



ADOPTED

Mayne Island Local Trust Committee Minutes of Regular Meeting

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

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

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

Members of the Public and Media present: There were approximately eleven (11) members of the public present and no members of the media

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

Additions for consideration:
8.1 Delegations – Michael Dunn, Mayne Island Conservancy;
2.8.2 Trust Fund Board Report.

By general consensus the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS

Carl Bunnin of the Southern Gulf Islands Harbours Commission stated he was prepared to speak to the rezoning application if necessary.

4. COMMUNITY INFORMATION MEETING

none

5. PUBLIC HEARING

none

6. MINUTES

6.1 Mayne Island Local Trust Committee Minutes

6.1.1 Local Trust Committee Minutes Dated September 30, 2015

By general consent the Local Trust Committee meeting minutes of September 30, 2015 were adopted.

6.1.2 Local Trust Committee Special Meeting Minutes Dated November 15, 2015

By general consent the Local Trust Committee Special Meeting minutes of November 15, 2015 were adopted.

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

Received for information.

6.3 Advisory Planning Commission Minutes Dated September 21, 2015

Received for information.

7. BUSINESS ARISING FROM THE MINUTES

7.1 Follow-up Action List Dated November 2015

Chair Grams expressed appreciation for the staff efforts as all items have been completed except for proposed bylaw No. 156 (Bylaw Enforcement Notification) which Bylaw Enforcement Manager (BEM) Drew will speak to today.

BEM Drew spoke to a report (which did not get included in the agenda package). The Advisory Planning Commission has recommended adoption of the bylaw.

Historically, bylaw enforcement notification (BEN) has not been felt to be helpful with short term vacation rentals (STVRs) as the fine is not significant compared to the potential rental income. The bylaw does work to enforce signage and advertising restrictions. The bylaw officers have reported that the “threat” of BEN has been effective with STVRs and that there is more impetus to apply for a Temporary Use Permit (TUP).

BEM Drew outlined the process to fine for illegal signage and chronic abusers of STVRs.

There are significant amendments currently before the Minister of Community, Sport and Cultural Development and BEM Drew recommended that the Mayne Island LTC adopt the bylaw as it is the most economical and efficient method to enforce bylaws.

Staff will bring the bylaw and a staff report to the next meeting for consideration.

8. DELEGATIONS

- 8.1 Michael Dunn, on behalf of the Mayne Island Conservancy (MIC), presented the LTC with the Mayne Island Path Initiative report which the LTC had supported financially.

In 2013 the MIC conducted a survey focused on the safety of pedestrians, bikers, and drivers on the primary roads. Results emphasized the need for a pathway between the ferry terminal and the village. Work has begun on this project.

Copies of the report have been given to the Capital Regional District, Regional Director, Ministry of Transportation and Infrastructure, the Mayne Island library, and will be put on the Islands Trust website.

The LTC expressed appreciation for the report.

9. CORRESPONDENCE

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

9.1 Letter from I. Dow (President Mayne Island Residents & Ratepayers Assoc.) re: Road Naming Correction

Ian Dow spoke regarding a number of road corrections including:

- a) Correction to spelling of Wilkes Road to Wilks Road;
- b) Removal of apostrophe on Williams Road;
- c) Confusion regarding Cherry Tree Lane and Cherry Tree Bay Road.

Trustee Dodds agreed to draft a letter of support to lobby for the changes.

MA-2015-62

It was Moved and Seconded that Trustee Dodds work with Mayne Island Residents and Ratepayers Association to prepare a letter of support for changes to road names.

CARRIED

10.1 Salt Spring Island Local Trust Committee Bylaw No. 485 Referral

Chair Grams reviewed the bylaw under consideration on Salt Spring Island.

MA-2015-63

It was Moved and Seconded that Salt Spring Island Local Trust Committee Bylaw No. 485 has no effect for Mayne Island.

CARRIED

10.2 MA-DVP-2015.2 (Irving) - Staff Report

Planner Richardson spoke to the history of the structures which encroach on the setbacks. There is correspondence from 1993 that the house was lawful.

The staff report suggests inclusion of all structures in the variance application, to legalize existent structures.

There was discussion regarding the application. There have been some emails from neighbours received speaking to the boat/storage unit which is within the setback and still to be dealt with.

The applicant's agent spoke to the application and stated that all structures had been completed under permit and that the owner will be advised as to the issue of the boat/storage shelter.

The LTC recommended that there be contact with the Archaeology Branch as a Heritage Conservation Act permit may be needed before further development is undertaken.

MA-2015-64

It was Moved and Seconded that Development Variance Permit MA-DVP-2015.2 (Irving) be approved.

CARRIED

10.3 MA-RZ-2015.1 (CRD) - Staff Report

Planner Richardson reviewed the Community Information Meeting (CIM) held November 15, 2015 and had attended a meeting of the Harbours Commission.

Staff has a better appreciation of the location and appropriateness of this area for a docking facility; however, the need for an environmental report is still important.

There was discussion as to the need for a pump out station.

MA-2015-65

It was Moved and Seconded that Mayne Island Local Trust Committee request applicant, Capital Regional District, to provide a report as to the cost of construction and need of a pump out station for this site.

CARRIED

MA-2015-66

It was Moved and Seconded that the Mayne Island Local Trust Committee directs staff to request the applicant of MA-RZ-2015.1 (Capital Regional District) to obtain a report prepared by a qualified professional to provide an environmental review of the marine area of the proposed Anson Road community dock to determine environmental values, assess impacts and recommend mitigation measures.

CARRIED

After discussion it was determined that when there are more details available, a second CIM would be held to identify community interest/concerns.

The requirement of a pump out station is currently contained within the Official Community Plan so if rezoned without such an amenity may necessitate amendment to the OCP.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Work Program Survey Results – Memo

Planner Richardson spoke to the recent survey. Results brought forth a lot of information to draw on relative to future projects. Some issues identified are outside of the LTC scope.

MA-2015-67

It was Moved and Seconded that the Mayne Island Local Trust Committee directs staff and Trustee Crumblehulme to create a summary report of survey information.

CARRIED

11.2 Temporary Use Permit Guidelines & Cottage Options for Short Term Vacation Rentals - Staff Report

Staff reviewed the report. It was suggested that the guidelines could be drafted as a bylaw.

MA-2015-68

It was Moved and Seconded that the Mayne Island Local Trust Committee request staff to prepare a draft Official Community Plan amendment bylaw that would insert Temporary Use Permit guidelines into the Mayne Island Official Community Plan Bylaw No. 144, 2007, as outlined in the staff report of November 18, 2015.

CARRIED

MA-2015-69

It was Moved and Seconded that the Mayne Island Local Trust Committee requests staff to prepare draft amendment bylaws that would permit Short Term Vacation Rental use of a cottage as a home occupation.

CARRIED

MA-2015-70

It was Moved and Seconded that the Mayne Island Local Trust Committee direct staff to amend Bylaw Referral to include the Mayne Island Advisory Planning Commission and that the amended Official Community Plan and Land Use Amendments – Project Charter v4 November 17, 2015 be adopted

CARRIED

11.3 Technical Amendments - Staff Memo - Bylaws No. 161 & 162 (for further consideration)

Planner Richardson stated that the bylaws had been approved by the Minister's Office.

MA-2015-71

It was Moved and Seconded that Mayne Island Local Trust Committee proposed Bylaw No. 161, cited as "Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2014" be adopted.

CARRIED

MA-2015-72

It was Moved and Seconded that Mayne Island Local Trust Committee proposed Bylaw No.162, cited as ""Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2014" be adopted.

CARRIED

12. REPORTS

12.1 Work Program Reports (attached)

12.1.1 Top Priorities Report Dated November 2015

Planner Richardson will update as per today's recommendations.

12.1.2 Projects List Report Dated November 2015

BEN Bylaw and Bylaw staff report will be on the agenda for January. Planner Richardson reviewed the government actions to date as to riparian area regulations (RAR). A planner has been hired by the government to finalize the project. Staff will invite this individual to a LTC meeting in 2016.

12.2 Applications Report Dated November 2015

Staff reviewed the status of the applications.

12.3 Trustee and Local Expense Report Dated October 2015

Received for information.

12.4 Adopted Policies and Standing Resolutions

Received for information.

12.5 Local Trust Committee Webpage

Staff will update from today's actions.

12.6 Chair's Report

Chair Grams reported on two meetings with the Minister of Community, Sport and Cultural Development: an introduction/explanation of Islands Trust function and structure, and one to update on the process of the Salt Spring Island incorporation study. He also attended a meeting on anchorages in Islands Trust areas. Chair Grams detailed a seminar regarding Saanich Inlet and the issue of marine sewage. There are changes in regulations and codes.

Chair Grams spoke to a proposed liquid natural gas (LNG) plant that was introduced by First Nations. This has been opposed by many organizations. He also noted Islands Trust Executive is preparing for Trust Council.

12.7 Trustee Report

Trustee Dodds attended the anchorage meeting: there are 5 noted in Plumper Sound. There are some additional anchorages requested in the Gabriola area and there will be removal of some anchorages. There are still issues regarding noise and lights and a sense of lack of appreciation for island residents. Trustees met with Gary Holman, MLA for Saanich North and the Islands, regarding roads and fallow deer.

Trustee Crumblehulme participated in a webinar on security with a focus on emails. He related that the Village Bay to Miners Bay pathway is a pilot project and as such is a high priority. The contract has been assigned and work should begin by January and to be completed with the lease intrusion as possible.

Trustees attended the opening of the new fire hall.

12.8 Trust Fund Board Report - October 2015

12.8.1 Briefing re Coastal Douglas -fir & Associated Ecosystems Partnership Conservation Strategy

Received for information.

12.8.2 Trust Fund Board Report

Received for information.

13. NEW BUSINESS

13.1 **Mayne Island Local Trust Committee Draft 2016 Annual Regular Meeting Schedule - Memo (for consideration to Adopt)**

MA-2015-73

It was Moved and Seconded that the Mayne Island Local Trust Committee adopts the 2016 meeting schedule as presented.

CARRIED

13.2 Nov. 10, 2015 Email from M. Richards, Grants Manager re Support for Policies on Community Energy Sustainability

Trustee Crumblehulme spoke to this item. Some policies had already been discussed, many are for urban areas.

Trustee Crumblehulme will contact to see funding may be available for the island.

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for January 25, 2016

15. TOWN HALL

Paula Buchholz referred to her recent correspondence sent to the LTC to remove density from the projects list.

The LTC will take her comments under advisement.

16. CLOSED MEETING (Distributed Under Separate Cover)

16.1 Motion to Close Meeting

The following motion to close meeting was made at 2:53 pm.

MA-2015-74

It was Moved and Seconded that the meeting be closed to the public in accordance with the *Community Charter*, Part 4, Division 3, s. 90(1) (d) for the purpose of considering the following: adoption of in-camera meeting minutes dated September 30, 2015 and that the recorder and staff attend the meeting.

CARRIED

16.2 Recall to Order

The regular business meeting as recalled to order at 2:54 pm.

16.3 Rise and Report

Chair Grams reported that the in-camera meeting minutes dated September 30, 2015 were adopted.

17. ADJOURNMENT

By general consent the meeting was adjourned at 2:56 pm.

George Grams, Chair

Certified Correct:

Pat Todd, Recorder