



Mayne Island Local Trust Committee

Regular Meeting Agenda

Date: May 15, 2017
Time: 1:00 pm
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

	Pages
1. CALL TO ORDER	1:00 PM - 1:20 PM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	
4. COMMUNITY INFORMATION MEETING	
none	
5. PUBLIC HEARING	
none	
6. MINUTES	
6.1 Local Trust Committee Minutes Dated April 24, 2017 (for Adoption)	3 - 7
6.2 Section 26 Resolutions-without-meeting Report	
none	
6.3 Advisory Planning Commission Minutes	
none	
7. BUSINESS ARISING FROM THE MINUTES	1:20 PM - 1:30 PM
7.1 Follow-up Action List Dated May 2017	8 - 9
8. DELEGATIONS	
none	
9. CORRESPONDENCE	
<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>	
none	

10.	APPLICATIONS AND REFERRALS	1:30 PM - 2:00 PM	
10.1	North Pender Island Local Trust Committee Bylaw No. 213 Referral (for response)		10 - 12
10.2	MA-DVP-2017.1 (Adams) - Staff Report		13 - 19
11.	LOCAL TRUST COMMITTEE PROJECTS		
11.1	Covenant Removal Request (Arbutus Bay Estates) - Staff Report		20 - 22
12.	REPORTS	2:00 PM - 2:30 PM	
12.1	Work Program Reports (attached)		
12.1.1	<u>Top Priorities Report Dated May 2017</u>		23 - 23
12.1.2	<u>Projects List Report Dated May 2017</u>		24 - 24
12.2	Applications Report Dated May 2017 (attached)		25 - 26
12.3	Trustee and Local Expense Report Dated March 2017		27 - 27
12.4	Adopted Policies and Standing Resolutions (attached)		28 - 29
12.5	Local Trust Committee Webpage		
12.6	Chair's Report		
12.7	Trustee Report		
12.8	Trust Fund Board Report		
	none		
13.	NEW BUSINESS	2:30 PM - 3:00 PM	
13.1	First Nations Presentation by Fiona MacRaidl - Staff Report		30 - 35
13.2	Freedom Cell Tower Proposal		36 - 73
14.	UPCOMING MEETINGS		
14.1	Next Regular Meeting Scheduled for June 26, 2017, at the Agricultural Hall, Mayne Island		
15.	TOWN HALL		
16.	CLOSED MEETING		
	none		
17.	ADJOURNMENT	3:00 PM - 3:00 PM	

DRAFT



Mayne Island Local Trust Committee Minutes of Regular Meeting

Date: April 24, 2017
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

Members Present ___ George Grams, Chair
 ___ Jeanine Dodds, Local Trustee
 ___ Brian Crumblehulme, Local Trustee: absent with regrets

Staff Present ___ Gary Richardson, Island Planner
 ___ Miles Drew, Bylaw Enforcement Manager
 ___ Pat Todd, Recorder

1. **CALL TO ORDER**

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

2. **APPROVAL OF AGENDA**

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 March 27, 2017 (for Adoption)**

By general consent the Local Trust Committee meeting minutes of March 27, 2017 were adopted.

6.2 Section 26 Resolutions-without-Meeting Report

None.

6.3 Advisory Planning Commission Minutes Dated September 12, 2016 & March 13, 2017 (for Receipt)

Received for information.

7. BUSINESS ARISING FROM THE MINUTES

7.1 Follow-up Action List Dated April 2017

Planner provided update.

8. DELEGATIONS

None.

9. CORRESPONDENCE

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

None.

10. APPLICATIONS AND REFERRALS

10.1 MA-DVP-2017.1 (Adams/Campbell) - Staff Report

Planner Richardson reviewed the application and staff report. The request is to vary the square footage of a secondary suite from permitted 629 sq. ft. to 929 sq. ft. To date, one neighbour has responded against application.

Trustee Dodds, while in support of location and rental provision, raised concerns as to precedent of enlarging secondary space and recommended that application be referred to APC.

MA-2017-014

It was Moved and Seconded

That MA-DVP-2017.1 (Adams/Campbell, 526 Minty Drive) be referred to the Advisory Planning Commission for consideration.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

None.

12. REPORTS

12.1 Work Program Reports (attached)

12.1.1 Top Priorities Report Dated April 2017

Received for information.

12.1.2 Projects List Report Dated April 2017

Received for information.

12.2 Applications Report Dated April 2017(attached)

Staff reviewed the applications: MA-DVP-2017.1 for variance as discussed above; MA-DVP-2017.2 for variance as house is 2 in. too close to property line and MA-TUP-2917.1 for Campbell Bay Music Festival.

The music festival will have occurred before the consideration of issuance of a TUP. Advertising will occur in June and July. TUP issuance will take into consideration impact on island community/amenities.

12.3 Trustee and Local Expense Report Dated February 2017 (attached)

Received for information.

12.4 Adopted Policies and Standing Resolutions (attached)

Received for information.

12.5 Local Trust Committee Webpage

Will be updated after meeting.

12.6 Chair's Report

Chair Grams, together with Executive Committee, met with Malahat Nation representatives regarding the proposed LNG plant, as Trust Council has been asked to respond to proposal. There is no unanimous support of the project. Trust Council will await the Malahat Nation response. There was a meeting at Nanoose Bay as well. Ministry is funding debates on SSI referendum and the first one is scheduled for August 30, 2017 with George Abbott to moderate. On April 25 Chair Grams stated he will be bringing 4 travel writers to the island as part of the Experience the Gulf Islands. These writers have an expansive readership and articles could significantly impact tourism.

12.7 Trustee Report

Trustee Dodds reported on attending activities of Active Pass Festival that was held over the past weekend. This is the 3rd year for the Festival and Saturna participated for the first time. Trustee Dodds informed the LTC that the Agricultural Society has received a \$25,000 grant from Canada 150. Funds will be used to scan glass plate photographs of John Aitken (islander, circa 1880) to preserve these historical items. Photos will be archived at the Museum.

12.8 Trust Fund Board Report - April 2017

Received for information.

13. NEW BUSINESS

13.1 Bylaw Enforcement Policy (unlawful dwelling) - Staff Report

Bylaw Enforcement Manager Miles Drew reviewed the staff report. To date this has not been an issue for Mayne Island. Complaints must be in writing from either an individual or a permitting agency, e.g. CRD. Unlawful housing could impact on safety and density.

Trustee Dodds acknowledges the rental shortage on the island and would like to be proactive in the development of a policy to establish specific criteria for complaints. It was then suggested the item be deferred until Trustee Crumblehulme is in attendance.

Staff clarified that a sleeping cabin is an accessory building and that there have been occasions when CRD and Bylaw Enforcement have had conflicts.

Planner Richardson will put this item on agenda for May LTC.

Bylaw Manager Drew spoke to the recommendation of the APC regarding STVRs.

MA-2017-015

It was Moved and Seconded

That the Mayne Island Local Trust Committee refer the recommendation of the Mayne Island Advisory Planning Commission to Bylaw Enforcement.

CARRIED

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for May 15, 2017, at the Agricultural Hall, Mayne Island

15. TOWN HALL

Chris Roehrig spoke to the APC consideration of STVRs. It was difficult for members to review the issue when unaware of the number of unlawful STVR units.

Staff stated that it is difficult to enforce policies as some operators remove advertising when notified by Bylaw Enforcement; however, some sites have been “grabbed” by other sites and operators have no control of the secondary site. Enforcement on Mayne Island has been fairly effective and the use of a TUP is a good option as it details a standard of operation.

Paula Buccholz queried the IT advertising/notification policies for owners who live off-island. Staff reported responding to her concerns.

It was restated by staff and the Chair that Islands Trust advertising policies are specified in the Local Government Act. The most efficient way to stay up to date regarding IT is to receive the IT email notifications.

It was noted that, while staff is trying to work with Ministry of Transportation regarding RAR and Montrose drainage issue, it is unlikely anything will happen until after Election in May.

16. CLOSED MEETING

None.

17. ADJOURNMENT

By general consent the meeting was adjourned at 1:50 pm.

George Grams, Chair

Certified Correct:

Pat Todd, Recorder

Follow Up Action Report

Mayne Island

30-Jan-2017

Activity	Responsibility	Target Date	Status
Fiona MacRaild to prepare report on recommended next steps on possible First Nations projects. To be prepared for May 15, 2017 LTC Mtg.	Gary Richardson	10-May-2017	Done

27-Mar-2017

Activity	Responsibility	Target Date	Status
Riparian Area Implementation - Staff directed to prepare a draft bylaw to implement an RAR DPA for Deacon Creek and Horton Creek.	Gary Richardson		On Going
RAR - staff to work with LTC and Islands Trust Mapping Dept. to ensure names on streams are accurate.	Gary Richardson		On Going

24-Apr-2017

Activity	Responsibility	Target Date	Status
LTC Minutes of March 27, 2017 adopted as drafted.	Sharon Lloyd-deRosario		On Going
MA-DVP-2017.1 (Adams/Campbell) - 1) to be forwarded to the APC for Review and Comment 2) amend address in staff report 3) place on May 15, 2017 LTC agenda for LTCs consideration	Sharon Lloyd-deRosario		Done
Bylaw Enforcement Policy - unlawful dwelling Place on May 15, 2017 LTC agenda for consideration	Miles Drew		On Going

Follow Up Action Report

APC Recommendation March 13, 2017 - STVR Enforcement Policy
Enforcement Manager will prepare report on APC recommended
wording change to policy at May 15, 2017

Miles Drew

On Going



Islands Trust

BYLAW REFERRAL FORM

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

Island: North Pender Island Local Trust Area **Bylaw No.:** 213 **Date:** May 3, 2017

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

APPLICANTS NAME / ADDRESS:

Pender Island Parks and Recreation Commission

PURPOSE OF BYLAW:

For the **Community Park 1 (CP1)** and **Community Park 2 (CP2)** Zones, the addition of:

- **'picnic shelters'** as an allowable use;
- **Setbacks** for buildings and structures; and
- **Height** restrictions for buildings and structures.

GENERAL LOCATION:

North Pender Island Local Trust Area

LEGAL DESCRIPTION:

Various

SIZE OF PROPERTY AFFECTED:

n/a

ALR STATUS:

n/a

OFFICIAL COMMUNITY PLAN DESIGNATION:

P – Community Park

OTHER INFORMATION:

Additional information, including the current bylaws, is available at: www.islandstrust.bc.ca

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

Name:

(Signature)

Phil Testemale

Title:
Contact Info

A/Planner 2
Tel: 250-405-5170
Email: ptestemale@islandstrust.bc.ca

PLEASE TURN OVER

This referral has been sent to the following agencies:

Federal Agencies

Parks Canada

Provincial Agencies

Ministry of Community, Sport and Cultural Development

Environment – BC Parks

Ministry of Transportation & Infrastructure

Regional Agencies

Capital Regional District – Electoral Area Director

Capital Regional District – Building Inspection

Capital Regional District – Regional Parks and Community Services

North Pender Island Fire Rescue

Island Health

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee

Mayne Island Local Trust Committee

Saturna Island Local Trust Committee

South Pender Island Local Trust Committee

Salt Spring Island Local Trust Committee

BYLAW REFERRAL FORM RESPONSE SUMMARY

☐

Approval Recommended for Reasons Outlined Below

☐

Approval Recommended Subject to Conditions Outlined Below

☐

Interests Unaffected by Bylaw

☐

Approval Not Recommended Due to Reason Outlined Below

North Pender Island Local Trust Area

(Island)

213

(Bylaw Numbers)

(Signature)

(Name and Title)

(Date)

(Agency)



File No.: MA-DVP-2017.1 (Adams)

DATE OF MEETING: April 12, 2017
TO: Mayne Island Local Trust Committee
FROM: Gary Richardson, Island Planner
Victoria Office
SUBJECT: Development Variance Permit Application
Applicant: Caralyn Campbell
Location: 619 Edith Point Road

RECOMMENDATION

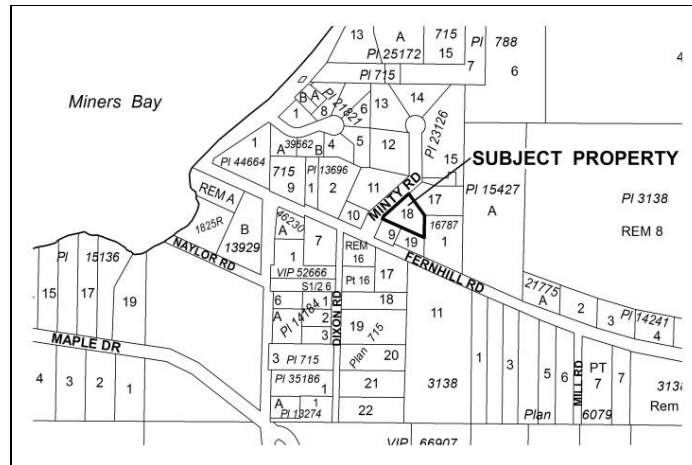
1. That the Mayne Island Local Trust Committee approve issuance of Development Variance Permit MA-DVP-2017.1 (Adams).

REPORT SUMMARY

The purpose of this report is to consider the issuance of a Development Variance Permit (DVP).

In summary, the above recommendation for the issuance of an amended DVP is supported for the following reasons:

- The secondary suite is providing accommodation in an area close to the amenities of Miners Bay.
- The suite increases housing stock in Miners Bay without increasing the footprint of the existing dwelling.
- Provides much needed rental accommodation which is in short supply on Mayne Island.
- The requested variance is relatively minor.
- As of the writing of this report no concerns have been received as a result of the variance notification.



BACKGROUND

The proposal is to increase the floor area permitted for a secondary suite from 60 m² to 86.32 m² to allow for an existing secondary suite to have a maximum floor area of 86.32 m². The suite is existing and is located on the main floor of a dwelling.

There have been bylaw enforcement complaints regarding this dwelling.

ANALYSIS

Policy/Regulatory:

Islands Trust Policy Statement

- LTCs shall ...address means for achieving efficient use of land base without exceeding density limits in the OCP.

Mayne Island Official Community Plan (OCP)

- Designated Settlement Residential.
- One secondary suite, limited in size, contained wholly within a dwelling unit may be permitted per parcel.
- A rainwater catchment and storage system shall be required prior to the construction of a secondary suite.

Mayne Island Mayne Island Land Use Bylaw (LUB)

- Zoned Settlement Residential.
- The LUB allows a maximum floor area of 60m² for secondary suites. A secondary suite shall not exceed 40 per cent of the floor area of the principal dwelling.
- Secondary suite must be contained within the walls of the building that contains the principal dwelling unit.
- The entrance to the secondary suite from the exterior of the building must be separate from the entrance to the main dwelling.

Issues and Opportunities:

Rational for the Variance

- The stated rational is that the suite does not increase the footprint of the existing dwelling and provides accommodation for 3 full time tenants.

Overall Intent of the Regulation being varied

The overall purpose of the floor area restriction is to minimize impacts on adjacent property related to:

- Limiting the visual impact of development on adjacent properties.
- Establishing a consistent development pattern within a local area.
- Protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
- Maintaining a rural character.
- Establishing certainty with respect to residential development by maintaining consistent siting 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 each application should be evaluated on its own merits.

Consultation:

DVP Notices were circulated to surrounding property owners and residents. The notification period will end at 4:30 p.m. on April 21, 2017. CRD building inspection was also referred a copy of the proposed variance permit for comment.

Staff has not received any submissions from the CRD or public to date. Any submissions received prior to the LTC meeting will be forwarded to Trustees and reported at the meeting.

Rationale for Recommendation:

Staff is recommending that the proposed variance be issued for the following reasons: provides housing close to the amenities of Miners Bay, does not increase the footprint of the primary residence; it generally maintains a consistent development pattern in the area, adds to rental housing stock which is in short supply.

ALTERNATIVES**1. Issue the variance as requested**

The LTC may issue the variance as has been requested in the application.

Resolution: That the Mayne Island Local Trust Committee approve issuance of Development Variance Permit MA-DVP-2017.1(Campbell).

2. Deny the application

Resolution:

That the Mayne Island Local Trust Committee deny Development Variance Permit MA-DVP-2017.1 (Campbell).

Submitted By:	Gary Richardson Island Planner	April 12, 2017

ATTACHMENTS

1. Photographs
2. Notice and Permit



Front of dwelling showing entrance to suite and entrance to main part of dwelling.



Side of dwelling showing cistern

**NOTICE
MA-DVP-2017.1
MAYNE ISLAND LOCAL TRUST COMMITTEE**

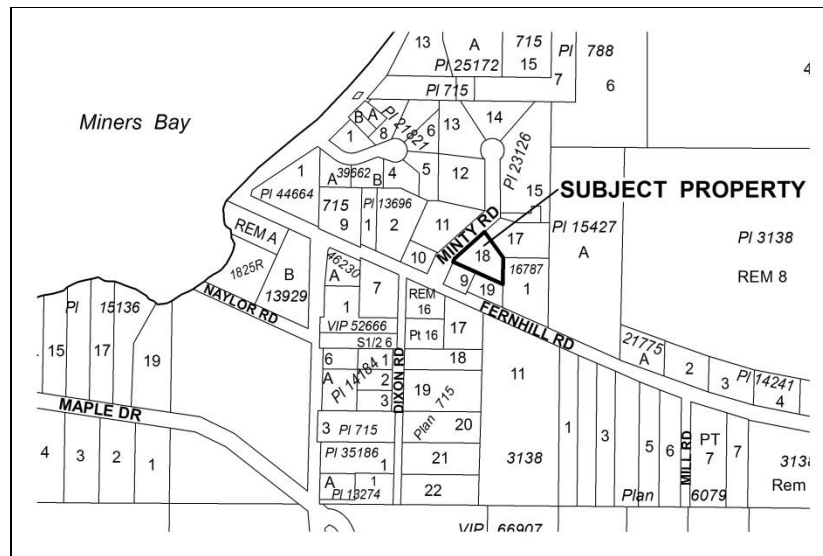
NOTICE is hereby given that the Mayne Island Local Trust Committee will be considering a resolution allowing for the issuance of a Development Variance Permit, pursuant to Section 498 of the *Local Government Act*.

The purposed permit would vary subsection 3.13(8) of Mayne Island Land Use Bylaw No. 146, 2008, which states that the floor area of a secondary suite shall not exceed 60m² (646 ft²). The purpose of this permit is to allow a secondary suite to have a floor area of 86.32m² (929 ft²).

The property is located at 426 Minty Drive, Mayne Island and is legally described as Lot 18, Section 12, Mayne Island, Cowichan District, Plan 23126.

PID: 003-047-326

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 **April 7, 2017**, and continuing up to and including **April 21, 2017**.

For the convenience of the public only, and not to satisfy Section 499(2) (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 **April 7, 2017**. 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. **April 21, 2017**. 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., **April 21, 2017**.

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., April 24, 2017, 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.

Sharon Lloyd-deRosario, Deputy Secretary



Islands Trust

PROPOSED

**MAYNE ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
MA-DVP-2017.1**

TO: Margaret Adams

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

Lot 18, Section 12, Mayne Island, Cowichan District, Plan 23126
PID: 003-047-326

2. The "Mayne Island Land Use Bylaw No. 146, 2008" is varied as follows:

- a) Subsection 3.13(8) which states that the floor area of a secondary suite shall not exceed 60m² (646ft²) is varied to allow a secondary suite to have a floor area of 86.32m² (929ft²).

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

Date of Issuance

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



DATE OF MEETING: May 15, 2017

TO: Mayne Island Local Trust Committee

FROM: Gary Richardson, Island Planner
Southern Team

SUBJECT: Covenant Removal Request – Arbutus Bay Estates Ltd. – Lot 1, Section 2, Plan VIP83602, Mayne Island and Lot A, Section 2, Plan VIP80525, Mayne Island, Cowichan District

Applicant: Arbutus Bay Estates Ltd.

Location: Beechwood Drive, Mayne Island

RECOMMENDATION

1. That the Mayne Island Local Trust Committee request staff to proceed with facilitating the discharge of Covenants ES35984, EW162748 and FA23235 from the title of Lot 1, Section 2, Plan VIP83602, Mayne Island, Cowichan District and that the Chair be designated as the signing authority for the discharge documents.
2. That the Mayne Island Local Trust Committee request staff to proceed with facilitating the discharge of Covenants ES35984 and EW162748 from the title of Lot A, Section 2, Plan VIP80525, Mayne Island, Cowichan District and that the Chair be designated as the signing authority for the discharge documents.

BACKGROUND

A request has been made by Timothy Shipley, Notary Public, on behalf of Arbutus Bay Estates Limited that density control covenants be removed from the titles of two lots. The two lots: Lot 1, Section 2, Plan VIP83602; and Lot A, Section 2, Plan VIP80525 were subdivided off of the larger parent parcel. The parent parcel is legally described as the Southeast $\frac{1}{4}$ of Section 2, Except those parts in Plans 6166, 49353, 51014, VIP52279, VIP55242, VIP59475, VIP72321, VIP78014, VIP80525 and VIP83602.

The density control covenants are meant to apply to the large parent parcel to restrict future development potential and do not need to apply to the new lots created as they have no subdivision potential.

ANALYSIS

1. Lot 1, Section 2, Plan VIP83602, Mayne Island.

Zoning – Rural (R)

Area – 1.002 ha

Covenants to be removed:

Covenant No. ES35984

Transferee: Mayne Island Local Trust Committee

Registration Date: May 11, 2001

Plan Number: VIP83602

Number of New Lots Created by Plan VIP83602: one

Comments: the covenant restricts further subdivision to no more than 5 lots (4 lots and a remainder). The covenant is meant to apply to the large remainder parcel that this lot was subdivided from. Covenant FB087391 restricts subdivision potential on the parent parcel. As this lot has no further subdivision potential a subdivision control covenant is not required. For this reason it is recommended that covenant ES35984 be removed from the title of Lot 1, Section 2, Plan VIP83602.

Covenant No. EW162748

Transferee: Mayne Island Local Trust Committee

Registration Date: December 6, 2004

Plan Number: VIP83602

Number of New Lots Created by Subdivision Plan VIP83602: one

Comments: the covenant restricts further subdivision to no more than 4 lots (3 lots and a remainder). The covenant is meant to apply to the large remainder parcel that this lot was subdivided from. Covenant FB087391 restricts subdivision potential on the parent parcel. As this lot has no further subdivision potential a subdivision control covenant is not required. For this reason it is recommended that covenant EW162748 be removed from the title of Lot 1, Section 2, Plan VIP83602.

Covenant No. FA23235

Transferee: Mayne Island Local Trust Committee

Registration Date: February 22, 2006

Plan Number: VIP83602

Number of New Lots Created by Subdivision Plan VIP83602: one

Comments: the covenant restricts further subdivision to no more than 3 lots (2 lots and a remainder). The covenant is meant to apply to the large remainder parcel that this lot was subdivided from. Covenant FB087391 restricts subdivision potential on the parent parcel. As this lot has no further

subdivision potential a subdivision control covenant is not required. For this reason it is recommended that covenant FA23235 be removed from the title of Lot 1, Section 2, Plan VIP83602.

2. Lot A, Section 2, Plan VIP80525, Mayne Island.

Zoning – Rural (R)

Area – 2.06 ha

Covenants to be removed:

Covenant No. ES35984

Transferee: Mayne Island Local Trust Committee

Registration Date: May 11, 2001

Plan Number: VIP80525

Number of New Lots Created by Plan VIP80525: one

Comments: the covenant restricts further subdivision to no more than 5 lots (4 lots and a remainder). The covenant is meant to apply to the large remainder parcel that this lot was subdivided from. Covenant FB087391 restricts subdivision potential on the parent parcel. As this lot has no further subdivision potential a subdivision control covenant is not required. For this reason it is recommended that covenant ES35984 be removed from the title of Lot A, Section 2, Plan VIP80525.

Covenant No. EW162748

Transferee: Mayne Island Local Trust Committee

Registration Date: December 6, 2004

Plan Number: VIP80525

Number of New Lots Created by Plan VIP80525: one

Comments: the covenant restricts further subdivision to no more than 4 lots (3 lots and a remainder). The covenant is meant to apply to the large remainder parcel that this lot was subdivided from. Covenant FB087391 restricts subdivision potential on the parent parcel. As this lot has no further subdivision potential a subdivision control covenant is not required. For this reason it is recommended that covenant EW162748 be removed from the title of Lot A, Section 2, Plan VIP80525.

NEXT STEPS

Staff will request the appropriate documentation be prepared for the Chairs signature to discharge covenants.

Submitted By:	Gary Richardson Island Planner	May 8, 2017

Top Priorities

Mayne Island

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Commercial Land Use Review	Revised Project Charter endorsed at March LTC Meeting	27-Apr-2015	Gary Richardson	
2	Fallow Deer Eradication		26-Jan-2015	Gary Richardson	
3	Riparian Area Regulation Implementation	Staff directed to prepare DPA Bylaw for LTCs consideration at June LTC Meeting	25-Apr-2016	Gary Richardson	

Projects

Mayne Island

Description	Activity	R/Initiated
Climate Change Adaptation	Consider regulatory changes and implementation of new DPA authority	02-Mar-2009
STVR Review - TUP Guidelines		30-Jan-2017
Road issues		27-Jun-2012
Density on large lot remainders	to review covenants on remainder lots and review zoning to density of dwellings and cottages	30-Sep-2015

**Development Variance Permit**

File Number	Applicant Name	Date Received	Purpose
MA-DVP-2017.1	CAMPBELL, CARALYN Planner: Gary Richardson	24-Jan-2017	426 MINTY DRIVE\nVARIANCE TO ALLOW LARGER SECONDARY SUITE
Planning Status			
Status Date: 08-May-2017 APC holding meeting May 8, 2017 to discuss file and provide recommendation.			
Status Date: 08-May-2017 Staff report and draft permit to be placed on May 15, 2017 LTC agenda for LTCs consideration.			
Status Date: 18-Mar-2017 Notification to be carried out and staff report and draft permit to be prepared for the LTCs consideration at its April 24, 2017 LTC Mtg.			

File Number	Applicant Name	Date Received	Purpose
MA-DVP-2017.2	BARRY C WATSON Planner: Phil Testemale	20-Mar-2017	491 MCKERCHER RD - VARIANCE FOR SIDE LOT LINE SET BACK
Planning Status			
Status Date: 12-Apr-2017 Staff report and draft permit to be prepared for May 15, 2017 LTC meeting for the LTCs consideration.			
Status Date: 21-Mar-2017 File opened and forwarded to LTC and planner.			

Temporary and Industrial Use Permit

File Number	Applicant Name	Date Received	Purpose
MA-TUP-2017.1	MEG IREDALE-GRAY c/o KARA RESOURCES LTD Planner: Phil Testemale	15-Mar-2017	306 CAMPBELL BAY RD\nTemporary permit for commercial use (3 day music festival) on rural residential property.
Planning Status			

Applications

Status Date: 08-May-2017

Proposal to be discussed at June 26, 2017 LTC Mtg. Issuance of permit to be considered at July 24, 2017 LTC Mtg.

Status Date: 15-Mar-2017

File opened and forwarded to LTC and planner.

Islands Trust
LTC EXP SUMMARY REPORT F2017
Invoices posted to Month ending March 2017

645 Mayne	Invoices posted to Month ending March 2017	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-645	LTC "Trustee Expenses"	750.00	89.58	660.42
LTC Local				
65200-645	LTC - Local Exp - LTC Meeting Expenses	1,500.00	1,914.56	-414.56
65210-645	LTC - Local Exp - APC Meeting Expenses	500.00	215.59	284.41
65220-645	LTC - Local Exp - Communications	1,000.00	700.00	300.00
65230-645	LTC - Local Exp - Special Projects	500.00	0.00	500.00
TOTAL LTC Local Expense		<u>3,500.00</u>	<u>2,830.15</u>	<u>669.85</u>
Projects				
73001-645-3005	Mayne RAR	<u>8,000.00</u>	<u>8,000.00</u>	<u>0.00</u>
TOTAL Project Expenses		<u>8,000.00</u>	<u>8,000.00</u>	<u>0.00</u>

Mayne Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: October 31, 2016

No	Meeting Date	Resolution No.	Issue	Policy and Description
1.	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
2.	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 .
3.	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.
4.	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.
5.	June 27, 2016	MA-LTC-2016-055	Statutory Public Notice Advertising	That the Mayne Island Local Trust Committee direct staff to create a policy to advertise all statutory public notices in the Mayne Liner



DATE OF REPORT: May 8, 2017

TO: Mayne Island Local Trust Committee

FROM: Gary Richardson, Island Planner, and
Fiona XETXÁTTEN Macraird, First Nation and Marine Issues
Victoria Office

SUBJECT: Developing a Shared Narrative of Mayne Island with Tsartlip First Nation

RECOMMENDATION

That the Mayne Island Local Trust Committee (LTC) host a public event, inviting Tsartlip elder John Elliot and his niece Menetiye Elliot and nephew Phillip Kevin Paul (and/or other elders and knowledge-keepers that they may recommend) to share the story of the SENĆOŦEN language revival in the Tsartlip First Nation and sharing why Indigenous place names on Mayne Island are so important to Tsartlip members.

REPORT SUMMARY

The recommendation is that the Mayne LTC host a weekend afternoon event featuring Tsartlip elders and knowledge-keepers to share the story of how the SENĆOŦEN language was revitalized and how that relates to SENĆOŦEN place names on Mayne Island as a first step towards building a sincere and long-term relationship between Mayne Island residents/visitors and the members of Tsartlip First Nation who have reserve lands on the island. A late afternoon event with a shared meal would help provide a social environment where authentic human friendships might begin.

Such an event would then serve as a foundation for the Mayne LTC to consider amendments to their Official Community Plan that could include an introductory section acknowledge the “deep history” of local First Nations’ connection to the island as well as a possible inclusion of a map of Mayne Island’s Indigenous place names (with permission from Tsartlip leadership) as an additional Schedule to the OCP.

BACKGROUND

Best Practice Guidelines: International Examples

Both New Zealand and Australia adopted the United Nation Declaration of the Rights of Indigenous Peoples (UNDRIP) in 2009 and have been developing a national cultural of reconciliation for about eight years (compared to Canada who only adopted UNDRIP in 2016). Australia in particular has encouraged local government authorities to develop Reconciliation Action Plans (RAPs). Over 590 Australian organisations currently have RAPs and in 2011, *Reconciliation in Local Government Project: Action Research Report* was published to share key issues, challenges and opportunities local governments have with their RAPs.

Mayne Island Trust Committee can glean some insights into what activities have been proven to be successful from this Report and have it guide the choice of first steps to building a long-term mutually respectful

relationship. In particular, the Australian experience shows that developing a shared narrative of place in cooperation with local Indigenous peoples is an important first step and the process of working together is generally more meaningful in building genuine relationships than the final products.

Local governments in Australia have found that introducing a shared narrative of place through initiatives that involve signs, street names, landmarks, waterways and memorials have had good success at establishing a foundation of mutual respect. The emphasis should be on the process of this work as this is what really builds the relationships between the LTCs and the Nation, not necessarily the quantity or quality of the work. The relationships- real friendships – are the most enduring outcome of this work.

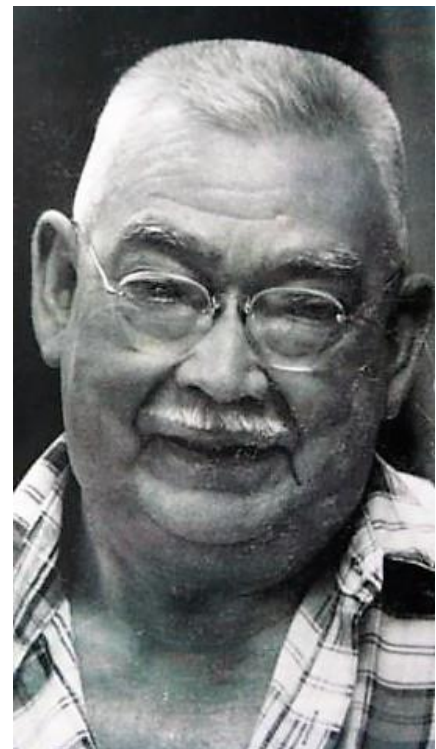
The Role of Tsartlip First Nation members in SENĆOŦEN Language Revitalization

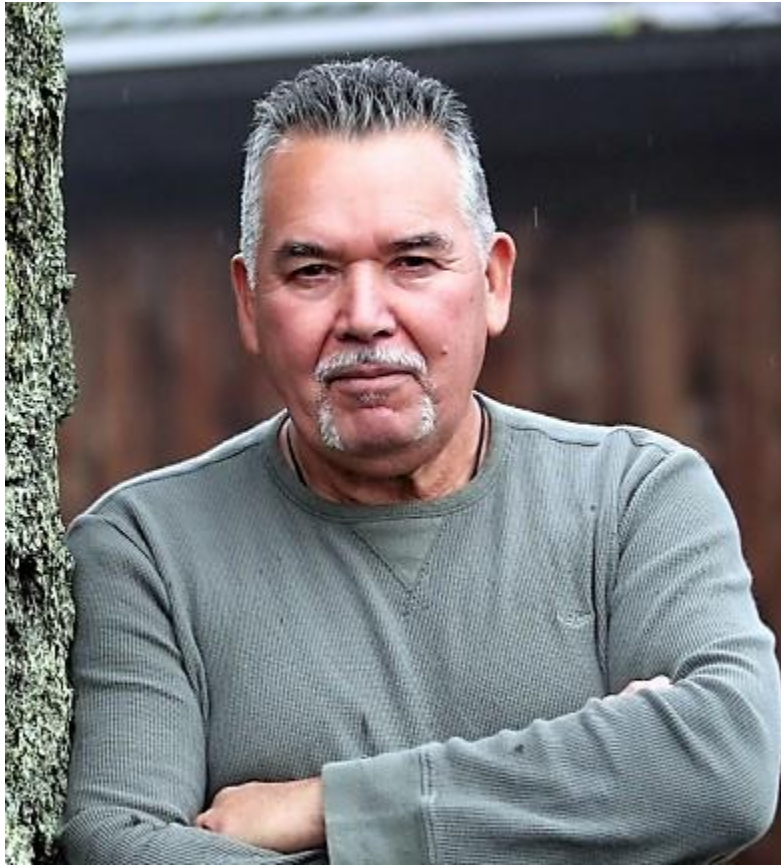
There have been three key generations of the Elliot family from Tsartlip First Nation who have played a critical role in revitalizing the SENĆOŦEN language and the importance of place names. There have many others who have played vital roles in this important work but the following Tsartlip members are worth mentioning as possibly being interested in Mayne Island Indigenous place names (the late Dave Elliot Sr. notwithstanding). The list is provided only as a starting point for discussions/recommendations and is not intended to imply that these people are committed as of yet.

The late David Elliot Sr. began to think out and record his memoir style representation of Saanich History in the 1983 book, *The Saltwater People*.

This was an attempt to lay the foundational record of the settler's impact on traditional Saanich knowledge and on the SENĆOŦEN (Saanich) Language. *The Saltwater People* not only contained his memories, a unique phonic system for SENĆOŦEN, it also includes place names within traditional Saanich Territory (see Attachment 2).

This book also offered his interpretation of the collective identity of the Saanich Tribes. These five First Nations (commonly known as Tsartlip, Malahat, Pauquachin, Tseycum and Tsawout First Nations) are the "Saltwater People", a people who relied on centuries-old knowledge for food, travel and the continuing development of their physical, mental and spiritual selves, known for spending as much time on the water as they did on the land.





John Elliott is a respected Elder of the Tsartlip First Nation and has taught at ŁÁÚ,WELNEW Tribal School in Saanich for over 30 years.

In 1999, Mr. Elliott co-founded FirstVoices, a suite of web-based tools that supports language archiving and learning, and which is now used worldwide.

Mr. Elliott teaches evening classes at Camosun College and is the Chairman of the Saanich Native Heritage Society. He serves on the Advisory Committee of the First Peoples' Cultural Council (FPCC) and previously served for six years as a director on the FPCC board.

In 2009, he received an honorary PhD from Maharishi University of Management in Iowa for his work in language revitalization.

Menetiye (Elisha) Elliott's grandfather is Dave Elliot Sr. and a graduate of the Indigenous Education program at the University of Victoria, whose goal is to bridge the language gap with a mentor-apprentice program that teaches adults.

Elliott, 29, known by her indigenous name Menetiye, pronounced Monethia, is also an indigenous languages teacher at ŁÁÚ,WELNEW Tribal School, and says her first language lessons with elders from the Tsartlip First Nation involved playing with dolls to learn the SENĆOŦEN language. She's now teaching elementary students.

She said the time is right for indigenous languages even though many fluent elders have died in recent years. "What we're doing now, I don't think could have been done back then. It's come at a time when there's been enough healing."

Elliott said her students are reading, writing and solving math problems using their indigenous language





Philip Kevin Paul's grandfather was Dave Elliot Sr. and his father was Philip Christopher Paul who was chairman of the Saanich Indian School Board (the early inception of the WSÁNEĆ School Board). Philip's father became Chief of Tsartlip at the age of 26, and co-founder of the BC Union of Indian Chiefs.

Philip Kevin Paul's work has been published in *BC Studies*, *Literary Review of Canada*, *Breathing Fire: Canada's New Poets* and *An Anthology of Canadian Native Literature in English*.

Paul's second book of poetry, *Little Hunger*, was shortlisted for a 2009 Governor General's Literary Award. His first book of poetry, *Taking the Names Down from the Hill*, won the 2004 Dorothy Livesay Award for Poetry.

Policy/Regulatory:

2014-2018 Strategic Plan. Goal D: Effective, Efficient and Collaborative Governance

- Priority 6.1: Improve engagement with first Nation
- Priority 6.2: Improve protection of archaeological and First Nation cultural resources

Issues and Opportunities:

John Elliot has already indicated to Islands Trust an interest in participating in an event that will help educate Mayne residents and visitors about the SENĆOŦEN language and local place names.

This event could lead to the Mayne LTC consideration of a Reconciliation Action Plan of actions to foster a long-term respectful relationship between Mayne Island community and Tsartlip First Nation.

Although other First Nations have asserted Aboriginal right and title on Mayne Island, the LTC should consider this first step with Tsartlip First Nation specifically as appropriate given they are the only Nation with reserve lands on the island. Once a connection is established with Tsartlip, it may be appropriate to involve other First Nations in future activities.

