

# Adopted



## Mayne Island Local Trust Committee

### Minutes of Regular Meeting

**Date:** May 25, 2020  
**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  
Warren Dingman, Bylaw Compliance and Enforcement Officer  
Maple Hung, Planning Team Assistant, Zoom Host  
Pat Todd, Recorder  
Justine Starke, Manager SGI Planning, Capital Regional District (CRD)

**Public:** There were approximately (6) attendees which joined the Zoom Webinar.

#### 1. CALL TO ORDER

Chair Rogers called the meeting to order at 1:03 p.m. Chair Rogers acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations. Chair Rogers outlined the process for an electronic meeting.

#### 2. APPROVAL OF AGENDA

The following amendments to the agenda were presented for consideration:

Added items:

- **13.4 Tourism – “opening island”;**
- **13.5 Advertising; and**
- **16 In-Camera Meeting.**

**By general consent the agenda was adopted as amended.**

#### 3. TOWN HALL AND QUESTIONS

None

**4. COMMUNITY INFORMATION MEETING**

None

**5. PUBLIC HEARING**

None

**6. MINUTES**

**6.1 Local Trust Committee Minutes Dated February 24, 2020**

**Adopted by** Resolutions-without-meeting (RWM).

**6.2 Section 26 Resolutions-without-meeting Report Dated May 2020**

Received for information.

**6.3 Advisory Planning Commission Minutes**

None

**7. BUSINESS ARISING FROM THE MINUTES**

**7.1 Follow-up Action List Dated May 2020**

Regional Planning Manager (RPM) Kojima spoke to Item 5, Review of Land Use Bylaw (LUB) and a possible oil spill response facility at Miners Bay.

Chair Rogers explained that Coast Guard is developing a response plan for the SGIs and Miners Bay dock would provide a good location, however no specifics have been identified at this time. The expectation is that it would be supplies/storage.

It is a public dock so a vessel could be located there or possibly a structure on the deck.

Item 2, meeting with CRD has been deferred.

Chair Rogers explained that APC members are unable to hold electronic meetings at this time as they were not included in the Emergency Order.

**8. DELEGATIONS**

None

**9. CORRESPONDENCE**

**9.1 Larisa Hutcheson, CRD re St. John Point Regional Park**

Discussion was held on the CRD response to Local Trust Committee (LTC) letter:

- There are still concerns with the plans for the Park especially parking areas and road access;
- There has been no request for rezoning and CRD seems to have their own definition of Passive Park;
- Parking is needed to minimize impact on neighbourhood;
- Property purchased with community monies and land needs to be preserved; and

- A letter should be sent to CRD explaining the LTC's concerns with the CRD's response.

**MA-2020-026**

**It was Moved and Seconded**

that Mayne Island Local Trust Committee ask Chair Rogers to send letter to Capital Regional District detailing concerns regarding parking lot of 20 spaces.

**CARRIED**

**10. APPLICATIONS AND REFERRALS**

**10.1 MA-DVP-2019.6 (EIs)**

Planner Chadwick presented the application for a development variance permit (DVP).

Trustee Maude wanted to identify that while the original application cited "error by surveyor" this should not be on public record as the statement does not reflect the reality of the situation.

Trustees support the application if correction is made on public facing documents that may reflect an inaccurate statement of rationale for the DVP.

**MA-2020-027**

**It was Moved and Seconded**

that Mayne Island Local Trust Committee approve issuance of Development Variance Permit MA-DVP-2019.6 (EIs) to correct an error made in construction that was not a survey error.

**CARRIED**

**10.2 MA-DVP-2020.3 (Buzza)**

Planner Chadwick mentioned that this application is for a further variance of the original variance.

Construction occurred outside of original variance and structure is now over height too.

**MA-2020-028**

**It was Moved and Seconded**

that the Mayne Island Local Trust Committee approve issuance of Development Variance Permit MA-DVP-2020.3(Buzza).

**CARRIED**

Concern was raised as to CRD Building Inspection and LTC building bylaws and variances.

Staff will add Building Inspection to agenda for meeting with the CRD which is on the on Follow-up Action List. . In addition, email sent from CRD Building Inspection to Planner Richardson regarding the DVP application will be circulated to LTC.

Trustee Maude recused himself and left the meeting room at 2:03 p.m. for the following item due to conflict of interest.

**10.3 MA-RZ-2018.1 (Cotton Park)**

Planner Chadwick reported that draft bylaws were ready to go to Public Hearing.

RPM Kojima spoke to process of referral to agencies and time required for responses. Trustee Dodds stated concerns regarding taking action without receiving information from First Nations as site is a known burial area.

RPM Kojima informed the LTC that a letter had been sent to First Nations. No response has been received to date and there has been no recent site visit due to travel restrictions.

Chair Rogers reinforced importance of engagement with First Nations.

Justine Starke, CRD, also spoke of CRD’s commitment to reconciliation and working together with First Nations. She then raised the Issue of bylaw limits on size of structures and the size of existing structures.

The LTC supported legalizing the present structures.

RPM Kojima noted the need to determine exact square footage of current buildings and suggested that staff come back to LTC with an amendment to Bylaw prior to Public Hearing.

**MA-2020-029**

**It was Moved and Seconded**

that a public hearing be scheduled for Mayne Island Local Trust Committee Draft Bylaw 177 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2019” and Mayne Island Local Trust Committee Draft Bylaw 178 cited as “Mayne Island Land Use Bylaw No. 146, 2008. Amendment No. 1, 2019” and there be a clarification of structures square footage currently on site and a site visit be arranged with Lisa Wilcox, Chair Dan Rogers, Parks Commission, Trustee Dodds and CRD representatives.

**CARRIED**

Trustee Maude rejoined meeting at 2:25 p.m.

**10.4 Salt Spring Island Local Trust Committee Bylaw No. 520 Referral**

**MA-2020-030**

**It was Moved and Seconded**

That Mayne Island Local Trust Committee interests are not affected by Salt Spring Island Local Trust committee Bylaw No 520.

**CARRIED**

**11. LOCAL TRUST COMMITTEE PROJECTS**

**11.1 Land Use Bylaw Technical Review**

Planner Kojima reviewed the staff report and spoke to the proposed amendments.

Discussion regarding hazardous substances: storage and disposal; consensus to eliminate from C3 Zone as now addressed by 3.2(2).

Discussion of wharfage/moorage wording, LTC supported retaining current language but could review in future. Direction to include Mayne Inn Dock as TUP expires in June.

Staff will proceed with preparing an amendment bylaw.

**MA-2020-031**

**It was Moved and Seconded**

that Mayne Island Local Trust Committee request staff to draft a bylaw to proceed with technical amendments to Land Use Bylaws.

**CARRIED**

**11.2 Groundwater Sustainability Project**

William Shulba presented details of groundwater sustainability research project.

Highlights of the presentation:

- Mayne Island recharge potential is quite high;
- Need to balance demands versus inputs;
- Calculation of groundwater availability; and
- Final report will be forwarded to LTCs to determine individual LTC concerns.

**12. REPORTS**

**12.1 Work Program Reports**

**12.1.1 Top Priorities Report Dated May 2020**

Item 3 presented by William Shulba (above). Water is an issue that has been identified on all islands and once the groundwater mapping report is finalized, the LTC can determine further actions.

**12.1.2 Projects List Report Dated May 2020**

Received for information.

**12.2 Applications Report Dated May, 2020**

Received for information.

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

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 details.

## 12.6 Chair's Report

Chair Rogers reported on the following:

- The changes in light of virus pandemic – not travelling however after a couple of slow weeks most things are back to “normal” through electronic meetings;
- The 2020/2021 budget has been adjusted from 2% increase to 0% as there have been savings due to circumstances of virus;
- Trust Council will meet electronically; and
- The Trust is developing a safe opening procedure.

## 12.7 Trustee Report

Trustee Dodds reported on joint meetings with Adam Olsen via Zoom conference to look at issues common to all islands, e.g. BC Ferries and concerns with increased populations come summer.

Trustee Maude reported to the LTC that Child Care Facility has now received funding. Meanwhile there have been issues with BC Ferries overall the island has pulled together.

## 12.8 Islands Trust Conservancy Report Dated February 2020

Received for information.

## 13. NEW BUSINESS

### 13.1 Mayne Island LTC Meeting Procedure Amendment Bylaw No. 179

#### **MA-2020-032**

#### **It was Moved and Seconded**

that Mayne Island Local Trust Committee Bylaw No. 179, cited as “Mayne Island Local Trust Committee Meeting Procedure Bylaw No. 126, 2004, Amendment No. 1, 2020”, be read a first time.

**CARRIED**

#### **MA-2020-033**

#### **It was Moved and Seconded**

that Mayne Island Local Trust Committee Bylaw No. 179, cited as “Mayne Island Local Trust Committee Meeting Procedure Bylaw No. 126, 2004, Amendment No. 1, 2020”, be read a second time.

**CARRIED**

#### **MA-2020-034**

#### **It was Moved and Seconded**

that Mayne Island Local Trust Committee Bylaw No. 179, cited as “Mayne Island Local Trust Committee Meeting Procedure Bylaw No. 126, 2004, Amendment No. 1, 2020”, be read a third time.

**CARRIED**

**MA-2020-035**

**It was Moved and Seconded**

that Mayne Island Local Trust Committee Bylaw No. 179, cited as “Mayne Island Local Trust Committee Meeting Procedure Bylaw No. 126, 2004, Amendment No. 1, 2020”, be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

**CARRIED**

**13.2 Annual Report - Request for Decision**

**MA-2020-036**

**It was Moved and Seconded**

That Mayne Island Local Trust Committee approve the text as presented for inclusion in the 2019-2020 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs and Housing.

**CARRIED**

**13.3 News Release re Trust Council Reduces 2020/21 Budget**

Received for information.

**13.4 Tourism**

Trustee Dodds spoke of a number of meetings regarding “shutting island down” and the impact on economy and services. She suggested meeting with Chamber of Commerce, community groups and others on how to minimize economic impacts.

Chair Rogers reported that Trust Council is meeting Monday to explore how Trust Areas will re-open to visitors now as lock down is gradually being lifted. There is information from Gabriola that may be of interest/use that he will forward to Trustees.

**13.5 Mayne Liner**

Trustees engaged in discussions regarding the Mayne Liner not printing IT news releases while Galiano Active Page does.

Chair Rogers and Trustee Dodds will explore this further.

**14. UPCOMING MEETINGS**

**14.1 Next Regular Meeting Scheduled for June 29, 2020 - Electronic Meeting**

**15. TOWN HALL**

Paula Buchholz questioned receipt of her letter regarding St. John’s Point and CRD developing parking lot.

Chair Rogers stated that letter had been received and there had been a motion earlier in the meeting to write again to CRD regarding parking lot.

Ann Burdett expressed appreciation for the LTC Zoom meeting.

**16. CLOSED MEETING**

**16.1 Motion to Close the Meeting**

**MA-2020-037**

**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)(f)(i) for the purpose of considering:

- Bylaw Enforcement

and that the recorder and staff attend the meeting.

**CARRIED**

Chair Rogers closed the regular meeting for an in-camera session. He mentioned the “Rise and Report” will be deferred to the following LTC meeting on June 29, 2020.

**16.2 Recall to Order**

None

**16.3 Rise and Report**

None

**17. ADJOURNMENT**

**By general consent** this regular meeting was adjourned at 3:57 p.m.

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Dan Rogers, Chair

Certified Correct:

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Pat Todd, Recorder