

Mayne Island Local Trust Committee

Special Meeting Agenda

Date: September 20, 2014
Time: 1:00 pm
Location: Mayne Community Centre
 493 Felix Jack Road, Mayne Island, BC

Pages

1. **Call to Order** 1:00 PM - 1:30 PM
2. **Approval of Agenda**
 - 2.1 **Additions/Deletions**
 - 2.2 **Questions from the Public on Agenda items**
3. **Community Information Meeting**

None
4. **Public Hearing**

None
5. **Previous Meetings**
 - 5.1 **Local Trust Committee Minutes**
 - 5.1.1 **Mayne Island Local Trust Committee Meeting Minutes of July 30, 2014 (attached)** 4 - 12

For consideration to Adopt
 - 5.2 **Public Hearing Records and Community Information Meeting Notes**

None
 - 5.3 **Section 26 Resolutions-without-meeting** 13 - 13

RWM Report dated September 2014 (attached)
 - 5.4 **Advisory Planning Commission Minutes**

none
6. **Business Arising from the Minutes** 1:30 PM - 1:45 PM
 - 6.1 **Follow-up Action List (attached)** 14 - 14

FUAL report dated August 2014

7. **Delegations**
None
8. **Correspondence**
[Correspondence received regarding an application(s) or project(s) is listed with the application/project]
none
9. **Applications, Permits, Bylaws and Referrals** 1:45 PM - 3:15 PM
 - 9.1 **MA-RZ-2012.1 (Oceanwood) - Staff Report (attached)** 15 - 45
 - 9.2 **Salt Spring Island Local Trust Committee Bylaw No. 480 - Referral (attached)** 46 - 48
10. **Local Trust Committee Projects**
none
11. **Reports**
 - 11.1 **Work Program Reports (attached)** 49 - 50
Work Program report dated August 2014
 - 11.2 **Applications Report (attached)** 51 - 52
Application report dated August 2014
 - 11.3 **Expense/Budget Reports (attached)** 53 - 53
LTC expense report dated August 2014
 - 11.3.1 **2015-16 Budget Submissions - Staff Report (attached)** 54 - 58
 - 11.4 **Bylaw Enforcement**
None
 - 11.5 **Adopted Policies and Standing Resolutions (attached)** 59 - 62
For information
 - 11.6 **Mayne Island LTC Web Page**
The Mayne Island Local Trust Committee Web Page can be found at:
www.islandstrust.bc.ca/islands/local-trust-areas/mayne
 - 11.7 **Chair's Report** 3:15 PM - 4:00 PM
 - 11.8 **Trustee Reports**

12. Other Business

12.1 Upcoming Meetings

The next meeting of the Mayne Island Local Trust Committee will be held Wednesday, October 22, 2014, at 1:00 p.m., at the Mayne Island Agricultural Hall.

12.2 Fallow Deer Committee Report

12.2.1 Email from R Underhill re: Fallow Deer Hunting on Mayne	63 - 64
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12.3 Experience the Southern Gulf Islands Cycling and Pedestrian Trail Plan - Staff Report (attached)	65 - 88
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12.4 Request for Fact Sheet on Freighters in Plumper Sound	89 - 89
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Email from Clare Frater to Mr. Brown Requesting a Fact Sheet (attached)

13. Town Hall Meeting

14. Adjournment	4:00 PM - 4:00 PM
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**Mayne Island
Local Trust Committee
Minutes of a Regular Business Meeting**

Date of Meeting: Wednesday July 30, 2014
Mayne Island Agricultural Hall
430 Fernhill Road, Mayne Island

Members Present: Peter Luckham Chair
Jeanine Dodds Local Trustee
Brian Crumblehulme Local Trustee

Staff Present: Gary Richardson Island Planner
Pat Todd Recording Secretary

Media and Others Present: Approximately five members of the public

1. CALL TO ORDER

Chair Luckham called the meeting to order at 1:00 pm, recognizing the Local Trust Committee meeting was being held in the Coast Salish Territories and introduced himself, the Local Trustees, and Islands Trust Staff.

2. APPROVAL OF AGENDA

2.1 Additions/Deletions

The following addition to the agenda was presented for consideration:
13. Town Hall: Brief Town Hall after item 3 to accommodate a member of the public. Discussion under Item 13.

By general consent, the agenda was approved as amended.

2.2 Questions from the public on Agenda items

None

3. COMMUNITY INFORMATION MEETING

None

4. PUBLIC HEARING

None

5. PREVIOUS MEETINGS

5.1 Local Trust Committee Minutes

5.1.1 Mayne Island Local Trust Committee Business Meeting Minutes of June 25, 2014

The June 25, 2014 minutes were amended as follows:

Page 2 Item 6.1 first sentence insert “technical” prior to amendments
Page 3 Item 9.1 Chair Luckham...that signs should include “maximum of three boats”...

Page 3 Last sentence change restated to “thought”

Page 8 Chair’s Report: second sentence insert after attendance “of past Saturna Trustees at the dinner. Department of Fisheries and Oceans made a tele presentation to Trust Council.

Chair’s Report second last sentence - ...received one for his efforts - to add “working on BC Ferries issues and end sentence after “islanders”

By general consent, the Mayne Island Local Trust Committee Business Meeting Minutes of June 25, 2014, as amended were adopted.

5.2 Public Hearing Records and Community Information Meeting Notes

None

5.3 Section 26 Resolutions-without-meeting

None

5.4 Advisory Planning Commission Minutes

5.4.1 Mayne APC Draft Minutes of July 14, 2014

Received for information

Concern raised that Applicant was not notified of meeting. This will be addressed.

6. BUSINESS ARISING FROM THE MINUTES

6.1 Follow-up Action Report July 2014

Planner Richardson commented that rezoning application has a couple of items still to be addressed and that Riparian Area Regulations (RAR) will be on work schedule for the fall.

7. DELEGATIONS

None

8. CORRESPONDENCE

8.1 Email May 29, 2014 A. Maxwell re: Mayne Island Resort Dock

Received for information.

Staff directed to forward a copy of the Temporary Use Permit to A. Maxwell and to direct him to forward any further questions to staff.

8.2 Email July 16, 2014 C. McLaren re: Georgina Point Road

Trustees walked the area of concern. At the meeting with the Ministry of Transportation and Infrastructure, this roadway was identified as a priority for Mayne Island and a letter was sent to the Ministry emphasizing this. Staff will collect information regarding this matter and draft a second letter.

9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

9.1 North Pender Island Local Trust Committee Draft Bylaw No. 196

MA-2014-045

It was Moved and Seconded that Mayne Island Local Trust Committee interests are not affected by Pender Island Local Trust Committee Draft Bylaw No. 196.

CARRIED

9.2 MA-RZ-2012.1 (Oceanwood) Staff Report

Staff reviewed the application, the revisions that have been made to date, and reported on the APC recommendations. Regarding the installation of a fire hydrant, this would be the responsibility of the applicant, as Islands Trust cannot stipulate this.

The applicant agreed to the installation of a fire hydrant, as it would benefit insurance rates.

Concern was raised as to the impact this development would have on the neighbours. Location of structures can be directed through the Development Permit or through a split zoning. A request was made to the applicant for clarity as to where density will be sited.

Comment was made as to limited size of staff housing and that this could discourage families. Suggestion was made to enlarge one staff-housing unit to 969 sq. ft.

Review of staff report and draft bylaws

MA-2014-046

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to amend Objectives Bullet 1 to read “to protect and sustain access to a reliable and safe supply of drinking water for adjacent properties wells”.

CARRIED

MA-2014-047

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to amend Objectives Bullet 1 and add a Bullet 4 to read “to mitigate the impact of development on site wells”.

CARRIED

MA-2014-048

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to delete item b) from 2.8.5.

CARRIED

MA-2014-049

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to amend 2.8.4 as follows: Point 2. Third line to delete “from the” and Point 3 first line to delete “the” after “where”.

CARRIED

MA-2014-050

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to amend 2.8.4 Point 8 to state: "Where tree removal which is not exempt from the requirement for a permit, a qualified professional may be required to provide a report regarding the following:" **CARRIED**

MA-2014-051

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to work with the applicant to identify a "no build area" on the northern section of the property. **CARRIED**

There was discussion on Bylaw No. 164 specific to the size of the restaurant.

MA-2014-052

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to clarify the size of the restaurant to be consistent with the allowable square footage on the former Bennett property. **CARRIED**

There was a review of Policy Statement Directives Only Checklist Bylaws and File No. 163

No. 4.5.8 has been checked not applicable.

Chris Roehrig (neighbor to site) spoke of concerns regarding marine traffic and impact of increased anchorage and that land development can have significant impact on coastal water.

Mr. Roehring's concern is for the future and possible expansion.

This will be addressed under Work Program.

No. 5.3.7 Discussion regarding need to address transportation system and the decrease of private automobile use. Development is removed from island amenities and therefore transportation is required.

MA-2014-053

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to look at Islands Trust Policy Statement Directive Only Checklist Bylaws to address No 5.3.7 possibilities.

CARRIED

MA-2014-054

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to prepare an amendment to the Amenity zoning clause as part of this application to clarify the language as per Islands Trust Policy Statement Directive Only Checklist Bylaws No. 5.2.5

CARRIED

After discussion it was determined that the character of the development would be specified within the Development Permit Application.

9.3 MA-CL-2014.1 (Shaw/Ledcor) and MA-CL-2014.2 (Shaw/Ledcor)

Application is to allow a submarine fiber optic cable from Galiano to be affixed to Mayne Island and then be laid from Mayne Island to Saturna. Staff will notify the applicant that rezoning is not required.

There was a question as to impact on eelgrass and it was explained that this should be referred to the Department of Fisheries. It was also noted that such a project would be under a high level of scrutiny and that for Islands Trust it is just a matter of zoning. Staff will copy the application to the Mayne Island Conservancy

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Mayne Bylaws No. 161 and 162 Blackline Version

Chair Luckham expressed appreciation to staff regarding the extensive work on this document.

MA-2014-055

It was Moved and Seconded that Mayne Island Local Trust Committee give First Reading to draft bylaw 162, cited as Mayne Island Land Use Bylaw No. 146, 2008, Amendment No.1, 2014

CARRIED

MA-2014-056

It was Moved and Seconded that Mayne Island Local Trust Committee give First Reading to draft bylaw 161, cited as Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No.1, 2014

CARRIED

MA-2014-057

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to schedule a Public Hearing for proposed bylaw 162 and proposed bylaw 161 to be held in conjunction with a regularly scheduled meeting of the Mayne Island Local Trust Committee.

CARRIED

MA-2014-058

It was Moved and Seconded that Mayne Island Local Trust Committee has reviewed the Island Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 162 and Bylaw No 161 are not contrary to or a variance with the Islands Trust Policy Statement.

CARRIED

11. REPORTS

11.1 Work Program Reports

Staff to add to project list – zoning impacts on shoreline.

MA-2014-059

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to add to project list, water zoning for commercial properties.

CARRIED

Priorities remain the same.

11.2 Applications Report

Applications Report dated July 2014, received for information

11.3 Expense/Budget Reports

LTC expense report dated June 2014, received for information.

11.4 Bylaw Enforcement

None

11.5 Adopted Policies and Standing Resolutions

Received for information

11.6 Mayne Island LTC Web Page

Staff will update the web page according to happenings at today's meeting. The Mayne Island website can be found at:
www.islandstrust.bc.ca/islands/local-trust-areas/mayne

11.7 Chair's Report

Chair Luckham advised that some progress had been made regarding derelict vessels. The Provincial and Federal Ministries are talking.

11.8 Trustee Report

Trustee Dodds reported that the island fallow deer committee had met with the Capital Regional District (CRD) Director and it is strongly felt the fallow deer need to be the responsibility of the Ministry of Wild Life. There will be a meeting September 22, 2014.

Trustee Crumblehulme advised that a recently presented Trail Plan, by the CRD, included very confusing maps; however, the Pathway has been approved. The Food and Agriculture Plan (CRD) met and there was representation from every island. There is interest in including the Islands Trust and Trustee Crumblehulme will be sitting on the committee. Broadband is meeting at the end of the week with Van City. Efforts are still underway to increase the autonomy of Miners Bay Dock.

12. OTHER BUSINESS

12.1 Upcoming Meetings

There was discussion regarding the next LTC meeting. September 3, 2014 is too early.

MA-2014-060

It was Moved and Seconded that Mayne Island Local Trust Committee ask staff to provide direction as to meeting dates for the fall that would allow a Public Hearing for MA-RZ-2012.1 prior to election.

CARRIED

13. TOWN HALL MEETING

John England: questioned who to contact regarding concerns about water, fire hazards, and disruptions in the community.

Fire Hazard issues should be directed to the Mayne Island Fire Chief. The CRD Bylaw Officer has a file open on these issues; water concerns are the responsibility of the Ministry of the Environment.

Chair Luckham suggested a letter be sent to the Trustees outlining concerns which can then be included on the agenda and forwarded to the appropriate agencies.

Dave Burroughs: spoke to fire hazard of dry wood on private properties and suggested a committee of volunteers to clear undergrowth.

Dave Maude: spoke to the installation of a fire hydrant on the Oceanwood development and stated that it is within the Official Community Plan as an amenity that can be requested by the Local Trust Committee.

Chris Roehrig: commented on the difficulty in controlling water zoning and development and the inability to stipulate to anchorage.

14. ADJOURNMENT

Chair Luckham declared the meeting adjourned at 3:30 p.m.

X

Peter Luckham, Chair

CERTIFIED CORRECT

X

Pat Todd, Recorder

RWM From: July 30, 2014 To: September 10, 2014

Mayne Island

Resolution #	Action	Resolution Description	Resolution Date
2014-02	In Favour	THAT the Mayne Island Local Trust Committee cancel the September 3, 2014 regular business meeting and schedule a Special Meeting for September 20, 2014.	Aug 13, 2014



Islands Trust

Print Date: Sep-10-2014

Follow Up Action Report w/ Target Date

Mayne Island Jul-30-2014

No.	Activity	Responsibility	Target Date	Status
1	Minutes of June 25, 2014 adopted as amended.	Lori Foster		Done
2	Staff to prepare letter for Chairs signature regarding MoTI maintenance of Georgina Pt. Rd.	Gary Richardson		Done
3	North Pender LTC Bylaw 196 - to respond as interests unaffected.	Sharon Lloyd-deRosario		Done
4	MA-RZ-2012.1 (Oceanwood) - staff to amend bylaws and bring them to next LTC mtg for LTC review.	Gary Richardson		Done
5	Draft Bylaws 161 and 162 to be updated showing 1st reading and posted to the website.	Lori Foster Sharon Lloyd-deRosario		Done
6	Change next LTC mtg date from September 3 to later in September, possibly on a Saturday. Early enough to ensure that a public hearing can be held on October 22 if Oceanwood bylaws are amended at September mtg.	Lori Foster Gary Richardson		Done

File No.: MA-RZ-2012.1

To: Mayne Island Local Trust Committee

From: Gary Richardson, Island Planner

CC: Robert Kojima, Regional Planning Manager

**Re: Proposed Rezoning of Lot 22, Sec. 5 and 6, Plan 29750, Mayne Island
Oceanwood Country Inn – 630 Dinner Bay Road**

Owner: 0747825 B.C. Ltd.

Applicant: Murray Rosengren

Location: 630 Dinner Bay Road

BACKGROUND:

An application for rezoning was made in December 2012. The original application was predominately for seniors housing. After it was determined by a needs study that only a limited number of seniors units will likely be required on Mayne Island in the foreseeable future the application was amended.

The present application is for a mix of housing the details of which are outlined in the proposal section of this report.

The LTC passed the following resolutions at its July 30, 2014 business meeting:

MA-2014-046

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to amend Objectives Bullet 1 to read “to protect and sustain access to a reliable and safe supply of drinking water for adjacent properties wells”.

MA-2014-047

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It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to look at Islands Trust Policy Statement Directive Only Checklist Bylaws to address No 5.3.7 possibilities.

MA-2014-054

It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to prepare an amendment to the Amenity zoning clause as part of this application to clarify the language as per Islands Trust Policy Statement Directive Only Checklist Bylaws No. 5.2.5

Several staff reports have been prepared on this proposal and can be found on the Mayne LTC webpage at:

<http://www.islandstrust.bc.ca/islands/local-trust-areas/mayne/current-applications.aspx>

This report addresses all of the resolutions passed at the July 30, 2014 LTC meeting and where appropriate draft bylaws 163 (OCP) and 164 (LUB) have been amended.

THE PROPOSAL:

The existing lot contains a waterfront country guest house which consists of 12 tourist accommodation units, a restaurant, an accessory building/garage and an accessory dwelling unit.

- The applicant is proposing to keep the existing guest house as is with 12 tourist accommodation rooms and a restaurant.
- The existing accessory dwelling which is limited in size (140 m²) is proposed to remain. It may be relocated in the future.
- 10 new units not to exceed 90 m² (969 sq.ft.) to be used as either vacation accommodation units or residential units are being proposed.
- 10 new seniors residential units not to exceed 90 m² (969 sq.ft.) are being proposed.
- 3 staff housing units not to exceed 60 m² (646 sq.ft.) are being proposed.

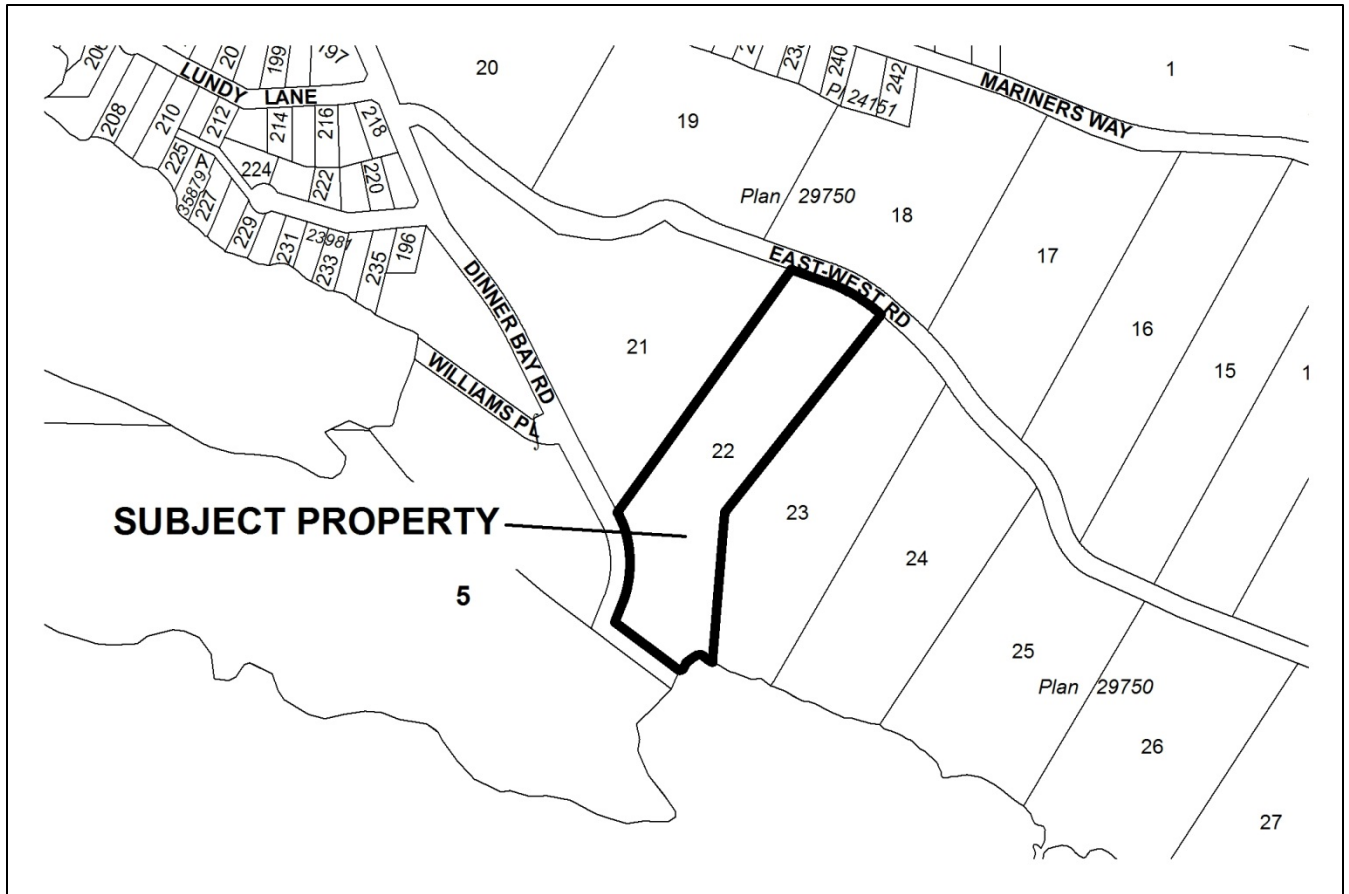
SITE CONTEXT:

The property is a 4 hectare waterfront property with an existing tourist accommodation unit, restaurant, parking structure and caretaker dwelling sited on it. The lot is forested and is surrounded by similar sized lots. The surrounding lots are predominantly used for residential purposes. There is a Japanese garden located on an adjacent Lot across Dinner Bay Road.

Islands Trust Policy Statement:

The policy statement directives checklist for each draft bylaw is attached for the LTC's review.

The groundwater protection DPA has been recommended to ensure the increase in density will not have an adverse effect on water quality.



Map showing location of subject property



Orthophoto showing subject lot



Ortho photo showing subject area

STAFF COMMENTS:

- 1) The wording amendments that the LTC requested in resolutions MA-2014-045 to 050 have been incorporated in the draft bylaws exactly as were requested. Staff has no concerns about the content of the amendments proposed in the resolutions.
- 2) With respect to resolution MA-2014-51 that a no build area be created on the northern portion of the lot, a setback of 250 metres from the front lot line (East West Road) has been incorporated in draft bylaw 164 in order to ensure there is no building on the Northern ½ of the lot. The 250 metre setback is consistent with the edge of a natural rise on the property. If in the future a building is proposed in the setback area a variance can be considered by the LTC.
- 3) The LTC requested that the size of the restaurant be changed from the existing permitted size of 56 m² (606 ft²) to something similar to the allowable area for the restaurant permitted in the CD2 zone (former Bennett property); however the CD2 zone combines the permitted floor area for restaurants with other uses so a stand-alone area for the restaurant is not specified. Staff has discussed this matter with the applicant and even though there are no plans to increase the restaurant size a modest increase to the permitted floor area for the restaurant may be useful in the future. Staff is suggesting a permitted floor area of 90 m² (969 ft²) for the restaurant.
- 4) As per direction given at a previous LTC meeting staff will be preparing a covenant that will require that the applicant obtain a report prepared by a geohydrologist or other qualified professional prior to the LTC considering issuing a Development Permit for Groundwater Protection. The draft covenant will be prepared prior to the October 22 public hearing.
- 5) As was requested at an earlier LTC meeting, staff has discussed BC building code provisions for seniors housing with the CRD building inspector. The building code insures accessibility and safety in all buildings; therefore, the building inspector does not think it's necessary to mirror the building code requirements in the LUB to ensure specific building code requirements are applied.
- 6) MA-2014-53 requested that staff review the Islands Trust Policy Statement to address directive policy 5.3.7 which states in part "...address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use."

This proposal is not contrary or at variance with this policy and may help achieve some of the objectives of the policy in the following ways:

- There is a car stop near the Oceanwood entrance which might be utilized to a higher level if this proposal proceeds.
- Concentrating a larger number of people in one area as is being proposed in this application lends itself to the possibility of carpooling or use of public transportation such as the community bus.
- The Experience the Southern Gulf Islands Cycling and Pedestrian Draft Trail Plan shows an interim bicycle route passing near the Oceanwood property.

7) MA-2014-54 requests staff address clarify the amenity zoning clause in the OCP (s 2.10.3 e)

The following shows the existing wording in standard text and the proposed amendment in bold text. This text has been incorporated into draft bylaw 163.

*e) as it is intended that applications should be for relatively modest increases in density, the Local Trust Committee should not consider applications in which more than 10 additional dwelling units are proposed in exchange for a community amenity. **For certainty the 10 additional dwelling units are independent of any housing that is being provided as an amenity, such as affordable, seniors or special needs housing.***

Staff has endeavored to address all of the LTCs remaining concerns regarding this proposal in the attached draft bylaws and is requesting that the bylaws be read a 1st time and proceed to public hearing on October 22, 2014.

Options

- 1) Proceed no further.
- 2) Direct staff to further amend bylaws.
- 3) Give 1st reading to draft bylaws 163 and 164.

RECOMMENDATIONS:

1. THAT the Mayne Island Local Trust Committee give draft bylaw 163, cited as Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 2, 2014, 1st reading.
2. THAT the Mayne Island Local Trust Committee give draft bylaw 164, cited as Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2014, 1st reading.
3. That the Mayne Island Local Trust Committee review the Islands Trust Policy Statement Directives Only Checklist and determine that Bylaws No. 163 and 164 are not contrary to or at variance with the Islands Trust Policy Statement.

Prepared and Submitted by:

Gary Richardson

September 9, 2014

Gary Richardson, Island Planner

Date

Concurred in by:



Robert Kojima
Regional Planning Manager

September 11, 2014

Date

Attachments:

Draft Bylaw 163

Draft Bylaw 164

Policy Statement Checklists for Draft Bylaw 163 and 164

A BYLAW TO AMEND MAYNE ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 144, 2007

WHEREAS the Mayne Island Local Trust Committee is the Local Trust Committee having jurisdiction on and in respect of the Mayne Island Local Trust Area, pursuant to the Islands Trust Act;

AND WHEREAS Section 29 of the *Islands Trust Act* gives the Mayne Island Local Trust Committee the same power and authority of a Regional District under Part 26, except sections 932 to 937 and 939, of the *Local Government Act*;

AND WHEREAS the Mayne Island Local Trust Committee wishes to amend the Mayne Island Official Community Plan Bylaw No. 144, 2007;

AND WHEREAS the Mayne Island Local Trust Committee has held a Public Hearing;

NOW THEREFORE the Mayne Island Local Trust Committee enacts in open meeting assembled as follows:

1. CITATION

This Bylaw may be cited for all purposes as "Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 2, 2014."

2. SCHEDULES

- a. Schedule A (Policy Document) of Mayne Island Official Community Plan No. 144, 2007 is amended as indicated on Schedule 1, attached to and forming part of this amending bylaw.
- b. Schedule C (Map of Development Permit Areas) of Mayne Island Official Community Plan No. 144, 2007 is amended in accordance Schedules 2 and 3, attached to and forming part of this amending bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME this _____ day of _____, 20. _____

PUBLIC HEARING HELD this day of , 20.

READ A SECOND TIME this _____ day of _____, 20.

READ A THIRD TIME this _____ day of _____, 20. _____

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this _____ day of _____, 20__.

APPROVED BY THE MINISTER OF COMMUNITY DEVELOPMENT this
day of , 20.

ADOPTED this _____ day of _____, 20.

SECRETARY

CHAIRPERSON

MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 163

SCHEDULE 1

1. Schedule A (Policy Document) of Mayne Island Official Community Plan No. 144, 2007 is amended by inserting the following new Section 2.8.5.

“2.8.5 Development Permits for Groundwater Protection

Development permits for this purpose may vary or supplement bylaw regulations to specify the general character of the development and the siting and form of buildings and structures.

Designation

All lands shown on Schedule C as being a groundwater protection area are designated as a development permit area.

Authority

The Groundwater Protection Development Permit Area is designated a development permit area pursuant to Section 919.1(1)(a) of the *Local Government Act* for the protection of the natural environment, its ecosystems and biological diversity and Section 919.1(i) of the *Local Government Act* for the establishment of objectives to promote water conservation.

Objectives

It is the Object of the Islands Trust to “Preserve and protect the Trust Area and its unique amenities and environment of the Trust Area for the benefit of the residents of the Trust Area, and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia.”

It is Provincial legislation in Section 877(1)(d) of the Local Government Act that an official community plan must include statements and map designations for the area covered by the Plan respecting restrictions on the use of land that is environmentally sensitive to development. It is policy of the Islands Trust Council that local trust committees address measures that ensure:

- neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater,
- water quality is maintained, and

The Objectives of the development permit area are:

- to protect and sustain access to a reliable and safe supply of drinking water for adjacent properties wells
- to protect and sustain the quality and supply of surface and groundwater necessary to the provision of ecological services
- to mitigate the impacts of development on sub-surface water supplies
- to mitigate the impact of development on site wells

General Applicability

A development permit is required for the subdivision of land, construction of a new residence or commercial or industrial building, land alteration, or the cutting of trees in excess of the number exempted below.

Work Not Requiring a Permit (Exemptions)

The following activities are exempt from any requirement for a development permit:

- a) Repair, maintenance, alteration, additions to, or reconstruction of existing lawful buildings, structures or utilities, including those that are lawfully non-conforming (a building permit may still be required).
- b) Construction of a dwelling where the dwelling:
 - a) Is not to be connected to a groundwater source; and,
 - b) Is entirely serviced with water through stored and treated rain water which meets or exceeds Canadian Drinking Water Standards.
- c) Development on land that is subject to a conservation covenant under section 219(4) of the *Land Title Act* in relation to natural, environmental, wildlife or plant life value relating to the land, granted to the local government or a covenantee designated under section 219(3)(c) of the *Land Title Act*.
- d) Repair and maintenance of existing roads, driveways, paths and trails, provided there is no expansion of the width or length of the road, driveway, path or trail, and no creation of additional impervious surfacing, including paving asphaltting or similar surfacing.
- e) The placement of temporary buildings or structures
- f) All vegetation removal except for cutting and removal of more than 5 trees (with a trunk diameter greater than 20 centimetres measured 1.5 metres above the ground) within a 12-month period on any one lot.
- g) Removal of trees that have been examined by an arborist and certified to pose an immediate threat to life or property.
- h) Farm operations as defined in the *Farm Practices Protection (Right to Farm) Act* and farm uses as defined in Section 2(2), (3), (4) and (5) of the Agricultural Land Reserve Use, Subdivision, and Procedure Regulation.
- i) Forest management activities, as defined in the Private Managed Forest Land Regulation, on land classified as managed forest land under the *Private Managed Forest Land Act*.
- j) Land alteration that does not alter the natural contours of the land.
- k) The construction of an accessory building or structure with a lot coverage of less than 100m², provided the accessory building or structure is not connected to a supply of water.
- l) Construction of fences.
- m) Emergency actions required to prevent, control or reduce an immediate threat to human life, the natural environment or public or private property including:
 - i. Forest fire, flood and erosion protection works;
 - ii. Protection, repair or replacement of public facilities;
 - iii. Clearing of an obstruction from a bridge, culvert, dock wharf or stream; or
 - iv. Bridge repairs.
- n) Works undertaken by a local government or a body established by a local government.

2.8.4 Guidelines

1. In general, development should minimize negative impacts on the quality and quantity of subsurface water supplies.
2. A qualified professional hydrogeologist or engineer is required to prepare a report and make recommendations for mitigation measures. Once the final report is received from the hydrogeologist or engineer by the local trust committee, the LTC may impose permit conditions, including a requirement for security in the form of an irrevocable letter of credit, to ensure the protection of groundwater supply quality or quantity consistent with the measures and recommendations described in the report.
3. Where a qualified professional hydro-geologist or engineer's report describes an area as suitable for development with special mitigating measures, the development permit should only allow the development to occur in compliance with the measures described in the report. Monitoring and regular reporting by a hydro-geologist or other professional at the applicant's expense may be required during construction and development phases, as specified in a development permit.
4. Where an application involves the subdivision of land, layout of the subdivision should be designed to:
 - a) replicate the function of a naturally vegetated watershed;
 - b) maintain the hydraulic regime of surface and groundwater pre-development flow rates;
 - c) not interfere with groundwater recharge;
 - d) not introduce or remove material where it would cause erosion of or the filling in of natural watercourses or wetlands.
5. The Local trust committee may require the applicant to install a groundwater monitoring device in at least one well within each proposed subdivision. The Local trust committee may require an agreement to be registered on title to allow a designated person or agency to access the property to collect the data from the device.
6. Where rainwater management is recommended by the report, rainwater should be retained on-site and managed using methods such as vegetated swales, rain gardens, or other methods which allow rainwater to return to the ground.

7. Where rainwater harvesting is recommended by the report for the construction of a new dwelling unit:
 - a) Dwelling units should be sited to allow for the optimal placement of a gravity fed rainwater collection tank which collects rainwater from the roof leaders of the dwelling unit which capture the majority of the rainwater flows.
 - b) Dwelling units should be designed to maximize opportunities for rainwater catchment from all roof surfaces.
 - c) Impervious surfaces should be minimized. The use of impervious paved driveways shall be discouraged.
 - d) The local trust committee may require that all new dwelling units include an external rainwater harvesting system such which includes the following:
 - i. External equipment for collecting and distributing rainwater from the dwelling unit roof;
 - ii. A storage tank(s) of sufficient capacity designed for rainwater collection;
 - iii. A pumping system;
 - iv. An overflow handling system.
 - e) All external pipe, plumbing fixtures, and hose bibs where rainwater is used shall be clearly marked with "Non-Potable Water Do Not Drink".
 - f) Where external rainwater harvesting equipment is required as a condition of the permit, the local trust committee shall encourage the applicant to install dedicated plumbing lines within proposed dwelling units to make use of stored rainwater for flushing toilets and other non-potable uses.
8. Where tree removal which is not exempt from the requirement for a permit, a qualified professional may be required to provide a report regarding the following:
 - a) Removal of trees from steep slopes should only be allowed where necessary and where replacement vegetation / erosion control measures are established. Plans delineating extent of vegetation / tree removal and location of proposed construction, excavation and / or blasting, may be required.
 - b) All development should be undertaken and completed in such a manner as to prevent the release of sediment to any watercourse. An erosion and sediment control plan, including actions to be taken prior to land clearing and site preparation and the proposed timing of development activities to reduce the risk of erosion, may be required as part of the development permit application.
 - c) Existing, native trees should be retained wherever possible and trees to be retained near development should be clearly marked prior to development, and temporary fencing installed at the drip line to protect them during clearing, grading and other development activities.
 - d) If the area has been previously cleared of trees, or is cleared during the process of development, replanting requirements

may be specified in the development permit. Areas of undisturbed bedrock exposed to the surface or natural sparsely vegetated areas should not require planting.

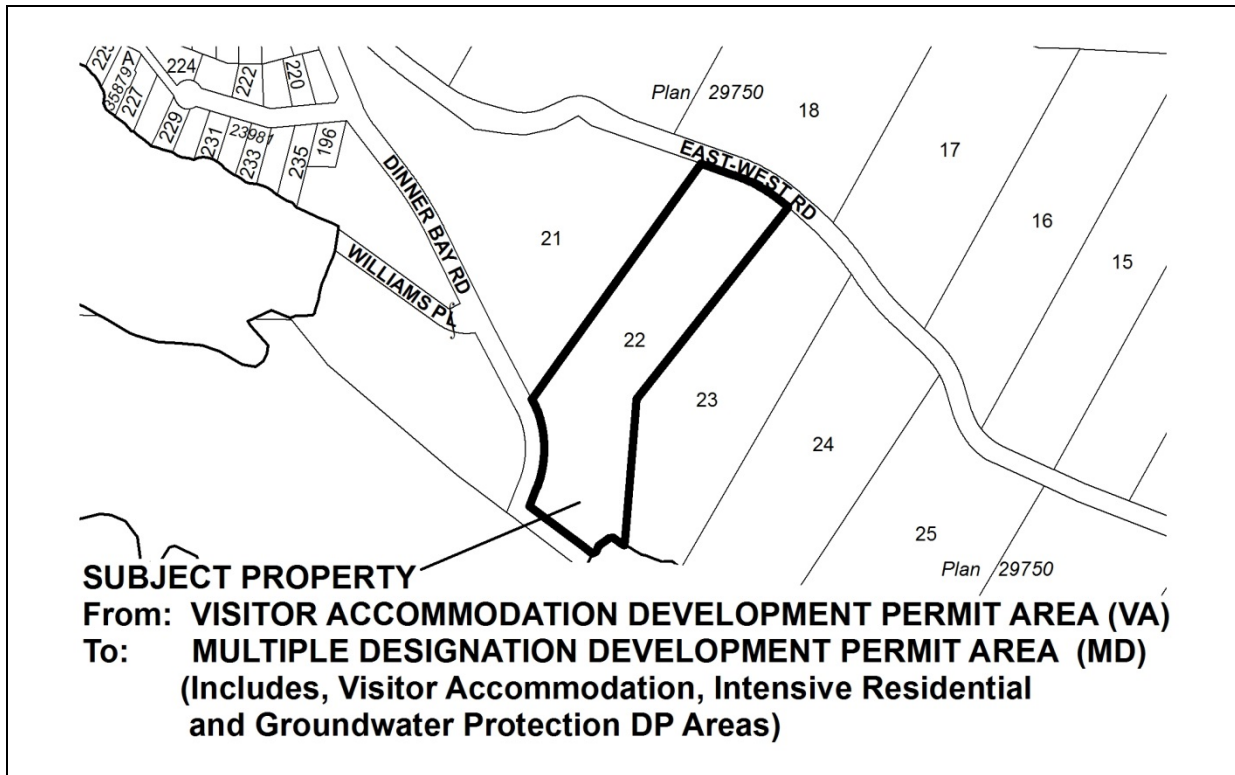
- e) Tree species used in replanting, restoration or enhancement should be selected to suit the soil, light and groundwater conditions of the site, should preferably be native to the area, and should be selected for erosion control and/or wildlife habitat values as needed. Suitably adapted, non-invasive, non-native trees may also be considered acceptable.
 - f) All replanting should be maintained by the property owner for a minimum of 2 years from the date of completion of the planting to ensure survival. This may require removal of invasive, non-native weeds (e.g., Himalayan blackberry, Scotch broom, English ivy) and irrigation. Unhealthy, dying or dead trees should be replaced at the owner's expense in the next regular planting season. Permits may include, as a condition, the provision of security to guarantee the performance of terms of the permit.
- 9. Roads, driveways, trails and pathways should follow the contours of the land and appropriately manage drainage.
 - 10. Parking areas should be located and constructed so as to minimize erosion and water pollution by controlling storm runoff. Structural measures such as catch basins, oil separators, bio-filtration trenches or swales, unpaved or permeable all-weather surfaces should be considered for this purpose.
 - 11. The local trust committee may consider variances to subdivision or building and structure siting or size regulations to meet the objectives of the development permit area.
- 2. Schedule A (Policy Document) of Mayne Island Official Community Plan No. 144, 2007 is amended by inserting the following to article 2.10.3 e) immediately after the last paragraph "For certainty the 10 additional dwelling units are independent of any housing that is being provided as an amenity, such as affordable, seniors or special needs housing.

MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 163

SCHEDULE 2

1. Schedule C (Development Permit Area Map) of Mayne Island Official Community Plan No. 144, 2007 is amended placing the following Development Permit designation on the lands shown below.



MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 163

SCHEDULE 3

1. Schedule C (Development Permit Area Map) of Mayne Island Official Community Plan No. 144, 2007 is amended placing a new Development Permit Area in the list of Development Permit Areas as follows:

“Multiple Designation Development Permit (MD) (Includes Visitor Accommodation, Intensive Residential and Groundwater Protection DP Areas)”.

Sept 11, 2014

MAYNE ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 164

A BYLAW TO AMEND MAYNE ISLAND LAND USE BYLAW NO. 146, 2008

The Mayne Island Local Trust Committee, being the Local Trust Committee having jurisdiction in respect of the Mayne Island Local Trust Area under the Islands Trust Act, enacts as follows:

A. Schedule A of Bylaw No.146, cited as “Mayne Island Land Use Bylaw No 146, 2008” is amended as follows:

(1) By adding a new Section 5.27 as follows:

“5.27 Comprehensive Development Three (CD3) Zone

The purpose of the Comprehensive Development Three zone is to provide for and regulate the development of a mix of tourist accommodation and ground-oriented residential uses on a specific site in Dinner Bay.

Permitted Uses

- (1) The following uses are permitted, subject to the regulations set out in this Section and the general regulations, and all other uses are prohibited:
- (a) Tourist accommodation;
 - (b) Residential;
 - (c) Guest House;
 - (d) Accessory restaurant;
 - (e) Senior citizen residential use;
 - (f) Employee housing;
 - (g) Accessory dwelling unit; and
 - (h) Accessory uses, buildings and structures.

Density

- (2) The maximum lot coverage is 10%.
- (3) One guest house per lot.
- (4) The maximum floor area of a guest house is 836 m² (9000 ft²).
- (5) The maximum number of tourist accommodation units contained within a guesthouse is 12.
- (6) One accessory restaurant, located within a guest house, per lot.
- (7) The maximum floor area of an accessory restaurant use is 90m² (969 ft²).

- (8) The maximum floor area of a tourist accommodation unit sited outside of a guesthouse is 90 m² (969 ft²).
- (9) The maximum number of tourist accommodation units or residential units permitted outside of a guesthouse is one tourist accommodation unit or one residential unit except as follows:
 - a. If 2 employee housing units and 2 seniors housing units are constructed and maintained, then the number of tourist accommodation units or residential units permitted is 2;
 - b. If 3 employee housing units and 4 seniors housing units are constructed and maintained, then the maximum number of tourist accommodation units or residential units permitted is 4;
 - c. If 3 employee housing units and 6 seniors housing units are constructed and maintained, then the maximum number of tourist accommodation units or residential units permitted is 6;
 - d. If 3 employee housing units and 8 seniors housing units are constructed and maintained, then the maximum number of tourist accommodation units or residential units permitted is 8;
 - e. If 3 employee housing units and 10 seniors housing units are constructed and maintained, then the maximum number of tourist accommodation units or residential units permitted is 10.
- (10) The maximum number of employee housing units is 3.
- (11) The maximum floor area of accessory employee housing units is 60m² (646 ft²).
- (12) The maximum number of senior citizen residential units is 10.
- (13) The maximum floor area of any senior citizen residential unit is 90 m² (969 ft²).
- (14) The maximum number of accessory dwelling units per lot is 1.
- (15) The maximum floor area of any accessory dwelling unit is 140 m² (1507 ft²).
- (16) The maximum number of accessory buildings is four per lot, other than an accessory dwelling unit, utility sheds, or woodsheds.

Siting, Size and Location of Uses

- (17) The minimum setback for any building or structure, except a sign, fence, or pumphouse is:
 - (a) 8 metres from any lot line, except for the lot line abutting East West Road where the minimum setback is 250 metres.;
- (18) The maximum height of any guest house, dwelling, tourist accommodation unit or seniors residence is 9 metres (29.5 ft.).
- (19) The maximum height of any accessory building or structure is 5 metres (16.4 ft.).
- (20) The maximum height of any accessory building or structure used for agricultural purposes is 15 metres (49 ft.).

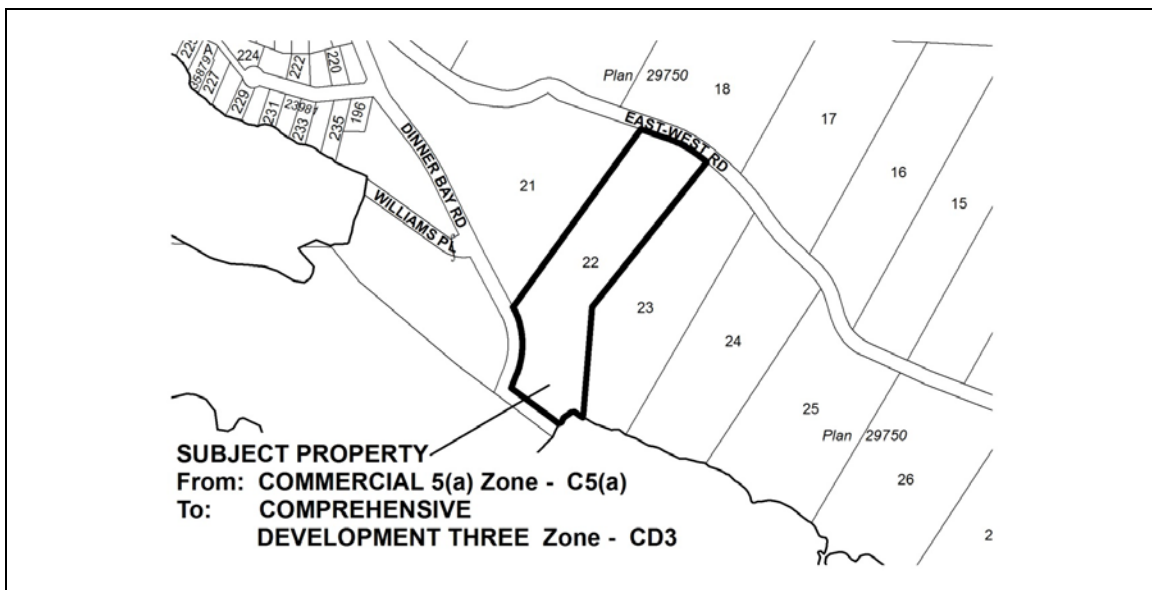
Subdivision Lot Area Requirements

- (18) The minimum lot size is 4 hectares (10 acres).

Conditions of Use

- (19) Outdoor storage areas and tourist accommodation uses, including restaurants and parking areas, must be screened from residential uses on adjoining lots by a landscape screen not less than 1.5 metres in height and complying with the provisions of Section 3.8.”
- (2) By removing the site specific regulations from all three columns, from the table located in Subsection 5.1.2 regarding the C5(a) zone.
- (3) By adding “Comprehensive Development 3” to the zone names in Subsection 4.1 (1) and by adding “CD3” to the zone abbreviations in Section 4.1 both are to be added at the end of the list.
- (4) By adding “CD3” to the sign regulations in Subsection 6.5(1) in the table immediately following “CD2”.

- B.** Schedule B of Bylaw No.146, cited as “Mayne Island Land Use Bylaw No 146, 2008” is amended for the land as depicted in the map below:



- B.** This bylaw may be cited for all purposes as the “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2014”.

READ A FIRST TIME THIS	th	DAY OF	20
PUBLIC HEARING HELD THIS	th	DAY OF	20
READ A SECOND TIME THIS	th	DAY OF	20
READ A THIRD TIME THIS	th	DAY OF	20
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS		DAY OF	20
ADOPTED THIS		DAY OF	20

DEPUTY SECRETARY

CHAIRPERSON



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No: 163

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECK LIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✗ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
n/a	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
n/a	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
n/a	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
n/a	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
n/a	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
n/a	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
n/a	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	Agricultural Land
n/a	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
n/a	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
n/a	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
n/a	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
n/a	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
n/a	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
n/a	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
n/a	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
n/a	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
✓	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
n/a	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
n/a	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
n/a	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
n/a	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
n/a	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.
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PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
✓	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
✓	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
n/a	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
n/a	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
n/a	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
n/a	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
n/a	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
n/a	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
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	5.5	Recreation
n/a	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
n/a	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
n/a	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
n/a	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
n/a	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
n/a	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
n/a	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
✓	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
✓	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:



Islands Trust

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw and File No: 164

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

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CONSISTENT	NO.	DIRECTIVE POLICY
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	4.4	Freshwater Resources
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n/a	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
n/a	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
n/a	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
n/a	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
n/a	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.
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PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
✓	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
✓	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
n/a	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
n/a	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
n/a	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
n/a	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
n/a	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
n/a	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
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	5.5	Recreation
n/a	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
n/a	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
n/a	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
n/a	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
n/a	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
n/a	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
n/a	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
✓	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
✓	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	COMPLIANCE WITH TRUST POLICY
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:



Islands Trust

BYLAW REFERRAL FORM

1-500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8
Ph: (250) 537-9144
Fax: (250) 537-9116
ssinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Salt Spring Island Local Trust Area Bylaw No.: 480 Date: August 11, 2014

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected. For your information a Public Hearing to consider the Bylaw will be held in the near future

APPLICANTS NAME / ADDRESS:

Salt Spring Island Local Trust Committee

PURPOSE OF BYLAW:

To implement the Riparian Areas Regulation on Salt Spring Island

The Salt Spring Island Local Trust Committee (LTC) has reviewed existing Riparian Area Regulation (RAR) Assessments done on Salt Spring Island, regulations protecting riparian areas on Salt Spring Island, and recommendations made by Qualified Environmental Professionals who recently completed stream mapping activities on Salt Spring Island. Based on the evidence, the LTC proposes a 30-15-5 approach to implementing the RAR on Salt Spring Island. A 30m width Development Permit Area is proposed to be applied to the riparian area bordering lakes, mapped wetlands, and large streams; a 15m width Development Permit Area is proposed to be applied to the riparian area bordering minor streams and tributaries; a 5m width Development Permit Area is proposed to be applied to mapped ditches.

GENERAL LOCATION:

Salt Spring Island

LEGAL DESCRIPTION:

This Bylaw applies to: Salt Spring Island, Channel Islands, Deadman, First Sister, Goat, Grace, Idol, Russell, Second Sister and Third Sister Islands, Isabella Islets and other named and un-named islands and islets, and the surface of water within Electoral Area "F".

SIZE OF PROPERTY AFFECTED:

N/A

ALR STATUS:

N/A

OFFICIAL COMMUNITY PLAN DESIGNATION:

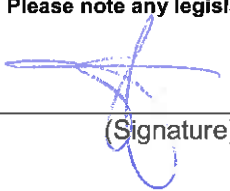
Bylaw No. 434

OTHER INFORMATION:

Attached is a copy of Proposed Bylaw No. 480 at First Reading.

For further information please visit: <http://www.islandstrust.bc.ca/islands/local-trust-areas/salt-spring/projects-initiatives/riparian-areas-regulation-implementation.aspx>

Please fill out the Response Summary on the back of this form. If your agency's interests are "Unaffected", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.


(Signature)

Name: Stefan Cermak

Title: Island Planner

This referral has been sent to the following agencies:

Federal Agencies

Fisheries & Oceans, Canada - Pacific Region

Regional Agencies

Capital Regional District – all referrals
Island Health (VIHA)
Cowichan Valley Regional District

Provincial Agencies

Agricultural Land Commission
Ministry of Agriculture
Ministry of Environment
Ministry of Forests, Lands and Natural Resource Operations
Ministry of Transportation & Infrastructure
Ministry of Community Sport and Cultural Development

Adjacent Local Trust Committees and Municipalities

Galiano Island Local Trust Committee
Mayne Island Local Trust Committee
North Pender Island Local Trust Committee
Thetis Island Local Trust Committee for Kuper Island
Municipality of North Cowichan

PLEASE TURN OVER

Non-Agency Referrals

North Salt Spring Waterworks District

First Nations

Cowichan Tribes
Halalt First Nation
Hul'qumi'num Treaty Group (for information only)
Lake Cowichan First Nation
Lyackson First Nation
Malahat First Nation - Te'Mexw Treaty Association
Pauquachin First Nation
Penelakut Tribe
Stz'uminus First Nation
Te'Mexw Treaty Association
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation

BYLAW REFERRAL FORM

RESPONSE SUMMARY

☐

Approval Recommended for Reasons Outlined Below

☐

Approval Recommended Subject to Conditions Outlined Below

☐

Interests Unaffected by Bylaw

☐

Approval Not Recommended Due to Reason Outlined Below

Salt Spring Island Local Trust Area

(Island)

480

(Bylaw Number)

(Signature)

(Title)

(Date)

(Agency)



Top Priorities

Mayne Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Housing Options - Secondary suites	proposed bylaws 159 forwarded to Minister for approval. Proposed bylaws 159 and 160 to be placed on LTC agenda for final adoption once ministerial approval is received.	Jul-31-2013	Gary Richardson	Oct-22-2014	On Going
2	OCP and LUB amendments	Proposed Bylaws scheduled to go to public hearing Oct 22, 14	Jul-31-2013	Kim Farris	Oct-22-2014	On Going
3	Riparian Area Regulation Implementation	Staff to prepare a report and recommendations on how to proceed with this initiative	May-21-2014	Gary Richardson		On Going



Projects

Mayne Island

No.	Description	Activity	Received/Initiated	Status
1	Climate Change Adaptation	Consider regulatory changes and implementation of new DPA authority	Mar-02-2009	On Going
2	Commercial Land Use Review	review task force reports and provide options/recomendations to the LTC	Oct-24-2012	On Going
3	First Nations Communication - deer		Jun-27-2012	On Going
4	Density provisions on large remainder lots		Jul-27-2012	On Going
5	Road issues		Jun-27-2012	On Going
6	Review TUP policies		Sep-19-2012	On Going
7	STVR Review		Sep-19-2012	On Going
8	Geo-exchange review		Nov-28-2012	On Going
9	Fallow Deer Eradication		May-21-2014	On Going
10	Medical Marijuana production facility review		Jun-25-2014	On Going



Applications w/ Status - Mayne Island Status: Open

Applications

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
MA-DVP-2014.1	Bruce and Robyn Hollingshead	Jul-31-2014	183 MARINERS WAY To obtain a variance to build a deck within a setback.

Planner: Phil Testemale

Planning Status

Status Date: Sep-10-2014

September 9 sent email requesting further information.

Status Date: Aug-29-2014

Need better site plans etc. Passed to GR.

Status Date: Aug-06-2014

Opened file, processed fee, sent to LTC and Planner

Rezoning

File Number	Applicant Name	Date Received	Purpose
MA-RZ-2012.1	0747825 BC LTD / Bruce Rosengren c/o Murray Rosengren Planner: Gary Richardson	Dec-18-2012	630 DINNER BAY RD To rezone from Commercial zone (C5a) to Senior Citizen Housing Comprehensive Development Three zone (CD3) with site specific permissions.

Planning Status

Status Date: Sep-10-2014

Amended draft bylaws per LTC request. Revised bylaws on Sept. 20 agenda for LTC consideration.

Status Date: Aug-07-2014

Processed cheque, receipt 2780 for additional 1,100.00 fees for LUB/OCP amendments fee schedule

Status Date: Jul-23-2014

Amended draft bylaws 163 and 164 prepared for LTCs review at July 30, 14 LTC Mtg.

Subdivision

File Number	Applicant Name	Date Received	Purpose
MA-SUB-2014.1	Richard & Debra Milne, Wayne & Janice Peace Planner: Gary Richardson	Jan-22-2014	000-200-212 380 GEORGINA POINT RD MA 023-910-330 370 GEORGINA POINT RD MA 023-910-348 GEORGINA POINT RD MA

Planning Status

Status Date: Jun-17-2014

Waiting for applicant to fulfill PLA conditions

Status Date: Apr-09-2014

PLA issued April 7, 2014

Status Date: Apr-01-2014

Referral response sent to MoTI, LTC and applicants April 1, 2014

Islands Trust
LTC EXP SUMMARY REPORT F2015
Invoices posted to Month ending August 2014

645 Mayne	Invoices posted to Month ending August 2014	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-645	LTC "Trustee Expenses"	700.00	0.00	700.00
LTC Local				
65200-645	LTC - Local Exp - LTC Meeting Expenses	1,500.00	675.79	824.21
65210-645	LTC - Local Exp - APC Meeting Expenses	750.00	221.58	528.42
65220-645	LTC - Local Exp - Communications	300.00	305.00	-5.00
65230-645	LTC - Local Exp - Special Projects	750.00	70.00	680.00
TOTAL LTC Local Expense		<u>3,300.00</u>	<u>1,272.37</u>	<u>2,027.63</u>
Projects				
73001-645-2005	Mayne OCP/LUB	3,000.00	0.00	3,000.00
TOTAL Project Expenses		<u>3,000.00</u>	<u>0.00</u>	<u>3,000.00</u>

Date: August 7, 2014

File No.:

To: Mayne Island Local Trust Committee
For the meeting of September 3, 2014

From: Robert Kojima
Regional Planning Manager

CC: Gary Richardson
Island Planner

Re: 2015-2016 Budget Requests

Purpose

Local trust committees have been requested to submit project budget requests for the next fiscal year (2015-16).

Local Trust Committee Expense Budgets:

A budget for the Local Expense Account has been developed based on the current budget (2014/15) – copy attached. Local Trust Committees may request changes to this allocation, however, consideration should be given to historical spending and a rationale provided for making such a request.

A small amount of funding is included in the Special Projects line item in the Local Trust Committee Expense Account (\$750 for the MILTC). This funding is intended to support minor local planning initiatives at the discretion of the Local Trust Committee and consistent with Islands Trust policy (a resolution is required to use these funds).

LTC Projects Budgets:

The Local Trust Committee will need to make funding requests to support anticipated project work. When considering new work items for the 2015/16 fiscal year, the LTC is asked to consider the following:

- A new local trust committee will be sworn-in in December 2014; therefore, priorities could potentially change after the new LTC sets its priorities. Essentially, the existing LTC will be responsible for ensuring that the incoming LTC has sufficient funds to undertake work program items.
- The new LTC will have an opportunity to amend these requests after being sworn-in in December and prior to the Financial Planning Committee meeting in February 2015.

- Projects planned for the current fiscal (2014/15) which are not completed should be considered as a new project for the 2015/16 fiscal year with resources allocated to support that work.

Budget Request Timeline:

July - Aug	Regional Planning Managers develop detailed budget estimates for consideration by Local Trust Committees
Aug to Sept	Local Trust Committees review and approve budget requests at LTC meeting
Sept 22	2014 Budget requests submitted to the Director of Local Planning Services
Oct 14	Management finalizes budget recommendations to FPC
Oct 21	Draft Budget and Program List submitted to FPC
Oct 29	FPC reviews and discusses first draft of the Budget
Nov 12	FPC approves a draft Budget and principles to be submitted to December Trust Council
Dec 3	Trust Council debates and endorses budget principles and preliminary budget

LTC Budget Requests

I have prepared a draft LTC project budget using the following approach:

- On-going Top Priority projects that are currently not anticipated to be completed in the current fiscal year and an estimated amount sufficient to complete the projects;
- Other projects from the Projects list that could become Top Priorities in next fiscal year have been identified in a general way, with an amount sufficient to commence the project.

The LTC should review the draft budget requests and:

1. identify any projects included in the draft budget it does not consider important and delete from the budget request;
2. identify any other projects it currently considers important for the next term and add them to the budget request (and the work program if necessary);
3. identify any additional expenses associated with the projects.

Resolution Wording

1. THAT the Mayne Island Local Trust Committee approve and forward the draft 2015-16 LTC Project Budget Request to the Financial Planning Committee as presented; or
2. THAT the Mayne Island Local Trust Committee revise the draft 2015-16 LTC Project Budget Request by including (deleting) _____ with a budget of \$_____ and forward to Financial Planning Committee as revised.

Prepared and Submitted by:



Robert Kojima
Regional Planning Manager

August 7, 2014

Date

Attachments:

1. Draft 2015-16 LTC expense budget
2. Summary table of LTC project budget requests

2015/16 LTC EXPENSE BUDGET

Total 2015/16

	615-Denman	620-Gabriola	625-Galiano	630-Gambier	635-Hornby	640-Lasqueti	645-Mayne	650-N.Pender	655-Salt Spring	660-Saturna	665-S.Pender	670-Thetis	EC as LTC	LPC	
population	1095	4050	1258	313	1074	359	1112	1996	9780	359	236	372			22004
	5%	18%	6%	1%	5%	2%	5%	9%	44%	2%	1%	2%			
LTC EXPENSES **															
LTC Meeting Expenses	2,500	4,250	2,500	2,500	2,500	500	1,500	2,750	8,000	1,000	1,000	1,000			30,000
APC Meeting Expenses	750	750	500	750	750	500	750	750	2,000	500	500	500			9,000
Communications	300	750	300	300	300	300	300	300	1,250	300	300	300			5,000
Special Projects	750	2,250	750	750	750	750	750	750	4,500	750	750	750	750		15,000
Miscellaneous															0
SUB-TOTAL EXPENSES	4,300	8,000	4,050	4,300	4,300	2,050	3,300	4,550	15,750	2,550	2,550	2,550	750		59,000
Program	0	0	7,500	0	0	0	6,500	9,000	0	6,500	5,000	0	0	0	34,500
TOTAL	4,300	8,000	11,550	4,300	4,300	2,050	9,800	13,550	15,750	9,050	7,550	2,550	750	0	93,500
	5%	9%	12%	5%	5%	2%	10%	14%	17%	10%	8%	3%			

DRAFT MALTC PROJECT BUDGET REQUEST

MAYNE Project		Budget	Strategic Plan Prov. Requirement Continuation of existing OCP/LUB Newly Adopted Policy in OCP				Notes
Project #1	RAR Implementation	\$ 2,500.00	x	x			completion of DPA amendments
Project #2	LUB Amendments	\$ 2,000.00					Commence LUB amendments from Projects list
Project #3	OCP Amendments	\$ 2,000.00					Commence OCP amendments from projects list (TUP guidelines, STVR)
TOTAL PROJECTS		\$ 6,500.00					

Mayne Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

Updated: July 25, 2012

No	Meeting Date	Resolution No.	Issue	Policy and Description
1.	October 1, 2007	MA-LTC-70-07	Guidelines for Use When Considering Funding for Reports	The MILTC has adopted a policy establishing the set of guidelines the LTC should employ when purchasing a report for LTC and public use.
2.	February 7, 2011	MA-LTC-13-11 This resolution repeals MA-LTC-90-09	STVRS Bylaw Enforcement	1. Given finite resources available for enforcement activities and in order to ensure the most effective results for enforcement activities STVRs that have one or more of the following characteristics will be subject to enforcement: 1. They are advertised on the internet, newspapers or other media; 2. They are not managed by the property owner; 3. More than one dwelling on the lot is simultaneously made available for STVR; 4. While the property is rented persons are permitted to stay in tents or trailers; 5. There are issues related to health and safety; 6. There is a written complaint by owners or residents of two properties about bona fide serious nuisance issues such as noise or parking congestion related to the STVR; 7. The owner of the property uses more than one property on Mayne Island as a STVR. 2. No enforcement actions under section 1.1 will be taken against any STVR operation that takes place in a lawful cottage or dwelling while the operator lives in a lawful dwelling or cottage on the same property. 3. Nothing in this enforcement policy should be interpreted as giving permission to violate the Land Use Bylaw and the Mayne Island Trust Committee may change this policy at any time and may give direction to expand enforcement activities at any time. This means that persons who have two lawful dwelling places on one lot and who live in one dwelling while the other is used as an STVR will be exempt from enforcement if they advertise. Staff recommends that the other factors continue to apply because STVR operations that have third party management, have more than one location on Mayne Island, or use more than one dwelling or cottage or permit camping are essentially operating as a resort or motel. The safety and nuisance triggers for enforcement protect the renters, the operators, and the neighbourhoods. It also reduces the Islands Trusts' liability.

No	Meeting Date	Resolution No.	Issue	Policy and Description
3.	May 2, 2011	MA-LTC-44-11	Options for adopting In Camera Minutes	It was Moved and Seconded that Mayne Island Local Trust Committee direct staff to only include in-camera minutes on agendas where there are other reasons to close the meeting to the public .
4.	February 1, 2012		Special Occasion Liquor License referrals	That where a Liquor Control and Licensing Branch Special Occasion License referral relates to a property where Mayne Island Land Use Bylaw 146, 2008 permits public assembly uses, such as halls, recreation facilities or restaurants, and where it can be determined that the organization or applicant have had no issues related to parking or past complaints for the preceding three years, staff may approve the Special Occasion License without referral to the Local Trust Committee. All other Special Occasion License referrals are to be referred to the Local Trust Committee for consideration.
5.	July 25, 2012	MA-LTC-34-12 x-ref #2 above	STVR Bylaw enforcement policy	That Mayne Island Local Trust Committee resolves to extend the current Short Term Vacation Rental bylaw enforcement policy, as written in Staff Report dated June 26, 2012 until the project to review use of second dwellings for Short Term Vacation Rentals is complete.

GUIDELINES FOR MAYNE ISLAND LTC TO USE WHEN CONSIDERING FUNDING FOR REPORTS

**Adopted by Resolution MA-LTC-70-07 at the regular meeting of
October 1, 2007.**

ISSUE: What guidelines should an LTC employ when purchasing a report for LTC and public use?

BACKGROUND:

Islands Trust financial policy provides that an LTC cannot sponsor an event, even a community non-profit venture. LTC's can, however, purchase goods and services which are of benefit to the LTC and, by extension, the community it serves. Therefore, LTC's have supported worthwhile conferences, workshops and the like by purchasing a report on conference issues, proceedings, findings and recommendations.

In order that LTC's receive value for their purchases, the Mayne Island LTC has raised the issue outlined above. It has asked that guidelines be considered for use in evaluating future opportunities to purchase reports on a wide variety of subjects related to LTC mandates.

CONSIDERATIONS:

There are a number of factors or considerations an LTC might need to entertain. These considerations are cited below in an order which range from "fundamental" to "consequential".

1. Does the LTC have the budgetary capacity to consider the opportunity to purchase a conference report or proceeding?
2. Is the subject matter germane to the work and/or mandate of the LTC?
3. If the answers to 1 and 2 above are in the affirmative, the LTC may wish to consider requirements for the report they agree to purchase.

GUIDELINES

If the LTC decides to purchase a conference report or proceedings, it may require that reporting guidelines below be met as a condition of purchase.

These guidelines are:

1. The full proceedings of the conference or workshop are preferred.
2. If full proceedings are not produced or available the report to the LTC should include:
 - (a) The agenda of the conference or workshop
 - (b) A list of presenters and the topics they represented
 - (c) A summary of each topic discussed
 - (d) A copy of all papers presented at the conference
 - (e) A list of all recommendations made by the conference (if not cited in the papers or summary of each topic)
 - (f) A summary of any follow-up actions identified by the conference
 - (g) A copy of any contact list or referral resources generated by the conference,.
3. If only a narrative report is produced, the narrative should include or address the information sought in (a) to (g) above.

It is hoped that the guidelines above will ensure that the LTC will receive all relevant information generated by the conference or workshop.

From: Rob Underhill [REDACTED]
Sent: Saturday, September 06, 2014 2:43 PM
To: Jeanine Dodds
Cc: Marilyn Winterbottom [REDACTED] Richard Brown
Subject: Re: Fwd: Fallow Deer Hunting on Mayne Island

Hi Jeanine and others,

Thank you for keeping me informed on how conversations with the BC Gov. are progressing. I've read the letter from Sean and I have some feedback:

1. My personal opinion is that the BC Ministry of Forests, Lands and Natural Resource Operations should be taking a greater responsibility in addressing the fallow deer infestation. The letter clearly suggests the the Ministry feels the onus is on the Mayne Island Fallow Deer Committee (a small group of volunteers with no funding) to take leadership on this issue; including the financing of a detailed management plan which they must approve before they will consider any further assistance. I have trouble accepting this refusal to take any ownership of the issue, even in light of their "budget constraints". At a minimum they should be taking this problem to the BC Government and asking for funds so that they can properly manage wildlife in BC, as is their mandate. Really what "budget constraints" means is that they don't consider this issue a priority, or are unwilling to address it for political reasons.
2. The letter indicates to me a failure to appreciate how small a problem the current fallow deer distribution is in comparison to what it will be if no immediate and appropriate actions are taken. Principles of invasive species management dictate a rapid response to new introductions. Though I would not consider the fallow introduction on Mayne Island new, the fact that it occurred on an island has until recently limited the population spread. Given the current limited invasion distribution in combination with the potential to spread to suitable habitat on the rest of the Southern Gulf Island and Vancouver Island, this infestation should be treated as an early detection worthy of a rapid response. As the fallow deer spread to neighboring islands, the issue is quickly becoming a regional one, which makes the suggestion that a small group of volunteers take leadership on a management plan very irresponsible.
3. Sean and associates seem to have dug their heels in pretty deep regarding the increase in number of permitted hunters. This is unfortunate as this is a system that has very likely been effective in at least reducing the rate of fallow population growth. More importantly it has a broader base of community support on Mayne Island than any other management method that has to date been discussed. Further, the undervalued service the permitted hunters have to date been providing has come at no charge, which should appeal to a government agency limited by "budget constraints". It might be worth asking Sean how he would feel if the permitted hunters collectively refused to hunt any more fallow deer, which would result in an increase in the rate of population growth and spread. Sean is correct that the permitted hunter method of management will not result in the eradication of the fallow population. However, that does not mean it does not have immense value as a stop-gap measure to slow the spread and buy time for a properly funded regional management plan to be created and implemented. If this method can be made more effective by increasing the number of permitted hunters then I would like to hear a clear and detailed rationale as to why this should not be done. Sean's rationale provided in the letter that "it is felt.." that six hunters are enough to control the population of fallow deer is provided with no evidence or detail. Given that the Ministry has

never invested any time on Mayne Island to properly assess the fallow deer population size or growth rate, I do not see how they can confidently specify a number of hunters as being adequate to control the population. In addition, the permitted hunters are volunteers and are under no obligation or instruction to cull a specified number of deer. This lack of information on the invasive population and lack of predictability over the only current management method make specifying an adequate number of permitted hunters impossible. In my opinion the rationale thing to do would be to increase the number of permits until limited by another factor such as appropriate hunter availability, etc.

Again, thanks for allowing me the opportunity to comment and good luck with your upcoming meeting.

Rob

On 9/6/2014 8:19 AM, Marilyn Winterbottom wrote:

> Hi Rob....Jeanine Dodds asked me to forward this correspondence from Sean Pendergast.

>

> Marilyn Winterbottom

>

> ----- Forwarded Message -----

> From: "Christina ENV Frank:EX" <Christina.Frank@gov.bc.ca>

> To: "maynland@shaw.ca" <maynland@shaw.ca>

> Cc: "Sean FLNR Pendergast:EX" <Sean.Pendergast@gov.bc.ca>, "Mike X

> FLNR Stalberg:EX" <Mike.Stalberg@gov.bc.ca>

> Sent: Thursday, September 4, 2014 2:55:21 PM

> Subject: Fallow Deer Hunting on Mayne Island

>

>

>

>

> On behalf of Sean Pendergast, Senior Wildlife Biologist, with the Ministry of Forests, Lands and Natural Resource Operations, please see the attached on the above subject.

>

>

>

> Regards,

>

>

>

> Christina Frank

> Program Administrative Support Clerk • Ministry of Environment 2080A

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> bclogocolour.jpg

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Date August 19, 2014 File Number

To Southern Local Trust Committees

From Robert Kojima
Regional Planning Manager

Re Experience the Southern Gulf Islands Cycling and Pedestrian Draft Trail Plan

Islands Trust has received a referral of the draft Experience the Gulf Islands (EGI) Cycling and Pedestrian Trail Plan for the Southern Gulf Islands from the CRD. A copy is attached and can also be viewed here: <http://www.crd.bc.ca/docs/default-source/parks-pdf/crd-draft-sgi-trail-plan.pdf?sfvrsn=2>

It is described as a vision for a trail system that will link people and places on each island and to Vancouver Island and the mainland, with this document providing the first high-level overview of a proposed regional trail system. Islands Trust was initially requested to respond to CRD by August 29th; I have contacted CRD staff and requested an extension until later in September in order to provide an opportunity for each local trust committee to provide comments, if any, on the plan. CRD staff and EGI volunteers have been independently obtaining community comment. Community comments and agency responses will be brought back to the CRD Electoral Area Services Committee in November.

In responding to the referral, staff will be providing the following comments to CRD staff based on existing OCP policies, legislative requirements, and zoning:

- OCPs currently include policies advocating for or supporting development of trails and linear parks
- OCPs also currently include policies supporting walking and cycling trails linking services and populations in order to mitigate GHG emissions.
- Several OCPs include policies supporting creation of linear parks at time of subdivision, trails as potential amenities at time of rezoning, and/or the establishment of trails through voluntarily by landowners.
- All OCPs include policies advocating that MOTI construct or permit trails in the highway right of way where feasible and as opportunities permit.
- Several OCPs include policies allowing LTCs to consider implementing regulations for cash-in-lieu of parking to be provided for trails.
- Four OCPs include Schedules identifying at least some future trails or cycling routes. Consistency between these maps and the EGI plan should be encouraged, either by revising the EGI plan, or by LTCs considering future amendments to the OCP schedules where appropriate. Identifying future trails in the OCP would be important in order to support establishment of trails in the highway right-of-way, as park dedication at time of subdivision, or as a community amenity at time of rezoning.
- The plan should avoid identifying future trails in locations that are unlikely to result in rights-of-way being acquired across private land. Although linear parks could be acquired at time of subdivision as

mandatory parkland dedication (Islands Trust could assist in identifying lands with future subdivision potential) the timing and initiation of subdivisions are at the discretion of landowners.

- Siting of future trails should avoid sensitive or hazardous lands, including sensitive ecosystems and rock fall hazard areas; Islands Trust could assist by providing existing mapping.
- EGI should exercise caution in proposing to locate future trails in areas which could conflict with existing or zoned land uses, including agricultural land, active forestry or other resource lands, or industrial areas. Islands Trust could assist by providing land use and zoning maps.

The extension of the referral period was obtained in order to provide an opportunity for LTC's to request any specific comments to be included in the response to the CRD. LTC comments are not required, but if there are, they should be provided by resolution. The following resolution wording is suggested:

THAT the _____ Island Local Trust Committee request that staff provide the following comments to the Capital Regional District concerning the draft Cycling and Pedestrian Trail Plan:

1.

pc Island Planners

Attachment: Draft Cycling and Pedestrian Trail Plan



EXPERIENCE THE SOUTHERN GULF ISLANDS
cycling and pedestrian draft trail plan



CAPITAL REGIONAL DISTRICT | MAY 2014

Executive Summary

The draft Experience the Southern Gulf Islands Cycling and Pedestrian Trail Plan presents a path forward for a trail system that will link people and places on each island and to Vancouver Island and the mainland. As a key component of the Experience the Southern Gulf Islands Initiative of the Southern Gulf Islands and Salt Spring Island Economic Development Commissions, the trail system will also be a catalyst for community and economic development.

The trail system will provide a way for people to get around the islands by foot, bicycle or horseback although not all trails will be developed for all of these uses. The proposed system for each island has a regional route which will form part of the CRD regional pedestrian and cycling trail system, with connecting community trails. The regional route will provide the backbone and connect the ferry terminals to key national, provincial and regional parks and community commercial areas. The community trails will provide the linkages from community parks to the regional route, a network of trails for the community and additional opportunities for recreation and alternative transportation. These trails will also need to be developed to

be sustainable; last for decades, be designed and constructed to have minimal environmental impact, be safe and have low maintenance costs.

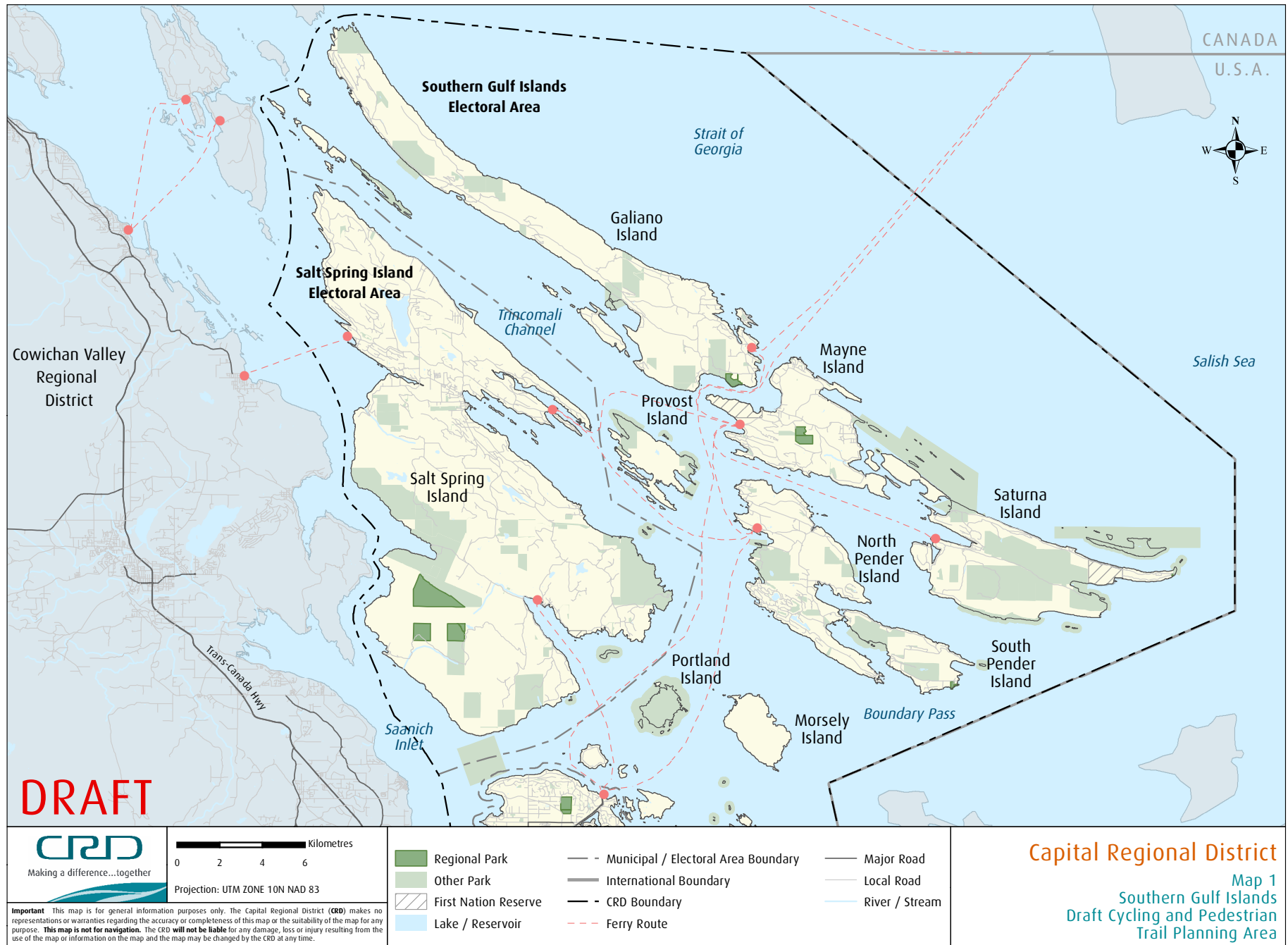
The development of the trail system will take many decades and follow four steps: acquiring tenure, undertaking detailed planning, constructing the trail and operating and maintaining the trail. Approval of this trail plan does not constitute approval of funding for any of the above work. Future funding will require that projects are considered through the CRD's business planning process, annual budgeting, capital budget plans and annual work plans. In addition, the CRD and the community will need to seek out funding from partners to leverage regional and local investment.

Upon approval of the draft plan by the Regional Parks Committee a public participation process will be undertaken to provide an opportunity for the public to offer feedback on the plan. The CRD will also seek feedback from Parks Canada, Islands Trust and First Nations. This feedback will be recorded and reported to the Regional Parks Committee and considered in preparing the final plan.

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Map 1: CRD Southern Gulf Islands



Introduction

In December 2012 the Capital Regional District (CRD) Board authorized the development of a cycling and pedestrian trail plan for the Southern Gulf Islands. This project is a key component of the Experience the Gulf Islands initiative (ETGI). ETGI is a program of the Southern Gulf Islands and Salt Spring Island Economic Development Commissions. It is a unifying theme that embodies first hand experiences with landscapes, people and history, offered and packaged as outdoor recreation, tourism and educational opportunities that generate health, economic and community benefits, to enrich the lives of residents and visitors.

Developing and providing the support system for enriched experiences will be a catalyst for community and economic development.

A key building block of ETGI will be the development of a system of major trails and water routes interconnecting communities, events, amenities and supporting businesses throughout the

islands. A major spine trail across and interconnecting each of the Southern Gulf Islands (SGI) and Salt Spring Island is proposed to be developed as part of the CRD regional trail system and would form a destination loop on the Trans Canada Trail (“Islands in the Salish Sea Loop”).

The cycling and pedestrian trail planning project is being managed through CRD Regional Parks. The *Regional Parks Strategic Plan* (2012) provides direction for the preparation of the trail plan. The *Strategic Plan* provides:

1. a vision for regional trails throughout the CRD,
2. the purpose of regional trails, and
3. a strategic action that states, “In partnership with other public agencies, local government and private landowners, [it will] initiate planning for the regional trails system on Salt Spring Island and Southern Gulf Islands.

For more information on Experience the Gulf Islands initiative visit:



Project Purpose

The purpose of the project is to produce a trail plan that identifies at a general level the proposed regional and community trail routes for recreation, transportation and tourism purposes as part of the ETGI.

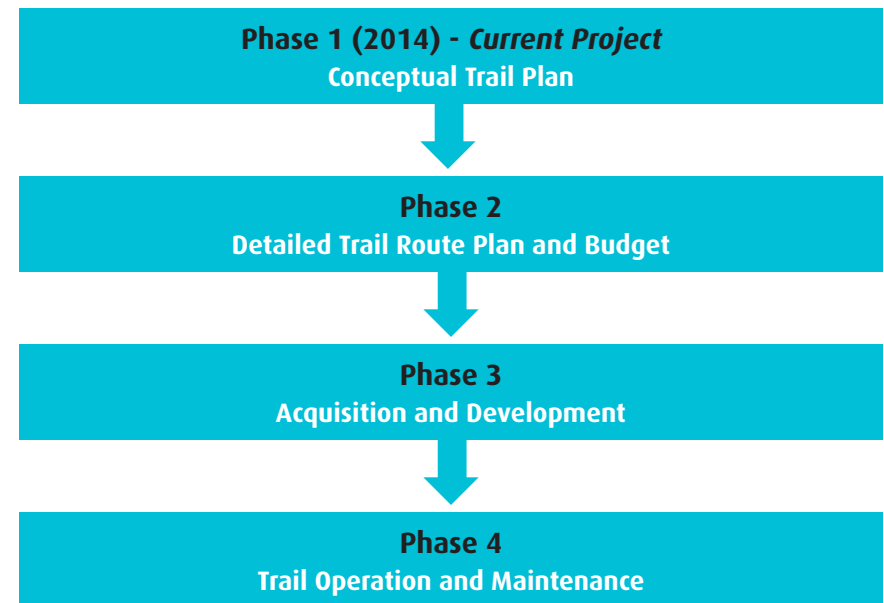
The regional trail will provide the backbone and connect the ferry terminals to key national, provincial and regional parks and community commercial areas.

The community trails will provide the linkages from the community parks to the regional trail, a network of trails for the community and additional opportunities for recreation and alternative transportation.

Some of these trails may be located in the Southern Gulf Islands National Park Reserve.

The completion of a system of cycling and pedestrian trails on the Southern Gulf Islands will take many years to achieve and will occur through four phases as outlined in Figure 1.

Figure 1: Timeline for Experience the Southern Gulf Islands Cycling and Pedestrian Trail Plan

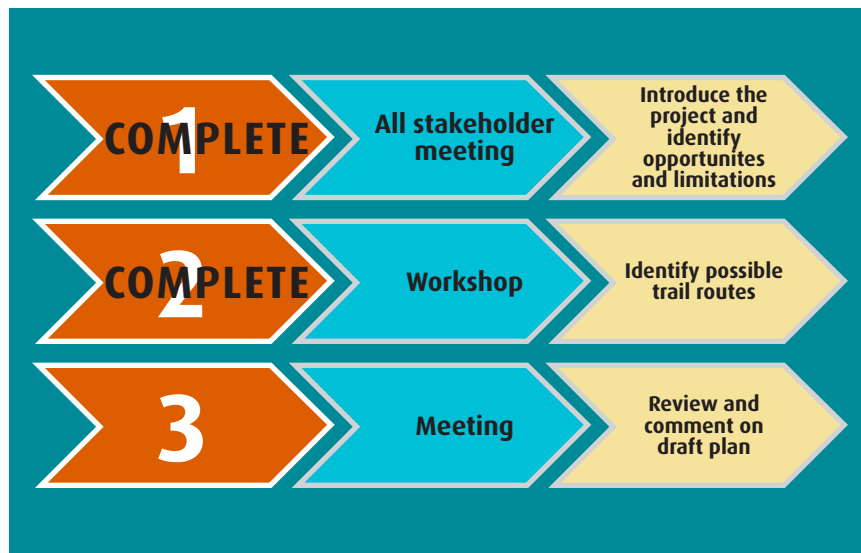


Community Consultation

The Pedestrian and Cycling Trail Plan process began in the spring of 2013 and included a comprehensive community consultation process that included face to face meetings with ETGI team leaders, members of the public, community open houses, mapping exercises as well as field visits.

With this draft plan, two of the three stages of the engagement process have been completed. The draft plan is now being circulated for public comment and review.

Figure 2: Community Engagement Process



The wide range of information collected from the open houses and general ETGI meetings helped to identify key community interests. The feedback received included a number of suggestions and needs as illustrated in Figure 4. From these interests, a vision was drafted to assist with the long term planning and implementation of the project.

Figure 3: Community-Based Ideas Gathering



The key findings from the public engagement session included a wide range of information primarily associated with the following themes:

- *Sustainable Trails* - trails need to be in good condition, protecting the environment and resources, sustainable structures and construction techniques
- *Accessibility* - trails need to be multiuse and for all ages and abilities
- *Communication* - digital communication, marketing and provide signs
- *Community Benefit* - these trails celebrate place, culture, health and lifestyle
- *User Safety* - need to address signs and codes of conduct
- *Economic Development* - the trails will provide a variety of great tourism experiences, amazing destinations and amenities
- *Alternative Transportation* - there is a need to provide opportunities for alternative modes of transportation to the motorized vehicle
- *Education* - community and visitor stewardship and interpretive opportunities



Photo: Danica Rice

Figure 4: Community Interests

COMMUNITY INTERESTS



First Nations

The Southern Gulf Islands are within the traditional territory of 22 Coast Salish First Nations. There are five bands from the WAANEC (Saanich) Nation that have land-based interests in the Southern Gulf Islands: Tsawout, Tsartlip, Tseycum, Malahat and Pauquachin. The Penelakut Tribe has land on Galiano Island. The CRD will engage

these First Nations in a dialogue about trail planning with the intent to understand their interests, locate possible trail routes on First Nation land and other land in their traditional territory within the Southern Gulf Islands and identify ways to work together on the Experience the Southern Gulf Islands Initiative.



