



Mayne Island Local Trust Committee

Regular Meeting Agenda

Date: April 27, 2015
Time: 1:00 pm
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

	Pages
1. CALL TO ORDER	1:00 PM - 2:00 PM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	
4. POLICY STATEMENT CHECKLIST - MEMO	4 - 9
5. COMMUNITY INFORMATION MEETING	
5.1 Bylaws No. 161 and 162 - Technical Amendments	10 - 21
6. PUBLIC HEARING	
6.1 Recess for Public Hearing	
6.1.1 <u>Bylaws No. 161 & 162</u>	22 - 33
6.2 Recall to Order	
7. MINUTES	
7.1 Local Trust Committee Minutes Dated March 30, 2015 (for Adoption)	34 - 39
7.2 Section 26 Resolutions-without-meeting Report	
none	
7.3 Advisory Planning Commission Minutes	
none	
8. BUSINESS ARISING FROM THE MINUTES	
8.1 Follow-up Action List Dated April 2015	40 - 41
9. DELEGATIONS	
none	

10. CORRESPONDENCE

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

10.1 Email from G. Wise re: Oil Spill 42 - 42

11. APPLICATIONS AND REFERRALS

none

12. LOCAL TRUST COMMITTEE PROJECTS

2:00 PM - 3:00 PM

12.1 Bylaws No. 161 & 162 Memo 43 - 44

12.2 Bylaw No. 161 for Consideration of Second and Third Readings (attached) 45 - 52

12.3 Bylaw No. 162 for Consideration of Third Reading (attached) 53 - 56

12.4 Density Controls on Remainder Lots - Staff Report 57 - 63

13. REPORTS

13.1 Work Program Reports (attached)

13.1.1 Top Priorities Report Dated April 2015 64 - 64

13.1.2 Projects List Report Dated April 2015 65 - 65

13.2 Applications Report Dated April 2015

none

13.3 Trustee and Local Expense Report Dated March 2015 (attached) 66 - 66

13.4 Adopted Policies and Standing Resolutions (attached) 67 - 70

13.5 Local Trust Committee Webpage

13.6 Chair's Report

13.7 Trustee Report

13.8 Trust Fund Board Report - April 2015 (attached) 71 - 72

14. NEW BUSINESS

3:00 PM - 3:30 PM

14.1 2014-15 Annual Report - Mayne Island Local Trust Committee Section - RFD (attached) 73 - 75

14.2 Board of Variance - Expiring Memberships - Memo (attached) 76 - 76

14.3 Input to Strategic Plan - RFD (attached) 77 - 179

14.4 Oil Spill Clean-up Protocol - Discussion re Process in Plumper Sound

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for May 25, 2015,
at 1:00 pm, at the Mayne Island Agricultural Hall

16. TOWN HALL

17. CLOSED MEETING

none

18. ADJOURNMENT

3:30 PM - 3:30 PM



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No: Bylaw Nos. 161 & 162
Endorsed (MA-14-058)

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and 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 CHECK LIST

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 a 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
N/A	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.
N/A	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.
N/A	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
N/A	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
N/A	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.
N/A	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.
N/A	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.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
N/A	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.
N/A	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.
N/A	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
N/A	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
N/A	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
N/A	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.
N/A	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
✓	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	
✓	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW No. 161

A BYLAW TO AMEND MAYNE ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 144, 2007

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

AND WHEREAS Section 29 of the *Islands Trust Act* gives the Mayne Island Local Trust Committee the same power and authority of a Regional District under Part 26, except sections 932 to 937 and 939, of the *Local Government Act*;

AND WHEREAS the Mayne Island Local Trust Committee wishes to amend the Mayne Island Official Community Plan Bylaw No. 144, 2007;

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

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

1. CITATION

This Bylaw may be cited for all purposes as "Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2014."

2. SCHEDULES

- a. Schedule A (Policy Document) of Mayne Island Official Community Plan No. 144, 2007 is amended as shown on Schedule 1, attached to and forming part of this amending bylaw.
- b. Schedule B (Land Use Designations) of Mayne Island Official Community Plan No. 144, 2007 is amended in accordance with the maps attached to and forming part of this bylaw as Schedule 2, attached to and forming part of this amending bylaw.

3. SEVERABILITY

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

READ A FIRST TIME this 30th day of July 2014

PUBLIC HEARING HELD this day of

READ A SECOND TIME this day of

READ A THIRD TIME this day of

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this
day of

APPROVED BY THE MINISTER OF COMMUNITY, SPORT AND CULTURAL
DEVELOPMENT this day of

ADOPTED this day of

DEPUTY SECRETARY

CHAIR

MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 161

SCHEDULE 1

Schedule A (Policy Document) of Mayne Island Official Community Plan No. 144, 2007 is amended by:

1. Policy 1.1.3 is amended by deleting the second and third paragraph and inserting the following in their place:

“The island has an area of approximately 2,300 hectares (5,750 acres). The permanent population on Mayne Island according to the 2011 census was 1,070 resulting in a population density of one person per 2.15 hectares (5.3 acres).

The rate of population growth in each of the inter-censal periods between 1986-91 and 1991-96 was around 18% followed by a slight reduction in the population between 1996-2001. From 2001-2006 the rate of population increased by 27% and between 2006-2011 decreased by 4%. Based on past patterns of population growth, and on projections prepared for larger areas, the projected growth rate will average approximately 1% per year up to 2031. This would translate into a permanent population of about 1150 in 2031.”

2. Policy 2.1.1.6 is amended by deleting “Section 2.8” and inserting “Section 2.10” such that it reads: ‘Affordable housing is encouraged through joined or multiple housing units which may be considered by site specific rezoning of a parcel subject to compliance with Section 2.10 (Amenity Zoning Guidelines) of this Plan.’
3. Policy 2.1.4.2 is amended by deleting “then” and inserting “than” such that it reads: ‘One dwelling unit shall be permitted per parcel provided that on parcels greater than 4 hectares (9.8 acres) residential density will be one dwelling unit for each additional 4 hectares (9.8 acres) of parcel area.
4. Policy 2.1.4.4 is amended by deleting “Section 2.8” and inserting “Section 2.10” such that it reads: ‘Affordable housing is encouraged through joined or multiple housing units which may be considered by site specific rezoning of a parcel subject to compliance with Section 2.10 (Amenity Zoning Guidelines) of this Plan.’
5. Policy 2.1.4.6 is amended by deleting “(Section 2.8)” and “(Section 2.9)” and inserting “(Section 2.10)” and “(Section 2.11)” such that it reads: ‘Despite the average parcel size provision applicable to this designation, increased density may be permitted on a parcel subject to compliance with the Amenity Zoning Guidelines (Section 2.10) and the Density Transfer Provisions (Section 2.11) of this Plan.’
6. Policy 2.1.4.9 is amended by deleting “(Section 2.8)” and “(Section 2.9)” and inserting “(Section 2.10)” and “(Section 2.11)” such that it reads: ‘Despite the parcel size provisions of Policy 2.1.4.5, in a case where through density transfer within a parcel, it may be demonstrated that through utilizing the concept of “Open Space Subdivision Design” (as detailed in Schedule G), a property may be developed in a manner which permits the more efficient use of the land, the protection of resource lands and/or the conservation of features with significant environmental and aesthetic appeal, the minimum parcel size may be reduced to 0.4 hectares through

rezoning. This may be accomplished in conjunction with the policies in Sections 2.10 (Amenity Zoning Guidelines) and 2.11 (Density Transfer Provisions).'

7. Policy 2.1.4.11 is amended by deleting "2.3.2.2" and inserting "2.4.2.3" such that it reads: 'Site specific rezoning to permit small-scale campgrounds as an accessory use may be considered, subject to policy 2.4.2.3, upon application.'
8. Policy 2.2.1 is amended by deleting "non farm" and inserting "non-farm" such that it reads: 'In addition to satisfying local bylaw regulations, any subdivision or non-farm use other than one dwelling, proposed in the ALR is subject to the regulations of the *Agricultural Land Commission Act*.'
9. Policy 2.2.1.8 is amended by deleting "2.3.2.2" and inserting "2.4.2.3" and by deleting "Reserve" and inserting "Agricultural" before 'Land' such that it reads: 'Site specific rezoning to permit small-scale campgrounds as an accessory agri-tourist use may be considered upon application, subject to policy 2.4.2.3 and the approval of the Agricultural Land Commission.'
10. Policy 2.3.1.3 is amended by adding "." at the end of the sentence such that it reads: 'Bed and Breakfast accommodation shall be permitted as a home occupation use, the zoning bylaw shall specify other conditions, including a limit on the number of guest accommodation rooms.'
11. Policy 2.4.1.8 is amended by deleting "Section 2.8" and inserting "Section 2.10" such that it reads: 'The density of use on a parcel or within a building in this designation may be increased subject to compliance with Section 2.10 (Amenity Zoning Guidelines) of this Plan.'
12. Policy 2.4.2.6 is amended by deleting "Section 2.8" and inserting "Section 2.10" such that it reads: 'The density of use on a parcel or within a building in this designation may be increased subject to compliance with Section 2.10 (Amenity Zoning Guidelines) of this Plan.'
13. Policy 2.7.4.10 is amended by inserting "and Infrastructure" after 'Ministry of Transportation' such that it reads: 'The Ministry of Transportation and Infrastructure shall be requested to maintain and mark public accesses and ensure they are not used for camping or overnight parking or obstructed in other ways.'
14. Section 2.9 is amended by deleting "commercial and industrial" and "commercial or industrial" such that it reads:

'2.9 TEMPORARY USE PERMITS

The Mayne Island Local Trust Committee may issue Temporary Use Permits for all areas covered by this Plan except areas in the ALR or Resource Conservation designation.

Objectives for Issuing Temporary Use Permits

2.9.1 Permits for temporary uses may be issued:
for short term uses; or as a test of the compatibility of the proposed land use, which may not have been anticipated, with existing uses.'

15. Policy 2.9.1.1 is amended by deleting “two” and inserting “three” such that it reads: ‘Permits can be issued for any period up to three years and could be considered for renewal once for any further period up to three years.’
16. Policy 3.1.1 is amended by deleting “and Highways” and inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure is responsible for the development and maintenance of the island road system. In recognition of the special nature of the islands, a Letter of Understanding between the Island Trust and the Ministry of Transportation and Infrastructure was signed in November 1992.’
17. Policy 3.1.1.2 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to maintain the major road pattern as shown on Schedule D, the land status map.’
18. Policy 3.1.1.3 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to provide, wherever possible, designated cycle lanes and pedestrian paths along roadways.’
19. Policy 3.1.1.4 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to retain low speed limits on all roads and lower the speed limit to 30 kph in the Miners Bay core area.’
20. Policy 3.1.1.5 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure the road system follows natural contours of the land wherever possible.’
21. Policy 3.1.1.6 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to retain unused road dedications as greenbelts.’
22. Policy 3.1.1.9 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure signage along the roads is minimal and in keeping with a rural atmosphere.’
23. Policy 3.1.2.9 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to identify and maintain all public accesses to water including boat ramps.’
24. Policy 3.2.1.8 is amended by deleting “The Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Island Health shall be requested to ensure any flow of effluent be controlled so it does not contaminate surface or groundwater.’
25. Policy 3.2.2.3 is amended by deleting “Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘The development of community water systems and the use of shared wells shall be encouraged; however, this requires Island Health approval and a permit to operate.’

26. Policy 3.2.2.5 is amended by deleting “The Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Island Health and provincial government shall be requested to monitor water quality of community water systems.’
27. Policy 3.3.1.2 is amended by deleting “Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Effective, non polluting alternative sewage treatment methods shall be encouraged such as low-flush and composting toilets and the use of grey water for toilets; however pursuant to Island Health regulations, there will be no reduction in the sizing of a septic system for low flush toilets, composting toilets or grey water.’
28. Policy 3.3.1.3 is amended by deleting “The Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Island Health shall be requested to consider the cumulative effects of individual disposal systems in an area.’
29. Policy 3.3.1.5 is amended by deleting “the Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘The Ministry of Environment and Island Health shall be requested not to permit any ocean dumping of untreated sewage.’
30. Policy 4.1.1 (Background) is amended by deleting “Ministry of Tourism, Sport and the Arts” and inserting “Ministry of Forests, Lands and Natural Resource Operations” such that it reads: ‘According to the Ministry of Forests, Lands and Natural Resource Operations there are approximately 30 recorded archaeological heritage sites located in the Mayne Island Trust Area.’
31. Policy 4.1.1.4 is amended by deleting “Ministry of Tourism, Sport and the Arts” and inserting “Ministry of Forests, Lands and Natural Resource Operations” such that it reads: ‘Any development applications involving areas on which archaeological sites may be located shall be referred to the Archaeology Branch of the Ministry of Forests, Lands and Natural Resource Operations and to interested First Nations for comment. Development should not be permitted in areas with known archaeological sites without first undergoing an archaeological impact assessment.’
32. The second instance of Policy 4.2.1.4 is amended by deleting “4.2.1.4” and inserting “4.2.1.5” such that it reads:

‘4.2.1.5 Public recreational use of the foreshore shall be given priority over other foreshore uses.’
33. Policy 4.2.2.2 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to maintain launching facilities at Village Bay, David Cove, Horton Bay, Bennett Bay and Aitken Point (Potato Point).’
34. Policy 4.2.2.3 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure that public accesses are not blocked by private docks.’
35. Policy 4.2.2.5 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure that dedicated public accesses are retained and additional accesses obtained wherever possible.’

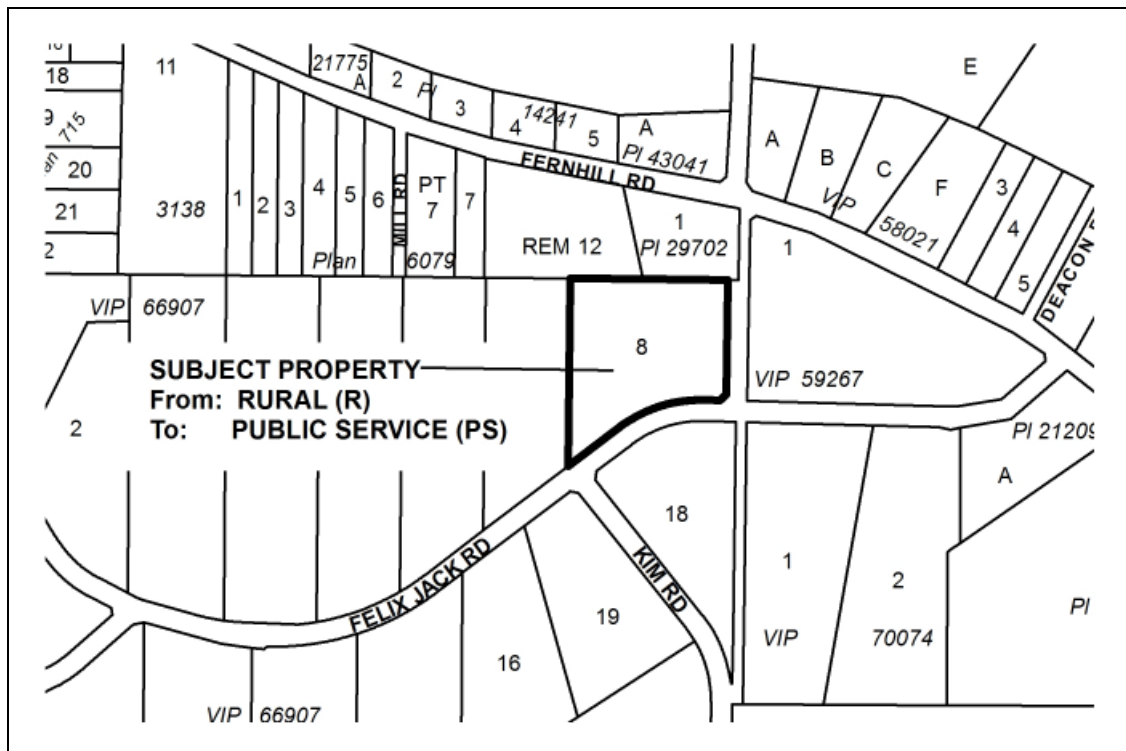
36. Policy 4.2.2.6 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to identify and clear any dedicated public access to the foreshore established as a result of subdivision for pedestrian use.’
37. Policy 4.3.1.1 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ and by inserting “, Lands and Natural Resource Operations” after ‘Ministry of Forests’ such that it reads: ‘Environmental standards shall be established in support of the policies and jurisdictions of the Capital Regional District, Ministry of Environment, Ministry of Transportation and Infrastructure and Ministry of Forests, Lands and Natural Resource Operations.’
38. Policy 4.3.2.1.1 is amended by deleting “.1” after ‘4.3.2.1’ such that it reads:
‘4.3.2.1 No land in an environmentally sensitive area may be rezoned for recreational facilities or other commercial uses unless it can be clearly demonstrated there would not be any degradation of the area's natural attributes.’
39. Policy 4.4.3 is amended by deleting “Section 2.8” and inserting “Section 2.10” such that it reads: ‘Land provided as a community amenity in exchange for an increase in density under Section 2.10 (Amenity Zoning Guidelines) may be re-designated and rezoned as Resource Conservation.’
40. Policy 4.4.4 is amended by deleting “Subsection 2.9.1” and inserting “Subsection 2.11.1” such that it reads: ‘As provided for in Subsection 2.11.1, as a condition of density transfer lands in an Upland designation maybe re-designated and rezoned as Resource Conservation.’
41. Policy 4.5.1.1 is amended by deleting “Ministry of Energy, Mines and Petroleum Resources” and inserting “Ministry of Energy and Mines” such that it reads: ‘The Ministry of Energy and Mines shall be requested to maintain the moratorium on oil and gas exploration in the Mayne Island Trust Area.’
42. Policy 4.6.1.2 is amended by deleting “Ministry of Tourism” and by inserting “Ministry of Jobs, Tourism and Skills Training” such that it reads: ‘The Ministry of Jobs, Tourism and Skills Training shall be requested to ensure the rural ambience is maintained by integrating community values into tourism planning for the Mayne Island Trust Area.’
43. Policy 4.6.1.3 is amended by deleting “Ministry of Tourism” and by inserting “Ministry of Jobs, Tourism and Skills Training” such that it reads: ‘The Ministry of Jobs, Tourism and Skills Training shall be requested to ensure that the appropriate authorities provide sanitary services, including fresh water, toilets and garbage cans for the visiting public.’

MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 161

SCHEDULE 2

Schedule B (Land Use Designations) of Mayne Island Official Community Plan No. 144, 2007 is amended for the lands as depicted in the map below.



BYLAW NO. 162

A BYLAW TO AMEND MAYNE ISLAND LAND USE BYLAW NO. 146, 2008

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

- A. Schedule A of Bylaw No.146, cited as “Mayne Island Land Use Bylaw No 146, 2008” is amended as follows:
1. Part 1, Interpretation, Section 1.1, is amended by deleting “use” from the definition “Agriculture use” such that it reads: “Agriculture” means the use of land for the growing, rearing, harvesting, or production of plants, crops, livestock and other farm animals.’
 2. Part 1, Interpretation, Section 1.1, is amended by deleting “Bare Land Strata Regulations” from the definition of ‘Lot’ and inserting “Strata Property Act” such that it reads: “Lot” means any parcel, block or other area in which land is held or into which it is subdivided whether under the *Land Title Act* or the *Strata Property Act*.”
 3. Part 1, Interpretation, Section 1.1, is amended by adding the definition ‘Horticulture’ in alphabetical order such that it reads: “Horticulture” means the use of land for the rearing of plants.’
 4. Part 1, Interpretation, Section 1.1, is amended by adding the definition ‘Mobile Home’ in alphabetical order such that it reads: “Mobile Home” means a dwelling designed, constructed, or manufactured to be moved from one place to another by being towed or carried and meets a minimum CSA-Z240 standard.’
 5. Part 1, Interpretation, Section 1.1, is amended by adding the definition ‘Moorage’ in alphabetical order such that it reads: “Moorage” means the tying or securing of a vessel to a fixed structure or mooring buoy.’
 6. Part 1, Interpretation, Section 1.1, is amended by deleting “and in the case of a lot having a surveyed high water mark means the high water mark” from the definition of ‘Natural boundary’ and inserting “in vegetation, as well as in the nature of the soil itself” such that it reads: ‘ “natural boundary” means the visible high water mark of the sea, a lake, a stream or other body of water, where the presence and action of water are so common and usual and so long continued in all ordinary years as to mark upon the soil or rock of the bed of the body of water a character distinct from that of the bank, in vegetation, as well as in the nature of the soil itself.’
 7. Part 1, Interpretation, Section 1.1, is amended by adding the definition ‘Waste Transfer Facility’ in alphabetical order such that it reads: “Waste transfer facility” means the use of a site, buildings and structures for receiving, collecting, storing, sorting, and transferring solid waste and recyclable waste that originate from residential, commercial, institutional, demolition or construction sources. ’
 8. Part 2, Administration, Subsection 2.3(1), is amended by deleting the subsection in its entirety and replaced with the following: “The Islands Trust Bylaw Enforcement Officer or any other person designated by the Islands Trust to administer this Bylaw is authorized to enter, at any reasonable time, upon any property that is subject to regulation under this Bylaw, for the purpose of inspecting and determining whether the regulations, prohibitions and requirements are being met.”
 9. Part 2, Administration, Subsection 2.5(1), is amended by deleting “, not exceeding \$2,000” such that it reads: ‘Any person who commits an offence against this Bylaw is liable, upon summary conviction, to a fine and penalty, pursuant to the *Offence Act* and the costs of

prosecution. Each day during which an offence against this Bylaw is continued is deemed to constitute a new and separate offence.'

10. Part 2, Administration, is amended by adding a new Section 2.9 (Repeal and Replacement) such that it reads:

"2.9 Repeal and Replacement

- (1) Where this Bylaw refers to other acts or regulations which have been repealed, amended, revised or consolidated, the reference in this Bylaw must be construed as being a reference to the substituted enactments relating to the same subject matter, the former act or regulations are construed as remaining in effect.
 - (2) Where this Bylaw refers to other government departments, ministries or agencies which have had a change in title or name, the reference in this Bylaw must be construed as being a reference to the substituted title(s) or name(s) of the government departments, ministries or agencies relating to the same subject matter."
11. Part 3, General Regulations, Subsection 3.2(1), is amended by deleting "AG" and inserting "A" such that it reads: 'In all zones except the R and A zones, the keeping on a lot having an area of less than 2000 m² (0.5 acres) of cattle, sheep, goats, pigs, donkeys, llamas, ostriches, emus and more than one horse;'
12. Part 3, General Regulations, Article 3.9(1)(a), is amended by inserting "Public" in front of 'Health Act' and to italicize 'Public Health Act' such that it reads: 'The connection of the recreational vehicle to sewage disposal facilities consistent with the provisions of the *Public Health Act*.'
13. Part 5, Zone Regulations, Subsection 5.2(4), is amended by deleting the subsection in its entirety and replaced with the following: "The maximum number of accessory buildings, other than utility sheds or woodsheds, is four per permitted dwelling unit."
14. Part 5, Zone Regulations, Subsection 5.5(13) - R(d) Zone Site Specific Regulations, is amended by deleting "5.5(4)" in Column 3 and inserting "5.5(3)" such that it reads: '(1) Despite 5.5(3) above, one cottage is permitted in respect of each permitted dwelling unit in these locations.'
15. Part 5, Zone Regulations, Subsection 5.8(5), is amended by deleting "5.8(1)(j)" and inserting "5.8(1)(k)" such that it reads: 'The apartment residential use permitted by 5.8(1)(k) shall.'
16. Part 5, Zone Regulations, Subsection 5.8(11) - C1(c) Zone Site Specific Regulations, is amended by deleting "5.8(1)(b), l and m" and inserting "5.8(1)(b), (l), and (m)" such that it reads: '(1) Despite 5.8(1), the only uses permitted in this location are those permitted in 5.8(1)(b), (l), and (m).'
17. Part 5, Zone Regulations, Subsection 5.13(14) - I1(a) Zone Site Specific Regulations, is amended by deleting "locations" and inserting "location" such that it reads: 'Despite 5.13(1) the only permitted uses at this location are those permitted by 5.13(1)(a), (b), (d), and (e) and ready-mix concrete plant, and the sale of soil, gravel, dry cement and ready-mix concrete.'
18. Part 5, Zone Regulations, Subsection 5.13(14) - I1(b) Zone Site Specific Regulations, is amended by deleting "5(13(1)" and inserting "5.13(1)" such that it reads: 'Despite 5.13(1) the only permitted uses in this location are the maintenance, repair and storage of vehicles, equipment and materials used for the provision, maintenance or repair of utilities and accessory uses, buildings and structures.'
19. Subsection 5.14(6) is renumbered to 5.14(7).
20. Subsection 5.14(5) is renumbered to 5.14(6).

21. Part 5, Zone Regulations, Section 5.14, is amended by adding the following new Subsection 5.14(5) under 'Siting and Size':

“(5) The maximum height for any accessory building or structure is 5 metres (16.5 feet).”
22. Subsection 5.15(6) is renumbered to 5.15(7).
23. Subsection 5.15(5) is renumbered to 5.15(6).
24. Part 5, Zone Regulations, Section 5.15, is amended by adding the following new Subsection 5.15(5) under 'Siting and Size':

“(5) The maximum height for any accessory building or structure is 5 metres (16.5 feet).”
25. Subsection 5.16(6) is renumbered to 5.16(7).
26. Part 5, Zone Regulations,, Section 5.16, is amended by adding the following new Subsection 5.16(6) under 'Siting and Size':

“(6) The maximum height for any accessory building or structure is 5 metres (16.5 feet).”
27. Part 5, Zone Regulations, Subsection 5.17(4), is amended by deleting “principal” such that it reads: ‘The maximum height for any building or structure is 9 metres (29.5 feet).’
28. Part 5, Zone Regulations, Section 5.19, is amended by inserting “Conservation” such that it reads: ‘The purpose of the Resource Conservation Zone is to provide for and regulate lands reserved and protected for conservation purposes.’
29. Part 5, Zone Regulations, Section 5.20, is amended by deleting “protection” and inserting “Protection” such that it reads: ‘The purpose of the Water Protection Zone is to regulate uses of and impacts on the marine environment and foreshore.’
30. Part 5, Zone Regulations, Article 5.20(1)(a), is amended by deleting “aides” and inserting “aids” such that it reads: ‘Marine navigational aids;’
31. Part 5, Zone Regulations, Article 5.21(1)(a), is amended by deleting “aides” and inserting “aids” such that it reads: ‘Marine navigational aids;’
32. Part 5, Zone Regulations, Article 5.22(1)(a), is amended by deleting “aides” and inserting “aids” such that it reads: ‘Marine navigational aids;’
33. Part 5, Zone Regulations, Subsection 5.22(3), is amended by adding “.” at the end of the sentence such that it reads: ‘The maximum height of any building or structure constructed on a dock is 4 metres (13 feet), as measured from surface of the dock.’
34. Part 5, Zone Regulations, Article 5.23(1)(a), is amended by deleting “aides” and inserting “aids” such that it reads: ‘Marine navigational aids;’
35. Part 7, Parking Regulations, Subsection 7.1(2), is amended by deleting “7.1(2)” and inserting “7.1(1)” such that it reads: ‘Despite, 7.1(1), off-street parking spaces may be located on a lot within 100 metres (328) feet of the use, building, or structure being served, provided that access to the parking spaces is secured by means of registered easement and a s. 219 covenant in favour of the Local Trust Committee.’
36. Part 7, Parking Regulations, Subsection 7.3(2), is amended by deleting “Table 2” and inserting “Table 7.1” such as it reads: ‘Where a particular use is not listed in Table 7.1, the number required for the most similar listed use applies.’

37. Part 5, Zone Regulations, Subsection 5.13(1) is amended by adding “(f) waste transfer station” to the list of permitted uses.’
 38. Part 5, Zone Regulations, Section 5.13, is amended by inserting a new subsection (7) as follows: “(7) waste transfer station uses must be sited no less than 15 metres from any lot in the Settlement Residential Zone, Rural Residential One and Two Zones, Rural Zone, Upland Zone and Agricultural Zone.” The existing subsection (7) and following subsections to be renumbered accordingly.
 39. Part 5, Zone Regulations, Section 5.13, is amended by inserting a new subsection (14) as follows: “14 Waste Transfer Station use is only permitted on lots larger than 0.4 hectare in area.”. The existing subsection (14) and following subsections to be renumbered accordingly.
 40. Part 5, Zone Regulations, Subsection 5.13(14) , Site-Specific Zone I1(a), Column 3, (1) is amended by deleting “and (e)” and replacing it with “, (e) and (f)”
 41. Part 5, Zone Regulations, Subsection 5.13(14), Site-Specific Zone I1(b), Column 3, (1) is amended by adding the words “waste transfer stations,” immediately following the words “this location are”.
- B. This bylaw may be cited for all purposes as the “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No.1, 2014”.

READ A FIRST TIME THIS	30 th	DAY OF	July	20	14
READ A SECOND TIME THIS	23 rd	DAY OF	February	20	15
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	

DEPUTY SECRETARY

CHAIRPERSON

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW No. 161

A BYLAW TO AMEND MAYNE ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 144, 2007

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

AND WHEREAS Section 29 of the *Islands Trust Act* gives the Mayne Island Local Trust Committee the same power and authority of a Regional District under Part 26, except sections 932 to 937 and 939, of the *Local Government Act*;

AND WHEREAS the Mayne Island Local Trust Committee wishes to amend the Mayne Island Official Community Plan Bylaw No. 144, 2007;

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

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

1. CITATION

This Bylaw may be cited for all purposes as "Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2014."

2. SCHEDULES

- a. Schedule A (Policy Document) of Mayne Island Official Community Plan No. 144, 2007 is amended as shown on Schedule 1, attached to and forming part of this amending bylaw.
- b. Schedule B (Land Use Designations) of Mayne Island Official Community Plan No. 144, 2007 is amended in accordance with the maps attached to and forming part of this bylaw as Schedule 2, attached to and forming part of this amending bylaw.

3. SEVERABILITY

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

READ A FIRST TIME this 30th day of July 2014

PUBLIC HEARING HELD this day of

READ A SECOND TIME this day of

READ A THIRD TIME this day of

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this
day of

APPROVED BY THE MINISTER OF COMMUNITY, SPORT AND CULTURAL
DEVELOPMENT this day of

ADOPTED this day of

DEPUTY SECRETARY

CHAIR

MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 161

SCHEDULE 1

Schedule A (Policy Document) of Mayne Island Official Community Plan No. 144, 2007 is amended by:

1. Policy 1.1.3 is amended by deleting the second and third paragraph and inserting the following in their place:

“The island has an area of approximately 2,300 hectares (5,750 acres). The permanent population on Mayne Island according to the 2011 census was 1,070 resulting in a population density of one person per 2.15 hectares (5.3 acres).

The rate of population growth in each of the inter-censal periods between 1986-91 and 1991-96 was around 18% followed by a slight reduction in the population between 1996-2001. From 2001-2006 the rate of population increased by 27% and between 2006-2011 decreased by 4%. Based on past patterns of population growth, and on projections prepared for larger areas, the projected growth rate will average approximately 1% per year up to 2031. This would translate into a permanent population of about 1150 in 2031.”

2. Policy 2.1.1.6 is amended by deleting “Section 2.8” and inserting “Section 2.10” such that it reads: ‘Affordable housing is encouraged through joined or multiple housing units which may be considered by site specific rezoning of a parcel subject to compliance with Section 2.10 (Amenity Zoning Guidelines) of this Plan.’
3. Policy 2.1.4.2 is amended by deleting “then” and inserting “than” such that it reads: ‘One dwelling unit shall be permitted per parcel provided that on parcels greater than 4 hectares (9.8 acres) residential density will be one dwelling unit for each additional 4 hectares (9.8 acres) of parcel area.
4. Policy 2.1.4.4 is amended by deleting “Section 2.8” and inserting “Section 2.10” such that it reads: ‘Affordable housing is encouraged through joined or multiple housing units which may be considered by site specific rezoning of a parcel subject to compliance with Section 2.10 (Amenity Zoning Guidelines) of this Plan.’
5. Policy 2.1.4.6 is amended by deleting “(Section 2.8)” and “(Section 2.9)” and inserting “(Section 2.10)” and “(Section 2.11)” such that it reads: ‘Despite the average parcel size provision applicable to this designation, increased density may be permitted on a parcel subject to compliance with the Amenity Zoning Guidelines (Section 2.10) and the Density Transfer Provisions (Section 2.11) of this Plan.’
6. Policy 2.1.4.9 is amended by deleting “(Section 2.8)” and “(Section 2.9)” and inserting “(Section 2.10)” and “(Section 2.11)” such that it reads: ‘Despite the parcel size provisions of Policy 2.1.4.5, in a case where through density transfer within a parcel, it may be demonstrated that through utilizing the concept of “Open Space Subdivision Design” (as detailed in Schedule G), a property may be developed in a manner which permits the more efficient use of the land, the protection of resource lands and/or the conservation of features with significant environmental and aesthetic appeal, the minimum parcel size may be reduced to 0.4 hectares through

rezoning. This may be accomplished in conjunction with the policies in Sections 2.10 (Amenity Zoning Guidelines) and 2.11 (Density Transfer Provisions).'

7. Policy 2.1.4.11 is amended by deleting "2.3.2.2" and inserting "2.4.2.3" such that it reads: 'Site specific rezoning to permit small-scale campgrounds as an accessory use may be considered, subject to policy 2.4.2.3, upon application.'
8. Policy 2.2.1 is amended by deleting "non farm" and inserting "non-farm" such that it reads: 'In addition to satisfying local bylaw regulations, any subdivision or non-farm use other than one dwelling, proposed in the ALR is subject to the regulations of the *Agricultural Land Commission Act*.'
9. Policy 2.2.1.8 is amended by deleting "2.3.2.2" and inserting "2.4.2.3" and by deleting "Reserve" and inserting "Agricultural" before 'Land' such that it reads: 'Site specific rezoning to permit small-scale campgrounds as an accessory agri-tourist use may be considered upon application, subject to policy 2.4.2.3 and the approval of the Agricultural Land Commission.'
10. Policy 2.3.1.3 is amended by adding "." at the end of the sentence such that it reads: 'Bed and Breakfast accommodation shall be permitted as a home occupation use, the zoning bylaw shall specify other conditions, including a limit on the number of guest accommodation rooms.'
11. Policy 2.4.1.8 is amended by deleting "Section 2.8" and inserting "Section 2.10" such that it reads: 'The density of use on a parcel or within a building in this designation may be increased subject to compliance with Section 2.10 (Amenity Zoning Guidelines) of this Plan.'
12. Policy 2.4.2.6 is amended by deleting "Section 2.8" and inserting "Section 2.10" such that it reads: 'The density of use on a parcel or within a building in this designation may be increased subject to compliance with Section 2.10 (Amenity Zoning Guidelines) of this Plan.'
13. Policy 2.7.4.10 is amended by inserting "and Infrastructure" after 'Ministry of Transportation' such that it reads: 'The Ministry of Transportation and Infrastructure shall be requested to maintain and mark public accesses and ensure they are not used for camping or overnight parking or obstructed in other ways.'
14. Section 2.9 is amended by deleting "commercial and industrial" and "commercial or industrial" such that it reads:

'2.9 TEMPORARY USE PERMITS

The Mayne Island Local Trust Committee may issue Temporary Use Permits for all areas covered by this Plan except areas in the ALR or Resource Conservation designation.

Objectives for Issuing Temporary Use Permits

2.9.1 Permits for temporary uses may be issued:
for short term uses; or as a test of the compatibility of the proposed land use, which may not have been anticipated, with existing uses.'

15. Policy 2.9.1.1 is amended by deleting “two” and inserting “three” such that it reads: ‘Permits can be issued for any period up to three years and could be considered for renewal once for any further period up to three years.’
16. Policy 3.1.1 is amended by deleting “and Highways” and inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure is responsible for the development and maintenance of the island road system. In recognition of the special nature of the islands, a Letter of Understanding between the Island Trust and the Ministry of Transportation and Infrastructure was signed in November 1992.’
17. Policy 3.1.1.2 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to maintain the major road pattern as shown on Schedule D, the land status map.’
18. Policy 3.1.1.3 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to provide, wherever possible, designated cycle lanes and pedestrian paths along roadways.’
19. Policy 3.1.1.4 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to retain low speed limits on all roads and lower the speed limit to 30 kph in the Miners Bay core area.’
20. Policy 3.1.1.5 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure the road system follows natural contours of the land wherever possible.’
21. Policy 3.1.1.6 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to retain unused road dedications as greenbelts.’
22. Policy 3.1.1.9 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure signage along the roads is minimal and in keeping with a rural atmosphere.’
23. Policy 3.1.2.9 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to identify and maintain all public accesses to water including boat ramps.’
24. Policy 3.2.1.8 is amended by deleting “The Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Island Health shall be requested to ensure any flow of effluent be controlled so it does not contaminate surface or groundwater.’
25. Policy 3.2.2.3 is amended by deleting “Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘The development of community water systems and the use of shared wells shall be encouraged; however, this requires Island Health approval and a permit to operate.’

26. Policy 3.2.2.5 is amended by deleting “The Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Island Health and provincial government shall be requested to monitor water quality of community water systems.’
27. Policy 3.3.1.2 is amended by deleting “Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Effective, non polluting alternative sewage treatment methods shall be encouraged such as low-flush and composting toilets and the use of grey water for toilets; however pursuant to Island Health regulations, there will be no reduction in the sizing of a septic system for low flush toilets, composting toilets or grey water.’
28. Policy 3.3.1.3 is amended by deleting “The Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Island Health shall be requested to consider the cumulative effects of individual disposal systems in an area.’
29. Policy 3.3.1.5 is amended by deleting “the Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘The Ministry of Environment and Island Health shall be requested not to permit any ocean dumping of untreated sewage.’
30. Policy 4.1.1 (Background) is amended by deleting “Ministry of Tourism, Sport and the Arts” and inserting “Ministry of Forests, Lands and Natural Resource Operations” such that it reads: ‘According to the Ministry of Forests, Lands and Natural Resource Operations there are approximately 30 recorded archaeological heritage sites located in the Mayne Island Trust Area.’
31. Policy 4.1.1.4 is amended by deleting “Ministry of Tourism, Sport and the Arts” and inserting “Ministry of Forests, Lands and Natural Resource Operations” such that it reads: ‘Any development applications involving areas on which archaeological sites may be located shall be referred to the Archaeology Branch of the Ministry of Forests, Lands and Natural Resource Operations and to interested First Nations for comment. Development should not be permitted in areas with known archaeological sites without first undergoing an archaeological impact assessment.’
32. The second instance of Policy 4.2.1.4 is amended by deleting “4.2.1.4” and inserting “4.2.1.5” such that it reads:

‘4.2.1.5 Public recreational use of the foreshore shall be given priority over other foreshore uses.’
33. Policy 4.2.2.2 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to maintain launching facilities at Village Bay, David Cove, Horton Bay, Bennett Bay and Aitken Point (Potato Point).’
34. Policy 4.2.2.3 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure that public accesses are not blocked by private docks.’
35. Policy 4.2.2.5 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure that dedicated public accesses are retained and additional accesses obtained wherever possible.’

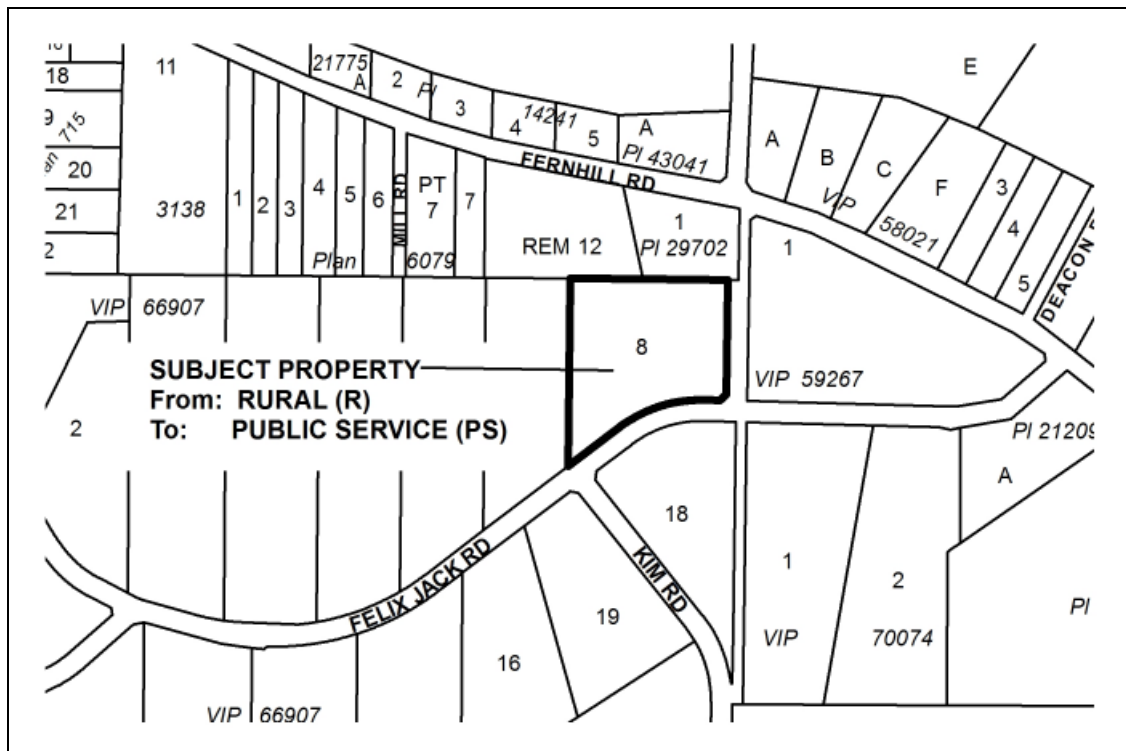
36. Policy 4.2.2.6 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to identify and clear any dedicated public access to the foreshore established as a result of subdivision for pedestrian use.’
37. Policy 4.3.1.1 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ and by inserting “, Lands and Natural Resource Operations” after ‘Ministry of Forests’ such that it reads: ‘Environmental standards shall be established in support of the policies and jurisdictions of the Capital Regional District, Ministry of Environment, Ministry of Transportation and Infrastructure and Ministry of Forests, Lands and Natural Resource Operations.’
38. Policy 4.3.2.1.1 is amended by deleting “.1” after ‘4.3.2.1’ such that it reads:
‘4.3.2.1 No land in an environmentally sensitive area may be rezoned for recreational facilities or other commercial uses unless it can be clearly demonstrated there would not be any degradation of the area's natural attributes.’
39. Policy 4.4.3 is amended by deleting “Section 2.8” and inserting “Section 2.10” such that it reads: ‘Land provided as a community amenity in exchange for an increase in density under Section 2.10 (Amenity Zoning Guidelines) may be re-designated and rezoned as Resource Conservation.’
40. Policy 4.4.4 is amended by deleting “Subsection 2.9.1” and inserting “Subsection 2.11.1” such that it reads: ‘As provided for in Subsection 2.11.1, as a condition of density transfer lands in an Upland designation maybe re-designated and rezoned as Resource Conservation.’
41. Policy 4.5.1.1 is amended by deleting “Ministry of Energy, Mines and Petroleum Resources” and inserting “Ministry of Energy and Mines” such that it reads: ‘The Ministry of Energy and Mines shall be requested to maintain the moratorium on oil and gas exploration in the Mayne Island Trust Area.’
42. Policy 4.6.1.2 is amended by deleting “Ministry of Tourism” and by inserting “Ministry of Jobs, Tourism and Skills Training” such that it reads: ‘The Ministry of Jobs, Tourism and Skills Training shall be requested to ensure the rural ambience is maintained by integrating community values into tourism planning for the Mayne Island Trust Area.’
43. Policy 4.6.1.3 is amended by deleting “Ministry of Tourism” and by inserting “Ministry of Jobs, Tourism and Skills Training” such that it reads: ‘The Ministry of Jobs, Tourism and Skills Training shall be requested to ensure that the appropriate authorities provide sanitary services, including fresh water, toilets and garbage cans for the visiting public.’

MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 161

SCHEDULE 2

Schedule B (Land Use Designations) of Mayne Island Official Community Plan No. 144, 2007 is amended for the lands as depicted in the map below.



BYLAW NO. 162

A BYLAW TO AMEND MAYNE ISLAND LAND USE BYLAW NO. 146, 2008

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

- A. Schedule A of Bylaw No.146, cited as “Mayne Island Land Use Bylaw No 146, 2008” is amended as follows:
1. Part 1, Interpretation, Section 1.1, is amended by deleting “use” from the definition “Agriculture use” such that it reads: “Agriculture” means the use of land for the growing, rearing, harvesting, or production of plants, crops, livestock and other farm animals.’
 2. Part 1, Interpretation, Section 1.1, is amended by deleting “Bare Land Strata Regulations” from the definition of ‘Lot’ and inserting “Strata Property Act” such that it reads: “Lot” means any parcel, block or other area in which land is held or into which it is subdivided whether under the *Land Title Act* or the *Strata Property Act*.”
 3. Part 1, Interpretation, Section 1.1, is amended by adding the definition ‘Horticulture’ in alphabetical order such that it reads: “Horticulture” means the use of land for the rearing of plants.’
 4. Part 1, Interpretation, Section 1.1, is amended by adding the definition ‘Mobile Home’ in alphabetical order such that it reads: “Mobile Home” means a dwelling designed, constructed, or manufactured to be moved from one place to another by being towed or carried and meets a minimum CSA-Z240 standard.’
 5. Part 1, Interpretation, Section 1.1, is amended by adding the definition ‘Moorage’ in alphabetical order such that it reads: “Moorage” means the tying or securing of a vessel to a fixed structure or mooring buoy.’
 6. Part 1, Interpretation, Section 1.1, is amended by deleting “and in the case of a lot having a surveyed high water mark means the high water mark” from the definition of ‘Natural boundary’ and inserting “in vegetation, as well as in the nature of the soil itself” such that it reads: ‘ “natural boundary” means the visible high water mark of the sea, a lake, a stream or other body of water, where the presence and action of water are so common and usual and so long continued in all ordinary years as to mark upon the soil or rock of the bed of the body of water a character distinct from that of the bank, in vegetation, as well as in the nature of the soil itself.’
 7. Part 1, Interpretation, Section 1.1, is amended by adding the definition ‘Waste Transfer Facility’ in alphabetical order such that it reads: “Waste transfer facility” means the use of a site, buildings and structures for receiving, collecting, storing, sorting, and transferring solid waste and recyclable waste that originate from residential, commercial, institutional, demolition or construction sources. ’
 8. Part 2, Administration, Subsection 2.3(1), is amended by deleting the subsection in its entirety and replaced with the following: “The Islands Trust Bylaw Enforcement Officer or any other person designated by the Islands Trust to administer this Bylaw is authorized to enter, at any reasonable time, upon any property that is subject to regulation under this Bylaw, for the purpose of inspecting and determining whether the regulations, prohibitions and requirements are being met.”
 9. Part 2, Administration, Subsection 2.5(1), is amended by deleting “, not exceeding \$2,000” such that it reads: ‘Any person who commits an offence against this Bylaw is liable, upon summary conviction, to a fine and penalty, pursuant to the *Offence Act* and the costs of

prosecution. Each day during which an offence against this Bylaw is continued is deemed to constitute a new and separate offence.'

10. Part 2, Administration, is amended by adding a new Section 2.9 (Repeal and Replacement) such that it reads:

"2.9 Repeal and Replacement

- (1) Where this Bylaw refers to other acts or regulations which have been repealed, amended, revised or consolidated, the reference in this Bylaw must be construed as being a reference to the substituted enactments relating to the same subject matter, the former act or regulations are construed as remaining in effect.
 - (2) Where this Bylaw refers to other government departments, ministries or agencies which have had a change in title or name, the reference in this Bylaw must be construed as being a reference to the substituted title(s) or name(s) of the government departments, ministries or agencies relating to the same subject matter."
11. Part 3, General Regulations, Subsection 3.2(1), is amended by deleting "AG" and inserting "A" such that it reads: 'In all zones except the R and A zones, the keeping on a lot having an area of less than 2000 m² (0.5 acres) of cattle, sheep, goats, pigs, donkeys, llamas, ostriches, emus and more than one horse;'
12. Part 3, General Regulations, Article 3.9(1)(a), is amended by inserting "Public" in front of 'Health Act' and to italicize 'Public Health Act' such that it reads: 'The connection of the recreational vehicle to sewage disposal facilities consistent with the provisions of the *Public Health Act*.'
13. Part 5, Zone Regulations, Subsection 5.2(4), is amended by deleting the subsection in its entirety and replaced with the following: "The maximum number of accessory buildings, other than utility sheds or woodsheds, is four per permitted dwelling unit."
14. Part 5, Zone Regulations, Subsection 5.5(13) - R(d) Zone Site Specific Regulations, is amended by deleting "5.5(4)" in Column 3 and inserting "5.5(3)" such that it reads: '(1) Despite 5.5(3) above, one cottage is permitted in respect of each permitted dwelling unit in these locations.'
15. Part 5, Zone Regulations, Subsection 5.8(5), is amended by deleting "5.8(1)(j)" and inserting "5.8(1)(k)" such that it reads: 'The apartment residential use permitted by 5.8(1)(k) shall.'
16. Part 5, Zone Regulations, Subsection 5.8(11) - C1(c) Zone Site Specific Regulations, is amended by deleting "5.8(1)(b), l and m" and inserting "5.8(1)(b), (l), and (m)" such that it reads: '(1) Despite 5.8(1), the only uses permitted in this location are those permitted in 5.8(1)(b), (l), and (m).'
17. Part 5, Zone Regulations, Subsection 5.13(14) - I1(a) Zone Site Specific Regulations, is amended by deleting "locations" and inserting "location" such that it reads: 'Despite 5.13(1) the only permitted uses at this location are those permitted by 5.13(1)(a), (b), (d), and (e) and ready-mix concrete plant, and the sale of soil, gravel, dry cement and ready-mix concrete.'
18. Part 5, Zone Regulations, Subsection 5.13(14) - I1(b) Zone Site Specific Regulations, is amended by deleting "5.13(1)" and inserting "5.13(1)" such that it reads: 'Despite 5.13(1) the only permitted uses in this location are the maintenance, repair and storage of vehicles, equipment and materials used for the provision, maintenance or repair of utilities and accessory uses, buildings and structures.'
19. Subsection 5.14(6) is renumbered to 5.14(7).
20. Subsection 5.14(5) is renumbered to 5.14(6).

21. Part 5, Zone Regulations, Section 5.14, is amended by adding the following new Subsection 5.14(5) under 'Siting and Size':

“(5) The maximum height for any accessory building or structure is 5 metres (16.5 feet).”
22. Subsection 5.15(6) is renumbered to 5.15(7).
23. Subsection 5.15(5) is renumbered to 5.15(6).
24. Part 5, Zone Regulations, Section 5.15, is amended by adding the following new Subsection 5.15(5) under 'Siting and Size':

“(5) The maximum height for any accessory building or structure is 5 metres (16.5 feet).”
25. Subsection 5.16(6) is renumbered to 5.16(7).
26. Part 5, Zone Regulations,, Section 5.16, is amended by adding the following new Subsection 5.16(6) under 'Siting and Size':

“(6) The maximum height for any accessory building or structure is 5 metres (16.5 feet).”
27. Part 5, Zone Regulations, Subsection 5.17(4), is amended by deleting “principal” such that it reads: ‘The maximum height for any building or structure is 9 metres (29.5 feet).’
28. Part 5, Zone Regulations, Section 5.19, is amended by inserting “Conservation” such that it reads: ‘The purpose of the Resource Conservation Zone is to provide for and regulate lands reserved and protected for conservation purposes.’
29. Part 5, Zone Regulations, Section 5.20, is amended by deleting “protection” and inserting “Protection” such that it reads: ‘The purpose of the Water Protection Zone is to regulate uses of and impacts on the marine environment and foreshore.’
30. Part 5, Zone Regulations, Article 5.20(1)(a), is amended by deleting “aides” and inserting “aids” such that it reads: ‘Marine navigational aids;’
31. Part 5, Zone Regulations, Article 5.21(1)(a), is amended by deleting “aides” and inserting “aids” such that it reads: ‘Marine navigational aids;’
32. Part 5, Zone Regulations, Article 5.22(1)(a), is amended by deleting “aides” and inserting “aids” such that it reads: ‘Marine navigational aids;’
33. Part 5, Zone Regulations, Subsection 5.22(3), is amended by adding “.” at the end of the sentence such that it reads: ‘The maximum height of any building or structure constructed on a dock is 4 metres (13 feet), as measured from surface of the dock.’
34. Part 5, Zone Regulations, Article 5.23(1)(a), is amended by deleting “aides” and inserting “aids” such that it reads: ‘Marine navigational aids;’
35. Part 7, Parking Regulations, Subsection 7.1(2), is amended by deleting “7.1(2)” and inserting “7.1(1)” such that it reads: ‘Despite, 7.1(1), off-street parking spaces may be located on a lot within 100 metres (328) feet of the use, building, or structure being served, provided that access to the parking spaces is secured by means of registered easement and a s. 219 covenant in favour of the Local Trust Committee.’
36. Part 7, Parking Regulations, Subsection 7.3(2), is amended by deleting “Table 2” and inserting “Table 7.1” such as it reads: ‘Where a particular use is not listed in Table 7.1, the number required for the most similar listed use applies.’

37. Part 5, Zone Regulations, Subsection 5.13(1) is amended by adding “(f) waste transfer station” to the list of permitted uses.’
 38. Part 5, Zone Regulations, Section 5.13, is amended by inserting a new subsection (7) as follows: “(7) waste transfer station uses must be sited no less than 15 metres from any lot in the Settlement Residential Zone, Rural Residential One and Two Zones, Rural Zone, Upland Zone and Agricultural Zone.” The existing subsection (7) and following subsections to be renumbered accordingly.
 39. Part 5, Zone Regulations, Section 5.13, is amended by inserting a new subsection (14) as follows: “14 Waste Transfer Station use is only permitted on lots larger than 0.4 hectare in area.”. The existing subsection (14) and following subsections to be renumbered accordingly.
 40. Part 5, Zone Regulations, Subsection 5.13(14) , Site-Specific Zone I1(a), Column 3, (1) is amended by deleting “and (e)” and replacing it with “, (e) and (f)”
 41. Part 5, Zone Regulations, Subsection 5.13(14), Site-Specific Zone I1(b), Column 3, (1) is amended by adding the words “waste transfer stations,” immediately following the words “this location are”.
- B. This bylaw may be cited for all purposes as the “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No.1, 2014”.

READ A FIRST TIME THIS	30 th	DAY OF	July	20	14
READ A SECOND TIME THIS	23 rd	DAY OF	February	20	15
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	

DEPUTY SECRETARY

CHAIRPERSON



DRAFT

Local Trust Committee
Minutes Subject to Approval By
the Local Trust Committee

Mayne Island Local Trust Committee Minutes of Regular Meeting

Date: March 30, 2015
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

Members Present: George Grams, Chair
Jeanine Dodds, Local Trustee
Brian Crumblehulme, Local Trustee

Staff Present: Gary Richardson, Island Planner
Pat Todd, Recorder

Members of the Public and Media Present: There were approximately thirteen (13) members of the public present.

1. CALL TO ORDER

Chair Grams called the meeting to order at 1:00 pm. He welcomed the public to the Local Trust Committee meeting and introduced the Trustees and staff attending; then acknowledged the Committee was meeting on Coast Salish territories.

2. APPROVAL OF AGENDA

Chair Grams asked if anyone had anything to add to the agenda.

By general consent the agenda was adopted.

3. TOWN HALL AND QUESTIONS

No members of the public spoke at this time.

4. COMMUNITY INFORMATION MEETING

None

5. PUBLIC HEARING

None

6. MINUTES

6.1. Local Trust Committee Minutes Dated February 23, 2015

MA-2015-21

It was Moved and Seconded that Mayne Island Local Trust Committee Minutes dated February 23, 2015 be adopted.

CARRIED

6.2. Section 26 Resolutions-without-meeting Report Dated February 2015

Received for information

6.3. Advisory Planning Commission Minutes

None

7. BUSINESS ARISING FROM THE MINUTES

7.1. Follow-up Action List Dated February 2015

Planner Richardson, referring to the Follow-up Action List (FUAL) Report, stated the following:

- Information on Secondary Suites had been distributed on island.
- Item 4, OCP/LUB Amendments: a presentation will be prepared for the next meeting.
- Item 5, Secondary Suites is ready to be sent out for information.
- Item 3, MA-DVP-2014.1 permit has been issued.
- Item 6, the draft questionnaire will be ready for next meeting.
- Item 7, amend the work program, has been completed.

Chair Grams referred to the letter to the Ministry of Transportation regarding erosion on Georgina Point Rd. regarding road dedication concerns and the issue of drainage on Montrose Road.

Planner Richardson will finalize the document for signature.

By general consent the Follow-up Action Report was received.

8. DELEGATIONS

None

9. CORRESPONDENCE

None

10. APPLICATIONS AND REFERRALS

10.1. MA-DVP-2015.1 (Mathison)

Planner Richardson, referring to his staff report, reviewed the application for setback variances. There were a number of letters received from neighbours all supportive of the variances.

There was a brief discussion amongst the trustees and staff.

MA-2015-022

It was Moved and Seconded that Mayne Island Local Trust Committee development variance permit MA-DVP-2015.1 (Mathison) be Approved.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

11.1. Fallow Deer

Planner Richardson spoke to this ongoing issue. Of concern is the degradation of the environment. Options were reviewed and discussed.

It was agreed that the Capital Regional District (CRD) should be asked to take the lead in preparing a fallow deer strategy for the island and surrounding islands.

MA-2015-23

It was Moved and Seconded that Mayne Island Local Trust Committee send a letter to Capital Regional District Director, David Howe, requesting that the Capital Regional District prepare a fallow deer management strategy for the Southern Gulf Islands and manage and fund the preparation of such a fallow deer management strategy in conjunction with Islands Trust Staff.

CARRIED

11.2 OCP/LUB Amendments

Planner Richardson reviewed the draft Project Charter. Guidelines will be included regarding Temporary Use Permits for Short Term Vacation Rentals. In addition there will be clarification with respect to how density is controlled on large remaining lots after subdivisions have occurred. It is expected that there will be a Public Hearing on November 30, 2015 regarding the draft bylaws.

MA-2015-24

It was Moved and Seconded that Mayne Island Local Trust Committee request staff to proceed with Project Charter amendments as drafted.

CARRIED

12. REPORTS

12.1. Work Program Reports

12.1.1. Top Priorities Report Dated March 2015

Planner Richardson gave the status of the top priorities to date.

12.1.2. Projects List Report Dated March 2015

Planner Richardson gave the status of the projects: Riparian Area Regulations (RAR) has been an ongoing issue since 2006 and the Ministry is now reviewing 23 recommendations from the Ombudsman Report and Islands Trust Executive is waiting to see if Salt Spring Island's plan is accepted.

Chair Grams commented that a large medical marijuana production facility had been built on Salt Spring according to all guidelines and it was denied a license by the Ministry of Health.

12.2. Applications Report Dated March 2015

Planner Richardson advised the status to date on the following applications:

- MA-DVP-2015.1 – approved today.
- MA-SUB-2014.1 – final letter sent out.

12.3. Trustee and Local Expense Report Dated February 2015

Received for information

12.4. Adopted Policies and Standing Resolutions

Received for information

12.5. Local Trust Committee Webpage

The committee was advised that the website would be updated as appropriate after the meeting. The Mayne Island webpage can be found at:

www.islandstrust.bc.ca/islands/local-trust-areas/mayne

12.6. Chair's Report

Chair Grams described his role as a Trustee and member of the Islands Trust Executive. Events over the past month included meetings to examine and improve economic co-operation and inter-island transportation. He informed the Committee that in July there would be a pilot project with free ferries between islands for 1 week. At the last Trust Council meeting there was much debate on the Strategic Plan, and it is expected there will be further initiatives.

Of particular interest was the recent celebration of the purchase of Grace Islet. Entertainment was by the First Nations and the presentation was representative of the spirits of Grace Islet. Chair Grams emphasized the importance of improving First Nations relationships and the need for adequate protective land measures.

12.7. Trustee Report

Trustee Dodds reported that the Deer Committee is receiving increased input from the Ministry and that a long term goal is to have the Ministry of Agriculture take responsibility for this issue. Comments dealt with the increased communication and workings with the CRD.

Trustee Crumblehulme spoke to the recent Council meeting. The Economic Development Committee held a Town Hall on the island with 10 presenters and approximately 95 people in attendance. On March 31 there will be a meeting in Sidney of all the Southern Gulf Islands Trustees, CRD senior staff, Director David Howe, and Economic Development Commissioners to explore better ways to work together.

12.8. Trust Fund Board Report

Received for information

12.9 Bylaw Enforcement Reports

Bylaw Enforcement Manager Drew's briefing to Trust Council dated February 17, 2015 was received for information and discussed.

13. NEW BUSINESS

13.1. Bylaw Enforcement Discussion

After discussion it was agreed that Planner Richardson would speak with the Bylaw Officer to request options for acting against complaints on a public/historical building – "non-conforming" structure.

The revised Bylaw Notification process was referred to the Advisory Planning Commission but to date has not been adopted.

14. UPCOMING MEETINGS

14.1. Next Regular Meeting Scheduled for April 27, 2015, at the Mayne Island Agricultural Hall

15. TOWN HALL

Ian Dow spoke of the importance of the community to pay attention to where tax dollars are going and of the available benefits. The recent joint meetings are educating participants as to better ways to do things; finance projects; demonstrating the value of working co-operatively.

Paula Buchholz expressed concerns as to the impact of the proposed changes to the OCP/LUB regarding density on large remaining lots.

Planner Richardson reported that the staff report would be prepared for April meeting and would include options and recommendations.

There was discussion of the current standards.

Chair Grams expressed that there would be a Public Meeting in November and that there would be a number of opportunities for community input.

16. CLOSED MEETING

MA-2015-25

It was Moved and Seconded that the meeting be closed to the public in accordance with the Community Charter. Part 4, Division e, s. 90(1) (a) and (d) for the purpose of considering adoption of In-Camera Meeting Minutes dated November 27, 2013 and appointment of Advisory Planning Commission members and that the recorder and staff attend the meeting.

CARRIED

The regular business meeting was closed to the public at 2:15 p.m.

16.2 Recall To Order

The regular business meeting reconvened at 2:20 pm

16.3 Rise and Report

Chair Grams reported that the following 7 appointments to the Advisory Planning Commission were made: Ian Birtwell, Dennis Emmett, Sally Manson, Bill Bender, Stephen Cropper, Gerry Wise, and Chris Roehrig.

17. ADJOURNMENT

By general consent the meeting was adjourned at 2:30 pm.

George Grams, Chair

Certified Correct:

Pat Todd, Recorder



Follow Up Action Report w/ Target Date

Mayne Island Feb-23-2015

No.	Activity	Responsibility	Target Date	Status
1	OCP/LUB amendments (161 OCP) (162 LUB) - Proposed Bylaw 162 to be amended - Done - proposed Bylaw 162 2nd reading as amended - Done - amended bylaw to be referred to appropriate agencies (Done) - Public hearing to be scheduled for April 27 LTC meeting (ongoing)	Sharon Lloyd-deRosario Gary Richardson		Done
2	Staff to prepare a questionnaire to be mailed to all property owners regarding the LTCs work program as per memo dated February 13, 2015. Draft to be prepared for LTCs consideration at May 25, 2015 LTC meeting.	Gary Richardson		On Going

Mar-29-2015

No.	Activity	Responsibility	Target Date	Status
3	LTC Meeting Minutes of February 23, 2015 adopted as drafted.	Lori Foster Sharon Lloyd-deRosario		Done
4	Staff to prepare a letter to the CRD (Director Howe) regarding the preparation of a fallow deer plan. Letter to be signed by chair.	Gary Richardson		Done
5	OCP/LUB Amendments - Project charter approved as drafted.	Gary Richardson		Done
6	MA-DVP-2015.1 (Mathison) - permit approved as drafted.	Sharon Lloyd-deRosario		Done

Mar-30-2015

No.	Activity	Responsibility	Target Date	Status
7	Arrange for BEO to present Ben Bylaw to APC on conference call.	Miles Drew Gary Richardson		On Going
8	Request staff report from BEO outlining bylaw enforcement options.	Gary Richardson		On Going
9	The following people were appointed to the APC Ian Birtwell, Dennis Emmett, Sally Manson, Bill Bender, Stephen Cropper, Gerry Wise and Chris Roehrig.	Lori Foster Gary Richardson		On Going

From: Mayne Island Co-ordinator <miepc@shaw.ca>

Date: April 12, 2015 at 2:07:16 PM PDT

To: Jeanine Dodds <jdodds@islandstrust.bc.ca>

Subject: Fw: Oil spill

Jeanine:

Mayne Island Emergency Program does not have a response plan for Oil Spill at this time. I believe that the Federal government (Coast Guard & Ministry of Transport) are the principal parties responsible for containment and cleanup - at least initially then other Ministries & Departments (Environment, Parks, etc) may become involved, then Provincial and local bodies.

Of course, our Mayne Island program would be able to rapidly contact and supply volunteers to work under the guidance and instruction of the designated authority.

There are many questions of training, risk to volunteers' health, equipment, supplies, etc. for which I don't have the answers.

I have referred your email to Brigitte Prochaska, the Emergency Program Co-ordinator for the Southern Gulf Islands and requested that she contact you with information.

The Emergency Programs are a division of CRD so you may wish to contact them also for more information.

Brigitte Prochaska: sgiepc@crd.bc.ca

Peter Ensor , Manager, Electoral Area Fire & Emergency Programs:

PEnsor@crd.bc.ca

Gerrie Wise, Mayne Island Co-ordinator
Southern Gulf Islands Emergency Program
520 Felix Jack Rd

Mayne Island, BC V0N 2J2

Cell: 250-508-3002 Tel: 250-539-5148

miepc@shaw.ca

Mission Statement: To create and maintain a cooperative organization to manage risks

from major emergencies and disasters that may affect the Southern Gulf Islands.

Date April 20, 2015

To Mayne Island Local Trust Committee
For the meeting of March 27, 2015

From Gary Richardson
Island Planner

Re **Proposed Bylaw No.s(161and 162) – Post Public Hearing Procedures**

The Local Trust Committee is considering a bylaw to amend the Mayne Island Official Community Plan (161) and a bylaw to amend the Mayne Island Land Use Bylaw (162). A public hearing is scheduled for April 27, 2015. A public hearing is a quasi-judicial process within and following which specific procedures must be followed

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

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

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

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

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

1. RECOMMENDATIONS:

1. THAT the Mayne Island Local Trust Committee proposed Bylaw No. 161, cited as "Mayne Island Official Community Plan Bylaw No.144, 2007, Amendment No.1, 2014" be read a Second time.
2. THAT Mayne Island Island Local Trust Committee proposed Bylaw No. 161, cited as "Mayne Island Official Community Plan Bylaw No.144, 2007, Amendment No.1, 2014" be read a Third time.
3. THAT the Mayne Island Island Local Trust Committee proposed Bylaw No. 161 be forwarded to the Secretary of the Islands Trust for Executive Committee approval.
4. THAT the Mayne Island Island Local Trust Committee proposed Bylaw 161 be forwarded to the Minister of Community, Sport and Cultural Development for approval.
5. THAT Mayne Island Island Local Trust Committee proposed Bylaw No. 162, cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2014" be read a Third time.
6. THAT the Mayne Island Island Local Trust Committee proposed Bylaw No. 162 be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

pc Robert Kojima, Regional Planning Manager

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW No. 161

A BYLAW TO AMEND MAYNE ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 144, 2007

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

AND WHEREAS Section 29 of the *Islands Trust Act* gives the Mayne Island Local Trust Committee the same power and authority of a Regional District under Part 26, except sections 932 to 937 and 939, of the *Local Government Act*;

AND WHEREAS the Mayne Island Local Trust Committee wishes to amend the Mayne Island Official Community Plan Bylaw No. 144, 2007;

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

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

1. CITATION

This Bylaw may be cited for all purposes as "Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2014."

2. SCHEDULES

- a. Schedule A (Policy Document) of Mayne Island Official Community Plan No. 144, 2007 is amended as shown on Schedule 1, attached to and forming part of this amending bylaw.
- b. Schedule B (Land Use Designations) of Mayne Island Official Community Plan No. 144, 2007 is amended in accordance with the maps attached to and forming part of this bylaw as Schedule 2, attached to and forming part of this amending bylaw.

3. SEVERABILITY

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

READ A FIRST TIME this 30th day of July 2014

PUBLIC HEARING HELD this day of

READ A SECOND TIME this day of

READ A THIRD TIME this day of

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this
day of

APPROVED BY THE MINISTER OF COMMUNITY, SPORT AND CULTURAL
DEVELOPMENT this day of

ADOPTED this day of

DEPUTY SECRETARY

CHAIR

MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 161

SCHEDULE 1

Schedule A (Policy Document) of Mayne Island Official Community Plan No. 144, 2007 is amended by:

1. Policy 1.1.3 is amended by deleting the second and third paragraph and inserting the following in their place:

“The island has an area of approximately 2,300 hectares (5,750 acres). The permanent population on Mayne Island according to the 2011 census was 1,070 resulting in a population density of one person per 2.15 hectares (5.3 acres).

The rate of population growth in each of the inter-censal periods between 1986-91 and 1991-96 was around 18% followed by a slight reduction in the population between 1996-2001. From 2001-2006 the rate of population increased by 27% and between 2006-2011 decreased by 4%. Based on past patterns of population growth, and on projections prepared for larger areas, the projected growth rate will average approximately 1% per year up to 2031. This would translate into a permanent population of about 1150 in 2031.”

2. Policy 2.1.1.6 is amended by deleting “Section 2.8” and inserting “Section 2.10” such that it reads: ‘Affordable housing is encouraged through joined or multiple housing units which may be considered by site specific rezoning of a parcel subject to compliance with Section 2.10 (Amenity Zoning Guidelines) of this Plan.’
3. Policy 2.1.4.2 is amended by deleting “then” and inserting “than” such that it reads: ‘One dwelling unit shall be permitted per parcel provided that on parcels greater than 4 hectares (9.8 acres) residential density will be one dwelling unit for each additional 4 hectares (9.8 acres) of parcel area.
4. Policy 2.1.4.4 is amended by deleting “Section 2.8” and inserting “Section 2.10” such that it reads: ‘Affordable housing is encouraged through joined or multiple housing units which may be considered by site specific rezoning of a parcel subject to compliance with Section 2.10 (Amenity Zoning Guidelines) of this Plan.’
5. Policy 2.1.4.6 is amended by deleting “(Section 2.8)” and “(Section 2.9)” and inserting “(Section 2.10)” and “(Section 2.11)” such that it reads: ‘Despite the average parcel size provision applicable to this designation, increased density may be permitted on a parcel subject to compliance with the Amenity Zoning Guidelines (Section 2.10) and the Density Transfer Provisions (Section 2.11) of this Plan.’
6. Policy 2.1.4.9 is amended by deleting “(Section 2.8)” and “(Section 2.9)” and inserting “(Section 2.10)” and “(Section 2.11)” such that it reads: ‘Despite the parcel size provisions of Policy 2.1.4.5, in a case where through density transfer within a parcel, it may be demonstrated that through utilizing the concept of “Open Space Subdivision Design” (as detailed in Schedule G), a property may be developed in a manner which permits the more efficient use of the land, the protection of resource lands and/or the conservation of features with significant environmental and aesthetic appeal, the minimum parcel size may be reduced to 0.4 hectares through

rezoning. This may be accomplished in conjunction with the policies in Sections 2.10 (Amenity Zoning Guidelines) and 2.11 (Density Transfer Provisions).'

7. Policy 2.1.4.11 is amended by deleting "2.3.2.2" and inserting "2.4.2.3" such that it reads: 'Site specific rezoning to permit small-scale campgrounds as an accessory use may be considered, subject to policy 2.4.2.3, upon application.'
8. Policy 2.2.1 is amended by deleting "non farm" and inserting "non-farm" such that it reads: 'In addition to satisfying local bylaw regulations, any subdivision or non-farm use other than one dwelling, proposed in the ALR is subject to the regulations of the *Agricultural Land Commission Act*.'
9. Policy 2.2.1.8 is amended by deleting "2.3.2.2" and inserting "2.4.2.3" and by deleting "Reserve" and inserting "Agricultural" before 'Land' such that it reads: 'Site specific rezoning to permit small-scale campgrounds as an accessory agri-tourist use may be considered upon application, subject to policy 2.4.2.3 and the approval of the Agricultural Land Commission.'
10. Policy 2.3.1.3 is amended by adding "." at the end of the sentence such that it reads: 'Bed and Breakfast accommodation shall be permitted as a home occupation use, the zoning bylaw shall specify other conditions, including a limit on the number of guest accommodation rooms.'
11. Policy 2.4.1.8 is amended by deleting "Section 2.8" and inserting "Section 2.10" such that it reads: 'The density of use on a parcel or within a building in this designation may be increased subject to compliance with Section 2.10 (Amenity Zoning Guidelines) of this Plan.'
12. Policy 2.4.2.6 is amended by deleting "Section 2.8" and inserting "Section 2.10" such that it reads: 'The density of use on a parcel or within a building in this designation may be increased subject to compliance with Section 2.10 (Amenity Zoning Guidelines) of this Plan.'
13. Policy 2.7.4.10 is amended by inserting "and Infrastructure" after 'Ministry of Transportation' such that it reads: 'The Ministry of Transportation and Infrastructure shall be requested to maintain and mark public accesses and ensure they are not used for camping or overnight parking or obstructed in other ways.'
14. Section 2.9 is amended by deleting "commercial and industrial" and "commercial or industrial" such that it reads:

'2.9 TEMPORARY USE PERMITS

The Mayne Island Local Trust Committee may issue Temporary Use Permits for all areas covered by this Plan except areas in the ALR or Resource Conservation designation.

Objectives for Issuing Temporary Use Permits

2.9.1 Permits for temporary uses may be issued:
for short term uses; or as a test of the compatibility of the proposed land use, which may not have been anticipated, with existing uses.'

15. Policy 2.9.1.1 is amended by deleting “two” and inserting “three” such that it reads: ‘Permits can be issued for any period up to three years and could be considered for renewal once for any further period up to three years.’
16. Policy 3.1.1 is amended by deleting “and Highways” and inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure is responsible for the development and maintenance of the island road system. In recognition of the special nature of the islands, a Letter of Understanding between the Island Trust and the Ministry of Transportation and Infrastructure was signed in November 1992.’
17. Policy 3.1.1.2 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to maintain the major road pattern as shown on Schedule D, the land status map.’
18. Policy 3.1.1.3 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to provide, wherever possible, designated cycle lanes and pedestrian paths along roadways.’
19. Policy 3.1.1.4 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to retain low speed limits on all roads and lower the speed limit to 30 kph in the Miners Bay core area.’
20. Policy 3.1.1.5 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure the road system follows natural contours of the land wherever possible.’
21. Policy 3.1.1.6 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to retain unused road dedications as greenbelts.’
22. Policy 3.1.1.9 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure signage along the roads is minimal and in keeping with a rural atmosphere.’
23. Policy 3.1.2.9 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to identify and maintain all public accesses to water including boat ramps.’
24. Policy 3.2.1.8 is amended by deleting “The Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Island Health shall be requested to ensure any flow of effluent be controlled so it does not contaminate surface or groundwater.’
25. Policy 3.2.2.3 is amended by deleting “Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘The development of community water systems and the use of shared wells shall be encouraged; however, this requires Island Health approval and a permit to operate.’

26. Policy 3.2.2.5 is amended by deleting “The Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Island Health and provincial government shall be requested to monitor water quality of community water systems.’
27. Policy 3.3.1.2 is amended by deleting “Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Effective, non polluting alternative sewage treatment methods shall be encouraged such as low-flush and composting toilets and the use of grey water for toilets; however pursuant to Island Health regulations, there will be no reduction in the sizing of a septic system for low flush toilets, composting toilets or grey water.’
28. Policy 3.3.1.3 is amended by deleting “The Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Island Health shall be requested to consider the cumulative effects of individual disposal systems in an area.’
29. Policy 3.3.1.5 is amended by deleting “the Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘The Ministry of Environment and Island Health shall be requested not to permit any ocean dumping of untreated sewage.’
30. Policy 4.1.1 (Background) is amended by deleting “Ministry of Tourism, Sport and the Arts” and inserting “Ministry of Forests, Lands and Natural Resource Operations” such that it reads: ‘According to the Ministry of Forests, Lands and Natural Resource Operations there are approximately 30 recorded archaeological heritage sites located in the Mayne Island Trust Area.’
31. Policy 4.1.1.4 is amended by deleting “Ministry of Tourism, Sport and the Arts” and inserting “Ministry of Forests, Lands and Natural Resource Operations” such that it reads: ‘Any development applications involving areas on which archaeological sites may be located shall be referred to the Archaeology Branch of the Ministry of Forests, Lands and Natural Resource Operations and to interested First Nations for comment. Development should not be permitted in areas with known archaeological sites without first undergoing an archaeological impact assessment.’
32. The second instance of Policy 4.2.1.4 is amended by deleting “4.2.1.4” and inserting “4.2.1.5” such that it reads:

‘4.2.1.5 Public recreational use of the foreshore shall be given priority over other foreshore uses.’
33. Policy 4.2.2.2 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to maintain launching facilities at Village Bay, David Cove, Horton Bay, Bennett Bay and Aitken Point (Potato Point).’
34. Policy 4.2.2.3 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure that public accesses are not blocked by private docks.’
35. Policy 4.2.2.5 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure that dedicated public accesses are retained and additional accesses obtained wherever possible.’

36. Policy 4.2.2.6 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to identify and clear any dedicated public access to the foreshore established as a result of subdivision for pedestrian use.’
37. Policy 4.3.1.1 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ and by inserting “, Lands and Natural Resource Operations” after ‘Ministry of Forests’ such that it reads: ‘Environmental standards shall be established in support of the policies and jurisdictions of the Capital Regional District, Ministry of Environment, Ministry of Transportation and Infrastructure and Ministry of Forests, Lands and Natural Resource Operations.’
38. Policy 4.3.2.1.1 is amended by deleting “.1” after ‘4.3.2.1’ such that it reads:
‘4.3.2.1 No land in an environmentally sensitive area may be rezoned for recreational facilities or other commercial uses unless it can be clearly demonstrated there would not be any degradation of the area's natural attributes.’
39. Policy 4.4.3 is amended by deleting “Section 2.8” and inserting “Section 2.10” such that it reads: ‘Land provided as a community amenity in exchange for an increase in density under Section 2.10 (Amenity Zoning Guidelines) may be re-designated and rezoned as Resource Conservation.’
40. Policy 4.4.4 is amended by deleting “Subsection 2.9.1” and inserting “Subsection 2.11.1” such that it reads: ‘As provided for in Subsection 2.11.1, as a condition of density transfer lands in an Upland designation maybe re-designated and rezoned as Resource Conservation.’
41. Policy 4.5.1.1 is amended by deleting “Ministry of Energy, Mines and Petroleum Resources” and inserting “Ministry of Energy and Mines” such that it reads: ‘The Ministry of Energy and Mines shall be requested to maintain the moratorium on oil and gas exploration in the Mayne Island Trust Area.’
42. Policy 4.6.1.2 is amended by deleting “Ministry of Tourism” and by inserting “Ministry of Jobs, Tourism and Skills Training” such that it reads: ‘The Ministry of Jobs, Tourism and Skills Training shall be requested to ensure the rural ambience is maintained by integrating community values into tourism planning for the Mayne Island Trust Area.’
43. Policy 4.6.1.3 is amended by deleting “Ministry of Tourism” and by inserting “Ministry of Jobs, Tourism and Skills Training” such that it reads: ‘The Ministry of Jobs, Tourism and Skills Training shall be requested to ensure that the appropriate authorities provide sanitary services, including fresh water, toilets and garbage cans for the visiting public.’

BYLAW NO. 162

A BYLAW TO AMEND MAYNE ISLAND LAND USE BYLAW NO. 146, 2008

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

- A. Schedule A of Bylaw No.146, cited as “Mayne Island Land Use Bylaw No 146, 2008” is amended as follows:
1. Part 1, Interpretation, Section 1.1, is amended by deleting “use” from the definition “Agriculture use” such that it reads: “Agriculture” means the use of land for the growing, rearing, harvesting, or production of plants, crops, livestock and other farm animals.’
 2. Part 1, Interpretation, Section 1.1, is amended by deleting “Bare Land Strata Regulations” from the definition of ‘Lot’ and inserting “Strata Property Act” such that it reads: “Lot” means any parcel, block or other area in which land is held or into which it is subdivided whether under the *Land Title Act* or the *Strata Property Act*.”
 3. Part 1, Interpretation, Section 1.1, is amended by adding the definition ‘Horticulture’ in alphabetical order such that it reads: “Horticulture” means the use of land for the rearing of plants.’
 4. Part 1, Interpretation, Section 1.1, is amended by adding the definition ‘Mobile Home’ in alphabetical order such that it reads: “Mobile Home” means a dwelling designed, constructed, or manufactured to be moved from one place to another by being towed or carried and meets a minimum CSA-Z240 standard.’
 5. Part 1, Interpretation, Section 1.1, is amended by adding the definition ‘Moorage’ in alphabetical order such that it reads: “Moorage” means the tying or securing of a vessel to a fixed structure or mooring buoy.’
 6. Part 1, Interpretation, Section 1.1, is amended by deleting “and in the case of a lot having a surveyed high water mark means the high water mark” from the definition of ‘Natural boundary’ and inserting “in vegetation, as well as in the nature of the soil itself” such that it reads: ‘ “natural boundary” means the visible high water mark of the sea, a lake, a stream or other body of water, where the presence and action of water are so common and usual and so long continued in all ordinary years as to mark upon the soil or rock of the bed of the body of water a character distinct from that of the bank, in vegetation, as well as in the nature of the soil itself.’
 7. Part 1, Interpretation, Section 1.1, is amended by adding the definition ‘Waste Transfer Facility’ in alphabetical order such that it reads: “Waste transfer facility” means the use of a site, buildings and structures for receiving, collecting, storing, sorting, and transferring solid waste and recyclable waste that originate from residential, commercial, institutional, demolition or construction sources. ’
 8. Part 2, Administration, Subsection 2.3(1), is amended by deleting the subsection in its entirety and replaced with the following: “The Islands Trust Bylaw Enforcement Officer or any other person designated by the Islands Trust to administer this Bylaw is authorized to enter, at any reasonable time, upon any property that is subject to regulation under this Bylaw, for the purpose of inspecting and determining whether the regulations, prohibitions and requirements are being met.”
 9. Part 2, Administration, Subsection 2.5(1), is amended by deleting “, not exceeding \$2,000” such that it reads: ‘Any person who commits an offence against this Bylaw is liable, upon summary conviction, to a fine and penalty, pursuant to the *Offence Act* and the costs of

prosecution. Each day during which an offence against this Bylaw is continued is deemed to constitute a new and separate offence.'

10. Part 2, Administration, is amended by adding a new Section 2.9 (Repeal and Replacement) such that it reads:

"2.9 Repeal and Replacement

- (1) Where this Bylaw refers to other acts or regulations which have been repealed, amended, revised or consolidated, the reference in this Bylaw must be construed as being a reference to the substituted enactments relating to the same subject matter, the former act or regulations are construed as remaining in effect.
 - (2) Where this Bylaw refers to other government departments, ministries or agencies which have had a change in title or name, the reference in this Bylaw must be construed as being a reference to the substituted title(s) or name(s) of the government departments, ministries or agencies relating to the same subject matter."
11. Part 3, General Regulations, Subsection 3.2(1), is amended by deleting "AG" and inserting "A" such that it reads: 'In all zones except the R and A zones, the keeping on a lot having an area of less than 2000 m² (0.5 acres) of cattle, sheep, goats, pigs, donkeys, llamas, ostriches, emus and more than one horse;'
12. Part 3, General Regulations, Article 3.9(1)(a), is amended by inserting "Public" in front of 'Health Act' and to italicize 'Public Health Act' such that it reads: 'The connection of the recreational vehicle to sewage disposal facilities consistent with the provisions of the *Public Health Act*.'
13. Part 5, Zone Regulations, Subsection 5.2(4), is amended by deleting the subsection in its entirety and replaced with the following: "The maximum number of accessory buildings, other than utility sheds or woodsheds, is four per permitted dwelling unit."
14. Part 5, Zone Regulations, Subsection 5.5(13) - R(d) Zone Site Specific Regulations, is amended by deleting "5.5(4)" in Column 3 and inserting "5.5(3)" such that it reads: '(1) Despite 5.5(3) above, one cottage is permitted in respect of each permitted dwelling unit in these locations.'
15. Part 5, Zone Regulations, Subsection 5.8(5), is amended by deleting "5.8(1)(j)" and inserting "5.8(1)(k)" such that it reads: 'The apartment residential use permitted by 5.8(1)(k) shall.'
16. Part 5, Zone Regulations, Subsection 5.8(11) - C1(c) Zone Site Specific Regulations, is amended by deleting "5.8(1)(b), l and m" and inserting "5.8(1)(b), (l), and (m)" such that it reads: '(1) Despite 5.8(1), the only uses permitted in this location are those permitted in 5.8(1)(b), (l), and (m).'
17. Part 5, Zone Regulations, Subsection 5.13(14) - I1(a) Zone Site Specific Regulations, is amended by deleting "locations" and inserting "location" such that it reads: 'Despite 5.13(1) the only permitted uses at this location are those permitted by 5.13(1)(a), (b), (d), and (e) and ready-mix concrete plant, and the sale of soil, gravel, dry cement and ready-mix concrete.'
18. Part 5, Zone Regulations, Subsection 5.13(14) - I1(b) Zone Site Specific Regulations, is amended by deleting "5.13(1)" and inserting "5.13(1)" such that it reads: 'Despite 5.13(1) the only permitted uses in this location are the maintenance, repair and storage of vehicles, equipment and materials used for the provision, maintenance or repair of utilities and accessory uses, buildings and structures.'
19. Subsection 5.14(6) is renumbered to 5.14(7).
20. Subsection 5.14(5) is renumbered to 5.14(6).

21. Part 5, Zone Regulations, Section 5.14, is amended by adding the following new Subsection 5.14(5) under 'Siting and Size':

“(5) The maximum height for any accessory building or structure is 5 metres (16.5 feet).”
22. Subsection 5.15(6) is renumbered to 5.15(7).
23. Subsection 5.15(5) is renumbered to 5.15(6).
24. Part 5, Zone Regulations, Section 5.15, is amended by adding the following new Subsection 5.15(5) under 'Siting and Size':

“(5) The maximum height for any accessory building or structure is 5 metres (16.5 feet).”
25. Subsection 5.16(6) is renumbered to 5.16(7).
26. Part 5, Zone Regulations,, Section 5.16, is amended by adding the following new Subsection 5.16(6) under 'Siting and Size':

“(6) The maximum height for any accessory building or structure is 5 metres (16.5 feet).”
27. Part 5, Zone Regulations, Subsection 5.17(4), is amended by deleting “principal” such that it reads: ‘The maximum height for any building or structure is 9 metres (29.5 feet).’
28. Part 5, Zone Regulations, Section 5.19, is amended by inserting “Conservation” such that it reads: ‘The purpose of the Resource Conservation Zone is to provide for and regulate lands reserved and protected for conservation purposes.’
29. Part 5, Zone Regulations, Section 5.20, is amended by deleting “protection” and inserting “Protection” such that it reads: ‘The purpose of the Water Protection Zone is to regulate uses of and impacts on the marine environment and foreshore.’
30. Part 5, Zone Regulations, Article 5.20(1)(a), is amended by deleting “aides” and inserting “aids” such that it reads: ‘Marine navigational aids;’
31. Part 5, Zone Regulations, Article 5.21(1)(a), is amended by deleting “aides” and inserting “aids” such that it reads: ‘Marine navigational aids;’
32. Part 5, Zone Regulations, Article 5.22(1)(a), is amended by deleting “aides” and inserting “aids” such that it reads: ‘Marine navigational aids;’
33. Part 5, Zone Regulations, Subsection 5.22(3), is amended by adding “.” at the end of the sentence such that it reads: ‘The maximum height of any building or structure constructed on a dock is 4 metres (13 feet), as measured from surface of the dock.’
34. Part 5, Zone Regulations, Article 5.23(1)(a), is amended by deleting “aides” and inserting “aids” such that it reads: ‘Marine navigational aids;’
35. Part 7, Parking Regulations, Subsection 7.1(2), is amended by deleting “7.1(2)” and inserting “7.1(1)” such that it reads: ‘Despite, 7.1(1), off-street parking spaces may be located on a lot within 100 metres (328) feet of the use, building, or structure being served, provided that access to the parking spaces is secured by means of registered easement and a s. 219 covenant in favour of the Local Trust Committee.’
36. Part 7, Parking Regulations, Subsection 7.3(2), is amended by deleting “Table 2” and inserting “Table 7.1” such as it reads: ‘Where a particular use is not listed in Table 7.1, the number required for the most similar listed use applies.’

37. Part 5, Zone Regulations, Subsection 5.13(1) is amended by adding “(f) waste transfer station” to the list of permitted uses.’
 38. Part 5, Zone Regulations, Section 5.13, is amended by inserting a new subsection (7) as follows: “(7) waste transfer station uses must be sited no less than 15 metres from any lot in the Settlement Residential Zone, Rural Residential One and Two Zones, Rural Zone, Upland Zone and Agricultural Zone.” The existing subsection (7) and following subsections to be renumbered accordingly.
 39. Part 5, Zone Regulations, Section 5.13, is amended by inserting a new subsection (14) as follows: “14 Waste Transfer Station use is only permitted on lots larger than 0.4 hectare in area.”. The existing subsection (14) and following subsections to be renumbered accordingly.
 40. Part 5, Zone Regulations, Subsection 5.13(14) , Site-Specific Zone I1(a), Column 3, (1) is amended by deleting “and (e)” and replacing it with “, (e) and (f)”
 41. Part 5, Zone Regulations, Subsection 5.13(14), Site-Specific Zone I1(b), Column 3, (1) is amended by adding the words “waste transfer stations,” immediately following the words “this location are”.
- B. This bylaw may be cited for all purposes as the “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No.1, 2014”.

READ A FIRST TIME THIS	30 th	DAY OF	July	20	14
READ A SECOND TIME THIS	23 rd	DAY OF	February	20	15
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	

DEPUTY SECRETARY

CHAIRPERSON



STAFF REPORT

Date: April 16, 2015

File No.: 6500-20- OCP/LUB
amendments

To: Mayne Island Local Trust Committee
For the meeting of April 27, 2015

From: Gary Richardson, Island Planner

CC: Robert Kojima, Regional Planning Manager

Re: Density On Large Remainder Lots

Preliminary Report

Project Objectives

The objective of this project is to amend the Mayne Island Land Use Bylaw (LUB) or amend existing covenants in order to provide certainty to land owners and the general public with respect to how density is regulated on large remainder lots.

Project Background

The Mayne Island Local Trust Committee has made one of its work priorities to review density controls on large remainder lots. This matter has been on the project list for some time and has recently been made a top priority.

This matter came to the attention of the LTC and staff in the review of the wording of covenants on large remainder lots. Some of the covenants address the remaining development potential with respect to the number of lots that can be created; however the number of dwellings and cottages is not regulated. This could allow a higher residential density than the OCP policies support.

Relevant Policy and Land Use Considerations

Islands Trust Policy Statement

Directive Policies

- 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.*
- 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.*

Official Community Plan

The Mayne Island OCP contains policies that set residential density limits for each land use designation. The Example below applies to the Rural designation:

- 2.1.4.2** ***One dwelling unit shall be permitted per parcel provided that on parcels greater than 4 hectares (9.8 acres) residential density will be one dwelling unit for each additional 4 hectares (9.8 acres) of parcel area.***

The Mayne Island OCP contains policies that set minimum lot size requirements for subdivision for each land use designation. The Example below applies to the Rural designation:

- 2.1.4.5** ***A number of different parcel sizes for subdivision shall be allowed provided the average lot size is not less than 4 hectares (9.88 acres) and the minimum lot size is not less than 1 hectare (2.47 acres).***

Land Use Bylaw

The Mayne LUB contains regulations that set residential density limits for each zone consistent with the policies of the OCP. The example below applies to the Rural zone.

Density

- (1) ***One dwelling unit per lot and one additional dwelling unit for every 4 hectares (10 acres) of lot area greater than 4 hectares (10 acres).***

The Mayne Island LUB contains regulations that set minimum and lot size requirements for subdivision for each zone consistent with the policies of the OCP. The Example below applies to the Rural zone:

Subdivision Lot Area Requirements

- (2) ***The minimum lot area is 1 hectare (2.4 acres).***
- (3) ***The average lot area must not be less than 4 hectares (10 acres).***

The Mayne Island LUB contains the following regulations regarding covenants prohibiting further subdivision and development:

8.3 Covenants Prohibiting Further Subdivision and Development

- (1) *When a subdivision is proposed that yields the maximum number of lots permitted by the applicable minimum and average lot sizes specified by this Bylaw, and one or more of the lots being created has an area equal to or greater than twice the applicable average lot size, the applicant must grant a covenant complying with s.2.6 of this Bylaw in respect of every such lot prohibiting further subdivision of the lot and prohibiting the construction, erection, or occupancy on the lot of more than one single family residential dwelling unit and where a cottage is a permitted use, more than one such cottage.*
- (2) *When a subdivision is proposed that yields fewer than the maximum number of lots permitted by the applicable minimum and average lot sizes specified by this Bylaw, and:*
 - (a) *one or more of the lots being created has an area equal to or greater than twice the applicable average lot size; and*
 - (b) *one or more of the lots being created has an area less than the applicable average lot size;**the applicant must grant a covenant complying with s.2.6 of this bylaw in respect of every lot referred to in article (a) prohibiting:*
 - (c) *the subdivision of the lot so as to create a greater total number of lots by subdivision and resubdivision of the original lot than would have been created had the first subdivision created the maximum number of lots permitted by the applicable minimum and average lot sizes specified by this Bylaw; and*
 - (d) *the construction, erection, or occupancy on the lot of single family residential dwelling units and, where permitted by this Bylaw, cottages so as to create a greater density of such development on the original lot than would have been created had the original lot been developed to the greatest density permitted by this Bylaw.*

Analysis

The following example shows three ways density might be realized on a 100 acre lot:

Parent Parcel size 100 acres

Zoning Rural

1 house permitted per 10 acres

Minimum lot size required for subdivision 2.4 acres

Average lot size required for subdivision 10 acres

Option 1 – subdivision of 10 equal sized lots

Average lot size permitted for subdivision is 10 acres; therefore the 100 acre parent parcel could potentially be subdivided into 10 lots. Each of the 10 lots could have a dwelling; therefore 10 dwellings would be permitted.

Option 2 – no subdivision

If the 100 acre parcel is not subdivided the maximum number of dwellings permitted would be 10. The 100 acres is permitted 1 dwelling per 10 acres (100 divided by 10 = 10)

Option 3 – subdivision using minimum and average lot sizes.

If 9 lots are created using the minimum lots size permitted of 2.4 acres ($9 \times 2.4 = 21.6$) 21.6 acres is used up leaving a 78.4 acre ($100 - 21.6 = 78.4$) remainder lot. This option would allow 9 dwellings total on the 9 lots and 7 dwellings on the 78.4 acre remainder (1 dwelling per 10 acres) for a total of 16 dwellings. This exceeds the policies of the OCP by allowing 6 more dwellings than is intended.

Covenants are put in place in situations like the one in option 3 limiting the number of lots that can be created from the remainder but most covenants do not limit the number of dwellings that can be constructed. The purpose of this project is to identify which large remainders require restrictions on permitted residential density.

Presently it is not known how many covenants are restricting density on remainder lots within the Mayne Island Local Trust area. Staff will research all of the remainder parcels and identify remainders that need to have the remaining residential density clarified.

Section 8.3 of the LUB requires covenants at time of subdivision to control both future subdivision potential and development.

There are three options with respect to density controls on remainder lots:

- 1) Leave the covenants and zoning as it presently is. This would allow some landowners to achieve a higher residential density than was intended by the OCP and LUB.
- 2) Amend existing covenants or register new covenants on remainder parcels specifying subdivision potential and the residential potential of the remainder.
- 3) Amend the zoning on the remainder lots by creating site specific zoning specifying the remaining residential density for each remainder lot.

Communications and Community Consultation

If this proposal proceeds a Community Information Meeting is recommended.

Project Charter

A project charter has been prepared and is attached to this staff report for reference.

Next Steps

If the LTC directs staff to proceed with this project the next step will be to identify all large remainder lots, research applicable covenants and provide a further report to the LTC.

Summary of Planning Recommendations

Staff is recommending option 3 (Amend the zoning on the remainder lots by creating site specific zoning specifying the remaining residential density for each remainder lot.) This will provide a clear representation of the density that remains on a parcel in the LUB that can be found with little research. Covenants are more difficult to obtain and the presence of them only shows up on a certificate of title.

RECOMMENDATIONS:

- 1) That the Mayne Island Local Trust committee direct staff to prepare a list of remainder lots within the Mayne Island Local Trust area and determine which lots require further density control.

- 2) That the Mayne Island Local Trust Committee direct staff to proceed with option 3 (Amend the zoning on the remainder lots by creating site specific zoning specifying the remaining residential density for each remainder lot) and prepare draft wording for the Local Trust Committee to consider.

Prepared and Submitted by:

Gary Richardson

April 17, 2015

Name, Title

Date

Concurred in by:



Robert Kojima
Regional Planning Manager

April 17, 2015

Date

Attachments: project charter

OCP and LUB Amendmemnts- Charter v1

Mayne Island Local Trust Committee

Purpose The purpose of the project is to amend the TUP guidelines in the Mayne Island Official Community Plan regarding Short Term Vacation Rentals and to amend the Mayne Island Land Use Bylaw regarding density controls on large remainder lots.

Background The project was initiated at the LTCs February 23, 2015 business meeting. Three projects from the LTCs project list were combined to create one work program priority. The project has two main components. One is to amend the Temporary Use Permit section of the OCP to include a comprehensive list of guidelines that will need to be addressed when a TUP for an STVR is applied for. The second is to amend the wording of the LUB that applies to how density is controlled on large remainder lots. Both of these have been brought forward as areas that need to be reviewed and wording added/amended to provide more certainty.

Objectives

- Amend LUB to provide for certainty for both the landowner and public with respect to how density is controlled on large lots.
- Amend the OCP to provide certainty for both the applicant and public as to guidelines that need to be addressed before the issuance of an STVR TUP.

In Scope

- Staff report analyzing each of the two topics and providing options and recommendations
- Supplementary staff reports if required
- Draft Bylaws to implement amendments—fact sheet
- Community Information Mtg
- Statutory requirements
- Implementation

Out of Scope

- Additional or extra ordinary community consultation
- Amendments to any other portions of the OCP or LUB
- Amendments to unrelated by-laws

Workplan Overview

Deliverable/Milestone	Date
1) Staff report regarding density controls on large lots and large lot remainders	April 27, 2015
2) Staff report regarding TUP guidelines for STVRs	May 25, 2015
3) Prepare draft bylaws for LTC and Community consideration	June 29, 2015
4) Community Information meeting	July 2015
5) Staff report on comments raised at CIM	September 28, 2015
6) Public Hearing	November 30, 2015

Project Team

Gary Richardson, Island Planner	Project Manager
Sharon Lloyd-deRosario	Admin support
Lori Foster and Lori Foster	Admin support
Barb Dashwood	GIS support

RPM Approval:

Robert Kojima

Date:

LTC Endorsement:

Resolution #:

Date:

Budget

Budget Source:

Fiscal	Item	Cost
2015/16	CIM	800.00
2015/16	Public Hearing	1000.00
	Total	1800.00 63



Top Priorities

Mayne Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	OCP/LUB Amendment Density Provisions on Large Lots, TUP Policies, and Short Term Vacation Rental review.	Staff report on Density on Large remainder lots prepared for April 27, 2015 LTC meeting.	Feb-23-2015	Gary Richardson		On Going
2	OCP and LUB amendments	Public Hearing for proposed bylaws 161 and 162 to be scheduled for April 27, 2015	Jul-31-2013	Kim Farris	Feb-23-2015	On Going
3	Fallow Deer Eradication	Letter prepared for Director Howe requesting Fallow Deer Management Plan	Jan-26-2015	Gary Richardson	Mar-30-2015	On Going



Projects

Mayne Island

No.	Description	Activity	Received/Initiated	Status
1	Climate Change Adaptation	Consider regulatory changes and implementation of new DPA authority	Mar-02-2009	On Going
2	Commercial Land Use Review	review task force reports and provide options/recomendations to the LTC	Oct-24-2012	On Going
3	Riparian Area Regulations	Project moved from Top Priorities pending ombudsperson report response and Ministry decision on SSI bylaw. Staff to prepare a report and recommendations on how to proceed once SSI bylaw decision made and Ministry response to ombudsperson complete	Jan-26-2015	On Going
4	Road issues		Jun-27-2012	On Going
5	Medical Marijuana production facility review		Jun-25-2014	On Going

Islands Trust
LTC EXP SUMMARY REPORT F2015
Invoices posted to Month ending March 2015

645 Mayne	Invoices posted to Month ending March 2015	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-645	LTC "Trustee Expenses"	700.00	75.00	625.00
LTC Local				
65200-645	LTC - Local Exp - LTC Meeting Expenses	1,500.00	1,357.91	142.09
65210-645	LTC - Local Exp - APC Meeting Expenses	750.00	415.32	334.68
65220-645	LTC - Local Exp - Communications	300.00	655.00	-355.00
65230-645	LTC - Local Exp - Special Projects	750.00	420.00	330.00
TOTAL LTC Local Expense		<u>3,300.00</u>	<u>2,848.23</u>	<u>451.77</u>
Projects				
73001-645-2005	Mayne OCP/LUB	<u>3,000.00</u>	<u>0.00</u>	<u>3,000.00</u>
TOTAL Project Expenses		<u>3,000.00</u>	<u>0.00</u>	<u>3,000.00</u>

Mayne Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: July 25, 2012

No	Meeting Date	Resolution No.	Issue	Policy and Description
1.	October 1, 2007	MA-LTC-70-07	Guidelines for Use When Considering Funding for Reports	The MILTC has adopted a policy establishing the set of guidelines the LTC should employ when purchasing a report for LTC and public use.
2.	February 7, 2011	MA-LTC-13-11 This resolution repeals MA-LTC-90-09	STVRS Bylaw Enforcement	1. Given finite resources available for enforcement activities and in order to ensure the most effective results for enforcement activities STVRs that have one or more of the following characteristics will be subject to enforcement: 1. They are advertised on the internet, newspapers or other media; 2. They are not managed by the property owner; 3. More than one dwelling on the lot is simultaneously made available for STVR; 4. While the property is rented persons are permitted to stay in tents or trailers; 5. There are issues related to health and safety; 6. There is a written complaint by owners or residents of two properties about bona fide serious nuisance issues such as noise or parking congestion related to the STVR; 7. The owner of the property uses more than one property on Mayne Island as a STVR. 2. No enforcement actions under section 1.1 will be taken against any STVR operation that takes place in a lawful cottage or dwelling while the operator lives in a lawful dwelling or cottage on the same property. 3. Nothing in this enforcement policy should be interpreted as giving permission to violate the Land Use Bylaw and the Mayne Island Trust Committee may change this policy at any time and may give direction to expand enforcement activities at any time. This means that persons who have two lawful dwelling places on one lot and who live in one dwelling while the other is used as an STVR will be exempt from enforcement if they advertise. Staff recommends that the other factors continue to apply because STVR operations that have third party management, have more than one location on Mayne Island, or use more than one dwelling or cottage or permit camping are essentially operating as a resort or motel. The safety and nuisance triggers for enforcement protect the renters, the operators, and the neighbourhoods. It also reduces the Islands Trusts' liability.

No	Meeting Date	Resolution No.	Issue	Policy and Description
3.	May 2, 2011	MA-LTC-44-11	Options for adopting In Camera Minutes	It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to only include in-camera minutes on agendas where there are other reasons to close the meeting to the public .
4.	February 1, 2012		Special Occasion Liquor License referrals	That where a Liquor Control and Licensing Branch Special Occasion License referral relates to a property where Mayne Island Land Use Bylaw 146, 2008 permits public assembly uses, such as halls, recreation facilities or restaurants, and where it can be determined that the organization or applicant have had no issues related to parking or past complaints for the preceding three years, staff may approve the Special Occasion License without referral to the Local Trust Committee. All other Special Occasion License referrals are to be referred to the Local Trust Committee for consideration.
5.	July 25, 2012	MA-LTC-34-12 x-ref #2 above	STVR Bylaw enforcement policy	That Mayne Island Local Trust Committee resolves to extend the current Short Term Vacation Rental bylaw enforcement policy, as written in Staff Report dated June 26, 2012 until the project to review use of second dwellings for Short Term Vacation Rentals is complete.

GUIDELINES FOR MAYNE ISLAND LTC TO USE WHEN CONSIDERING FUNDING FOR REPORTS

**Adopted by Resolution MA-LTC-70-07 at the regular meeting of
October 1, 2007.**

ISSUE: What guidelines should an LTC employ when purchasing a report for LTC and public use?

BACKGROUND:

Islands Trust financial policy provides that an LTC cannot sponsor an event, even a community non-profit venture. LTC's can, however, purchase goods and services which are of benefit to the LTC and, by extension, the community it serves. Therefore, LTC's have supported worthwhile conferences, workshops and the like by purchasing a report on conference issues, proceedings, findings and recommendations.

In order that LTC's receive value for their purchases, the Mayne Island LTC has raised the issue outlined above. It has asked that guidelines be considered for use in evaluating future opportunities to purchase reports on a wide variety of subjects related to LTC mandates.

CONSIDERATIONS:

There are a number of factors or considerations an LTC might need to entertain. These considerations are cited below in an order which range from "fundamental" to "consequential".

1. Does the LTC have the budgetary capacity to consider the opportunity to purchase a conference report or proceeding?
2. Is the subject matter germane to the work and/or mandate of the LTC?
3. If the answers to 1 and 2 above are in the affirmative, the LTC may wish to consider requirements for the report they agree to purchase.

GUIDELINES

If the LTC decides to purchase a conference report or proceedings, it may require that reporting guidelines below be met as a condition of purchase.

These guidelines are:

1. The full proceedings of the conference or workshop are preferred.
2. If full proceedings are not produced or available the report to the LTC should include:
 - (a) The agenda of the conference or workshop
 - (b) A list of presenters and the topics they represented
 - (c) A summary of each topic discussed
 - (d) A copy of all papers presented at the conference
 - (e) A list of all recommendations made by the conference (if not cited in the papers or summary of each topic)
 - (f) A summary of any follow-up actions identified by the conference
 - (g) A copy of any contact list or referral resources generated by the conference,.
3. If only a narrative report is produced, the narrative should include or address the information sought in (a) to (g) above.

It is hoped that the guidelines above will ensure that the LTC will receive all relevant information generated by the conference or workshop.

Trust Fund Board Report to Local Trust Committees and Bowen Island Municipality – April 2015

New Approved Conservation Covenants

At our March meeting, the Trust Fund Board authorized the signing of two new covenants. One protects a 6.73 ha property adjacent to Finlay Lake on **Galiano Island** owned by the Galiano Conservancy Association. The other is a NAPTEP covenant protecting a property at Wallace Point, the southernmost point on **North Pender Island**. Both covenants will be registered on the land title once they have been signed by the landowners.

New Conservation Proposals

The Board also received and approved two new conservation proposals. One would involve a conservation covenant on a **Lasqueti Island** property with high ecological values. The other is for a NAPTEP covenant on **Salt Spring Island**. It would be our twenty-fourth covenant on Salt Spring, including ten in the NAPTEP program.

“Gulf Islands landowners retain natural sites, reap tax savings”

This was the title of a great article in the Times Colonist about our NAPTEP (*Natural Areas Protection Tax Incentive Program*) featuring interviews with Robert and Francis Rose (whose property on North Pender Island is protected by NAPTEP) and with Kate Emmings, our Ecosystem Protection Specialist. Here is a link to the article: <http://www.timescolonist.com/news/local/gulf-islands-landowners-retain-natural-sites-reap-tax-savings-1.1697413>

Land protection initiatives on Thetis

Thetis Island Nature Conservancy (ThINC) is on-target in its fundraising program to acquire a 16 ha property on Lower Burchell Hill to establish the first nature reserve on **Thetis Island**. Rob Gratton, our Communications and Fundraising Specialist, is continuing to provide professional support to ThINC as it moves into the next phase of fundraising. Meanwhile, the Trust Fund Board has requested staff to explore options to protect another Thetis property with special values that are too significant to ignore. These activities support an objective of our Regional Conservation Plan to address the low level of land protection in the Thetis Island Local Trust Area.

Crown Land acquisition initiative for Lasqueti

TFB has the ability to apply for Sponsored Crown Grants to acquire properties for protection that have high conservation and community values. Nature reserves on **Bowen Island**, **Gambier Island** and **Gabriola Island** were established in this way. Now we are looking at a possible Sponsored Crown Grant to acquire a property that would contribute to a protected area network extending across **Lasqueti Island**. The first step we are taking is communication to address First Nation interests.

TFB Meeting with Executive Committee

Each spring the Trust Fund Board and the Executive Committee get together for an annual meeting. One issue for this year's meeting in May will be discussion about addressing First Nation interests. As this is the first meeting for this term, we will also be exploring topics relevant to ITF's work for possible inclusion in the term's Strategic Plan. These will include renewal of our Regional Conservation Plan and actions to protect Coastal Douglas-fir ecosystems.

Coastal Douglas-fir Conservation Strategy coming this spring!

Chair Tony Law and Ecosystem Protection Specialist Kate Emmings participated in a workshop to review, and provide input on, a draft Conservation Strategy for Coastal Douglas-fir and Associated Ecosystems. Participants included representatives of provincial government agencies, local governments, academia, conservancy organizations and landowners. Kate Emmings, who is a member of the Steering Committee, was one of the presenters. We are looking forward to the finalized strategy being available this spring and hope that it will inform not only ITF's initiatives, but the work of all Islands Trust entities.

Property Management Strategy

At the March Trust Council meeting some trustees raised questions about the implications of ITF's property management commitments. This is, of course, an important issue for the Trust Fund Board. An action item in our Regional Conservation Plan is "Creation of a Property Management Strategy and associated budget". Once this is complete we will be reporting on the results to Council.

Budget

As the 2014-15 financial year drew to a close, TFB is pleased to report that our expenditures are expected to be under budget. This is largely because our Conservation Planning / Land Securement and Legal budget lines were underspent. However, it is important to have the full amount in place in the budget in order to be in a position to address unanticipated opportunities or challenges.

More information?

Please contact any of the three trustees who are members of the Board – Tony Law, Susan Morrison and Kate-Louise Stamford – who will be glad to help answer any questions you may have.

REQUEST FOR DECISION

To: Mayne Island Local Trust Committee **For the Meeting of::** April 27, 2015

From: Robert Kojima
Regional Planning Manager **Date Prepared:** April 7, 2015

SUBJECT: 2014-2015 ANNUAL REPORT – APPROVAL OF MAYNE ISLAND LOCAL TRUST COMMITTEE SECTION

RECOMMENDATION: That the Mayne Island Local Trust Committee approves the attached text for inclusion in the 2014-2015 Annual Report for approval by Trust Council and submission to the Minister of Community, Sport and Cultural Development.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

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.i](#). To comply with the schedule indicated in the policy, the Executive Committee has adopted the following schedule for preparation of individual committee reports:

Committee reports:	Reports to be approved on the following dates:
TPC	June 1
LPC	May 28
FPC	June 3
TFB	May 12
EC	April 22 / May 27
Denman	April 21
Gambier	March 26 / May 7
Gabriola	April 2 / May 7
Galiano	April 13
Hornby	March 27 / May 15
Lasqueti	April 9 / May 14
Mayne	April 27
North Pender	April 30
Salt Spring Island	April 16 / May 14
Saturna	April 23
South Pender	April 28
Thetis	April 14
Bellenas-Winchelsea	May 19
Executive Islands	

Under Trust Council's Policy, all LTCs and Council committees are expected to review and approve their sections at regular meetings listed above.

FINANCIAL: None

POLICY: No implications for existing policy

IMPLEMENTATION/COMMUNICATIONS: The process for development of the Annual Report is outlined in Trust Council's policy. Once each committee has approved its section, staff will create a draft Annual Report for review by the Executive Committee and consideration of Trust Council in June. Upon approval by Trust Council, the Annual Report is sent to the Minister of Community Sport and Cultural Development and circulated as indicated in Trust Council's policy.

OTHER: n/a

BACKGROUND

- At its February 25, 2015 meeting, the Executive Committee approved the format and outline of the 2014-2015 Annual Report.
- A joint message from former and current Islands Trust Council and Trust Fund Board Chairs will be included in the Report.
- Messages from Council Chairs, Trust Fund Board Chair and the Chief Administrative Officer will be accompanied by their photos. Section 2 (Islands Trust Council Highlights) will be accompanied by Council group photo.

REPORT/DOCUMENT: Mayne Island Local Trust Committee input to Annual Report (draft - attached)

KEY ISSUE(S)/CONCEPT(S): Consistent reporting from each committee following new standards and committee approval of its section in the Annual Report

RELEVANT POLICY: This approach complies with Section 19 of the *Islands Trust Act* and Trust Council's [Annual Report Policy 6.10.i](#).

DESIRED OUTCOME: Trust Council is able to easily approve its annual report in June 2015 without further editing from staff or trustees at the Trust Council meeting.

RESPONSE OPTIONS

Recommended: That the Mayne Island Local Trust Committee approves the attached text for inclusion in the 2014-2015 Annual Report for approval (as amended) by Trust Council and submission to the Minister of Community, Sport and Cultural Development.

Alternative: None

Prepared By: Robert Kojima
Regional Planning Manager

Reviewed By/Date: David Marlor
Director, LPS

Text for Inclusion in 2014-15 Annual Report

The Mayne Island Local Trust Committee held eight regular business meetings and two public hearings. The Local Trust Committee received and considered applications for three development variance permits. The Local Trust Committee also considered one rezoning application that was ultimately withdrawn at the request of the applicant.

Projects considered during this period include completion of amendments to the Official Community Plan and Land Use Bylaw to permit secondary suites, on-going technical amendments to the Official Community Plan and Land Use Bylaw, and commencement of amendments to the Official Community Plan policies to create guidelines for Temporary Use Permits for short-term vacation rentals and review density provisions on large remainder lots.



Memorandum

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information@islandstrust.bc.ca www.islandstrust.bc.ca

April 16, 2015

File Number SO 3060-01 BOV

To: Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Saturna Island Local Trust Committee
South Pender Island Local Trust Committee

From: Sharon Lloyd-deRosario
Legislative Clerk/Deputy Secretary
Local Planning Services

Re: Board of Variance Advertisement

This is to inform you that the Board of Variance for your Local Trust Area will be expiring in the next couple of months.

The legislation requires all local governments, including Local Trust Committees (LTCs) have a Board of Variance (BOV), each LTC has a Board of Variance bylaw and members are appointed for three year terms by resolution of the LTC. For the past term there have been several common Board members for all the southern LTCs. Because the number of appeals is relatively few for the whole southern islands area (less than 2 per year on average), having common Board membership provides an opportunity for Board members to gain experience with appeals.

A letter will be sent to all present BOV Members, thanking them for their participation on the Board(s) and inviting them to apply, if they are interested in serving another term.

Following the receipt of the responses from the existing Board members, the results will be reported at your LTC meeting and a decision can be made if an Expression of interest (EOI) will be published in the Island Tides newspaper for new members. This EOI notice would then be posted on island notice boards and posted on the Islands Trust website.

The potential candidates' information will be presented at your next available Local Trust Committee meeting(s) for consideration to appoint members to the Board of Variance.

pc Robert Kojima, RPM
Justine Starke, Island Planner
Gary Richardson, Island Planner
Kim Farris, Island Planner

REQUEST FOR DECISION

To: Local Trust Committees

For the Meeting of: Various dates (see list attached at end)

From: Linda Adams
Chief Administrative Officer

Date Prepared: April 8, 2015

File No.: Strategic Plan

SUBJECT: PRELIMINARY LOCAL TRUST COMMITTEE INPUT INTO DEVELOPMENT OF THE ISLANDS TRUST STRATEGIC PLAN FOR 2014-2018

RECOMMENDATION: That the ** Local Trust Committee recommend to Trust Council that the potential objectives and strategies in the Discussion Draft of the Strategic Plan for 2014-2018 be amended as follows: *(to be determined by each LTC)*

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

The Islands Trust Council is in the process of developing a Strategic Plan, which will guide staff work programs, and budget development for the 2014-2018 term. Trust Council has assigned the Executive Committee to facilitate the plan's development. At this stage in the process, the Executive Committee is seeking input from Local Trust Committees (LTCs) into a *Strategic Plan Discussion Draft*, with a focus on the objectives and strategies that LTCs believe to be priorities. The current *Strategic Plan Discussion Draft* includes those objectives and strategies that LTCs had identified previously through their work programs, where these had specific objectives and could have budget or work program implications. After further consultation with Council Committees, the Trust Fund Board and Bowen Island Municipality, the Executive Committee will prepare a further Discussion Draft for discussion at a facilitated session at the June meeting of Trust Council. Public consultation is planned from June-Sept. The Strategic Plan is scheduled for adoption in September, in time to be considered during budget planning for the next fiscal year.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The task of developing and providing LTC recommendations about a Strategic Plan can be accommodated with existing resources.

FINANCIAL:

No external financial implications of providing LTC recommendations about a Strategic Plan.

LTC's requests for strategies and actions for the 2015-2016 fiscal year should consider the available resources in the current budget.

Should an LTC propose strategies and actions that would require additional resources in a future fiscal year, such requests would be considered by the Financial Planning Committee and Trust Council during the budget development process.

POLICY: No implications for existing policy. Trust Council's Strategic Plan could include objectives and strategies that result in amendments to existing policies.

IMPLEMENTATION/COMMUNICATIONS:

LTCs may wish to consider the following questions, in developing their input into the Strategic Plan Discussion Draft:

- Is the list of potential priority objectives complete? Should any be removed or amended?
- Should additional potential objectives be added? Should any be removed or amended?
- What is the relative importance of each potential objective identified?
- Are there additional or different strategies that should be identified at this stage? (Note: only broad strategies need to be identified at this stage; later in the process, more specific activities will be identified to carry out each strategy)

Local Trust Committee resolutions regarding potential additions, deletions or changes to the Discussion Draft of the Strategic Plan should be conveyed to the Acting Executive Coordinator by June 3, for inclusion in the Executive Committee's June 10 meeting agenda package. Where this timing is not possible, resolutions should be submitted as soon as practical, for inclusion in the Trust Council meeting agenda package.

OTHER: As other Islands Trust bodies will be asked for input about the Strategic Plan and Trust Council will have further opportunities to discuss successive drafts of the Strategic Plan, LTCs may wish to focus on matters that are most relevant to LTC work.

BACKGROUND

- The Islands Trust Council adopts a strategic plan each term to focus its work on the priority areas identified by trustees, as well as the many separate bodies that make up the Islands Trust. Trust Council has assigned the Executive Committee the responsibility for facilitating development of the Strategic Plan.
- The Executive Committee has endorsed a process for Strategic Plan development, included in Attachment 1. The current phase is highlighted.
- Trust Council's input about priorities for the coming term was initially provided in a relatively informal way during the inaugural meeting of Trust Council in December 2014. Trustees received [an introduction to the existing Strategic Plan](#) and were asked to indicate what they saw as priorities for the coming term.
- A summary of trustee comments from December 2014 is included as Attachment 2. It has been colour-coded to illustrate how common themes were grouped into preliminary objectives, for further discussion.
- The preliminary objectives identified by trustees in December 2014 were the subject of a [Trust Council Strategic Planning](#) session in March 2015 (see Slide 31). At that session, trustees were asked to begin indicating the relative priority of the various objectives they had identified previously.
- The results of the Trust Council Strategic Planning Session in March 2015 are included as Attachment 3 and were previously circulated to trustees.
- Due to technical difficulties experienced during the Trust Council March meeting, the results found on the slides 36, 43, 44, 45 and 52 in Attachment 3 should not be considered accurate.
- A follow-up survey was conducted to re-ask the questions where survey results from the Trust Council March meeting were inaccurate. The results of that follow-

up survey are included in Attachment 4 and were previously circulated to trustees.

- All Islands Trust bodies are asked to submit their priorities for inclusion in a 'Priority Chart' that is included in the [agenda package](#) at each Trust Council meeting (see Item 7.2 for the March 2015 version). This information has also been reviewed.
- Trust Council's March 2015 [agenda package](#) was also accessed to review the priorities identified by the Executive Committee (item 3.2), Financial Planning Committee (item 4.2), Trust Programs Committee (item 5.2), Local Planning Committee (item 2.2) and Trust Fund Board (item 5.3) were also reviewed.
- At its meeting on April 1, the Executive Committee considered trustee input to date and an early *Strategic Plan Discussion Draft* (Attachment 5). That draft illustrates how new priorities that have been identified by trustees, LTCs, Council Committees and the Trust Fund Board could be integrated into the Strategic Plan from 2011-2014, which includes some on-going work of various bodies of the Islands Trust. The *Strategic Plan Discussion Draft* also includes comments that indicate some of the sources of various potential objectives and strategies that have been identified to date.
- In keeping with its adopted process for Strategic Plan development, the Executive Committee agreed to circulate the *Strategic Plan Discussion Draft* to local trust committees, Council Committees, the Trust Fund Board and Bowen Island Municipality for preliminary input. The April 1 version of the *Discussion Draft* was updated on April 8 to include some additional information about the priorities that LTC's had previously identified, etc.
- In response to input from trustees after the March 2015 Trust Council meeting, the Executive Committee has put plans in place to host a more lengthy and facilitated discussion on June 23, 2015 about strategic priorities for the 2014-2018 term. The aim will be to develop materials (for example, a list of strategic objectives and strategies) that could be circulated for public input from June through August.
- Once public input has been received and considered, Trust Council will be asked to consider adoption of an initial Strategic Plan in September that would form the basis for budget development for the next fiscal year. The draft budget that Trust Council considers in December would reflect the adopted Strategic Plan.
- A diagram and glossary of strategic planning terms is included in Attachment 6.

REPORT/DOCUMENT:

Attachment 1 – Strategic Plan Development Process – February 17, 2015
Attachment 2 – Summary of Trustee Roundtable Comments – December 2014
Attachment 3 – Results of Trust Council Strategic Planning Session – March 2015
Attachment 4 – Results of Follow-up Survey of Trustees – March 2015
Attachment 5 – Strategic Plan Discussion Draft for 2014-15 April 8, 2015
Attachment 6 – Diagram and Glossary of Strategic Planning Terms

KEY ISSUE(S)/CONCEPT(S):

Preliminary LTC input into the Strategic Plan for 2014-2018

RELEVANT POLICY:

The Strategic Plan is intended to carry out the Islands Trust Policy Statement, by identifying priorities for each term.

[Trust Council's Policy 2.4.i](#) gives the Executive Committee the responsibility to facilitate development of the Strategic Plan.

DESIRED OUTCOME:

An understanding of LTC input into the Islands Trust's Strategic Plan for 2014-2018.

RESPONSE OPTIONS

Recommended:

That the ** Local Trust Committee recommend to Trust Council that the potential objectives and strategies in the Discussion Draft of the Strategic Plan for 2014-2018 be amended as follows:
(to be determined by each LTC)

Alternative:

That the ** Local Trust Committee not provide comments regarding the Discussion Draft of the Strategic Plan at this time.

Prepared By: Linda Adams, Chief Administrative Officer

Reviewed By/Date: N/A



Linda Adams, Chief Administrative Officer

NOTE:

This RFD has been prepared for receipt at the following meetings of LTCs:

Ballenas/Winchelsea: May 19
Denman LTC: Apr 21
Gabriola LTC: May 7
Galiano LTC: May 4
Gambier LTC: May 7
Hornby LTC: May 15
Lasqueti LTC: May 14
Mayne LTC: Apr 27
North Pender LTC: Apr 30
Salt Spring LTC: Apr 16 or May 14
Saturna LTC: Apr 23
South Pender LTC: Apr 28
Thetis LTC: Apr 14

A similar briefing will be prepared for the meetings of Council Committees, the Trust Fund Board and Bowen Island Municipality



Strategic Planning Process Phases(2014-2018)

Endorsed by EC: Feb 17/15

PHASE ¹	TIME	ACTIVITY	WHO	OUTCOME
1	December 2014	Initial trustee roundtable Review of Strategic Plan	Trust Council	- Identification by trustees of initial priority <i>objectives</i> - Trustee review of Strategic Plan, accomplishments of 2011-14 term, on-going activities determined by current plan
	February 2015	Review of trustees' initial priority <i>objectives</i>	Executive Committee	- Initial discussion of trustee priority <i>objectives</i> - Initial discussion of strategic planning process - Discussion draft to EC to illustrate how new <i>objectives</i> and <i>strategies</i> could be introduced into the existing Strategic Plan
	March 2015	Session at Trust Council – Introduction to Strategic Planning Discussion about strategic priority <i>objectives</i>	Trust Council	- Trust Council review/discussion/understanding of strategic planning process - Further identification of Trust Council's priority <i>objectives</i> - Further identification of potential <i>strategies</i> to achieve <i>objectives</i>
2	March -April 2015	Review of priority strategic <i>objectives</i> and identification of potential <i>strategies</i> from Trust Council, Council committees, TFB and LTCs Review of strategic planning process	Executive Committee	Develop further draft with 7 to 12 strategic <i>objectives</i> and potential <i>strategies</i> for discussion by Council committees, LTCs, TFB and BIM
	April - May 2015	Make recommendations regarding strategic <i>objectives</i> and <i>strategies</i>	Council committees Local Trust Committees Trust Fund Board Bowen Island Municipality	Comments to Executive Committee about 7 to 12 potential strategic <i>objectives</i> and <i>strategies</i> to be circulated for public input
			Executive Committee	Recommendations to Trust Council about 7 to 12 potential strategic <i>objectives</i> and <i>strategies</i>

¹ See last page for diagram of phases



Islands Trust

Strategic Planning Process Phases(2014-2018)

Endorsed by EC: Feb 17/15

PHASE ¹	TIME	ACTIVITY	WHO	OUTCOME
				to be circulated for public input
2	June 2015	Preliminary identification of strategic <i>objectives</i> and <i>strategies</i> in preparation for public input	Trust Council	Draft of 7 to 12 strategic <i>objectives</i> and <i>strategies</i> identified and prepared for public input
	June – July 2015	Solicit public input	Executive Committee	Public input about Trust Council's strategic <i>objectives</i> and <i>strategies</i> solicited, received and distributed
3	July 2015	Draft Strategic Plan development	Executive Committee	Draft Strategic Plan for Council Committee and Trust Fund Board review, including 7 to 12 <i>objectives</i>, along with related <i>strategies</i>, <i>actions</i> and <i>performance measures</i>
	Aug 2015	Draft Strategic Plan review	Council Committees Trust Fund Board Executive Committee Bowen Island Municipality	- Consider public input - Recommendations regarding draft Strategic Plan
4	Sept 2015	Strategic Plan adoption	Trust Council	- Adopt Strategic Plan for remainder of 2015/16 - Begin implementation as possible within current resources - Identify new resource needs
	Oct 2015	Strategic Plan implementation for remainder of 2015/16	Islands Trust bodies Management	Implementation plans for each unit for remainder of 2015/16
	November 2015	Identify preliminary costs of achieving adopted Strategic Plan for 2015/16	Management	2015/16 Strategic Plan budget prepared
		Develop draft budget to achieve Strategic Plan in 2015/16	Financial Planning Committee	Development of budget recommendations to achieve Trust Council's Strategic Plan in 2015/16
	December 2015	Strategic Plan progress report to Trust Council	Management	Report on progress to Trust Council
		Discussion of draft budget and identify potential	Trust Council	Provide direction to Financial Planning Committee re draft 2016/16 budget



Strategic Planning Process Phases(2014-2018)

Endorsed by EC: Feb 17/15

PHASE ¹	TIME	ACTIVITY	WHO	OUTCOME
		amendments to Strategic Plan in regards to budget		Provide direction to Executive Committee re Strategic Plan amendments for 2016/17 in response to budget
5	February 2016	Development of draft budget for 2016/17	Financial Planning Committee	Budget recommendation to Trust Council
		Development of revised draft Strategic Plan for 2016/17	Executive Committee	Strategic Plan recommendation to Trust Council in alignment with proposed budget
6	March 2016	Strategic Plan progress report to Trust Council	Management	Create report on progress to Trust Council
		Adopt budget for 2016/17	Trust Council	Adopted budget for 2016/17 aligned with Strategic Plan
		Adopt Strategic Plan activities for 2016/17	Trust Council	Strategic Plan activities confirmed and initiated for 2016/17
	<i>Remainder of process to repeat – similar to initial process</i>			

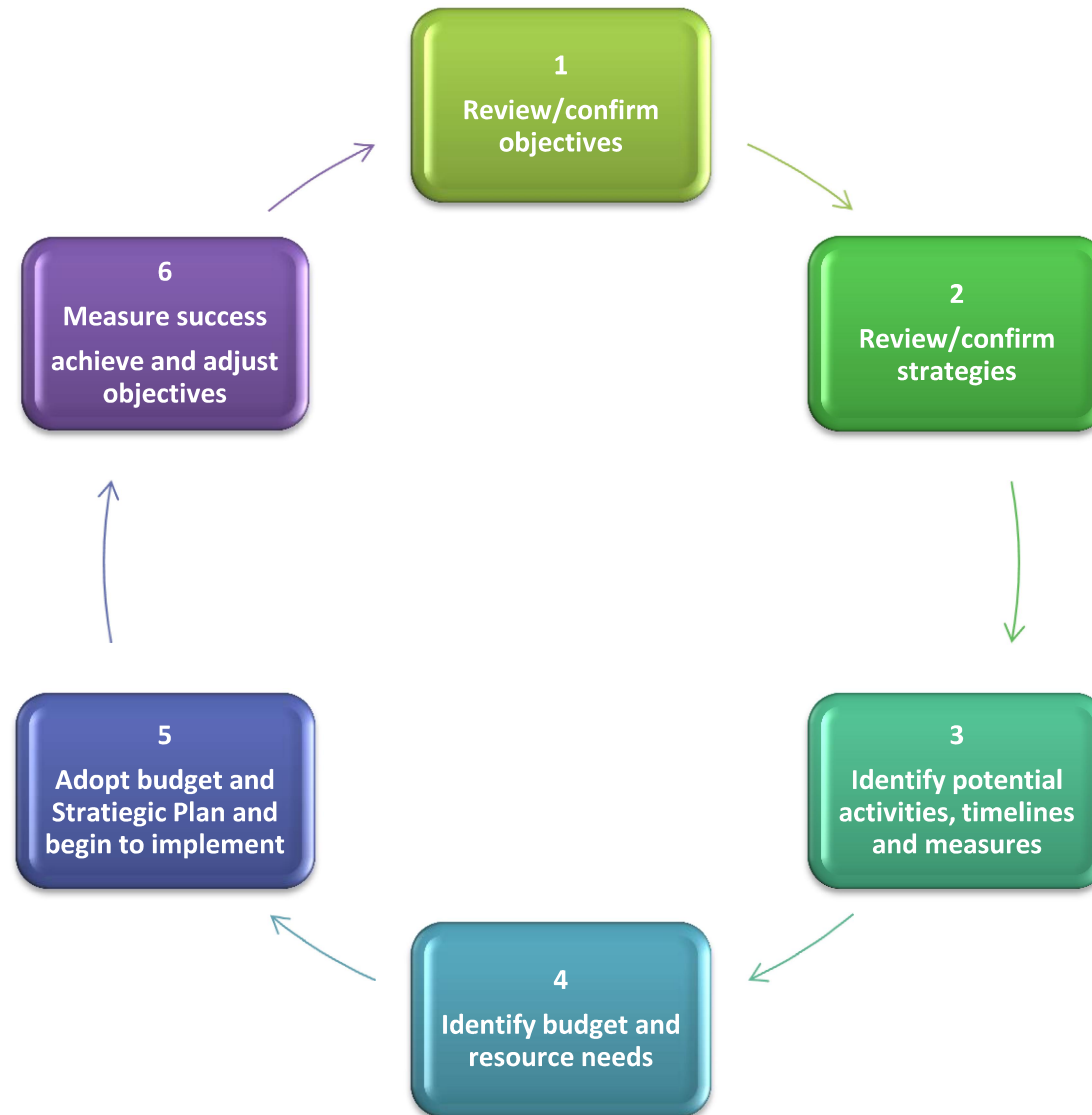
LTC = local trust committee; TFB = Trust Fund Board; BIM = Bowen Island Municipality



Islands Trust

Strategic Planning Process Phases(2014-2018)

Endorsed by EC: Feb 17/15



Summary Islands Trust Council's December 3, 2014 'What's Important' Roundtable Notes¹

On December 3, 2014 the Islands Trust Council received a review of the 2012-2014 Strategic Plan and then held a roundtable discussion about 'What's Important'. This was to discuss opportunities and challenges facing their communities, and to begin an informal inventory of issues that trustees believe the Islands Trust Council should address in the 2014-2018 term.

Linda Adams, Chief Administrative Officer, introduced the session by suggesting trustees consider topics such as current priorities, emerging and neglected issues, gaps in best practices, organizational challenges, and public perception.

This summary includes only those points raised that could contribute to the development of the 2015-2018 Strategic Plan.

Trustee Sandy Pottle - Galiano

- Would prefer younger more affordable community with more home-based business.
- Wants to make sure the Islands Trust is promoted more widely in a way that gives a feeling of ownership and participation so that when we design bylaws they are well thought out and acceptable to majority of people.
- Sees current good balance between development and conservation.

Trustee Brian Crumblehulme - Mayne

- Developing respect on a larger level, collaboration with other organizations, regional and beyond – most want to work with the Islands Trust. Can advocate with other organizations on issues beyond our mandate.
- Optimistic about what can be accomplished on the local level and at the Council level.
- Channel information on a collective level.

Trustee Lee Middleton – Saturna

- Wants a community where younger people are welcome, but not at expense of Islands Trust mandate.
- Would like to see attention to better communication around land use planning issues.

¹ See last page of this appendix to see how trustee comments have been colour-coded to illustrate how they were reflected in the survey questions that Trust Council considered in March 2014 (at the Trust Council meeting and in a follow-up survey).

- Would like the Trust to try other methods like open forums outside trust proceedings, etc. Economy on the island is priority for people.
- Wants to look how to blend ecology and economy. The ecology is the economic driver and is the value of living there.
- Would like to explore how to support a transition to an local economy that does not rely on tourism so much. (e.g. wifi on the islands is opportunity for people to work from home and a viable way to increase permanent membership in community that will allow younger people to come and find a home).
- Wants to pursue the NMCA as much as possible given it is stalled. Promoting the NMCA is one way to support the value of living in a harmonious way with nature.
- Concerned about light pollution from Delta Port berths 4 & 5 for the mainland-facing shorelines of Mayne, Galiano, and Saturna - modern lighting technology can diminish the affects of the lights.

Trustee Wendy Scholefield – South Pender

- Concerned that Executive Committee and staff not listening to trustees
- Concerned Islands Trust image is at the lowest ebb she has ever seen.
- Concerned that Islands Trust values control and command more than preserve and protect.
- Concerned about the Islands Trust image, whether it offers value for money and whether we need to keep it
- Wants to do something at the local level to let people speak and be heard.
- Concerned about it is becoming about persevering and protecting Islands Trust as an organization. Need better coordination of levels of govt.
- Concerned that application processes are not coordinated and there is a perception the Trust is putting hurdles in the way.
- Wants a smoother process for land use applicants to follow.
- Support local autonomy / decision-making.

Trustee Kate-Louise Stamford – Gambier

- Concerned with woodlot logging proposal for Gambier Islands Trust

- Pleased that Trust Council has added the updating of protocol agreements with the Ministry of Forests, Lands and Natural Resource Operations to the Strategic Plan. Wants the Ministry of Forests, Lands and Natural Resource Operations protocol agreement worked on before the next strategic plan is in place.
- Wants a focus on how to work with First Nations, as they are becoming the movers and shakers on Gambier and other islands.
- This term Gambier Island hopes to become compliant with the Riparian Area Regulation – 90+ watersheds down to 10.
- Sees biggest issue for Howe Sound is re-industrialisation of Howe Sound as big proposals on the table
- Concerned about the Gambier Island Local Trust Committee's meeting challenges (e.g electronic participation by Chair restricted to cell phone due lack of broadband)
- Concerned about public perception of the Islands Trust
- Sees a need to continue to build the importance of the Trust in the area.
- Wants more effective communications to promote in what we do in a marketable way.

Trustee Dan Rogers – Gambier (Keats)

- Interested in motivating islanders to get interested in how to protect private land used for recreation.
- Values advocacy in Howe Sound for off-island projects that impact the Islands (e.g. proposal to have LNG ships travelling past Bowen and Keats Islands). Howe Sound has gone through a tremendous regeneration of marine life and development pressures threaten this recovery.

Trustee George Grams, Salt Spring

- Wants to show communities how the Islands Trust supports them in order to build respect and regard for the Trust.
- Wants to continue supporting the SSI Water Protection Authority – coordinated management of watersheds on the island.
- Wants to undertake review of possibilities regarding tailored building code for southern gulf islands. Can do this through SSIWPA by looking at rainwater collection and recycling as part of building code. .
- Sees needs for review of industrial land on Salt Spring Island to determine if the zoning is appropriate and appropriate for the IT mandate.

- Sees need for more integrated governance –work close with other agencies, on island communities, and have been fortunate that this Council has granted SSI LTC some powers to deal with issues. The more we can integrate our governance and be effective under the current system. The absence of coordinated governance is a cornerstone for those who want incorporation, so the more we coordinate, the more we remove the justifications for incorporation.
- Supports more integrated governance with other agencies.

Trustee Peter Grove, Salt Spring

- Wants to see Salt Spring Island initiatives continued (e.g. SSIWPA, review of industrial land, more integrated governance, long term sustainability plan)
- Wants to see Ganges planning work proceed.
- Supports proceeding with a review of the Policy Statement.

Trustee Peter Luckham, Thetis

- Looking forward to implementing the OCP for the Thetis associated islands.
- Riparian Area Regulation bylaw work will need to continue.
- Want to open door to economic development with RD.
- Interested in seniors housing.
- Wants to improve engagement with communities through more open communications and dialogue.

Trustee Alex Allen, Hornby

- Hopes the Islands Trust continues with marine advocacy and does more than write letters.

Trustee Tony Law, Hornby

- Wants more advocacy, with more communications follow-up.
- Would like to see the website improved to reflect the beauty of the islands/ success of Islands Trust.
- Supports the Islands Trust playing coordinating role to bring agencies together to support the mandate.

Trustee Paul Brent, Saturna

- Committed to working with MLA and Regional District representatives to address concerns about island demographics - 60% of owners live off island and median age is 63 years old.
- Supports the Islands Trust adopting ideas and different ways of doing things from other organizations, and thinking outside the box.

Trustee Melanie Mamoser, Gabriola²

- Was pushed to run but has fun with planning. Mudge all candidates meeting asked for an LTC meeting to be hosted there. Maybe someone from Mudge could run. We have more in common with each other than we do – need more marketing of the Islands Trust. Engage the community better. Working with community groups. Bridge issue was and still could be huge.
- Likes the idea of better marketing the Islands Trust and improving engagement with communities outside of local trust committee meetings.
- Plans to look at other islands' affordable housing to see what Gabriola can do. Stewardship - look to draw on resources at the community level.
- Concerned about study of possible bridge to Gabriola Island that would go through Mudge Island.

Trustee Heather Nicholas, Gabriola

Very interested in Islands Trust advocacy

- Concerned with sustainability, and a strong and diverse local economy
- Sees need to steward the local economy.
- Sees need to be proactive to manage Gabriola Island village core process.
- Concerned about island access, affordable housing, food security, and local agriculture.

Trustee Ken Hunter, Thetis

- Protect environment not at expense of private property rights, more transparency, improve disclosure and more direct dialogue.
- Supports petitioning the provincial government to pay fair share of the Islands Trust budget for the good of the people of the province.

² Trustee Mamoser requested some changes to the way some of these statements were categorized. Those changes are reflected in this draft

- Supporting spending less on big picture that are covered by other layers of government - less duplication of services.
- Concerned that people don't go to the meetings because there is no chance for participation.
- Supports more direct participation by people.

Trustee Susan Morrison, Lasqueti

- Want to finish Riparian Area Regulation bylaw on Lasqueti
- Wants to do something with shoreline protection on Lasqueti using new forage fish mapping
- Supports improving communication about what Islands Trust does and can do / encourage voluntary stewardship.
- Supports continued advocacy for protection of the Salish Sea.
- Want to see engagement with First Nations.

Trustee Alison Morse, Bowen

- Wants a positive relationship between the Islands Trust and Bowen Island Municipality.
- Concerned about BC Ferries and derelict vessel issues
- Concerned the success of the Trust Fund Board is creating a financial burden.
- Supporting of seeking provincial funding for the Trust Fund Board
- Wants the Islands Trust Council's Strategic Plan to be more focussed.
- Supports Howe Sound Management Plan
- Supports focus on First Nations will need focus
- Wants to work on housing balance of housing on Bowen Island and open communications

Trustee David Critchley, Denman

- Concerned about aquaculture
- Concerned about renewed application by Raven Coal to build a coal mining operation on Vancouver Island that could contaminate Baynes Sound.
- Supports advocacy for marine issues that may be outside jurisdiction of the Islands Trust.
- Interested in First Nations relations.

Trustee Diane Barber, North Pender

- Concerned with waste management and short term vacation rental issues.
- Concerned with stagnant economy.
- Supports getting people together
- What can we do to get people together to make North Pender Island a better place to be.

Trustee Jeanine Dodds, Mayne

- Concerned about fallow deer a big problem
- Riparian Area Regulations bylaw still needs to be done.
- Supports engagement that makes sure everybody understands issues before making decisions.

Trustee Laura Busheikin, Denman

- Supports looking at communications and how Islands Trust communicates with the public and other agencies locally and Trust wide.
- Considers First Nations relations imperative to be involved in.
- Balancing ways we can support economy health with our mandate.
- Supports balancing economic health and Islands Trust mandate.

Trustee Derek Masselink, North Pender

- Interested in change through engagement
- Sees need to think about what our communities look like - relationships, infrastructure, economy
- Supports efforts to better connect with and engage island communities and First Nations.

Trustee Bruce McConchie, South Pender

- Supports local trust committee doing a holistic community review properly
- Concerned about industrial activity of Plumper Sound
- Supports establishing strategic priorities
- Supports real communication leading to coordination instead of duplication.
- Sees waste management issue as a priority.
- Supports maintaining shorelines.

Trustee George Harris, Galiano

- Supports community engagement efforts

Trustee Sue Ellen Fast, Bowen

- Wants to learn from experiences of other islands
- Concerned about BC Ferries, seniors housing, affordability, green economy (working from home)
- Supports improved communication and community engagement
- Support efforts re marine environment and shorelines
- Concerned about Howe Sound issues.

Trustee Tim Peterson, Lasqueti

- Concerned re shipment of coal to/from Texada Island and wants to know more about advocacy options.
- Concerned about aging population, retaining young people in community, economic viability for young people to be there. Wants to learn from experiences of other islands.
- Prioritizes communication, participation, and collaboration

TRUST COUNCIL MARCH 2014 SURVEYS – IDENTIFICATION OF PRIORITY OBJECTIVES

Summary of Common Themes and Objectives Identified by Trustees in December 2014	Objectives identified as potential priorities in a PowerPoint presentation and survey of trustees at Trust Council (and in a follow up internet survey)
• Identify and protect sensitive environmental areas • Reduce GHG emissions in communities • Protect water quality and quantity • Protect coastal areas and marine shore lands • Protect/restore community socio-economic diversity • Enhance food security • Enhance community economic sustainability • Improve community engagement and participation • Improve Islands Trust cost effectiveness and resilience • Improve communications • Improve development application procedures • Improve understanding and support for IT object • Open and transparent government • Improve relations with First Nations • Confirm the Islands Trust vision and policies	Potential priority objectives SOME POTENTIAL OBJECTIVES IDENTIFIED BY TRUSTEES SO FAR: • Identify and protect sensitive environmental areas • Reduce GHG emissions in communities • Protect water quality and quantity • Protect coastal areas and marine shore lands • Protect/restore community socio-economic diversity • Enhance food security • Enhance community economic sustainability • Improve community engagement and participation • Improve Islands Trust cost effectiveness and resilience • Improve communications • Improve development application procedures • Improve understanding and support for IT object • Open and transparent government • Improve relations with First Nations • Confirm the Islands Trust vision and policies

Islands Trust Council Strategic Planning Session

March 2015
Gabriola Island

What is Strategic Planning?

- A process for Trust Council to determine its long-term goals.
- A process for achieving those goals.



What is a Strategic Plan?

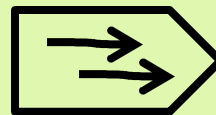
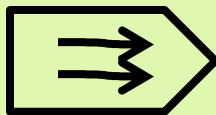
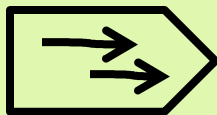
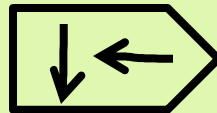
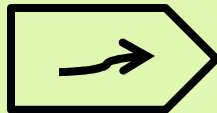
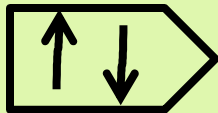
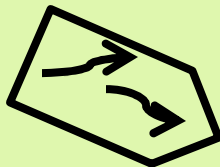
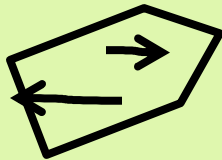
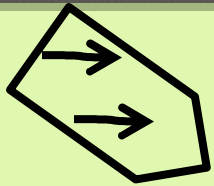
- ◎ A 'high level' plan that outlines your *mission* and key *goals* and *objectives* for the medium to long term, and sets out *strategies* for achieving your *goals* and *objectives*.
- ◎ A plan for at least three-four years.
- ◎ Strategic plans can last for longer than a term of office.
- ◎ Council has a strategic plan, but many of the initial *strategies* identified are complete.
- ◎ A review of *goals* and *objectives* is usually undertaken at the beginning of each term.

Why do Strategic Planning?



- ◉ *If you don't know where you're going, you'll probably end up somewhere else.*
- ◉ *Failing to plan is planning to fail.*

What if we don't do it?



Benefits of Strategic Planning

- ◉ To confirm a collective purpose
- ◉ To identify Trust Council's common priorities
- ◉ To plan for the future
- ◉ To focus limited resources and avoid spreading them too thin
- ◉ To have everyone 'singing from the same song sheet'
- ◉ To communicate Council priorities to the public, other agencies and to staff

General strategic framework



What is a Mission (Object)?



A broad statement
of what we do,
why we do it and
who we do it for.

Islands Trust Mission (or object)

“To preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the Government of British Columbia.”

Goal

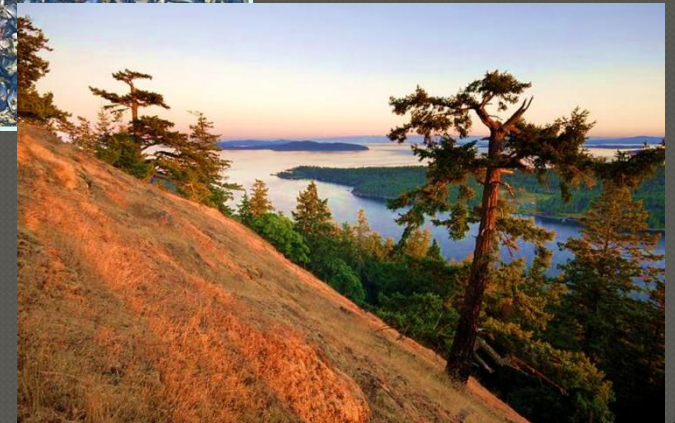
- A general statement of desired results to be achieved over an unspecified period of time.
- The Islands Trust's goals are currently defined in its Policy Statement.
- Missions and goals should stay fairly stable over a long period.



Goal 1 – Ecosystem Preservation and Protection

◎ *“To foster preservation and protection of the Trust Area’s ecosystems”*

- *Ecosystems*
- *Forest Ecosystems*
- *Freshwater and Wetland Ecosystems and Riparian Zones*
- *Coastal and Marine Ecosystems*



Goal 2 – Stewardship of Resources

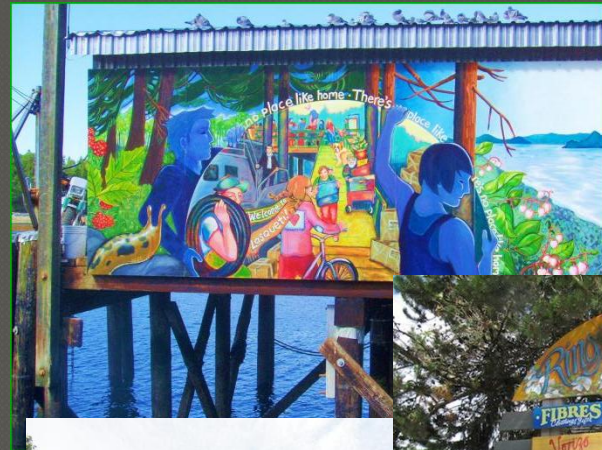


- ◉ *“To ensure that human activity and the scale, rate and type of development in the Trust Area are compatible with maintenance of the integrity of trust area ecosystems.”*
 - *Agricultural land*
 - *Forests*
 - *Wildlife and vegetation*
 - *Freshwater resources*
 - *Coastal areas and marine shorelines*
 - *Soils and other resources*

Goal 3 – Sustainable Communities

“To sustain island character and healthy communities”

- Aesthetic qualities
- Growth and development
- Transportation and utilities
- Recreation
- Cultural and Natural heritage
- Economic Opportunities
- Health and Well-being



Goal 4 (...IN COOPERATION WITH...)

- “Assistance, cooperation and collaboration are required from local trust committees, island municipalities, the Trust Fund Board, the Provincial Government, other government agencies, non-government organizations, communities, First Nations, property owners, residents and visitors”



Objective

- ◎ A more precise statement of specific results that can be achieved over a specified time.
- ◎ While the *mission* and *goals* remain relatively constant, *objectives* may change more frequently as some *objectives* are achieved, new ones emerge and priorities change.
- ◎ A new Council may choose different *objectives* and have different priorities for achieving the same *goals*.

Strategies

- ◎ The *actions* that describe how *objectives* are to be achieved. *Strategies* are made up of a set or group of *activities*.
- ◎ *Strategies* should be discussed AFTER *objectives* are identified.
- ◎ *Strategies* are often confused with *objectives*.

Activities

- The actions, steps, projects or initiatives undertaken by an organization to carry out a strategy.

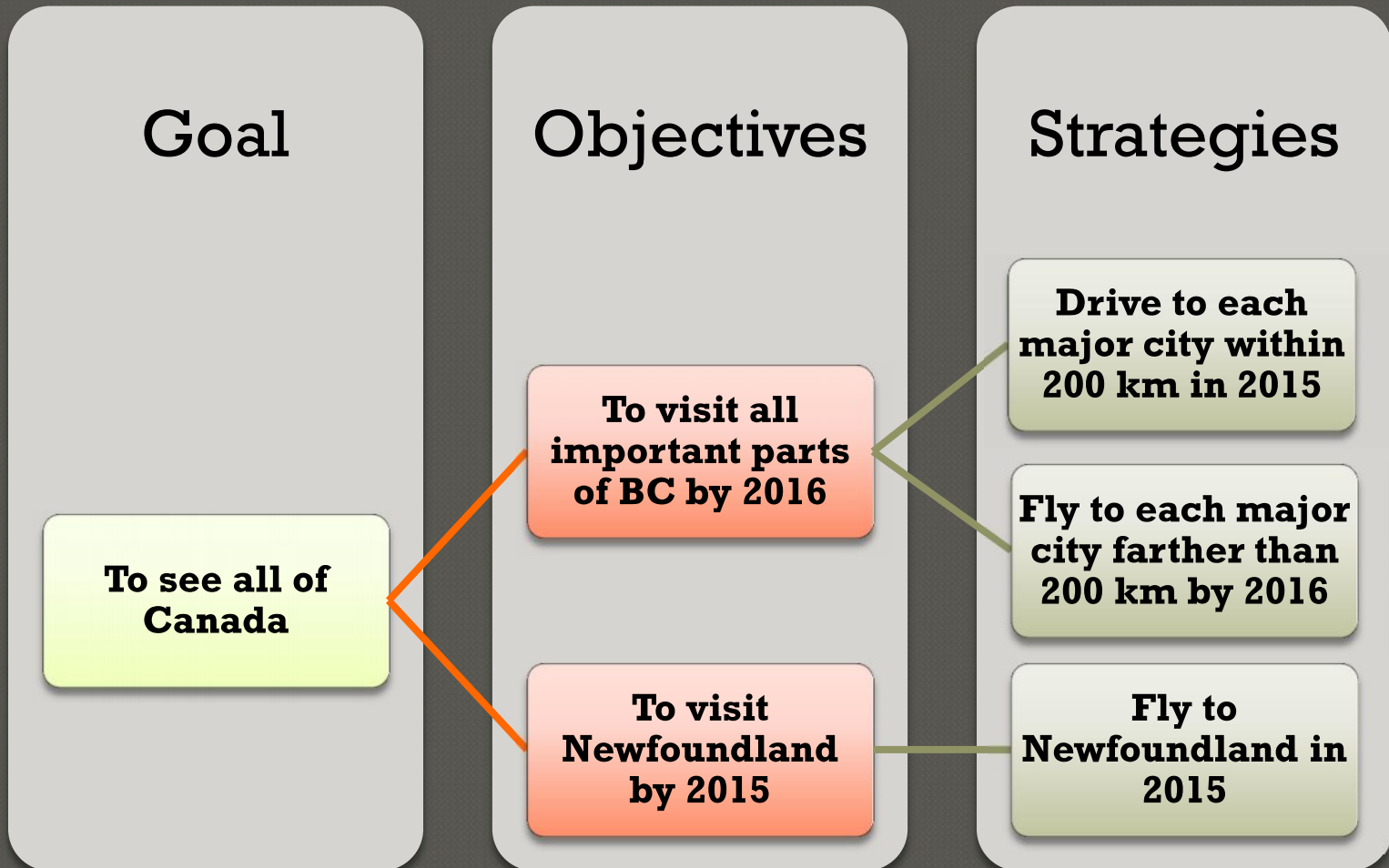


Understanding the Terms

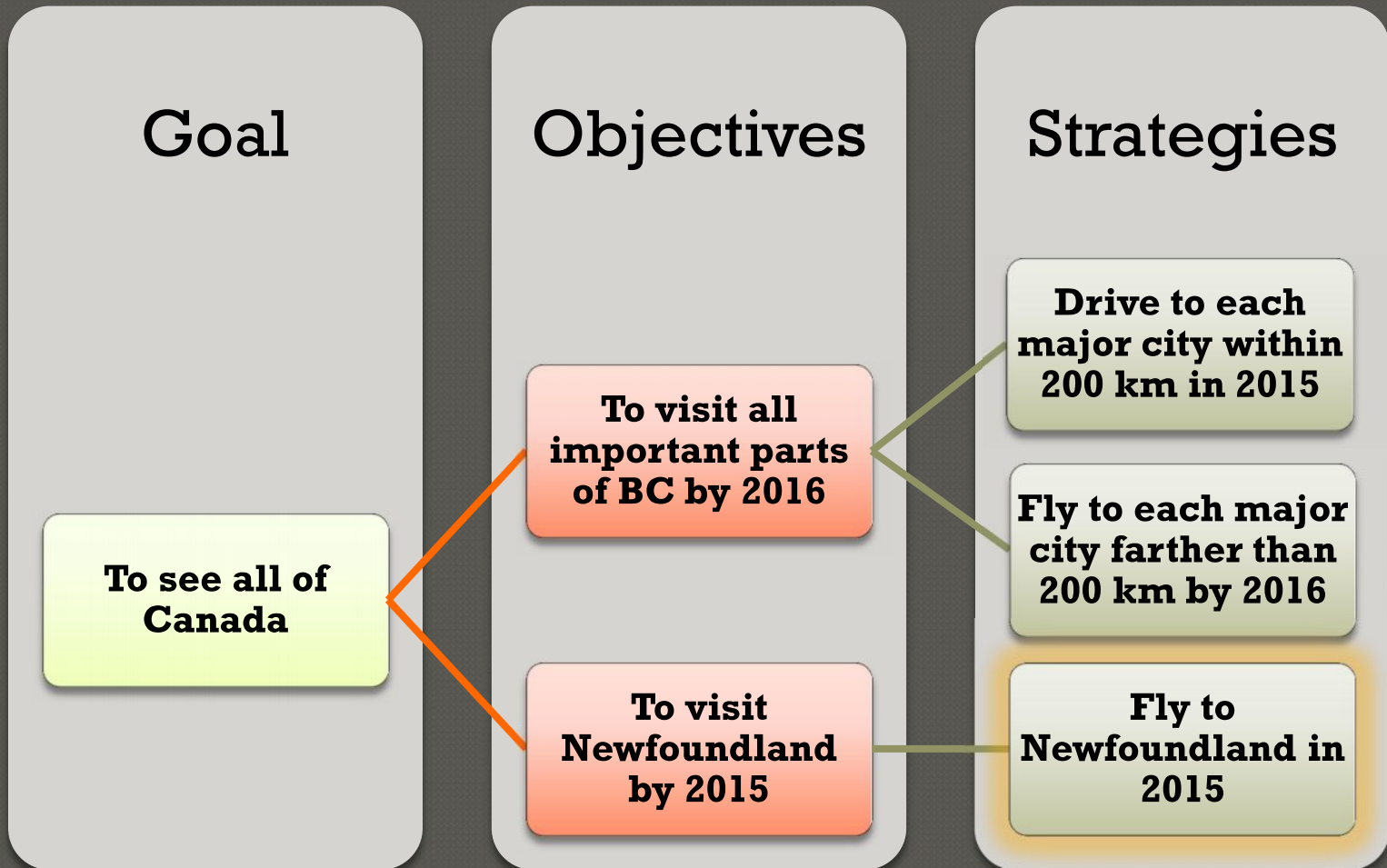
- Goals, Objectives and Strategies

- Activities and Measures

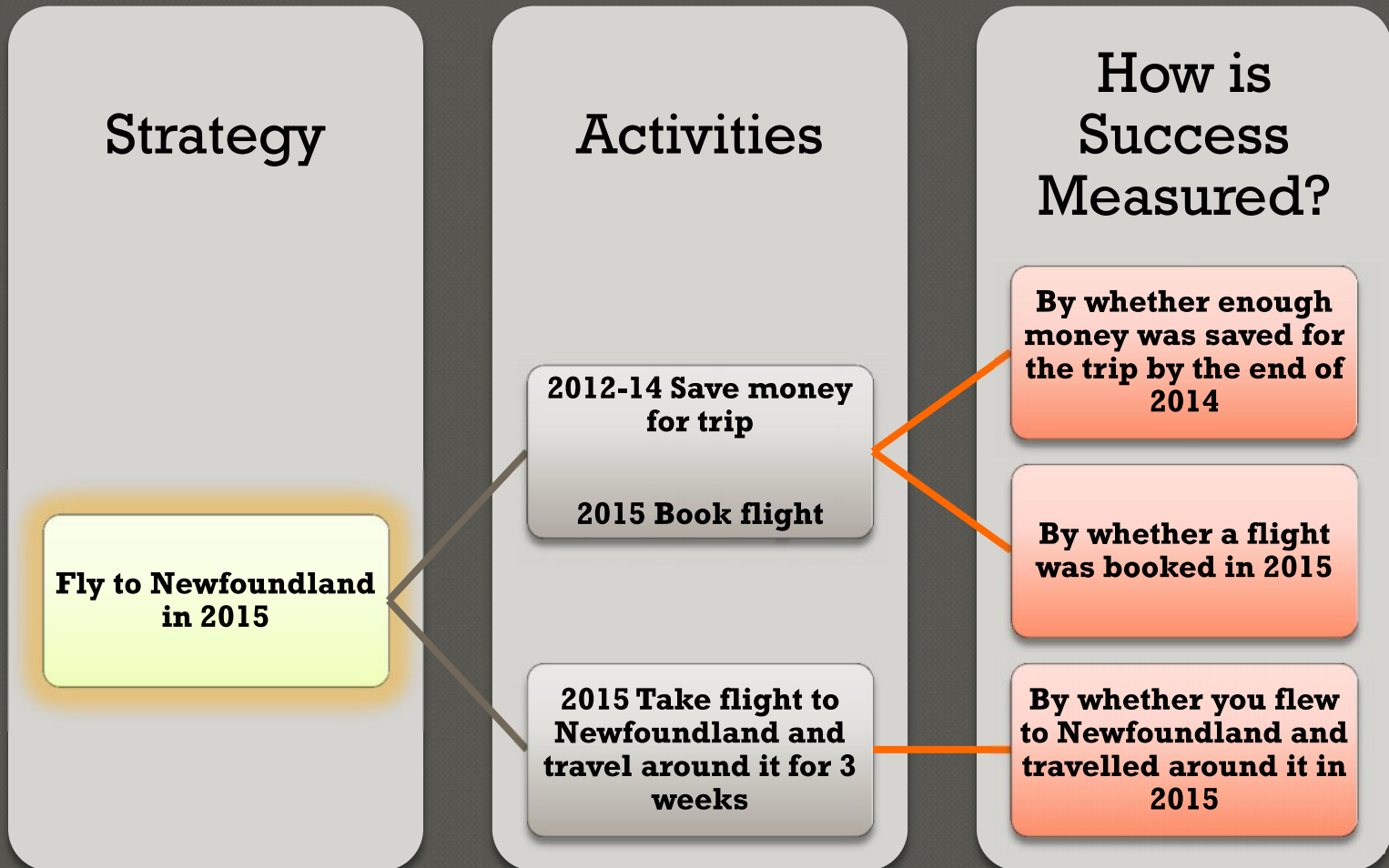
Goals, Objectives and strategies



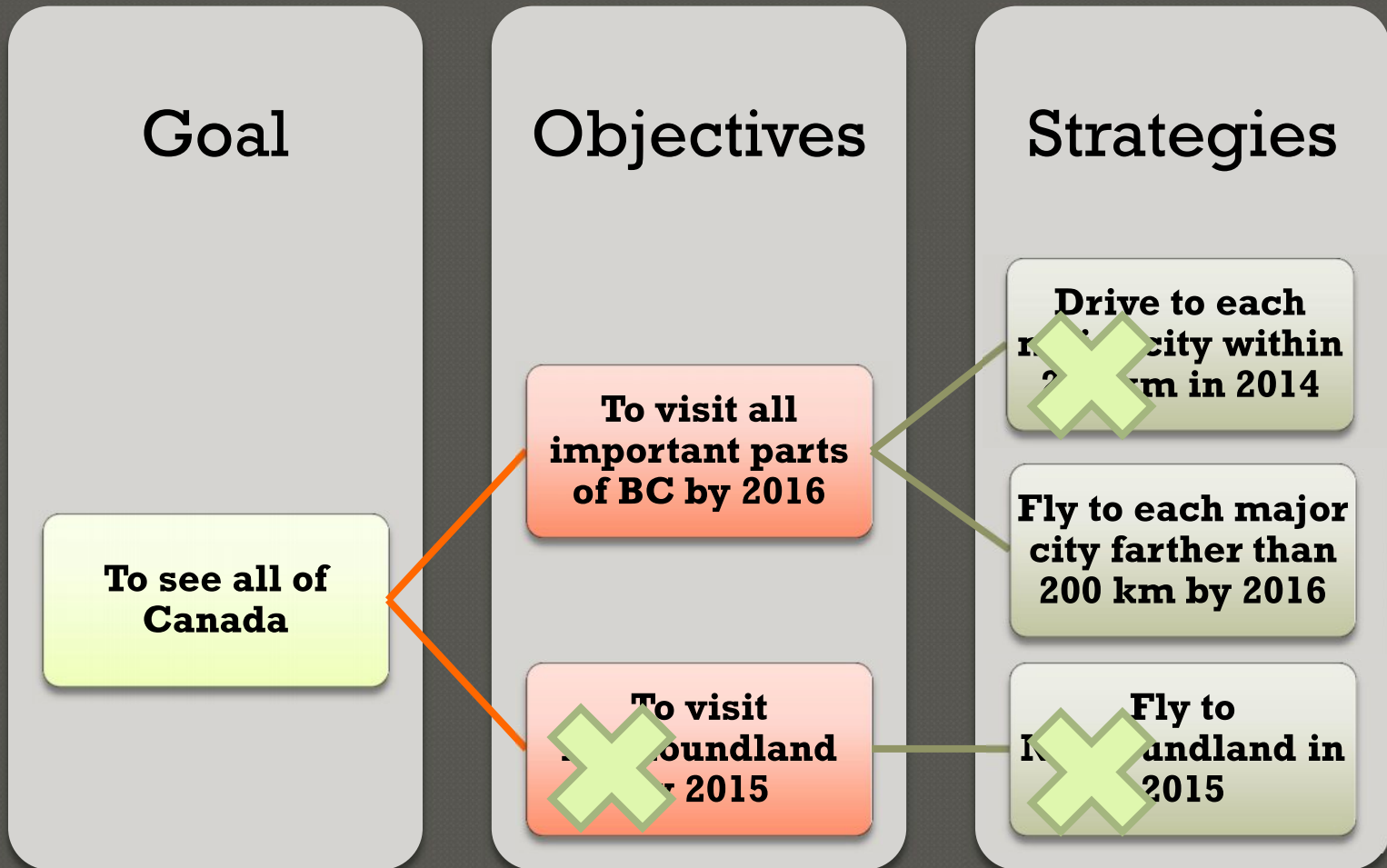
Goals, Objectives and strategies



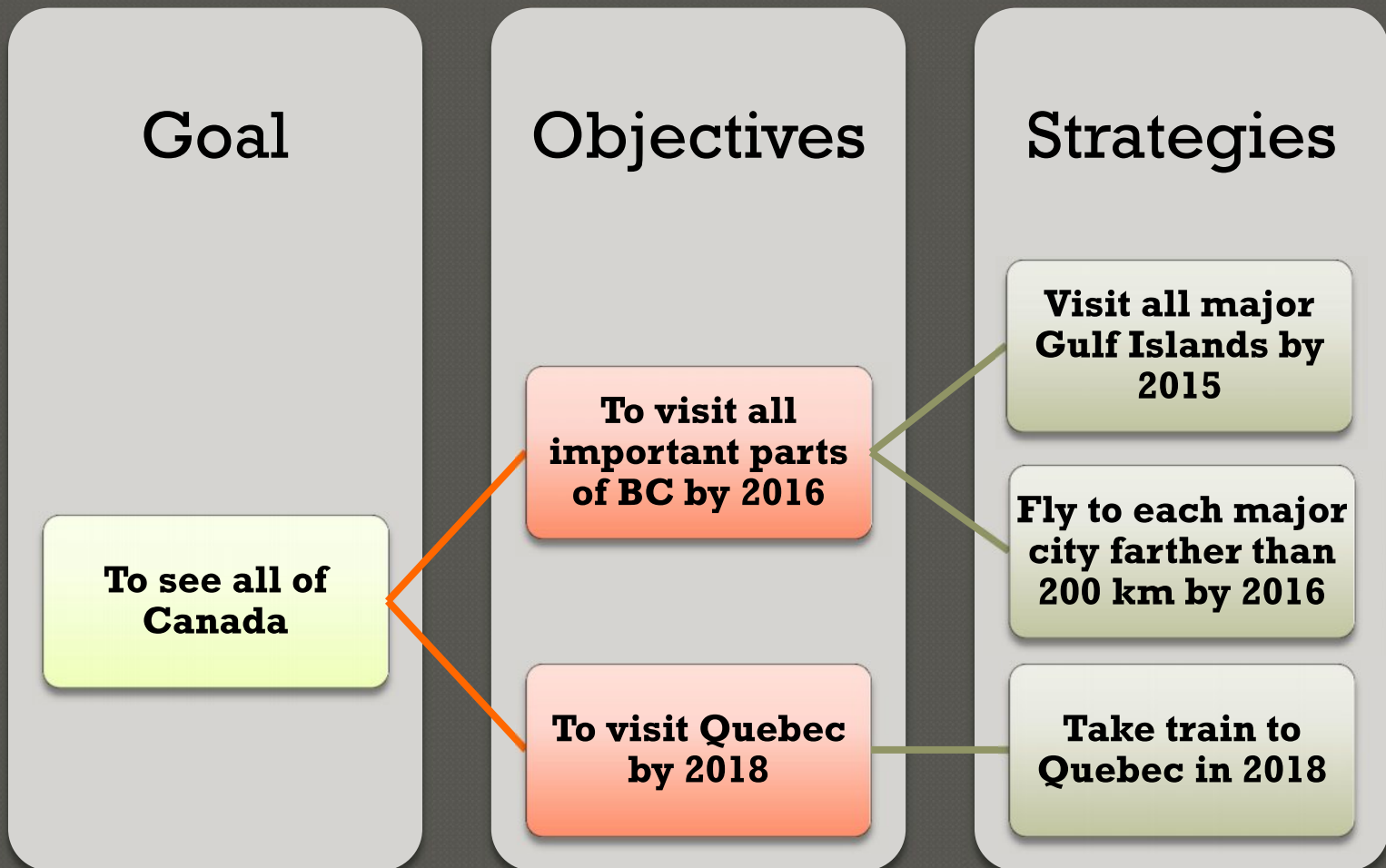
Strategies, activities and measures



Revisit objectives and strategies and adjust



Revisit Objectives and strategies



A trust Council example

Goal

**Open and Transparent
Government**

Objective

**To improve the
openness and
transparency of the
Islands Trust Council
meetings**

Strategy

**Publish videotapes of
Council meetings on
Islands Trust website**

A trust Council example

Strategy

**Publish videotapes of
Council meetings on
Islands Trust website**

Activity

2015

**Identify budget needs
Develop business case
Review policies**

2016

**Purchase equipment
Hire contractor**

Measure

**Has business case and
budget been developed?
Have policies been
reviewed?**

**Is equipment
purchased?
Is contractor engaged?**

What's Strategic ?

