



Hornby Island Local Trust Committee Minutes of Regular Meeting

Date: February 13, 2015
Location: Room to Grow
2100 Sollans Road, Hornby Island, BC

Members Present Laura Busheikin, Chair
Alex Allen, Local Trustee
Tony Law, Local Trustee

Staff Present Rob Milne, Island Planner
Courtney Simpson, Regional Planning Manager
Vicky Bockman, Recorder

Others Present There was one (1) member of the public in attendance – am
There were no members of the public in attendance – pm

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 11:30 am. She acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations. She congratulated Trustees Allen and Law on their election by acclamation and commented that she is pleased to have been appointed Chair of the Hornby Island Local Trust Committee (LTC).

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 10.1.2 Email dated February 10, 2015 from Bruno Streicher regarding HO-DVP-2014.1 (Scott)
- 13.1.3 Email dated February 10, 2015 from Daniel Abour, HICEEC, regarding LTC Work Plan
- 13.5.3 Comox Valley Regional District (CVRD) Meeting Notes of January 28, 2015

By general consent the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS

None.

4. COMMUNITY INFORMATION MEETING

None.

5. PUBLIC HEARING

None.

6. MINUTES

6.1. Local Trust Committee Minutes Dated November 21, 2015 for Adoption

The following amendments to the minutes were presented for consideration:

- Page 1, item 3.1, first line: change “committee” to “Committee”
- Page 2, item 5.1 heading, second line: change “Habitate” to “Habitat”

By general consent the minutes were adopted as amended.

6.2. Section 26 Resolutions-without-meeting Report Dated February 3, 2015

Planner Milne summarized the resolution from January 20, 2015.

6.3. Advisory Planning Commission Minutes

None.

7. BUSINESS ARISING FROM MINUTES

7.1. Follow-up Action List Dated February 3, 2015

Planner Milne provided a status report on the listed activities.

8. DELEGATIONS

None.

9. CORRESPONDENCE

None.

By general consent agenda item 10 was moved to follow item 11.1.1.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1. Riparian Areas Regulation Implementation

11.1.1. Staff Report Dated January 22, 2015

Planner Milne presented the staff report and summarized the early referral responses. He identified amendments proposed by the Ministry of Agriculture and explained the need to delete item 1.(e) of the “Area” section of the draft Official Community Plan (OCP) bylaw which proposes a five metre Development Permit Area (DPA) for ditches. He discussed

the Riparian Areas Regulation (RAR) Implementation Project Charter timeline and suggested that next steps would include bringing a draft revised Development Approval Information Bylaw to the LTC for consideration and determination of Community Information Meeting (CIM) date, venue and time.

Trustees discussed the referral responses and proposed changes identified in the staff report and the following key points were noted:

- School District No. 68 has been included in the early referrals in error;
- while understanding the rationale for removing item 1.(e), Trustees were of the opinion that an Information Note in the documents to clarify that the DPA does not apply to road allowances, culverts or road access would be useful; and
- Beulah Creek has not been clearly identified on the mapping and will need to be represented on the maps.

Trustees considered an approach to communications, suggesting that necessary advertising be conducted through the Little Tribune publication if possible. They suggested that they might consider disseminating information on RAR implementation through placing relevant links on Facebook or other social media once the Hornby Island LTC website has been updated with this information.

HO-2015-001

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee amend the draft Riparian Areas Regulation bylaw that amends the Hornby Island Official Community Plan (OCP) by:

- a. the deletion of item 1.(e);
- b. amending proposed OCP Schedule “E” by the addition of a designation identifying lands within the Agricultural Land Reserve;
- c. the insertion of an Information Note on the proposed Schedule “E” that reads as follows:
“Information Note: Farming activities covered under the Farm Practices Protection Act are exempt from the requirements of DPA No. 6; and
- d. insertion of an Information Note in the text and proposed Schedule “E” with respect to roadside ditches, road allowances, culverts and property access.

CARRIED

HO-2015-002

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee amend the draft Riparian Areas Regulation bylaw that amends the Hornby Island Land Use Bylaw by the deletion of item (b) in Section 9.6.2 “Exemptions”, and the subsequent points renumbered.

CARRIED

Trustees discussed possible dates, venue and time for the RAR implementation CIM.

HO-2015-003

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee schedule a Community Information Meeting to allow for a community review of the draft bylaws for Riparian Areas Regulation Implementation on March 6, 2015 at 1:00 pm at either New Horizons or Room to Grow.

CARRIED

10. APPLICATIONS AND REFERRALS

10.1. HO-DVP-2014.1 Jennifer Scott

10.1.1. Staff Report dated January 21, 2015

Planner Milne presented the staff report, explaining that the applicant is pursuing an application for a subdivision under Section 946 of the *Local Government Act* with the Ministry of Transportation and Infrastructure. He noted that the applicant has applied for a Development Variance Permit (DVP) as the proposed subdivision would create a panhandle lot not permitted under the current Land Use Bylaw. A representative for the applicant, Carol Scott, was in attendance to answer questions or provide information as necessary.

Trustees considered the letter from the adjacent land owner in their discussion and it was noted that a Trustee had walked the property to better understand the proposal. Trustees asked if a different placement of the driveway would be possible to address the neighbour's concerns. The applicant responded that this location is the most practical, it is their intention to maintain a good buffer around the driveway, and changing the location of the panhandle would have a financial impact. Trustees acknowledged that an adequate buffer can help to alleviate noise and dust, especially during the summer when traffic might be higher.

HO-2015-004

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee approve the issuance of Development Variance Permit HO-DVP-2014.1 to Jennifer Scott for Lot K, Section 16, Hornby Island, Plan 30237, PID 001-275-305 and request staff to encourage the applicant to maintain a vegetated buffer along the boundary with Lot L.

CARRIED

HO-2015-005

It was MOVED and SECONDED

that staff be requested to reply to the letter from Bruno Streicher dated February 10, 2015 with respect to HO-DVP-2014.1 to inform him that the Local Trust Committee considered his concerns and requested the applicant to maintain a vegetated buffer along the northern boundary of Lot K.

CARRIED

12. REPORTS

12.1. Work Program

12.1.1. Top Priorities Report Dated February 3, 2015

This item was discussed at agenda item 13.1.

12.1.2. Projects List Report Dated February 3, 2015

This item was discussed at agenda item 13.1.

12.2. Applications Report Dated February 3, 2015

Planner Milne presented the Applications Report and responded to questions that arose. He noted that he will correct the date received on file number HO-SUB-2015.1.

12.3. Trustee and Local Expense Report for January, 2015

Trustees reviewed the Expense Report for January, 2015.

12.4. Adopted Policies and Standing Resolutions

Trustees received an updated report that included the amendment of the expiration date of Resolution No. HO-043-2013 to September 30, 2015.

12.5. Local Trust Committee Webpage

Trustee Allen indicated that he would like to submit a different photo for the Hornby Island banner and the process was discussed.

12.6. Chair's Report

Chair Busheikin reported that she has attended two Executive Committee meetings thus far this term and noted that the agenda package is being prepared for next month's Trust Council which will be held on Gabriola Island. She has chaired four Local Trust Committee meetings and commented that she will be attending a Financial Planning Committee meeting where they will be working on the budget. She noted that next week she will be joining other Trustees and Islands Trust staff in a meeting with Ministry of Transportation and Infrastructure representatives to discuss the Gabriola Island bridge feasibility study, advising that as this issue relates to the Trust Policy Statement it is a trust-wide issue.

12.7. Trustee Reports

Trustee Allen reported that he attended an orientation meeting at the Islands Trust Northern Office and, along with Trustee Law, attended a meeting with CVRD representatives to discuss water supply from wells on CVRD properties on Hornby Island. He noted that he, Trustee Law and Chair Busheikin are members of the Local Planning Committee and recently attended a meeting by Go ToMeeting software. He stated he is pleased to be returning as a Trustee and is looking forward to working with this LTC for four years.

Trustee Law reported that he attended a meeting with the Hornby Island Fire Chief and representatives from the CVRD to discuss the regional wildfire management plan for Mt. Geoffrey; and was pleased to report that this initiative is moving forward. Trustee Law also reported that he attended a Community Action Solutions Together meeting which acts as a venue for various community organizations to share information and to discuss issues and priorities in common. He reported that cooperative planning around the central area emerged as an issue for discussion.

12.8. Electoral Area Director's Report

Chair Busheikin suggested she might provide Director Jolliffe with the LTC meeting schedule and invite him to attend or to provide written comments as an opportunity to address the Hornby Island LTC and community. Trustees agreed with this strategy and indicated they would welcome comments from Director Jolliffe periodically.

12.9. Trust Fund Board Report Dated January 2015

Chair Busheikin congratulated Trustee Law on his election as Chair of the Trust Fund Board and thanked him for his service.

Trustee Law provided a brief report of Trust Fund Board matters, including reporting that the eelgrass mapping project has been completed. He suggested that posting the maps and recommendations relevant to the Hornby Island Trust Area on the Hornby web page would be useful and LTC members agreed.

HO-2015-006

It was MOVED and SECONDED

that staff be requested to work with Islands Trust Fund staff to post maps and recommendations with respect to Hornby Local Trust Area from the eelgrass mapping project on the Hornby Island Local Trust Committee web page.

CARRIED

BREAK

By general consent the meeting was recessed at 12:40 pm and reconvened at 1:00 pm.

13. NEW BUSINESS

13.1. Hornby Island Local Trust Committee Work Program - 2015

13.1.1. Staff Report Dated January 22, 2015

Planner Milne presented the staff report providing the LTC with an overview of Top Priorities, Projects and budgets in order to provide background for discussion to confirm or set new priorities for the new term.

13.1.2. Goal Setting Session

Regional Planning Manager Simpson facilitated an open discussion among LTC members to generate ideas as a means toward planning goals and options. She reported that staff will create a document for Trustees to consider based on the Goal Setting Session discussion to reflect thoughts and ideas that were generated in order to inform the discussion of Top Priorities and Projects List during the term.

Trustees recognized that agenda item 13.1.3 is relevant to this discussion.

By general consent agenda item 13.1.3 was received by the LTC.

There was no action taken on revising the Top Priorities or Projects List at this time.

13.1.3 Email dated February 10, 2015 from Daniel Abour, HICEEC, regarding LTC Work Plan

Trustee Law offered to contact the writer with a follow-up description of the session that occurred at this meeting and Trustees concurred with this suggestion.

13.2. Advisory Planning Commission Staff Report Dated January 28, 2015

Trustees discussed the staff report and status of the current Advisory Planning Commission (APC). They recognized that an APC with the full complement of six members would provide flexibility should some number of current members wish to step down and indicated their preference to advertise for expressions of interest at this time.

HO-2015-007

It was **MOVED and **SECONDED****

that the Hornby Island Local Trust Committee request staff to advertise for expressions of interest for two vacant positions on the Hornby Island Advisory Planning Commission.

CARRIED

13.3. Appointment for the Denman/Hornby Ferry Advisory Committee

Trustees discussed the appointment of a Local Trustee representative to the Denman/Hornby Ferry Advisory Committee (FAC).

By general consent the LTC appointed Trustee Allen to the Ferry Advisory Committee.

Chair Busheikin thanked Trustee Law for his many years of serving on the FAC and thanked Trustee Allen for offering to serve in this position.

Trustees requested that staff advise Darin Guenette, Manager, Public Affairs for BC Ferries of this appointment.

13.4. Annual Meeting with the Ministry of Transportation and Infrastructure

Trustees discussed the history and customary participants involved in this meeting. They affirmed its value and will take steps to organize a meeting to include the local Highways Manager and staff from the Ministry of Transportation and Infrastructure.

13.5. Comox Valley Regional District (CVRD) Water Supply Lots on Anderson Drive

13.5.1. Letter with Map attachment Dated December 19, 2014 from CVRD to Linda Adams, CAO, Islands Trust

Received.

13.5.2. Report Dated January 29, 2015 from Trustee Law

Trustees discussed the need to determine options available to the LTC to address the issues involved with respect to the use of wells on CVRD lots including land use zoning and easement covenants to provide for legal access to the wells.

Planner Milne suggested that further research be conducted and consideration be given to the implications of a solution involving the holding of Section 219 Covenants.

13.5.3 Comox Valley Regional District (CVRD) Meeting Notes of January 28, 2015

Received.

HO-2015-008

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee request staff to discuss issues with Comox Valley Regional District staff arising from the January 28, 2015 meeting to address water supply wells on Hornby Island.

CARRIED

14. UPCOMING MEETINGS

14.1. Next Regular Meeting Scheduled for March 27, 2015 at 11:30 am at Room to Grow, The Hornby Island Resource Centre, 2100 Sollans Road, Hornby Island, BC

Trustees confirmed that the next regular Hornby Island LTC is scheduled for March 27, 2015 at 11:30 am at the Room to Grow.

15. TOWNHALL – none

16. CLOSED MEETING – none

17. ADJOURNMENT

By general consent the meeting was adjourned at 2:25 pm.

Laura Busheikin, Chair

Certified Correct:

Vicky Bockman, Recorder