



ADOPTED

Mayne Island Local Trust Committee

Minutes of Regular Meeting

Date: January 27, 2025
Location: Electronic Meeting

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

Staff Present Narissa Chadwick, Island Planner
Warren Dingman, Bylaw Compliance & Enforcement Manager
Lisa Millard, Meeting Administrator/Recorder

Others Present: There were 10 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

The following additions and amendments to the agenda were presented for consideration:

- Add Item 14.1 Horton Bay Floats - Discussion
- Item 14 will be discussed after Item 8

By general consent, the agenda was adopted as amended.

4. TOWN HALL AND QUESTIONS

A member of the public asked when the new Advisory Planning Commission appointments will be announced and a Trustee replied the announcement would occur at the end of the meeting following the in-camera meeting.

5. COMMUNITY INFORMATION MEETING - none

6. PUBLIC HEARING - none

7. MINUTES

7.1 Local Trust Committee Minutes Dated November 25, 2024 (for Adoption)

By general consent the Mayne Island Local Trust Committee meeting minutes of November 25, 2024 were adopted.

7.2 Section 26 Resolutions-without-meeting Report - none

7.3 Advisory Planning Commission Minutes – none

8. BUSINESS ARISING FROM THE MINUTES

8.1 Follow-up Action List Dated January 2025

A Trustee inquired about a previous request for staff to write a letter to the province regarding the foreshore encroachment at 344 Georgina Point Road. The Bylaw Compliance and Enforcement Manager advised that they sent an email to the province and will follow up with a letter.

The Planner stated that staff required direction from the Local Trust Committee to write a letter to the Capital Regional District regarding the Wooddale Drive property.

MA-2025-001

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee request staff to draft a letter to the Capital Regional District Director requesting Capital Regional District staff explore the option of split zoning the Capital Regional District owned property at the end of Wooddale Drive to enable residential zoning supporting affordable housing in one portion, and propose zone boundaries.

CARRIED

14. NEW BUSINESS

14.1 Horton Bay Floats - Discussion

Discussion ensued and the following comments were noted:

- Several pieces of correspondence were received from residents regarding the long-term practice of storing their floats in Horton Bay during the winter months
- The commercial organization that stores the floats on behalf of the residents recently received bylaw contravention notices
- Float storage is a residential use and not a commercial use
- Trustees sought clarification on motions previously passed regarding enforcement and non-enforcement on docks and mooring buoys
- The Bylaw Compliance and Enforcement Manager indicated direction had been received to deal with the proliferation of floats and not to enforce on mooring buoys while bylaws are being amended
- Residents are permitted to have a dock that is attached to their property
- Zoning bylaw might support existence of a dock that is placed a bit further out from the property

- It was clarified the property owners have their floats moved to a bay other than the one where their property is located for the purpose of damage protection during winter storm months
- Consideration of permitting use through a Temporary Use Permit will allow for exploration of a number of options
- The Bylaw Compliance and Enforcement Manager noted enforcement against the commercial operator that stores the resident's floats will not occur during compliance agreement discussions which would include the exploration Temporary Use Permit options

MA-2025-002

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee request staff to continue discussions for a Temporary Use Permit with Island Marine and the nine users of the service and report back at the next Local Trust Committee meeting.

CARRIED

A Trustee requested that the staff report clarify if one Temporary Use permit will be required or one permit required per dock and that staff explore residential versus non-residential use.

9. DELEGATIONS - none

10. CORRESPONDENCE

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

11. APPLICATIONS AND REFERRALS

11.1 North Pender Island Local Trust Committee Referral for Draft Bylaw No. 235 (for Response)

MA-2025-003

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee interests are unaffected by the North Pender Island Local Trust Committee Draft Bylaw No. 235.

CARRIED

11.2 Salt Spring Island Local Trust Committee Referral for Proposed Bylaw No. 541 (for Response)

MA-2025-004

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee interests are unaffected by the Salt Spring Island Local Trust Committee Draft Bylaw No. 541.

CARRIED

11.3 MA-RZ-2023.2 (Capital Regional District) – Staff Report

The Planner summarized the staff report and highlighted the following:

- The Capital Regional District acquired the property in 2017 and would like to develop a park hub which would include a park entrance kiosk, visitor information sign, bike rack, toilet building, and expanded parking lot
- The current zoning may change from agricultural and rural to conservation use

Discussion ensued and the following comments and clarifications were recorded:

- The Local Trust Committee previously indicated the property was suitable for Resource Conservation zoning
- The Agricultural Land Commission granted permission on the basis that the proposed location for the kiosk and / or parking was on land that had already been disturbed
- The Planner clarified zoning can be site specific, the draft bylaw will explore resource conservation zoning, and sending early notification to neighbours is feasible

Saint John Point Operations Supervisor clarified the parking lot will consist of 13 stalls to be located on the site where the previous cabin was situated, and the development plan intends to minimize infrastructure to maximize conservation.

MA-2025-005

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee direct staff to prepare a draft bylaw and initiate referrals to First Nations, and potentially affected agencies, and immediate neighbours to St Johns Point Park.

CARRIED

12. LOCAL TRUST COMMITTEE PROJECTS

12.1 Housing Project - Verbal Update

Planner Chadwick noted staff are exploring options previously identified, working on draft bylaw language, actions to be taken, and the project remains on schedule.

12.2 Suitable Land Analysis - Staff Report

The Planner indicated that the Suitable Land Analysis work would complete at the end of January and a meeting will be required to review the data.

MA-2025-006

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee request staff to schedule a special electronic meeting in February, 2025 to review and discuss preliminary data and mapping from the Mayne Island Suitable Land Analysis Project.

CARRIED

13. REPORTS

13.1 Work Program Reports

13.1.1 Active Projects Report Dated January 2025

Received for information.

13.1.2 Future Project List Report Dated January 2025

Received for information.

13.2 Applications Report Dated Jan 2025

Received for information.

13.3 Trustee and Local Expense Report Dated November, 2024

Received for information.

13.4 Adopted Policies and Standing Resolutions

Received for information.

13.5 Local Trust Committee Webpage

No updates required at this time.

13.6 Chair's Report

Chair Elliott reported the following:

- Housing needs survey has been sent to all residents in the Islands Trust area
- Policy Statement amendment project work continues
- Participating in the Chief Administrative Officer Select Committee which is now working on performance evaluation criteria
- Participated in the Southern Gulf Island Forum and highlighted discussion about marine matters including dock issues, lease renewals, and commercial dock applications
- Financial Planning Committee will be seeking public input for 2026/27 budget
- Tiny House Steering Committee is working on regulatory framework to explore tiny homes as dwellings
- The Islands Trust Conservancy Board elected Galiano Trustee Lisa Gauvreau as the new Chair and Tanner Timothy as Vice Chair

13.7 Trustee Report

Trustee Maude reported that things are very quiet on Mayne Island with local restaurants and retailers reporting fewer visitors.

Trustee Dodds reported the following:

- Local Fallow Deer Committee met with the Board Chair of the Capital Regional District who will be sending a letter to the Ministry of Environment requesting the fallow deer situation be recognized
- The Fallow Deer Committee is now officially the Mayne Island Deer Management Society and will be looking for volunteers to do a deer count
- The Agricultural Society will be taking over operation of the Agricultural Hall Farmers Market and will be looking at ways to revitalize the market

- Attended Committee of the Whole meetings to work on the draft Policy Statement in anticipation of having it ready for First Reading by June

13.8 Electoral Area Director's Report - none

13.9 Islands Trust Conservancy Report Date November 2024
Received for information.

14. NEW BUSINESS

14.1 Horton Bay Floats – Discussion
This item was discussed following Item 8.

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for February 24, 2025 at the Agricultural Hall, Mayne Island

16. TOWN HALL

There were no comments from the public.

17. CLOSED MEETING

17.1 Motion to Close Meeting

MA-2025-007

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)(a):

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

AND that the recorder and staff attend the meeting.

CARRIED

The regular meeting was closed to the public at 2:50 p.m.

17.2 Recall to Order

The meeting was recalled to order at 2:58 p.m.

17.3 Rise and Report

Chair Elliott rose and reported the Local Trust Committee appointed Aaron Reith, Liam Bender, Christie Meers, Stephen Cropper, Jean-Daniel Cusin, and Jennifer Elizabeth to the Mayne Island Advisory Planning Commission, and that the minutes of the October 7, 2024 in-camera meeting minutes were adopted.

18. ADJOURNMENT

By general consent the meeting was adjourned at 3:00 p.m.

Tobi Elliott, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder