

# ADOPTED

## Mayne Island Local Trust Committee Minutes of Regular Meeting

**Date:** June 21, 2021  
**Location:** Electronic Meeting (Zoom Webinar)

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

**Staff Present:** Robert Kojima, Regional Planning Manager  
Narissa Chadwick, Island Planner  
Phil Testemale, Planner 2  
Maple Hung, Planning Team Assistant (Host)  
Pat Todd, Recorder

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

### 1. CALL TO ORDER

Chair Rogers called the meeting to order at 1:02 p.m. Chair Rogers acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations and that today was National Indigenous Peoples Day.

### 2. APPROVAL OF AGENDA

Item 11.1 to be moved to after Item 10.4.

The agenda was approved as amended.

### 3. TOWN HALL AND QUESTIONS

Jon Hoff spoke to three issues:

- Lack of transparency of Local Trust Committee (LTC) – The new website is not showing any public correspondence regarding applications and questions submitted for Community Information Meeting (CIM) unanswered;
- Contractual agreement between owner of parcel for affordable housing and the Mayne Island Housing Society (MIHS) outlines parameters for title transfer, and it is felt the LTC needs to know what is in agreement; and
- Surface water – Freshwater spring, which typically dries out end of summer, went dry first week of April; spring is near the new well and wonders about impact of well and flow testing.

Chair Rogers agreed that correspondence should be posted and will inquire as to situation. All correspondence is received by Chair, Trustees and staff. There is a new Correspondence Policy

that was reviewed by Trust Council in June, which identifies what can be posted in consideration of privacy issues.

Staff is looking into the situation regarding correspondence, as it just recently “disappeared” from web site.

Chair Rogers stated that the Community Information Meeting was designed to answer many of the questions received, and concerns could be raised prior to LTC meeting.

Doug Hill spoke to Public Docks and questioned the intention to eliminate them. There are no marinas on the island and docks are important should there be an emergency.

Chair Rogers clarified that the proposal is in the Draft Trust Council Policy Statement and does not impact existing docks. Concerns can be forwarded to Trust Council.

Tim Mackie spoke in support of Jon Hoff’s comments. It is helpful to have access to correspondence for island dialogue and that the definition of Affordable Housing is fundamental to project. The 219 Covenant is integral to the Bylaw. Requested application can be forwarded to Ministry of Agriculture as proposed development is adjacent to land that is being used for agricultural purposes.

**4. COMMUNITY INFORMATION MEETING – None**

**5. PUBLIC HEARING – None**

**6. MINUTES**

**6.1 Local Trust Committee Minutes Dated May 10, 2021**

By general consent, the Local Trust Committee meeting minutes of May 10, 2021 were adopted.

**6.2 Section 26 Resolutions-without-meeting Report Dated June 2021**

Received for information.

**6.3 Advisory Planning Commission Minutes – None**

**7. BUSINESS ARISING FROM THE MINUTES**

**7.1 Follow-up Action List Dated June 2021**

Planner Chadwick advised that Development Variance Permit for Peace is now issued.

**8. DELEGATIONS – None**

**9. CORRESPONDENCE**

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

### **9.1 Letter re Invitation to collaborate on Southern Gulf Island Wayfinding**

Letter from Chamber of Commerce exploring signage uniformity for islands:

- Interesting concept
- Concern overall affect may resemble a National Park
- Have a community dialogue
- Would minimize external signs

#### **MA-2021-029**

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

That Trustee Maude draft a letter to the Mayne Island Chamber of Commerce responding to Wayfinding signs.

**CARRIED**

## **10. APPLICATIONS AND REFERRALS**

### **10.1 MA-DVP-2020.10 (Kennedy)**

Planner Testemale reviewed the application which is in response to a bylaw enforcement complaint. Applicant has signed a Compliance Agreement and has agreed to relocate steps.

#### **MA-2021-030**

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

that the Mayne Island Local Trust Committee approve issuance of Development Variance Permit application MA-DVP-2020.10 (Kennedy).

**CARRIED**

Applicant questioned the process if work under compliance agreement cannot be completed by January 2022, may require a written request to compliance staff to extend.

### **10.2 MA-TUP-2021.2 (Hoff - MIASFF)**

Planner Testemale reviewed application to relocate Thrift Store and informed LTC that a rezoning application is forthcoming.

For clarification, hours of operation are intended only for Thrift Store and Museum.

#### **MA-2021-031**

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

that application MA-TUP-2021.2 be amended as follows: Section 3 to read, "The uses in Section 2a) and 2b)..."

**CARRIED**

#### **MA-2021-032**

that the Mayne Island Local Trust Committee approve issuance of Temporary Use Permit application MA-TUP-2021.2 (Hoff – MIASFF) for a period of three (3) years, as amended.

**CARRIED**

**10.3 MA-DVP-2021.2 (Silverstein and Young)**

Planner Chadwick outlined the application that addresses setbacks for a legal non-conforming building and proposed renovations/rebuild.

Applicants – have spoken with neighbour; purpose is to update, rebuild and improve property and a survey identified issue with fence.

Adjacent property owner – appreciates concerns with building, however, deck is within setbacks which are there for a reason; impact on privacy.

Discussion ensued regarding the application.

**MA-2021-033**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee remove Section 2b ii) from application MA-DVP-2021.2 (Silverstein & Young).

**CARRIED**

**MA-2021-034**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee approve the issuance of Development Variance Permit application MA-DVP-2021.2 as amended.

**CARRIED**

Trustee Maude recused himself and left the meeting room at 2:32 p.m. for this item due to conflict of interest.

**10.4 MA-RZ-2018.1 (Cotton Park) Consideration of Adoption of Bylaws 177 and 178**

**MA-2021-035**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee Bylaw No.177 cited as “Mayne Island Official Community Plan Bylaw No.144, 2007, Amendment No.1, 2019”, be adopted.

**CARRIED**

**MA-2021-036**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee Bylaw No.178 cited as “Mayne Island Land Use Bylaw No.146, 2008, Amendment No.1, 2020”, be adopted.

**CARRIED**

Trustee Maude rejoined the meeting at 2:35 p.m.

**11. CLOSED MEETING**

**11.1 Motion to Close Meeting**

**MA-2021-037**

**It was Moved and Seconded,**

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

- Adoption of In-Camera Meeting Minutes Dated March 29, 2021
- Legal Advice

AND that the recorder and staff attend the meeting.

**CARRIED**

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Break 2:48 p.m. to 3:00 p.m.

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**11.2 Recall to Order**

Chair Rogers recalled the meeting to order at 3:00 pm.

**11.3 Rise and Report**

Chair Rogers reported on adoption of minutes from March 29, 2021 meeting and that information from a legal opinion had been reviewed and discussed.

**10.5 MA-RZ-2020.1 Mayne Island Housing Society (MIHS)**

Deborah Goldman highlighted the following on behalf of the MIHS:

- Housing Agreement – being registered with current owner of property is a burden: owner has no obligation to undertake obligations under agreement.
- Lot 2 – criteria for development are clear and reasonable; do not impede housing project nor wetland restoration
- Mixed Rental Model – 30% affordable, 50% rent geared to income and 20% deep subsidy as defined by BC Housing. All units are affordable housing. Income levels differ as prescribed by BC Housing.
- Financial – outlined rental rates by unit type, chart of Mixed Rental Rate Income levels.

David Brown (MIHS) reviewed development costs versus non-profit development costs which are generally lower. Estimated at \$3.224 M. Funding through mortgage, BC Housing, CMHC and Capital Grants in addition to predevelopment grants and local contributions.

Planner Chadwick presented the staff report. Items for discussion:

1. Building area for Lot 2
2. Restriction of building on Lot 2 – covenant can restrict development until affordable housing proceeds and/or completes. Number of options and considerations.

Discussion and questions:

- Buffer requirements could be included in Covenant
- Review of building site
- Driveway placement and function

- 3 potential Covenants - siting on lot 2, Lot 3 housing site, Lot 2 not to be developed until housing project commenced
- Zone for multiple family housing vs. affordable housing zone
- Housing agreement specifies tenure, rents, etc. and is attached to property
- Refer to APC
- LTC identified the amenity as the built housing project

**MA-2021-038**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee request that the owner of Lot B, Plan 27091 grant to the Local Trust Committee a suitably worded Section 219 covenant which would restrict development of proposed lot 2 until the construction of rental housing on proposed Lot 3 is completed and that the S.219 covenant be registered on title as a condition of rezoning and that building site for Lot 2 should be that identified as “ A” on map dated July 15, 2020 and wetlands area is to be preserved as shown on same map.

**CARRIED**

**MA-2021-039**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee ask staff to refer application package for MA-RZ-2020.1, including draft Bylaws, Housing Agreement and Covenants as available to Mayne Island Advisory Planning Commission.

**CARRIED**

Planner Chadwick will add the Ministry of Agriculture to the referral list.

## **12. LOCAL TRUST COMMITTEE PROJECTS**

### **12.1 OCP and LUB Minor Amendments**

**MA-20210-040**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee endorse the Project Charter for the Official Community Plan and Land Use Bylaws Minor Amendment project.

**CARRIED**

### **12.2 Flexible Housing**

**MA-2021-041**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee request staff to draft Land Use Bylaw amendments supporting the distribution of a maximum square footage on lots under 2h/5 acres outside of all water service areas and groundwater regions that are identified as critical through Groundwater Mapping.

**CARRIED**

## **13. REPORTS**

### **13.1 Work Program Reports**

#### **13.1.1 Top Priorities Report Dated June 2021**

Received for information.

#### **13.1.2 Projects List Report Dated June 2021**

Received for information.

### **13.2 Applications Report Dated June 2021**

Received for information.

### **13.3 Trustee and Local Expense Report – None**

### **13.4 Adopted Policies and Standing Resolutions**

Received for information.

### **13.5 Local Trust Committee Webpage**

To be updated.

### **13.6 Chair's Report**

Chair Rogers reported on a busy month. Trust Council will be on July 8, with a Town Hall held on the evening of July 7. The Draft Trust Policy Statement will have extensive public review over the next few months, with completion targeted for October 2022.

### **13.7 Trustee Report**

Trustee Maude reported on plans by Ministry of Transportation to do extensive road repair on the island.

Trustee Dodds spoke on the successful vaccination clinic held last week. There is a lack of community understanding of the difference between Trust Council and LTC, and suggested more education on the functions of these governing bodies.

### **13.8 Islands Trust Conservancy Report – None**

## **14. NEW BUSINESS**

### **14.1 Business Licenses**

Regional Planning Manager Kojima stated that Capital Regional District (CRD) is being asked to consider issuing Business Licenses in an effort to regulate Short-Term Vacation Rentals. This would necessitate provincial approval.

**MA-2021-042**

**It was Moved and Seconded,**

that the Mayne Island Local Trust Committee request that the Capital Regional District explore the implementation of business licensing for tourist accommodation and specifically for short-term vacation rentals.

**CARRIED**

**15. UPCOMING MEETINGS**

**15.1 Next Regular Meeting Scheduled for July 19, 2021, Location: TBD**

**16. TOWN HALL**

Jon Hoff expressed appreciation for today's input and patience of LTC and staff. Regarding the Policy/Governance Review it was suggested that IT send a request to island residents for input and that documents be posted for access.

Chair Rogers detailed that in the Islands 2050 process there were over 1,000 respondents to date, and it has been and continues to be an extensive process.

**17. ADJOURNMENT**

**By general consent,** the meeting was adjourned at 5:10 p.m.

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Dan Rogers, Chair

Certified Correct:

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Pat Todd, Recorder