



Denman Island Local Trust Committee Minutes of Regular Meeting

Date: November 7, 2019
Location: Denman Activity Centre
 1111 Northwest Rd, Denman Island, BC

Members Present: Sue Ellen Fast, Chair
 David Critchley, Local Trustee
 Laura Busheikin, Local Trustee

Staff Present: David Marlor, Director of Local Planning Services (by telephone)
 Heather Kauer, Regional Planning Manager (by telephone)
 Marnie Eggen, Island Planner
 Sonja Zupanec, Island Planner
 Vicky Bockman, Recorder

Others Present: Approximately five (5) members of the public

1. CALL TO ORDER

"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."

Chair Fast called the meeting to order at 12:30 pm. She welcomed the public, introduced Trustees and staff, and acknowledged that the meeting was being held in traditional territory of the Qualicum and K'ómoks First Nations.

2. APPROVAL OF AGENDA

The following amendment to the agenda was presented for consideration:

- Move section 8 Applications and Referrals to follow item 4 Town Hall

By general consent the agenda was approved as amended.

3. REPORTS

3.1 Trustee Reports

Trustee Critchley reported on his attendance at the following:

- The book launch for *Stewarding the Sound: The Challenge of Managing Sensitive Coastal Ecosystems*;
- Trust Programs Committee meetings with a focus on review of the Trust Policy Statement;
- A Ferry Advisory Committee meeting with highlights including information on the Baynes Sound Connector cables, scheduled maintenance, and parking at Gravelly Bay;

- The Islands Trust’s visioning event: Islands 2050: Engaging about the Future of the Trust Area.

Trustee Busheikin reported on her attendance at the following:

- The book launch for *Stewarding the Sound: The Challenge of Managing Sensitive Coastal Ecosystems*;
- The Islands Trust’s visioning event: Islands 2050: Engaging about the Future of the Trust Area;
- A Financial Planning Committee meeting where creation of the budget was discussed;
- The first meeting of the newly formed Climate Action Committee, a sub-committee of Denman Island Residents Association.

3.2 Chair's Report

Chair Fast reported on the following meetings attended:

- The Howe Sound Community Forum which was an opportunity for representatives of communities around Howe Sound to discuss items of mutual interest;
- A Land Trust Alliance of BC meeting in Victoria;
- Executive Committee meetings;
- A Financial Planning Committee meeting addressing the advancement of the Strategic Plan.

3.3 Electoral Area Director's Report - none

4. TOWN HALL

A member of the public expressed concern that a herbicide was sprayed for spartina control on Tree Island recently with negative effects on sea asparagus and shellfish there; and noted that although Denman Island has been exempted from the spraying and has been successfully eradicating spartina manually, Tree Island has not been excluded from the spray program.

Trustees considered options to respond to this information with the following noted:

- The next Baynes Sound Forum will be an opportunity to bring the matter forward;
- An item was requested to be placed on the next Local Trust Committee (LTC) meeting agenda: “Response to Spraying on Tree Island”.

8. APPLICATIONS AND REFERRALS

8.1 DE-RZ-2017.1 (Denman Community Land Trust Association) - verbal update

- Planner Eggen reported that a meeting was held with staff and Denman Community Land Trust Association (DCLTA) recently to discuss issues and ways to move forward. After consideration of the discussion and requests from the DCLTA, staff will be proposing minor amendments to the draft bylaws;
- Comments from the Islands Trust Freshwater Specialist regarding the issue of the Terms of Reference relating to the Water License were considered to be an important factor in moving the application forward in a timely manner.

DE-2019-085

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request Staff to move to have an early referral to the Freshwater Specialist of the Islands Trust in regard to the Denman Community Land Trust Association application for rezoning.

CARRIED

- DCLTA has been following-up with the Agricultural Land Commission (ALC) Planner to provide information and request formal review and correction of the ALC's designation of the lane access as being within the Agricultural Land Reserve.

8.2 DE-RZ-2018.1 (Denman Housing Association) - Staff Report

Trustee Busheikin declared a potential conflict of interest as she lives next to the site of the proposed project and left the meeting at 1:09 pm.

Planner Zupanec advised that the applicant has provided new information that may change recommendations in the Staff Report.

Simon Palmer, on behalf of Denman Housing Association (DHA), provided updated information for LTC consideration with key points noted as follows:

- The backup water supply to Denman Green to supplement the planned rainwater harvesting system was intended to be from a Comox Valley Regional District (CVRD) bulk water delivery system on Denman Island, however this is now uncertain;
- Off-island bulk water supply has been investigated and is a more economic option;
- This new backup water supply option may be at variance with Trust Council Policy 4.4.1 and the LTC was requested to exempt this policy for this application.

A Trustee suggested that early feedback from the Executive Committee regarding the issue of possible inconsistency with Trust Council Policies 4.4.1 and 4.4.2 might be useful.

Discussion continued on the following issues:

- Ensuring compliance with the BC Energy Step Code;
- A Housing Agreement or Restrictive Covenant are means to ensure affordability;
- Context for the permitted two parking spaces per unit was provided and the public will have an opportunity to provide feedback on this during public consultation;
- R4 zone does not allow for common houses; DHA proposes a common laundry facility with studio apartments above at Denman Green which might be considered as an accessory building;
- An amendment is being proposed that would exempt cisterns from maximum floor area calculations.

DE-2019-086

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee Bylaw No. 235 cited as "Denman Island Official Community Plan, 2008, Amendment No. 2, 2019" be read a first time.

CARRIED

DE-2019-087

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee Bylaw No. 236 cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2019” be read a first time.

CARRIED

DE-2019-088

It was MOVED and SECONDED,

that proposed Bylaw Nos. 235 and 236 be referred to the following First Nations, Local Governments and agencies for comment:

a. First Nations:

K'ómoks First Nation, Qualicum First Nation, Tla'amin Nation, Snaw'Naw'As Nation, Te'Mexw Treaty Association, We Wai Kai Nation, Stz'uminus First Nation, Lake Cowichan First Nation, Halalt First Nation, Lyackson First Nation, Penelakut Tribe, Cowichan Tribes, Laich-kwil-tach Treaty Society, Nanwakolas Council, We Wai Kum Nation, Xwemanlhkwu (Homalco) First Nation.

b. Local Governments and Agencies:

Hornby Island Local Trust Committee, Island Health, Denman Advisory Planning Commission, Agricultural Land Commission, Comox Valley Regional District, School District 71, Ministry of Agriculture, Islands Trust Freshwater Specialist.

CARRIED

DE-2019-089

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 235 cited as “Denman Island Official Community Plan, 2008, Amendment No. 2, 2019” is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

DE-2019-090

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to prepare an early referral to the Islands Trust Executive Committee of Bylaw Nos. 235 and 236 to enable development as presented in application DE-RZ-02018.1 (Denman Housing Association), as to their consistency with Islands Trust Policy Statements 4.4.1 and 4.4.2.

CARRIED

8.2.1 Correspondence from Denman Housing Association dated November 3, 2019 regarding Backup Water and Draft Timeline for Application DE-RZ-2018.1

Received.

8.3 Mock Consolidation (Extracted Pages Only) of Official Community Plan Bylaw No. 185 showing amendments from Draft Bylaws 233 and 235

Received.

8.4 Mock Consolidation (Extracted Pages Only) of Land Use Bylaw No. 186 showing amendments from Draft Bylaws 234 and 236

Received.

Trustee Busheikin returned to the meeting at 2:05 pm.

5. MINUTES

5.1 Local Trust Committee Minutes dated October 3, 2019 - for adoption

DE-2019-091

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee adopt the minutes of the October 3, 2019 Local Trust Committee meeting.

CARRIED

By general consent agenda item 11.1 was moved to follow item 5.1.

11.1 Live Streaming of Local Trust Committee Meetings - Request for Decision

Trust Council is requesting that LTCs provide an indication of interest in filming and live streaming LTC meetings. Trustee discussion of the matter included consideration of the merits and potential concerns. Some Trustees reported that initial outreach efforts have not indicated a strong community desire at this time to film and stream LTC meetings.

DE-2019-092

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee communicate to Trust Council that its interest in filming and streaming of public meetings is minimal at present although this may change in the future.

CARRIED

Trustee Busheikin left the meeting at 2:21 pm.

5.2 Section 26 Resolutions-Without-Meeting - none

5.3 Advisory Planning Commission Minutes - none

6. BUSINESS ARISING FROM MINUTES

6.1 Follow-up Action List dated October 31, 2019

Received.

6.2 Naming and Recognition/Traditional Place Name for Denman Island on Local Trust Committee Meeting Agendas - Staff Report

Planner Eggen summarized the Staff Report that identifies potential steps to advance the LTC's request to use a traditional place name for Denman Island on LTC meeting agendas that are reflective of reconciliation.

A Trustee indicated a preference for a more informal approach and smaller scope than that outlined in the Staff Report; and reported that past discussions with the individuals of First Nation Bands indicated that a conversation on the topic might be a satisfactory means of gathering this information. Staff reported that Senior Intergovernmental Policy Advisor Wilcox recommends conducting the process as outlined in the Staff Report prior to use of a traditional name in official documents.

DE-2019-093

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to add the “naming and recognition/traditional place name for Denman Island on LTC meeting agendas” to the Projects List.

CARRIED

6.3 Denman Island Planning Resources - Briefing

Director of Local Planning Services Marlor summarized the Staff Report that responds to the LTC’s request for a report with options to increase planning resources for Denman Island.

Trustees discussed the options provided and budget considerations associated with additional staffing possibilities. Chair Fast supported production of an educational brochure to manage expectations and Trustees suggested that Local Planning Committee might be encouraged to review the means to reduce the number of applications received.

7. DELEGATIONS - none

9. LOCAL TRUST COMMITTEE PROJECTS - none

10. CORRESPONDENCE - none

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

11. NEW BUSINESS

11.2 Denman Community Land Trust Association Housing Agreement – Memorandum

Received.

11.3 Request for Letter of Support for Bus Service

Trustees considered this initiative to be worthwhile and noted that Trustee Busheikin has offered to write a draft letter in support of the proposed bus service.

DE-2019-094

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee delegate to Trustee Busheikin to write a letter in support for the proposed Denman Island bus service.

CARRIED

12. REPORTS

12.1 Trust Conservancy Report – none

12.2 Applications Report dated October 31, 2019

Received.

12.3 Trustee and Local Expense Report dated September, 2019

Received.

12.4 Adopted Policies and Standing Resolutions

Received.

12.5 Local Trust Committee Webpage

There were no changes or additions requested.

13. WORK PROGRAM

13.1 Top Priorities Report dated October 31, 2019

Received.

13.2 Projects List Report dated October 31, 2019

Received.

14. CLOSED MEETING - none

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Tuesday, January 21, 2020 at 12:30 pm at the Denman Activity Centre, 1111 Northwest Road, Denman Island, BC

Trustees confirmed the next regular meeting date, time and location.

16. ADJOURNMENT

By general consent the meeting was adjourned at 3:13 pm.

Sue Ellen Fast, Chair

Certified Correct:

Vicky Bockman, Recorder