



Hornby Island Local Trust Committee Minutes of a Regular Meeting

Date of Meeting:	Friday, April 25, 2014
Location:	Room to Grow 2100 Sollans Road, Hornby Island, BC
Members Present:	David Graham, Chair Alex Allen, Local Trustee Tony Law, Local Trustee
Staff Present:	Vicky Bockman, Recorder
Media and Others Present:	Approximately four (4) members of the public-am Approximately two (2) members of the public-pm

1. CALL TO ORDER

Chair Graham called the meeting to order at 11:32 am. He welcomed the public and introduced himself, the Local Trustees, Staff and Recorder. He acknowledged that the meeting was being held in traditional territory of Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 3.3.6 Advisory Planning Commission Draft Meeting Minutes dated April 16, 2014
- 3.3.7 Advisory Planning Commission Draft Meeting Minutes dated April 17, 2014
- 11.1.3 Staff Report regarding Land Use Bylaw dated April 21, 2014
- 11.1.4 Land Use Bylaw No. 150
- 13.4 Mount Geoffrey, Hornby Island: Wildfire Protection
Email from Trustee Law and Report
- 13.5 Local Trust Committee Submission for 2013/2014 Annual Report
Memorandum dated March 31, 2014
- 13.6 Email from Brian Brooke dated April 24, 2014 regarding Hornby Island Land Use Bylaw
Draft for Comment Version 6.1
- 13.7 Economic Development Essentials for Local Government Leaders Workshop
- 14.2 Land Use Bylaw No. 150 cited as "Hornby Island Land Use Bylaw No. 150, 2014" – for
consideration of first reading

By general consent the agenda was approved, as amended.

3. MINUTES

3.1 Local Trust Committee Meeting Minutes of March 14, 2014

The following amendment to the minutes was presented for consideration:

- Page 4, item 9, second bullet, second line: change “and one late ferry sailing” to “regarding a late ferry sailing”.

By general consent the Local Trust Committee meeting minutes of March 14, 2014 were adopted, as amended.

3.2 Section 26 Resolutions Without Meeting Log dated April 15, 2014

The Section 26 Resolutions Without Meeting Log dated April 15, 2014 was reviewed.

3.3 Advisory Planning Commission Meeting Minutes

3.3.1 Adopted Minutes dated March 25, 2014

3.3.2 Adopted Minutes dated March 27, 2014

3.3.3 Adopted Minutes dated April 7, 2014

3.3.4 Adopted Minutes dated April 9, 2014

3.3.5 Draft Minutes dated April 14, 2014

3.3.6 Draft Minutes dated April 16, 2014

3.3.7 Draft Minutes dated April 17, 2014

The Advisory Planning Commission (APC) meeting minutes were received and will be discussed in conjunction with the Land Use Bylaw (LUB) Review at agenda item 11.1.4. Trustees acknowledged the numerous hours of volunteer work by APC members to complete their Official Community Plan/Land Use Bylaw review and expressed their gratitude.

HO-2014-009

It was MOVED and SECONDED,

that the Chair be requested to write a letter of appreciation to the members of the Advisory Planning Commission.

CARRIED

4. BUSINESS ARISING FROM MINUTES

4.1 Follow-up Action List dated April 15, 2014

Planner Milne reviewed the Follow-up Action List dated April 15, 2014. Trustees noted the completion of most of the listed activities and recognized Planner Milne's work in this regard.

5. CORRESPONDENCE – None.

6. TRUSTEES' REPORT

Trustee Allen did not provide a report.

Trustee Law reported that since the last Local Trust Committee meeting he has been involved in numerous activities relating to ferry issues. He noted that these include participation in a special committee of the Association of Vancouver Island and Coastal Communities focusing on ferry-related socioeconomic impacts on the region and attending Union of BC Municipalities meetings. He noted that the Ferry Advisory Committee has been involved with discussions and research regarding the possibility of ensuring that some space on the 8:00 a.m. ferry from Denman West is available for vehicles coming from Hornby Island.

Trustee Law advised that BC Ferries has agreed to discuss some fine-tuning of the off-season schedules and has committed to delay the planned cancellation of the night watch position until after a consultation meeting with Emergency Services. He reported that he has organized a meeting with representatives of the Ferry Advisory Committee Chairs and the BC Ferry Commission to discuss the Islands Trust request that the BC Ferry Commission conduct a review of BC Ferries with respect to cost effective management.

7. CHAIR'S REPORT

Chair Graham remarked that he attended the Association of Vancouver Island and Coastal Communities Annual General Meeting which was held in Qualicum Beach in April. He reported that Executive Committee is working on plans for the next quarterly Trust Council meeting which will be held in June on Saturna Island. He advised that the Executive Committee has provided a response to the Department of Fisheries and Oceans Geoduck Integrated Framework Plan.

8. DELEGATIONS – None.

9. TOWN HALL SESSION

Members of the public expressed concern regarding the zone that their property has been placed into in the draft Land Use Bylaw (LUB) and asked that consideration be given in this review to moving it from the R4 zone to the R2 zone and providing the rationale for that request. They asked for guidance on the process and procedure to follow in order to formally make that request.

ADOPTED

Trustees suggested that the request be submitted in writing for consideration in the community feedback phase of the Land Use Bylaw review, noting that there will be many opportunities for input into this process. They advised that the request would be fully considered and reviewed while clarifying that this is a targeted LUB review and determination would need to be made as to whether to address the issue at this time or, if out of scope, at a later time.

Rudy Rogalsky, Chair of the Advisory Planning Commission (APC), wanted to acknowledge that one member of the APC, Carol Quin, was not at the meeting today and deserved thanks for the invaluable historical perspective that she brought to the review. He also thanked Planner Milne and Recorder Bockman for their help with the process.

10. APPLICATIONS AND PERMITS – None.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 HO-OCP-2009.1 (Official Community Plan/Land Use Bylaw Review)

11.1.1 Staff Report dated April 14, 2014

Planner Milne presented the Staff Report and reported that with the completion of the APC's LUB review, the draft OCP/LUB bylaws can be presented in tandem for the review process.

The Islands Trust Policy Statement Directives Only Checklist was reviewed and staff was requested to remove the checkmark from item 4.3 Wildlife and Vegetation as there are no directives in that section.

Discussion followed on a communications plan to reach as many community members as possible and provide a variety of approaches to allow opportunities for participation and feedback prior to the Community Information Meeting (CIM). Key points for strategies included:

- Holding two small venue, informal meetings prior to the CIM;
- Creation of a flyer with space for comments that can be returned;
- Placing information on the website for public viewing;
- Creation of a Frequently Asked Questions sheet based on issues arising at the informal meetings for posting to the website; and
- Consideration of a radio interview with Planner Milne.

Planner Milne advised that formal advertising and a Power Point presentation will be produced for the CIM. Possible dates for the Community Information Meeting were considered.

11.1.2 Official Community Plan Bylaw No. 149

HO-2014-010

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee give first reading to draft Bylaw No. 149 cited as the “Hornby Island Official Community Plan Bylaw No. 149, 2014”.

CARRIED

HO-2014-011

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee confirms that proposed Bylaw No. 149 cited as the “Hornby Island Official Community Plan Bylaw No. 149, 2014” is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

HO-2014-012

It was MOVED and SECONDED,

that proposed Bylaw No. 149 cited as the “Hornby Island Official Community Plan Bylaw No. 149, 2014” be referred to outstanding agencies and First Nations.

CARRIED

By general consent the meeting was recessed at 12:49 pm and reconvened at 1:00 pm.

11.1.3 Staff Report regarding Land Use Bylaw dated April 21, 2014

Planner Milne presented the Staff Report dated April 21, 2014. He advised that the draft LUB included in the agenda package for discussion does not include the APC recommendations. He commented that the APC invested many hours to review the LUB and that he had met with them over the course of their deliberations to discuss their recommendations and to answer questions that arose.

The Islands Trust Policy Statement Directives Only Checklist was reviewed and staff was requested to remove the checkmark from item 4.3 Wildlife and Vegetation as there are no directives in that section.

11.1.4 Land Use Bylaw No 150

There was discussion of the APC recommendations for revisions to the LUB and support was expressed for the changes proposed.

Planner Milne reported that the Trust’s legal advisors had recommended that 3.1(1)(b), 3.2(1)(i) and (j) be deleted, as regulating the use of emergency heliports, airports and heliports is outside of the Islands Trust’s jurisdiction. He requested direction as to whether to retain these regulations or remove them, noting that the APC had recommended their retention, even if unenforceable, in order to provide an

ADOPTED

indication of intent. Trustees discussed the issues and determined that since the OCP provides direction on these uses they should remain in the LUB.

Planner Milne reviewed the Deliverable/Milestone target completion date for the LUB review and confirmed that the OCP and LUB will be presented together at the Community Information Meeting and Public Hearing.

Trustees requested that Planner Milne highlight areas of significant change at the Community Information Meeting to facilitate a forthright presentation of the changes for the community.

HO-2014-013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee accept the recommendations from the Advisory Planning Commission consultation process on draft Bylaw No. 150.

CARRIED

HO-2014-014

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee give first reading to draft Bylaw No. 150 cited as the "Hornby Island Land Use Bylaw No. 150, 2014" as amended.

CARRIED

HO-2014-015

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee confirms that proposed Bylaw No. 150 is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

HO-2014-016

It was MOVED and SECONDED,

that proposed Bylaw No. 150 cited as the "Hornby Island Land Use Bylaw No. 150, 2014" be referred to agencies and First Nations.

CARRIED

HO-2014-017

It was MOVED and SECONDED,

that staff be directed to conduct a Community Information Meeting for the proposed Official Community Plan and Land Use Bylaw on May 27 or 28, 2014.

CARRIED

ADOPTED

HO-2014-018

It was MOVED and SECONDED,

that staff be requested to set up two informal community meetings to provide information on the proposed Official Community Plan and Land Use Bylaw in advance of the Community Information Meeting.

CARRIED

11.2 Riparian Areas Regulation Implementation

11.2.1 Staff Report dated April 7, 2014

Planner Milne presented the Staff Report dated April 7, 2014 outlining the strategy for Riparian Areas Regulation (RAR) Implementation. He pointed out that on Hornby Island the mapping contractor has established the Streamside Protection and Enhancement Areas, whereas in other local government areas, this has not been done and the property owners have had to incur the expense to hire a Qualified Environmental Professional to ascertain that information.

Planner Milne directed attention to the Project Charter, observing that this program will allow the Local Trust Committee to move forward to address the Provincial requirements in a timeframe that suits island sensibilities. He emphasized that it will be important to provide opportunities for community members to learn about the RAR process and how it may or may not affect them as land owners and residents.

Trustees reviewed the Project Charter and requested that staff correct two typographical errors in the Workplan Overview: change February, 2014 to February 2015 and change March, 2014 to March, 2015.

HO-2014-019

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee endorses the draft Riparian Areas Regulation Implementation Project Charter and Workplan Overview as further expanded upon in the Deliverables and Milestones in the Staff Report of April 7, 2014.

CARRIED

HO-2014-020

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee direct staff to proceed with the implementation of the Riparian Areas Regulation Implementation project as described in the endorsed Project Charter.

CARRIED

12. REPORTS

12.1 Work Program

12.1.1 Top Priorities and Projects List Report dated April 15, 2014

The report was reviewed.

Members of the public requested the ability to address the Local Trust Committee and Chair Graham opened the floor for public comment.

A community member commented that his realtor has advised that he can proceed with a Section 946 subdivision and he asked if the current bylaw review would impact that process. He asked if the most acceptable procedure would be to submit an application now or to wait. Planner Milne responded that application for a Section 946 subdivision is an option that is legally available at this time.

Sheila Farrington, administrator of Island Secure Housing Association (ISLA), asked if there would be a Community Information Meeting for the ISLA zoning, observing that incorporating zoning changes in the bylaw review rather than addressing it separately might cause some community concern about the process.

Planner Milne responded that inclusion of ISLA zoning with this review is supported and provided reasons for that position. He noted that there will be opportunity to discuss the project at the Community Information Meeting (CIM) and suggested that ISLA board members might attend the CIM to answer questions that might arise. Trustees suggested that public awareness might be created by discussing the ISLA development at the informal community meetings prior to the CIM and that questions or concerns that result from those meetings could then be included in the Frequently Asked Questions sheet and addressed at the CIM.

Discussion then returned to the Top Priorities and Projects List Report dated April 15, 2014.

HO-2014-021

It was MOVED and SECONDED,

that the Top Priorities List be amended by deleting No. 2, APC Bylaw review and update, and placing Riparian Areas Regulation mapping and implementation as No. 2.

CARRIED

12.2 Applications Log

12.2.1 Report dated April 15, 2014

The reported was reviewed.

12.3 Trustee and Local Expenses

12.3.1 Expenses posted to March, 2014

The report was reviewed.

12.4 Policies and Standing Resolutions

12.4.1 Report

The report was received for information.

13. NEW BUSINESS

13.1 Gulf Islands Groundwater Protection – A Regulatory Toolkit

13.1.1 Memorandum dated March 19, 2014

The memorandum was received for information. Trustees suggested that this would be useful information to consider at a future time.

HO-2014-022

It was MOVED and SECONDED,

that the following item be added to the Projects List: Review and consideration of the Gulf Islands Groundwater Protection – A Regulatory Toolkit.

CARRIED

13.2 Denman Island Local Trust Area Bylaw Referral Request for Response regarding Bylaw No. 210

HO-2014-023

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee respond to the referral of Denman Island Local Trust Committee Bylaw No. 210 as “Interests Unaffected by Bylaw”.

CARRIED

13.3 Denman Island Local Trust Area Bylaw Referral Request for Response regarding Bylaw No. 211

HO-2014-024

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee respond to the referral of Denman Island Local Trust Committee Bylaw No. 211 as “Interests Unaffected by Bylaw”.

CARRIED

ADOPTED

13.4 Mount Geoffrey, Hornby Island: Wildfire Protection Email from Trustee Law and Report

The email and report were received for information.

Trustee Law provided the background that led to a meeting with the Hornby Island Fire Chief, President of Conservancy Hornby Island, the Chair of the Regional Parks Committee of Hornby Island Residents' and Ratepayers' Association and himself to create a joint statement offering key references and suggestions to be sent to Comox Valley Regional District, BC Parks and Ministry of Land, Forests and Natural Resources. He noted that the document created provides recommendations for vegetation management to reduce fuel loading and was created in advance of the joint park planning process for Mount Geoffrey Regional Park, Mount Geoffrey Escarpment Provincial Park and the adjacent Crown land which is to be initiated this year.

13.5 Local Trust Committee Submission for 2013/2014 Annual Report Memorandum dated March 31, 2014

HO-2014-025

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee endorses the Hornby Island Local Trust Committee's submission to the 2013/2014 annual report.

CARRIED

13.6 Email from Brian Brooke dated April 24, 2014 regarding Hornby Island Land Use Bylaw Draft for Comment Version 6.1

Trustees reviewed the email that requests that the Local Trust Committee consider changing the zoning of the writer's property from R4 to R2 and to reconsider the proposed amendment that sets the minimum size of a property eligible for subdivision under Section 946 at 8 hectares in the current bylaw review.

Trustees requested that this correspondence be included in the community input to the OCP/LUB review. They advised that the request will be reviewed and fully considered.

13.7 Economic Development Essentials for Local Government Leaders Workshop

Trustee Allen reported that he would like to attend this one-day workshop in Port Alberni and requested consideration be given to remuneration of his mileage and ferry travel expenses.

HO-2014-026

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee endorses Trustee Allen's attendance at the Economic Development Essentials for Local Government Leaders Workshop with respect to travel expenses.

CARRIED

14. BYLAWS

14.1 Official Community Plan Bylaw No. 149 cited as “Hornby Island Official Community Plan Bylaw No. 149, 2014”

This item was discussed at 11.1.2.

14.2 Land Use Bylaw No. 150 cited as “Hornby Island Land Use Bylaw No. 150, 2014”

This item was discussed at 11.1.4.

15. ISLANDS TRUST WEBSITE

15.1 Hornby Page

Trustees requested that the Latest News section of the Hornby Page be updated to include a post indicating that the Local Trust Committee has given first readings to the draft OCP and LUB bylaws as well as information on where to find the documents on the website.

16. NEXT MEETING DATE

16.1 Local Trust Committee Business Meeting

The next meeting will take place on Friday, June 6, 2014 at 11:30 am at Room to Grow, 2100 Sollans Road, Hornby Island, BC.

17. ADJOURNMENT

By general consent the meeting was adjourned at 2:54 pm.

David Graham, Chair

CERTIFIED CORRECT:

Vicky Bockman, Recorder