



MAYNE ISLAND LOCAL TRUST COMMITTEE

BUSINESS MEETING AGENDA TO COMMENCE AT 1:00 P.M., WEDNESDAY, APRIL 24, 2013 AT THE MAYNE ISLAND AGRICUTUAL HALL 430 FERNHILL ROAD, MAYNE ISLAND, B.C.

***Approximate** time is provided for the convenience of the public only and is subject to change without notice. There will be a 15 minute break prior to item 10 of this agenda, as indicated

	Page #	*Time Approx
1. CALL TO ORDER		
2. APPROVAL OF AGENDA		1:00 pm
2.1 Additions/Deletions		
2.2 Questions from public on Agenda Items		
3. COMMUNITY INFORMATION MEETING - none		
4. PUBLIC HEARING - none		
5. PREVIOUS MEETINGS		
5.1 Local Trust Committee Minutes for Adoption		1:15 pm
5.1.1 Mayne Island Local Trust Committee Business Meeting Minutes of March 27, 2013 (attached)	1	
5.2 Public Hearing Records and Community Information Meeting Notes - none		
5.3 Section 26 Resolutions-without-meeting –none		
5.4 Advisory Planning Commission (APC) Minutes - none		
6. BUSINESS ARISING FROM THE MINUTES		1:30 pm
6.1 Follow-up Action Report (attached)	9	
7. DELEGATIONS		
7.1 Southern Gulf Islands Electoral Area Director		

8.	CORRESPONDENCE (attached) <i>[correspondence received concerning applications and/or projects is considered with the application]</i>		
8.1	D. Emmett letter dated April 10, 2013 re: Licence Foreshore	11	
8.2	M. Cooper letter re: Grant for BC Water Week Project, May 20 to 26, 2013	15	
9.	APPLICATIONS, PERMITS, BYLAWS AND REFERRALS		
9.1	Galiano Island Bylaw No. 240 (LUB Amendment) Referral (attached)	16	
9.2	MA-RZ-2012.1 (Oceanwood) (attached)	19	
	----- BREAK (15 minutes) -----		2:30 pm
10.	LOCAL TRUST COMMITTEE PROJECTS		
10.1	Secondary Suites (attached)	20	
11.	REPORTS		
11.1	Work Program Reports		
	11.1.1 Mayne Island Local Trust Committee Work Program - Report dated April 2013 (attached)	22	
11.2	Applications Report		
	11.2.1 Mayne Island Applications Report dated April 2013 (attached)	24	
11.3	Expense/Budget Reports – for information		
	11.3.1 Trustee and Local Expenses (attached)	26	
11.4	Bylaw Enforcement - none		
11.5	Adopted Policies and Standing Resolutions – for information (attached)	27	
11.6	Mayne Island LTC Web Page (attached)	31	
11.7	Chair’s Report		
11.8	Trustee Report		
12.	OTHER BUSINESS		3:00 pm
12.1	Upcoming Meetings		
	12.1.1 Next Business Meeting – Wednesday, May 29, 2013 at 1:00 pm., at the Mayne Island Agricultural Hall		
12.2	Renewable Energy Technologies in the Trust Area – Ocean Based Geo-Exchange Systems (attached)	33	
13.	TOWN HALL MEETING		
16.	ADJOURNMENT		4:00 pm

**MINUTES OF THE MAYNE ISLAND
LOCAL TRUST COMMITTEE MEETING
HELD ON WEDNESDAY MARCH 27, 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 twenty-six (26) 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, Islands Trust Staff, Ministry of Transportation and Infrastructure representatives Rachelle Ray (Road Area Manager), Ryan Spillett (Operations Manager) and Tim Carr (Mainroads).

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 for Adoption

5.1.1 Mayne Island Local Trust Committee Business Meeting Minutes of February 27, 2012

Chair Luckham asked the Trustees for any comments, and the following amendments were made:

- Pg. 9 – Barry Wilks: change “islanders” to Islands Trust...

The Mayne Island Local Trust Committee meeting Minutes of February 27, 2012, as amended, were adopted by consensus.

5.2 Public Hearing Records and Community Information Meeting Notes

None

5.3 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 that the Community Information Meeting regarding the rezoning application MA-RZ-2012.1 (Oceanwood) is planned for April 20, 2013 at the Community Centre. Secondary Suites information session will be discussed later in agenda.

7. DELEGATIONS

7.1 Southern Gulf Islands Electoral Area Director

No report

7.2 Ministry of Transportation and Infrastructure Representatives – Information Session

Presentation included the following points:

- Mayne Island is part of South Island District
- Routine Maintenance: priority of safety for travelling public which includes plowing, sign maintenance, etc.

- Quantified Maintenance: addresses predictable/seasonal issues and is planned annually – for Mayne Island these projects are carried out by Mainroads as contractor.
- Ministry is responsible for electrical maintenance, centre line painting, etc. and these projects are based on available funding
- Routine Maintenance is prioritized and completed on severity of deficiency
- Paving is contracted separately and is based on condition assessment and available funding
- Quantified Maintenance is also prioritized and completed based on available funding
- Public is encouraged to contact either Ministry or Mainroads with concerns and/or questions
- Abandoned vehicles: only those on the highway or highway right of way are under Ministry responsibility: can park for 72 hours on right of way after which RCMP notified to determine who owns it or if vehicle is stolen
- Residents encouraged to contact RCMP first and then Ministry regarding abandoned vehicles

Questions from Local Trust Committee

Trustee Dodds has been meeting with the residents of Georgina Point Road regarding concerns as to embankment erosion and safety of road/shoulders. Ministry is looking at a work plan and recommendations from a geotech review. The Ministry was encouraged to include the property owners in discussions. This stretch of road has long been a concern and conditions are worsening. Warning signage could be done quickly and/or could limit weight load on road. Ministry has this item on their agenda however it is one of many priorities throughout the Province.

Mayne Island Pathways Initiative

This island group is working to improve the infrastructure for non-motorized use of the roads (bikers and walkers) and is seeking information regarding right of ways, etc. Ministry does not have adequate maps of these items however Islands Trust maps and the CRD atlas may be helpful. Ministry supports volunteer efforts: just need a permit for project –depending on complexity of project.

Long term parking by ferry terminal

RCMP is responsible for enforcing the 72 hour parking law.

Concern raised regarding water lines being dug up twice this year by road works

Mainroads will address this issue.

Pot Holes

Important to deal with drainage issues first. There is an allocation of ½ km. of asphalt this year. It is felt that more communication with residents would help them to understand the system. Mainroads would be happy to come out and review the situation.

Comment as to good job of shoulder clearing by Mainroads.

Chair Luckham expressed appreciation to the Ministry of Transportation and Infrastructure and Mayneroad representatives.

*Note - Break at 2:00 pm.; the meeting reconvened at 2:10 pm.

Resolution MA-LTC-11-13

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to write a thank you letter to the representatives from the Ministry of Transportation and Infrastructure and Mainroads.

CARRIED

8. CORRESPONDENCE

8.1 J. Dufresne email dated March 12, 2013 re: Active Pass Lighthouse

Trustee Dodds has responded as to the significance and importance of the lighthouse to Mayne Island's history. It is necessary that this property (lighthouse and residence) be designated as a Heritage Lighthouse to preserve the structures.

Resolution MA-LTC-12-13.

It was Moved and Seconded that Mayne Island Local Trust Committee authorize Trustee Dodds to draft a letter for the Chair's signature detailing the importance of the lighthouse and home.

CARRIED

8.2 M. Dunn letter dated March 14, 2013 re: Mayne Island Pathways Initiative Road Assessment

Mr. Dunn spoke during the Ministry presentation. Planner Richardson advised that he and Islands Trusts mapping department could assist with the project.

9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

9.1 MA-RZ-2012.1 (Oceanwood) Advisory Planning Commission Comments

Planner Richardson outlined the comments received from the A.P.C.: the Community Information meeting (CIM) has been arranged for April 20, 2013 and he will be working with the applicant regarding the presentation at the CIM.

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Secondary Suites

Planner Richardson has developed questions to be reviewed at the meeting with stakeholders scheduled for April 24, 2013.

10.2 Potable Water for Boundary Adjustments

The Staff Report dated March 15, 2013, supported the drafting of a new bylaw whereby boundary adjustments between two lots with existing dwellings and existing potable water supplies would not have to comply with the proof of potable water at the time of subdivision.

Resolution MA-LTC-13-13

It was Moved and Seconded that Mayne Island Local Trust Committee Draft Bylaw No. 158, cited as, "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2013" be given First Reading.

CARRIED

Resolution MA-LTC-14-13

It was Moved and Seconded that the Mayne Island Local Trust Committee direct staff to refer Draft Bylaw No. 158, cited as, "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2013" to the appropriate referral agencies.

CARRIED

Resolution MA-LTC-15-13

It was Moved and Seconded that the Mayne Island Local Trust Committee direct staff to arrange a community information meeting for Draft Bylaw No. 158, cited as, "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No.1, 2013".

CARRIED

Resolution MA-LTC-16-13

It was Moved and Seconded that the Mayne Island Local Trust Committee direct staff to arrange a public hearing for Draft Bylaw No. 158, cited as, "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2013".

CARRIED

10 REPORTS

11.1 Work Program Reports

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

Received for information

11.2 Applications Report

11.2.1 Mayne Island Applications report dated March 2013

Planner Richardson advised that the Beeson application has been sent to the Board of Variance and the Oceanwood application is ongoing.

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

11.4.1 Derelict Vehicles

Planner Richardson reported that there have been a number of complaints. The situation could be addressed through a bylaw.

Discussion: It is not felt that a bylaw would address the problem. It was suggested that pressure on the Ministry of Transportation and Infrastructure and the RCMP would be more effective. RCMP could ticket vehicles. Some of the received complaints are for derelict vehicles on private property which Islands Trust has no authority over.

Resolution MA-LTC-17-13

It was Moved and Seconded that Mayne Island Local Trust Committee request staff draft a letter to the RCMP, with a copy to the Ministry of Transportation and Infrastructure, asking them to take action on abandoned vehicles at the end of Wood Dale Drive.

CARRIED

11.5 Adopted Policies and Standing Resolutions

Presented for information

11.6 Mayne Island LTC Web Page

- It was suggested that a copy of the Ministry of Transportation and Infrastructure power point presentation be added to the web page.

11.7 Chair's Report

Trust Council met on Thetis Island. New Budget was adopted reflecting a 1.3% increase. Focus is on derelict vessels and lobbying regarding oil spill preparedness and increased tanker traffic concerns. Chair Luckham and Executive Council will be meeting with the Association of Vancouver Island Coastal Communities.

11.8 Trustee Report

The Trust Council will be meeting on Mayne Island in June.

Trustee Crumblehulme has been asked to organize and collaborate with Trustees and community organizations for a visit by the Lieutenant Governor on April 18, 2013.

There will be a recommendation to the CRD that a Transportation Commission for the Southern Gulf Islands be formed which would include water buses, road buses and docks. This authority would be able to access Federal Gas tax money for the infrastructure. Each island Transportation Committee will be going forward with plans for a trial bus service for the summer. These projects, although different in style, will be coordinated.

There was a meeting with the owner of Beacon Wireless. There is an interest in creating a plan that would cover Mayne and Galiano Islands to start this summer. The Federal Government has just announced that Local Governments could use Gas Tax money to improve Broadband accessibility.

12. OTHER BUSINESS

12.1 Upcoming Meetings

12.1.1 Next Business Meeting – Wednesday April 24, 2013 at 1:00 pm. at the Mayne Island Community Centre

12.2 Annual Report

Received for information

13. TOWN HALL MEETING

Chair Luckham invited comments from the public.

Ian Dow, Experience the Gulf Islands Program. There has been contact with Trans Canada Trail personnel. A concern is the lack of accommodation for tourist traffic. One suggestion has been the use of yurts as temporary portable accommodation. It was also stated that increased traffic could rejuvenate the Bed and Breakfast industry.