Photo: Danica Rice

Trail Planning

Trails on the Southern Gulf Islands

Each of the ETGI has a number of parks, trails and unique outdoor experiences owned and managed by a variety of land agencies and conservation groups or societies. Some of the trail experiences include early farm trails, historic logging routes, low traffic paved roads, as well as animal trails that have become “social trail” routes. *Social trails* are formed by repeated use of a particular route by people or animals. Often, they are trails that have been worn into the ground from users taking the path of least resistance to a particular destination.

In spite of advanced planning in some cases or little planning in others, many of the trails in the Gulf Islands are not legal or formalized. Some trails follow paths that were previously created by wild animals and do not meet basic layout standards that require maximum conformation to grades and slope. As a result,

sections of existing trails are not sustainable. Evidence exists in the parks, trail corridors and open spaces as the trails have become degraded from soil loss and erosion resulting in damage to local vegetation and habitat.

Without meeting sustainable grades or construction standards the trail system will erode with increased use. It will eventually become dangerous and may need significant maintenance over the long term. This said, trails in the Gulf Islands pass through some of western Canada’s most fragile ecosystems and therefore need to be sustainable through good design. By respecting local landscapes and ecosystems, trails can be used to help to conserve sensitive lands and not contribute to overuse and environmental degradation.

Sustainable Trail Planning and Development

Sustainable trails are designed and constructed to minimize erosion and environmental degradation and last a long time without major repairs. They are safe and pose minimal liability risk to land managers. Sustainable trails can range from easy to difficult depending on the steepness of grades, the width of the trail and the alignment chosen. They can be challenging and winding or breathtaking and open. Sustainable trails can be

designed to accommodate all users including mountain bikers and equestrians, however they do require routine maintenance and monitoring to preserve their longevity and function.

By requiring sustainable layout and construction standards early in the process minimal erosion and environmental degradation will result, as well as low maintenance costs.

Existing Conditions

While the Southern Gulf Islands have a host of great amenities and destinations to explore, a few barriers exist that must be overcome as far as trail planning and trail use is concerned. Some of the existing conditions on each of the islands include the following:

1. Steep hill climbs
2. Suburban layout – distant from amenities
3. Lack of pedestrian safety in commercial zones
4. Dangerous road sides
5. Distance between commercial zones and ferry terminal
6. Residents reliant upon car for amenities
7. Must be very fit to cycle the roads
8. Eroded, fall-line and steep trails
9. Exposed cliffs and rock wall barriers
10. Reliance on ferry



The Draft Trail Plan

Figure 5: Vision



A vision...

A necklace jewelled together by unique destinations. From wild coasts and beaches, pastoral farmlands, spectacular bluffs, and quaint villages to cool and shady forests, glacially-striated and sandstone-pocketed rock formations. Our trail is a priceless experience in the Salish Sea. We invite BC residents and guests to visit, recreate, celebrate and relax.

Our trail system is respectful of land owner interests, sustainable in design and a part of the daily routine for local people in the Gulf Islands. Open to multiple users, visitors will experience cultural and education opportunities based on partnerships that tell stories of past peoples, the evolution of land uses and of continued protection for future generations.

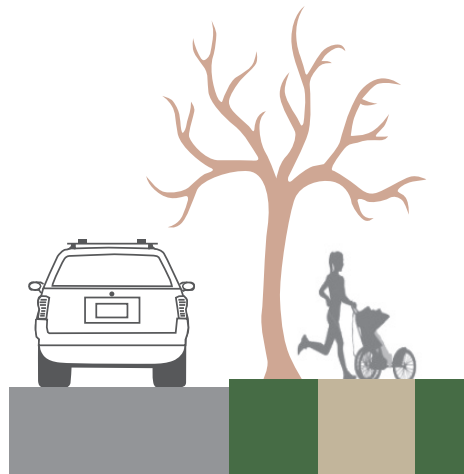
Through a range of organized alternative transportation options, effective signage, and strong digital and ground-based communications, residents and visitors have the ability to explore historic and culturally significant destinations and the significant distinctions on each of the islands.

An array of visitor services and amenities are available for cyclists, backpackers, families, the elderly and those with more decadent tastes.

Proposed Trail Design

The ETGI trail system is based on the vision and feedback received from the public open houses, community survey, mapping exercises, preliminary field reconnaissance and meetings with ETGI team leaders and members of the public. Based on this feedback and the project scope, the following conceptual trail standard types will form the basis for many of the trails within the vision trail system.

Figure 7: Conceptual Rural Pedestrian and Cycling Trail Guideline



"COMMUNITY TRAIL"

trail tread width: .75-2 m
trail corridor width: 2-3 m
surface: natural / crushed fines
slope: maximum 15 percent

WILL ACCOMMODATE:

walking
hiking
mountain biking
horseback riding
all-mountain strollers
all-terrain wheelchairs
dogs on leash

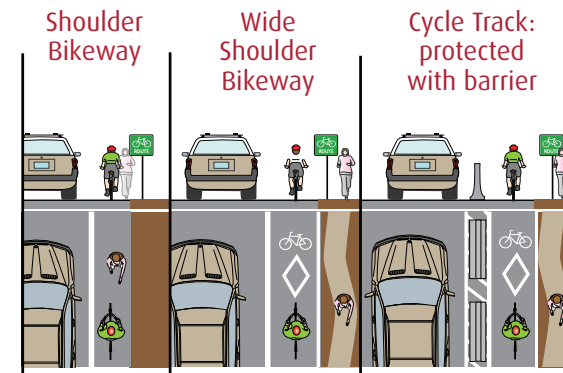


"RURAL MULTI-USE TRAIL"

trail tread width: 1.5-2.5 m
trail corridor width: 2-4 m
surface: natural / crushed fines
slope: maximum 8 percent

WILL ACCOMMODATE:

walking
hiking
cycling
horseback riding
strollers
wheelchairs
electric scooters
dogs on leash



"ROADSIDE CYCLE TRAIL"

trail tread width: .75-2 m
trail corridor width: 2-3 m
surface: natural / crushed fines / pavement
slope: paved maximum 15 percent
crushed fines maximum 8 percent

WILL ACCOMMODATE:

walking*
cyclists*
horseback riding*
strollers*
wheelchairs*
dogs on leash*

CRD Cycling Trail Standard

Minimum standard should be "Shoulder Bikeway" and where possible strive for separated grade trail and cycle track with protective barrier mechanisms

Proposed Trail System

The proposed trail system is shown on maps 2 through 6. This is a conceptual view of the system. More detailed planning is required to outline the exact location. Some of this detailed work has begun. The following sequence of actions are proposed to develop the trail system:

1. Completing the conceptual trail plan
2. Undertaking detailed trail planning which could include surveying and engineering design work

3. Obtaining tenure for the land where the trail will be located
4. Budgeting for trail development, operation and maintenance
5. Undertaking trail development
6. Managing ongoing trail operation and maintenance

Developing the trail system will take many decades and the focus in the next few years will be to develop some of the priority locations.

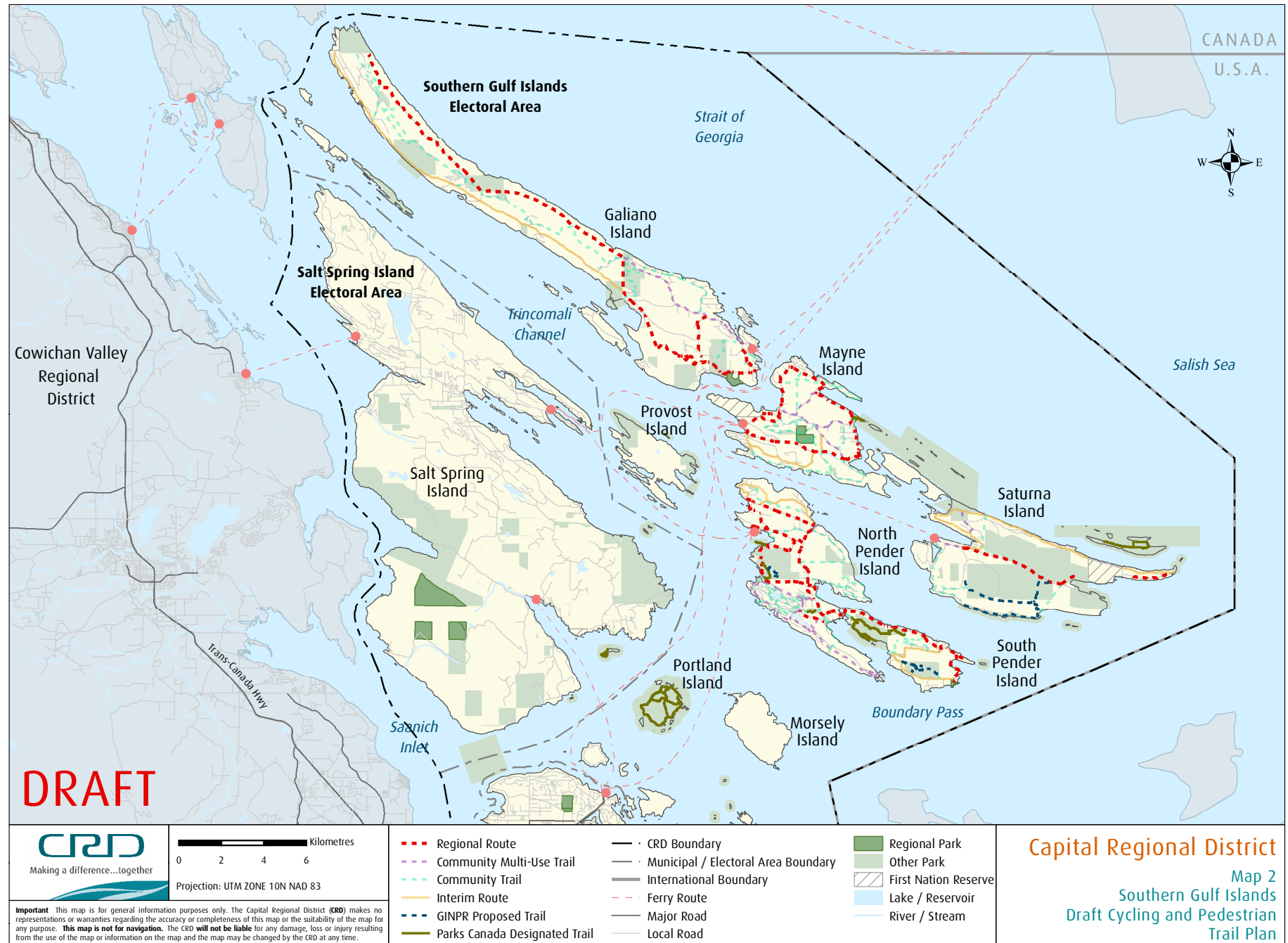
Funding to Implement the Draft Trail Plan

The draft Southern Gulf Islands Cycling and Pedestrian Plan provides the first high-level overview of a proposed trail system on the Southern Gulf Islands. It will take many decades for the entire trail system to become a reality. The development of the individual parts of the trail system will need to follow four steps; (1) acquiring tenure to build a trail, (2) undertaking detailed planning which could include the preparation of engineering plans, (3) constructing a trail, and (4) operating and maintaining a trail. All of this will require funding.

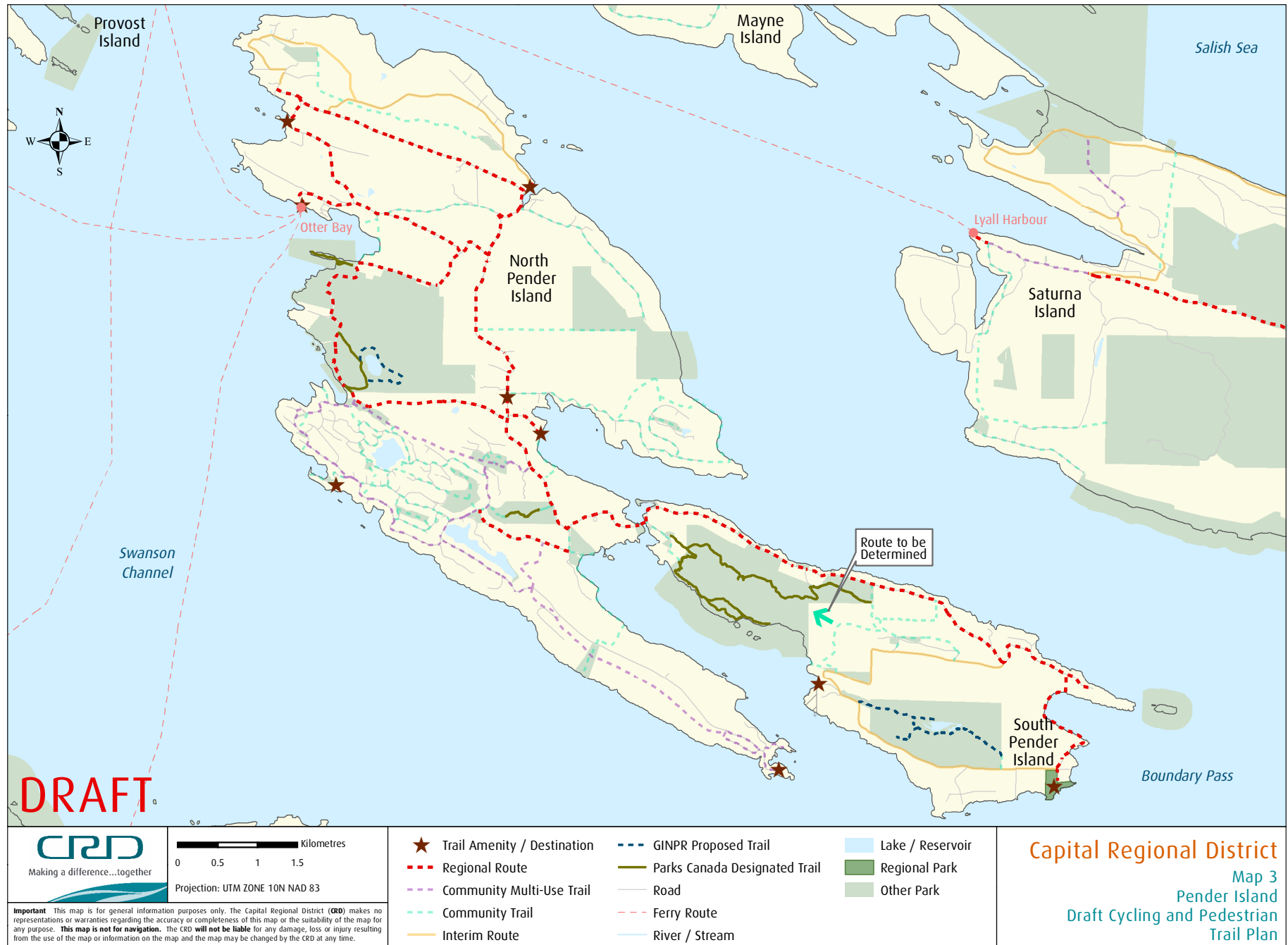
Approval of the Southern Gulf Islands Cycling and Pedestrian Plan does not constitute approval for funding for acquisition,

detailed planning, development or operation and maintenance of the proposed regional trail route system. The CRD budget process will be adhered to. Future funding will require that projects are considered through the CRD business planning process, annual budgeting, capital budget plans and annual work plans. Implementation of the plan will be contingent on available financial and staff resources and considered alongside management priorities of other regional parks and trails and Regional Parks' strategic priorities identified in the Regional Parks Strategic Plan and community park and trail initiatives on the Southern Gulf Islands through the park commission on each island.

