Local Trust Committee can ask questions of the operator of the farmstand when the item comes up on the agenda.

The Chair noted it would be up to Local Trust Committee.

A member of the public asked if the market issue had anything to do with the Cowichan Valley Regional District (CVRD) regulation about small farms on residential lots.

The Chair noted the Local Trust Committee is not a decision maker on the matter but do have a referral regarding the CVRD's bylaw on the agenda for consideration.

A member of the public asked what Bylaw No. 116 is.

The Chair noted Bylaw No. 116 is the Local Trust Committee Meeting Procedure Bylaw coming from Trust Council.

The meeting was recessed for a break at 10:57 a.m. and reconvened at 11:09 a.m.

The agenda was reordered and item 9 was heard following item 5.

6. MINUTES

6.1 Local Trust Committee Minutes dated February 3, 2026 - for adoption

By general consent, the Local Trust Committee meeting minutes of February 3, 2026 were adopted.

6.2 Section 26 Resolutions-Without-Meeting Report - none

6.3 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated April 14, 2026

The Planner provided an update on file PLRZ-2025-0072 (Welsh-Fenton) and noted they had not heard back from First Nations regarding coordination of a site visit nor the applicant regarding a Section 219 covenant.

8. DELEGATIONS – none

9. APPLICATIONS AND REFERRALS

9.1 Cowichan Valley Regional District Official Community Plan Bylaw 4705 - Referral Response

The Regional Planning Manager summarized the purpose of the referral and noted staff have already provided a referral response indicating that the proposed changes do not apply to the Thetis Island Local Trust Area and interests are unaffected.

9.2 Cowichan Valley Regional District Official Community Plan Bylaw 4710 - Referral Response

It was noted the referral is for Cowichan Valley Regional District (CVRD) Comprehensive Zoning Bylaw 4710 and not an Official Community Plan bylaw.

The Regional Planning Manager summarized the purpose of the referral and noted staff will provide a referral response that the proposed changes do not apply to the Thetis Island Local Trust Area therefore interests are unaffected; however, the Local Trust Committee may provide additional comments should they wish.

Discussion ensued and the following comments were noted:

- The CVRD zoning proposal is to remove upland zones from text and mapping; however, this does not apply to the local trust area;
- The CVRD has some zoning jurisdiction over some specific areas as does Islands Trust, and when the CVRD moves into the phase of their project related to marine zoning the Local Trust Committee will receive another referral.

TH-2026-018

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee request staff add a comment to the referral response to the Cowichan Valley Regional District Draft Bylaw No. 4710 Comprehensive Zoning Bylaw referral that the Thetis Island Local Trust Committee request consultation on proposed changes to marine zoning.

CARRIED

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Minor Project: Land Use Bylaw Targeted Amendments - Staff Report

The Planner summarized the staff report and highlighted the following:

- The purpose of the project is to explore regulating the requirement for a 2000-imperial gallon cistern for rainwater collection for new residential dwelling units and guest cottages, regulating fence heights and setbacks from the natural boundary of the sea, and amending the definition of derelict vehicle to include vehicles that have been unlicensed for at least two years;
- Options regarding a definition and language addressing derelict vehicles were detailed;
- Early notification was provided to Lyackson First Nation and Penelakut Tribes and Penelakut Tribes staff responded with recommendations for future engagement to facilitate an effective engagement process;
- Giving first and second reading to the draft bylaw will allow the referral process and community engagement to commence.

Discussion ensued and the following comments were noted:

- Trustee Hunter stated the staff report includes the resolution in which the Local Trust Committee requested staff to prepare the draft bylaw amendment but did not include that his opposition to the motion;
- Fence height and setback:
 - Siting a fence 7.6 metres from the sea impacts owners use of their property;
 - Fences and structures are not considered the same within the Land Use Bylaw and there are setback requirements for structures;

- Feedback from First Nations highlights that the shoreline is likely to contain cultural heritage materials;
- The only fence adjacent to the shoreline is on cemetery property which might need to be exempted from the bylaw;
- The discussion regarding a fence bylaw started with a complaint about a 16' fence being built and the intention was to have fence height restrictions on adjacent property lines;
- The Land Use Bylaw states fences may be sited on any portion of a lot and does not speak to height restriction;
- Derelict vehicles:
 - Derelict vehicles are currently addressed within the Land Use Bylaw;
 - Suggestion to amend this section to include the storage of more than two unlicensed motor vehicles, other than farm and forest equipment vehicles, unless the vehicles are stored within a structure (remove “with a permitted building that is completely enclosed”), and remove items (d) and (e);
 - The current definition of derelict vehicle refers to those that have been unlicensed for five years;
- Cistern requirement:
 - The Improvement District should be added to referral list;
 - The fire department does not rely on private water storage for fire fighting but the theory is that rainwater catchment can be used for fire protection;
 - The cistern requirement would only be applicable to small number of potential properties;
- Penelakut Tribes request for development of an engagement plan for consultation of future projects:
 - The Senior Indigenous Advisor noted this is a process to acknowledge the interest of Penelakut Tribes, to learn expectations in terms of the referral process, and move forward with leadership to leadership and staff to leadership meetings.

TH-2026-019

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee not proceed with Targeted Land Use Bylaw No. 119 Minor Project Amendment.

CARRIED

TH-2026-020

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee add Minor Project - Targeted Land Use Bylaw Amendments to the Future Project List.

CARRIED

The agenda was reordered and item 13.1 was discussed following item 10.

11. CORRESPONDENCE

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

- 11.1 Accessibility and Inclusion Feedback dated September 28, 2025 from O. Knezevic**
- 11.2 Email dated January 29, 2026 from D. Manchur regarding Proposed Renewal of Howling Wolf Market**
- 11.3 Email dated January 29, 2026 from S. Robin regarding Support for Howling Wolf Farm Market**
- 11.4 Email dated January 30, 2026 from P. Osberg regarding Farm Stand**
- 11.5 Letter dated January 30, 2026 from G. Sarioglu regarding Howling Wolf Market**
- 11.6 Email dated January 30, 2026 from Thetis Island Residents and Ratepayers Association regarding Howling Wolf Farm Market**
- 11.7 Email dated January 31, 2026 from A. Sandell regarding Howling Wolf Farm Market**
- 11.8 Email dated January 31, 2026 from J. Young regarding Howling Wolf Farm Market**
- 11.9 Email dated February 3, 2026 from S. Nardone regarding Howling Wolf Farm Store and Dock**
- 11.10 Email dated March 23, 2026 from Agricultural Land Commission regarding Staffing and Budget Pressures**
- 11.11 Email dated April 7, 2026 from C. Pegg regarding Howling Wolf Market Update**

Correspondence items 11.1 to 11.11 were received for information.

12. NEW BUSINESS - none

13. STAFF REPORTS

13.1 TH-BE-2024.2, 69 Pilkey Pt. Road - Staff Report

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

- The Land Use Bylaw stipulates a home-based occupation, such as the market, must be established under a residential use;
- The dock in the water zone needs to be an accessory to residential use;
- The dock abuts a dedicated highway and the deck is built on a public roadway.;
- The property owner is working to come into compliance with a residence being placed on the lot and this will resolve the bylaw issue of market operation;
- The deck and dock are not accessory to a residential lot and the property owner might be required to seek rezoning to permit them;
- The property owner has a water lease for the dock but does not have an abutting residential use and if a license of occupation to permit use of the deck was in place the bylaw would still not be satisfied;
- The Land Use Bylaw could be amended to permit the use through upland residential use by removing the word “abut”.

The report was received for information.

TH-2026-021

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee direct staff to place the Howling Wolf bylaw compliance and enforcement file on hold until a planning application has been submitted for consideration by the Local Trust Committee.

CARRIED

The meeting was recessed for a break at 1:25 p.m. and reconvened at 1:50 p.m.

TH-2026-022

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee request Trust Area Services staff to respond to the recommendations in the letter from Penelakut Tribes dated April 16, 2026 as per the Thetis Island Local Trust Committee discussion around engagement to guide future projects.

CARRIED

13.2 Thetis Bylaw No. 116 Meeting Procedure Bylaw - Final Adoption - Request for Decision

TH-2026-023

It was MOVED and SECONDED

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.

CARRIED

13.3 Thetis Bylaw No. 118 Public Notification Bylaw - Request for Decision

It was noted that legislation requires two methods of public notification and while the “E-Spokes Newsletter” can be added as a third method of public notice, doing so creates an obligation to consistently use all three methods.

TH-2026-024

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 deleting item iii) “E-Spokes Newsletter”.

CARRIED

TH-2026-025

It was MOVED and SECONDED

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

CARRIED

TH-2026-026

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee forward Bylaw No. 118 cited as “Thetis Island Local Trust Committee Public Notification Bylaw No 118, 2026” to the Islands Trust Executive Committee for consideration of approval.

CARRIED

13.4 2025/26 Annual Report - Approval of Thetis Island's Local Trust Committee Section - Request for Decision

The Local Trust Committee requested the report be amended by removing words “as a current project underway” in the second paragraph.

TH-2026-027

It was MOVED and SECONDED

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 as amended.

CARRIED

13.5 Legal Costs for Covenant Requests - Staff Memo

The Regional Planning Manager summarized the briefing.

TH-2026-028

It was MOVED and SECONDED

that the Thetis Island Local Trust Committee receive for information in the Local Trust Committee Request for Information – Cost Sharing for Application briefing and forward it to the applicant Welsh-Fenton and advise him that the Local Trust Committee is not able to enter into a cost sharing or recovery agreement.

CARRIED

13.6 Highlights of Trust Conservancy January 20, 2026 Board Meeting

Received for information.

13.7 Applications Report dated April 14, 2026

Received for information.

13.8 Trustee and Local Expense Report dated February, 2026

Received for information.

13.9 Adopted Policies and Standing Resolutions

Received for information.

13.10 Local Trust Committee Webpage - none

14. WORK PROGRAM

14.1 Active Projects Report dated April 14, 2026

Received for information.

14.2 Future Projects Report dated April 14, 2026

Received for information.

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

16.1 Motion to Close the Meeting

TH-2026-029

It was MOVED and SECONDED

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

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

and that the recorder and staff attend the meeting.

CARRIED

The meeting was recessed at 2:34 p.m.

16.2 Recall to Order

The meeting was recalled to order at 2:40 p.m.

16.3 Rise and Report

Chair Elliott reported that the Thetis Island Local Trust Committee appointed Jack Woodward, George Buyyer, and Kathryn Berge to serve on the Thetis Board of Variance for a three-year term commencing April 20, 2026 and ending April 20, 2029.

17. ADJOURNMENT

By general consent, the meeting was adjourned at 2:40 p.m.

Tobi Elliott, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder