



Mayne Island Local Trust Committee

Regular Meeting Agenda

Date: November 30, 2015
Time: 1:00 pm
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

	Pages
1. CALL TO ORDER	1:00 PM - 1:30 PM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	
4. COMMUNITY INFORMATION MEETING	
none	
5. PUBLIC HEARING	
none	
6. MINUTES	
6.1 Mayne Island Local Trust Committee Minutes (for Adoption)	
6.1.1 <u>Local Trust Committee Minutes Dated September 30, 2015</u>	4 - 12
6.1.2 <u>Local Trust Committee Special Meeting Minutes Dated November 15, 2015</u>	13 - 16
6.2 Section 26 Resolutions-without-meeting Report Dated November 2015	17 - 17
6.3 Advisory Planning Commission Minutes Dated September 21, 2015 (for Receipt)	18 - 20
7. BUSINESS ARISING FROM THE MINUTES	
7.1 Follow-up Action List Dated November 2015	21 - 21
8. DELEGATIONS	
none	
9. CORRESPONDENCE	
<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>	
9.1 Letter From I Dow (President Mayne Island Residents & Ratepayers Assoc.) re: Road Naming Correction	22 - 22

10.	APPLICATIONS AND REFERRALS	1:30 PM - 2:45 PM	
10.1	Salt Spring Island Local Trust Committee Bylaw No. 485 Referral (for response)		23 - 24
10.2	MA-DVP-2015.2 (Irving) - Staff Report		25 - 41
10.3	MA-RZ-2015.1 (CRD) - Staff Report		42 - 49
11.	LOCAL TRUST COMMITTEE PROJECTS		
11.1	Work Program Survey Results - Memo		50 - 69
11.2	Temporary Use Permit Guidelines & Cottage Options for Short Term Vacation Rentals - Staff Report		70 - 78
11.3	Technical Amemdments - Staff Memo - Bylaws No. 161 & 162 (for further consideration)		79 - 92
12.	REPORTS	2:45 PM - 3:30 PM	
12.1	Work Program Reports (attached)		
12.1.1	<u>Top Priorities Report Dated November 2015</u>		93 - 93
12.1.2	<u>Projects List Report Dated November 2015</u>		94 - 94
12.2	Applications Report Dated November 2015 (attached)		95 - 96
12.3	Trustee and Local Expense Report Dated October 2015 (attached)		97 - 97
12.4	Adopted Policies and Standing Resolutions (attached)		98 - 101
12.5	Local Trust Committee Webpage		
12.6	Chair's Report		
12.7	Trustee Report		
12.8	Trust Fund Board Report - October 2015		102 - 102
12.8.1	<u>Breifing re Coastal Douglas -fir & Associated Ecosystems Partnership Conservation Strategy</u>		103 - 128
13.	NEW BUSINESS		
13.1	Mayne Island Local Trust Committee Draft 2016 Annual Regular Meeting Schedule - Memo (for consideration to Adopt)		129 - 131
13.2	Nov. 10, 2015 Email from M. Richards, Grants Manager re Support for Policies on Community Energy Sustainability		132 - 132
14.	UPCOMING MEETINGS		
14.1	Next Regular Meeting Scheduled for 2016 to be announced		
15.	TOWN HALL	3:30 PM - 4:00 PM	

16. CLOSED MEETING (Distributed Under Separate Cover)

16.1 Motion to Close Meeting

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

Adoption of In-Camera Meeting Minutes Dated September 30, 2015

And that the recorder and staff attend the meeting.

16.2 Recall to Order

16.3 Rise and Report

17. ADJOURNMENT

4:00 PM - 4:00 PM



DRAFT

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

Mayne Island Local Trust Committee Minutes of Regular Meeting

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

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

Staff Present: Robert Kojima, Regional Planning Manager
Gary Richardson, Island Planner
Pat Todd, Recorder

Public and Media Present: There were 27 members of the public present and no media

1. CALL TO ORDER

Chair Grams called the meeting to order at 1:00 pm. He acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. TOWN HALL AND QUESTIONS

none

4. COMMUNITY INFORMATION MEETING

none

5. PUBLIC HEARING

none

6. MINUTES

6.1 Local Trust Committee Minutes Dated July 27, 2015

By general consent the Local Trust Committee meeting minutes of July 27, 2015 were Adopted.

6.2 Section 26 Resolutions-without-meeting Report Dated September 2015

none

6.3 Advisory Planning Commission (APC) Minutes

6.3.1 APC Adopted Minutes Dated April 14, 2014

Received for information

6.3.2 APC Adopted Minutes Dated July 14, 2014

Received for information

6.3.3 APC Draft Minutes Dated August 10, 2015

Planner Richardson noted the APC recommendation of the Bylaw Enforcement Notification Bylaw (BEN) and that this bylaw has been amended: the LTC may want to add this item to the work program.

7. BUSINESS ARISING FROM THE MINUTES

7.1 Follow-up Action List Dated September 2015

All tasks completed. The LTC expressed appreciation to staff for efforts to finalize the items.

Planner Richardson stated that there have already been some responses to the survey regarding the LTC work program. The closing date for submission is November 6, 2015. Paper copies are available at the real estate office and the Mayneliner advertisement has a link to survey.

8. DELEGATIONS

none

9. CORRESPONDENCE

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

9.1 Arbutus Bay Estates LTD - P. Buchholz, Letter Dated September 20, 2015

Received for information

10. APPLICATIONS AND REFERRALS

10.1 MA-RZ-2015.1 (CRD) Anson Road Dock - Staff Report

Planner Richardson spoke to the application from the Capital Regional District (CRD) to rezone the water lease site for a community dock (Horton Bay area). The Ministry of Transportation and Infrastructure has been informed of the application and First Nations will be notified.

The following concerns were noted:

1. Winds, tides, depth
2. Environmental concerns
3. Gauging public input – suggest Community Information Meeting early in the process

Trustee Crumblehulme spoke in support of having a Community Information Meeting (CIM) early in the process.

Trustee Dodds concurred and suggested having an environmental review first, which would answer some questions.

It was noted that the CRD obtained some of this information when acquiring the water lease.

MA-2015-54

It was Moved and Seconded that the Mayne Island Local Trust Committee request staff to begin organizing the Community Information Meeting regarding MA-RZ-2015.1 subsequent to receipt of environment report currently held by the Capital Regional District.

CARRIED

Discussion pertaining to recommendations 2 and 3 from the Staff Report to be brought forward after the Community Information Meeting.

Planner Richardson indicated that a CIM would likely be early in November and that it would be co-ordinated with applicant.

There were questions as to the process of an application. Discussion outlined that the information meeting would be to determine the community wants/needs and that the LTC would be looking at the suitability of the site for the application.

Al Canon spoke to the application and volunteered to provide environmental information from previous studies and it was requested that CIM be on a Saturday for optimal attendance.

Trustee Dodds reviewed the rezoning process and that it typically takes 6 months to a year for completion.

The question was raised as to expediting the process to alleviate the crowded conditions at Horton Bay dock.

Trustee Crumblehulme clarified that the LTC has an obligation to follow due process.

There was a question as to financing the proposed project should LTC approve the rezoning application.

The Trustees spoke to the application and the responsibility of the LTC to determine if this is an appropriate land use. The LTC has no control over the time frame to complete the project and can only proceed with the expectation that a project will be completed.

10.2 Galiano Island Local Trust Committee Bylaw No. 253 Referral

MA-2015-55

It was Moved and Seconded that Galiano Island Local Trust Committee Bylaw No. 253 does not affect Mayne Island Local Trust Committee area.

CARRIED

10.3 Salt Spring Island Local Trust Committee Bylaw No. 484 Referral

Chair Grams spoke to this bylaw which provides a mechanism to control the number of septic systems within a specific development area.

MA-2015-56

It was Moved and Seconded that Salt Spring Island Local Trust Committee Bylaw No. 484 does not affect Mayne Island Local Trust Committee area.

CARRIED

10.4 Salt Spring Island Local Trust Committee Bylaw No. 483 Referral

MA-2015-57

It was Moved and Seconded that Salt Spring Island Local Trust Committee Bylaw No. 483 does not affect Mayne Island Local Trust Committee area.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Official Community Plan (OCP) / Land Use Bylaw (LUB) Amendments – Update

Planner Richardson spoke to reviewing the LUB regarding large remainder lots and STVR.

Trustee Dodds spoke to the complications with remainder lots due to the number of covenants and questioned the number of such lots and if this project is critical at this time: warrants the volume of the planner's time required.

Trustee Crumblehulme supported the ongoing review of Temporary Use Permits (TUP's) for Short Term Vacation Rental (STVR's) and the deferment of amending remainder lots.

Planner Richardson suggested that review of remainder lots could be moved to the project list.

MA-2015-58

It was Moved and Seconded that the Mayne Island Local Trust Committee request staff to move the Work Program Priority large remainder lots to the projects list.

CARRIED

Note: There was a break for the Community Stewardship Awards from 2:30 p.m. to 3:00 p.m.

The Trustees spoke to the history and importance of the Agricultural Society – which has had an island presence for 90 years.

Heather Dow accepted the award, on behalf of the Society, and referred to the vast number of volunteers who have worked on behalf of the Society over the years.

The Trustees outlined some of Michael Dunn's accomplishments over the past 20 years including the following: efforts on behalf of sustainability; founding the Gulf Islands Centre for Ecological Learning; and work on behalf of the Conservancy.

Michael Dunn thanked the LTC and expressed how honoured he felt to raise his family in such a beautiful place.

12. REPORTS

12.1 Work Program Reports

12.1.1 Top Priorities Report Dated September 2015

Planner Richardson questioned if the LTC wanted the Bylaw Enforcement Notification (BEN) bylaw on the Priorities list.

Trustee Dodds stated that the majority of bylaw infractions involve STVRs and that this item should be dealt with rather than BEN.

Regional Planning Manager (RPM) Kojima spoke to the need to amend the BEN and that this would be Bylaw Enforcement's responsibility rather than the island planner's.

Trustee Dodds did not support having BEN as a Top Priority and does not feel this bylaw is necessary.

Trustee Crumblehulme spoke to proceeding with BEN however not as a Top Priority.

MA-2015-59

It was Moved and Seconded that the Mayne Island Local Trust Committee request the Bylaw Enforcement Manager clarify the benefits that the Bylaw Enforcement Notification Bylaw would offer specific to Short Term Vacation Rentals and that the bylaw Enforcement Manger attend a Local Trust Committee to explain.

CARRIED

12.1.2 Projects List Report Dated September 2015

Staff to place BEN as last item on the Projects List.

Question received regarding Riparian Area Regulations (RAR) and when this item would be completed.

Chair Grams stated that the Salt Spring Island LTC passed their bylaw without Ministry of Environment approval.

There was a review of steps taken to date regarding RAR.

12.2 Applications Report Dated September 2015

Received for information

12.3 Trustee and Local Expense Report Dated August 2015

Received for information

12.4 Adopted Policies and Standing Resolutions

Received for information

12.5 Local Trust Committee Webpage

The webpage will be updated subsequent to meeting details. The Work Program Priorities survey is on the web site. Member of the public found a problem on one of the pages. Staff will check the operation of the survey.

12.6 Chair's Report

Chair Grams reported that the hiring committee for Chief Administrative Officer (CAO) replacement have offered the position to one of the candidates and is awaiting reply. The Trust Council Strategic Plan has been passed and is in place and the budget is being drafted for 2016/17. A study is underway as to relocation of the Islands Trust Victoria office. There will be a draft report available Oct. 19 regarding the incorporation of Salt Spring Island and it will be available on line. If

there is going to be a referendum it would occur in June 2016. Trust Council met with Bowen Council to update protocol agreement. Chair Grams said he will be attending a seminar on Pender Island October 10th regarding aquifer depletion and commented that on Salt Spring Island, St. Mary's Lake is at an all-time low and there is a moratorium on construction or anything that would increase water demands. Application has been made to raise water levels and there is legal action against the water district and Islands Trust by the primary development firm for the island.

12.7 Trustee Report

Trustee Dodds attended the Islands Trust/San Juan Islands County meeting, organized under the auspices of the CRD and the Economic Development Commission held recently in Sidney. It was an excellent opportunity to share common issues and concerns. There was a lot of information with over 60 participants. Details are available on the Sustainable Islands web site. Appreciation was expressed to the organizers.

Trustee Crumblehulme thanked the CRD for organizing the Sidney meeting and was enthusiastic as to the information shared and the opportunity to network.

12.8 Electoral Area Director's Report

none

12.9 Trust Fund Board Report Dated August 2015

Received for information

13. NEW BUSINESS

13.1 Request for Covenant Removal (Buchholz) - Staff Report

Planner Richardson reviewed the staff report and clarified that the most recent covenant is accurate. The request is to remove old covenant references.

MA-2015-60

It was Moved and Seconded that the Chair of the Mayne Island Local Trust Committee be designated to sign covenant removal documents in order to remove covenants ES35984, EW162748 and FA23235 from the title of the South East ¼ of Section 2, Mayne Island, Cowichan District, Except Those Parts in Plans 6166, 49353, 51014; VIP52279, VIP55242, VIP59475, VIP72321, VIP78014, VIP80525 and VIP83602, PID 009-626-786.

CARRIED

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for October 26, 2015, at the Mayne Agricultural Hall

15. TOWN HALL

Ian Dow, who attended the “cross border” meeting, spoke very highly of the proceedings. The latest information on Broadband is that costs of equipment have decreased significantly and that Mayne Island could bring Broadband from Saturna and then relay the signal to Galiano.

Paula Buchholz addressed large lot remainder density.

Trustee Dodds reviewed earlier comments and that this item has been lowered in priority.

Paula Buchholz referred to information received from Regional Planning Manager Kojima (2011) and Planner Richardson (2012) regarding density.

Trustee Dodds stated that the LTC can change plans, after due process, and it was agreed by all that the LUB required clarification. Paula Buchholtz was reassured that she would be notified as to any proposed changes to bylaw.

16. CLOSED MEETING (Distributed Under Separate Cover)

16.1 Motion to Close Meeting

The following motion to close meeting was made at 3:13 pm.

MA-2015-61

It was Moved and Seconded that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division e, s. 90(1) (a) & (d) for the purpose of considering:

Adoption of In-Camera Meeting Minutes Dated March 30, 2015

Appointment of BOV Members

AND that the recorder and staff attend the meeting.

CARRIED

16.2 Recall to Order

The regular business meeting was recalled to order at 3:18 p.m.

16.3 Rise and Report

Chair Grams reported that Priscilla Zimmerman, James White, and Jim Petrie had been reappointed to the Mayne Island Board of Variance for a 3-year term.

17. ADJOURNMENT

There was discussion as to need of meeting in October as there was going to be a CIM in early November and possibly these meetings could be combined. Staff will consider this dependent on date of CIM.

By general consent the meeting was adjourned at 3:20 pm.

George Grams, Chair

Certified Correct:

Pat Todd, Recorder



Islands Trust

DRAFT

Mayne Island Local Trust Committee Minutes of Special Meeting

Date: November 15, 2015
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

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

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

Members of the Public and Media Present: There were approximately forty-three (43) members of the public.

1. CALL TO ORDER

Chair Grams called the meeting to order at 12:03 pm. He acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

Chair Grams introduced the following staff from the Capital Regional District:

- Ted Robbins, General Manager of Integrated Water Services
- Steve Henderson, Manager of Real Estate Services
- Carl Bunnin, Chair of the Southern Gulf Islands Harbour Commission (SGIHC).

Planner Richardson explained the purpose of the Community Information Meeting was to gauge the community support/concerns regarding the CRD application to rezone a water lot on Anson Road to allow for construction of a public dock facility.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 3.2 Response to Agri-Tourism and Farm Retail Sales in the Agricultural Land Reserve: Discussion Paper and Proposed Minister's Bylaw Standards
September 14, 2015

By general consent the agenda was approved as amended.

3. COMMUNITY INFORMATION MEETING

3.1 MA-RZ-2015.1 (CRD) - Anson Road

Carl Bunnin, Chair SGIHC, presented a slide presentation that showed the water lot and detailed the rationale for the proposed rezoning and the need for a new docking facility.

There are 6 members on the Southern Gulf Islands Harbours Commission (SGIHC) who are responsible for eleven docks in the Salish Sea which, have been identified as an essential service for the southern gulf islands.

The CRD obtained the water lease in 2009 along with a double road allowance.

This area is an all-weather anchorage and construction of a public dock in this area is supported in the Mayne Island Community Plan.

There were a number of slides that indicated the lack of public docks on Mayne Island relative to the other islands and Mr. Bunnin emphasized that the SGIHC recognised the need on Mayne Island and was totally supportive of the proposed dock expansion.

Highlights of presentation included the following:

- There is less environmental damage with a dock as compared with anchoring boats;
- Additional dockage would positively impact on property values and facilitate transportation between islands for commerce and tourism;
- Public dock safer than moored boats and provides emergency access and egress;
- There is severe overcrowding at the existent Horton Bay Dock.

There was discussion through questions and answers.

The cost to build the facility is projected at \$400,000 to \$450,000. This could be financed through capital reserve funds, moorage fees, and the parcel tax.

Ted Robbins (CRD) spoke to funding resources. There is an engineering review underway of all the docks and this information will go to the SGIHC on November 25, 2015. There has been approximately \$2 million in repairs/upgrades forecasted for the next five years. The SGIHC is then responsible for deciding allocations according to priorities. Over the next 5 years there is no expectation of an increase to the parcel tax.

The first phase of the proposed dock would be approximately \$400,000 and would include the construction of the access and float structure (which would be ½ of the moorage capacity). Upon completion, this project would double the marine docking facilities for the island.

Planner Richardson spoke to the staff report. The application is requesting zoning on Water Lease No. 112548 be changed from Water Moorage (W2) to a zone that allows for construction and operation of a public dock facility and boat ramp. The upland portion of the lot is likely to require rezoning.

The Official Community Plan (OCP) identifies Anson Road as a possible location for a dock facility.

The expectation is that the proposal would require an environmental impact assessment report.

Planner Richardson then outlined the process for rezoning and that the next step is for the Mayne Island Local Trust Committee to consider application at Nov. 30, 2015 meeting. Staff will notify First Nations and Ministry of Transportation and Infrastructure of the application.

Planner Richardson described the rezoning processes.

There was discussion regarding provision of a pump out station – question of need and environmental issues.

CRD representatives suggested that such a facility would be similar to those provided by Parks Canada. It was also explained that there are marine bylaws for discharge.

Note: There was a break 1:09 p.m.

The meeting reconvened at 1:20 pm.

3.2 Regulating Agri-Tourism and Farm Retail Sales in the Agricultural Land Reserve: Discussion Paper and Proposed Minister's Bylaw Standards September 14, 2015

Local Trust Committees have until November 30, 2015 to respond.

Chair Grams reviewed the document and clarified what the LTC's can and cannot regulate.

General consensus was that there would be minimal impact for the island.

Chair Grams spoke to the Salt Spring Island response to document.

Trustees will send comments to staff.

4. ADJOURNMENT

By general consent the meeting was adjourned at X am/pm.

George Grams, Chair

Certified Correct:

Pat Todd, Recorder



Islands Trust

Mayne Island

Print Date: November 23, 2015

Resolutions Without Meeting

Resolution #	Action	Resolution Description	Resolution Date
2015-03	In Favour	THAT the Mayne Island Local Trust Committee regular business meeting of October 26, 2015 be cancelled and schedule a Community Information Meeting for November 15, 2015 regarding application MA RZ-2015.1	19-Oct-2015

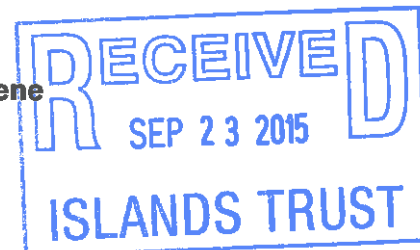
DRAFT

MAYNE ISLAND ADVISORY PLANNING COMMISSION MEETING MINUTES

Date: September 21, 2015 (7:00 p.m.)

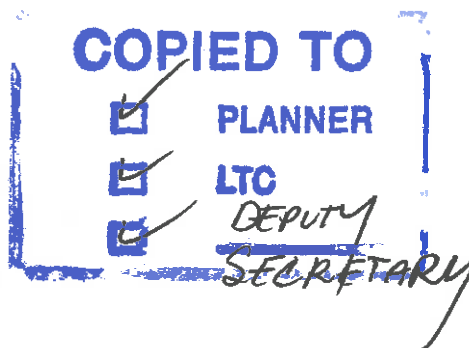
Location: 360 Georgina Point Rd, St. Mary Magdalene
Anglican Church

Members Present: Stephen Cropper
Jerry Wise
Sally Manson
Ian Birtwell
Bill Bender
Chris Roehrig
Dennis Emmett



Staff Present: Pat Todd, Recorder

Trustees Present: Trustee Crumblehulme
Trustee Dodds



Members of the Public and Media Present: None

1. CALL TO ORDER

Chair Cropper called the meeting to order at 7:00 p.m

2. APPROVAL OF THE AGENDA

By general consent the agenda was adopted as presented.

3. APPROVAL OF MINUTES OF A.P.C.

3.1 Meeting of August 10, 2015

Correct spelling of Chris Roehrig's name.

By general consent the Advisory Planning Commission minutes of August 10, 2015 were adopted as amended.

4. BUSINESS ARISING FROM THE MINUTES

None

5. REFERRALS

6.1 Draft Bylaw 156 – A Bylaw to Establish a Bylaw Enforcement Notification Bylaw (BEN)

There was a review of information received from the Bylaw Officer.

Discussion included the following points:

- 70% of current files are proceeding to compliance without BEN process
- Bylaw officials have indicated that BEN would not be used for STVR complaints which comprise the majority of island complaints
- Process is useful in some communities but question necessity for Mayne Island relative to bylaw infractions that have occurred to date
- Bylaw could be adopted later if felt necessary
- Could identify specific bylaws to be enforced through BEN
- BEN has its purpose in certain circumstances as an enforcement tool

MA-APC-2015-003

It was Moved and Seconded

That Mayne Island Advisory Planning Commission recommend adoption of Bylaw 156 to the Mayne Island Local Trust Committee.

4/3

CARRIED

6. TRUSTEES REPORT

Trustee Crumblehulme reported on the recent Trust Council meeting held on Bowen Island. Council is working to develop a Strategic Plan that is relevant to the individual islands; Islands Trust is exploring the relocation of the administration office. There is a Provincial study underway regarding the incorporation of Salt Spring Island. SSI has 40% of the Trust area population and incorporation would impact significantly on the Trust budget. CAO Linda Adams is retiring and interviews are being held to replace position.

Trustee Dodds informed the Commission that the LTC meeting would be on September 30, 2015 and that at 2:30 there would be a presentation of Stewardship awards to Mayne Island Agricultural Society and Michael Dunn. There will be community conversations to identify a "vision" for Miners Bay.

7. NEW BUSINESS

Chair Cropper expressed appreciation to Rich Tamboline and Dave Maude for their long term contribution to the APC. Recorder will get cards of thanks for the Commission members to sign at next meeting.

8. NEXT MEETING

To be announced

9. ADJOURNMENT

By general consent the meeting adjourned at 8:30 p.m.

Stephen Cropper, Chair

Certified Correct:

Pat Todd, Recorder

Follow Up Action Report

Mayne Island

30-Sep-2015

No.	Activity	Responsibility	Target Date	Status
1	6.1 Minutes adopted as presented	Lori Foster	09-Oct-2015	Done
2	10.1 MA-2015.1 (Anson Road Dock) - staff to work with applicant to schedule a community information	Gary Richardson	16-Oct-2015	Done
3	10.2 - Galiano Bylaw 253 - interests unaffected	Sharon Lloyd-deRosario	09-Oct-2015	Done
4	10.3 Salt Spring Bylaw 484 - interests unaffected	Sharon Lloyd-deRosario	09-Oct-2015	Done
5	10.4 Salt Spring Bylaw 483 - interests unaffected	Sharon Lloyd-deRosario	09-Oct-2015	Done
6	11.1 OCP/LUB amendments - move issue of density provisions on the remainder lots to projects list	Gary Richardson	23-Oct-2015	Done
7	13.1 - Covenant Removal - chair to execute discharge	Gary Richardson	30-Oct-2015	Done
8	16.3 - Rise and Report: board of variance members re-appointed	Sharon Lloyd-deRosario	08-Oct-2015	Done
9	BEN bylaw - Bylaw enforcement manager requested to report back on benefits of proceeding with BEN bylaw and how it would support STVR enforcement and that Bylaw enforcement manager attend LTC meeting.	Miles Drew	30-Oct-2015	On Going
10	Add BEN bylaw to projects list	Gary Richardson	09-Oct-2015	Done

COPIED TO

☒ PLANNER

☒ LTC

☒ DEPUTY

~~SECRETARY~~

22



Islands Trust

BYLAW REFERRAL

1-500 Lower Ganges Road
Salt Spring Island, BC BC V8K 2N8
Ph: (250) 537-9144
Fax: (250) 537-9116
ssiinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Trust Area **Application No.:** SS-RZ-2015.1 **Date:** November 5, 2015

You are requested to comment on the attached referral for potential effect on your agency's interests. We would appreciate your response within **30 days**.

APPLICANTS NAME / ADDRESS:

Salt Spring Island Sailing Club, 150 Douglas Road, Salt Spring Island

PURPOSE OF BYLAW:

To rezone the property from Residential 9 (R9) to an R9 variant that would allow a private boat club house, and a parking lot for a private boat club. Zoning will also permit a dwelling unit and buildings and structures accessory to a private boat club. The Salt Spring Island Sailing Club has operated from the subject property since 1978. No new construction is proposed at the present time.

GENERAL LOCATION:

150 Douglas Road, Salt Spring Island

LEGAL DESCRIPTION:

Lot 1, Section 19, Range 4 East, North Salt Spring Island, Cowichan District, Plan VIP55672

SIZE OF PROPERTY AFFECTED:

0.83 hectares

ALR STATUS:

No

OFFICIAL COMMUNITY PLAN DESIGNATION:

Residential Neighbourhoods

OTHER INFORMATION:

Please see attached staff report and Proposed Bylaw No. 485 at 1st reading.

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 Rezoning Application. A subsequent bylaw referral form may be sent to your agency at a future date.

Name: Jason Youmans

Title Planner 2

This referral has been sent to the following agencies:

Federal Agencies

Department of Fisheries and Oceans

Provincial Agencies

Ministry of Forests, Lands and Natural Resource Operations,
Environment

First Nations

Te'Mexw Treaty Association
Hul'qumi'num Treaty Group (for information only)
Pauquachin First Nation
Malahat First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation

Regional Agencies

Island Health
North Salt Spring Water District
Capital Regional District
Harbour Authority

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee

Tseycum First Nation
Chemainus First Nation
Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut First Nation
Semiahmoo First Nation

REFERRAL FORM RESPONSE SUMMARY

☐ Approval Recommended for Reasons Outlined Below

☐ Approval Recommended Subject to Conditions Outlined Below

☐ Interests Unaffected

☐ Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Trust Area
(Island)

SS-BL-485
(Application Number)

(Signature)

(Title)

(Date)

(Agency)

November 19, 2015

File No.: MA-DVP-2015.2
(Irving)

To: Mayne Island Local Trust Committee
For LTC Meeting: November 30, 2015

From: Gary Richardson, Island Planner

CC: Robert Kojima, Regional Planning Manager

Re: Development Variance Permit – Rand Property – 177 Cherry Tree Lane – Mayne Island

Owner: William Rand

Applicant: Robert Irving, Irving Pitcher Architects

Location: 177 Cherry Tree Lane, Mayne Island

THE PROPOSAL:

The proposal is to vary “Mayne Island Land Use Bylaw No. 146, 2008” is as follows:

1. Subsection 3.3 (3) which states that no building or structure may be constructed, reconstructed, moved, extended or located within 7.5 metres (25 feet) of the natural boundary of the sea, is varied to allow for a deck structure to be sited as close as 0 metres from the natural boundary of the sea. The deck is existing and can be seen on photo 4 and the location is shown on site plan - figure 2.
2. Subsection 3.3 (3) which states that no building or structure may be constructed, reconstructed, moved, extended or located within 7.5 metres (25 feet) of the natural boundary of the sea, is varied to allow for a propane tank kiosk to be sited as close as 2.7 metres (9 feet) from the natural boundary of the sea. The kiosk is existing and can be seen on photo 5 and the location is shown on site plan – figure 2.
3. Subsection 3.3 (3) which states that no building or structure may be constructed, reconstructed, moved, extended or located within 7.5 metres (25 feet) of the natural boundary of the sea, is varied to allow for a pizza oven structure to be sited as close as 5.5 metres (18 feet) from the natural boundary of the sea. The pizza oven is existing and can be seen on photo 5 and the location is shown on site plan – figure 2.
4. Article 5.1(7)(b) which states that the minimum setback for any building or structure is 3 metres (10 feet) from any interior side lot line, is varied to allow for an existing dwelling to be sited as close as 10 centimetres (4 inches) from an interior side lot line. The dwelling is existing and can be seen in photos 1, 2 and 3 and the location of it is shown on site plans – figures 1 and 2.

5. Article 5.1(7)(b) which states that the minimum setback for any building or structure is 3 metres (10 feet) from any interior side lot line, is varied to allow for an addition to an existing dwelling to be sited as close as 0.6 metres (2 feet) from an existing interior side lot line. The addition is for an exercise room it is not currently constructed, the proposed location for it is shown on plans – figures 2 and 3.

The variance application was made to allow for an addition to the existing dwelling to permit an exercise room to be constructed. In the course of reviewing the application several existing buildings and structures were found to be encroaching into setbacks. The additional variances have been included to permit the siting of an existing: dwelling; deck; pizza oven structure; and propane tank kiosk structure

BACKGROUND:

The existing dwelling, decks, pizza oven structure and propane tank kiosk structure encroach into the required setbacks. Some of the structures may predate zoning but there has been no evidence provided that would substantiate this.

There is a memo on file from an Islands trust staff member to the CRD, dated April 1993 which suggests that an addition to the master bedroom did not require a variance as it did not encroach any further towards the side lot line. The master bedroom is the portion of the existing dwelling that is closest to the interior side lot line shared with Lot 28.

It should also be noted that there is a second dwelling (guest house) shown on the site plan. Two dwellings are not permitted on this lot and cottages are only permitted on lots larger than 0.6 of a hectare and this lot is 0.36 ha.

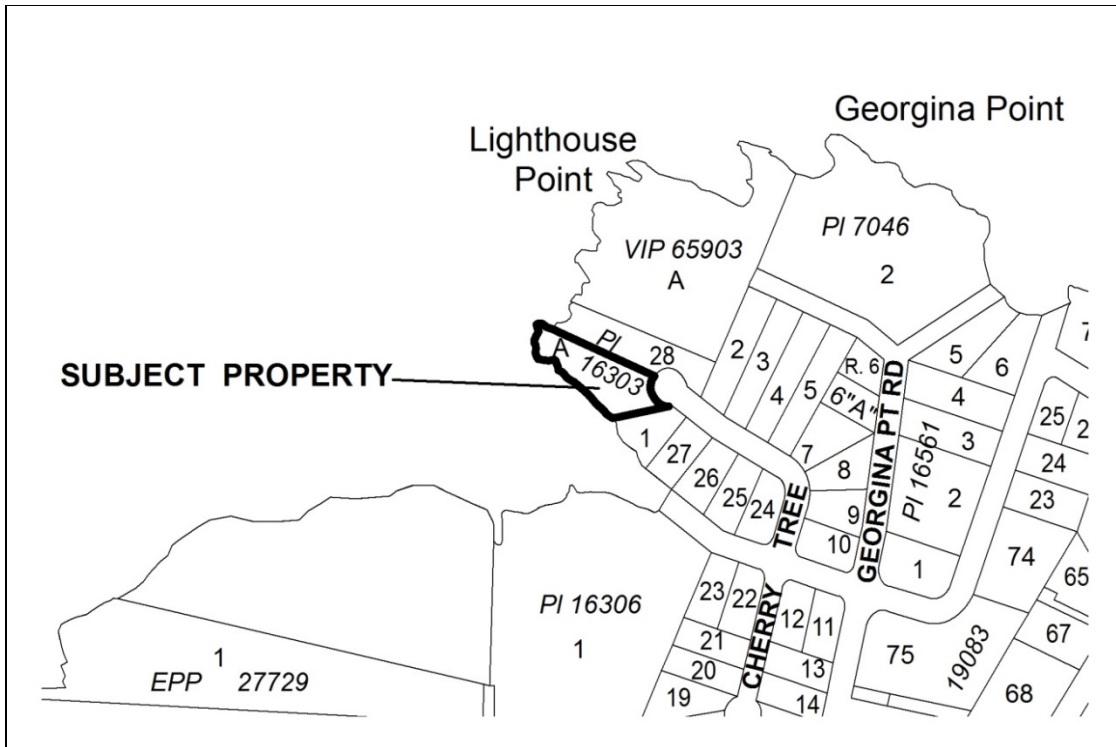
Subsection 3.5(3) of the LUB states:

Unless a building or structure, excluding an attached deck and patio, is structurally attached to a principal building by a structure having walls, a roof and a floor, it is for the purposes of this bylaw, deemed not to be part of the principal building, but is deemed to be an accessory building or structure.

SITE CONTEXT:

The property is a .36 ha. (0.89 acre) waterfront property and is zoned **SR- Settlement Residential** in the Mayne Island Land Use Bylaw. The primary use of the property is residential. The lots is fairly level, sparsely treed and is mostly covered by the dwelling, grass areas, gardens and a tennis court. The property to the north is a similar size and has a dwelling that is set back further from the sea than the one on the subject lot.

Figure One: Subject Property



[illegible][illegible]

Photo One: Interior side lot line shared with Lot 28 looking towards the sea.



Photo Two: Close-up of interior side lot line showing portion of dwelling that is closest to the interior side lot line shared with lot 28



Photo Three: Photo taken from the sea side showing the interior side lot line shared with lot 28.



Photo Four : Deck



Photo Five: Pizza Oven and Propane Tank Kiosk



Photo Six - Orthophoto



CURRENT PLANNING STATUS OF SUBJECT LANDS:

Islands Trust Policy Statement:

5.2 Growth and Development

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.

Official Community Plan

The subject property is designated as **SR- Settlement Residential** in the Mayne Island Official Community Plan 144, 2007.

There are no Development Permit Areas designated on the property.

Land Use Bylaw

The property is zoned as **Settlement Residential (SR)** in the Mayne Island Land Use Bylaw No. 146, 2008.

Permitted Uses

(1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:

- (a) Residential;
- (b) Cottage;
- (c) Accessory uses, buildings and structures, including but not limited to home occupations.

Density

- (1) One dwelling per lot and one additional dwelling unit for every 0.6 hectares (1.5 acres) of lot area greater than 0.6 hectares (1.5 acres).
- (2) One cottage is permitted on lots 0.6 hectares (1.5 acres) or greater in area.
- (3) The maximum number of accessory buildings, other than cottages, utility sheds, or woodsheds, is:
 - (a) two on lots having an area of 0.2 hectares (0.5 acres) and less;
 - (b) three on lots having an area greater than 0.2 hectares (0.5 acres) and less than 0.4 hectares (1 acre);
 - (c) four on lots having an area of 0.4 hectares (1 acre) or more.
- (4) The maximum lot coverage is 20%.
- (6) One secondary suite is permitted per lot subject to section 3.13.

Siting and Size

- (5) The maximum floor area for a cottage is:
 - (a) 60 square metres (646 square feet) on a lot with an area of 1 hectare (2.4 acres) or less;
 - (b) 93 square metres (1001 square feet) on a lot with an area greater than 1 hectare (2.4 acres).
- (6) The minimum setback for any building or structure is:
 - (a) 8 metres (26 feet) from any front or rear lot line;
 - (b) 3 metres (10 feet) from any interior side lot line;
 - (c) 4.5 metres (15 feet) from any exterior side lot line.
- (7) The maximum height for any dwelling unit or cottage is 9 metres (29.5 feet).
- (8) The maximum height for any accessory building or structure is 5 metres (16.5 feet).

Islands Trust Fund:

There are no Trust Fund properties or covenants in proximity to the subject property.

Sensitive Ecosystems and Hazard Areas:

Mapping does not indicate any sensitive ecosystems on the subject property or in proximity to the property.

Archaeological Sites:

By copy of this report, the owners and applicant should be aware that there are archaeological sites identified on the Provincial Remote Access to Archaeological Data (RAAD) for this lot. Archaeological material is protected under the *Heritage Conservation Act*. This would most likely be indicated by the presence of areas of dark-stained soils containing conspicuous amounts of fire-stained or fire-broken rock, artifacts such as arrowheads or other stone tools, or even buried human remains. Before any construction commences the applicant or owner must contact the Archaeology Branch as a *Heritage Conservation Act* permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work

Covenants:

There are no LTC or Trust Fund Covenants on or near the subject property. The Title Certificate indicates no other covenants or easements on the property.

Shoreline type

The shoreline type is boulder cobble beach. The low rock/boulder shores are a mixture of sediment and rock, and are moderately resistant to erosion. They tend to have a limited sediment supply and be stable over a human time scale.

Bylaw Enforcement:

There are no Bylaw Enforcement files for this property.

Climate Change Mitigation and Adaption

The site is exposed to the sea and all of the buildings and structures are relatively close to sea level. Sea level rise could impact all of the buildings and structures on this property both from flooding due to higher water levels and by higher than normal wave action.

COMMUNITY INFORMATION MEETING(S):

There is no community information meeting associated with the development variance permit application as they are not a requirement.

RESULTS OF CIRCULATION:

Notices were circulated to surrounding property owners and residents. The Capital Regional District Building inspector was also forwarded a notice and draft permit for comment. The notification period will end at 4:30 p.m. on November 27, 2015. At the writing of this report, there had been no public submissions received as a result of the notification. Any additional public submissions will be forwarded to the LTC and presented at the Mayne Island Local Trust Committee meeting on November 30, 2015.

ISSUES SUMMARY:

Applicant's stated rationale for the proposed variance.

The applicant's reasons in support of the proposed variance are summarized as follows:

- The building has been added to over the years and was not originally built in conformance with the Mayne Island Land Use Bylaw setback requirements.
- The purpose of this application is to validate the existing building and deck positioning together with allowing the new bedroom extension to be built.
- The applicant has also advised that there is no other logical place to build the exercise room addition.

The overall intent of the regulation being varied.

The intent of regulation can be summarized as follows:

- Limiting the visual impact of development on adjacent properties.
- Minimizing impacts on adjacent properties related to shading, aesthetic, and privacy concerns.
- Protection of the privacy of neighboring residents.
- Establishing a consistent development pattern within a local area.
- Maintaining a rural character.
- Establishing certainty with respect to residential development by maintaining consistent siting and height regulations.

Potential impacts of granting a variance.

Granting a variance can potentially create an expectation in the community with regard to future applications. As variances consider the unique circumstances pertaining to a particular situation that may warrant the relaxation of a specific zoning regulation, it is unlikely to generate expectations for other landowners. Each application is evaluated on its own merits.

STAFF COMMENTS:

Siting of proposed building addition for exercise room

The proposed addition will have minimum impact on the surrounding properties as it is to be built mostly within the existing envelope and seems to be the logical location for an addition. It should not have a visual impact on the surrounding property owners and is in keeping within the footprint of the existing dwelling; therefore staff recommends the variance for the exercise room addition be granted.

Siting of existing building and structures

How the existing dwelling, deck, and other smaller structures came to be to be sited within required setbacks is not fully known. Some of the structures may have predated zoning; however there has been no information provided for staff to determine if any of the structures predated zoning and are lawfully non-conforming.

Staff is recommending approval for the following reasons:

1. the buildings having been in place for a substantial period of time and there will be no visual change;
2. the new construction will have minimal impact as it's within the footprint of the existing dwelling;
3. there are no sensitive ecosystems on the lot to be disturbed;
4. the shoreline type is fairly stable;
5. an Islands trust staff member allowed an addition to the dwelling within the required setback in 1993;
6. there are no bylaw enforcement complaints on file; and
7. lack of evidence as to when the buildings and structures were constructed.

Options:

The LTC can consider the information provided and:

1. approve some of the requested variances;
2. approve all of the requested variances;
3. approve none of the requested variances; or
4. Not make a decision until more information is provided as to when each building and structure was constructed.

RECOMMENDATION:

1. **THAT** Development Variance Permit MA-DVP-2015.2 (Irving) **BE APPROVED.**

Prepared and Submitted by:

Gary Richardson

November 23, 2015

Concurred in by:

Date


Robert Kojima
Regional Planning Manager

November 23, 2015

Date

Attachments: Proposed Permit MA-DVP-2015.2 (Irving)
Notification MA-DVP-2015.2 (Irving)

TO: William Rand

1. This Development Variance Permit applies to the land described below:

Lot A, (DDH53988), Section 14, Mayne Island, Cowichan District, Plan 16303
PID: 004-072-677
2. The "Mayne Island Land Use Bylaw No. 146, 2008" is varied as follows:
 - a) Subsection 3.3 (3) which states that no building or structure may be constructed, reconstructed, moved, extended or located within 7.5 metres (25 feet) of the natural boundary of the sea, is varied to allow for a deck structure to be sited as close as 0 metres from the natural boundary of the sea.
 - b) Subsection 3.3 (3) which states that no building or structure may be constructed, reconstructed, moved, extended or located within 7.5 metres (25 feet) of the natural boundary of the sea, is varied to allow for a propane tank kiosk to be sited as close as 2.7 metres (9 feet) from the natural boundary of the sea.
 - c) Subsection 3.3 (3) which states that no building or structure may be constructed, reconstructed, moved, extended or located within 7.5 metres (25 feet) of the natural boundary of the sea, is varied to allow for a pizza oven structure to be sited as close as 5.5 metres (18 feet) from the natural boundary of the sea.
 - d) Article 5.1(7)(b) which states that the minimum setback for any building or structure is 3 metres (10 feet) from any interior side lot line, is varied to allow for an existing dwelling to be sited as close as 10 centimetres (4 inches) from an interior side lot line.
 - e) Article 5.1(7)(b) which states that the minimum setback for any building or structure is 3 metres (10 feet) from any interior side lot line, is varied to allow for an addition to an existing dwelling to be sited as close as 0.6 metres (2 feet) from an existing interior side lot line.

All buildings and structures are to be consistent with Schedules "A" "B" and "C" attached to and forming part of this permit.
3. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Mayne Island Land Use Bylaw No. 146, 2008" and obtain other approvals necessary for completion of the proposed development.

AUTHORIZING RESOLUTION PASSED BY THE MAYNE ISLAND LOCAL TRUST COMMITTEE THIS XX DAY OF XX.

Deputy Secretary, Islands Trust

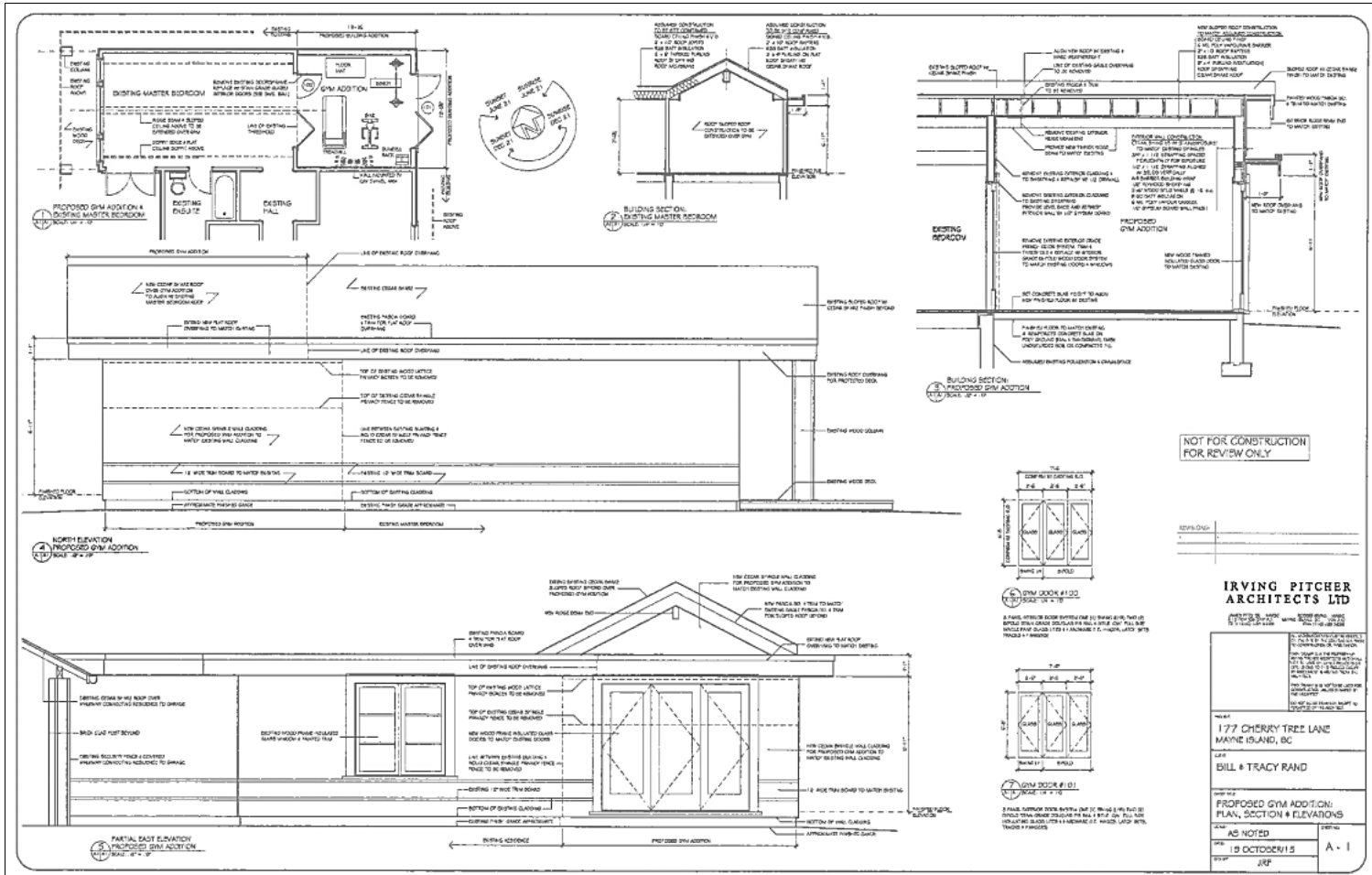
Issue Date

IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE XX DAY OF XX THIS PERMIT AUTOMATICALLY LAPSES.

SCHEDULE "A"

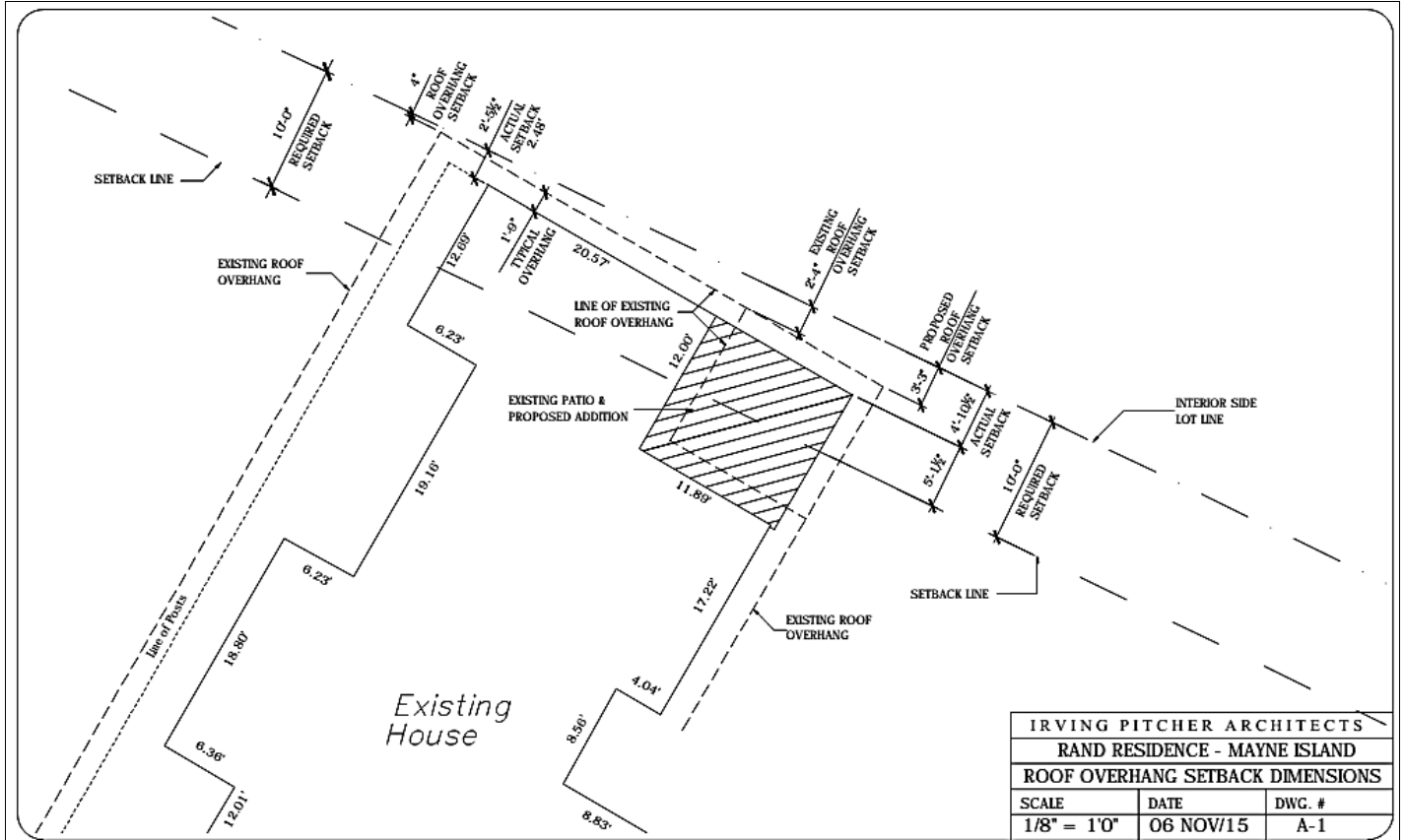
**MAYNE ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
MA-DVP-2015.2**

SCHEDULE "B"



MAYNE ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
MA-DVP-2015.2

SCHEDULE "C"



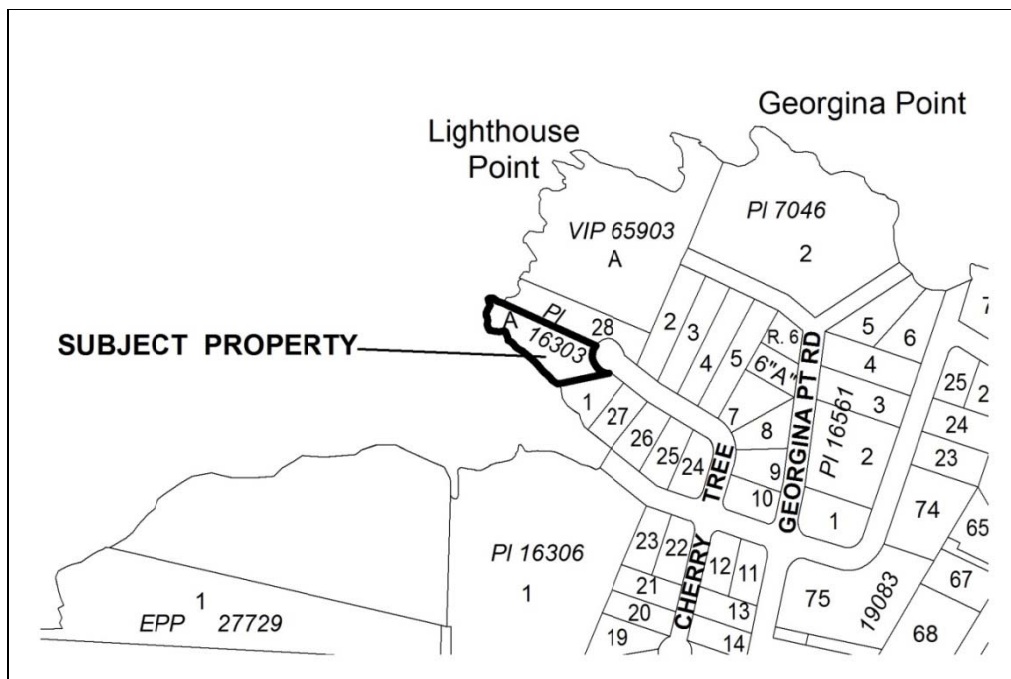
NOTICE
MA-DVP-2015.2
MAYNE ISLAND LOCAL TRUST COMMITTEE

NOTICE is hereby given that the Mayne Island Local Trust Committee will be considering a resolution allowing for the issuance of a Development Variance Permit, pursuant to Section 922 of the *Local Government Act*.

The purposed permit would vary subsection 3.3 (3) of the Mayne Island Land Use Bylaw No. 146, 2008, which states that no building or structure may be constructed, reconstructed, moved, extended or located within 7.5 metres (25 feet) of the natural boundary of the sea to allow for: a deck structure to be sited as close as 0 metres from the natural boundary of the sea; a propane tank kiosk to be sited as close as 2.7 metres (9 feet) from the natural boundary of the sea; and, a pizza oven structure to be sited as close as 5.5 metres (18 feet) from the natural boundary of the sea. The proposed permit would also vary article 5.1(7)(b) of Mayne Island Land Use Bylaw No. 146, 2008, which states that the minimum setback for any building or structure is 3 metres (10 feet) from any interior side lot line, to allow for: an existing dwelling to be sited as close as 10 centimetres (4 inches) from an interior side lot line; and, a proposed addition to an existing dwelling to be sited as close as 0.6 metres (2 feet) from an interior side lot line.

The property is located at 177 Cherry Tree Lane and is legally described as Lot A, (DDH53988), Section 14, Mayne Island, Cowichan District, Plan 16303.
PID: 004-072-677

The general location of the subject property is shown on the following sketch:



A copy of the proposed permit may be inspected at the Islands Trust Office, 200 - 1627 Fort Street, Victoria, B.C. V8R 1H8 between the hours of 8:30 a.m. to 4:30 p.m. Monday to Friday inclusive, excluding statutory holidays, commencing **November 16, 2015**, and continuing up to and including **November 27, 2015**.

For the convenience of the public only, and not to satisfy Section 922(5) (c) of the *Local Government Act*, additional copies of the Proposed Permit may be inspected at various Notice Boards on Mayne Island, B.C., commencing **November 16, 2015**. Also, attached for your convenience is a copy of the proposed permit.

If you have any questions or comments please contact the Planner, Gary Richardson at (250) 405-5157; for Toll Free Access, request a transfer via Enquiry BC: In Vancouver 660-2421 and elsewhere in BC 1-800-663-7867, before 4:30 p.m., **November 27, 2015**. Written comments may be mailed to Islands Trust, 200 - 1627 Fort Street, Victoria, BC V8R 1H8; faxed to (250) 405-5155; or emailed to information@islandstrust.bc.ca before 4:30 p.m., **November 27, 2015**.

The Mayne Island Local Trust Committee may consider the issuance of the permit at the Mayne Local Trust Committee Meeting being held at 1:00 p.m., November 30, 2015, at Mayne Island Agricultural Hall, 430 Fernhill Road, Mayne Island. All applications are available for review by the public. Written comments made in response to this notice will also be available for public review.

