

ADOPTED

Mayne Island Local Trust Committee

Minutes of Regular Meeting

Date: July 20, 2026

Location: Electronic Meeting

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

Staff Present: Bruce Belcher, Planner 2
Warren Dingman, Manager, Bylaw Compliance and Enforcement
Lisa Millard, Meeting Administrator/Recorder

Others Present: There were no members of the public present.

1. CALL TO ORDER

Chair Elliott called the meeting to order at 1:00 .p.m.

2. TERRITORIAL ACKNOWLEDGEMENT

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

3. RISE AND REPORT - In-Camera Meeting of June 29, 2026

Chair Elliott reported that during the June 29, 2026 in-camera meeting the Local Trust Committee adopted the January 26, 2026 in camera meeting minutes and requested staff to bring back policy amendments on the Bylaw Compliance and Enforcement Policy.

4. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

5. PUBLIC PARTICIPATION PERIOD

There were no members of the public present.

6. COMMUNITY INFORMATION MEETING - None

7. PUBLIC HEARING - None

8. MINUTES

8.1 Local Trust Committee Minutes Dated June 29, 2026 (for Adoption)

By general consent the Mayne Island Local Trust Committee meeting minutes of June 29, 2026 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 July 2026

Discussion ensued and the following comments were noted:

- Item 10: the Planner will prepare and circulate a report on the Keats Island Shoreline Development Permit Area for the incoming Local Trust Committee's information and consideration of a minor project
- Item 11: There is potential to review the number and size of accessory structures permitted within various zones and to look at excluding short-term vacation rentals in specific zones

10. DELEGATIONS - None

11. CORRESPONDENCE

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

12. APPLICATIONS AND REFERRALS

12.1 Saturna Island Local Trust Committee Referral for Draft Bylaw No. 146 (for Response)

MA-2026-051

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee respond to the Saturna Island Local Trust Committee that interests are unaffected by draft Bylaw No. 146.

CARRIED

13. LOCAL TRUST COMMITTEE PROJECTS – None

14. REPORTS

14.1 Work Program Reports

14.1.1 Active Projects Report Dated July 2026

Received for information.

14.1.2 Future Project List Report Dated July 2026

It was noted that, following the election, the incoming Local Trust Committee might benefit from more detail regarding potential future projects and the following updates to the Future Projects list were discussed:

- Item 1: Circulate Keats Island Foreshore Development Permit Area details
- Item 2: Cisterns are now required for any new builds but size and location of the cisterns should be defined

- Item 3: this topic is not within the jurisdiction of the Local Trust Committee and can be removed
- Item 4: Add consideration of the number and size of outbuildings per lot size and rename the topic to “Review of Lot Coverage and Accessory Structures Maximums”
- Item 5: Identify heritage structures for information of residents and potentially create a heritage register
- Item 6: Look at definitions of contractor yard and home occupation, specify what kind of yard can operate in a residential zone, and note that policy is to ensure that home owners operate the business and property is not leased for commercial operation

MA-2026-052

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee request staff to remove Item No. 3 First Nation Reserve Land access to water and power from the Future Projects Report.

CARRIED

14.2 Applications Report Dated July 2026

Received for information.

14.3 Trustee and Local Expense Report Dated May 2026

Received for information.

14.4 Adopted Policies and Standing Resolutions

Received for information.

14.5 Local Trust Committee Webpage - None

14.6 Chair's Report

Chair Elliott reported attendance at an Executive Committee meeting and the Southern Gulf Island Forum and upcoming attendance at a Committee of the Whole meeting and Islands Trust Conservancy Board meeting.

14.7 Trustee Report

Trustee Dodds reported attendance at a Fallow Deer Society meeting and noted new hunting regulations will be forthcoming and attendance at the annual Church Fair.

Trustee Maude reported popularity of island activities including the Island Car Show and recent Quilter's Show.

14.8 Electoral Area Director's Report - None

14.9 Islands Trust Conservancy Report - None

15. NEW BUSINESS

15.1 Local Trust Committee Compliance and Enforcement Policy - Staff Report

The Bylaw Compliance and Enforcement Manager summarized the staff report which recommends amendments to the Bylaw Compliance and Enforcement Policy to address concerns about storage of derelict vehicles, storage of waste, unsightly premises, residential uses on non-residential properties, minimum notice period for inspections, and policies that will state investigations will focus on specific alleged contraventions outlined in complaints unless there is an immediate risk to health and safety or environment, and that a Regional Planning Manager can also act as a screening officer.

Discussion ensued and the following comments were noted:

- Policy 4.5 regarding enforcement on violations related to disposal or storage of waste or recyclable materials should be investigated through written complaint only
- There is support for pro-active enforcement on the storage of vehicles

MA-2026-053

It was MOVED and SECONDED,

that proposed amendment to the Mayne Island Bylaw Compliance and Enforcement Policy listed under subsection 2) 4.5 be changed to “Enforcement on violations related to the storage of vehicles, derelict vehicles, or vehicle parts is authorized without a written complaint”.

CARRIED

MA-2026-054

It was MOVED and SECONDED,

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

CARRIED

16. UPCOMING MEETINGS

16.1 Next Regular Meeting Scheduled for August 31, 2026 at the Mayne Island Agricultural Hall, Mayne Island

MA-2026-055

It was MOVED and SECONDED,

that Mayne Island Local Trust Committee request staff change the August 31, 2026 meeting to be held electronically.

CARRIED

17. CLOSED MEETING – None

18. ADJOURNMENT

By general consent the meeting was adjourned at 2:06 p.m.

Tobi Elliott, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder