



Mayne Island Local Trust Committee

Regular Meeting Agenda

Date: October 30, 2017
Time: 1:00 pm
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

	Pages
1. CALL TO ORDER	1:00 PM - 1:50 PM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	
4. COMMUNITY INFORMATION MEETING	1:50 PM - 2:00 PM
4.1 Commercial Land Use Review	
5. PUBLIC HEARING	
none	
6. MINUTES	
6.1 Local Trust Committee Minutes Dated September 18, 2017 (for Adoption)	4 - 8
6.2 Section 26 Resolutions-without-meeting Report	
none	
6.3 Advisory Planning Commission Minutes	
none	
7. BUSINESS ARISING FROM THE MINUTES	2:00 PM - 2:10 PM
7.1 Follow-up Action List Dated October 2017	9 - 10
8. DELEGATIONS	
none	
9. CORRESPONDENCE	
<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>	
none	

10.	APPLICATIONS AND REFERRALS	2:10 PM - 3:00 PM	
10.1	Islands Trust Fund 5-year Plan - RFD & Referral (attached) (for response)		11 - 12
10.2	Islands Trust Fund Regional Conservation Plan (2018-2027) - Referral (attached) (for response)		13 - 14
10.3	North Pender Island Local Trust Committee Bylaws No. 214 & 215 Referral (Attached) (for response)		15 - 17
10.4	North Pender Island Local Trust Committee Bylaws No. 211 & 212 Referral (Attached (for response)		18 - 20
10.5	Salt Spring Island Local Trust Committee Bylaw No. 507 Referral (attached) (for response)		21 - 22
10.6	MA-RZ-2017.1 (Reef Bay Holdings) - Staff Report (attached)		23 - 32
11.	LOCAL TRUST COMMITTEE PROJECTS		
	none		
12.	REPORTS	3:00 PM - 3:30 PM	
12.1	Work Program Reports (attached)		
12.1.1	<u>Top Priorities Report Dated October 2017</u>		33 - 33
12.1.2	<u>Projects List Report Dated October 2017</u>		34 - 34
12.2	Applications Report Dated October 2017 (attached)		35 - 36
12.3	Trustee and Local Expense Report Dated August 2017 (attached)		37 - 37
12.4	Adopted Policies and Standing Resolutions (attached)		38 - 39
12.5	Local Trust Committee Webpage		
12.6	Chair's Report		
12.7	Trustee Report		
12.8	Trust Fund Board Report Dated October 2017		40 - 41
13.	NEW BUSINESS		
13.1	Garbage Service		
14.	UPCOMING MEETINGS		
14.1	Next Regular Meeting Scheduled for November 27, 2017, at the Agricultural Hall, Mayne Island		

15. TOWN HALL

16. CLOSED MEETING

none

17. ADJOURNMENT

3:30 PM - 3:30 PM



DRAFT

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

Mayne Island Local Trust Committee Minutes of Regular Meeting

Date: September 18, 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
Pat Todd, Recorder

Public Present: There were eleven (11) 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

By general consent the agenda as presented was Adopted.

3. TOWN HALL AND QUESTIONS

David Maude spoke to the garbage pick-up service currently being operated by his nephew. Garbage is picked up on Monday and taken off island on Tuesday. The truck is parked overnight on David's property which is a 7.5 acre parcel, screened from neighbours. The property is not zoned as a Waste Transfer Site.

Chair Grams stated that the Mayne Island Local Trust Committee (LTC) has noted Mr. Maude's comments. Noise complaints fall under the Capital Regional District jurisdiction.

Trustee Dodds questioned commercial vehicles being parked at residential settings ie: at home and whether this is permitted within zoning bylaws.

Ian Dow stated that whenever there has been a "break" in garbage services, bags are left along the roadside. He also asked if Planner Richardson had received any response from the CRD regarding Miners Bay Dock.

Planner Richardson stated there had been no response to date.

4. COMMUNITY INFORMATION MEETING none

5. PUBLIC HEARING

none

6. MINUTES

6.1 Local Trust Committee Minutes Dated July 24, 2017 (for Adoption)

By general consent the Mayne Island Local Trust Committee meeting minutes of July 24, 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 September 2017

Planner Richardson spoke to the Follow-up Action List. He was unsure, at this time, when the First Nations event would be scheduled and asked if the LTC wanted to hold a special meeting or contained within a regular business meeting. The target is for the November 27th regular meeting.

Trustee Dodds spoke in favour of inclusion within the regular meeting and suggested an invitation be extended to Member of the Legislative Assembly (MLA) Adam Olsen.

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 Salt Spring Island Local Trust Committee Bylaws No. 500 & 501 Referral (attached)

MA-2017-035

It was Moved and Seconded,

That the Mayne Island Local Trust Committee interests are not affected by Salt Spring Island Local Trust Committee Bylaws No. 500 and 501.

CARRIED

10.2 Salt Spring Island Local Trust Committee Bylaws No. 502 & 503 Referral (attached)

MA-2017-036

It was Moved and Seconded,

That the Mayne Island Local Trust Committee interests are not affected by Salt Spring Island Local Trust Committee Bylaws No. 502 and 503.

CARRIED

10.3 CRD - Gulf Islands Regional Trails Plan (attached)

Planner Richardson outlined the proposed trail going from Miners Bay to the village and ultimately to Mount Parke. This project has been underway for an extensive length of time.

Staff were directed to respond to the CRD in support of the trail and to request a construction schedule as soon as it is available.

10.4 MA-DVP-2017.3 (Rocklin) - Staff Report (attached)

Planner Richardson reviewed the variance request which is for an accessory building. There was one letter of concern received regarding privacy.

The applicant has spoken to the neighbour regarding his concerns. There are no windows overlooking that property.

MA-2017-037

It was Moved and Seconded,

That the Mayne Island Local Trust Committee Development Variance Permit application MA-DVP-2017.3 (Rocklin) be Approved.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

None

12. REPORTS

12.1 Work Program Reports (attached)

12.1.1 Top Priorities Report Dated September 2017
Received for information.

12.1.2 Projects List Report Dated September 2017

MA-2017-38

It was Moved and Seconded

That the Mayne Island Local Trust Committee direct staff to remove Short Term Vacation Rental Review -Temporary Use Permit Guidelines from the Projects List.

CARRIED

12.2 Applications Report Dated September 2017 (attached)

Planner Richardson reviewed report.

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

Received for information

12.4 Adopted Policies and Standing Resolutions (attached)

Received for information

12.5 Local Trust Committee Webpage

To be updated at conclusion of meeting.

12.6 Chair's Report

Chair Grams attended Trust Council on Denman Island and spoke very highly of the accommodations. Participants were housed in private residences as there is no commercial accommodation on the island.

Chair Grams commented briefly on the Salt Spring Referendum results.

There are problems with communications between various governing agencies e.g. CRD, IT, Mot. It is hoped that with the new government there may be amended legislature to address systems operations – need to develop a process to work together.

There will be a meeting with Ministry of Transportation regarding increased funding for islands road systems.

12.7 Trustee Report

Trustee Dodds spoke about Islands Trust Council which was held on Denman Island last week and how the community accommodated the participants. She commented that BC Ferries has plans to overhaul the island terminals.

Trustee Crumblehulme related an incident with BC Ferries on Denman Island and how flexible the crew were in increasing the sailings as required by increased traffic. A meeting of the Community Economic Sustainability Commission was held on Mayne on Sunday with excellent discussion and feedback.

12.8 Trust Fund Board Report

none

13. NEW BUSINESS

13.1 Montrose Road Drainage

Planner Richardson reported that Ministry of Transportation and Infrastructure (MoTI) has plans to reroute drainage before the rainy season starts.

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for October 30, 2017, at the Agricultural Hall, Mayne Island

15. TOWN HALL

Debra Foote asked if, as a past member, there was any role for her to play in the current review of the Commercial Land Use Task Force.

Planner Richardson feels this is not necessary at this time but may come forward as review progresses.

16. CLOSED MEETING

none

17. ADJOURNMENT

By general consent the meeting was adjourned at 2:00 p.m.

George Grams, Chair

Certified Correct:

Pat Todd, Recorder

Follow Up Action Report

Mayne Island

15-May-2017

Activity	Responsibility	Target Date	Status
First Nations - Arrange First Nations Event for October 2017 Invite Adam Olsen (Sept 18 LTC Mtg request)	Fiona MacRaid		On Going

26-Jun-2017

Activity	Responsibility	Target Date	Status
MA-TUP-2017.1 (Campbell Bay Music Festival) - staff to discuss requirements with island health to determine minimum standards. Remove quiet hours provision. Amend other sections of draft TUP as directed by LTC in minutes.	Gary Richardson		Done

24-Jul-2017

Activity	Responsibility	Target Date	Status
Riparian Area Regulation Project - Draft Bylaw 171 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.			On Going
Commercial Land Use Review Project 1) send report to special APC Commercial Task Force Members - done July 27 via email. LF. 2) send report to business owners and operators 3) prepare visual material for sept/oct LTC meeting. 4) meet with Chamber of Commerce	Gary Richardson		Done

Follow Up Action Report

18-Sep-2017

Activity	Responsibility	Target Date	Status
LTC Minutes of July 24, 2017 adopted as drafted.	Lori Foster		Done
Salt Spring Bylaws 500, 501, 502 and 503 - respond that the Saturna LTCs interests are unaffected.	Sharon Lloyd-deRosario		Done
Gulf Islands Trails Plan - advise CRD that LTC supports plan request construction schedule.	Gary Richardson		Done
MA-DVP-2017.3 (Rocklin) - Permit issued as drafted	Sharon Lloyd-deRosario		Done
Remove STVR review from Project List	Gary Richardson		Done



REQUEST FOR DECISION

TO: All local trust committees/
Bowen Island Municipality

For the meeting of:
Date: October 12, 2017

FROM: Islands Trust Fund

SUBJECT: REFERRAL OF ISLANDS TRUST FUND FIVE YEAR PLAN

RECOMMENDATION:

That the _____ Island Local Trust Committee/Bowen Island Municipality receive the draft Islands Trust Fund Five Year Plan for information.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: None

FINANCIAL: None

POLICY: Consistent with policy.

IMPLEMENTATION/COMMUNICATIONS: The Islands Trust Fund Plan has been referred to all local trust committees and Bowen Island Municipality, as well as First Nations with interests in the Trust Area and Trust Council. Comments received will be considered and addressed. The Trust Fund Board intend to submit a final plan to the Minister of Municipal Affairs and Housing in December 2017 with a request for approval.

BACKGROUND

The *Islands Trust Act* requires that the Trust Fund Board prepare and submit to the Minister, at least once every five years, a plan for the Islands Trust Fund respecting policies on acquisition, management, and disposal of property, investment of money, goals for major acquisitions, and other matters as required.

Islands Trust Policy 3.3.ii Islands Trust Fund and Local Planning Services Coordination (TFB Policy 3.1) requires the plan to be referred to every LTC and Island Municipality for comment. The Trust Fund Board will also be submitting the plan to Trust Council for comment at its December 2017 meeting.

The Islands Trust Fund Plan is administrative in nature, and explains current Trust Fund Board policies on land acquisition, management and disposition of land, and investment of funds. It also summarizes the goals of the draft Regional Conservation Plan.

It is important to distinguish between the Islands Trust Fund Five Year Plan which requires Ministerial approval under the *Islands Trust Act*, and the Regional Conservation Plan, which provides science-based operational direction to the Trust Fund Board and its staff. The documents are complementary, but serve different functions.

REPORT/DOCUMENT: [Draft Islands Trust Fund Five Year Plan](#)

RELEVANT POLICY: Islands Trust Policy 3.3.ii Islands Trust Fund and Local Planning Services Coordination (TFB Policy 3.1)

DESIRED OUTCOME: Local Trust Committee/Islands Municipality review of the Islands Trust Fund Five Year Plan and approval of plan from the Minister of Municipal Affairs and Housing.

RESPONSE OPTIONS

Recommended: That the _____ Island Local Trust Committee/Bowen Island Municipality receive the draft Islands Trust Fund Plan for information.

Alternatives: That the _____ Island Local Trust Committee/Bowen Island Municipality provide the following comments on the Islands Trust Fund Five Year Plan:

PREPARED BY: _____
Jennifer Eliason
Islands Trust Fund Manager

REVIEWED BY: _____
Clare Frater
Director of Trust Area Services



BRIEFING

To: All local trust committees/Bowen Island Municipality
From: Kate Emmings, Ecosystem Protection Specialist

For the Meeting of:
Date prepared: October 11, 2017

SUBJECT: REFERRAL OF DRAFT ISLANDS TRUST FUND REGIONAL CONSERVATION PLAN 2018-2027

PURPOSE:

The Islands Trust Fund has completed a draft of its Regional Conservation Plan 2018-2027 and is providing it for information to all local trust committees and to the Bowen Island Municipality. The draft Regional Conservation Plan is also being shared with all First Nations with interests in the Islands Trust Area as well as conservation partners.

BACKGROUND:

Why a Regional Conservation Plan?

The rich diversity of life in the Islands Trust Area makes the region ecologically significant, not only locally, but globally. Most of the region is within the Coastal Douglas-fir zone, one of the rarest of British Columbia's 16 biogeoclimatic zones. The Douglas-fir ecosystems of this zone, including Garry oak and associated ecosystems, are globally rare – in the entire world they occur only on the east coast of southern Vancouver Island, the islands of the Georgia Basin, and a small area of the mainland. The Islands Trust Area is also home to several other sensitive ecosystems and hundreds of rare terrestrial and marine plants and animals.

Despite its ecological significance, biodiversity in the Islands Trust Area is exposed to significant threats. With over 68% of the Islands Trust Area in private land ownership and over 3.3 million people living in the surrounding areas, the pressures to develop and change the natural landscape in the islands are substantial.

Because of the significance of the ecosystems found in the Islands Trust Area and the threats they are under, conservation planning is an important tool to ensure that the natural beauty that draws so many to the region is not lost. Since 2005, the work of the Trust Fund Board and, in some cases, the Islands Trust's local planning work, has been guided by Regional Conservation Plans.

What's in the Regional Conservation Plan?

The Regional Conservation Plan provides background on the ecosystems in the Islands Trust Area, evaluates their current status, identifies priorities and threats, and sets goals and objectives for the next ten years. The goals identified in the draft 2018-2027 Regional Conservation Plan 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

Local trust committees and the Bowen Island Municipality will find island profiles in Appendix II with information specific to their area of interest.

When will the Regional Conservation Plan Begin?

The draft Regional Conservation Plan will cover a ten-year period and will begin with approval of the Trust Fund Board. Review and approval of the final draft will happen in early 2018. The final Regional Conservation Plan will be provided to the Trust Council in March 2018 with a request for endorsement.

Who will the Regional Conservation Plan affect?

The Regional Conservation Plan directs the work of the Trust Fund Board and its staff. It is not binding on the work of the local trust committees, Bowen Island Municipality or Trust Council, although each of these corporate bodies may choose to incorporate elements of the plan into their work.

How will the Regional Conservation Plan be implemented?

The Trust Fund Board will implement the Regional Conservation Plan through three-year work plans, which will be approved by the Trust Fund Board and will be implemented by staff. At the end of each three-year period, staff will evaluate progress and set the next three-year work plan with the Trust Fund Board.

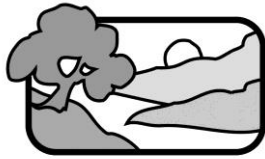
ATTACHMENT(S): [Draft Regional Conservation Plan 2018-2027](#)

FOLLOW-UP:

If the local trust committee or Bowen Island Municipality chooses to provide comment, they should pass a resolution citing comments and direct staff to relay the comments to Islands Trust Fund staff. Feedback will be considered by the Trust Fund Board when it finalizes its Regional Conservation Plan at its first meeting in 2018.

Prepared By: Kate Emmings, Ecosystem Protection Specialist

Reviewed By/Date: Jennifer Eliason, Islands Trust Fund Manager/October 6, 2017



Islands Trust

BYLAW REFERRAL FORM

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

Island: North Pender Island Local Trust Area **Bylaw(s) No.:** 214 (OCP) & 215 (LUB) **Date:** October 4, 2017

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

APPLICANTS NAME / ADDRESS:

North Pender Island Local Trust Committee

PURPOSE OF BYLAW:

Bylaws 214 and 215 are proposed by the North Pender Island Local Trust Committee to meet community need for expanded waste transfer, compost and commercial recycling facilities on the Island, while ensuring that these uses do not have detrimental neighbourhood or environmental impacts.

Generally speaking, Bylaw 214 (attached as Appendix 1) will amend North Pender Island Official Community Plan Bylaw No. 171 by introducing enabling policies and a new Development Permit Area for the management of environmental, agricultural, and hazard impacts from waste transfer, compost and commercial recycling facilities on North Pender Island.

Bylaw 215 (attached as Appendix 2) will amend North Pender Island Land Use Bylaw No. 103 to zone for selected waste transfer, composting, and recycling uses on five properties on the Island. The bylaw includes new definitions and regulations to permit a range of uses in different locations – public drop off waste transfer, limited waste transfer, and full service waste transfer.

GENERAL LOCATION:

North Pender Island Local Trust Area

LEGAL DESCRIPTION:

Various

SIZE OF PROPERTY AFFECTED:

Various

ALR STATUS:

One subject property is within the ALR

OFFICIAL COMMUNITY PLAN DESIGNATION:

Various

OTHER INFORMATION:

For additional comprehensive information on the proposed bylaw amendments and planning process that informed them, please see here:

<http://www.islandstrust.bc.ca/media/344521/staff-report-dated-sept-21-2017.pdf>

and here:

<http://www.islandstrust.bc.ca/media/344100/waste-man-staff-report-april-27-2017-plus-appendices.pdf>

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: Justine Starke

(Signature)

Title: Island Planner
Contact Info: Tel: 250-405-5189
Email: jstarke@islandstrust.bc.ca

PLEASE TURN OVER

This referral has been sent to the following agencies:

Federal Agencies

Provincial Agencies

Agricultural Land Commission
Ministry of Agriculture – Regional Agrologist
Ministry of Forest, Lands & Natural Resource Operations
- Archaeology Branch
- Ecosystems Branch
- Water Protection
Ministry of Transportation & Infrastructure

Non-Agency Referrals

North Pender Island Advisory Planning Commission
BC Assessment Authority
Islands Trust – Bylaw Enforcement

Regional Agencies

Capital Regional District – Electoral Area Director
Capital Regional District – Environmental Resource Management
Island Health
North Pender Island Fire Rescue

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
Saturna Island Local Trust Committee
South Pender Island Local Trust Committee
Salt Spring Island Local Trust Committee

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Malahat First Nation - TE'Mexs Treaty Association
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Stz'uminus First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation

BYLAW REFERRAL FORM RESPONSE SUMMARY

☐

Approval Recommended for Reasons Outlined Below

☐

Approval Recommended Subject to Conditions Outlined Below

☐

Interests Unaffected by Bylaw

☐

Approval Not Recommended Due to Reason Outlined Below

North Pender Island Local Trust Area

(Island)

214 & 215

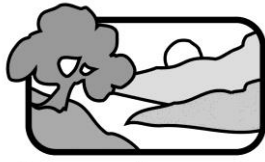
(Bylaw Number)

(Signature)

(Name and Title)

(Date)

(Agency)



Islands Trust

BYLAW REFERRAL FORM

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

Island: North Pender Island Local Trust Area Bylaws No.: 211 & 212 Date: September 27, 2017

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

APPLICANTS NAME / ADDRESS:

Pender Island Community Services Society (PICSS – 'Nu to Yu')

PURPOSE OF BYLAW:

The purpose of **Bylaw 211** is to amend to amend the North Pender Island Official Community Plan Schedule "B" - Land Use Map to re-designate a portion of Lot 3, Section 10, Pender Island, Cowichan District, Plan VIP54822 from **Rural – R** to **Community Service – CS**. In addition, **Bylaw 211** will amend the Schedule "A" - Policy Document to designate Development Permit Area Nine – Commercial and Industrial Form and Character on that portion of the land.

The purpose of **Bylaw 212** is to amend the North Pender Island Land Use Bylaw to rezone a portion of Lot 3, Section 10, Pender Island, Cowichan District, Plan VIP54822 from **Rural – R** to a site specific **Community Service (o) - CS (o)** zone to permit the development of a new location of the Pender Island 'Nu to You' store on the subject portion of the property. The only use permitted in the zone is the retail sale of used goods where all proceeds from sales are donated to community organizations and projects on North Pender Island. Furthermore, the minimum area of a lot created by subdivision is 0.6 ha to ensure no further subdivision.