STAFF REPORT

File No.: MA-RZ-2015.1
Capital Regional
District

To: Mayne Island Local Trust Committee
For the meeting of November 30, 2015

From: Gary Richardson, Island Planner

CC: Robert Kojima, RPM

Re: Proposed Zoning Amendment - Water Lease No. 112548 (DL 2070)
Horton Bay, Mayne Island

Owner: Capital Regional District
Applicant: Capital Regional District
Description: Water Lease No. 112548 (DL 2070) Horton Bay, Mayne Island

SUPLIMENTARY REPORT

THE PROPOSAL:

The application is requesting that the zoning on water lease No. 112548 be changed from Water Moorage (W2) to a zone that will allow for the construction and operation of a public dock facility and boat ramp.

The applicant is also proposing improvements to the upland access (Anson Road) to service the proposed dock facility and boat ramp.

BACKGROUND:

The Capital Regional District (CRD) operates a number of public dock facilities across the Southern Gulf Islands under the Southern Gulf Islands Harbours Commission service. Under this service the CRD acquired a water lot lease fronting Anson Road in 2007. There has been interest in developing a dock facility at Anson Road for several years.

The application states that there is a shortage of public dock facilities on Mayne Island and that if this facility is constructed it will serve as a key facility for Mayne Island residents, emergency access and evacuation, and act as a portal allowing transportation between Mayne and the surrounding islands. There is an existing public dock in Horton Bay owned by the Small Craft Harbours Branch of Fisheries and Oceans, which from casual observation appears to be at capacity all year.

A preliminary staff report was prepared for the September 30, 2015 LTC meeting.

The report contained the following 3 recommendations:

1. **THAT** the Mayne Island Local Trust Committee directs staff to work with the applicant of MA-RZ-2015.1 (CRD) to arrange a community information meeting.
2. **THAT** the Mayne Island Local Trust Committee directs staff to request the applicant of MA-RZ-2015.1 (CRD) to obtain a report prepared by a qualified professional to provide an environmental review of the marine area of the proposed Anson Road community dock to determine environmental values, assess impacts, and recommend mitigation measures.
3. **THAT** the Mayne Island Local Trust Committee direct staff to request the applicant of MA-RZ-2015.1 (CRD) to obtain a report prepared by a qualified professional prepared regarding the appropriateness of the Anson Road community dock site for the construction of a public dock facility and determine if it will provide safe year round moorage.

The LTC passed the following resolution at the September 30, 2015 LTC meeting.

MA-2015-54

It was Moved and Seconded that the Mayne Island Local Trust Committee request staff to begin organizing the Community Information Meeting regarding MA-RZ-2015.1 subsequent to receipt of environment report currently held by the Capital Regional District.

The minutes of the September 30, 2015 also stated that:

“Discussion pertaining to recommendations 2 and 3 from the Staff Report to be brought forward after the Community Information Meeting”.

A Community Information Meeting was held on November 15, 2015 and the minutes are on the November 30, 2015 LTC agenda for the LTCs consideration.

This staff report contains the remaining two recommendations from the staff report presented at the September 30, 2015 for the LTCs further consideration.

SITE CONTEXT:

The lease area is 0.2830 hectares in size and is located in Horton Bay. Horton Bay, protected by Curlew and Samuel Islands, is a popular location for boaters to moor their boats to mooring buoys (as can be seen on the photos contained in this report).

There is a dedicated highway (Anson Road) that provides unpaved access to the lease area from Horton Bay Road. The upland area that is to be used to access the lease slopes down from Horton Bay Road to the foreshore. The portion of Anson road closest to the lease area is saturated with water in the winter months preventing motor vehicle access. To allow all-weather access to the foreshore and sufficient off-street parking, Anson Road would need to be constructed to a higher standard.

The surrounding area consists of residential waterfront lots ranging in size from 0.3 ha to 0.5 ha.

Figure 1: Subject Property Map

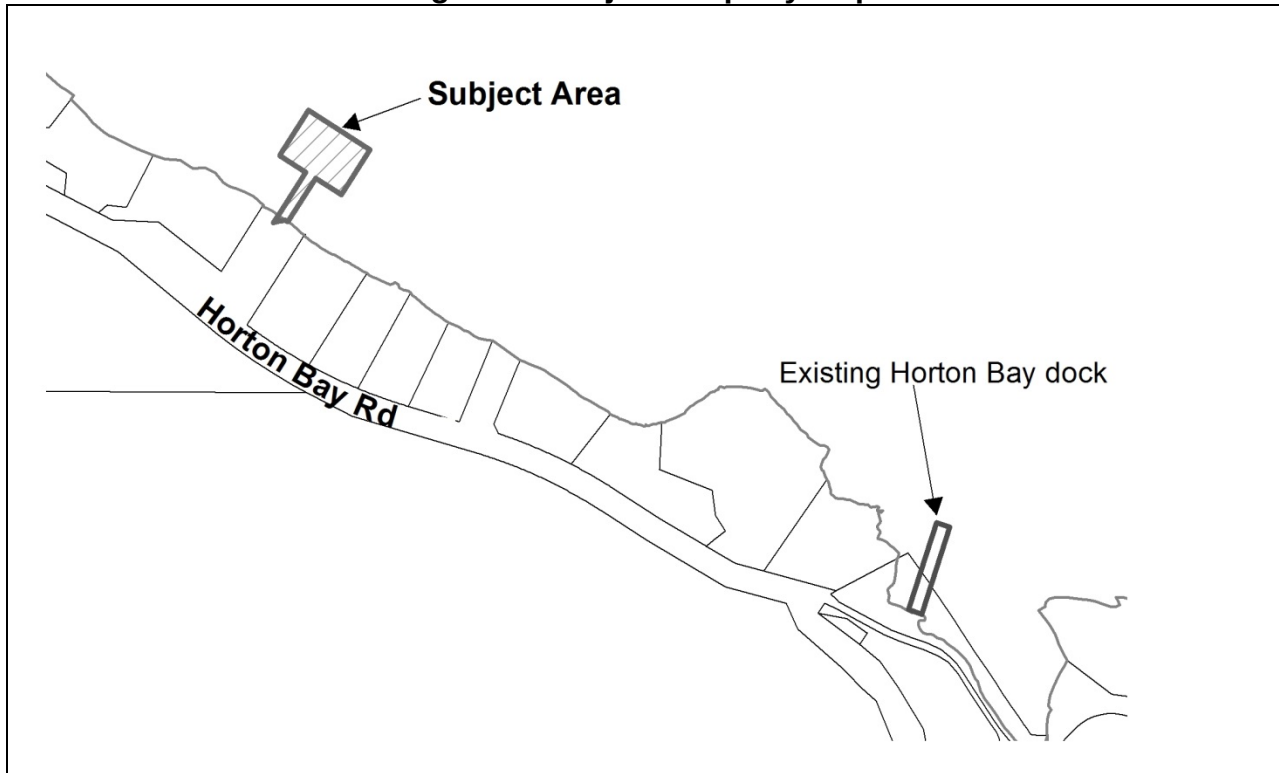


Figure 2: Orthophoto of Subject Area



Figure 3: Orthophoto of Subject Area



Figure 4: Photo from Existing Access Stairs at end of Anson Road



STAFF COMMENTS:

1. OCP - The OCP has several policies that apply to use of the foreshore and marine areas surrounding Mayne Island, which have been outlined above. Many of the policies relate to the need for careful development of the marine area to ensure that a proposed development will not: interfere with coastal processes, impede public access, degrade the coastal environment, or impact the visual appearance of the shoreline.

The OCP also has policies that encourage shared docks and community docks, and specifically identifies the Anson Road beach access as a possible site for a dock, ramp and pump out station. One of the objectives stated in the OCP is to ensure provision of water access to the island.

2. Appropriateness of Site:

Marine Area – initial review of this proposal suggests that there is need and demand for moorage facility in the area. Horton Bay is a popular moorage area for private boats as is evidenced by the number of mooring buoys located the bay and the fact that the existing dock in Horton Bay, based on casual observation, appears to be well used all year.

Details that would allow staff and the LTC to determine if this is a technically suitable location for a dock facility have not been provided with the application. The LTC could require a report on the suitability of the site or it could be left to the CRD to determine if the site is appropriate prior to construction of the facility.

Upland (Anson Road) – A preliminary plan showing the proposed development of the upland has been provided with the application. In order to determine compliance with OCP policies and LUB regulations, and assess potential impacts on surrounding land uses, a more detailed plan showing the proposed upland facilities should be provided before the LTC considers the application further. Off street parking will be required to accommodate the proposed new use. Pump out facilities may be required as referenced in the OCP. Other facilities necessary to complement the proposed use such as washroom, phone etc. may be determined during the review process. The LTC should request that the applicant provide a more detailed plan which should include: road location and standards, drainage plan, parking areas and number of parking spaces, turn around area, lighting, signage, washrooms, pump out facility and septic, and emergency phone. This will also assist Ministry of Transportation staff assess any impacts on the public highway infrastructure and the proposed use of the undeveloped Anson Road access.

The upland portion of this proposal is zoned Settlement Residential which is intended to allow for residential use, as the proposal would be a change in use the zoning on the upland will require amending to allow the upland facilities associated with the community dock to be constructed and used.

3. Environmental Impacts

The Islands Trust Policy Statement and Mayne Island OCP both contain policies regarding the protection of coastal areas and policies stating that natural coastal systems shall not be disrupted. The Mayne OCP specifically states that marinas shall be subject to an environmental impact assessment. Mapping shows that there is here is eelgrass and bull kelp in the vicinity.

Before proceeding, the LTC should request that the applicant provide a report from a suitably qualified professional identifying environmental features and values in the marine area, examining current coastal processes, assessing impacts of the proposed work and the on-going impacts of the facility, and recommending mitigation measures for any values negatively impacted.

Based on the recommendations of the environmental report, the LTC may want to consider designating a Development Permit Area on the marine portion of this proposal to ensure environmental values are maintained and that the recommendations of the professional report are implemented.

4. Community Input

A Community Information meeting was held on November 15, 2015. The minutes from that meeting are on the November 30, 2015 agenda for the LTCs consideration.

5. Public Access

The Mayne OCP contains a policy stating that access across the foreshore shall not be restricted or obstructed. The applicant should demonstrate how the boat ramp, dock facility and stairs will be constructed in a way that will not impede public access across the foreshore.

6. Need

The application states that there is a need for dock space for private boats and the popularity of the bay and the existing dock would seem to support this; however, there has not been a formal needs study prepared. At this point Islands Trust staff is not recommending that a formal needs assessment be carried out as part of the bylaw amendment process as this would be a public facility, although the Southern Gulf Islands Harbours Commission will want to pursue that prior to committing funds for the construction of this proposed public dock facility. The community consultation that will be undertaken regarding this proposal will provide the LTC with community comment regarding the perceived need for the facility.

Staff is recommending the following:

- 1) That the applicant be requested to provide an environmental review of the marine area to determine environmental values, assess impacts, and recommend mitigation measures, to be prepared by a qualified professional.
- 2) That the LTC consider if it wants a report regarding the appropriateness of the site for the construction of a public dock facility prior to considering this application. Alternatively the LTC can leave that matter to CRD to assess prior to constructing the moorage facility.
- 3) That a detailed site plan be submitted showing proposed development on the upland. The plan should be to scale and show road location, parking and all other proposed upland facilities.
- 4) That the applicant be requested to address how a pump out facility might be provided and the associated costs.

Options:

- 1) Proceed with review as recommended. This will ensure the proposal proceeds as staff has recommended.

- 2) Proceed no further. If this option is chosen the file will be closed and a partial refund will be forwarded to the applicant.
- 3) Proceed as amended. The LTC may direct staff to proceed in a different way than is recommended.

Next Steps:

- 1) Staff meet with applicant to discuss information required to proceed.
- 2) Following the community information meeting and submission of requested reports and plans, the LTC may direct staff to prepare draft bylaws for consideration of First Reading and referral to agencies.

RECOMMENDATIONS:

1. **THAT** the Mayne Island Local Trust Committee directs staff to request the applicant of MA-RZ-2015.1 (CRD) to obtain a report prepared by a qualified professional to provide an environmental review of the marine area of the proposed Anson Road community dock to determine environmental values, assess impacts, and recommend mitigation measures.
2. **THAT** the Mayne Island Local Trust Committee direct staff to request the applicant of MA-RZ-2015.1 (CRD) to obtain a report prepared by a qualified professional prepared regarding the appropriateness of the Anson Road community dock site for the construction of a public dock facility and determine if it will provide safe year round moorage.

Prepared and Submitted by:

Gary Richardson

November 23, 2015

Date



Memorandum

Date November 23, 2015

To Mayne Island Local Trust Committee
Robert Kojima, RPM

From Gary Richardson, Island Planner

Re Questionnaire Responses

The LTC requested staff to prepare a questionnaire in order to advise the Mayne Island Community of the projects the LTC is presently working on and to solicit input as to what type of projects the community would like to see the LTC pursuing during the present term.

The questionnaire was mailed to off island property owners and placed in Mayne Island post boxes on island.

The deadline to respond to the questionnaire was November the 6, 2015 and the number of responses received was 79.

A report generated from the responses is attached for the LTCs review.

These comments will be used by staff when they apply to a specific project the LTC is working on. If the LTC would like further analysis or follow up on this initiative it should be placed as one of the priorities on the work program.

Q1 Do you have any comments regarding the Commercial Land Use Review that the LTC is presently undertaking?

Answered: 52 Skipped: 27

#	Responses	Date
1	Mayne Island has sufficient commercial land for future.	11/12/2015 4:09 PM
2	Ensure that commercial zoning allows for densification in the Miner's Bay and Centre Island locations. Discourage 'sprawl' along the island roads.	11/6/2015 4:30 PM
3	Please respect other zoning areas so commercial land does not impact the viability of the neighbouring zones. Ensure a commercial investor benefits the island community and contributes to the island's infrastructure.	11/6/2015 4:18 PM
4	Support local businesses and farms. Keep commercial areas compact, attractive and walkable. Allow well planned, well designed growth.	11/5/2015 9:25 AM
5	No	11/2/2015 10:05 PM
6	no	11/2/2015 2:22 PM
7	parking availability?	10/30/2015 9:28 PM
8	Fernhill Centre and Gas Station for sale with no buyers there seems to be enough commercial space now rezone on a case by case basis primarily in Miners Bay - Centre Island area a secondary area	10/29/2015 8:58 PM
9	I look forward to seeing some more info on this.	10/25/2015 5:16 PM
10	No.	10/23/2015 8:10 PM
11	no	10/22/2015 8:23 AM
12	no	10/20/2015 2:45 PM
13	No	10/20/2015 7:45 AM
14	No	10/19/2015 9:46 AM
15	no	10/18/2015 3:30 PM
16	The majority of commercial businesses are already in the Miners Bay Area and it only makes sense to continue expanding it there.	10/18/2015 10:36 AM
17	Commercial use should be compacted in 2 or 3 locations to generate the synergy and traffic for commercial success.	10/16/2015 5:00 PM
18	Is this worthwhile given that existing commercial land is not using and a significant amount of it is for sale	10/16/2015 3:55 PM
19	I feel commercial designation/redesignation is too often done ad hoc. I think long term designation of office and retail commercial is desirable with some thought given to finding a central location to develop.	10/15/2015 3:49 PM
20	The very concept of "providing for sufficient future commercial land use" suggests that more development is already a foregone conclusion. Hardly what one would expect from a review, especially when most commercial enterprises on Mayne Island are already struggling.	10/15/2015 1:42 PM
21	I believe that the current Commercial designated properties are adequate for the needs of the community at present. If further commercial designations are required in the future they could be addressed at that time.	10/13/2015 9:33 PM
22	Given the expansion and diversification of the Farm Gate store on Fernhill Road, TUPs should be placed under more scrutiny and regular check-ups to ensure future permits do not 'creep' out of control.	10/12/2015 2:48 PM
23	If people don't want to live here, they should sell their property, not leave it empty most of the year or rent it to vacationers who have no stake in the island. Don't make it easy for them to be absentee landlords.	10/9/2015 5:37 PM
24	i do want mayne to stay low density in both residential (commercial & otherwise) and in commercial centres.	10/9/2015 4:57 PM
25	good to do the review and see if policies "line-up"	10/9/2015 7:41 AM
26	The island needs a population of residents in order to survive. Attracting commercial use of some land could bring jobs and full-time residents to Mayne. We need this I think	10/7/2015 9:52 AM

27	Nothing to comment on as of yet, as the process is in early stages.	10/7/2015 8:57 AM
28	No	10/5/2015 1:52 PM
29	no	10/5/2015 8:39 AM
30	We support a mix of commercial and residential land use. More of a village would be a positive thing for Mayne, instead of having our commercial areas spread all over the place.	10/4/2015 12:46 PM
31	no	10/4/2015 12:07 PM
32	Continue current practices for Bennet Bay area, approach is correct	10/4/2015 10:44 AM
33	This is an important undertaking and needs to consider the appropriate development for Mayne Island residents.	10/3/2015 7:52 PM
34	Is there any evidence that this is a priority item to be working on?	10/3/2015 7:40 PM
35	I don't think we need LUB amendments. The purpose of policy is to guide land use decisions. Develop the policy and then let owners make applications for DP's or land use that can be evaluated with clear, well written policy.	10/3/2015 5:07 PM
36	Do not know enough.	10/3/2015 2:20 PM
37	Plan for the island trail and bike pathway along highway and other corridors as required. Ferry to commercial core is being planned currently and future trails will go to Bennett Bay area along (south side) of Fernhill Rd. Parking for downtown staff, visitors, events	10/3/2015 9:16 AM
38	Educate islanders as to the benefits of business development. Often the "Sky is falling" attitude happens when a business, wants to open up or expand.	10/2/2015 7:33 PM
39	Good, should be easier for businesses	10/2/2015 4:48 PM
40	Mandatory public input and outcomes decided by residents not developers	10/2/2015 2:57 PM
41	Mayne Island does not need more commercialization. Being a transfer stop and being so near to main ferry routes has already taken away from it's rural character. (I have been a homeowner on Mayne since 1961).	10/2/2015 2:38 PM
42	A review is good. For the current population (including the summer) of Mayne the current amount of commercial land use seems appropriate	10/2/2015 11:58 AM
43	There should be some allowance for common sense when reviewing a potential commercial operation that provides employment and tax revenue.	10/1/2015 8:19 PM
44	No	10/1/2015 5:18 PM
45	no	10/1/2015 4:14 PM
46	No	10/1/2015 10:36 AM
47	NEW COMMERCIAL VENTURES SHOULD BE LIMITED TO AREAS ALREADY DEVELOPED.	9/30/2015 11:37 PM
48	No.	9/30/2015 6:04 PM
49	Do you have a web link explaining the "existing policies and regulations"? Review the attached project charter at the July 27, 2015 Where do I find this attachment?	9/30/2015 4:30 PM
50	Don't expect additional commercial land use is required in the foreseeable future.	9/30/2015 1:08 PM
51	I worry that liberalizing TUPs and LUBs moves against the quiet that I enjoy here. Commerce, yes, but not at any cost. Also, I'm not in favour of using tax base money to "prime the pump" without solid evidence that regeneration will be quick and complete.	9/29/2015 4:08 PM
52	Avoid commercial sprawl, all zoning should be focused on the Miners Bay area	9/29/2015 1:31 PM

Q2 Do you have any comments regarding the OCP/LUB review regarding short term vacation rentals that the LTC is currently undertaking?

Answered: 57 Skipped: 22

#	Responses	Date
1	non-resident owned STVR's should not be permitted.	11/12/2015 4:09 PM
2	Short term vacation rentals should be permitted on Mayne Island as there is currently not enough. As well it would provide work on the island that would allow a younger population to settle on the island.	11/6/2015 4:30 PM
3	Having the [REDACTED] property next door to us operate as a STVR, has certainly hurt the original [REDACTED] farm home's and orchard's rural, residential lifestyle present when we moved here in 2002. In 2002, with the exception of [REDACTED] long term rental, all the homes on [REDACTED] were occupied by their owners. [REDACTED] shortly thereafter, started to operate his cottage as a STVR and since then has had a long history of problems. [REDACTED] STVR has been a constant irritation and physical threat. Vacationers (multiple strangers) who have come to [REDACTED] STVR many have engaged in disturbing and dangerous activities: trespassing on our and neighbouring properties, dumping garbage, theft of firewood, outdoor fires during the extreme fire season and smoking in [REDACTED] tinder dry grass meadow, destruction of property, hitting golf balls and baseballs across the street into our orchard, strangers, not neighbours, coming through our front gate into the backyard to ask for help starting their car, find some ball/toy that has come into our yard or ask for other help or information. Strangers who knock on your window to ask a question, even at night, or come to your door. It is unnerving and unexpected to find strangers walking around in your backyard looking for something. A family this year thought it was a good idea to have their son shoot arrows with his compound bow. I realized the danger after the family was walking along side the property line looking for an arrow which landed 20 feet from where I was working in our front yard. [REDACTED] [REDACTED] First ever break in attempt, to steal our property happened this year. Contributing factor: Noticeable increase of more strangers in the area. RCMP advised to create a Neighbourhood Watch Program. The biggest loss to our residential, island, rural way of life is from the STVR next door, its absentee owners and their apparent disregard for our way of life. To pursue their financial business plan at any cost to our neighbourhood. Even now, with our four long term renters on our street, they value and respect our special rural neighbourhood. Opening up more access to STVR's, is a problem. We have seen the damage the STVR's can do for a neighbourhood...to encourage more Vacation Rentals seems to be developing our island into a pseudo commercial zone. Even in France, Mayor's of towns are raising concerns for the problems and harm vacation rentals are doing to their community's life. The only STVR we have seen work well is where the cottage is on the same property as the owners home. Where the owner is there to maintain and oversee the STVR and its occupants.	11/6/2015 4:18 PM
4	I note that secondary suites are permitted for all properties on Letour Road, Mayne Island yet they are excluded on Dalton Drive where topographical conditions are far more favourable for properties to provide affordable secondary suites. Off-road parking and site development are more of a challenge on Letour Road than on Dalton Drive, can this difference in permitted land use of the 2 adjacent roads be reviewed so that secondary suites or short term vacation rentals can be permitted in properties on Dalton Drive?	11/6/2015 9:40 AM
5	We believe short term vac. rentals is being well managed already by the property owners themselves, we are against TUP's and the Island Trust increasing regulation in this area. This will further discourage new ownership on Mayne island.	11/5/2015 1:14 PM
6	xxx	11/5/2015 9:25 AM
7	Short term rentals are a necessary component of island life. We used short term rentals to accommodate out of town guests for my son's wedding 11 years ago. There is not enough accommodation in the present facilities.	11/3/2015 7:05 PM
8	No	11/2/2015 10:05 PM
9	I believe that short term vacation rentals should be allowed. Cottages to be rented as STVRs should also be allowed.	11/2/2015 2:22 PM
10	i think that the short term vacation rentals are a good idea.	10/30/2015 9:28 PM
11	no short term rentals should be allowed if the owner is not on the property or an adjacent one	10/29/2015 8:58 PM
12	I look forward to hearing more about this.	10/25/2015 5:16 PM
13	I am against any move to allow short term vacation rentals.	10/23/2015 8:10 PM

14	no	10/22/2015 8:23 AM
15	no	10/20/2015 2:45 PM
16	No	10/20/2015 7:45 AM
17	No	10/19/2015 9:46 AM
18	they should be allowed	10/18/2015 3:30 PM
19	There are commercial accommodations already available for short term rentals. Renting out private residences for less than one month is unfair to neighbors particularly if the owner is not on site.	10/18/2015 10:36 AM
20	There must be a recognition that short term rental attracts a different sensitivity to land and especially water use and selective rules are required. Extent of rentals to keep water use/limitations uppermost in mind.	10/16/2015 5:00 PM
21	Fine	10/16/2015 3:55 PM
22	Again--this sounds as if the LTC has already decide to relax STVR rules and more alarmingly even "allow cottages to be rented as STVRs." Short Term Rentals should NOT be permitted on Mayne Island. They are driven by real estate speculators or owners who have not budgeted sensibly for the purchase of rural property. NO TO STVRs.	10/15/2015 1:42 PM
23	We are not in favour of short term vacation rentals for individual property owners. If others wish to rent out their properties on a commercial basis they should be paying some form of taxation as is required of Bed & Breakfasts. Many of us could rent out our houses but prefer to retain them for friends and family only.	10/13/2015 9:33 PM
24	Very much in favour - anything that opens up the housing market and allows for more flexibility and affordable short term lets to encourage visitors and tourists can only be a good thing!	10/12/2015 2:48 PM
25	I would prefer homes to be used by permanent residents not by vacationers.	10/9/2015 5:37 PM
26	i don't think that "cottage" rentals should be considered as different from rental of a main bldg. for the purposes of stvr's: the issues / problems / benefits provided by each are very much the same; it would just privilege those who have the benefit of having a "cottage" to begin with, which doesn't seem right.	10/9/2015 4:57 PM
27	Again, a good idea	10/9/2015 7:41 AM
28	As long as parking and noise issues are not happening, draining islands resources (police / fire) the Islands Trust should not be worrying about STVs...they bring great value in terms of commerce and overall exposure and to the island. The benefits of the tourism provided by STVs are extremely broad, they keep small business's alive (which would otherwise likely close), improve ferry schedules by increasing demand and usage, and improve real estate values through allowing a greater variety of ownership. Most individuals cannot make a living wage on Mayne, unless involved in tourism or construction, which are both heavily influenced by the STV economy, or are retired. Further, with the increased tax base provided by those who otherwise could not afford to buy / own on Mayne Island, the STV improve quality of life for Islanders themselves.	10/7/2015 10:20 AM
29	I think STVRs should be allowed as long as off street parking is available and the owners take reasonable steps to ensure their guests are not a bunch of idiots.	10/7/2015 9:52 AM
30	STV's add great value to the islands. As long as parking and noise issues are not being generated there should be no energy or resources put into trying to regulate these.	10/7/2015 9:41 AM
31	Nothing to comment on as of yet, as the process is in early stages.	10/7/2015 8:57 AM
32	No	10/5/2015 1:52 PM
33	no	10/5/2015 8:39 AM
34	The bylaws should include some governance as to water use. It could be restriction, metering, or some type of written contract for each rental. We must protect our access to potable water, we all share the same aquifers.	10/4/2015 12:46 PM
35	None	10/4/2015 10:44 AM
36	This is a good thing to do. One aspect to consider in the guidelines is the need for good septic capacity (is the system capable of supporting the additional effluent?). Also, access to water - is there enough water for additional occupancy?	10/3/2015 7:40 PM
37	We do we care if someone rents out their house? If we allow a house to be built then we should expect it to be occupied. Who is behind this initiative? [REDACTED]	10/3/2015 5:07 PM
38	Do not know enough.	10/3/2015 2:20 PM
39	I feel that short term vacation rental should be allowed	10/2/2015 7:33 PM
40	we support the option of short term rentals for the island as it could be good for the economy. it would be good if there were some way to limit the number at any given time.	10/2/2015 4:32 PM

41	Water usage often not important to short term rentals ... aquifer not taken into account	10/2/2015 2:57 PM
42	I will not be renting my house, however it seems that short term rentals are a way for homeowners to help pay for taxes not to mention high ferry costs.	10/2/2015 2:38 PM
43	Density controls should be enforced. Large lots and acreages should be reviewed carefully when owners seek to subdivide.	10/2/2015 11:58 AM
44	I feel short term rentals should be allowed with regulations in place. Short term rentals bring people to the islands and help the economy.	10/2/2015 12:00 AM
45	Short term rentals have the potential for abuse, both to our water resources and noise. Renters do not have the same values as Islanders. Stick with no short term rentals but define what constitutes short term - a weekend, a week or several weeks. Some owners may need the income for seasonal residences.	10/1/2015 8:19 PM
46	I feel that as owners of my own property, I should determine weather it is rented or not, not you.	10/1/2015 6:15 PM
47	No	10/1/2015 5:18 PM
48	no	10/1/2015 4:14 PM
49	Need to be inspected, identified, water consumption needs to be reviewed and considered by the individual water districts	10/1/2015 10:36 AM
50	The shortage of water on Mayne must be taken into account when considering granting STVRs. In general I am not in favour of them.	10/1/2015 6:37 AM
51	SHORT TERM RENTALS SHOULD BE ALLOWED ON PRIVATE PROPERTY. ABSOLUTELY NO TRAILER COURTS SHOULD BE ALLOWED ANYWHERE ON MAYNE ISLAND. TRAILER COURTS ARE A BIG MISTAKE AND AN EXTREME EYESORE. .	9/30/2015 11:37 PM
52	No.	9/30/2015 6:04 PM
53	"Review the attached project charter at the May 25, 2015 " Where do I find this attachment?	9/30/2015 4:30 PM
54	STVR not an issue in our neighbourhood at this time.	9/30/2015 1:08 PM
55	Bylaw enforcement is of interest. How does one determine whether homes are legally STVR, who manages and confronts wayward owners? One possible avenue is water meters.	9/29/2015 4:08 PM
56	Is this really a pressing issue on island	9/29/2015 1:31 PM
57	I believe that property owners should be able to rent an approved and inspected accomodation they own without personalized government intervention. Guidelines should be fair and when broken enforced, we do not require any rules like this in any large city I am aware of. I believe that the IT is swimming against the current with this approach.	9/29/2015 11:37 AM

Q3 Do you have any comments regarding fallow deer that would assist the CRD and LTC in the preparation of a management plan?

Answered: 64 Skipped: 15

#	Responses	Date
1	the already licensed fallow deer hunters should be funded by the provincial government.	11/12/2015 4:09 PM
2	Develop a plan that allows for deer hunting for food for the island.	11/6/2015 4:30 PM
3	The main concern to the current hunt is that it does not permit the capture or killing of the Fallow Deer in Bennett Bay. [REDACTED] property is now occupied with a group of Fallow Deer numbering around 19 deer. The Fallow Deer damage our orchard fruit trees and are intense foragers. The Black Tail Deer are 'good residents' and have remained at a steady population of 6-7 deer maximum for the past 13 years in our area. No complaints about the Black Tail Deer. They have added many a fine moment and opportunity for residents and visitors to enjoy their presence and to take photos.	11/6/2015 4:18 PM
4	Is a capture and sterilization plan viable?	11/6/2015 9:40 AM
5	Fallow Deer SHOULD be culled, our household supports that.	11/5/2015 1:14 PM
6	Very destructive - should all be removed humanely and preferably used for food.	11/5/2015 9:25 AM
7	This problem was created by various governmental agencies not listening to the community when the problem of these deer first started. We each pay hugely for fencing, etc. to protect our homes and farms. There has not been adequate funding or support for our community from any level of government. What compensation has been given to the hunters for the expense of their guns, bullets, gas, etc. Has anyone come a taken a walk around to see the damage to the understory of our forest areas which are being striped? The provincial government allowed this to happen and they should be compensating this community, because the person who caused the problem can't be held accountable.	11/3/2015 7:05 PM
8	I believe an AGGRESSIVE cull is appropriate.	11/2/2015 10:05 PM
9	Concern about the choice of "eradication" of fallow deer. Surely you aren't considering eradicating the deer?	11/2/2015 4:30 PM
10	Yes, I agree the drafting of a fallow deer management plan is needed.	11/2/2015 2:22 PM
11	allow a few locals to bow hunt in areas where it is not safe to use rifles.	10/30/2015 9:28 PM
12	include control of mule deer	10/29/2015 8:58 PM
13	How do we protect the Island Deer?	10/27/2015 10:04 AM
14	I look forward to seeing more info about this.	10/25/2015 5:16 PM
15	I'm in favour of increasing the cull of fallow deer to try to eradicate them from the island.	10/23/2015 8:10 PM
16	it is time something effective was planned before the island is completely bare	10/22/2015 8:23 AM
17	The fallow deer population on Mayne Island has increased to the point that deer growth is out of control. This situation should not have gotten to this proportions. The deer farm should of been held accountable from the start. Mayne Island has no large predators so the deer population control is unbalanced. This is not a "Bambi" situation and should be controlled as soon as possible.	10/20/2015 2:45 PM
18	No	10/20/2015 7:45 AM
19	We are fully supportive of a plan to ELIMINATE fallow deer - the native plant vegetation of the island is suffering - no more time can be wasted with debate!	10/19/2015 9:46 AM
20	Cull is definitely needed	10/18/2015 5:17 PM
21	culling of all deer on Mayne Island is critical	10/18/2015 3:30 PM
22	Using traps and snares is too inhumane. Why not put out grain to attract the deer in non residential areas and allow the licensed hunters to cull them.	10/18/2015 10:36 AM

23	I would like to see them eliminated from the island.	10/17/2015 11:09 PM
24	Fallow deer are creating fenced off ghettos instead of neighbourhoods. A full out eradication program is required to return the island to a historic balance. Continual foot dragging will force residents to take action on their own.	10/16/2015 5:00 PM
25	Fne	10/16/2015 3:55 PM
26	Get rid of 'em as humanely as soon as possible!	10/16/2015 12:20 PM
27	Any and all efforts to manage fallow deer on Mayne Island is applauded and encouraged.	10/15/2015 1:42 PM
28	Unfortunately I have been privy to the damage that the fallow deer can do on our properties so I am in favour of a cull. I never thought I would agree to such a plan because I am strongly philosophically opposed to hunting but I do reluctantly agree to the elimination of fallow deer on Mayne Island.	10/13/2015 9:33 PM
29	Eradication of the invasive Fallow Deer should be an immediate priority.	10/12/2015 6:23 PM
30	I would encourage full-scale culling and the most vigorous measures taken to completely remove this non-native threat and stop it destroying the island's ecosystem.	10/12/2015 2:48 PM
31	Don't kill does while fawns are still dependent on their mothers. Death by starvation is cruel. All killing should be swift. These deer escaped. They didn't get here by themselves. The owners should have to pay.	10/9/2015 5:37 PM
32	i would like to see a more aggressive cull and i would also like to see some mechanisms so that the deer can be used as food, esp. for foodbanks and community feasts.	10/9/2015 4:57 PM
33	The number of deer is extremely high. There are a number of deer with disfigurement and growths from lack of natural culling by predators. More aggressive action is necessary.	10/9/2015 6:22 AM
34	There are a lot of deer on the island. Eventually, their numbers will need to be reduced. I don't know if we have reached that point yet or not.	10/7/2015 9:52 AM
35	While the idea of deer management is a sensitive one, there is a need to stop 'kicking the can' down the road and initiate a sensible program, given the ongoing environmental damage due to an overlarge amount of deer on Mayne Island.	10/7/2015 8:57 AM
36	Let the licensed, qualified, residents hunt the deer for meat. This is not me as I am not a full time resident but it seems like a win/win.	10/6/2015 9:17 PM
37	I appreciate that this is a difficult project, but the issue must be addressed.	10/5/2015 1:52 PM
38	no	10/5/2015 8:39 AM
39	I believe that this needs to continue to be a priority objective.	10/4/2015 8:03 PM
40	Just get rid of them one way or another. We have no new undergrowth on our whole 10 acres. They are devastating the native plants, and destroying anything we put in the ground.	10/4/2015 12:46 PM
41	no	10/4/2015 12:07 PM
42	None	10/4/2015 10:44 AM
43	I see the black tails as more of a pest than the fallow deer. I think the current system of authorized hunters keeping the fallow deer population in check works fine. Is there a need for a management plan, and will it actually generate tangible impacts besides consuming lots of time, energy and money?	10/3/2015 7:40 PM
44	Management plan for what? Fallow deer? short term vacation rentals? Commercial land use? You need to fix this question as it is unclear.	10/3/2015 5:07 PM
45	I do not think I have enough information other than there are way too many deer (of all kinds) on the island.	10/3/2015 2:20 PM
46	Support	10/2/2015 4:48 PM
47	Charge irresponsible owner who let them out with all expenses	10/2/2015 2:57 PM
48	Generally I am not in favour of hunting. However, I consider fallow deer to be invasive and should be either recaptured and removed or they should be hunted.	10/2/2015 2:38 PM
49	The cull should continue.	10/2/2015 11:58 AM
50	The fallow deer need to be controlled as they are destroying the eco system. We live in a small lot area so the hunters cannot hunt here. There were a lot of fallow deer on our street today.	10/2/2015 12:00 AM

51	There are not enough registered hunters on Mayne Island to keep up with the growth of Fallow deer. Not all land owners have allowed hunters on their land. Perhaps we need more land owners to give permission and call when fallow deer are on their property. Has there been an effort to reach out to land owners? Are records kept of the number of deer killed and butchered by island?	10/1/2015 8:19 PM
52	eradicate them by any means	10/1/2015 6:15 PM
53	No, other than keep it up until they are all gone.	10/1/2015 5:18 PM
54	no	10/1/2015 4:14 PM
55	The licenced shooters should be compensated for their ammunition and their time. This is an ecological crisis effecting our Island and we need to operate the solution In a more business like fashion and pay these men in a more responsible way	10/1/2015 10:36 AM
56	The only comment that I can make is that we need to eliminate them as soon as possible.	10/1/2015 6:37 AM
57	DO NOT START KILLING OFF THE DEER. DO NOT KILL THE DEER, UNDER ANY CIRCUMSTANCES.	9/30/2015 11:37 PM
58	Yes!!!! Please do not include black tail deer in your management program; they have a "natural right", more so than us.	9/30/2015 6:04 PM
59	Where can I find a copy of the existing plan? Why can these deer not be electronically tagged, tracked and rounded up?	9/30/2015 4:30 PM
60	I, like many islanders, have a personal interest in this issue and don't understand why it has taken so long to make more of a difference in the deer population. Or, if action has been taken, it is not reported. It would be helpful to have regular reports posted to the website or provided to people who give their email address, not just at meetings.	9/30/2015 3:31 PM
61	High priority.	9/30/2015 1:08 PM
62	With full respect to the individuals involved, the current designated hunters are not keeping up. Less humane methods have my vote. Let's get the population down to a baseline we're comfortable with, before monitoring and maintaining if necessary.	9/29/2015 4:08 PM
63	Get on with it, something has to be done...	9/29/2015 1:31 PM
64	Permit harvesting in a controlled manner.	9/29/2015 11:37 AM

Q4 Are there any other comments you would like to provide to the LTC regarding its current work program?

Answered: 39 Skipped: 40

#	Responses	Date
1	The provincial government allowed the fallow deer on Mayne Island so it is their responsibility to eradicate them ASAP before there is no vegetation left.	11/12/2015 4:09 PM
2	Support and promote the heritage aspects of the island. i.e.: Agriculture, Farms and History.	11/6/2015 4:18 PM
3	xxx	11/5/2015 9:25 AM
4	The work program look to be well thought out and workable for the various components of our community.	11/3/2015 7:05 PM
5	No	11/2/2015 10:05 PM
6	no	11/2/2015 2:22 PM
7	you are doing a good.	10/30/2015 9:28 PM
8	Please have more than 1 public consultation meeting per topic, preferably not on the same type of day at the same time of day.	10/25/2015 5:16 PM
9	No.	10/23/2015 8:10 PM
10	no	10/22/2015 8:23 AM
11	-	10/20/2015 2:45 PM
12	No	10/19/2015 9:46 AM
13	no	10/18/2015 3:30 PM
14	While priorities are a helpful guide, the LTC must be flexible enough to respond to new circumstances.	10/16/2015 5:00 PM
15	No	10/16/2015 3:55 PM
16	I think current priorities are appropriate	10/15/2015 3:49 PM
17	I guess as an older person (73) and a long time part-time resident (32 years) of Mayne I'm beginning to realize how dark and dangerous the roads are especially at night and in the winter so I guess one of my recommendations would be to build up the shoulders on the side of the main roads and improve lighting.	10/13/2015 9:33 PM
18	Beach access is being almost blocked or entirely blocked in a few areas. This should be dealt with immediately because it affects the people who live here full time who would like to get to the beach near their homes. One homeowner puts an orange cone in the way to confuse people into thinking they can't use the public access. It looks like it's his private area, which it isn't.	10/9/2015 5:37 PM
19	Continue to focus on long term effects rather than just looking a the short term	10/9/2015 7:41 AM
20	No	10/5/2015 1:52 PM
21	no	10/5/2015 8:39 AM
22	Is there anyway there could be more road maintenance funds directed our way? East West Road is not in very good shape.	10/4/2015 12:46 PM
23	Doing a good job, considering the obstacles in the way	10/4/2015 12:07 PM
24	I would like to see more reporting on work completed.	10/3/2015 7:52 PM
25	I think that the LTC should be a paramount voice in the determination of the new BC Ferries schedule. This schedule directly impacts the lives and livelihoods of the people who live here, and the economic development of the Island.	10/3/2015 7:40 PM
26	I think this is a good way for the LTC to set priorities.	10/3/2015 5:07 PM
27	There is a need for a marina. This would attract visitors to the island to provide work for locals. Work that could attract families to Mayne Island	10/2/2015 7:33 PM

28	Ok	10/2/2015 4:48 PM
29	Public vote mandatory on all issues	10/2/2015 2:57 PM
30	The LTC should not consider themselves "police" in any way.	10/2/2015 11:58 AM
31	No	10/1/2015 5:18 PM
32	no	10/1/2015 4:14 PM
33	No	10/1/2015 10:36 AM
34	LARGE MARINAS FOR OFF ISLAND BOATERS SHOULD NOT BE ALLOWED IN MAYNE ISLAND'S SHELTERED BAYS, NOR IN MINER'S BAY.	9/30/2015 11:37 PM
35	No.	9/30/2015 6:04 PM
36	Is there a website to guide off islanders, to educate them on the background info to the issues you are discussing?	9/30/2015 4:30 PM
37	On the issue of OCP and density. We established good guidelines in our last discussions not so long ago. I'm not in favour of allowing older propertied owners to use the argument that what was then should be "grandfathered" to now. Develop or lose the privilege, don't carry it forward.	9/29/2015 4:08 PM
38	Raising sea levels are a concern the LTC should make landowners protect the land from erosion before too much of our natural landscape is destroyed by coastal erosion.	9/29/2015 1:31 PM
39	Only stated above	9/29/2015 11:37 AM

Q5 What do you see as the most important work program priority for the LTC to put its resources into over the coming months/years? You can reference the priorities listed in this questionnaire or recommend new ones that have not been addressed. If you have more than one please consider putting them in priority sequence.

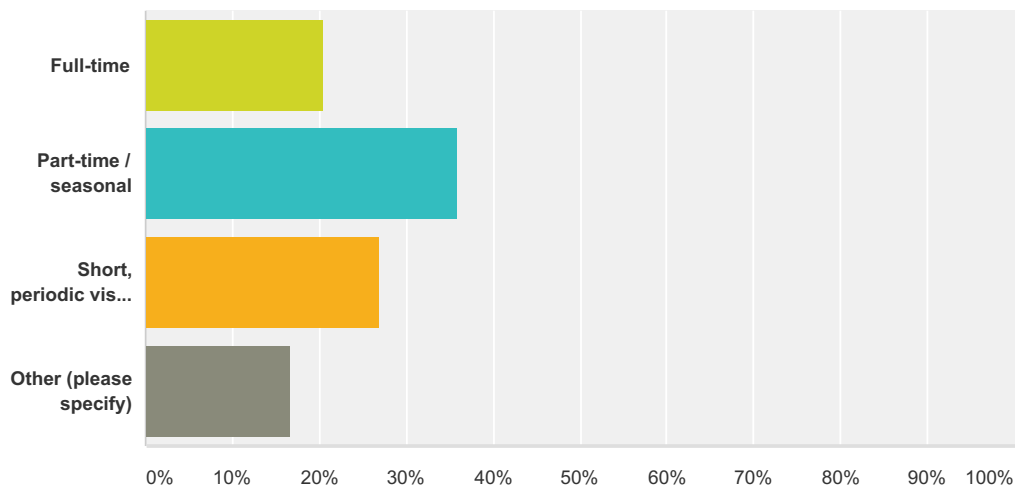
Answered: 48 Skipped: 31

#	Responses	Date
1	Pathway Village Bay to Miners Bay before someone gets killed.	11/12/2015 4:09 PM
2	Invest the Miner's Bay commercial district. Establish bike and walking paths especially along portions of the waterfront in Miner's Bay. Create a social gathering center for people to meet during the day, in or very near to expanded amenities. Make it attractive to residents and tourists.	11/6/2015 4:18 PM
3	Reducing the number of overall Deer.	11/5/2015 1:14 PM
4	BC Ferries. Advocate for lower rates and better service to sustain island communities.	11/5/2015 9:25 AM
5	A safe harbour for boaters. Not the Mayne Inn dock but something that could be built for all islanders to use, safely and securely.	11/3/2015 7:05 PM
6	I would like to see a water system developed for Miners Bay. Too many wells are close to septic systems.	11/2/2015 2:22 PM
7	1- the fallow deer problem. 2- safe walking and cycling trails. 3- Anderson rd dock.	10/30/2015 9:28 PM
8	short term vacation rentals that the LTC is currently undertaking	10/29/2015 8:21 AM
9	N/A	10/23/2015 8:10 PM
10	1. complete the commercial land use review 2. somehow remove the fallow deer and keep the native deer. More "hunters" are needed and fewer soft hearted folk! A shame they were never permitted on the island.	10/22/2015 8:23 AM
11	reduce the deer population	10/20/2015 2:45 PM
12	Elimination of fallow deer population.	10/19/2015 9:46 AM
13	Commercial land use	10/18/2015 5:17 PM
14	Get the Official Community Plan right	10/18/2015 3:30 PM
15	Having a plan for future commercial development Culling the deer STR	10/18/2015 10:36 AM
16	1. Water management and control of use. 2. Fallow deer 3. Land use and development planning	10/16/2015 5:00 PM
17	Official community plan	10/16/2015 3:55 PM
18	Managing the development pressures that are looming large over the Gulf Islands. The fact that Mayne Island is in the bust dip of a boom and bust cycle is no excuse to not prepare for the enormous wave of expansionary development that is on its way.	10/15/2015 1:42 PM
19	Eradication of Fallow Deer.	10/12/2015 6:23 PM
20	Priority would be management plan regarding fallow deer	10/12/2015 3:20 PM
21	Encourage/formalise letting (both short and long term) of 'granny flats' and annexes in larger buildings to further increase housing stock and flexibility and choice in the letting market for locals and visitors alike.	10/12/2015 2:48 PM
22	1. beach access clearly marked and improved. 2. maps showing ALL public beach access circulated. 3. senior housing	10/9/2015 5:37 PM

23	I think the LTC should focus on getting people to consider living and working on the island. We need a population base of younger people who will raise families on the island. To do this we need jobs on the island which could be generated by encouraging some development and showcasing the island as a great place to live	10/7/2015 9:52 AM
24	Deer management.	10/7/2015 8:57 AM
25	no comment as do not live on the island, just own the property	10/5/2015 8:39 AM
26	Sorry for the repetition ... but I really want to ensure that dealing with the fallow deer needs to continue to be a high priority objective	10/4/2015 8:03 PM
27	The fallow deer problem. Road maintenance.	10/4/2015 12:46 PM
28	Continue as it is	10/4/2015 12:07 PM
29	Marinas and commercial land use	10/3/2015 7:52 PM
30	1) Intervene with BC Ferries to ensure the needs of the Mayne Island residents are met - act as convenor and facilitator to make these needs emerge and become explicit and well organized requirements. 2) The Mayne Island community thrives on volunteers. Maybe the LTC can recognize this community investment somehow.	10/3/2015 7:40 PM
31	Bicycle and pedestrian path network planning and execution is the most important issue on maybe island.	10/3/2015 5:07 PM
32	To promote any activity that would attract young families to Mayne Island	10/2/2015 7:33 PM
33	Deer & commercial land use	10/2/2015 4:48 PM
34	Water use and garbage service	10/2/2015 2:57 PM
35	Project numbers 1, 3, 2.	10/2/2015 2:38 PM
36	The three main ones listed seem pretty important. I'd like to see that trail be built to the ferry terminal from downtown.	10/2/2015 11:58 AM
37	Short term rentals Fallow deer management	10/2/2015 12:00 AM
38	The review of large lots and density controls.	10/1/2015 8:19 PM
39	forest management....clear out fuel loads before the whole island goes up in flames	10/1/2015 6:15 PM
40	The fallow deer situation is the most important.	10/1/2015 5:18 PM
41	Mayne Island docks and the completion of the first part of the trail need to take precedence	10/1/2015 10:36 AM
42	PROTECTING MAYNE ISLAND FROM FUTURE COMMERCIALIZATION AND OVERDEVELOPMENT.	9/30/2015 11:37 PM
43	Cull (try to eliminate) the deer that have been introduced to this island by mankind or deer farm.	9/30/2015 6:04 PM
44	The environment and the people who share this environment.	9/30/2015 4:30 PM
45	There are other species that are invasive besides deer, especially broom. There should be a larger community response to elimination of invasive plant species besides the action at Henderson Park.	9/30/2015 3:31 PM
46	Marine resources need drastic improvement. My vote would be to see one of the next priorities trend in that direction. Residents at Anson Road first, commercial and residents at Miners Bay next.	9/29/2015 4:08 PM
47	Deer, deer, deer - blacktail and fallow.	9/29/2015 1:31 PM
48	To make clear regulations that do not invite or cause others to ignore or not respect. IT area residents are educated and do not require approvals from their local government or neighbours to be valuable contributing citizens. Current rule, bylaw driven activity is simply causing resentment by large portions of the electors.	9/29/2015 11:37 AM

Q6 Do you live on Mayne Island?

Answered: 78 Skipped: 1

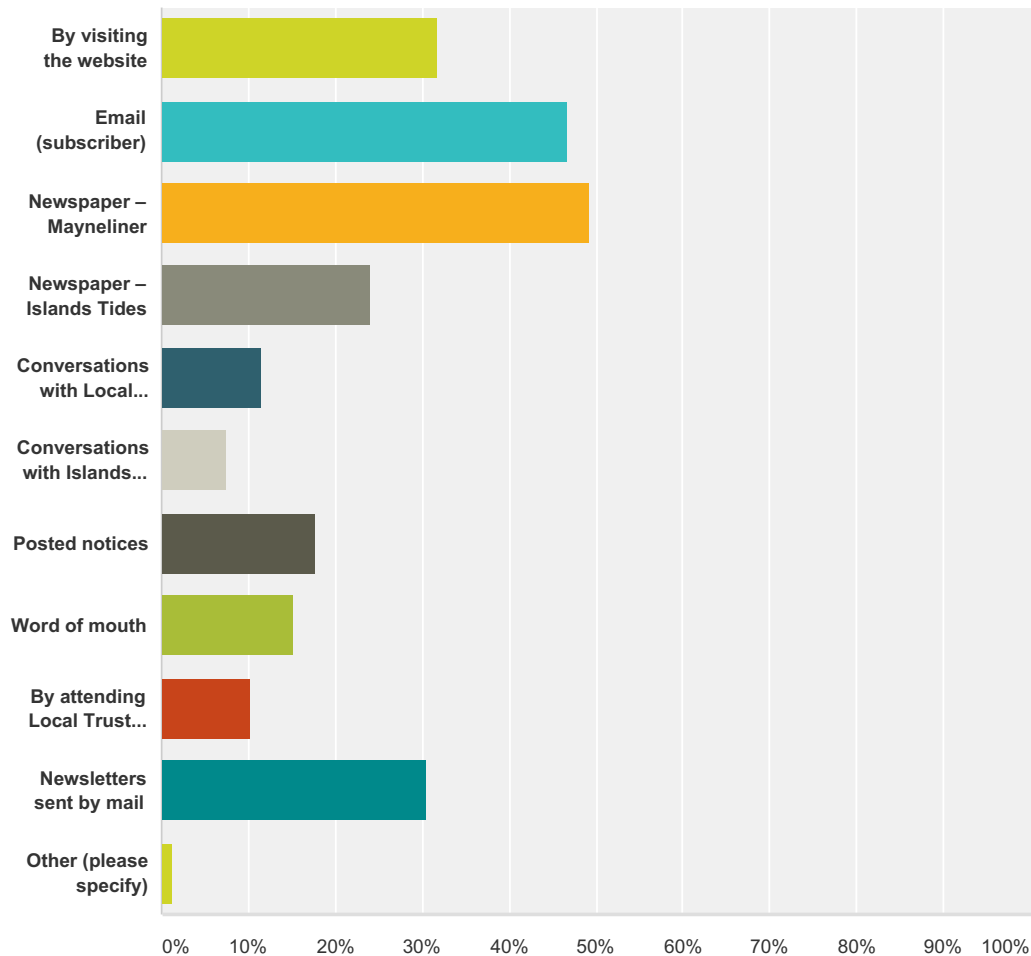


Answer Choices	Responses
Full-time	20.51% 16
Part-time / seasonal	35.90% 28
Short, periodic visits only	26.92% 21
Other (please specify)	16.67% 13
Total	78

#	Other (please specify)	Date
1	very occasion day visits	11/2/2015 4:30 PM
2	Two-thirds of the time.	10/25/2015 5:16 PM
3	monthly visits for 3 days t a month at a time	10/22/2015 8:23 AM
4	Full timer now part time all seasons	10/18/2015 5:17 PM
5	4 days in Vancouver, 3 days on island each week	10/16/2015 3:55 PM
6	I am short/periodic, but my son is a full-time resident	10/15/2015 3:49 PM
7	We are part-time residents but we're not sure what you mean by "seasonal". Does that mean summer? We are part-time residents but come over all through the year including winter.	10/13/2015 9:33 PM
8	25-30 weekends, plus 3-4 weeks throughout year	10/9/2015 7:41 AM
9	just own bare land	10/5/2015 8:39 AM
10	I own a lot and plan to build a house when I retire	10/4/2015 8:03 PM
11	About 3/4 of the time	10/2/2015 12:00 AM
12	half the year	10/1/2015 6:15 PM
13	Mostly full time in summer but away in winter.	9/30/2015 3:31 PM

Q7 How do you prefer to hear about Local Trust Committee business? (select all that apply)

Answered: 79 Skipped: 0



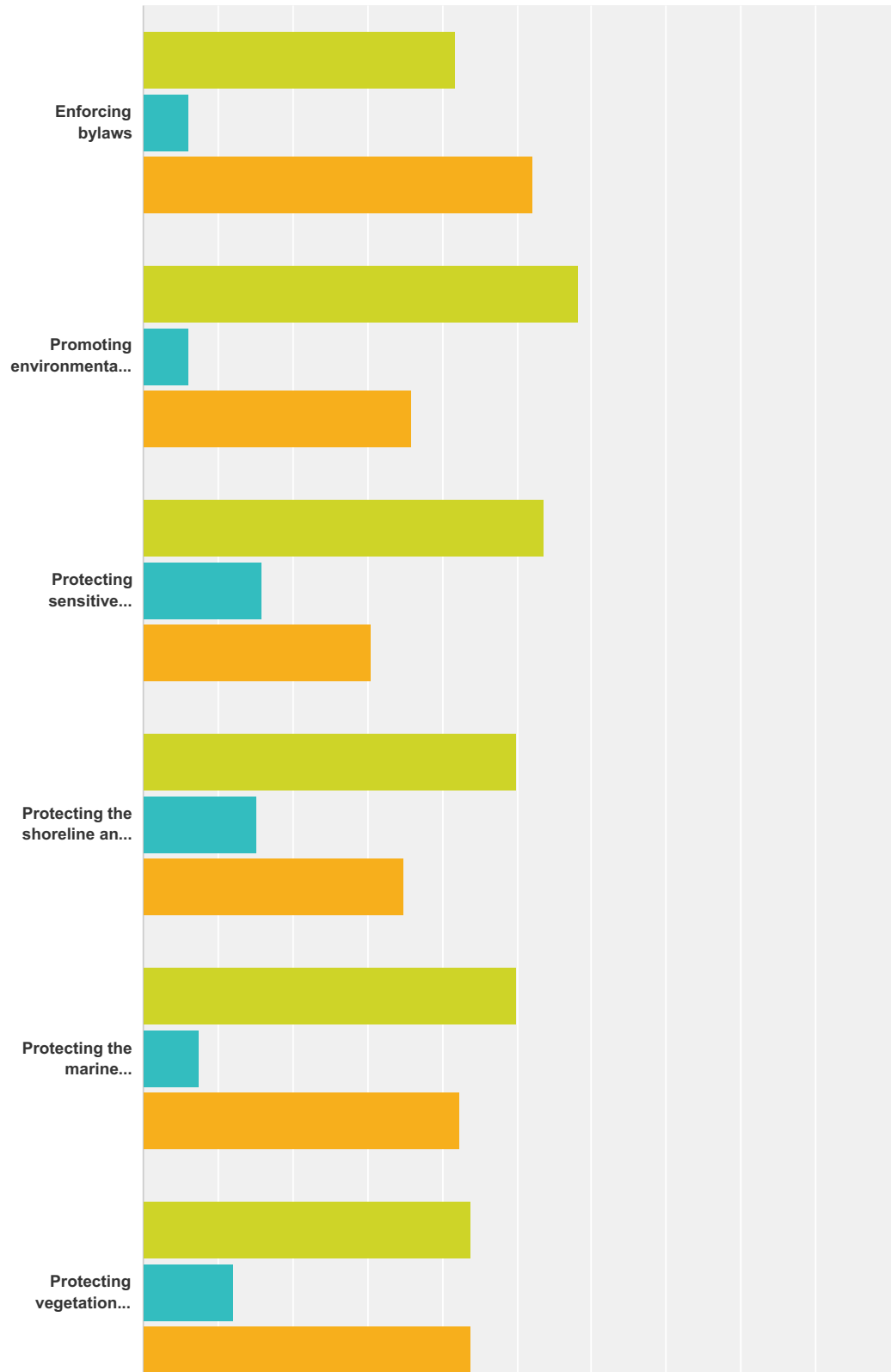
Answer Choices	Responses
By visiting the website	31.65% 25
Email (subscriber)	46.84% 37
Newspaper – Mayneliner	49.37% 39
Newspaper – Islands Tides	24.05% 19
Conversations with Local Trustees	11.39% 9
Conversations with Islands Trust staff	7.59% 6
Posted notices	17.72% 14
Word of mouth	15.19% 12
By attending Local Trust Committee meetings	10.13% 8
Newsletters sent by mail	30.38% 24

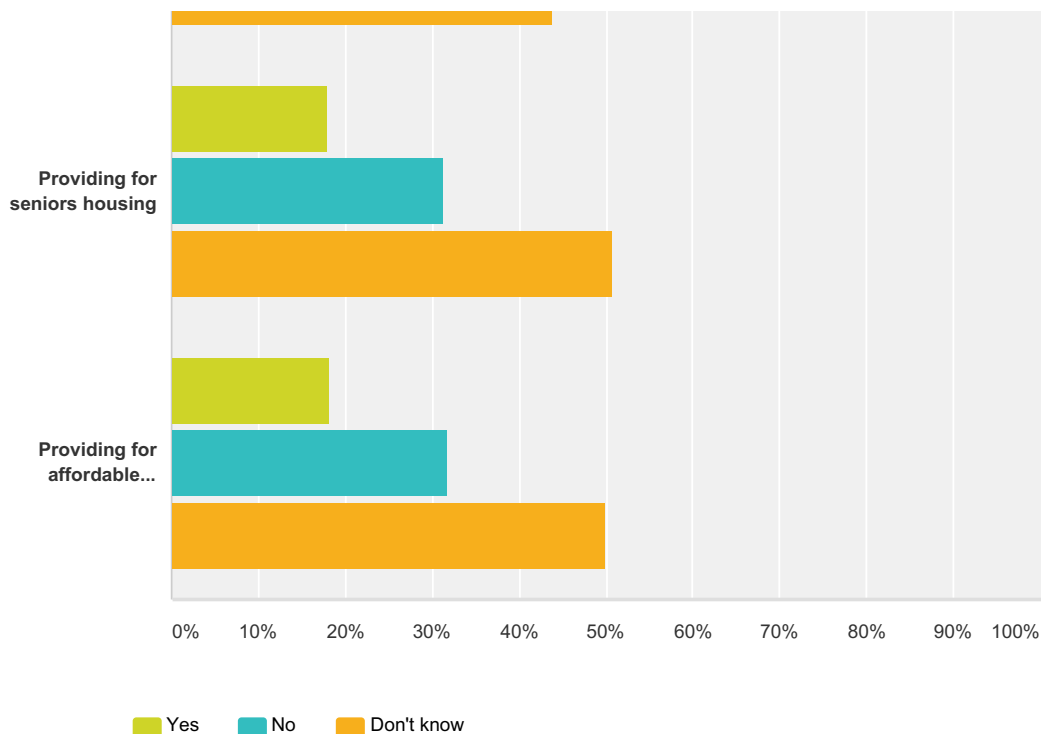
Other (please specify)	1.27%	1
Total Respondents: 79		

#	Other (please specify)	Date
1	U	10/2/2015 12:00 AM

Q8 For the following list of topics, indicate if you think the Mayne Island Local Trust Committee (Islands Trust) is doing enough to address them:

Answered: 73 Skipped: 6





	Yes	No	Don't know	Total
Enforcing bylaws	41.79% 28	5.97% 4	52.24% 35	67
Promoting environmental stewardship and education	58.21% 39	5.97% 4	35.82% 24	67
Protecting sensitive ecosystems and habitat	53.62% 37	15.94% 11	30.43% 21	69
Protecting the shoreline and coastal environment	50.00% 33	15.15% 10	34.85% 23	66
Protecting the marine environment	50.00% 33	7.58% 5	42.42% 28	66
Protecting vegetation (tree removal)	43.94% 29	12.12% 8	43.94% 29	66
Providing for seniors housing	17.91% 12	31.34% 21	50.75% 34	67
Providing for affordable housing	18.18% 12	31.82% 21	50.00% 33	66

#	Please add any additional comments here:	Date
1	Protecting sensitive ecosystems and habitat - no -fallow deer Protecting the shoreline and coastal environment - no - ferry wash	11/12/2015 4:09 PM
2	xxx	11/5/2015 9:25 AM
3	Although I have checked "yes" in most of the boxes I really feel that there is much more to be done in each area, by the Trust, provincial and federal governments and community members. We all share in the success and preservation of our islands. The Trust has been trying very hard to meet their mandate and seem to be doing a fair job. There is always more for growth.	11/3/2015 7:05 PM
4	I will follow your work more often now and make every effort to attend the public consultation events and provide input. I would like to have had a middle option between yes and no in the last part of this survey.	10/25/2015 5:16 PM

5	I don't know if the last two items should be the total responsibility of the Islands Trust.	10/22/2015 8:23 AM
6	Not doing enough to control the deer population. They are so destructive to all vegetation and trying to fence them out is impossible. The fallow deer are the worst.	10/20/2015 2:45 PM
7	An island community has the luxury/challenge of designing its future as a sustainable, self-reliant entity in a defined environment. So the amount of water is as much a limiting factor as the amount of land and must be elevated to that status. The practice of asking for much more than is reasonable to allow the regulators to smugly think they have served the public well because they have scaled down development to what the original ask should have been makes us look like inexperienced hicks. Vigilance on external factors such as pipelines and ferry rates are important. Finally, having a council structure that ensures accountability would enhance confidence in the decisions made.	10/16/2015 5:00 PM
8	The final two points should be addressed at the land use level. I don't see the Trust as an actual services provider.	10/15/2015 3:49 PM
9	I am extremely hesitant to click on so many "Don't Know" buttons in this section but I always read the Local Trust Committee column in the Mayneliner but don't often see environmental/marine/tree removal issues discussed there so am not sure how frequently these issues are addressed by our Trustees. My perception is that these topics are being addressed more by other bodies such as the Mayne Island Conservancy group and Mayne Island Parks & Recreation.	10/13/2015 9:33 PM
10	As is obvious, I am uncertain for some of these - however, I think provision of affordable housing and providing for seniors housing would be pretty difficult goals for a small society.	10/12/2015 3:20 PM
11	I thought the conservancy took care of broom bashing, tree planting, shoreline plants, deer killing, and so on. I thought Islands Trust was more concerned with land use. Who does what? Can that be clarified?	10/9/2015 5:37 PM
12	i find "protecting vegetation" confusing: do you mean by regulating tree removal, or by supporting tree removal to encourage other vegetation: hence "don't know". also i'd like an option like "could do more" rather than the black and white "yes" or "no"; honestly, who really does know this??	10/9/2015 4:57 PM
13	I have only recently subscribed to email notification, therefore, a number of "Don't knows"	10/9/2015 7:41 AM
14	All of the above would have greater success with increased financial resources. This could be achieved by licensing the STVs, not eliminating them, which would have a negative effect on the entire commerce and sustainability of the island.	10/7/2015 10:20 AM
15	It is not unreasonable to expect that as people become older they need to move closer to medical facilities. It is unrealistic to undertake the senior housing issue on an island with a small population.	10/5/2015 1:52 PM
16	The impact of the commercial development and marinas must be carefully considered so that Mayne Island is not just another tourist destination and unpleasant for islanders. The environmental impact and long-term stewardship of commercial development and especially marinas must be considered before approving uses.	10/3/2015 7:52 PM
17	I'm a new resident to Mayne Island. I don't really know what you have accomplished in the past. I need to educate myself about that.	10/3/2015 7:40 PM
18	The issues listed above are not important. The LTC should focus on pathways and roads and communicating with landowners rather than attention getters and issue builders.	10/3/2015 5:07 PM
19	I am not aware of efforts with regards the three subjects I answered "do not know".	10/3/2015 2:20 PM
20	In some cases too much. Item 2 and the last 2 are probably out of their mandate and not a Trust responsibility	10/2/2015 4:48 PM
21	I have not gone on the website yet so I am not sure how to respond to the questions asked here. I will do so now.	10/2/2015 2:38 PM
22	rather than create make work projects by planting further unwanted trees, you can place the effort in thinning out the sickly trees that we already have, cleaning up deadwood and dangerous fuel loads on the forest floor, thereby making the forests we have healthier.	10/1/2015 6:15 PM
23	This questionnaire would only allow me to check one box of yes one box of no and one box of don't know. Is this intentional?	10/1/2015 10:36 AM
24	A BRITISH COLUMBIA SUPREME COURT DECISION 20 YEARS AGO AFFIRMED THE ISLANDS TRUST RIGHT TO PROTECT THE SOUTHERN GULF ISLANDS AND THE OTHER ISLANDS UNDER ITS JURISDICTION. THIS RIGHT SHOULD NOT BE GIVEN UP TO OVERZEALOUS COMMERCIAL VENTURES AND LARGE DEVELOPERS, AT ANYTIME. PARKS CANADA ALSO WON A SUPREME COURT RULING 15 YEARS AGO THAT GAVE THEM CONTROL OVER ALL DEVELOPMENT INSIDE OF CANADA'S NATIONAL PARKS. THESE RIGHTS SHOULD NOT BE GIVEN AWAY. NEVER. .	9/30/2015 11:37 PM
25	I can not select the above options from my browser? Ubuntu Chrome. In general the LTC is doing a good job on the above areas.	9/30/2015 4:30 PM
26	It is not allowing me to address all of them, just one. More has to be done to protect vegetation.	9/30/2015 3:31 PM

27	This question non-functional as only allows three responses (i Yes, 1 No & 1 Don't know) to eight questions!	9/30/2015 1:08 PM
28	couldn't get my responses to stay, think this page may be broken.	9/29/2015 4:08 PM
29	The LTC is doing nothing to encourage landowners to protect the environment from coastal erosion	9/29/2015 1:31 PM

STAFF REPORT

Date: November 18, 2015

File No.: 6500-20-TUP
Guidelines for STVR
Review

To: Mayne Island Local Trust Committee
For the meeting of November 30, 2015

From: Gary Richardson
Island Planner

CC: Robert Kojima
Regional Planning Manager

**Re: Short Term Vacation Rental Review – Temporary Use Permit
Guidelines**

Purpose

The purpose of this project is to establish Temporary Use Permit guidelines for the evaluation of Short Term Vacation Rental (STVR) applications and to consider STVR use in cottages. This report contains a comprehensive list of guidelines for the LTC to consider incorporating into the Temporary Use Permit (TUP) section of the Mayne Island OCP and lays out options for permitting STVR use in cottages. The intent of the TUP guidelines is to provide greater certainty for applicants, surrounding property owners and future LTCs regarding the issuance of TUPs for STVRs.

Background

The LTC initiated a project to amend the OCP/LUB February 23, 2015. The project has been amended since its initiation and an updated project charter has been prepared for the LTC's consideration (attached). There are now two main components to the OCP/LUB project: One is to amend the Temporary Use Permit section of the OCP to contain a list of guidelines to be addressed when a TUP for an STVR is applied for and the second is to amend the OCP and LUB to allow STVR use of cottages. This report provides preliminary analysis on both portions of the project. Additional information will be addressed in a report to be prepared for the January 2016 LTC meeting.

Relevant Policy and Land Use Considerations

Islands Trust Policy Statement

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.

5.2.5 LTCs shall, in their OCPs and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.

5.7.2 LTCs shall, in their OCPs and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.

Official Community Plan

1.2 The Broad Community Objectives

- 2) To support a rural island community by preserving for resident and visitor enjoyment, the aesthetic, historic, scenic and natural resource values from the forests, farmlands, gardens, waterways, coastline and marine environment of the Mayne Island Trust Area.
- 6) To recognize the important role that varied livelihoods and a vibrant economy play in our community's unique character through the encouragement of economic diversity and a vital local economy.

4.6.1 Tourism

The objectives of this section are:

- 1) to maintain the rural ambience of the Mayne Island Trust Area,
- 2) to provide adequate infrastructure for tourist activities, and
- 3) to ensure tourism use that is environmentally, economically and civically sustainable, and within the capability of our community's volunteer base which supports or provides most local services and resources.

Policies

- 4.6.1.1 High impact destination recreational facilities that are not part of, or sensitive to, the natural and rural values of the Mayne Island Trust Area and that are designed to attract visitors to the Area shall not be permitted.

Land Use Bylaw

Short Term Vacation Rentals are presently not a permitted use in the Land Use Bylaw.

Islands Trust Fund

Consistent with policy, any temporary use permit application pertaining to a property adjacent to a TFB owned property or conservation covenant would be referred to Islands Trust Fund for comment.

Bylaw Enforcement

Once a TUP is issued, the conditions of the TUP are enforced in the same manner as zoning. It is important to note that a TUP cannot be canceled once issued; however once the permit expires the use is no longer permitted. There have been several bylaw enforcement files on Mayne Island regarding STVRs. Property owners have always had the opportunity to apply for a TUP for an STVR on Mayne Island; however, a list of guidelines will give future applicants more certainty as to what may be required to legalize an STVR perhaps encouraging more people to apply.

Analysis

STVR is a term commonly used to describe the commercial rental of dwellings to paying guests for a period of time generally less than a month. Currently, the Land Use Bylaw does not permit STVR use as a permitted use. The OCP does provide for STVRs to be permitted through the issuance of a Temporary Use Permit however, there are no specific guidelines that apply to STVRs.

Temporary Use Permits

The LTC has provided direction to staff to prepare a list of Temporary Use Permit guidelines that would assist in assessing applications to allow vacation rentals in residences. Temporary Use Permits are a mechanism by which a local government can permit a use that is not otherwise permitted in a zone by issuing a permit for up to three years, renewable for an additional three years. Conditions of use may be included in the permit. Authorization to issue TUPs must be included in the Official Community Plan (OCP). The Mayne OCP currently permits the issuance of TUPs, and a landowner could currently apply for a temporary use permit for a short term vacation rental. However, the LTC has identified that specific guidelines relating to issuance of TUPs for vacation rentals should be drafted for inclusion in the OCP. This would provide guidance and

certainty for applicants, surrounding property owners, and guidance for planning staff and the LTC in assessing applications.

The attached set of guidelines for vacation rentals includes potential conditions that could be included in a permit where appropriate. These draft guidelines are based, in part, on guidelines in place for TUPs from the Gabriola OCP, the Galiano OCP and on conditions that have been included in a TUP issued by the Mayne LTC. The guidelines are intended to allow the LTC to address potential impacts commonly or potentially associated with the use, such as: 24 hour on island contact person; advertising; period that use is permitted; motorized personal watercraft; screening; parking; outdoor lighting; signage; number of guests; camping; outdoor fires; pets, septic capacity and water usage.

Cottages

The LTC has identified permitting STVRs in cottages as an option for consideration. The use of cottages could take several forms:

1. To permit STVRs outright in cottages. This would legalize the use in cottages regardless of use or occupancy of the principal dwelling. This would facilitate the use of cottages but would entail few regulations around the use.
2. To permit STVRs as Home Occupations in Cottages. This would mean that the owners/operators would have to live permanently on the lot. The Home Occupation Regulations in the Land Use Bylaw (LUB) would be amended to accommodate STVR use and contain specific regulations for their use. There would not be a fee as STVRs would become a home occupation in the LUB.
3. To permit them only in specific zones or for lots of a particular size. This would limit the location of STRV with the objective of minimizing impacts from the use on smaller lots.
4. Permit STVR use of the principal dwelling if the owner or operator lives in the cottage.
5. To permit STVRs by TUP only in cottages.

The LTC should consider these options and provide direction on the preferred approach. Staff recommend that STVRs be permitted in cottages as a home occupation. This approach:

- Ensures that the owner or operator is resident on the property;
- Allows regulations to be incorporated in the home occupation provisions;
- Limits the outright use to cottages; owners wishing to use a dwelling can apply for a TUP;
- Is generally consistent with the approach adopted recently on Galiano.

Communications and Consultation

Extraordinary consultation is not anticipated. Development of a fact sheet, webpage postings, and a community information meeting are proposed early in the process.

An amended project charter has been prepared and is attached. It summarizes the key elements of the project outlined in this report in a single document. If circumstances change or issues arise in the course of the project, the LTC may be asked to revisit sections of the charter.

Once draft bylaws are prepared and ready for consideration of First Reading staff will initiate bylaw referrals to agencies. Staff will also initiate engagement with any First Nations with an interest in the area for OCP amendments. The following First Nations have been identified as having an interest in the Mayne Island Local Trust Area:

- 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
- Tsawout
- Tsawwassen First Nation
- Tseycum First Nation

The LTC may wish to consider referral to the Advisory Planning Commission once draft bylaws are prepared.

The LTC is required by the *Local Government Act* to consider opportunities for consultation with persons, organizations and authorities it considers will be affected by an OCP bylaw. The LTC should consider if it wishes to undertake additional consultation than that identified above and direct staff accordingly.

Resources and Roles

Staff have identified a revised timeline in the attached Project Charter. This timeline aims to have the project substantially underway before the end of the fiscal year, with the public hearing in the spring. If this timeline can be met, the amendments can be considered approved in principle prior to the summer. Implementation is a key element of the project and should involve development of materials and contact with operators to encourage compliance.

Budget resources are available in the current fiscal. Additional funds may need to be re-directed from other projects for any costs occurring in the 2016/17 fiscal year.

Next Steps

The LTC is requested to:

1. Review the attached draft TUP wording and provide direction on any changes.
2. Provide direction on the preferred option for permitting STVRs in cottages.
3. Review and endorse the attached project charter, with or without changes.
4. If the LTC directs staff to proceed with bylaw amendments staff will prepare draft bylaws for the LTC to consider at the January 2016 LTC meeting.

RECOMMENDATIONS:

1. THAT the Mayne Island Local Trust Committee requests staff to prepare a draft OCP amendment bylaw that would insert TUP guidelines into the Mayne Island Official Community Plan Bylaw No. 144, 2007, as outlined in the staff report of November 18, 2015.
2. That the Mayne Island Local Trust Committee requests staff to prepare draft amendment bylaws that would permit STVR use of a cottage as a home occupation.
3. THAT the Mayne Island Local Trust Committee endorses the project charter attached to the staff report of November 12, 2015.

Prepared and Submitted by:

Gary Richardson

November 18, 2015

Name, Title

Date

Concurred in by:


Robert Kojima
Regional Planning Manager

November 19, 2015

Date

Attachments: Draft TUP guidelines
 Draft Project Charter

Attachment 1: Proposed Temporary Use Permit Guidelines

1. The LTC may require mitigating measures to provide a separation between STVRs and surrounding properties such as screening and fencing.
2. The LTC should consider the cumulative effects on the neighbourhood and Island of all the permits issued for STVRs.
3. The LTC may consider issuance of a temporary use permit for a commercial vacation rental provided the proposal would not alter the residential appearance of the residence.
4. A contact person on Mayne Island associated with the property should be available by telephone 24 hours/day, seven days per week.
5. The property owner/applicant should provide neighbors within a 100 metre radius of the vacation rental with the contact person's phone number, and a copy of the temporary use permit.
6. The property owner/applicant should provide evidence that there is an adequate supply of potable water.
7. The property owner/applicant should provide evidence that there is adequate septic capacity for the proposed occupancy.
8. The property owner/applicant should post information for guests regarding noise bylaws, water conservation, fire safety, fire escape plan, storage of garbage, septic field location, and control of pets. The guest information should also remind guests that they are in a residential area, not a commercial area.
9. As a condition of the permit pets should be under control at all times.
10. The property owner/applicant should be required to provide sufficient off street parking.
11. The property owner /applicant should be required to ensure outdoor lighting is not directed onto surrounding properties.
12. A condition of the permit should restrict the maximum number and size of signs an STVR can have. That the signs be made of wood and not illuminated.
13. As a condition of the permit the maximum number of guests may be limited;
14. As a condition of the permit the number of bedrooms may be limited;

15. As a condition of the permit the specific months in a year that STVR use can be carried out may be specified.
16. As a condition of the permit recreational vehicles and camping should be prohibited.
17. As a condition of the permit outdoor fires should be prohibited.
18. As a condition of use advertising that can be utilized may be specified.
19. A condition of the permit should prohibit the rental or provision of motorized personal watercraft for rental clients.
20. A condition of the permit may require the property owner/applicant to post contact information and permit information at the entrance to the property.
21. As a condition of the permit the Islands Trust bylaw enforcement officer should be permitted to enter the property between the hours of 9 am and 5 pm on any day without prior consultation with the holder of the permit or STVR renter for the purpose of investigating a complaint.

OCP and LUB Amendments- Charter v4 November 17, 2015

Mayne Island Local Trust Committee

Purpose: to amend the TUP guidelines in the Mayne Island OCP regarding Short Term Vacation Rentals (STVRs); and amend the OCP and LUB to allow STVR use of cottages.

Background The project was initiated at the LTC's February 23, 2015 business meeting and amended at the April 27 Mtg. Two projects from the LTCs project list were combined to create one work program priority. The project has two main components. One is to amend the Temporary Use Permit section of the OCP to include a comprehensive list of guidelines that will need to be addressed when a TUP for an STVR is applied for. The second is to amend the OCP and LUB to allow STVR use of cottages.

Objectives

- Amend the OCP to provide certainty for the applicant, the LTC, and public as to guidelines that need to be addressed before the issuance of an STVR TUP.
- Amend the OCP/LUB to allow cottages to be used as STVRs

In Scope

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

Out of Scope

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

Workplan Overview

Deliverable/Milestone	Date
1) Staff report re: TUP guidelines and cottage options for STVRs	November 2015
2) Supplementary staff report and draft bylaws for LTC and Community consideration.	January 2016
3) Community Information meeting	February 2016
4) Bylaw Referrals	February 2016
5) Supplemental staff report on CIM and agency comments, First Reading	March 2016
6) Public Hearing	April 2016
7) Approval in principle, referral to EC and Minister	May 2016
8) Implementation: fact sheets, letters to operators	June —October 2016

Project Team

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

RPM Approval:

Date: November 19, 2015

LTC Endorsement:

Resolution #:

Date:

Budget

Budget Source: Mayne STVR Review (2015/16)
Special Projects (2016/17)
Re-allocation (2016/17) if required

Fiscal	Item	Cost
2015/16	CIM	800.00
2016/17	Public Hearing	1000.00
2016/17	Implementation	200.00
	Total	2000.00

Date: November 23, 2015

File Number: OCP-LUB
Amendments Mayne
LTC

To: Mayne Island Local Trust Committee
For the meeting of November 30, 2015

From: Gary Richardson, Island Planner

Re: Adoption of Proposed Bylaw Nos. 161 & 162 (LUB & OCP)

The purpose of Proposed Bylaw No. 161, is to amend Mayne Island Official Community Plan Bylaw No. 144 by making various technical amendments, including updating the background section of the OCP, correcting cross-references, correcting typographical errors, updating references to Ministries and agencies, making changes to reflect updated legislation, and by re-designating Lot 8, Plan VIP66907 from Rural to Public Service to be consistent with zoning and current use.

The purpose of Proposed Bylaw No. 162, is to amend Mayne Island Land Use Bylaw No. 146 by making various technical amendments, including correcting definitions, inserting additional definitions, updating administrative provisions, correcting cross-references, correcting typographical errors, updating references to Ministries and agencies, making changes to reflect updated legislation, inserting a maximum accessory building height in the S1, S2 and S3 zones, and by including "Waste Transfer Facility" as a permitted use in the Industrial One zone.

First Reading was given to proposed Bylaw Nos. 161 and 162 July 30, 2014.

On May 27, 2015, the Islands Trust Executive Committee approved proposed Bylaw Nos. 161 and 162. The Minister of Community, Sport and Cultural Development has approved Bylaw No. 161.

As Executive Committee and Minister approval has been given, staff recommend the LTC give fourth and final reading to Bylaw Nos. 161 and 162. The proposed bylaws are attached to this memo.

RECOMMENDATIONS:

1. THAT Mayne Island Local Trust Committee proposed Bylaw 161, cited as "Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2014" be adopted.
2. THAT Mayne Island Local Trust Committee proposed Bylaw 162, cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No.1, 2014" be adopted.

Attachment 1 – Proposed Bylaw Nos. 161 & 162

pc Robert Kojima, Regional Planning Manager

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW No. 161

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

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

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

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

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

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

1. CITATION

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

2. SCHEDULES

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

3. SEVERABILITY

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

READ A FIRST TIME this	30 th	day of	July	2014
PUBLIC HEARING HELD this	27 th	day of	April	2015
READ A SECOND TIME this	27 th	day of	April	2015
READ A THIRD TIME this	27 th	day of	April	2015
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this	27 th	day of	May	2015
APPROVED BY THE MINISTER OF COMMUNITY, SPORT AND CULTURAL DEVELOPMENT this				
		day of		
ADOPTED this		day of		

DEPUTY SECRETARY

CHAIR

MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 161

SCHEDULE 1

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

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

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

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

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

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

‘2.9 TEMPORARY USE PERMITS

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

Objectives for Issuing Temporary Use Permits

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

15. Policy 2.9.1.1 is amended by deleting “two” and inserting “three” such that it reads: ‘Permits can be issued for any period up to three years and could be considered for renewal once for any further period up to three years.’

16. Policy 3.1.1 is amended by deleting “and Highways” and inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure is responsible for the development and maintenance of the island road system. In recognition of the special nature of the islands, a Letter of Understanding between the Island Trust and the Ministry of Transportation and Infrastructure was signed in November 1992.’
17. Policy 3.1.1.2 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to maintain the major road pattern as shown on Schedule D, the land status map.’
18. Policy 3.1.1.3 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to provide, wherever possible, designated cycle lanes and pedestrian paths along roadways.’
19. Policy 3.1.1.4 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to retain low speed limits on all roads and lower the speed limit to 30 kph in the Miners Bay core area.’
20. Policy 3.1.1.5 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure the road system follows natural contours of the land wherever possible.’
21. Policy 3.1.1.6 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to retain unused road dedications as greenbelts.’
22. Policy 3.1.1.9 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure signage along the roads is minimal and in keeping with a rural atmosphere.’
23. Policy 3.1.2.9 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to identify and maintain all public accesses to water including boat ramps.’
24. Policy 3.2.1.8 is amended by deleting “The Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Island Health shall be requested to ensure any flow of effluent be controlled so it does not contaminate surface or groundwater.’
25. Policy 3.2.2.3 is amended by deleting “Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘The development of community water systems and the use of shared wells shall be encouraged; however, this requires Island Health approval and a permit to operate.’
26. Policy 3.2.2.5 is amended by deleting “The Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Island Health and provincial government shall be requested to monitor water quality of community water systems.’

27. Policy 3.3.1.2 is amended by deleting “Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Effective, non polluting alternative sewage treatment methods shall be encouraged such as low-flush and composting toilets and the use of grey water for toilets; however pursuant to Island Health regulations, there will be no reduction in the sizing of a septic system for low flush toilets, composting toilets or grey water.’
28. Policy 3.3.1.3 is amended by deleting “The Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘Island Health shall be requested to consider the cumulative effects of individual disposal systems in an area.’
29. Policy 3.3.1.5 is amended by deleting “the Vancouver” before ‘Island Health’ and “Authority” after ‘Island Health’ such that it reads: ‘The Ministry of Environment and Island Health shall be requested not to permit any ocean dumping of untreated sewage.’
30. Policy 4.1.1 (Background) is amended by deleting “Ministry of Tourism, Sport and the Arts” and inserting “Ministry of Forests, Lands and Natural Resource Operations” such that it reads: ‘According to the Ministry of Forests, Lands and Natural Resource Operations there are approximately 30 recorded archaeological heritage sites located in the Mayne Island Trust Area.’
31. Policy 4.1.1.4 is amended by deleting “Ministry of Tourism, Sport and the Arts” and inserting “Ministry of Forests, Lands and Natural Resource Operations” such that it reads: ‘Any development applications involving areas on which archaeological sites may be located shall be referred to the Archaeology Branch of the Ministry of Forests, Lands and Natural Resource Operations and to interested First Nations for comment. Development should not be permitted in areas with known archaeological sites without first undergoing an archaeological impact assessment.’
32. The second instance of Policy 4.2.1.4 is amended by deleting “4.2.1.4” and inserting “4.2.1.5” such that it reads:
‘4.2.1.5 Public recreational use of the foreshore shall be given priority over other foreshore uses.’
33. Policy 4.2.2.2 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to maintain launching facilities at Village Bay, David Cove, Horton Bay, Bennett Bay and Aitken Point (Potato Point).’
34. Policy 4.2.2.3 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure that public accesses are not blocked by private docks.’
35. Policy 4.2.2.5 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to ensure that dedicated public accesses are retained and additional accesses obtained wherever possible.’
36. Policy 4.2.2.6 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ such that it reads: ‘The Ministry of Transportation and Infrastructure shall be requested to identify and clear any dedicated public access to the foreshore established as a result of subdivision for pedestrian use.’

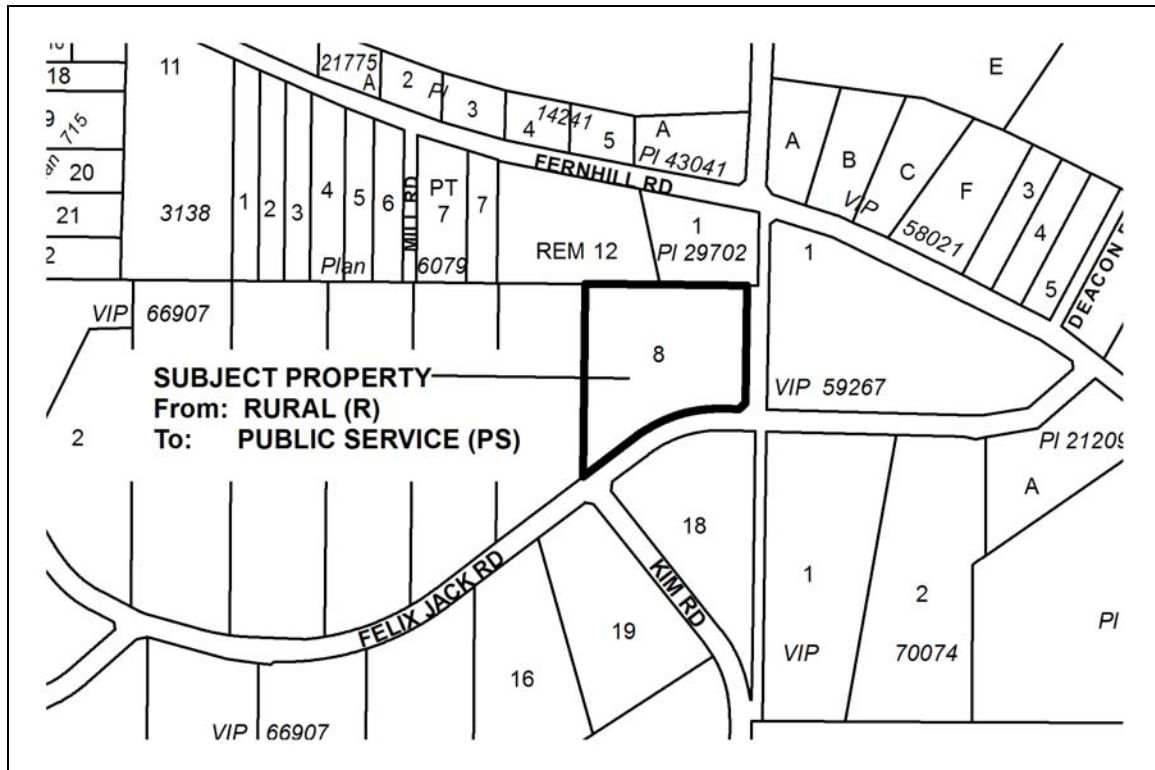
37. Policy 4.3.1.1 is amended by inserting “and Infrastructure” after ‘Ministry of Transportation’ and by inserting “, Lands and Natural Resource Operations” after ‘Ministry of Forests’ such that it reads: ‘Environmental standards shall be established in support of the policies and jurisdictions of the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

MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 161

SCHEDULE 2

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



BYLAW NO. 162

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

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

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

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

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

"2.9 Repeal and Replacement

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

20. Subsection 5.14(5) is renumbered to 5.14(6).
21. Part 5, Zone Regulations, Section 5.14, is amended by adding the following new Subsection 5.14(5) under 'Siting and Size':

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

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

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

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

READ A FIRST TIME THIS	30 th	DAY OF	July	20 14
READ A SECOND TIME THIS	23 rd	DAY OF	February	20 15
PUBLIC HEARING HELD THIS	27 th	DAY OF	April	20 15
READ A THIRD TIME THIS	27 th	DAY OF	April	20 15
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	27 th	DAY OF	May	20 15
ADOPTED THIS		DAY OF		20

DEPUTY SECRETARY

CHAIRPERSON



Top Priorities

Mayne Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Commercial Land Use Review	Existing OCP policies and LUB regulations being reviewed.	27-Apr-2015	Gary Richardson	31-Jul-2016	On Going
2	OCP/LUB Amendments: TUP Policies and Short Term Vacation Rental review.	Staff report prepared for Nov 30, 2015 LTC meeting.	23-Feb-2015	Gary Richardson	30-Oct-2015	On Going
3	Fallow Deer Eradication	Letter prepared for Director Howe requesting Fallow Deer Management Plan (done) Waiting for response from Director Howe	26-Jan-2015	Gary Richardson	30-Mar-2015	On Going



Projects

Mayne Island

No.	Description	Activity	Received/Initiated	Status
1	Climate Change Adaptation	Consider regulatory changes and implementation of new DPA authority	02-Mar-2009	On Going
2	Riparian Area Regulations	Project moved from Top Priorities pending ombudsperson report response and Ministry decision on SSI bylaw. Staff to prepare a report and recommendations on how to proceed once SSI bylaw decision made and Ministry response to ombudsperson complete	26-Jan-2015	On Going
3	Road issues		27-Jun-2012	On Going
4	Density on large lot remainders	to review covenants on remainder lots and review zoning to density of dwellings and cottages	30-Sep-2015	On Going
5	Bylaw enforcement notification bylaw	to consider adopting BEN bylaw	30-Sep-2015	On Going



Islands Trust

Print Date: November 23, 2015

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
MA-DVP-2015.2	ROBERT IRVING	20-Oct-2015	177 CHERRY TREE LANE

To validate the existing building and deck positioning, together with allowing new bedroom extension to be built.

Planner: Gary Richardson

Planning Status

Status Date: 23-Nov-2015

Staff report and draft permit prepared for Nov 30, 2015 LTC meeting for LTCs consideration.

Status Date: 21-Oct-2015

Opened file, processed fee, sent to LTC, gave to planner

File Number	Applicant Name	Date Received	Purpose
MA-DVP-2015.3	Elizabeth MACKENZIE	12-Nov-2015	171 MARINERS WAY

Variance request to increase roof height.

Planner: Gary Richardson

Planning Status

Status Date: 13-Nov-2015

opened file, processed fee, notified LTC, gave to planner

Rezoning

File Number	Applicant Name	Date Received	Purpose
MA-RZ-2015.1	Ted Robbins	21-Jul-2015	REZONING WATER LEASE No. 112548 District Lot 2070 /ANSON RD

Planner: Gary Richardson

Planning Status

Status Date: 23-Nov-2015

Nov 15, 2015 CIM held.



Applications

Status Date: 23-Nov-2015

Staff report prepared for Nov 30, 2015 LTC Mtg.

Status Date: 21-Sep-2015

Preliminary staff report prepared for September 30, 2015 LTC Mtg.

Islands Trust
LTC EXP SUMMARY REPORT F2016
Invoices posted to Month ending October 2015

645 Mayne	Invoices posted to Month ending October 2015	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-645	LTC "Trustee Expenses"	750.00	0.00	750.00
LTC Local				
65200-645	LTC - Local Exp - LTC Meeting Expenses	1,500.00	747.59	752.41
65210-645	LTC - Local Exp - APC Meeting Expenses	750.00	141.78	608.22
65220-645	LTC - Local Exp - Communications	300.00	560.00	-260.00
65230-645	LTC - Local Exp - Special Projects	750.00	770.56	-20.56
TOTAL LTC Local Expense		<u>3,300.00</u>	<u>2,219.93</u>	<u>1,080.07</u>
Projects				
73001-645-3005	Mayne RAR	2,500.00	0.00	2,500.00
73001-645-4053	Mayne Density & STVR Review	2,000.00	0.00	2,000.00
73001-645-4059	Mayne Commercial Land Use Review	2,000.00	1,807.70	192.30
TOTAL Project Expenses		<u>6,500.00</u>	<u>1,807.70</u>	<u>4,692.30</u>

Mayne Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: July 25, 2012

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

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

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

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

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

BACKGROUND:

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

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

CONSIDERATIONS:

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

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

GUIDELINES

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

These guidelines are:

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

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

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

Opportunity Fund Grant for Mayne Island Conservancy – Mayne Island

The Trust Fund Board received and approved one Opportunity Fund grant at its last meeting, to assist the Mayne Island Conservancy with costs related to the ecological assessment of a potential conservation property. The Opportunity Fund is supported by individual donors and fundraising initiatives, such as the sale of our birthday calendars. The Fund is available to our partners, through grants, in support of land conservation projects in the Islands Trust area.

Trespass at Mount Trematon Nature Reserve– Lasqueti Island

Islands Trust Fund continues to address the damage caused by trespass at Mount Trematon Nature Reserve on Lasqueti Island. A professional biologist and local machine operator were supported by staff and local volunteers to remove the culvert and naturalize the stream bed. Vehicle access has been restricted with a culvert and gate, and the boundary has been surveyed and clearly marked.

Annual Monitoring Report

The Trust Fund Board received and reviewed the results of this year's monitoring visits. Only minor issues were identified at the time of monitoring and staff are currently meeting with landowners and working to remedy these issues.

Management Plans

Horton Bayviary Nature Reserve (Mayne Island)

The Trust Fund Board reviewed and approved the Horton Bayviary Nature Reserve Management Plan, prepared under contract by the Mayne Island Conservancy Society. The management plan was an update to the original plan, prepared after the property was acquired by the Trust Fund Board in 2002.

Manzanita Ridge Nature Reserve (Salt Spring Island)

The Trust Fund Board and Salt Spring Island Local Trust Committee co-hold a covenant on Manzanita Ridge Nature Reserve, which is owned by the Salt Spring Island Conservancy. The Trust Fund Board reviewed the new management plan for the Reserve and found it to be consistent with the terms of the conservation covenant, and therefore it was approved.

Fallow Deer Control on Sidney Island

The Board approved a request from the strata landowners on Sidney Island to allow hunting of fallow deer in the covenant areas. The landowners have been working for years to dramatically reduce the population of fallow deer on the island, which are non-native and having a severe negative impact on the vegetation and ecology.

Clam Bay Farm Covenant – North Pender Island

The Board finalized and signed off on a conservation covenant on a property known as Clam Bay Farms. The covenant protects approximately 8.25 hectares of Coastal Douglas-fir forest. As the covenant is a requirement of a development application, staff will notify the North Pender Local Trust Committee officially when the covenant is registered.

Evaluation of Outreach Projects

Staff provided the Board with a review of two recent pilot outreach programs – a landowners contact program on Lasqueti Island and outreach to realtors and other professionals on North Pender Island. Both projects resulted in successful outcomes, and staff will be working to develop realtor outreach events on other major islands.

To: Local Trust Committees, Bowen Island Municipality **For the Meeting of:** [Click here to enter a date..](#)

From: Kate Emmings, Ecosystem Protection Specialist & Jennifer Eliason, ITF Manager

File No.: 5450-30; 0410-20

SUBJECT: COASTAL DOUGLAS-FIR CONSERVATION STRATEGY

DESCRIPTION OF ISSUE:

At its September 2015 meeting, Trust Council asked staff to forward the CDFCP Conservation Strategy to local trust committees and Bowen Island Municipality as a potential resource. This briefing explains the issue and offers some options for further action.

The Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) has finalized a Conservation Strategy for Coastal Douglas-fir forests and their associated ecosystems. The whole of the Islands Trust area is included in the strategy and, as a member of the CDFCP, the Islands Trust and its political bodies are expected to find ways to support or achieve some of the goals within the CDFCP Conservation Strategy.

BACKGROUND:

The Threatened Coastal Douglas-fir Forest

The Coastal Douglas-fir Biogeoclimatic (CDF) Zone is the smallest and most at-risk biogeoclimatic zone in British Columbia and is of great conservation concern (Biodiversity BC, 2008). It is home to the highest number of species and ecosystems at risk in BC, many of which are ranked globally as imperilled or critically imperilled (BC Conservation Data Centre, 2012). The global range of the CDF lies almost entirely within BC, underscoring both its global uniqueness and BC's responsibility for its conservation. **Twenty-five percent (25%) of the CDF lies within the Islands Trust area.**

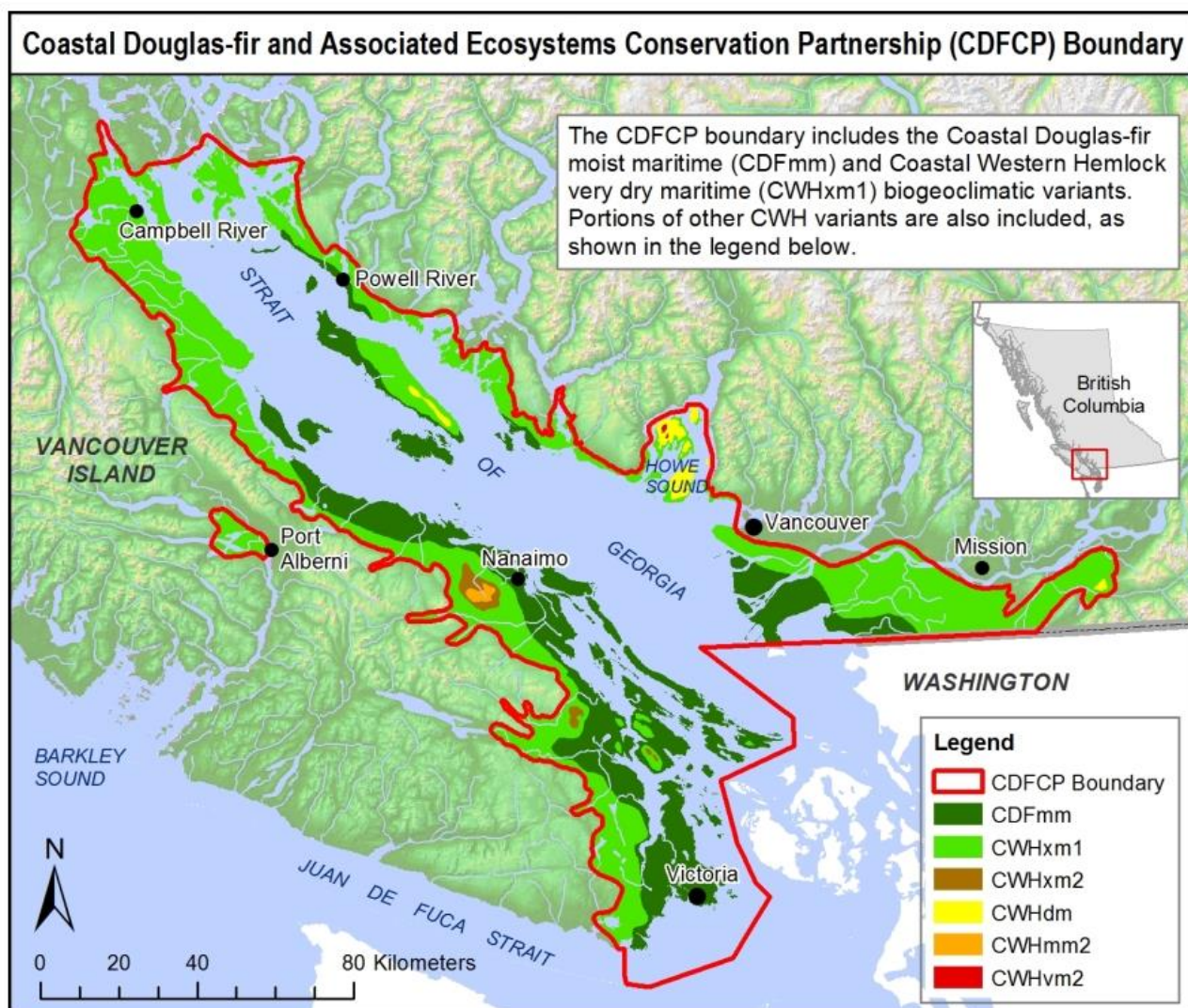
Coastal Douglas-fir ecosystems are also found in the Coastal Western Hemlock very dry maritime subzone (CWHxm1) which has many similarities with ecosystems in the CDF Zone. The CWH xm1 is found on Salt Spring and the islands in Howe Sound and is at similar conservation concern.

Of all the zones in BC, the CDF has been most altered by human activities. Less than 1% of the CDF remains in old growth forests (Madrone, 2008) and 49% of the land base has been permanently converted by human activities (Hectares BC, 2010). The trend of deforestation and urbanization continues and has resulted in a natural area that is now highly fragmented with continuing threats to remaining natural systems. Approximately 9% of the CDF zone is protected in conservation areas (MFLNRO, 2011). Of the remaining land in the CDF zone, approximately 80% is privately owned, which creates significant challenges for protection. The Islands Trust area still has high quality natural spaces, making it a natural focus for CDF conservation.

The Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP):

Established in 2013, the CDFCP is a forum for communication and collaboration regarding the maintenance and restoration of healthy Coastal Douglas-fir and Associated Ecosystems. The CDFCP recognizes the need for shared stewardship of ecosystems and strives to focus resources collaboratively, strategically and transparently to avoid duplicating existing efforts and

to maximize conservation gains. The CDFCP has 34 members, including four local governments and two Provincial ministries. Its area of interest is shown in the map below and includes the entire Islands Trust area. More information about the CDFCP is available at www.cdfcp.ca.



Islands Trust Involvement in the CDFCP:

The Trust Fund Board and the Gambier Island Local Trust Committee are signatories to the CDFCP Statement of Cooperation and the Islands Trust Fund's Ecosystem Protection Specialist is a CDFCP Steering Committee member. Islands Trust Council resolved to sign the CDFCP Statement of Cooperation at its March 2013 meeting and received a presentation from the CDFCP in June 2014. At that time, Trust Council passed the following resolutions:

TC-2014-061

That the Islands Trust Council request that the Executive Committee consider sponsoring an Association of Vancouver Island Coastal Communities/Union of BC Municipalities resolution that calls on the Province to provide funding for the CDFCP and for land protection initiatives in the CDF zone.

TC-2014-062

That the Islands Trust Council request that staff work with the CDFCP to develop recommendations for Trust Council's consideration regarding local planning tools that local trust committees could use to protect Coastal Douglas-fir ecosystems.

A resolution requesting adequate provincial funding for the CDFCP, including implementation of recommendations made by the CDFCP, was endorsed by AVICC and passed at UBCM in September 2013.

In February 2015, the Islands Trust Executive Committee passed the following resolution:

EC-2015-013

That the Executive Committee direct staff to finalize and forward a resolution requesting provincial funding for the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) to the Association of Vancouver Island and Coastal Communities (AVICC) and Union of BC Municipalities (UBCM) with a backgrounder for consideration by members at the 2015 conventions.

The AVICC endorsed a resolution, which was then presented to UBCM at the September 2015 meeting, where it passed.

Creation of the CDFCP Conservation Strategy:

In the summer of 2014, the CDFCP, working with the Nature Conservancy of Canada, obtained \$17,500 in funding for a CDFCP Conservation Strategy. Work began on the strategy in the fall of 2014 and the strategy was completed in July 2015.

The Islands Trust was invited to provide feedback on the plan through participation in a workshop in February 2015 which was attended by Tony Law, Hornby Island Trustee, and by the Islands Trust Fund Ecosystem Protection Specialist. Representatives from twenty-one (21) CDFCP member organizations attended. The Executive Committee was updated on work with the CDFCP in May 2015, and provided with notes from the February workshop.

Trust Council received the completed CDFCP Conservation Strategy at its September 2015 meeting and passed the following resolutions:

TC-2015-121

That Islands Trust Council receive the CDFCP Conservation Strategy for information and request the Chair to send a letter to the CDFCP Steering Committee in support of the Conservation Strategy and indicating a willingness to work with the CDFCP to implement the strategy as capacity allows.

TC-2015-122

That staff be requested to forward the CDFCP Conservation Strategy to local trust committees and Bowen Island Municipality as a potential resource.

ATTACHMENT(S):

Letter from the Islands Trust Chair to the CDFCP, November, 2015
CDFCP Conservation Strategy

AVAILABLE OPTIONS:

- 1) Receive the CDFCP Conservation Strategy for information.
- 2) Request local planning staff work with CDFCP to draft recommendations regarding land use planning tools that will effectively conserve Coastal Douglas-fir forest ecosystems.
- 3) Become a signatory to the CDFCP Statement of Collaboration (In addition to the Trust Council and the Trust Fund Board, the Gambier Island LTC has joined the CDFCP. Other LTCs or municipalities could also become partners).

FOLLOW-UP:

Islands Trust Fund staff will continue to participate on the CDFCP Steering Committee.

Planning staff will follow up as directed by the local trust committee or island municipality.

Prepared By: Kate Emmings, Ecosystem Protection Specialist & Jennifer Eliason, ITF Manager

Reviewed By: Lisa Gordon
Director, Trust Area Services

Date: November 9, 2015
Reviewed By: David Marlor
Director, Local Planning Services

Date: November 10, 2015

November 10th, 2015

File Number: 5450-30; 0410-20

Via Email: info@cdfcp.ca

Coastal Douglas-fir and Associated Ecosystems Conservation Partnership Steering Committee
 c/o Darryn McConkey, Interim Chair

Dear Darryn McConkey:

Re: Support for Coastal Douglas-fir and Associated Ecosystems Conservation Partnership's Conservation Strategy

As Chair of the Islands Trust Council, I'm writing to advise you that at its quarterly meeting in September 2015, the Islands Trust Council received the Coastal Douglas-fir Conservation Partnership (CDFCP) Conservation Strategy for information. Trust Council requested that I write to you to express support of the Conservation Strategy and to indicate the Islands Trust's willingness to work with the CDFCP to implement the strategy as capacity allows. As a first step, Trust Council has requested that staff forward the CDFCP Conservation Strategy to Islands Trust local trust committees and Bowen Island Municipality as a land-use planning resource.

The Islands Trust Council supports the CDFCP's goal of bringing governments, organizations and individuals together to collaboratively address ongoing threats to the conservation of Coastal Douglas-fir and Associated Ecosystems. This work would advance the following sections of the Islands Trust Policy Statement:

3.2.1 *It is Trust Council's policy that*

- *forest ecosystems in the Trust Area should be protected, and*
- *the remaining stands of relatively undisturbed Coastal Douglas-fir, Coastal Western Hemlock, Garry Oak and Arbutus should be preserved.*

3.2.3 *Trust Council encourages government agencies, non-government organizations, property owners and occupiers to protect forested areas through voluntary donation, acquisition, conservation covenants and careful management.*

At the September 2015 Union of BC Municipalities Convention, the Islands Trust put forward the following resolution which was endorsed and provided to the Province of BC:

WHEREAS the UBCM members previously endorsed resolution 2013-B104 requesting that the Ministry of Forests, Lands and Natural Resource Operations adequately resource the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (the Partnership);

AND WHEREAS in 2015 the Partnership will issue a 30-year conservation strategy for the coastal Douglas-fir biogeoclimatic zone, the most at risk zone in British Columbia, but has insufficient resources to implement the strategy:

THEREFORE BE IT RESOLVED that UBCM request the provincial government to provide core, multiyear funding to the Partnership to assist its members to implement the conservation strategy with the Province, First Nations, local governments, the federal government, stakeholders, and the general public.

We note that the CDFCP Conservation Strategy identifies the following actions related to its work with local governments:

1.2 Assist local governments, conservation groups and First Nations to identify priority areas for securement and stewardship in their jurisdiction

5.1 Work with local governments to develop plans, policies, bylaws and incentives that enhance Coastal Douglas-fir and associated ecosystem values

We will forward the Conservation Strategy to local trust committees with a recommendation that those wishing to advance the Islands Trust Policy Statement consider working directly with the CDFCP to support the priority actions identified in the CDFCP Conservation Strategy.

We look forward to further cooperation to protect the Coastal Douglas-fir biogeoclimatic zone; home to the highest number of species and ecosystems at risk in British Columbia.

Yours sincerely,



Peter Luckham
Chair, Islands Trust Council
pluckham@islandstrust.bc.ca

cc: Islands Trust Executive Committee
Bowen Island Municipality
Trust Fund Board
Craig Sutherland, Assistant Deputy Minister, Regional Operations: Coast, Min. of Forest, Lands and Natural Resource Operations
Islands Trust website



COASTAL DOUGLAS-FIR
& ASSOCIATED ECOSYSTEMS
CONSERVATION PARTNERSHIP

**CONSERVATION
STRATEGY
2015**

ACKNOWLEDGEMENTS

This Conservation Strategy was developed by the Coastal Douglas-fir Conservation Partnership, under the guidance of the Steering Committee: Tim Ennis, Darryn McConkey, Kate Emmings, Dave Haley, Peter Arcese, Todd Golumbia, Adam Taylor, Kim Richardson, and Erik Piikkila.

Members of the Partnership met in February 2015 to review the Strategy and provide input into the objectives and actions.

The funding support for the planning process from the Real Estate Foundation of British Columbia is gratefully acknowledged. We also appreciate the contributions from the Ministry of Forests, Lands and Natural Resource Operations, Cowichan Valley Regional District and Islands Trust Fund. Funding for the Marxan project was provided by the Real Estate Foundation of BC, North Pacific Landscape Conservation Cooperative, Forest Renewal BC, and University of British Columbia.

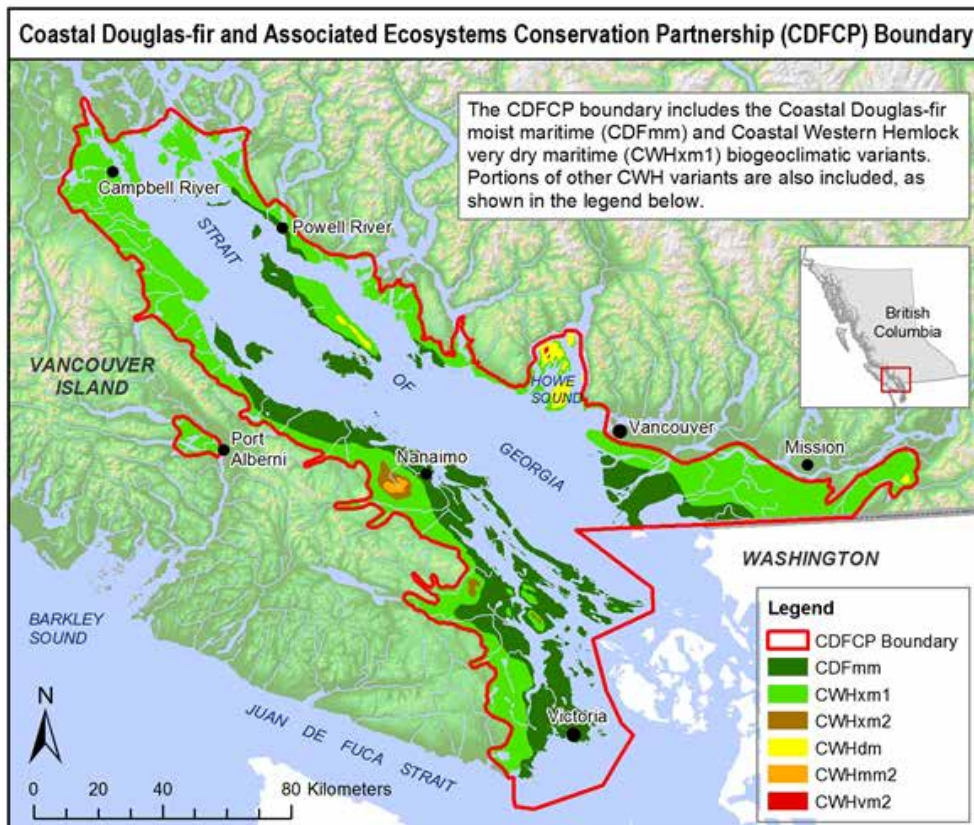


Writing and facilitation for this project was provided by Judith Cullington, Judith Cullington & Associates

INTRODUCTION

Purpose of the Conservation Strategy

This Conservation Strategy sets a 30-year vision and goals for the Coastal Douglas-fir Conservation Partnership (CDFCP); with objectives and actions identified for the next five years (2015–2020). The intent is to review and update this strategy at least every five years.



Coastal Douglas-fir and Associated Ecosystems

The Coastal Douglas-fir biogeoclimatic zone (CDF zone) is the smallest and most at-risk zone in British Columbia (B.C.). As home to the highest number of species and ecosystems at risk in B.C., many of which are ranked globally as imperiled or critically imperiled, it is of great conservation concern. The global range of the CDF lies almost entirely within B.C., underscoring both its global uniqueness and B.C.'s responsibility for its conservation. Of all the zones in the province, the CDF has been most altered by human activities. Less than 1% of the CDF remains in old growth forests and 49% of the land base has been permanently converted by human activities. The trend of deforestation and urbanization continues and has resulted in a natural area that is highly fragmented with continuing threats to remaining natural systems. Approximately 9% of the CDF zone is currently protected in conservation areas. The extent of disturbance, combined with the low level of protection, places the ecological integrity of the CDF zone at high risk.

As shown on the map, the area of concern to the CDFCP includes some parts of the Coastal Western Hemlock very dry maritime zone (CWHxm1 and CWHxm2), as these ecosystems share similar attributes and threats.

Threats to the integrity of the Coastal Douglas-fir and associated ecosystems (CDFAE) include:

- **Land conversion.** The CDF zone is 80% privately owned, in part due to the historic Esquimalt and Nanaimo (E & N) railway land grant. About 10% is provincially owned and the remaining 10% is owned by other levels of government. Much of the private land has been converted to urban and rural development, transportation and utility corridors, and agricultural use. Forty-nine percent (49%) of the land base in the CDF has been converted to human uses.
- **Ecosystem degradation.** Less than 1% of the CDF zone currently remains as old growth forest (over 250 years in age), and forests over 100 years in age now occupy only 4% of their former extent. Deforestation in a land base that was once predominantly forested has consequences for the small patch ecosystems, specialized habitats and at-risk species that were previously buffered and supported by the ecological processes of the surrounding forests. Remaining forests are predominantly younger, less diverse and bisected by roads. These changes affect hydrological patterns and the ability to filter and store water; destabilizes forest soils and reduces capacity to regenerate soils; alters the resistance to the invasion of alien species; alters prey-predator relationships; alters carbon and nutrient cycles, including the release of carbon to the atmosphere; and removes specialized habitat features for wildlife foraging, shelter and breeding.
- **Loss of natural processes.** Wildfires and deliberate burning by First Nations played an important role in shaping CDF ecosystems. Fires create openings in the canopy, kill off other less fire-resistant species, and help to establish and maintain the large, thick-barked Douglas-fir, Maple and Garry Oaks as the dominant trees in the area. Today and for the past 100 years, forest fires have been suppressed.
- **Species disturbance.** Human influence has artificially changed the balance of species, with resulting impacts on ecosystems. An example is the reduction in cougar and wolf populations, which has led to the hyper-abundance of deer populations and in turn reduction of native plants on which deer like to feed.
- **Invasive species** have increasingly intruded into all ecosystem types, displacing native plants and animals, altering ecosystem function and dynamics, and removing food sources for wildlife.
- **Climate change.** Changing climates are increasingly placing stress on native ecosystems and species through changes in seasonal temperatures, reduced snowpacks, winter rains instead of snowfalls, rain on snow events, and water availability, as well as introducing new pests and diseases.
- **Environmental Contaminants.** Environmental contaminants, including fertilizers, pesticides, household and industrial chemicals, sediment from human land disturbance, and human and animal wastes affects the function of ecosystems in the CDFAE. Some of these contaminants are from point sources, such as industry, but many come from non-point sources such as road infrastructure, housing developments, agriculture, and forestry.

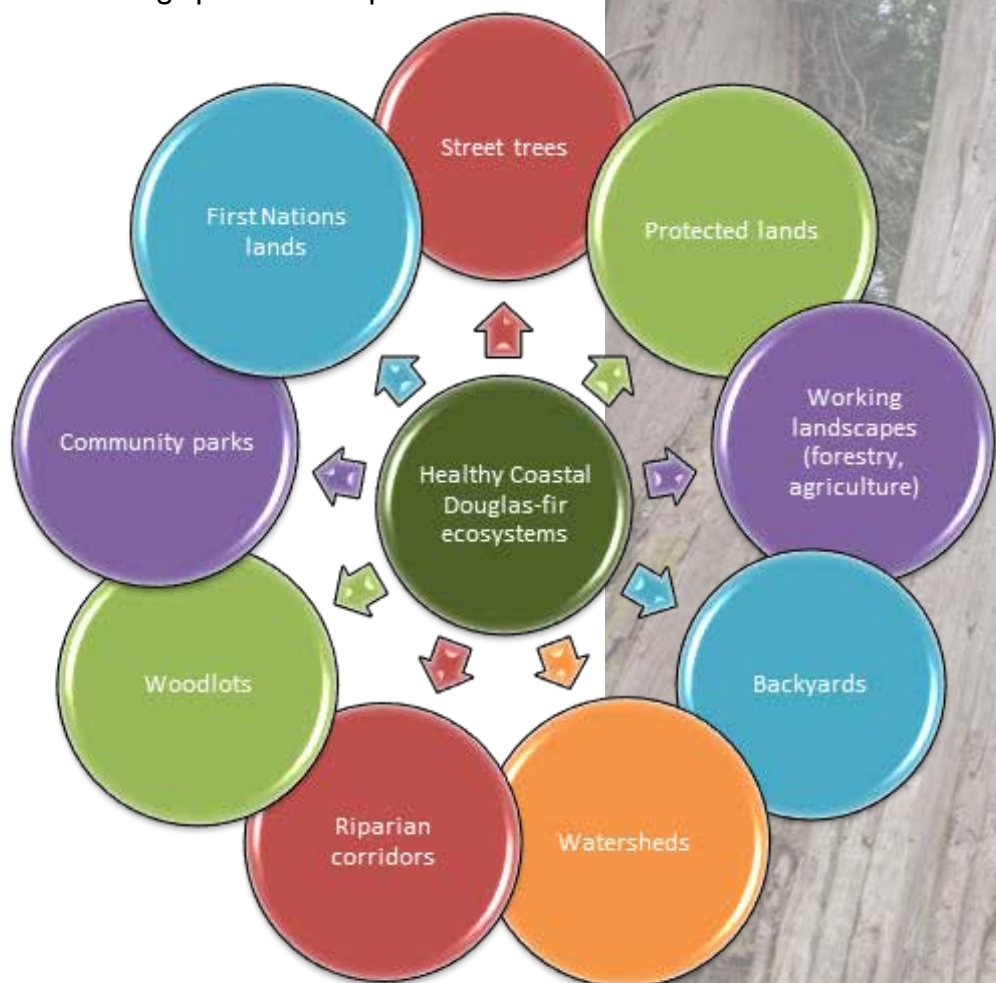


A MOSAIC OF PROTECTION AND STEWARDSHIP

Coastal Douglas-fir and associated ecosystems (CDFAE) are found across the landscape. Large areas are set aside for ecosystem protection, forestry and agriculture, while small patches of natural habitat exist in community parks and backyards. The mosaic of protection and stewardship recognizes that this place is home to a diversity of native plants and animals, as well as home to many people. Some areas will be protected and set aside with a primary purpose of supporting ecological integrity; the primary use of other areas may be for economic, recreational or other uses. Stewardship of the CDFAE lands must balance these sometimes competing, sometimes complementary, roles.

This mosaic includes lands under government and private ownership and management, ranging in size from small to large parcels. Examples include:

- Protected areas (e.g., federal, provincial, regional and municipal parks, wildlife management areas, and non-government organization (NGO) owned nature reserves)
- Private lands managed for ecosystem values, including lands with conservation covenants
- Working landscapes (including forestry and agriculture)
- Connectivity corridors, including riparian areas
- Drinking water watersheds
- Community parks and recreation areas
- First Nations lands
- Private woodlots
- Urban forests
- Private backyards



THE COASTAL DOUGLAS-FIR CONSERVATION PARTNERSHIP AND ITS MISSION

The Coastal Douglas-fir Conservation Partnership (CDFCP) is a collaboration of agencies, organizations and land managers who are interested in promoting and protecting healthy CDFAE into the future. Land trusts, governments (federal, provincial, regional, municipal, and First Nations), environmental stewardship groups, resource industry professionals, private landowners and academic institutions are encouraged to become CDFCP Participants or Supporters.

As set out in its terms of reference, the CDFCP is led by a Steering Committee and supported by a series of Working Groups focused on different aspects of the CDFCP goals. The CDFCP provides a forum for collaboration, communication and action to effectively protect and steward Coastal Douglas-fir and associated ecosystems. Its mission is:

To promote the conservation and stewardship of the Coastal Douglas-fir and associated ecosystems in south-western British Columbia through sound science, shared information, supportive policies, and community education.

VISION FOR COASTAL DOUGLAS-FIR AND ASSOCIATED ECOSYSTEMS

By 2045:

Coastal Douglas-fir and associated ecosystems have ecological integrity and resilience to change. A system of core protected areas are actively managed to provide habitat for native species and places to learn about the importance of healthy ecosystems. Working landscapes are actively managed to enhance their ecosystem values, while also supporting jobs and economic development opportunities. The public and land managers understand that Coastal Douglas-fir and associated ecosystems are special places that merit support and investment.

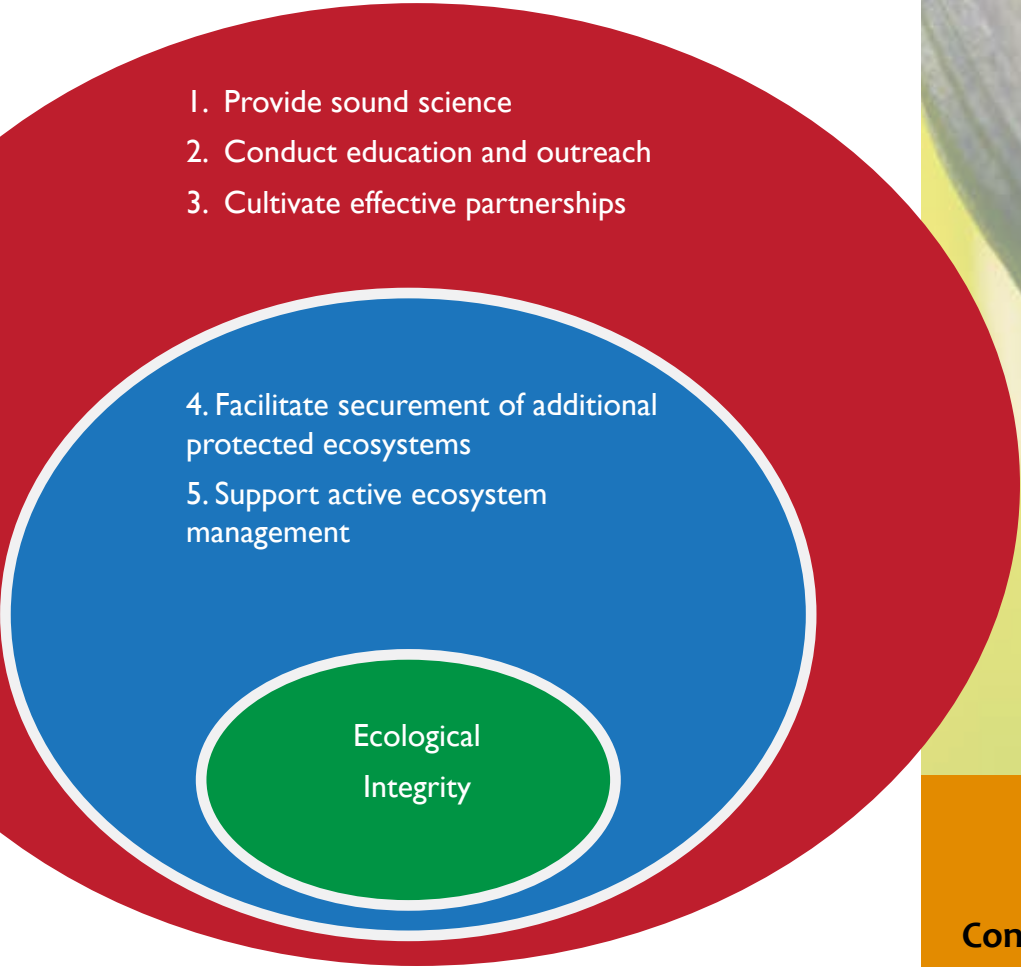


GOALS AND OBJECTIVES FOR THE CDFCP

Goals

The five goals express the ways in which CDFCP is working towards the vision of ecological integrity for Coastal Douglas-fir and associated ecosystems. The first three are core business of the CDFCP, the other two are activities supported by the Partnership.

- 1. Provide sound science***
- 2. Conduct education and outreach***
- 3. Cultivate effective partnerships***
- 4. Facilitate securement of additional protected ecosystems***
- 5. Support active ecosystem management***

- 
1. Provide sound science
 2. Conduct education and outreach
 3. Cultivate effective partnerships

4. Facilitate securement of additional protected ecosystems
5. Support active ecosystem management

Ecological
Integrity

SHORT-TERM OBJECTIVES AND ACTIONS

The goals reflect long-term aims. The objectives are specific outcomes for the next five years (2015-2020); supporting actions to achieve those objectives are also indicated. Objectives and actions are dependent on the availability of resources; the list below reflects the desired list of actions for the coming years, should resources (staff and funds) become available. For a list of objectives and actions which are “core” activities that are part of the ongoing CDFCP effort, please see Appendix A.

Summary of objectives and actions for 2015–2020:

1. Provide sound science to support land securement and stewardship

- 1.1. Provide tools for prioritization of areas for securement and stewardship within the CDF Zone
- 1.2. Assist local governments, conservation groups and First Nations to identify priority areas for securement and stewardship in their jurisdiction
- 1.3. Provide information on emerging CDFAE threats
- 1.4. Report annually on conservation outcomes

2. Conduct education and outreach

- 2.1. Develop and implement a communications and outreach strategy
- 2.2. Share success stories

3. Cultivate effective partnerships

- 3.1. Create and fund a coordinator position
- 3.2. Create and Support Working Groups
- 3.3. Encourage First Nations representation in the Partnership
- 3.4. Support the work of CDFCP Signatories
- 3.5. Collaborate with other groups working on ecosystem conservation

4. Facilitate securement of protected ecosystems

- 4.1. Provide advice on land securement
- 4.2. Identify options and contacts for funding land securement and stewardship
- 4.3. Promote and support land securement partnerships

5. Support active ecosystem management

- 5.1. Work with local governments to develop plans, policies and bylaws and incentives that enhance CDF values
- 5.2. Identify and promote opportunities for CDFAE stewardship
- 5.3. Identify pilot (case study) lands and land managers where focused management activities would benefit CDFAE on working landscapes
- 5.4. Work with the resource, developers and real estate sectors to enhance CDF stewardship



1. PROVIDE SOUND SCIENCE TO SUPPORT LAND SECUREMENT AND STEWARDSHIP

Effective and reliable science, combined with local knowledge, supports decisions that are made using the best available information.

1.1. Provide tools for prioritization of areas for securement and stewardship within the CDF Zone

Actions:

- Working with UBC and other information providers, use the Marxan tool and analysis to develop landscape-level maps that identify potential conservation priorities.
- Refine the landscape-level mapping by improving data collection quality and input tools.
- Use the Marxan tool and other information to identify high-value conservation areas for discussion with partners.
- Use the Marxan tool and other analysis to identify CDFAE values within existing protected areas and determine the amount and spatial distribution of 'additional' protected areas required to create a resilient system.
- Create realistic scenarios for 'core' protection, taking into account spatial distribution and connectivity.
- Use the Marxan tool and other analysis to identify working landscapes and other lands with high CDF values.
- Develop and keep current a list of priority parcels for securement, and develop information on those parcels to support acquisition.
- Develop a methodology for ranking and ground truthing an individual conservation opportunity.

1.2. Assist local governments, conservation groups and First Nations to identify priority areas for securement and stewardship in their jurisdiction

Actions:

- Working with UBC and other groups, use the Marxan tool and other analysis to develop jurisdictional maps throughout the CDF area that identify areas with high conservation values, taking local priorities into account.
- Share existing data and knowledge through information forums and data sharing sites such as iMap, while respecting data privacy as required.
- Develop ways and means to facilitate timely and efficient access to a collective database.
- Engage local groups in the prioritization process so that they understand and support the selection process.
- Encourage jurisdictions to incorporate the results of regional mapping into their plans and policies.



- Provide training on the use and interpretation of the outcomes of this mapping and prioritization.

1.3. Provide information on emerging CDFAE threats

Actions:

- Gather information on the anticipated impacts from climate change, land conversion, invasive species and other emerging threats.
- Provide information on emerging threats to CDFCP partners and others through webinars, presentations and existing online resources.

1.4. Report annually on conservation outcomes

Actions:

- Establish parameters to be tracked (indicators).
- Monitor, evaluate and report annually on progress for these conservation indicators.

2. CONDUCT EDUCATION AND OUTREACH

Increasing public understanding of the importance of healthy Coastal Douglas-fir and associated ecosystems to humans and other species is necessary to create the political and financial support for programs that promote ecological integrity.

2.1. Develop and implement a communications and outreach strategy

Actions:

Through the Outreach and Education Working Group (OEWG):

- Develop a communications and outreach strategy.
 - Identify target audiences (e.g., senior and local governments, First Nations, the resource sector, and private landowners), and learn about their interests, perspectives and information needs.
 - Identify the most effective communications media for each of these audiences (e.g., e-newsletters, in-person meetings, social and regular media).
 - Develop key messages to be conveyed.
 - Identify existing materials (e.g., GOERT manuals, land trust strategies), and identify gaps in readily available information.
 - Identify organizations (partners and others) who can help to raise awareness of CDFAE.
 - Identify regions where there are no local groups to assist; consider options for filling this outreach gap.
- Provide informative educational materials in a variety of formats.
 - Provide links to existing online materials from the CDFCP website (and maintain links to ensure they remain current).
 - Where appropriate information does not already exist, create materials aimed at meeting the needs of specific groups.
 - Create engaging and clear information on CDFAE values for the general public.



- Post new materials on the CDFAE website in “print-ready” format and make them available through CDFCP partners.
- Distribute information widely.
 - Maintain an informative online presence, ensuring that content is updated regularly.
 - Ensure the coordinator role includes regular communications through email, social media and other methods.
 - Encourage CDFCP partners to share CDFCP news via their own websites, social media and other outreach.
- Host webinars, workshops and/or other information exchanges among existing and potential CDFCP partners
 - Identify target audiences and key topics for specific events.
 - Host at least one webinar (or in-person meetings) per year on different aspects of CDFAE protection and stewardship; encourage partners to co-host other events.
 - Consider events, contests and other activities that reach other audiences, such as youth.

2.2. *Share success stories*

Actions:

- Use proactive communications methods (not just website listings) to share success stories, such as:
 - Successful land securement deals, especially those using new and innovative approaches, Target audiences for these include developers/builders, agricultural land owners/managers.
 - Best practices to enhance CDFAE values (and reduce negative impacts), including restoration techniques.

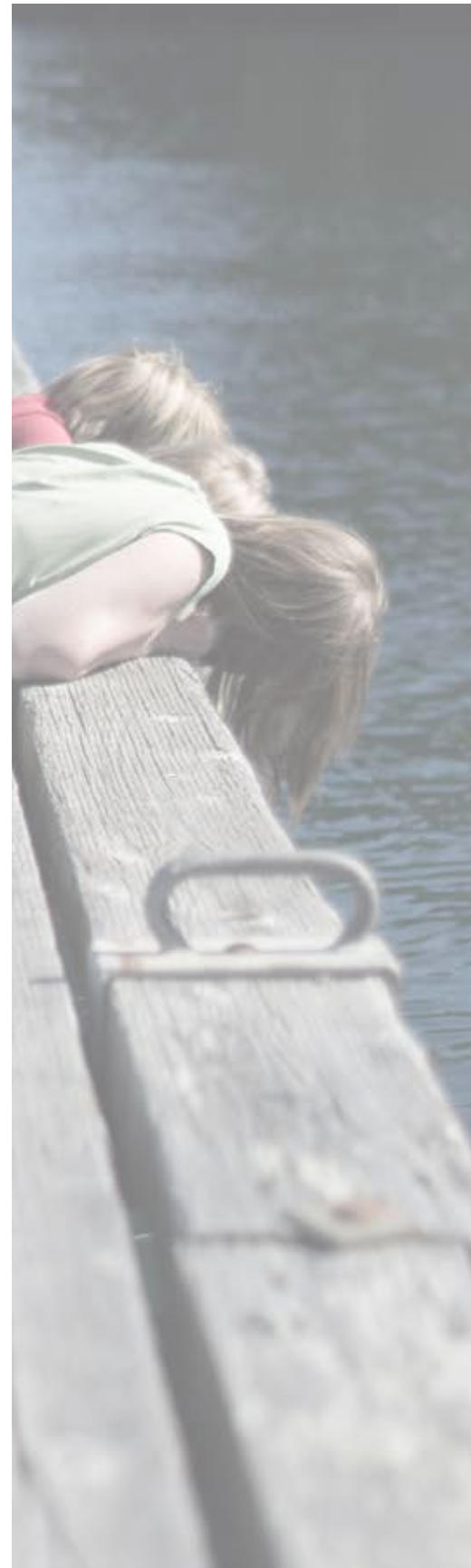
3. CULTIVATE EFFECTIVE PARTNERSHIPS

Create an effective and growing partnership in support of Coastal Douglas-fir and associated ecosystems.

3.1. *Create and fund a coordinator position*

Actions:

- Hire the coordinator. Refine the existing job description, gather funding to support this position for at least the first two years, and advertise for/hire the coordinator.
 - Seek funding for ongoing support for this position.
 - Annually, prepare a budget and workplan that identifies appropriate CDFCP banker(s) and core funding and project funding.
 - Identify potential funders for proposed projects; write grant proposals.
 - Prepare a simple annual update that provides information on achievements, funds expended, in-kind contributions from partners and others, identification of ways members can help, etc.



3.2. Create and Support Working Groups

Actions:

- Confirm Working Group membership, create a Terms of Reference for each group and identify official communications channels
- Where the working group role is filled by a parallel partnership (e.g., the Local Government Species At Risk Local Government Working Group), consider how this will meet the needs of the CDFCP and how best to achieve shared goals.
- Task each Working Group to provide a list of their priorities annually.
- Ensure the membership and efforts of the Working Groups are shared among all partners and supporters.

3.3. Encourage First Nations representation in the Partnership

Actions:

- Invite First Nations to CDFCP webinars and meetings to provide them with an opportunity to learn about the partnership.
- Meet in person with First Nations to:
 - Seek to understand the value of the CDFCP to First Nations
 - Share ideas on benefits of CDFAE conservation and overlap with traditional ecological knowledge, perhaps through joint mapping
 - Invite the inclusion of First Nations knowledge in the post-processing analysis.
- Invite First Nations representation on the Steering Committee.

3.4. Support the work of CDFCP Signatories

Actions:

- Develop an internal communications strategy for regular communications amongst partners.
- Identify the ‘point person(s)’ for information flow (internally and externally).
- Identify specific needs of the partners; help partners to further their CDFAE goals.
- Share the information (spreadsheet) identifying programs and gaps in ecosystem protection.
- Facilitate a peer-to-peer format for exchange of information, capacity building and access to funding.

3.5. Collaborate with other groups working on ecosystem conservation

- Identify potential new partners and encourage their participation in the CDFCP.
- Identify gaps in partner membership (e.g., in geographical regions as well as areas of expertise)
- Share information with similar organizations and partnerships (e.g., South Coast Conservation Partnership) on an ongoing basis.
- Coordinate with region-wide groups (e.g., GOERT) regarding shared interests
- Promote members of CDFCP as mentors for smaller organizations and community groups.
- Contact community organizations working on complementary objectives (e.g., Shawnigan Watershed study and Cedar Watershed Study) and identify opportunities for collaboration.



4. FACILITATE SECUREMENT OF PROTECTED ECOSYSTEMS

Establishing and expanding a system of core protected areas that are specifically managed to protect ecosystem integrity will support the long-term resilience of CDFAE. These protected areas will include publicly-owned lands (e.g., parks and watershed lands), lands owned by conservation organizations, and private lands under conservation covenant or similar legal status.

