



Hornby Island Local Trust Committee Regular Meeting Agenda

Date: July 4, 2025
Time: 11:30 am
Location: Electronic Meeting

Pages

- | | | | |
|----|---|---|---------|
| 1. | CALL TO ORDER | 11:30 AM - 11:35 AM | |
| | "Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change." | | |
| 2. | TERRITORIAL ACKNOWLEDGEMENT | | |
| 3. | APPROVAL OF AGENDA | | |
| 4. | REPORTS | 11:35 AM - 11:55 AM | |
| | 4.1 | Trustee Reports | |
| | 4.2 | Chair's Report | |
| | 4.3 | Electoral Area Director's Report | |
| | 4.4 | Islands Trust Conservancy Report | |
| 5. | PUBLIC COMMENTS | 11:55 AM - 12:10 PM | |
| 6. | MINUTES | 12:10 PM - 12:15 PM | |
| | 6.1 | Local Trust Committee Minutes dated May 16, 2025 - for adoption | 3 - 9 |
| | 6.2 | Section 26 Resolutions-without-meeting Report - none | |
| | 6.3 | Advisory Planning Commission Minutes - none | |
| 7. | BUSINESS ARISING FROM MINUTES | 12:15 PM - 12:30 PM | |
| | 7.1 | Follow-up Action List Report dated June 26, 2025 | 10 - 11 |
| 8. | DELEGATIONS - none | | |
| 9. | APPLICATIONS AND REFERRALS | 12:30 PM - 1:00 PM | |

9.1	Denman Island Bylaw No. 255 Referral - for Response	12 - 50
9.2	PL-TUP-2025-0114 (Savour Group Ltd.) - Staff Report	51 - 78

~ BREAK 1:00 PM - 1:30 PM ~

10. LOCAL TRUST COMMITTEE PROJECTS - none

11. CORRESPONDENCE 1:30 PM - 1:35 PM

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

11.1	Email dated May 29, 2025 from Comox Valley Regional District regarding Comox Valley Regional Growth Strategy Minor Amendment Referral	79 - 81
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12. NEW BUSINESS - none

13. STAFF REPORTS 1:35 PM - 1:55 PM

13.1	Proposed Hornby Island Bylaw Compliance and Enforcement Policy - Staff Report	82 - 89
13.2	Trust Conservancy - The Heron - Spring 2025 Edition	90 - 93
13.3	Trust Conservancy Board Report dated May 27, 2025	94 - 95
13.4	Applications Report dated June 26, 2025	96 - 101
13.5	Trustee and Local Expense Report dated April, 2025	102 - 102
13.6	Adopted Policies and Standing Resolutions	103 - 107
13.7	Local Trust Committee Webpage	

14. WORK PROGRAM 1:55 PM - 2:10 PM

14.1	Active Projects Report dated June 26, 2025	108 - 108
14.2	Future Projects Report dated June 26, 2025	109 - 110

15. UPCOMING MEETINGS

15.1	Next Regular Meeting Scheduled for Friday, September 5, 2025 at 11:30 am at Hornby Island Community Hall, 4305 Central Road, Hornby Island, BC	
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16. ADJOURNMENT 2:10 PM - 2:10 PM



Hornby Island Local Trust Committee

Minutes of Regular Meeting

Date: May 16, 2025
Location: Hornby Island Community Hall
 Central Road, Hornby Island, BC

Members Present: Timothy Peterson, Chair
 Alex Allen, Local Trustee
 Grant Scott, Local Trustee

Staff Present: Renée Jamurat, Regional Planning Manager (electronic)
 Sonja Zupanec, Island Planner
 Marlis McCargar, Island Planner (electronic)
 Lisa Millard, Meeting Administrator/Recorder

Others Present: There were approximately 105 members of the public in attendance.

1. CALL TO ORDER

Chair Peterson called the meeting to order at 11:30 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Peterson acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

3. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

4. REPORTS

4.1 Trustee Reports

Trustee Scott reported receipt of correspondence regarding the proposed cap on short-term vacation rentals and noted there is opportunity to collectively determine the conditions for rentals and develop regulations unique to Hornby Island.

Trustee Allen acknowledged the tradition of vacation rentals on Hornby Island, how the operations contribute to the local economy, and encouraged the community to work together with the Local Trust Committee to develop regulations.

4.2 Chair's Report

Chair Peterson reported the following:

- Attended Trust Council in March and highlighted the election of a new Chair, the passing of the budget, and the new Trust-wide Meeting Procedures Bylaw that will come back for adoption at June Trust Council;

- Ongoing participation in the Islands Trust Policy Statement amendment project;
- Attended the Association of Vancouver Island Coastal Communities convention and highlighted a BC Nurses Union presentation on recruitment and retention and data presented showing significant differences in availability of medical facilities and capacity in northern Vancouver Island communities compared to communities south of the Malahat;
- Attended a Committee of the Whole meeting to discuss the Islands Trust Object;
- The provincially mandated Housing Needs Assessment has been released and the models used to gather data are problematic and did not effectively capture the housing needs in the Gulf Islands; and
- A pre-budget survey is available on the website to receive community feedback prior to 2026/27 budget talks.

4.3 Electoral Area Director's Report

Director Arbour reported the following:

- The Cowichan Valley Regional District approved the tender for the boat ramp construction to commence in June and noted the work will affect access to the ramp during the summer months; and
- The Housing Authority has been established and is engaging with non-profit housing associations.

4.4 Islands Trust Conservancy Report - none

5. PUBLIC COMMENTS

Forty-one members of the public spoke to the proposed short-term vacation rental cap and the comments were summarized as follows:

- Many of the speakers were multi-generational full-time or part-time residents who own, or inherited, their property and rent it out during the summer season to be able to afford the property taxes and insurance;
- Decisions on a cap should be delayed until the provincial short-term vacation rental registry data is released and it is determined how many rentals are already operating;
- Vacation rentals provide jobs, support artists and artisans, and provide a chance for BC residents to enjoy the island;
- Many people that grew up on the island, or vacationed in the summer, have returned as residents and have started their own vacation rental to provide services to visitors;
- If the cap is less than the current number of rental operations, existing units should be considered legal nonconforming and no new permits issued until attrition occurs;
- Vacation rental users contribute to the economy of the island;
- There have been issues with the Temporary Use Permit system and it can be used to create community dissent by those who oppose vacation rentals;
- There can be financial circumstances in which home owners need to rent their homes on a short-term basis;
- If an individual is not allowed to rent their cottage out short-term, they will not necessarily turn it into a long-term rental but will let it remain vacant;

- There are mechanisms in place to ensure septic and water use compliance and these uses are already permitted for each property; therefore, a visitor is not using above what is permitted for the property;
- Owners educate renters about water use and conservation;
- Reasonable vacation rental management and all legally operating rentals should be allowed to continue, and the Local Trust Committee should consider exemptions to the cap, an extension to the current rental season window, and set the cap at a later date to enable transitioning to a licensing system to protect existing rental operators;
- Any decision to cut short-term vacation rentals can put families at financial risk;
- Consideration should be given to licensing rather than a cap or having vacation rentals managed through Temporary Use Permits;
- Operators pay the Municipal and Regional District Tax and those funds should be posted;
- Vacation rentals can be done in a respectful and environmentally sensitive way and water issues and ferry congestion can be looked at mindfully;
- The conversation has been about income, and the environment and wildlife are not being considered;
- Short-term rentals provide accommodations for musicians and others performing at local festivals;
- Rental income can supplement retirement income and hardship would occur without ability to generate the extra income;
- The ability to use homes as a short-term vacation rental is permitted as a home occupation in the Official Community Plan and transfer of zoning won't solve water issues;
- People who are unhoused and living in illegal secondary suites should have priority consideration for rental units;
- Property values and taxes have increased due to short-term vacation rentals and focus should be on year-round rentals rather than commercial use of homes;
- The Local Trust Committee needs to focus on housing strategies for non-compliant illegal dwellings, address water and septic concerns, minimize housing stock being used as short-term vacation rentals, and look to sustainable and affordable housing for residents who provide services;
- There is a tradition of families vacationing on the island for years. Hornby is not a private island and part-time residents have value;
- A pause on the cap should occur to allow a collaborative approach and the Local Trust Committee should expand engagement, hold evening meetings to ensure broader participation, and separate short-term vacation rental discussions from long-term housing needs;
- The Local Trust Committee should consult the Bylaw Officer to determine trends and locations of complaints if any;
- Communities that have a cap on short-term rentals have hotels and other accommodation beds; and
- There is a need to consider the natural and marine environment, determine what the community values, and make adjustments based on what the environment needs.

The meeting recessed for a break 1:30 p.m. and reconvened at 1:47 p.m.

6. MINUTES

6.1 Local Trust Committee Minutes dated March 21, 2025 - for adoption

By general consent, the Local Trust committee meeting minutes of March 21, 2025 were adopted.

6.2 Section 26 Resolutions-without-meeting Report - none

6.3 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List Report dated May 8, 2025

Received for information.

8. DELEGATIONS - none

9. APPLICATIONS AND REFERRALS

9.1 PL-SUB-2024-0304 (Corcan) Lot Frontage Waiver Request - Staff Report

The Planner summarized the staff report and highlighted the following:

- The application seeks an exemption to the minimum requirement of 10% frontage for one lot in a proposed subdivision layout plan;
- The subdivision involves a boundary adjustment and does not represent a significant change to the existing frontage conditions;
- The proposed lot is significantly larger than the minimum lot size required in the R2 zone; and
- The lot layout appears to reflect practical boundaries based on existing parcel shapes.

The applicant was in attendance.

Trustees had no questions for the Planner or applicant.

HO-2025-018

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee exempt Proposed Lot 1 of LOT 1, SECTION 6, HORNBY ISLAND, NANAIMO DISTRICT, PLAN 30464, EXCEPT PART IN PLAN VIP88575 of subdivision PL-SUB-2024-0304 (Corcan) from the 1/10 perimeter provision of Section 512 of the Local Government Act and subsection 6.6(1) of the Hornby Island Land Use Bylaw No. 150, 2014.

CARRIED

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Major Project: Hornby Island Official Community Plan and Land Use Bylaw Review: Hornby Bylaw Nos. 176 and 177 - Staff Report

The Planner summarized the staff report and highlighted the following:

- The report outlines amendments to proposed Bylaw Nos. 176 and 177 as previously endorsed by the Local Trust Committee;
- Maximum density for affordable housing in the PU(a) zone has been included in the draft language;

- Following receipt of input from K'omoks First Nation, the consideration of secondary dwellings on lots less than 4 hectares and secondary suites on all residential properties has been deferred to the next stage of the project;
- The Local Trust Committee might wish to postpone consideration for the vacation rental regulations to the fall to provide opportunity to review and assess provincial data and any impacts or implications of the registry system and move forward with the PU(a) zone, the removal of the aquifer designation, and keeping of chickens for personal use.

Discussion ensued and the following comments and clarifications were noted:

- The inclusion of the aquifer designation was not based on groundwater aquifer studies and the Local Trust Committee requested the designation be removed;
- There is value in moving to second reading to trigger the formal community engagement processes;
- The PU(a) zoning would not be amended until adoption of the bylaws;
- Once a public hearing is held, the Local Trust Committee no longer has the ability to hear submissions from the public; therefore, deferral until the fall would allow additional time to gather further information and input;
- Following third reading, the proposed bylaws are sent to the Executive Committee along with a supplemental staff report advising of financial and resource implications and this report would highlight that there could be up to 130 applications for Temporary Use Permits to be processed in time for the next vacation season rental period; therefore, staffing resources would need to be allocated to process a high volume of applications.

HO-2025-019

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee Bylaw No. 176, cited as "Hornby Island Official Community Plan Bylaw No. 149, 2014, Amendment No. 1, 2024" be amended as per the tracked changes shown in Attachment 1 of the staff report dated May 16, 2025.

CARRIED

HO-2025-020

It was MOVED and SECONDED,

That the Hornby Island Local Trust Committee Bylaw No. 176, cited as "Hornby Island Official Community Plan Bylaw No. 149, 2014, Amendment No. 1, 2024" be read a second time.

CARRIED

HO-2025-021

It was MOVED and SECONDED,

That the draft tracked changes version of Hornby Island Local Trust Committee Bylaw No. 177, cited as "Hornby Island Land Use Bylaw No. 150, 2014, Amendment No. 1, 2024 as presented in Attachment 2 of the staff report dated May 16 2025 be amended by removing Item 1.11(b) the cap of 67 vacation home rentals.

CARRIED

HO-2025-022

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee Bylaw No. 177, cited as “Hornby Island Land Use Bylaw No. 150, 2014, Amendment No. 1, 2024” be amended as per the tracked changes shown in Attachment 2 of the staff report dated May 16, 2025.

CARRIED

HO-2025-023

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee Bylaw No. 177, cited as “Hornby Island Land Use Bylaw No. 150, 2014, Amendment No. 1, 2024” be read a second time.

CARRIED

HO-2025-024

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to report back in fall 2025 on the land use impacts and implications of the provincial short term rental registry prior to scheduling a special meeting to hold a community information meeting and public hearing for Proposed Bylaw Nos. 176 (Official Community Plan) and 177 (Land Use Bylaw)

CARRIED

11. CORRESPONDENCE

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

12. NEW BUSINESS - none

13. STAFF REPORTS

13.1 2024/25 Annual Report - Approval of Hornby Island Local Trust Committee's Section - Request for Decision

HO-2025-025

It was MOVED and SECONDED,

that the Hornby Island LTC approves the attached text for inclusion in the 2024/25 Annual Report for approval by Trust Council and submission to the Minister of Housing and Municipal Affairs.

CARRIED

13.2 Highlights of Trust Conservancy March 18, 2025 Board Meeting

Received for information.

13.3 Applications Report dated May 8, 2025

Received for information.

13.4 Trustee and Local Expense Report dated February, 2025

Received for information.

13.5 Adopted Policies and Standing Resolutions

Received for information.

13.6 Local Trust Committee Webpage

No updates required.

14. WORK PROGRAM

14.1 Active Projects Report dated May 8, 2025

Received for information.

14.2 Future Projects Report dated May 8, 2025

Received for information.

15. UPCOMING MEETINGS

**15.1 Next Regular Meeting Scheduled for Friday, July 4, 2025 at 11:30 am at
Hornby Island Community Hall, 4305 Central Road, Hornby Island, BC**

HO-2025-026

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee meeting scheduled for
Friday July 4, 2025 be changed to electronic format.

CARRIED

16. ADJOURNMENT

By general consent, the meeting was adjourned at 2:28 p.m.

Tim Peterson, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder

Follow Up Action Report

Hornby Island

13-Sep-2024

Progress	Activity	Responsibility	Dates	Status
49%	1 Staff prepare a report regarding the current policies for compliance and enforcement, and screening officer appointments, powers, duties and procedures per resolution passed September 13, 2024. To be presented following Trust Council adoption of bylaw enforcement policy, expected June 2025 per EC request.	Warren Dingman		In Progress
0%	2 Staff to prepare briefing on farm stand regulations using other LTC bylaw examples. On hold until OCP/LUB project completed.	Ian Cox		In Progress

01-Nov-2024

Progress	Activity	Responsibility	Dates	Status
93%	1 LTC Chair to sign Hornby Island Resort Ltd. parking covenant EG107386 release and staff provide copy to property owner's legal counsel.	Ian Cox Nadine Mourao		In Progress
100%	2 Staff to provide LTC with information on whether a DP would be required for Rogers communication tower on Crown Land. Staff consider it likely necessary though proponent disagrees. TBD at time of development with information from province/legal.	Ian Cox	Target: 24-Jan-2025	Completed

Follow Up Action Report

Hornby Island

21-Mar-2025

Progress	Activity	Responsibility	Dates	Status
100%	1 PLTUP20240177 (Moore) - be issued	Margot Thomaidis Nadine Mourao		Completed
100%	2 PLDVP20240341 - X.refPLDVP20240155 (HornbyIsland Co-op) be issued	Margot Thomaidis Nadine Mourao		Completed
100%	3 PLDP20250004 (Lemay) be issued.	Margot Thomaidis Nadine Mourao		Completed
15%	4 LTC request staff to prepare a letter to K'omoks Chief and Council congratulations on election, ratification of the treaty vote and requesting leadership to leadership meeting.	Clare Frater Sonja Zupanec		In Progress
0%	5 OCP/LUB Major Project - staff recommendations 1-7 endorsed by LTC; report back to LTC May 16th. Staff to add to next meeting agenda with Comox Valley Regional District request for preliminary discussion on regulatory, financial and operational implications of implementing building inspection services on Hornby Island as part of housing review. Staff to also advise DE LTC of HO resolutions re CVRD and KFN March 21, 2025 and request joint meeting with Denman LTC in late summer/fall to explore mutually supportive housing solutions and the KFN engagement summary.	Renee Jamurat Sonja Zupanec		In Progress

MEMORANDUM

DATE OF MEETING: July 4, 2025

TO: Hornby Island Local Trust Committee

FROM: Nadine Mourao, Legislative Clerk

SUBJECT: Referral: Denman Island Proposed Bylaw No. 255

File No.: DE BL 255
(Triple Rock Land Cooperative)

PURPOSE

The Denman Island Local Trust Committee has referred proposed Bylaw No. 255 (cited as "Denman Island Official Community Plan, 2008, Amendment No. 2, 2025") to the Hornby Island Local Trust Committee.

BACKGROUND

Proposed Bylaw No. 255 is related to Proposed Bylaw No. 250 (LUB), which was referred for comment in October 2024. At that time, it was anticipated that an OCP amendment would not be required for the application, as the Local Trust Committee was currently advancing a separate project that would have removed the density bank from the OCP entirely. However, that project did not proceed, and an OCP amendment is now necessary to withdraw units from the density bank to support the rezoning. As a result, the OCP amendment (Bylaw No. 255) is being referred at a later stage than the associated LUB amendment.

NEXT STEPS

The following draft resolutions have been provided for consideration:

- 1. If the LTC considers their interests unaffected by the bylaw:**
That the Hornby Island Local Trust Committee respond to the Denman Island Local Trust Committee that interests are unaffected by Bylaw No. 255.
- 2. If the LTC wishes to recommend proceeding with the bylaw for specific reasons:**
That the Hornby Island Local Trust Committee recommend to the Denman Island Local Trust Committee that proposed Bylaw No. 255 proceed for the following reasons:
 - *[list reasons] ...*
- 3. If the LTC wishes to recommend proceeding with the bylaw subject to conditions:**
That the Hornby Island Local Trust Committee recommend to the Denman Island Local Trust Committee that proposed Bylaw No. 255 proceed, subject to the following recommendations:
 - *[list recommendations] ...*
- 4. If the LTC wishes to recommend not proceeding with the bylaw:**
That the Hornby Island Local Trust Committee recommend to the Denman Island Local Trust Committee that proposed Bylaw No. 255 not proceed for the following reasons:
 - *[list reasons] ...*

Submitted By:	Nadine Mourao, Legislative Clerk	June 26, 2025
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ATTACHMENTS

1. BYLAW REFERRAL FORM



Islands Trust

BYLAW REFERRAL FORM

700 North Road
Gabriola Island BC V0R 1X3
Ph: (250) 247-2063
Fax: (250) 247-7514
northinfo@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Denman Island Local Trust Area **Bylaw No.:** 255 **Date:** June 4, 2025

You are requested to comment on the attached Bylaws for potential effect on your Nation/Agency's interests. We would appreciate your response within 90 days, by **September 4, 2025**. If you require support in reviewing this referral, our project planner is available to schedule a virtual meeting at your earliest convenience. Please contact our office directly with any questions. A Public Hearing to consider the Bylaws is anticipated in Fall 2025.

APPLICANTS NAME / ADDRESS:

Triple Rock Land Cooperative

PURPOSE OF BYLAW:

The intent of Bylaw No. 255, if adopted, is to amend the Official Community Plan (OCP) by removing four units from the density bank to permit an increase of four residential units on the subject property.

GENERAL LOCATION:

5201 Denman Road, Denman Island

LEGAL DESCRIPTION:

LOT A SECTION 17 DENMAN ISLAND NANAIMO DISTRICT PLAN VIP87456 (PID: 028-101-677)

SIZE OF PROPERTY AFFECTED:

35.5 hectares

ALR STATUS:

Yes, ALR in the north portion of the lot

OFFICIAL COMMUNITY PLAN DESIGNATION:

Sustainable Resources (SR)/ Agriculture (A)

OTHER INFORMATION:

The Denman Island Local Trust Committee gave First Reading to proposed Bylaw No. 255 on May 20, 2025. A copy of the most recent staff report and the proposed bylaw is included in this referral for background information. All relevant background information, including staff reports and public correspondence received is posted to the Denman applications webpage: <https://islandstrust.bc.ca/island-planning/denman/current-applications/>

Proposed Bylaw No. 255 is related to Proposed Bylaw No. 250 (LUB), which was referred for comment in October 2024. At that time, it was anticipated that an OCP amendment would not be required for the application, as the Local Trust Committee was concurrently advancing a separate project that would have removed the density bank from the OCP entirely. However, that project did not proceed, and an OCP amendment is now necessary to withdraw units from the density bank to support the rezoning. As a result, the OCP amendment (Bylaw No. 255) is being referred at a later stage than the associated LUB amendment.

Please direct any communications regarding this referral to Marlis McCargar at 250-247-2210, or by email to mmccargar@islandstrust.bc.ca.

Please fill out the Response Summary on the back of this form. If your Nation or Agency's interests are "Unaffected", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.

(Signature)

Name: Marlis McCargar

Title: Island Planner

This referral has been sent to the following agencies:

First Nations

Cowichan Tribes
Da'naxda'xw First Nation
Halalt First Nation
Homalco First Nation
K'omoks First Nation
Lyackson First Nation
Mamalilikulla First Nation
Nanwakolas Council
Penelakut Tribe
Qualicum First Nation
Snaw-Naw-As First Nation
Snuneymuxw First Nation

Regional Agencies

Comox Valley Regional District

Non-Agency Referrals

School District No. 71

Adjacent Local Trust Committees and Municipalities

Hornby Island Local Trust Committee

Provincial Agencies

Agricultural Land Commission
Ministry of Agriculture
Ministry of Housing and Municipal Affairs

Stz'uminus First Nation
Te'mexw Treaty Association
Tla'amin Nation
Tlowitsis Nation
Ts'uubaa-asatx First Nation
We Wai Kai Nation
Wei Wai Kum First Nation

BYLAW REFERRAL FORM RESPONSE SUMMARY

☐

Approval Recommended for Reasons Outlined Below

☐

Approval Recommended Subject to Conditions Outlined Below

☐

Interests Unaffected by Bylaw

☐

Approval Not Recommended Due to Reason Outlined Below

Denman Island Trust Area
(Island)

255
(Bylaw Number(s))

(Your Signature)

(Print Your Name, Your Title)

(Date)

(First Nation/Agency)

PROPOSED

DENMAN ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 255

A BYLAW TO AMEND DENMAN ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 185, 2008

The Denman Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Denman Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Denman Island Official Community Plan, 2008, Amendment No. 2, 2025”.

2. SCHEDULES

Denman Island Official Community Plan Bylaw No. 185, 2008 is amended as shown on Schedule 1, attached to and forming part of this bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS	20	DAY OF	MAY	, 2025
PUBLIC HEARING HELD THIS	20	DAY OF	MAY	, 2025
READ A SECOND TIME THIS	_____	DAY OF	_____	, 20____
READ A THIRD TIME THIS	_____	DAY OF	_____	, 20____
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	, 20____
APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS THIS	_____	DAY OF	_____	, 20____
ADOPTED THIS	_____	DAY OF	_____	, 20____

CHAIR

SECRETARY

**DENMAN ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 255**

SCHEDULE 1

Appendix “D” of the Denman Island Official Community Plan No. 185, 2008, is amended as follows:

1. That the Residential Density Bank table of Appendix D, “Density Banking” be amended by the addition of a new entry, in sequential order, which reads as follows:
- 2.

Authorising Bylaw	Date Added to or transferred from the Bank	Legal Description	Number of residential dwelling units added or deleted	Cumulative total of residential dwelling units in the bank
255	[date of adoption]	Lot A, Section 17 Denman Island, Nanaimo District, Plan VIP87456	-4	$7 - 4 = 3$ (*as per standing resolution #2023-073) (* Final cumulative totals will be reconciled upon adoption of all relevant bylaws.)



Islands Trust

REPORT

STAFF

File No.: DE-RZ-2024.1 (Triple Rock
Land Cooperative)

DATE OF MEETING: May 20, 2025

TO: Denman Island Local Trust Committee

FROM: Marlis McCargar, Island Planner
Northern Team

SUBJECT: Application to amend the LUB to allow for additional density
Applicant: Laura Busheikin on behalf of Triple Rock Land Cooperative
Location: 5201 Denman Road, Denman Island
PID 028-101-677

RECOMMENDATION

1. That Denman Island Local Trust Committee Bylaw No. 255 cited as “Denman Island Official Community Plan, 2008, Amendment No. 2, 2025” be read a first time.
2. That Denman Island Local Trust Committee Bylaw No. 255 cited as “Denman Island Official Community Plan, 2008, Amendment No. 2, 2025” be read a second time.
3. That Denman Island Local Trust Committee Bylaw No. 250 cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2024” be read a second time.
4. That Denman Island Local Trust Committee Bylaw No. 254 cited as “Denman Island Housing Agreement Bylaw No. 254, 2025” be read a first time.
5. That Denman Island Local Trust Committee Bylaw No. 254 cited as “Denman Island Housing Agreement Bylaw No. 254, 2025” be read a second time.
6. That the Denman Island Local Trust Committee request staff to schedule a (virtual or in-person) community information meeting in summer 2025 for application DE-RZ-2024.1 (Triple Rock Land Cooperative) and Proposed Bylaw Nos. 250, 254 and 255.
7. That the Denman Island Local Trust Committee request staff to refer proposed Bylaw No. 255 cited as “Denman Island Official Community Plan, 2008, Amendment No. 2, 2025” to the following First Nations, Local Governments and agencies for comment: Cowichan Tribes, Halalt First Nation, Da'naxda'xw/Awaetlala First Nation, Qualicum First Nation, Tla'amin Nation, Nanwakolas Council, Wei Wai Kum Nation, We Wai Kai Nation, Lyackson First Nation, Penelakut Tribe, Snuneymuxw First Nation, Snaw'Naw'As Nation, Stz'uminus First Nation, Te'Mexw Treaty Association, Tsu'uubaa-asatx First Nation, Tlowitsis First Nation, Homalco First Nation (Xwemalhkwu), Mamalilikulla First Nation, K'ómoks First Nation, Comox

Valley Regional District, School District #71 (Comox Valley), Hornby Island Local Trust Committee, Agricultural Land Commission and Ministry of Housing and Municipal Affairs.

