



Mayne Island Local Trust Committee Regular Meeting Agenda

Date: January 29, 2018
Time: 1:00 pm
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

			Pages
1.	CALL TO ORDER	1:00 PM - 1:15 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 Adopted Minutes Dated October 30, 2017		4 - 11
	For information.		
6.2	Section 26 Resolutions-without-meeting Report Dated January 2018		12 - 12
6.3	Advisory Planning Commission Minutes		
	none		
7.	BUSINESS ARISING FROM THE MINUTES	1:15 PM - 1:25 PM	
7.1	Follow-up Action List Dated January 2018		13 - 14
8.	DELEGATIONS		
	none		

9. CORRESPONDENCE

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

none

10. APPLICATIONS AND REFERRALS

1:25 PM - 2:00 PM

- | | | |
|-------------|---|---------|
| 10.1 | MA-RZ-2017.1 (Reef Bay Holdings) - Staff Report - Bylaw 172 (attached) | 15 - 28 |
| | (For consideration of First Reading) | |
| 10.2 | Japanese Canadian Historic Places Project - Briefing | 29 - 35 |
| | (referral for response) | |
| 10.3 | Salt Spring Island Local Trust Committee Bylaws No. 504 & 505 | 36 - 38 |
| | (for response) | |
| 10.4 | Salt Spring Island Local Trust Committee Bylaw No.508 | 39 - 41 |
| | (for response) | |
| 10.5 | Salt Spring Island Local Trust Committee Bylaw No.509 | 42 - 43 |
| | (for response) | |

11. LOCAL TRUST COMMITTEE PROJECTS

2:00 PM - 2:30 PM

- | | | |
|-------------|--|---------|
| 11.1 | Riparian Area Regulations - Staff Report - Bylaw 171 (attached) | 44 - 60 |
| | (for consideration of First Reading) | |

12. REPORTS

2:30 PM - 3:00 PM

- | | | |
|-------------|---|---------|
| 12.1 | Work Program Reports (attached) | |
| 12.1.1 | <u>Top Priorities Report Dated January 2018</u> | 61 - 61 |
| 12.1.2 | <u>Projects List Report Dated January 2018</u> | 62 - 62 |
| 12.2 | Applications Report Dated January 2018 (attached) | 63 - 64 |
| 12.3 | Trustee and Local Expense Report Dated November 2017(attached) | 65 - 65 |
| 12.4 | Adopted Policies and Standing Resolutions (attached) | 66 - 67 |
| 12.5 | Local Trust Committee Webpage | |
| 12.6 | Chair's Report | |
| 12.7 | Trustee Report | |

12.8	Electoral Area Director's Report	
12.9	Trust Fund Board Report Dated November 2017 (attached)	68 - 69
13.	NEW BUSINESS	3:00 PM - 3:20 PM
13.1	Housing Agreement Administration - Briefing	70 - 72
14.	UPCOMING MEETINGS	
14.1	Next Regular Meeting Scheduled for February 26, 2018, at the Agricultural Hall, Mayne Island	
15.	TOWN HALL	3:20 PM - 3:40 PM
16.	CLOSED MEETING (Distributed Under Separate Cover)	3:40 PM - 3:50 PM
16.1	Motion to Close Meeting	
	<i>That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s. 90(1) [a & d] for the purpose of considering:</i>	
	<i>Adoption of In-Camera Meeting Minutes Dated January 30, 2017</i> <i>APC Membership Terms</i>	
	<i>AND that the recorder and staff attend the meeting.</i>	
16.2	Recall to Order	
16.3	Rise and Report	
17.	ADJOURNMENT	3:50 PM - 3:50 PM



ADOPTED

Mayne Island Local Trust Committee Minutes of Regular Meeting

Date: October 30, 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

Staff Present: Gary Richardson, Island Planner
Robert Kojima, Regional Planning Manager
Jennifer Eliason, Trust Fund Board Manager
Pat Todd, Recorder

Public Present: There were approximately thirty six (36) members of the public in attendance.

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

Change 13.1 from Garbage Service to CRD Affordable Housing

Add 3.1 Garbage Service (moved from 13.1)

By general consent the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS

3.1 Garbage Service

Planner Richardson outlined the current status of garbage service which is being provided by an individual. The Waste Transfer Station (WTS) is now closed and the site is for sale. The individual's property who is now operating the garbage service is not zoned as a WTS.

Trustee Crumblehulme spoke to the responsibility of the Mayne Island Improvement District (MIID) to manage garbage services.

Trustee Dodds stated that garbage services have historically been operated by individuals with disposal being at Hartland Landfill.

Dave Maude, current service provider, reviewed discussions with Bylaw Enforcement and questioned the interpretation of a WTS. The definition of waste materials on a vehicle equating to a WTS could be applied to a number of island properties. There is no interest in applying for a Temporary Use Permit (TUP) only approval to park the truck for one night prior to taking garbage off island.

Regional Planning Manager (RPM) Kojima spoke to bylaw enforcement on the storage of waste materials on a residential property. Bins located at business sites are considered part of a commercial operation. LTC would be responsible to zone land for WTS.

Debra Bell cited the need for a long term solution and suggested that the MIID buy the property currently zoned as WTS and lease back to an operator. It was questioned as to how to ensure garbage leaves island day after collection.

Lee-Ann McKintuck spoke to the current service being consistent and well managed and questioned Islands Trust purchasing the property.

RPM Kojima clarified that the LTC cannot buy or lease land however the Capital Regional District (CRD) can do so.

Deb Foote questioned setting a precedent if exemption made for one type of business and supported proper zoning for a WTS.

Annette Witteman spoke favourably of the current service and support of a variance so service can continue. There should be no smell to garbage as green waste is not allowed and maybe increased education as to what can and cannot be included in garbage would help. The significant costs of a TUP application - with no guarantee of approval - is a factor for consideration.

Chris Roehrig asked if a bylaw could be designed to meet the current operation structure.

RPM Kojima stated that bylaw could be amended.

Trustee Crumblehulme informed the Local Trust Committee (LTC) that there is an Ad Hoc Committee looking at options.

Dave Maude reviewed discussions with the owner of WTS property and costs to purchase or lease are significant which would then be reflected in the cost of service. It is not feasible to collect and remove garbage on same day and many contractors have waste materials on their trucks at home prior to taking off island.

Chair Grams asked if Trustees had any instructions for the operator.

Trustee Dodds spoke of acquiring a staff report detailing how to manage all forms of waste.

Trustee Crumblehulme supported a report of legal options and queried the LTC facilitating a meeting with MIID.

4. COMMUNITY INFORMATION MEETING

4.1 Commercial Land Use Review

Planner Richardson presented a number of slides outlining the background and recommendations of the 2011 Commercial Land Use review.

Trustee Crumblehulme spoke of Fernhill Road being a primary commercial site.

Trustee Dodds questioned the next step in review process.

Planner Richardson reported that comments and information from this meeting would be collected and a report presented at next LTC meeting.

Deb Foote (member of Task Force) emphasized the need to review and clarify the OCP. Some items to address are farm stands, adherence to “goods produced on Mayne Island” and signage on trees and poles.

Chris Roehrig questioned if amending the OCP with more restrictive language is a good plan.

Kathy Warning, specific to Reef Bay Holdings site, said it has always been considered Commercial.

Annette Witterman spoke in support of clarification. Applications for rezoning are costly, especially for a home based occupation, and there is no guarantee of approval.

The co-owner of Mayne Inn questioned if applications within the boundaries of Miners Bay core could be fast tracked.

RPM Kojima stated Comprehensive Zoning with designated boundaries and policies would provide guidance to Planners and Trustees

Debbie Lancaster spoke in favour of Miners Bay as commercial core and would like her property to be included within boundary in addition to the importance of clarifying policies in the OCP and ensuring zoning of residential and commercial.

Jim Heshedahl (neighbour of Lancaster property) raised concern with designating site as Residential and Commercial as development could impact on aesthetics of property.

Trustee Crumblehulme stated importance of Home Occupations keeping a “low profile” to maintain nature of island – commercial development generally is more visible and in some aspects rezoning can be streamlined.

5. PUBLIC HEARING

none

6. MINUTES

6.1 Local Trust Committee Minutes Dated September 18, 2017 (for Adoption)

By general consent the Local Trust Committee meeting minutes of September 18, 2017 were adopted.

6.2 Section 26 Resolutions-without-meeting Report

none

6.3 Advisory Planning Commission Minutes

none

7. BUSINESS ARISING FROM THE MINUTES

7.1 Follow-up Action List Dated October 2017

Planner Richardson reports that work is underway on Montrose ditching. Water course will be mapped after rain for Riparian Area Regulation (RAR). All other items are done or ongoing.

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 Islands Trust Fund 5-year Plan - RFD & Referral

Jennifer Eliason, Islands Trust Fund Manager (ITF), reviewed the 5 year plan which by statute must be submitted to the Ministry of Municipal Affairs and Housing.

The document addresses policies on acquisition, management and disposal of property, investment of money, goals for major acquisition and other matters as required.

MA-2017-039

It was Moved and Seconded

That the Mayne Island Local Trust Committee receive the draft Islands Trust Fund Plan for information.

CARRIED

10.2 Islands Trust Fund Regional Conservation Plan (2018-2027) - Referral

ITF Manager Eliason spoke to the draft Conservation Plan. This is the first 10 year plan and the report was prepared by Kate Emmings, Ecosystem Protection Specialist.

Goals are:

1. Identify, investigate and communicate about important natural areas to generate action on conservation priorities.
2. Strengthen relationships with First Nations to identify and collaborate on shared conservation goals.
3. Continue to secure and manage Trust Fund Board lands and conservation covenants to maximize ecological integrity.
4. Continue to build internal and shared organizational strength and resilience to ensure long term nature conservation in the Islands Trust Area.

Discussion addressed loss of trees and options/incentives to conserve trees. There is a 5 acre minimum for a covenant. OCP policies could identify protected land. A significant issue for the island is Fallow Deer as they destroy trees.

10.3 North Pender Island Local Trust Committee Bylaws No. 214 & 215 Referral

MA-2017-040

It was Moved and Seconded

That the Mayne Island Local Trust Committee interests are unaffected by North Pender Island Local Trust Committee Bylaws No. 214 and 215.

CARRIED

10.4 North Pender Island Local Trust Committee Bylaws No. 211 & 212 Referral

MA-2017-041

It was Moved and Seconded

That the Mayne Island Local Trust Committee interests are unaffected by North Pender Island Local Trust Committee Bylaws No. 211 and 212.

CARRIED

10.5 Salt Spring Island Local Trust Committee Bylaw No. 507 Referral

MA-2017-042

It was Moved and Seconded

That Mayne Island Local Trust Committee interests are not affected by Salt Spring Island Local Trust Committee Bylaw No. 507.

CARRIED

Trustee Dodds recused herself for the next agenda item due to conflict of interest.

10.6 MA-RZ-2017.1 (Reef Bay Holdings) - Staff Report

Planner Richardson detailed the rezoning application. Current zoning is restrictive as to uses and the applicant is asking for the full range of Commercial Zone 1 usages. The site is within a Development Permit area and C1 zoning would give increased flexibility.

The applicant spoke in support of the staff report and stated that under the current zoning, the property is underutilized.

MA-2017-043

It was Moved and Seconded

That the Mayne Island Local Trust Committee direct staff to prepare a draft bylaw for the Local Trust Committee's consideration changing the zoning of Lot 36, Section 6, Mayne Island, Cowichan District, Plan 22057 from C1(a) to C1 with a limit on the area that can be used for retail use.

CARRIED

Trustee Dodds rejoined the meeting.

11. LOCAL TRUST COMMITTEE PROJECTS

none

12. REPORTS

12.1 Work Program Reports

12.1.1 Top Priorities Report Dated October 2017

Planner Richardson spoke to priorities and that Waste Disposal could be added to the Projects List.

MA-2017-44

It was Moved and Seconded

That the Mayne Island Local Trust Committee direct staff to add Solid Waste Management to the projects list.

CARRIED

MA-2017-045

It was Moved and Seconded

That the Mayne Island Local Trust Committee recommend to suspend Bylaw Enforcement regarding Waste Transfer Station on 484 Cherry Tree Bay Road, subject to a meeting with Mayne Island Improvement District Board of Directors, for a six month period.

CARRIED

12.1.2 Projects List Report Dated October 2017

Planner Richardson reports projects are progressing.

12.2 Applications Report Dated October 2017

Received for information.

12.3 Trustee and Local Expense Report Dated August 2017

Received for information.

12.4 Adopted Policies and Standing Resolutions

Received for information.

12.5 Local Trust Committee Webpage

Will be updated according to meeting discussion/actions.

12.6 Chair's Report

Chair Grams commented that the Executive Committee is working on the agenda for the December Trust Council meeting.

12.7 Trustee Report

Trustee Dodds reported that to date, 150 fallow deer have been eradicated. There was one incident with a property owner however the Conservation Officer came to the island and the issue was resolved.

Trustee Crumblehulme spoke to the CRD Economic Sustainability individual island presentations, which are almost completed and have been very well received.

12.8 Trust Fund Board Report Dated October 2017

Received for information.

13. NEW BUSINESS

13.1 CRD Affordable Housing

Trustee Crumblehulme informed the LTC that the CRD is looking to increase affordable housing units and to this end is looking for land which could be public or privately owned. It is important to let the community know and specifically the Housing Forum.

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for November 27, 2017, at the Agricultural Hall, Mayne Island

14.2 Draft 2018 LTC Meeting Schedule – Memo

MA-2017-046

It was Moved and Seconded

That the Mayne Island Local Trust Committee adopt the proposed 2018 meeting schedule as presented.

CARRIED

15. TOWN HALL

There was a discussion regarding potential housing development as there is funding being made available and now is the time to act.

16. CLOSED MEETING

none

17. ADJOURNMENT

By general consent the meeting was adjourned at 3:30 p.m.

George Grams, Chair

Certified Correct:

Pat Todd, Recorder



Islands Trust

Mayne Island

Print Date: January 23, 2018

Resolutions Without Meeting

Resolution #	Action	Resolution Description	Resolution Date
2018-01	In Favour	THAT_Mayne Island Local Trust Committee Adopt their October 30, 2017, Local Trust Committee meeting Draft minutes as presented.	17-Jan-2018

Follow Up Action Report

Mayne Island

24-Jul-2017

Activity	Responsibility	Target Date	Status
Riparian Area Regulation Project - Draft Bylaw 171			Done
1) amend mapping in the Montrose Road area			
2) Call MoTI reading future plans for diversion			
3) Bring Bylaw back to LTC meeting for consideration of 1st reading and direction to schedule public hearing.			

30-Oct-2017

Activity	Responsibility	Target Date	Status
6.1 Minutes of Sept 18, 2017 adopted as presented	Lori Foster	06-Oct-2017	Done
4.1 Commercial Land use Review CIM- Staff to report back with recommendations	Gary Richardson	22-Jan-2018	On Going
10.1 ITF five year plan		31-Oct-2017	Done
10.2 ITF Regional Conservation Plan - received		31-Oct-2017	Done
10.3 , 10.4 NPILTC bylaws 214, 215, 211, 212 - interests unaffected	Sharon Lloyd-deRosario Justine Starke	03-Nov-2017	Done
10.5 SSILTC bylaws 507 - interests unaffected	Sharon Lloyd-deRosario		Done
10.6 MA-RZ-2017.1 Reef Bay Holdings - prepare draft bylaw	Gary Richardson		Done
12.1.2 - Work Program - add waste management to projects list		31-Oct-2017	Done

Follow Up Action Report

12.1.2 - suspend enforcement on waste management file for six months while trustees meet with improvement district	Warren Dingman	03-Nov-2017	Done
14.1 Annual meeting schedule - adopted as presented	Lori Foster	03-Nov-2017	Done

DATE OF MEETING: January 29, 2018

TO: Mayne Island Local Trust Committee

FROM: Gary Richardson, Island Planner
Local Planning Services

SUBJECT: Rezoning of Commercial Property 492 Dalton Drive, Mayne Island

Applicant: Reef Bay Holdings Ltd.

Location: PID: 000-031-470
Lot 36, Section 6, Mayne Island, Cowichan District, Plan 22057

RECOMMENDATIONS

1. That the Mayne Island Local Trust Committee Draft Bylaw No. 172 cited as “Mayne Island Land Use Bylaw 146, 2008, Amendment No.1, 2017” be read a first time.
2. That the Mayne Island Local Trust Committee directs staff to schedule a public hearing for Bylaw No. 172, cited as “Mayne Island Land Use Bylaw 146, 2008, Amendment No.1, 2017”.
3. That the Mayne Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 172, cited as “Mayne Island Land Use Bylaw 146, 2008, Amendment No.1, 2017”, is not contrary or at variance with the Islands Trust Policy Statement.

REPORT SUMMARY

As per the LTCs direction at its October 30, 2017 LTC meeting staff has drafted a bylaw (172) to amend the zoning on the subject lot from Settlement Commercial C1(a) to Settle Commercial C1. The present zoning that allies to the subject property (C1(a) limits the permitted uses on the property to professional and business offices, and accessory uses, buildings and structures. The C1(a) zoning also limits the number of buildings permitted on the property. Unrestricted C1 zoning allows a more comprehensive list of permitted commercial uses. The draft bylaw also proposes a more restrictive maximum lot coverage limit for buildings and structures of 20%. The lot is 0.23 ha in area; therefore 20% lot coverage allows for 2300 m² (24,756 ft²) of the lot to be covered with buildings and structures.

BACKGROUND

The subject property is a 0.23 hectare lot located at the intersection of Dalton Drive, Wood Dale Drive and Village Bay Road. The lot is directly across from the Mayne Island ferry terminal and is presently zoned C1(a). The existing building was, until recently, used as a real estate office. A previous application to rezone the lot was made in 1982 by Pacific Shore Reality Ltd. to allow a neighbourhood pub, manager's suite and rental rooms on Lot 36. The application was denied due to strong opposition in the Village Bay area.

A staff report was presented to the LTC at its October 30, 2017 business meeting. A copy of the report is available on the Islands Trust Website.

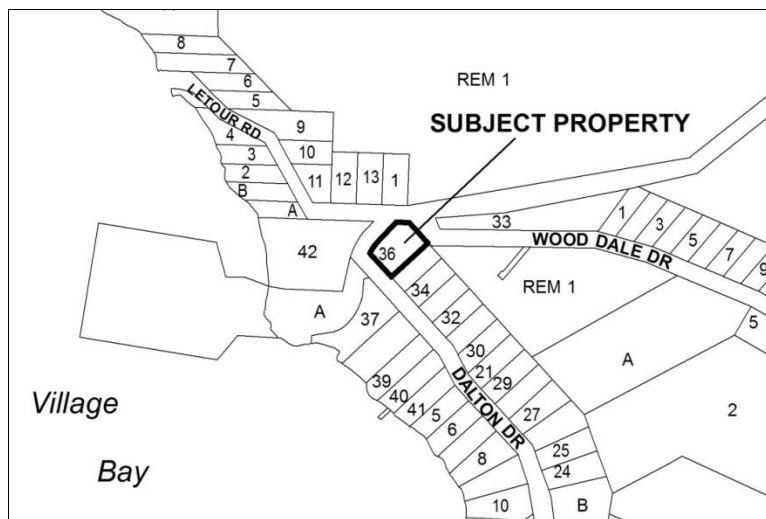
The LTC passed the following resolution at its October 30, 2017 LTC meeting:

MA-2017-043

It was Moved and Seconded

That the Mayne Island Local Trust Committee direct staff to prepare a draft bylaw for the Local Trust Committee's consideration changing the zoning of Lot 36, Section 6, Mayne Island, Cowichan District, Plan 22057 from C1(a) to C1 with a limit on the area that can be used for retail use.

Plan 1 – Subject Property



Consultation

In accordance with regular statutory requirements a public hearing is required and it is normal practice to hold a Community Information Meeting (CIM) prior to the public hearing. In this circumstance, staff is recommending scheduling CIM in conjunction with the public hearing. This will be scheduled once the Local Trust Committee gives direction to hold a public hearing.

The public hearing notice will be posted in the newspaper, website, mailed and hand delivered to surrounding property owners, and posted on notice boards as per statutory requirements in advance of the public hearing.

Draft Bylaw 172 was referred to the following for comment:

Village Point Improvement District

Galiano Island LTC

Saturna Island LTC

North Pender Island LTC

Ministry of Transportation and Infrastructure

CRD Building Inspection

Vancouver Island Health

Additionally, the LTC may choose to refer the proposal to the advisory planning commission.

The referral period ends on February 8, 2018 and as of the date of this report no referral comments had been received.

Rationale for Recommendation

The rationale for the recommendation on page 1 is based on the merits of the proposal, which include:

- The property is within the Village Point Improvement District service area.
- It does not seem necessary to limit the number of buildings on the lot as it's a small lot and setback requirements, parking requirements, lot coverage restrictions and DPA guidelines will ensure that any building is not out of scale with the lot. Staff has proposed 20% maximum lot coverage limit.
- The location of the lot is well-suited to provide a complementary commercial service for people arriving at, departing from or waiting for the ferry.
- The proposal complies with OCP policy.
- Allowing a full range of commercial uses, as permitted in the C1 zone, will provide a wider range of potential commercial uses instead of being restricted to just professional businesses and offices. Continuing to limit the commercial uses permitted on this property will not allow the uses of this property to change over time as commercial needs of the island change.
- Apartment residential is beneficial as it could provide housing for the owner operator or much-needed rental housing. This is consistent with OCP policy.
- The OCP states service-based businesses should be dispersed in the Mayne Island Local Trust area and that the retail commercial needs of the community should be addressed by considering zoning to permit small developments within the immediate neighbourhood they serve, for example small neighbourhood corner stores. This proposal is consistent with this policy.

- There appears to be no compelling reasons why a small commercial building with or without residential use included could not be established on the lot to provide a service for Mayne Island in harmony with the surrounding area. The property is in a development permit area DPA for the form and character for commercial development which should ensure any building on the lot is constructed in a manner that is consistent with and enhances rural character of the island and minimizes impact on adjacent properties.
- The property is already designated commercial in the OCP.
- There are no other commercially zoned lots servicing the Village Bay area of Mayne Island.

ALTERNATIVES

1. Amend the list of permitted uses

If the LTC determines that not all of the uses permitted in the C1 zone are appropriate for this location the uses that the LTC does not deem appropriate can be removed from the draft bylaw.

2. Amend maximum lot coverage

Staff has recommended 20% maximum lot coverage the LTC can increase or decrease this limit.

3. Proceed No Further

If the LTC determines that this application should not proceed a resolution to proceed no further should be passed.

NEXT STEPS

1. Give Draft Bylaw 172 first reading
2. Direct staff to schedule public hearing

Submitted By:	Gary Richardson Island Planner	January 16, 2018
Concurrence:	Robert Kojima Regional Planning Manager	January 16, 2018

ATTACHMENTS

1. Photographs
2. Draft Bylaw 172
3. Policy Statement Checklist

Attachment 1 – Photographs



Attachment 2 – Draft Bylaw 172

**MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 172**

A BYLAW TO AMEND MAYNE ISLAND LAND USE BYLAW 146, 2008

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

1. Citation

This bylaw may be cited for all purposes as “Mayne Island Land Use Bylaw 146, 2008, Amendment No. 1, 2017”.

2. Mayne Island Local Trust Committee Bylaw No. 146, cited as “Mayne Island Land Use Bylaw 146, 2008,” is amended as follows:

2.1 Schedule “B” – Zoning Map, is amended by changing the zoning classification of Lot 36, Section 6, Mayne Island, Cowichan District, Plan 22057 from Settlement Commercial - C1(a) to Settlement Commercial – C1, as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “B” as are required to effect this change.

2.3 Section 5.8 – Settlement Commercial (C1) Zone, Subsection 5.8(11), site specific zoning pertaining to C1(a) is amended by removing site specific regulations (1), (2) and (3) in column 3 and replacing them with the following: “(1) Despite 5.8.2 and 5.8.4, the maximum lot coverage permitted is 20 %.”

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 _____ DAY OF _____ 20____

PUBLIC HEARING HELD THIS _____ DAY OF _____ 20____

READ A SECOND TIME THIS _____ DAY OF _____ 20____

READ A THIRD TIME THIS _____ DAY OF _____ 20____

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS _____ DAY OF _____ 20____

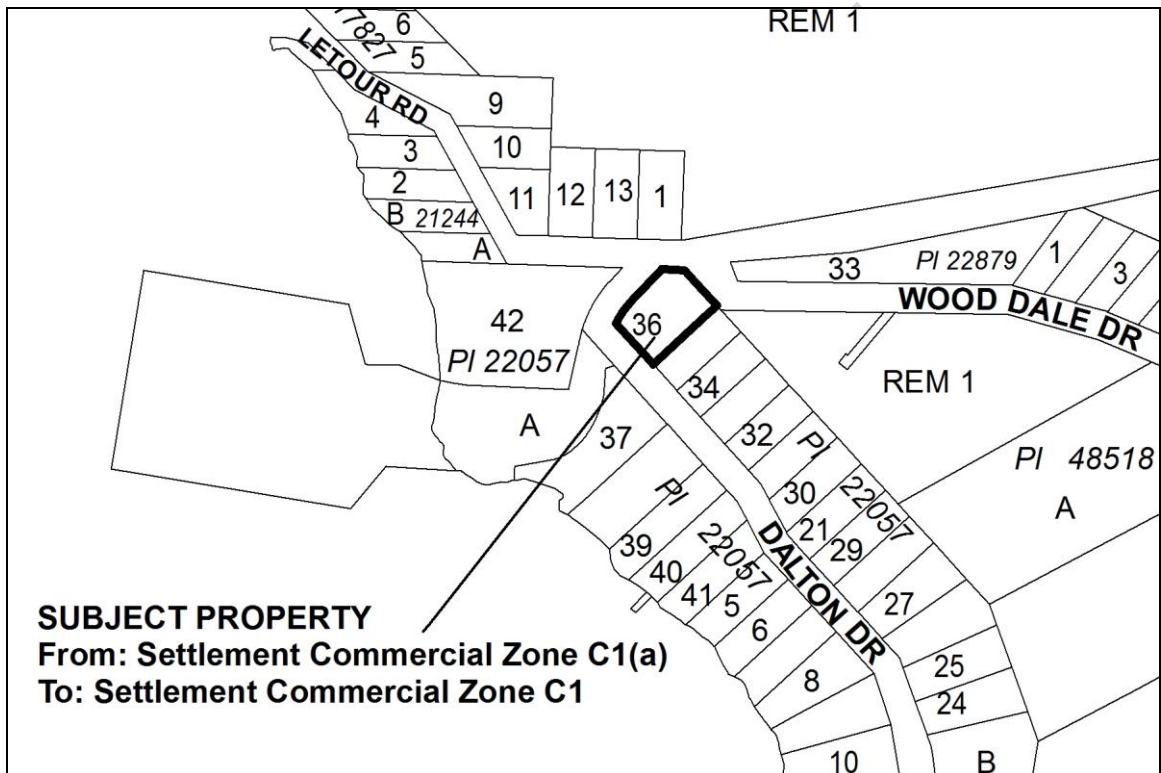
ADOPTED THIS _____ DAY OF _____ 20____

Chair

Secretary

MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 172

Plan No. 1





Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No: BL 172 / MA-RZ-2017.1 (Reef Bay Holdings)
LTC Endorsement:

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECK LIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✗ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
N/A	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
N/A	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.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.
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PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
✓	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
✓	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.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
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	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
✓	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
N/A	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:

To: Galiano, Mayne, Salt Spring, and Saturna
Local Trust Committees

For the Meeting of: Nov/Dec, 2017

From: Executive Committee

Date prepared: October 27, 2017

File No.:

SUBJECT: Japanese Canadian Historic Places Project

DESCRIPTION OF ISSUE: The Executive Committee is referring for information correspondence from staff with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development describing the provincial Japanese Canadian Historic Places project. This is being forwarded to the LTC because heritage sites have been identified on your island

BACKGROUND:

On May 11, 2017, the Executive Committee received correspondence inviting local governments to consider using the heritage conservation tools found in Part 15 of the *Local Government Act* to formally recognize or protect Japanese Canadian historic places.

In 2018, the provincial government will be developing Statements of Significance that document the heritage values of these places, as part of the records that will be added to the BC and Canadian Registers of Historic Places. The Province may also be including some Gulf Islands designated areas in online maps.

Provincial staff advise that Japanese gardens, charcoal pit kilns, milling and fishing sites, geographical names, and community buildings are reminders of the culturally-diverse community life on the Gulf Islands before the dispossession, forced relocation and internment of Japanese residents in 1942.

The Executive Committee postponed sending this correspondence to local trust committees until final Statements of Significance and associated mapping were available but recently learned that this mapping is now not expected to be available until sometime in 2018.

ATTACHMENT(S):

1. March 31, 2017 e-mail from Berdine Jonker re Japanese Canadian Historic Places Project
2. April 3, 2017 letter from Richard Linzey re Japanese Canadian Historic Places Project results

FOLLOW-UP: Once the Executive Committee is provided with Japanese Canadian Historic Places Statements of Significance and associated mapping, the information will be forwarded to affected local trust committees. At that time, local trust committees will be encouraged to discuss the use of these tools to protect the listed places with their planner and Regional Planning Manager.

Prepared By: Clare Frater, Director, Trust Area Services

Reviewed By/Date: October 23, 2017

From: Jonker, Berdine FLNR:EX [<mailto:Berdine.Jonker@gov.bc.ca>]
Sent: Friday, March 31, 2017 4:58 PM
Cc: Cook, Judith FLNR:EX
Subject: Japanese Canadian Historic Places in British Columbia

Email sent on behalf of Richard Linzey, Director, Heritage Branch:

Good morning,

I am writing to inform you of the results of the Japanese Canadian Historic Places Project, a heritage awareness and recognition project that was undertaken by the Ministry of Forests, Lands, and Natural Resource Operations, and the Ministry of International Trade and Multiculturalism over the past year.

Public nominations were sought from July 7 to November 30, 2016, resulting in 264 nominations for 176 places to be considered for recognition under s. 18 of the *Heritage Conservation Act* (Appendix A). Following a thorough evaluation by sector and community experts, 56 historic places were chosen to receive formal provincial recognition for their significance to the Japanese Canadian community in British Columbia (Appendix B).

Acknowledgement of the heritage values associated with these places strengthens our understanding and appreciation of the diversity of cultures that are part of British Columbia's heritage. Heritage values articulated by the Japanese Canadian community relate to several themes including immigration, fighting for equality and justice, service to community, and celebrating cultural diversity. Of particular importance was the profound impact of internment during World War II, and its lasting effects in the years following, on over 22,000 Japanese Canadians and Canadians of Japanese ancestry.

While not all of the places identified by the public are *provincially* significant, this project brings to light the fact that these places are important at a regional or local level. I am therefore inviting your local government to consider using the heritage conservation tools found in Part 15 of the *Local Government Act* to formally recognize or protect these places at the local level. Recognition of these historic places by all levels of government strengthens our collective understanding and appreciation of the many layers of heritage values that make British Columbia the place it is today

If your local government does not already have a Community Heritage Register or other heritage conservation tools in place, may I suggest contacting Heritage BC at www.heritagebc.ca, or at 604.428.7243 or 1.855.349.7243, to learn more about their resources and services for developing community heritage planning programs. Heritage BC is also the fund administrator for the Heritage Legacy Fund of British Columbia, which provides opportunities to interpret or celebrate aspects of community heritage through their Heritage Awareness Program.

If you would like more information on this project, or any of the places that were nominated or formally recognized, please contact Judith Cook, Heritage Planner, at judith.cook@gov.bc.ca, or at 250-356-1038. Information about each place will also be available on an online interactive map, hosted by Heritage BC. A follow-up letter with more detail about which historic places are in your municipality will arrive to your offices shortly.

I hope that you will join the Province of British Columbia in honouring this important part of our provincial heritage.

Sincerely,

Berdine Jonker

Berdine Jonker, MPA | Manager, Heritage Programs and Services
Heritage Branch | Ministry of Forests, Lands and Natural Resource Operations
Office: 250.356.1044 | Cell: 250.384.8489 | www.gov.bc.ca/bcheritage

Appendix A - Japanese Canadian Historic Places Project - List of nominated places

1	Protected Area	38	The Gulf Islands	78	Fraser Mills Japanese Language School
2	Lillooet/East Lillooet Self-Supporting Internment Camp	39	Sunrise Sawmill and Koyama's Fish Camp	79	Annieville Slough
3	McGillivray Falls	40	Galiano Island Charcoal Pit Kiln	80	Canoe Pass
4	Minto Mine	41	Galiano Island Cemetery	81	New Westminster Berth for Ocean Vessels
5	Miyazaki House	42	Galiano Island North End Hall	82	Douglas Road Cemetery
6	Bridge River Internment Site	43	Mayne Island Japanese Garden	83	New Westminster Japanese Language School
7	Taylor Lake	44	Kadonaga Bay	84	Japanese Teahouse, North Vancouver
8	Mount Manzo Nagano	45	Mayne Island	85	Seymour Valley (McKenzie Creek) Japanese Camp
9	Mine at Ikeda Bay on Moresby Island	46	Salt Spring Island Charcoal Pit Kilns	86	Britannia Shipyards National Historic Site
10	Ocean Falls	47	Ganges	87	Don and Lion Islands
11	North Pacific Cannery National Historic Site	48	Salt Spring Island	88	G.S. Mukai Boat Works
12	Port Essington	49	Mikuni Point	89	Garry Point Park Boatyard
13	Skeena Buddhist Temple	50	Saint Christopher's Church	90	Japanese Fishermen's Hospital
14	Cow Bay	51	Christina Lake & Japanese Language School	91	Kuno Garden
15	Kazu Maru Shinto Shrine	52	Greenwood	92	Murakami House and Boatworks
16	Morimoto Boat Shop & Claxton Cannery	53	Kaslo Internment Site	93	Nikkei Fishermen's Statue, Steveston
17	Prince Rupert Japanese Language School	54	Langham Cultural Centre	94	Steveston Buddhist Temple
18	St. Andrew's Anglican Church	55	St Andrew's United Church	95	Steveston Japanese Language School
19	Calhoun Farm	56	Midway	96	Steveston
20	Eagle Pass/Revelstoke-Sicamous Highway Road Camp	57	1505 Nasookin Road, Nelson	97	Woodfibre Japanese Language School
21	Nitobe's Rock	58	Rosebery Internment Camp	98	Strawberry Hill, Surrey
22	Rogers Pass Avalanche Memorial	59	Kohan Reflection Garden	99	Campbell Creek Hop Farm
23	Fraser Valley Buddhist Temple	60	New Denver and Area Internment Camps	100	Kamloops Japanese Canadian Association
24	Mount Lehman Japanese Language School	61	New Denver Church	101	Kamloops Jodo Shinshu Buddhist Temple
25	Hammond Buddhist Temple	62	New Denver Orchard	102	Kamloops Judo Club
26	Haney Japanese Kindergarten	63	Nikkei Internment Memorial Centre National Historic Site	103	Monte Lake
27	Haney Japanese Language School	64	Yasutaro Mitsunaga grave marker	104	North Kamloops Motors
28	Haney Nokai	65	Sandon Internment Camp	105	Kelowna Buddhist Temple
29	Haney, Maple Ridge	66	520 Springer Street, Slocan	106	Kelowna Japanese Language School
30	Whonnock Japanese Language School	67	Bay Farm Internment Camp	107	Summerland Japanese Language School
31	East Mission Japanese Language School	68	Lemon creek Internment Camp	108	Bella Vista Road & Old Kamloops Road
32	Mission Japanese Language School	69	Popoff Internment Camp	109	Vernon Japanese Hall/Buddhist Temple
33	Westminster Abbey, Mission	70	Slocan Extension Internment Camps	110	Westwold
34	Pitt Meadows Japanese Canadian Meeting Hall	71	Silvery Slocan Social Centre	111	Yellowhead-Blue River Highway Road Camp (Robson Park)
35	Fraser Valley	72	Slocan Cemetery Monument		
36	Tashme Internment Camp	73	Slocan City Internment Camp		
37	Hope-Princeton Highway Road Camp	74	Slocan Village Market		
		75	CPR Railway disaster		
		76	Nikkei National Museum & Cultural Centre		
		77	Ocean View Burial Park		

