



ADOPTED

Mayne Island Local Trust Committee

Minutes of Regular Meeting

Date: November 25, 2024
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
Warren Dingman, Bylaw Compliance and Enforcement Manager
(Electronic)
Lisa Millard, Meeting Administrator/Recorder

Others Present: There were six (6) members of the public present.

1. CALL TO ORDER

Chair Elliott called the meeting to order at 1:32 p.m. She acknowledged that the meeting was being held in the territory of the Coast Salish First Nations.

2. TERRITORIAL ACKNOWLEDGEMENT

3. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

14.3 Correspondence to the Province

By general consent, the agenda was adopted as amended.

4. TOWN HALL AND QUESTIONS

There were no public comments.

5. COMMUNITY INFORMATION MEETING - None

6. PUBLIC HEARING - None

7. MINUTES

7.1 Local Trust Committee Minutes Dated October 7, 2024 (for Adoption)

By general consent, the Mayne Island Local Trust Committee meeting minutes of October 7, 2024 were adopted.

7.2 Local Trust Committee Minutes Dated October 28, 2024 (for Adoption)

By general consent the Mayne Island Local Trust Committee meeting minutes of October 28, 2024 were adopted.

7.3 Section 26 Resolutions-without-meeting Report - None

7.4 Advisory Planning Commission Minutes - None

8. BUSINESS ARISING FROM THE MINUTES

8.1 Follow-up Action List Dated Nov 2024

By general consent, the Mayne Island Local Trust Committee requests staff remove February 26, 2024 Item No. 1 Letter to BC Ferries regarding community use of their property from the Follow-up Action List.

9. DELEGATIONS - None

10. CORRESPONDENCE

Correspondence received concerning current applications or projects is posted to the Local Trust Committee webpage

11. APPLICATIONS AND REFERRALS

11.1 MA-PLDVP20240220 (Scott) - Staff Report

Island Planner Chadwick summarized the staff report and indicated the height variance being applied for will not impact neighbouring properties.

The applicant was in attendance, spoke to the application, and provided a model of the proposed structure.

Discussion ensued and Trustees had no questions for the Planner or applicant.

MA-2024-058

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee approve issuance of Development Variance Permit PLDVP20240220 (Scott).

CARRIED

11.2 MA-PLDVP20240221 (Redsell) - Staff Report

Island Planner Chadwick summarized the staff report and noted the application is for siting variances for three structures and a variance to allow an additional accessory building.

The applicant was in attendance and stated the structures were in place ten years ago at the time the property was purchased.

The Trustees had no questions for the Planner or the applicant.

MA-2024-059

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee approve issuance of Development Variance Permit PLDVP20240221 (Redsell).

CARRIED

11.3 Salt Spring Island Local Trust Committee Proposed Bylaws 538 and 539 Referral - For Response

MA-2024-060

It was MOVED and SECONDED,

That the Mayne Island Local Trust Committee interests are unaffected by the Salt Spring Island Local Trust Committee Draft Bylaws No. 538 and 539.

CARRIED

12. LOCAL TRUST COMMITTEE PROJECTS

12.1 Housing Projects - Verbal Update

Island Planner Chadwick provided a verbal update and noted the following:

- A geotechnical study has been done at the Wood Dale site and while there is a limited area in which housing could be built this does not preclude rezoning
- Staff are working through the implementation options list and will bring information back to the next meeting

MA-2024-061

It was MOVED and SECONDED,

that the Mayne Island Local Trust Committee direct staff to connect with Capital Regional District staff regarding adding the rezoning of the Capital Regional District property at Wood Dale Drive to the housing project.

CARRIED

13. REPORTS

13.1 Work Program Reports

13.1.1 Active Projects Report Dated Nov 2024

Received for information.

13.1.2 Future Project List Report Dated Nov 2024

Received for information.

13.2 Applications Report - Verbal Report

Island Planner Chadwick provided a verbal report and noted the following:

- Rezoning for St. John Point Park will be coming to the Local Trust Committee for consideration in early 2025
- Majority of Suitable Land Analysis work has been completed

13.3 Trustee and Local Expense Report Dated September, 2024

Received for information.

13.4 Adopted Policies and Standing Resolutions

Received for information.

13.5 Local Trust Committee Webpage

No update required at this time.

13.6 Chair's Report

Chair Elliott reported the following:

- Attending Trust Council December 3 to December 5
- Attended Islands Trust Conservancy Board meeting and noted interim manager's term ends January, 2025 and this will exacerbate staff capacity challenges
- Noted hiring of Chief Administrative Officer (CAO), Rueben Bronee, and acknowledged interim CAO Mobbs' work
- Attended Committee of the Whole meeting to advance policy statement amendment project
- Regional Planning Committee has received approval of tiny homes exploratory project
- Executive Committee reconciliation learning group will continue

13.7 Trustee Report

Trustee Dodds did not have anything to report.

Trustee Maude reported a deer processing workshop will be taking place December 1.

13.8 Electoral Area Director's Report - None

13.9 Islands Trust Conservancy Report - None

14. NEW BUSINESS

14.1 Phase 4 Community Engagement Options - Policy Statement Amendment Project (PSAP) - Staff Report

Discussion ensued about the options available to the Local Trust Committee regarding community engagement on the Islands Trust draft Policy Statement.

MA-2024-062

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee select Engagement Option No. 2 for Phase 4 community engagement about the new draft Islands Trust Policy Statement.

CARRIED

14.2 Local Trust Committee Compliance and Enforcement Policy - Staff Report

Bylaw Compliance and Enforcement Manager Dingman summarized the staff report and highlighted the following:

- Policy will incorporate all current compliance and enforcement standing resolutions and policies into a single document
- New policy will include notice of site inspections, definition of minor contraventions, short-term vacation rental policies, and how vexatious complaints will be addressed

Discussion ensued and the following comments and clarifications were noted:

- When a complaint has been received a letter summarizing the details of the complaint is sent indicating there might be a bylaw contravention and notice is given that a file has been opened to investigate the validity of complaint
- Notice period prior to commencement of inspection is fourteen days minimum
- Notice period of investigation of a contravention of a Temporary Use Permit is different based on conditions listed in the Permit
- Once policy is adopted the Local Trust Committee can rescind standing resolutions as the policy replaces them

MA-2024-063

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee adopt the proposed Bylaw Compliance and Enforcement Policy as presented.

CARRIED

14.3 Correspondence to the Province

It was observed that action had not been taken to inform the Province of the incursion on the foreshore on the Georgina Point property.

MA-2024-064

It was MOVED and SECONDED

that Mayne Island Local Trust Committee direct staff to forward MA-DVP-2023.7 (Seymour) staff report identifying the shoreline trespass to the relevant provincial agency.

CARRIED

15. UPCOMING MEETINGS

15.1 Draft 2025-2026 LTC Meeting Schedule - Request for Decision (for Adoption)

Discussion ensued.

MA-2024-065

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee approve their January, 2025 to March, 2026 Meeting Schedule with the January 27, 2025 meeting to be held electronically and the remainder to be held in-person.

CARRIED

16. TOWN HALL

There were no public comments.

17. CLOSED MEETING - None

18. ADJOURNMENT

By general consent the meeting was adjourned at 2:52 p.m.

Tobi Elliott, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder