



Denman Island Local Trust Committee Minutes of Regular Meeting

Date: May 4, 2021
Location: Electronic Meeting

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

Staff Present: Sonja Zupanec, Island Planner
 Heather Kauer, Regional Planning Manager
 Wil Cottingham, Administrative Assistant
 Vicky Bockman, Recorder

Others Present: Approximately one (1) member 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 10:00 am. She welcomed the public, introduced Trustees, staff and recorder, and acknowledged that the meeting was being held electronically in traditional territory of the K'ómoks and Qualicum First Nations.

2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

14.1.1 Denman Island LUB/OCP Review Backgrounder and Discussion Paper

By general consent the agenda was adopted as amended.

3. RISE AND REPORT - IN CAMERA MEETING MARCH 16, 2021

At the March 16, 2021 *In Camera* meeting, the LTC adopted the *In Camera* minutes dated January 19, 2021 and passed the following Standing Resolution:

that the Denman Island Local Trust Committee confirm that the following Enforcement Policy has been and continues in effect:

While there is a public health emergency declared for COVID-19, Enforcement activities have been deferred for all unlawful dwellings; there will be no evictions, except where there are concerns regarding health and safety, lack of septic services and possible contamination of wells and drinking water supplies;

And that site inspections for the purpose of gathering information and communication with property owners will continue;

And that the Denman Island Local Trust Committee may change this policy at any time and may give direction to resume enforcement activities.

4. REPORTS

4.1 Trustee Reports

Trustee Critchley provided a summary of activities and meetings attended:

- Trust Council Select Committee - Governance and Management Review;
- Baynes Sound/Lambert Channel Marine Ecosystem Forum Steering Committee;
- Trust Programs Committee.

Trustee Busheikin provided a summary of activities and meetings attended:

- Regional Planning Committee;
- Indigenous Awareness training webinar;
- Comox Valley Coalition to end Homelessness;
- Denman Island group coordinating and sharing information regarding COVID;
- Calls and meetings with constituents;
- Islands Trust Freshwater Strategy Round Table Steering Committee;
- Drafting of letters of support included in this agenda;
- Telephone conversation with MLA Josie Osborne.

4.2 Chair's Report

Chair Fast provided a summary of activities and meetings:

- Trust Programs Committee attended as a member of Executive Committee;
- Bowen Island Municipal Council;
- Ballenas-Winchelsea LTC;
- Executive Committee.

4.3 Electoral Area Director's Report

Trustee Busheikin announced on behalf of the Director that the Comox Valley Regional District (CVRD) is offering a free Green Shores information session on May 13th from 7 - 8 pm for property owners to learn more about Green Shores as a nature-based solution to shoreline management which helps to restore a natural shoreline as well as addresses challenges including sea level rise, storm surge and coastal erosion.

5. TOWN HALL - none

6. DELEGATIONS - none

7. MINUTES

7.1 Local Trust Committee Special Meeting Minutes dated March 15, 2021 - for adoption

By general consent the Special Meeting Minutes dated March 15, 2021 were adopted.

7.2 Local Trust Committee Public Hearing Record dated March 15, 2021 - for receipt

By general consent the Public Hearing Record dated March 15, 2021 was received.

7.3 Local Trust Committee Minutes dated March 16, 2021- for adoption

By general consent the Local Trust Committee minutes dated March 16, 2021 were adopted.

7.4 Section 26 Resolutions-Without-Meeting Report dated April 27, 2021

Received.

7.5 Advisory Planning Commission Minutes - none

8. BUSINESS ARISING FROM MINUTES

8.1 Follow-up Action List dated April 27, 2021

Received.

8.2 Letter dated March 31, 2021 - Local Trust Committee Letter of Support for Connected Coast

Received.

8.3 Letter dated March 23, 2021- Local Trust Committee to Executive Committee regarding Support for Fee Sponsorship for Application DE-RZ-2021.1 - Denman Housing Association (DHA)

Received.

8.4 Denman Island Local Trust Committee - Letter to Editor - Response to Petition about Housing

Received.

9. APPLICATIONS AND REFERRALS

9.1 DE-RZ-2021.1 Denman Housing Association (DHA)

9.1.1 Letter dated April 13, 2021 from Denman Housing Association (DHA)

Committee members reviewed and discussed the above noted letter which requests the LTC to move the DHA application forward as expeditiously as possible including advancing through Third Reading and Ministry review conditional upon receipt of a water license.

Staff advised that a staff report is anticipated to be brought to the next LTC meeting including progress to date on preliminary items; and suggested that direction to staff relating to next steps might be considered at that time.

A Trustee noted that early review of information regarding quality and quantity of water available for the project would help inform a decision as to whether or not to give readings prior to receipt of the water license.

Chair Fast invited the applicant to speak.

Simon Palmer summarized water and wastewater reports currently being finalized; and advised that these are indicating that the property is capable of sustaining the needs of the project with no conflict, and will be forwarded to Planning staff upon completion.

10. LOCAL TRUST COMMITTEE PROJECTS - none**11. CORRESPONDENCE**

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

11.1 Email dated February 13, 2021 from L. Gillett regarding Housing Suggestions

Received.

11.2 Email dated March 3, 2021 from S. Donaldson regarding Affordable Housing

Received.

11.3 Email dated March 19, 2021 from P. Stockdill, The Council of BC Yacht Clubs regarding Expansion of Shellfish Aquaculture Tenure, Henry Bay, Baynes Sound

Received.

11.4 Email dated March 22, 2021 from C. McLaughlin regarding Pentlatch Seafood Ltd. expansion of aquaculture tenure

Received.

11.5 Letter dated April 12, 2021 from D. Hunt-Scott regarding Reconciliation Engagement Request

Trustees confirmed that the letter linking internet connection on remote island communities to First Nations reconciliation was received by email. Trustee Busheikin advised that she has forwarded the correspondence to various Islands Trust personnel for information.

11.6 Email dated April 30, 2021 from P. Stockdill regarding Oyster Pouches in Baynes Sound

Trustee Critchley advised that he will thank and advise Mr. Stockdill that he will be forwarding these informative comments on to the Baynes Sound/Lambert Channel Marine Ecosystem Forum where a subcommittee is working on innovation in aquaculture gear.

12. NEW BUSINESS**12.1 Denman Island Advisory Planning Commission Appointments - Staff Report**

Planner Zupanec summarized the Staff Report addressing Advisory Planning Commission appointments for LTC consideration.

DE-2021-038**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee request that staff send letters to members of the Advisory Planning Commission whose terms expired on May 1, 2021, inviting their expressions of interest for reappointment to the Advisory Planning Commission and thanking them for their participation.

CARRIED

DE-2021-039

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to conduct advertising to fill the vacancies on the Advisory Planning Commission.

CARRIED

13. REPORTS**13.1 Trust Conservancy Report – none**

Trustees suggested that the comprehensive and informative newsletter from the Islands Trust Conservancy, *The Heron*, might be included in LTC meeting agenda packages instead of the current report format.

13.2 Applications Report dated April 27, 2021

Planner Zupanec responded to Trustee questions that arose.

13.3 Trustee and Local Expense Report dated February, 2021

Received.

13.4 Adopted Policies and Standing Resolutions

Received.

13.5 Local Trust Committee Webpage

Chair Fast reported that the Islands Trust website is currently being updated and advised that comments about the new site can be provided on the Feedback tab at Islandstrust.bc.ca.

14. WORK PROGRAM**14.1 Top Priorities Report dated April 27, 2021**

Received.

14.1.1 Denman Island LUB/OCP Review Backgrounder and Discussion Paper

Trustee Busheikin summarized the Discussion Paper on possible approaches to advance the Top Priority of Denman Island LUB Review of Housing.

Committee members' discussion included the following:

- A targeted review limited to housing was preferred in consideration of the pressing need, processing time, and new policies in the Trust Policy Statement that might have an effect on regulations;
- Strategies for finding resources and budgetary considerations were identified;
- A Trust-wide initiative to address best approaches to address housing and affordable housing might be an efficient option to investigate;
- A business case for the project detailing scope of staff/consultant and estimated cost might be presented to the Financial Planning Committee by September and prior to Trust Council for budget consideration;

- A discussion paper analyzing the collective experience of Island Planners on what is perceived to work to create affordable housing would be helpful;
- A professional facilitator for community consultation might be most effective.

By general consent the meeting was recessed at 12:10 pm and reconvened at 12:43 pm.

DE-2021-040

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to prepare a draft business case for a review of the Denman Island Land Use Bylaw and Official Community Plan, focusing on housing, with the goal of increasing options for affordable and attainable housing while also minimizing impacts of housing generally to better protect the environment while supporting equity, diversity and inclusion, and that this business case include the use of a consultant for all or part of the work.

In discussing the motion, a Trustee considered that a discussion paper created in parallel would be helpful. Trustee Busheikin offered to provide staff with a list of resources and previous analysis on affordable housing that has been completed.

CARRIED

DE-2021-041

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to prepare a discussion paper to list and analyze options available to the Local Trust Committee to facilitate more affordable housing including what strategies have proved successful in the Trust area and elsewhere.

In discussing the motion, the receipt of the requested information from staff was considered to be an important step for meeting budgetary timelines. Staff will attempt to provide the reports for the next LTC business meeting. A Trustee suggested that the Regional Planning Committee might provide support.

CARRIED

In response to questions regarding the status of Top Priority no. 1: Denman Island Farm Plan Implementation, Planner Zupanec reported the following:

- A grant application to advance the project has been submitted to the Agricultural Foundation for review;
- Staff will be kept informed of the Agricultural Land Commission's initiative to allow secondary dwellings on Agricultural Land Reserve lots, with changes expected to be released later this year.

14.2 Projects List Report dated April 27, 2021

Committee members requested the following be removed from the report:

- No. 10 Green Shores Workshop (being offered through CVRD);
- No. 12 Facilitating affordable, attainable and seniors housing (now on the Top Priority List).

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Tuesday, July 6, 2021 at 10:00 AM at - to be determined

Committee members confirmed the next regular meeting date and time with location to be determined.

16. INFORMATION ITEMS

16.1 Truth Precedes Reconciliation

Received.

16.2 Reconciliation Report 2019-2021

Received.

16.3 Islands Trust Conservancy Newsletter - The Heron - Spring 2021

Received.

17. CLOSED MEETING

17.1 Motion to Close the Meeting

DE-2021-042

It was MOVED and SECONDED,

that the meeting be closed to the public in accordance with the *Community Charter*, Part 4, Division 3, s.90(1) (d), (f) and (i) for the purpose of considering adoption of *In-Camera* Meeting minutes dated March 16, 2021, Bylaw Enforcement and advice that is subject to solicitor-client privilege and that the recorder and staff attend the meeting.

CARRIED

The meeting was closed to the public at 1:10 pm.

18. ADJOURNMENT

Chair Fast informed the public of the option to sign up for the online subscription service at Islandstrust.bc.ca to receive notification of future meeting agendas, meeting minutes, news releases and other topics.

By general consent the meeting was adjourned at 1:10 pm.

Sue Ellen Fast, Chair

Certified Correct:

Vicky Bockman, Recorder