

# Adopted



## Mayne Island Local Trust Committee

### Minutes of Regular Meeting

**Date:** January 25, 2021  
**Location:** Electronic Meeting (via Zoom Webinar)

**Members Present:** Dan Rogers, Chair  
Jeanine Dodds, Local Trustee  
David Maude, Local Trustee

**Staff Present:** Robert Kojima, Regional Planning Manager  
Narissa Chadwick, Island Planner  
Shayla Burnham, Planning Assistant (host)  
Patricia Todd, Recorder

**Public:** There were approximately 13 attendees in the Zoom Webinar.

#### 1. CALL TO ORDER

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

#### 2. APPROVAL OF AGENDA

Additions: 10.1 Daycare TUP Application

13.3 Trail - Miners Bay to Village Bay

**By General Consent** the agenda was adopted as amended.

#### 3. TOWN HALL AND QUESTIONS

Rebecca Ewing inquired as to receipt of correspondence dated Jan. 20, 2021 for consideration regarding the Mayne Island Housing Society (MIHS) application.

Chair Rogers confirmed letter received.

#### 4. COMMUNITY INFORMATION MEETING

None

#### 5. PUBLIC HEARING

None

#### 6. MINUTES

**6.1 Local Trust Committee Minutes Dated November 30, 2020**

The following amendments to the minutes were presented for consideration:

Page 5, last bullet prior to Resolution MA-2020-090: “reminder” to read “remainder”

**By general consent** the minutes were adopted as amended.

6.1.1 Local Trust Committee Public Hearing Record Dated November 30, 2020

Received for information.

**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 January 2021**

Planner Chadwick stated that Cotton Park Bylaws will be on February agenda and other Bylaws scheduled for March meeting.

**8. DELEGATIONS**

None

**9. CORRESPONDENCE**

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

**10. APPLICATIONS AND REFERRALS**

**10.1 Daycare TUP Application**

Planner Chadwick reviewed the status of the recently received application and Planner Testemale is processing – question of fast tracking the application.

Meaghan Feduck, representing the Day Care Program spoke to the application. Centre has incurred a number of difficulties at school due to virus protocols and while in the process of constructing a Day Care Centre (target completion July 2022) has entered into a lease with a home owner which necessitates a Temporary Use Permit (TUP). Situation is causing significant financial impacts for Program.

Planner Chadwick detailed two options: moving Costello application to March LTC or “bumping” an application on another island to free Planner time to process this application.

LTC agreed to discuss Costello application and then decide action to be taken.

**10.2 MA-TUP-2020.2 (Costello)**

Planner Chadwick reviewed application. Applicants are wanting to purchase a family property and use a TUP for Short Term Vacation Rental (STVR) to assist financially.

Official Community Plan (OCP) currently lacks guidelines for this however Planner Testemale has reviewed OCPs from other islands and finds application to be reasonable.

Applicants have done due diligence and to date there have been no concerns from neighbours.

Trustee Dodds and Trustee Maude supported referral of application to Advisory Planning Commission (APC).

Chair Rogers detailed the procedural processes and the function of the APC.

After discussion it was determined application could be back on agenda for March.

The applicants spoke in support of Day Care application going ahead of theirs and requested to be notified as to APC meeting to allow them to attend.

**MA-2021-001**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee ask staff to refer application MA-TUP-2020.2(Costello) to the Mayne Island Advisory Planning Commission.

**CARRIED**

**MA-2021-004**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee ask staff to proceed expeditiously with the Day Care Temporary Use Permit and return application to the Local Trust Committee as soon as possible.

**CARRIED**

**10.3 MA-DVP-2020.8 (Peace)**

Planner Chadwick detailed the application and stated Covenant is ready to be signed by Chair Rogers.

**MA-2021-002**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee approve issuance of Development Variance Permit application MA-DVP-2020.8 (Peace) subject to the registration of a covenant related to water treatment and the installation of a rainwater collection system on title of Lot 1 Section 12 Mayne Island Cowichan District Plan EPP72441

**CARRIED**

**MA-2021-003**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee accept a covenant under section 219 of the Land Title Act from the registered owners of Lot 1 Section 12 Mayne Island Cowichan District Plan EPP72441 and designate the Chair of the Local Trust Committee to sign the covenant (MA-SUB-2018.3, 445 Garrick Road).

**CARRIED**

Chair Rogers informed applicant that he will be signing Covenant January 26, 2021 and then it awaits Capital Regional District signature.

Trustee Dodds acknowledged the long process involved with this application and congratulated the applicant's efforts.

**10.4 MA-RZ-2020.1 (Mayne Island Housing Rezoning)**

Planner Chadwick presented draft Bylaws and asked for Trustees feedback. Current landowner has confirmed request for 3 lots and there are a few documents yet to be received. Additions and modifications to Land Use Bylaws (LUB) and OCP were discussed.

Trustee Dodds added that with 3<sup>rd</sup> lot there could be 12 housing units and is concerned as to setbacks and privacy for neighbours. There are also concerns regarding conservation, septic location and value of amenity rezoning.

Trustee Maude supported these issues especially setbacks.

Chair Rogers informed LTC that there are a number of affordable housing projects being considered in the Trust area and questioned that there is no reference to "affordable housing" – current phrasing is "multi-family rental housing. Questioned Zoning Bylaw reflecting affordable component i.e. "housing subject to a housing agreement".

Planner stated could add definition.

Deborah Goldman, representing MIHS, added the following"

- Lot will be 3 acres
- Need to resurvey as owner wants to redesign other 2 lots
- Wetlands specialist report coming forward next 2 weeks
- Working with professionals and reports to design according to recommendations
- Cognizant of setbacks

Brian Crumblehulme (MIHS) added:

- Prepared to provide a buffer and privacy screening
- Arborist's report received (detailed report in next 2 weeks) and site should not impact trees noted in ecologist's report
- Walking trails for access not hiking

Discussion involved utilizing a Development Permit or a Covenant to address concerns/issues/structure development of site.

**MA-2021-005**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee ask staff to request Mayne Island Housing Society to provide an updated survey of property.

**CARRIED**

**MA-2021-006**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee ask staff to include a definition of affordable housing in draft Bylaws.

**CARRIED**

**MA-2021-007**

**It was Moved and Seconded**

that the Mayne Island Local Trust Committee ask staff to amend the draft Bylaws to account for a buffer zone.

**CARRIED**

**MA-2021-008**

**It was Moved and Seconded**

that the Mayne Island Local Trust Committee ask staff to review merits of Development Permit and/or Covenant for use on site.

**CARRIED**

**MA-2021-009**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee request staff schedule a community information meeting once all information requested from the applicant has been received.

**CARRIED**

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**Break 2:33 to 2:40**

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**11. LOCAL TRUST COMMITTEE PROJECTS**

**11.1 Housing Review Project**

Planner Chadwick expressed that the meeting had gone well, number of participants and much information. Has spoken with Regional Planning Manager and they suggest one or two more meetings specific to the following themes:

1. Density and Water;
2. Incentives and Alternative Ownership; and

3. Square footage for new buildings and distributed buildings.

Trustees agreed with themes and spoke to:

- Need for mapping: identify size of lots and what's where;
- Working with water districts;
- Minimum lot size;
- Maximum house size; and
- Email to water districts to identify number of lots still undeveloped.

**MA-2021-010**

**It was Moved and Seconded**

that the Mayne Island Local Trust Committee ask staff to organize two additional special information meetings to further discuss water/density and square footage maximums.

**CARRIED**

**12. REPORTS**

**12.1 Work Program Reports**

**12.1.1 Top Priorities Report Dated January 2021**

Planner Chadwick stated LUB Technical Review will be on February agenda.

**12.1.2 Projects List Report Dated January 2021**

Received for information.

**12.2 Applications Report Dated January 2021**

Received for information.

**12.3 Trustee and Local Expense Report Dated October 2020**

Received for information.

**12.4 Adopted Policies and Standing Resolutions**

Received for information.

**12.5 Local Trust Committee Webpage**

Will be updated following meeting.

**12.6 Chair's Report**

Trust Council working on budget – budget consultation has been sent out in addition to a Financial Planning Committee survey. He encouraged public input. As well a second survey has been distributed for public views on rewritten Trust Policy Statement. Next Trust Council will be second week of March. There will be new Education Sessions soon focused on Climate Change and Indigenous point of view.

**12.7 Trustee Report**

Trustee Dodds spoke of a recent Fallow Deer Community Outreach meeting hosted by CRD. Rules and regulations for hunting were reviewed, good attendance. RCMP noted First Nations hunters always notify beforehand so if reports of gunshots made, they are aware of activity.

Trustee Maude said there have been many inquiries primarily regarding trail on Village Bay Road. BC Ferries Consultation has begun with reviewing schedules for the Southern Gulf Islands – ferry replacing Mayne Queen may improve service for island.

**12.8 Islands Trust Conservancy Report Date November 24, 2020**

Received for information.

**12.9 ITC Forest Conservation Outreach Campaign - Briefing November 25, 2020**

Chair Rogers noted that briefing was mailed out, with 11 island properties identified, regarding protection of Douglas-fir and Hemlock forests.

**13. NEW BUSINESS**

**13.1 Advisory Planning Commission Memo**

**MA-2021-011**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee request that prior to expiration of Advisory Planning Commission members terms of office, staff write to commissioners asking if they wish to be re-appointed and also advertise for expressions of interest for new commissioners.

**CARRIED**

**13.2 Salt Spring Island STVR Letter**

Chair Rogers reviewed the correspondence which is exploring interest in an inter-island meeting regarding development of STVR Policies and Regulations.

Discussion resolved that Mayne Island has achieved a balance and could contribute to session with a representative.

Chair Rogers will notify Salt Spring Island that Trustee Maude would represent Mayne Island should meeting take place.

**13.3 CRD Trail**

Trustee Dodds stated that CRD has received significant funding to develop trail from Miners Bay to Village Bay and surveying has begun. A number of concerns have been raised regarding pin locations and siting would appear to necessitate removal of many trees – 70 to 80. This project originated through the MI Pathways and Trails organization and to date there has been no consultation with group or with property owners impacted by trail. What has been staked appears to ignore initial concept.

**MA-2021-012**

**It was Moved and Seconded**

that the Mayne Island Local Trust Committee ask Chair Rogers to write to the Capital Regional District requesting clarification of tree cutting along proposed Miners Bay to Village Bay Trail.

**CARRIED**

Jon Hoff, who has a portion of the trail on his property installed by the Pathways and Trails Organization, also raised concerns as to number of stakes on private property. It is felt that CRD is ignoring what has already been done and not communicating with Trail Committee and property owners.

**14. UPCOMING MEETINGS**

**14.1 Next Regular Meeting Scheduled for February 22, 2021 - Location: TBD**

**15. TOWN HALL**

Tim Mackie stated he has property on trail route and has had no contact from CRD.

**16. CLOSED MEETING**

None

**17. ADJOURNMENT**

By general consent the meeting was adjourned at 3:18pm.

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Dan Rogers, Chair

Certified Correct:

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Pat Todd, Recorder