



Mayne Island Local Trust Committee Regular Meeting Agenda

Date: February 23, 2026
Time: 1:00 pm
Location: Electronic Meeting, and a physical location to view the livestream of the meeting:
Islands Trust Victoria Office
200-1627 Fort Street
Victoria BC V8R 1H8

			Pages
1.	CALL TO ORDER	1:00 PM - 1:00 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	1:00 PM - 1:05 PM	
3.	APPROVAL OF AGENDA	1:05 PM - 1:10 PM	
4.	TOWN HALL AND QUESTIONS	1:10 PM - 1:25 PM	
5.	COMMUNITY INFORMATION MEETING - None		
6.	PUBLIC HEARING - None		
7.	MINUTES	1:25 PM - 1:35 PM	
7.1	Local Trust Committee Minutes Dated January 26, 2026 (for Adoption)		4 - 13
7.2	Local Trust Committee Record of Public Hearing Dated January 26, 2026 (for Receipt)		14 - 15
7.3	Section 26 Resolutions-without-meeting Report Dated Feb 2026		16 - 16
7.4	Advisory Planning Commission Minutes - None		
8.	BUSINESS ARISING FROM THE MINUTES		
8.1	Follow-up Action List Dated Feb 2026		17 - 18
9.	DELEGATIONS		

10. CORRESPONDENCE

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

11. APPLICATIONS AND REFERRALS

1:35 PM - 2:15 PM

- | | | |
|-------------|---|---------|
| 11.1 | MA-PL-DVP-2025-0478 (Loubardeas) - Staff Report (attached) | 19 - 42 |
| 11.2 | MA-PL-TUP-2026-0035 (Zimmerman) - Staff Report (attached) | 43 - 65 |
| 11.3 | MA-RZ-2023.2 (CRD) - Proposed Bylaws 194 and 195 - Consideration of Adoption - Staff Report (attached) | 66 - 73 |

12. LOCAL TRUST COMMITTEE PROJECTS

13. REPORTS

2:15 PM - 2:25 PM

- | | | |
|-------------|---|---------|
| 13.1 | Work Program Reports (attached) | |
| 13.1.1 | <u>Active Projects Report Dated Feb 2026</u> | 74 - 74 |
| 13.1.2 | <u>Future Project List Report Dated Feb 2026</u> | 75 - 75 |
| 13.2 | Applications Report Dated Feb 2026 (attached) | 76 - 79 |
| 13.3 | Trustee and Local Expense Report Dated Dec 2025 (attached) | 80 - 80 |
| 13.4 | Adopted Policies and Standing Resolutions (attached) | 81 - 84 |
| 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

2:25 PM - 2:35 PM

- | | | |
|-------------|---|----------|
| 14.1 | Short Term Rental Accommodation – Principal Residence Opt-In - Briefing (attached) | 85 - 103 |
|-------------|---|----------|

15. UPCOMING MEETINGS

- | | |
|-------------|--|
| 15.1 | Next Regular Meeting Scheduled for April 27, 2026 at the Mayne Island Agricultural Hall, Mayne Island |
|-------------|--|

16. TOWN HALL

2:35 PM - 2:50 PM

17. CLOSED MEETING - None

18. ADJOURNMENT

2:50 PM - 2:50 PM

Mayne Island Local Trust Committee Minutes of Regular Meeting

Date: January 26, 2026
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

Members Present: Tobi Elliott, Chair
David Maude, Local Trustee
Jeanine Dodds, Local Trustee

Staff Present: Narissa Chadwick, Island Planner
Bruce Belcher, Planner 2
Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: There were 14 members of the public present.

1. CALL TO ORDER

Chair Elliott called the meeting to order at 1:30 .p.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Elliott 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

There were no comments from members of the public.

5. COMMUNITY INFORMATION MEETING

5.1 Mayne Island Housing Project - Proposed Bylaws 196 and 197

Chair Elliott noted details about proposed Bylaw Nos. 196 and 197 have been discussed at several Local Trust Committee Meetings, through public notification, and an article in the MayneLiner and invited the public to ask questions they may have regarding the proposed bylaws.

The following questions, answers and comments were noted:

- A member of the public representing ten water districts, which encourage water conservation and rain water collection, noted there is lack of information about how much water is available in the aquifers and a study of

water sustainability should be done before an increase in housing is supported

- Island Planner Chadwick indicated work had been done on freshwater recharge on the island and expanded housing opportunities have been identified to be located in proximity to aquifers
- A Trustee clarified that a shift from ground water to rain water collection had been prioritized as part of the project
 - The proposed flexible housing area will have a very limited number of dwellings
 - The project provides opportunities for more housing but this does not necessarily mean the housing will be built, and should there be high uptake the Local Trust Committee can determine to not allow further builds
- The bylaw does not specify the use of the water that is gleaned from the rain water collection and this could result in cisterns on lots that are not being used for water, yet they would still be in compliance with the bylaw; they also noted that the costs of equipment and engineering fees required, to have rainwater qualify as potable use are very high
 - The Planner noted there is opportunity to provide direction that the stored water must be plumbed into the home
 - The purpose of the cistern is to offset the use of the water that is coming from the well
 - The decision to not specify the use of the cistern was due to the affordability issues
- The concept of the flex housing is that smaller units will be built and whatever can be done to facilitate the housing project should be supported
 - A Trustee stated the concept for the flex housing is that the foot prints would be smaller and the assumption is that tiny homes require less water
- An individual calculated the rainwater collection achieved from a 2000 square foot roof space is 32,000 imperial gallons of water a year and; they subsequently installed storage for 12,000 gallons which provided water solely for garden use; whereas a 200 square foot tiny home would collect approximately 3,200 imperial gallons of water per year which would be less than what the use requires
 - A Trustee replied the specification for the size of cistern was made with the expectation that amount of water would be collected at a minimum
- Who is going to provide education to the public regarding water collection and use?
 - Islands Trust provides some information and the Capital Regional District has a lot of educational resources
- Rain water, as the only source of water, can be successful
- How is it ensured a rainwater system has been put in place?
 - The building permit for new construction will not be issued unless the rain water catchment system is in place
- One can plumb a cistern to the toilet for non potable use and a gravity system can be used

- The Planner noted a requirement for the rain water system to be connected to the house can be looked at as an amendment to the bylaw at a later date
- Does the requirement apply to all new builds?
 - The bylaw amendment states a building permit for a lot outside of a community water system shall not be issued for a new dwelling or secondary suite larger than 1000 square feet unless a 18,000 litre capacity cistern is located on the property
 - A smaller capacity cistern will be required for dwellings less than 1000 square feet
 - A building permit review is done before it goes to the Capital Regional District
 - The Planner noted that the requirement applies in all zones outside of community water systems and the term “community water systems” could be removed
- If a major renovation to an existing home requires a building permit will the property owner require cisterns?
 - The amendment, as written, specifies new dwellings only
- The building code specifies that construction during renovation in excess of a certain percentage is considered a new build, and then all systems need to be upgraded; a large addition would also be considered a new build
 - The Planner noted the bylaw identifies a new dwelling or secondary suite and if the definition is reconsidered, this would need be done in conjunction with the Capital Regional District which can be explored when the project moves to the next phase
- The water districts specify levels of water use during drought season with restrictions per level, is this something that would be prescribed for the flex zoning housing?
 - There is a limit to what the land use bylaw can regulate; how water is used becomes an education piece
- There was a suggestion to have tours of homes that are using different types of water catchment and uses
- There is a requirement for an operating permit when one adds houses onto a well
 - This information needs to be provided by the Capital Regional District
- Is there a guarantee that the housing won't be short term rentals?
 - Yes, and bylaw compliance and enforcement deals with this issue
- What is the maximum size of flex housing?
 - The Planner clarified the concept is based on less lot coverage than what is currently used and there is a formula included to ensure the built footprint is smaller. The combined maximum for all units is based on the size of the lot and the total footprint is significantly less than what is allowed outside of the flex housing zone. The Bylaw uses a table to specify total square footage based on a range of lot sizes
- A Trustee mentioned the Local Trust Committee set more restrictive limits if development is too much, but that typically does not occur

- A Trustee noted Islands Trust has a long record of removing density and Mayne has previously removed significant density from Bennet Bay
- Can this project be stepped back now and the pace slowed down?
 - A Trustee replied a pilot project has been done, there is already a flex housing area, and the project was taken on to explore what housing could be and should be, and this is the final aspect of enabling a variety of different changes to allow for different types of housing

5.2 PL-RZ-2025-0305 (BC Ferries) - Draft Bylaw No. 200

There were no questions from the members of the public.

6. PUBLIC HEARING

6.1 Mayne Island Housing Project - Proposed Bylaws 196 and 197

6.1.1 Recess for Public Hearing

The meeting was recessed at 2:49 p.m.

6.1.2 Recall to Order

The meeting was recalled to order at 3:32 p.m.

7. MINUTES

7.1 Local Trust Committee Minutes Dated September 29, 2025 (for Adoption)

By general consent the Mayne Island Local Trust Committee meeting minutes of September 29, 2025 were adopted.

7.2 Local Trust Committee Record of Public Hearing Dated September 29, 2025 (for Receipt)

Received for information.

7.3 Section 26 Resolutions-without-meeting Report Dated Jan 2026

Received for information.

7.4 Advisory Planning Commission Minutes - None

8. BUSINESS ARISING FROM THE MINUTES

8.1 Follow-up Action List Dated Jan 2026

Received for information.

9. DELEGATIONS - None

10. CORRESPONDENCE

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

10.1 Don Barthel re Bylaws 196 and 197 (MayneLiner Article)

Received for information.

11. APPLICATIONS AND REFERRALS

11.1 MA-PL-RZ-2025-0305 (BC Ferries) – Draft Bylaw No. 200 - Staff Report

The Local Trust Committee had no questions or comments for the applicant or Planner.

MA-2026-001

It was MOVED and SECONDED,

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.

CARRIED

11.2 Galiano Island Local Trust Committee Referral for Proposed Bylaws 292 and 293 (for Response)

MA-2026-002

It was MOVED and SECONDED,

That Mayne Island Local Trust Committee respond to the Galiano Island Local Trust Committee that interests are unaffected by proposed Bylaws 292 and 293.

CARRIED

11.3 Galiano Island Local Trust Committee Referral for Proposed Bylaws 294 and 295 (for Response)

MA-2026-003

It was MOVED and SECONDED,

That Mayne Island Local Trust Committee respond to the Galiano Island Local Trust Committee that interests are unaffected by proposed Bylaws 294 and 295.

CARRIED

12. LOCAL TRUST COMMITTEE PROJECTS

12.1 Mayne Island Housing Project – Proposed Bylaws 196 and 197- Staff Report

Discussion ensued and the following comments were noted:

- It is possible to recommend how rain water collection be used; however, this would be challenging to enforce
- It was suggested that all new builds be required to have rain water collection

MA-2026-004

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee direct staff to amend Bylaw No.196 “4 and 8” related to Policy 2.1.1.3 to add “f) exclude water service areas”

CARRIED

MA-2026-005

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee directs staff to amend 2.5 of Bylaw No. 197 under “3.15 Cistern Requirements (1) and (2)” remove “for a lot outside a community water system”.

CARRIED

Discussion ensued regarding a future minor project or educational piece focussed on a strategy on water management, ground water, and cistern implementation.

Island Planner Chadwick provided a summary on amendments made to the Bylaw.

MA-2026-006

It was MOVED and SECONDED,

that 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 a section on housing needs as detailed in the attached draft bylaw.

CARRIED

MA-2026-007

It was MOVED and SECONDED,

that 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.

CARRIED

MA-2026-008

It was MOVED and SECONDED,

that 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.

CARRIED

MA-2026-009

It was MOVED and SECONDED,

that 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.

CARRIED

MA-2026-010

It was MOVED and SECONDED,

that 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.

CARRIED

MA-2026-011

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 amended to address inconsistency related to cistern size as shown in the attached draft bylaw.

CARRIED

MA-2026-012

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 second time as amended.

CARRIED

MA-2026-013

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 third time.

CARRIED

MA-2026-014

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 forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

13. REPORTS

13.1 Work Program Reports

13.1.1 Active Projects Report Dated Jan 2026

Received for information.

13.1.2 Future Project List Report Dated Jan 2026

Received for information.

MA-2026-015

It was MOVED and SECONDED,

that Future Projects Item No. 2 be amended to read “ground water and cistern implementation” and be moved up to item No. 1 on the Future Projects List.

CARRIED

13.2 Applications Report Dated Jan 2026

Received for information.

13.3 Trustee and Local Expense Report Dated Nov 2025

Received for information.

13.4 Adopted Policies and Standing Resolutions

13.4.1 Standing Policies and Resolutions - Staff Memo

A Trustee noted that they did not think any of the items listed in Standing Resolution 2020-022 had been undertaken and it was noted that many of the items are within Trust Area Services purview. Chair Elliott stated she will bring the item up for discussion at Executive Committee.

The staff report notes several standing resolutions are redundant due to the adoption of the Bylaw and Compliance Bylaw.

MA-2026-016

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee amend its Policies and Standing Resolutions by rescinding resolutions 2022-012, 2017-028, 2017-027, and 2016-055.

CARRIED

MA-2026-017

It was MOVED and SECONDED,

that 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.

CARRIED

13.5 Local Trust Committee Webpage - None

13.6 Chair's Report

Chair Elliott reported the following:

- Attended Regional Planning Committee meeting to review business cases coming from Local Trust Committees and reviewed a memo regarding criteria for evaluating appropriate minor projects for Local Trust Committees
- Attended Financial Planning Committee meeting to review the draft fiscal budget with focus on reducing the budget

- Attended Executive Committee meeting and hosted a presentation by Cowichan Tribes staff on ways on approaching conversations on working with First Nations on mutual items of interest

13.7 Trustee Report

Trustee Dodds reported the following:

- The Fallow Deer Committee held two open houses during which updates on hunting rights were discussed
- Attended Community Builders Forum on housing
- Did a podcast with Shelter Now member on the topic the housing
- Attended Trust Council in December

Trustee Maude reported the following:

- Busy Christmas season of community events
- Recognized the passing of Luke Bowles who was a volunteer firefighter and used to work at the bakery

13.8 Electoral Area Director's Report - None

13.9 Islands Trust Conservancy Report - None

14. NEW BUSINESS - None

15. UPCOMING MEETINGS

15.1 Draft 2026-2027 LTC Meeting Schedule - Request for Decision (for Adoption)

MA-2026-018

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee approve their April, 2026 to March, 2027 Meeting Schedule with the amendment of a start time at 1:00 p.m.

CARRIED

15.2 Next Regular Meeting Scheduled for February 23, 2026 at the Mayne Island Agricultural Hall, Mayne Island at 1:00 p.m.

MA-2026-019

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee request staff to reschedule the next regular meeting scheduled for February 23 2026 at the Mayne Island Agricultural Hall, Mayne Island to commence at 1:00 p.m.

CARRIED

16. TOWN HALL

There were no comments from members of the public.

17. CLOSED MEETING (Distributed Under Separate Cover)

17.1 Motion to Close Meeting

MA-2026-020

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):

(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

The meeting was recessed at 4:42 p.m.

17.2 Recall to Order

The meeting was adjourned at 5:00 p.m. following the in-camera portion of the meeting.

17.3 Rise and Report

Chair Elliott will rise and report at the next regular meeting.

18. ADJOURNMENT

By general consent the meeting was adjourned at 5:00 p.m.

Tobi Elliott, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder

**Mayne Island Local Trust Committee
Record of a Public Hearing
Proposed Bylaws 196 and 197**

Date: January 26, 2026
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

Members Present: Tobi Elliott, Chair
David Maude, Local Trustee
Jeanine Dodds, Local Trustee

Staff Present: Narissa Chadwick, Island Planner
Bruce Belcher, Planner 2
Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: There were 14 members of the public present.

6.1 Mayne Island Housing Project - Proposed Bylaws 196 and 197

Chair Elliott called the Public Hearing to order at 2:50 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 Bylaw Nos. 196 and 197 and developments to date.

Chair Elliott noted no written submissions had been received as of January 25, 2026.

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

- Terrill Welsh, 428 Luft Road, Mayne Island: expressed support and noted the importance of increased flexible housing options
- Robin Walsh, 733 Fernhill Road, Mayne Island: expressed the need for additional data before support could be offered
 - They recognized the need for affordable housing and stated concerns related the sustainability of water and carrying capacity of the population using the ground water source without having specific data to support increased density
 - They noted restriction of well water use should be for internal water purposes and not external uses such as power washing and filling pools
- Robert McFarlane, 490 Navy Channel Road, Mayne Island: expressed support for the concept and stated concern about the number of people living in each home rather than the size of the home
 - Noted a provincial license provides a hard cap on how much water can be taken from a well

- Indicated the lack of a requirement of cistern being plumbed is a drawback
 - Stated the prescribed amount of water available due to cistern size is a small percentage of actual use for two people in a home
- Cheryl Hartman, 526 Bayview Road, Mayne Island: expressed support for affordable housing but has concerns about water use
 - Lack of a study regarding the health of aquifers and potential for overuse of water and salt water intrusion
 - Noted the cistern size prescribed is small and should require a plumbing connection
 - Stated that tiny homes or multiple tiny homes having less impact on water use than a larger home is not proven, and indicated the impact needs to be measured in terms of users not house size
- Jeanette Leech, 475 Fernhill Road, Mayne Island: expressed support for the diversity that can be realized in flexible housing
 - Noted there is need to deal with complexity and not focus on specific solutions
 - Need to consider effects of tree removal
 - Sustainable communities need to address how the land is used
- Deb Foote, 537 Club Crescent, Mayne Island: noted support of the bylaw and expressed concern about water use
 - It makes sense to specify rain water collection requirements
- Robin Walsh, 733 Fernhill Road, Mayne Island: noted there is need for an assessment system to determine if what these bylaws hoped to be achieved was realized
- Chris Judge, 558 Blitz Road, Mayne Island: inquired about next stages of the project
- Don Barthel, 564 Dinner Bay Road, Mayne Island: expressed support of the Bylaw, provided there is a requirement that any additional dwelling have toilets plumbed to the rain water collection units

Chair Elliott called three times for speakers and no comments were made. There being no further submissions, Chair Elliott closed the Public Hearing at 3:32 p.m.

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

Lisa Millard, Meeting Administrator/Recorder

DATE



Resolutions Without Meetings Log

Mayne Island

Resolution Number	Action	Date
2026-001	Carried	04-Feb-2026
Change Feb 23rd Mtg to Electronic Mtg		
That the Mayne Island Local Trust Committee direct staff to change the February 23, 2026 regular business meeting to an electronic meeting.		

Follow Up Action Report

Mayne Island

29-Sep-2025

Progress	Activity	Responsibility	Dates	Status
84%	1 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

26-Jan-2026

Progress	Activity	Responsibility	Dates	Status
100%	1 7.1 September 29, 2025 minutes approved	Emily Bryant	Target: 23-Feb-2026	Completed
0%	2 11.1 MA-PL-RZ-2025-0305 (BC Ferries) - Staff to give notice of First Reading for BL 200 in accordance with s. 467 of the Local Government Act	Bruce Belcher Jas Chonk	Target: 27-Apr-2026	In Progress
100%	3 11.2 Galiano BL 292 and 293 - Staff to respond that LTC interests are unaffected	Jas Chonk	Target: 23-Feb-2026	Completed
100%	4 11.3 Galiano BL 294 and 295 - Staff to respond that LTC interests are unaffected	Jas Chonk	Target: 23-Feb-2026	Completed

Follow Up Action Report

Mayne Island

26-Jan-2026

Progress	Activity	Responsibility	Dates	Status
75%	5 12.1 Mayne Island Housing Project - BL 196 and BL197 amended and given second and third reading. - Staff to make approved amendments to BL 196 and 197, BL 196 Section 4 and 8, BL 197 Section 3.15. (DONE) - Staff to forward amended BL 196 to Executive Committee for approval - Feb 25 EC mtg (DONE) - Staff to forward amended BL 196 to the Ministry of Municipal Affairs for approval - Staff to forward amended BL 197 to Executive Committee for approval - Feb 25 EC mtg (DONE)	Bruce Belcher Jas Chonk Narissa Chadwick	Target: 23-Feb-2026	In Progress
100%	6 13.1.2 Staff to rename Future Projects Report item 2: "Groundwater and Cistern Implementation" and move item to first in list.	Bruce Belcher	Target: 23-Feb-2026	Completed
100%	7 13.4 Staff to amend Standing Resolutions based on approved motion: - Rescind resolutions 2022-012, 2017-028, 2017-027, and 2016-055 - Staff to create process for future public hearing notices to be published in the MayneLiner	Jas Chonk	Target: 23-Feb-2026	Completed
100%	8 15.1 Meeting schedule approved as amended. - Staff to change meeting start time to 1 pm	Emily Bryant	Target: 23-Feb-2026	Completed
100%	9 15.2 Staff to change February 23, 2026 meeting start time to 1 pm	Emily Bryant	Target: 23-Feb-2026	Completed

File No.: PL-DVP-2025-0478

x-ref: MA-DVP-2023.4

DATE OF MEETING: February 23, 2026
TO: Mayne Island Local Trust Committee
FROM: Bruce Belcher, Planner 2
Southern Team
COPY: Kim Stockdill, Acting Regional Planning Manager
SUBJECT: PL-DVP-2025-0478
Applicant: Deanne Loubardeas
Location: 555 Glen Echo Rd, Mayne Island

RECOMMENDATION

- 1. That the Mayne Island Local Trust Committee approve issuance of Development Variance Permit PL-DVP-2025-0478.**

REPORT SUMMARY

The purpose of this report is to consider a Development Variance Permit (DVP) to allow an accessory building over the maximum permitted height. The applicant applied for and received a DVP for the same proposal in 2023 (MA-DVP-2023.4), however they were unable to begin the construction before the permit expired in June of 2025.

RATIONALE FOR VARIANCE

The applicant is seeking a height variance to construct an accessory building that has adequate storage and working space. Prior to the construction of a principal dwelling, the accessory building will be used for secure storage of materials and as a work space with plans to build a dwelling on the property in the near future. The applicant wants to keep the building footprint as small as possible and increase the height to allow for more functional working and storage space. The applicant's narrative letter is included as Attachment 3.

BACKGROUND

The subject property is located at 555 Glen Echo Road and is split-zoned Upland (UP) and Rural (R) in the Mayne Island Land Use Bylaw (LUB) No. 146, 2008, although the vast majority of the property is within the UP zone. The property is 2 hectares (5 acres) in total area. The applicant applied for and received a DVP for the same proposal in 2023 (MA-DVP-2023.4), however they were unable to begin the construction before the permit expired in June of 2025. Staff determined that a new permit would be required to construct the accessory building over the 5 metre (16.5) maximum height requirement. The proposed height of the accessory building is 8.59 metres (28 feet). If the variance is approved the applicant will be able to proceed with applying for a building permit application through the CRD.

The proposed permit would vary the LUB as follows:

- a) Subsection 5.6(11) which states that the maximum height for any accessory building or structure is 5 metres (16.5 feet) is varied to permit the construction of an accessory building that is 8.59 metres (28 feet).

The property has an existing 100 square foot shed roughly in the same location as the proposed new accessory building. The shed will be removed prior to construction of the new accessory building. The Mayne Island LUB allows one building used for building material storage to be located on the property prior to the construction of a principal dwelling. A copy of the notice and proposed permit are included as Attachment 4 and 5.

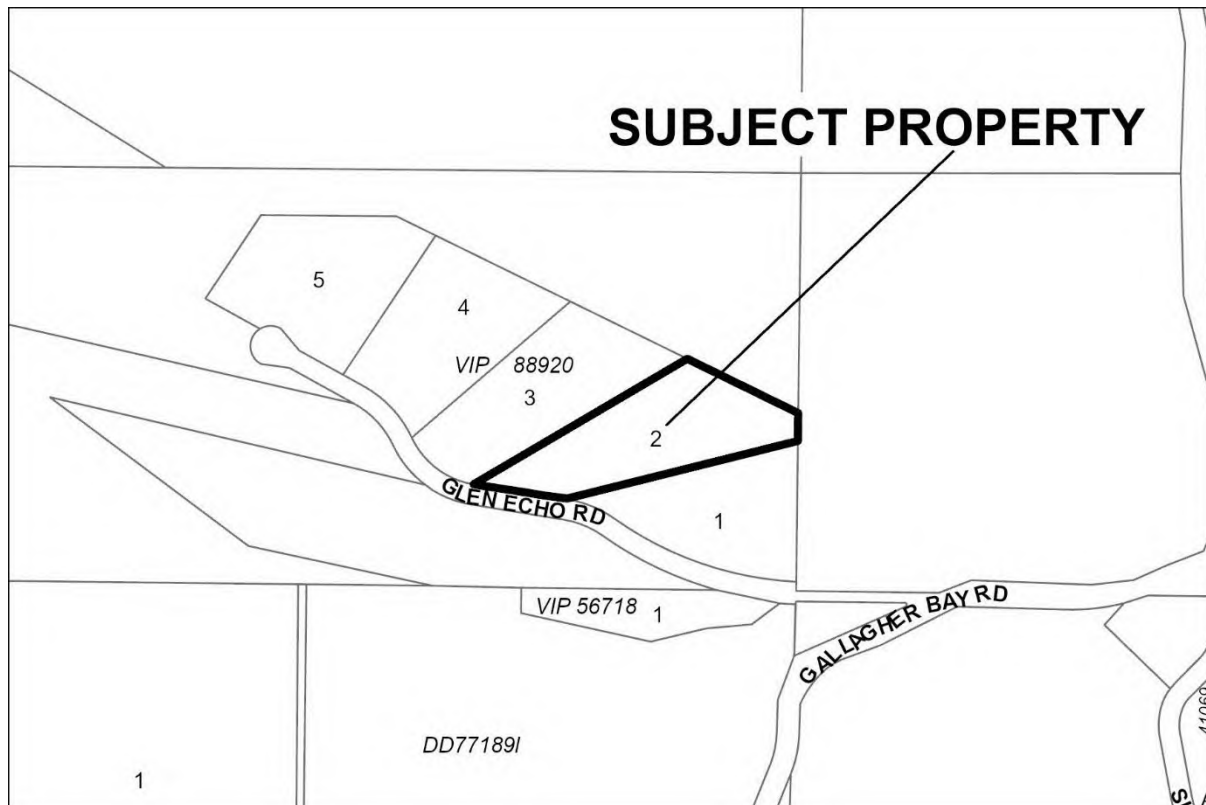


Figure 1: Subject Property Location

ANALYSIS

Intent of Regulations being varied

The overall purposed of the maximum height regulation for accessory buildings in the UP zone is to limit impacts on adjacent properties related to:

- Limiting the visual impact of development on adjacent properties;
- Establishing consistency and certainty with respect to development patterns within a local area;
- Protecting views, scenic areas, and distinctive features contributing to the overall visual and scenic value of the Trust Area;

- Maintaining rural character.

Potential impacts of granting to variance

Granting a variance can potentially create an expectation in the community with regard to future applications. Variances consider the unique circumstances pertaining to a particular situation that may warrant the relaxation of a specific zoning regulation; therefore, each application should be evaluated on its own merits.

Considering the location of the proposed accessory building on the property and distance to neighbouring properties, approval of the variance is expected to have minimal impacts on neighbouring properties. The new accessory building would not impact the views of neighbouring properties.

Circulation

The draft permit was circulated to surrounding property owners and residents on February 6, 2026. The notification period ends on February 17, 2026.

At the time of writing no responses have been received to the public notification period. Any responses received after the agenda is published will be circulated to the LTC and reported at the February 23, 2026 LTC meeting.

First Nations

The Islands Trust reviews all applications to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. As reviewed, the application is consistent with respect to LTC Standing Resolutions on reconciliation. Notwithstanding, to provide applicants with awareness regarding unknown archaeological areas, staff forwarded the Islands Trust Chance Find Protocol and the provincial Archaeological Branch guidelines on Heritage Act directly to the applicants with the initial application.

Rationale for Recommendation

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

- The variance is considered minor and the impacts would be minimal due to the siting in relation to neighbouring properties;
- There have been no public comments received opposing the proposed variance.

ALTERNATIVES

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

1. 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
....

2. Deny the application

The LTC may deny the application. If the application is refused the owner may apply to the Board of Variance. Recommended wording for the resolution is as follows:

That the Mayne Island Local Trust Committee refuse application PL-DVP-2025-0478

Submitted By:	Bruce Belcher, Planner 2	February 11, 2026
Concurrence:	Kim Stockdill, Acting Regional Planning Manager	February 12, 2026

ATTACHMENTS

1. Site Context
2. Maps, Plans, Photographs
3. Applicant's Letter
4. Notice
5. Draft Development Variance Permit

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	LOT 2 SECTION 8 MAYNE ISLAND COWICHAN DISTRICT PLAN VIP88920
PID	028-601-459
Civic Address	555 Glen Echo Road Mayne Island

LAND USE

Current Land Use	Upland - UP, Rural - R
Surrounding Land Use	Upland - UP, Rural - R, R(d)

HISTORICAL ACTIVITY

File No.	Purpose
MA-DVP-2008.2	Subdivision - vary section 5.5 of the LUB for proposed lot 6 and section 5.9 for proposed lot 1
MA-SUB-2008.1	Creation of an eight lot conventional subdivision
MA-DVP-2023.4	Application for a variance for the height of a building.

POLICY/REGULATORY

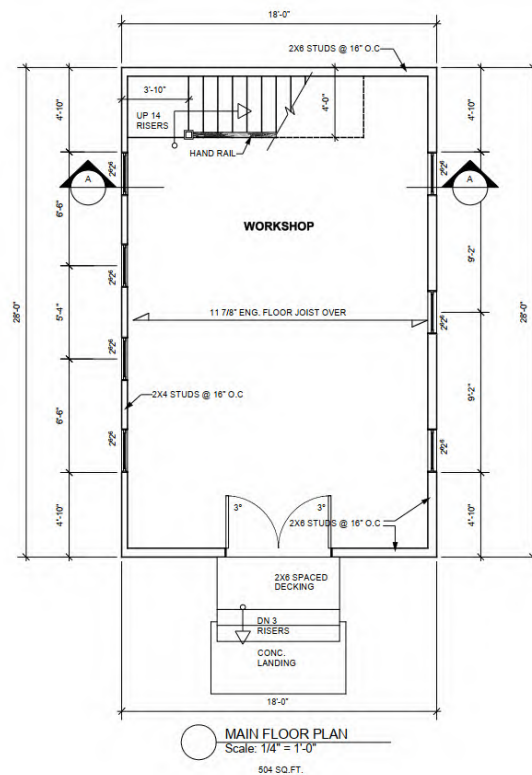
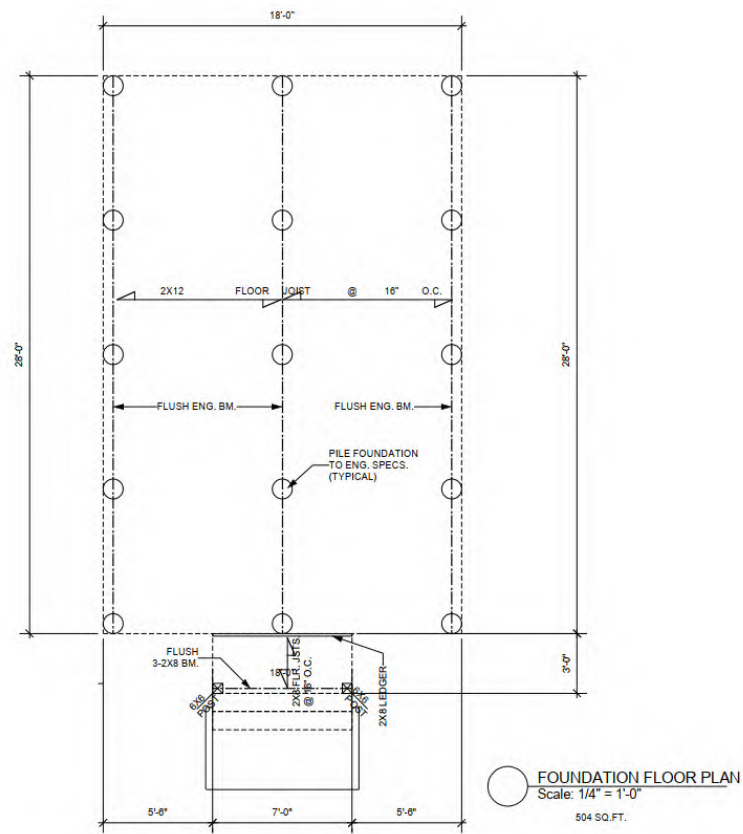
Official Community Plan Designations	Mayne Island OCP No. 144, 2007 - Upland (UP) and Rural (R) No development permit areas
Land Use Bylaw	Mayne Island LUB No. 146, 2008 – Upland (UP) and Rural (R)
Other Regulations	N/A
Covenants	Mayne Island LTC and CRD – Water treatment (FB415525)
Bylaw Enforcement	N/A

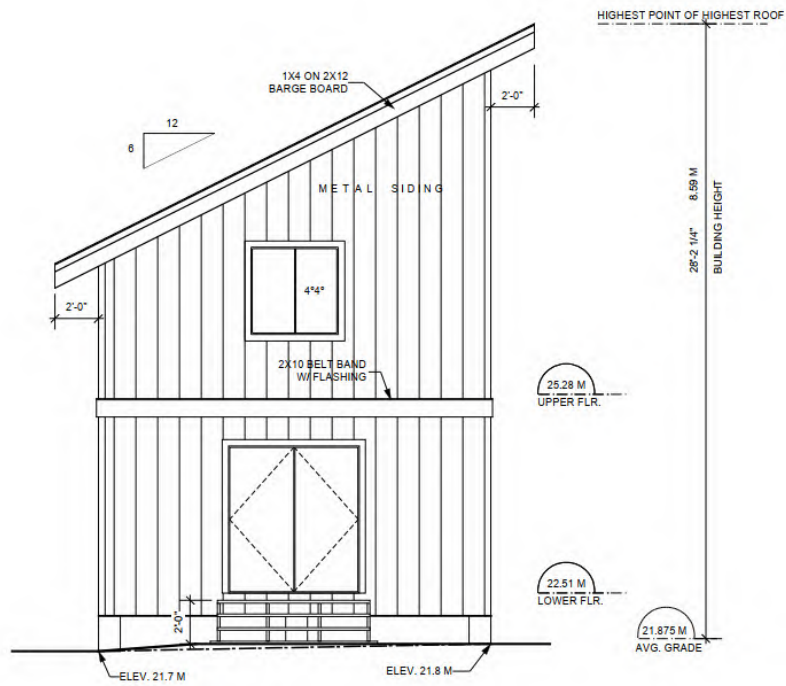
SITE INFLUENCES

Islands Trust Fund	N/A
Regional Conservation Strategy	The proposal does not impact the objectives and priorities of the Islands Trust Conservancy regional conservation plan.
Species at Risk	N/A
Sensitive Ecosystems	N/A
Hazard Areas	Low risk steep slope
Archaeological Sites	No archaeological potential or sites on the subject property. Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i> . If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be

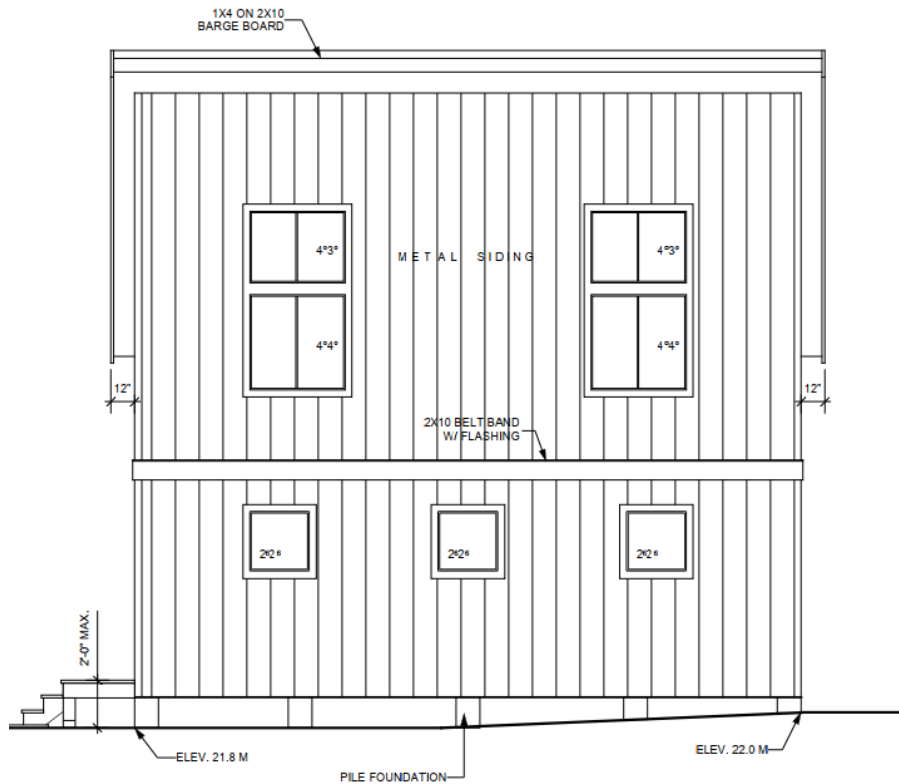
	needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.
Climate Change Adaptation and Mitigation	No additional impacts to GHG emissions anticipated as a result of this application.
Shoreline Classification	Not Applicable
Shoreline Data in TAPIS	N/A

2.3 FLOOR AND ELEVATION PLANS

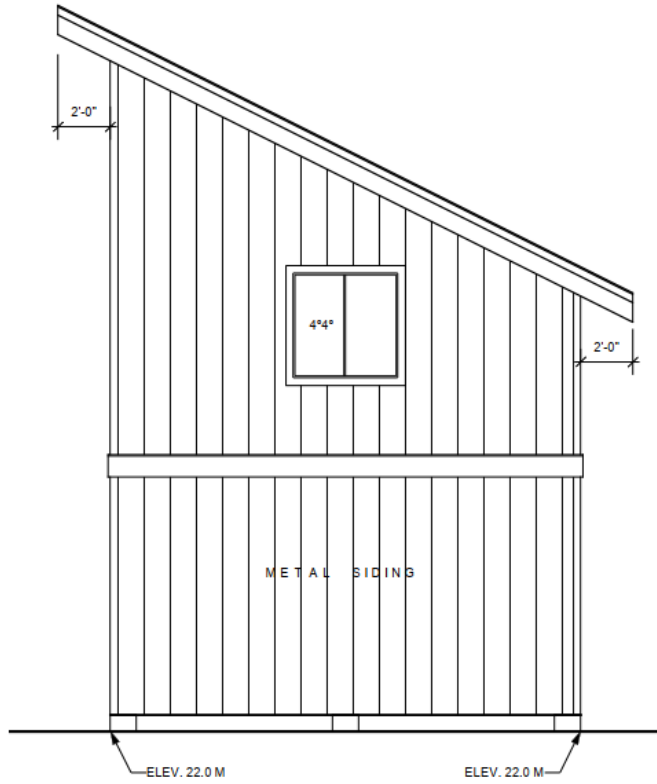




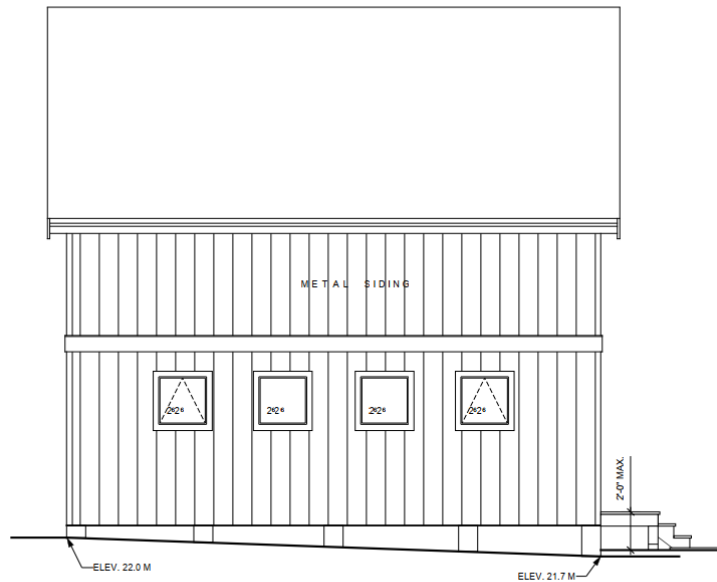
EAST ELEVATION
Scale: 1/4" = 1'-0"



NORTH ELEVATION
Scale: 1/4" = 1'-0"



○ WEST ELEVATION
Scale: 1/4" = 1'-0"



○ SOUTH ELEVATION
Scale: 1/4" = 1'-0"

2.4 SITE VISIT MAY 29, 2023



EXISTING 10x10 SHED TO BE REMOVED



SITE FOR PROPOSED ACCESSORY BUILDING

From: deanne loubardeas [REDACTED]
Sent: Tuesday, May 30, 2023 1:04 PM
To: Chloe Cookson
Subject: 555 Glen Echo Rd

This letter is to accompany a development variance permit application for 555 Glen Echo Rd, Mayne Island.

We are seeking a variance for the height on an accessory building we want to build. There currently is a 10x10 shed in the area where the proposed building would go and we are in the process of dismantling that structure.

The accessory building will function primarily as my shop/studio space with lots of extra storage capacity.

We are trying to keep as small a footprint as possible with the follow on build of our house so extra space in the accessory building would be ideal.

In the interim, this building will provide us with a secure lock up with storage and work space as we progress to the next phases of our plans.

Thanks

Deanne Loubardeas /owner
Jennifer Nicole Little /owner

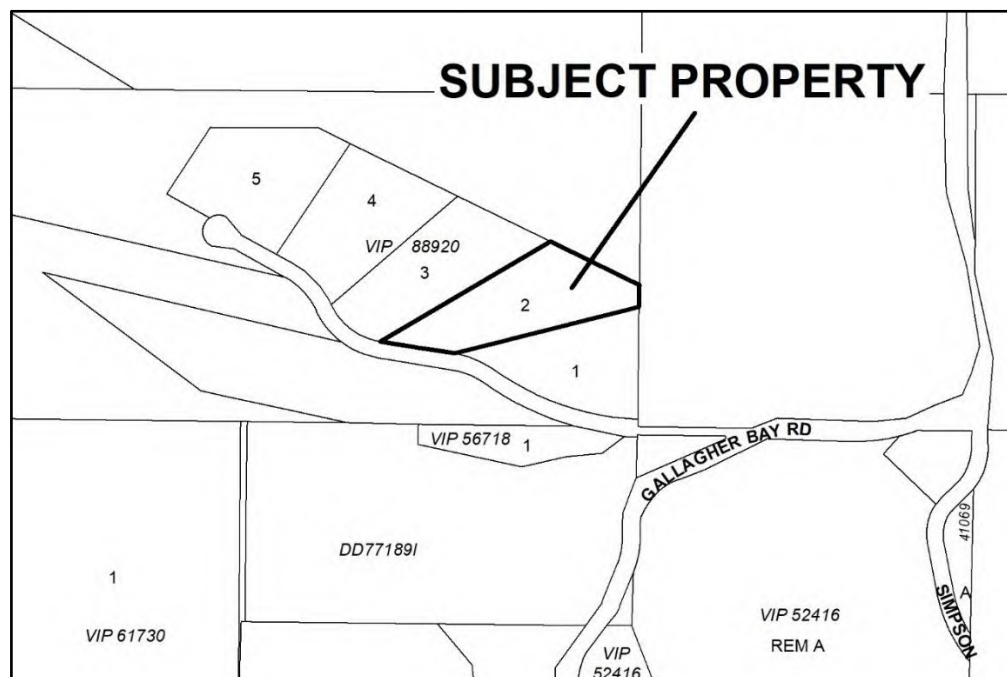
NOTICE
PLDVP20250478
MAYNE ISLAND LOCAL TRUST COMMITTEE

NOTICE is hereby given pursuant to Section 499 of the *Local Government Act* that the Mayne Island Local Trust Committee will be considering a resolution allowing for the issuance of a Development Variance Permit, the proposed permit would vary the Mayne Island Land Use Bylaw No. 146 by:

- Subsection 5.6(11) which states that the maximum height for any accessory building or structure is 5 metres (16.5 feet) is varied to permit the construction of an accessory building 8.59 metres in height.

The property is located at **555 Glen Echo Road** and is legally described as LOT 2 SECTION 8 MAYNE ISLAND COWICHAN DISTRICT PLAN VIP88920 (PID: 028-601-459).

The general location of the subject property is shown on the following sketch:



A copy of the proposed permit may be inspected at the Islands Trust Office, 200 - 1627 Fort Street, Victoria, B.C. V8R 1H8 between the hours of 8:30 a.m. to 4:30 p.m. Monday to Friday inclusive, excluding statutory holidays, commencing **February 6, 2026** and continuing up to and including **February 17, 2026**.

For the convenience of the public only, and not to satisfy Section 499 (2) (c) of the *Local Government Act*, additional copies of the Proposed Permit may be inspected at various Notice Boards on Mayne Island.

Enquiries or comments should be directed to Bruce Belcher, Planner 2 at (250) 405-5179, for Toll Free Access, request a transfer via Enquiry BC: In Vancouver 604-660-2421 and elsewhere in BC 1-800-663-7867; or by fax (250) 405-5155; or by email to: southinfo@islandstrust.bc.ca before 4:30 pm, **February 17, 2026**.

The Mayne Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the electronic business meeting starting at **1:00 p.m., February 23, 2026**.

All applications are available for review by the public with prior appointment. Written comments made in response to this notice will also be available for public review.

Jas Chonk, Deputy Secretary



Islands Trust

**MAYNE ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
PLDVP20250478**

To: Deanne Loubardeas and Jennifer Little

1. This Development Variance Permit applies to the land described below:

LOT 2 SECTION 8 MAYNE ISLAND COWICHAN DISTRICT PLAN VIP88920
(PID: 028-601-459)

2. Mayne Island Land Use Bylaw No. 146, 2008 is varied as follows:

- a) Subsection 5.6(11) which states that the maximum height for any accessory building or structure is 5 metres (16.5 feet) is varied to permit the construction of an accessory building that is 8.59 metres (28 feet).

The development shall be consistent with Schedules 'A' and 'B' which are attached to and form part of this permit.

3. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Mayne Island Land Use Bylaw No. 146, 2008" and to obtain other approvals necessary for completion of the proposed development, including approval of the Capital Regional District and Ministry of Transportation and Infrastructure.

AUTHORIZING RESOLUTION PASSED BY THE MAYNE ISLAND LOCAL TRUST COMMITTEE THIS XXTH DAY OF XX.

Deputy Secretary, Islands Trust

Date of Issuance

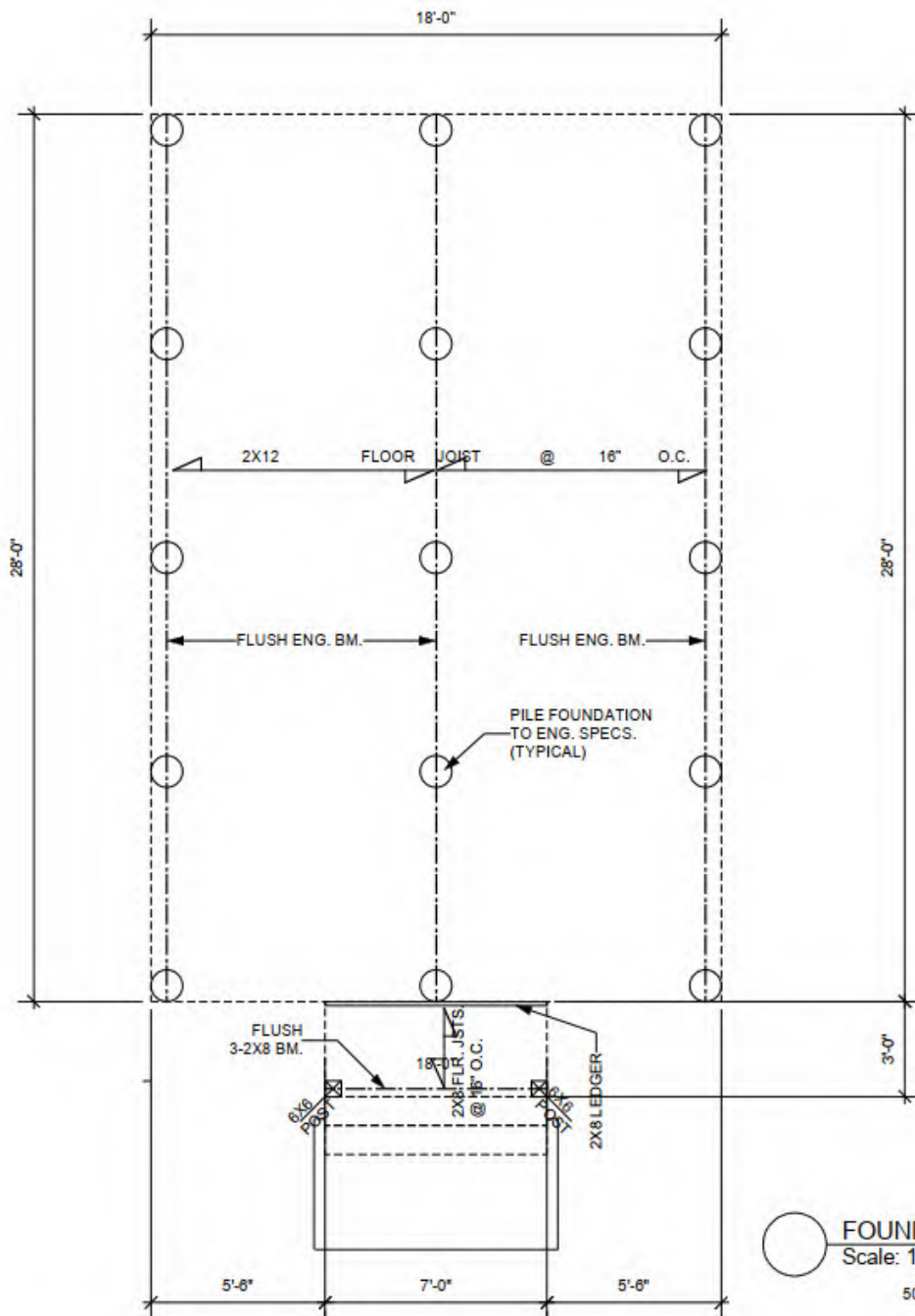
IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE XXTH DAY OF XX THIS PERMIT AUTOMATICALLY LAPSES.

SCHEDULE 'A'



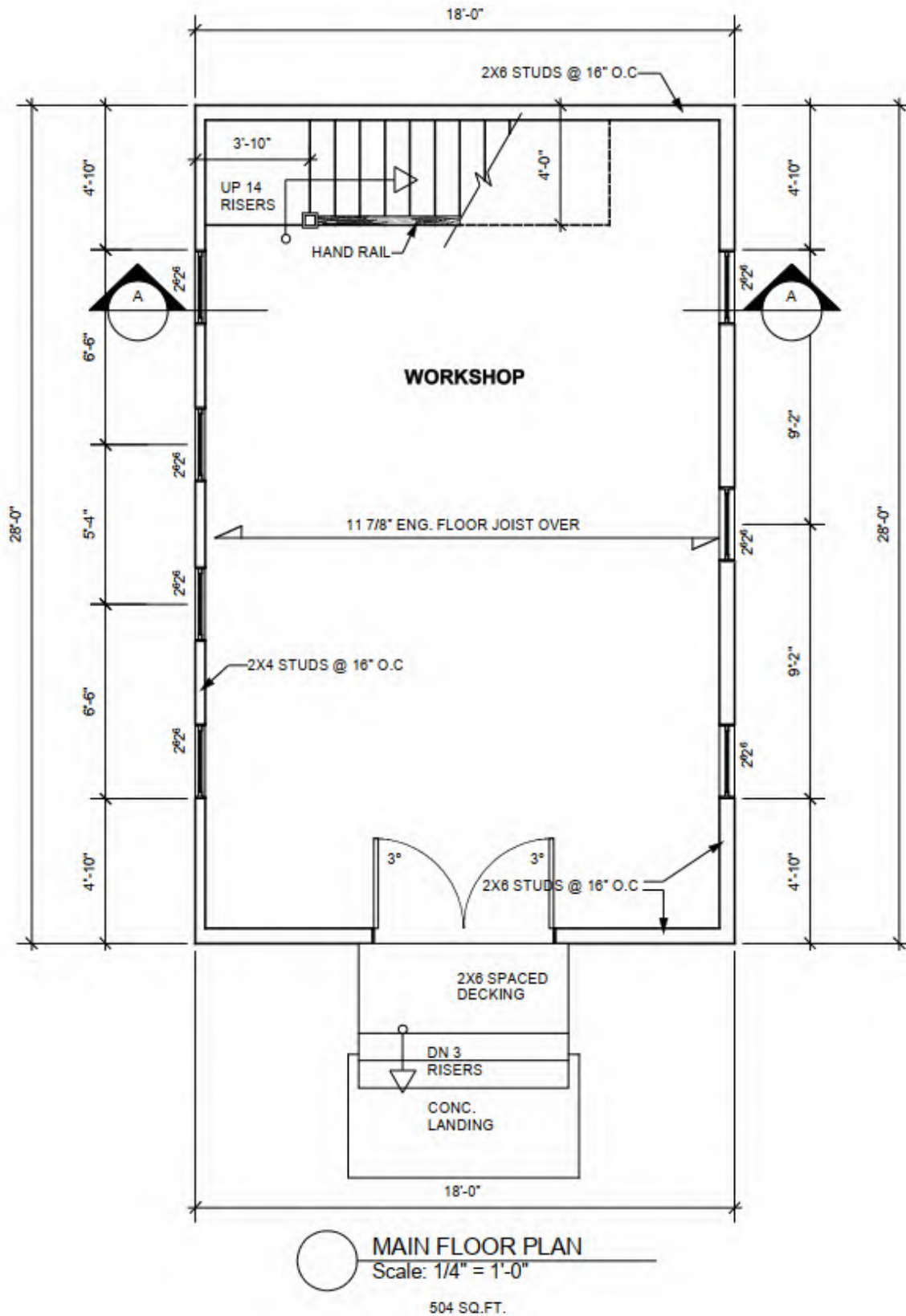
MAYNE ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
PLDVP20250478

SCHEDULE 'B' (Plan No. 1)



MAYNE ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
PLDVP20250478

SCHEDULE 'B' (Plan No. 2)

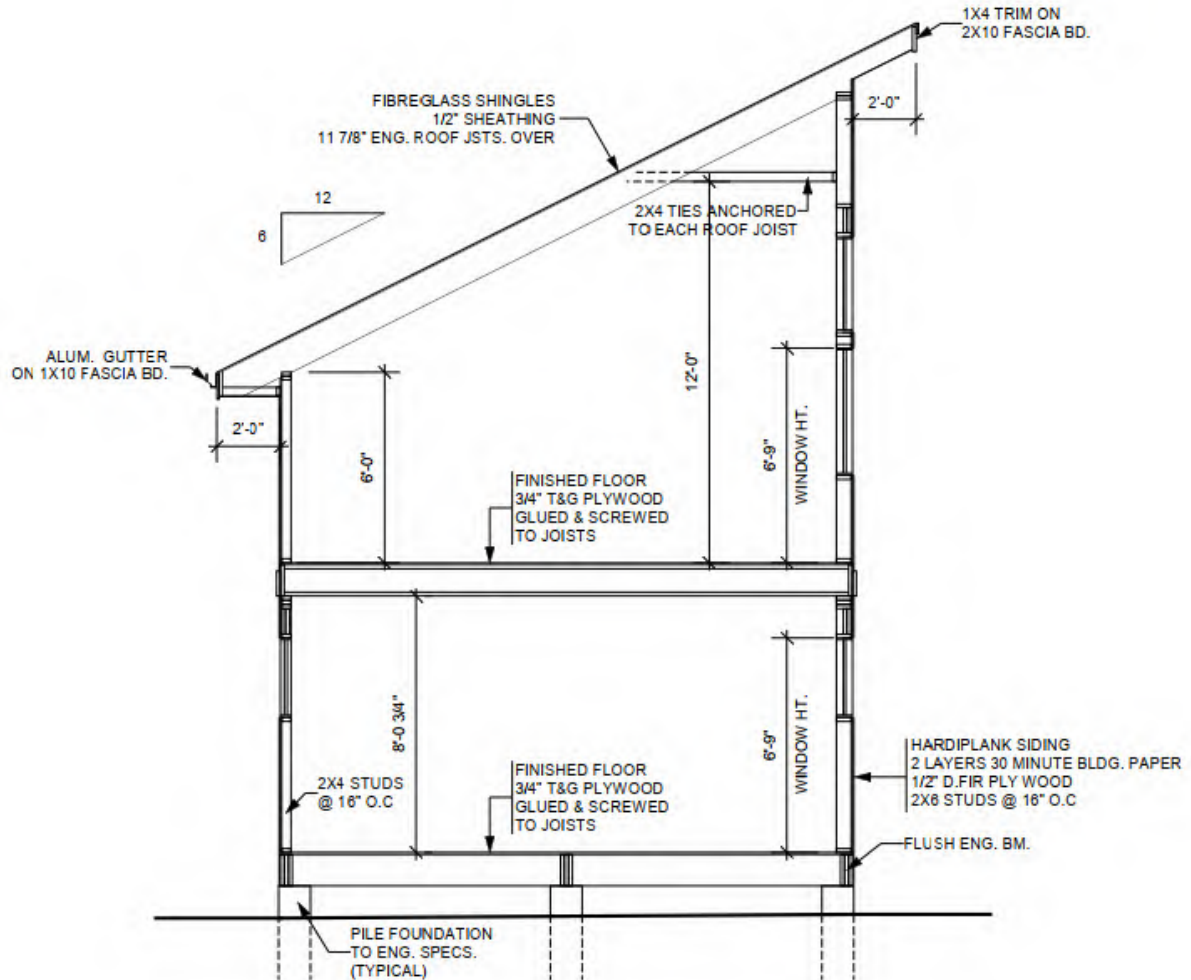


SCHEDULE 'B' (Plan No. 3)



MAYNE ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
PLDVP20250478

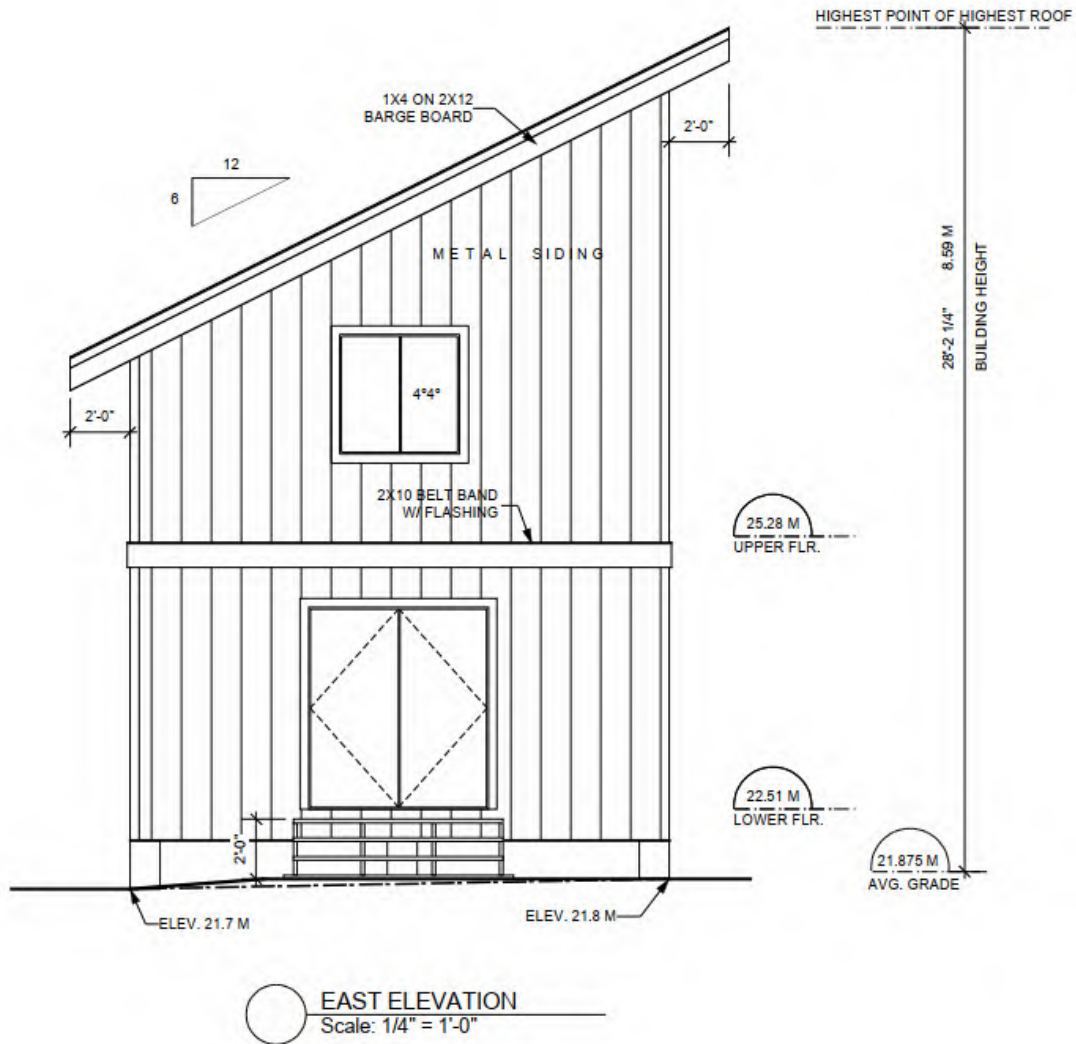
SCHEDULE 'B' (Plan No. 4)



CROSS SECTION
Scale: 1/4" = 1'-0"

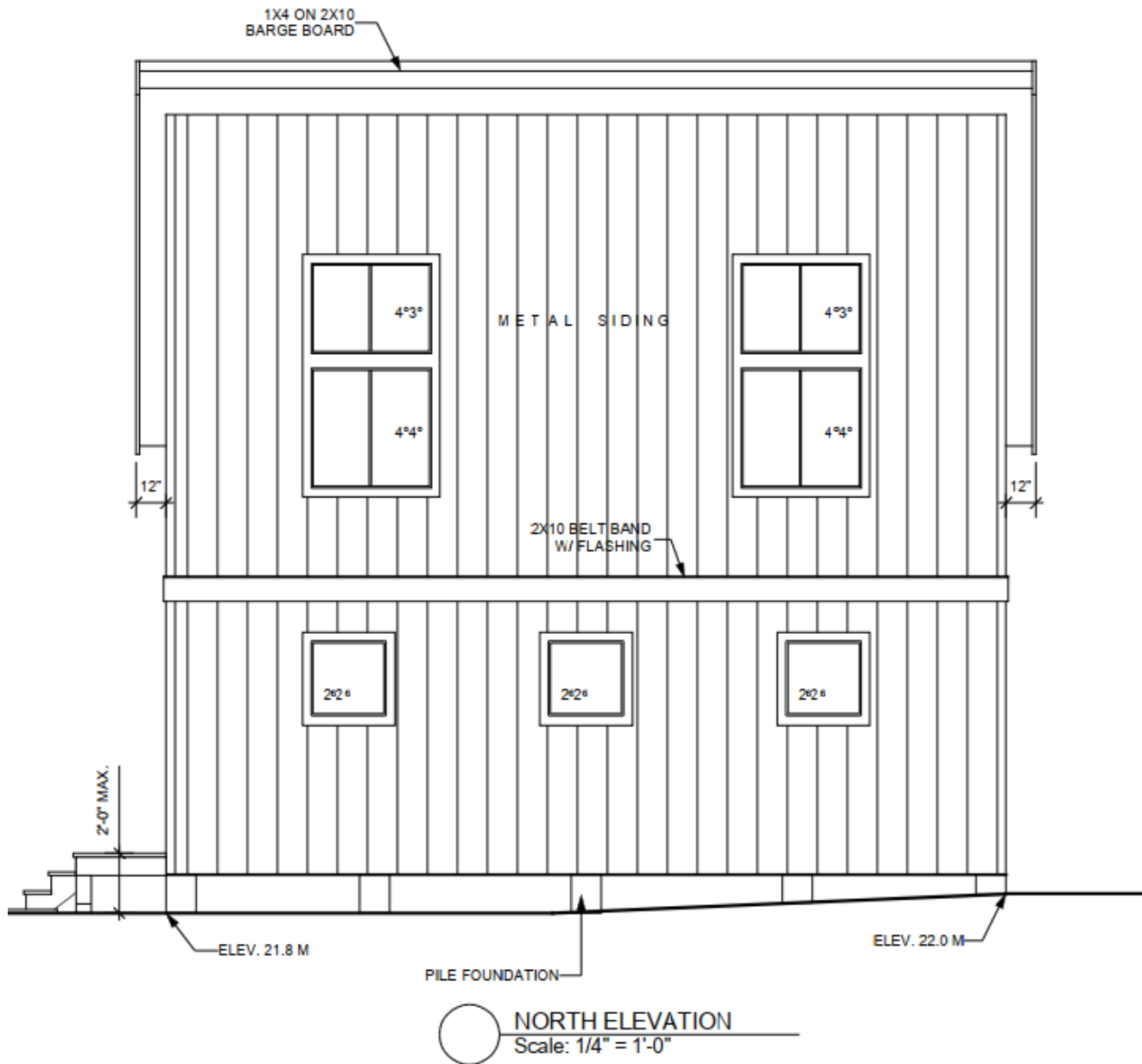
MAYNE ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
PLDVP20250478

SCHEDULE 'B' (Plan No. 5)



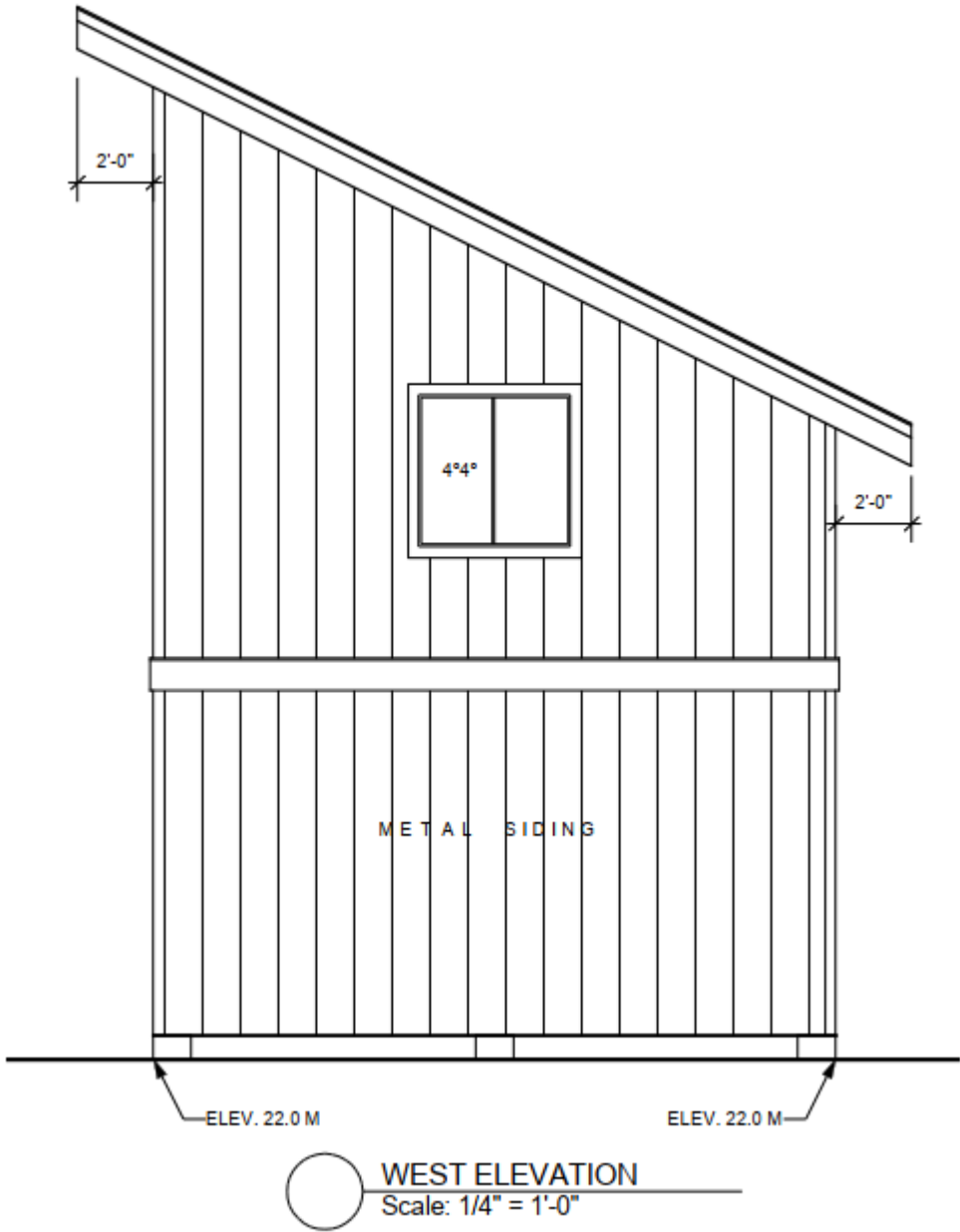
MAYNE ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
PLDVP20250478

SCHEDULE 'B' (Plan No. 6)



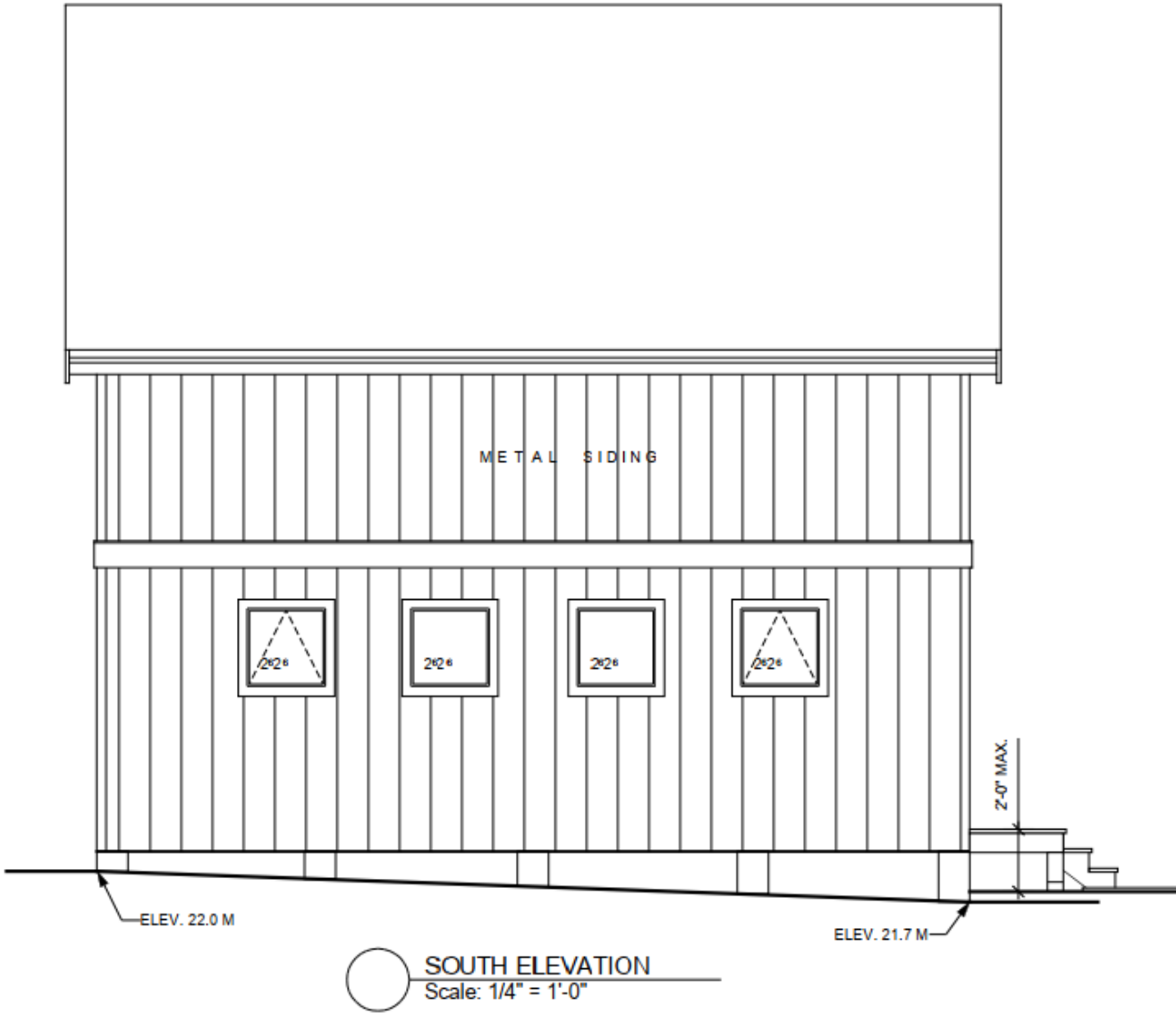
MAYNE ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
PLDVP20250478

SCHEDULE 'B' (Plan No. 7)



MAYNE ISLAND LOCAL TRUST COMMITTEE
DEVELOPMENT VARIANCE PERMIT
PLDVP20250478

SCHEDULE 'B' (Plan No. 8)



File No.: PL-TUP-2026-0035

DATE OF MEETING: February 23, 2026

TO: Mayne Island Local Trust Committee

FROM: Bruce Belcher, Planner 2
Southern Team

COPY: Kim Stockdill, Acting Regional Planning Manager

SUBJECT: PL-TUP-2026-0035

Applicant: Amy Zimmerman

Location: 281 Village Bay Road, Mayne Island

RECOMMENDATION

1. That the Mayne Island Local Trust Committee approve issuance of Temporary Use Permit PL-TUP-2026-0035 for a period of three (3) years.

REPORT SUMMARY

The purpose of this report is to consider a Temporary Use Permit (TUP) for an annual music festival and additional uses including outdoor concerts, indoor concerts, community events, and small events all limited in total attendees and total number of events.

BACKGROUND

The TUP application is proceeding following the applicant meeting with Islands Trust planning staff to discuss the feasibility and options for an annual music festival to be held at 281 Village Bay Road. Through conversations with staff the applicant also decided to include other temporary uses within the TUP application to be held on the property. All of the proposed uses within the TUP application are listed in Table 1, along with maximum occurrences within a calendar year and maximum attendance.

Table 1: Proposed Uses

Use	Occurrence (maximum)	Attendees (maximum)
Outdoor music festival	One (1) per year (two days)	500 persons, including staff and volunteers
Outdoor concerts	Two (2) per year, limited to summer months	300 persons, including staff and volunteers
Indoor concerts and community events	Twelve (12) per calendar year	70 persons, including staff and volunteers
Community workshops and small events	Six (6) per calendar year	12 persons, including staff and volunteers

The subject property is 17.9 hectares (44.2 acres) and is split zoned Rural – R and Upland - UP in the Mayne Island Land Use Bylaw No. 146, 2008 (LUB). There is no principal residence on the property but there are multiple accessory buildings and structures. The owner does use the property for agriculture through the raising of three alpacas. The majority of the property is forested and undeveloped. No additional land clearing, significant tree removal, or construction is being proposed to facilitate the proposed uses.

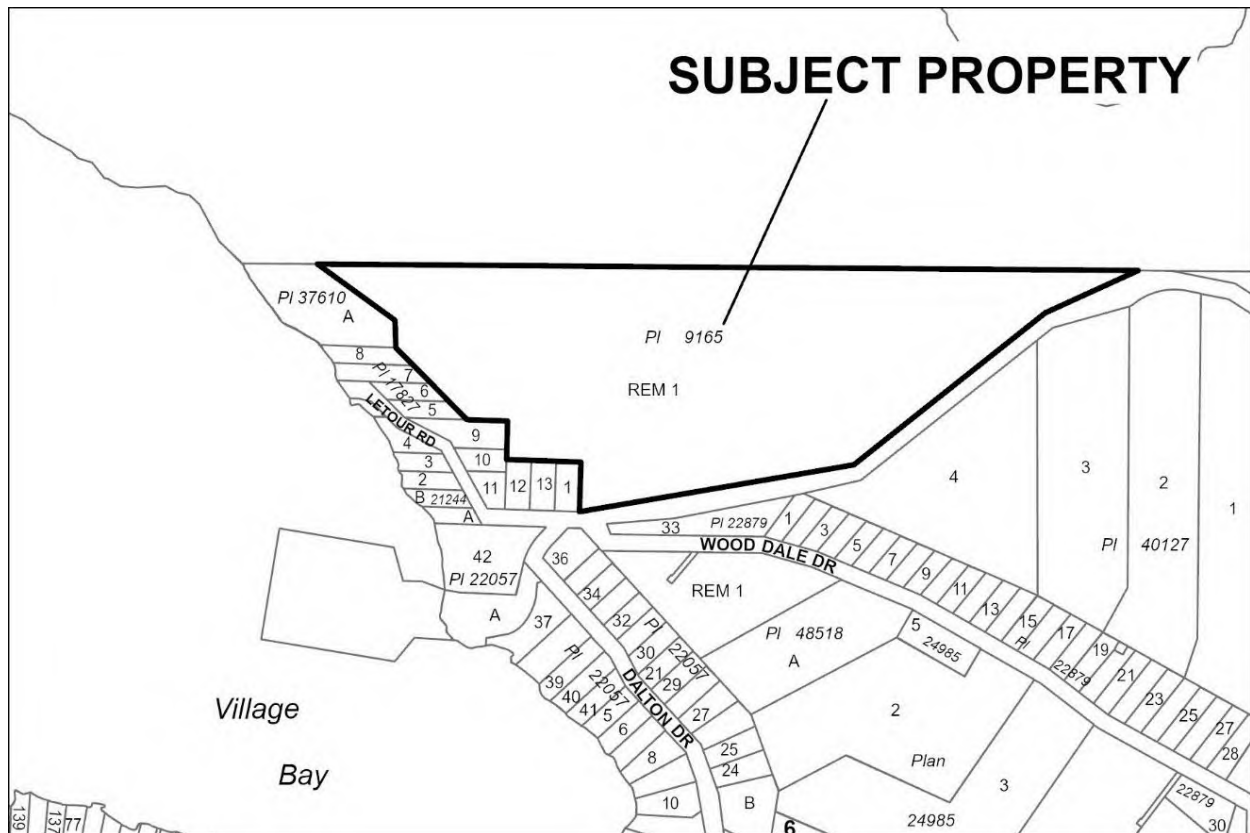


Figure 1: Subject Property Location

There are two roadway access points to the property on Village Bay Road, which access the east side of the property. The main parking area is located in a previously cleared area on the east side of the property, easily accessed by the driveways. The applicant intends to use the south driveway for an entrance and the north driveway as an exit point to effectively manage the traffic both on the property and limit congestion on Village Bay Road. Given the proximity to the ferry terminal the music festival location is viable for alternative modes of transportation such as walking and cycling.

The area of the property proposed for camping was previously cleared and used as an airstrip by former owners of the property. The applicant intends to use this existing cleared space for overnight camping during the annual music festival. The camping area is located centrally on the property and is separate from the concert area and parking area. While the designated parking area is capable of holding 400 vehicles, the camping area can also be used as a parking area during events on the property where camping is not permitted. There is an additional camping area identified as the 'Artist Grove' closer to the festival area which can be used for artists involved in the festival to camp, separate from the festival attendee camping.

The concert and festival area are located on the west side of the property with significant elevation gain from the east of the property. An old hanger/barn building is proposed to be used for outdoor performances. The main festival area also includes an outdoor kitchen structure and an old shop building which has been

updated for hosting indoor concerts. The shop building has an indoor bathroom which uses rainwater catchment for flushing the toilet. The upper festival area also has two outhouses. The main stage area for outdoor concerts and the annual festival is labelled as the 'Viewing Deck' on the site plan. The draft TUP limits the operation of outdoor and indoor concerts to not exceed 10:30 pm.

The applicant has included a narrative letter explaining their application, included with this report as Attachment 3. The draft TUP is included as Attachment 6.

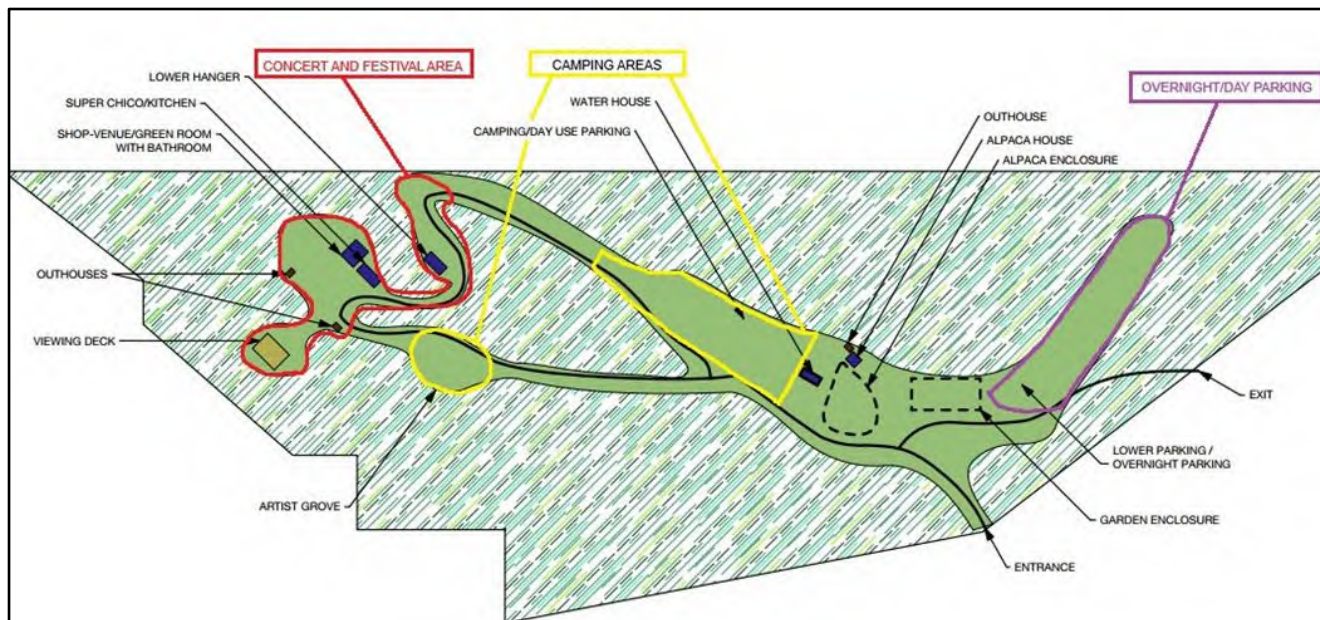


Figure 2: Site Plan

ANALYSIS

Official Community Plan:

The proposed permit location is not located within a development permit area. The following Mayne Island Official Community Plan Bylaw No. 144, 2007 (OCP) objectives are relevant to this application:

Broad Community Objective 1.2 6) To recognize the important role that varied livelihoods and a vibrant economy play in our community's unique character through the encouragement of economic diversity and a vital local economy.

Tourism Objective 4.6.1 3) to ensure tourism use that is environmentally, economically and civically sustainable, and within the capability of our community's volunteer base which supports or provides most local services and resources.

The proposal appears to meet the two identified objectives within the OCP as the music festival could serve as a new tourism attraction and diversify the local economy.

The TUP application is consistent with Section 2.9 of the OCP which outlines the guidelines for TUP applications. Staff's review of the TUP guidelines is included as Attachment 4.

Land Use Bylaw:

The property is split-zoned **Rural (R)** and **Upland (U)**. The majority of the property is in the Rural zone while a rectangular area on the west side of the property of roughly 0.6 hectares (1.5 acres) is zoned Upland. The

Upland portion encompasses the highest point on the property and the peak of the hill, also where the main festival area is proposed.

The zoning allows residential, agriculture, and silviculture uses as well as permitting cottages and accessory uses, buildings, and structures.

The zoning does not permit the specific outdoor events and concerts for which the application proposes. The TUP would temporarily allow the proposed uses to take place on the property.

Temporary Use Permit

Sections 492 to 497 of the *Local Government Act* authorizes local governments to temporarily permit a use that would otherwise not be permitted by the land use bylaw by issuance of a Temporary Use Permit. Further, TUPs can include specific conditions to which the use must abide. A Temporary Use Permit may be issued for up to three years and renewed only once (for up to an additional three years). After the renewal TUP expires, the applicant may re-apply for a new Temporary Use Permit.

When the LTC is reviewing a draft TUP for decision, the LTC by resolution can only add additional conditions to a draft permit; a LTC cannot remove conditions from a draft permit without re-advertising. At the time of TUP renewal, no changes to the renewal permit conditions are allowed except for the expiration date.

Groundwater & Sanitation

The applicant is working with Vancouver Island Health Authority (VIHA) on the requirements for potable water, handwashing, water disposal, and certification of a temporary kitchen onsite. Potable drinking water will be available at all events meeting the minimum requirement of 5 litres per person per day. Water will be purchased and transported to the site and not drawn from the well on site.

Sanitation will meet the applicable bylaws through VIHA, which requires a minimum of one toilet per 25 people.

Circulation

The draft permit was circulated to surrounding property owners and residents on February 6, 2026. The notification period will end on February 17, 2026. At the time of writing staff have not received any response to the public notification. Any comments received subsequently will be forwarded to the Local Trust Committee and reported at the meeting.

First Nations

The Islands Trust reviews all applications to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. As reviewed, the application is consistent with respect to LTC Standing Resolutions on reconciliation. Notwithstanding, to provide applicants with awareness regarding unknown archaeological areas, staff forwarded the Islands Trust Chance Find Protocol and the provincial Archaeological Branch guidelines on Heritage Act directly to the applicants.

Rationale for Recommendation

The recommendation on page 1 is supported by staff based on the following:

- The proposal provides space for new community events on Mayne Island that meet the OCP objectives focused on encouraging economic diversity in the local economy and responsible tourism;
- The proposed use is clearly identified with attendance, parking, and hours of operation limitations included in the draft permit;

- The subject property is in short proximity to the Village Bay Ferry terminal, making alternative modes of transportation practical for attending the festival and other events, and possibly reducing the reliance on vehicle traffic;
- The permit provides conditions consistent with the OCP guidelines to ensure that the use does not have an unreasonable impact on the surrounding area, and, in the event it does, there is the ability to enforce compliance with the TUP.

ALTERNATIVES

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

1. 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 for PL-TUP-2026-0035 submit to the Islands Trust _____.

2. Add conditions

The LTC may wish to further amend the TUP by adding conditions to the permit. If selecting this alternative, the LTC should specify the additional conditions. Recommended wording for the resolution is as follows:

That the Mayne Island Local Trust Committee amend Temporary Use Permit PL-TUP-2026-0035 by adding _____.

3. Refer the application to the APC

The LTC may wish to refer the application to the Mayne Island Advisory Planning Committee for further review and discussion:

That the Mayne Island Local Trust Committee refer Temporary Use Permit Application PL-TUP-2026-0035 to the Mayne Island Advisory Planning Committee.

4. Deny the application

The LTC may deny the application. Recommended wording for the resolution is as follows:

That the Mayne Island Local Trust Committee refuse application PL-TUP-2026-0035.

Submitted By:	Bruce Belcher, Planner 2	February 11, 2026
Concurrence:	Kim Stockdill, Acting Regional Planning Manager	February 12, 2026

ATTACHMENTS

1. Site Context

2. Plans, Photographs
3. Applicant's Letter
4. TUP Guidelines
5. Notice
6. Draft Permit

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	LOT 1, SECTION 6, MAYNE ISLAND, COWICHAN DISTRICT, PLAN 9165, EXCEPT PARTS IN PLANS 17827, 18077, 37610 AND 40127
PID	000-030-091
Civic Address	281 VILLAGE BAY RD
Lot Size	17.46 hectares (44 acres)

LAND USE

Current Land Use	Agriculture
Surrounding Land Use	Residential

HISTORICAL ACTIVITY

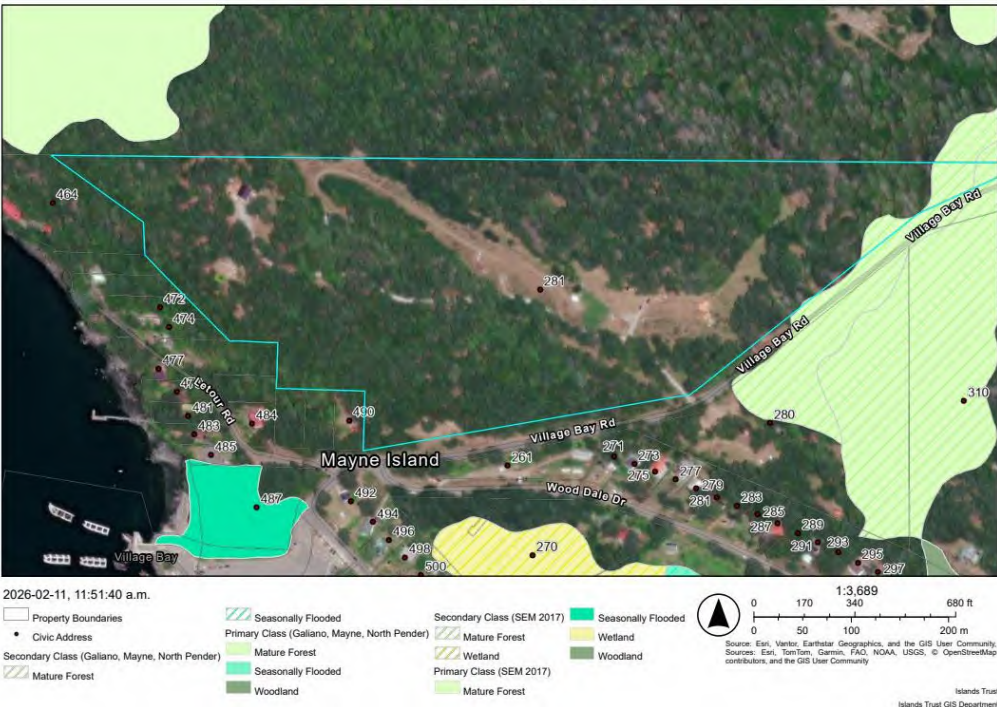
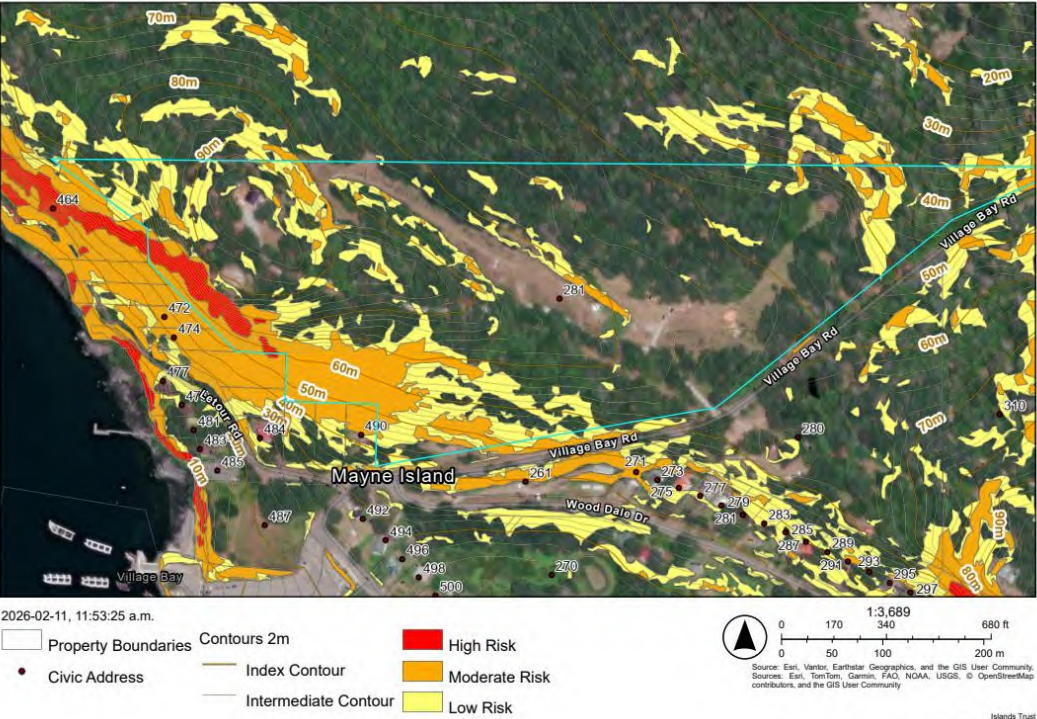
File No.	Purpose
none	

POLICY/REGULATORY

Official Community Plan Designations	Rural and Upland No Development Permit Areas
Land Use Bylaw	Rural (R) and Upland (U)
Other Regulations	N/A
Covenants	none
Bylaw Enforcement	none

SITE INFLUENCES

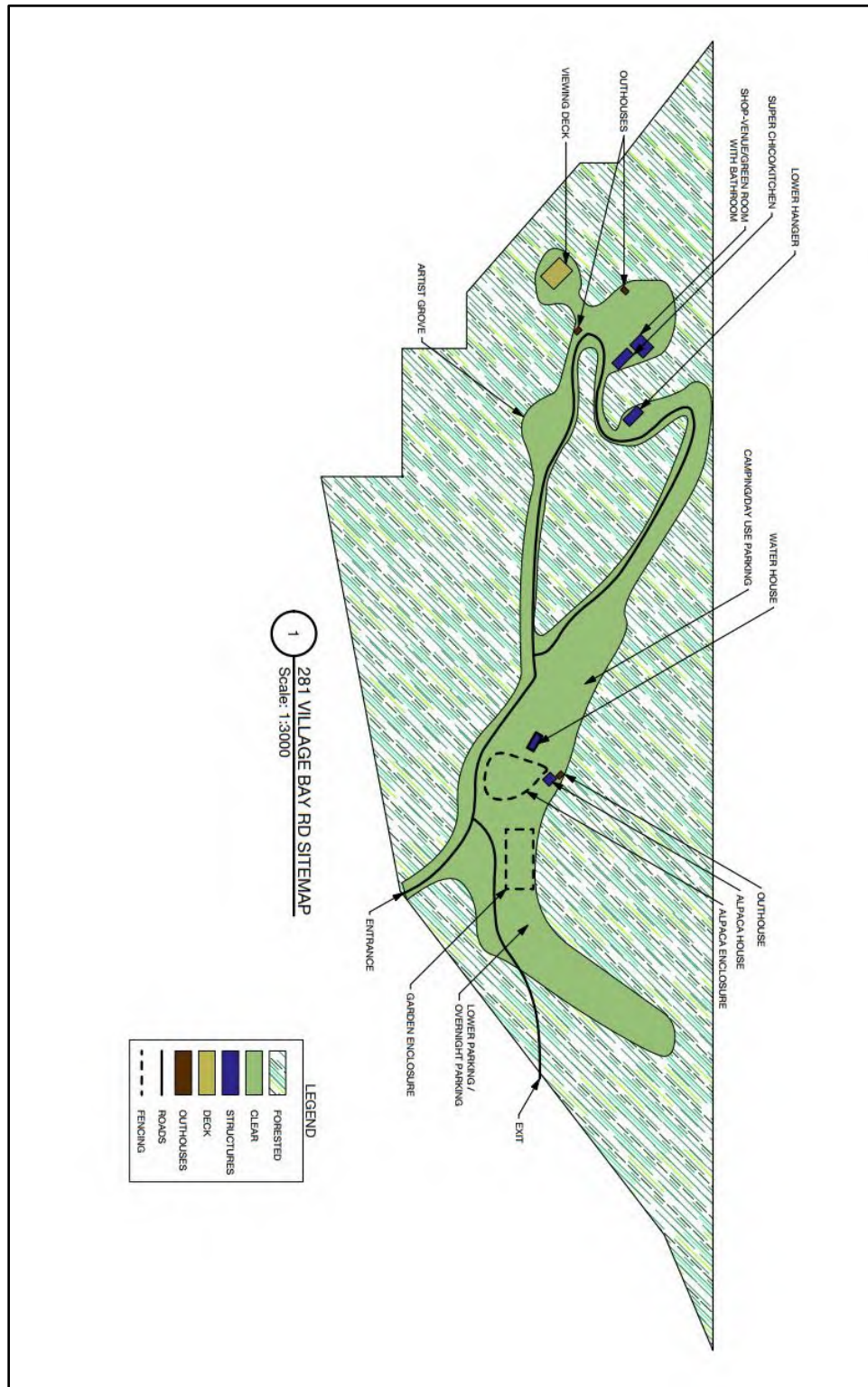
Islands Trust Conservancy	The application has no considerations for the Islands Trust Conservancy
Regional Conservation Strategy	This application has no considerations for the Regional Conservation Plan.
Species at Risk	none
Sensitive Ecosystems	Mature Forest

	Sensitive Ecosystems  2026-02-11, 11:51:40 a.m. Property Boundaries Civic Address Secondary Class (Galliano, Mayne, North Pender) Mature Forest Seasonally Flooded Woodland Seasonally Flooded Mature Forest Wetland Woodland Secondary Class (SEM 2017) Mature Forest Wetland Woodland Primary Class (SEM 2017) Mature Forest Scale: 0 170 340 680 ft 0 50 100 200 m Source: Esri, Vector, Earthstar Geographics, and the GIS User Community Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community Islands Trust Islands Trust GIS Department
Hazard Areas	High, Moderate, Low risk steep slopes Steep Slope Hazards  2026-02-11, 11:53:25 a.m. Property Boundaries Civic Address Contours 2m Index Contour Intermediate Contour High Risk Moderate Risk Low Risk Scale: 0 170 340 680 ft 0 50 100 200 m Source: Esri, Vector, Earthstar Geographics, and the GIS User Community Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community Islands Trust Islands Trust GIS Department
Archaeological Sites	Archaeological potential on subject property, no known archaeological sites on subject property. Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that thereis still a chance that the lot may contain previously unrecordedarchaeological material that is protected under the Heritage ConservationAct. If such material is encountered during development, all work shouldcease and Archaeology Branch should be contacted immediately as aHeritage Conservation Act permit may be

	needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work
Climate Change Adaptation and Mitigation	No anticipated increase in GHG emissions associated with application.

ATTACHMENT 2 –PLANS, PHOTOGRAPHS

2.1 SITE PLAN



2.2 SITE PHOTOS



MAIN ENTRANCE DRIVEWAY, LOOKING NORTH-WEST



PROPERTY EXIT GATE, LOOKING WEST



PARKING AREA, LOOKING NORTH-EAST



DRIVEWAY/ACCESS ROUTE, LOOKING EAST



CAMPING AREA, LOOKING WEST



CAMPING AREA, LOOKING EAST



EXISTING HANGER BUILDING, LOOKING SOUTH-EAST



MAIN FESTIVAL AREA, LOOKING WEST



TEMPORARY KITCHEN BUILDING, LOOKING NORTH



EXISTING SHOP/GARAGE BUILDING USED FOR INDOOR CONCERTS, LOOKING NORTH



FESTIVAL/OUTDOOR CONCERT AREA, LOOKING SOUTH



PERFORMANCE DECK, LOOKING SOUTH

Project Narrative:

The Longest Day Festival and the 44 Collective LTD Community Events Proposal

The 44 Collective Ltd, with support from Old Hat Arts Society, are applying for a Temporary Use Permit to host the Longest Day Festival and a range of small-scale community workshops, group activities, and music events on the property at 281 Village Bay Road.

For many years before our time here, The 44 has long been an active community space where the community has gathered for music and events. As we begin a new chapter for this land, and to continue to embed our work in the community, on the land, and in relationship with other organizations (including Old Hat Arts), we are looking to move forward in a good way and to share this space with the community in mindful and sustainable ways.

Site Capacity, Water & Sanitation

Event capacity will not exceed 500 participants, with the majority of events accommodating 70 people or fewer. The Longest Day Festival, planned for June 2026 in collaboration with Campbell Bay Music Festival Society (doing business as Old Hat Arts) will host a maximum of 250 ticket holders and approximately 50 staff. Additional programming at the 44 (281 Village Bay Rd) includes gardening and farm workshops, school visits, yoga classes, small retreats (12 people or less), markets and sales, film screenings, non profit events for fundraising and studio concerts of approximately 70 attendees, and occasional outdoor community concerts of up to 250 maximum people.

The site provides ample parking capacity for approximately 500 vehicles. Sanitation will be provided at a *minimum* ratio of one toilet per 25 people, in accordance with applicable bylaws. Certified potable drinking water will be available at all events at a minimum provision of 5 litres per person per day, meeting Vancouver Island Health Authority requirements. The water will be provided (purchased and transported to site) and not be drawn from the well on site. Rainwater catchment is used for flushing toilets. Water conservation is paramount to us on this land.

Festival Planning

In 2026 we are planning a two day festival with Old Hat Arts (Campbell Bay Music Fest Society) featuring live music, workshops, installations, camping and shared meals. We plan to host camping onsite for up to 150 tents on the old airstrip (approx 4 acres), a level area shaded by trees on two sides. We are currently working with VIHA on requirements for potable water, handwashing, water disposal and a certified temporary kitchen onsite. In 2026, we will operate

well below the 500 person capacity to test out systems and organizational capacity at a manageable level before scaling up in the future.

Vehicle Access & Parking

Vehicle traffic will enter through the main gate and be directed toward the lower field for parking. There is a secondary gate at the end of this field for vehicle exit, which provides clear sightlines to the road and minimizes any traffic jams at the entrance. For smaller scale events with no overnight element, the airstrip can be used as a parking area accommodating a 300 person audience. There is parking capacity for 500 vehicles overall. We also anticipate many attendees to arrive by bicycle or on foot, as The 44 is easily accessible from the ferry terminal and is on the newly established path that runs alongside Village Bay Road. A bike parking area will also be available.

The main roadway up to the performance area and kitchen will remain open for service vehicles, emergency vehicles and accessibility. Foot traffic will be directed up a secondary path from the camping area in the airstrip.

Signage

We plan to place temporary signage near the road edge indicating the entrance and exit of the property as a means of wayfinding, and within the property to direct attendees toward parking, camping, washrooms, drinking water, kitchen and performance areas. We plan to have volunteers on site to support this wayfinding process for the festival as well. For smaller events, ample signage for parking, washrooms and water access will always be available

Hours of Operation

Events on the View Deck are only scheduled until 10:30 PM at the latest, as this stage area overlooks Village Bay and from which sound is easily carried. For the festival, a small-scale, late night puppet performance is planned for the hangar until approx 12 AM. Festival events will begin again with morning movement at 7 AM on Sunday, June 21, 2026. Other events at The 44 will fall within these hours of operation and remain considerate of neighbours and the impacts of noise.

All activities will be managed to ensure public safety, environmental stewardship, and compliance with local regulations.

Summary

Spaces that allow residents and visitors to gather, create, and participate together are essential to maintaining the strength and vibrancy of life on Mayne Island and neighboring communities. The 44 provides a place for community-focused events, culture and shared experiences. Through this permit, our goal is to offer unique, accessible, and thoughtfully managed programming that supports local artists, encourages community participation, and contributes positively to the social and cultural life of Mayne Island.

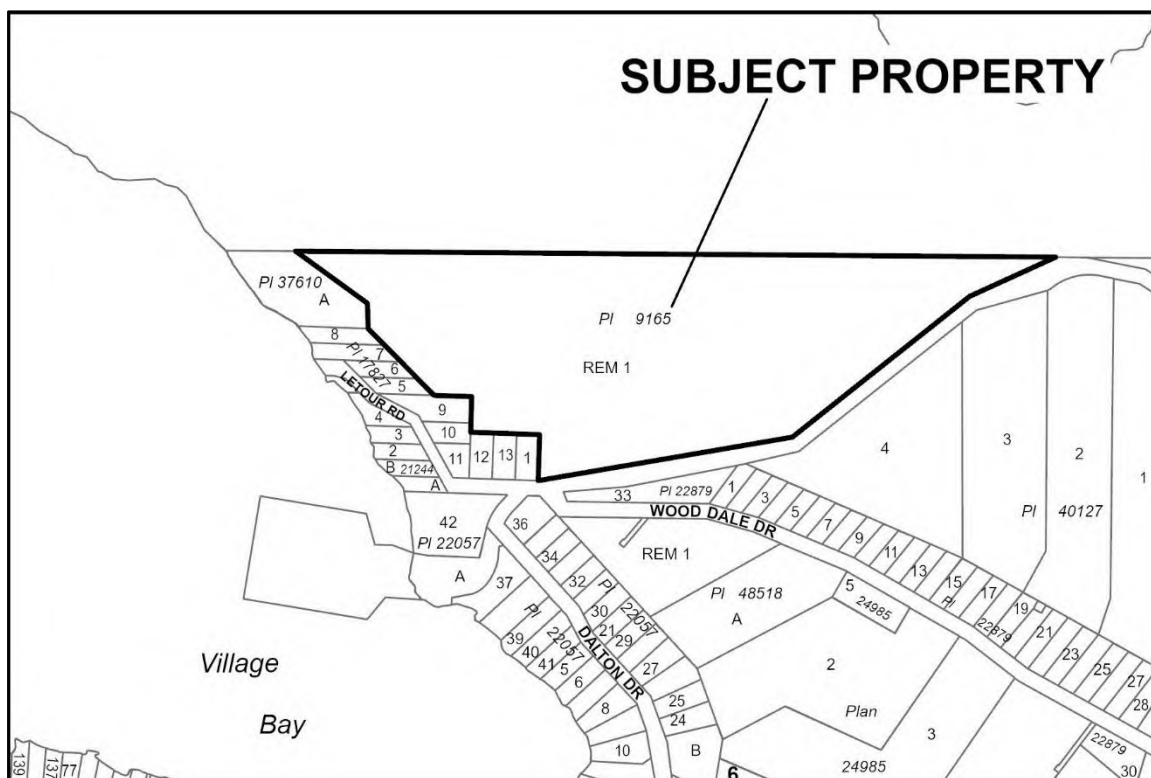
ATTACHMENT 4 – TEMPORARY USE PERMIT GUIDELINES

Guidelin	Complies	Comment
2.9.1.1 Permits can be issued for any period up to three years and could be considered for renewal once for any further period up to three years.	Yes	Staff Comments: Proposed permit is for the maximum of three years.
2.9.1.2 Permitted uses should be consistent with the policies of the designation and the provisions of 2.9.1.	Yes	Staff Comments: Complies as a temporary use with no long-standing infrastructure required.
2.9.1.3 Permitted uses should not preclude or compromise future permitted uses on the affected lot.	Yes	Staff Comments: Complies
2.9.1.4 Uses should not be allowed if they conflict with any ongoing planning policies or programs.	Yes	Staff Comments: Complies
2.9.1.5 Sand and gravel removal and processing, and asphalt plants shall be subject to a permit if they exceed 50 truck loads in any given year.	N/A	Staff Comments:
2.9.1.6 Permit conditions must make reference to measures dealing with the following points: a) general activity levels that will not create any disturbance apparent beyond the property's boundaries; b) adequate landscape buffering or distance separation to adjacent lots; c) provision of off-street parking spaces consistent with regulatory bylaws; d) reclamation measures that will restore the permit area to suitability for its designated primary use; and e) adequate supervision of the site.	Yes	Staff Comments: a) Activities limited to not extend beyond 10:30 pm and limited occurrences throughout the year. b) Existing forested property provides adequate screening for the proposed uses. c) Sufficient off-street parking is provided on the property, including a dedicated entrance and exit. d) No reclamation required due to the existing conditions of the site being sufficient for proposed use and no new development required. e) Permit conditions require the owner to be present and provide neighbours with information on the events.
2.9.1.7 In addition, permit conditions should outline operational plans, including hours and days of operation and staffing to ensure compatibility with the neighbourhood and may include an undertaking for restoration of the site and a security deposit to guarantee performance of the conditions.	N/A	Staff Comments: Hours of operation identified within the draft permit. Maximum attendance identified in the permit.
2.9.1.8 Review of applications should include consideration of smart growth principles.	N/A	Staff Comments: Proposed permit location is within walking distance to the Village Bay Ferry Terminal and along the CRD walking/cycling path on Village Bay Road. Access for non-vehicle attendees is possible.

NOTICE is hereby given pursuant to Section 494 of the *Local Government Act* that the Mayne Island Local Trust Committee will be considering a resolution allowing for the issuance of a Temporary Use Permit, the proposed permit would apply to LOT 1, SECTION 6, MAYNE ISLAND, COWICHAN DISTRICT, PLAN 9165, EXCEPT PARTS IN PLANS 17827, 18077, 37610 AND 40127 (PID: 000-030-091). This property is located at 281 Village Bay Road

The purpose of the temporary use permit is to permit an **annual two-day music festival, limited outdoor and indoor concerts, and community workshops and small events** on the property located at 281 Village Bay Road.

The general location of the subject property is shown on the following sketch:



A copy of the proposed permit may be inspected at the Islands Trust Office, 200 - 1627 Fort Street, Victoria, B.C. V8R 1H8 between the hours of 8:30 a.m. to 4:30 p.m. Monday to Friday inclusive, excluding statutory holidays, commencing **February 6, 2026** and continuing up to and including **February 17, 2026**.

For the convenience of the public only, and not to satisfy Section 494 (2) (c) of the *Local Government Act*, additional copies of the Proposed Permit may be inspected at various Notice Boards on Mayne Island.

Enquiries or comments should be directed to Bruce Belcher, Planner 2 at (250) 405-5179, for Toll Free Access, request a transfer via Enquiry BC: In Vancouver 604-660-2421 and elsewhere in BC 1-800-663-7867; or by fax (250) 405-5155; or by email to: southinfo@islandstrust.bc.ca before 4:30 pm, **February 17, 2026**.

The Mayne Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the electronic business meeting starting at **1:00 p.m., February 23, 2026**.

All applications are available for review by the public with prior appointment. Written comments made in response to this notice will also be available for public review.

Jas Chonk, Deputy Secretary



PROPOSED
MAYNE ISLAND LOCAL TRUST COMMITTEE
TEMPORARY USE PERMIT
PLTUP20260035

281 Village Bay Road

To: Amy Zimmerman

1. This Permit applies to the land described below:

LOT 1, SECTION 6, MAYNE ISLAND, COWICHAN DISTRICT, PLAN 9165, EXCEPT PARTS IN PLANS 17827, 18077, 37610 AND 40127
(PID: 000-030-091)

2. This Permit is issued for the purpose of permitting the owner to conduct the following uses on the subject property:

- a) Outdoor music festival ('festival');
- b) Outdoor concerts;
- c) Indoor concerts and community events;
- d) Community workshops and small events.

Within the Temporary Use Permit Areas indicated as 'Concert and Festival Area', 'Camping Areas', and 'Overnight/ Day Parking' on Schedule 'A' attached to and forming part of this permit.

3. The uses permitted in Section 2 may be carried out in the Temporary Use Permit Areas subject to the following conditions:

- a) the festival is permitted for a maximum of two (2) consecutive days in a calendar year;
- b) outdoor concerts are limited to a maximum of two (2) per calendar year between the dates of May 1 and September 30;
- c) indoor concerts and community events are limited to a maximum of 12 per calendar year;
- d) community workshops and small events are limited to a maximum of six (6) per calendar year;
- e) the permit holder or designated contact person must be available on Mayne Island by telephone 24 hours a day during the dates of the festival and all other events allowed within this permit, and that person's name and contact number(s) must be clearly posted outside the entrance gate as shown on Schedule 'A' during each annual recurrence of the festival;
- f) the permit holder must provide neighbours within a 100-metre radius of the property with the contact person's phone number, and a copy of the Temporary Use Permit for each annual recurrence of the festival;
- g) the permit holder must post emergency services contact information in visible locations throughout the festival area;
- h) the maximum number of attendees is limited to:

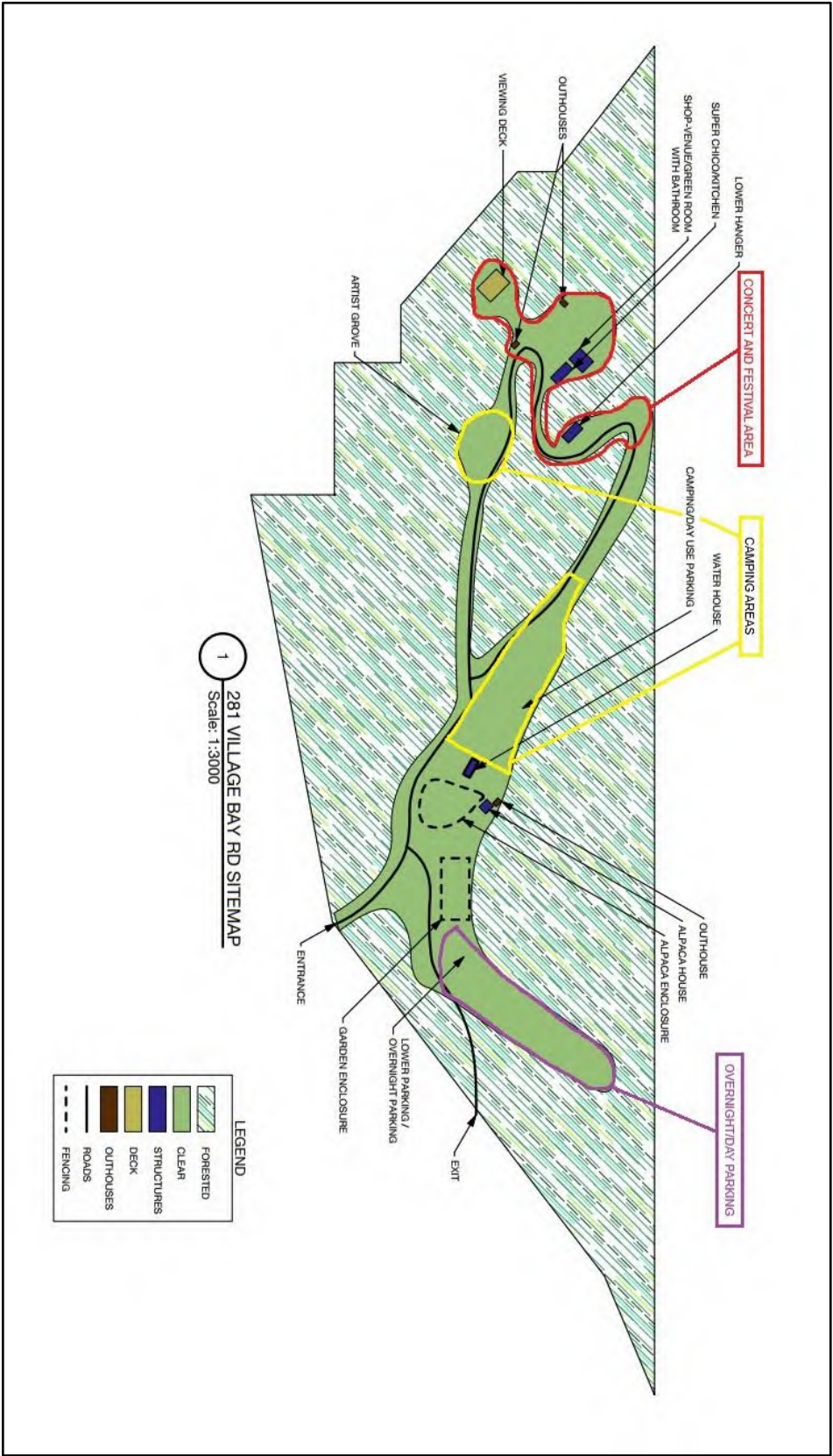
- a. five hundred (500) persons including volunteers and staff for the annual festival;
 - b. three hundred (300) persons including volunteers and staff for the outdoor concerts;
 - c. seventy (70) persons including volunteers and staff for the indoor concerts and community events;
 - d. twelve (12) persons for the community workshops and small events.
 - i) the hours of operation for outdoor and indoor concerts must not exceed 10:30 pm;
 - j) camping and occupancy of recreational vehicles is restricted to the area designated as 'Camping Area' on Schedule 'A';
 - k) the owner must provide on-site parking for four hundred (400) vehicles on the property in the areas designated as 'Overnight/Day Parking' on Schedule 'A';
 - l) the holder of this Permit, will be held accountable for any violation of the conditions of this Permit. The Islands Trust Bylaw Investigations Officer may enter the property at any time during the festival without prior consultation with the holder of the Permit for the purpose of investigating a complaint.
4. This permit is valid for a duration of three (3) years from date of issuance of the permit and upon expiry of the permit the owner of the site shall discontinue the temporary use to the satisfaction of the Islands Trust.
5. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "Mayne Island Land Use Bylaw No. 146, 2008" and to obtain other approvals necessary for completion of the proposed development, including approvals from the Capital Regional District, Liquor Control and Licensing Branch, Island Health and Ministry of Transportation and Infrastructure.

**AUTHORIZING RESOLUTION PASSED BY THE MAYNE ISLAND LOCAL TRUST COMMITTEE THIS
XX DAY OF XX**

Deputy Secretary, Islands Trust

Date Issued

MAYNE ISLAND LOCAL TRUST COMMITTEE
TEMPORARY USE PERMIT
PLTUP20260035
Schedule 'A'



File No.: MA_RZ_2023.2(CRD)

DATE OF MEETING: February 23, 2026
TO: Mayne Island Local Trust Committee
FROM: Narissa Chadwick, Islands Planner
Southern Team
COPY: Kim Stockdill, Acting Regional Planning Manager
SUBJECT: MA_RZ_2023.2(CRD)- Final Approval

RECOMMENDATION

1. That the Mayne Island Local Trust Committee Bylaw 194 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2024” be adopted.
2. That the Mayne Island Local Trust Committee Bylaw 195 cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2024” be adopted

REPORT SUMMARY

The purpose of this report is to present Bylaw 194 and 195 for consideration of final adoption.

BACKGROUND

The Capital Regional District (CRD) acquired the 27-hectare St. John Point property in 2017 in partnership with the Mayne Island Conservancy Society. Following a comprehensive management planning process from 2018 to 2019—including ecological studies and public engagement—the CRD developed the St. John Point Regional Park Management Plan, which will guide park management for the next 15 years.

The property is currently split zoned Agricultural and Rural with the Agricultural portion being in the Agricultural Land Reserve. In order to develop the Park Entrance Hub in the northwest corner of the property - a 0.07 ha area currently zoned Agricultural and previously disturbed area to feature a park entrance sign, visitor kiosk, expanded 20-vehicle parking lot, bicycle rack, and pump-out toilet - the CRD sought and received approval from the Agricultural Land Commission (ALC) for non-farm use before proceeding with rezoning.

Additional background related to these bylaws, including staff reports, is available on the Islands Trust website:

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

Rationale for Recommendation

Both bylaws have received Executive Committee approval. As required for Official Community Plan amendments, Bylaw 194 has been approved by the Ministry of Housing and Municipal Affairs.

ALTERNATIVES

1. Proceed no further

That the Mayne Island Local Trust Committee proceed no further with the proposed Bylaw 194 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2024” and Bylaw 195 cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2024”.

Submitted By:	Narissa Chadwick, Island Planner	February 11, 2026
Concurrence:	Kim Stockdill, Acting Regional Planning Manager	February 12, 2026

ATTACHMENTS

1. Bylaw 194
2. Bylaw 195

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 194

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, 2024”.

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	28 TH	DAY OF	APRIL	2025.
READ A SECOND TIME THIS	28 TH	DAY OF	JULY	2025.
PUBLIC HEARING HELD THIS	29 TH	DAY OF	SEPTEMBER	2025.
READ A THIRD TIME THIS	29 TH	DAY OF	SEPTEMBER	2025.
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	19 TH	DAY OF	NOVEMBER	2025.
APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS THIS	25 TH	DAY OF	JANUARY	2026.
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

**MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 194**

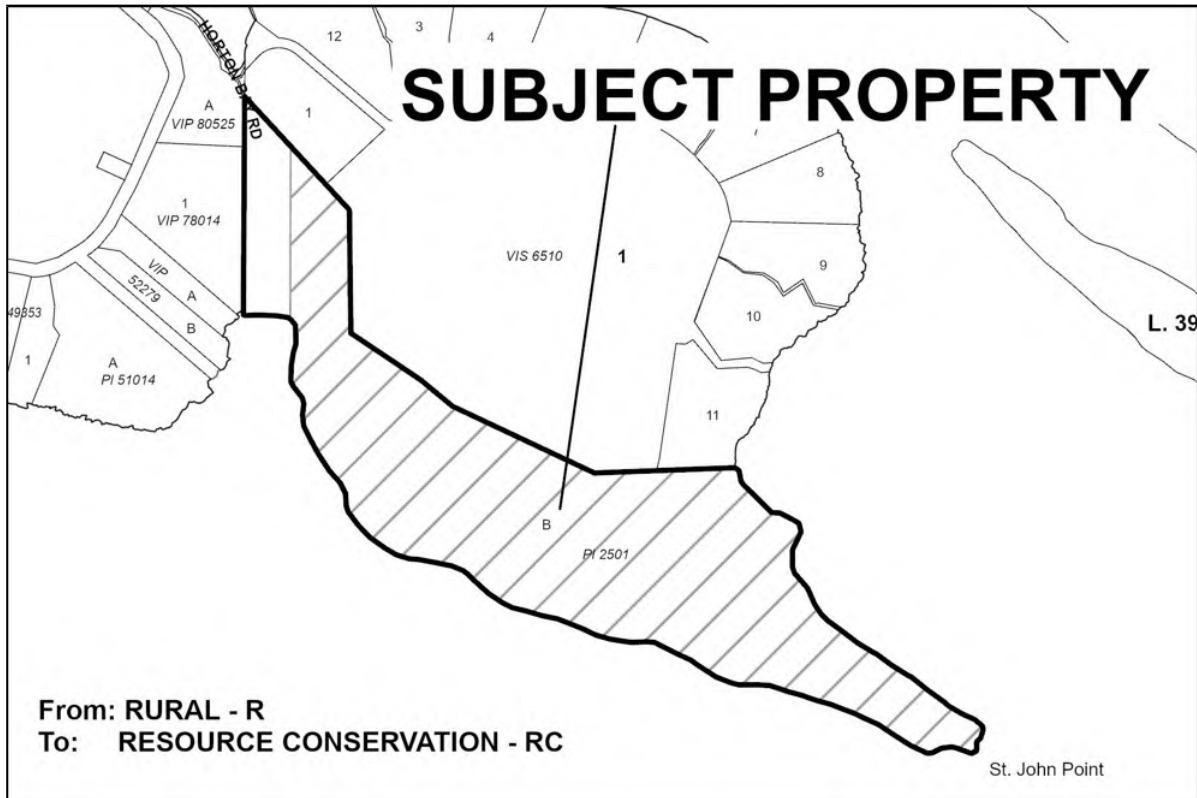
SCHEDULE 1

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

1. By amending Schedule B by changing a portion of the land use designation on the Lot B, Section 1, Mayne Island, Cowichan District, Plan 2501 from Rural (R) to Resource Conservation (RC) land designation as shown on Plan No 1, which is attached to and forms part of this bylaw.

MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 194

Plan No.1



PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 195

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, 2024”.

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 5.7 Agricultural (A) Zone is amended by inserting the title “Site Specific Regulations” followed by “(12) 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:”

2.2 The following table is added to “5.7 (12)”:

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site Specific Regulation
A (a)	Lot B, Section 1, Mayne Island, Cowichan District, Plan 2501 St. John Point Park	In addition to the uses permitted in 5.7 (1) the following uses are permitted: - resource conservation use - 1 entrance sign - parking area for 20 vehicles - 1 pump out toilet building - 1 bicycle rack - 1 visitor information kiosk

Information note: The uses permitted in A(a) are permitted over 0.07 ha of the property in accordance with the conditional Agricultural Land Commission approval (ALC Resolution 457/2024).

2.3 Schedule “B” – Zoning Map, is amended by changing a portion of the zoning classification of Lot B, Section 1, Mayne Island, Cowichan District, Plan 2501 from Rural (R) to Resource Conservation (RC) and from Agricultural (A) to Agricultural (A (a)) as shown on the Plan No.1, which is attached to and forms part of this bylaw, and by making such alterations to Schedule “B” to 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.

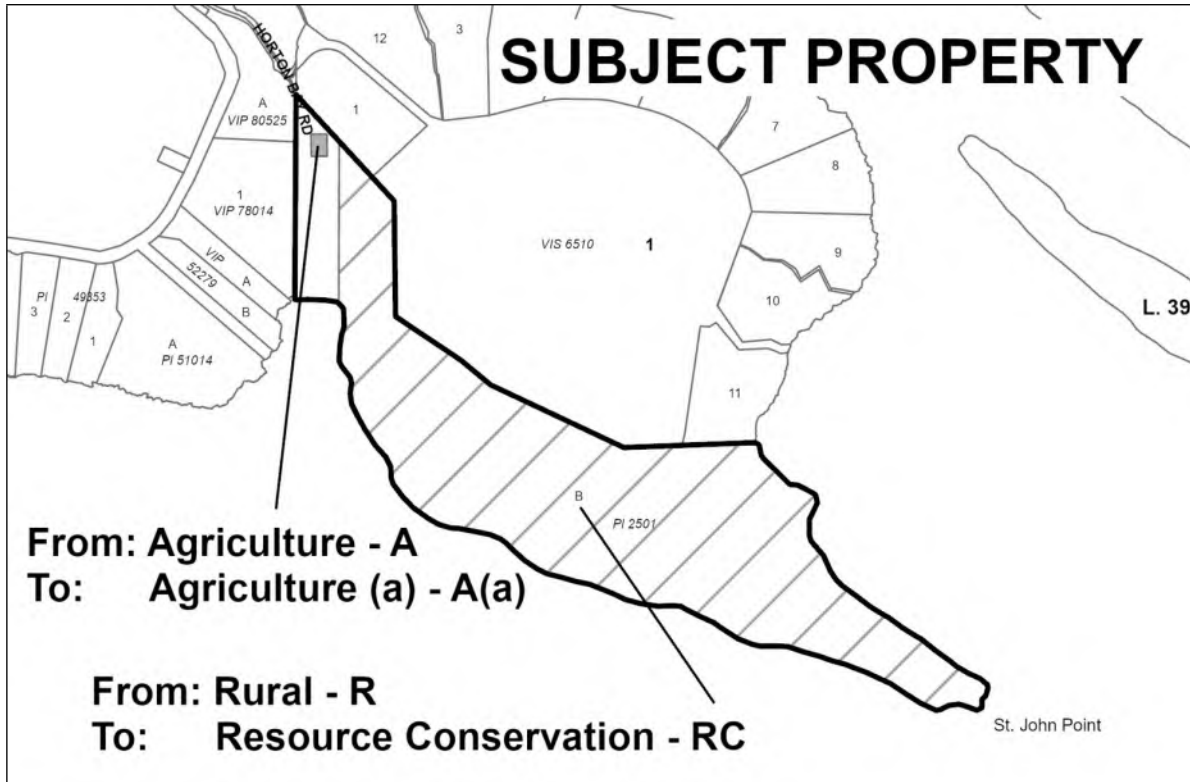
READ A FIRST TIME THIS	28 TH	DAY OF	APRIL	2025.
READ A SECOND TIME THIS	28 TH	DAY OF	JULY	2025.
PUBLIC HEARING HELD THIS	29 TH	DAY OF	SEPTEMBER	2025.
READ A THIRD TIME THIS	29 TH	DAY OF	SEPTEMBER	2025.
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	19 TH	DAY OF	NOVEMBER	2025.
ADOPTED THIS	_____	DAY OF	_____	20____

CHAIR

SECRETARY

MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 195

Plan No. 1



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 and Cistern Implementation*

Responsible

Date Received

To review after housing project implementaton

26-Jan-2026

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 clarification)*

Responsible

Date Received

28-Jul-2025



Mayne Local Trust Committee

Open Applications

Report

Print Date: February 12, 2026

Development Variance Permit

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	

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		Local Trust Committee	Email Applicant of LTC Meeting	

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
PLTUP20260035	Amy Zimmerman	1/28/2026	281 VILLAGE BAY RD, MAYNE ISL	The 44 Collective Ltd. is applying for a Temporary Use Permit to host the Longest Day Festival and a range of small-scale community workshops, group activities, and music events on the property. Event capacity will not exceed 500 participants, with the majority of events accommodating 70 people or fewer. The Longest Day Festival planned for June 2026 will host a maximum of 250 ticket holders and approximately 50 staff. Additional programming (2026-2029) includes gardening and land-based workshops, school visits, indoor studio concerts of approximately 70 attendees, and occasional outdoor community concerts of 250 people or fewer, with potential for overnight camping. The site provides ample parking capacity for approximately 500 vehicles. Sanitation will be provided at a minimum ratio of one toilet per 25 people, in accordance with applicable bylaws. Certified potable drinking water will be available at all events at a minimum provision of 5 litres per person per day, meeting Vancouver Island Health Authority requirements. All activities will be managed to ensure public safety, environmental stewardship, and compliance with local regulations.
Planner	Status	Most Recent Completed Activity		
Bruce Belcher	Local Trust Committee	Email Applicant of LTC Meeting		

Mayne

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 December 2025

645 Mayne	Invoices posted to Month ending December 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	1,635.23	-565.23
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>3,485.27</u>	<u>1,284.73</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
2026-017 (Standing) MayneLiner Advertising that 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.	Carried	26-Jan-2026
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) 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	Carried	24-Sep-2018
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

Standing Resolutions Log

Mayne Island

Resolution Number	Action	Date
2011-044 (Standing)	Carried	02-May-2011
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.		

BRIEFING

To: Local Trust Committees **For the Meeting of:** January 2026
From: Executive Committee **Date Prepared:** January 16, 2026
SUBJECT: Short Term Rental Accommodation – Principal Residence Opt-In

PURPOSE:

To forward a briefing received by the Executive Committee, regarding opting in to the provincially regulated principal residence requirement for short term rental accommodations (STRA), to local trust committees. The briefing is a reminder that the deadline to opt-in to the provincial's principal residence requirement for STRAs is March 31, 2026.

BACKGROUND:

On September 3, 2025, the Executive Committee (EC) requested staff to forward the attached briefing which provided an update to EC that the Ministry of Housing and Municipal Affairs had informed the Salt Spring Island Local Trust Committee that their request to opt-in to the principal residence requirement had been approved by BC Order in Council 277/2025, and would come into effect November 1, 2025.

The attached briefing reminds local trust committees that should they choose to opt in to the provincially regulated principal residence requirements for short term rental accommodations, they must pass a resolution to do so by March 31st in order for the request to come into force by November of the same year. The attached briefing includes some brief background information and draft resolutions to assist local trust committees. The attached briefing includes the ministry's letter to the Salt Spring Island Local Trust Committee and a copy of the approved Order-in-Council.

ATTACHMENT(S):

1. Short Term Rental Accommodation – Principal Residence Opt-In Update - Briefing

FOLLOW-UP: Staff will forward local trust committee resolutions to the Ministry of Housing and Municipal Affairs, Housing Policy Branch.

Prepared By: Stefan Cermak , Director, Planning Services

To: Executive Committee **For the Meeting of:** August 6, 2025
From: Planning Services **Date Prepared:** July 29, 2025
SUBJECT: Short Term Rental Accommodation – Principal Residence Opt-In Update

PURPOSE: To provide the Executive Committee with an update that the Ministry of Housing and Municipal Affairs, Housing Policy Branch, has informed staff that the Salt Spring Island Local Trust Committee request to opt-in to the principal residence requirement has been approved by BC Order in Council 277/2025, and will come into effect November 1, 2025.

BACKGROUND:

The *Short Term Rental Accommodation Act* (STRA Act) Received Royal Assent on October 26, 2023. The *Short Term Rental (STR) Accommodation Regulations* (Order in Council) were adopted December 7, 2023. The STRA Act and regulations create a framework including key considerations relating to principal residence requirements, time period regulations, legal non-conforming use, business licensing updates and enforcement. The province has provided information in an easy to read [STR Policy Guidance Document](#).

Properties in the Islands Trust Area are exempt from the requirement to have STRs operated by a principal residence of the subject property. However, a local trust committee or Bowen Island Municipality may pass a resolution requesting to be removed from the list of exempt land in order to “opt-into” the principal residence requirement. Opting in means the provincial restriction on short-term rental accommodations will over-ride any schemes that the local trust committee or island municipality has enacted (where there is a conflict between them).

Both the Bowen Island Municipality and Gabriola Island Local Trust Committee “opted-in” and are currently reflected in the current STR regulations. The Salt Spring Island Local Trust Committee requested “opting-in” earlier this year. The attached communications confirm that the request to opt-in to the principal residence requirement has been approved and will come into force effective November 1, 2025.

Remaining Local Trust Committees (LTC) may also “opt-in” via resolution submitted to the Minister of Housing and Municipal Affairs by March 31 each year. A sample LTC resolution to opt-in may read:

That the [XX Local Trust Committee] request that the Minister of Housing and Municipal Affairs, on behalf of the Lieutenant Governor in Council, apply the principal residence requirement to the [XX Local Trust Area] and that the [XX Local Trust Area] be removed from the exempt land as per S. 15 of the Short-Term Rental Accommodation Act.

Requests should include appropriate background information that describes the area and jurisdiction. The request must be submitted to the Minister of Housing by March 31, and the prescribed period of time starts on November 1, of the same year. If the Province grants a change

to exempt land status, that change remains in effect indefinitely unless a subsequent request to reverse the exemption is made by March 31 of a future year.

ATTACHMENT(S):

1. Ministry of Housing and Municipal Affairs, Letter dated July 25, 2025

FOLLOW-UP: Staff will place the correspondence from the Ministry on their next regular business meeting agenda. Staff will update the legislative monitoring spreadsheet.

Prepared By: **Stefan Cermak, Director, Planning Services**

Reviewed By/Date: **CAO / July 30, 2025**



July 25, 2025

Reference: 187606

Chris Hutton
Regional Planning Manager, Salt Spring Island
Islands Trust
Email: chutton@islandstrust.bc.ca

Dear Chris Hutton:

This is to confirm your community's request to opt-in to the principal residence requirement has been approved by BC [Order in Council 277/2025](#), and will come into effect November 1, 2025.

Please find a copy of the approved Order-in-Council attached.

Your truly,

A handwritten signature in blue ink, appearing to read "H. Rabinovitch".

Hannah Rabinovitch
Director, Housing Policy Branch
Ministry of Housing and Municipal Affairs

Attachment:

- Order-in-Council 277-2025

CC: Trevor Lammie, Registrar, Short-Term Rentals Branch (Trevor.Lammie@gov.bc.ca)
Islands Trust, Salt Spring Island (ssinfo@islandstrust.bc.ca)
Stephen Henderson, General Manager, CRD (shenderson@crd.bc.ca)

PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 277, Approved and Ordered June 9, 2025



Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that the Short-Term Rental Accommodations Regulation, B.C. Reg. 268/2023, is amended as set out in the Schedule.



Minister of Housing and Municipal Affairs



Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: Short-Term Rental Accommodations Act, s. 38

Other: O.C. 679/2023

R10897624

SCHEDULE

- 1** *Section 13.1 (4) is amended by striking out “on the application programming interface specified by the registrar” and substituting “through the application programming interface specified by the registrar or in another electronic format in the form required by the minister”.*
- 2** *Section 13.1 (5) (c) of the Short-Term Rental Accommodations Regulation, B.C. Reg. 268/2023, is repealed and the following substituted:*
 - (c) on a monthly basis.
- 3** *Section 13.2 is amended*
 - (a) by repealing subsection (2) (b) and substituting the following:*
 - (b) subject to subsection (2.1), the validity of the relevant registration number is confirmed in accordance with section 13.1 of this regulation. , **and**
 - (b) by adding the following subsections:*
 - (2.1) A platform service provider is not prohibited from providing platform services in respect of a platform offer if,
 - (a) for the reasons described in subsection (2.2), the platform service provider is unable to confirm the validity of a registration number in respect of the platform offer in the time frame described in section 13.1 (4) or (5), as applicable, and
 - (b) the platform service provider meets the requirements of subsection (2.3).
 - (2.2) For the purposes of subsection (2.1) (a), the platform service provider must be unable to confirm the validity of a registration number because
 - (a) there is a temporary disruption of a platform, an application programming interface, an electronic portal or any other electronic system or means required for the platform service provider to
 - (i) access the information required to confirm the validity of the registration number, or
 - (ii) confirm the validity of the registration number, and
 - (b) there are no commercially reasonable steps the platform service provider can take, despite the disruption described in paragraph (a), to confirm the validity of the registration number in the time frame described in section 13.1 (4) or (5), as applicable.
 - (2.3) For the purposes of subsection (2.1) (b), if a disruption described in subsection (2.2) (a) occurs, the platform service provider must
 - (a) within one business day of first becoming aware of the disruption and in the manner determined by the registrar,
 - (i) notify the registrar of the failure, and
 - (ii) provide details on the nature of the disruption to the registrar;
 - (b) if possible, attempt to confirm the validity of the registration number at the following intervals:

- (i) if the platform service provider is a major platform service provider, within one hour of first becoming aware of the disruption and within 24 hours of each subsequent failed attempt;
- (ii) if the platform service provider is a medium platform service provider or a minor platform service provider, within 24 hours of first becoming aware of the disruption and within 24 hours of each subsequent failed attempt;
- (c) take all commercially reasonable steps to resolve the disruption in cooperation with the registrar;
- (d) as soon as reasonably possible after the disruption ends, confirm the validity of the registration number.

4 The following division is added to Part 4:

Division 4 – Information Sharing

Prescribed person or entity

- 27.1** (1) The minister responsible for the administration of the *Financial Administration Act* is prescribed for the purpose of section 34 (5) of the Act.
- (2) The purposes described in section 33 (2) (b) (i) to (iii) of the Act are prescribed for the purpose of section 34 (5) (b) of the Act.

