



ADOPTED

Mayne Island Local Trust Committee

Minutes of Regular Meeting

Date: May 26, 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
Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: There was one member 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 and WSÁNEĆ First Nations.

3. RISE AND REPORT – In-Camera Meeting April 28, 2025

Chair Elliott rose and reported adoption of the January 27, 2025 In-Camera Meeting minutes and the appointment of Bert Hol and Dennis Perch to the Mayne Island Board of Variance for a term ending April 28, 2028.

4. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

5. TOWN HALL AND QUESTIONS

There were no comments from the public.

6. COMMUNITY INFORMATION MEETING - None

7. PUBLIC HEARING - None

8. MINUTES

8.1 Local Trust Committee Minutes Dated April 28, 2025 (for Adoption)

By general consent the Mayne Island Local Trust Committee meeting minutes of April 28, 2025 were adopted.

8.2 Section 26 Resolutions-without-meeting Report - None

8.3 Advisory Planning Commission Minutes - None

9. BUSINESS ARISING FROM THE MINUTES

9.1 Follow-up Action List Dated May 2025

Received for information.

10. DELEGATIONS - None

11. CORRESPONDENCE

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

The Local Trust Committee noted late correspondence was received from Marilyn Winterbottom.

12. APPLICATIONS AND REFERRALS

12.1 Salt Spring Island Local Trust Committee Referral for Proposed Bylaws 544 and 545 (for Response)

MA-2025-024

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee interests are unaffected by the Salt Spring Island Local Trust Committee Draft Bylaw Nos. 544 and 545.

CARRIED

12.2 Galiano Island Local Trust Committee Referral for Proposed Bylaws 296 and 297 (for Response)

MA-2025-025

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee interests are unaffected by the Galiano Island Local Trust Committee Draft Bylaw Nos. 296 and 297.

CARRIED

12.3 Saturna Island Local Trust Committee Referral for Draft Bylaw No. 143 (for Response)

MA-2025-026

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee interests are unaffected by the Saturna Island Local Trust Committee Draft Bylaw No. 143.

CARRIED

13. LOCAL TRUST COMMITTEE PROJECTS

13.1 Housing Review - Staff Report

Island Planner Chadwick summarized the staff report and highlighted the following:

- To date the Local Trust Committee has agreed to:
 - Requiring worker housing for significant commercial rezonings
 - Increasing permitted units in a commercial area
 - Expanding secondary suite permissions
 - Allowing rezoning for non market housing
 - Permitting tiny homes through Temporary Use Permit
 - Permitting non-profit housing in most land use designations
 - Permitting a reduction in minimum parcel size to facilitate donation for affordable housing
 - Requiring freshwater cistern for new builds
 - Updating potable water requirement for subdivision
 - Prohibiting groundwater fed swimming pools
 - Establishing floor area maximums
- An article outlining the flexible housing zoning project has been developed for publication in the MayneLiner
- A community information meeting can be scheduled to be held during the July regular business meeting

Discussion ensued and the following comments were noted:

- The Local Trust Committee requested the project be referred to the Advisory Planning Commission for review and comment
- The criteria identified to determine flexible housing zoning needs to be communicated
- Include a color map identifying properties suited to flexible housing zoning as part of the MayneLiner article
- Add a parks and protected areas layer to the map
- Exclude language prohibiting groundwater fed swimming pools from the MayneLiner article but include the prohibition in the Official Community Plan amendments
- The 200-metre setback from the sea consideration might have a future effect of establishing a precedent unrelated to flexible housing and should instead state no flexible housing is allowed on waterfront properties

The Local Trust Committee reviewed a map and identified additional areas that are suited for consideration of pre-zoning to permit small unit clustered housing.

MA-2025-027

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee request staff to review criteria for small unit clustered dwellings on appropriate lots.

CARRIED

MA-2025-028

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee request staff to develop a model zone for small unit clustered dwellings.

CARRIED

MA-2025-029

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee approve the draft MayneLiner article as amended related to flexible housing zoning.

CARRIED

MA-2025-030

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee request staff to use the following criteria when evaluating the suitability of a property for flexible housing zoning consideration of:

- Not being on waterfront
- Archaeological areas and buffers
- Sensitive ecosystems
- Freshwater recharge impact
- Steep slopes hazard

CARRIED

MA-2025-031

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee request staff refer relevant staff reports and minutes related to the housing project to the Advisory Planning Commission for comment with particular focus on RVs, flexible housing locations, expanding secondary suites to water districts, floor area maximums, and potential for a model zone for clustered dwellings.

CARRIED

MA-2025-032

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee request staff schedule a Community Information Meeting to be held July 28, 2025 at the Mayne Island Agricultural Hall at the start of the Local Trust Committee regular business meeting.

CARRIED

14. REPORTS

14.1 Work Program Reports

14.1.1 Active Projects Report Dated May 2025

Received for information.

14.1.2 Future Project List Report Dated May 2025

Received for information.

14.2 Applications Report Dated May 2025

Received for information.

14.3 Trustee and Local Expense Report - None

14.4 Adopted Policies and Standing Resolutions

Received for information.

14.5 Local Trust Committee Webpage

No updates required.

14.6 Chair's Report

Chair Elliott reported the following:

- Trust Council received a reply from the province responding to the request for a legislative review which will be discussed at June Trust Council being held on Salt Spring Island
- Ongoing attendance at Trust Program Committee meetings to continue work on the draft Islands Trust Policy Statement
- Attended the annual protocol meeting with Bowen Island Municipality
- Noted the Gabriola Island Local Trust Committee presented a Freshwater Footprint webinar related to the water balance project

14.7 Trustee Report

Trustee Dodds reported community conversations regarding land trusts.

Trustee Maude reported increased community conversations about open bylaw compliance files.

14.8 Electoral Area Director's Report - None

14.9 Islands Trust Conservancy Report Date March 2025

Received for information.

15. NEW BUSINESS - None

16. UPCOMING MEETINGS

16.1 Next Regular Meeting Scheduled for July 28, 2025 at the Agricultural Hall, Mayne Island

17. TOWN HALL - None

18. CLOSED MEETING (Distributed Under Separate Cover)

18.1 Motion to Close Meeting

MA-2025-033

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)(f):

(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;

(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

AND that the recorder and staff attend the meeting.

CARRIED

The regular meeting was closed to the public at 3:07 p.m.

18.2 Recall to Order

The meeting was recalled to order at 3:40 p.m.

18.3 Rise and Report

Chair Elliott rose and reported the appointment of Pricilla Ewbank to the Mayne Island Board of Variance for a term ending April 28, 2028.

MA-2025-034

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee request staff revise the home occupancy residency requirement criteria.

CARRIED

19. ADJOURNMENT

By general consent the meeting was adjourned at 3:42 p.m.

Tobi Elliott, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder