



Mayne Island Local Trust Committee Regular Meeting Agenda

Date May 29, 2013
Time 1:00 pm
Location: Mayne Island Agricultural Hall
430 Fernhill Road
Mayne Island, BC
V0N 2J0

Pages

1. Call to Order 1:00 PM - 1:30 PM
2. Approval of Agenda
 - 2.1. Additions/Deletions
 - 2.2. Quesitons from the public on Agenda items
3. Community Information Meeting
none
4. Public Hearing
none
5. Previous Meetings
 - 5.1. Local Trust Committee Minutes
 - 5.1.1. Mayne Island Local Trust Committee Special Meeting Minutes of April 20, 2013 (attached) 4 - 4
 - 5.1.2. Mayne Island Local Trust Committee Business Meeting of April 24, 2013 (attached) 5 - 12
 - 5.1.3. Mayne Island Local Trust Committee Special Meeting Minutes of April 24, 2013 (attached) 13 - 16
 - 5.2. Public Hearing Records and Community Information Meeting Notes
 - 5.2.1. Mayne Island Local Trust Committee Community Information Meeting Notes of April 20, 2013 (attached) 17 - 20

5.3.	Section 26 Resolutions-without-meeting	
	none	
5.4.	Advisory Planning Commission and/or Mayne Island Commercial Land Use Task Force Minutes	
5.4.1.	Advisory Planning Commission Meeting Minutes of March 11, 2013 (attached)	21 - 23
5.4.2.	Advisory Planning Commission Meeting Minutes of April 8, 2013 (attached)	24 - 25
6.	Business Arising from the Minutes	1:30 PM - 2:00 PM
6.1.	Follow-up Action List (attached)	26 - 26
7.	Delegations	
7.1.	Mayne Island Conservancy Society	
	Shoreline Atlas Report	
8.	Correspondence	2:00 PM - 2:15 PM
	[correspondence received concerning applications and/or projects is considered with the application]	
8.1.	Email and Letter from Mayne Island Chamber of Commerce re STVR TUP (attached)	27 - 35
9.	Applications, Permits, Bylaws and Referrals	2:15 PM - 3:00 PM
9.1.	MA-RZ-2012.1 (Oceanwood)	
10.	Local Trust Committee Projects	
10.1.	Secondary Suites	
10.1.1.	Draft Bylaw (pending)	
10.1.2.	Correspondence from Tim Tanton (attached)	36 - 36
11.	Reports	3:00 PM - 4:00 PM
11.1.	Work Program Reports	
11.1.1.	Mayne Island Local Trust Committee Work Program - Report dated May 2013 (attached)	37 - 38
11.2.	Applications Report	
11.2.1.	Mayne Island Applications Report dated May 2013 (attached)	39 - 40

11.3.	Expense/Budget Reports - for information	
11.3.1.	Trustee and Local Expenses (attached)	41 - 41
11.4.	Bylaw Enforcement - none	
11.5.	Adopted Policies and Standing Resolutions - for information (attached)	42 - 45
11.6.	Mayne Island LTC Web Page (attached)	46 - 48
11.7.	Chair's Report	
11.8.	Trustee Report	
12.	Other Business	
12.1.	Upcoming Meetings	
12.1.1.	Next Business Meeting - Wednesday, June 26, 2013 at 1:00 pm, at the Mayne Island Agricultural Hall	
12.2.	Follow Up Report on Meeting with Ministry of Transportation and Infrastructure	
13.	Town Hall Meeting	
14.	Adjournment	4:00 PM - 4:00 PM

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

DRAFT

**MINUTES OF THE MAYNE ISLAND
LOCAL TRUST COMMITTEE SPECIAL MEETING
HELD ON WEDNESDAY APRIL 20, 2013 AT 3:00 P.M.
AT THE MAYNE ISLAND COMMUNITY HALL, MAYNE ISLAND, BC.**

<u>PRESENT:</u>	Peter Luckham Jeanine Dodds Brian Crumblehulme Gary Richardson Pat Todd	Chair Local Trustee Local Trustee Island Planner Recording Secretary
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There were approximately thirty two (32) members of the public in attendance.

1. CALL TO ORDER

Chair Luckham called the meeting to order at 3:00 pm, recognizing the Local Trust Committee meeting was being held in the Coast Salish Territories, and introduced himself, the Local Trustees and Islands Trust Staff.

2. APPROVAL OF AGENDA

Chair Luckham asked the members of the committee if they had any changes to the agenda; there being none the agenda as presented was approved by consensus.

3. COMMUNITY INFORMATION MEETING

3.1 MA-RZ-2012.1 (Oceanwood)

See separate Community Information notes of same date.

4. ADJOURNMENT

Chair Luckham declared the meeting adjourned at 3:24 p.m.

RECORDER

CHAIR

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

DRAFT

**MINUTES OF THE MAYNE ISLAND
LOCAL TRUST COMMITTEE MEETING
HELD ON WEDNESDAY APRIL 24, 2013 AT 1:00 P.M.
AT THE MAYNE ISLAND AGRICULTURAL HALL, MAYNE ISLAND, BC.**

<u>PRESENT:</u>	Peter Luckham	Chair
	Jeanine Dodds	Local Trustee
	Brian Crumblehulme	Local Trustee
	Gary Richardson	Island Planner
	Pat Todd	Recording Secretary

There were approximately nine (9) members of the public in attendance.

1 CALL TO ORDER

Chair Luckham called the meeting to order at 1:00 pm, recognizing the Local Trust Committee meeting was being held in the Coast Salish Territories, and introduced himself, the Local Trustees and Islands Trust Staff.

2 APPROVAL OF AGENDA

2.1 Additions/Deletions

Additions

8.3 Correspondence: Mt. Parke Estates Improvement District

8.4 Correspondence: Diane Akey

12.3 Other Business: Report Mayne Island Conservancy Shoreline Mapping

2.2 Questions from Public on Agenda Items

Chair Luckham asked the members of the public if there were any questions regarding the agenda items.

12.4 Discussion regarding fallow deer

The agenda as amended was approved by consensus.

3. COMMUNITY INFORMATION MEETING

None

4 PUBLIC HEARING

None

5. PREVIOUS MEETINGS

5.1 Local Trust Committee Minutes for Adoption

5.1.1 Mayne Island Local Trust Committee Business Meeting Minutes of March 27, 2013

Chair Luckham asked the Trustees for any comments. There were no additions or deletions.

The Mayne Island Local Trust Committee meeting Minutes of March 27, 2013 were adopted by consensus.

5.2 Public Hearing Records and Community Information Meeting Notes

None

3 Section 26 Resolutions-without-meeting

None

5.4 Advisory Planning Commission (APC) Minutes

None

6. BUSINESS ARISING FROM THE MINUTES

6.1 Follow-up Action Report

Planner Richardson advised the LTC that Bylaw 158 was referred to the Advisory Planning Commission. There will be a Public Hearing at next LTC meeting.

Trustee Dodds informed the LTC that derelict vehicles are still on Wood Dale, even after the Ministry of Transportation was informed of the situation. Planner Richardson will speak to the Bylaw Officer. Trustee Dodds requested a report back from the Bylaw Officer.

Resolution MA-LTC-18-13.

It was Moved and Seconded that Mayne Island Local Trust Committee request staff follow up with the Bylaw Officer for prompt action on Wood Dale complaint regarding derelict vehicles on the shoulder of the road.

CARRIED

7. DELEGATIONS

7.1 Southern Gulf Islands Electoral Area Director

No report

8. CORRESPONDENCE

8.1 D. Emmett letter dated April 10, 2013 re: License Foreshore

Dennis Emmett spoke to the situation: Islands Trust requested a license for a jetty when application was made for a subdivision. This historic structure, built by the Kadonaga family has been in place for approximately ninety years (shows on a 1921 survey) and over the years there has been extensive financial commitment to maintaining the structure. The license expires in December 2013 and there will be a 1000% increase to renew. Lands and Water have a category for historical artifacts and there is a request for support from the LTC.

Resolution MA-LTC-19-13.

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to report back on options available regarding the historical jetty on the property Channel View VIS6510.

CARRIED

8.2 M. Cooper letter re: Grant for BC Water Week Project, May 20 to 26, 2013

The Mayne Island Integrated Water Systems Society (MIIWSS) had requested a grant to purchase meters for private well owners.

Chair Luckham detailed that while the LTC does not disagree with the need for such a project, Islands Trust does not give grants and Special Projects monies can only be used to purchase goods or services. Guidelines allow for a report however educational workshops would not generate a detailed report.

Mary Cooper questioned the criteria/definition of goods and services and feels this is an island issue and that the water study is within IT purview of conservancy.

Discussion identified:

- the need to plan each fall for projects that can be included in Special Projects budget
- Planner Richardson to speak with Planner Robert Kojima to determine if community projects can be funded.

Chair Luckham acknowledged the efforts of MIWSS and Mary Cooper expressed appreciation for the past support of the LTC.

8.3 Mount Parke Estates letter re: Secondary Suites

Received for information

8.4 Diane Akey letter re: Rezoning application MA-RZ-2012.1(Oceanwood)

Received for information

9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

9.1 Galiano Island Bylaw No. 240 (LUB Amendment)

Resolution MA-LTC-20-13

It was Moved and Seconded that Galiano Island Bylaw No. 240 (Land Use Bylaw Amendment) does not affect the interests of Mayne Island Local Trust Committee.

CARRIED

9.2 MA-RZ-2012.1 (Oceanwood)

Planner Richardson reviewed the Community Information Meeting held on Saturday April 20, 2013. He further outlined the options:

- Draft bylaw
- Amend proposal
- Proceed no further

Chair Luckham asked the applicant to comment regarding the Community Information Meeting.

Applicant felt the presentation was hampered due to poor lighting conditions in the Community Centre.

Chair Luckham stated that two items seemed to be identified as critical for consideration: a) to have a needs assessment and b) water catchment.

Trustee Crumblehulme spoke to moving ahead with the application.

Trustee Dodds supported the requirement of a needs assessment, as the last survey was ten years ago and this new survey could identify what the community wanted. It was questioned if this would be done by the LTC or the applicant.

Planner Richardson detailed that the assessment could be done by LTC or the applicant or an independent consultant.

Judy Taylor informed the LTC that Salt Spring Island is concerned regarding a lack of Seniors Housing in the islands and that the other islands are positive about Mayne Island having a seniors residence.

Ian Dow spoke to the transportation initiative and support of the project.

Mary Cooper voiced concern as to the location.

Chair Luckham stated that the needs assessment would focus on the application before the LTC.

Further discussion dealt with the funding and costs of a survey.

Resolution MA-LTC-21-13

It was Moved and Seconded that the Mayne Island Local Trust Committee ask staff to work with the applicant, at the applicant's cost, to create a needs survey regarding application MA-RZ-2012.1

CARRIED

Note – There was a break at 2:23 and the meeting reconvened at 2:35.

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Secondary Suites

Planner Richardson reviewed the discussion from this morning's meeting with the Stakeholders. The next step would be to obtain community comment however there needs to be more detail to the "design" of secondary suites before further consultation.

Resolution MA-LTC-22-13

It was Moved and Seconded that the Mayne Island Local Trust Committee direct staff to draft a bylaw for secondary suites based on discussion and feedback from the Stakeholders Meeting of April 24, 2013.

CARRIED

11. REPORTS

11.1 Work Program Reports

11.1.1 Mayne Island Local Trust Committee Work Program – Report dated April 2013

No changes.

11.2 Applications Report

11.2.1 Mayne Island Applications report dated April 2013

MA-BOV-2013.1 Board of Variance meeting scheduled for evening of May 27, 2013.

11.3 Expense/Budget Reports

Presented for information

11.3.1 Trustee and Local Expenses

Any questions can be directed to IT Financial Staff

11.4 Bylaw Enforcement

None

11.5 Adopted Policies and Standing Resolutions

Presented for information

11.6 Mayne Island LTC Web Page

Nothing new for inclusion.

11.7 Chair's Report

Islands Trust Fund Board met for two days in Victoria and is looking to change name to Islands Trust Conservancy to better describe function of organization. The next Trust Council meeting will be on Mayne Island in June at which time the Council will be discussing Federation wide issues rather than local topics.

11.8 Trustee Report

Trustee Dodds thanked Trustee Crumblehulme for his efforts on behalf of the recent visit by the Lieutenant Governor of British Columbia. There was a presentation of a book on the Southern Gulf Islands, written by Mayne Island resident Marie Elliott, on behalf of the Islands Trust.

Trustee Crumblehulme stated the Lieutenant Governor's visit went well but there should have been more notice. The Broadband project is moving slowly and it appears that Mayne Island will soon have a minivan for transit (vehicle

being donated by an islander). Trustee Crumblehulme organized a grant writing workshop with 22 participants.

12. OTHER BUSINESS

12.1 Upcoming Meetings

12.1.1 Next Business Meeting – Wednesday May 29, 2013 at 1:00 pm. at the Mayne Island Community Centre

12.2 Renewable Energy Technologies in the Trust Area – Ocean Based Geo-Exchange Systems

There has just recently been a bylaw put into place on Saturna Island. Mayne Island already permits such technologies in the Land Use Bylaw.

12.3 Mayne Island Conservancy Shoreline Mapping

This document has been forwarded to the Trust Fund Board. Trustee Dodds requested a presentation, to highlight the report, at an LTC meeting. Planner Richardson will speak with Conservancy regarding the length of a presentation.

12.4 Fallow Deer

Ian Dow informed the LTC that Fish and Wildlife have instituted a special license permit for hunting of fallow deer to try to control them. Estimates number 500 – 700 animals currently on island. The Trust Fund Board is involved and options are being explored as to control/hunting and there is a meeting planned with Ministry of Wildlife, Mayne Island Residents and Ratepayers Association and others concerned with habitat destruction.

Ian Dow requested a letter of support and LTC attendance at the meeting the end of May. Trustee Dodds is already involved in this project.

13. TOWN HALL MEETING

Chair Luckham invited comments from the public.

Ian Dow: regarding Broadband – signal will be bounced from Hope Bay to Mayne Island. This service would be invaluable to the Health Centre and Mayne Island

Improvement District is looking at access. There is a 14 passenger van being donated to the island and appeals are being made to the local organizations to assist with funding the operation.

Mary Cooper questioned the taxes and regulations involved in operating a “taxi”. When a vehicle holds 14 passengers or less the regulations are not too onerous.

14. ADJOURNMENT

Chair Luckham declared the meeting adjourned at 3:24 p.m.

RECORDER

CHAIR

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

DRAFT

**MINUTES OF THE MAYNE ISLAND
LOCAL TRUST COMMITTEE SPECIAL MEETING
WITH STAKEHOLDERS REGARDING SECONDARY SUITES
HELD ON WEDNESDAY APRIL 24, 2013 AT 10:00 A.M.
AT THE MAYNE ISLAND AGRICULTURAL HALL, MAYNE ISLAND, BC.**

PRESENT:

Peter Luckham	Chair
Jeanine Dodds	Local Trustee
Brian Crumblehume	Local Trustee
Gary Richardson	Island Planner
Pat Todd	Recording-Secretary

PARTICIPANTS:

Chris Watson	CRD Building Inspector
Wayne Ming	Bennett Bay Water System
John Sanders	Skana Gate Water System
Bill Maund	Mt. Parke Estates Water System
Mike Bucham	Lighthouse Water System
Ev McKay	Laura Point Water System
Diane Plucinak	Laure Point water System
Bruce Richmond	Homeowner
Mary Cooper	Mayne Island Integrated Water Systems

There were nine (9) members of the public in attendance which made up the participants list above.

1. CALL TO ORDER

Chair Luckham called the meeting to order at 10:00 am and introduced himself, the Trustees and Staff. It was noted that a number of islands are exploring the use of secondary suites to provide more affordable housing.

2. APPROVAL OF AGENDA

Chair Luckham asked the members of the committee if they had any changes to the agenda; there being none the agenda as presented was approved by consensus.

3. SECONDARY SUITES

Planner Richardson spoke to the proposition of allowing secondary suites. The Affordable Housing Survey identified this option. There was a mail out to all households on the island and five letters were received with no one adamantly opposed. Meeting with Stakeholders is part of the process before any changes are made to the Land Use Bylaw (LUB). There are a range of possibilities: part of house – attached to house. Consideration is being given to water, size of lot, size of suite, number allowed, etc.

Chair Luckham reviewed the process, adding this was just the beginning: a bylaw would be drafted then a Community Information Meeting followed by a Public Hearing and then voting at the Local Trust Committee (LTC) meeting.

Chris Watson: would like consistency across the islands. Mayne Island is the first one considering this option after Salt Spring Island.

Ev McKay: This is not the first time secondary suites have been on the agenda. Historically density control was a concern and of primary concern is water supply. A private water district can refuse to provide water to a household while CRD and Improvement Districts cannot. Concern that a system may be too small to accommodate extra suites. Water Catchment might be a solution.

Bruce Richmond: Spoke in favour of secondary suites. Could assistance aging population. There are a number of non-legal suites on the island and if legalized than health and safety factors would be addressed.

Mary Cooper: Water taxes are on the property; the toll is on water usage so if double billed residence would not double income for water district.

Chris Watson: Would have to review water district bylaws and referenced Magic Lakes, Pender Islands, where second meters were installed.

Mike Bucham: District is currently unable to keep up with demand in summer and bylaw is one connection per lot. Bylaw should require rain water catchment

Mary Cooper: Water has to come first and all districts need to look carefully at the impact of increased density. The Bylaw is on the property with no control over who or how many live there.

Bill Maund: Has no real objection to bylaw and would suggest that on smaller lots there be a limit and that secondary suite must meet CRD regulations.

Bruce Richmond: Metered water systems make people think about usage. The expense of rain catchment could keep suites “underground”.

Wayne Ming: Questioned any districts that charge per gallon over a set usage.

Mary Cooper: unaware of any.

John Sanders: Users can be disconnected from water concerns: if they pay more feel it's okay to use more and cost of maintenance of systems is quite high. Many districts have limited financial resources to upgrade infrastructure due to low household billings except for systems under CRD.

Chris Watson: The CRD is not legally allowed to venture into IT responsibilities i.e.: land use, conservation, conservation of water, etc. In areas where they have jurisdiction CRD has educational programs regarding water conservation.

Wayne Ming: in favour of suites to a degree

It was questioned as to the cost of a rain catchment system. Building Inspector said this could be as much as \$12,000 to \$15,000 for a new building.

If the residence has its own water system there is still payment for taxes but can opt out of the toll.

Mary Cooper: Spoke to back flow prevention if using rain water. Building Inspector feels contamination of water system can be controlled if “interconnected”.

Existent suites would have to meet present regulations. For illegal suites, bylaw only enforced if there is a complaint. The area is not considered a suite if there is no cooking facilities.

Mary Cooper: Asked about septic systems.

Building Inspector cited that Health regulations for septic are based on the square footage so a basement would already have been factored into original septic requirements. Any suites must be over original footprint – no “bump-outs”.

Originally septic systems were based on the number of bedrooms. This would have to be reviewed by Building Inspector.

On-site parking would be required.

Secondary suites are viewed as an affordable option and if inspected, safe and healthy housing; however, not everything can be controlled. Federal and Provincial governments are providing grants supporting secondary suites even though they are illegal on the islands.

Chris Watson: legalize with conditions which makes enforcement stronger.

Question was raised as to limiting size of lot where suites would be allowed.

Land Use Bylaw identifies size of lot for additional cottages and could create Development Permit areas that would allow secondary suites.

Town of Sidney now mandates new homes have a secondary suite to facilitate affordable housing.

There may not be as great a number of units as feared. Secondary suites provide mixed housing; are an option; a mortgage helper.

Chair Luckham read the Salt Spring Island Bylaw for Secondary Suites. The Islands Trust has a number of tools to structure the bylaw and could even identify gallonage for rain water collection.

4. **ADJOURNMENT**

Chair Luckham adjourned the meeting at 11:30 p.m.

RECORDER

CHAIR

**NOTES OF THE MAYNE ISLAND
LOCAL TRUST COMMITTEE
COMMUNITY INFORMATION MEETING
REGARDING MA-RZ-2012.1 (OCEANWOOD)
HELD ON SATURDAY APRIL 20, 2013 AT 3:00 P.M.
AT THE MAYNE ISLAND COMMUNITY CENTRE, MAYNE ISLAND, BC.**

<u>PRESENT:</u>	Peter Luckham	Chair
	Jeanine Dodds	Local Trustee
	Brian Crumblehume	Local Trustee
	Gary Richardson	Planner
	Pat Todd	Recording-Secretary

There were approximately thirty-two (32) members of the public in attendance.

The Chair called the information meeting to order at 3:05 p.m. and welcomed all the participants. He stated the purpose of the meeting was to provide an outline of the rezoning application MA-RZ-2012.1 (Oceanwood) and allow those present to ask questions regarding the proposed project.

Planner Richardson reviewed the current status of the 10 acre property and what is being proposed:

- 37 Senior Housing units of 80 sq. m.
- 4 employee dwellings
- Total dwellings to cover approximately 3700 sq. m.
- Request for reduced set back on either side

The Official Community Plan (OCP) identifies Seniors Housing as an amenity which allows some increase of density and OCP also requires rain water storage/catchment. Planner Richardson further stated that a Development Permit could be implemented to allow the Local Trust Committee to direct the development in more detail.

Staff Comments included:

- Two areas currently zoned for Seniors Housing
- Site is removed from village centre
- No specific needs study completed – are 37 units needed
- Should require a Housing Agreement to specify Seniors Housing in perpetuity.

Murray Rosengren, on behalf of the applicant, further reviewed the proposed development through an electronic presentation and highlighted:

- All units accessible
- Building of approximately 3000 sq. ft. to include a fitness centre, exercise room and communal dining hall

- Continued use of existent Oceanwood
- House to be demolished
- Structured very much like facility on Salt Spring Island: designated as Independent Support Living with 24/7 staffing and lifeline system but no personal care/assistance
- Opportunity for seniors to “age in place”
- No lease – monthly rental

The following comments were put forward by the public:

Len Epp: requested more details on units – kitchenette, 1 bedroom or 1 bedroom with den, residents do breakfast/lunch, ocean view, accessible

Sean McEwen: questioned 2 story structures – elevators for access. He also spoke to concerns about water supply. Applicant very aware of water issues on island and would use low flow fixtures, have rain catchment, system similar to Mayne Inn.

Mary Cooper: the area is a major draw area for Village Point Improvement District and is concerned development’s water draw would affect Village Point, Mt. Parke Estates and Surfside water districts. The applicant feels water impact can be minimized. Mary also questioned need of such units: total population on Mayne Island is significantly lower than on Salt Spring Island. Applicant feels there is a need; other areas zoned for Seniors Housing are unlikely to be developed (economics) and there needs to be 37 units to be financially viable.

Rose White: Asked about transportation. Residents may have own vehicles and there is a proposed bus service.

Millie Leathers: Project could mean an additional 74 seniors on the island. There is concern as to medical needs and whether they can be met with services on island. Applicant hasn’t considered this to date and is unsure of impact on medical services.

Cilla Brooke: An increase in medical needs is unlikely to prompt an increase in medical services. Care must be taken in a needs assessment as to what the infrastructure can handle.

Diane Akey: Feels there should be a needs assessment and give islanders input as to proposal and commented that islanders have changed over past 10 years in response to applicant’s reference to survey of 2003. Applicant suggested that IT could limit time for zoning to exist to promote construction. Chair Luckham clarified that zoning is “forever” unless application made to rezone.

Bill Bender: questioned what would happen if rentals not up to 37 units. Applicant would be responsible – their problem.

Ian Dow: a transportation system may be available. The most difficult part of a project of this nature is acquiring the financial resources so community should be positive of project.

Dennis Watts: Felt proposed rents were reasonable however it is important to do due diligence as to viability of project.

Carsten Petersen: Cortez Island, which has a similar population size to Mayne Island, built 6 units seven years ago and has vacancies. Has a concern with development of property: is a neighbor. Applicant invited him to visit site. Carsten very familiar with property.

Andrew Guy: reminder not just a Seniors Residence: pool and amenities for community as well as employment opportunities.

Michael Buchan: concerned as to impact on Village Point water. Questioned as to what happens if there is an impact on water levels. Applicant foresees a system similar to that at Mayne Inn with captured rain water and stored potable water could be possible.

Len Epp: Questioned plans for existent facility. The Oceanwood will operate as an accommodation facility this year and the restaurant may be available for July and August.

Sean McKwen: Noted the significant increase in intensity of land use; the remoteness of location to community resources and asked as to rezoning in a more appropriate location such as Village Bay.

Chair Luckham reviewed the purpose of a Community Information Meeting and a Public Meeting. The proposal is still in the early stages and opinions can be submitted in writing to the LTC or brought forward at the Public Meeting. The Community Information Meeting is an opportunity to ask questions and get information as to the project.

Murray Rosengren (applicant) restated that this proposal is an option for the island and while there is zoning in the village area at present there are no plans for development.

Ann Johnston: stated that the LTC had spent many months looking at the other properties.

Bill Bender: Questioned if well fracturing to get a higher volume of water could happen. Islands Trust has no control over this.

Dave Burroughs: This is a viable project with funding available and if successful there are a lot of positive outcomes.

Ian Dow: Referred to the Commercial Land Use Task Force – centralization is a goal but not everything may fit. Questioned employment opportunities through project. The applicant is unsure at this time: difficulty getting staff; limited young people

Mary Cooper: Stated that hydro fracturing is governed provincially. Has her home on the market to move closer to medical resources and concerned that project doesn't meet future needs – would have to move a second time – and that the rent is too expensive.

Barry Wilks: Proposed site is in an area of large lots and historically wells were very productive. Management of water is important. Regarding demands on island resources: feels that necessity will bring what is necessary.

Bill Warning: manages well in the area and do have to be careful.

Ian Dow: Spoke to recharge rates for aquifers: common sense and good management is needed.

Pat Gasston: Questioned if pets would be allowed – yes.

Planner Richardson asked as to location of future residence – ½ way up property.

Chair Luckham: Questioned intake criteria. Applicant spoke to Independent Supported Living: have to have own person needs met. Some assistance can be provided but facility proposed is not a registered Assisted Living.

Chair Luckham adjourned the Community Information Meeting at approximately 3:23 pm.

RECORDER

DATE

DRAFT



**MINUTES OF THE MAYNE ISLAND
ADVISORY PLANNING COMMISSION
HELD ON MONDAY MARCH 11, 2013 AT 7:00 P.M.
AT THE CHURCH HOUSE**

Present: Rich Tamboline (Chair), Stephen Cropper, Bill Bender, David Maude, Paul Dumond, Jerry Wise, Sally Manson and Trustee Crumblehulme Pat Todd (recorder)

Regrets: Ian Birtwell, Dennis Emmett and Trustee Dodds

There were three (3) members of the public in attendance.

1. CALL TO ORDER: 7:00 p.m.

Chair Tamboline introduced and welcomed Paul Dumond, new member to the APC, and everyone introduced themselves.



2. APPROVAL OF THE AGENDA

Additions: New Business – communication with Ian Birtwell
- review of meeting dates

**IT WAS MOVED AND SECONDED THAT THE
AGENDA BE APPROVED AS AMENDED.**

CARRIED

3. APPROVAL OF MINUTES OF A.P.C.: Meeting of January 14, 2013

**IT WAS MOVED AND SECONDED THAT THE
ADVISORY PLANNING COMMISSION MINUTES
OF JANUARY 14, 2013 BE ADOPTED.**

CARRIED

4. BUSINESS ARISING FROM MINUTES

4.1 Information session re: Bylaw Enforcement

Bylaw Officer Myles Drew is away until April. The Commission would appreciate an opportunity to meet and discuss the proposed bylaw with Bylaw Enforcement.

4.2 Discussion and summary of concerns with the Enforcement Bylaw for submission to the Local Trust Committee.

Many members felt that more information was required as to the process of bylaw enforcement and how the proposed bylaw would be

implemented. The "ticket" format puts the weight on the property owner to dispute the infraction.

**IT WAS MOVED AND SECONDED THAT THE
MAYNE ISLAND ADVISORY PLANNING
COMMISSION RECOMMEND DEFERRAL OF THE
BYLAW ENFORCEMENT BYLAW
IMPLEMENTATION UNTIL SUCH TIME THAT THE
COMMISSION CAN RECEIVE ADDITIONAL
INFORMATION FROM THE BYLAW DEPARTMENT.**

CARRIED

5. REFERRALS

5.1 MA-RZ-2012.1 (Oceanwood)

The Applicant presented the proposed rezoning plans for this property which would include 37 attached Seniors Housing units.

Some of the points presented:

- Substantial development
- Significant impact on community
- Remote location may lessen direct impact on community
- Project is similar to a Salt Spring Island program
- Larger density required for viability of project
- There is a good water supply/plans to utilize rainwater
- Number of amenities that would be accessible by community
- Creates jobs for islanders
- Plan for a mix of ages
- Construction according to demand: can be done in stages

Discussion:

- Seniors Housing is an amenity and the Bylaw stipulates 10 units of density for a community amenity therefore the project would require an amendment to the OCP.
- The Applicant is not looking at density as a "trade" for an amenity: the project is the amenity
- The task for the APC is to make a recommendation to the LTC as to whether the change in density is of "value" to the community
- Question as to market for units: could be a Housing Agreement that would detail who could rent there: Applicant would agree to age of 65
- Staff Report addresses question of OCP and amenity rezoning

The application is very appealing as an amenity for the community and should proceed with further investigation.

IT WAS MOVED AND SECONDED THAT THE MAYNE ISLAND ADVISORY PLANNING COMMISSION RECOMMEND THAT THE MAYNE ISLAND LOCAL TRUST COMMITTEE PROCEED WITH A COMMUNITY INFORMATION MEETING AND IT IS FURTHER RECOMMENDED THAT A HOUSING AGREEMENT BE AN INTEGRAL PART OF ANY BYLAW REZONING AMENDMENTS.

CARRIED

6. TRUSTEES REPORT: none

7. NEW BUSINESS:

7.1 Update re: Ian Birtwell

Chair Tamboline spoke regarding Ian's participation on the APC and his current serious medical situation. Ian, who is currently Deputy Chair, has questioned resigning from the Commission. Chair Tamboline would like to encourage Ian to continue as a member however to step aside as the Deputy Chair so that the Commission may have an election for this position. Commission members agreed with this plan.

7.2 Review of Meeting Dates

There are a number of times when the second Monday of the month is a holiday which affects attendance. Members were asked to consider options for future meeting times for the next meeting.

8. NEXT MEETING: April 8, 2013

ADJOURNMENT: 9:00 pm.

CHAIR

DATE



DRAFT

**MINUTES OF THE MAYNE ISLAND
ADVISORY PLANNING COMMISSION
HELD ON MONDAY APRIL 8, 2013 AT 7:00 P.M.
AT THE CHURCH HOUSE**

Present: Rich Tamboline (Chair), Stephen Cropper, Bill Bender, David Maude,
Jerry Wise, and Dennis Emmett.
Pat Todd (recorder)

Regrets: Ian Birtwell, Paul Dumond, Sally Manson, Trustee Dodds and Trustee
Crumblehulme

Members of the Public: none

1. CALL TO ORDER: 7:00 p.m.

2. APPROVAL OF THE AGENDA



**IT WAS MOVED AND SECONDED THAT THE
AGENDA BE APPROVED AS AMENDED.**

CARRIED

3. APPROVAL OF MINUTES OF A.P.C.: Meeting of March 11, 2013

Page 2; Points presented: change "modeled after" to "similar to a"

**IT WAS MOVED AND SECONDED THAT THE
ADVISORY PLANNING COMMISSION MINUTES
OF MARCH 11, 2013, AS AMENDED, BE
ADOPTED.**

CARRIED

3.1 Review of notes from February 11, 2013

Bylaw Enforcement Bylaw: need for further information and Chair is
unsure at this time when a Bylaw representative will be available.

4. BUSINESS ARISING FROM MINUTES

4.1 Election of a Deputy Chair

Chair Tamboline has received Ian Birtwell's resignation as Deputy
Chair. Nominations were called for.

Dennis Emmett was nominated but is concerned as to availability and
declined.

Stephen Cropper was nominated and is interested in this position.

Chair Tamboline called for further nominations three times. There being no further nominations Stephen Cropper was elected as Deputy Chair, by acclamation.

4.2 Review and agreement on future meeting times

The 2nd. Monday of the month is a statutory holiday three times in 2013. Selecting an alternate meeting day was discussed.

The Commission agreed that meetings would continue to be held on the 2nd. Monday (monthly as needed). Should the meeting day be a holiday and there is an urgent matter to be dealt with an alternate day will be arranged.

5. REFERRALS: none

6. TRUSTEES REPORT: none

7. NEW BUSINESS:

Community Information Meeting for the rezoning application MA-RZ-2012.1 (Oceanwood) will be held on Saturday April 20, 2013 at the Community Centre from 3:00 – 5:00 p.m.

Secondary Suites Stakeholders Meeting will be held on Wednesday April 24, 2013 at the Agricultural Hall from 10:00 – 11:30 a.m.

Permitting of secondary suites could have a significant impact on density. Several islands have implemented secondary suites as a housing option. Inclusion would involve a change in Policy Statement for Islands Trust.

8. NEXT MEETING: May 13, 2013

If there are no referrals for the Commission a notice will be sent to members to cancel the meeting.

ADJOURNMENT: 8:00 pm.

CHAIR

DATE



Islands Trust

Follow Up Action Report w/ Target Date

Mayne Island Mar-27-2013

No.	Activity	Responsibility	Target Date	Status
1	Draft Bylaw 158 - staff to: 1) update showing first reading as drafted. (done) 2) forward to appropriate referral agencies for comment. 3) arrange CIM and public hearing for June 26 as part of LTC mtg.	Kathy Jones Gary Richardson	May-29-2013	Done

Apr-24-2013

No.	Activity	Responsibility	Target Date	Status
2	Advise APC chair after each meeting if there will be a referral or not.	Gary Richardson		Done
3	Minutes of March 27, 2013 adopted as drafted.	Sharon Lloyd-deRosario		Done
4	Staff to follow-up with BEO to request prompt action on abandoned vehicles on the side of the road.	Gary Richardson		Done
5	Letter from D. Emmett - staff to research 'sponsored crown grants' for the sea wall on the Emmett property.	Gary Richardson		Done
6	Discuss funding of community projects in the budget with RPM.	Gary Richardson		Done
7	Mayne Island Shoreline review - put on future agenda	Gary Richardson		Done
8	Follow-up on fallow deer.	Gary Richardson		Done

From: aandycarm@aol.com [aandycarm@aol.com]
 Sent: Thursday, May 09, 2013 6:24 AM
 To: Jeanine Dodds; Brian Crumblehulme
 Cc: bdearden@shaw.ca
 Subject: Mayne Chamber of Commerce

Hello Jeanine and Brian,

We had an enquiry from Mr Nordquist earlier this year regarding advertising on the MICCC brochure and website. Whilst he was too late for this years brochure, and he showed no further interest for 2013, there arose for the MICCC board, interest in the conditions of the "temporary STVR" which Mr Nordquist was awarded by Islands Trust late last year issue. Although we have viewed the conditions associated with Mr Nordquists award, we are wondering if there are other conditions associated with STVR which are not written down. For example is there a limitation of type of advertising (as per the proposed conditions for the previous Roses Cottage application), is the 'temporary approval' associated with the land rather than the applicant, what is the policy intention of the Islands Trust with further applications for this type of accommodation ?, etc.

We are having our monthly MICCC board meeting next Tuesday 14th May at Home Hardware starting at 7pm and were wondering if it would be possible for either of you to address these issues for say 10-15 minutes at your convenience?

On another issue, MICCC has grown the tourism association with Vancouver Island Tourism by applying for, and, subject to the election, being awarded up to \$9,000 in matching tourism grants for the 2013 year. As part of this initiative, Tourism Vancouver Island has sent out a Community Tourism Foundations - Expression of Interest document which we have filled in and is attached for your perusal. As part of the application (which will hopefully result in a Mayne/SGI fully funded directed Tourism workshop later this year), Tourism Vancouver Island would like to see letters of support from local organisations (Article 13 in the attached attached EOI). Would the Mayne Island Trust be in a position to provide such support and if so it would be much appreciated if you could write a supportive letter?

Thanking you and please advise if either of you could attend the MICCC board meeting.

Cheers,

Andy Pearson,
 MICCC Treasurer

Community Tourism Foundations – Expression of Interest (EOI) Guidelines
Helpful tips for completing the EOI

The EOI form is in black text, the tips are in red text.
Applicable Mayne Island entries are in green

About your Organization

1. Name of Community / Applicant / Organization / Consortium
Mayne Island; Mayne Island Community Chamber of Commerce (MICCC)
2. Address of Applicant / Organization / Consortium
PO Box 2, Mayne Island, V0N 2JO
3. Phone / Fax of Applicant / Organization / Consortium
MICCC does not have phone/fax
4. Key Contact / Spokesperson Address, Telephone, Fax and E-mail
Andy Pearson, Treasurer MICCC; 586 Bakerview Drive, Mayne V0N 2J1;
250 539 5393; aandycarm@aol.com
5. Are there other communities represented in this EOI? If yes, please list them.
 - a. non at present; community communications ongoing
 - c. _____
 - d. _____

About Your Planning

6. Which of the following best describes the present status of your tourism planning?
 - (1) ☐ Limited community support for tourism initiatives; no formal tourism planning has taken place
 - (2) ☒ Discussions involving key community leaders and tourism operators about tourism initiatives have taken place; little formal planning or implementation has been undertaken
 - (3) ☐ Some strategic tourism planning is established; a tourism action plan exists with limited implementation
 - (4) ☐ A tourism plan is being actively implemented; strong local support for the direction being taken by the existing local tourism organization
7. Which of the following best describes the organization or individual in your community(ies) that presently is responsible for, or coordinates, your tourism initiatives?
 - a. ☐ Existing community destination marketing organization
 - b. ☐ Formal or informal group of tourism operators
 - c. ☒ Tourism Committee of municipal council, Chamber of Commerce, or other community organization
 - d. ☐ Economic Development Officer
 - e. ☐ Informal group of private businesses

f. ___ Other (please explain)_____

8. If your community has a Tourism (Advisory) Committee, please provide details, including the names and affiliations of each committee/task force member. No official Island wide tourism committee has been formed yet though discussions are continuing for the Experience the Southern Gulf Islands Initiative.

- How many people are on the committee/task force?
- How long has been the committee/task force been in existence?
- How did this committee/task force form?
- What does the committee/task force do? Does it have a formal mandate?
- Is there a lead organization? If so, who? Why are they the lead organization?
- Is there a lead member of the committee/task force? If so, who? Why is this person the lead member?
- Ensure the names and affiliations of each member are listed.

9. Explain how tourism development and marketing is facilitated in your community. What resources and budget are utilized?

- Is there an organization that is responsible for tourism development and/or marketing? Yes, the Mayne Island Community Chamber of Commerce (MICCC)
 - If so:
 - Which organization? MICCC How long has this organization been involved in tourism development and/or marketing. At least ten years. What is the mandate of the organization? To encourage tourism visitations to Mayne Island and enhancing the overall business climate on Mayne.
 - How many people are involved? Four MICCC Board members. Who are they?
 - How big is the budget? \$18000 Where does the money come from? Membership subscriptions, brochure advertising and fundraisers. Is funding expected to continue in the future? Yes What are the funds used for? Creation, printing and distribution of the annual map/brochure; printed advertising; website; community events
 - Is there a formal tourism development and/or marketing plan? Not as yet
 - If tourism marketing is taking place, who is the market? Vancouver, Victoria, Calgary/Edmonton, NW USA, BC Ferries. Why? 80-90% of business is from Vancouver/Victoria. How are they being marketed to? Brochure distribution, print advertising, Chamber website, advertising of individual tourism orientated businesses
 - If not:
 - How do individual local tourism businesses market themselves? Through the internet, websites, print advertising, the Chamber website and the annual MICCC brochure. Are there plans for a local organization to begin facilitating tourism development and/or marketing? MICCC has historically been the lead in tourism advertising for Mayne Island through the annual production of the Chamber map/brochure. Island Tourism

marketing is currently maxed out because funds are limited to membership subscriptions and brochure ads (total about \$16,000 for 2013) and limited fundraisers. Last year an initiative commenced to use news media for publicity

10. Is there an identified “champion” for tourism in your community? Please provide details.

MICCC is the champion for Mayne Island

A champion is someone who strongly supports (and defends) something, and actively demonstrates that support publicly. A champion can also be an organization. For example, David Suzuki is a champion for environmental sustainability. There may be more than one champion and the champion may be an organization(s).

- What is the champion’s background? What do they do? MICCC is the champion at this early stage. It is presently a group of about 65 local businesses that has evolved over the past 5 years into a dynamic group representing about 80% of the private businesses on the island of which about 70% are wholly or partially dependent on tourism.
- Why are they the champion? The majority of the businesses have the most to lose (and most to win) depending on how tourism evolves on the island. In addition, it is recognized by many that the island has an unhealthy demographic being dominantly populated by retirees. In particular, it is seen as discouraging as a place of regular work due to the lack of opportunities
- How long have they been the champion? Over 5 years
- How is the champion perceived in your community? Due to increased marketing, increased exposure of businesses to the island, self promotion through island functions and fund raisers (dances/ car shows/Christmas event) and sound fiscal management, the MICCC has enhanced its community profile.
- What exactly are they championing? Growth in tourism through increased, and judiciously applied, advertising exposure to enhance the economic development of the island.

11. Which of the following plans that relate to tourism are in place in your community? Please provide copies and comment on the implementation of these plans.

- When was the plan implemented?
 - Who/which organization spearheaded the creation of the plan?
 - What stage is the plan at?
 - How successful was/is the plan?
- ___ Economic Development strategy that includes a focus on tourism
 - ___ Economic Development strategy that does not include a focus on tourism
 - ___ A formal tourism plan
 - ___ Revitalization or destination development plan
 - ☒ An Official Community Plan that includes reference to tourism (see Islands Trust – Mayne Island website – Official Community Plan)
 - ☒ Other plans related to tourism (please identify). An initial Tourism Planning Strategy for the Gulf Islands (Islands Trust 2006)(see attached)

12. Which of the following research documents do you have that provide knowledge about your tourism opportunity? Please provide copies.

Up to now, MICCC has not had the financial means to carry out any tourism analysis. However, over the last couple of years we have had guest speakers at some of our annual meetings to address tourism, for example Dr. Brian White, Professor of Tourism at Royal Roads University (2011) and also Jody Young from Tourism Vancouver Island (2013).

Both of these tourism professionals have provided tourism documentation: Jody Young: Visitor profile Gulf Islands Region (Tourism Labour Market Research Project 2003), 2012 In-Market Research Report-Vancouver Island (Tourism BC), Vancouver Island, Victoria and the Gulf Islands – Regional Profile (Tourism BC 2008), BC Visitor Market Profile 2012 (Tourism BC) and Alberta Visitor Market Profile 2012 (Tourism BC), Transforming Communities Through Tourism (?Tourism BC 2009). Bryan White: Building the Southern Gulf Islands Destination (32mb ppt - August 2011), Case Study - Saltspring Island Sustainable Tourism and Retirement Migration (11mb ppt- August 2006) plus other tourism related power points.

Copies of the Tourism BC literature are available through Jody Young. The power points authored by Dr White are large, can't be sent by email (due to size) and may be proprietary to the author. Please contact MICCC if interested in obtaining these documents.

- a. ☐ Land use plans (e.g. LRMPs, LRUPs)
- b. ☐ Tourism Opportunity Studies (completed by the Ministry of Sustainable Resources Management, please see <http://srmwww.gov.bc.ca/dss/initiatives/tourism/>)
- c. ☐ Other tourism opportunity or planning studies
- d. ☐ Visitor studies
- e. ☐ Marketing studies
- f. ☐ Other (please identify) _____

13. Please provide documentation that demonstrates that there is support in your Community (ies) for planning and implementing tourism destination activities. Please include a minimum of two (2) letters of support from local organizations/groups. For example: municipal council, Chamber of Commerce, Spirit of BC Community Committee, local tourism marketing organization, (tourism) business association, economic Development Officer. Letters of support will be forwarded when these have been received from the relevant bodies

About Your Tourism Opportunity

14. What are your community's greatest tourism strengths, weaknesses, opportunities and threats?

Provide at least 5 bullet points per heading – strengths, weaknesses, opportunities and threats.

Strengths

- Very predictable and desirable dry hot summer weather
- Mild weather year round

- Well serviced island due to a long history of settlement; has a school, RCMP, doctor staffed medical centre, fully functioning emergency fire and ambulance service
- Mayne is the island most central in terms of both geography and access in the SGI
- Is favourably located halfway between Schwartz Bay and Tswassenn with direct car ferries to each; is a BC Ferries trans-shipment point with two berths; also has float plane service between Miners Bay and Vancouver
- Thoroughly developed Official Community Plans produced by the Islands Trust in consultation with the island population and local businesses. This provides protection for both Mayne Islanders and businesses whereby both stakeholders know ‘the goalposts’
- A number of well established resorts, Band B’s and guest houses, all with applicable zoning and land-use regulations. Some of these are underutilized even in the high season.
- A number of island artists and artisans having their own studios open for visitors in addition to a small farm, also open to visitors.
- Very popular farmers markets and other activities, including numerous Lyons club festivities, especially in the summer.
- A strong history of being a popular tourist destination during the 1970s-1990s (when the current parents of young families were, as children and young adults, enjoying themselves on Mayne Island).

Weaknesses

- Dependency on ferries
- High degree of seasonality to the tourism industry
- High correlation between tourist visitors and weather (wet summer results in a bad year for tourists; worst scenario...a series of wet summers in a row!)
- Limited, or increasingly dated, tourist attractions. Lack of economic growth discourages tourism investment, especially with those enterprises having limited access to capital.
- Older demographic...limited availability of personnel for the tourism industry
- High seasonality of tourism...essentially school vacations. Services are stretched in the summer but underutilised the remainder of the year
- Mayne does not have the name recognition other SGI have
- Lack of a marina
- Lack of convenient access for tourists to the adjacent SGI (small ferry, water taxi; water tourism services)

Opportunities

- Greater awareness of Mayne Island and its location in the SGI
- Ongoing feasibility study of ‘Experience the Southern Gulf Islands Initiative’ (integration of SGI through the development of an island pathway system and enhanced marina facilities in Miners Bay)
- Organised marketing of tourism has only really started to grow over the last 3-4 years through the MICCC initiative of directing advertising beyond BC Ferries. It is anticipated that judicious application of advertising funding will continue to increase tourism visitation to the island
- A major effort to extend the shoulder seasons through advertising and increased attractions would positively impact the bottom line of many businesses

- Improvement of local inter-island access especially for foot/bike/kayak passengers

Threats

- Reduction/disruption in ferry services and increase in prices
- Reduction in tourism services (restaurants, accommodation establishments, etc) through declining demand
- Reduction in the off island marketing budget by MICCC members if there is a ‘bad year’ (reduced subscriptions)
- Increased taxation on businesses (local taxes and the PST/HST debacle) and reduction in funding from local government.

Ideas for consideration:

- Stage of tourism industry development and marketing
- Number and quality of local tourism products, services and facilities
- Level of community support for tourism development
- Attributes of the local geographical area and climate (seasonality)
- Access to your community - road, air, water, rail, public transportation
- Age and quality of infrastructure
- Existing local sectors and industries
- Proximity to other areas
- Existing and future plans for development
- Population makeup – age distribution, ethnic diversity
- Number and quality of cultural, historic and arts facilities
- Local festivals and events

15. What are your community’s unique attributes and competitive advantage?

Numerous visitors observe that Mayne Island is one of the most accessible and “manageable” island for touring with a “circular” island route, numerous access points to public beaches and forests in addition to exuding a welcoming community spirit and a feeling of safety for both visitors and residents.

16. Describe, in detail, your current visitor support services (e.g., Visitor Information Centre)

A Visitor Centre is a public place where tourists can go to obtain free printed information on the local community such as maps and tourism business brochures. Visitor Centre staff provide free verbal information such as directions, local points of interest, and recommendations on local places to stay and eat.

- If you have some form of a Visitor Centre:

Mayne Island has two visitor facilities initiated by MICCC

- o Where is it located? The main visitor centre is at the Re-Max office near the Village Bay BC Ferry terminal; also a Tourism brochure stand is outside True Value Foods at the main ‘mall’ in Miners Bay
- o What area does it service? Mayne Island
- o Do you have more than one? Yes...see above
- o Are there plans to build more? See below

- **When was it built?** The accommodation is provided by Re-Max at no cost at present and was initiated about 2.5 years ago. **Are there plans for improvements?** During the summer the Re-Max office is very busy and the addition of tourists results in overcrowding, especially after a ferry arrival. Given the growth of this initiative, if funding becomes available, the Re-Max owners have offered an immediately adjacent site for a small non-permanent summer structure which can act as a visitor centre.. perhaps being staffed by an on- island student resident.
- **How is it funded?** See above. **Is funding expected to continue in the future?**
- **How many people work there?** Two; Staffing is 7 days a week by Re-Max staff from 9.30am – 6pm Mon-Sat and 10.00am- 4.30pm Sundays
- **How many visitors does it service?** Summer 500/week; off season 50/week
- **What services does it offer?** Island information, commercial tourism brochures, reciprocal off-island brochures (Duncan, Chemainus, Nanaimo, Salt Spring Island)
- **What are the hours?** See above. **Is it open year round?** Yes
- **How is it promoted?** Mayne Island brochure, Chamber website and roadside sign
- **Is it an official Tourism BC Visitor Centre?** No
- **If you don't have some form of a Visitor Centre:**
 - **How are your visitors serviced?** (Information can be found at service stations/retail, etc.?) N/A

17. Describe how residents in your community support the further development of sustainable tourism.

- **Have they demonstrated their support in any way? i.e. signed petitions, sent letters, attended focus groups, joined related committees?** There has been a marked increase in the interest shown by general MICCC members (50-60) in the tourism initiatives of the MICCC which has lead to increased membership and more active support and interest by the Mayne Island community in general.
- **If there are residents in your community who do not support the further development of sustainable tourism:** There has been no indication so far that there is a group of people who do not support sustainable tourism development.
 - **Why not?**
 - **How do you know they don't support the further development of sustainable tourism?**
 - **What portion of the population do they represent?**
 - **How long has this attitude existed?**
 - **How do you think this attitude can be changed?**

About You're Expectations

18. What are the most important outcomes or results that your community would like to achieve from the processes of planning and implementation as part of the Community Foundations program?

Mayne Island had a much more dynamic destination tourism business in the past (1970's- 1990's) but the general feeling is that this has declined significantly over the

past 5 years or so due to the changing demographic, increasing costs (ferries/fuel), general economic malaise and lack of advertising compared to other potential competitor destinations to which business has been lost.

The biggest concern of the MICCC is that Mayne Island is the least known of the Southern Gulf Islands and suffers greatly from a lack of 'brand appreciation' in the destination tourism business. In particular, Mayne does not have the name recognition of Salt Spring, Pender, Galliano or Saturna Islands, as a destination, even though Mayne was established earlier, has a larger population than some of these islands and has an equivalent portion of destination attractions. This is exacerbated by the lack of a coordinated Mayne Island tourism marketing plan and implementation, in the most part due to a lack of personnel having knowledge or experience of this issue. Essentially everything done to date has been by the private sector with no Tourism BC support.

It is for this reason that the discretionary budget for the MICCC (after the brochure and general running costs are accounted for) is currently weighted towards advertising the island as a tourism destination. However this leaves only about \$3000 available for this component. We feel strongly that increasing advertising exposure will increase the number of visitors to the island which will in turn enhance the precarious economics of some of the businesses on the island.

As important, however, is the knowledge required to judiciously invest the advertising monies that MICCC is able to raise on its own account in addition to the funds that we may receive in the future from Tourism BC. In particular, our requirement is for advice on when and where to spend the monies for the most effective impact...hopefully the cost of the advice will not consume the minimal funds we have for the advertising itself!

The welcome moral support provided by Vancouver Island Tourism and the encouragement received from Jody Young, together with her presentation at the last MICCC general meeting, has been very encouraging to the MICCC such that we look forward to additional interaction with her group in whatever way she sees as the most cost effective way of increasing Mayne Island's tourism exposure to the world.

19. Please feel free to provide any additional information that you feel is relevant.

From: Tim Tanton [<mailto:ttanton@crd.bc.ca>]

Sent: May-13-13 6:11 AM

To: Gary Richardson

Cc: The Rochets; Louis Vallee; Wesley Mulvin; Ted Robbins; Brian & Vicki Bovet; Jon Sanders

Subject: Secondary Suite Proposal - Mayne Island

Hi Gary,

I have been reviewing the material on the proposed bylaw changes to allow secondary suites on Mayne Island. The CRD operates two water systems on Mayne Island: Skana and Surfside. Both of these systems are small and funding infrastructure upgrades is a significant challenge.

Secondary suites could effectively double the water demand in these systems, and this could have a serious impact on the sustainability of the water supply. Without detailed study, the CRD cannot be confident that the existing systems would be able to handle the addition of secondary suites. If the water supply becomes unsustainable then these small communities may be faced with very large costs to upgrade their infrastructure, and these costs may be unaffordable for some of the water system users.

Before Islands Trust decides to proceed with allowing suites in Skana and Surfside water system areas detailed study is required to ensure that the long-term supply of water is still viable.

Cheers

Tim Tanton

Senior Manager, Infrastructure Engineering

CRD

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Islands Trust

Top Priorities

Mayne Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Housing Options	Consider OCP/LUB amendments to permit secondarily suites - prepare preliminary OCP/LUB wording (done) - arrange stakeholders meeting (done) - draft bylaw	Jul-04-2011	Gary Richardson	Sep-30-2013	On Going
2	Review proof of potable water provisions in LUB regarding boundary adjustment subdivisions.	Prepare draft bylaw for LTCs consideration (done) Prepare Public Hearing for June 26/2013	Oct-24-2012	Gary Richardson	Mar-27-2013	On Going
3	OCP Follow-up: 1. Implementation of Riparian Areas Regulation	follow timeline agreed to at Oct 24/12 LTC meeting.	Jun-09-2010	Gary Richardson	Sep-30-2013	On Going



Islands Trust

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	Agricultural Building riparian setbacks	Review LUB to consider potential amendments to setbacks for agricultural buildings from watercourses, consistent with Ministry guidelines	Oct-03-2011	On Going
3	Commercial Land Use Review	review task force reports and provide options/recommendations to the LTC	Oct-24-2012	On Going
4	First Nations Communication - deer		Jun-27-2012	On Going
5	Density provisions on large remainder lots		Jul-27-2012	On Going
6	Road issues		Jun-27-2012	On Going
7	Review TUP policies		Sep-19-2012	On Going
8	STVR Review		Sep-19-2012	On Going
9	Geo-exchange review		Nov-28-2012	On Going
10	Review of OCP and LUB as per APC report dated February 2013.		Feb-27-2013	On Going
11	Staff to review the appropriateness of continuing to allow public service uses in all zones as they may detract from residential enjoyment of property.		Feb-27-2013	On Going



Islands Trust

Print Date: May-21-2013

Applications w/ Status - Mayne Island Status: Open

Applications

Board of Variance

File Number	Applicant Name	Date Received	Purpose
MA-BOV-2013.1	Paul Beeson	Jun-19-2012	238 CALLAGHAN CRES To vary the allowable setbacks so that house and deck are not encroaching the lotlines.
Planner: Gary Richardson			

Planning Status

Status Date: Mar-18-2013

BOV hearing arranged for evening (5:30) of Monday May 27

Status Date: Feb-20-2013

BOV Hearing is being set for May/13

Status Date: Jan-30-2013

The application has been changed back to a BOV, see file MA-BOV-2013.1

Rezoning

File Number	Applicant Name	Date Received	Purpose
MA-RZ-2012.1	0747825 BC LTD / Bruce Rosengren c/o Murray Rosengren	Dec-18-2012	630 DINNER BAY RD To rezone from Commercial zone (C5a) to Senior Citizen Housing Comprehensive Development Three zone (CD3) with site specific permissions.
Planner: Gary Richardson			

Planning Status

Status Date: Apr-16-2013

CIM scheduled for April 20, 2013

Status Date: Mar-18-2013

APC Comments on March 27, 2013 LTC agenda

Status Date: Mar-18-2013

CIM being sheduled for late April 2013

Sharon Lloyd-deRosario

From: Nicole Ranger
Sent: May-06-13 9:25 AM
To: Brian Crumblehulme; Gary Richardson; Jeanine Dodds; Peter Luckham; Robert Kojima; Kathy Jones; Sharon Lloyd-deRosario
Cc: Nancy Roggers
Subject: Mayne LTC Final Expenses to March 31/13

Islands Trust

LTC EXP SUMMARY REPORT F2012

Invoices posted to March 31, 2013 (Final for Fiscal Year End)

645 Mayne	Invoices posted to March 31, 2013	Budget	Spent	Balance
65000 645	LTC "Trustee Expenses"	1,100.00	246.66	853.34
65200 645	LTC Local Exp LTC Meeting Expenses	5,800.00	2,126.30	3,673.70
65210 645	LTC Local Exp APC Meeting Expenses	-	776.77	(776.77)
65220 645	LTC Local Exp Communications	-	416.22	(416.22)
65230 645	LTC Local Exp Special Projects	-	2,000.00	(2,000.00)
65240 645	LTC Local Exp Miscellaneous	-	-	-
TOTAL LTC Local Expense		5,800.00	5,319.29	480.71
73001 645 2005	Mayne OCP/LUB	5,000.00	1,174.15	3,825.85
73001 645 3005	Mayne RAR	4,000.00	-	4,000.00
TOTAL Project Expense		9,000.00	1,174.15	7,825.85

Nicole Ranger

Finance Clerk
 Islands Trust
 200-1627 Fort Street
 Victoria, BC V8R 1H8
 Phone: (250) 405-5152
 Fax: (250) 405-5155

Preserving *Island* communities, culture and environment



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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.



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Preserving **island** communities, culture and environment.

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Population (2011):

Approximately 1,071

Size:

2,334 hectares (5,767 acres)

Location:

19.7 kilometres east of the Swartz Bay ferry terminal on Vancouver Island.

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Mayne Island Local Trust Committee

Latest News

In this section you will find current news items that are relevant to your Local Trust Area and your community. [Subscribe](#) to the Mayne Island Latest News updates and receive the latest information on official community plan reviews, staff reports, notifications and other documents published in the latest news section. No latest news at this time

April 2013

- [Mayne Island Sepcial Meeting April 20, 2013 re: MA-RZ-2012.1 \(Oceanwood\) and April 24, 2013 re: Secondary Suites](#)

November 2012

- [Mayne Island Secondary Suites Information Notice - November 2012](#)

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Planner Office Hours on Mayne Island

- [Planner Office Hours on Mayne Island - 2013](#)

Mayne Island Local Trust Committee Projects

Local trust committee community planning projects are initiated and managed through their Work Programs. The Work Program Top Priorities are projects that have been prioritized by the LTC and for which resources are available or anticipated to be available shortly. Projects can be significant and long term, such as an Official Community Plan Review, or may be relatively minor, such as an amendment to a regulation in a Land Use Bylaw.

- [Work Program Top Priorities](#)

General

- [Mayne Island Integrated Water System Society Report - May 1, 2010](#)
- [Short Term Vacation Rentals - Information Notice](#)
- [Mayne 2030 A Panel Discussion and Community Dialogue - Sponsored by Resilient Mayne Initiative](#)
- [Amended Mayne Island Bylaw Enforcement Policy for Short Term Vacation Rentals](#)
- ["A Guide to Environmentally Friendly Building and Renovating in the Southern Gulf Islands" booklet](#)
- [A "Choosing a Building Site on your Lot" fact sheet](#)
- [A "Making Changes to your Lot Line" fact sheet](#)
- [An "Applying for a Variance" fact sheet](#)
- [Update on Bylaw Enforcement on Short Term Vacation Rentals](#)

Secondary Suite Review

Report

- [Mayne Island Housing Options Task Force Report - May 31, 2011](#)
- [Staff Report - September 19, 2011](#)
- [Staff Report - July 12, 2012](#)
- [Mayne Island Secondary Suites Information Notice - November 2012](#)

Committee Links

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- [Trustee Membership](#)
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- [Associated Islands](#)
- [Land Use Application Forms](#)

- [Staff Report - February 27, 2013](#)
- [Staff Report - March 27, 2013](#)

MA-RZ-2012.2 (Oceanwood Rezoning)

- [Staff Report - February 27, 2013](#)
- [Advisory Planning Commission Resolution - March 13, 2013](#)

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Sensitive Ecosystem Mapping

Maps and Fact Sheets

- Sensitive Ecosystem: [Map](#) | [Project Background](#) | [Methods](#)
- [How to Read a Sensitive Ecosystems Map](#)
- Cliff Ecosystems: [Map](#) | [Fact Sheet](#)
- Freshwater Ecosystems: [Map](#) | [Fact Sheet](#)
- Herbaceous Ecosystems: [Map](#) | [Fact Sheet](#)
- Riparian Ecosystems: [Map](#) | [Fact Sheet](#)
- Woodland Ecosystems: [Map](#) | [Fact Sheet](#)
- Wetland Ecosystems: [Map](#) | [Fact Sheet](#)
- Intertidal Ecosystems: [Map](#) | [Fact Sheet](#)
- [Sensitive Ecosystem Development Permit Areas](#)
- [Development Permit Areas Workshop Presentation](#)

Other Important Ecosystems

- [Mature Forest Ecosystem Fact Sheet](#)
- [Young Forest Ecosystem Fact Sheet](#)

Background Information

- [Sensitive Ecosystem Mapping Webpage](#)
- [Sensitive Ecosystem Mapping Standard](#)
- [Terrestrial Ecosystem Mapping of the Southern Gulf Islands - Final Report](#)

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Riparian Areas Regulation

- [Ministry of Forest, Lands & Natural Resource Operations - Resource Stewardship Division - June 3, 2011](#)
- [Swell Environmental Consulting Report \(February 16, 2010\) \(Complete Report 12 MB\)](#)
- For convenience this report has been divided into the following parts:
 - [Part 1](#)
 - [Part 2](#)
 - [Part 3](#)
 - [Part 4](#)
- [D.R.Clough Report - January 2012](#)
- [D.R. Clough Report - July 2010](#)
- [Staff Report - March 20, 2009](#)
- [Staff Report - May 15, 2009](#)
- [Staff Report - September 17, 2009](#)
- [Provincial Riparian Areas Regulation](#)
- [Map of Ministry of Environment Designated Watersheds](#)
- [2007 - Stream Survey Report](#)
- [Islands Trust Legal Opinion - Riparian Areas Regulation](#)

Commercial Land Use Review

- [Task Force Terms of Reference](#)
- [Mayne Island Commercial Inventory Staff Report - September 19, 2011](#)
- [Mayne Island Commercial Land Use Task Force Report- April 9, 2012](#)
- [Mayne Island Commercial Land Use Task Force Report - April 15, 2012](#)
- [Mayne Island Commercial Land Use Task Force Report - April 16, 2012](#)

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