4.1. Provide advice on land securement

Actions:

Through the Securement Working Group:

- Gather information on the options for land securement including conservation covenants, land donations, eco-gifts, land acquisition, Crown Land securement, leveraging land acquisition, land trades, and other voluntary conservation options.
- Provide advice as needed to support the efforts of government agencies and land trusts to plan for securement and to secure specific CDFAE lands for conservation.
- Provide letters of support for securement efforts that support the ecological integrity of CDFAE.

4.2. Identify options and contacts for funding land securement and stewardship

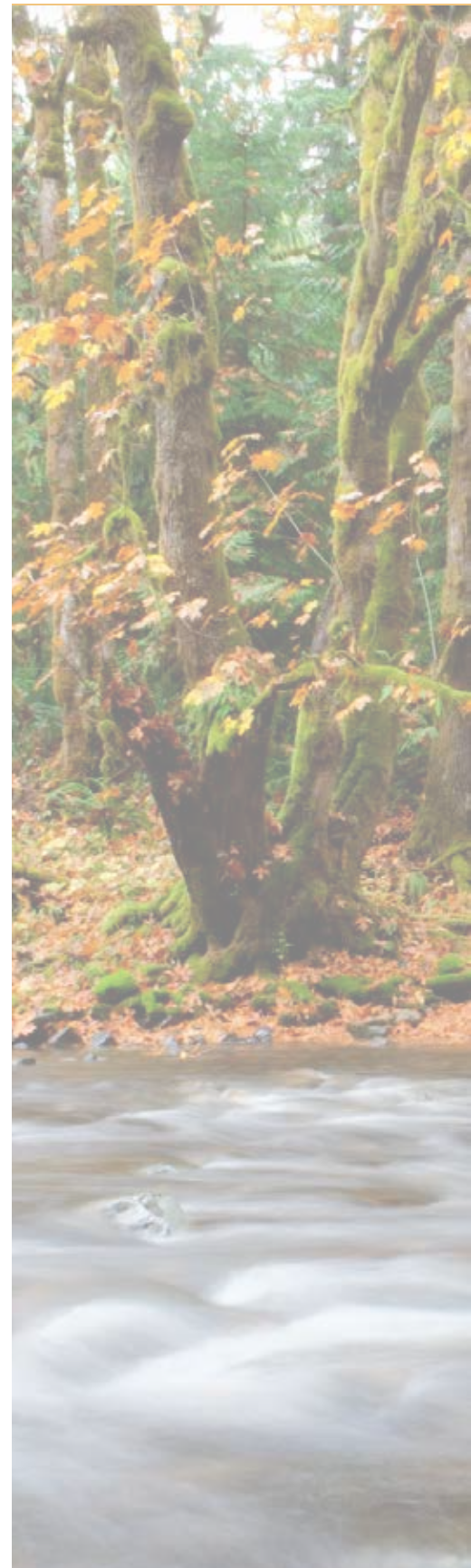
Actions:

- Identify and provide information on financial and other incentives for CDFAE securement and stewardship, e.g., potential carbon offset benefits.
- Provide examples of creative approaches to land securement, such as leveraging, land trades, or acquiring lands for trade.
- Identify contacts for fundraising (funders, fundraising expertise).
- Work with Provincial and regional organizations (e.g., the Land Trust Alliance of BC) to strategically promote funding for land conservation with government, funding agencies, financial advisors, and estate planners.
- Help to develop and advocate for new innovative funding opportunities, as well as encouraging increased funding levels for existing programs.

4.3. Promote and support land securement partnerships

Actions:

- Create venues for conversation about land securement options.
- Clarify roles various partners can play.
- Provide skills mapping for securement partners.
- Look at multi-purpose acquisitions that broaden the scope of conservation constituents, such as farming-conservation, mining-conservation and/or development-conservation.



5. SUPPORT ACTIVE ECOSYSTEM MANAGEMENT

Without active management (stewardship), even protected areas may lose ecosystem integrity. By 2045, it is hoped that protection and stewardship of CDFAE will be an integral component of the plans, policies and management activities of all governmental, private and non-governmental land managers.

5.1. Work with local governments to develop plans, policies and bylaws and incentives that enhance CDF values

Actions:

Through the Local Government Working Group:

- Find examples of practices (e.g., policies, incentives) from B.C. and elsewhere that could be used to enhance CDFAE values; share these with local governments.
- Develop and promote model policies and bylaws.

5.2. Identify and promote opportunities for CDFAE stewardship

Actions:

- Identify incentives (financial and other) for CDFAE stewardship on working landscapes.
- Meet with representatives from the forestry, agriculture and mining sectors to discuss benefits and barriers to CDFAE stewardship.
- Facilitate a peer-to-peer format for exchange of information and capacity building.
- Create a recognition strategy to appreciate good stewardship.

5.3. Identify pilot (case study) lands and land managers where focused management activities would benefit CDFAE on working landscapes

Actions:

- Collaborate with land managers to identify priority lands for active management. – e.g., agriculture, forestry, real estate.
- Initiate pilot projects for stewardship projects that benefit land managers and enhance CDFAE values on working lands.
- Share the lessons from these pilot projects with the CDFCP and others.

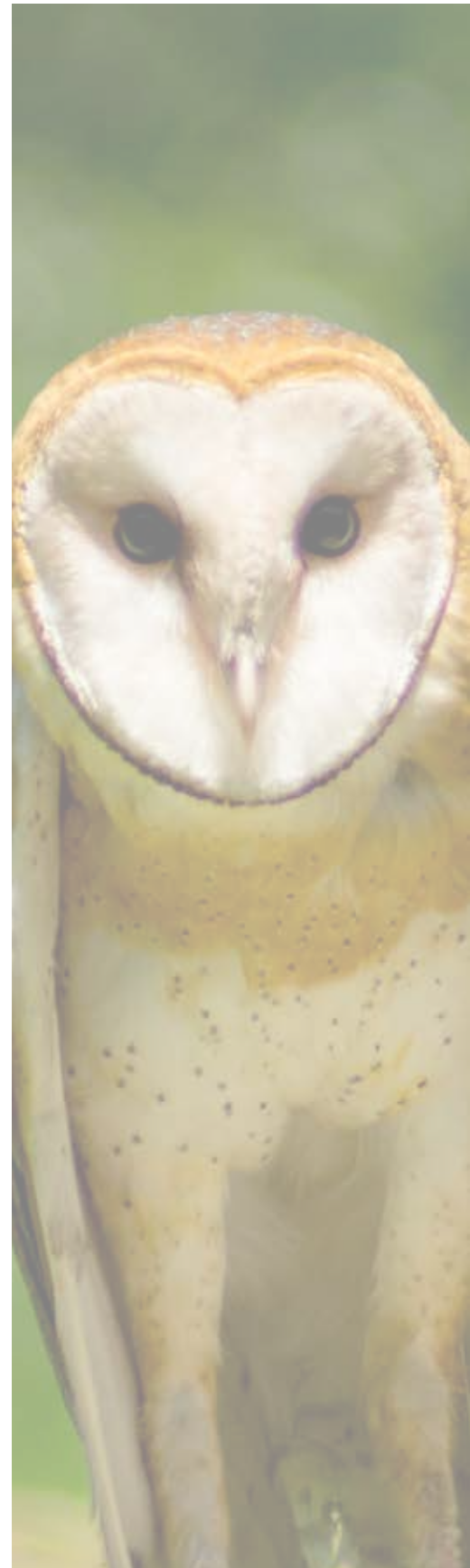


5.4. Work with the resource, developers and real estate sectors to enhance CDF stewardship

Actions:

Through the Resource Sector Working Group, work with the resource sector (including forestry companies, woodlot owners, farmers and mining operators, and real estate sector) to:

- Identify aspects of CDFAE stewardship that enhance operations on working landscapes, and aspects that may create challenges.
- Increase awareness of the impacts of resource extraction activities on CDFAE.
- Explore and promote economic opportunities that are consistent with the CDFAE conservation objectives.
- Seek ways to increase the compatibility of resource activity outcomes with CDFAE conservation objectives.
- Work with the resource sector to integrate CDF values into strategic and operational plans.



APPENDIX A: CORE PRIORITIES

These activities form part of the CDFCP core work, and can be completed through the Steering Committee members and other partners.

1. Provide sound science to support land securement and stewardship

Effective and reliable science, combined with local knowledge, supports decisions that are made using the best available information.

1.1. Provide tools for prioritization of areas for securement and stewardship within the CDF Zone

- Working with UBC and other information providers, use the Marxan tool and analysis to develop landscape-level maps that identify potential conservation priorities.
- Use the Marxan tool and other information to identify high-value conservation areas for discussion with partners.
- Use the Marxan tool and other analysis to identify working landscapes and other lands with high CDF values.
- Develop a methodology for ranking an individual conservation opportunity.

1.2. Assist local governments, conservation groups and First Nations to identify priority areas for securement and stewardship in their jurisdiction

- Requires additional resources to complete, and is dependent on funding availability.

1.3. Provide information on emerging CDFAE threats

- Requires additional resources to complete, and is dependent on funding availability.

1.4. Report annually on conservation outcomes

- Requires additional resources to complete, and is dependent on funding availability.

2. Conduct education and outreach

Increasing public understanding of the importance of healthy Coastal Douglas-fir and associated ecosystems to humans and other species is necessary to create the political and financial support for programs that promote ecological integrity.

2.1. Develop and implement a communications and outreach strategy

- Requires additional resources to complete, and is dependent on funding availability.

2.2. Share success stories

- Requires additional resources to complete, and is dependent on funding availability.

3. Cultivate effective partnerships

3.1. Create and fund a coordinator position

- Hire the coordinator. Refine the existing job description, gather funding to support this position for at least the first two years, and advertise for/hire the coordinator.
- Seek funding for ongoing support for this position.
- Prepare a simple annual update that provides information on achievements, funds expended, in-kind contributions from partners and others, identification of ways members can help, etc.



- Other actions require additional resources to complete, and is dependent on funding availability.

3.2. Create and Support Working Groups

- Requires additional resources to complete, and is dependent on funding availability.

3.3. Encourage First Nations representation in the Partnership

- Invite First Nations representation on the Steering Committee.
- Other actions require additional resources to complete, and is dependent on funding availability.

3.4. Support the work of CDFCP Signatories

- Identify the ‘point person(s)’ for information flow (internally and externally).
- Share the information (spreadsheet) identifying programs and gaps in ecosystem protection.
- Other actions require additional resources to complete, and is dependent on funding availability.

3.5. Collaborate with other groups working on ecosystem conservation

- Identify potential new partners and encourage their participation in the CDFCP.
- Identify gaps in partner membership (e.g., in geographical regions as well as areas of expertise)
- Share information with similar organizations and partnerships (e.g., South Coast Conservation Partnership) on an ongoing basis.
- Other actions require additional resources to complete, and is dependent on funding availability.

4. *Facilitate securement of protected ecosystems*

Establishing and expanding a system of core protected areas that are specifically managed to protect ecosystem integrity will support the long-term resilience of CDFAE. These protected areas will include publicly-owned lands (e.g., parks and watershed lands), lands owned by conservation organizations, and private lands under conservation covenant or similar legal status.

4.1. Provide advice on land securement

Through the Securement Working Group:

- Provide advice as needed to support the efforts of government agencies and land trusts to plan for securement and to secure specific CDFAE lands for conservation.
- Provide letters of support for securement efforts that support the ecological integrity of CDFAE.



4.2. Identify options and contacts for funding land securement and stewardship

- Work with Provincial and regional organizations (e.g., the Land Trust Alliance of BC) to strategically promote funding for land conservation with government, funding agencies, financial advisors, and estate planners.
- Other actions require additional resources to complete, and is dependent on funding availability.

5. *Support active ecosystem management*

Without active management (stewardship), even protected areas may lose ecosystem integrity. By 2045, it is hoped that protection and stewardship of CDFAE will be an integral component of the plans, policies and management activities of all governmental, private and non-governmental land managers.

5.1. Work with local governments to develop plans, policies and bylaws and incentives that enhance CDF values

Through the Local Government Working Group:

- Find examples of practices (e.g., policies, incentives) from B.C. and elsewhere that could be used to enhance CDFAE values; share these with local governments.
- Other actions require additional resources to complete, and is dependent on funding availability.

5.2. Identify and promote opportunities for CDFAE stewardship

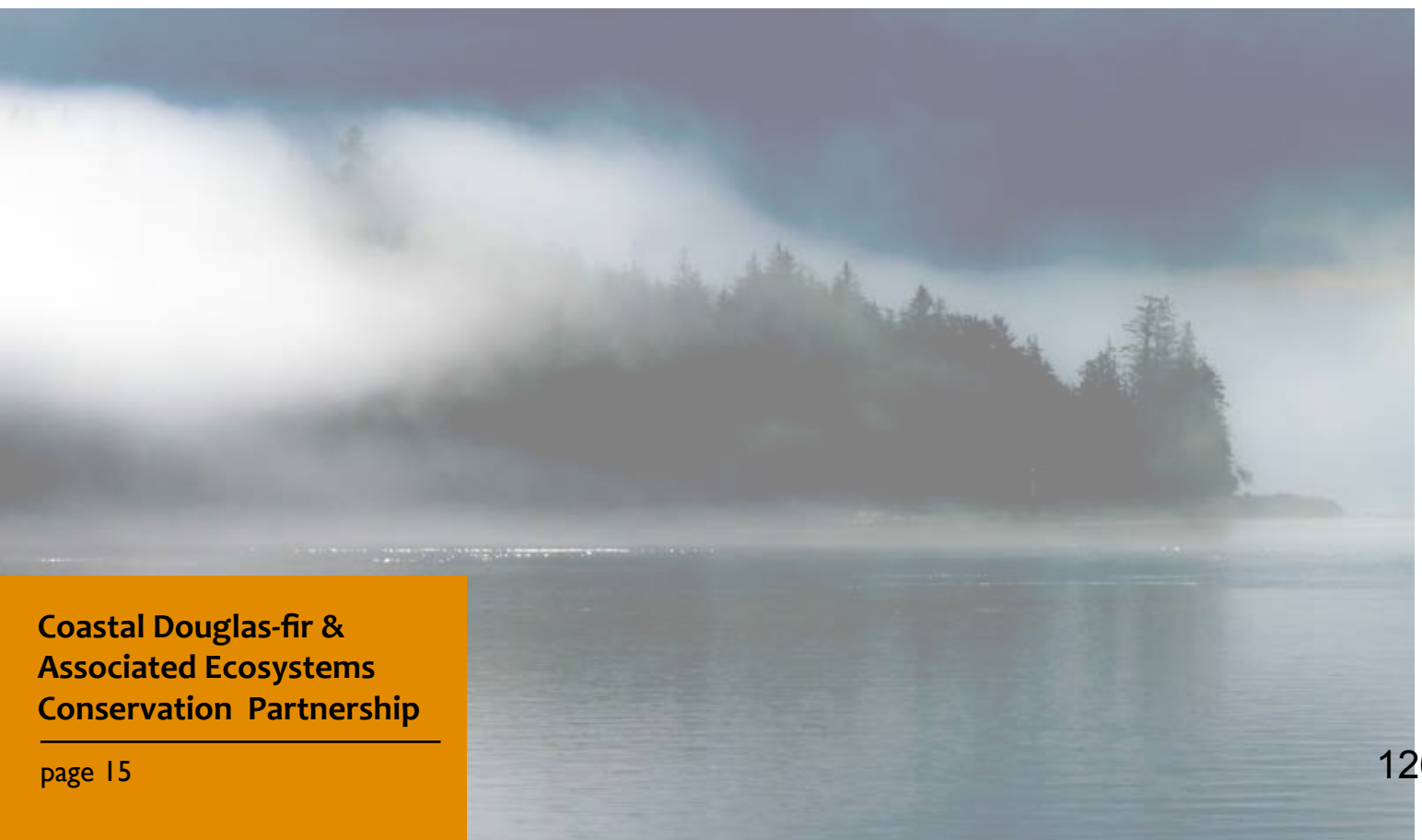
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5.3. Identify pilot (case study) lands and land managers where focused management activities would benefit CDFAE on working landscapes

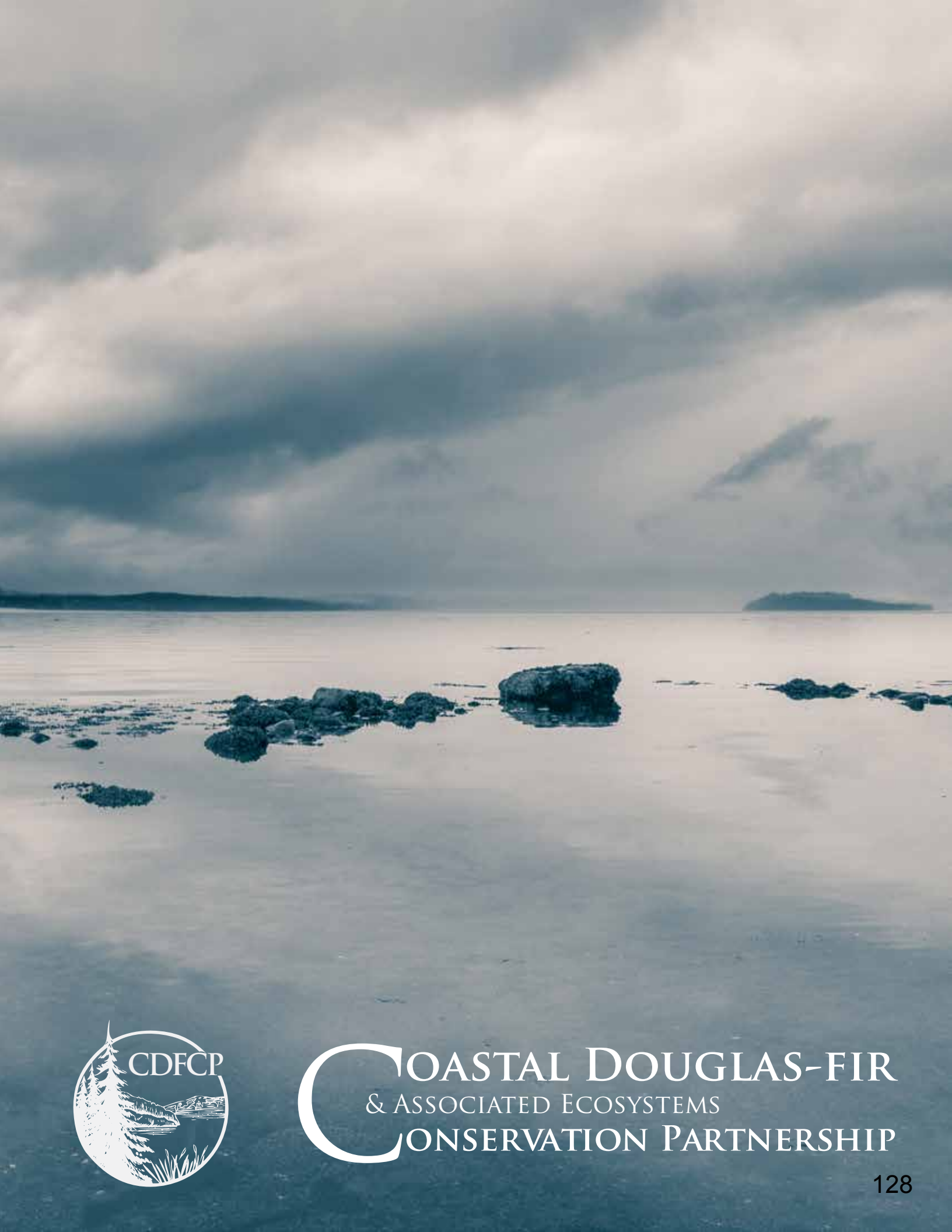
- Requires additional resources to complete, and is dependent on funding availability.

5.4. Work with the resource, developers and real estate sectors to enhance CDF stewardship

- Requires additional resources to complete, and is dependent on funding availability.







COASTAL DOUGLAS-FIR
& ASSOCIATED ECOSYSTEMS
CONSERVATION PARTNERSHIP



Memorandum

200 - 1627 Fort Street Victoria BC V8R 1H8

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Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC **1.800.663.7867**

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

DATE: November 9, 2015

TO: Mayne Island Local Trust Committee

FROM: Lori Foster
Planning Team Assistant

RE: Proposed Mayne Island LTC 2016 Meeting Schedule

Attached with this memo is the proposed Southern Gulf Islands / Mayne Island Local Trust Committee 2016 Meeting Schedule.

It is proposed that LTC meet on the preferred last Monday of the month with the following exceptions (*) at 1:00 p.m. at the Mayne Island Agricultural Hall, upon availability, on the following dates: January 25, February 22*, March 21*, April 25, May 30, June 27, July 25, September 12*, October 17, and November 28.

The following exceptions are noted to the preferred last Monday of the month:

- February 22 – Trust Programs Committee (TPC) last Monday, Trustee Crumblehulme member
- March 21 – Easter is March 25 – 28
- September 12 - Union of BC Municipalities (UBCM) September 26 – 30

If the LTC is in agreement with this proposed schedule the LTC may adopt the following resolution:

“THAT the Mayne Island Local Trust Committee adopts the 2016 meeting schedule as presented.”

If the LTC requests revisions to the schedule, then the LTC may adopt the amended schedule at the next meeting or by RWM.

pc Robert Kojima

Southern Planning Team DRAFT LTC Regular Meeting Schedule 2016

CHAIR	LB	GG	GG	GG	PL	
Date	Galiano (GL)	Mayne (MA)	North Pender (NP)	Saturna (SA)	South Pender (SP)	Conflict
January	-	25	28	21	-	1, 13, 19, 20, 27
February	1	22*	25	18	16*	3-5, 8, 10, 16, 17, 24, 29
March	7	21*	31++	12 ++	-	2, 9, 16, 14-25, 28, 30
April	4	25	28	21	12	6, 8 – 10, 13, 20, 27
May	2	30	26	21++	-	4, 11, 16, 18, 19, 23, 25, 31
June	6	27	30++	18++	7*	1, 8, 14-16, 21-23, 29
July	4	25	28	21	-	1, 6, 13, 20, 27
August	29*	-	-	-	-	1,3, 10, 17, 22, 24, 25, 31
September	-	12*	22*	8	6*	5, 13-15, 26-30
October	3	17	27	20	-	5, 10, 12, 19, 26,
November	7	28	24	18*	8	2, 9, 11, 16, 23, 30
December	5	-	-	-	-	6-8, 14, 21, 26, 27
Frequency:	Monthly (10 per year)	Monthly (10 per year)	Monthly (10 per year)	Monthly (10 per year)	Bi-monthly (5 per year)	
Designated day:	1st Monday	Last Monday	Last Thursday ++Evening Meetings	3 rd Thursday and 3 ++Saturday Meetings	2nd Tuesday	
Start Time:	12:30 pm	1:00 pm	9:45 am	12:30 pm	10:00 am	
Location:	South Hall	Ag Hall	Community Hall	Alternates	Fire Hall	
Total Meetings	10	10	10	10	5	

Rationale for 2016 Draft Schedule

Feb 16 for SP because Feb 9 EC media training scheduled
 Feb 22 instead of Feb 29 for MA because Brian Crumblehulme on TCP
 March 21 instead of March 28 for MA because Stat holiday Easter Monday
 June 7 on SP because Trust Council (TC) is scheduled
 August 29 for GL to fit time between September TC and UBCM
 Sept 6 on SP for TC
 Sept 12 on MA for TC
 Sept 22 for NP because TC is scheduled third Thursday
 October 18 for NP due to September changes and follow through
 Nov 18 for SA because LPC is third Thursday

Key Dates

Stat Holidays	Jan. 1; Feb.8; Mar.25,28; May 23; July 1; Aug.1; Sept.5; Oct.10; Nov.11; Dec.26
LGLA	Feb.3-5
SD (46,68,71,79) Spring Break	Mar.14-29
Trust Council	March 22-24
AVICC	April 8-10
PIBC	May 10-13
Trust Council	June 14-16
LGMA Conference	June 21-23
Trust Council	Sept. 13-15
UBCM	Sept. 26-30
Trust Council	Dec. 6-8

Trustee Conflicts

Busheikin	EC, LPC, FPC, June 23-July 2; Aug.28-Sept.3
Luckham	EC, FPC, TPC, LPC
Crumblehulme	TPC
Brent	FPC, LPC
Masselink	FPC, TPC
Grams	EC, TPC
Harris	FPC
Middleton	LPC
Pottle	LPC
Scholefield	LPC
McConchie	TPC

* [use asterisk to note where a meeting has been rescheduled because of a conflict].

Regular Meeting Scheduling Criteria:

1. Start with *designated day*. Proposals to alter *designated day* should:
 - a. Consider trustee, planner and minute-taker scheduling conflicts
 - b. Avoid Wednesdays (conflicts with staff and EC meeting days)
 - c. Avoid overlapping meetings or agenda deadlines
2. Start times are based on ferry schedules
3. Locations can be altered for specific meetings in the LTC meeting notice based on space availability or preferences to use alternating locations
4. Adjust by a week for statutory holidays (whichever way would result in longest time between meetings)
5. No meetings should be scheduled in first two to three weeks of January (Christmas office closure and cancellations due to weather and power outages)
6. No meetings should be scheduled in August (staff and trustee vacations) (adjust SP and SA meetings to minimize length of time between meetings)
7. No meetings should be scheduled after second week of December (weather, power outages, and Christmas office closure)
8. Adjust meetings to avoid UBCM (3rd week of September – check to confirm), AVICC and LGLA training
9. Adjust meetings to avoid conflicts with Trust Council, EC meetings, Council committee meetings, TFB meetings, and Ballenas-Winchelsea LTC meetings (EC as LTC)
10. Review other team LTC meetings and consider rescheduling where would be a Chair conflict (or arrange for alternate Chair if available)
11. Consider adjusting for Chair preferences (e.g. to schedule or avoid back-to-back meetings)
12. Where LTCs or Planners require additional meetings these should be scheduled based as special meetings (i.e. for projects based on an adopted project charter, public hearings and community information meetings, or due to application load or timing).

From: Mike Richards <mrichards@islandstrust.bc.ca>
Date: November 10, 2015 at 3:50:38 PM PST
To: Trustees <Trustees@islandstrust.bc.ca>
Cc: Planners <Planners@islandstrust.bc.ca>
Subject: Support for policies on community energy sustainability

The [Community Energy Association](#) (CEA) has received some funding to support communities interested in developing policies that will encourage greater energy sustainability on the community side. This support is only available between now and the end of March.

Policies the Community Energy Association could help with in approximate order of impact with the most impactful at the top:

- Home energy labelling of existing homes – mandatory, then voluntary (mandatory may be hard to do, depending...)
- Density Bonus Bylaw - for energy efficiency (single family homes or higher density)
- Tax Exemption Bylaw - for energy efficient buildings
- Rezoning Policy - to Guide Staff/Council Decisions (promoting energy efficient buildings)
- Development Cost Charge - reductions for developments with energy efficient buildings above building code, or to encourage infill development
- Development Permit Area - to encourage reduced energy consumption, and/or onsite renewable energy
- Fee Rebates - for building / development permits for energy efficient building standards above building code
- Zoning Bylaw - review to remove barriers and identify opportunities to improve energy efficiency in buildings
- Sustainability checklist (unless combined with something like a fee rebate, DCC reduction, or local government incentive)
- Solar Panel Permit Cost Reductions (local government permits – these can be surprisingly high)

If any LTC is considering any of these projects please let me know and I can connect with CEA to see what sort of support they can provide. Thanks to Kim Farris for passing this on.

Kind regards
Mike

Mike Richards, BSc, Dip Ed, CNPDF
Grants Program Manager
Islands Trust
700 North Road, Gabriola Island, BC V0R 1X3
Phone 250-247-2063
Enquiry BC Toll-free call 1-800-663-7867
or from the lower mainland 604-660-2421

Websites: www.islandstrust.bc.ca | www.islandstrustfund.bc.ca
Preserving Island communities, culture and environment since 1974