



Mayne Island Local Trust Committee Regular Meeting Agenda

Date June 26, 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 - 1:45 PM
2. Approval of Agenda
 - 2.1. Additions/Deletions
 - 2.2. Quesitons from the public on Agenda items
3. Community Information Meeting
 - 3.1. Proposed Bylaw No. 158, Amendment No. 1, 2013
(Relieving boundary adjustment subdivision from
proof of potable water)
4. Public Hearing
 - 4.1. Proposed Bylaw No. 158, Amendment No. 1, 2013
(Relieving boundary adjustment subdivision from
proof of potable water)
5. Previous Meetings 1:45 PM - 2:30 PM
 - 5.1. Local Trust Committee Minutes
 - 5.1.1. Mayne Island Local Trust Committee
Business Meeting Minutes of May 29, 2013
(attached) 4 - 11
 - 5.2. Public Hearing Records and Information Meeting
Notes - none
 - 5.3. Section 26 Resolutions-without-meeting - none
 - 5.4. Advisory Planning Commission Minutes - none

6.	Business Arising from the Minutes	
6.1.	Follow-up Action List (attached)	12 - 13
7.	Delegations - none	
8.	Correspondence	
	[correspondence received concerning applications and/or projects is considered with the application/project]	
8.1.	Linda Adam's letter re: Trustees Acting as Liaisons to Other Community Groups (attached)	14 - 23
9.	Applications, Permits, Bylaws and Referrals - none	
10.	Local Trust Committee Projects	2:30 PM - 4:00 PM
10.1.	Proposed Bylaw No. 158, Amendment No. 1, 2013 (Potable Water Project) (attached)	24 - 31
11.	Reports	
11.1.	Work Program Reports - June 2013 (attached)	32 - 33
11.2.	Applications Report - June 2013 (attached)	34 - 34
11.3.	Expense/Budget Reports (attached)	35 - 35
11.4.	Bylaw Enforcement - none	
11.5.	Adopted Policies and Standing Resolutions (attached)	36 - 39
11.6.	Mayne Island LTC Web Page - discussion	
11.7.	Chair's Report	
11.8.	Trustee Report	
12.	Other Business	
12.1.	Upcoming Meetings	
12.1.1.	Next Business Meeting - Wednesday, July 31, 2013 at 1:00 pm, at the Mayne Island Community Centre, 493 Felix Jack Road, Mayne Island	
12.1.2.	Mayne Island Local Trust Committee to pass a motion to hold a Special Local Trust Committee Meeting on September 28, 2013 re: Mayne Island Conservancy Society Report on Mayne Island Shoreline	

**12.2. Future Funding Issues for Recycle Centres in the
Southern Gulf Islands - Discussion**

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 MEETING
HELD ON WEDNESDAY MAY 29, 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 ten (10) 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

None

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; there were none.

The agenda was adopted by consensus.

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

The Mayne Island Local Trust Committee meeting minutes of April 20, 2013, as drafted were adopted by consensus.

5.1.2 Mayne Island Local Trust Committee Business Meeting Minutes of April 24, 2013

The following amendments were made:

Page 1: 2.2 Item 12.4 Discussion regarding fallow deer - to be moved to Additions/Deletions of Agenda.

The Mayne Island Local Trust Committee Meeting Minutes of April 24, 2013 were adopted as amended by consensus.

5.1.3 Mayne Island Local Trust Committee Special Meeting Minutes of April 24, 2013

The Mayne Island Local Trust Committee Special Meeting Minutes of April 24, 2013, as drafted were adopted by consensus.

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

Received for information

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

Received for information.

5.4.2 Advisory Planning Commission Meeting Minutes of April 8, 2013

Received for information.

6. BUSINESS ARISING FROM THE MINUTES

6.1 Follow-up Action Report

Planner Richardson advised the LTC that Bylaw 158, regarding water supply when there is a boundary adjustment between 2 lots, will be going to a Public Hearing at June LTC meeting and then if so directed, to Islands Trust Executive. The Bylaw could then come back to LTC in July for adoption.

Staff are working with the Emmett family regarding the sea wall.

Planner Richardson spoke with Bylaw Enforcement and was advised that regarding abandoned vehicles issue is the responsibility of the RCMP or the Ministry of Transportation and Infrastructure.

Trustee Dodds will report back to complainants regarding the procedure.

Planner Richardson spoke with Regional Planning Manager (RPM), Robert Kojima regarding funding community projects. Projects must result in a specific product or service.

There is a Shoreline Review today by the Mayne Island Conservancy.

Fallow Deer: There is a meeting on June 3, 2013, initiated by the Ministry of Wildlife, to bring everyone together regarding concerns with fallow and black-tail deer. The Mayne Island Conservancy has a report regarding deer density that will be presented at this meeting.

7. DELEGATIONS

7.1 Mayne Island Conservancy Society

Leanna Boyer, Senior Biologist for the Conservancy, presented information as to the ecological characteristics and anthropogenic disturbances for the Mayne Island shoreline. There is a request that the LTC adopt the Mayne Island Shoreline Atlas as a land use planning tool and that it be used to develop policy and procedures for shoreline protection through bylaws.

Presentation reviewed study area, methodology, shore use, habitat and polluting factors. An ecological rating system was developed using data, the Sensitive Ecosystem Inventory and near shore habitat mapping. Data identifies areas of high ecological value, areas of high modification, the number of docks and areas of erosion.

Discussion was very supportive of report and information provided.

Chair Luckham felt there could be interest in using the data base throughout Islands Trust Area.

Planner Richardson informed the Trustees that IT has access to the report as a planning tool.

There was a discussion regarding making information more public and the privacy rights of the property owners, in addition to concerns regarding BC Ferries and Active Pass erosion issues.

Chair Luckham expressed appreciation for the efforts of the Conservancy.

Resolution MA-LTC-23-13

It was Moved and Seconded that the Mayne Island Local Trust Committee direct staff to organize an Information Meeting in September on the topic of the Mayne Island Shoreline Mapping and specifically to invite the Mayne Island Boaters Association, Shoreline property owners and the Mayne Island Conservancy.

CARRIED

8. CORRESPONDENCE

8.1 Email and Letter from Mayne Island Chamber of Commerce re STVR TUP

Planner Richardson met with the Mayne Island Chamber of Commerce and reviewed Short Term Vacation Rentals and the Temporary Use Permit process. There is an effort to get information into the Mayneliner so all are informed. There was also a request for LTC support of a tourism initiative grant application.

Resolution MA-LTC-24-13

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to write a letter of endorsement of the Mayne Island Community Chamber of Commerce's application to the Community Tourism Foundation.

CARRIED

9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

9.1 MA-RZ-2012.1 (Oceanwood)

Planner Richardson is working with the applicant on development of the needs assessment.

Murray Rosengren, agent for the applicant, asked to receive an estimate of cost for study prior to consulting with a third party. It was agreed that the assessment be focused, simple and provide useful feedback. Due to poor lighting conditions at the Community Information Meeting in April, Mr. Rosengren "re-presented" the presentation for clarity as to proposed construction.

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Secondary Suites

10.1.1 Draft Bylaw

The primary concern raised at the Stakeholders meeting in April, was regarding water supply. Planner Richardson met with Tim Tanton (CRD Manager of Skana and Surfside Water Districts) advising there is no room on existent systems to support secondary suites.

There was discussion as to the potential number of secondary suites: Bowen Island, which has three times the population of Mayne, had requests for eight.

Question was raised as to address for suite. This would not be a factor in the Bylaw.

Unit must be accessible to fire equipment and while this would not be included in the Bylaw, Islands Trust would seek input from the Fire Department and CRD – Building Inspection.

Further discussion regarding water systems, options, exclusions.

Bylaw could be drafted specific to each water district.

Trustees felt unit size should be limited to that of a cottage.

Resolution MA-LTC-25-13

It was Moved and Seconded that the Mayne Island Local Trust Committee direct staff to amend the draft bylaw to allow that the proposed size of a secondary suite be a maximum of 60 square meters

CARRIED

Resolution MA-LTC-26-13

It was Moved and Seconded that the Mayne Island Local Trust Committee direct staff to forward the draft bylaw, as amended, to each water district, CRD Building Inspection, CRD water system staff, Vancouver Island Health Authority, Mayne Island Fire Department, Mayne Island Independent Water System Society and the Advisory Planning Commission for review and comment.

CARRIED

10.1.2 Correspondence from Tim Tanton

Planner Richardson has met with Mr. Tanton and will keep him informed as to progress of Bylaw.

Refreshment Break at 2:53 pm. ----- Reconvene at 3:03 pm.

11. REPORTS

11.1 Work Program Reports

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

Planner Richardson reviewed the Work Program report.

11.2 Applications Report

11.2.1 Mayne Island Applications report dated May 2013

Planner Richardson advised that the Beeson application went to the Board of Variance on Monday, May 27, 2013. The resolution was to reduce the top and bottom decks to within setback and the middle deck to be a width to allow use as an egress.

Question was raised as to when work had to be completed. Bylaw Enforcement will follow-up regarding compliance and there would not be issuance of an Occupancy Permit without completion of work.

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

There has been information from Trust Area Services that the new web page system will be operational by June 4, 2013.

11.7 Chair's Report

Trust Council will meet on Mayne Island, June 11, 12 and 13. Kinder Morgan is to speak on Marine Tanker Safety and Preparation for a Spill.

11.8 Trustee Report

Trustee Dodds suggested that those wishing to attend Trust Council arrive early due to space limitations. Mayne Island Community Chamber of Commerce and Mayne Island Health Board, will be doing presentations on Tuesday, 11th, and the Recycling Society are to be a delegation on Wednesday, 12th.

Trustee Crumblehulme attended a meeting on Gabriola and an Experience the Gulf Islands Conference in Sidney. There is now an operating budget for this project with the CRD for 2 years. The Economic Development Commission has identified a high interest on islands for transit systems. A request has been made to BC Transit regarding a study. An Agricultural and Food Plan has been approved for the islands. Mayne Island Conservancy Society has agreed to hold the liability insurance for the Trails Program. There is a minibus due to be delivered next week to the island, complete with a chair lift. This will run for a 3 month trial.

Trustee Crumblehulme has received a letter from Linda Adams regarding Trustees acting as liaison with community groups. The recommendation is that Local Trust Councils confirm Trustee's participation through resolution.

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 Community Centre

12.2 Follow Up Report on Meeting with Ministry of Transportation and Infrastructure

Trustee Dodds questioned any action on behalf of the Ministry and concerns raised on conditions of Georgina Point Road. To date there has been no feedback, no answers and no communication regarding the roads work program. There does not appear to have been any follow-up on Georgina Point Road even though it was identified as a high priority.

Resolution MA-LTC-26-13

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to write a letter to the Ministry of Transportation and Infrastructure requesting how the Local Trust Committee can be involved in road improvements and what are the plans to address concerns on Georgiana Point Road.

CARRIED

13. **TOWN HALL MEETING**

Chair Luckham invited comments from the public.

Ann Johnston: The Recycling Society is working with the Conservancy on the issue of organics being banned from garbage effective May 2014. There is a survey going out to households and a brochure available to educate residents. Over the next few months there will be a number of demonstrations of Green Cone Digesters. This is a Provincial Initiative.

14. ADJOURNMENT

Chair Luckham declared the meeting adjourned at 3:49 p.m.

RECORDER

CHAIR



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.(done) 3) arrange CIM and public hearing for June 26 as part of LTC mtg.	Kathy Jones Gary Richardson	May-29-2013	Done

May-29-2013

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 April 20, 2013 Special Meeting adopted as drafted.	Sharon Lloyd-deRosario		Done
4	Minutes of April 24, 2013 Business Mtg. adopted as amended.	Sharon Lloyd-deRosario		Done
5	Minutes of April 24, 2013 Special Meeting adopted as drafted.	Sharon Lloyd-deRosario		Done
6	Prepare letter of support for chairs signature regarding MICs request for Tourism Vancouver Island funding.	Gary Richardson		Done
7	Staff to forward amended draft secondary suite bylaw as recommended in staff report.			Done

8	Staff to arrange a meeting for a Saturday afternoon (3- 5) in September to hold community information meeting on the Mayne Island Shoreline rpt. Waterfront owners, boaters club, and other appropriate people should be notified by mail.	Gary Richardson	On Going
9	Staff to write a letter to MoTI - what specifically will they be doing in the short term to improve the safety on Georgina Pt, Road. How can the LTC become involved in the annual planning process in order to have local concerns addressed.	Gary Richardson	Done
10	Add recent letter from Linda A. the LTCs regarding participation in non LTC Island groups. BCs request.	Kathy Jones	Done

ISLANDS TRUST BRIEFING

DATE: May 28, 2013

TOPIC: TRUSTEES ACTING AS LIAISONS TO OTHER COMMUNITY GROUPS

DIRECTED TO: Trustees

CONFIDENTIAL: NO

DESCRIPTION OF ISSUE:

Clarification of trustee roles when participating in other community groups.

BACKGROUND:

Once they are elected to office, local government officials are often advised to resign from 'leadership positions' (i.e. board or executive positions) in community groups that may have regular interactions with their local governments. While the Islands Trust has no policy on this topic, and it is not 'illegal' to participate in community groups, this advice is generally intended to avoid on-going questions (and occasionally expensive legal advice) about conflicts of interest or bias, especially where a community group has regular involvement in the types of decisions that come before the local government.

Nevertheless, trustees are sometimes invited to participate in community groups *because* they are trustees, and therefore able to act as a liaison between the group and the local trust committee. Occasionally, the local trust committee wishes to provide a representative to a newly-formed group that is taking a collaborative or multi-agency approach to addressing a community concern.

Recent case law indicates that it is particularly important to distinguish between situations where:

- a. A trustee participates in a community group with equal interests in both the interests of the group and the interests of the local trust committee (i.e. a situation that could lead to a conflict of those interests), or where
- b. A trustee participates in a community group as a liaison from the local trust committee, keeping the local trust committee's interests paramount.

In situation (a), trustees are advised not to participate in a leadership role, unless the group is one that has no interest in community land use issues and is expected to have no interactions with the local trust committee (i.e. a singing club). This avoids on-going concerns about potential conflict of interest and bias.

In situation (b), if a trustee is participating as a liaison on behalf of the local trust committee, the local trust committee should be asked to pass a resolution confirming this relationship for the record. This clarifies that the trustee's participation in the group is primarily on behalf of the local trust committee, and that their primary loyalty and interests remain with the local trust committee. Ideally, the group that has invited the trustee's participation can also formally clarify (through an appointment resolution, establishment bylaws or other formal means) that the trustee has been appointed as a liaison from the local trust committee.

ATTACHMENT(S): NO

AVAILABLE OPTIONS:

1. Where the local trust committee endorses a trustee's participation as a liaison to a community group, the local trust committee should confirm the trustee's role by considering a resolution such as:

That the (name of island) Island Local Trust Committee endorses Trustee (name of trustee) to participate as its liaison to the (name of community group) and to represent its interests at meetings of that group.

In this situation, the trustee should still seek advice early if the local trust committee is (or is likely to) consider a decision that affects the financial interests of the group, to identify the potential for a direct or indirect pecuniary conflict of interest. In such situations, the trustee should refrain from directly or indirectly influencing the local trust committee's decision, unless legal advice confirms there is no concern about conflict of interest.

2. Where a local trust committee does not wish to have a liaison to a particular community group, then it would not pass such a resolution. In that circumstance, trustee participation in a leadership role is not advised, unless the group is one that has no interest in community land use issues and is expected to have no interactions with the local trust committee (i.e. a singing club).

FOLLOW-UP:

1. Trustees who participate in community groups as liaisons from their local trust committee should seek to have an appropriate resolution passed by their local trust committee. They are able to participate in such a vote.

2. Trustees who have concerns about conflict of interest or a perception of bias as a result of their participation in a community group (even as a liaison) should seek legal advice through the Chief Administrative Officer, as before. Ultimately, the trustee is responsible for identifying and acting on potential conflicts of interest or bias. Advice about conflict of interest and bias should not be sought directly from planning staff.

3. Staff are developing additional tools for trustees to assist them in identifying potential conflicts of interest that may arise from membership in other groups, and to assist them in taking appropriate steps when questions or concerns arise.

PREPARED BY: Linda Adams, Chief
Administrative Officer

SUBMITTED BY: Linda Adams, Chief
Administrative Officer

REVIEWED BY: _____
(Chief Administrative Officer)

REVIEWED BY EXECUTIVE COMMITTEE:

May 28, 2013

OTHER REVIEW:

D. Marlor, Director of Local Planning Services
C. Thiel, Legislative Services Manager

SGI Economic Development Commission:
Mayne Island Advisory Committee Chair
2012-13 Report to the MI LTC

Introduction:

The Capital Regional District, Southern Gulf Islands, Economic Development Commission was formally created on 3rd July 2012. Since I have been the unofficial liaison between the EDC and the MI LTC, it seemed appropriate to provide a more detailed annual summary report than the verbal informal reports provided to the LTC meetings allow.

Summary:

The CRD Economic development Commission has been in operation for one year with seven projects undertaken. The Experience The Gulf Islands is the largest. Mayne Island has been very active in these proceedings with an Advisory Committee and six sub-committees. The ETGI project has been endorsed at the Federal, Provincial and Regional levels. Mayne Island has an active Trails Committee, a Community Bus, and is getting better access to Broadband.

Background:

Two weeks after the civic elections in November 2011, I received a phone call from newly acclaimed CRD Director, David Howe, inviting me to lunch. David explained his new position and how the previous Director, Ken Hancock, had proposed a SGI Economic Development Commission similar to the one just approved for SSI. Although David's background was in investment finance, he had come to realize the necessity of what he called the "triple bottom line," (community, ecology & fiscal return). This mantra would be mandatory for any development on the SGI. After we exchanged professional experience, he asked if I, as a Trustee for Mayne Island, would also be the new Commissioner. This position was later changed to Advisory Chair.

I informed CAO, Linda Adams, of this request. Linda was cautiously optimistic and referred me to Islands Trust legal counsel. Having considered legal advice I agreed to continue. Since the MI LTC did not meet in January, 2012, I raised the matter as a point of information at the February 2012, LTC meeting where it was agreed that I should continue this role and informally report back to the LTC. This I have continued to do. (At the December 2011, LTC meeting, I had mentioned a concern about broadband availability on the island, and was encouraged to lobby for better access.)

Southern Gulf Islands Economic Development Commission:

The SGI EDC was formally approved by the CRD on 3rd July 2012. Director Howe called an inter-island meeting on 9th July to which I was invited along with David Maude

and Richard DeArmond representing Mayne Island. Two Trustees were present along with senior CRD staff and representatives from other SGI.

After setting out the premise for a “triple bottom line,” David introduced several key speakers each representing different development topics. The most promising project was Experience the Gulf Islands by Ed Andrusiac. This infrastructure development *“...is a unifying theme to enrich the lives of residents and visitors through outdoor recreation and direct contact with the land and waters, communities, people, events and heritage of the Gulf Islands. Developing and providing the support system for enriched experiences will be a catalyst for community and economic development. A key building block of ETGI will be the development of a system of major trails and water routes interconnecting communities, events, amenities and supporting businesses throughout the Islands. A major trail across and interconnecting each of the Southern Gulf Islands will be proposed for designation as part of the Trans Canada Trail network.”* (EA)

Ed's proposal was endorsed with considerable enthusiasm as a catalyst and a critical unifying theme for the SGI.

On the ferry home later that day, the three of us felt that these proposals should be shared with the community as soon as possible. However, since the project was incipient, it was agreed that we should initially invite community input through community based service organizations. Consequently, three other people were invited to form the initial ad hoc committee. In addition to David Maude, Richard DeArmond and myself, there were Brian Dearden, Michael Dunn and Ian Dow. Between us we represented the MI LTC, MI Ratepayers, MI Improvement District, MI Chamber of Commerce, MI Lions Club, MI Conservancy, MI Parks & Rec, MI Boaters, MI Farmer's Market, and several arts groups. I was asked to act as chair.

The MI ad hoc committee met seven days later and agreed to meet weekly until sub-committees had been struck and the community informed. Subsequently, five sub-committees were approved as priorities for Mayne Island:

- Trails
- Miners Bay Dock
- Horton Bay/Ansen Road Dock
- Information/interpretive Centre
- Broadband

An information letter was published in the Mayneliner inviting comment and participation at the regular meetings held at the Church House. Several non-affiliated members of the community attended and continue to do so.

Over the ensuing weeks brainstorm sessions, discussion and analysis flowed freely, as

the sub-committees met and reported on their work. Plans were developed for each of the potential infrastructure components and forwarded to David Howe and Ed Andrusiac for comment. Trails developed the largest sub-committee by combining three existing sub-committees, the Hikers & Bikers, the Conservancy and Parks & Rec. By October the primary work was complete and a public information meeting was held on 23rd October at the Ag Hall with David Howe and Ed Andrusiac in attendance. About 50 people attended with very positive feedback.

The position of informal chair of the Mayne Island ad hoc committee was subsequently formalized by David Howe as an Advisory Chair appointment. As such I have attended many meetings on all the SGI and on Van Isle. Each island has developed its own agenda, operating principles and priorities. Mayne Island was one of the first to organize and sub-committee members have been pro-active in collaborating with counterparts on other islands. Community support has been very strong and all the major service organizations have continued to provide support. All the work is voluntary.

In February 2013, David Howe asked me to organize and chair an inter-island transit meeting. This was called on the 26th March at Hope Bay with all the SGI islands represented along with two invited transportation experts. There was much discussion and optimism about the potential for bus services on each island, and several islands had already initiated their own transit committees. The meeting concluded by endorsing a proposal to request the CRD to create a SGI Transportation Commission. (This was later changed when a Transportation Project was approved under the Economic Development Commission.)

Subsequently, the MI Advisory Committee also agreed to create its own Transit Committee, bringing the total number of Mayne Island sub-committees to six.

Experience the Gulf Islands:

Under the umbrella of the CRD EDC, the ETGI Project received formal approval and an annual operational budget of \$80,000 in April 2013. After which time a professional planner, Danica Rice, was hired to co-ordinate the activities of all the islands and to prepare an operating/descriptive manual by October of this year.

ETGI Conference:

An ETGI conference was called on 15th May, 2013. Present were representatives from all the SGI (Mayne Island sent the largest delegation of 11 people!) Presentations were made by: Trails BC, Trans Canada Trails, Parks Canada, CRD, Cowichan Valley RD and SSI. Every organization and government agent endorsed the project.

Economic Development Commission Achievements:

The EDC is underway and meets regularly. Each of the SGI is represented by a

Commissioner; Brian Dearden in the case of Mayne Island. As MI Advisory Chair, I am invited to participate in some of these meetings with no voting privileges. Each island has created its own Mandate and Terms of Reference. I wrote the one for Mayne Island which was approved by the MI Advisory Committee and received as writ by the CRD. The EDC has been allocated an operating budget from the CRD through October 2014. Projects approved by the Commission for all the SGI islands include:

- **ETGI:** – this is the flagship project for the EDC
- **Transportation:** – this includes both island transit and inter-island water transport operating separately from BC Ferries.
- **Broadband:** – Mayne, Galiano & parts of Pender Island are under serviced
- **Resource Inventory:** – this large compendium of island resources is being compiled to include all services, expertise and creative talent.
- **Education:** – every island has one or more programs, such as the Telanet Centre and Boat Festival on Pender, the Ecological learning Centre and Music Festival on Mayne, the Business Centre and Centre for Peace Studies on Galiano, and the Moby Doll Symposium on Saturna. The goal is to expand these local efforts co-operatively between each island.
- **Social Finance:** – this is being developed through the offices of David Howe to encourage socially responsible investment by local investors
- **Communications:** – the SGI EDC now has a Website with information about all the projects and copies of meeting minutes. See below
Also, a way is being sought to co-ordinate and collaborate social events and performing arts events between the islands for the purpose of encouraging inter-island travel by residents and visitors.
- **Agriculture & Food:** – this new program was initiated at the May 27th 2013 Meeting in Sidney. This will be a SGI regional plan to support local food production. (The MI Conservancy and the MI Agricultural Society have each endorsed the program and will collaborate on a MI version.)

Mayne Island Achievements:

The EDC and the ETGI are projects to encourage an infrastructure development. Of necessity, the concrete results are expected to take 2-3 years before starting and several years after that before the benefits are realized. To date, the following has been achieved on Mayne Island:

- **A MI EDC Advisory Committee** has been struck with the enthusiastic participation of six sub-committees..
- **Horton Bay/Ansen Road:** is regarded as a necessary small boat link to Saturna & Pender Islands. The existing Horton Bay Dock is in need of repair and is under

litigation with a neighbouring landowner. Ansen Road park is owned by the CRD with good access to the water. There is a potential for a small boat moorage float at this location. The IT Exec have waived application fees for the MI Boaters to have this area zoned W2.

- **Interpretive Centre:** general plans have been developed for a centre in the Miners Bay area. A committee is compiling a detailed chronological island history that will be made available in an electronic version to allow for resident and visitor rapid access to early settlement information. A second committee is compiling a contemporary community profile. This too will be available on an electronic user friendly medium.
- **MI Trails:** a huge effort has gone into this project to research a potential trail network connecting key locations on Mayne Island. These would include existing P&R trails, proposed trails, road-side trails, and a few crossing private land. Galiano & Pender Islands have similar proposals.
- **Miners Bay Dock:** this is currently operated by the CRD on behalf of the MI Community. The committee has identified the need for a breakwater/wave attenuator to protect the existing dock from ferry wash. They have created a business plan to include the cost of an engineered wave attenuator and repairs to restore the existing facility. With these improvements there would be a potential for a modest private marina. This project has received a high priority from the EDC and Chair of the ETGI, Ed Andrusiac who regards Miners Bay as the entry hub of the SGI.
- **Broadband:** this inquiry was initiated by me before the EDC was created. Since it impacts directly on community economics it was quickly subsumed under the EDC umbrella to allow for collaboration between islands. Consequently, I co-chair this committee with Mike Hoebel from Galiano Island.

Background: Some years ago Shaw and Telus installed Internet cable on North Pender and approximately half of Mayne & Galiano Islands, leaving South Pender and the remaining sections of Mayne & Galiano substantially underserved with respect to Broadband. About six years ago, after the failure of GI Net, Saturna Island was left with only dial-up. Being rugged individualists, Saturnaites created Saturna-net Co-op, a locally owned and operated Internet Provider. They received two grants of \$50,000 from Network BC for capital improvements.

Three years ago, David Greer, former Local Trustee for S Pender Island, also received \$50,000 from Network BC which he handed over to Shaw as an incentive to complete their cable installations on S Pender. Shaw accepted the

cheque and provided substantial coverage to South Pender.

In January, 2012, I contacted Network BC and spoke with Senior Policy Analyst, James McGrath. We exchanged several phone calls and emails. He was surprised by my news that there were underserved areas in the islands because Shaw and Telus had informed the BC Government that all the islands were fully serviced. As a result of these discussions, I was informed that Mayne Island qualified for Network BC grant support. Unfortunately, the BC Government has not issued any grants since the one given to David Greer. This was the situation when I began meeting with Mike Hoebel from Galiano. We continued the correspondence with Network BC and were invited to participate in a teleconference with senior officials in February 2013.

We met regularly on Mayne, Galiano and Saturna Islands. The Saturna folk were very open about their model and were willing to share their expertise. We tried in vain to receive any commitment from either Shaw or Telus. David Howe requested CRD technical specialists to assist. However, a CRD study in the fall of 2012 iterated the corporate line and the CRD backed away.

Meanwhile, we also met with Sig Luft, owner/operator of Beacon Wireless, a small ISP located on SSI. Sig was very open to discussion and candid about his business and ability to provide Internet service. Beacon has about 35 subscribers on each of SSI, Mayne & Galiano Islands. After many meetings it was agreed that Beacon Wireless could obtain additional bandwidth from Saturna Co-op who had just negotiated a new supplier for a fraction of the cost previously available.

To date: Sig/Beacon Wireless has an agreement to use the Hope Bay Centre roof to relay additional broadband from Saturna to Mayne & Galiano Islands. This will be completed by late June 2013. In addition, Beacon Wireless have contracted with the Mayne Island Health Centre to provide them with very high speed broadband for all their electronic communication including diagnostic work. This will be the only Health centre in the SGI with this capability. And a contract has been made between Beacon and a Mayne Island landowner to install a wireless tower to service many areas of Mayne Island and parts of Galiano.

Post Scriptum: As I write, Network BC have just indicated that they may be able to provide at least one grant of \$50,000 to allow Mayne Island to expand access to high speed Internet service.

- **Transit:**

Mayne Island now has a community bus.

Subsequent to the SGI Transit meeting in March, Brian Dearden, MI

Commissioner and MI Transit Chair, invited a number of local business owners to an informal meeting. As a result, private donations have provided a new bus, insurance and fuel for a four month trial period beginning 1st July. Several qualified drivers have volunteered to take shifts.

Discussions are also underway to trial “zip boats” for rent between Mayne, Saturna & Pender Islands.

Electric cars and electric assist bicycle rentals are also small business potentials when the ETGI trail network is completed.

Conflict & Bias check:

Questions concerning potential conflict or bias have loomed large for years and more so since the January 2013 decision by the BC Court of Appeal regarding Torgrimson, et al on SSI. Consequently, I have taken a cautious approach to all of the above undertakings and followed this up with meetings and correspondence with the CAO. Following is an adaptation of a draft checklist created by Linda to interrogate the relationship of the community involvement with the LTC.

- “Is there a potential for Trust Council or the LTC to consider decisions related to the financial or other interests of the group?” - No
- “Are you a voting member of a society board or on the executive?” - No
- “Is the group a formal body such as a registered society (as opposed to a loose coalition of interested parties)? - No. The local group is a loose coalition that recommends to a Commission under the CRD.
- “Have you been formally appointed as a liaison to the group from your LTC or Trust Council?” - No. Only informally
- “Is Trust Council or the LTC considering a decision that affects non-financial interests of the group?” - No

Of concern: as above, the MI Boaters and the CRD may apply to have the Ansen Road Park waterfront zoned W2. Should this occur, further legal advice will be necessary regarding my ability to participate in such decisions.

References:

Although there have been no guidelines or protocols given, all the committee meetings on Mayne Island and those I have attended have been recorded and minutes are available. Most of the recent meeting notes may be found on-line at the new SGI EDC Website: sustainableislands.ca

Respectfully,
Brian Crumblehulme
Chair, Mayne Island Advisory Committee

Date	June 12, 2013	File Number
To	Mayne Island Local Trust Committee For the meeting of June 26, 2013	
From	Robert Kojima Regional Planning Manager	
Re	Proposed Bylaw No. 158 (Proof of Potable Water) – Post Public Hearing Procedures	

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 approves the bylaw, the next step for the LTC would be to adopt the bylaw.

RECOMMENDATIONS:

1. THAT Mayne Island Local Trust Committee proposed Bylaw No. 158, cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2013" be read a Second time.
2. THAT Mayne Island Local Trust Committee proposed Bylaw No. 158, cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2013" be read a Third time.
3. THAT Mayne Island Local Trust Committee proposed Bylaw No. 158 be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

pc Gary Richardson, Island Planner

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 158

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) Section 8.11 is amended by adding a new Subsection 8.11(7) as follows:

“8.11(7) An applicant is not required to fulfill the requirements of subsections 8.11(1) for boundary adjustment subdivisions provided that: there would be no increase in density or intensity of use beyond what was permitted before the boundary adjustment took place; and that all of the lots subject to the boundary adjustment have an established supply of water.”
- B. This bylaw may be cited for all purposes as the “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2013”.

READ A FIRST TIME THIS	27th	DAY OF	March	20 13
PUBLIC HEARING HELD THIS		DAY OF		20
READ A SECOND TIME THIS		DAY OF		20
READ A THIRD TIME THIS		DAY OF		20
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS		DAY OF		20
ADOPTED THIS		DAY OF		20

DEPUTY SECRETARY

CHAIRPERSON



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No: 158

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
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
✓	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
n/a	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
n/a	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
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.
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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
n/a	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
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	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:



Islands Trust

Top Priorities

Mayne Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Housing Options	Consider OCP/LUB amendments to permit secondary suites - prepare preliminary OCP/LUB wording (done) - arrange stakeholders meeting (done) - draft bylaws (done) - refer bylaws to agencies and appropriate groups	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 and CIM for June 26/2013 (done)	Oct-24-2012	Gary Richardson	Jun-26-2013	On Going
3	OCP Follow-up: 1. Implementation of Riparian Areas Regulation	Review existing mapping and documentation and prepare report for LTC.	Jun-09-2010	Gary Richardson	Sep-30-2013	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	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/recomendations 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



Applications w/ Status - Mayne Island Status: Open

Applications

Rezoning

File Number	Applicant Name	Date Received	Purpose
MA-RZ-2012.1	0747825 BC LTD / Bruce Rosengren c/o Murray Rosengren Planner: Gary Richardson	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.

Planning Status

Status Date: Jun-18-2013

Needs study being designed with the assistance of contactor.

Status Date: May-29-2013

LTC requested needs study to be done.

Status Date: Apr-16-2013

CIM sheduled for April 20, 2013

Kathy Jones

From: Nicole Ranger
Sent: June-07-13 4:45 PM
To: Brian Crumblehulme; Gary Richardson; Jeanine Dodds; Peter Luckham; Robert Kojima; Kathy Jones; Sharon Lloyd-deRosario
Cc: Nancy Rogers
Subject: Mayne LTC expense report to May 31. 2013

645 Mayne	Invoices posted to May 31, 2013	Budget	Spent	Balance
65000 645	LTC "Trustee Expenses"	1,100.00	-	1,100.00
				-
65200 645	LTC Local Exp LTC Meeting Expenses	2,500.00	594.37	1,905.63
65210 645	LTC Local Exp APC Meeting Expenses	1,000.00	66.80	933.20
65220 645	LTC Local Exp Communications	500.00	274.90	225.10
65230 645	LTC Local Exp Special Projects	2,000.00	-	2,000.00
65240 645	LTC Local Exp Miscellaneous	250.00	-	250.00
TOTAL LTC Local Expense		6,250.00	936.07	5,313.93
73001 645 2005	Mayne OCP/LUB	4,000.00	-	4,000.00
	Mayne Housing Options	3,000.00	-	3,000.00
TOTAL Project Expense		7,000.00	0.00	7,000.00

Thanks!

Nancy Rogers
 Finance Officer

Islands Trust
 #200 1627 Fort Street
 Victoria, B.C. V8R 1H8
 Phone: (250) 405-5154
 Fax: (250) 405-5155
www.islandstrust.bc.ca

Preserving island communities, culture and environment

Please consider the environment before printing this email.

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.