Consultation:

Consultation with Tsartlip First Nation is inherent throughout the Staff Report.

Rationale for Recommendation:

- Amending the Mayne OCPs to acknowledge First Nation history, including place name mapping would be an important addition to the community plan and a logical place to start a meaningful and long-lasting relationship building process with Tsartlip First Nation.

- Understanding Indigenous place names will allow Mayne residents and visitors to pronounce place names phonetically, which shows respect for the notion of a shared narrative.
- Working with First Nation on a shared narrative will allow for an increased relationship which can lead to future First Nation relationship building initiatives.

ALTERNATIVES

1. Instruct staff to further develop the Project Charter for First Nation relationship building activities, to be considered at the next LTC meeting.
2. Receive for information only
3. Approve but with certain aspects of the project amended.

NEXT STEPS

If the LTC endorse the concept of a public event with First Nations guest speakers as drafted the next steps will be submitted a draft event plan for June 26, 2017 for approval.

If the LTC wants this to be an ongoing project it will need to be added to the work program as a priority project.

Submitted By:	Gary Richardson, Island Planner, and, Fiona XETXÁTTEN MacRaid, First Nation and Marine Issues	May 8, 2017
Concurrence:	Robert Kojima, Manager, Regional Planning Manager, Southern Team	May 8, 2017

ATTACHMENTS

1. McKinnon, Erin, *Reconciliation in Tsartlip Government Project: Action Research Report*, November 2011, Reconciliation Victoria (Australia) <http://www.reconciliationvic.org.au/pages/Tsartlip-government.php>

Mayne Island

S,K _{FAK}	"pass" or "narrows"	Mayne Island/Active Pass
XIXNEŠETEN	"sacred track", said to be XAELS' footprint	spring on Helen Pt.
YÁIYEMNEĆ	"rising waters", (fresh water)	spring on Indian Bay
TÁWEN	"coho"	St. John Point
ONEWEL	"middle", from late Louie Pelkey	the bight west of point Miners Bay
ÁLELEN	"houses", refers to Dance Houses XIACEĆTEN's home	the head of Miner's Bay





DATE OF MEETING: May 15, 2017
TO: Mayne Island Local Trust Committee
FROM: Gary Richardson, Island Planner
Southern Team

SUBJECT: Proposed Cell Tower – Freedom Mobile
Applicant: Prime Site Solutions
Location: Lot 8, Plan VIP88920, Mayne Island - PID 028.601.513

RECOMMENDATION

1. That the Mayne Island Local Trust Committee request the proponent, Freedom Mobile, to follow the Industry Canada consultation process as described in the radio communication and broadcasting antenna systems document (cpc-2-0-03) prior to proceeding with the proposed 28.5 metre cell tower on Lot 8, Plan VIP88920, Mayne Island.

BACKGROUND

Freedom Mobile is proposing to construct a 28.5 metre tower on the subject property (Lot 8, Plan VIP88920) where exiting carriers are located. The proposal is outlined in the applicants report attached.

The federal government (Industry Canada) has jurisdiction over telecommunications uses, such as radio broadcast towers and cellular telephone towers, which are licensed under the federal *Telecommunications Act*. Local governments have no lawful jurisdiction to manage the use of the telecommunication; therefore cell towers are immune from land use bylaws.

The federal government has a consultation process that the proponent must follow in the event that the local land use authority (MILTC) has not established a consultation process. The MILTC does not currently have an established consultation process for the establishment of cell towers.

ANALYSIS

Industry Canada:

The federal government (Industry Canada) has jurisdiction over telecommunications uses, such as radio broadcast towers and cellular telephone towers, which are licensed under the federal *Telecommunications Act*. Applicants for licenses are required to consult with the local land use

authority for cell tower installations although the ultimate approval authority for such installations rests with Industry Canada. Proponents (Freedom Mobile) must follow the process outlined by industry Canada's radio communication and broadcasting antenna systems (cpc-2-0-03). This process states that proponents must contact the applicable land use authorities to determine the local consultation requirements and to discuss local preferences regarding antenna systems siting and/or design.

More specifically, the aim of the consultation with the local government is to:

- discuss site options;
- ensure that local processes related to antenna systems are respected;
- address reasonable and relevant concerns from both the land-use authority and the community they represent; and
- obtain land-use authority concurrence in writing.

Land-use authorities are encouraged to establish reasonable, relevant, and predictable consultation processes specific to antenna systems that consider such things as:

- the designation of suitable contacts or responsible officials;
- proposal submission requirements;
- public consultation;
- documentation of the concurrence process; and
- the establishment of milestones to ensure consultation process completion within 120 days.

Local Government's Responsibilities:

Local governments have no lawful jurisdiction to manage the use of the telecommunication therefore cell towers are immune from land use bylaws. Although local governments cannot prohibit the siting of either licensed or unlicensed antenna systems, they may require public consultation processes, and may provide comments on the cell tower referral. Where local governments have specific concerns regarding a proposed cell tower, they are expected to discuss reasonable alternatives and/or mitigation measures with proponents.

Industry Canada process:

The proponent is required to follow the industry Canada process as described in the radio communication and broadcasting antenna systems document (cpc-2-0-03). Where a local government does not have an established and documented public consultation process applicable to antenna siting, the proponent must follow the following Industry Canada process:

1. provides written notification to the public, the land-use authority and Industry Canada of the proposed antenna system installation or modification (i.e. public notification);
2. engages the public and the land-use authority in order to address relevant questions, comments and concerns regarding the proposal (i.e. responding to the public); and
3. provides an opportunity to the public and the land-use authority to formally respond in writing to the proponent regarding measures taken to address reasonable and relevant concerns (i.e. public reply comment).

The proponent may only commence installation/modification of an antenna system after the consultation process has been completed by the land-use authority, or Industry Canada confirms concurrence with the consultation portion of this process, and after all other requirements under this process have been met. Consultation responsibilities will normally be considered complete when the proponent has:

1. concluded consultation requirements with the land-use authority;
2. carried out public consultation either through the process established by the land-use authority or Industry Canada's default public consultation process where required; and
3. addressed all reasonable and relevant concerns

Letter of concurrence:

Industry Canada advises local governments to issue a formal letter of concurrence or non-concurrence to mark the end of the consultation with the proponent outlining:

1. if the local government believes the proponent was satisfactory in completing its consultation with the local government;
2. if the local government is satisfied with the proponent's public consultation process; and
3. if the local government concurs with the proponent's proposal.

Alternatives

1. Request further information

The LTC may request further information prior to making a decision. Staff will prepare a more detailed report and if required prepare a recommended consultation process for the LTC to consider.

NEXT STEPS

Advise the proponent to carry-out the Industry Canada's radio communication and broadcasting antenna systems (cpc-2-0-03) consultation process.

Submitted By:	Gary Richardson Island Planner	May 8, 2017

ATTACHMENTS

1 – Letter from Freedom Mobile dated April 3, 2017

2- Pre-construction Report

April 5th, 2017

Islands Trust - Mayne Island Local Trust Committee (LTC)
Victoria Office
200 1627 Fort Street
Victoria, BC V8R 1H8

Prime Site Solutions Inc.
1500 Hornby Street
Vancouver BC V6Z 2R1

RE: FREEDOM Mobile Tower (SBA Canada)

Applicant/Owner: SBA Canada
Description: Lot 8, VIP88920, Glen Echo Road, Mayne Island, BC
PID: 028.601.513

FREEDOM Mobile is launching a cellular network in Greater Victoria and the Southern Gulf Islands for mid 2017, to service local and regional telecommunications needs. Prime Site Solutions is completing land use approval for the applicant and owner SBA Canada.

The federal government (Industry Canada) has jurisdiction over telecommunication uses, such as radio broadcast towers and cellular telephone towers, which are licensed under the federal Telecommunications Act. Local governments have no lawful jurisdiction to manage the use of the telecommunication; therefore the following referral is to assess siting and consultation prior to building permit submission.

At this time, a resolution is requested from the Mayne Island Local Trust Committee (LTC) to support the proposed tower shown in the attached drawings. The 28.5m communications tower is to be located on the subject property where existing carriers are situated. The structure will include a 7m x 9m structure to house equipment. The building permit approval is to be managed by the Capital Regional District. The construction is expected to be completed by July, 2017.

A site walk report and preliminary construction drawings are attached with this letter to provide further detail and context of the proposed work. We look forward to being in attendance at the April 24th Mayne Island Local Trust Committee (LTC) Meeting to meet community members and respond to questions.

Sincerely,

Jason Niles

Land Use Planner
Prime Site Solutions
jason@primesitesolutions.ca

CC: Gary Richardson, Island Planner, Melissa Yu, SBA

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca

PRE-CONSTRUCTION SITE WALK REPORT

BC70035-B MOUNT PARKE

TORONTO
703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY
638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON
9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER
744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca

SITE PHOTOS



1. Site Access into Mount Parke Road from Village Bay Road

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



2. Site Access Gate #1 on Mount Parke Road (not locked)

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



3. Site Access Gate #2 on Mount Parke Road (locked with Coast Guard Abloy Key)

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



4. Site Access Road

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



5. Tower Location

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



6. Lease Area – Facing South

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



7. Lease Area – Facing East

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



8. Lease Area – Facing North

TORONTO
703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY
638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON
9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER
744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



9. Lease Area – Facing West

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



10. Hydro Service Pole – East of proposed compound

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



Hydro Service Pole Tag – East of proposed compound

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



11. Hydro Distribution Pole with 75 KVA Transformer – South of proposed compound

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



Hydro Distribution Pole Tag – South of proposed compound

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



12. Utility Easement – Looking South

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



13. Guy Wire Easement Obstructions – Looking South West

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



14. Guy Wire Easement Obstructions – Looking North

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



15. Existing Adjacent Tower – Coast Guard/Rogers

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



16. Existing North Tower –TELUS BC0202

TORONTO
703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY
638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON
9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER
744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**


www.roehamptoncommunications.ca



17. Existing Helipad

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca



Existing Towers from Village Bay Ferry Terminal looking East

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233

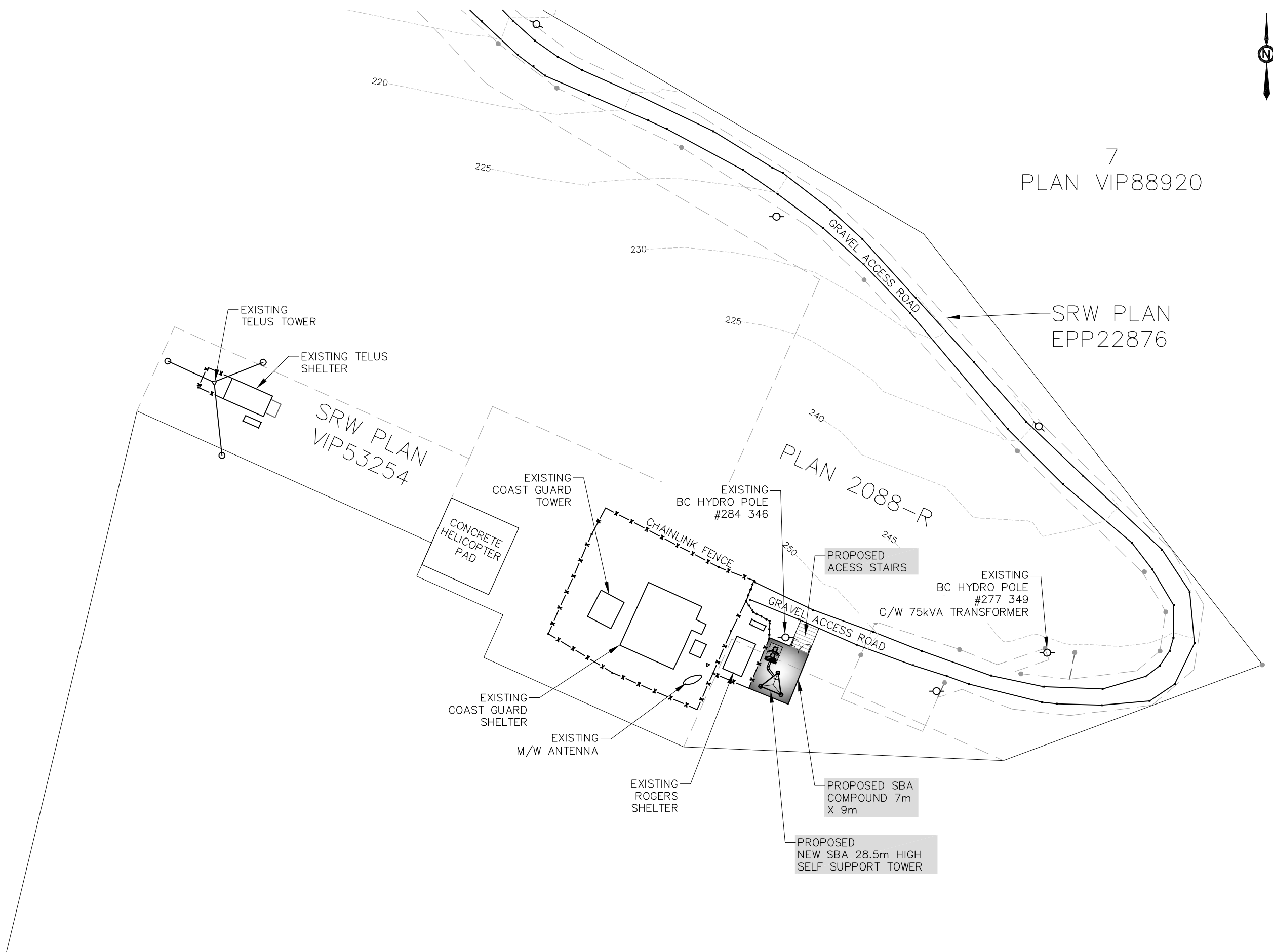


**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca

Site Sketch



1 SITE PLAN

NOTES:
1. SITE PLAN OBTAINED FROM SITE AERIAL PHOTOGRAPHS AND SKETCHES.

CLIENT:



CARRIER:

5			
4			
3			
2			
1			
0	CD	ISSUED FOR APPROVAL	14 MAR 17
NO.	BY	DESCRIPTION	DATE



ROEHAMPTON COMMUNICATIONS LTD.
744 WEST HASTINGS ST., SUITE 219
VANCOUVER, BC V6C 1A5
TEL: (778) 900-1233
CALGARY - EDMONTON - WINNIPEG - TORONTO

LOCATION:
MOUNT PARKE RD, MAYNE ISLAND, BC

TITLE:
SITE PLAN

PROJECT NAME: NEW TOWER	PROJECT NO: BC70035-B	DRAWING NO: 62 SP01
----------------------------	--------------------------	---------------------------

TORONTO

703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812

CALGARY

638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON

9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER

744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**



www.roehamptoncommunications.ca

Picture Layout





TORONTO
703 Evans Ave
Suite 602
Toronto, ON M9C 5E9
416-232-0812


www.roehamptoncommunications.ca

CALGARY
638 11th Avenue SW,
Suite 119
Calgary, AB T2R 0E2
403-452-3399

EDMONTON
9856A-33rd Avenue NW
Edmonton, AB
T6N 1C6
780-433-4050

VANCOUVER
744 West Hastings St,
Suite 219
Vancouver, BC V6C 1A5
778-300-1233



**ROEHAMPTON
COMMUNICATIONS
LTD.**

Site Walk Review Form

SBA CANADA

Pre Construction Site Walk Check List



Site ID: BC70035-B Site Name: Mount Parke

Date of Site Walk: March 10, 2017

Site Walk Attendants: Cam Bilyk, Norm Cote, Justin McKenzie

Weather Conditions: Party Cloudy, 8 degrees celcius

Property Address:
Lot 8, Glen Echo Road, Mayne Island, BC

Candidate Name:
Mount Parke

Landowners Names:
SBA

Site Access

1	DOT Permit	N/A
2	Culvert	N/A
3	Curb Cut	N/A
4	Guard Rail	N/A
5	Line of Sight N & S (ft.)	65ft
6	Utilities	BC Hydro
7	Access Gate	N/A - Gate on coast guard tower only
8	Gas Line	N/A
9	Other	N/A

Site Access Road

1	Length (ft)	From 2nd Coast Guard gate, approx 1600FT
2	Switch Backs	1
3	Culverts	N/A
4	Road Fabric	N/A
5	Retaining Wall	N/A
6	Ditching	Existing - good condition
7	Additional Road Base	N/A
8	Wetlands/Enviro	N/A
9	Utilities/Spetic in easement	BC Hydro follows roadway

Site Lease Area

1	Site Grade	Varied steep slopes
2	Clearing Needed	No
3	Guyed Wire Easement/terrain	Very limited due to slopes
4	Boulders/Ledge	Very steep to south of proposed tower
5	Debris	No
6	Water/Run off	No Issues
7	Utilities	BC Hydro pole next to proposed compound
8	Wetlands / Enviro	No concerns

Power / Telco

1	Closest Demarc Power (ft)	Approx 200 ft
2	Closest Demarc Telco (ft)	Approx 200 ft
3	Utility Easement	BC Hydro
4	Other	

Required Photos (see Photo Plan Tab)

Site Access
Access Road
Tower Location
Lease Area

Required Site Sketch (See Example Tab)

Access Road
Utility Easement
Lease Area
Tower Location

Utility Poles
Guyed Wire Easements
Utility Easement

recommendations

Comments / Requests / Concerns

Site - General

1	<i>Site is in good condition with proper drainage.</i>
2	<i>Level of proposed compound will be required using a combination of rock removal and levelling concrete</i>
3	
4	
5	
6	
7	
8	
9	

Site Access Road

1	<i>First gate unlocked and start of private road. Road is in good condition and properly maintained</i>
2	<i>okay</i>
3	
4	
5	
6	
7	
8	
9	

Site Lease Area

1	<i>Site is in good condition.</i>
2	
3	
4	
5	
6	
7	

Power / Telco

1	<i>Power to compound supplied by BC Hydro. 75 KVA transformer</i>
2	<i>Telco to compound area bu others</i>
3	
4	



ROEHAMPTON COMMUNICATIONS LTD. ROEHAMPTON COMMUNICATIONS LTD. ROEHAMPTON COMMUNICATIONS LTD. ROEHAMPTON COMMUNICATIONS LTD. ROEHAMPTON COMMUNICATIONS LTD. ROEHAMPTON COMMUNICATIONS LTD.

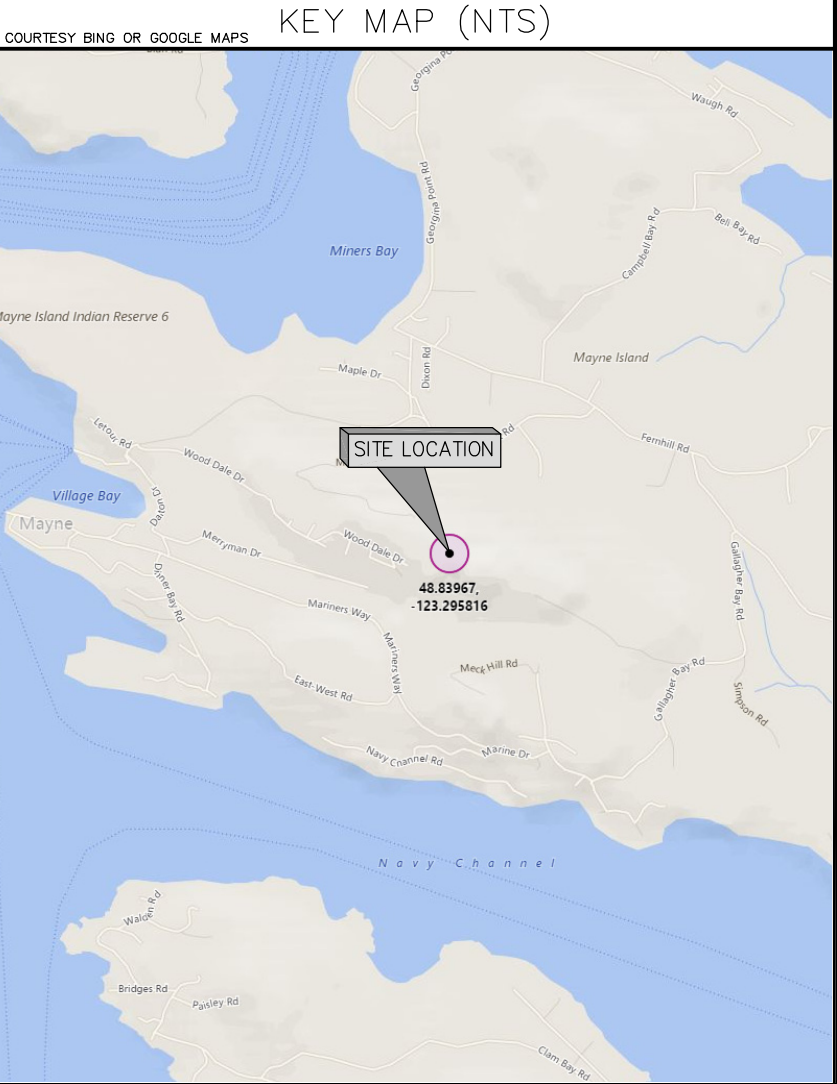
PROJECT NAME:	NEW TOWER
SITE NAME:	MOUNT PARKE
SITE ID:	BC70035-B
CARRIER ID:	—
ADDRESS:	MOUNT PARKE RD, MAYNE ISLAND, BC

DRAWING INDEX			
SHEET	DRAWING DESCRIPTION	NO.	DATE
COV.	TITLE SHEET & SITE KEY PLAN	0	14 MAR 17
SP01	SITE PLAN	0	14 MAR 17
SP02	TOWER PROFILE	0	14 MAR 17
SP03	TOWER RADIUS NOTIFICATION	0	14 MAR 17
SP04	COMPOUND LAYOUT	0	14 MAR 17

ISSUE		
0	ISSUED FOR APPROVAL	14 MAR 17



SITE PHOTO



GEOGRAPHIC COORDINATES
LATITUDE: N 48.839670°
LONGITUDE: W 123.295816°

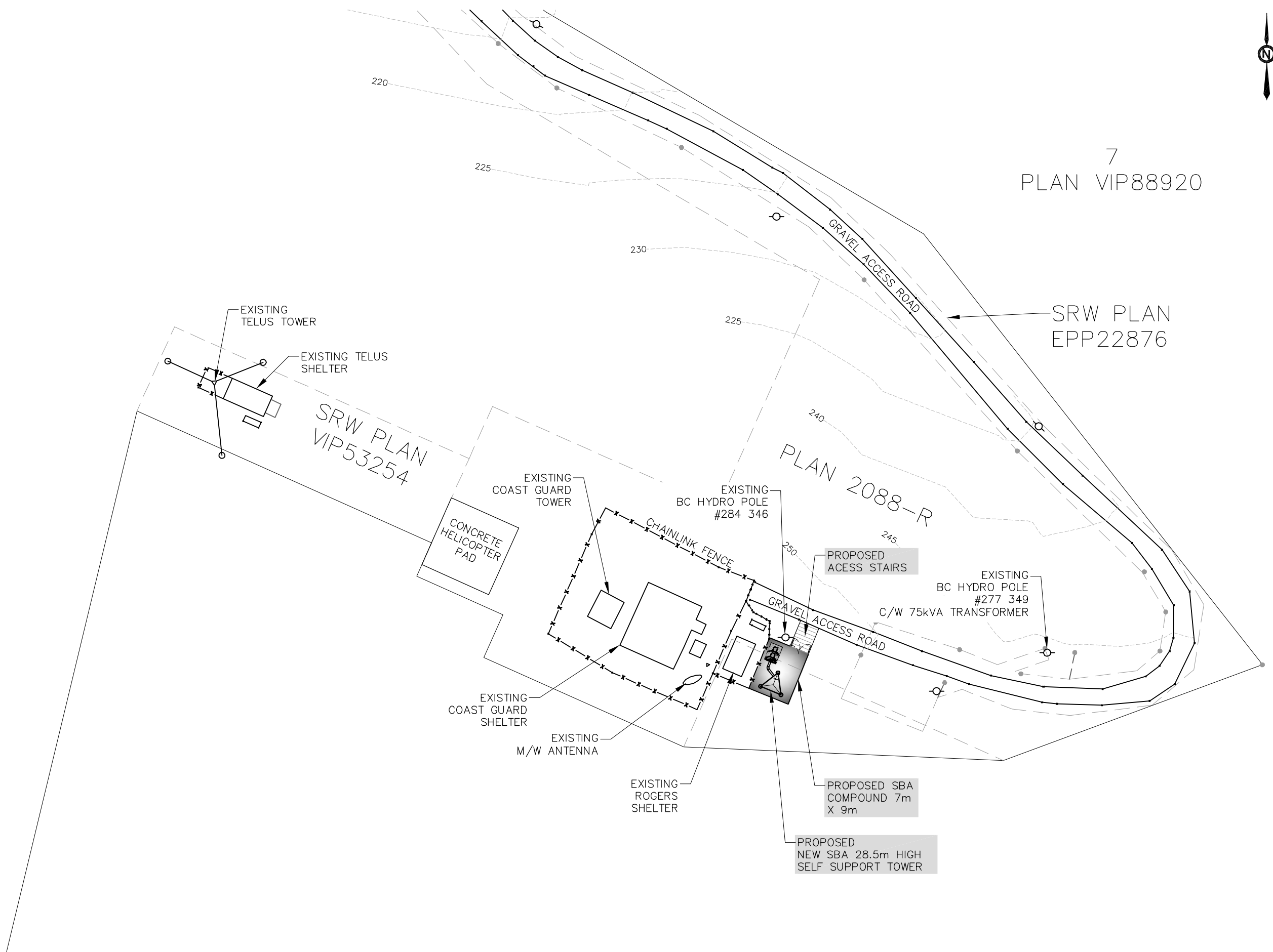
UTILITY — CONTACT
BRITISH COLUMBIA ONE CALL: (BEFORE YOU DIG) 1-800-474-6886

NOTES:
1. ENSURE ALL ASPECTS OF WORK CONFORM TO SBA SPECIFICATIONS. 2. CONTRACTOR TO VERIFY NORTH DIRECTION AND REPORT ANY DISCREPANCIES. 3. ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE. 4. READ THESE DRAWINGS IN CONJUNCTION WITH ALL OTHER CONTRACT DOCUMENTS. 5. CONTRACTOR TO VERIFY EXISTING CONDITIONS ON SITE PRIOR TO FABRICATION FOR EXACT FIT. NOTIFY CONSULTANT/ENGINEER REGARDING ANY DISCREPANCIES. 6. DO NOT SCALE DRAWINGS.



ROEHAMPTON COMMUNICATIONS LTD.
744 WEST HASTINGS ST,
SUITE 219
VANCOUVER, BC V6C 1A5
TEL. (778)300-1233
CALGARY - EDMONTON - WINNIPEG - TORONTO

COPYRIGHT: DUPLICATION, RECORDING, USE OR DISCLOSURE PROHIBITED WITHOUT WRITTEN AUTHORIZATION OF Roehampton Communications Ltd.



1 SITE PLAN

NOTES:
1. SITE PLAN OBTAINED FROM SITE AERIAL PHOTOGRAPHS AND SKETCHES.

CLIENT:

CARRIER:

5			
4			
3			
2			
1			
0	CD	ISSUED FOR APPROVAL	14 MAR 17
NO.	BY	DESCRIPTION	DATE

ROEHAMPTON COMMUNICATIONS LTD.
744 WEST HASTINGS ST., SUITE 219
VANCOUVER, BC V6C 1A5
TEL: (778)900-1233
CALGARY - EDMONTON - WINNIPEG - TORONTO

LOCATION:
MOUNT PARKE RD, MAYNE ISLAND, BC

TITLE:
SITE PLAN

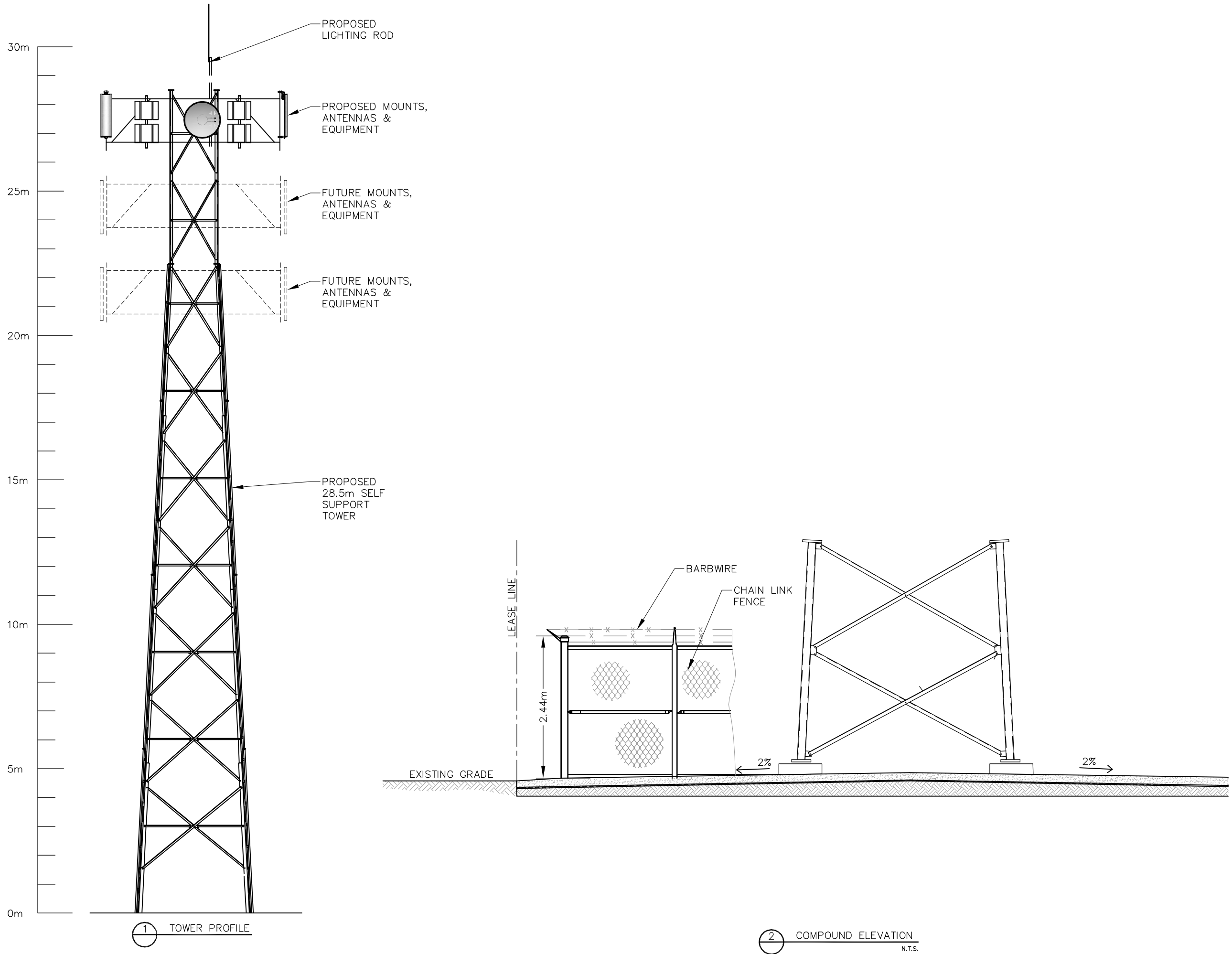
PROJECT NAME:
NEW TOWER

PROJECT NO:
BC70035-B

DWG. NO:
SP01

70

COPYRIGHT: DUPLICATION, RECORDING, USE OR DISCLOSURE PROHIBITED WITHOUT WRITTEN AUTHORIZATION OF Roehampton Communications Ltd.



CLIENT:



CARRIER:

5			
4			
3			
2			
1			
0	CD	ISSUED FOR APPROVAL	14 MAR 17
NO.	BY	DESCRIPTION	DATE



**ROEHAMPTON
COMMUNICATIONS LTD.**
744 WEST HASTINGS ST,
SUITE 219
VANCOUVER, BC V6C 1A5
TEL: (778) 900-1233
CALGARY - EDMONTON - WINNIPEG - TORONTO

LOCATION: MOUNT PARKE RD, MAYNE ISLAND, BC		
TITLE: TOWER PROFILE		
PROJECT NAME: NEW TOWER	PROJECT NO: BC70035-B	DWG. NO: 71 SP02

COPYRIGHT: DUPLICATION, RECORDING, USE OR DISCLOSURE PROHIBITED WITHOUT WRITTEN AUTHORIZATION OF Roehampton Communications Ltd.



1 TOWER RADIUS NOTIFICATION

NOTES:
1. COMPOUND PLAN OBTAINED FROM SITE AERIAL PHOTOGRAPHS AND SKETCHES.

CLIENT:



CARRIER:

5			
4			
3			
2			
1			
0	CD	ISSUED FOR APPROVAL	14 MAR 17
NO. BY		DESCRIPTION	DATE



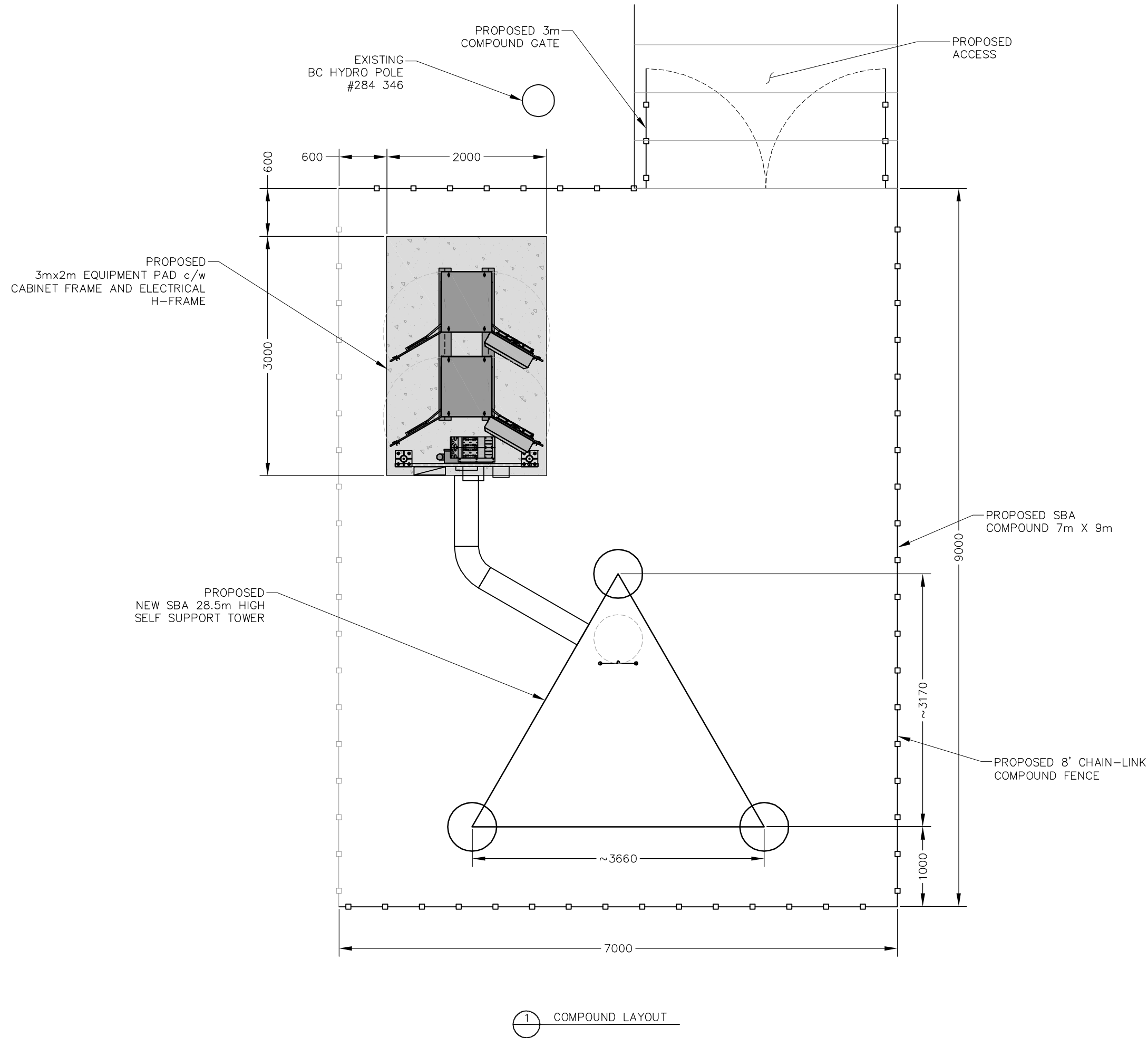
**ROEHAMPTON
COMMUNICATIONS LTD.**
744 WEST HASTINGS ST,
SUITE 219
VANCOUVER, BC V6C 1A5
TEL: (778) 900-1233
CALGARY - EDMONTON - WINNIPEG - TORONTO

LOCATION:
MOUNT PARKE RD, MAYNE ISLAND, BC

TITLE:
TOWER RADIUS NOTIFICATION

PROJECT NAME: NEW TOWER	PROJECT NO: BC70035-B	DWG. NO: 72 SP03
----------------------------	--------------------------	------------------------

COPYRIGHT: DUPLICATION, RECORDING, USE OR DISCLOSURE PROHIBITED WITHOUT WRITTEN AUTHORIZATION OF Roehampton Communications Ltd.



NOTES:

1. COMPOUND PLAN OBTAINED FROM SITE AERIAL PHOTOGRAPHS AND SKETCHES.

CLIENT:



CARRIER:

5			
4			
3			
2			
1			
0	CD	ISSUED FOR APPROVAL	14 MAR 17
NO.	BY	DESCRIPTION	DATE



ROEHAMPTON COMMUNICATIONS LTD.
744 WEST HASTINGS ST,
SUITE 219
VANCOUVER, BC V6C 1A5
TEL: (778)900-1233
CALGARY - EDMONTON - WINNIPEG - TORONTO

LOCATION:
MOUNT PARKE RD, MAYNE ISLAND, BC

TITLE:
COMPOUND LAYOUT

PROJECT NAME: NEW TOWER	PROJECT NO: BC70035-B	DWG. NO: SP04
----------------------------	--------------------------	------------------