Professional reports and staff reports are available on the North Pender island webpage:

<http://www.islandstrust.bc.ca/islands/local-trust-areas/north-pender/current-applications/current-application-documents/>

GENERAL LOCATION:

North Pender Island Local Trust Area

LEGAL DESCRIPTION:

Lot 3, Section 10, Pender Island, Cowichan District, Plan VIP54822

SIZE OF PROPERTY AFFECTED:

0.64 ha (1.58 acres)

ALR STATUS:

N/A

OFFICIAL COMMUNITY PLAN DESIGNATION:

Rural – R

OTHER INFORMATION:

Additional information, including the current bylaws, is available at: <http://www.islandstrust.bc.ca/islands/local-trust-areas/north-pender/current-applications/current-application-documents/>

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:

Phil Testemale

(Signature)

Title:
Contact
Info

Island Planner

Tel: 250-405-5170

Email: ptestemale@islandstrust.bc.ca

PLEASE TURN OVER

This referral has been sent to the following agencies:

Federal Agencies

N/A

Provincial Agencies

Ministry of Municipal Affairs and Housing
BC Assessment Authority
Ministry of Transportation & Infrastructure

Non-Agency Referrals

Islands Trust Fund

Regional Agencies

Capital Regional District – Electoral Area Director
Capital Regional District – Building Inspection
Island Health
North Pender Island Fire Rescue

Adjacent Local Trust Committees and Municipalities

Mayne Island Local Trust Committee
Saturna Island Local Trust Committee
South Pender Island Local Trust Committee
Salt Spring Island Local Trust Committee

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Malahat First Nation - TE'Mexs Treaty Association
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Stz'uminus First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation

BYLAW REFERRAL FORM RESPONSE SUMMARY

☐

Approval Recommended for Reasons Outlined Below

☐

Approval Recommended Subject to Conditions Outlined Below

☐

Interests Unaffected by Bylaw

☐

Approval Not Recommended Due to Reason Outlined Below

North Pender Island Local Trust Area

(Island)

211 & 212

(Bylaw Numbers)

(Signature)

(Name and Title)

(Date)

(Agency)



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 No.:** 507 **Date:** October 17, 2017

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 45 days (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:

Janis Gauthier, JG Consulting Services Ltd., 2161 Fulford-Ganges Road, Salt Spring Island, BC, V8K 1Z7

PURPOSE OF BYLAW:

To rezone Agriculture 1(A1), Residential 6 (R6) and Residential (R1) land to a Residential 1 (R1) variant to allow for development of an additional 34 affordable housing units and office use. See staff report dated October 5, 2017 which includes the proposed bylaw.

GENERAL LOCATION:

132 Corbett Road, Salt Spring Island, BC

LEGAL DESCRIPTION:

LOT A, SECTION 3, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 41612, PID 000-698-865

SIZE OF PROPERTY AFFECTED:

4.94 Acres

ALR STATUS:

None

OFFICIAL COMMUNITY PLAN DESIGNATION:

Ganges Village Core, Development Permit Area 1 (Island Villages)

OTHER INFORMATION:

This property contains Residential Zones (R1) and (R6) and Agriculture Zone (A1) designations

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: Susan Palmer

Title: Consulting 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)

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

Regional Agencies

CRD – All Referrals & K. Campbell
CRD – SSI Parks and Recreation
CRD – SSI Senior Manager
CRD – SSI Building Inspection
CRD – SSI Transportation Commission
CRD – Housing Secretariat
CRD – Ganges Water & Sewer Commission
Vancouver Island Health Authority
Vancouver Island Health Authority – Director Geography 3 Saanich Peninsula
Lady Minto Hospital Vancouver Island Health Authority

Non-Agency Referrals

BC Ambulance Service
North Salt Spring Waterworks District
SSI Fire Protection District
Partners Creating Pathways

Provincial Agencies

BC Assessment Authority
Ministry of Municipal Affairs and Housing
Ministry of Transportation & Infrastructure
Ministry of Forests, Land, Natural Resource Operations & Rural Development – Archaeology Branch
Ministry of Forests, Land, Natural Resource Operations & Rural Development - Water Authorization Section
Ministry of Forests, Land, Natural Resource Operations & Rural Development – Utility Regulation Section
Ministry of Forest Lands & Natural Resource Operations & Rural Development – Front Counter BC

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)

507
(Bylaw Number)

(Signature)

(Title)

(Date)

(Agency)

DATE OF MEETING: October 30, 2017

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

RECOMMENDATION

1. That the Mayne Island Local Trust Committee direct staff to prepare a draft bylaw for the LTC'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.

REPORT SUMMARY

This report analyses the application made by Reef Bay Holdings Ltd. to amend the zoning on the subject lot from Settlement Commercial C1(a) to Settle Commercial C1. The C1(a) zone 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.

BACKGROUND

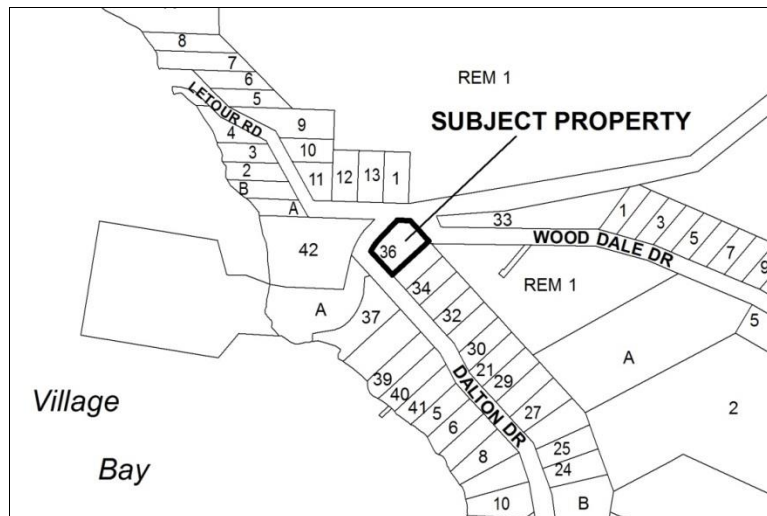
The subject property is a 0.23 hectare lot located at the intersection of Dalton Drive, Wood Dale Drive and Village bay Road. The lot is directly across from the Mayne Island ferry terminal and is presently zoned C1(a). The existing building was, until recently, used as a real estate office. A previous 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.

The property is surrounded mostly by small residential lots and has road frontage on three sides. The size of any future structure located on this lot will be limited by the small size of the lot, setback requirements and off street parking requirements.

The immediate area is often quite congested with parked cars due to its proximity to the ferry terminal. The parking congestion is not created by the commercial use of the property and any use carried out on the property would need to supply sufficient off street parking as required in section 7.4 of the LUB.

The LTC is presently in the process of carrying out a Commercial Land Use review for Mayne Island; however the review is not complete. The LTC could decide to table this application until the commercial review is complete.

Plan 1 – Subject Property



Plan 2 – Orthophoto showing Subject Property



ANALYSIS

Policy/Regulatory (see attach 3 policy table)

Islands Trust Policy Statement:

The Islands Trust Policy Statement is supportive of community plans and regulatory bylaws that address economic opportunities that are compatible with conservation of resources and protection of community character.

Official Community Plan:

The objectives of the OCP are supportive of retail commercial services that: supply services necessary for residents and visitors; protect the integrity of quiet residential and rural neighbourhoods; provide employment opportunities within the community; ensure the scale, form and character of all new commercial developments harmonize with the natural surroundings.

There is a policy to cluster businesses in the Miners Bay core; however there are also policies stating that service commercial should be dispersed in the Mayne Island Trust Area and retail commercial needs of the community should be addressed by considering zoning to permit small developments within the immediate neighbourhoods they serve.

To comply with the policy to cluster retail businesses in Miners Bay but still allow small retail developments outside of Miners Bay, the floor area of permitted retail space at this proposed location should be limited.

The lot is located in a Development Permit Area (DPA) for the form and character of commercial development. The objectives of the DPA are to ensure commercial uses are developed in a manner that is consistent with and enhances rural character and avoids impacts on adjacent properties.

Land Use Bylaw:

The C1 zone contains a long list of permitted uses, which include: restaurants; retail sales; offices; personal services; medical clinics; printers; appliance repair; clubs and halls; freight depots; studio; apartment residential; accessory dwelling for the accommodation of the owner, operator, or employee of a permitted principal use. The zone also includes regulation of maximum floor area and lot coverage, sighting and size of buildings, and subdivision requirements.

Issues and Opportunities

The consideration of this application allows a Local Trust Committee to determine if this lot should have unrestricted C1 zoning. The lot is surrounded predominantly by residential properties and there may be some concern from the surrounding residents that the commercial use on this property should not be expanded; as was the case in 1989. However due to the small size of the lot, lot coverage restrictions and the fact that this property is designated as a DPA staff believes that impacts on surrounding properties of new uses or redevelopment would be minimal. This is an opportunity to allow this lot to be used commercially for various uses over time depending on the owner and the needs of the island. Flexibility should provide greater opportunities for commercial use of the property than if the very limited uses available currently are retained.

Staff are recommending that this application proceed prior to the completion of the Commercial Land Use review being undertaken by the LTC as the OCP designation of this lot is already commercial, the zoning is commercial and the application is consistent with OCP policies.

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 draft bylaws are complete and the Local Trust Committee gives direction to hold a public hearing.

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

The following agencies and First Nations have been identified for referring draft bylaws; the LTC may also direct staff to include other agencies not listed. Additionally, the LTC may choose to refer the proposal to the advisory planning commission.

Village Point Improvement District

Galiano Island LTC

Saturna Island LTC

North Pender Island LTC

Ministry of Transportation and Infrastructure

Cowichan Tribes

Halalt First Nation

Lake Cowichan First Nation

Lyackson First Nation

Pauquachin First Nation

Penelakut Tribe

Semiahmoo First Nation

Tsartlip First Nation

Tsawout First Nation

Tsawwassen First Nation

Tseycum First Nation

CRD Building Inspection

Vancouver Island Health

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.
- 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. Next point
- 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 list.

2. Table the application

If the LTC determines that the Commercial Land Use review project should be completed prior to this application proceeding this application can be tabled.

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

Direct staff to draft a bylaw for the LTC's consideration that implements C1 zoning on the subject lot.

Submitted By:	Gary Richardson Island Planner	October 24, 2017
Concurrence:	Robert Kojima Regional Planning Manager	October 24, 2017

ATTACHMENTS

1. Photographs
2. Site Context
3. Policy Table

Attachment 1 – Photographs



ATTACHMENT 2# – SITE CONTEXT

LOCATION

Legal Description	Lot 36, Section 6, Mayne Island, Cowichan District, Plan 22057
PID	000-031-470
Civic Address	492 Dalton Drive

LAND USE

Current Land Use	Most recently used as a real estate office
Surrounding Land Use	Small lot residential and ferry terminal

HISTORICAL ACTIVITY

File No.	Purpose
RZ-02-1988	Rezone for pub, managers suite and rental rooms

POLICY/REGULATORY

Official Community Plan Designations	General Commercial – C Development Permit Area Commercial – C (Form and Character of Commercial Development)
Land Use Bylaw	Settlement Commercial – C1(a) – permitted uses: professional and business offices and accessory uses buildings and structures
Covenants	Building Scheme – 36816W – 1969 – siting and subdivision Restrictive Covenant 38353G – 1969 – building scheme – siting and subdivision Between Village Bay Land Co. and Land Owners
Bylaw Enforcement	none

SITE INFLUENCES

Sensitive Ecosystems	No sensitive features are shown for this lot on the Islands Trust Ecosystem Mapping database.
Hazard Areas	n/a
Archaeological Sites	No archeological sites were identified on available mapping. Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i> . If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.]
Climate Change Adaptation and	This property is not waterfront and is at an elevation that won't be affected

Mitigation	by sea-level change. The location of a business on this lot could reduce vehicle trips as its close to a dense residential area and the ferry terminal.

ATTACHMENT 3 – POLICIES

ISLANDS TRUST POLICY STATEMENT

ITPS Policy	Complies	Planner Comments
5.2.3 Local Trust Committees shall in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.	yes	This proposal is consistent with OCP policies regarding the aesthetic, environmental and social impacts of development.
5.7.2 Local Trust Committees shall in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.	yes	This proposal is subject to a form and character DPA which will ensure community character is maintained.

MAYNE ISLAND OFFICIAL COMMUNITY PLAN BYLAW No. 144, 2007

OCP Objective/Policy	Complies	Planner Comments
Objective – 2.4.1.1 to supply services necessary to residents and visitors of the Mayne Island Trust Area	yes	Increased permitted uses allows for this property to be more flexible in supplying services as needs change.
Objective – 2.4.1.3 to employ employment opportunities within the community	yes	Increased commercial use should increase employment opportunities.
Objective – 2.4.1.5 to ensure the scale, for and character of all new commercial developments harmonize with the natural surroundings	yes	The DPA for form and character of commercial development will ensure new development is of a scale and character that harmonizes with the natural surroundings.
Policy – 2.4.1.1 The principal land use shall be small scale commercial businesses.	yes	The size of the lot, parking and setback requirements will ensure any development of this lot is small scale.
Policy – 2.1.1.2 Retail businesses shall be clustered at Miners Bay with the exception of; the Montrose Fernhill Area, the building centre and the auto repair yard at Horton/Fernhill.	no	This specific policy does not support retail businesses other than in the areas listed; however policies 2.4.1.3 and 2.4.1.4 support the commercial needs of the island to be dispersed in neighborhoods around the island.
Policy – 2.4.1.3 service based businesses should be dispersed in the Mayne Island Trust area.	yes	This commercial lot is the only one servicing this area.
Policy – 2.4.1.4 The retail commercial needs of the community should be addressed by considering zoning to permit small developments within the immediate neighborhood they serve, for example small neighborhood corner stores.	yes	This proposal is consistent with this policy.



Islands Trust

Print Date: October 24, 2017

Top Priorities

Mayne Island

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Commercial Land Use Review	Discussion Paper presented to LTC at July 24, 2017 LTC Mt g. Community information Meeting to scheduled for Oct 2017	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. Minor Mapping Amendments required. Will be presented to LTC at October 30, 2017 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
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: October 24, 2017

Applications

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: 11-Sep-2017 Preliminary staff report to be prepared for October 30, 2017			
Status Date: 14-Jun-2017 Opened file, processed fee, notified LTC, gave to planner			

Subdivision

File Number	Applicant Name	Date Received	Purpose
MA-SUB-2017.1	DIANA PERCY QUENTIN CRONK Planner: Gary Richardson	27-Sep-2017	Boundary Adjustment between two parcels
Planning Status			
Status Date: 23-Oct-2017 Staff reviewing file and preparing response - Target response date nov 2.			
Status Date: 11-Oct-2017 notified LTC, planner assigned			
Status Date: 29-Sep-2017 opened file, emailed request to applicant for required fees and documents			

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.

Applications

Planner: Gary Richardson

Planning Status

Status Date: 26-Jul-2017

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

Status Date: 15-Jun-2017

Staff report and draft TUP on June 26th agenda for further direction

Status Date: 08-May-2017

Proposal to be discussed at June 26, 2017 LTC Mtg.

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

645 Mayne	Invoices posted to Month ending August 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	615.43	884.57
65210-645	LTC - Local Exp - APC Meeting Expenses	500.00	55.16	444.84
65220-645	LTC - Local Exp - Communications	1,000.00	420.00	580.00
65230-645	LTC - Local Exp - Special Projects	500.00	0.00	500.00
TOTAL LTC Local Expense		<u>3,500.00</u>	<u>1,090.59</u>	<u>2,409.41</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	0.00	4,500.00
TOTAL Project Expenses		<u>14,500.00</u>	<u>0.00</u>	<u>14,500.00</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 October 2017



Regional Conservation Plan (RCP)

The Trust Fund Board (TFB) has approved the 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. A new element is a focus on relationship building with First Nations. 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). Staff will be available to attend LTC and BIM meetings in person if possible and electronically if not. The Board is expecting to consider final approval of the Regional Conservation Plan in January 2018.

Islands Trust Fund Five Year Plan

The *Islands Trust Act* requires the TFB to submit a plan to the minister every five years providing information on goals and key policies. The Board has approved a draft plan for 2018-2022 which references the new Regional Conservation Plan and describes relevant policies. This draft is also being referred to local trust committees, Bowen Island Municipality and First Nations. The Board expects to submit the plan to the Minister by the end of the year.

Board Retreat

The TFB and senior staff will be participating in a day long retreat in October for high level discussions on future directions with a particular focus on fundraising, (with facilitation from an experienced expert in the field).

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 50 other covenants we hold. A number of management issues have been identified which are now being addressed (see below for highlights by island).

Summary of Current Island-by-Island Activities

Bowen

Trees recently planted at the David Otter Nature Reserve are looking healthy.

Denman

Communication is continuing with neighbours of the Lindsay Dickson Nature Reserve to clearly delineate property boundaries. Mountain bike damage is a concern in the Morrison Marsh Nature Reserve; addressing this issue will be considered during the current review of the management plan. There is no further evidence of tree cutting at the Inner Island Nature Reserve following two large trees being felled there last year. The Trust Fund Board has registered a covenant on the Denman Conservancy Association's Settlement Lands.

Gabriola

The Elder Cedar Nature Reserve continues to suffer from vandalised signs and the impacts of unpermitted mountain bikes and horses. ITF is working with GaLTT to address these and other issues.

Galiano

Monitors were excited to see falcons at the cliffs on Trincomali Nature Reserve. ITF and Galiano Conservancy Association are looking into possible vehicle intrusions and tree removal in the Vanilla Leaf Land Nature Reserve.

Gambier

Recent plantings at Brigade Bay Bluffs and Long Bay Wetland Nature Reserves are looking healthy.

Keats

The fifth draft of a covenant for Sandy Beach has been sent to Sunshine Coast Conservation Association and The Land Conservancy of BC for review. A draft baseline report has been received and is now being reviewed.

Lasqueti

Sheep browsing is proving to be a challenge for restoration work at the John Osland Nature Reserve, (where approximately 50% of the plantings have died) and Mount Trematon Nature Reserve. Stronger materials will be required for protective cages.

South Pender

Progress is being made towards establishing the covenant for Brooks Point Regional Park.

Salt Spring

A trail location issue at Lower Mount Erskine Nature Reserve and a tree cutting incident at McFadden Creek Nature Reserve are being addressed.

Thetis

The first monitoring visit was completed at Moore Hill Nature Reserve and management planning is in progress. Pledges for Fairyslipper Forest are processed and there are two grant applications in progress to raise more funds to complete the purchase. Hydrological and ecosystem assessments are complete for the property.

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



Memorandum

200 - 1627 Fort Street Victoria BC V8R 1H8

Telephone (250) 405-5151 FAX: (250) 405-5155

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

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

Date For the meeting of October 30, 2017

To Mayne Island Local Trust Committee

From Lori Foster
Planning Team Assistant

Re Proposed Mayne Island LTC 2018 Meeting Schedule

Attached is the proposed Mayne Island Local Trust Committee 2018 Meeting Schedule.

It is proposed that LTC meet on the preferred last Monday of the month on the following dates:

January 29, February 26, March 26, April 30, May 28, June 25, July 30, September 24, October 29, and November 26.

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

“THAT the Mayne Island Local Trust Committee 2018 meeting schedule, as presented, be Adopted”

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

pc Robert Kojima



MAYNE ISLAND LOCAL TRUST COMMITTEE

NOTICE OF 2018 BUSINESS MEETINGS

**THE LTC WILL MEET ON
THE LAST MONDAY OF EACH MONTH @ 1:00 P.M.
(*unless otherwise noted) AS FOLLOWS:**

JANUARY 29, 2018

FEBRUARY 26, 2018

MARCH 26, 2018

APRIL 30, 2018

MAY 28, 2018

JUNE 25, 2018

JULY 30, 2018

SEPTEMBER 24, 2018

OCTOBER 29, 2018

NOVEMBER 26, 2018

**LOCATION:
MAYNE ISLAND AGRICULTURAL HALL
430 Fernhill Road**

These are regular business meetings of the Local Trust Committee, where they will consider items such as bylaws, applications, and correspondence.

ALL MEETINGS ARE OPEN TO THE PUBLIC

**Website: www.islandstrust.bc.ca/mayne
Email: information@islandstrust.bc.ca
Phone: 250-405-5151**