

ADOPTED

Mayne Island Local Trust Committee Minutes of Regular Meeting

Date: February 24, 2025
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 (electronic)
Katherine Vogt, Recorder

Others Present: There were approximately four (4) members of the public present.

1. CALL TO ORDER

Chair Elliott called the meeting to order at 1:31 p.m. She acknowledged that the meeting was being held in the territory of the Coast Salish First Nations.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Elliott spoke on the benefits of indigenous people's past and present stewardship of the land.

3. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

4. TOWN HALL AND QUESTIONS

- A member of the public spoke on a recent bylaw enforcement determination letter for inappropriate land use he had received following a neighbor's complaint of noise occurring at the property
 - The speaker expressed that the language in the determination letter and Land Use Bylaw was confusing
 - The speaker believed that all contractors on Mayne Island who rely on trucks for their business, including plumbers and electricians, were possibly at risk
 - The speaker noted that his business provided employment and services on the island and that substantial contributions had been made to various community groups over 4 years

- Manager Dingman offered that the property owner could contact him for further clarification
- It was suggested that the property owner could apply for a Temporary Use Permit (TUP), which gives 90 days for the property owner to seek a solution
- The property owner expressed that the Land Use Bylaws (LUB)s notion of a contractor's yard assumed that business would be continuous and ongoing in the yard, whereas he used the yard for storage only
- The Planner responded that a contractor's yard is treated as a home-based business in the LUB to allow a plumber to keep his truck on his property; but that to be considered a home-based business, the property owner, business owner, or an employee of the company is expected to be residing on the property
- The present situation seems to go beyond what the current LUB allows
- A three-year trial-run TUP may lead to site rezoning if business operations are satisfactory, or the TUP can be renewed
- A Trustee added that all TUP applications are circulated to neighbors within a 100-meter radius; and that good neighbor relations are a significant consideration for Trustees; and that bylaw enforcement is complaint driven

5. COMMUNITY INFORMATION MEETING - None

6. PUBLIC HEARING - None

7. MINUTES

7.1 Local Trust Committee Minutes Dated January 27, 2025 (for Adoption)

The following amendments to the January 27, 2025 Local Trust Committee minutes were presented for consideration:

- Under Item 11.3, 2nd bullet, change the word “would” to “may;” and change the word “park” to “conservation.”

By general consent the Mayne Island Local Trust Committee meeting minutes of January 27, 2025 were adopted as amended.

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 Feb 2025

The Planner updated that under Activity Item 6, that staff had received a Temporary Use Permit application for float storage in Horton Bay.

A Trustee requested that Activity Item 7, regarding a staff letter to the province about a foreshore encroachment issue, be circulated to the Local Trust Committee.

9. DELEGATIONS

10. CORRESPONDENCE

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

11. APPLICATIONS AND REFERRALS

12. LOCAL TRUST COMMITTEE PROJECTS

12.1 Housing Review Project - Staff Report

Island Planner Chadwick presented the staff report. The Planner added that an updated Housing Needs Assessment for all the islands should be ready in March 2025. New Province-aligned definitions of “cottage,” “accessory dwelling unit,” and “accessory residential use” are recommended for inclusion in Mayne Island bylaws.

The Planner presented the following draft bylaw amendment recommendations to Trustees for consideration:

- the proposed addition to Official Community Plan (OCP) item 2.4.1.14 was supported by Trustees.
- The proposed change to the Land Use Bylaw (LUB) language in both Commercial 3 (C3) Zone and the Commercial 3 (C4) Zone was supported by Trustees.
- Support was expressed for not changing the current OCP language on strata subdivision of secondary suites, so that future strata proposals be individually considered by the LTC
- Concern was expressed that expanding permission for secondary suites in the currently excluded Schedule D water districts would increase the likelihood that the suites may be converted to short term rentals
- Support was expressed for the proposed changes to the LUB to permit cottages on lots greater than one acre and maintaining a 2500 square foot maximum total combined floor area on smaller lots
 - A Trustee preferred that the sizing of cottages be affected by the size of the existing principal residence, as in the flexible housing pilot
- There was a discussion on the topic of expanding the flexible housing zoning to other suitable areas
 - Trustees agreed that proximity to services and transportation routes was an important consideration and that any larger size properties be considered for suitability for flexible housing. They requested that Miners Bay be excluded as well as properties along Georgina Point Road.
 - The Planner offered to come back with a map and proposal for suitable areas, based on various Suitable Land Analysis criteria
 - A Trustee expressed having no confidence in the Suitable Land Analysis data, and expressed concern that the data inaccuracies made the Islands Trust look bad
 - The Planner offered that any inaccuracies in the Suitable Land Analysis data could be addressed as they came up
 - A Trustee noted that the local fire department did not use groundwater to fight fires, rather, they brought their own water to the fires

- Support was expressed for allowing zoning for non-market housing for Public Use and Public Services, Regional Parks, and Community Parks areas
- Support was expressed for increasing the number of permitted dwelling units by more than one in the Health and Emergency Services Area, the Teacherage Property, the lot adjacent to the school building, and the lot adjacent to the one over from the school building lot
 - A Trustee suggested adding another approximately one-acre lot to the west of Deacon Road and Trustees suggested the planner look at another lot owned by Mainroad
- Support was expressed for adding a new section in the OCP that addresses clustered small unit housing; and multi-unit attached housing for moderate income, affordable, and special needs housing
 - Trustees agreed that such housing should not exceed ten units and that it be located near services, amenities, and walking and biking trails
 - Trustees also agreed that the Amenity Zoning Guidelines be amended to include such housing as a community amenity
 - Trustees agreed to support TUPs for tiny homes on wheels in the OCP
 - The Chair suggested that the MVA277 Manufactured Home Standard be considered for the Temporary Use Permit (TUP); and that certification for do-it-yourself builders could be pursued by the Regional District
 - The Chair noted that the most relevant, inclusive language for tiny homes is “onsite wastewater disposal system”
 - Trustees expressed an interest in controlling derelict Recreational Vehicles (RV)s by requiring that (RV)s that are not pre-existing should also have a TUP. A Trustee expressed concern about the cost of the TUP, suggesting a \$500.00 fee and a simplified application process would be reasonable
- Trustees recommended against removing pre-zoning for manufactured/mobile/tiny home parks from the list of actions
 - Trustees had suggestions for suitable properties and would send information to the Planner
- Support was expressed for removing “increasing building height” from the list of actions, so that it continues to be addressed by development permits and development variance permits
 - A Trustee expressed concern about typical costs for applicants being about \$8000.00
- Support was expressed for action Items 16-22 regarding increasing opportunities for non-profit housing
 - Trustees endorsed the Montrose property and expressed interest in additional properties being included in Action Item 20
 - It was suggested that Action Item 22 be added to the Future Projects List
 - A Trustee offered to provide a list of relevant addresses to the Planner
- There was a discussion on action Items 23-28 regarding preserving ecosystems and freshwater
 - Trustees suggested that manufactured cistern sizes be double-checked by the Planner; and, that smaller new builds be allowed smaller sized cisterns
- Adopting updated potable water requirements for subdivision was discussed

- A Trustee expressed concern that excessive well drilling could destroy aquifers, which is relevant to Item 6 of the Attachment 4A Trustee disagreed with Item 12
- Trustees supported the prioritizing of alternative potable water supplies
- A Trustee noted that the provision of water for a subdivision is subject to approval of the Local Trust Committee, which means that cisterns could be acceptable
- A Trustee considered that desalination and shallow dug wells could also be viable potable water options
- Prohibiting groundwater fed swimming pools was agreed to by Trustees, stating that trucked water was a better option
- There was agreement that establishing “paved surfaces maximums” should be moved to the Future Projects List
- Establishing “floor area maximums” based on “lot area equivalent lots” was discussed.
 - The planner noted that this issue needed clarification
 - Trustees requested that” floor area maximums” align with flexible zoning

MA-2025-008

It was Moved and Seconded,

that Mayne Island Local Trust Committee request staff draft bylaws to implement Phase 2 of the Housing Options Project as discussed.

CARRIED

A Trustee thanked Planner Chadwick for providing such a comprehensive staff report on housing.

The meeting was recessed at 4:14 and reconvened at 4:22 p.m.

13. REPORTS

13.1 Work Program Reports

13.1.1 Active Projects Report Dated Feb 2025

Received for information.

13.1.2 Future Project List Report Dated Feb 2025

A Trustee requested that “industrial zoning” be added to the Future projects List.

13.2 Applications Report Dated Feb 2025

A Trustee requested that the description of application MA-RZ-2023.2 be clarified such that the term “park” be replaced by the term “conservation.”

13.3 Trustee and Local Expense Report Dated Dec 2024

Received for information.

13.4 Adopted Policies and Standing Resolutions

13.5 Local Trust Committee Webpage

13.6 Chair's Report

Chair Elliott reported on the following:

- The Regional Planning Committee met twice in January to review the Bylaw Review Project and Trust Council Policy 5.1
- An upcoming Executive Committee meeting will set the agenda for the next Trust council meeting
- Current Trust Council Chair Luckham, is stepping down after fourteen years of service; and an election will be held at the next Trust council meeting
- The Financial Planning Committee budget will be debated in March and has managed to limit increases to the consumer price index even though actual costs have been rising faster than the 2.6% index, and grant and investment income is much reduced

13.7 Trustee Report

Trustee Dodds reported on the following:

- Attending the excellent Mayne Island Fallow Deer Society meeting in February, noting that forty people attended
 - The information meeting was about an upcoming April 13, 2025 survey of deer, to be conducted over twenty-five transit areas
 - The survey would be mapped out for people to sign up and count deer seen from 7 to 8p.m. under the supervision of the Regional District's Wildlife Biologist
- Trustee Dodds added that she has not been able to attend the Committee of the Whole meetings due to work scheduling conflicts.

Trustee Maude reported on the following:

- The eight emails received last week regarding a broken section of Miners Bay Dock were forwarded to the appreciative Capital Regional District Director
 - This instance reflects the reality that Trustees are often the first point of contact for problems on the island, even though these problems may be outside the Island Trust's jurisdiction
- Many positive evolving changes on Mayne Island are occurring; though some restaurants and small businesses are struggling because people are not going out as much

13.8 Electoral Area Director's Report

None

13.9 Islands Trust Conservancy Report Dated Feb 2025

Received for Information.

14. NEW BUSINESS

15. UPCOMING MEETINGS

**15.1 Next Regular Meeting Scheduled for April 28, 2025 at the Agricultural Hall,
Mayne Island**

16. TOWN HALL

17. CLOSED MEETING - None

18. ADJOURNMENT

By general consent the meeting was adjourned at 4:35 p.m.

Tobi Elliott, Chair

Certified Correct:

Katherine Vogt, Recorder