Topic	Operational Activities	Strategic Activities
Household	Cooking, cleaning, laundry	Adding a new room
Gardening	Weeding, lawn cutting, pruning	Designing and planting a new vegetable garden
Children	Eating, going to school, playing	Taking music lessons
Health	Eating well, regular check ups	Starting a new sport or exercise

What's Strategic ?

Topic	Operational	Strategic
Local Trust Committee	Regular meetings, applications processing, public enquiries	OCP Review New Development Permit Area LTC-initiated projects
Communications	Website maintenance News releases	Redesign website New publication New communications program
Financial management	Preparation and monitoring of annual budget	New policies New budget format New reporting format
Trust Council	Regular meetings Regular briefings and decisions	Community Forum Policy Statement Review

Caution: Strategic Items can lead to increased needs for operational time

◎ Strategic Item

- More detailed budget format
- New Development Permit Areas
- New Protocol Agreement

◎ Increased operational time

- More time required to prepare budget reports
- More time required to process and monitor permits
- More time required to meet commitments in Protocol Agreement

Where are we now?



Can't we just do it all?



Potential priority objectives

SOME POTENTIAL OBJECTIVES IDENTIFIED BY TRUSTEES SO FAR:

- ◉ Identify and protect sensitive environmental areas
- ◉ Reduce GHG emissions in communities
- ◉ Protect water quality and quantity
- ◉ Protect coastal areas and marine shore lands
- ◉ Protect/restore community socio-economic diversity
- ◉ Enhance food security
- ◉ Enhance community economic sustainability
- ◉ Improve community engagement and participation
- ◉ Improve Islands Trust cost effectiveness and resilience
- ◉ Improve communications
- ◉ Improve development application procedures
- ◉ Improve understanding and support for IT object
- ◉ Open and transparent government
- ◉ Improve relations with First Nations
- ◉ Confirm the Islands Trust vision and policies

Identifying priorities

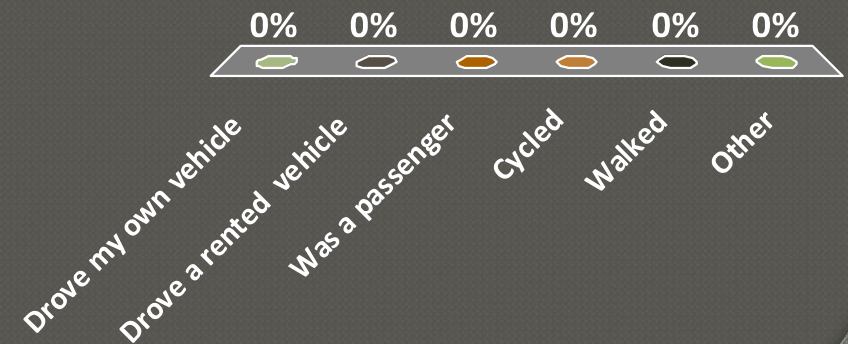
- Council exercise to identify how important these potential priorities are

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...please return them ☺



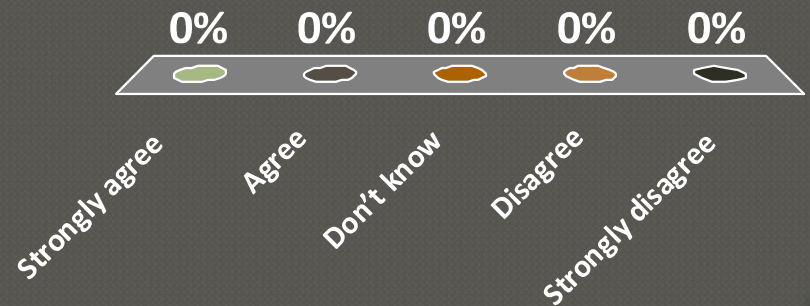
Practice Question 1: How did you travel to Trust Council?

- A. Drove my own vehicle
- B. Drove a rented vehicle
- C. Was a passenger
- D. Cycled
- E. Walked
- F. Other



Practice Question 2: Gabriola Island is beautiful

- A. Strongly agree
- B. Agree
- C. Don't know
- D. Disagree
- E. Strongly disagree



The real questions: Potential strategic priorities

- For each of the following slides, indicate whether or not you think a particular *objective* should be a priority for the Islands Trust this term.



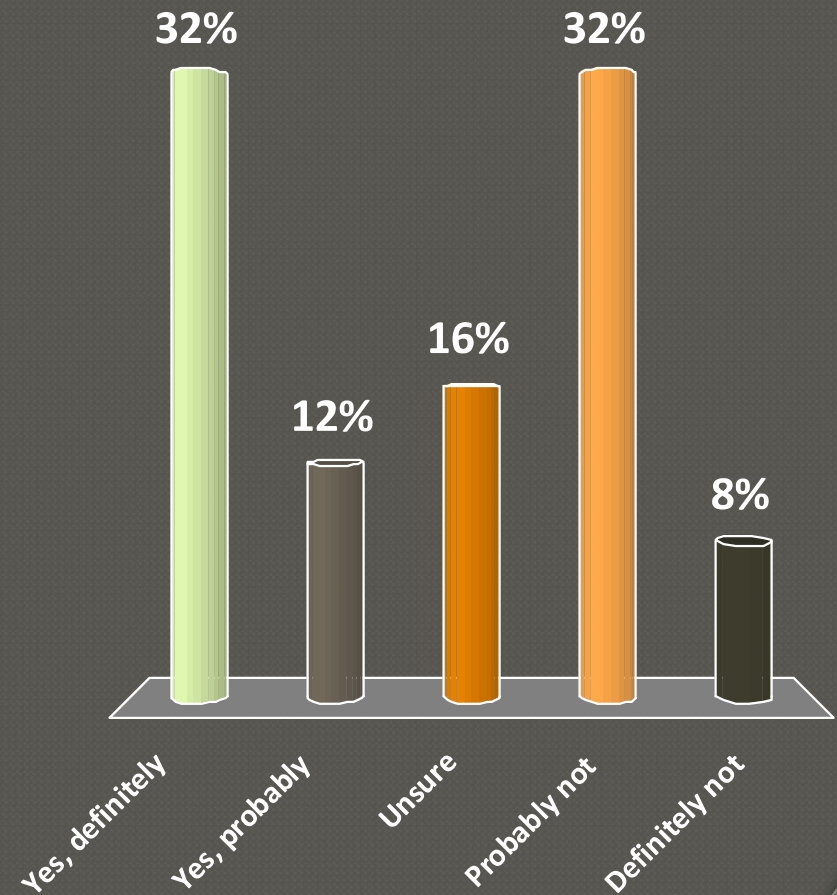
Do you believe

'Identify and protect sensitive environmental areas'
should be a strategic priority this term?

- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not

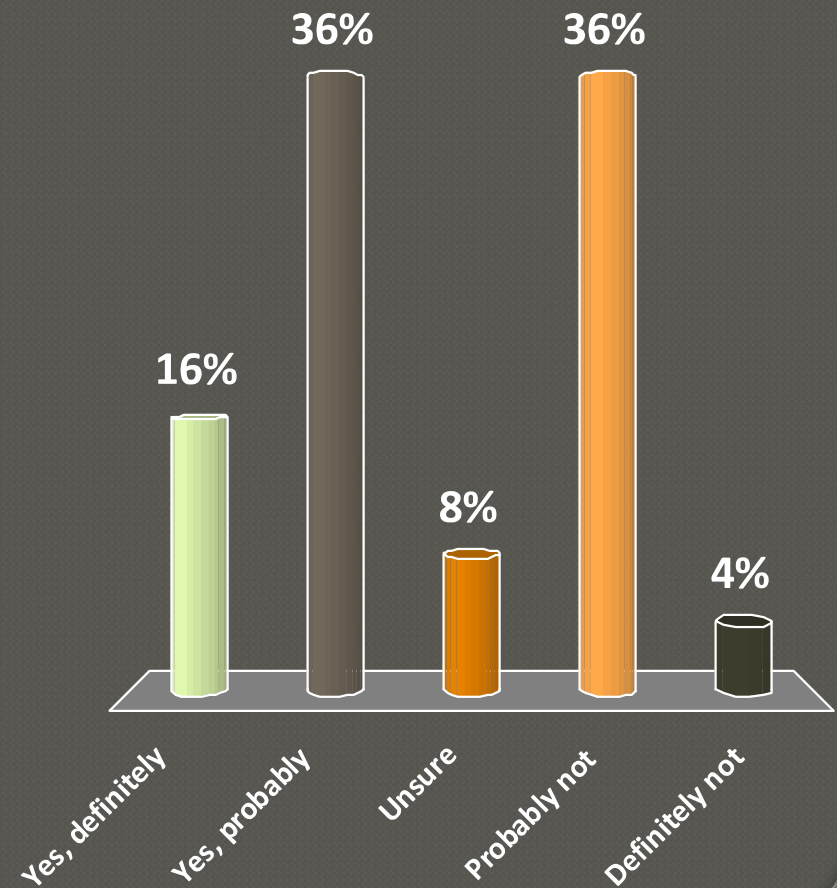
Do you believe
'Reduce GHG emissions in communities'
should be a strategic priority this term?

- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



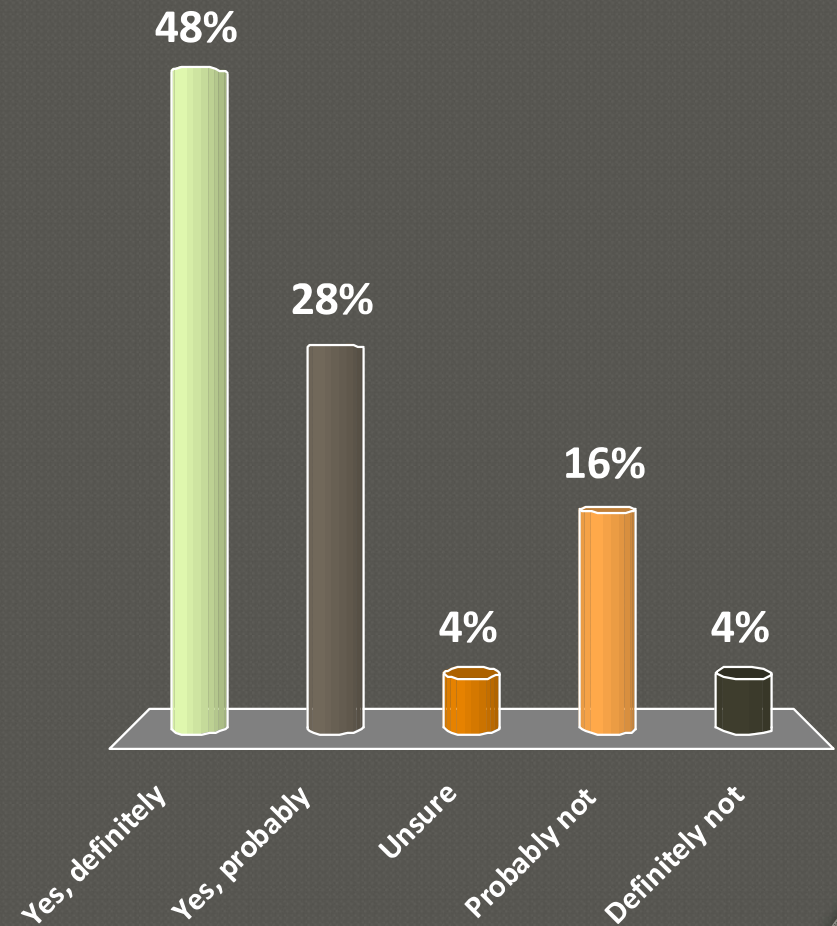
Do you believe
'Protect freshwater quality and quantity'
should be a strategic priority this term?

- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



Do you believe
'protect coastal areas and marine shore lands'
should be a strategic priority this term?

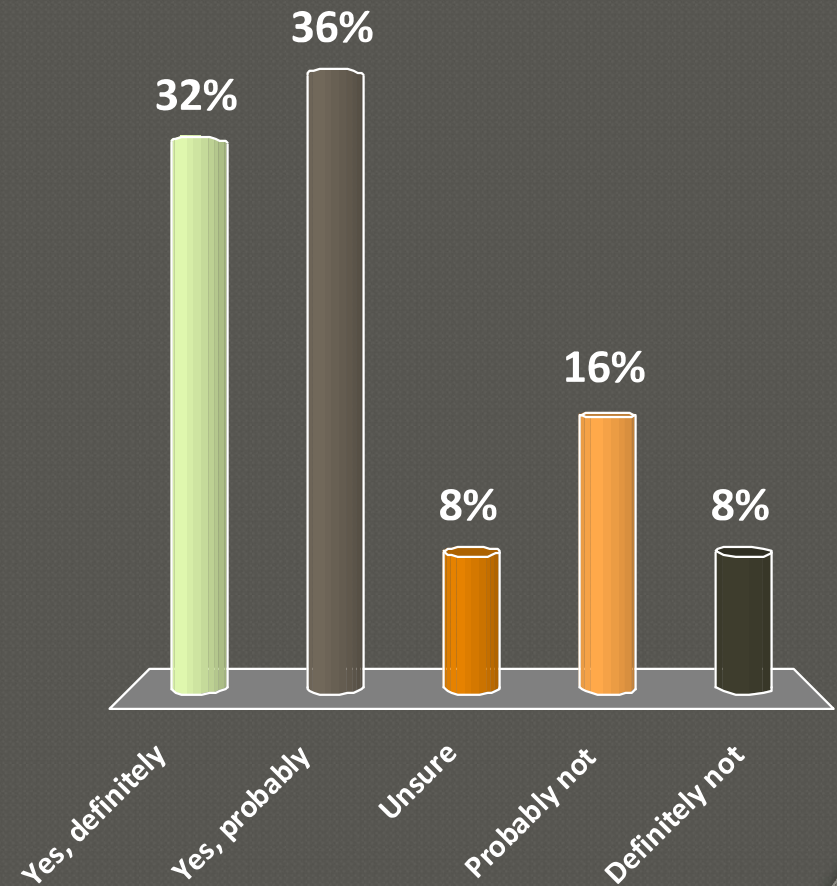
- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



Do you believe

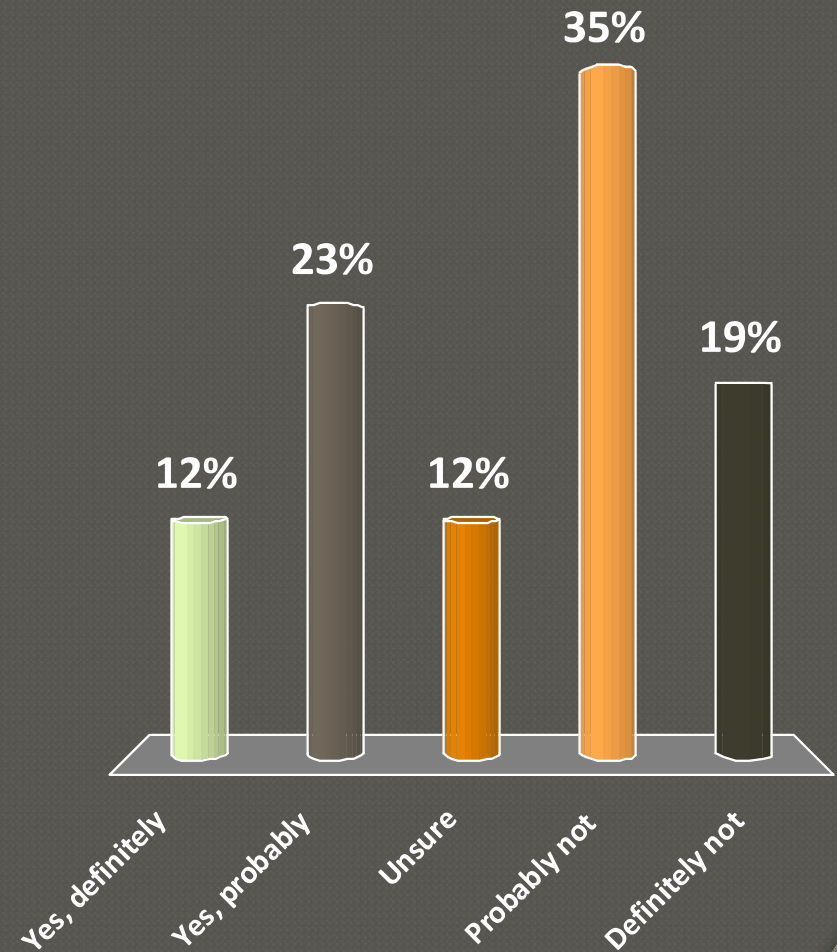
'protect/restore community socio-economic diversity'
should be a strategic priority this term?

- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



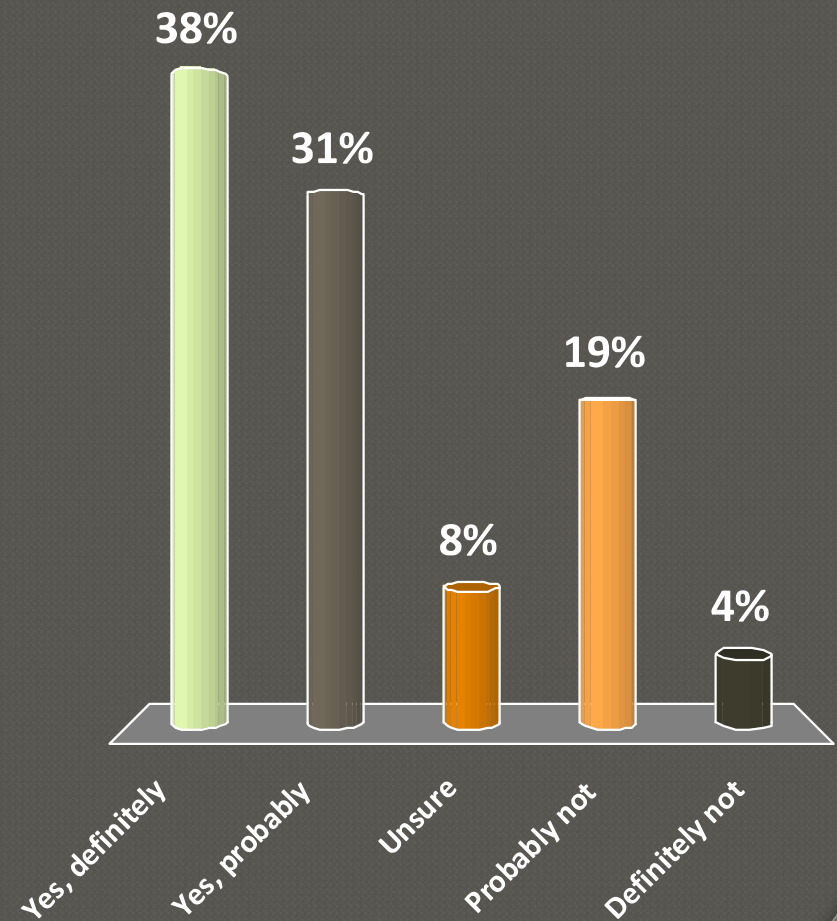
Do you believe
'enhance food security'
should be a strategic priority this term?

- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



Do you believe
'*enhance community economic sustainability*'
should be a strategic priority this term?

- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



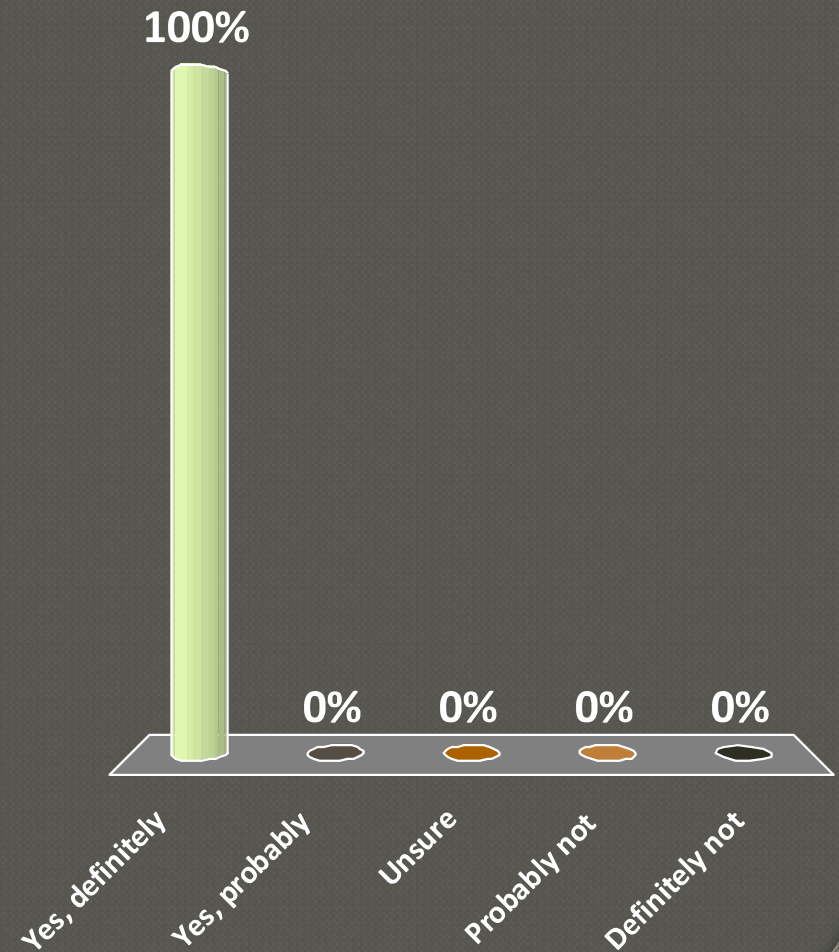
Do you believe

'improve community engagement and participation'
should be a strategic priority this term?

- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not

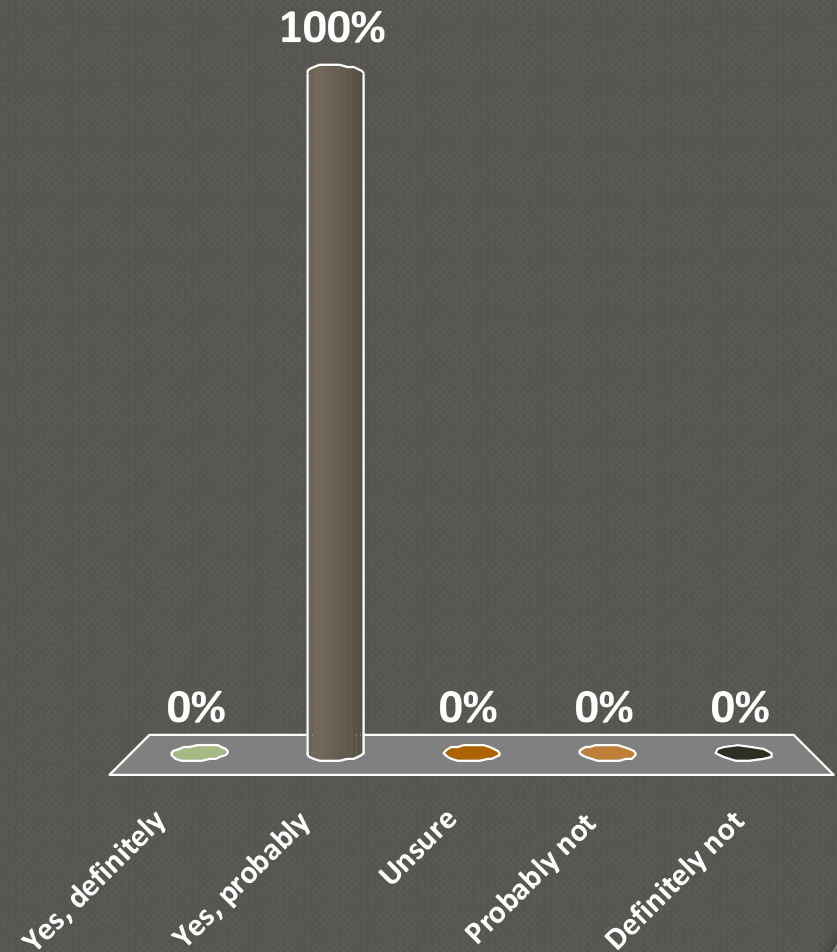
Do you believe
'improve Islands Trust cost effectiveness and resilience'
should be a strategic priority this term?

- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



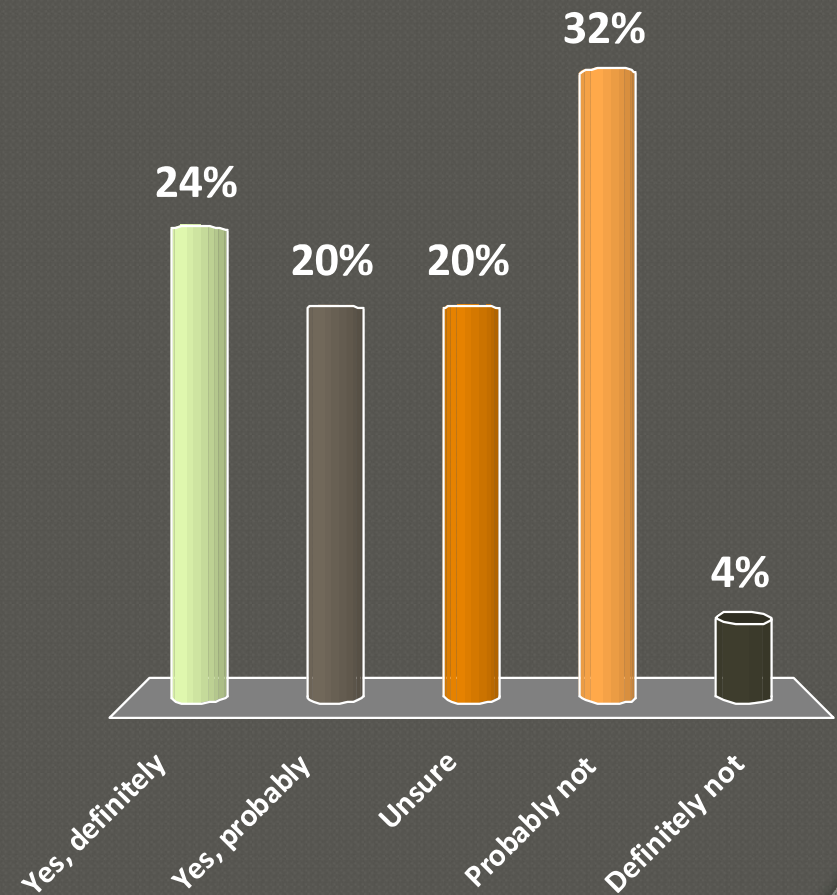
Do you believe
'improve development application procedures'
should be a strategic priority this term?

- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



Do you believe
'improve external communications'
should be a strategic priority this term?

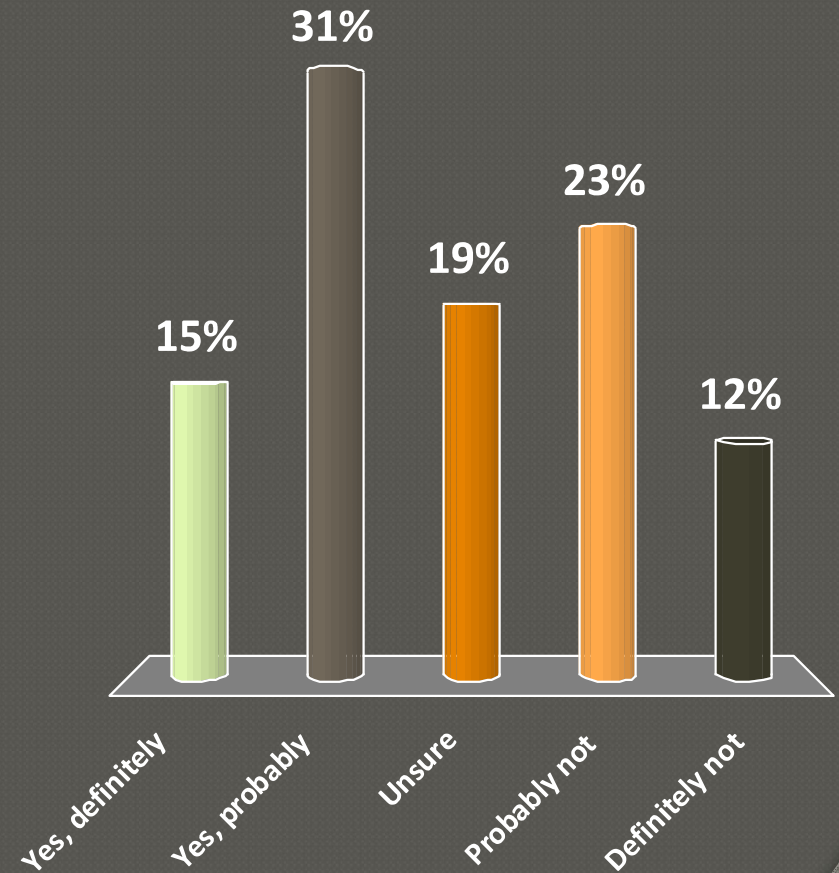
- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



Do you believe

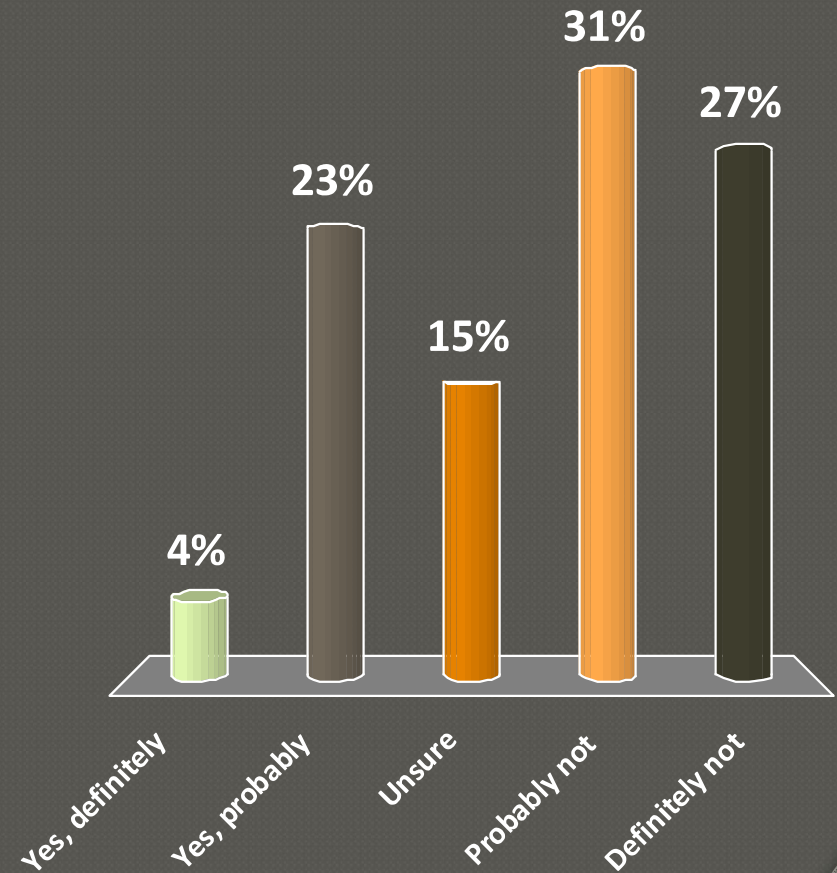
'improve understanding and support for the IT object'
should be a strategic priority this term?

- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



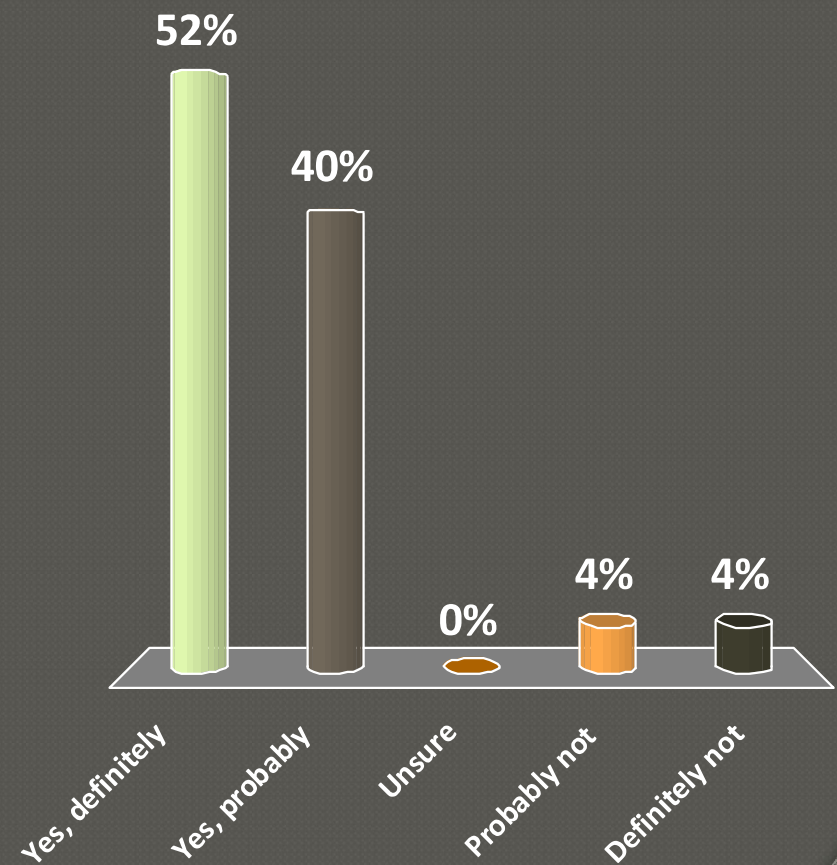
Do you believe
'improve open and transparent government'
should be a strategic priority this term?

- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



Do you believe
'strengthen relations with First Nations'
should be a strategic priority this term?

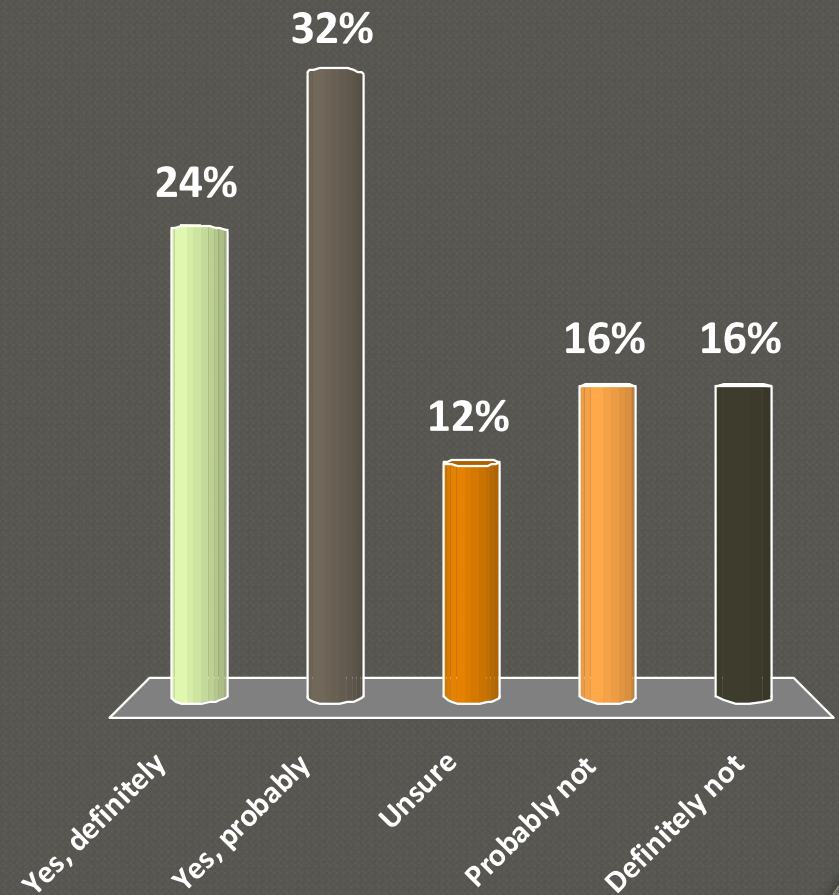
- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



Do you believe

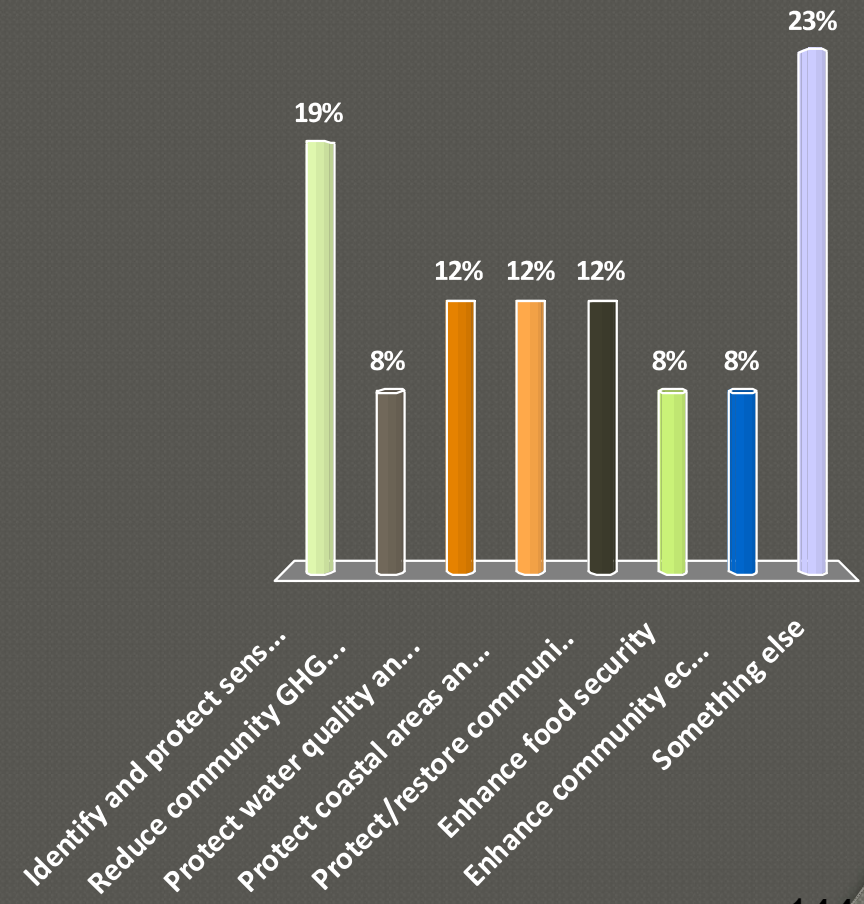
'Review/confirm the Islands Trust vision and policies'
should be a strategic priority this term?

- A. Yes, definitely
- B. Yes, probably
- C. Unsure
- D. Probably not
- E. Definitely not



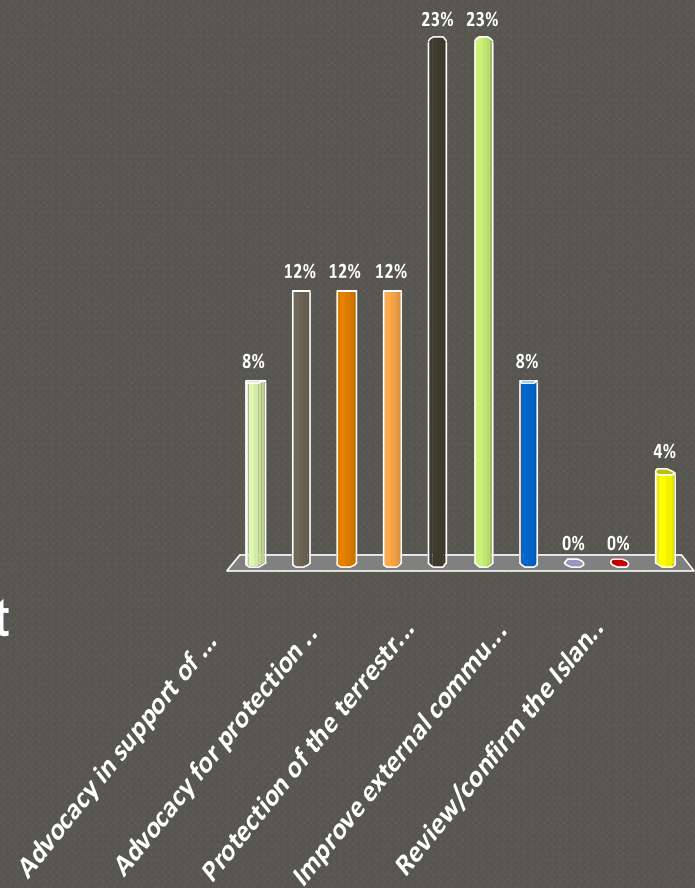
Which are the 3 most important land use planning topics for your Local Trust Committee to work on?

- A. Identify and protect sensitive ecosystems
- B. Reduce community GHG emissions
- C. Protect water quality and quantity
- D. Protect coastal areas and marine shore lands
- E. Protect/restore community socio-economic diversity
- F. Enhance food security
- G. Enhance community economic sustainability
- H. Something else



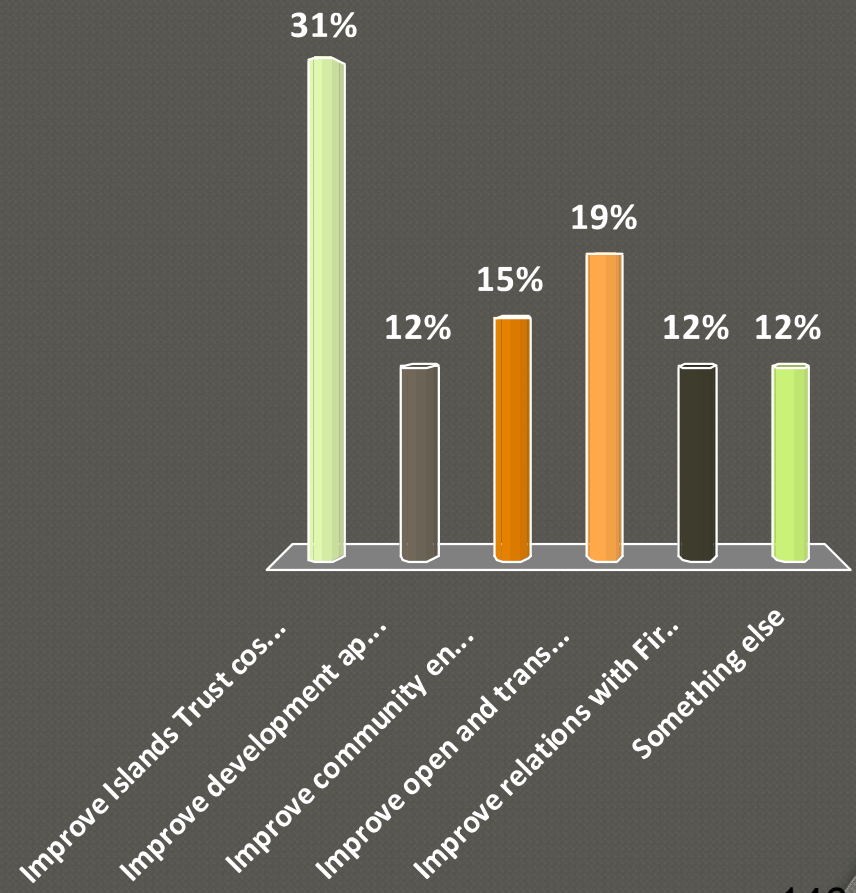
What are the 3 most important topics for Trust Area Services to work on?

- A. Advocacy in support of economic sustainability
(e.g. BC Ferries, tourism)
- B. Advocacy for protection of marine areas
(e.g. shipping safety, derelict vessels, nearby industrial activities, etc.)
- C. Protection of the terrestrial environment of islands
(e.g. land conservation)
- D. Improve external communications
- E. Improve understanding and support for the Islands Trust
- F. Review/confirm the Islands Trust vision and policies
- G. Something else



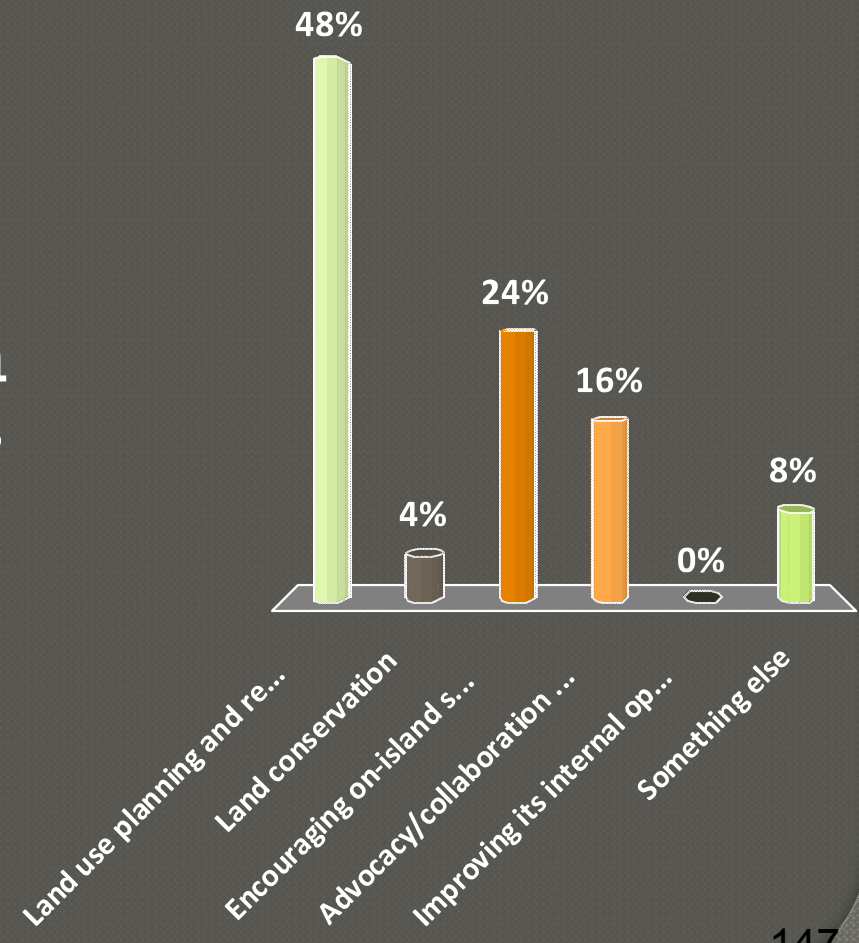
What are the 3 most important organizational improvements we could make?

- A. Improve Islands Trust cost-effectiveness and resiliency
- B. Improve development application processes
- C. Improve community engagement and participation
- D. Improve open and transparent government
- E. Improve relations with First Nations
- F. Something else



What is the best way for the Islands Trust to achieve its object?

- A. Land use planning and regulation
- B. Land conservation
- C. Encouraging on-island stewardship by others
- D. Advocacy/collaboration with others about issues outside our jurisdiction
- E. Improving its internal operations
- F. Something else



Discussion...

◎ Reactions?

- Did anything surprise you?
- Is anything missing?
- What else would you add as a potential objective?

Next steps

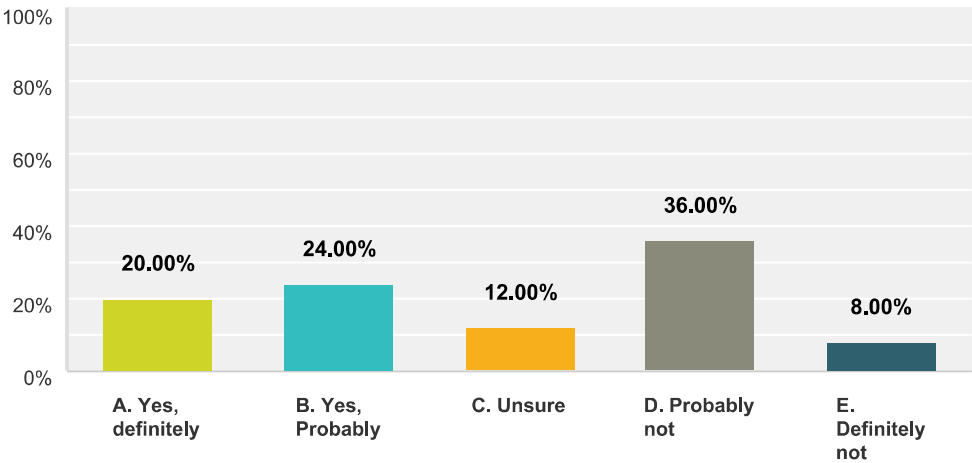
- ◉ Discussion by Council Committees, LTCs, Bowen Island Municipality, Trust Fund Board.
- ◉ Draft of potential priority objectives and strategies for review by Trust Council in June 2015.
- ◉ Executive Committee will solicit public input based on Council's adopted list of objectives and strategies.
- ◉ All public input will be directed to a single address
- ◉ All public input received will be considered by Council committees Executive Committee will develop a draft strategic plan for Council's consideration in September
- ◉ On-going quarterly progress reports to Trust Council
- ◉ Development of a draft budget in December 2015
- ◉ Adoption of next annual budget in March (2016)
 - Possible amendment of strategic plan based on adopted budget

Please remember to return the clickers!!



Q1 Do you believe 'Identify and protect sensitive environmental areas' should be a strategic priority this term?

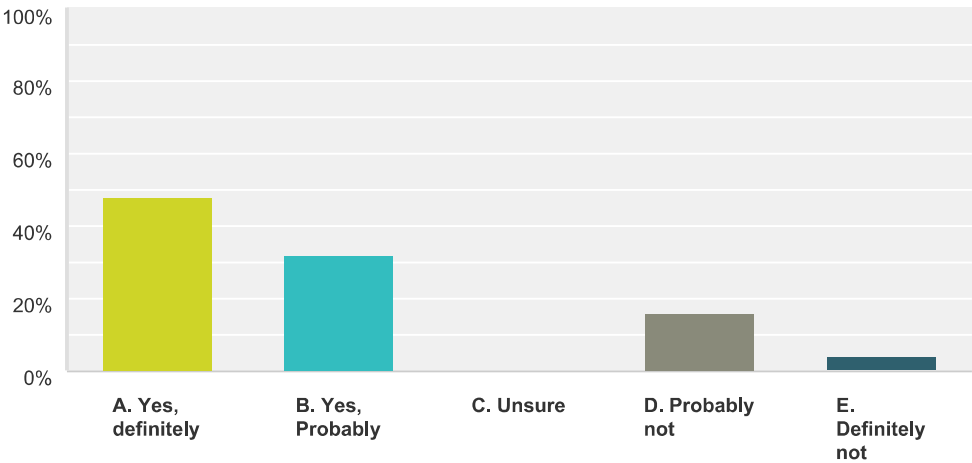
Answered: 25 Skipped: 0



Answer Choices	Responses	
A. Yes, definitely	20.00%	5
B. Yes, Probably	24.00%	6
C. Unsure	12.00%	3
D. Probably not	36.00%	9
E. Definitely not	8.00%	2
Total		25

Q2 Do you believe 'improve community engagement and participation' should be a strategic priority this term?

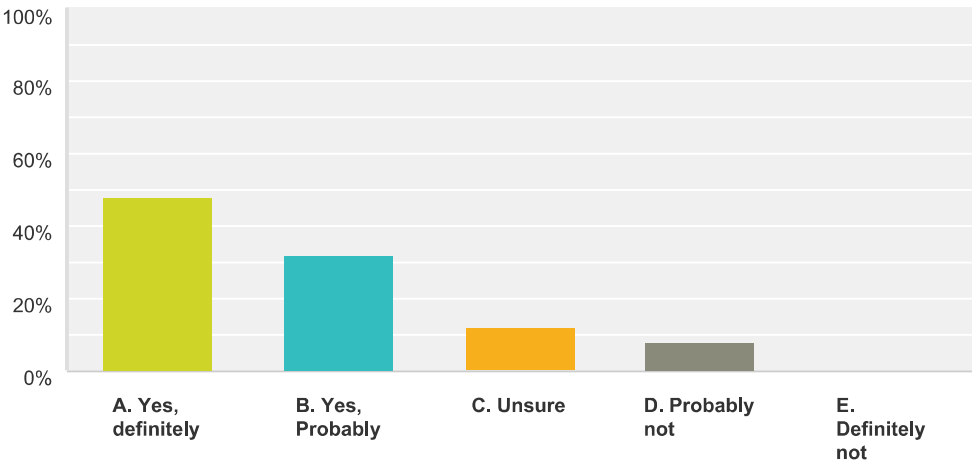
Answered: 25 Skipped: 0



Answer Choices	Responses	
A. Yes, definitely	48.00%	12
B. Yes, Probably	32.00%	8
C. Unsure	0.00%	0
D. Probably not	16.00%	4
E. Definitely not	4.00%	1
Total		25

Q3 Do you believe 'improve Islands Trust cost effectiveness and resilience' should be a strategic priority this term?

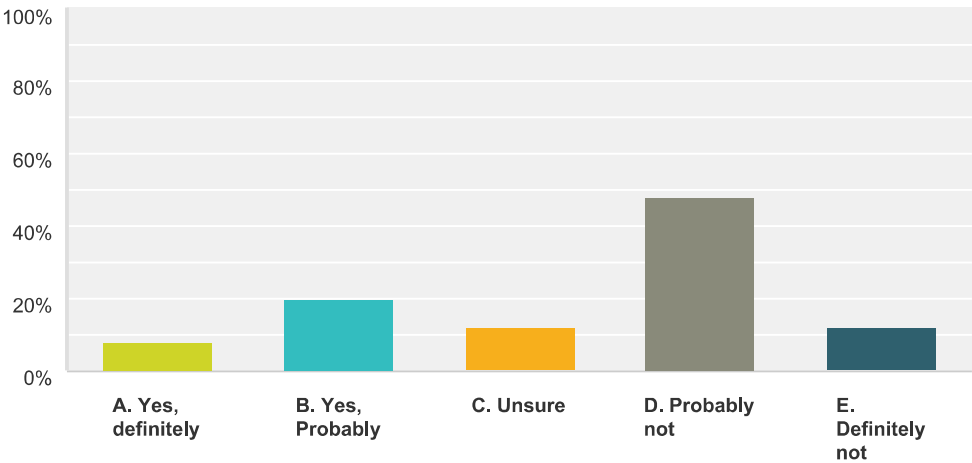
Answered: 25 Skipped: 0



Answer Choices	Responses	
A. Yes, definitely	48.00%	12
B. Yes, Probably	32.00%	8
C. Unsure	12.00%	3
D. Probably not	8.00%	2
E. Definitely not	0.00%	0
Total		25

Q4 Do you believe 'improve development application procedures' should be a strategic priority this term?

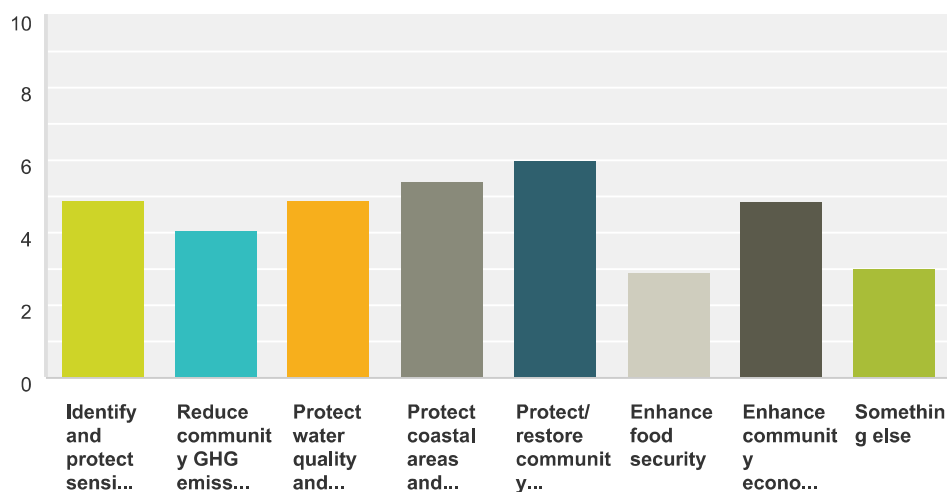
Answered: 25 Skipped: 0



Answer Choices	Responses	
A. Yes, definitely	8.00%	2
B. Yes, Probably	20.00%	5
C. Unsure	12.00%	3
D. Probably not	48.00%	12
E. Definitely not	12.00%	3
Total		25

Q5 In order of importance, which are the most important land use planning topics for your Local Trust Committee to work on?
 (iPad users can set order by using the dropdown list, desktop users can drag and drop)

Answered: 25 Skipped: 0



	1	2	3	4	5	6	7	8	Total	Score
Identify and protect sensitive ecosystems	8.00% 2	12.00% 3	24.00% 6	20.00% 5	16.00% 4	4.00% 1	8.00% 2	8.00% 2	25	4.92
Reduce community GHG emissions	4.00% 1	12.00% 3	20.00% 5	4.00% 1	16.00% 4	8.00% 2	24.00% 6	12.00% 3	25	4.04
Protect water quality and quantity	4.00% 1	8.00% 2	16.00% 4	36.00% 9	20.00% 5	12.00% 3	4.00% 1	0.00% 0	25	4.88
Protect coastal areas and marine shore lands	24.00% 6	20.00% 5	4.00% 1	8.00% 2	16.00% 4	24.00% 6	4.00% 1	0.00% 0	25	5.40
Protect/restore community socio-economic diversity	20.00% 5	28.00% 7	20.00% 5	4.00% 1	20.00% 5	8.00% 2	0.00% 0	0.00% 0	25	6.00
Enhance food security	0.00% 0	0.00% 0	8.00% 2	16.00% 4	0.00% 0	28.00% 7	32.00% 8	16.00% 4	25	2.92
Enhance community economic sustainability	20.00% 5	20.00% 5	0.00% 0	12.00% 3	8.00% 2	16.00% 4	20.00% 5	4.00% 1	25	4.84
Something else	20.00% 5	0.00% 0	8.00% 2	0.00% 0	4.00% 1	0.00% 0	8.00% 2	60.00% 15	25	3.00

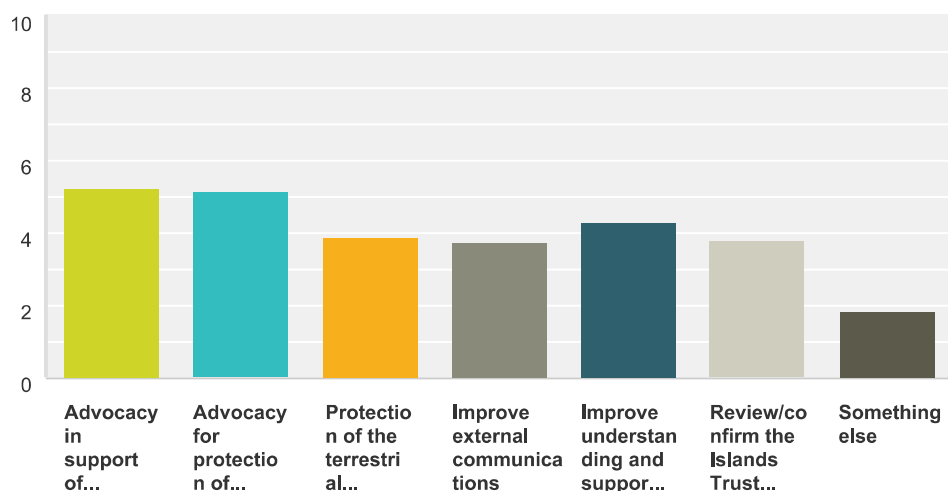
Q6 If you chose "Something else" as one of your top 3, please describe the topic.

Answered: 8 Skipped: 17

#	Responses	Date
1	A vision to guide the trust in the creation of truly sustainable communities in the Trust area	3/25/2015 4:21 PM
2	It ranked all of them would not let me not rank them, think top priority is to do the zoning so have housing diversity, places where jobs can happen	3/24/2015 10:35 PM
3	Secondary suites/dwellings and reviewing lot density	3/23/2015 6:30 PM
4	Reduce budget or get province to cough up (or both)	3/23/2015 3:46 PM
5	Review and update our present LUB	3/23/2015 3:43 PM
6	Integrated community sustainability plan. Second should be lowering ecological footprint, then number 2 is third, etc.	3/23/2015 1:40 PM
7	strengthen First Nations relationships	3/19/2015 11:32 AM
8	Community sustainability	3/18/2015 10:29 PM

Q7 In order of importance, what are the most important topics for Trust Area Services to work on?(iPad users can set order by using the dropdown list, desktop users can drag and drop)

Answered: 25 Skipped: 0



	1	2	3	4	5	6	7	Total	Score
Advocacy in support of economic sustainability (e.g. BC Ferries, tourism)	28.00% 7	20.00% 5	28.00% 7	8.00% 2	8.00% 2	4.00% 1	4.00% 1	25	5.24
Advocacy for protection of marine areas (e.g. shipping safety, derelict vessels, nearby industrial activities, etc)	24.00% 6	28.00% 7	16.00% 4	16.00% 4	8.00% 2	4.00% 1	4.00% 1	25	5.16
Protection of the terrestrial environment of islands (e.g. land conservation)	8.00% 2	8.00% 2	20.00% 5	24.00% 6	16.00% 4	20.00% 5	4.00% 1	25	3.92
Improve external communications	0.00% 0	16.00% 4	12.00% 3	24.00% 6	28.00% 7	20.00% 5	0.00% 0	25	3.76
Improve understanding and support for the Islands Trust	20.00% 5	4.00% 1	12.00% 3	28.00% 7	24.00% 6	8.00% 2	4.00% 1	25	4.28
Review/confirm the Islands Trust vision and policies	16.00% 4	16.00% 4	8.00% 2	0.00% 0	16.00% 4	40.00% 10	4.00% 1	25	3.80
Something else	4.00% 1	8.00% 2	4.00% 1	0.00% 0	0.00% 0	4.00% 1	80.00% 20	25	1.84

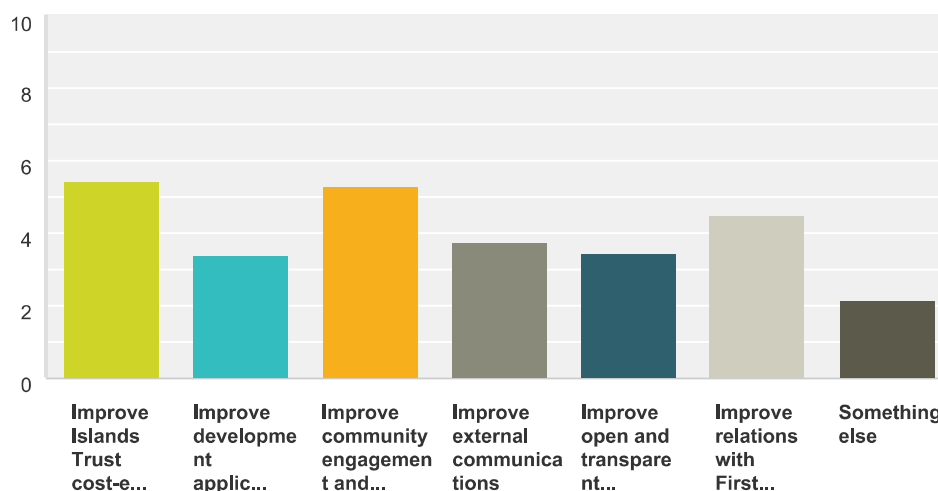
Q8 If you chose "Something else" as one of your top 3, please describe the topic.

Answered: 5 Skipped: 20

#	Responses	Date
1	A trust vision for sustainable communities that embraces ecology and society	3/25/2015 4:22 PM
2	First Nations engagement in regards to aquaculture and protection our marine environment	3/23/2015 6:34 PM
3	I see "improve external communications" as a subset of "improve understanding and support for the It"	3/23/2015 3:58 PM
4	I believe there are major gaps in integrated planning in our communities. In concert with other agencies, we need to examine how we fill those gaps.	3/23/2015 1:47 PM
5	Strategic planning, First Nations, and attending to the health, attitude and direction of the organization	3/18/2015 10:33 PM

Q9 In order of importance, what are the most important organizational improvements we could make?(iPad users can set order by using the dropdown list, desktop users can drag and drop)

Answered: 25 Skipped: 0



	1	2	3	4	5	6	7	Total	Score
Improve Islands Trust cost-effectiveness and resiliency	32.00% 8	28.00% 7	12.00% 3	12.00% 3	12.00% 3	4.00% 1	0.00% 0	25	5.44
Improve development application processes	4.00% 1	12.00% 3	8.00% 2	24.00% 6	12.00% 3	28.00% 7	12.00% 3	25	3.40
Improve community engagement and participation	12.00% 3	40.00% 10	28.00% 7	12.00% 3	4.00% 1	4.00% 1	0.00% 0	25	5.32
Improve external communications	8.00% 2	0.00% 0	28.00% 7	16.00% 4	24.00% 6	20.00% 5	4.00% 1	25	3.76
Improve open and transparent government	8.00% 2	4.00% 1	12.00% 3	12.00% 3	36.00% 9	20.00% 5	8.00% 2	25	3.44
Improve relations with First Nations	24.00% 6	8.00% 2	12.00% 3	24.00% 6	12.00% 3	20.00% 5	0.00% 0	25	4.48
Something else	12.00% 3	8.00% 2	0.00% 0	0.00% 0	0.00% 0	4.00% 1	76.00% 19	25	2.16

Q10 If you chose "Something else" as one of your top 3, please describe the topic.

Answered: 5 Skipped: 20

#	Responses	Date
1	Internal priorities are focused and produce a strategic vision that aligns with clear budgeting.	3/25/2015 4:24 PM
2	assist trustees to look for examples trust-area-wide (Bowen isolated from Trust, looks to MetroVancouver)	3/24/2015 11:43 AM
3	Examine how we can decentralize as an organization. This is an exercise that needs to be undertaken in concert with item 2.	3/23/2015 1:49 PM
4	review and reform the flow of information and the conduct of meetings	3/19/2015 12:07 PM
5	Our attitude and relationships with each other (trust)	3/18/2015 10:35 PM



Islands Trust Council

Discussion Draft
Strategic Plan

2014-2018

April 8, 2015



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The Islands Trust Area

The Trust Area covers the islands and waters between the British Columbia mainland and southern Vancouver Island, including Howe Sound and as far north as Comox. This is a unique and special place composed of 13 major islands and more than 450 smaller islands covering approximately 5200 square kilometres.

The beauty, tranquility, and sometimes fragile natural environment of the islands in the Strait of Georgia and Howe Sound, characterized by an exceptional variety of species, have given the area national recognition. The islands support strong communities characterized by a mix of lifestyles, livelihoods and individuals. Island residents bring unique skills, viewpoints and sense of place together to sustain a tradition of community involvement.

Our Provincial Mandate

"to preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia"

– Islands Trust Act

The Islands Trust Council

The Islands Trust Council has a unique mandate from the province to preserve and protect the amenities and environment of the Islands Trust Area, for the benefit of residents and all British Columbians. It meets quarterly to make decisions about the Islands Trust's overall policy, advocacy positions, staff resources and budget. Trust Council is made up of the 26 locally-elected trustees who also sit on 12 local trust committees and one island municipality. There they have responsibilities for land use planning and regulatory decisions that are separate from their role at the Islands Trust Council. The current Council was elected for a 4-year term during BC Local General Elections in November 2014. Trustee terms will end in October 2018.



Trust Council's Current Strategic Plan

The [Islands Trust Policy Statement](#) is partially implemented through Council's strategic plan. By identifying goals and developing a plan to achieve them, Council focuses finite resources and measures progress. After extensive review and public input in 2012, Trust Council confirmed the following focus areas for its [2011-2014 Strategic Plan](#):

[Islands Trust Policy Statement Goal A - Ecosystem Preservation and Protection](#)

The Islands Trust will work to protect the natural environment of islands by:

Encouraging and enabling islanders in voluntary stewardship actions that protect special areas, including the shoreline

Working to protect fish habitat under BC's Riparian Areas Regulation

Protecting special ecosystems, managing shoreline areas and reducing greenhouse gas emissions when land use decisions are made

Advocating for new approaches to oil spill preparedness, derelict vessels, industrial developments, aquaculture, marine sewage and national marine conservation

[Islands Trust Policy Statement Goal B – Stewardship of Island Resources](#)

The Islands Trust will focus on good management of island water resources by:

Encouraging voluntary stewardship, advocating for legislative reform and exploring creative solutions for watershed management

Using land use planning tools and decisions to protect the quality and quantity of water resources

[Islands Trust Policy Statement Goal C – Sustain Island Character and Healthy Communities](#)

The Islands Trust will work to enhance the economic sustainability and security of island communities by:

Creating linkages between islanders and regional districts to share effective economic development models

Continuing to advocate for sustainable, affordable and appropriate ferry services

Using land use planning tools and decisions to positively affect housing, food security, farmland protection, and socio-economic diversity.

[Goal D – To work in Cooperation with Others \(from the Islands Trust object\)](#)

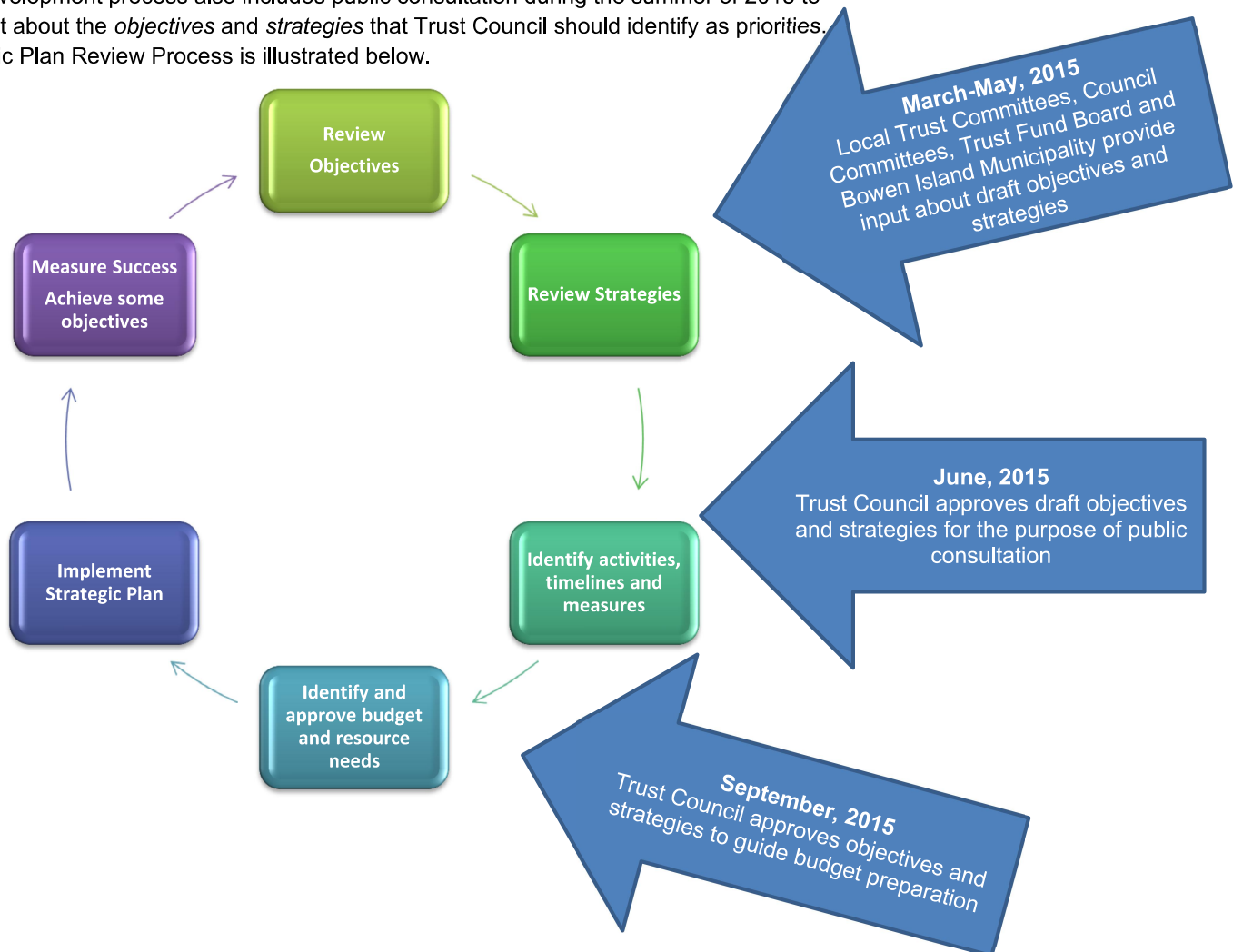
The Islands Trust will work with others by:

Strengthening relations with the many First Nations who have interests in the Islands Trust Area, through improved liaison at the political level and communications about marine advocacy.

Continually working to improve our organizational effectiveness.

Strategic Plan Review and Update

The Islands Trust Council has given its Executive Committee responsibility for facilitating the review and amendment of Trust Council's Strategic Plan for the 2014-2018 term. To develop drafts of the plan, the Executive Committee has adopted a process (See Appendix 1) to identify between 7 and 12 priority **objectives**, along with related **strategies**, through consultation with each of Council's three standing committees, the Trust Fund Board, local trust committees and Bowen Island Municipality. Once the most important *objectives* are confirmed or amended, more detailed *strategies*, activities, timelines, resource needs and progress measures will be identified. The plan development process also includes public consultation during the summer of 2015 to receive input about the *objectives* and *strategies* that Trust Council should identify as priorities. The Strategic Plan Review Process is illustrated below.



Strategic Plan Discussion Draft for 2014-2018

Attachment 1 is a Discussion Draft of a Strategic Plan for the 2014-2018 term. Based on the 2011-2014 Strategic Plan, it illustrates how some potential new objectives and strategies could be introduced into the existing plan, while recognizing the need for Islands Trust Council, local trust committees and the Trust Fund Board to complete work they still have underway from the previous term. Potential new objectives and strategies are shown in *italics*. These have been identified on a preliminary basis, and are based on:

- preliminary trustee discussions in December 2014 about objectives and strategies for the coming term (see [Session 4 Outline](#), Session 4 [Presentation](#);
- Notes from the trustee roundtable discussion in December 2014
- Preliminary feedback from Trust Council about the relative priority of the objectives that trustees had identified
- Preliminary priorities identified by Council Committees in their work programs.
- Preliminary priorities identified in local trust committee work programs.
- Preliminary priorities identified in the Trust Fund Board work program.
- Where known, relevant priorities of Bowen Island Municipality (BIM Strategic Plan is in development)

In several instances, more detailed strategies, along with specific activities, will need to be identified, once Islands Trust bodies confirm their priority objectives for the coming term.

Attachment 1 – Islands Trust Strategic Plan Discussion Draft

Shaded text=activities primarily achieved in the current or prior fiscal years or proposed for future fiscal years and subject to future budget decisions;

Italics – status updates (in status column) since last Trust Council meeting and potential new objectives and strategies **NB – Status Column has not been fully updated, pending further confirmation of priority objectives**

NOTE: Status column is colour-coded to provide a quick visual indicator, as follows:

	Not due to start or awaiting actions of others
	Completed
	In Progress – On Target
	Partially In Progress – Partially On Target (i.e. on target, by one or few LTCs)
	In progress - Behind Target (e.g. not funded, delayed by other priorities, actions of others etc.)
	Not started – Behind target

Policy Statement Goal A: Ecosystem Preservation and Protection...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
1. PROTECT the natural environment of islands	1.1 Encourage voluntary stewardship of natural environment	FY 2011/12- 2014/15 1.1.1 Promote community participation in conservation through information sharing and education about private land stewardship options	TFB	Subject to funding in annual budgets or grant funding	By whether the Islands Trust Fund is actively promoting its conservation programs at community events, in publications and online	Ongoing
		FY 2012/13 – 2014/15 1.1.2 Share information about best practices for covenants and NAPTEP with all planning staff	TFB	Funded by base budget	By whether planners have been provided with covenant education opportunities and whether information is available through the Islands Trust Fund website	ITF presentation to LPS not started.
		FY 2012/13 – 2014/15 1.1.3 Improve and update mapping of natural and modified environments, including terrestrial ecosystem mapping, protected area networks, nearshore mapping and areas under sustainable forestry or sustainable agricultural use.	TFB	Funded by program budget of 22K in 2013/14 and \$25K in 2014/15 for eelgrass mapping; \$10K in 2013/14 for forage fish mapping, as well as matching funds secured by partners	By whether maps of natural and modified environments are available to LTC's and BIM, RDs, local conservancies and other partners	Draft Protected Area Network mapping available; eelgrass mapping will be complete for whole Trust Area in mid Dec. Forage fish habitat mapping completed for North and South Pender, Denman, Hornby, Thetis, Bowen and Gambier.
		FY 2013/14-2014/15 1.1.4 Research and develop a pilot landowner contact program in collaboration with a local conservancy	TFB	No external funding secured; working within base budget	By whether a landowner contact pilot program is implemented	Outreach via mail complete. Site visits on Lasqueti underway.
		FY 2011/12 - 2014/15	TFB	Funded by base	By the number of island	2014/15 to date \$2,044.

Comment [LA1]: Less than 45 % of trustees indicated 'protection of sensitive ecosystems' should be a priority this term, although they also indicated that 'identify and protect sensitive ecosystems' was the third most important topic for LTCs to work on.

Comment [LA2]: This is a priority of the Trust Fund Board

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?		IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
		1.1.5 Support island-based land trusts with partnerships, funding and capacity building opportunities			budget and donations	conservation projects supported from private donations through the Opportunity Fund	
	1.2 Expand Natural Areas Protection Tax Exemption Program (NAPTEP) program to entire Islands Trust Area	FY 2015/16 1.2.1 Present NAPTEP program to BIM Council for consideration	TFB	BIM***	Funded by base budget	By whether or not BIM has considered participating in the NAPTEP program	Underway
		FY 2016/17 1.2.2 Launch NAPTEP on Bowen Island (subject to BIM approval)	TFB		Subject to budget	By whether NAPTEP has been launched on Bowen Island	Not due. Not started.
	1.3 Protect fish habitat by implementing Riparian Areas Regulation	PHASE 1 – Identify watersheds FY 2014/15 1.3.1 Identify RAR watersheds on Gambier and Lasqueti	LTCs**		Subject to budget	By whether all RAR watersheds on Gambier and Lasqueti have been identified	Gambier underway.
		PHASE 2 – Improve mapping FY 2014/15 – 2015/16 1.3.4 Improve mapping of additional riparian areas in Gambier LTA	LTCs**		Funded in 2014/15 program budget (\$30,000 mapping on Gambier LTA)	By whether new mapping of riparian areas is complete	RFP in preparation for Gambier LTA
		PHASE 3 – Adopt bylaws FY 2014/15 – 2015/16 1.3.5 Adopt new bylaws to implement RAR on selected islands (Gabriola, Lasqueti, Mayne, Salt Spring/Prevost, Saturna, Thetis)	LTCs**		Funded by 2014/15 program budget	By whether Gabriola, Lasqueti, Mayne Saturna and Thetis are RAR compliant through bylaw development	Gabriola bylaw submitted for ministerial approval. Lasqueti & Thetis in progress. Mayne restarting work.
		FY 2014/15 – 2015/16 1.3.6 Adopt new bylaws to implement RAR on all islands where still required (Ballenas/Winchelsea, Denman, Hornby, and Salt Spring)	LTCs**		Funded by 2014/15 program budget (\$17,500)	By whether Ballenas/Winchelsea, Denman, Hornby and Salt Spring are compliant with RAR through bylaw development	Denman bylaw given 1 st reading. Hornby bylaw drafted. SSI bylaw given 3 rd reading.
		FY 2014/15 - ? 1.3.7 Adopt new bylaws to implement RAR on all Lasqueti and Gambier watersheds	LTCs**		Subject to 2015/16 program budget	By whether all Gambier and Lasqueti watersheds are compliant with RAR through bylaw development	Project planning underway on Lasqueti
	1.4 Establish reliable, adequate and sustainable funding for the Islands Trust Fund	FY 2014/15 – ? 1.4.1 Seek legislative change regarding TFB corporate structure and name	EC	TFB	Funded by base budget	By whether legislative change has been requested	Chair correspondence sent Nov/12. Initial response received Feb/13. Minister unable to meet before end of 2011/14 term. New meeting request with ADM initiated
		FY 2016/17 1.4.3 Develop and implement strategy re changes to corporate structure and name	TFB		Subject to 2014/15 program budget	By whether TFB corporate status and name change has been implemented	Not started. Not due unless province makes legislative changes

Comment [LA3]: This is a top work program item for the Trust Fund Board

Comment [LA4]: This is a priority for Bowen Island Municipality

Comment [LA5]: 7 LTCs indicate that RAR implementation is a priority for this term (Denman, Gambier, Hornby, Lasqueti, Mayne, Thetis, SSI)

Comment [LA6]: Identified as an Exec Committee work program priority, based on a Trust Fund Board request

Strategic Plan | 2014-2018

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
		FY 2017/18 1.4.4 Review and launch long-term funding strategy	TFB	Subject to 2015/16 program budget	By whether the long-term funding strategy has been reviewed and launched	Not started. Not due unless province makes legislative changes
	1.5 Establish core conservation areas to protect biodiversity priorities	FY 2014/15 – (?) 1.5.1 Map and prioritize high biodiversity areas and develop a strategy for protection	TFB	Funded by base budget	By whether the TFB has a prioritized high biodiversity areas, and developed a strategy including a funding needs assessment)	Mapping finalized; strategy in development
		FY 2014/15 – 2018/19 1.5.2 Protect land with high biodiversity, through acquisition, donation, or conservation covenant	TFB*	Partial funding through base budget; acquisitions funded by donations and external grants	By whether the TFB has protected at least ** hectares of high biodiversity land in the timeframe of the Regional Conservation Plan 2011-2015	133.7 hectares protected 2011-2014
	1.6 Reduce greenhouse gas emissions	FY 2012/13 – 2015/16 1.6.1 Use new planning tools (Bill 27) to reduce greenhouse gas emissions to implement OCP policies LTCs adopted last term (e.g. as illustrated in Council toolkit Reducing Greenhouse Gases in the Islands Trust Area)	LTCs**/BIM***	Funded in 2013/14 annual budget	By whether LTCs/BIM have used new planning tools to foster reduced GHG emissions from development	Gabriola bylaw to implement OCP policies submitted for ministerial approval.
		FY 2013/14 – 2015/16 1.6.3 Develop a Renewable Energy Tool Kit	LPC	Funded by base budget	By the number of elements of the Renewable Energy Tool Kit that have been completed	Two reports complete: (Domestic Small Scale Wind Energy and Ocean Based Geo-Exchange). Macro-hydro fact sheet in draft form.
	1.7 Use land use planning tools and decisions to protect coastal Douglas fir and associated ecosystems	FY 2015/16 1.7.1 Develop recommendations re LTC use of planning tools to protect cDf and associated ecosystems	LPC	Subject to funding	By whether recommendations for planning tools have been prepared	Not due Not started
	1.8 Advocacy re protection of ecosystems	<i>TBD (e.g. eradication of non-native species)</i>	LTCs			
2. PROTECT coastal and marine areas	2.1 Use land use planning tools for shoreline protection	<i>Specific activities and phases to be determined by LTCs and BIM who have identified this as a priority area</i>	LTCs**/BIM***	TBD	TBD	TBD
	2.2 Participate in planning for National Marine Conservation Area Reserve	FY *** 2.2.1 Respond to NMCA implementation steps with complementary activities, as required	LTCs**	Subject to budget	TBD	Pending federal decisions Not due Not started
	2.3 Advocate for protection of the Salish Sea and Howe Sound re shipping safety, derelict vessels and industrial	FY 2015/16 – 2017/18 2.3.1 Chair correspondence regarding shipping safety	EC	Funded by base budget	By whether the Chair has sent correspondence to advocate for shipping safety	<i>Previous marine advocacy complete. Correspondence sent since Dec/14: Woodfibre LNG</i>

Comment [LA7]: Identified as a Trust Fund Board priority

Comment [LA8]: Consider for potential removal or reduced effort. No LTCs have identified this as a priority, so further development of the toolkit may not be effective. Less than 50% of trustees indicated 'reduce GHG emissions in communities' should be a priority for this term.

Comment [LA9]: The Local Planning Committee has this on its work program, subject to further input from trustees.

Comment [LA10]: Consider for potential removal or reduced effort. No LTCs have identified this as a priority, so it may not be effective to develop related recommendations about the use of planning tools

Comment [LA11]: Mayne LTC has identified fallow deer eradication as a community advocacy priority

Comment [LA13]: Trustees indicated that 'protect coastal areas and marine shorelands' was the second most important topic for LTCs to work on. 3 LTCs and BIM have identified related land use planning as priority work program item. Specific activities and phases to be determined at the local level. The Local Planning Committee has identified work on Green Shores for Homes on is work program, subject to further input from trustees.

Comment [LA12]: Over 75% of trustees indicated 'protect coastal areas and marine shorelands' should be a priority this term.

Comment [LA14]: Trustees indicated that 'advocacy for protection of marine areas was a close second in terms of the most important topic for Trust Area Services work. Advocacy regarding oil spill and shipping safety is identified as a top priority on the Executive Committee's work program.

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS **
	activities	2.3.2 Chair participation through a 'letter of comment' to hearings related to Kinder Morgan tanker traffic	EC	Funded by base budget	By whether the Chair has sent a letter of comment regarding the Kinder Morgan pipeline proposal	NEB accepted IT's application to participate as a commenter. Deadline delayed to Mar/15
		FY 2015/16 – 2016/17 2.3.3 Continue to advocate for senior government solutions to derelict vessels	EC	Funded by base budget	By whether the Islands Trust has continued to advocate for derelict vessel solutions	Islands Trust participation on derelict vessel working group is on-going
		FY 2015/16 2.3.4 Howe Sound advocacy – specific activities and phases to be defined by EC/TPC with input from Gambier LTC and BIM	TPC	TBD	TBD	**
		FY 2015/16 2.3.5 (EC to identify/confirm advocacy priorities in consultation with Trust Council (e.g. light pollution, freighter anchorage activities , bridge connections, etc)	EC	TBD	TBD	**

Policy Statement Goal B: Stewardship of Island Resources...

TC	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
3. PROTECT quality and quantity of water resources	3.1 Coordinate with other agencies to protect water quality and quantity	<i>FY 2014/15 – 2015-16</i> 3.1.1 Facilitate structured decision-making process to identify strategies for St. Mary Lake watershed management through SSIWPA (SSI) <i>Further activities and phases to be identify by LTCs with this as a priority</i>	LTC	<i>Funded by special tax requisition in 2015/16 budget</i>	TBD	**

Comment [LA15]: Just over 50% of trustees indicated 'protect freshwater quality and quantity' should be a priority this term. Two LTCs (SSI and Gabriola) have identified work related to freshwater quality and quantity as a priority on their work programs

TC	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
		FY ** 3.1.2 Identify next priority for water quality and quantity management (SSI)	LTC	TBC	TBD	**

Policy Statement Goal C: Sustain Island Character and Healthy Communities...

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?		IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
4. ENHANCE (protect/restore) community socio-economic diversity and economic sustainability	4.1 Advocate for sustainable, affordable and appropriate ferry service	To be defined by decisions of EC and recommendations of TPC	EC	TPC	Funded by budget in 2015-16 Subject to budget decisions in future years	TBD	Prior advocacy initiates complete. EC has requested advice re potential advocacy re fare reduction
	4.2 Use land use planning tools and decisions to improve the availability of affordable, accessible, appropriate housing (as described in Trust Council's Community Housing Toolkit)	FY 2015/16 – 2016/17 4.3.1 Amend OCPs to include affordable housing policies	LTCs**/BIM***		Subject to budget	By whether LTCs and BIM have amended their OCPs to include new affordable housing policies	Hornby considering OCP amendments. Saturna OCP bylaw public hearing held. Mayne OCP bylaw received ministerial approval. SSI bylaw adopted to allow secondary suite. Bylaw for temporary portable homes in progress.

Comment [LA17]: Trustees indicated that 'advocacy in support of economic sustainability (e.g. BC Ferries, tourism)' was the most important topic for Trust Area Services work. Related tasks are currently identified as top priorities on the work programs of both the Executive Committee and the Trust Programs Committee

Comment [LA16]: Almost 70% of trustees indicated that 'enhance community economic sustainability' and 'protect/restore community socioeconomic diversity' should be a strategic priority this term. Trustees indicated that housing was the most important topic for LTCs to work on.

Comment [LA18]: Four LTCs have identified work related to housing as a priority work program item (Galiano, N Pender, Saturna, Denman)

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
		4.3.2 Amend LUBs to improve availability of affordable housing	LTCs**/BIM***	Subject to budget	By whether LTCs and BIM have amended their LUBs to improve availability of affordable housing	GL, NP, SSI and SA considering bylaw reviews/amendments/applications re housing.
	4.3 Use land use planning tools to promote economic sustainability	FY 2013/14 – 2014/15 4.3.1 Amend LUB to ensure an appropriate supply of land zoned for emerging industrial and commercial needs in one LTA	LTCs**		By whether one LUB has been amended to ensure an appropriate supply of land zoned for emerging industrial and commercial needs	SSI project – status to be confirmed
		4.3.2 Improve planning for island villages (SSI and Gabriola) (details to be defined)	LTCs**	**	TBD	**
		4.3.3 Amend LUB in one or more LTAs to address the diversity of economic and employment opportunities (e.g. Galiano project re contractor yards)	LTCs**	**	TBD	TBD
		4.4 Use land use planning tools to assist communities in adapting to future climate change To be determined	LTCs**	**	TBD	TBD
	4.5 Work with other agencies to promote economic sustainability	Specific activities to be determined (e.g. foster reputation/attraction of the Islands Trust Area as a model of sustainability, work related to waste management)	TPC	LTCs		

Comment [LA19]: This is a priority work program item for the SSILTC

Comment [LA20]: This is a priority work program item for the SSI and Gabriola LTCs

Comment [LA21]: This is a priority work program item for the Galiano LTC

Comment [LA22]: Consider removing? No LTCs have identified this as a work program priority.

Comment [LA23]: This is a priority for the North Pender LTC

Goal D: In cooperation with others... Effective, efficient and collaborative governance

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
5. STRENGTHEN relations with First Nations	5.1 Improve engagement with First Nations	FY 2015/16 - 5.1.1 Develop strategy to use funding allocated to improve FN relations	EC/LPC?	\$50,000 allocated in 2015/16 budget	TBD	Not started
		FY 2015/16 - 5.1.2. Improve First Nations liaison at an informal political level	LTCs		TBD	**

Comment [LA24]: Over 90% of trustees indicated that 'strengthen relations with First Nations' should be a priority this term. 6 LTCs have included this topic in their work programs

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?			IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
	5.2. Improve protection of archaeological and First Nations cultural resources	Specific activities to be determined. (e.g. session at TC re concerns with archaeological site protection, work with ministry, etc)	LPC?			TBD	TBD	**
6. IMPROVE organizational cost effectiveness and resilience	6.1 Improve cost-effectiveness of operations, including local planning services	Specific activities and phases to be determined. (e.g). • 'value for money' audit and benchmarking of LPS services • review of LPS services • review of office locations FY 2015/16(?) - ? 6.2.1 Identify Adaptation Strategy principles and objectives	EC	LPC?	FPC?	TBD	TBD	
		FY 2016/17(?) 6.2.4 Review existing IT-MCSCD protocol agreement regarding incorporation of municipalities in the Islands Trust Area				EC?	\$5000 funding provided by province.	By whether Adaptation Plan principles and objectives have been identified re adaptation to potential incorporation of SSI
	6.2 Prepare Island Trust organization to adapt to the potential incorporation of Salt Spring Island	FY 2016/17 - ? 6.2.1 Develop detailed Islands Trust Adaptation Strategy to implement in the event of municipal incorporation of Salt Spring Island	EC			By whether protocol with ministry is updated	Not started Not due unless minister approves 2 nd phase incorporation study	
		FY 2016/17 - ? 6.2.1 Develop detailed Islands Trust Adaptation Strategy to implement in the event of municipal incorporation of Salt Spring Island	EC?			By whether an Adaptation Plan has been adopted	Not started Not due unless there is a positive referendum in regards to SSI incorporation	
		FY 2016/17-207/18(?) 6.2.3 Finalize and adopt detailed Adaptation Strategy	EC?			By whether Trust Council has finalized and adopted a detailed adaptation strategy	Not started. Not due unless there is a positive referendum in regards to SSI incorporation	
7. Improve cooperation and integration with other levels of government	7.1 Negotiate new protocol agreement and letter of understanding with the Ministry of Forests, Lands and Natural Resource Operations	FY 2015/16 - ? 7.1 Revise and consolidate six agreements with the Province relating to Crown Land in the Islands Trust Area	EC	TPC		Funded by base budget	By whether the protocol agreement with the ministry has been amended and approved by Trust Council and the Minister responsible.	BIM has supported project. Project charter in development.
	7.2 Strategies to be determined (e.g. Integrated Community Sustainability Planning)	To be determined by LTCs, or potentially by LPC and EC (e.g. improve process for development of RD/LTC protocol agreements)	LTCs? LPC?			TBD	TBD	TBD
8. Improve community and agency understanding and support of	8.1 To be determined by TPC e.g. Engage communities and agencies in review of the Islands Trust Policy	To be determined by TPC	TPC			TBD	TBD	TBD

Comment [LA25]: 80% of trustees indicated that 'improve Islands Trust cost effectiveness and resilience' should be a strategic priority this term

Comment [LA26]: This is identified as a priority on the Executive Committee's Work Program Report

Comment [LA27]: This is identified as a priority on the Executive Committee and the Trust Programs Committee Work Programs

Comment [LA28]: The Executive Committee's Work Program identifies 'review process for development of RD/LTC protocol agreements as a priority)

Comment [LA29]: Just over 45% of trustees indicated that 'improve understanding and support for the Islands Trust' should be a strategic priority this term. Five LTCs have included this as an item on their work programs. Trustees indicated that 'improve understanding and support for the Islands Trust' was the 3rd most important topic for Trust Area Services work.

Comment [LA30]: Just over 55% of trustees indicated that 'review/confirm the Islands Trust vision and policies' should be a strategic priority this term.

OBJECTIVE	STRATEGIES	ACTIVITIES AND PHASES	WHO WOULD WORK ON IT?	IS FUNDING REQUIRED OR IN PLACE?	HOW WOULD WE MEASURE SUCCESS?	STATUS**
the Islands Trust	Statement and/or engage communities in development of an Islands Trust Area vision					
	8.2 Improve communications about the Islands Trust object and history	To be determined (e.g. new communications tools, website photos, social media, video)	EC	TBD	TBD	TBD
	8.3. Engage communities and agencies in development of updated land use bylaws	To be determined by LTCs	LTCs	Funded by base budget and projects budget	TBD	TBD
9. Improve community engagement and participation in Islands Trust work	9.1 Improve communications about Islands Trust activities and opportunities to participate	To be determined (e.g. by LTCs, EC, TC)	TBD	TBD	TBD	TBD
	9.2 Improve opportunities to participate in Islands Trust activities	To be determined (e.g. by LTCs, EC, TC)	TBD	TBD	TBD	TBD
10 Improve internal operations	10.1 TBD	To be determined (e.g. by improving the policy development program)	EC	TBD	TBD	TBD

Comment [LA31]: Several LTCs have identified this as a priority

Comment [LA32]: 9 LTCs have identified general bylaw updates as priorities in their work program (Mayne, Satuma, S. Pender, Ballenas/Winchelsea, Gabriola, Gambier, Hornby, Lasqueti, Thetis)

Comment [LA33]: 80% of trustees indicated that 'improve community engagement and participation' should be a strategic priority this term. Only 27% indicated that 'improve open and transparent government' should be a strategic priority

Comment [LA34]: This is identified as a priority on the Executive Committee's work program

* subject to decisions of Trust Fund Board **subject to decisions of local trust committees ***subject to decisions of Bowen Island Municipality

Abbreviations:

AVICC – Assoc. of Vancouver Island Coastal Communities
BIM – Bowen Island Municipality
cDf – coastal Douglas fir
EC – Executive Committee
FN – First Nations
FPC – Financial Planning Committee
FY – Fiscal Year
IT – Islands Trust
ITF – Islands Trust Fund
ITPS – Islands Trust Policy Statement
LGA – Local Government Act
LPC – Local Planning Committee

LPS – Local Planning Services
LTA – Local Trust Area
LTC – Local Trust Committee
LUB – Land Use Bylaw
MCSCD – Ministry of Community, Sport and
Cultural Development
MVRD – Metro Vancouver Regional District
NA – Not Applicable
NEB – National Energy Board
NAPTEP – Natural Area Protection Tax
Exemption Program
NMCA – National Marine Conservation Area

OCP – Official Community Plan
ProD – Professional Development
RAR – Riparian Areas Regulation
RD – Regional District
RFD – Request for Decision
SSI – Salt Spring Island
TAS – Trust Area Services
TBD – To Be Determined
TC – Trust Council
TFB – Trust Fund Board
TPC – Trust Programs Committee
UBCM – Union of BC Municipalities

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Colour Key for Middle Column:

Colour	Potential committee/unit/body taking lead for a potential strategy
	Local Planning (through Local Planning Committee, Local Planning Services staff, Local Trust Committees or Bowen Island Municipality)
	Trust Programs Committee or Trust Area Services staff
	Executive Committee
	Trust Fund Board or Islands Trust Fund staff
	Financial Planning Committee

**** Colour Key for Status Column:**

Colour	Status Description
	Not due to start or awaiting actions of others
	Completed or anticipated tasks for 2011/14 term are complete
	In Progress – On Target
	Partially In Progress – Partially On Target (i.e. on target, by one or few LTCs)
	In progress - Behind Target (e.g. not funded, delayed by other priorities, actions of others etc.)
	Not started – Behind target

Attachment 6

Strategic Planning - General Framework



Strategic Planning -- Glossary

Strategic Plan

- A high level plan that outlines an organization's mission and key objectives for the medium to long term, and sets out strategies for achieving the goals and objectives.
- Typically, a strategic plan covers a three to ten-year timeframe. In the case of the Trust Council, it has undertaken strategic planning exercises that correspond to a term of office (three years – now changed to four as of 2014), with some on-going strategies and actions that have carried on between terms.

Mission (Object)

- A broad statement of what an organization does, why it does it and who it does it for. In the case of the Islands Trust, its 'mission' is its provincial object:
"To preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the Government of British Columbia."

Goal

- A general statement of desired results to be achieved over an unspecified period of time. A goal should answer the question of 'what' needs to be achieved, rather than 'how' to achieve it.
- For the purposes of Trust Council's current strategic planning exercise, the current plan includes the three goals from the Islands Trust Policy Statement and a fourth that responds to the statement in the object about working in cooperation with others.

Objective

- A more precise statement of specific results to be achieved over a specified time.
- Like goals, objectives should focus on 'what' needs to be achieved, rather than 'how' to achieve it.
- For the purposes of Trust Council's current strategic planning exercise, Council has previously identified some potential objectives that have been grouped according to four goals and are related to objectives identified in the Islands Trust Policy Statement
- Typically, a local government should have between **seven** and **twelve** objectives at any one time.
- While an organization's mission and goals may remain relatively constant, objectives may change more frequently as some objectives are achieved, new ones emerge and priorities change.
- For the purposes of Trust Council's current strategic planning exercise, some potential objectives have been identified without particular time frames. As discussions continue, the number of objectives should be reduced and each objective should be made more specific both in terms of what is to be achieved and when.

Strategy

- The actions that describe how objectives are to be achieved. Strategies are made up of a set or group of activities. As opposed to goals and objectives, strategies focus on 'how' to achieve things.

Activities

- The actions, steps, projects or initiatives undertaken by an organization to carry out a strategy. This is the more detailed 'break-down' of a strategy, indicating if certain activities need to take place first, before others can be undertaken.

Measurement

- A process of assessing progress in achieving objectives.