



Mayne Island Local Trust Committee

Regular Meeting Agenda

Date: January 26, 2026
Time: 1:30 pm
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

Pages

- | | | | |
|-------|---|-------------------|---------|
| 1. | CALL TO ORDER | 1:30 PM - 1:30 PM | |
| | “Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change.” | | |
| 2. | TERRITORIAL ACKNOWLEDGEMENT | 1:30 PM - 1:35 PM | |
| 3. | APPROVAL OF AGENDA | 1:35 PM - 1:40 PM | |
| 4. | TOWN HALL AND QUESTIONS | 1:40 PM - 1:55 PM | |
| 5. | COMMUNITY INFORMATION MEETING | 1:55 PM - 2:30 PM | |
| 5.1 | Mayne Island Housing Project - Proposed Bylaws 196 and 197 | | |
| 5.2 | PL-RZ-2025-0305 (BC Ferries) - Draft Bylaw No. 200 | | |
| 6. | PUBLIC HEARING | 2:30 PM - 3:00 PM | |
| 6.1 | Mayne Island Housing Project - Proposed Bylaws 196 and 197 | | |
| 6.1.1 | <u>Recess for Public Hearing</u> | | |
| 6.1.2 | <u>Recall to Order</u> | | |
| 7. | MINUTES | 3:00 PM - 3:10 PM | |
| 7.1 | Local Trust Committee Minutes Dated September 29, 2025 (for Adoption) | | 4 - 14 |
| 7.2 | Local Trust Committee Record of Public Hearing Dated September 29, 2025 (for Receipt) | | 15 - 15 |
| 7.3 | Section 26 Resolutions-without-meeting Report Dated Jan 2026 | | 16 - 16 |
| 7.4 | Advisory Planning Commission Minutes - None | | |
| 8. | BUSINESS ARISING FROM THE MINUTES | | |

8.1	Follow-up Action List Dated Jan 2026	17 - 18
9.	DELEGATIONS	
10.	CORRESPONDENCE	3:10 PM - 3:15 PM
	<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>	
10.1	Don Barthel re Bylaws 196 and 197 (MayneLiner Article)	19 - 20
11.	APPLICATIONS AND REFERRALS	3:15 PM - 3:45 PM
11.1	MA-PL-RZ-2025-0305 (BC Ferries) – Draft Bylaw No. 200 - Staff Report (attached)	21 - 27
11.2	Galiano Island Local Trust Committee Referral for Proposed Bylaws 292 and 293 (for Response) (attached)	28 - 31
11.3	Galiano Island Local Trust Committee Referral for Proposed Bylaws 294 and 295 (for Response) (attached)	32 - 35
12.	LOCAL TRUST COMMITTEE PROJECTS	3:45 PM - 4:15 PM
12.1	Mayne Island Housing Project - Proposed Bylaws 196 and 197- Staff Report (attached)	36 - 53
13.	REPORTS	4:15 PM - 4:25 PM
13.1	Work Program Reports (attached)	
13.1.1	<u>Active Projects Report Dated Jan 2026</u>	54 - 54
13.1.2	<u>Future Project List Report Dated Jan 2026</u>	55 - 55
13.2	Applications Report Dated Jan 2026 (attached)	56 - 58
13.3	Trustee and Local Expense Report Dated Nov 2025 (attached)	59 - 59
13.4	Adopted Policies and Standing Resolutions (attached)	60 - 64
13.4.1	<u>Standing Policies and Resolutions - Staff Memo (attached)</u>	65 - 65
13.5	Local Trust Committee Webpage	
13.6	Chair's Report	
13.7	Trustee Report	
13.8	Electoral Area Director's Report	
13.9	Islands Trust Conservancy Report - None	

14. NEW BUSINESS
15. UPCOMING MEETINGS 4:25 PM - 4:35 PM
- 15.1 Draft 2026-2027 LTC Meeting Schedule - Request for Decision (attached) (for Adoption) 66 - 71
- 15.2 Next Regular Meeting Scheduled for February 23, 2026 at the Mayne Island Agricultural Hall, Mayne Island
16. TOWN HALL 4:35 PM - 4:50 PM
17. CLOSED MEETING (Distributed Under Separate Cover)
- 17.1 Motion to Close Meeting
- That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s. 90(1)(f):
- (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- AND that the recorder and staff attend the meeting.
- 17.2 Recall to Order
- 17.3 Rise and Report
18. ADJOURNMENT 4:50 PM - 4:50 PM

Mayne Island Local Trust Committee

Minutes of Regular Meeting

Date: September 29, 2025
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

Members Present: Laura Patrick, Chair
David Maude, Local Trustee
Jeanine Dodds, Local Trustee

Staff Present: Narissa Chadwick, Island Planner
Bruce Belcher, Planner 2
Carly Bilney, Recorder (electronic)

Others Present: There were 17 members of the public present. Kevin Webber, Capital Regional District Park Planner

1. CALL TO ORDER

Chair Patrick called the meeting to order at 1:29 p.m. It was noted that she was substituting as alternate chair for Trustee Elliott who was absent due to illness.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Patrick acknowledged that the meeting was being held in the territory of the Coast Salish First Nations.

3. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

4. TOWN HALL AND QUESTIONS

No comments were made in the general Town Hall.

4.1 Policy Statement - Local Engagement

Senior Policy Advisor Youmans reviewed the draft Policy Statement and described it as the highest-level policy document that sets a broad vision for the Trust Area as a whole.

Comments were made that the original Policy Statement is outdated and it is important to address climate change and Reconciliation in the updated draft. It was noted that the draft Policy Statement is currently in a new phase of engagement that will last for about six months, and feedback is encouraged.

The public was invited to speak, and the following questions were raised:

- Is the Policy Statement overarching with specific policies underneath it?
 - This is the overall policy statement that stands on its own
 - There is a Trust Policy Statement in place today from the early 1990s and this new draft would replace it
 - This draft articulates the Trust Policy vision
- The draft looks like an expanded mandate for the Islands Trust, specifically regarding Reconciliation and climate change
- Are you confident there is expertise and time to deal with issues that will arise under this new policy?
 - It will be a challenge
 - Every change to our Official Community Plan and bylaws are referred to First Nations and we are obligated to do so because we make land use decisions
 - We have to lobby the Province in the future to recognize that we are a very small agency
 - As a local government, we have the single largest number of First Nations that we engage with and that places a huge burden on us that the Province needs to recognize
- It seems the draft expands beyond the capabilities of a finite timeline and finances
 - The Province has given us direction that we have to do this; we cannot say we do not have the capacity or ability to follow through
 - We have to do land use planning “in cooperation with” a lot of other bodies (e.g. Capital Regional District, Improvement Districts, etc.)
- Will this lead to increased taxes?
 - Our tax goes up on an ongoing basis
 - I do not think we will have a huge increase in costs
 - We have already been doing a lot of what is included in the draft Policy Statement for a long time (e.g. duty to consult with First Nations); the work has been getting done, it has just not been supported by policy

It was noted that islanders can mail in feedback through the library as well as through the online survey that is open until February 6.

Senior Policy Advisor Youmans left the meeting at 2:04 p.m.

5. COMMUNITY INFORMATION MEETING

5.1 MA-RZ-2023.2 (CRD) – Proposed Bylaws 194 and 195

Capital Regional District Planner Kevin Webber joined the meeting at 2:05 p.m.

Island Planner Chadwick outlined the proposed bylaws. Members of the public were invited to speak and the following comments were made:

- St. John Point Park is 27 hectares
- If there is no opposition from the community the proposed bylaws will be ready to proceed
- Today will be the only Public Hearing
- Construction will not commence until next spring and the work will be finished by the summer

6. PUBLIC HEARING

6.1 MA-RZ-2023.2 (CRD) - Proposed Bylaws 194 and 195

6.1.1 Recess for Public Hearing

The meeting was recessed for Public Hearing at 2:07 p.m.

6.1.2 Recall to Order

The meeting was recalled to order at 2:18 p.m.

7. MINUTES

7.1 Local Trust Committee Minutes Dated July 28, 2025 (for Adoption)

By general consent the Mayne Island Local Trust Committee meeting minutes of July 28, 2025 were adopted.

7.2 Section 26 Resolutions-without-meeting Report Dated Sept 2025

Received for information.

7.3 Advisory Planning Commission Minutes – None

8. BUSINESS ARISING FROM THE MINUTES

8.1 Follow-up Action List Dated Sept 2025

Received for information.

9. DELEGATIONS

10. CORRESPONDENCE

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

10.1 Safety Concern on Mayne Island

Received for information.

11. APPLICATIONS AND REFERRALS

11.1 Salt Spring Island Local Trust Committee Referral for Proposed Bylaw 546 (for Response)

Chair Patrick outlined the referral.

MA-2025-052

It was Moved and Seconded,

that Mayne Island Local Trust Committee responds to the Salt Spring Island Local Trust Committee that its interests are unaffected by proposed Bylaw No. 546.

CARRIED

11.2 Salt Spring Island Local Trust Committee Referral for Proposed Bylaw 549 (for Response)

Chair Patrick outlined the referral.

MA-2025-053

It was Moved and Seconded,

that Mayne Island Local Trust Committee responds to the Salt Spring Island Local Trust Committee that its interests are unaffected by proposed Bylaw No. 549.

CARRIED

11.3 Trust Council Bylaw No. 183 Policy Statement Bylaw Referral - For Response

It was moved and seconded that Mayne Island Local Trust Committee respond to the Islands Trust Council that interests are unaffected by the proposed bylaw. Discussion on the motion was held and a comment was made that so far, no negative feedback had been received. It was noted that there is still opportunity to give feedback to the Trust Council and Local Trustees.

MA-2025-054

It was Moved and Seconded,

that Mayne Island Local Trust Committee responds to the Islands Trust Council that interests are unaffected by proposed Bylaw No. 183.

CARRIED

11.4 MA-RZ-2023.2 (CRD) - Proposed Bylaws 194 and 195 - Staff Report

Island Planner Chadwick reviewed the post-Public Hearing report. It was noted that the WSÁNEĆ Leadership Council expressed interest in working with the Capital Regional District to monitor potential development and manage the park.

MA-2025-055

It was Moved and Seconded,

that Mayne Island Local Trust Committee Draft Bylaw 194 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2024” be read a third time.

CARRIED

MA-2025-056

It was Moved and Seconded,

that Mayne Islands Local Trust Committee Draft Bylaw 195 cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2024” be read for a third time.

CARRIED

MA-2025-057

It was Moved and Seconded,

that Mayne Island Local Trust Committee Bylaw No.194 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2022” be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

MA-2025-058

It was Moved and Seconded,

that Mayne Island Local Trust Committee Bylaw No.195 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2022” be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

MA-2025-059

It was Moved and Seconded,

that Mayne Island Local Trust Committee Bylaw No.194 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2022” be forwarded to the Ministry of Municipal Affairs for approval.

CARRIED

Discussion ensued about whether a letter should be sent to the Capital Regional District regarding consultation with the Mayne Island Conservancy.

MA-2025-060

It was Moved and Seconded,

that Mayne Island Local Trust Committee requests staff to write a letter to the Capital Regional District regarding possible wording on the kiosk and signage, and that they consult with the Mayne Island Conservancy as per the covenant on the property.

CARRIED

Capital Regional District Planner Kevin Webber left the meeting at 2:35 p.m.

11.5 MA-PL-TUP-2025-0060 (Mayne Island Construction) - Staff Report

Planner Belcher outlined the staff report and noted that staff has received additional correspondence that expresses concern about:

- The location of the floats in general
- The location of the floats in proximity to eel grass, and
- The legality of the temporary use permit in federally regulated waters

It was noted that the Capital Regional District requested that the Local Trust Committee defer a decision on the matter until the Southern Gulf Islands Harbours Commission meets. The applicant commented that this is a practice that has been in place for about thirty years to protect the floats, and that it is not a commercial operation but rather a service to clients who had their floats built by Island Marine. Discussion ensued and the following comments were made:

- Concern was expressed that the activity is commercial in nature
- Concern was expressed about jurisdictional issues
- The applicants require local permission before they can apply for provincial approval
- The bylaw compliance and enforcement file is on hold until the application is completed
- Approval of this temporary use permit will not set precedence as each case is dealt with on an individual basis
- Concern was expressed that the floats pose a hazard to the foreshore
- The temporary use permit would bring the applicants into compliance with the land use bylaw for a defined period
- There are considerations with respect to other jurisdictions (e.g. staff received a note from Fisheries and Oceans Canada related to this proposal)
- Property owners around Horton Bay received a letter from the Capital Regional District requesting that their floats be removed
- Allowing people to store their floats in the bay through the winter is the neighbourly thing to do
- The Conservancy has information related to eel grass in Horton Bay that should be considered
- Opposition to the proposed permit was expressed due to the floats being an impediment for people getting in and out of Anson Road Dock
- It was suggested that a management plan be developed
- Floats on mooring buoys is not a permitted use

A Trustee commented that the applicants are trying to resolve the bylaw problem because they have to take their floats off of the docks where they are currently located, and a compromise is needed. The applicant noted floats have traditionally been moved by the end of October due to the upcoming winter storm season and asked what should be done instead.

It was moved and seconded that Mayne Island Local Trust Committee defer TUP-2025-0060 until there is a formal response from the Capital Regional District following the meeting of the Southern Harbours Commission, that concerns regarding eelgrass from the Mayne Island Conservancy are addressed, the concern about the repositioning of the location is addressed, and that the interference of mooring buoys is addressed. Discussion on the motion was held and the following comments were made:

- Bylaw enforcement will not continue until the issue has been resolved
- The applicant was urged to seek potential alternate locations
- Support was expressed for working together to reach a compromise

MA-2025-061

It was Moved and Seconded,

that Mayne Island Local Trust Committee defer TUP-2025-0060 until there is a formal response from the Capital Regional District following the meeting of the Southern Harbours Commission, that concerns regarding eelgrass from the Mayne Island Conservancy are addressed, the concern about the repositioning of the location is addressed, and that the interference of mooring buoys is addressed.

CARRIED

11.6 MA-PL-RZ-2025-0305 (BC Ferries) – Rezoning Preliminary Staff Report

Planner Belcher outlined the staff report. The applicant expressed a desire to ensure any safety provisions made for the terminal are in line with the Official Community Plan. Discussion was held and the following comments were made:

- Appreciation was expressed for the timeline included in the staff report
- BC Ferries is a cornerstone of the community
- Because it is compliant with the Official Community Plan there is no need for a public hearing; however, a community information meeting is still recommended and will ideally be held within a regular Local Trust Committee meeting

MA-2025-062

It was Moved and Seconded,

that Mayne Island Local Trust Committee proceed with application PL-RZ-2025-0305 and that staff prepare a draft bylaw that would amend the Land Use Bylaw to rezone the foreshore adjacent to the property from Water Moorage (W2) to a zone permitting a shoreline stabilization rip-rap structure.

CARRIED

MA-2025-063

It was Moved and Seconded,

that Mayne Island Local Trust Committee requests staff schedule a Community Information Meeting to provide the public with an opportunity to receive information and ask questions regarding the BC Ferries foreshore rezoning.

CARRIED

11.7 Housing Agreement Release (CB735141) – Staff Memo to LTC

Planner Belcher reviewed the staff memo.

MA-2025-064

It was Moved and Seconded,

that Mayne Island Local Trust Committee designates the Chair to sign for the discharge of Covenant CB735141 from Lot 1 and Lot 2.

CARRIED

12. LOCAL TRUST COMMITTEE PROJECTS

12.1 Mayne Island Housing Project - First Reading – Staff Report

Island Planner Chadwick reviewed the staff report and noted there will be a change in the numbers regarding calculations of housing need based on population. A Trustee commented that this is wonderful work that provides flexibility in how future generations can develop their properties.

MA-2025-065

It was Moved and Seconded,

that Mayne Island Local Trust Committee Bylaws No.196 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2025” be read for the first time.

CARRIED

MA-2025-066

It was Moved and Seconded,

that Mayne Island Local Trust Committee Bylaws No. 197 cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2025” be read for the first time.

CARRIED

MA-2025-067

It was Moved and Seconded,

that Mayne Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw Nos. 197 and 196, cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2021” and “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2022” are not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

MA-2025-068

It was Moved and Seconded,

that Mayne Island Local Trust Committee requests staff to schedule a community information meeting prior to the public hearing for Bylaws No. 196 and 197.

CARRIED

MA-2025-069

It was Moved and Seconded,

that Mayne Island Local Trust Committee requests staff schedule a public hearing for Bylaws No. 196 and 197.

CARRIED

It was noted that Mayne Island received favourable comments at the Union of British Columbia Municipalities for work related to tiny homes and planning.

MA-2025-070

It was Moved and Seconded,

that Mayne Island Local Trust Committee refer the Mayne Island Housing Project to the Advisory Planning Commission for response by October 17.

CARRIED

12.2 Mayne Island Housing Project - Introduction of Build Out Map – Discussion

Island Planner Chadwick commented that this is an opportunity for Trustees to raise questions and comments about the Build Out Map. The following comments were made:

- The Subdivision Potential heading is correct
- Data from BC Assessment was used
- While some properties could subdivide, they would not receive any additional density
- There are so many barriers to doing subdivisions on the island (e.g. financial, bureaucratic) that they are no longer practical
- The map is really good; using different colours really helps

13. REPORTS

13.1 Work Program Reports

13.1.1 Active Projects Report Dated Sept 2025

Received for information.

13.1.2 Future Project List Report Dated Sept 2025

Received for information.

13.2 Applications Report Dated Sept 2025

Received for information.

13.3 Trustee and Local Expense Report Dated July 2025

Received for information.

13.4 Adopted Policies and Standing Resolutions

Received for information.

13.5 Local Trust Committee Webpage

13.6 Chair's Report

Chair Patrick urged people to read the draft Trust Policy Statement and submit feedback.

13.7 Trustee Report

Trustee Dodds reported:

- The Mayne Island School now has 48 children which results in three full-time classrooms; there has not been three classes in at least 30 years
- The Terry Fox Run on Mayne Island raised over \$17,000

Trustee Maude commented on the impressive community spirit on Mayne and added that the island has become exceptionally attractive to families.

13.8 Electoral Area Director's Report – None

13.9 Islands Trust Conservancy Report – None

14. NEW BUSINESS

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for October 27, 2025 at the Mayne Island Agricultural Hall, Mayne Island

16. TOWN HALL

No comments were made.

17. CLOSED MEETING (Distributed Under Separate Cover)

17.1 Motion to Close Meeting

MA-2025-071

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)(f) for the purpose of considering:

(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

AND that the recorder and staff attend the meeting.

CARRIED

17.2 Recall to Order

The meeting was recalled at 4:02 p.m.

17.3 Rise and Report – None

18. ADJOURNMENT

By general consent the meeting was adjourned at 4:02 p.m.

Laura Patrick, Chair

Certified Correct:

Carly Bilney, Recorder

Mayne Island Local Trust Committee Record of a Public Hearing Proposed Bylaws 194 and 195

Date: September 29, 2025
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

Members Present: Laura Patrick, Chair
David Maude, Local Trustee
Jeanine Dodds, Local Trustee

Staff Present: Narissa Chadwick, Island Planner
Bruce Belcher, Planner 2
Carly Bilney, Recorder (electronic)

Others Present: There were 17 members of the public present.

6.1 MA-RZ-2023.2 (CRD) - Proposed Bylaws 194 and 195

Chair Patrick called the Public Hearing to order at 2:07 p.m. She read a statement outlining the content, purpose, and process of the Public Hearing.

Island Planner Chadwick read a statement related to the purpose of proposed Bylaws 194 and 195 and developments to date. She noted three submissions have been received in support of the proposed bylaws.

Members of the community were invited to speak and the following comments were made:

- The information kiosk should contain appropriate information about the First Nations history on the land and the Japanese history at the site
- Support was expressed for the proposed bylaws

Chair Patrick called three times for speakers and no comments were made. There being no further submissions, Chair Patrick closed the Public Hearing at 2:18 p.m.

I CERTIFY THAT THIS IS A FAIR AND ACCURATE SUMMARY OF THE NATURE OF REPRESENTATIONS RESPECTING THE MEETING HELD.

Carly Bilney, RECORDER

DATE



Resolutions Without Meetings Log

Mayne Island

Resolution Number	Action	Date
2025-005 MA-SUB-2023.1 Covenant That the Mayne Island Local Trust Committee accept the revised Section 219 Covenant and designate the Chair of the Local Trust Committee to sign the Covenant for subdivision application MA-SUB-2023.1.	Carried	19-Nov-2025
2025-004 To cancel Nov 24th Meeting That the Mayne Island Local Trust Committee cancel the regular business meeting scheduled for Monday, November 24th, 2025.	Carried	03-Nov-2025
2025-003 To cancel Oct 27th Meeting That the Mayne Island Local Trust Committee cancel the regular business meeting scheduled for Monday October 27th, 2025.	Carried	21-Oct-2025

Follow Up Action Report

Mayne Island

29-Sep-2025

Progress	Activity	Responsibility	Dates	Status
100%	1 7.1 July 28, 2025 minutes approved	Emily Bryant	Target: 03-Oct-2025	Completed
100%	2 11.1 Salt Spring BL 546 and 11.2 Salt Spring BL 549 - Staff to respond that LTC interests are unaffected	Jas Chonk	Target: 15-Oct-2025	Completed
100%	3 11.3 Trust Council Bylaw No. 183 - Staff to respond that LTC interests are unaffected	Jas Chonk	Target: 15-Oct-2025	Completed
84%	4 11.4 MA-RZ-2023.2 BL 194 and BL195 read for a third time - (Updated and posted to website) - BL 194 and BL 195 To be forwarded for approval by the Executive Committee (Done) - BL 194 to be forwarded to the Ministry of Municipal Affairs for approval (Done) -LTC to write letter to CRD to ensure that Mayne Conservancy is engaged in development of park hub including signage	David Maude Jas Chonk Jeanine Dodds Narissa Chadwick Tobi Elliott	Target: 15-Oct-2025	In Progress
100%	5 11.5 - PL-TUP-2025-0060 (Horton Bay Floats) LTC deferred decision until CRD comments, Conservancy eelgrass concerns, dock location is addressed. - Staff to inform applicant of the decision and prepare for future LTC meeting	Bruce Belcher	Target: 30-Oct-2025	Completed
100%	6 11.6 PL-RZ-2025-0305 LTC directed staff to prepare a draft bylaw to amend the LUB to permit the foreshore shoreline stabilization structure. - LTC requests staff schedule a CIM	Bruce Belcher Jas Chonk	Target: 12-Jan-2026	Completed

Follow Up Action Report

Mayne Island

29-Sep-2025

Progress	Activity		Responsibility	Dates	Status
100%	7	11.7 Housing Agreement Release - Staff prepare the housing agreement to be signed for discharge by the chair of the LTC	Bruce Belcher Jas Chonk	Target: 15-Oct-2025	Completed
100%	8	12.1 Mayne Island Housing Project - BL 196 and BL 197 given first reading, confirmed not contrary to or at variance with IT policy Statement (Updated BLs posted to website) - LTC direct staff to schedule a CIM prior to the public hearing - LTC direct staff to schedule a public hearing (Jan 26 LTC Mtg) - Staff to contact APC to request response before October 17th	Bruce Belcher Jas Chonk Narissa Chadwick	Target: 15-Oct-2025	Completed

From: Jeanine Dodds
Sent: Monday, January 12, 2026 7:45 AM
To: Emily Bryant
Subject: Fw: Incorrect Figures Re Water re bylaws 196 197
Attachments: IT MayneLiner article - Jan 26.jpg

From: Don Barthel <[REDACTED]>
Sent: Sunday, January 4, 2026 11:58 AM
To: Jeanine Dodds; David Maude
Subject: Incorrect Figures Re Water

In the recent article in the Mayneliner, attached, the volumes of water are quoted in litres and 'gallons' but what sort of gallons is unspecified, U.S. Gallons or Imperial Gallons?

So for the first figure I did a bit of Google math and sure enough the quoted 18,000 litres matches up with 4,755 U.S. Gallons (not Imperial Gallons).

However the second set of figures 13,340 litres and 3,000 gallons don't match in neither U.S. Gallons nor Imperial Gallons (but the closest is Imperial Gallons).

I have observed that water districts on Mayne (Village Point, Lighthouse Point, Skana at least) work in U.S. Gallons so going forward I recommend that be used.

- Don Barthel

Trust Matters *Preserving Island Communities, Culture & the Environment*

The Local Trust Committee cancelled its regular business meeting on November 24th to allow staff some catch up time after the recent BCGEU strike ended.

The major project the Trust Committee has been working on is the Housing Options Project. Concerns about increased housing density on Mayne Island and chronic water shortages in some water districts have been front of mind for the Local Trust Committee throughout the review of options to increase housing flexibility and diversity. The current proposed Housing Options Bylaw, now past First Reading, directly addresses these concerns. Among the proposed changes, all new construction outside of community water systems would be required to include specified water-storage cisterns. For new construction within water districts, amendments can be considered to require all new dwellings to include freshwater storage as well.

Flexible Housing is currently designated only in the Miners Bay area, as shown on the associated map in the amending Bylaw, and is located well outside existing community water systems. Multiple exclusions apply to this designation; for example, areas identified as critical aquifer recharge zones are not eligible for Flexible Housing.

Applications for non-profit housing are limited to a maximum of 10 additional units and must demonstrate access to sufficient potable water. For the Salish Grove proposal, Islands Trust Water Specialist William Shuba has confirmed that the existing well could support significantly more households than the project currently includes.

Between 2016 and 2021, Mayne Island's population grew by 37%, with an average annual growth rate of 1.6% since 2001. Island-wide, 1,529 lots permit a residence; approximately 1,285 are already developed,

and the remaining vacant lots are primarily zoned for residential use. The proposed Flexible Housing expansion in the Miners Bay area is intended to allow for smaller dwellings in exchange for reduced floor area and a modest increase in the number of permitted units, based on lot size. The aim is to provide more opportunities for shared ownership and rental housing within existing lots in the Flexible Housing area.

As noted earlier, all new dwellings outside community water service areas will be required to include rainwater-storage systems (18,000 litres (4,755 gallons) for dwellings larger than 93 square metres (1,001 square feet) and 13,340 litres (3,000 gallons) for dwellings 93 square metres (1,001 square feet or smaller). These measures are designed to reduce demand on aquifers.

Mayne Island's freshwater supply relies on rainfall that occurs mostly between November and March. Much of this water currently flows into ditches and then to the ocean. By requiring new dwellings to capture even a small proportion of the annual rainfall (about 31 inches across 5,370 acres) your Trustees and Islands Trust Planning staff are confident that we are taking realistic steps to managing domestic water consumption now and into the future.

The Trust Committee would like to wish everyone a Happy New Year. December was jam packed with lots of holiday activities and we will now be moving into what I like to think of as, the quiet season. Take time to enjoy this slower pace.

Our next scheduled meeting is Jan. 26th, 2026 at the Ag Hall at 1:30 pm.

Submitted by Jeanine Dodds, jdodds@islandstrust.bc.ca
dmaude@islandstrust.bc.ca

Books on Mayne



Happy New Year!

In honour of wintering, the store will be in hibernation from January 13 to February 11th, re-opening on Thursday, February 12th.

BOOKS ON MAYNE

574 FERNHILL ROAD at the FERNHILL CENTRE
e: booksonmayne@gmail.com ph/txt: (250) 539-3112

Mayne Island Local Trust Committee Regular Annual Meeting Schedule

The Mayne Island Local Trust Committee meeting schedule for 2026-27 is available at the following locations: Agricultural Hall (430 Fernhill Rd), Fernhill Centre (Fernhill Rd), Mayne Street Mall (Village Bay Rd) and at www.islandstrust.bc.ca.

Receive meeting notifications, news, events, and important updates directly to your inbox by scanning the QR code or subscribing at islandstrust.bc.ca/subscribe.



Islands Trust

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

File No.: PL-RZ-2025-0305
Draft Bylaw No. 200

DATE OF MEETING: January 26, 2026

TO: Mayne Island Local Trust Committee

FROM: Bruce Belcher, Planner 2
Southern Team

COPY: Robert Kojima, Regional Planning Manager

SUBJECT: Rezoning application – Preliminary report

Applicant: Lee Orpen (BC Ferries)

Location: LOT A SECTION 6 MAYNE ISLAND COWICHAN DISTRICT PLAN
VIP75220

RECOMMENDATION

1. **That, pursuant to Local Government Act s. 464(2), the Mayne Island Local Trust Committee resolves to not hold a public hearing for Bylaw No. 200, cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2025” and that staff give notice of First Reading in accordance with s. 467 of the Local Government Act.**

REPORT SUMMARY

The purpose of this staff report is to provide the Mayne Island LTC with further information regarding the BC Ferries rezoning application and to present a draft Land Use Bylaw (LUB) amendment bylaw (draft Bylaw No. 200).

BACKGROUND

The application as proposed would amend the Mayne Island Land Use Bylaw No. 146, 2008 (LUB) by rezoning a portion of the foreshore adjacent to the BC Ferries Village Bay ferry terminal from the Water Moorage (W2) zone to a site-specific zone permitting shoreline stabilization structures intended to manage and prevent the ongoing erosion of the shoreline bank.

At the September 29, 2025 LTC meeting staff presented a preliminary staff report to the Mayne LTC. The following resolutions were passed at the meeting:

MA-2025-062

It was Moved and Seconded,

that Mayne Island Local Trust Committee proceed with application PL-RZ- 2025-0305 and that staff prepare a draft bylaw that would amend the Land Use Bylaw to rezone the foreshore adjacent to the property from Water Moorage (W2) to a zone permitting a shoreline stabilization rip-rap structure.

CARRIED

MA-2025-063

It was Moved and Seconded,

that Mayne Island Local Trust Committee requests staff schedule a Community Information Meeting to provide the public with an opportunity to receive information and ask questions regarding the BC Ferries foreshore rezoning.

CARRIED

The Community Information Meeting is scheduled to take place at the January 26, 2026 Mayne Island LTC meeting.

ANALYSIS

Draft Land Use Bylaw

In order to permit the shoreline stabilization structures along the foreshore, an area roughly 220m² will be rezoned to a site-specific Transportation Service - S3(a) zone (see attached draft Bylaw No. 200). The site-specific regulations for S3(a) only allow shoreline protection infrastructure, and permitted structures exempt from setbacks.

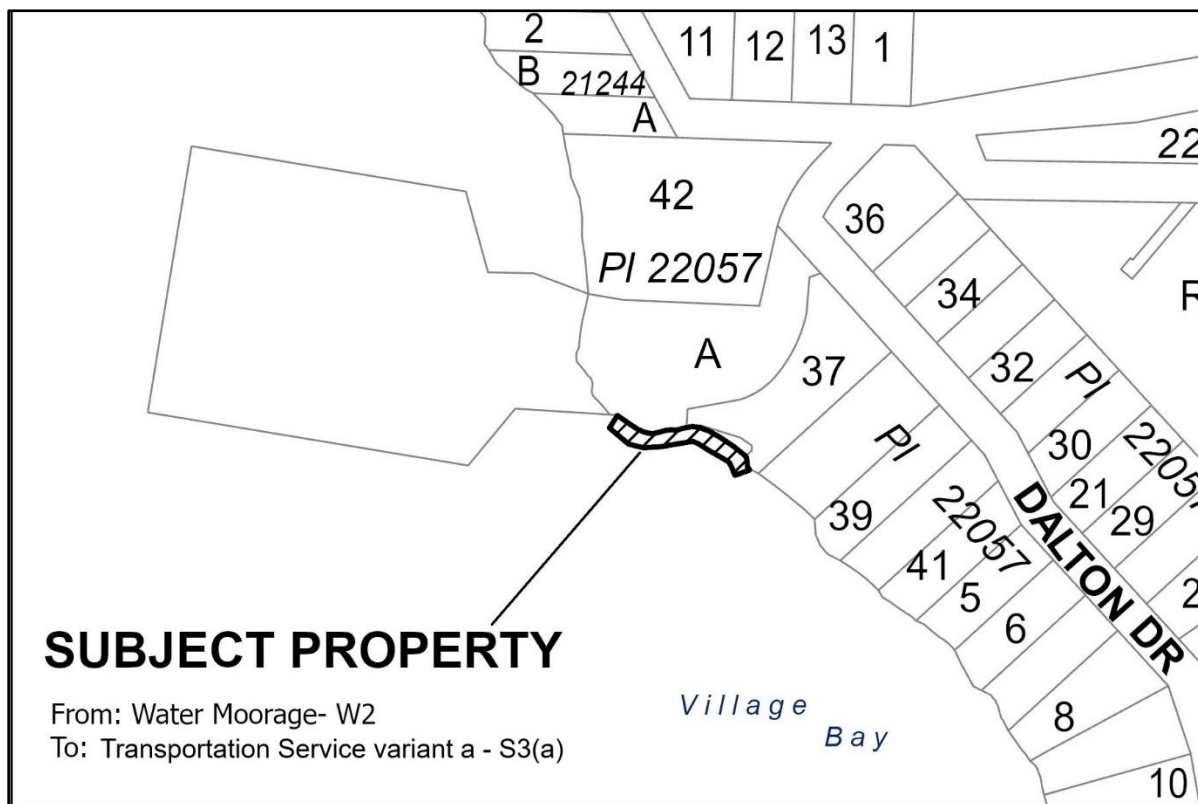


Figure 1 – Draft LUB Map (Bylaw No. 200)

Official Community Plan:

Analysis of the relevant OCP policies was completed in the preliminary staff report, presented at the September 29, 2025 LTC meeting:

[https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/mayne/current-applications/MA-PL-RZ-2025-0305%20\(BC%20Ferries\)/1%20-%20Staff%20Reports/PLRZ20250305_2025-09-29_PreliminaryReport.pdf](https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/mayne/current-applications/MA-PL-RZ-2025-0305%20(BC%20Ferries)/1%20-%20Staff%20Reports/PLRZ20250305_2025-09-29_PreliminaryReport.pdf)

Staff consider that the proposal is generally consistent with the OCP policies related to coastal waters, the foreshore, and public access to the foreshore. While the proposed shoreline work would impact the natural coastal processes, the design has considered the impacts to Village Bay as a whole and development would not lead to significant impacts to adjacent coastal properties or further erosion. Staff consider that the proposed intention to mitigate the risk of erosion and protect the existing structures on the BC Ferries property is reasonable and the design and implementation process have adequately assessed and accounted for the risks associated with the project.

Referrals

Staff sent out the draft bylaw on referral on December 17, 2025 with a deadline to respond within two months (February 17, 2026). To date staff have received five responses from First Nations mainly deferring to the First Nation(s) whose traditional territory fronts this area. Staff received a response from MOTT citing no objections. Staff sent out the draft bylaw to the following agencies, committees, and First Nations:

Federal Agencies

- Fisheries and Oceans Canada
- Transport Canada

Provincial Agencies

- BC Archaeology Branch
- Min. of Transportation & Transit

Regional Agencies

- Capital Regional District – Southern Gulf Islands Harbours Commission (Integrated Water Services)

Adjacent Local Trust Committees and Municipalities

- Galiano Island Local Trust Committee
- North Pender 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
- Lyackson First Nation
- Pauquachin First Nation – via portal
- Penelakut Tribe – via portal
- Semiahmoo First Nation
- Snuneymuxw First Nation
- Stz'uminus First Nation
- Ts'uubaa-asatx Nation (Lake Cowichan) – via portal
- Tsartlip First Nation
- Tsawout First Nation - via portal and email
- Tsawwassen First Nation
- Tseycum First Nation
- WSANEC Leadership Council

Rationale for Recommendation

The recommendation on page one (1) is supported as:

- The rezoning will permit the shoreline stabilization structures necessary to prevent erosion and maintain the existing at-risk buildings on the BC Ferries Village Bay property.
- Impacts of the development on the marine environment will be mitigated through the DFO recommended measures.
- Staff considers that the proposal is not in conflict with the OCP nor is it contrary to or at variance with the Islands Trust Policy Statement.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

1. Request staff schedule a public hearing

Despite s. 464(2) of the Local Government Act the LTC may request that a public hearing be held. Recommended wording for the resolution is as follows:

That the Mayne Island Local Trust Committee request staff to schedule a Public Hearing for draft Bylaw No. 200 prior to First Reading.

2. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request. Recommended wording for the resolution is as follows:

That the Mayne Island Local Trust Committee request that the applicant submit to the Islands Trust _____.

3. Deny the application

The LTC may deny the application.

That the Mayne Island Local Trust Committee proceed no further with application PL-RZ-2025-0305.

NEXT STEPS

Describe the next steps in the process, if applicable.

Submitted By:	Bruce Belcher, Planner 2	January 14, 2026
Concurrence:	Robert Kojima, Regional Planning Manager	January 14, 2026

ATTACHMENTS

1. Draft LUB Bylaw No. 200

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 200

A BYLAW TO AMEND MAYNE ISLAND LAND USE BYLAW NO. 146, 2008

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

1. Citation

This bylaw may be cited for all purposes as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2025”.

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

2.1 Section 5.16 is amended by inserting a new Subsection 5.16 (8) as follows:

“Site Specific Regulations

(8) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:”

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site Specific Regulations
S3(a)	Area of the foreshore fronting Lot A, Section 6 Mayne Island, Cowichan District, Plan VIP75220 and Lot 37, Section 6, Mayne Island, Cowichan District, Plan 22057	(1) Despite 5.16(1), the only uses permitted in this location are shoreline protection infrastructure, and permitted structures exempt from setbacks.

2.2 Schedule “B” – Zoning Map, is amended by changing the zoning classification of an area of foreshore fronting Lot A, Section 6 Mayne Island, Cowichan District, Plan VIP75220 and Lot 37, Section 6, Mayne Island, Cowichan District, Plan 22057 from W2 to S3(a) as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “B” to Land Use Bylaw No. 146 as are required to effect this change.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

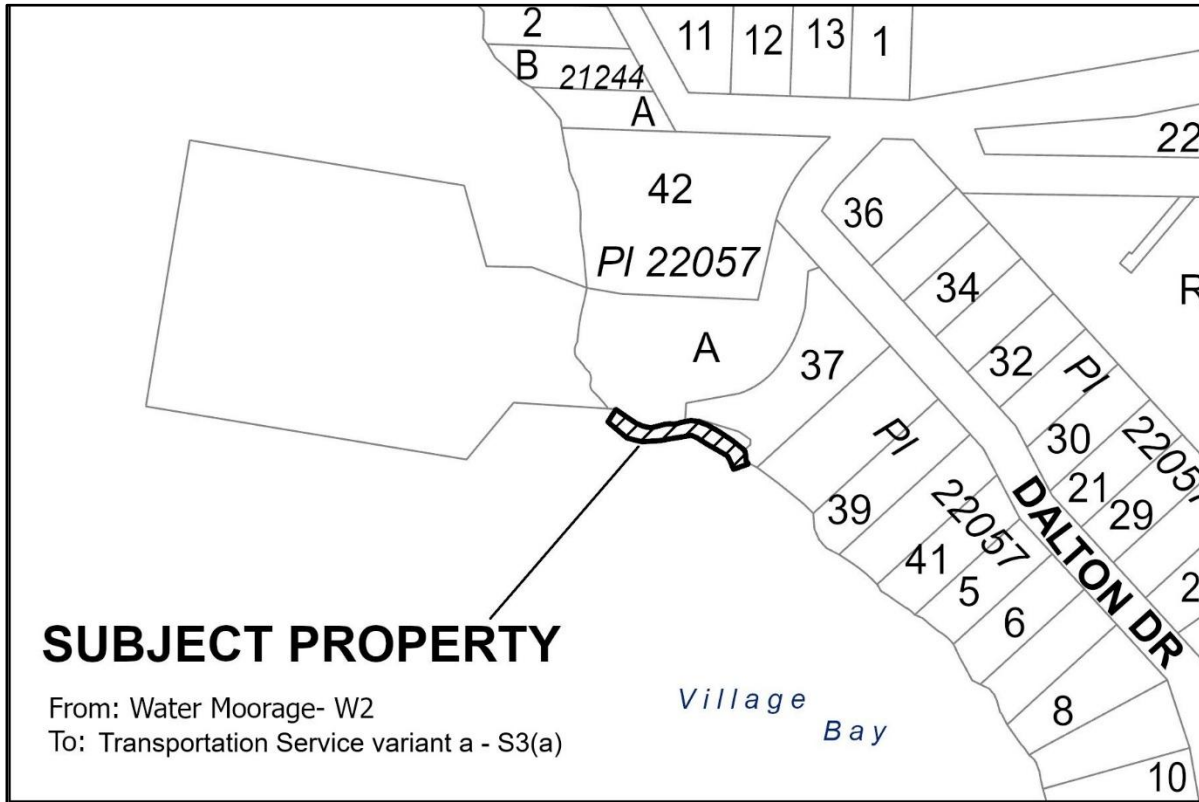
READ A FIRST TIME THIS	_____	DAY OF	_____	20____
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 200

Plan No. 1



MEMORANDUM

DATE OF MEETING: January 26, 2026
TO: Mayne Island Local Trust Committee
FROM: Jas Chonk, Legislative Clerk, Southern Team
SUBJECT: Referral: Proposed Bylaws 292 and 293

File No.: GL-BLs 292-293
(GL-RZ-2021.2)

PURPOSE

The Galiano Island Local Trust Committee has referred proposed Bylaw No. 292 (cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2024") and proposed Bylaw No. 293 (cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2024") to the Mayne Island Local Trust Committee.

BACKGROUND

Islands Trust [Policy 4.1.9](#) Inter-Local Trust Committee Community Planning Bylaw Referral delineates how a local trust committee will implement a local trust committee referral process for community planning bylaws affecting another local trust committee or island municipality.

Additional information regarding this application including the preliminary staff report with site context, photos, correspondence, and other information can be found on the Galiano Island Current Applications webpage: <https://islandstrust.bc.ca/island-planning/galiano/current-applications/>

NEXT STEPS

The following draft resolutions have been provided for consideration:

- 1. If the LTC considers their interests unaffected by the bylaw:**
That the Mayne Island Local Trust Committee respond to the Galiano Island Local Trust Committee that interests are unaffected by proposed Bylaws 292 and 293.
- 2. If the LTC wishes to recommend proceeding with the bylaw for specific reasons:**
That the Mayne Island Local Trust Committee recommend to the Galiano Island Local Trust Committee that proposed Bylaws 292 and 293 proceed for the following reasons:
 - *[list reasons] ...*
- 3. If the LTC wishes to recommend proceeding with the bylaw subject to conditions:**
That the Mayne Island Local Trust Committee recommend to the Galiano Island Local Trust Committee that proposed Bylaws 292 and 293 proceed, subject to the following recommendations:
 - *[list recommendations] ...*
- 4. If the LTC wishes to recommend not proceeding with the bylaw:**
That the Mayne Island Local Trust Committee recommend to the Galiano Island Local Trust Committee that proposed Bylaws 292 and 293 not proceed for the following reasons:
 - *[list reasons] ...*

Submitted By:	Jas Chonk, Legislative Clerk	December 12, 2025
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ATTACHMENTS

1. BYLAW REFERRAL FORM



BYLAW REFERRAL FORM

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

Island: Galiano Island Local Trust Area Bylaw No.: 292 & 293 Date: December 5, 2025

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.

APPLICATION NUMBER:

GL-RZ-2021.2

PURPOSE OF BYLAW:

The purpose of **Bylaw 293** is to amend the Galiano Island Land Use Bylaw to re-zone the 38.5-hectare subject property (District Lot 86, Galiano Island) from **Forest 1 (F1)** to the following split-zones: 4.2 ha to a site specific **Rural Residential e (RR(e))**, 0.6 ha to **Park (P)**, 20.0 ha to **Forest 3 (F3)**, and approximately 13 ha to **Nature Protection (NP)**.

The purpose of **Bylaw 292** is to amend the Galiano Island Official Community Plan to re-designate a portion of the subject property from the **Forest** designation to the following designations: **Nature Protection, Rural Residential, and Park**. A portion of the subject property will retain the Forest designation.

As a condition of bylaw adoption, the applicant must register on property title a sustainable forestry management covenant and a s.219 covenant that identifies developable areas, requires further groundwater information, and requires the transfer of land (to be zoned Nature Protection) to Penelakut Tribe.

If bylaw adoption is successful, the applicant intends to apply to subdivide the property into two site specific RR(e) zone parcels, one Park zoned parcel, one Forest 3 zoned parcel, one Nature Protection zone parcel (to be transferred to Penelakut Tribe), and road dedication.

Professional reports and staff reports are available on the Galiano Island Current Applications webpage:

<https://islandstrust.bc.ca/island-planning/galiano/current-applications/>

GENERAL LOCATION:

Galiano Island Local Trust Area

LEGAL DESCRIPTION:

DISTRICT LOT 86 GALIANO ISLAND COWICHAN DISTRICT – PID 008-015-961

SIZE OF PROPERTY AFFECTED:

38.5 ha

ALR STATUS:

N/A

OFFICIAL COMMUNITY PLAN DESIGNATION:

Forest

OTHER INFORMATION:

Additional information, including the current bylaws, is available at: www.islandstrust.bc.ca

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.

_____ Kim Stockdill _____

Name: Kim Stockdill

Title: Island Planner

Contact Info Tel: 250-405-5157

Email: kstockdill@islandstrust.bc.ca

PLEASE TURN OVER

This referral has been sent to the following agencies:

Federal Agencies

N/A

Provincial Agencies

Min. of Housing and Municipal Affairs

Min. of Environment and Parks – Provincial Parks

Min. of Forest

Forests.SouthIslandDistrictOffice@gov.bc.ca

Min. of Transportation & Transit – via portal

Non-Agency Referrals

BC Assessment Authority

Galiano Island Parks and Recreation Commission

Coast Salish Peoples of Galiano Society

Georgeson Family

Regional Agencies

Capital Regional District – Building Inspection

Capital Regional District – Regional Parks and Community Services

Island Health

North Galiano Island Fire Rescue

Adjacent Local Trust Committees and Municipalities

Mayne Island Local Trust Committee

Salt Spring Island Local Trust Committee

Thetis Island Local Trust Committee

First Nations

Cowichan Tribes

Halalt First Nation

Lyackson First Nation

Pauquachin First Nation – via portal

Penelakut Tribe - via portal

Semiahmoo First Nation

Snuneymuxw First Nation

Stz'uminus First Nation

Ts'uubaa-asatx Nation (Lake Cowichan) – via portal

Tsartlip First Nation

Tsawout First Nation – via portal and email

Tsawwassen First Nation

Tseycum First Nation

WSANEC Leadership Council

**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

Galiano Island Local Trust Area

(Island)

(Signature)

(Date)

292 and 293

(Bylaw Number)

(Name and Title)

(Agency)

MEMORANDUM

DATE OF MEETING:	January 26, 2026	File No.: GL-BLs 294-295 (GL-RZ-2023.2)
TO:	Mayne Island Local Trust Committee	
FROM:	Jas Chonk, Legislative Clerk, Southern Team	
SUBJECT:	Referral: Proposed Bylaws 294 and 295	

PURPOSE

The Galiano Island Local Trust Committee has referred proposed Bylaw No. 294 (cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 2, 2024") and proposed Bylaw No. 295 (cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 2, 2024") to the Mayne Island Local Trust Committee.

BACKGROUND

Islands Trust [Policy 4.1.9](#) Inter-Local Trust Committee Community Planning Bylaw Referral delineates how a local trust committee will implement a local trust committee referral process for community planning bylaws affecting another local trust committee or island municipality.

Additional information regarding this application including the preliminary staff report with site context, photos, correspondence, and other information can be found on the Galiano Island Current Applications webpage: <https://islandstrust.bc.ca/island-planning/galiano/current-applications/>

NEXT STEPS

The following draft resolutions have been provided for consideration:

1. **If the LTC considers their interests unaffected by the bylaw:**
That the Mayne Island Local Trust Committee respond to the Galiano Island Local Trust Committee that interests are unaffected by proposed Bylaws 294 and 295.
2. **If the LTC wishes to recommend proceeding with the bylaw for specific reasons:**
That the Mayne Island Local Trust Committee recommend to the Galiano Island Local Trust Committee that proposed Bylaws 294 and 295 proceed for the following reasons:
 - *[list reasons] ...*
3. **If the LTC wishes to recommend proceeding with the bylaw subject to conditions:**
That the Mayne Island Local Trust Committee recommend to the Galiano Island Local Trust Committee that proposed Bylaws 294 and 295 proceed, subject to the following recommendations:
 - *[list recommendations] ...*
4. **If the LTC wishes to recommend not proceeding with the bylaw:**
That the Mayne Island Local Trust Committee recommend to the Galiano Island Local Trust Committee that proposed Bylaws 294 and 295 not proceed for the following reasons:
 - *[list reasons] ...*

Submitted By:	Jas Chonk, Legislative Clerk	December 12, 2025
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ATTACHMENTS

1. BYLAW REFERRAL FORM



BYLAW REFERRAL FORM

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

Island: Galiano Island Local Trust Area Bylaw No.: 294 and 295 Date: December 9, 2025

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.

APPLICATION NUMBER:

GL-RZ-2023.2

PURPOSE OF BYLAW:

The purpose of **Bylaw 295** is to amend the Galiano Island Land Use Bylaw to re-zone the 60.0-hectare subject property (District Lot 85, Galiano Island) from **Forest 1 (F1)** to the following split-zones: 10.0 ha to a site-specific **Rural Residential d (RR(d))**, 0.9 ha to **Park (P)**, 20.0 ha to **Forest 3 (F3)**, 2.8 ha to a site-specific **Forest Industrial (c) ((FI(c)))**, and approximately 22.1 ha to **Nature Protection (NP)**.

The purpose of **Bylaw 294** is to amend the Galiano Island Official Community Plan to re-designate a portion of the subject property from the **Forest** designation to the following designations: **Nature Protection, Rural Residential, and Park**. A portion of the subject property will retain the Forest designation.

As a condition of bylaw adoption, the applicant must register on property title a sustainable forestry management covenant and a s.219 covenant that identifies developable areas, requires further groundwater information, and requires the transfer of land to Penelakut Tribe.

If bylaw adoption is successful, the applicant intends to subdivide the property into five site-specific RR(e) zone parcels, one Park zoned parcel, one Forest 3 zoned parcel, one Nature Protection zoned parcel (to be transferred to Penelakut Tribe), one site-specific Forest Industrial zone (to be transferred to Penelakut Tribe) and road dedication.

Professional reports and staff reports are available on the Galiano Island Current Applications webpage:

<https://islandstrust.bc.ca/island-planning/galiano/current-applications/>

GENERAL LOCATION:

Galiano Island Local Trust Area

LEGAL DESCRIPTION:

DISTRICT LOT 85 GALIANO ISLAND COWICHAN DISTRICT – PID 009-625-259

SIZE OF PROPERTY AFFECTED:

38.5 ha

ALR STATUS:

N/A

OFFICIAL COMMUNITY PLAN DESIGNATION:

Forest

OTHER INFORMATION:

Additional information, including the current bylaws, is available at: www.islandstrust.bc.ca

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.

Kim Stockdill

Name: Kim Stockdill

Title: Island Planner

Contact Info: Tel: 250-405-5157

Email: kstockdill@islandstrust.bc.ca

PLEASE TURN OVER

This referral has been sent to the following agencies:

Federal Agencies

N/A

Provincial Agencies

Min. of Housing and Municipal Affairs

Min. of Environment and Parks – Provincial Parks

Min. of Forest

Forests.SouthIslandDistrictOffice@gov.bc.ca

Min. of Transportation & Transit – via portal

Ministry of Mining & Critical Minerals

Non-Agency Referrals

BC Assessment Authority

Galiano Island Parks and Recreation Commission

Coast Salish Peoples of Galiano Society

Georgeson Family

Regional Agencies

Capital Regional District – Building Inspection

Capital Regional District – Regional Parks and Community Services

Island Health

North Galiano Island Fire Rescue

Adjacent Local Trust Committees and Municipalities

Mayne Island Local Trust Committee

Salt Spring Island Local Trust Committee

Thetis Island Local Trust Committee

First Nations

Cowichan Tribes

Halalt First Nation

Lyackson First Nation

Pauquachin First Nation – via portal

Penelakut Tribe – via portal

Semiahmoo First Nation

Snuneymuxw First Nation

Stz'uminus First Nation

Ts'uubaa-asatx Nation (Lake Cowichan) – via portal

Tsartlip First Nation

Tsawout First Nation – via portal and email

Tsawwassen First Nation

Tseycum First Nation

WSANEC Leadership Council

**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

Galiano Island Local Trust Area

(Island)

(Signature)

(Date)

294 and 295

(Bylaw Number)

(Name and Title)

(Agency)

STAFF REPORT

File No.: 2023 Housing Options-
Phase 2

MEETING DATE: January 26, 2026
TO: Mayne Island Local Trust Committee
FROM: Narissa Chadwick, Island Planner
Southern Team
COPY: Bruce Belcher (Planner 2), Robert Kojima (RPM)
SUBJECT: Mayne Island Housing Options Project (Phase 2) – Proposed Bylaws No. 196 and 197
-Post Public Hearing

RECOMMENDATION

1. That the Mayne Island Local Trust Committee bylaw No.196 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No.1, 2025” be amended to update population projections, build out numbers and add section on housing needs as detailed in the attached draft bylaw.
2. That the Mayne Island Local Trust Committee bylaw No.196 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No.1, 2025” be read for the second time, as amended.
3. That the Mayne Island Local Trust Committee bylaw No.196 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No.1, 2025” be read for the third time.
4. That the Mayne Island Local Trust Committee bylaw No.196 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No.1, 2025” be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.
5. That the Mayne Island Local Trust Committee bylaw No.196 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No.1, 2025” be forwarded to the Ministry of Municipal Affairs for approval.
6. That the Mayne Island Local Trust Committee bylaws No. 197 cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2025” be amended to address inconsistency related to cistern size as shown in the attached draft bylaw.
7. That the Mayne Island Local Trust Committee bylaws No. 197 cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2025” be read for the second time as amended.
8. That the Mayne Island Local Trust Committee bylaws No. 197 cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2025” be read for the third time.
9. That the Mayne Island Local Trust Committee bylaws No. 197 cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2025” be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

REPORT SUMMARY

This report, to be presented following Public Hearing, provides a brief overview of bylaws No. 196 and 197 and recommends amendments that do not alter use or density as well as the consideration of second and third reading.

BACKGROUND

Housing Options Project, Phase 2 was initiated in 2023. It has involved the development of the Mayne Island Housing Action Plan, staff analysis of environmental and demographic conditions, and community meetings and informal public engagement contributing to the development of the housing related amendments to the OCP and LUB proposed in Bylaws No. 196 and 197. The amendments include:

- Updated population projections
- Updated definitions
- Increased flexibility for residential use in commercial areas
- Permission of accessory dwelling units on lots 0.4 ha -0.6ha
- Expansion of flexible housing zoning (permitting multiple units within a max floor area)
- Expanding permission for accessory residential use
- Policy related to permitting small unit cluster housing through rezoning
- TUP guidelines for tiny homes on wheels
- Permitting non-profit housing in most OCP designations
- Permitting a reduction in minimum parcel size to facilitate land for donation to government, not for profit organizations and First Nations
- Requiring freshwater cisterns for new builds
- Updated potable water requirements for subdivision
- Prohibiting groundwater fed swimming pools
- Establishment of floor area maximums
- Permitting RVs as temporary dwellings through Temporary Use Permit

At the September 29, 2025 meeting Bylaws No.196 and 197 were read for the first time, the LTC reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaws 197 and 196 were not contrary to or at variance with the Islands Trust Policy Statement. Staff was requested to schedule a community information meeting and public hearing.

Recommended Amendments to the Bylaws:

Staff have proposed amendments to Bylaw No. 196 (OCP) and Bylaw 197 (LUB) that do not alter use or density. These changes, identified in track changes in the bylaws (Attachment 1&2), are as follows:

Bylaw No. 196 (OCP) amendment – Updates have been made related to populations projection and build out numbers. Reference to the Islands Trust Housing Needs Assessment, as required by provincial legislation, has also been included.

Bylaw No. 197 (LUB) amendment – Updates to the numbers related to the size of cisterns, as identified in gallons, have been made to reflect consistency with the use of imperial gallons in the rest of the Land Use Bylaw.

POST PUBLIC HEARING PROCESS

Following the close of the public hearing, the LTC may not hear further submissions without holding a new hearing. The principle is that if new information is considered by the LTC, all other interested parties also need to have the opportunity to consider any new relevant material and to make further representations to the LTC. The courts have clarified that this does not open the door to endless public hearings: a local government body can legitimately decide that after a hearing it wishes to hear further from staff on issues raised at the hearing.

A bylaw may be altered after the hearing, based on information received or heard by the LTC at any point prior to the close of the hearing, provided that the amendments do not alter use or increase density, or decrease density without a landowner's consent.

ALTERNATIVES

1. Further Amend the bylaw

Post public hearing the LTC can make further amendments to the bylaws that do not alter the use, density or decrease density without owner consent. If the LTC would like to make changes that alter use or density or decrease density without owner consent, the LTC will need to hold a new public hearing.

2. Do not proceed with the bylaw

The LTC can choose not to proceed with the bylaw at this time.

NEXT STEPS

If the recommendations are supported:

- Bylaws will be referred to EC for approval
- The OCP amendment will be forwarded to the Minister of Housing and Municipal Affairs for approval
- Bylaws will be returned to the LTC for consideration of final adoption

Submitted By:	Narissa Chadwick, RPP MCIP, Island Planner	January 14, 2026
Concurrence:	Robert Kojima, Regional Planning Manager	January 14, 2026

ATTACHMENTS

1. Bylaw 196 (OCP)
2. Bylaw 197 (LUB)

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 196

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

The Mayne Island Local Trust Committee in open meeting assembled enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2025”.

2. SCHEDULES

Mayne Island Official Community Plan Bylaw No. 144, 2007 is amended as shown on Schedule 1, attached to and forming part of this bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS	29 TH	DAY OF	SEPTEMBER	2025.
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
APPROVED BY THE MINISTER OF HOUSING AND MUNICIPAL AFFAIRS THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

**MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 196**

SCHEDULE 1

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

1. Section 1.1.3 is amended by renaming the Section as “Population Projections, Build Out and Housing Needs”.
2. Section 1.1.3 is amended by removing paragraphs 2, 3, and 4 and replacing with the following:

“Population Projections

Mayne Island has an area of approximately 2,300 hectares (5,750 acres). The permanent population in 2021 was 1,304, resulting in a population density of approximately one person per 1.76 hectares (4.4 acres).

Population change over the past two decades has been uneven. The population increased by 27% between 2001 and 2006, declined by 4% between 2006 and 2011, and declined further by 11% between 2011 and 2016. This was followed by a significant 37% increase between 2016 and 2021, likely influenced by COVID-19–related migration.

Population projections for 2030 and 2045 were developed using four methods: linear regression, logarithmic regression, regional step-down, and constant growth rate, all based on census data from 2001 onward. The linear and logarithmic regression methods project a population of approximately 1,320 in 2030 (about 1% growth from 2021) and approximately 1,525 in 2045 (about 17% growth), representing an annual growth rate of roughly 0.65%.

The regional step-down method, which applies Mayne Island’s share (21%) of Southern Gulf Islands electoral area growth, projects a population of approximately 1,315 in 2030 and 1,500 in 2045, equating to a 15% increase from 2021 and an annual growth rate of approximately 0.58%.

The constant growth rate method, based on the average annual growth rate from 2001 to 2021 (approximately 1.98%), projects a population of approximately 1,550 in 2030 and 2,075 in 2045. However, this method is considered an outlier, as it is heavily influenced by the unusually large population increase between 2016 and 2021, which is unlikely to be sustained. The linear and logarithmic projections are therefore considered more realistic for long-term planning.

Build Out

As of January 2026, there were approximately 1,529 lots that permit residential use, of which about 1,285 were developed. Most vacant lots (approximately 200) are located within Settlement Residential zones. Estimated future subdivision potential across residentially zoned lands (including Rural, Agricultural, and Upland zones) could add approximately 164 additional

lots to support market housing, for a total potential of about 1,693 residential lots. Based on the current average household size of 1.8 persons, full-time occupation of all residential lots would result in a population of approximately 3,050 people.

Housing Needs

The BC Provincial Government requires all local governments in BC to consider its most recent Housing Needs Report and housing information when amending OCPs. Based on the Islands Trust Housing Needs Assessment prepared by Urbanics Consultants Ltd in 2025, the projected housing need in the next 5 years is 110 units and in the next 20 years is 330. This calculation is based on portion of growth projections for the Capital Regional District. Given challenges with this data as well as groundwater limitations and focus on preserving and protecting the environment on the Island, the provision of housing should focus on the type of housing that is needed most.

A limited rental supply, rising property costs, and a growing proportion of residents on fixed or lower incomes has contributed to housing insecurity. The portion of households experiencing core housing need (70 as indicated Statistics Canada 2021 census report), and projected population growth, combined with demographic aging, points to increasing demand for more diverse, accessible, and affordable non market housing options. Market conditions and affordability challenges limit the ability of existing housing supply to meet community needs.

Essential services further shape land use planning decisions. Gabriola relies primarily on groundwater for water supply, which is sensitive to seasonal variation and drought conditions.”

3. Policy 2.1.1.2 is amended by deleting it and replacing it with the following:
 “In general, residential density shall be:
 - a) one dwelling per lot, and on parcels greater than 0.6 hectares one additional dwelling for each additional 0.6 hectares; or
 - b) in designated flexible housing areas, up to three dwellings per lot provided total floor area does not exceed a maximum prescribed in zoning; and
 - i. one accessory cottage, limited by floor area, on parcels over an area prescribed in zoning; or
 - ii. one secondary suite per lot outside of designated flexible housing areas, or
 - iii. on larger lots: one accessory cottage and one secondary suite per lot.”

4. Policy 2.1.1.3 is amended by deleting it and replacing it with:
 “Flexible Housing is intended to provide housing options by permitting two or more small dwellings on a parcel as an alternative to a single large dwelling. Regulations shall designate areas within which flexible housing may be permitted and establish overall floor area limits and the number of additional dwellings based on lot area. Areas designated for Flexible Housing should exclude:
 - a) waterfront lots
 - b) archaeological and cultural heritage sites
 - c) sensitive ecosystems

- d) steep slope or other hazardous areas
 - e) areas of critical aquifer recharge”
5. Policy 2.1.1.6 is amended by adding “Sections 2.1.6 and...” so that it reads:
 “Affordable housing is encouraged through joined or multiple housing units which may be considered by site specific rezoning of a parcel subject to compliance with Sections 2.1.6 and 2.10 (Amenity Zoning Guidelines) of this Plan.”
 6. Deleting Policy 2.1.1.10 in its entirety.
 7. Policy 2.1.4.2 is amended by deleting it and replacing it with the following:
 “In general residential density shall be:
 - a) one dwelling per lot, and on parcels greater than 10 hectares one additional dwelling for each additional 10 hectares; or
 - b) in designated flexible housing areas, up to three dwellings per lot provided total floor area does not exceed a maximum prescribed in zoning; and
 - i. one accessory cottage, limited by floor area, in respect of each dwelling on parcels over an area prescribed in zoning; or
 - ii. one secondary suite per lot outside of designated flexible housing areas on smaller lots, or
 - iii. on larger lots outside of designated flexible housing areas: one accessory cottage in respect of each principle dwelling and one secondary suite per lot.”
 8. Policy 2.1.4.3 is amended by deleting it and replacing it with the following:
 “Flexible Housing is intended to provide housing options by permitting two or more small dwellings on a parcel as an alternative to a single large dwelling. Regulations shall designate areas within which flexible housing may be permitted and establish overall floor area limits and the number of additional dwellings based on lot area. Areas designated for Flexible Housing should exclude:
 - a) waterfront lots
 - b) archaeological and cultural heritage sites
 - c) sensitive ecosystems
 - d) steep slope or other hazardous areas
 - e) areas of critical aquifer recharge”
 9. Policy 2.1.4.4 is amended by inserting “Sections 2.1.6 and...” so that it reads:
 “Affordable housing is encouraged through joined or multiple housing units which may be considered by site specific rezoning of a parcel subject to compliance with Sections 2.1.6 and 2.10 (Amenity Zoning Guidelines) of this Plan.”
 10. Policy 2.1.4.12 is deleted in its entirety.
 11. Policy 2.1.5.10 is amended by inserting “...or cottage” so that it reads:

“One secondary suite, limited in size, contained wholly within a dwelling unit may be permitted per parcel. On parcels less than 4 hectares: a secondary suite shall not be permitted on the parcel if a cottage has been constructed; and a cottage shall not be permitted on the parcel if a secondary suite has been constructed. A rainwater catchment and storage system shall be required prior to the construction of a secondary suite or cottage.”

12. By adding the following new policies as Section 2.1.6 Affordable, Seniors and Special Needs Housing:

“2.1.6 Affordable, Seniors and Special Needs Housing

Background

Housing affordable to moderate and low income residents of Mayne has become an increasing issue. This plan seeks to address housing issues through a variety of policies throughout the plan. The objectives and policies in this section address criteria related to applications to permit additional density or new uses to provide affordable housing.

Objectives

The objectives of this section are:

- 1) to provide opportunities for low to moderate income residents to attain affordable and safe housing,
- 2) to minimize the impacts of new housing on ecologically sensitive areas including critical aquifer recharge areas.

Policies

- 2.1.6.1 The policies in this section are applicable to lands in any Land Use designation except Agriculture, Park, and Resource Conservation, except where otherwise stated.
- 2.1.6.2 Consideration may be given to applications from not-for-profit organizations, government agencies, or First Nations to rezone land to a higher density where the additional density is restricted to housing for moderate and low income persons. Such applications shall:
 - a) be limited to a maximum of 10 additional units
 - b) be located in proximity to services and amenities
 - c) demonstrate sufficient potable water and wastewater disposal capacity
 - d) not be located in areas containing sensitive ecosystems, or of cultural or archaeological significance

- e) minimize site impacts through attached or clustered units
- f) be managed by a not-for-profit organization, First Nation body, or an agency and rents, prices, or tenure are secured through a housing agreement, and
- g) be consistent with the amenity zoning or density transfer policies of this plan.

2.1.6.3 Consideration may be given to applications to rezone land in any Land Use Designation in which residential uses are a permitted principal use to permit boarding homes for Special Needs residents or Seniors.

2.1.6.4 Consideration may be given to applications in any Land Use Designation in which residential uses are a permitted principal use to rezone land for clustered, small unit housing where:

- a) units consist of tiny homes, including tiny homes on wheels or manufactured homes
- b) units are constructed to the BC Building Code, or CSA standards for manufactured homes, or equivalent
- c) units are anchored to the ground, connected to a source of potable water, and connected to an approved wastewater system
- d) units shall not exceed a maximum floor area of 50m²
- e) the total floor area of units shall not exceed any maximum dwelling floor area for that zone.
- f) communal facilities are provided, such as laundry or common rooms
- g) the development would not be located in areas containing sensitive ecosystems or of cultural or archaeological significance
- h) the land is located within one kilometre of the boundary of the Miners Bay Commercial Core or an area designated for the use on Schedule to this Plan.

2.1.6.5 Consideration may be given to applications to reduce minimum and minimum average lot areas from not-for-profit organizations, government agencies, or First Nations intending to provide affordable housing.”

13. Policy 2.4.1.9 is amended by inserting “...or detached residential units...” so that it reads:
 “In addition to principal commercial uses, in appropriate locations second-storey residential dwelling units or detached residential units may be permitted in order to provide a mix of housing types and to encourage residences closer to services and amenities.”

14. Policy 2.4.1.11 is amended by deleting the word “one” and inserting “residential uses” so that it reads:
 “All properties within the Miners Bay Commercial Core should be permitted residential uses.”

15. Section 2.4.1 is amended by adding a new policy 2.4.1.14 as follows: “2.4.1.14 Employee accommodation may be required as a condition of a rezoning resulting in a significant change in use or increase in density.”
16. Section 2.6.1 is amended by inserting a new policy 2.6.1.5 as follows: “2.6.1.5 Zoning may permit residential uses in suitable locations”, and renumbering the remaining policies 2.6.1.6 - 2.6.1.11.
17. By adding the following new policies to Section 2.7.1, and renumbering the remaining policies 2.7.1.3 – 2.7.1.8:
“2.7.1.1 Park Uses shall be the principal permitted use
2.7.1.2 Accessory uses, buildings and structures, including accessory residential uses, may be permitted in suitable locations specified in zoning”
18. Policy 2.7.2.3 is amended so that it reads: “The principal use shall be park use, and accessory uses, buildings or structures, including accessory residential uses, may be permitted in suitable locations specified in zoning.”
19. By adding the following new policy as 2.9.1.9:
“2.9.1.9 In addition, permit conditions for the residential use of tiny home on wheels or recreational vehicle shall include measures dealing with the following:
 - a) A tiny home on wheels or recreational vehicle shall be the equivalent of, and alternative to, a permanent dwelling or cottage;
 - b) conditions to ensure that the tiny home on wheels or recreational vehicle is connected to a potable domestic water supply and an approved wastewater disposal system;
 - c) conditions related to health and safety;
 - d) The tiny home on wheels or recreational vehicle should not be sited in a sensitive ecosystem or hazardous area;
 - e) A tiny home on wheels or recreational vehicle should not be sited in a setback;
 - f) The tiny home on wheels or recreational vehicle shall be appropriately screened from roads and neighbours;
 - g) The permit should attach a plan requiring the tiny home on wheels or recreational vehicle to be sited in a specified location.”
20. Section 2.10.2, article xi) is amended so that it reads: “the provision of moderate income, affordable, non-market rental, and special needs housing.”

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 197

A BYLAW TO AMEND MAYNE ISLAND LAND USE BYLAW NO. 146, 2008

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

1. Citation

This bylaw may be cited for all purposes as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2025”.

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

2.1 Section 1.1 – Definitions, is amended by inserting the definition ‘Accessory residential unit’:

“Accessory residential unit” means a dwelling unit, either in a detached building or within a portion of a building, on the same lot as a non-residential principal use.

2.2 Section 1.1 – Definitions, is amended by revising the definition of ‘Cottage’ so that it reads:

“Cottage” means a detached dwelling unit with a limited floor area that is located on the same lot as another dwelling unit.

2.3 Section 3.2 – Prohibited in All Zones, is amended by inserting a new Subsection 3.2(7) as follows: “3.2 (7) Groundwater-fed swimming pools.”

2.4 Section 3.9 – Use of Recreational Vehicles, is amended by deleting and replacing Subsection 3.9(1) so that it reads:

“(1) The temporary use of a recreational vehicle as a dwelling prior to the construction of a permanent dwelling on the same lot is permitted on all lots where residential use is permitted subject to:

- (a) a building permit being issued for a permanent dwelling on the property and the building permit remaining in effect;
- (b) the occupancy of a recreational vehicle not exceeding two years;
- (c) connection to a wastewater system consistent with the provisions of the *Public Health Act*;
- (d) the provision of a domestic water supply; and
- (e) compliance with the use, density and siting requirements of the land use bylaw for dwellings and cottages.”

2.5 Part 3 is amended by inserting the following new section as Section 3.15 – Cistern Requirements:

“3.15 Cistern Requirements

- (1) A building permit for a lot outside a community water system shall not be issued for a new dwelling or secondary suite larger than 93 square metres (1001 square feet) unless a cistern (or combination of cisterns) for the storage of freshwater having a total capacity of at least 18,000 litres (~~4755-3959~~ gallons) is located on the property.

- (2) A building permit for a lot outside a community water system shall not be issued for a new dwelling or secondary suite 93 square metres (1001 square feet) or smaller unless a cistern (or combination of cisterns) for the storage of freshwater having a total capacity of at least 13,6340 litres (3000 gallons) is located on the property.”
- 2.6 Section 5.1 – Settlement Residential (SR) Zone, is amended by inserting the following new Subsection 5.1 (2.1) that reads:
“(2.1) One cottage is permitted on lots with an area of 0.4 hectares (1.0 acre) or greater, but less than 0.6 hectares (1.5 acres), provided the total combined floor area of the dwelling and cottage does not exceed 232 m2 (2500 square feet);
and amending Subsection 5.1(3.1) by adding “2.1” between “Despite 5.1(2)” and “and (3)”
- 2.7 Section 5.2 – Rural Residential One (RR1) Zone, is amended by inserting the following new Subsection 5.2 (3.1) that reads:
“(3.1) One secondary suite is permitted per lot subject to section 3.13.”
- 2.8 Section 5.3 – Rural Residential Two (RR2) Zone, is amended by inserting the following new Subsection 5.3 (3.1) that reads:
“(3.1) One secondary suite is permitted per lot subject to section 3.13.”
- 2.9 Section 5.4 – Miners Bay Rural Comprehensive (MBRC) Zone, is amended by inserting the following new Subsections 5.4(3.1) and 5.4(3.2) that read:
“(3.1) One secondary suite is permitted per lot subject to section 3.13.
(3.2) Despite 5.4(2) and (3), on lots shown on Schedule E, the following density is permitted:
- (a) On lots having an area of 1.2 ha (3 acres) or greater, and not exceeding 5 hectares (12.355 acres), three dwellings and a cottage are permitted if the total combined floor area of all dwellings and cottages does not exceed 436 m2 (4750 square feet).
 - (b) A building permit shall not be issued for any dwelling additional to one dwelling and a cottage on a lot within the shaded area on Schedule “E”, unless the additional dwelling is equipped with a freshwater catchment system and cisterns for the storage of rainwater with a minimum cistern capacity of 13640 litres (3000 gallons) for each additional dwelling 93 square metres (1001 square feet) or smaller.
 - (c) A building permit shall not be issued for any dwelling additional to one dwelling and a cottage on a lot within the shaded area on Schedule “E”, unless the additional dwelling is equipped with a freshwater catchment system and cisterns for the storage of rainwater with a minimum cistern capacity of at least 18,000 litres (4755 gallons) for each additional dwelling larger than 93 square metres (1001 square feet).
 - (d) Despite subsection 3.9 (1), recreational vehicles and tiny homes on wheels are not permitted dwellings or cottages for the purposes of this subsection.
 - (e) Only one dwelling unit may be used for bed and breakfast home occupation per lot.
 - (f) No dwellings may be used for short term vacation rentals, and on lots 0.6 hectares (1.5 acres) or greater only one cottage may be used for short term vacation rental, consistent with Section 3.6.”

- 2.10 Section 5.6 – Upland (UP) Zone, is amended by inserting the following new Subsection 5.6 (3.1) that reads:
“(3.1) One secondary suite is permitted per lot subject to section 3.13.”
- 2.11 Article 5.10(1)(h) is amended by deleting “dwelling” and inserting “residential” and deleting “for the accommodation of the owner, operator, or employee of a permitted principal use” so that it reads:
“(h) Accessory residential unit”
- 2.12 Subsection 5.10(2) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(2) One principal building accommodating one principal use and one accessory residential unit per lot.”
- 2.13 Subsection 5.10(3) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(3) The maximum number of accessory buildings, other than an accessory residential unit, utility shed, or woodshed is 4.”
- 2.14 Subsection 5.10(6) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(6) The maximum height for any principal building or accessory residential unit is 9 metres (29.5 feet).”
- 2.15 Subsection 5.10(7) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(7) The maximum height for any accessory building or structure, other than an accessory residential unit, is 5 metres (16.4 feet).”
- 2.16 Subsection 5.10(13) is amended by inserting “one” and deleting “dwelling” and inserting “residential” to Site Specific Regulation (1) for Site-Specific Zone C3(a) so that it reads:
“(1) Despite 5.10(1) the only permitted uses at these locations are repair shops, machine shops, accessory retail sales, and one accessory residential unit.”
- 2.17 Article 5.11(1)(f) is amended by deleting “dwelling” and inserting “residential” and deleting “for the accommodation of the owner, operator, or employee of a permitted principal use” so that it reads:
“(f) Accessory residential unit”
- 2.18 Subsection 5.11(2) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(2) One principal building accommodating one principal use and one accessory residential unit per lot.”
- 2.19 Subsection 5.11(3) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(3) The maximum number of accessory buildings, other than an accessory residential unit, utility shed, or woodshed is 4.”

- 2.20 Subsection 5.11(7) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(7) The maximum height for any principal building or accessory residential unit is 9 metres (29.5 feet).”
- 2.21 Subsection 5.11(8) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(8) The maximum height for any accessory building or structure, other than an accessory residential unit, is 5 metres (16.4 feet).”
- 2.22 Article 5.13(1)(d) is amended by deleting “dwelling” and inserting “residential” and deleting “for the accommodation of the owner, operator, or employee of a permitted principal use” so that it reads:
“(d) Accessory residential unit”
- 2.23 Subsection 5.13(2) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(2) One principal building accommodating one principal use and one accessory residential unit per lot.”
- 2.24 Subsection 5.13(3) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(3) The maximum number of accessory buildings, other than an accessory residential unit, utility sheds, or woodsheds is 4.”
- 2.25 Article 5.13(6)(b) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(b) 5 metres (16.4 feet) from any interior side lot line, or 3 metres (9.8 feet) for an accessory dwelling residential unit.”
- 2.26 Subsection 5.13(8) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(8) The maximum height for any principal building or accessory residential unit is 9 metres (29.5 feet).”
- 2.27 Subsection 5.13(9) is amended by deleting “dwelling” and inserting “residential” so that it reads:
“(9) The maximum height for any accessory building or structure, other than an accessory residential unit, is 5 metres (16.4 feet).”
- 2.28 Subsection 5.13(16) is amended by deleting “and” and inserting “and one accessory residential unit” to Site Specific Regulation (1) for Site-Specific Zone I1(b) so that it reads:
“(1) Despite 5.13(1) the only permitted uses in this location are waste transfer stations, the maintenance, repair and storage of vehicles, equipment and materials used for the provision, maintenance or repair of utilities, accessory uses, buildings and structures, and one accessory residential unit.”
- 2.29 Subsection 5.14(1) is amended by inserting the following new article as Article 5.14(1)(f)
“Accessory residential unit.”

- 2.30 Section 5.14 is amended by inserting the following new subsection as Subsection 5.14 (2.1) that reads:
“(2.1) One accessory residential unit per lot.”
- 2.31 Subsection 5.14 (4) is amended by inserting “or accessory residential unit” so that it reads:
“(4) The maximum height for any principal building or structure, or accessory residential unit, is 9 metres (29.5 feet).”
- 2.32 Subsection 5.14(7) is amended by inserting “and one accessory residential unit” to Site Specific Regulation (1) for Site-Specific Zone S1(a) so that it reads:
“(1) Despite 5.14(1), the only uses permitted in this location are clubs, halls and recreation facilities, and one accessory residential unit.”
- 2.33 Section 8.11 is amended by deleting Subsection 8.11(1) – 8.11(7) and inserting the following Subsections 8.11(1) – 8.11(13) so that it reads:
- “(1) Where potable water is proposed to be supplied to lots in a subdivision by an established community water system, the applicant for subdivision must provide written confirmation from the community water system that it is able to supply potable water for the permitted principal use and density to each lot.
 - (2) Where potable water is proposed to be supplied to lots in a subdivision by creating a community water system, the applicant for subdivision must provide proof of all authorizations required under the *Drinking Water Protection Act*, the *Water Utility Act* or any other enactment pertaining to water supply systems.
 - (3) Where potable water is proposed to be supplied to lots in a subdivision from a stream, the applicant for subdivision must provide proof of authorization in the form of a water licence confirming that the total volume of water granted to the licence holder is able to supply potable water for domestic uses at the volume specified in Table 1 to each lot.
 - (4) Where potable water is proposed to be supplied to lots in a subdivision by drilled wells the applicant for subdivision must provide written certification under seal of a hydrogeologist that:
 - (a) each well has been constructed in accordance with the Groundwater Protection Regulation;
 - (b) each well has been constructed in accordance with Subsections 8.11(6), 8.11(7) and 8.11(8);
 - (c) each well has sufficient available groundwater to provide the daily required volume of potable water for the permitted domestic uses on each lot in accordance with Table 1;
 - (d) each well for which a water licence has not been issued has sufficient available groundwater volume for all permitted non-domestic, non-agricultural, non-park, non-conservation area principal uses for each lot at the permitted density of use; and
 - (e) includes recommendations for mitigation measures, if applicable, to ensure long-term sustainable yield of the drilled well.

TABLE 1 DOMESTIC POTABLE WATER SUPPLY STANDARDS FOR SUBDIVISION	
USE	VOLUME (litres per day)
<i>Per lot (including one dwelling)</i>	2000
<i>each additional permitted dwelling and cottage per lot</i>	2000

- (5) Where the potable water is proposed to be supplied to lots in a subdivision by drilled wells, for any well where a water licence has not been issued the applicant for subdivision must also provide written certification under seal of a hydrogeologist:
- (a) results of a water quality analysis, completed by an accredited laboratory;
 - (b) plan of the proposed subdivision indicating the location where each water sample was taken;
 - (c) a statement that the water samples upon which the water quality analysis was performed were unadulterated samples taken from the locations indicated on the plan;
 - (d) confirmation, based on the accredited laboratory water quality analysis, that each proposed water supply source is potable, or can be made potable, with a treatment system; and
 - (e) confirmation, based on the accredited laboratory water quality analysis of chloride concentrations, that each drilled well is not likely to be affected by the intrusion of saline groundwater or sea water in accordance with the Province of British Columbia guidance documents.
- (6) Where a water license has not been issued and where potable water is proposed to be supplied to lots in a subdivision by a drilled well, a pumping test shall be carried out on each well in a proposed subdivision by:
- (a) pumping groundwater, at a constant rate, for a minimum period of 12 hours; and
 - (b) withdrawing the total daily required volume specified in Subsection 8.11(4) over a maximum period of 24 hours; and
 - (c) monitoring groundwater levels continuously during the pumping test and during the recovery period.
- (7) Where potable water is to be supplied by a drilled well a sounding tube or wellhead port must be installed to enable the insertion of water level monitoring equipment.
- (8) Drilled wells used for the purposes of subdivision must not be located within 50 metres of the natural boundary of the sea.
- (9) If the daily required volume of potable water cannot be supplied in accordance with Subsection 8.11(1) or if the certification in Articles 8.11(4)(c) and 8.11(4)(d) cannot be made, the Approving Officer may nonetheless approve the subdivision provided that the applicant grants a s.219 covenant to the Mayne Island Local Trust Committee and the Capital Regional District that restricts the

development of the subdivision to the uses or density of the uses for which a certification has been made under Subsections 8.11(1) or 8.11(4).

- (10) Where the certification under Article 8.11(5)(d) states that a water supply is not potable but can be made potable with a treatment system, the Approving Officer may approve subdivision provided that the applicant grants a s. 219 covenant under the *Land Title Act* to the Mayne Island Local Trust Committee and the Capital Regional District that requires on-going treatment of the water to potable water standards recommended by a hydrogeologist.
- (11) For the purposes of subdivision, drilled wells impacted by seawater intrusion or whose operation is likely to cause seawater intrusion are not permitted sources of potable water.
- (12) For the purposes of subdivision, alternative potable water supplies including, but not limited to, shallow dug wells, rainwater catchment and desalination are not permitted sources of potable water.
- (13) The requirements of Subsections 8.11(1) through 8.11(8) do not apply where the proposed subdivision is a boundary adjustment that does not result in an increase in the number of lots or permitted dwelling units, provided that all lots in the subdivision are currently serviced by existing wells, community water system connection or water licence.”

2.34 Schedule E is updated to expand flexible housing zoning.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

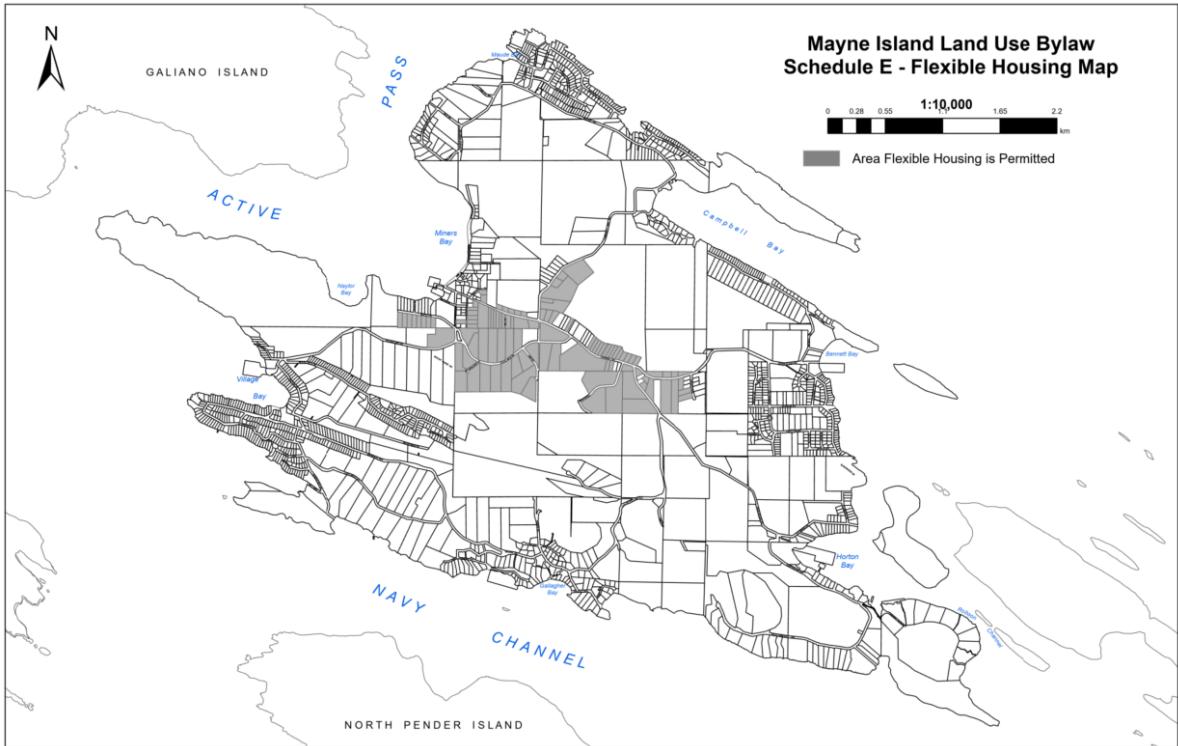
READ A FIRST TIME THIS	29 TH	DAY OF	SEPTEMBER	2025.
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	20____
READ A SECOND TIME THIS	_____	DAY OF	_____	20____
READ A THIRD TIME THIS	_____	DAY OF	_____	20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	20____
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 197

Schedule E (Flexible Housing Areas Map)



Active Projects Report

Mayne Island

1. Major Project - Housing Options Project - Phase 2

Responsible

Dates

Activity:

Continuation of Housing Options Project

- Direction to draft bylaws - Completed

-Bylaw referrals - Completed

- First Reading of Bylaws - Completed

- Public Hearing - January 2026

Narissa Chadwick

Rec'd: 30-Jan-2023

Target: 31-Mar-2025

Future Projects Report

Mayne Island

1. *Foreshore Education and Marine zoning*

Responsible

Date Received

To provide education on foreshore uses and climate change adaptation and review policy and zoning regulations for foreshore and marine uses

24-Jun-2024

2. *Groundwater Implementation*

Responsible

Date Received

To review after housing project implementaton

3. *First Nation Reserve Land access to water and power*

Responsible

Date Received

Narissa Chadwick

24-Feb-2025

4. *Review of lot coverage maximums*

Responsible

Date Received

Narissa Chadwick

24-Feb-2025

5. *Protection of Heritage Structures*

Responsible

Date Received

Narissa Chadwick

28-Apr-2025

6. *revise home occupation regs with respect to contractor yards (need calrification)*

Responsible

Date Received

28-Jul-2025



Mayne Local Trust Committee

Open Applications

Report

Print Date: January 15, 2026

Development Variance Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20250478	Deanne Loubardeas	12/4/2025	555 GLEN ECHO RD, MAYNE ISLA	Variance application for height
Planner		Status	Most Recent Completed Activity	
Bruce Belcher		Under Review	Generate Complete Application Letter	

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20240072	Louise Girouard	6/6/2024	750 STEWARD DR, MAYNE ISLAN	Application for a variance for siting of a studio, retaining wall, stairs, and a concrete pad located in the foreshore.
Planner		Status	Most Recent Completed Activity	
Bruce Belcher		Under Review	Add Optional Referrals	

Mayne

Rezoning

Application Number	Applicant Name	Date Received	Address	Purpose
PLRZ20250305	Derrick Chang; Lee	7/28/2025	0 VILLAGE BAY RD, MAYNE ISLAN	Subsequent to our approval of PLTUP20250105, BCF is applying for the formal rezoning of the property to permit the foreshore riprap.
Planner	Status	Most Recent Completed Activity		
Bruce Belcher	Open	Record LTC Decision/Update FUAL		

Subdivision

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUB20250480	Edward Kyle; Nicho	12/4/2025	330 VILLAGE BAY RD, MAYNE ISL	A referral of a subdivision application for 2 lots.
Planner	Status	Most Recent Completed Activity		
Bruce Belcher	In Abeyance	Generate Complete Application Letter		

Application Number	Applicant Name	Date Received	Address	Purpose
MA-SUB-2018.1	Brent Mayenburg	4/9/2018	484 CHERRY TREE BAY RD, MAYN	Referral of a subdivision for 3 lots
Planner	Status	Most Recent Completed Activity		
Narissa Chadwick	Administrative Review	Record and File PLR		

Mayne

Temporary Use Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLTUP20250060	Neil Piller	2/5/2025	0 HORTON BAY RD	A Group application for a Temporary Use Permit to store marine dock floats in Horton Bay during the winter storm season.
Planner	Status		Most Recent Completed Activity	
Bruce Belcher	Local Trust Committee		Record LTC Decision/Update FUAL	

Islands Trust
LTC EXP SUMMARY REPORT F2026
Invoices posted to Month ending November 2025

645 Mayne	Invoices posted to Month ending November 2025	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
LTC Local				
65050-645	LTC "Executive Expense on LTC's"	2,390.00	924.39	1,465.61
65200-645	LTC - Local Exp - LTC Meeting Expenses	1,070.00	1,585.71	-515.71
65210-645	LTC - Local Exp - APC Meeting Expenses	210.00	83.65	126.35
65220-645	LTC - Local Exp - Communications	1,100.00	842.00	258.00
TOTAL LTC Local Expense		<u>4,770.00</u>	<u>3,435.75</u>	<u>1,334.25</u>
Projects				
73001-645-4100	Mayne Island Housing	8,000.00	516.00	7,484.00
TOTAL Project Expenses		<u>8,000.00</u>	<u>516.00</u>	<u>7,484.00</u>

Standing Resolutions Log

Mayne Island

Resolution Number	Action	Date
2022-012 (Standing) 5.4 Outhouses that the Mayne Island Local Trust Committee direct Bylaw staff to suspend enforcement on outhouses and that the Bylaw Enforcement Manager be invited to attend a future Local Trust Committee meeting.	Carried	14-Nov-2022
2021-011 (Standing) Advisory Planning Commission - Re-appointments and Expression of Interest Advertisement 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	25-Jan-2021

Standing Resolutions Log

Mayne Island

Resolution Number	Action	Date
2020-022 (Standing)	Carried	24-Feb-2020

that the Mayne Island Local Trust Committee adopt the following standing resolution with respect to First Nations in the Local Trust Area:

Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission (TRC) Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to:

- a) Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities;
- b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory;
- c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history;
- d) Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols;
- e) Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.

Standing Resolutions Log

Mayne Island

Resolution Number	Action	Date
2018-049 (Standing)	Carried	24-Sep-2018
Cannabis Retail Referrals - Proposed or amended licenses for non-medical cannabis retail establishments require an application to the local trust committee. - The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical. - The public consultation process shall be determined by the local trust committee after initial review of the proposal. - However, as a minimum, the local trust committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: - o Name of the applicant and a description of the proposal in general terms - o The location of the proposed establishment and the subject site - o The place where, and date and time when, both a public meeting will be held and a resolution of the local trust committee considered. - o The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application - o How public comments may be submitted to the local trust committee		

Standing Resolutions Log

Mayne Island

Resolution Number	Action	Date
2017-028 (Standing) 13.3 Short Term Vacation Rentals (STVR) Enforcement Policy - Staff Report 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. 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.	Carried	26-Jun-2017
2017-027 (Standing) 13.2 Bylaw Enforcement Policy, Unlawful Dwelling - Staff Report 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.	Carried	26-Jun-2017

Standing Resolutions Log

Mayne Island

Resolution Number	Action	Date
2016-055 (Standing) 12.4 Adopted Policies and Standing Resolutions (attached) that the Mayne Island Local Trust Committee direct staff to create a policy to advertise all statutory public notices in the Mayne Liner.	Carried	27-Jun-2016
2012-000 (Standing) 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.	Carried	01-Feb-2012
2011-044 (Standing) Options for adopting In Camera Minutes 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.	Carried	02-May-2011



DATE OF MEETING: January 26, 2026
TO: Mayne Island Local Trust Committee
FROM: Robert Kojima, Regional Planning Manager
Southern Team
COPY: Bruce Belcher
SUBJECT: Standing Policies and Resolutions

PURPOSE

The purpose of this memo is to request that the LTC consider rescinding or amending several [LTC Policies and Standing Resolutions](#) that are out-of-date:

1. The Local Trust Committee has adopted an [LTC Bylaw Compliance and Enforcement Policy](#) that, among other things, consolidates all the existing enforcement related resolutions into a single policy. Specifically, the following standing resolutions are now redundant:
 - 2022-12: 5.4 Outhouses
 - 2017-028: 13.3 Short Term Vacation Rentals
 - 2017-27: Unlawful Dwellings
2. The Local Trust Committee has adopted [Public Notification Bylaw No. 199](#), which provides for alternate means of publication, which states that the means for public notices requirements formerly required to be published in a newspaper may be given:
 - (i) electronically by posting the notice on the Islands Trust website; and
 - (ii) electronically by posting the notice on Islands Trust's social media platform.

Standing Resolution 2016-55 directs staff to advertise all statutory public notices in the MayneLiner. This requirement is inconsistent with the new bylaw, and also may not be practical for all notices given the timing of publication (e.g Temporary Use Permits). Staff recommend replacing this standing resolution with one directing publishing public hearing notices in the Mayneliner where timing permits.

Recommended resolution wording:

RECOMMENDATIONS

1. That the Mayne Island Local Trust Committee amend its Policies and Standing Resolutions by rescinding resolutions 2022-012, 2017-028, 2017-027, and 2016-055.
2. That the Mayne Island Local Trust Committee request that in addition to the notification methods required in Public Notification Bylaw No. 199, staff be requested to publish public hearing notices in the MayneLiner.

Submitted By:	Robert Kojima, Regional Planning Manager	January 9, 2026
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REQUEST FOR DECISION

To: Mayne Island Local Trust Committee
For the Meeting of: January 26, 2026

From: Meeting Administrator
Date Prepared: October 30, 2025

SUBJECT: Draft 2026/27 Mayne Island Local Trust Committee Annual Meeting Schedule

RECOMMENDATION: THAT Mayne Island Local Trust Committee approve their April, 2026 to March, 2027 Meeting Schedule.

DIRECTOR COMMENTS: The work of developing the proposed 2026/27 fiscal year committee schedule has been centralized thereby allowing the Executive Coordinator and Meeting Administrator to consider, at length, the many factors involved in creating an effective schedule that meets the requirements of each committee, the chairpersons, and committee members. The proposed schedule allows decisions made by local trust committees to move onto the relevant standing committee's agenda to Executive Committee in a timely manner allowing for increased efficiency. Adoption of the proposed meeting schedule will increase productivity by allowing a seamless process in completing the work required to organize and publish the meetings without need for significant re-ordering of the schedule

The proposed meeting dates for 2026/27 (attached) were selected based on guidance from senior staff to avoid scheduling meetings between the general election date and the swearing-in of trustees, as well as to minimize meetings during the election campaign period.

1 PURPOSE:

To approve the Mayne Island Local Trust Committee Business Meeting Schedule from April 1, 2026 to March 31, 2027

2 BACKGROUND:

Each Local Trust Committee (LTC) is asked to endorse, by resolution, its regular annual business meeting schedule for 2026/27.

The proposed meeting dates for 2026/27 (attached) were selected based on guidance from senior staff to minimize meetings during the election campaign period, avoid scheduling meetings between the general election date and the swearing-in of trustees, and to provide a meeting date post swearing-in and prior to the December 2026 Trust Council meeting.

As part of this endorsement, the LTC will need to designate which meeting dates are anticipated to be electronic or in-person. This would allow staff to plan further in advance to accommodate meeting logistics, enable staff to book venues for the year and anticipate cancelling the bookings if the meetings get changed to electronic-only at a later date.

Factors that have been considered when putting together the schedule are as follows:

- Islands Trust fiscal year timeframe;
- General local elections year and legislative meeting requirements;

- LTC's preferred meeting days and times;
- Historical number of meetings held per year;
- Anticipated project commitments and application volumes;
- Trust Council meeting dates;
- Chair and trustee availability and conflicts with Executive Committee and Trust Council Standing Committee meeting dates including Accessibility, Financial Planning and Audit, Governance, Regional Planning, and Trust Programs;
- Flow of work from LTCs through standing committees to Financial Planning Committee to Executive Committee and then to Trust Council;
- Islands Trust Conservancy Board meetings, Bowen Island Municipality meetings, Union of BC Municipalities, Association of Vancouver Island and Coastal Communities, and other conferences;
- Other local trust committee meeting dates;
- Statutory holidays, including Christmas closures;
- Preference to hold as few meetings in August as possible;
- Available staff and staff capacity and
- Ferry and travel schedules.

3 IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL: If Mayne Island LTC makes significant amendments to the schedule there will be a substantial re-ordering of LTC and Council Committee meeting dates as a result.

FINANCIAL: LTCs decisions whether to hold electronic meetings or in-person meetings will affect budgets. Electronic meetings do not incur venue costs or travel status costs from trustees or staff.

POLICY: [Local Trust Committees' Meeting Procedure Bylaw No. 197, 2024](#)

IMPLEMENTATION/COMMUNICATIONS: Dates and locations of meetings will be posted immediately following adoption and as per LTC Meeting Procedures Bylaw.

FIRST NATIONS RELATIONS: Not applicable.

4 RELEVANT POLICY(S): [Trust Council Bylaw No. 197, 2024](#)

5 ATTACHMENT(S): [Mayne LTC April/26 to March/27 Proposed Meeting Dates](#) [2026/27 LTC Meeting Scheduling Calendar](#) [2026/27 Council Standing Committees Scheduling Calendar](#)

RESPONSE OPTIONS

Recommendation: THAT Mayne Island Local Trust Committee approve their April, 2026 to March, 2027 Business Meeting Schedule.

Alternative: The Mayne Island Local Trust Committee may suggest alternative meeting dates.

Prepared By: Lisa Millard, Meeting Administrator

Reviewed By/Date: Director Planning Services / Nov. 24, 2025



Mayne Island Local Trust Committee

April, 2026 to March, 2027 Regular Meetings

The Mayne Island Local Trust Committee will be meeting to consider land use applications, bylaws, correspondence, and various community planning topics.

Meetings are subject to change. Please visit the Islands Trust website for up-to-date schedule information.

DATE		TIME	MEETING TYPE	LOCATION
Monday	April 27, 2026	1:30 p.m.	Regular	Mayne Island Agricultural Hall 430 Fernhill Rd
Monday	June 29, 2026	1:30 p.m.	Regular	Mayne Island Agricultural Hall 430 Fernhill Rd
Monday	July 20, 2026	1:30 p.m.	Regular	Mayne Island Agricultural Hall 430 Fernhill Rd
Monday	August 31, 2026	1:30 p.m.	Regular	Mayne Island Agricultural Hall 430 Fernhill Rd
Monday	November 30, 2026	1:30 p.m.	Regular	Electronic
Monday	January 25, 2027	1:30 p.m.	Regular	Mayne Island Agricultural Hall 430 Fernhill Rd
Monday	February 22, 2027	1:30 p.m.	Regular	Mayne Island Agricultural Hall 430 Fernhill Rd

Updated: November 12, 2025

The proposed meeting agenda is generally available one week prior to the meeting and may be obtained at the Islands Trust office or on www.islandstrust.bc.ca.

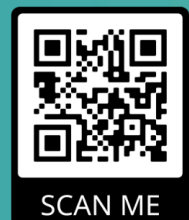
Correspondence received from the public may become part of a meeting agenda that is published online.

VISIT OUR WEBSITE: <https://islandstrust.bc.ca/location/mayne/>

CONTACT US AT [250-405-5151](tel:250-405-5151) OR: southinfo@islandstrust.bc.ca

Receive Islands Trust meeting notifications, news, events, and important notices to your email inbox.

Sign up at islandstrust.bc.ca/subscribe.



SCAN ME

2026/27 Draft Meetings Calendar LTCs

APRIL

S	M	T	W	T	F	S
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5	6	GL	8	SS	10	11
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MAY

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JUNE

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AUGUST

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AVICC: APR 24-26
 UBCM: SEP 14-18
 WRIT: SEP 19
 ELECTION: Oct 17
 SWEAR IN: NOV 12-14

2026/27 Draft Meetings Calendar – Trust Council & Committees

APRIL (AVICC)

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JUNE (LGMA)

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SEPTEMBER (UBCM)

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JANUARY/27

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FEBRUARY/27

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MARCH/27

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AVICC: APR 24-26

UBCM: SEP 14-18

LGMA: JUN 9-11

PIBC: JUN 2-5

MIABC: APR 8/9 & MAR 31/APR 1, 2027

Legend:

Accessibility Committee
Bowen Island Municipality
Executive Committee
Financial Planning Committee
Governance Committee
Islands Trust Conservancy Board
Regional Planning Committee
Chief Administrative Officer Select Committee
Trust Council/Committee of the Whole
Trust Programs Committee