



ADOPTED

Mayne Island Local Trust Committee Minutes of Regular Meeting

Date: January 30, 2023
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island BC

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

Staff Present: Robert Kojima, Regional Planning Manager
Narissa Chadwick, Island Planner
Charly Caproff, Planner 1
Pat Todd, Recorder

There were approximately fifteen (15) members of the public in attendance.

1. CALL TO ORDER

Chair Elliott called the meeting to order at 1:30 p.m. She acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

Add: New Business 13.4 – Siting and Use Permits

By general consent, the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS

Doug Hill: Spoke to the TUP application regarding the veterinary clinic and the value of this service to the community.

Deb Foote: Addressed Climate Change Project which is important to address and take seriously; a number of projects regarding Climate Change could be undertaken to help the community.

Rick Pawluk: Questioned a building permit being in place for variance application location. Despite a Stop Work Order construction is still underway. Staff explained that variance approval is required prior to the building permit being given. Building is cited as a studio and there are compliance issues. Work is ongoing with applicant to address.

4. COMMUNITY INFORMATION MEETING - None

5. PUBLIC HEARING - None

6. MINUTES

6.1 Local Trust Committee Special Meeting Minutes Dated November 14, 2022

By general consent, the Local Trust Committee meeting minutes of November 14, 2022 were adopted.

6.2 Local Trust Committee Public Hearing Record Dated November 14, 2022

Received for information.

6.3 Section 26 Resolutions-without-meeting Report - None

6.4 Advisory Planning Commission Minutes – None

7. BUSINESS ARISING FROM THE MINUTES

7.1 Follow-up Action List Dated January 2023

Planner Chadwick reported work is still underway on Items 1 and 2. Expectation is for a site visit on Wood Dale in the Spring.

8. DELEGATIONS - none

9. CORRESPONDENCE

Letter from Rick Pawluk received.

10. APPLICATIONS AND REFERRALS

10.1 MA-TUP-2022.2 (Lazin)

Planner Chadwick reviewed the application for a mobile veterinarian clinic to be located on site. This would be a good area for the service and would be a valuable asset for the community.

MA-2023-001

It was Moved and Seconded,

that the Mayne Island Local Trust Committee approve the issuance of a Temporary Use Permit application MA-TUP-2022.1 (Lazin) for a period of three (3) years.

CARRIED

10.2 MA-DVP-2022.2 (Girouard)

Planner 1 Caproff reviewed the application. Currently there is a Stop Work Order on the building. Bylaw staff are working with the applicant to address infractions after receiving a complaint. There will be a further Development Variance Permit coming forward. Variance is minor and recommendation is to approve.

MA-2023-002

It was Moved and Seconded,

that the Mayne Island Local Trust Committee approve issuance of Development Variance Permit application MA-DVP-2022.2 (Girouard).

CARRIED

Discussion:

- This is a minor variance and the neighbour is unaffected and the neighbours are unable to see the structure where it is being built;
- Applicant approved to “button-up” structure to minimize weather damage;
- The building is built on existent foundation;
- Archaeological review noted a midden;
- Unaware of midden site at time of purchase;
- Steps underway to minimize foreshore damage and conserve midden site;
- Working with Conservancy on a Green Plan; and
- Trustees interested in viewing upon completion.

10.3 MA-DVP-2023.1 (Mayne Island Agricultural Society)

Staff identified that construction had been started outside of previously approved development variance area and that there will be a further development variance application coming forward.

10.4 MA-RZ-2020.1 (MIHS) – Housing Agreement Approval

Planner Chadwick spoke to the Covenant and Housing Agreement. Documents will be readied for signatures of LTC Chair and Mayne Island Housing Society (MIHS).

MA-2023-003

It was Moved and Seconded,

that the Mayne Island Local Trust Committee Bylaw No. 182 cited as “Mayne Island Housing Agreement Bylaw No. 182, 2022” be adopted.

CARRIED

10.5 Saturna Island Local Trust Committee Referral for Proposed Bylaws 136 and 137

MA-2023-004

It was Moved and Seconded,

that Mayne Island Local Trust Committee interests are unaffected by Saturna Island Local Trust Committee proposed Bylaws 136 and 137.

CARRIED

10.6 North Pender Island Local Trust Committee Referral for Proposed Bylaw No. 232

MA-2023-005

It was Moved and Seconded,

that the Mayne Island Local Trust Committee interests are unaffected by North Pender Island Local Trust Committee proposed Bylaw No. 232.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Flexible Housing Outreach

Planner Chadwick reviewed actions to date.

Discussion

- Next step to bring the community awareness of the status of the project;
- Do this by posting the information to the Islands Trust web page; and also prepare a mailout to owners within identified project area;
- Add road names to the map for clarification;
- Add landmarks to better identify areas.

MA-2023-006

It was Moved and Seconded,

that the Mayne Island Local Trust Committee request staff to post the Flexible Housing information flyer to the Mayne Island webpage and mail it to property owners in the pilot area and make some extra copies to be laminated for posting and handouts.

CARRIED

12. REPORTS

12.1 Work Program Reports (attached)

12.1.1 Local Trust Committee Work Program Review

RPM Kojima spoke to report which gives more detail to projects completed during the past term and projects on-going. Trustees should review the Future Projects List and remove any initiatives it considers out-of-date or any it no longer supports or add any new initiatives they may want to consider. There is a summary of applications from past term. LTC may want to consider a Special Meeting for strategic planning for current term.

12.1.2 Active Projects Report Dated Jan 2023

Discussion

- Housing Options Project should continue;
- Climate Change Adaption: The LTC has engaged in projects that address climate change. These include: secondary suites regulation requiring water catchment cisterns, flexible housing considering water availability and requiring cisterns for water catchment. All projects will have a climate mitigation and adaptation lens.
- Update Land Use Bylaw (LUB);
- Having only one project criteria is frustrating;
- Foreshore and Contractors Yards review is important; part of LUB review in addition to Paved Surfaces and Patios;

- Share with community what has been done that indirectly addresses Climate Change Adaption;
- Transition process: Housing project scoping can be done as a minor project and include community engagement, develop plan and development of business case for Trust Council. In 2024/25 Housing can be undertaken as a major project is needed;
- LUB updates to be identified as a minor Project;
- Take the following off the project list: Cannabis, Waste Management and Fallow Deer;
- Climate Change and Foreshore Education are tied together;
- Groundwater Sustainability project ties in with Climate Change project;
- Question of Climate Change Adaption specifically: this ties in with a number of items;
- Assessment of shore level rise; and
- Three projects to keep on the projects list: Housing, LUB review, Foreshore.

12.1.3 Future Projects List Report Dated Jan 2023 - See above discussion.

The LTC may want to schedule a community education opportunity, in the spring, for 1 hour prior to a regular LTC meeting with the Housing Project as the special focus. Planner Chadwick could present a memo as to number of meetings, structure of project and ensure Flexible Housing is noted on the web page. Water districts to be invited.

12.2 Applications Report Dated Jan. 2023 – received for information

12.3 Trustee and Local Expense Report Dated Nov 2022 – received for information

12.4 Adopted Policies and Standing Resolutions – received for information

12.5 Local Trust Committee Webpage – will be updated

12.6 Chair's Report

Chair Elliot reported that the Regional Planning Committee to meet Feb. 1, 2023. Exciting cross-islands strategies are being considered. Pulling together projects to identify how to adapt for other islands. Financial Planning is challenging. It is critical to work together.

12.7 Trustee Report

Trustee Dodds spoke to the recent official opening of the Child Care/Family Centre which was attended by the Minister of State for Child Care. The Minister was very impressed with centre and the centre is seen as a great benefit for the island. There is to be a zoom meeting regarding fallow deer to identify strategic “asks” for MLA Adam Olsen to take back to government. This item is now with the CRD for a strategic plan. Meeting with North Pender and Galiano regarding the Flexible Housing Project.

