

ADOPTED

Mayne Island Local Trust Committee

Minutes of Regular Meeting

Date: September 29, 2025
Location: Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island, BC

Members Present: Laura Patrick, Chair
David Maude, Local Trustee
Jeanine Dodds, Local Trustee

Staff Present: Narissa Chadwick, Island Planner
Bruce Belcher, Planner 2
Carly Bilney, Recorder (electronic)

Others Present: There were 17 members of the public present. Kevin Webber, Capital Regional District Park Planner

1. CALL TO ORDER

Chair Patrick called the meeting to order at 1:29 p.m. It was noted that she was substituting as alternate chair for Trustee Elliott who was absent due to illness.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Patrick acknowledged that the meeting was being held in the territory of the Coast Salish First Nations.

3. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

4. TOWN HALL AND QUESTIONS

No comments were made in the general Town Hall.

4.1 Policy Statement - Local Engagement

Senior Policy Advisor Youmans reviewed the draft Policy Statement and described it as the highest-level policy document that sets a broad vision for the Trust Area as a whole.

Comments were made that the original Policy Statement is outdated and it is important to address climate change and Reconciliation in the updated draft. It was noted that the draft Policy Statement is currently in a new phase of engagement that will last for about six months, and feedback is encouraged.

The public was invited to speak, and the following questions were raised:

- Is the Policy Statement overarching with specific policies underneath it?
 - This is the overall policy statement that stands on its own
 - There is a Trust Policy Statement in place today from the early 1990s and this new draft would replace it
 - This draft articulates the Trust Policy vision
- The draft looks like an expanded mandate for the Islands Trust, specifically regarding Reconciliation and climate change
- Are you confident there is expertise and time to deal with issues that will arise under this new policy?
 - It will be a challenge
 - Every change to our Official Community Plan and bylaws are referred to First Nations and we are obligated to do so because we make land use decisions
 - We have to lobby the Province in the future to recognize that we are a very small agency
 - As a local government, we have the single largest number of First Nations that we engage with and that places a huge burden on us that the Province needs to recognize
- It seems the draft expands beyond the capabilities of a finite timeline and finances
 - The Province has given us direction that we have to do this; we cannot say we do not have the capacity or ability to follow through
 - We have to do land use planning “in cooperation with” a lot of other bodies (e.g. Capital Regional District, Improvement Districts, etc.)
- Will this lead to increased taxes?
 - Our tax goes up on an ongoing basis
 - I do not think we will have a huge increase in costs
 - We have already been doing a lot of what is included in the draft Policy Statement for a long time (e.g. duty to consult with First Nations); the work has been getting done, it has just not been supported by policy

It was noted that islanders can mail in feedback through the library as well as through the online survey that is open until February 6.

Senior Policy Advisor Youmans left the meeting at 2:04 p.m.

5. COMMUNITY INFORMATION MEETING

5.1 MA-RZ-2023.2 (CRD) – Proposed Bylaws 194 and 195

Capital Regional District Planner Kevin Webber joined the meeting at 2:05 p.m.

Island Planner Chadwick outlined the proposed bylaws. Members of the public were invited to speak and the following comments were made:

- St. John Point Park is 27 hectares
- If there is no opposition from the community the proposed bylaws will be ready to proceed
- Today will be the only Public Hearing
- Construction will not commence until next spring and the work will be finished by the summer

6. PUBLIC HEARING

6.1 MA-RZ-2023.2 (CRD) - Proposed Bylaws 194 and 195

6.1.1 Recess for Public Hearing

The meeting was recessed for Public Hearing at 2:07 p.m.

6.1.2 Recall to Order

The meeting was recalled to order at 2:18 p.m.

7. MINUTES

7.1 Local Trust Committee Minutes Dated July 28, 2025 (for Adoption)

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

7.2 Section 26 Resolutions-without-meeting Report Dated Sept 2025

Received for information.

7.3 Advisory Planning Commission Minutes – None

8. BUSINESS ARISING FROM THE MINUTES

8.1 Follow-up Action List Dated Sept 2025

Received for information.

9. DELEGATIONS

10. CORRESPONDENCE

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

10.1 Safety Concern on Mayne Island

Received for information.

11. APPLICATIONS AND REFERRALS

11.1 Salt Spring Island Local Trust Committee Referral for Proposed Bylaw 546 (for Response)

Chair Patrick outlined the referral.

MA-2025-052

It was Moved and Seconded,

that Mayne Island Local Trust Committee responds to the Salt Spring Island Local Trust Committee that its interests are unaffected by proposed Bylaw No. 546.

CARRIED

11.2 Salt Spring Island Local Trust Committee Referral for Proposed Bylaw 549 (for Response)

Chair Patrick outlined the referral.

MA-2025-053

It was Moved and Seconded,

that Mayne Island Local Trust Committee responds to the Salt Spring Island Local Trust Committee that its interests are unaffected by proposed Bylaw No. 549.

CARRIED

11.3 Trust Council Bylaw No. 183 Policy Statement Bylaw Referral - For Response

It was moved and seconded that Mayne Island Local Trust Committee respond to the Islands Trust Council that interests are unaffected by the proposed bylaw. Discussion on the motion was held and a comment was made that so far, no negative feedback had been received. It was noted that there is still opportunity to give feedback to the Trust Council and Local Trustees.

MA-2025-054

It was Moved and Seconded,

that Mayne Island Local Trust Committee responds to the Islands Trust Council that interests are unaffected by proposed Bylaw No. 183.

CARRIED

11.4 MA-RZ-2023.2 (CRD) - Proposed Bylaws 194 and 195 - Staff Report

Island Planner Chadwick reviewed the post-Public Hearing report. It was noted that the W̱SÁNEĆ Leadership Council expressed interest in working with the Capital Regional District to monitor potential development and manage the park.

MA-2025-055

It was Moved and Seconded,

that Mayne Island Local Trust Committee Draft Bylaw 194 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2024” be read a third time.

CARRIED

MA-2025-056

It was Moved and Seconded,

that Mayne Islands Local Trust Committee Draft Bylaw 195 cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2024” be read for a third time.

CARRIED

MA-2025-057

It was Moved and Seconded,

that Mayne Island Local Trust Committee Bylaw No.194 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2022” be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

MA-2025-058

It was Moved and Seconded,

that Mayne Island Local Trust Committee Bylaw No.195 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2022” be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

MA-2025-059

It was Moved and Seconded,

that Mayne Island Local Trust Committee Bylaw No.194 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2022” be forwarded to the Ministry of Municipal Affairs for approval.

CARRIED

Discussion ensued about whether a letter should be sent to the Capital Regional District regarding consultation with the Mayne Island Conservancy.

MA-2025-060

It was Moved and Seconded,

that Mayne Island Local Trust Committee requests staff to write a letter to the Capital Regional District regarding possible wording on the kiosk and signage, and that they consult with the Mayne Island Conservancy as per the covenant on the property.

CARRIED

Capital Regional District Planner Kevin Webber left the meeting at 2:35 p.m.

11.5 MA-PL-TUP-2025-0060 (Mayne Island Construction) - Staff Report

Planner Belcher outlined the staff report and noted that staff has received additional correspondence that expresses concern about:

- The location of the floats in general
- The location of the floats in proximity to eel grass, and
- The legality of the temporary use permit in federally regulated waters

It was noted that the Capital Regional District requested that the Local Trust Committee defer a decision on the matter until the Southern Gulf Islands Harbours Commission meets. The applicant commented that this is a practice that has been in place for about thirty years to protect the floats, and that it is not a commercial operation but rather a service to clients who had their floats built by Island Marine. Discussion ensued and the following comments were made:

- Concern was expressed that the activity is commercial in nature
- Concern was expressed about jurisdictional issues
- The applicants require local permission before they can apply for provincial approval
- The bylaw compliance and enforcement file is on hold until the application is completed
- Approval of this temporary use permit will not set precedence as each case is dealt with on an individual basis
- Concern was expressed that the floats pose a hazard to the foreshore
- The temporary use permit would bring the applicants into compliance with the land use bylaw for a defined period
- There are considerations with respect to other jurisdictions (e.g. staff received a note from Fisheries and Oceans Canada related to this proposal)
- Property owners around Horton Bay received a letter from the Capital Regional District requesting that their floats be removed
- Allowing people to store their floats in the bay through the winter is the neighbourly thing to do
- The Conservancy has information related to eel grass in Horton Bay that should be considered
- Opposition to the proposed permit was expressed due to the floats being an impediment for people getting in and out of Anson Road Dock
- It was suggested that a management plan be developed
- Floats on mooring buoys is not a permitted use

A Trustee commented that the applicants are trying to resolve the bylaw problem because they have to take their floats off of the docks where they are currently located, and a compromise is needed. The applicant noted floats have traditionally been moved by the end of October due to the upcoming winter storm season and asked what should be done instead.

It was moved and seconded that Mayne Island Local Trust Committee defer TUP-2025-0060 until there is a formal response from the Capital Regional District following the meeting of the Southern Harbours Commission, that concerns regarding eelgrass from the Mayne Island Conservancy are addressed, the concern about the repositioning of the location is addressed, and that the interference of mooring buoys is addressed. Discussion on the motion was held and the following comments were made:

- Bylaw enforcement will not continue until the issue has been resolved
- The applicant was urged to seek potential alternate locations
- Support was expressed for working together to reach a compromise

MA-2025-061

It was Moved and Seconded,

that Mayne Island Local Trust Committee defer TUP-2025-0060 until there is a formal response from the Capital Regional District following the meeting of the Southern Harbours Commission, that concerns regarding eelgrass from the Mayne Island Conservancy are addressed, the concern about the repositioning of the location is addressed, and that the interference of mooring buoys is addressed.

CARRIED

11.6 MA-PL-RZ-2025-0305 (BC Ferries) – Rezoning Preliminary Staff Report

Planner Belcher outlined the staff report. The applicant expressed a desire to ensure any safety provisions made for the terminal are in line with the Official Community Plan. Discussion was held and the following comments were made:

- Appreciation was expressed for the timeline included in the staff report
- BC Ferries is a cornerstone of the community
- Because it is compliant with the Official Community Plan there is no need for a public hearing; however, a community information meeting is still recommended and will ideally be held within a regular Local Trust Committee meeting

MA-2025-062

It was Moved and Seconded,

that Mayne Island Local Trust Committee proceed with application PL-RZ-2025-0305 and that staff prepare a draft bylaw that would amend the Land Use Bylaw to rezone the foreshore adjacent to the property from Water Moorage (W2) to a zone permitting a shoreline stabilization rip-rap structure.

CARRIED

MA-2025-063

It was Moved and Seconded,

that Mayne Island Local Trust Committee requests staff schedule a Community Information Meeting to provide the public with an opportunity to receive information and ask questions regarding the BC Ferries foreshore rezoning.

CARRIED

11.7 Housing Agreement Release (CB735141) – Staff Memo to LTC

Planner Belcher reviewed the staff memo.

MA-2025-064

It was Moved and Seconded,

that Mayne Island Local Trust Committee designates the Chair to sign for the discharge of Covenant CB735141 from Lot 1 and Lot 2.

CARRIED

12. LOCAL TRUST COMMITTEE PROJECTS

12.1 Mayne Island Housing Project - First Reading – Staff Report

Island Planner Chadwick reviewed the staff report and noted there will be a change in the numbers regarding calculations of housing need based on population. A Trustee commented that this is wonderful work that provides flexibility in how future generations can develop their properties.

MA-2025-065

It was Moved and Seconded,

that Mayne Island Local Trust Committee Bylaw No.196 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2025” be read for the first time.

CARRIED

MA-2025-066

It was Moved and Seconded,

that Mayne Island Local Trust Committee Bylaw No. 197 cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2025” be read for the first time.

CARRIED

MA-2025-067

It was Moved and Seconded,

that Mayne Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw Nos. 197 and 196, cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2021” and “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2022” are not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

MA-2025-068

It was Moved and Seconded,

that Mayne Island Local Trust Committee requests staff to schedule a community information meeting prior to the public hearing for Bylaws No. 196 and 197.

CARRIED

MA-2025-069

It was Moved and Seconded,

that Mayne Island Local Trust Committee requests staff schedule a public hearing for Bylaws No. 196 and 197.

CARRIED

It was noted that Mayne Island received favourable comments at the Union of British Columbia Municipalities for work related to tiny homes and planning.

MA-2025-070

It was Moved and Seconded,

that Mayne Island Local Trust Committee refer the Mayne Island Housing Project to the Advisory Planning Commission for response by October 17.

CARRIED

12.2 Mayne Island Housing Project - Introduction of Build Out Map – Discussion

Island Planner Chadwick commented that this is an opportunity for Trustees to raise questions and comments about the Build Out Map. The following comments were made:

- The Subdivision Potential heading is correct
- Data from BC Assessment was used
- While some properties could subdivide, they would not receive any additional density
- There are so many barriers to doing subdivisions on the island (e.g. financial, bureaucratic) that they are no longer practical
- The map is really good; using different colours really helps

13. REPORTS

13.1 Work Program Reports

13.1.1 Active Projects Report Dated Sept 2025

Received for information.

13.1.2 Future Project List Report Dated Sept 2025

Received for information.

13.2 Applications Report Dated Sept 2025

Received for information.

13.3 Trustee and Local Expense Report Dated July 2025

Received for information.

13.4 Adopted Policies and Standing Resolutions

Received for information.

13.5 Local Trust Committee Webpage

13.6 Chair's Report

Chair Patrick urged people to read the draft Trust Policy Statement and submit feedback.

13.7 Trustee Report

Trustee Dodds reported:

- The Mayne Island School now has 48 children which results in three full-time classrooms; there has not been three classes in at least 30 years
- The Terry Fox Run on Mayne Island raised over \$17,000

Trustee Maude commented on the impressive community spirit on Mayne and added that the island has become exceptionally attractive to families.

13.8 Electoral Area Director's Report – None

13.9 Islands Trust Conservancy Report – None

14. NEW BUSINESS

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for October 27, 2025 at the Mayne Island Agricultural Hall, Mayne Island

16. TOWN HALL

No comments were made.

17. CLOSED MEETING (Distributed Under Separate Cover)

17.1 Motion to Close Meeting

MA-2025-071

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)(f) for the purpose of considering:

(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

17.2 Recall to Order

The meeting was recalled at 4:02 p.m.

17.3 Rise and Report – None

18. ADJOURNMENT

By general consent the meeting was adjourned at 4:02 p.m.

Laura Patrick, Chair

Certified Correct:

Carly Bilney, Recorder