



Denman Island Local Trust Committee

Minutes of Special Meeting

Date: April 25, 2023
Location: Electronic Meeting

Members Present: David Maude, Chair
 David Graham, Trustee
 Sam Borthwick, Trustee

Staff Present: Renée Jamurat, RPP MCIP, Regional Planning Manager
 Narissa Chadwick, RPP MCIP, Island Planner
 Vicky Bockman, Recorder

Others Present: Public participation was not available for this electronic meeting

1. CALL TO ORDER

The Chair called the meeting to order at 11:00 am. He acknowledged that the meeting was being held in locations across traditional territory of the Coast Salish First Nations. He introduced Trustees, staff and recorder; and noted that this meeting is being live streamed and recorded for viewing on the Islands Trust website.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. CLOSE THE MEETING

3.1 Motion to Close the Meeting

DE-2023-020

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request an in-camera meeting, in accordance with *Community Charter*, Part 4, Division 3, s.90(1)(a) for consideration of the appointment of Denman Housing Advisory Commission members.

CARRIED

The meeting closed to the public at 11:04 am.

3.2 Recall to Order

The meeting was recalled to order at 11:11 am.

3.3 Rise and Report

Local Trust Committee (LTC) members reported that in the closed meeting the LTC appointed Judy Armstrong, Richard Day, Karla Neuffer, Riane da Silva, Pamela Willis, Virginia Spinney, and Rosa Telegus to the Denman Island Housing Advisory Planning Commission (HAPC), commencing immediately for a term ending April 25, 2025.

4. BUSINESS ITEMS

4.1 Housing Project Work Program – for discussion

Planner Chadwick provided an update on the requirements for application by land use authorities to Canada Mortgage and Housing Corporation (CMHC) for grant funding. She explained that the timeline is short for completion of the required elements, which include: a housing action plan, HAPC review, business case development, and community consultation. She outlined the steps required for both the expedited process to pursue a funding application and the basic process for the current major project.

Discussion followed with the following points noted:

- Concern was expressed with the short timeline for the proposed application process. The expedited application process was not supported as the need for adequate, thorough community and HAPC consultation, and the importance of careful consideration at a pace that works for the community was recognized.
- The LTC is in the process of beginning a Housing Review Project that will be examining bylaws and considering housing options.
- Completion of the Housing Review process will place the LTC and community in a position to participate in future grant funding opportunities.
- The HAPC will be tasked with consideration of a Housing Review referral. It was proposed that their review include a focus on the Housing Action Group report.
- It is anticipated that a staff report on the forthcoming HAPC referral will be presented to the LTC for review at the next LTC meeting. In the meantime, HAPC members might be provided with Official Community Plan (OCP), Land Use Bylaw (LUB), and the Housing Action Group report to begin familiarizing themselves with background information.

DE-2023-021

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to provide the members of the Housing Advisory Planning Commission with the following documents: Official Community Plan, Land Use Bylaw, and the Housing Review.

CARRIED

A Trustee observed that paper copies of the OCP and LUB are no longer available in the Denman Island library and proposed that steps might be taken to replace the hard copies in that location as digital documents are not accessible to everyone.

Trustees proposed that a cover page might be included to indicate that the bylaws may not be up-to-date with the most current bylaws to be found on the website. LTC members supported funding the cost of producing the hard copies from their budget.

DE-2023-022

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to provide hard copies of the Denman Island Official Community Plan and Land Use Bylaws to the Local Trustees.

CARRIED

5. ADJOURNMENT

DE-2023-023

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee meeting be adjourned.

CARRIED

The meeting was adjourned at 12:16 pm.

David Maude, Chair

Certified Correct:

Vicky Bockman, Recorder