5 Schedule 1 is amended

- (a) in paragraph (a) by striking out “Town of Creston”,
- (b) in paragraph (b) by adding “District of Tofino”,
- (c) in paragraph (c) in Table 1 by repealing items 4, 6, 9, 10 and 14 and substituting the following items:

Item	Column 1 Geographic Area	Column 2 Description of Map	Column 3 Map Date
1.1	Baldy Mountain Resort	Baldy Mountain Resort	December 2, 2024
4	Crystal Mountain Ski Resort	Crystal Mountain Ski Resort	December 2, 2024
6	Hudson Bay Mountain Resort	Hudson Bay Mountain Resort	December 2, 2024
10	Panorama Mountain Resort	Panorama Mountain Resort	December 2, 2024
14	Saddle Mountain Resort	Saddle Mountain Resort	December 2, 2024

(d) in paragraph (d) in Table 2 by repealing items 2, 3, 4, 5, 6 and 15 and substituting the following items:

Item	Column 1 Geographic Area	Column 2 Description of Map	Column 3 Map Date
2	Fairmont Hot Springs Ski Area	Fairmont Hot Springs Ski Area	December 2, 2024
3	Harper Mountain Ski Hill	Harper Mountain Ski Hill	December 2, 2024
4	Hudson's Hope Ski Hill	Hudson's Hope Ski Hill	December 2, 2024
5	Mount Cain Ski Hill	Mount Cain Ski Hill	December 2, 2024
6	Mount Timothy Ski Resort	Mount Timothy Ski Resort	December 2, 2024
15	Wapiti Ski Hill	Wapiti Ski Hill	December 2, 2024

,

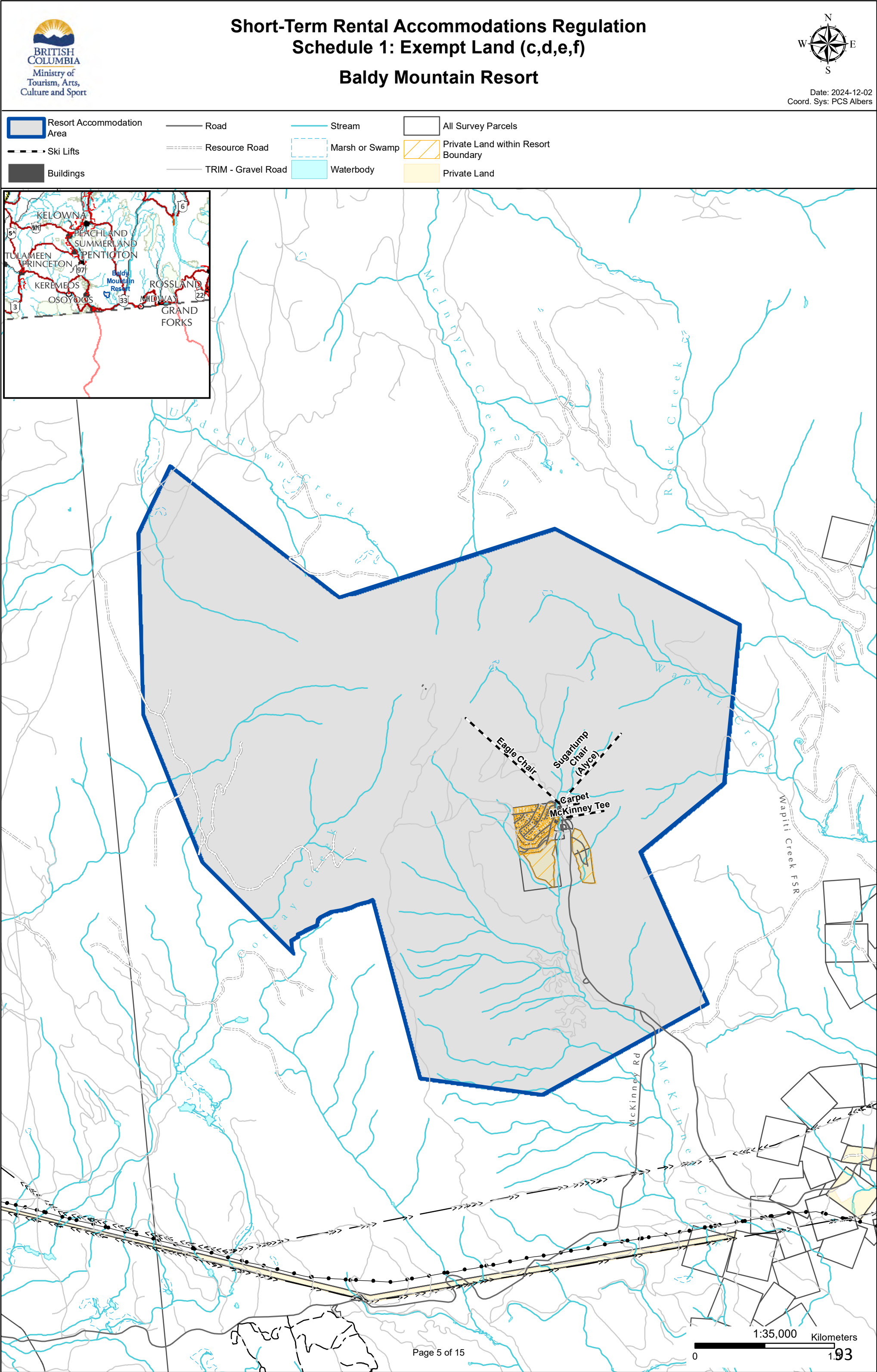
(e) in paragraph (g) by adding the following subparagraph:

(iii) Saltspring Island; ,

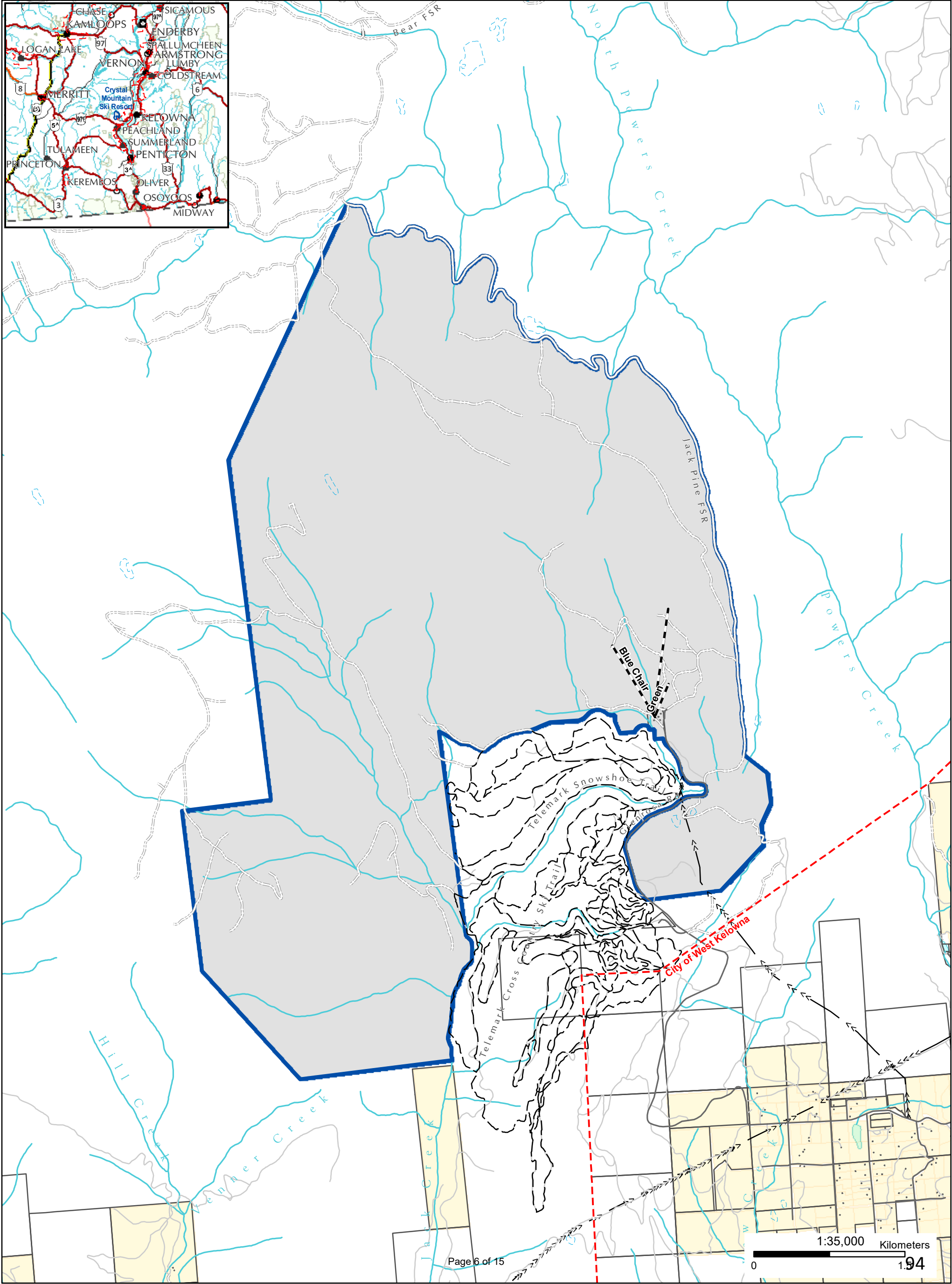
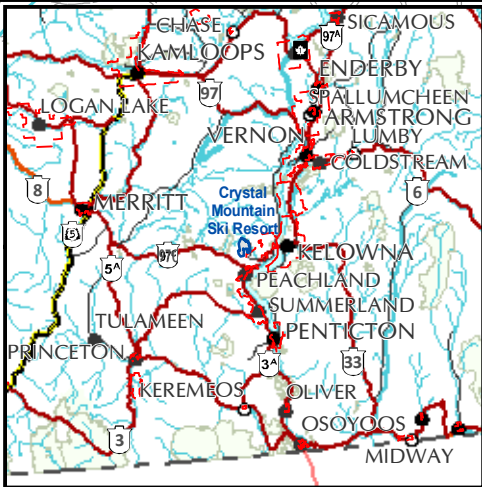
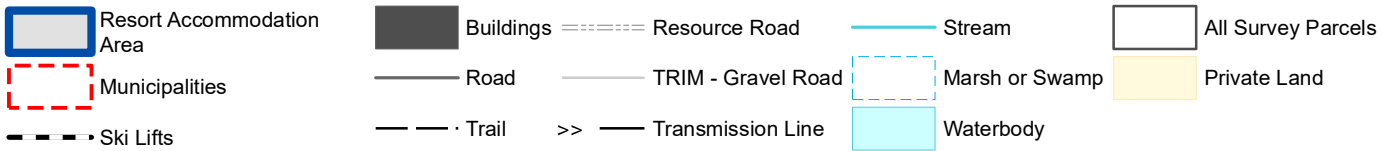
(f) in paragraph (i) (i) by striking out “Electoral Area E,” and “, Electoral Area G”, and

(g) in paragraph (i) by adding the following subparagraph:

(v) Electoral Area B of the Columbia-Shuswap Regional District.



Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Crystal Mountain Ski Resort

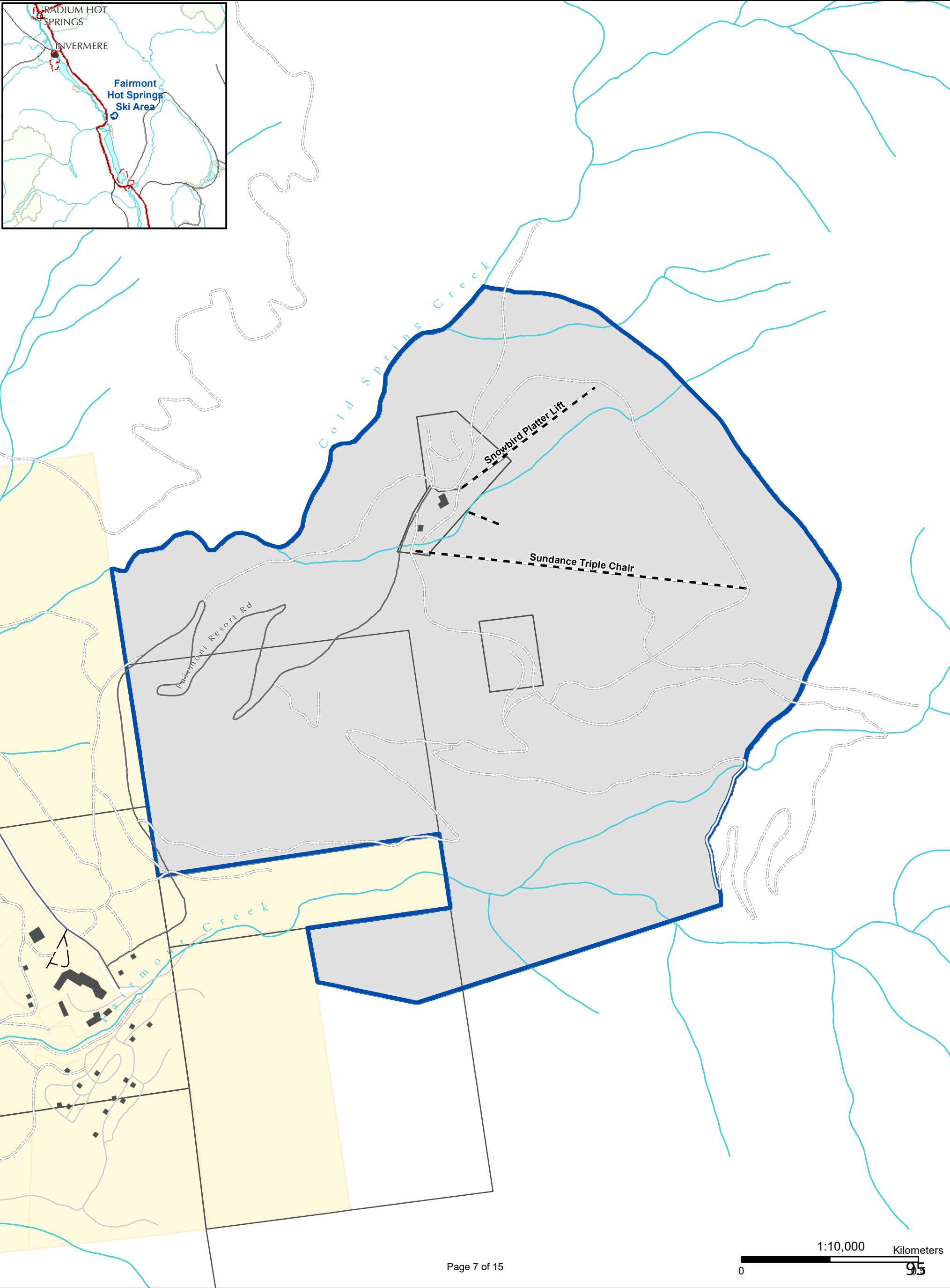
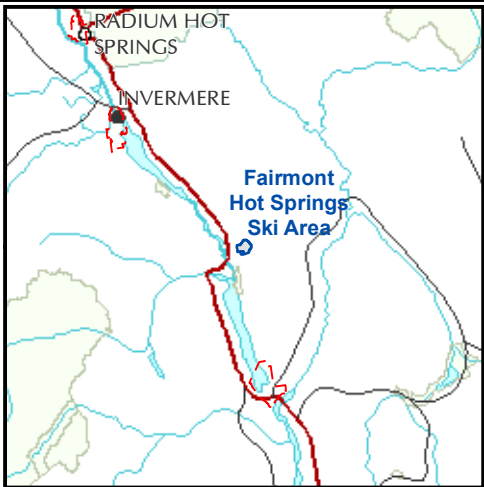


Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Fairmont Hot Springs Ski Area



Date: 2024-12-02
Coord. Sys: PCS Albers

- | | | |
|---------------------------|--------------------|--------------------|
| Resort Accommodation Area | Road | Stream |
| Ski Lifts | Resource Road | All Survey Parcels |
| Buildings | TRIM - Gravel Road | Private Land |

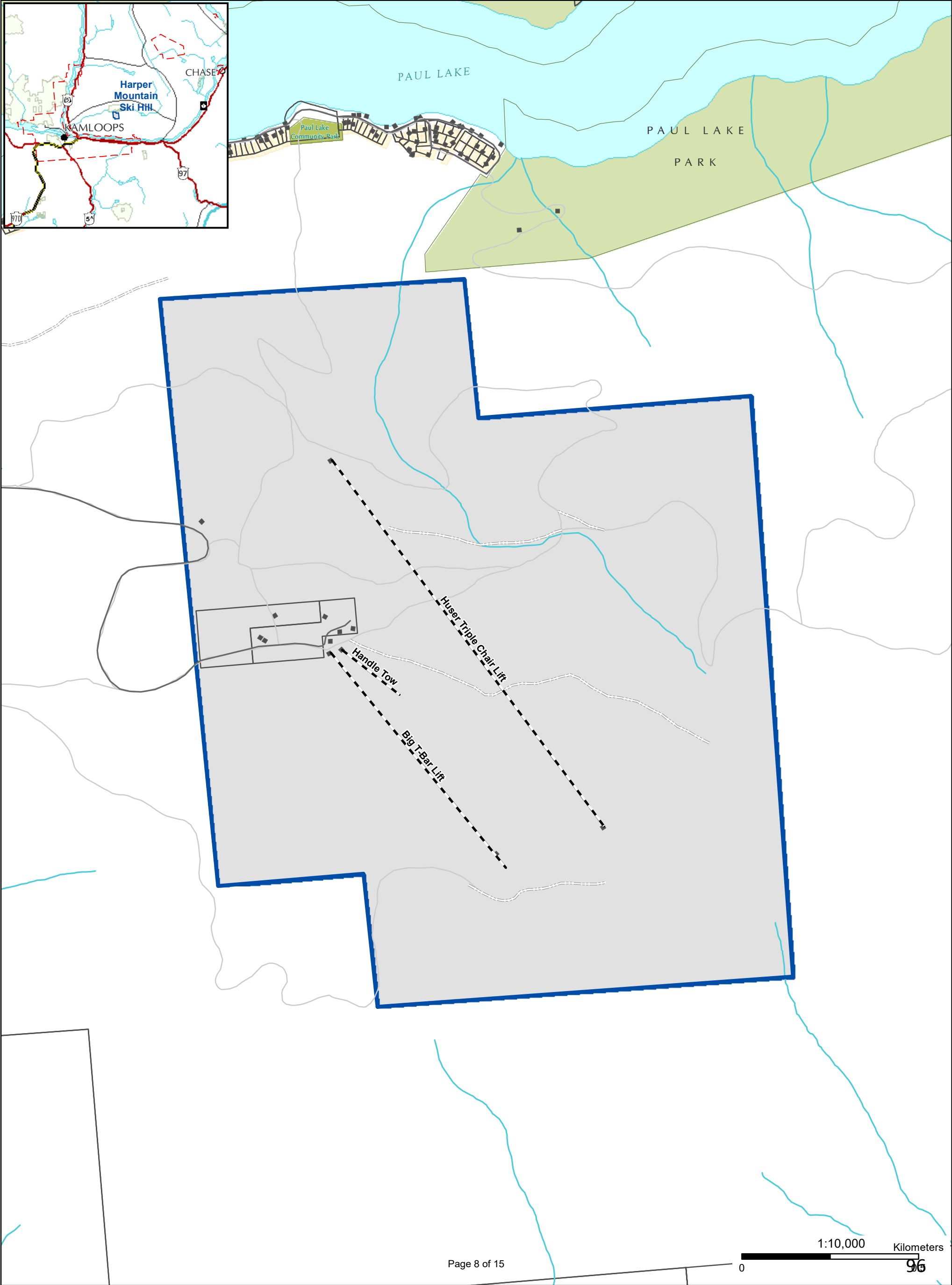
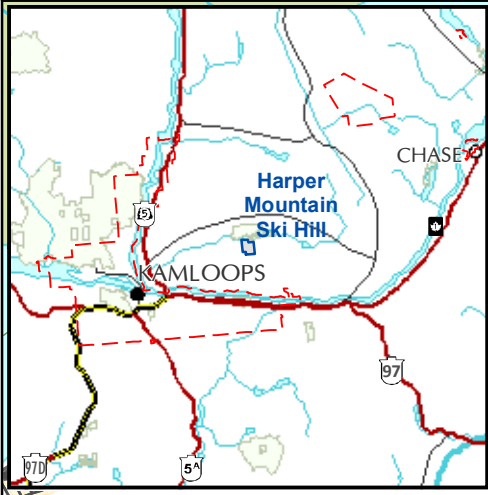


Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Harper Mountain Ski Hill



Date: 2024-12-02
Coord. Sys: PCS Albers

- | | | |
|---------------------------|--------------------|--------------------|
| Resort Accommodation Area | Road | Stream |
| Ski Lifts | Resource Road | All Survey Parcels |
| Buildings | TRIM - Gravel Road | Private Land |

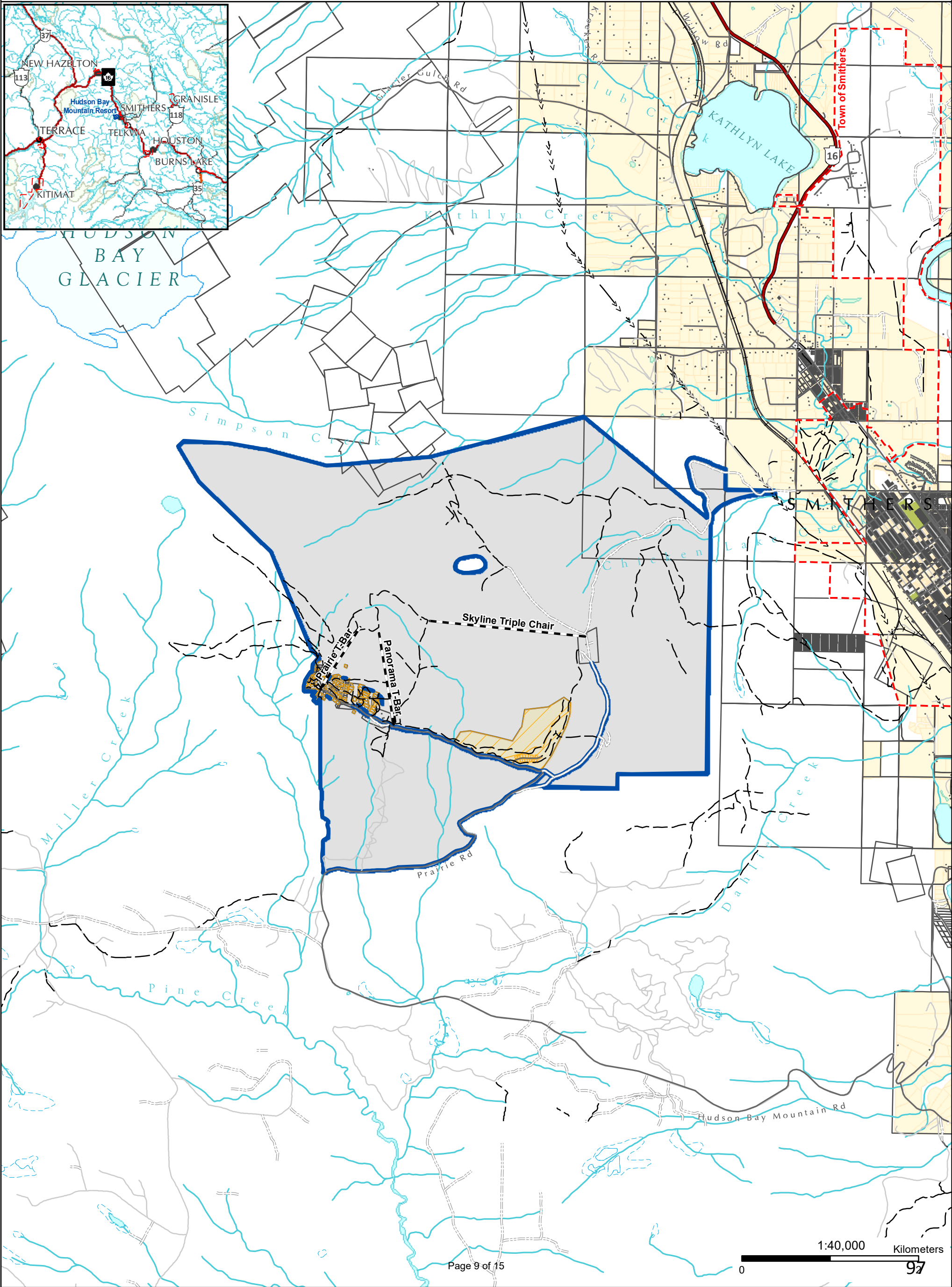


1:10,000 Kilometers

0 96

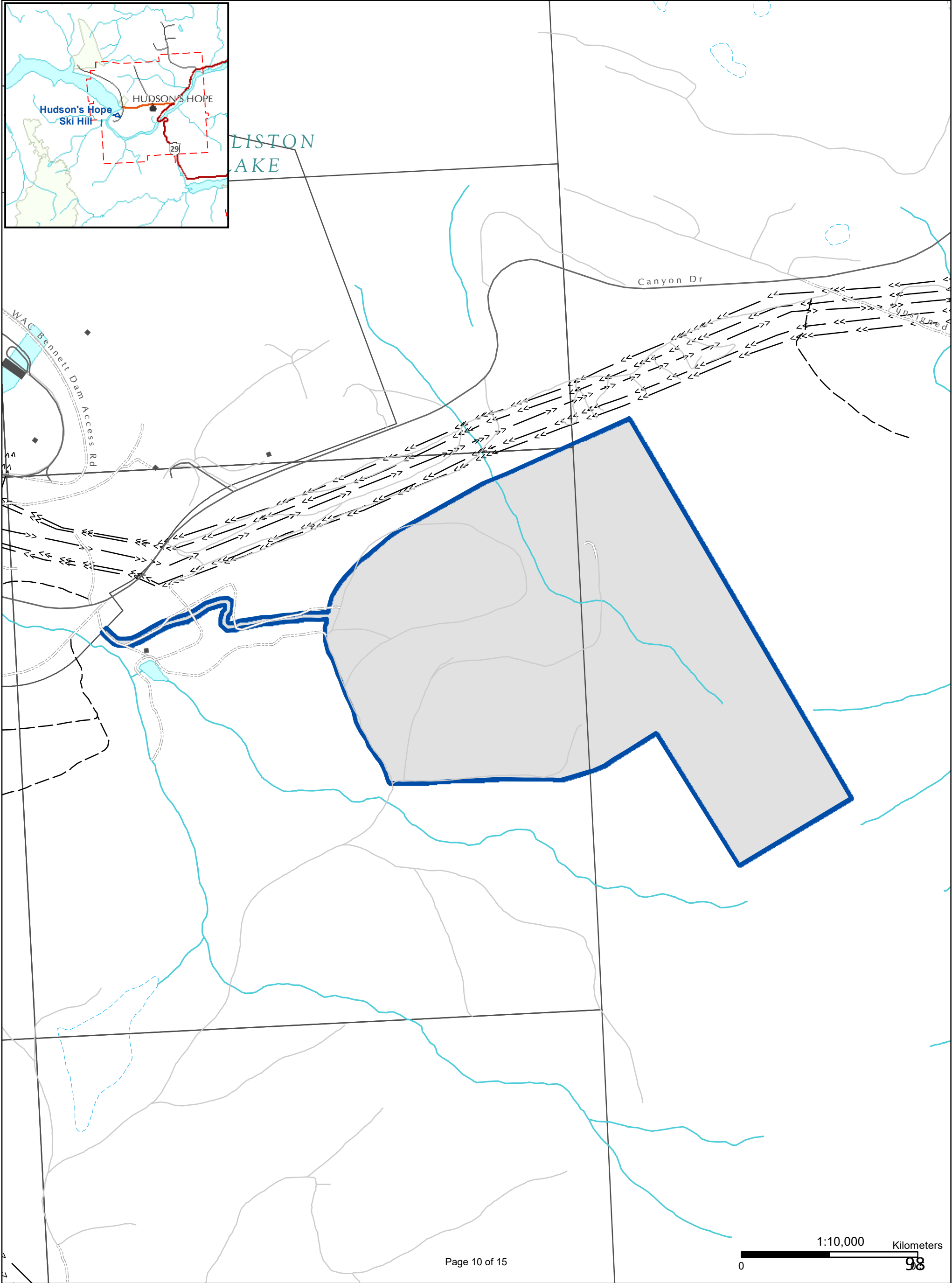
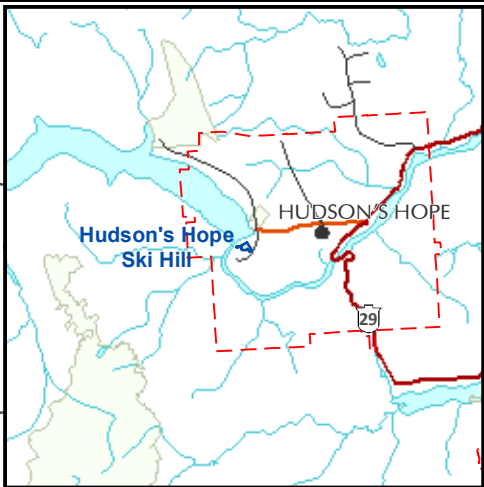
Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Hudson Bay Mountain Resort

- | | | | | |
|--|---|--|--|---|
|  Resort Accommodation Area |  Buildings |  Resource Road |  Stream |  Private Land within Resort Boundary |
|  Municipalities |  Road |  TRIM - Gravel Road |  Waterbody |  Private Land |
|  Ski Lifts |  Trail |  Transmission Line |  All Survey Parcels | |



Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Hudson's Hope Ski Hill

-  Resort Accommodation Area
-  Municipalities
-  Resource Road
-  TRIM - Gravel Road
-  Stream
-  All Survey Parcels

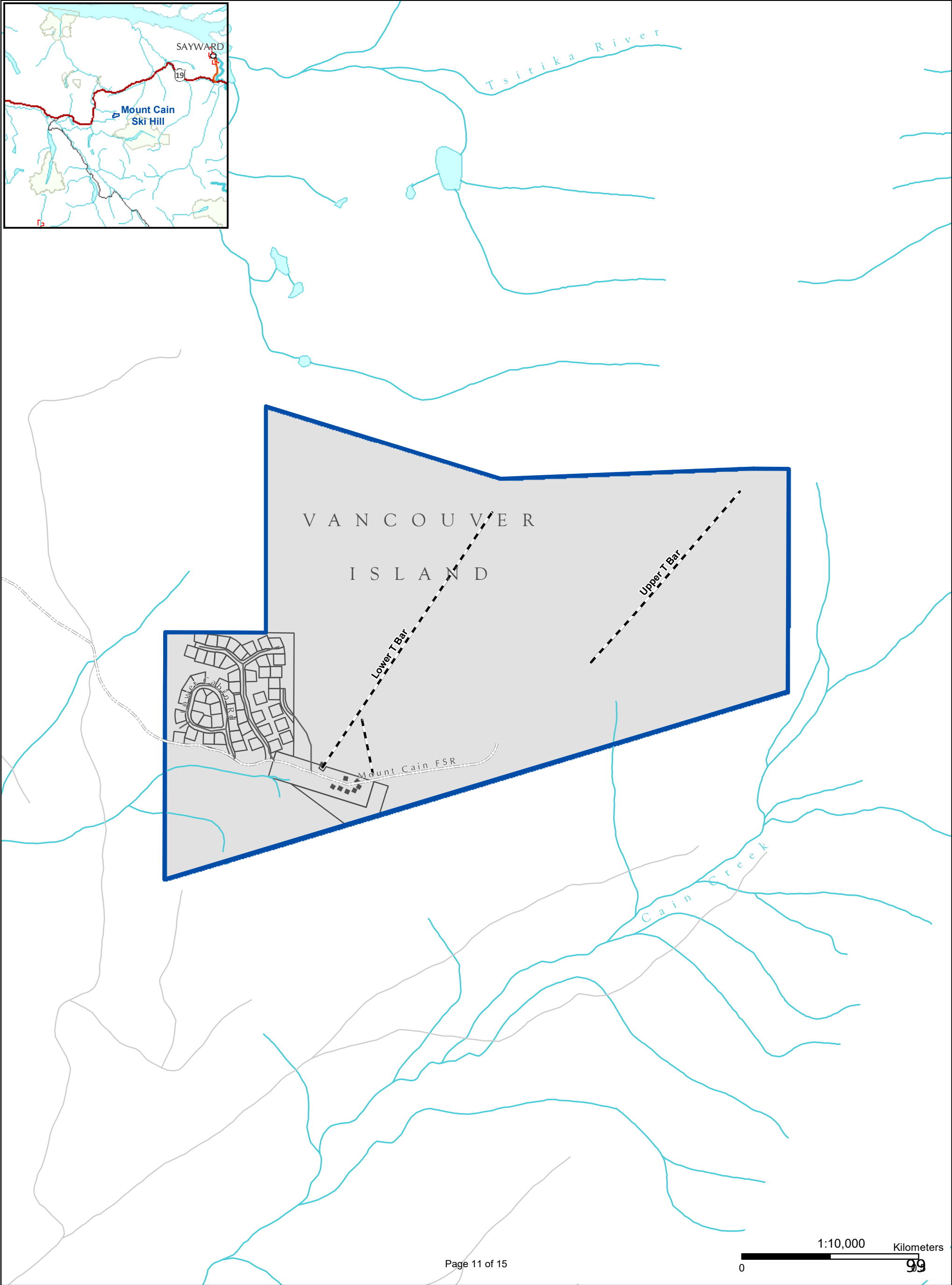
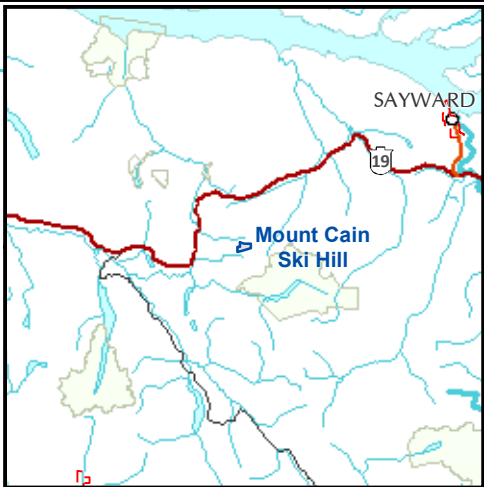


Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Mount Cain Ski Hill

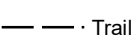
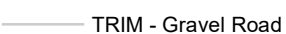


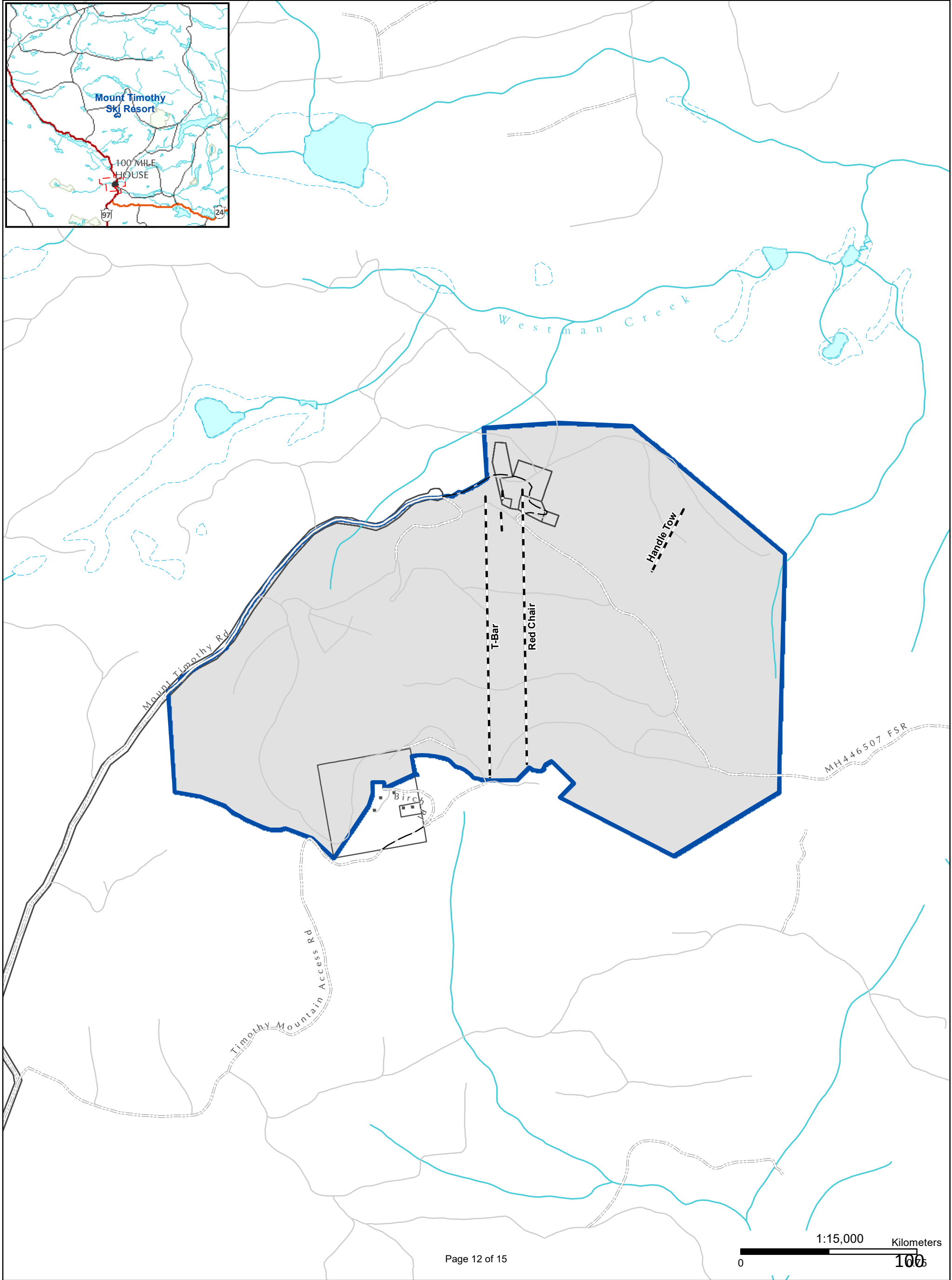
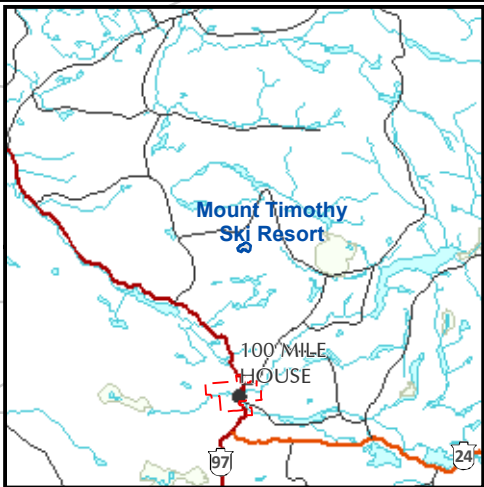
Date: 2024-12-02
Coord. Sys: PCS Albers

- | | | | | | |
|--|---------------------------|--|--------------------|--|--------------------|
| | Resort Accommodation Area | | Road | | Stream |
| | Ski Lifts | | Resource Road | | Waterbody |
| | Buildings | | TRIM - Gravel Road | | All Survey Parcels |



Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Mount Timothy Ski Resort

-  Resort Accommodation Area
-  Ski Lifts
-  Buildings
-  Trail
-  Resource Road
-  TRIM - Gravel Road
-  Stream
-  All Survey Parcels

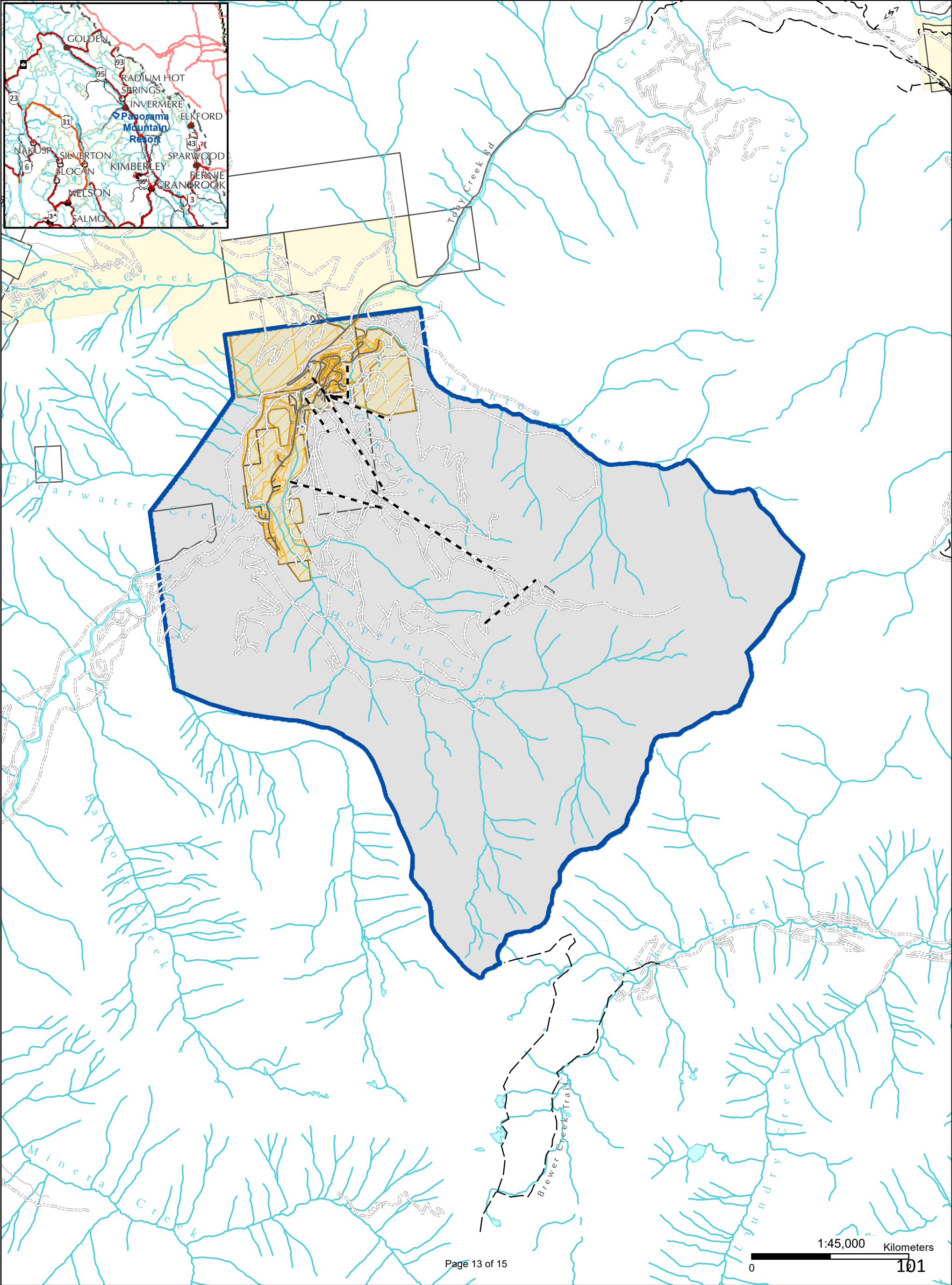
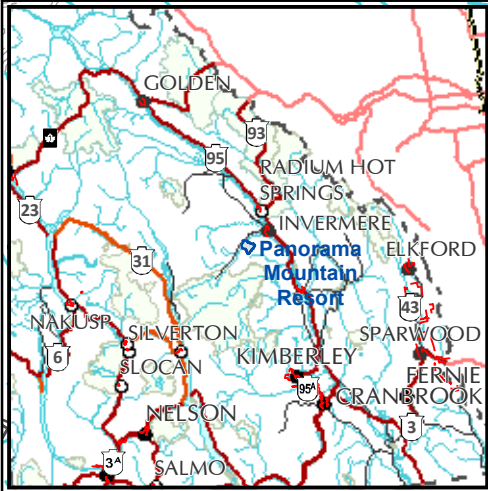
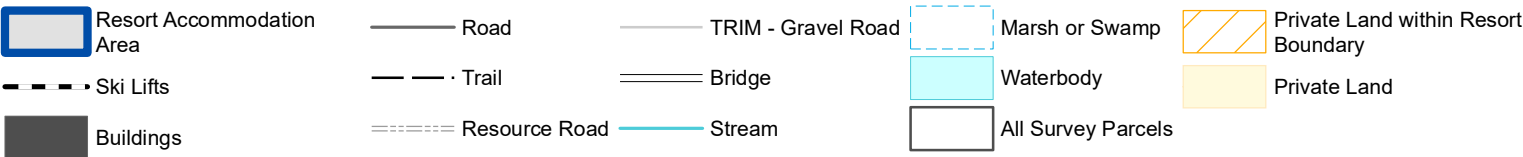


Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)

Panorama Mountain Resort



Date: 2024-12-02
Coord. Sys: PCS Albers



Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)
Saddle Mountain Resort

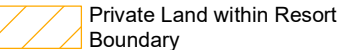
- 

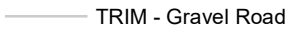
Resort Accommodation Area
- 

Stream
- 

All Survey Parcels
- 

Resource Road
- 

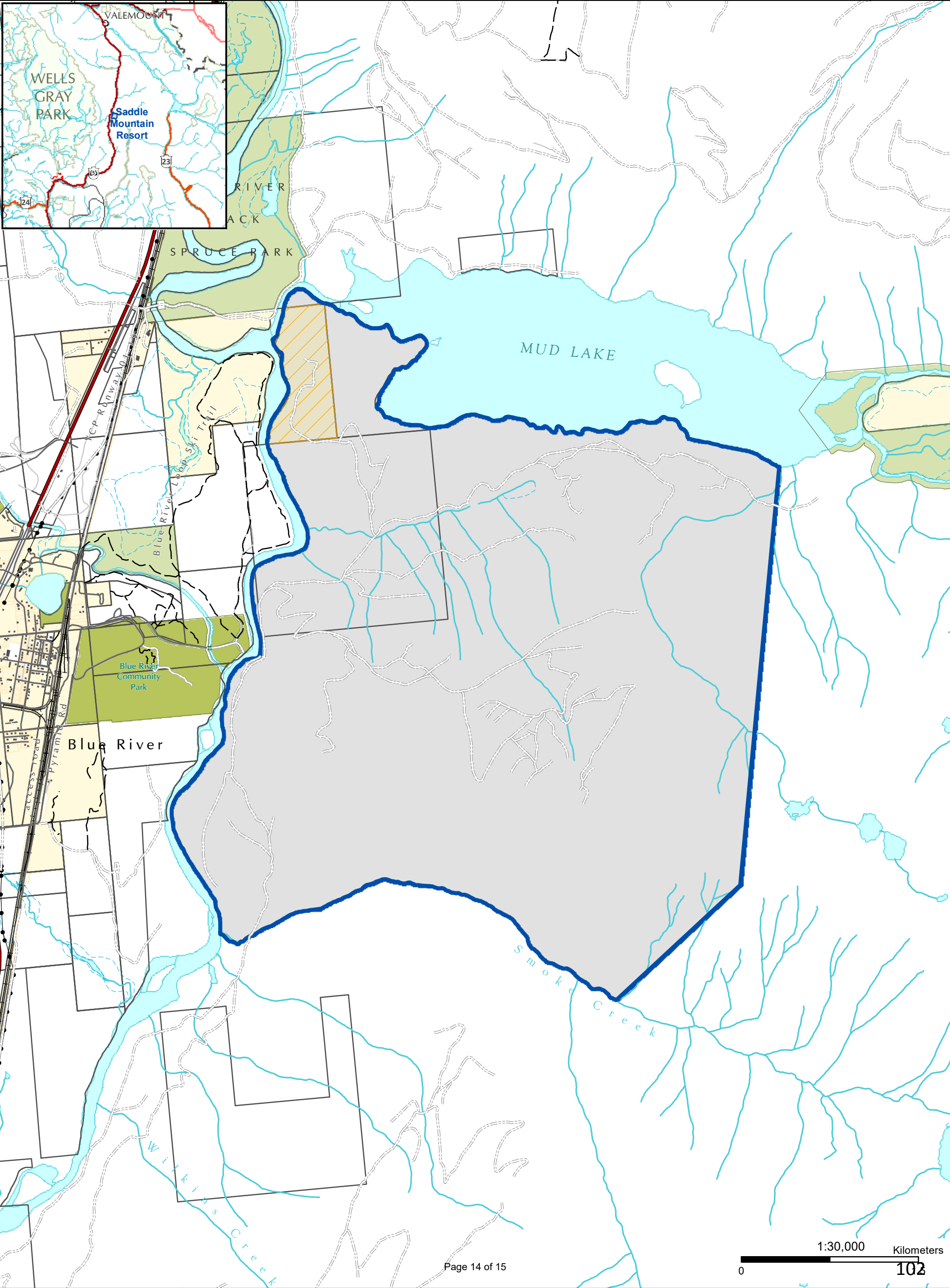
Marsh or Swamp
- 

Private Land within Resort Boundary
- 

TRIM - Gravel Road
- 

Waterbody
- 

Private Land



Short-Term Rental Accommodations Regulation
Schedule 1: Exempt Land (c,d,e,f)

Wapiti Ski Hill



Date: 2024-12-02
Coord. Sys: PCS Albers

- Resort Accommodation Area

Municipalities

Ski Lifts

Buildings

Road

Trail

Resource Road

TRIM - Gravel Road

Stream

All Survey Parcels

Private Land
-
-
- 1:10,000 Kilometers
- 0 103
- Page 15 of 15
- Document Path: W:\tsa\kam\Projects\Short-Term Rental Reg\STR_SkiResortMaps_Tabloid_Portrait.mxd