112	302 Alexander Street, Vancouver	134	Nippon Auto Supply, Vancouver	157	Saito House
113	40th Marpole Boy Scout Hall & Marpole Japanese Language School	135	Nitobe Memorial Garden, UBC	158	Cumberland
114	Celtic Cannery & Japanese Language School	136	Oppenheimer Park	159	Nanaimo Japanese Language School
115	Fairview Japanese Language School	137	Powell Street Historic Japanese Canadian Neighbourhood (Paueru-gai/ パウエル街)	160	Newcastle Island & Nanaimo Shipyards
116	Hastings Park	138	Showa Japanese Language School	161	McLean Mill National Historic Site
117	Hastings Park - PNE Forum	139	Tairiku Building, Cordova Street	162	Port Alberni Cemetery
118	Hastings Park - Rollerland	140	Tamura House/Building	163	Royston
119	Hastings Park Garden Auditorium	141	Tonari Gumi, Vancouver	164	Japanese Bazaar, 1013 Government Street, Victoria
120	Hastings Park Livestock Building	142	University of British Columbia	165	Japanese Methodist Mission Church
121	Hastings Park Momiji Garden	143	Vancouver Buddhist Temple	166	Osawa Hotel, Victoria
122	Historic Sites and Monuments Board of Canada Plaque, Hastings Park	144	Vancouver Japanese Language School & Japanese Hall	167	Ross Bay Cemetery - Kakehashi Project and Gravesites
123	Holy Cross Japanese Anglican Church	145	Wong's Market, Vancouver	168	Victoria Japanese Language School
124	Japanese Canadian real estate	146	Torii Gate	169	Victoria Port of Entry and William Head Quarantine Station
125	Japanese Canadian War Memorial	147	Chemainus Cemetery and Monument	170	Japanese Garden, Gorge Point Park
126	Japanese Catholic Mission	148	Comox Japantown and Japanese Language School	171	West Coast of Vancouver Island (Tofino and Ucluelet)
127	Japanese Church of the Ascension	149	Deep Bay Logging Company and Kyoritsu Gakko Language School	172	Clayoquot Island
128	Historic Joy Kogawa House	150	Hillcrest Japanese Language School	173	Tofino Japanese Language School
129	Kitsilano Japanese Language School	151	Duncan, Paldi, Chemainus	174	Japanese Dock, Ucluelet
130	Little Ginza, Vancouver	152	10 Maple Street, Cumberland	175	Port Albion (Shimizu Bay), Ucluelet
131	Maikawa Building and Store	153	Coal Mine No. 5 and No. 5 Japanese Town, Cumberland	176	Ucluelet
132	Mountain View Cemetery	154	Cumberland Japanese Cemetery		
133	Myowa Gakuen	155	Nikkei Mountain		
		156	No. 1 Japanese Town site, Cumberland		

Appendix B: Recognized places in numerical order

1. Tashme Internment Camp

2. Midway

3. Greenwood Internment Camp

4. Christina Lake

5. Kaslo Internment Site

6. Slocan City / Slocan Extension Internment Camps

7. Bay Farm Internment Camp

8. Popoff Internment Camp

9. Lemon Creek Internment Camp

10. Nikkei Internment Memorial Centre National Historic Site, New Denver

11. Kohan Reflection Garden, New Denver

12. New Denver Orchard

13. New Denver Church

14. Rosebery Internment Camp

15. Sandon Internment Camp

16. Lillooet/East Lillooet Self-Supporting Internment Camp
17. McGillivray Falls

18. Calhoun Farm, Tappen

19. Taylor Lake

20. Bridge River Internment Site

21. Minto Mine

22. Hope-Princeton Highway Road Camp

23. Eagle Pass (Revelstoke-Sicamous) Highway Road Camp

24. Yellowhead-Blue River Highway Road Camp (Robson Park)

25. Vancouver Japanese Language School and Japanese Hall

26. Mountain View Cemetery

27. Ocean Falls

28. Port Essington

29. Protected Area

30. The Gulf Islands

31. Nikkei National Museum & Cultural Centre

32. Annieville Slough
33. Don and Lion Islands

34. Fraser Valley / Fraser Valley Buddhist Temple

35. Haney, Maple Ridge

36. Westminster Abbey, Mission

37. Pitt Meadows Japanese Canadian Meeting Hall

38. Steveston

39. Strawberry Hill, Surrey

40. Kamloops Japanese Canadian Association

41. Kelowna Buddhist Temple

42. Bella Vista Road / Old Kamloops Road, Vernon

43. Seymour Valley (McKenzie Creek) Japanese Camp

44. 40th Marpole Boy Scout Hall & Marpole Japanese Language School

45. Hastings Park

46. Powell Street Historic Japanese Canadian Neighbourhood (Paueru-gai/パウエル街)

47. Stanley Park Japanese Canadian War Memorial

48. Tonari Gumi Japanese Canadian Volunteer Association

49. Duncan, Paldi and Chemainus
50. Cumberland and Royston

51. University of British Columbia

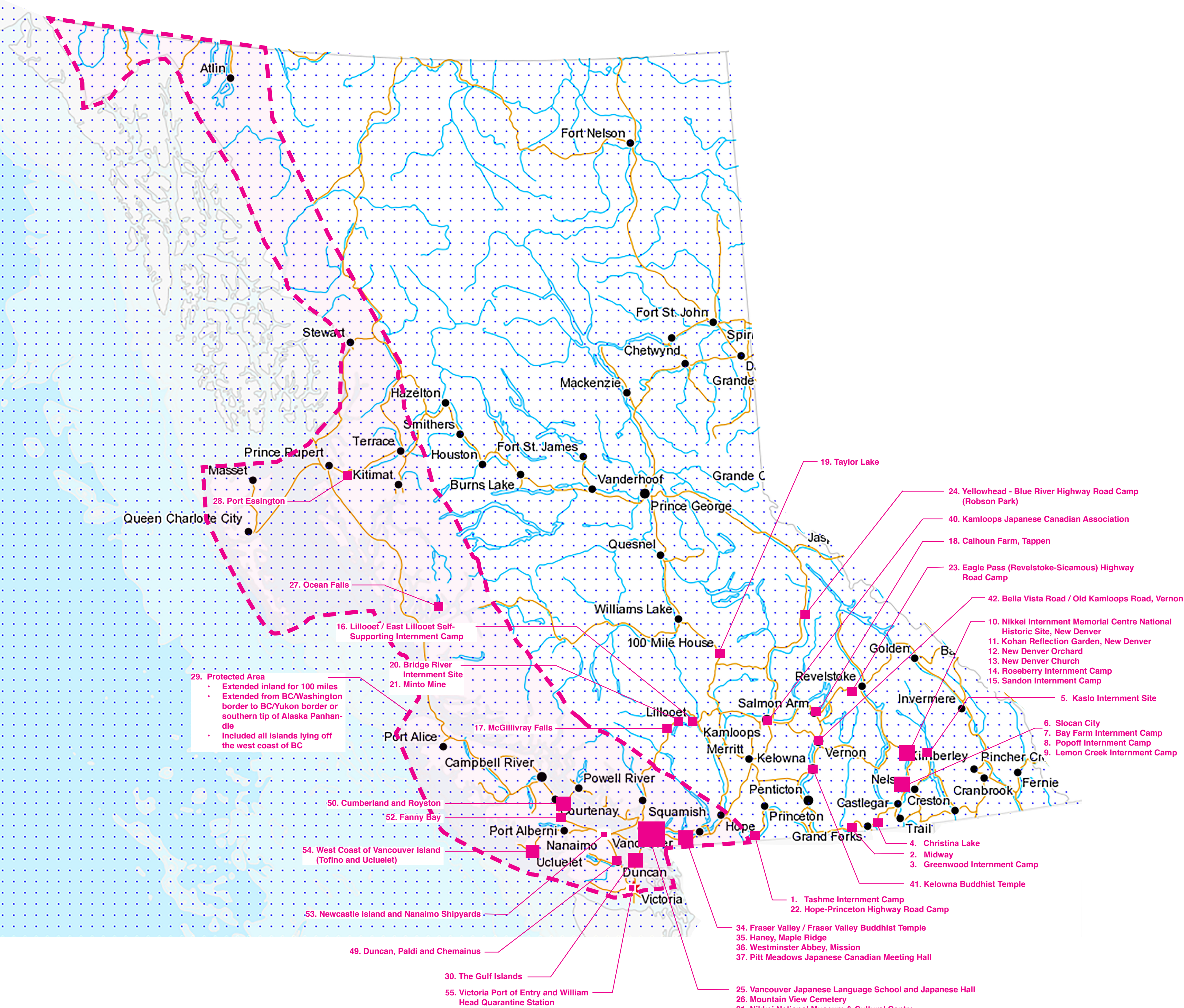
52. Fanny Bay

53. Newcastle Island and Nanaimo Shipyards

54. West Coast of Vancouver Island (Tofino and Ucluelet)

55. Victoria Port of Entry and William Head Quarantine Station

56. Vancouver Buddhist Temple





April 3, 2017

Board of Directors
Islands Trust
200 - 1627 Fort Street
Victoria, BC V8R 1H8

Dear Board of Directors:

I am writing to inform you of the results of the Japanese Canadian Historic Places Project, a heritage awareness and recognition project that was undertaken by the Ministry of Forests, Lands, and Natural Resource Operations, and the Ministry of International Trade and Multiculturalism over the past year.

Public nominations were sought from July 7 to November 30, 2016, resulting in 264 nominations for 176 places to be considered for recognition under s. 18 of the *Heritage Conservation Act* (Appendix A). Following a thorough evaluation by sector and community experts, 56 historic places were chosen to receive formal provincial recognition for their significance to the Japanese Canadian community in British Columbia (Appendix B).

Acknowledgement of the heritage values associated with these places strengthens our understanding and appreciation of the diversity of cultures that are part of British Columbia's heritage. Heritage values articulated by the Japanese Canadian community relate to several themes including immigration, fighting for equality and justice, service to community, and celebrating cultural diversity. Of particular importance was the profound impact of internment during World War II, and its lasting effects in the years following, on over 22,000 Japanese Canadians and Canadians of Japanese ancestry.

Sites chosen for formal recognition will be included on the BC Register of Historic Places, and will be put forward for inclusion on the Canadian Register of Historic Places. The promotion of heritage values under this piece of legislation is purely commemorative, and does not confer any form of legal protection nor does it register any interest in land. Property rights and title are also not affected by this formal acknowledgment of heritage values.

The 176 nominated places are located in 60 local governments and regional districts throughout B.C., including in your municipality. The historic places within your jurisdiction are listed below. Provincially recognized places are indicated with an asterisk (*).

148. Protected Area*
149. The Gulf Islands*

150. Sunrise Sawmill and
Koyama's Fish Camp

- | | | | |
|------|-------------------------------------|------|---|
| 151. | Galiano Island Charcoal Pit
Kiln | 156. | Kadonaga Bay |
| 152. | Galiano Island Cemetery | 157. | Salt Spring Island Charcoal
Pit Kilns |
| 153. | Galiano Island North End
Hall | 158. | Salt Spring Island |
| 154. | Mayne Island | 159. | Ganges |
| 155. | Mayne Island Japanese
Garden | 160. | Mikuni Point |
| | | 161. | Saint Christopher's Church,
Saturna Island |

While not all of the places identified by the public are *provincially* significant, this project brings to light the fact that these places are important at a regional or local level. I am therefore inviting your local government to consider using the heritage conservation tools found in Part 15 of the *Local Government Act* to formally recognize or protect these places at the local level. Recognition of these historic places by all levels of government strengthens our collective understanding and appreciation of the many layers of heritage values that make British Columbia the place it is today

If your local government does not already have a Community Heritage Register or other heritage conservation tools in place, may I suggest contacting Heritage BC at www.heritagebc.ca, or at 604.428.7243 or 1.855.349.7243, to learn more about their resources and services for developing community heritage planning programs. Heritage BC is also the fund administrator for the Heritage Legacy Fund of British Columbia, which provides opportunities to interpret or celebrate aspects of community heritage through their Heritage Awareness Program.

If you would like more information on this project, or any of the places that were nominated or formally recognized, please contact Judith Cook, Heritage Planner, at judith.cook@gov.bc.ca, or at 250-356-1038. Information about each place will also be available on an online interactive map, hosted by Heritage BC.

I hope that you will join the Province of British Columbia in honouring this important part of our provincial heritage.

Yours truly,

Richard Linzey
Director, BC Heritage Branch
Ministry of Forests, Lands and Natural Resource Operations



Islands Trust

BYLAW REFERRAL FORM

1-500 Lower Ganges Road
Salt Spring Island, 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	Bylaw Nos:	504 and 505	Date:	November 9, 2017
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You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response by January 2, 2017. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Fernando and Tammy Dos Santos, 416 Old Scott Road, Salt Spring Island, BC, V8K 2L7, f.dos.santos111@gmail.com

PURPOSE OF BYLAW:

The purpose of OCP proposed bylaw amendment No. 504 is to re-designate the property from rural neighbourhood (RL) to a residential neighbourhood (RN) variant which would allow for medium density of approximately 7 lots/hectare or 3 lots/acre.

The purpose of LUB proposed bylaw amendment No. 505 is to rezone the property from its Rural(R) designation to a Residential (R4) variant to allow for the development of up to 30 lots on the subject property.

GENERAL LOCATION:

221 Drake Road, Salt Spring Island

LEGAL DESCRIPTION:

LOT A, SECTION 20, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 28650 – PID 001-751-581

SIZE OF PROPERTY AFFECTED:

4.26 Hectares

ALR STATUS:

None

OFFICIAL COMMUNITY PLAN DESIGNATION:

Presently Rural Neighbourhood

OTHER INFORMATION:

Salt Spring Island Local Trust Committee Rezoning Application SS-RZ-2017.2

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: Rob Milne

Title: Island Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut Tribe
Stz'uminus First Nation

Pauquachin First Nation
Tsartlip First Nation
Tsawout First Nation
Tseycum First Nation

Semiahmoo First Nation
Tsawwassen First Nation

Hul'qumi'num Treaty Group (for information only)
Te'Mexw Treaty Association (for information only)

Regional Agencies

CRD – All Referrals & K. Campbell
CRD – SSI Economic Development Commission
CRD – SSI Parks and Recreation
CRD – SSI Senior Manager
CRD – Housing Secretariat
CRD – Ganges Water & Sewer Commission
Vancouver Island Health Authority

Non-Agency Referrals

North Salt Spring Waterworks District
School District No. 64
SSI Chamber of Commerce
SSI Fire Protection District
SSI Water Preservation Society
SSI Water council Society

Provincial Agencies

BC Assessment Authority
Ministry of Municipal Affairs and Housing
Ministry of Transportation & Infrastructure
Ministry of Natural Resource Operations – Archaeology Branch
Ministry of Forest Lands & Natural Resource Operations – Environment
Ministry of Forest Lands & Natural Resource Operations – Front Counter BC
Ministry of Jobs, Tourism & Skills

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
Cowichan Valley Regional District

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

Salt Spring Island Trust Area
(Island)

(Signature)

(Date)

504 and 505
(Bylaw Number)

(Title)

(Agency)



Islands Trust

BYLAW REFERRAL FORM

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 **Bylaw No.:** 508 **Date:** October 19, 2017

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response by November 30, 2017. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Robert Irving, Irving Pitchers Architects Ltd., 613 Horton Bay Rd., Mayne Island, BC – 250-539-5225 –
irvingpitcherarchitects@gmail.com

PURPOSE OF BYLAW:

Rezoning application to permit 13 additional commercial accommodation units, as well as three dwelling units for the exclusive use of hotel staff for a total of 55 units to the property.

GENERAL LOCATION:

Harbour House Hotel, 121 Upper Ganges Road, Salt Spring Island, BC

LEGAL DESCRIPTION:

Lot 1 Section 3 Range 3 East North Salt Spring Island Cowichan District Plan 11914 Except Parts In Plans VIP56622 and VIP59981 – PID 004-909-721

SIZE OF PROPERTY AFFECTED:

2.97 acres

ALR STATUS:

None

OFFICIAL COMMUNITY PLAN DESIGNATION:

Development Permit Area 1 – Island Villages

OTHER INFORMATION:

Recorded archaeological site in the area and close proximity to the shoreline.

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: Jason Youmans

Title: Island Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Penelakut Tribe
Stz'uminus First Nation

Malahat First Nation
Pauquachin First Nation
Tsartlip First Nation
Tsawout First Nation
Tseycum First Nation

Semiahmoo First Nation
Tsawwassen First Nation

Hul'qumi'num Treaty Group (for information only)
Te'Mexw Treaty Association (for information only)

Regional Agencies

CRD – All Referrals & K. Campbell
CRD – SSI Economic Development Commission
CRD – SSI Parks and Recreation
CRD – SSI Senior Manager
CRD – SSI Transportation Commission
CRD – Ganges Water & Sewer Commission

Non-Agency Referrals

North Salt Spring Waterworks District
SSI Chamber of Commerce
SSI Fire-Rescue
Partners Creating Pathways

Provincial Agencies

BC Assessment Authority
Ministry of Transportation & Infrastructure
Ministry of Natural Resource Operations – Archaeology Branch
Ministry of Forest Lands & Natural Resource Operations – Front Counter BC

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
Cowichan Valley Regional District

**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

Salt Spring Island Trust Area
(Island)

(Signature)

(Date)

508
(Bylaw Number)

(Title)

(Agency)



Islands Trust

BYLAW REFERRAL FORM

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

Island: Salt Spring Island Trust Area Bylaw No.: 509 Date: November 28, 2017

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response by January 10, 2018. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Mrs. Mafalda Hoogerdyk, Salt Spring Tennis Association

PURPOSE OF BYLAW:

To rezone the subject property to permit a second indoor tennis court and outdoor tennis courts in the PR3(a) zone

GENERAL LOCATION:

805 Lower Ganges Road, Salt Spring Island, BC V8K

LEGAL DESCRIPTION:

PID 009-600-426 SECTION 6, RANGE 2 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, EXCEPT THE EASTERLY 6.75 CHAINS THEREOF; EXCEPT PARCEL B (DD 770361), AND EXCEPT PART IN PLAN 14185

SIZE OF PROPERTY AFFECTED:

16.27 ha (40.21 acres)

ALR STATUS:

Yes

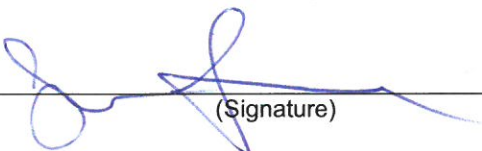
OFFICIAL COMMUNITY PLAN DESIGNATION:

Parks and Recreation

OTHER INFORMATION:

ALR non-farm use permission granted – Decision # 281/2017

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


(Signature)

Name: Jason Youmans

Title: Island Planner

This referral has been sent to the following agencies:

Provincial Agencies

Agricultural Land Commission
Ministry of Agriculture
BC Assessment Authority
Ministry of Transportation & Infrastructure

Regional Agencies

CRD – All Referrals & K. Campbell
CRD – SSI Parks and Recreation
Vancouver Island Health Authority

Non-Agency Referrals

North Salt Spring Waterworks District
SSI Fire-Rescue

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
Cowichan Valley Regional District

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

Salt Spring Island Trust Area
(Island)

(Signature)

(Date)

509
(Bylaw Number)

(Title)

(Agency)



DATE OF MEETING: January 29, 2018
TO: Mayne Island Local Trust Committee
FROM: Gary Richardson, Island Planner
Local Planning Services

SUBJECT: Riparian Area Regulation Implementation

Location: Mayne Island Local Trust Area

RECOMMENDATION

1. That the Mayne Island Local Trust Committee Draft Bylaw No. 171 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No.1, 2017” be read a first time.
2. That the Mayne Island Local Trust Committee request staff to schedule a public hearing for Bylaw No. 171, cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No.1, 2017”.
3. That the Mayne Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 171, cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No.1, 2017”, is not contrary or at variance with the Islands Trust Policy Statement.

REPORT SUMMARY

This report provides comment on recent mapping amendments completed by Islands Trust staff to correct mapping concerns raised at a June 26, 2017 Community Information Meeting, and relocation of a portion of a watercourse by the Ministry of Transportation and Infrastructure.

BACKGROUND

The Riparian Areas Regulation, enacted under Section 12 of the *Riparian Areas Protection Act* in July 2004, requires local governments to protect riparian areas during residential, commercial and industrial development by ensuring that proposed activities are subject to a science based assessment, conducted by a Qualified Environmental Professional (QEP). There have been various staff reports prepared summarizing the RAR and the LTC's options for implementation (available on the Mayne Island LTC [webpage](#)).

The LTC previously contracted two Qualified Environmental Professionals (QEPs) to provide reports on RAR applicable streams, both of whom identified three streams as subject to the RAR. The Mayne Island Landowners Coalition also contracted two reports from a QEP to determine fish absence in two streams.

At its May 30, 2016 business meeting the LTC endorsed a project charter which directed staff to engage the services of a Qualified Environmental Professional (QEP) to review existing QEP reports and carryout further fieldwork.

As a result of the LTC's direction a QEP was contracted (Madrone Environmental Ltd.) and a report was prepared by the QEP titled "Review of Mayne Island Riparian Area Regulation Requirements – Recommendations Resulting from Application of the Detailed RAR Assessment Methodology". The [Madrone report](#) dated March 7, 2017 is posted on the Mayne LTC website for reference.

Madrone also completed an overview of RAR Detailed Assessment on applicable streams to assist Islands Trust staff and the Mayne Island Local Trust Committee in establishing a refined Development Permit Area (DPA) that would be reflective of specific stream characteristics and RAR assessment methodology.

Staff recommended in a report prepared for the March 27, 2017 LTC meeting that Riparian Area DPAs be implemented on Deacon Creek and Horton Creek using the DPA distances (including buffer areas) as recommended in the Madrone report for the following reasons:

- Campbell Creek has been deemed to not be RAR applicable and therefore should not be included in the DPA;
- Deacon Creek and Horton Creek have been determined to be subject to the RAR and therefore should have DPAs in place;
- The Streamside Protection and Enhancement Areas (SPEAs) as identified in the Madrone report for Deacon Creek and Horton Creek have been calculated using RAR methodology and can be used as the basis for creating a DPA; and
- Buffer areas outside of the SPEA are required in order to contain measures to protect the SPEA in the event development occurs in the vicinity of the stream.

The LTC passed the following resolutions at its March 27, 2017 LTC meeting:

MA-2017-011

It was MOVED and SECONDED

that Mayne Island Local Trust Committee direct staff to prepare a draft bylaw to establish a Riparian Area Regulation Development Permit area for Deacon Creek and Horton Creek.

MA-2017-012

It was MOVED and SECONDED

that Mayne Island Local Trust Committee endorse the Riparian Area Regulation Development Permit area implementation project charter dated March 14, 2017 as amended.

The LTC passed the following resolutions at its June 26, 2017 LTC meeting:

MA-2017-025

IT was MOVED and SECONDED,

That the Mayne Island Local Trust Committee request staff arrange a Community Information Meeting for July 24, 2017 to obtain community input on draft Bylaw 171.

Following the Community Information Meeting on July 24, 2017 the LTC directed staff to address map concerns raised at the CIM and refer draft Bylaw 171 out for review and comment.

The map concerns raised at the CIM were:

- 1) A landowner on Montrose Road suggested the watercourse on his property was mapped in the wrong location. Islands Trust staff visited the site and mapped the location of the watercourse in question and amended the DPA map attached to Draft Bylaw 171 accordingly.
- 2) In the fall of 2017 the Ministry of Transportation and Infrastructure constructed a new ditch along Montrose Road and Fernhill Roads. The ditch makes up part of a previously identified RAR watercourse. Islands Trust staff mapped the location of the new ditch and amended the DPA map attached to Draft Bylaw 171 accordingly.

Staff has prepared a draft bylaw (Bylaw 171) that uses the SPEAs identified in the Madrone report combined with mapping carried out by Islands Trust staff to define Riparian DPAs for Deacon and Horton Creek. Buffers areas were added to the SPEAs to allow for an area for mitigation measures to be located if necessary to protect the SPEAs. A 2 metre buffer was added to all ditches and a 5 metre buffer was added to all other watercourses.

Draft Bylaw 171 has been updated and is now ready for further consideration by the LTC.

ANALYSIS

Policy/Regulatory

Fish Protection Act:

The Riparian Area Protection Act requires that local governments establish regulations to protect riparian areas.

Islands Trust Policy Statement:

It is the Object of the Islands Trust to “Preserve and protect the Trust Area and its unique amenities and environment of the Trust Area for the benefit of the residents of the Trust Area, and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia.”

It is a policy of the Islands Trust Council that local trust committees shall in their Official Community Plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or water courses, wetlands or riparian zones and to protect aquatic wildlife.

Official Community Plan:

Development Permit Areas should be applied to environmentally sensitive areas.

Objective: To preserve and protect the natural environment of the Mayne Island Local Trust Area, the quality and quantity of its surface and ground water.

Consultation

A community information was held July 24, 2017. Also the draft DPA bylaw will be forwarded to government agencies, First Nations, other groups and individuals as appropriate. If the draft DPA bylaw proceeds to public hearing all statutory notification requirements will be complied with.

As the project would involve an OCP amendment the LTC is required under s. 475(2) of the Local Government Act to consider opportunities for consultation with persons, organizations and authorities it considers will be affected including First Nations. The following agencies and First Nations have been identified for referring the draft bylaw for comment; the LTC may also direct staff to include other agencies not listed. Additionally, the LTC may choose to refer the draft bylaw to the Advisory Planning Commission.

- Ministry of Transportation and Infrastructure
- FLNRORD – species and ecosystems
- CRD, Building Inspection Services
- North Pender Island Local Trust Committee
- South Pender Island Local Trust Committee
- Saturna Island Local Trust Committee
- Galiano Island Local Trust Committee
- Cowichan Tribes
- Halalt First Nation
- Lake Cowichan First Nation
- Lake Cowichan First Nation
- Pauquachin First Nation
- Penelakut Tribe
- Semiahmoo First Nation
- Stz'uminus First Nation
- Tsartlip First Nation
- Tsawout First Nation
- Tsawwassen First Nation
- Tseycum First Nation

Rationale for Recommendation

The provincial RAR requires local governments to use existing land use planning tools to protect fish habitat, including streams that are potentially fish-bearing. The recommended approach of establishing DPA for the two streams subject to the RAR on Mayne will provide certainty to landowners and to the LTC that activities undertaken adjacent to those watercourses are assessed in conformity with the Riparian Area Regulations.

ALTERNATIVES:

- 1) Request amendments to draft bylaw prior to proceeding.

NEXT STEPS:

- Refer Proposed Bylaw to First Nations and Agencies.
- Schedule Public Hearing

Submitted By:	Gary Richardson, Island Planner	January 22, 2018
Concurrence:	Robert Kojima, Regional Planning Manager	January 23, 2018

ATTACHMENTS

1. Draft Bylaw 171
2. Islands Trust Policy Statement Checklist

**MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 171**

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

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, 2017".

2. SCHEDULES

Mayne Island Official Community Plan No. 144, 2007 is amended as shown on Schedule 1, attached to and forming part of this 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 _____ DAY OF _____ 20____

PUBLIC HEARING HELD THIS _____ DAY OF _____ 20____

READ A SECOND TIME THIS _____ DAY OF _____ 20____

READ A THIRD TIME THIS _____ DAY OF _____ 20____

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
_____ DAY OF _____ 20____

APPROVED BY THE MINISTER COMMUNITY, SPORT AND CULTURAL
DEVELOPMENT THIS _____ DAY OF _____ 20____

ADOPTED THIS _____ DAY OF _____ 20____

Chair

Secretary

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 171

SCHEDULE 1

The MAYNE Island Official Community Plan No. 144, 2007, is amended as follows:

1. Schedule A (Policy Document) of Mayne Island Official Community Plan No. 144, 2007 is amended by inserting the following as new Sections 2.8.7, 2.8.8 and Section 2.8.9 following Section 2.8.6:

“2.8.7 Riparian Area Development Permit Area

Designation

This development permit area includes all land that is designated as the Riparian Area Development Permit Area on Schedule I. The Development Areas shown on Schedule I have been designated as a result of: 1) a detailed assessment carried out by Madrone Environmental Services Ltd. (Madrone) which are detailed in a March 7, 2017 report prepared by Madrone; and 2) mapping carried out by Islands Trust staff December 15, 2017. In the report Madrone identified Streamside Protection and Enhancement Areas (SPEAS) for the Riparian Area designated watercourses on Mayne Island. The Development Permit Areas on Schedule I consist of the SPEAs with a buffer area of up to 5 metres on each side of a watercourse to contain mitigation measures that may be required if development occurs near the SPEA. The actual location of the streams and water bodies may need to be determined on a site-specific basis by a qualified environmental professional or a surveyor.

Authority

This development permit area is established, pursuant to Section 488(1)(a) of the *Local Government Act*, for the purpose of establishing objectives for the protection of the natural environment, its ecosystems and biological diversity.

Objectives

The objective of this development permit area is to protect the biological diversity and habitat values of aquatic ecosystems.

It is the Object of the Islands Trust to “Preserve and protect the Trust Area and its unique amenities and environment of the Trust Area for the benefit of the residents of the Trust Area, and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia.”

It is a policy of the Islands Trust Council that local trust committees shall in their Official Community Plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or water courses, wetlands or riparian zones and to protect aquatic wildlife.

Furthermore, the province of British Columbia's Riparian Area Regulation (RAR), under the *Riparian Areas Protection Act*, requires that local governments establish regulations to protect riparian areas. The reason for this designation is to protect riparian areas from development so that the areas can provide natural features, functions and conditions that support fish life processes.

General Applicability

The following residential, commercial, and/or industrial activities shall require a development permit whenever they occur within the DPA, unless specifically exempted below:

- (a) construction of, addition to, or alteration of a building or other structure;
- (b) removal, alteration, or destruction of vegetation;
- (c) soil removal, soil deposit or soil disturbance;
- (d) development of drainage systems;
- (e) creation of non-structural impervious or semi-impervious surfaces;
- (f) subdivision, as defined in the *Local Government Act*; and
- (g) development, as that term is defined under the provincial *Riparian Areas Regulation*.

Work Not Requiring a Permit (Exemptions)

The following activities are exempt from any requirement for a development permit:

- a. The reconstruction, repair or maintenance of a pre-existing permanent structure on its existing foundation
- b. Interior or structural exterior alterations, renovations, maintenance, reconstruction or repair to a pre-existing permanent building or structure on an existing foundation or footprint to an extent that does not alter, extend or increase the footprint. For clarity, this includes pre-existing septic and water systems.
- c. The removal of trees that have been examined by an arborist and certified to pose an immediate threat to life or property.
- d. Emergency procedures to prevent, control or reduce immediate threats to life or property including: emergency actions for flood-protection and erosion protection, clearing of an obstruction from a bridge or culvert or an obstruction to drainage flow, and repairs to bridges and safety fences carried out in accordance with the *Water Act*.
- e. Gardening and yard maintenance activities not involving the cosmetic application of pesticides, within an existing landscaped area, including mowing, pruning, planting and minor soil disturbance that does not alter the general contours of the land.
- f. Restoration and enhancement activities by persons undertaking to only restore and enhance the natural features, functions and conditions of riparian areas as approved in a signed and sealed letter from a Qualified Environmental Professional.
- g. Proposals for the subject property which have an existing development permit and demonstrate that the proposed development shall not in any way compromise the permit and continue to demonstrate meeting or beating all protective measures and recommendations in accordance with a Riparian Assessment Report from a Qualified

Environmental Professional submitted to the *Riparian Areas Regulation* Notification System.

- h. Farm Operations as defined in the *Farm Practices Protection (Right to Farm) Act* and farm uses as defined in the Agricultural Land Reserve Use, Subdivision, and Procedure Regulation. For clarity, a farm operation or farm use means agricultural activities conducted by a farm business.
- i. Forest management activities, as defined in the *Private Managed Forest Land Regulation*, on land classified as managed forest land under the *Private Managed Forest Land Act*;
- j. Forest management activities on land that is the subject of a woodlot license or tree farm license under the *Forest and Range Practices Act*;

2.8.8 Guidelines

Prior to undertaking any development activities within the Riparian Area DPA an owner of property shall apply to the LTC for a development permit, and the following guidelines apply:

1. The property owner shall be required, in addition to any other application requirements enacted or imposed by the Local Trust Committee, to provide at their expense an assessment report from a Qualified Environmental Professional which has been submitted per the *Riparian Areas Regulation*.
2. The Local Trust Committee should impose permit conditions based on the assessment report including:
 - a. Require specified natural features or areas to be preserved, protected, restored or enhanced in accordance with the permit.
 - b. Require natural water courses to be dedicated.
 - c. Require works to be constructed to preserve, protect, restore or enhance natural water courses or other specified natural features of the environment.
 - d. Require protection measures, including that vegetation or trees be planted or retained in order to:
 - i. preserve, protect, restore or enhance fish habitat or riparian areas;
 - ii. control drainage, or;
 - iii. control erosion or protect banks.
3. The Local Trust Committee may require a security for developments clearing greater than 280m² (3,012 ft²) of land within the Development Permit Area. Security shall be returned upon confirmation by a Qualified Environmental Professional that assessment report conditions have been satisfactorily addressed.
4. Security shall be provided to secure satisfactory completion of habitat protection works, restoration measures, or other works for the streams and streamside habitat (the “required works”). The security shall be 150% of the estimated value of the required works as determined by the Local Trust Committee.

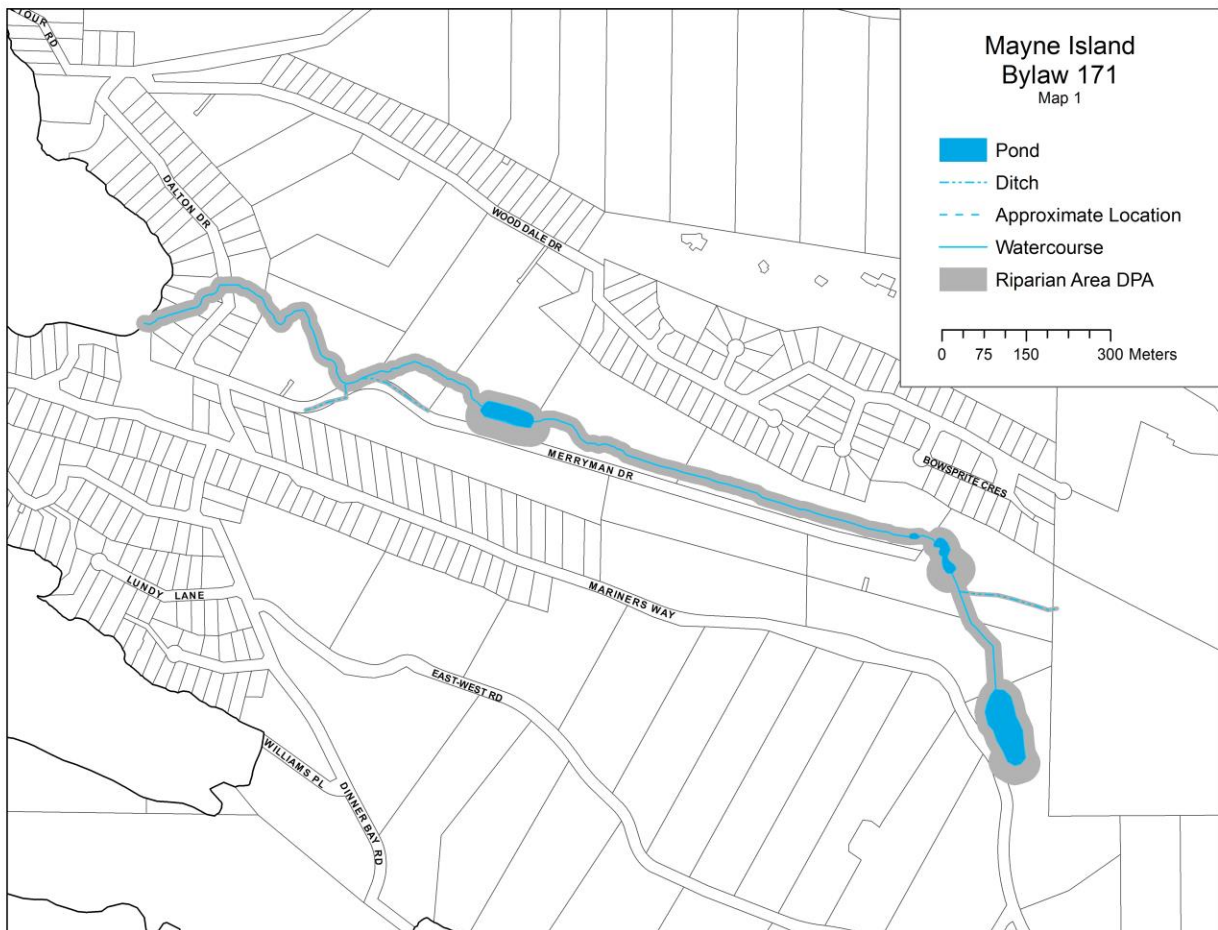
5. The development permit should not allow any development activities to take place within any Streamside Protection and Enhancement Area identified by the Qualified Environmental Professional and the property owner should be required to follow any measures identified by the Qualified Environmental Professional for protecting the Streamside Protection and Enhancement Area over the long term and these measures should be included as conditions of the development permit. The width of the Streamside Protection and Enhancement Area may be less than the width of the Development Permit Area.
6. Where a Qualified Environmental Professional or other professional's report describes an area within the Development Permit Area as suitable for development, that is, where the Streamside Protection and Enhancement Area is less than the width of the Development Permit Area, the development permit should only allow the development to occur in compliance with the measures described in the report. Monitoring and regular reporting by a Qualified Environmental Professional or other professional at the property owner's expense may be required during construction and development phases, as specified in a development permit.
7. If the nature of the proposed project within the Development Permit Area changes after the professional report has been prepared such that it is reasonable to assume that the professional's assessment of the impact of the development may be affected, the Local Trust Committee may require the property owner to have the professional update the assessment at the property owner's expense and development permit conditions may be amended accordingly.
8. The Local Trust Committee may consider variances to the subdivision, siting or size regulations of this Bylaw where the variance may result in enhanced protection of a Streamside Protection Enhancement Area, riparian buffer or riparian ecosystem in compliance with recommendations of a professional's report.
9. If a proposed land subdivision is to create additional new lots within this Development Permit Area, then any new lots, roads, building sites, septic fields and driveways should be located and constructed in a way that meets the objectives of this Area."
2. Mayne Island Official Community Plan No. 144, 2007 is amended by adding the following Maps as Schedule I - Riparian Area Development Permit Areas.

MAYNE ISLAND OFFICIAL COMMUNITY PLAN

Bylaw No. 144

SCHEDULE I

RIPARIAN AREA DEVELOPMENT PERMIT AREAS

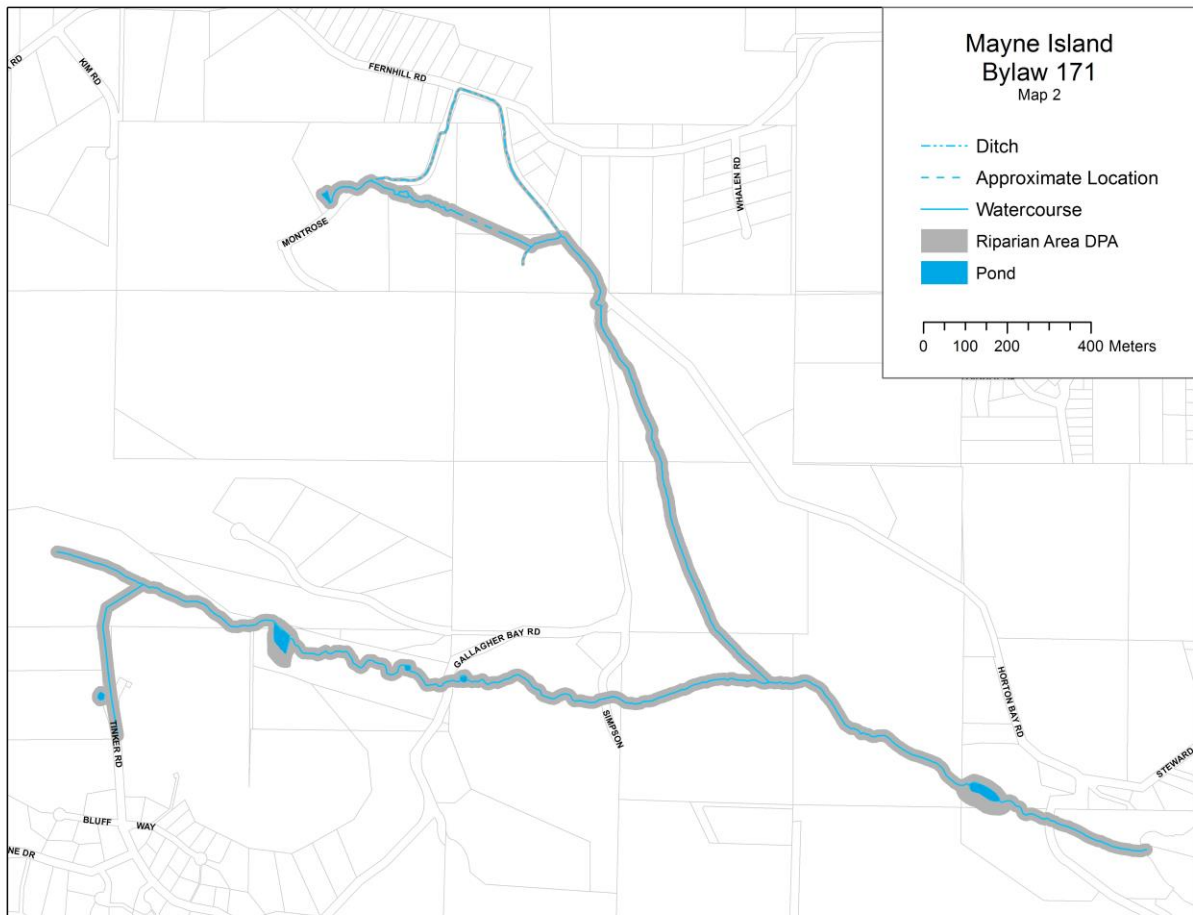


MAYNE ISLAND OFFICIAL COMMUNITY PLAN

Bylaw No. 144

SCHEDULE I

RIPARIAN AREA DEVELOPMENT PERMIT AREAS





Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw No. 171 and File No:
LTC Endorsement:

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECK LIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✗ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
✓	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
✓	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
✓	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	Agricultural Land
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
✓	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
N/A	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.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.
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PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
N/A	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
N/A	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
N/A	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
N/A	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
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	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
N/A	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
N/A	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
N/A	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:

Top Priorities

Mayne Island

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Commercial Land Use Review	Staff to prepare report with recommendations for the LTC to consider.	27-Apr-2015	Gary Richardson Jason Youmans	31-Oct-2018
2	Fallow Deer Eradication		26-Jan-2015		
3	Riparian Area Regulation Implementation	Draft Bylaw Prepared. Will be presented to LTC at January 29, 2018 LTC meeting for consideration of 1st reading and direction to schedule public hearing.	25-Apr-2016	Gary Richardson	31-Mar-2018

Projects

Mayne Island

Description	Activity	R/Initiated
Climate Change Adaptation	Consider regulatory changes and implementation of new DPA authority	02-Mar-2009
Waste Management		31-Oct-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



Islands Trust

Print Date: January 23, 2018

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
MA-DVP-2018.1	DANIEL G LAZAR Planner: Gary Richardson	12-Jan-2018	To vary the allowable height of a garage.
Planning Status			
Status Date: 23-Jan-2018 Staff to notify surrounding property owners and prepare a draft permit for the LTCs consideration at its February 26, 2018 LTC Mtg.			
Status Date: 12-Jan-2018 opened file, notified LTC, gave to planner, requested map and mailing list.			

Rezoning

File Number	Applicant Name	Date Received	Purpose
MA-RZ-2017.1	REEF BAY HOLDINGS LTD Planner: Gary Richardson	12-Jun-2017	Rezone from C1(A) to C1.
Planning Status			
Status Date: 23-Jan-2018 Staff report and draft bylaw prepared for Jan 29, 2018 LTC meeting for consideration of first reading.			
Status Date: 29-Nov-2017 Staff preparing draft bylaw for agency referral			
Status Date: 11-Sep-2017 Preliminary staff report to be prepared for October 30, 2017			

Subdivision

File Number	Applicant Name	Date Received	Purpose
MA-SUB-2017.1	DIANA PERCY QUENTIN CRONK	27-Sep-2017	Boundary Adjustment between two parcels

Applications

Planner: Gary Richardson

Planning Status

Status Date: 23-Jan-2018

10% road frontage waiver request to be placed on February 26, 2018 LTC agenda.

Status Date: 29-Nov-2017

Referral response forwarded to MoTI and applicant Nov 28, 2017

Status Date: 11-Oct-2017

notified LTC, planner assigned

Temporary and Industrial Use Permit

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

Planning Status

Status Date: 23-Jan-2018

Staff report and draft permit to be prepared for March 26, 2018 LTC agenda.

Status Date: 29-Nov-2017

Staff to meet with applicant to discuss applicant proposed amendments to application.

Status Date: 26-Jul-2017

Amendments to proposed permit to be made and notification and consideration for Nov 27 LTC

Islands Trust
LTC EXP SUMMARY REPORT F2018
Invoices posted to Month ending November 2017

645 Mayne	Invoices posted to Month ending November 2017	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-645	LTC "Trustee Expenses"	750.00	4.56	745.44
LTC Local				
65200-645	LTC - Local Exp - LTC Meeting Expenses	1,500.00	909.12	590.88
65210-645	LTC - Local Exp - APC Meeting Expenses	500.00	55.16	444.84
65220-645	LTC - Local Exp - Communications	1,000.00	630.00	370.00
65230-645	LTC - Local Exp - Special Projects	500.00	0.00	500.00
TOTAL LTC Local Expense		<u>3,500.00</u>	<u>1,594.28</u>	<u>1,905.72</u>
Projects				
73001-645-2005	Mayne OCP/LUB	5,000.00	0.00	5,000.00
73001-645-3005	Mayne RAR	5,000.00	0.00	5,000.00
73001-645-4059	Mayne Commercial Land Use Review	4,500.00	96.00	4,404.00
TOTAL Project Expenses		<u>14,500.00</u>	<u>96.00</u>	<u>14,404.00</u>

Mayne Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: July 13, 2017

No	Meeting Date	Resolution No.	Issue	Policy and Description
1.	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.
2.	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.
3.	June 27, 2016	MA-LTC-2016-055	Statutory Public Notice Advertising	That the Mayne Island Local Trust Committee advertise all statutory public notices in the Mayne Limer
4.	June 26, 2017	MA-2017-027	Unlawful Dwelling Enforcement Policy	That the Mayne Island Local Trust Committee directs staff to take enforcement action against unlawful dwellings only if one of the following conditions exists: 1.1. There is a complaint from an immediate neighbor; or, 1.2. There is a referral from an agency responsible for health and safety issues that is doing concurrent enforcement. 2. Nothing in this enforcement policy should be interpreted as giving permission to violate the Land Use Bylaw and the Mayne Island Local Trust Committee may change this policy at any time and may give direction to expand enforcement activities at any time.
5.	June 26, 2017	MA-2017-028	Unlawful STVR Enforcement policy	That the Mayne Island Local Trust Committee adopts the following resolution in regards to Bylaw Enforcement of Unlawful Short Term Vacation Rentals (USTVR): a) Given finite resources available for enforcement activities and in order to ensure the most effective results for enforcement activities, Unlawful Short Term Vacation Rentals that have one or more of the following characteristics will be subject to proactive enforcement: i) they are advertised on the internet, newspapers or other media; ii) they are not managed by an owner of the USTVR property who lives on Mayne Island; iii) more than one dwelling on the lot is simultaneously made available for USTVR; iv) while the property is used as a USTVR, persons are permitted to stay in tents or trailers; v) there are issues related to health and safety on the property; vi) 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 USTVR; vii) the owner of the property uses more than one property on Mayne Island as a USTVR.

No	Meeting Date	Resolution No.	Issue	Policy and Description
				b) 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.



Trust Fund Board Report to Local Trust Committees and Bowen Island Municipality November 2017



TFB 2018 Meeting Dates

The Trust Fund Board finalized the 2018 TFB meeting dates. The dates are: January 30, April 3, May 29, July 17 (Annual meeting with the Executive Committee), September 25, and November 27.

Regional Conservation Plan (RCP)

The Trust Fund Board (TFB) reviewed a three-year work plan that builds on the approved draft Regional Conservation Plan (RCP) for 2018-2027. The RCP will be used by the TFB to evaluate conservation proposals, to direct communications and fundraising efforts and to guide property management work. The three-year work plans will be used by staff and board members to guide their work and measure progress towards achieving the larger goals of the ten-year RCP. The Board has referred the RCP to local trust committees and Bowen Island Municipality for review. (It has also been referred to partner agencies and First Nations and will be posted on the Islands Trust Fund (ITF) website with a mechanism to enable public feedback). The Board is expecting to consider final approval of the Regional Conservation Plan in January 2018.

Land Trust Alliance of BC National Land Summit

Trust Fund Board members and staff shared key lessons learned from their participation and attendance at the Land Trust Alliance of BC National Land Summit (Nov. 15-17). Staff presented at the conference on Conservation Planning.

Board Retreat

The Trust Fund Board discussed possible follow-up actions emerging from the October 2, 2017 retreat. Staff provided the board with summaries of key information about ITF for members to use in developing personalized messages for outreach and fundraising, as discussed at the retreat.

Property Monitoring

The Board has received detailed reports on the results of this year's monitoring of our 27 nature reserves, the 24 NAPTEP covenanted areas and the 51 other covenants we hold. A number of management issues have been identified which are now being addressed (see below for highlights by island). All follow-up correspondence related to 2017 monitoring has been provided to land holders and co-covenant holders. This year, covenant outreach communications were included with the monitoring letters.

Summary of Current Island-by-Island Activities

Denman

Invasive species removal, restoration, planting and monitoring continues on all three TFB nature reserves (Inner Islands Nature Reserve, Lindsay Dickson Nature Reserve, and Morrison Marsh Nature Reserve). Management plan revisions and species at risk surveys are being completed for Morrison March Nature Reserve. In addition, public consultation planning - including a questionnaire and open

house, are in progress for a revised management plan for Morrison Marsh Nature Reserve to be completed by April 2018.

Gabriola

The Trust Fund Board approved a request from a NAPTEP landholder to remove limbs from several trees to maintain a viewscape with the conditions that the work is carried out by a professional arborist, the work is done outside of nesting season for birds and the woody debris is left on site to decompose naturally.

The Elder Cedar Nature Reserve continues to suffer from the impacts of unpermitted mountain bikes and horses. ITF is working with GaLTT to address these and other issues. Construction is set to begin on a boardwalk around the large western red cedar tree in late November. A boardwalk is also being built over a wet area on one section of the existing trail.

Galiano

The TFB accepted an updated conservation proposal from the Crystal Mountain Society, agreeing to accept the transfer of approximately 18.3 hectares of land on Galiano Island, provided specified conditions are met. The proposed nature reserve will be further protected by a conservation covenant held by the Land Conservancy of BC. Invasive species removal and trail clearing is in progress on the Laughlin Lake and Vanilla Leaf Nature Reserves.

Lasqueti

Riparian restoration and nesting box maintenance is in progress at the John Osland Nature Reserve.

North Pender

Public consultation planning - including a questionnaire and open house, are in progress for a revised management plan for the Medicine Beach Nature Sanctuary to be completed by April 2018.

Please feel free to contact members of the Trust Fund Board or Islands Trust Fund staff for more details.

Tony Law, Chair tlaw@islandstrust.bc.ca
Islands Trust Fund itfmail@islandstrust.bc.ca



BRIEFING

To: Mayne Island Local Trust Committee **For the Meeting of:** January 29, 2018
From: David Marlor, DLPS **Date Prepared:** December 4, 2017
SUBJECT: Housing Agreement Administration

PURPOSE:

This briefing is intended to inform the local trust committees of existing housing agreements in the Trust Area and the progress of work on a new program to hold and administer housing agreements.

BACKGROUND

At the September 2016 Trust Council meeting the following resolution was passed:

TC-2016-083 that the Islands Trust Council allocate \$15,000 in the 2017-2018 fiscal budget to allocate one staff day (based on Grid 24/Step 2) per week to explore and if feasible, design and implement a program to hold and administer housing agreements on behalf of local trust committees.

A Housing Agreement is a tool for local trust committees to encourage and enforce affordable housing developments. Housing agreements are covenants that are adopted by local trust committee bylaw; they may set the rates at which a housing unit can be rented or sold, and may stipulate the income threshold and types of the occupant(s). A housing agreement may be required for the owner to receive certain grants and funding.

1. Provisions to hold Housing Agreements

Section 483 of the *Local Government Act* authorizes local trust committees to enter into a housing agreement, which defines “terms and conditions agreed to by the local government and the owner regarding the occupancy of the housing units identified in the agreement, including but not limited to terms and conditions respecting one or more of the following:

- (a) the form of tenure of the housing units;
- (b) the availability of the housing units to classes of persons identified in the agreement or the bylaw under subsection (1) for the agreement;
- (c) the administration and management of the housing units, including the manner in which the housing units will be made available to persons within a class referred to in paragraph (b);
- (d) rents and lease, sale or share prices that may be charged, and the rates at which these may be

increased over time, as specified in the agreement or as determined in accordance with a formula specified in the agreement.”

2. Current Housing Agreements

There are currently six housing agreements in the Islands Trust Area that are considered active (units are built and rented, or the housing agreement was recently finalized). These are located on Salt Spring Island (4), Denman Island (1) and Galiano Island (1).

All housing agreements have a clause whereby the Islands Trust can monitor the property to ensure compliance, through the completion of schedules submitted annually or upon request. Staff completed monitoring for 2017 in October.

3. Managing and Administering Housing Agreements

In creating a Trust-wide program to hold and administer housing agreements the following points were considered,

- a. Housing agreements to date have been handled on an individual basis by the planner assigned to the island/application;
- b. Extensive revision and legal review is required for each housing agreement;
- c. Active monitoring was not undertaken on any agreements until October 2017, with the exception of the property on Denman Island;
- d. Planning and administrative staff with already full workloads need a system that does not add a lot of extra work;
- e. Enforcement issues have not been thoroughly planned for or addressed;
- f. Applicants for Housing Agreements are usually not-for-profit societies with limited budgets.

Based on these factors, the following changes to the way housing agreements are administered have been proposed:

a. Templates

Templates have been drafted for the various different types of housing agreements, in an effort to decrease planner time and the need for multiple legal reviews. These templates combine legal advice and formats from recently established housing agreements to create a base draft. These templates are standard agreements, and owners/developers will be expected to keep changes and edits to a minimum.

b. New Staff Procedures

New procedures are currently under review for staff to use when developing housing agreements to streamline the process and avoid errors and omissions. In particular, these procedures will ensure that housing agreements are monitored, and that files and communications are kept up to date. Procedures are also prepared regarding the monitoring and management of adopted housing agreements.

c. Information Brochure for Owners/Societies/Developers

Staff will create an information brochure to outline the steps involved in creating a housing agreement, as well as specifying the limited edits that can be made to a template. This information, designed for those interested in entering into a housing agreement, will also be provided to Trustees for information.

Prepared By: Emily Kozak, Housing Agreement Project Coordinator

Reviewed By/Date: David Marlor, DLPS/December 4, 2017