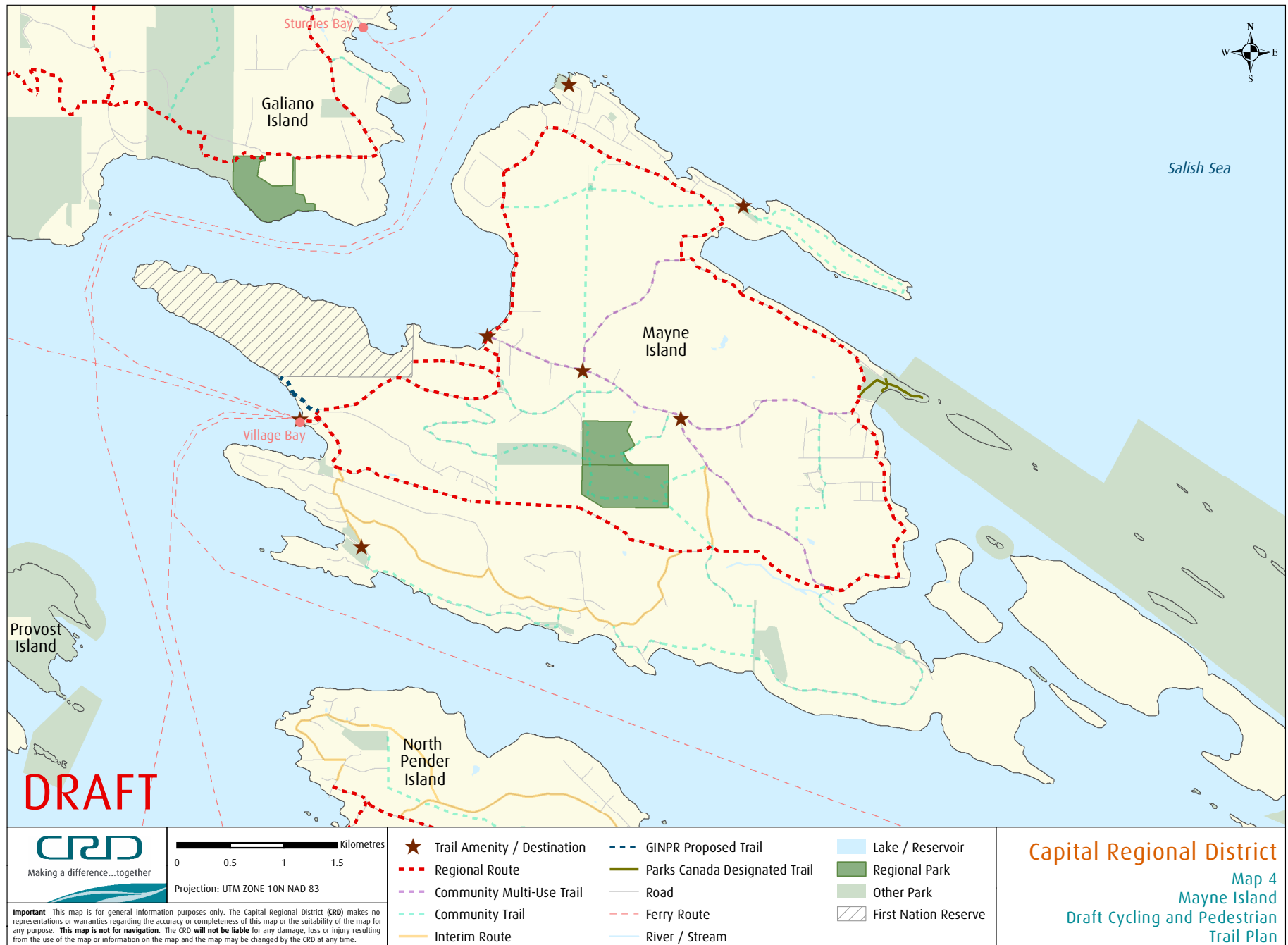
Map 2: Proposed Regional Trail Vision



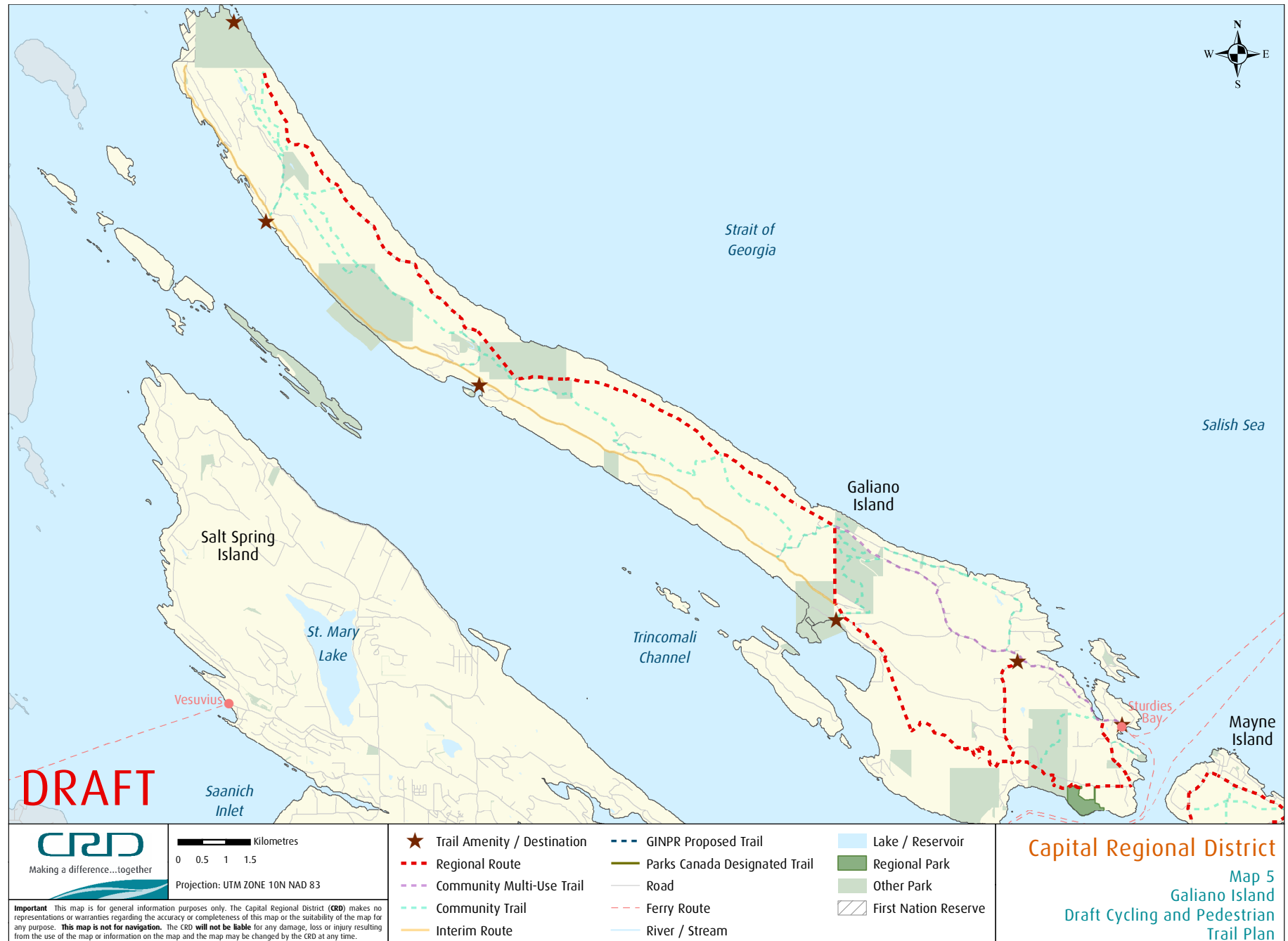
Map 3: Proposed Pender Islands Trail Vision



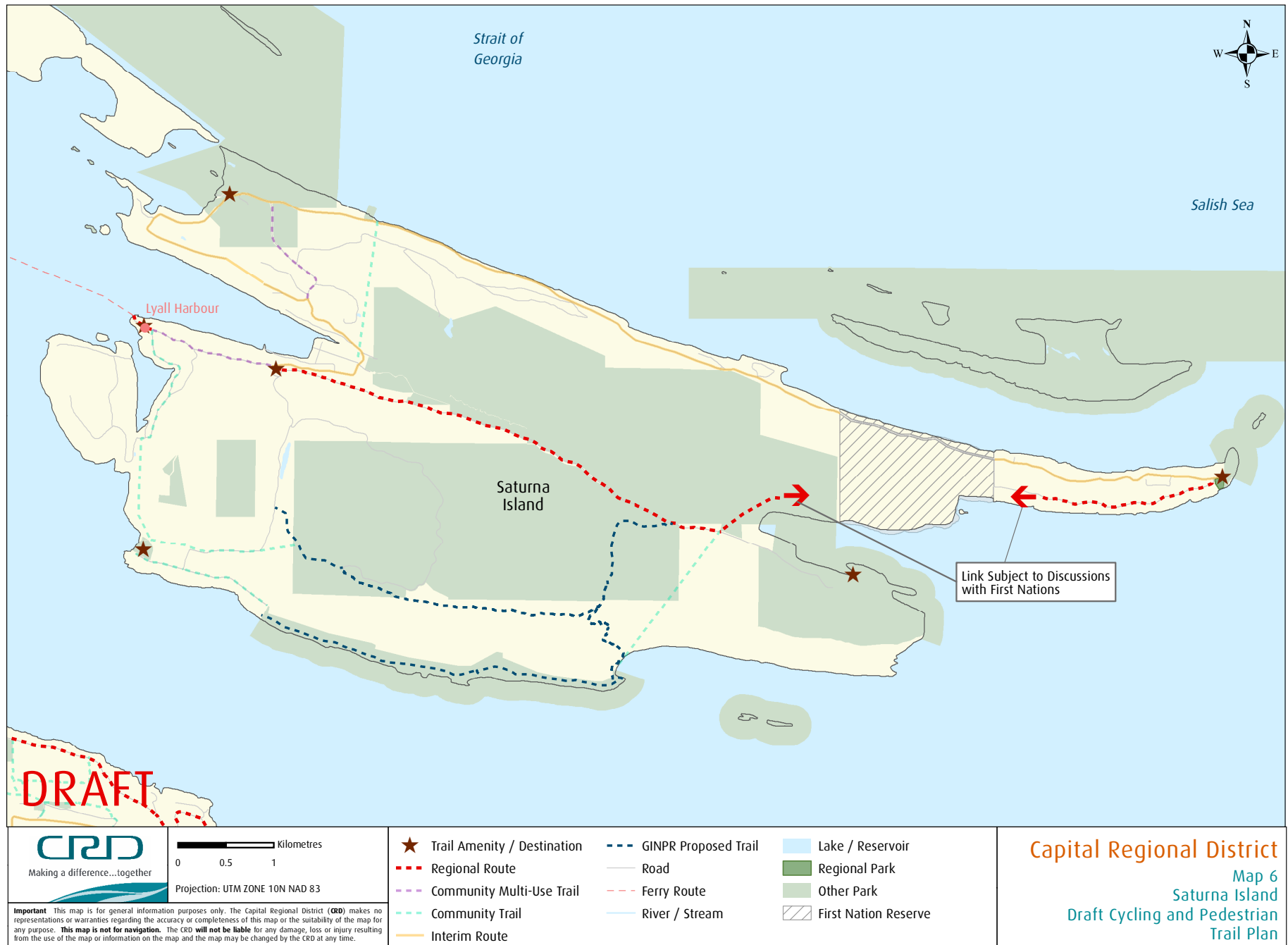
Map 4: Proposed Mayne Island Trail Vision



Map 5: Proposed Galiano Island Trail Vision



Map 6: Proposed Saturna Islands Trail Vision



Next Steps

The draft Southern Gulf Islands Cycling and Pedestrian Plan is a proposal. It is now time to hear from everyone whom the plan might affect or who have an interest in the outcome of the plan. The CRD will provide opportunities for residents of the Southern Gulf Islands, the Southern Gulf Islands Economic Development Commission, all levels of government, and First Nations to provide

comments. These comments will be recorded and considered in preparing the final plan. A report on the outcome of the engagement process will be prepared and made available. The final plan will be presented to the CRD Regional Parks Committee and subsequently the CRD Board for approval.

Planning Process From Here

The following flowchart illustrates the process for the next stages of the trail planning process.





For more information:

CRD Regional Parks
490 Atkins Avenue
Victoria, BC V9B 2Z8
T: 250.478.3344
crdparks@crd.bc.ca
www.crd.bc.ca/parks

From: Clare Frater
Sent: Tuesday, April 22, 2014 8:26 AM
To: stephen@cosbc.ca
Cc: Lisa Gordon
Subject: FW: Request for fact sheet

Hello Mr. Brown,

I hope you are well. I received the request below from one of our elected trustees on Mayne Island. I wonder if the Chamber of Shipping would be willing to develop a fact sheet for our island communities about how to share information with the proper authorities/agents about vessels that are causing on-going noise and light problems for residents. In my opinion, this fact sheet could also include information about why lights and generators etc. might be needed by the crew. A generic fact sheet might be useful for residents that live near other anchorages as well. What are your thoughts on this idea?

Clare

Clare Frater
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