Louis Vallee, expressed appreciation of the LTC support for the Pathways Initiative and for inviting the Ministry of Transportation and Infrastructure.

Murray Rosengren, questioned the proposed bus system for the summer. Trustee Crumblehulme responded that different islands would be using different models.

Ian Dow, BC Ferries Experience cards are now accepted for interisland travel and therefore eligible for the discount.

14. ADJOURNMENT

Chair Luckham declared the meeting adjourned at 3:16 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	Advise APC chair after each meeting if there will be a referral or not.	Gary Richardson		Done
2	Minutes of February 27, 2013 adopted as amended.	Sharon Lloyd-deRosario		Done
3	Active Pass Lighthouse - staff to prepare letter based on Jeanines letter for the chairs signature.	Gary Richardson		Done
4	MA-RZ-2012.1 (Oceanwood) - staff to prepare for April 20 CIM	Gary Richardson		Done
5	Secondary Suites - staff to prepare for mtg april 24 and invite stakeholders well in advance of mtg.	Gary Richardson		Done
6	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 May 29 as part of LTC mtg.	Kathy Jones Gary Richardson	May-29-2013	On Going
7	Mayne Island Work Program - staff to bring forward for possible amendment at April 24 LTC mtg.	Gary Richardson		Done
8	Mayne LTC webpage - staff to update showing most recent projects and meeting notices.	Kathy Jones Gary Richardson		On Going
9	Derelict Vehicles - staff to circulate information from MoTI. No further action required.	Gary Richardson		Done
10	Annual report - staff to forward to appropriate staff as LTC approved of wording.	Gary Richardson		Done

11	Staff to draft letter to MoTI staff thanking them for attending suggesting that this should be a regular/annual event. Chair to sign.	Gary Richardson	Done
12	Draft letter to RCMP, ccd to MoTI regarding derelict automobiles (see minutes for wording).	Gary Richardson	Done

Jeanine Dodds,
Local Trustee,
Mayne Island
April 10, 2013

Dear Jeanine,

As part of our review for strata subdivision, Lands, Forests and Natural Resources required a Licence of Occupation for the jetty foreshore. Our Licence was obtained in December 2003 with reasonable conditions and costs. At the time we were focused on obtaining Preliminary Layout Approval and we did not question why this particular property “sale” would trigger this requirement when the property had exchanged from the Federal Government to my Grandfather in the late 1940’s without this condition attached. In 2003, the jetty, built by the Kadonaga family in the early 1900’s, had been exempt from Licence for close to one hundred years.

Our Licence is up for renewal in December and, in our preparation for a new 2013/2014 budget, we have been in contact with Crown Lands to determine the costs involved. What we didn’t anticipate was the change in the terms of the Agreement that would be part of a new Licence. In 2003, we signed an agreement for “occupation of the Land for fill for seawall purposes” (Article 2.1). Crown Lands now claims that this Term of Agreement really meant “a seawall for erosion protection” and they want to reclassify the seawall as having “upland benefit”. I’m not sure how “upland benefit” could be assigned to a piece of property that by licence is share with the public but, regardless, the result of this reclassification would be an increase in our costs from \$500.00 for ten years to an estimated \$500.00 per year.

Much like the care we have given to protecting the gravesites and other legacies of the Kadonaga family on our property, for over sixty years we have not allowed the jetty to erode. Attached are receipts for a 2008 major repair for the exterior rock work. Besides this, we pay an annual licence fee and property taxes for non-exclusive use of this property feature.

It has no “upland benefit” for us other than sentimentality. Goan Kadonaga arrived on the property in 1903 and he and other neighbouring families needed a means of loading produce for sale off-Island as well to bring in necessary supplies, I think, mainly from Victoria. How the jetty was built with the primitive equipment available we can only guess and marvel. There are what appear to be blasting holes in the rock above the jetty and it seems logical that it would have been far easier to “cut” from the adjacent rock rather than carry stone from another area of the property to “fill”. If this were the way it was constructed then we do not actually know how much of the foreshore is really being used. Never the less, it represents tremendous effort to build a sustainable life on Mayne.

BC Archives has been able to trace back the “Licence of Occupation” statute to 1970 in Part III chapter 17 in the Land Act. As the jetty on our property predates this statute by approximately 60 years, we feel that returning the jetty to its pre 2003 “grandfathered” status is appropriate. We are hopeful that “the system” permits an exit strategy. We are not sure how this can be accomplished and we are asking for your help in this regard.

Thank you.

Dennis Emmett
Council Member, VIS 6510

0177
DATE Feb 21 2008
TO Mini Bobcat

RE	GST \$	GST #
BALANCE FORWARD		
THIS CHEQUE	5118	-
DEPOSIT		

0192
DATE Sept 18 2008
TO Mini Bobcat

RE	GST \$	GST #
BALANCE FORWARD		
THIS CHEQUE	3053	00
DEPOSIT		
OTHER		
BALANCE		

0178
DATE Feb 28 2008
TO Mini Bobcat Service

RE	GST \$	GST #
BALANCE FORWARD		
THIS CHEQUE	1820	-
DEPOSIT		

0180
DATE March 7 2008
TO Mini Bobcat

RE	GST \$	GST #
BALANCE FORWARD		
THIS CHEQUE	1300	-
DEPOSIT		

0193
DATE Sept. 28 2008
TO Mini Bobcat

RE	GST \$	GST #
BALANCE FORWARD		
THIS CHEQUE	2507	00
DEPOSIT		
OTHER		
BALANCE		

0191
DATE Sept 02 2008
TO Mini Bobcat Service

RE	GST \$	GST #
BALANCE FORWARD		
THIS CHEQUE	2728	-
DEPOSIT		
OTHER		

0196
DATE Nov 3 2008
TO Mini Bobcat Service

RE	GST \$	GST #
BALANCE FORWARD		
THIS CHEQUE	1098	-
DEPOSIT		
OTHER		
BALANCE		





MAYNE ISLAND INTEGRATED WATER SYSTEMS SOCIETY
miiwss.com

Re: Grant for BC Water Week Project, May 20 to 26, 2013

Dear Trustees,

Plans are coming together for our participation for the BC Water Week event.

Since we were talking at the meeting, we have set a course aimed at the private well owners. We want to provide water meters for well owners to enable them to better judge their consumption levels, note the difference between summer and winter usage, and react accordingly. If they have been tracking their well, they should be aware of it's parameters. This extra tool in their box should help prevent over consumption and severe drawdown of a well and surrounding aquifer in times of drought.

We also have a few home owners relying solely on rainwater collection. Meterage would be a useful tool for them as well during the critical times of drought and pre-drought consumption management .

We have priced out the meters and have benefited from bulk ordering, reducing costs over and above our usual discounts. Each meter will cost \$125.00. We plan to have the well owner only cover the tax and the tail piece costs at \$20.00 . We will cover the basic meter and we will be ordering a good quality Sensus meter.

To this end, we are requesting a grant of \$1500.00, with recognition of our Trust's participation in 'Water Week', in conjunction with MIIWSS.

Further plans are to hold Open Houses at three water system installations, and to create interest, we have a 400 gallon water collection tank donated for a draw prize by Premier Plastics, with MI Home Hardware covering the delivery. We are hoping this will add to the 'community interest'. The school involvement has yet to firm up at the time of writing, but our plans are to involve them.

I am not sure how we would write a report to satisfy that requirement other than to cover the results of events. If we are successful with our application, we would appreciate some advice on how to go about this.

MIIWSS thanks you for your support for our past Island events, and hopefully this special week will meet with your approval.

Regards, Mary E. Cooper
 Chair, MIIWSS
 567 Club Cres, Mayne Island, BC, V0N 2J1

250-539-3491 / watersociety@shaw.ca



**WORKING AS A COMMUNITY,
 PROTECTING THE ISLANDS' FINITE WATER RESOURCES**



Islands Trust

BYLAW REFERRAL FORM

200-1627 Fort Street
Victoria, BC V8R 1H8
Ph: (250) 405-5151
Fax: (250) 405-5155
information@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Galiano Island Trust Area **Bylaw Nos.:** 240 **Date:** March 21, 2013

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Local Trust Committee Initiated

PURPOSE OF BYLAW:

Proposed Bylaw No. 240 is to amend three (3) subject areas within the Land Use Bylaw. The areas are:

1. Sign Regulations
 2. Home Occupation Regulations
 3. Small Scale Husbandry in Residential Zones – to permit animal husbandry on residential lots.
- (See Attachment 1 for staff report)

GENERAL LOCATION:

Galiano Island

LEGAL DESCRIPTION:

n/a

SIZE OF PROPERTY AFFECTED:

n/a

ALR STATUS:

n/a

OFFICIAL COMMUNITY PLAN DESIGNATION:

n/a

OTHER INFORMATION:

Please note that additional background information on this bylaw can be found on the Islands Trust website under <http://www.islandstrust.bc.ca/lrc/gl/default.cfm>

Please fill out the Response Summary on the back of this form. If your agency's interests are "Unaffected", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.

(Signature)

Name: Kris Nichols

Email: knichols@islandstrust.bc.ca

Title: Island Planner

This referral has been sent to the following agencies:

Federal Agencies

N/A

Provincial Agencies

Ministry of Transportation & Infrastructure
Vancouver Island Health Authority

Regional Agencies

Building Inspection, CRD
Regional Parks & Community Services, CRD

Adjacent Local Trust Committees and Municipalities

Mayne Island Local Trust Committee
Salt Spring Island Local Trust Committee
Thetis Island Local Trust Committee

PLEASE TURN OVER →

Non-Agency Referrals

Bylaw Enforcement, Islands Trust
Galiano Island Parks & Recreation Commission
Galiano Advisory Planning Commission

First Nations

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

BYLAW REFERRAL FORM RESPONSE SUMMARY

☐

Approval Recommended for Reasons Outlined Below

☐

Approval Recommended Subject to Conditions Outlined Below

☐

Interests Unaffected by Bylaw

☐

Approval Not Recommended Due to Reason Outlined Below

Galiano Island Trust Area

(Island)

240

(Bylaw Number)

(Signature)

(Title)

(Date)

(Agency)



Memorandum

Date April 16, 2013

File Number MA-RZ-2012.1

From Gary Richardson, Island Planner

Re MA-RZ-2012.1 (Oceanwood)

This memo is to update the LTC on the present status of this application and suggest next steps.

A Community Information meeting (CIM) has been arranged for April 20, this is prior to the next LTC meeting on April 24. Islands Trust staff and the applicant will be making presentations at the CIM. This will be a good opportunity for the LTC to gauge community support.

At the LTC meeting on April 24 the LTC can give staff direction on how it would like to proceed.

The options as outlined in the February 19, 2013 staff report were:

- 1) Proceed no further;
- 2) Direct staff to prepare bylaws to implement the proposal as is;
- 3) Direct staff to prepare bylaws to implement the proposal as is amended; and
- 4) Direct staff to arrange a Community Information Meeting.



Memorandum

Date April 16, 2013

File Number MA 6500-20 (Secondary Suites)

From Gary Richardson, Island Planner

Re Secondary Suites

This memo is to update the LTC on the present status of this project and suggest next steps as outlined in the timeline prepared February 2013 (copied below).

A Stakeholders meeting has been arranged prior to the next LTC meeting on April 24. Representatives from: water districts, CRD, Fire Department and VIHA have been invited.

The next step in the timeline is to initiate a process to obtain community comment. A mailout was done in November 2012 advising the community that the LTC would be considering allowing secondary suites on Mayne Island. The timeline suggests community consultation could be done at this stage by doing a survey, mailout or other means such as holding a community information meeting. Five hundred dollars has been budgeted for this step.

This topic can be discussed at the April 24 LTC meeting, staff will provide comment on the means available. As this discussion on the project will occur after the stakeholders meeting the LTC can also give staff direction on follow-up from that meeting.

Timeline

Month	Action	Comments	Budget
March/13	Staff to draft wording that would amend both the OCP and LUB to allow secondary suites to be permitted in all residential zones.	This provides a starting point for the discussion. The LTC can review the report and wording at its March 27/13 LTC meeting and give staff direction at that time. The LTC may also want to forward the draft wording to the APC for comment at this time.	
April/13	Staff to arrange meeting with stakeholders to discuss secondary suite	Stakeholders can include: Improvement districts, water districts, CRD, fire department, APC. A meeting would be held	\$400.00

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Memorandum

Islands Trust

Page 1 of 2

	proposal.	on Island and open to the public. A date should be scheduled far enough in advance to allow maximum participation. This will allow stakeholders to comment early in the process. Stakeholders who could not attend would be consulted separately by staff. Staff would also initiate other means of obtaining community comment at this time to allow community members that cannot attend meeting a chance to comment. This can include a mail out, survey or other means.	\$500
May/13	Staff report prepared summarizing community and stakeholder comments. Report to include recommendations for wording of amending bylaws.	LTC to give direction on wording of draft bylaws.	
June/13	Draft bylaws prepared for June LTC meeting for LTCs consideration.	LTC to consider 1 st reading of the draft bylaws and direct staff to arrange a community information meeting.	
July/13	Community Information Meeting regarding draft bylaws.	Staff and LTC to obtain comment from community.	\$500.00
September/13	Staff report summarizing community comment and making recommendations if appropriate to be prepared for LTC to consider at September LTC meeting.	LTC to direct staff to schedule public hearing at this time if appropriate.	\$1200
October/13	Public Hearing regarding amending bylaws	Further readings and or minor amendments take place at this stage, following the public hearing.	
November/13	Bylaws to Executive and Minister for approval.	Staff to facilitate.	
February 14	Consideration of Adoption	Staff will place on February agenda.	

pc



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	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)	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



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

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 eveing 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 sheduled 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

Kathy Jones

From: Nicole Ranger
Sent: March-26-13 11:51 AM
To: Brian Crumblehulme; Gary Richardson; Jeanine Dodds; Peter Luckham; Robert Kojima; Sharon Lloyd-deRosario; Kathy Jones
Cc: Nancy Roggers
Subject: Mayne Expense Report March 2013

Islands Trust**LTC EXP SUMMARY REPORT F2012**

Invoices posted to March 31, 2013

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	1,925.38	3,874.62
65210 645	LTC Local Exp APC Meeting Expenses	-	644.24	(644.24)
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	4,985.84	814.16
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

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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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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](#)

[^ top](#)

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

Committee Links

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[Land Use Application Forms](#)

MA-RZ-2012.2 (Oceanwood Rezoning)

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

[^ top](#)

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](#)

[^ top](#)

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](#)

[^ top](#)

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Memorandum

Date **February 25, 2013** **File Number** **FILE**

To **Local Trust Committees**

From **Local Planning Committee**

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

At its meeting on February 7, 2012, the Local Planning Committee passed a resolution requesting that the attached report be circulated to all Local Trust Committees for information.

The report outlines the ocean loop geo-exchange technology and how it is being permitted currently within the Trust Area. It includes background information on ocean loop geo-exchange systems, the possible impacts and benefits of their use and briefly outlines what is currently being done or proposed on some of the Islands (i.e. North Pender, Saturna, Executive Islands, Galiano, Mayne, Salt Spring, South Pender and Thetis) in accommodating ocean loop geo-exchange systems.

Attachment: Renewable Energy Technologies in the Trust Area – Ocean Loop Geo-Exchange Systems Report

REQUEST FOR DECISION

To: Local Planning Committee

For the Meeting of: February 7, 2013

From: Kris Nichols, Island Planner

Date: January 31, 2013

SUBJECT: RENEWABLE ENERGY TECHNOLOGIES IN THE TRUST AREA - OCEAN LOOP GEO-EXCHANGE SYSTEMS

RECOMMENDATION:

That the Local Planning Committee circulate this report, *Renewable Energy Technologies in the Trust Area - Ocean Loop Geo-Exchange Systems*, dated January 31, 2013, to all Local Trust Committees and planning staff so that they are aware of the implementation options for ocean loop geo-exchange systems and their status in other Local Trust Areas.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: N/A

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Adoption of bylaws to accommodate the utilization of geo-exchange systems will enable owners to implement heating and cooling technology that reduces Greenhouse Gas Emissions and is therefore environmentally responsible.

FINANCIAL: Staff time would be required to develop and implement bylaws or amend existing bylaws to accommodate ocean loop geo-exchange systems.

POLICY: There are six (6) Trust Policy statements to be considered with the accommodation of ocean loop geo-exchange systems into Local Trust Area (LTA) bylaws. All LTA OCPs should contain targets, policies and actions to reduce greenhouse gas emissions (GHG) as a result of changes to the *Local Government Act* and the implementation of bylaws to permit ocean loop geo-exchange supports this.

IMPLEMENTATION/COMMUNICATIONS: The LTC and staff would work with clients to educate them on the options available to accommodate the use of geo-exchange systems within their Local Trust Area.

BACKGROUND

Description of Issue:

At the last Committee meeting a briefing report was reviewed outlining the ocean loop geo-exchange technology and how it is being permitted within the Trust Area currently. The Committee requested some further clarification on the use the ocean loop geo-exchange systems presenting a critical overview of the ocean based geo-exchange approaches being used.

This report will expand on the previous report considered at the November 7, 2012 meeting, presenting background information on ocean loop geo-exchange systems, the possible impacts

and benefits of their use and briefly outlining what is currently being done or proposed on some of the Islands (i.e. North Pender, Saturna, Executive Islands, Galiano, Mayne, Salt Spring, South Pender and Thetis) in accommodating ocean loop geo-exchange systems.

The report is not to be interpreted as an endorsement of this type of system versus the more conventional forms of heating and cooling that are being used based on climate change or any other environmental efficiency or cost saving. The fact is that these systems are becoming more frequent and will likely continue to be so in the future and Local Trust Committees will have to find a way to consider accommodating these new technologies within the current land use regulations. Many of the islands are already accommodating them as the systems are introduced or as bylaws are being updated.

REPORT:

Local Planning Committee has on its Work Program List: "1. Encouraging Green Technologies" with the intent that LPS staff will develop model policy and regulatory wording to address ocean based geo-exchange and draft an RFD for the LPC.

Changes to technology and an increasing demand for the use of this technology has resulted in an increase in proposals within the Islands Trust Area to install ocean based geo-exchange systems, typically for new construction. An ocean based geo-exchange system uses temperature gradients in the ocean to provide heating and cooling. The infrastructure typically consists of pipes containing a heat transfer fluid that are anchored to the seabed and connected to a structure (typically a house, but commercial properties may look at this as well) on the upland property.

Although geo-exchange heating, using latent heat from the ground, and heat pumps using heat from the air, is not new, these systems are typically located on the same lot as the building and thus have not been an issue with respect to zoning. These systems are infrastructure accessory to building (the principal use) and are permitted outright in all zones on the same lot as the principal use (in the same way a septic field would be accessory). Ocean-based loops, however, differ in that the foreshore is generally in a different zone and therefore, that portion of the system is not located on the same lot as the building and thus would not meet the definition of an accessory use. Being partially located on the ocean floor also requires a Crown lease as any dock would.

Technology

The terminology preferred by the industry for this type of installation is a geo-exchange system. The term 'geothermal' is now reserved for larger, higher temperature systems (e.g. neighbourhood heating). These systems are similar to air source heat pumps but geo-exchange systems extract heat from the ground or water and transfer it to the air within a building.

Types of systems include:

- Closed loop vs. open loop:
 - o Open loop uses a conventional well to extract water, which after the heat is extracted the water is then returned to a pond, stream or other well.
 - o Closed loops circulate a heat transfer fluid.
- Vertical vs. horizontal
 - o Horizontal systems typically bury pipes 1.8 to 2.4 metres either below ground or below the winter ice level in a water body or the low tide mark in the ocean
 - o Vertical systems use boreholes 45 to 60 metres. Boreholes for geothermal wells are regulated by the *BC Water Act* and must be constructed by a qualified well driller

Accreditation and Certification of the Technology

The Canadian Geo-exchange Coalition has an accreditation and certification program called the “CGC Global Quality Geo-exchange Program”. CGC ranges from training, to accreditation of an individual, company qualification, and certification of systems. To be accredited there is both the required training and have positive field experience confirmed by customers and manufacturers/distributors recommendations.

‘Certification of systems’ means the system has been designed by an accredited designer, installed by an accredited installer, and any borehole work has involved an accredited vertical loop installer. The system must also meet CSA standard C-448-02, use ISO/CSA approved equipment, and engage such best practices as providing ‘as-builts’, and proper labelling of all pipes and valves.

By meeting the standards established the installation would include meeting Department of Fisheries and Oceans (DFO) guidelines. DFO, typically, does not play a direct role in the approvals of these systems.

The Industry Training Authority (ITA) also provides a Domestic/Residential Certified Geothermal Technician program, which takes approximately 2 years to complete. The International Ground Source Heat Pump Association (IGSHPA) based in the US also provides training to be a ‘Certified Geo-exchange Designer’ (CGD). In addition to taking the required courses and passing an exam, to be eligible for certification one must be:

- An engineer or architect with 3 years of experience in commercial geothermal heat pump, or heating, ventilation and air conditioning (HVAC) experience
- Have a four year non-technical degree with 5 years of experience
- Have a two –year technical degree with 8 years of experience
- Have 10 or more years of experience

KEY ISSUES:

Potential Impacts

This technology is relatively new, but is becoming more popular as residents and businesses look for alternative heating and cooling systems that are less reliant on conventional methods with a desire to be more environmentally responsible.

There are a number of considerations in contemplating changes to regulations to permit ocean loop geo-exchange systems on the foreshore:

1. Use of geo-exchange systems results in reduced Greenhouse Gas (GHG) emissions, particularly as the ocean-based systems are often installed in conjunction with new construction of larger waterfront homes which would otherwise have significant conventional heating and/or cooling requirements. In addition, as passive systems they provide greater local resilience in the sense that owners are not dependant on off-island fuel sources (e.g. propane, oil). From the homeowners’ perspective, they can also provide cost savings over the long term, although usually require additional upfront costs.
2. Although the amount of work on the foreshore is usually minimal, disturbance of sensitive areas such as eelgrass beds or other habitat may be a concern. The Islands Trust has been improving its mapping of the foreshore areas and therefore disturbances become less likely. Guidelines established by DFO also have to be followed. Some islands have DPAs along the foreshore offering another level of protection.
3. Similarly, work required to bury lines immediately upland or in the intertidal area could also result in alteration of existing shorelines or use of materials such as concrete.

Installing systems in conjunction with existing or proposed docks would minimize these impacts.

4. On-going maintenance and concerns over leaks is an issue: the systems are complex and require regular inspection and maintenance by qualified professionals. The type of heat transfer fluid used is also sometimes raised as a concern. Some new systems use water only, as in the system recently approved on North Pender, or use an anti-freeze within the closed loop. The propylene glycol type of fluid sometimes used in these systems is the same as that used as moisturizer in medicines, cosmetics, food, toothpaste and mouthwash and has low toxicity, is highly soluble in water, and readily metabolized by microbes and marine life¹. Higher levels of toxicity have been found from propylene-based Airplane De-icing Fluids (ADF) as a result of additives used in those applications only.
5. Concerns over damage to systems by wave or tides. This is a concern. Proper instalment by a certified installer following established guidelines and procedures. There may be some areas (e.g. narrow channels) where it is impractical to lay a system on the ocean floor due to the flow and tide action.

Potential Benefits:

There is a great deal of research literature that explains the many benefits (e.g. cost, GHG reductions, flexibility, air quality, availability of grants, efficiency, environmentally responsible, etc.) of utilizing these types of systems instead of the conventional methods. If more buildings utilized this type of heating/cooling system the island's electrical system/supply could service a greater number of buildings without requiring costly upgrades. Also, there would be less propane, oil and wood deliveries required, which would reduce wear-and-tear on the road infrastructure. Fewer fuel delivery trucks also reduce transportation GHG emissions, noise and traffic. Two of the most common benefits are listed here:

1. Increased Efficiency and Cost Savings: It is stated through several sources (e.g. www.geoexchange.com , www.earthpointenergy.com , www.geo-exchange.ca) that with these systems two thirds of the energy supplied is from the solar energy stored in the earth/water and 1/3 of the energy is used for servicing the system generally the circulating pump. A large cost of energy supplied to residences is the expense of getting it there – electrical transmission lines, gas lines, oil pipelines, trucks, ferries. These have both direct and indirect costs associated with them. These costs are significantly reduced if not eliminated when using a geo-exchange system. This results in a 25%-50% lower utility bills than conventional systems.

The geo-exchange system used in the North Pender house is a type of water-source heat pump system. It was pointed out in the North Pender example by the engineer (Weir Design and Engineering) the efficiency of these systems as follows:

Heating Efficiency:

The efficiency of a heating system can be defined as the ratio of heat output to energy input. There are many types of heating systems that utilize different equipment with different energy sources. The following is a list of heating systems commonly used in residential applications and their estimated efficiency:

- Wood fireplace - 30 to 50%
- Oil furnace or boiler - 65 to 85%
- Natural gas furnace or boiler - 80 to 95%

¹ Canadian Council of Ministers of the Environment, 2007. Canadian Soil Quality Guidelines for Propylene Glycol: Environmental and Human Health. www.ccme.ca/assets/pdf/1394_pg_rationale_e.pdf
US Environmental Protection Agency Office of Pesticide Programs. Reregistration Eligibility Decision for Polypropylene Glycol. www.epa.gov/oppsrrd1/REDs/propylene_glycol_red.pdf

Propane furnace or boiler - 80 to 95%
Electric heaters or furnace - 100%
Air-source heat pump - 200 to 300%
Water-source heat pump - 300 to 400%

Cooling Efficiency:

This geo-exchange system (used in North Pender) has been designed with “free cooling” where by all cooling will be provided without the use of the heat pumps (the heat pumps only operate when heating is required). This is possible due to the temperature of the ocean during the summer, which sufficiently cools the heat transfer fluid without the use of heat pumps.

Similar to above, the efficiency of a cooling system (air conditioning system) can be defined as the ratio of cooling output to energy input. Cooling efficiency is typically not expressed as a percentage but rather in the form of an Energy Efficiency Ratio (EER). However, for the purpose of comparison within the context of this discussion, the estimated EER for some common residential cooling systems have been converted to percentage:

Air-source heat pump / air conditioner - 300 to 400%
Water-source heat pump (without free cooling) - 400 to 500%
Water-source heat pump (with free cooling) - 3000% or greater

2. Reduced CO2 Emissions: According to data supplied by the Natural resources Canada, a typical residential geo-exchange system produces an average of about one pound less CO2 per hour of use than a conventional system. To put it into perspective if just 100,000 homes converted to geo-exchange, Canada would reduce its CO2 emissions by 880,000,000 pounds.

Another example is for every 2.5 hours of use, a geo-exchange system produces one kilogram less CO2 than a conventional HVAC (heating, ventilation, and air conditioning) system.

RELEVANT POLICY:

Trust Policy Statement: Relevant Directive policies include:

- 3.1.3 - the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area
- 3.1.5 – 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
- 3.4.4 - the protection of sensitive coastal areas
- 3.4.5 – the planning for and regulation of development in coastal regions to protect natural coastal processes
- 4.5.10 – 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
- 5.1.3 – the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic values of the Trust Area

OCP Policy: policies within the OCPs could be updated as part of the basis of the GHG reduction policies if not already accommodated through general wording in these sections. In addition some OCPs specifically mention using a DPA to manage energy conservation in commercial development. Designation of a DPA to regulate installation of the system could be considered both on the grounds of protection of the natural environment and energy conservation and therefore could be made applicable in a shoreline or foreshore DPA. By requiring a DP it would ensure safe and appropriate installation. As an example, the North Pender OCP contains a requirement that an environmental report be submitted to indicate that there is no impact to the foreshore.

Local Government (Green Communities) Statutes Amendment Act (Bill 27, 2008), which amended the Local Government Act, introduced changes that enable local governments to address climate action in their communities. Among the changes is a requirement for local governments to have targets, policies and actions to reduce GHG emissions. Therefore all OCPs must contain these targets and policies for GHG emission reduction. The Bill 27 also allows for development permit areas that promote energy and water conservation, and reduce greenhouse gases at the single family dwelling level.

Zoning options: amending zoning bylaws to permit ocean loop geo-exchange systems as a permitted use in one or more of the current marine zones or as some islands have permitted in all zones would be required. This would vary depending on the zoning. A recent amendment to the zoning on a site-specific basis in the North Pender LUB provided for both the use and a definition. This use and definition, with relevant modifications, would provide a good basis for a suitable amendment to a zoning bylaw. Currently, zoning is the main tool for regulating use.

Building Inspection: for those islands that have building inspection, ocean loop geo-exchange systems are not subject to building inspection. However, building inspection does currently require that an engineer certify the HVAC system where an ocean loop geo-exchange system provides heating and cooling.

Crown tenure: ocean loop geo-exchange systems are required to obtain approval from the province for tenure over the foreshore. The applications are referred to the Islands Trust for review of zoning compliance.

Climate Change Adaptation and Mitigation: use of renewable or other energy sources that are an alternative to fossil fuels is a recognized mitigation strategy. Ocean loop geo-exchange systems could, depending upon the type of conventional heating and size of the dwelling, provide significant emission reductions. See the previous discussion on potential benefits and CO2 reductions.

CURRENT LOCAL TRUST AREA IMPLEMENTATION

Island Updates

Eight of the 13 Islands Trust Islands have begun or completed implementing changes to their land use bylaws to accommodate the use of ocean loop geo-exchange systems.

Mayne Island: Supports ocean loop geo-exchange through its OCP Policy dealing with Climate Change (4.7.9) which states: *"The LTC should consider amending zoning regulations to permit or facilitate small scale renewable energy production, such as solar collectors, wind turbines and geothermal heating."* The LUB permits ocean loop geothermal in all zones except the W1 zone.

North Pender Island: Has permitted a site specific rezoning for a water based ocean loop geo-exchange.

South Pender Island: Is considering permitting ocean loop geo-exchange in all zones. They are holding a CIM to discuss this and other land use bylaw amendments in February.

Saturna Island: The LTC has given reading to a bylaw that would amend the Land Use Bylaw to include a definition of ocean loop geo-exchange systems and to add ocean loop geo-exchange systems as a permitted use in the marine zones. It is scheduled for a public hearing in February.

Galiano Island: Staff have been directed to draft an OCP amendment to alter the existing DPA (Shoreline and Marine DPA) to provide for guidelines for ocean loop geo-exchange. As a complement staff have also been requested to review the zoning bylaw to permit the ocean loop geo-exchange structures within the Marine zones and the setback to the sea for private residential use.

Thetis Island: In June 2012, the APC was directed to consider a couple of options to add to the work program a review of OCP policies and LUB regulations and in the meantime that any requests for ocean loop geo-exchange be dealt with as a rezoning. Subsequently, the Thetis LTC has dropped this issue and it appears it may have been application driven and no application has been made.

Ballenas-Winchelseas: The draft OCP contains the wording to permit the use of geo-exchange for individual dwellings. Within the proposed Shoreline Development Permit Area there are guidelines for the installation of ocean loop geo-exchange systems:

Ocean-loop geo-exchange systems will only be considered if they are closed-loop systems using only freshwater as the circulating heat transfer fluid; if they meet or exceed the Canadian CSA design standards CAN/CSA-448-02; and if they are designed and installed by a Registered System Designer.

The draft LUB permits an ocean loop geo-exchange within the Residential zone and the Marine General zones and contains the definition:

"Ocean-loop geo-exchange" means a renewable geothermal heat exchange system that utilizes the naturally occurring temperature of the ocean for heating and cooling that:

- a. is a closed-loop system using only freshwater as the circulating heat transfer fluid,*
- b. meets or exceeds the Canadian CSA design standards CAN/CSA-448-02, as amended from time to time, and*
- c. is designed and installed by a Registered System Designer accredited by the Canadian Geo-exchange Coalition, or the International Ground Source Heat Pump Association.*

Salt Spring Island: In the LUB's Shoreline Zones geothermal heating equipment is permitted in tidal water only.

SUMMARY

Currently, eight (8) of the 13 Local Trust Committees either have regulations and policies or have them proposed to permit ocean loop geo-exchange systems. The proposals by the LTCs to accommodate geo-exchange loops are considered for the main islands and not for their associated islands currently. The approach enacted or proposed is varied and tailored to meet the needs for the Island or as a result of a specific application or the desire of the LTC to be proactive in anticipating the need. Most contain policies that permit the geo-exchange systems either in general in the OCP (GHG policies) or through specific DPA guidelines. Complementary to that would be changes to the LUB to permit the use within specific zones and to define the use.

In addressing their implementation, the two primary concerns are to ensure that the systems are installed professionally by a certified installer and that any impacts on sensitive shoreline or foreshore ecosystems are addressed.

Building Inspection has the authority to establish standards for installation of the systems and to carry out inspections or obtain certifications, but most have not included these systems in the scope of their building bylaws. This could change, as some jurisdictions are becoming involved in permitting and inspecting land based systems. Conventionally, Fisheries and Oceans Canada has reviewed all foreshore applications for impacts on habitat however, changes to staffing and to the legislation seem to be reducing that agency's role and ability to respond to referrals. They have established guidelines which all installers are to follow.

The use of a clear and specific definition for the use can address some of the concerns that the systems meet specified standards for example using fresh water within the closed loop system as is stated in the North Pender bylaw. Impacts on habitat could be addressed through the designation of a DPA; however, it would have to be general in many areas as there is not

currently mapping available that identifies sensitive shoreline and foreshore features such as eelgrass beds, although such mapping should be available in the future.

There are three basic ways for a Local Trust Committee to address the ability of residents to utilize this new technology:

1. Site specific rezoning (e.g. North Pender)
2. Permit their use but regulate (e.g. OCP through DPs)
3. Permit their use outright (e.g. Saturna, Salt Spring Island, Mayne)

DESIRED OUTCOME:

It is recommended that an Islands Trust model bylaw or policy not be established. Eight of the 13 Local Trust Committees already have amended bylaws or are contemplating regulations or policies related to ocean loop geo-exchange systems. Each LTC has a unique set of bylaws to which model provisions may or may not be applicable. For instance, some may not have DPAs currently and may want to address this issue through other forms regulation. Some may want to deal with amendments on a site specific basis thereby not contemplate any new regulations or policies. The current approach by LTCs appears to be working well based on demand and the desire of LTCs to add it to their work programs as a proactive measure. There are a range of options already developed at the LTC level and which are summarized in this report. It is recommended that this report be circulated to ensure that all LTCs and planners are aware of the issues and the options that are being used to address the potential use of these systems by a number of LTCs.

RESPONSE OPTIONS

Recommended:

That the Local Planning Committee circulate this report, *Renewable Energy Technologies in the Trust Area - Ocean Loop Geo-Exchange Systems*, dated January 31, 2013, to all Local Trust Committees and planning staff so that they are aware of the implementation options for ocean loop geo-exchange systems and their status in other Local Trust Areas

Alternative:

That the Local Planning Committee receive the report as information and take no further action.

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February 1, 2013

Linda Adams, Chief Administrative Officer