The Community Chat was well attended. CRD Director Brent attended and spoke to transportation referendum and trail and building permits.

Trustee Maude recognized the efforts of the Early Childhood Association in acquiring the day care for the island. This is a major achievement and the Minister spoke very highly of it. The Community Chat was successful and the emphasis is on how important it is to communicate and work together within the community to accomplish things.

12.8 Electoral Area Director's Report

CRD Director Brent attended the opening of the Child Care Centre.

12.9 Islands Trust Conservancy Report Date Nov 2022

Chair Elliot reported that Linda Adams had been elected as Chair and the Conservancy is working on a three year Strategic Plan. There was a significant donation by the Swift family of Link Island.

13. NEW BUSINESS

13.1 Letter from WSANEC Leadership Council Staff regarding Draft 2021 Islands Trust Policy Statement Amendments

The letter raised a number of important points for inclusion in Policy Statement:

1. IT Conservancy to title areas/properties with traditional names;
2. Develop relationships/respectful to Nation who has entitlement to site(s);
3. Protocol agreements; and
4. Need to address all first Nations.

Chair Elliot expressed appreciation to the Council Staff.

13.2 Fallow Deer - Trustee Dodds reported MLA Adam Olsen is trying to bring the issue before the government. We need to work together in order to have a stronger voice.

13.3 Advisory Planning Commission (APC) Appointments

RPM Kojima informed the LTC that APC could have one more member to make it easier in getting a quorum for meetings.

MA-2023-007

It was Moved and Seconded,

that Mayne Island Local Trust Committee request staff to advertise for one additional member for the Advisory Planning Commission for a three-year term.

CARRIED

13.4 CRD Siting and Use

Discussion:

- There is a different building process in place for Hornby and Denman that does not require building permits and it is less onerous;
- IT staff could work with CRD to determine viability of changing process for Mayne island;
- IT Act unique for siting and use: strictly for area where building permits are not in use;
- There are a number of areas with building inspection permits;
- Partial replacement;
- If CRD ceased to provide building inspection then it would be up to the LTCs regarding replacement with siting and use permits;
- This is a lengthy process and would have to be initiated by CRD; and
- Need to learn community interest.

MA-2023-008

It was Moved and Seconded,

that the Mayne Island Local Trust Committee request Trustee Maude to write to Saturna Island, South Pender Island, North Pender Island and Galiano Island Local Trust Committees to request their thoughts on Mayne Island Local Trust Committee asking Capital Regional District to identify interest in implementing Siting and Use Permits in the event Capital Regional District should discontinue use of Building Permits.

CARRIED

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for February 27, 2023 at the Agricultural Hall, Mayne Island

15. TOWN HALL

Deb Foote: Questioned tiny homes being considered as cottages; definition of cottage based on square footage. Question of siting within a water district. Would like to see Flex Housing Project Island wide. Pilot is part of a larger project.

Deborah Goldman: Housing discussion is important. Encourage Trustees to have discussions at another time that would allow more attendees. Noted attendance at Community Chat held on a Sunday afternoon.

Regular LTC meeting was adjourned at 3:09 p.m to go In-Camera.

16. CLOSED MEETING

16.1 Motion to Close Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3 s. 90(1) (a)(f) for the purpose of considering:

- Adoption of In-Camera Meeting Minutes Dated Sept. 27, 2022
- Bylaw Enforcement

AND that the recorder and staff attend the meeting.

16.2 Recall to Order - Chair Elliot recalled the LTC meeting at 3:42 pm.

16.3 Rise and Report - Chair Elliot noted there was nothing to report

17. ADJOURNMENT

By general consent, the meeting was adjourned at 4:00 p.m.

Tobi Elliott, Chair

Certified Correct:

Pat Todd, Recorder