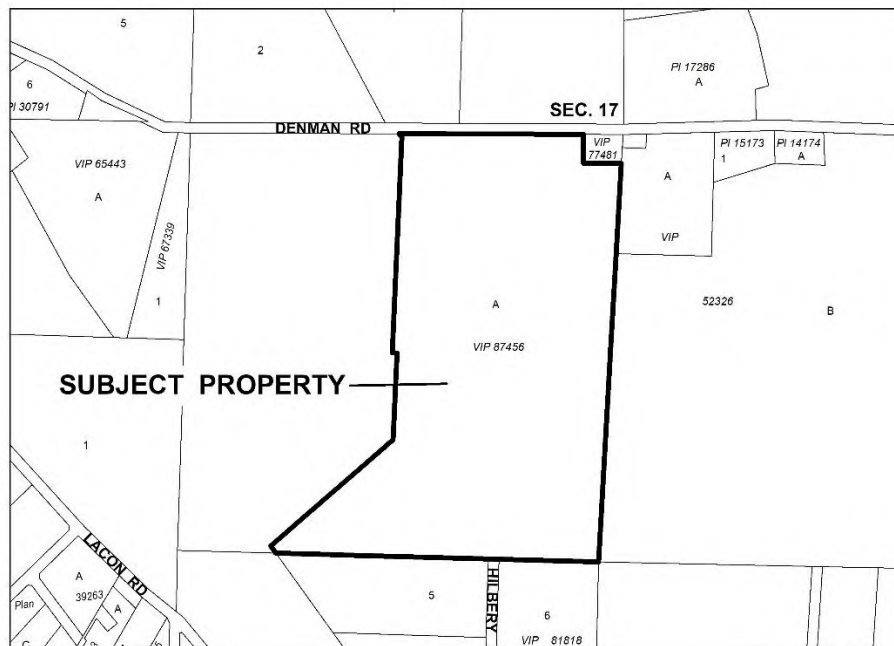
REPORT SUMMARY

This report introduces draft bylaws to amend the Denman Island Official Community Plan (OCP) to remove four densities from the density bank to accommodate the proposed development as well as an updated Housing Agreement to ensure it reflects the changes in zoning.

Staff is recommending that the draft bylaws Nos. 254 and 255 in Attachments 1 and 3 of this report be given First and Second Readings as presented and that Proposed Bylaw No. 250 be given Second Reading. All relevant background information is posted to the Islands Trust [current applications webpage](#).

BACKGROUND

The Denman Island Local Trust Committee (LTC) is considering a rezoning application from Triple Rock Land Cooperative (DE-RZ-2024.1) to permit 19 dwelling units and associated secondary suites. As part of the application, a Housing Agreement is required to secure long-term affordability and occupancy provisions.



Subject Property Map

The Denman Island LTC passed the following resolution at the June 4, 2024 regular business meeting to initiate this work:

DE-2024-050

It was MOVED and SECONDED

that the Denman Island Local Trust Committee request the applicant for DE-RZ-2024.1 (Triple Rock Land Cooperative) enter into a cost recovery agreement with the Islands Trust for the purposes of vetting an amended housing agreement, which the applicant will provide.

CARRIED

Staff have worked with the applicant to prepare a draft housing agreement for LTC consideration (Attachment 3).

On October 8, 2024 the Denman Island LTC gave first reading to Proposed Bylaw No. 250 (LUB) and forwarded the bylaw to agencies and First Nations for comment. A summary of referral responses received to date are included in this report. The Denman Island Local Trust Committee (LTC) passed the following resolutions were passed at that meeting:

DE-2024-065

that Denman Island Local Trust Committee Bylaw No. 250 cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2024” be read a first time.

CARRIED

DE-2024-066

that the Denman Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 250, cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2024”, is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

At the time, it was anticipated that an OCP amendment would not be required for this application, as the LTC was advancing a separate project (Proposed Bylaw Nos. 248 and 249) that would have eliminated the density bank from the OCP altogether. However, that project did not continue and the bylaws did not proceed. As a result, the current rezoning application now requires an OCP amendment to withdraw densities from the density bank, a step that was not originally anticipated. This has contributed to a somewhat irregular process, with the Land Use Bylaw (LUB) amendment already having received first reading and referrals, while the OCP amendment is being introduced at this later stage.

To address this, the Denman Island LTC passed the following resolutions at the March 18, 2025 regular business:

DE-2025-017

It was MOVED and SECONDED

that the Denman Island Local Trust Committee request staff to prepare a draft bylaw to amend the Denman Island Official Community Plan, 2008, to rezone Lot A, Section 17, Denman Island, Nanaimo District, Plan VIP87456 to enable application DE-RZ-2024.1 (Triple Rock Cooperative).

CARRIED

A draft bylaw to amend the OCP is included as Attachment 1 for LTC Consideration.

ANALYSIS

Issues and Opportunities

Staff have identified the following, discussed in more detail below:

- Summary of Referral Responses for Proposed Bylaw No. 250 (LUB)
- Summary of draft Bylaw No. 255 (OCP)
- Summary of draft Bylaw No. 254 (Housing Agreement)
- Bylaws Consistent with Islands Trust Policy Statement

Summary of Referral Responses

At the time of this report, referral responses from Ministry of Agriculture, Ministry of Housing and Municipal Affairs, Vancouver Island Health Authority, Agricultural Land Commission and Hornby Island LTC have been received. The referral response from K'omoks First Nation has been included as Attachment 5.

A summary of the referral responses that have been received are provided in Table 1:

Table 1. Summary of Referral Responses

First Nation/ Agency / Group	Summary Response to Bylaw Referral	Staff Comments
Hornby Island Local Trust Committee	Interests Unaffected by Bylaw	None.
Ministry of Agriculture and Food	- Ministry staff are pleased that no dwellings or development are proposed for the ALR-designated northern portion of the property. - Ministry staff recommend placing the four new dwellings within the existing CoHo Landing cluster to maintain a suitable buffer from the ALR, as their exact locations haven't been provided and one existing structure appears to be very close to the ALR boundary. - The added dwellings and increased residential density on the property are unlikely to negatively affect future farming potential on the site or nearby ALR lands.	The four new dwellings will be within the existing CoHo Landing cluster.
Ministry of Housing and Municipal Affairs	Deferred to Agricultural Land Commission and Ministry of Housing comments	None.
Vancouver Island Health Authority	- Each home currently uses its own rainwater system for drinking water, which will continue with the new units and suites. However, if a shared system is introduced, it may trigger requirements under the Drinking Water Protection Act and Regulation, including permits, testing, treatment, and reporting. - The Sewerage System Regulation applies to all onsite	None.

	systems, and given the property's size and composting toilet requirements, there appears to be sufficient space for new or amended septic systems and replacement fields. Existing systems must comply with regulations, and an Authorized Person should assess and update them as needed to accommodate secondary suites.	
Agricultural Land Commission	• Since the R3 zone applies only to the non-ALR portion of the property, ALC staff have no comments. • ALC recommends using setback and buffer guidelines from the <i>Guide to Edge Planning</i> for any development near ALR boundaries to prevent future land-use conflicts.	None.
Cowichan Tribes	• No comment. Defer to communities closer to Denman Island.	None.
Ts'uubaa-asatx Nation	• Outside Ts'uubaa-asatx Nation's core title area. • Defer to the First Nation(s) whose traditional territory fronts this area, likely K'omoks First Nation.	None.
Tla'amin Nation	• Outside of Tla'amin Nation's core territory.	None.
K'ómoks First Nation	• Outside KFN designated areas of high archaeological potential (AOP) and does not require any Cultural Heritage Investigation Permits (CHIP). • Likely no concerns over the request. • However, are at capacity for environmental referrals and cannot meaningfully engage at this time.	None.

Homalco First Nation	No concerns at this time.	None.
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Summary of Draft Bylaw No. 255 (OCP)

The subject property is split designated as ‘Sustainable Resources’ and ‘Agriculture’ in the OCP and does not require an OCP re-designation. Draft Bylaw No. 255 (OCP - Attachment 1), if adopted, would remove four densities from the density bank.

Summary of Draft Bylaw No. 254 (Housing Agreement)

The current housing agreement for Triple Rock Cooperative, originally adopted in 2008, is being updated to reflect evolving housing needs. The proposed update is contained in draft Bylaw No. 254 (Attachment 3). If adopted, this bylaw will regulate the occupancy and affordability of 19 housing units, including their associated secondary suites, and will establish monitoring and reporting requirements to ensure compliance.

Key Updates in the Draft Housing Agreement:

- **Secondary Suites:** The agreement includes provisions governing the use and affordability of secondary suites, which were not addressed in the 2008 version.
- **Affordability Standards:** Rents for secondary suites must be at least 20% below the average market rent for comparable units on Denman Island. If Denman-specific data is unavailable, Comox Valley rents may be used, with appropriate adjustments for local differences.
- **Cooperative Rules and Policies:** The Cooperative Rules of Association and Memorandum of Association were included as attachments in the 2008 Housing Agreement, but the applicant has requested they not be included in the updated version, arguing that the agreement should focus solely on matters relevant to the LTC’s interests.

The key issue for the LTC is whether changes to these documents could affect the co-op’s obligations under the Housing Agreement.

If the LTC is not concerned about these documents changing over time without its review, they need not be attached to the agreement. If there is concern, the LTC could:

- Attach the current versions of the Cooperative Rules and Policies as schedules, as presented;
 - Define the term “Cooperative Rules and Policies” to mean those in effect at the time the Housing Agreement is signed; or
 - Require LTC consent (outside of a full HA amendment) for any future changes to those documents that could affect the co-op’s obligations under the agreement.
- **Expanded Definition of Family Member:**
The definition now includes not only individuals related by blood, adoption, or marriage (including marriage-like relationships), but also *chosen family members*—those with a close, long-standing, family-like relationship, regardless of legal or biological ties.

These changes aim to strengthen the original agreement by improving affordability protections, acknowledging diverse family structures, and ensuring that secondary suites support long-term housing goals.

Bylaw Consistency with the Islands Trust Policy Statement

The draft bylaw amendment (No. 255) is consistent with the policy directives of the Policy Statement. The Policy Statement Directives Checklist are included as Attachment 4 and will need to be endorsed by the LTC if the LTC gives first reading to the draft bylaw. The checklist will then be forwarded to the Executive Committee after third reading of the proposed Bylaw No. 255.

The Policy Statement Directives Checklist for proposed Bylaw No. 250 (LUB) was endorsed by the LTC on October 8, 2024.

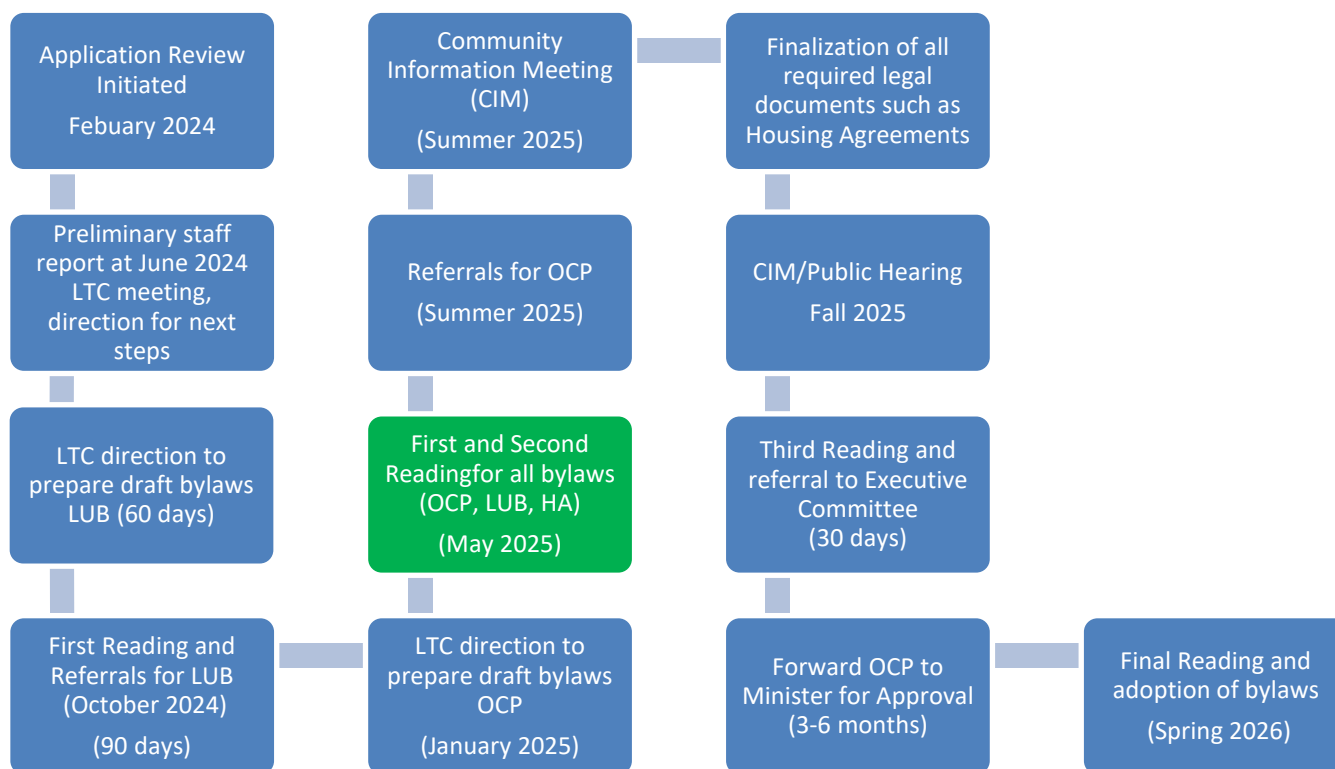
Consultation

As this application proposes an amendment to the Official Community Plan, the LTC is required to conduct a consultation process involving a set of referrals that are independent of any public hearing process. Following first reading of the bylaws staff recommend referrals to First Nations, provincial agencies, adjacent local governments and select referral agencies as detailed in the recommendations on page 1 of this report.

Staff also recommend a community information meeting as part of the review process, subsequent to the receipt of referral responses and in advance of a public hearing being scheduled. The LTC should consider if it wishes to undertake additional consultation than identified in the recommendations on page 1 of this report, and direct staff accordingly.

Application Process Steps and Timing

The following process steps and approximate timelines may assist in managing applicant and community expectations in how an OCP/LUB amendment application such as this, can be processed:



RATIONALE FOR RECOMMENDATIONS

Draft bylaws have been prepared to amend the OCP to withdraw from the density bank, and to establish a housing agreement. Staff recommend giving first and second readings to both draft Bylaw No. 255 (OCP) and draft Bylaw No. 254 (Housing Agreement) to initiate formal consultation with First Nations, agencies, and local governments.

Proposed Bylaw No. 250 (Land Use Bylaw) has already received first reading and been referred. Staff recommend proceeding with second reading of this bylaw as well, to maintain alignment with the other bylaws in the package.

The full list of staff recommendations can be found on page 1 of this report.

ALTERNATIVES:

1. Direction to amend the draft bylaws

The LTC may wish to make amendments to the draft bylaws. Recommended wording for the resolution is as follows:

That the Denman Island Local Trust Committee amend Proposed Bylaw No. 250, cited as the “Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2024” by...

That the Denman Island Local Trust Committee amend draft Bylaw No. 254, cited as the “Denman Island Housing Agreement Bylaw No. 254, 2025” by...

That the Denman Island Local Trust Committee amend draft Bylaw No. 255, cited as the “Denman Island Official Community Plan Bylaw, 2008, Amendment No. 2, 2025” by...

2. Consider First Reading Only.

The LTC may choose to give first reading only to all bylaws and schedule a Community Information Meeting (CIM) prior to considering second reading. This approach may be appropriate if the LTC anticipates that significant changes to the bylaws could be needed following referral responses and community feedback received through the CIM process.

3. Proceed no further.

The LTC can choose this alternative at any stage in a bylaw amendment application. If this alternative is selected the following resolution is recommended:

“That the Denman Island Local Trust Committee proceed no further with application DE-RZ-2024.1 (Triple Rock Land Cooperative) for the following reasons (insert rationale).”

Next Steps

Should the LTC concur with the staff recommendations, bylaw referrals will be sent out requesting a response within 90 days of the date on the referral.

Submitted By:	Marlis McCargar, Island Planner	May 2, 2025
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	May 5, 2025

ATTACHMENTS

1. Draft Bylaw No. 255 (OCP) – for first and second readings
2. Proposed Bylaw No. 250 (LUB) - for second reading
3. Draft Bylaw No. 254 (Housing Agreement) – for first and second readings
4. ITPS Checklist (OCP)
5. Referral Responses from K’omoks First Nation dated November 1, 2024 and March 5, 2025

PROPOSED

DENMAN ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 250

A BYLAW TO AMEND DENMAN ISLAND LAND USE BYLAW, 2008

The Denman Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Denman Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Denman Island Land Use Bylaw, 2008, Amendment No. 2, 2024”.

2. Denman Island Local Trust Committee Bylaw No. 186, cited as “Denman Island Land Use Bylaw, 2008,” is amended as per Schedule 1 attached to and forming part of this bylaw.

READ A FIRST TIME THIS 8TH DAY OF OCTOBER , 2024

READ A SECOND TIME THIS _____ DAY OF _____ , 202X

PUBLIC HEARING HELD THIS _____ DAY OF _____ , 202X

READ A THIRD TIME THIS _____ DAY OF _____ , 202X

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

_____ DAY OF _____ , 202X

ADOPTED THIS _____ DAY OF _____ , 202X

Chair

Secretary

**DENMAN ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 250**

Schedule 1

1. Schedule "A" of Denman Island Land Use Bylaw, 2008, is amended as follows:
 - 1.1 Part 2 – GENERAL REGULATIONS, Section 2.1 – Uses, Buildings and Structures, Subsection 4 is amended by deleting the paragraph in its entirety, and renumber accordingly.
 - 1.2 Part 2 – GENERAL REGULATIONS, Section 2.1 – Uses, Buildings and Structures, Subsection 5 is amended by deleting "A secondary suite is permitted within a dwelling unit provided that:" and replacing it with "Where regulations in Part 3 permit a secondary suite within a dwelling unit, a secondary suite is permitted provided that:"
 - 1.3 Part 3 – ZONE REGULATIONS, Section 3.3 Residential Zoning Tables – Table 1 – Permitted Uses is amended by deleting "and secondary dwelling units" in line item 10 and in the R3 column, adding a check mark.
 - 1.4 Part 3 – ZONE REGULATIONS, Section 3.3 Residential Zoning Tables – Table 1 – Permitted Uses is amended by adding "secondary dwelling units" as a line item following number 10 and in the R2 column adding a check mark, and renumber accordingly.
 - 1.5 Part 3 – ZONE REGULATIONS, Section 3.3 Residential Zoning Tables – Table 3 – - Density of Uses, Buildings and Structures is amended by replacing the number "15" with the number "19".
 - 1.6 Part 3 – ZONE REGULATIONS, Section 3.3 Residential Zoning Tables – Table 6 – Floor Area is amended by adding an additional line item after number 3 that states "Maximum gross floor area of a building with a single family dwelling unit and a secondary suite" and adding "186 m²" in the R3 column, and renumber accordingly.
 - 1.7 Part 3 – ZONE REGULATIONS, Section 3.3 Residential Zoning Tables – Table 6 – Floor Area is amended by deleting "1275 m²" in line item 6 and replacing it with "2174 m²".

DENMAN ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 254

Housing Agreement

THIS AGREEMENT DATED FOR REFERENCE THE ____ DAY OF ____, 20__ is BETWEEN:

TRIPLE ROCK LAND COOPERATIVE, a cooperative incorporated under the laws of the province of British Columbia and having its office at 5201 Denman Rd, Denman Island, B.C., V0R 1T0.

(the "Owner");

AND:

DENMAN ISLAND LOCAL TRUST COMMITTEE, a corporation under the *Islands Trust Act*, having an office at 2 Floor, 1627 Fort Street, Victoria, B.C., V8R 1H8

(the "Trust Committee")

WHEREAS:

- A. The Owner is the registered owner of those Lands situated on Denman Island and legally described as PID: 028-101-677, Lot A Section 17 Denman Island Nanaimo District Plan VIP87456 (the "Lands");
- B. The Owner is an association constituted under the Cooperative Association Act, SBC 1999, c. 28 and has as its sole object the creation of a co-operatively owned and managed affordable housing community on Denman Island;
- C. The Owner applied to the Denman Island Local Trust Committee for a rezoning of the Lands by means of Denman Island Land Use Bylaw, _____ to permit the development of 19 co-operative housing units with secondary suites, accessory buildings, and a common house on the Lands;
- D. The Trust Committee may, pursuant to Section 29 of the Islands Trust Act and Section 483 of the Local Government Act, enter into an agreement with an owner of land that includes terms and conditions regarding the occupancy, tenure and availability to specified classes of persons of dwelling units located on those lands;
- E. Section 219 of the Land Title Act permits the registration of a covenant of a negative or positive nature in favour of the Trust Committee in respect of the use of land or construction on land;
- F. The Owner and the Trust Committee wish to enter into this Agreement to ensure Cooperative Housing Units remain affordable according to the terms and conditions set out in this Agreement to have effect as both a covenant under section 219 of the Land Title Act and a housing agreement under section 483 of the Local Government Act; and
- G. The Trust Committee has, by bylaw, authorized the execution of this Agreement and the Owner has duly authorized the execution of this Agreement.

THIS AGREEMENT is evidence that in consideration of \$1.00 paid by the Trust Committee to the

Owner, the receipt of which is acknowledged by the Owner, and in consideration of the promises exchanged below, the Trust Committee and the Owner agree, as a housing agreement between the Owner and the Trust Committee under section 483 of the Local Government Act, and as a covenant under section 219 of the Land Title Act, as follows:

Definitions – in this Agreement:

- (1) “Co-operative Housing Unit” means a Primary Housing Unit and may include a Secondary Suite;
- (2) “Co-operative member” means a member of the Triple Rock Land Cooperative or another cooperative approved by the Denman Island Local Trust Committee;
- (3) “Co-operative Rules and policies” means the rules and policies of the Triple Rock Land Cooperative or another cooperative approved by the Denman Island Local Trust Committee;
- (4) “CPI” means the all-items consumer price index for Victoria, British Columbia published by Statistics Canada;
- (5) “Dwelling Unit” means one or more rooms in a building, containing a single set of cooking facilities, and used or intended to be used, as a residence by an individual or a group of individuals living together in common occupancy;
- (6) “Family Member” means a person who lives with and is related to the Co-operative member by blood, adoption, marriage (including a marriage-like relationship). It also includes a chosen family member, an individual with whom the member shares a close, long-standing, family-like relationship, regardless of legal or biological ties;
- (7) “Primary Housing Unit” means a single detached Dwelling Unit occupied as a residence by at least one Co-operative member; and
- (8) “Secondary Suite” means a Dwelling Unit located within the same building as, and having a lesser floor area than, a Primary Housing Unit.

b. Agreement over the Lands:

1. Pursuant to section 219 of the *Land Title Act* and Section 483 of the *Local Government Act*, the Owner covenants and agrees that:
 - a. The Lands must at all times be used and occupied in compliance with all statutes, laws, regulations, orders of any authority having jurisdiction, and this Agreement; and
 - b. If a building is demolished or is otherwise replaced, this Agreement shall continue to apply to the Lands and the construction on the Lands shall be subject to the requirements of this Agreement.
2. The Owner covenants and agrees with the Trust Committee that, in perpetuity:
 - a. the Lands must not be used, and no building or structure may be constructed on the Lands, other than for 19 Co-operative Housing Units, a common house, and non-residential accessory buildings and structures as defined in this Agreement and the

Denman Island Land Use Bylaw, and any home-based business permitted by the Denman Island Land Use Bylaw;

- b. the Lands must not be used and no building or structure may be constructed on the Lands except in accordance with any Siting and Use Permit issued by the Denman Islands Local Trust Committee; and
- c. The Lands shall not be subdivided by subdivision plan, strata plan or otherwise howsoever.

c. Dissolution of the Co-operative - If on the winding up or dissolution of the Owner, any property remains after the satisfaction of all its debts and liabilities and the costs, expenses and charges of the winding up, that property must not be paid to or distributed among the Co-operative members; and must be given or transferred to an institution:

- a. that has as its object the co-operative ownership and management of affordable housing on Denman Island; and
- b. that has been chosen by the Co-operative members and approved by the Trust Committee at or before the time of dissolution.

d. Occupancy of Primary Housing Units

- 1. No Primary Housing Unit shall be occupied by any person who is not a Co-operative member, a family member of such a member, the guest of such a member, a tenant or roommate of a Co-operative member approved by the Owner pursuant to the Co-operative Rules and policies, a caregiver of the Co-operative member, or a person whose membership in the Owner is under consideration by the Owner pursuant to the Co-operative Rules and policies.
- 2. Every Primary Housing Unit shall have a Co-operative member as its primary occupant, except when a Co-operative member is on a temporary leave-of-absence as permitted by the Co-operative Rules and policies.
- 3. Co-operative members shall have the Primary Housing Unit as their principal residence.
- 4. Primary Housing Units may not be used for any form of vacation rental, including short-term vacation rentals.

e. Pricing of Co-operative membership shares and Housing Units

- 1. The purchase price of a membership share in the Owner may not exceed the acquisition price of the share, plus the lesser of: any increase in the annual average CPI from the year in which the share was acquired to the year in which it is transferred, and 2% annually.
- 2. The purchase price of a Co-operative Housing Unit upon any sale of the Co-operative Housing Unit in connection with a transfer of shares in the Owner may not exceed the depreciated replacement cost of the Co-operative Housing Unit, as determined by a member of the Appraisal Institute of Canada who is at arm's length from each Co-operative member and furthermore may be limited to a maximum value (a cap) as determined by policies set by the Owner.

f. Occupancy and Affordability of Secondary Suites

1. Occupancy of Secondary Suites is limited to caregivers and family members of the Co-operative member who is the main occupant of the Primary Housing Unit to which the Suite is attached, Co-operative members, people applying for Co-operative membership, and people volunteering for or otherwise actively involved with and committed to the Co-operative. Occupants of Secondary Suites must be approved by the Owner.
 2. The amount of rent charged for Secondary Suites must be at least 20% less than the average comparable market rent charged for a similar unit or rental arrangement on Denman Island, or, in the absence of Denman Island data, in the Comox Valley in which case any comparables should be adjusted to reflect the likely discount or increase for Denman as compared to the Comox Valley.
 3. Secondary Suites may not be used for any form of vacation rental, including short-term vacation rentals.
- g. Monitoring and Reporting to the Local Trust Committee** - The Owner must deliver to the Trust Committee within six weeks of the transfer of any shares in the Owner and the closing of any sale of a Co-operative Housing Unit a completed statutory declaration, substantially in the form attached as Schedule A, sworn by a director of the Owner and the Co-operative member transferring shares and attaching a copy of the share transfer agreement, the agreement of purchase and sale for the Co-operative Housing Unit, and the certification of a member of the Appraisal Institute of Canada who is at arm's length from each Co-operative member, as to the depreciated replacement cost of the Co-operative Housing Unit, assessed no more than 15 months prior to the date of the purchase and sale of the Co-operative Housing Unit.
- h. Order to Comply** - If the Owner is in default of the performance or observation of this Agreement, the Trust Committee may give the Owner a notice of default requiring the Owner to comply with the Agreement within the time stated in the notice. The Owner agrees that any breach or default in the performance of this Agreement on its part must be corrected, to the satisfaction of the Trust Committee, within the time stated in any Notice of Default provided to the Owner by the Trust Committee.
- i. Management** - The Owner covenants and agrees to furnish good and efficient management of the Lands and shared infrastructure on the Lands. If and when the Trust Committee has reasonable grounds to believe that a continuing breach of this Agreement exists, the Trust Committee may authorize its representatives to inspect the Lands at any reasonable time with reasonable notice to the Owner, subject to the notice provisions of the *Residential Tenancy Act*.
- j. No Transfer** - The Owner must not transfer the Lands, other than to an association constituted under the *Cooperative Association Act* or other non-profit association incorporated under the *Societies Act*, having as its object the co-operative ownership and management of affordable housing on Denman Island.
- k. Cooperative Standing** - The Owner must maintain its standing as a co-operative under the *Cooperative Act* or as a society under the *Societies Act*, as applicable, to ensure the ongoing occupancy and affordability objectives set out in this Agreement, and must not amend its memorandum of association, co-operative rules of association, constitution, or bylaws, as

applicable, in any manner that would prevent, or adversely affect, the ability of the Owner to perform its obligations under this Agreement.

- l. Specific Performance of Agreement** - The Owner agrees that the Trust Committee is entitled to obtain an order for specific performance of this Agreement and a prohibitory or mandatory injunction in respect of any breach by the Owner of this Agreement, in view of the public interest in restricting the occupancy of the Co-operative Housing Units. The Owner further acknowledges that a breach of this Agreement may constitute a breach of the Denman Island Land Use Bylaw, as amended from time to time.
- m. Assignment** - The Owner acknowledges that the Trust Committee may delegate or assign the administration and management of this Agreement to a third party, and in that event, any reference in this Agreement to the Trust Committee shall be interpreted as a reference to that party provided that the Trust Committee has so advised the Owner.
- n. Indemnity** - The Owner shall indemnify and save harmless the Trust Committee and each of its elected officials, officers, directors, employees, and agents from and against all claims, demands, actions, loss, damage, costs, and liabilities for which any of them may be liable by reason of any act or omission of the Owner or its officers, directors, employees, agents or contractors or any other person for whom the Owner is at law responsible, including breaches of this Agreement.

This clause will survive the termination of this Agreement.

- o. Release** - The Owner releases and forever discharges the Trust Committee and each of its elected officials, officers, directors, employees, and agents and each of their heirs, executors, administrators, personal representatives, successors and assigns from all claims, demands, damages, actions, or causes of action arising out of the performance by the Owner of its obligations under this Agreement, or the enforcement of this Agreement.

This clause will survive the termination of this Agreement.

- p. Trust Committee Powers Unaffected** - This Agreement does not limit the discretion, rights, duties or powers of the Trust Committee under any enactment or the common law, impose on the Trust Committee any duty or obligation, affect or limit any enactment relating to the use or subdivision of the Lands, or relieve the Owner from complying with any enactment.
- q. No Public Law Duty** - Wherever in this Agreement an act, determination, consent, approval or agreement of the Trust Committee is provided for, such act, determination, consent, approval or agreement may be done or made in accordance with the terms of this Agreement and no public law duty, whether arising from the principles of procedural fairness or the rules of natural justice shall have any application.
- r. No Waiver** - No condoning, excusing or overlooking by the Trust Committee of any default under this Agreement, nor any consent, approval, or agreement whether written or otherwise shall be taken to operate as a waiver by the Trust Committee of any subsequent default or of the necessity for further consent, approval or agreement in respect of a subsequent matter requiring it under this Agreement, or in any way to defeat or affect the rights or remedies of the Trust Committee.

- s. **Notice on Title** - The Owner acknowledges and agrees that this Agreement constitutes both a covenant under Section 219 of the *Land Title Act* and a housing agreement under Section 483 of the *Local Government Act* and agrees that the Owner will register a notice of this Agreement against title to the Lands.
- t. **Covenant Runs with the Land** - Every obligation and covenant of the Owner in this Agreement constitutes both a contractual obligation and a covenant granted by the Owner to the Trust Committee in accordance with section 219 of the *Land Title Act* in respect of the Lands and this Agreement burdens the Lands and runs with it and binds the Owner's successors in title and binds every parcel into which it is consolidated or subdivided by any means, including, by subdivision or by strata plan.
- u. **Limitation on Owner's Obligations** - The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands.
- v. **Amendment** - This Agreement may not be modified or amended except by bylaw of the Trust Committee, upon an agreement in writing between the Trust Committee and the Owner.
- w. **Notices** - Any notice required to be given pursuant to this Agreement shall be in writing and shall be given to the Owner or the Trust Committee, as the case may be, at the address first above written, or to any other address of which either the Owner or the Trust Committee may advise the others in writing in accordance with this paragraph. Notice to the Trust Committee must be addressed to the Secretary of the Islands Trust. If given in person or by facsimile transmission, such notice will be deemed to be received when delivered and, if mailed, such notice will be deemed to be received only when actually received by the party to whom it is addressed.
- x. **Enurement** - This Agreement is binding upon and enures to the benefit of the parties and their respective successors and permitted assigns.
- y. **Remedies Cumulative** - The remedies of the Trust Committee specified in this Agreement are cumulative and are in addition to any remedies of the Trust Committee at law or in equity. No remedy shall be deemed to be exclusive, and the Trust Committee may from time to time have recourse to one or more or all of the available remedies specified herein or at law or in equity.
- z. **Severability** - Each covenant and agreement contained in this Agreement is, and shall be construed to be, a separate and independent covenant or agreement and the breach of any such covenant or agreement by the Owner shall not discharge or relieve the Owner from its obligations to perform. If any term or provision of this Agreement, or its application to any person or circumstance shall to any extent be found to be invalid and unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and shall be enforced to the extent permitted by law.
- aa. **Joint and Several** - In the case of more than one Owner, the grants, covenants, conditions, provisions, agreements, rights, powers, privileges and liabilities of the Owner shall be construed and held to be several as well as joint.

bb. Included Words - Wherever the singular or the masculine is used in this Agreement, it shall be deemed to include the plural or the feminine, or the body politic or corporate, where the context or the parties so require.

cc. Governing Law - This Agreement shall be governed by and construed in accordance with the laws of the province of British Columbia.

dd. Joint Venture – Nothing in this Agreement shall constitute the Owner as an agent, joint venture or partner of the Trust Committee or give the Owner any authority or power to bind the Trust Committee in any way.

ee. Time of Essence -Time is of the essence in this Agreement.

ff. Further Assurances - The parties shall execute and do all such further deeds, acts, things and assurances as they reasonably require to carry out the intent of this Agreement.

gg. Priority - The Owner agrees to do everything necessary at the Owner's expense to ensure that this Agreement is registered against title to the Lands with priority over all financial charges, liens and encumbrances registered or pending at the time of application for registration of this Agreement.

hh. Deed and Contract - By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by the above terms, the parties each have executed and delivered this Agreement under seal by executing Part 1 of the *Land Title Act* Form C to which this Agreement is attached and which forms part of this Agreement.

SCHEDULE "A"
Memorandum Of Association
Triple Rock Land Cooperative

1. The name of the Association is: Triple Rock Land Cooperative
2. The purpose of the association is:
To create a cooperatively owned and managed affordable housing community on Denman Island.
3. Authorized Share Capital:

The capital of the Cooperative consists of an unlimited number of membership shares, divided into shares of the following denomination: \$1000.00
4. The liability of a member of the Association is limited in accordance with the Cooperative Association Act.

DRAFT

SCHEDULE "B"
Rules of the Association
Triple Rock Land Cooperative

Preliminary

1. In these rules, unless the context otherwise requires, words importing the singular include the plural, and vice versa.
2. "They" and "their" can be used to mean "he/she" and "his/her" respectively.
3. "Act" means the *Cooperative Association Act*; and "call", "director", "special resolution", "Memorandum", "officer" and "Rules" have the meanings assigned to them by the Act.
4. "The Cooperative" and the "The Coop" mean "**TRIPLE ROCK LAND COOPERATIVE**".

Membership

5. Any person who supports the goals and objectives of the Triple Rock Land Cooperative may apply to become a member.
6. Potential members may make an application for membership in writing to the directors. The directors may require a trial period of residence or other type of participation, and may accept, postpone or refuse it.
7. Once an individual's application for membership is accepted by the directors, and upon purchasing a minimum of two shares, the individual becomes a member and is entitled to full privileges and responsibilities.
8. All members' financial responsibilities and liabilities are established according to the following guideline:
total costs to the Cooperative of land purchase, and of all common expenses for permanent structures and changes to the shape and status of the land, including infrastructure, buildings, administration costs for legal help, consultants, professionals, rezoning, and other fees, divided by the number of members
plus
any amounts borrowed by the Cooperative for the member's residential dwelling or portion of residential dwelling
plus
total costs to the Cooperation of maintenance, short-term coverage of members' outstanding payments to the Coop, reserve fund, and other unforeseen expenses, divided by the number of members.

SCHEDULE "C"

DENMAN ISLAND LOCAL TRUST COMMITTEE

FORM OF STATUTORY DECLARATION

CANADA	)	IN THE MATTER OF A HOUSING
	)	AGREEMENT with the Denman Island
PROVINCE OF BRITISH COLUMBIA	)	Local Trust Committee ("Housing
	)	Agreement")

I, _____, of _____, British Columbia, do solemnly declare:

1. That I am a member of the Triple Rock Land Co-operative or its successor in title to land legally described as PID: 028-101-677, Lot A Section 17 Denman Island Nanaimo District Plan VIP87456 (the "Lands"), and make this declaration to the best of my personal knowledge.
2. The terms in this declaration have the same meaning as those defined in the Housing Agreement registered against the Lands.
3. This declaration is made pursuant to the Housing Agreement in respect of the Co-operative Housing Unit with the address _____
4. On the _____ day of, 20____ I entered into an agreement to transfer one or more shares in the owner of the Land's Co-operative Housing Unit, a true copy of which is attached to this declaration, to _____ for a total purchase price of \$_____ and no other consideration whatsoever.
5. Pursuant to an agreement of purchase and sale that will close on the _____ day of _____ 20____ of which a true copy is attached to this declaration, I intend to transfer all of my right and title in the Co-operative Housing Unit to _____ for a total purchase price of \$_____ and no other consideration whatsoever.
6. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

SWORN BEFORE ME at _____, in
the Province of British Columbia, this _____
day of _____ 20____.

A Commissioner for Taking Affidavits for
British Columbia

)
)
)
)
)
) _____
) Signature of person making declaration
)
)

I, _____, of _____, British Columbia do solemnly declare:

1. That I am a director of Triple Rock Land Co-operative or its successor in title to land legally described as the South West ¼ of Section 17, Denman Island, Nanaimo District, Except that Part in Plan 14174 and Plan VIP77481, and make this declaration to the best of my personal knowledge.
2. That Paragraphs 5 and 6 of the Statutory Declaration of _____ set out above correctly disclose the amount of consideration in respect of the share transfer and ownership transfers described in those paragraphs.
3. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

SWORN BEFORE ME at _____, in _____)
The Province of British Columbia, this _____)
Day of _____, 20____.)

A Commissioner for Taking Affidavits for
British Columbia

) _____
)
)
)
) Signature of person making declaration

Attached:

- Share transfer agreement
- Agreement of purchase and sale for the Co-operative Housing Unit
- A certification of a member of the Appraisal Institute of Canada who is at arm's length from each Co-operative member as to the depreciated replacement cost of the Co-operative Housing Unit, assessed no more than one year prior to the date of the purchase and sale of the Unit

ISLANDS TRUST POLICY STATEMENT DIRECTIVES ONLY CHECKLIST (OCP)

File No.: DE-RZ-2024.1 (Bylaw No. 255)

File Name: Triple Rock Land Cooperative

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, Island Municipalities address certain matters in their official community plans, and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECKLIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is consistent with the policy from the Policy Statement, or
- ✗ if the bylaw is inconsistent (contrary or at variance) with a policy from the Policy Statement, or
- N/A if the policy is not applicable.

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	Ecosystems
N/A	3.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	3.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	3.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	Forest Ecosystems
N/A	3.2.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	Freshwater and Wetland Ecosystems and Riparian Zones
N/A	3.3.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	Coastal and Marine Ecosystems
N/A	3.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	3.4.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

CONSISTENT	No.	DIRECTIVE POLICY
	4.1	Agricultural Land
✓	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
✓	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
✓	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.
CONSISTENT	No.	DIRECTIVE POLICY
✓	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	Forests
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
CONSISTENT	No.	DIRECTIVE POLICY

	4.3	Wildlife and Vegetation
	4.4	Freshwater Resources
✓	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
✓	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	Coastal Areas and Marine Shorelands
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	Soils and Other Resources
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

CONSISTENT	No.	DIRECTIVE POLICY
	5.1	Aesthetic Qualities
N/A	5.1.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	Growth and Development
✓	5.2.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	5.2.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	5.2.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	5.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	Transportation and Utilities
N/A	5.3.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	5.3.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	5.3.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
✓	5.3.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	Disposal of Waste
N/A	5.4.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.
CONSISTENT	No.	DIRECTIVE POLICY

	5.5	Recreation
N/A	5.5.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	5.5.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	5.5.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	5.5.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	5.5.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	Cultural and Natural Heritage
✓	5.6.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	5.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	Economic Opportunities
✓	5.7.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	Health and Well-being
✓	5.8.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

	POLICY STATEMENT COMPLIANCE
✓	<i>In compliance with Trust Policy</i>
	<i>Not in compliance with Trust Policy for the following reasons:</i>

From: Raini Bevilacqua <raini.bevilacqua@komoks.ca>
Sent: Friday, November 1, 2024 3:51 PM
To: Nadine Mourao; Lia Tarle
Cc: Carol McColl; Marlis McCargar; Reconciliation
Subject: Re: Denman Island Local Trust Committee Proposed Bylaw No. 250 Referral - For Response

Hi Nadine,

This property is outside the KFN AOP and does not require any CHIPs. I do not believe we have any concerns over the request. But if you would like to set up a meeting please let me know and we can schedule it in.

?imot
Raini



Raini Bevilacqua, M.A.
Archaeologist & Project Coordinator
Archaeology & Referrals Department
[K'ómoks First Nation](#)
3330 Comox Rd, Courtenay, BC
P: (250) 339-4545 ext. 120
C: (778) 835-4288
Follow us on [Facebook](#) and [Instagram](#)

tuwa akʷs ɣoɣol ʔa xʷ yixmətət (ʔa) kʷoms həhaw toms gɣɛ
"Care takers of the 'land of plenty' since time immemorial", ʔaʔaɣuθəm (eye-uhh-juu-eth-
em Island Comox)

About K'ómoks First Nation

K'ómoks First Nation's history begins with the arrival of their ancestors to this territory at the end of the last Ice Age. Descent from these First Ancestors tie the **K'ómoks** (Sathloot, Sasitla, Ieeksen, and Xa'xe) and **Pentlatch** tribes to their respective territories. For thousands of years, KFN ancestors occupied the extent of their territories, and harvested and managed the rich natural resources therein. These lands and waters supported thousands of people who developed a rich and sophisticated culture. The disease and warfare that accompanied contact with Europeans in the late 18th century decimated KFN ancestors, just before an onslaught of settlers came to their territories. From this time, KFN has struggled against colonial policies that tried to alienate KFN people from their territories, resources, and culture. Despite all of this, KFN's ancestors persevered, and current generations of KFN people continue to assert their rights and title to the whole of their territory.

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From: Nadine Mourao <nmourao@islandtrust.bc.ca>
Sent: 17 October 2024 15:39
To: Raini Bevilacqua <raini.bevilacqua@komoks.ca>; Lia Tarle <lia.tarle@komoks.ca>
Cc: Carol McColl <carol.mccoll@komoks.ca>; Marlis McCargar <mmccargar@islandtrust.bc.ca>;
Reconciliation <Reconciliation@islandtrust.bc.ca>
Subject: Denman Island Local Trust Committee Proposed Bylaw No. 250 Referral - For Response

Dear Raini and Lia,

As a follow-up to your work with Sonja Zupanec and Narissa Chadwick on Denman and Hornby Islands, we are sending you a referral of Bylaw No. 250 (LUB) (attached), regarding a rezoning amendment for 5201 Denman Rd, Denman Island.

Narissa is available to discuss this during your next scheduled meeting, or alternatively, we can arrange a separate time. Please let us know which option works best to ensure your K'omoks First Nation's concerns are considered.

The intent of Bylaw No. 250 is to amend the Land Use Bylaw (LUB) for the R4 zone, including:

- Adding four residential units.
- Allowing secondary suites in all units.
- Increasing the maximum gross floor area for single-family dwellings from 139.4 m² to 186 m².
- Increasing the maximum floor area for outbuildings from 1275 m² to 2174 m².

We are also engaging First Nations as part of the broader housing review project, which will be referred to you separately in 2024/25.

Please contact Marlis McCargar, Island Planner at mmccargar@islandtrust.bc.ca or 250.247.2210 if you have any questions, or if you wish for staff to bring forward your concerns or comments to the Denman Island Local Trust Committee for their consideration of next steps.

Additional background, including the preliminary Staff Report and Proposed Bylaw No. 250 are located <https://islandtrust.bc.ca/island-planning/denman/current-applications/> as GB-RZ-2024.1: Land Use Bylaw Amendment: Triple Rock Land Cooperative.

A reply is respectfully requested by **January 20, 2024**.

Referral responses should be addressed to myself at nmourao@islandtrust.bc.ca or by mail to: Islands Trust, 700 North Road, Gabriola, B.C. V0R 1X3.

Thank you for your time and attention to this referral,

Nadine Mourao

Legislative Clerk / Deputy Secretary (she, her, hers)

Islands Trust

700 North Road | Gabriola BC V0R 1X3

T 250-247-2206 | www.islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea

I respectfully acknowledge that the Islands Trust Area is located within the treaty lands and territories of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEL, Qualicum, scəwəθən, səlilwətaʔ, SEMYOME, shishálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SḶÁUTW, Stz'uminus, ʔaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOLÉLP, WSIKEM, Xeláltxw, Xwémalhwu, Xwsepsum, and x"məθk"əyəm First Nations. Islands Trust is committed to reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

From: Marlis McCargar
Sent: Wednesday, March 5, 2025 10:46 AM
To: Nadine Mourao
Subject: FW: KFN's Referrals Process

Can you add this to the referral response from KFN for Bylaw No. 250?

Marlis McCargar (she, her, hers)
Island Planner
Islands Trust | T 250-247-2210

From: Lia Tarle <lia.tarle@komoks.ca>
Sent: Monday, November 25, 2024 3:20 PM
To: Nadine Mourao <nmourao@islandstrust.bc.ca>; Marlis McCargar <mmccargar@islandstrust.bc.ca>;
Reconciliation <Reconciliation@islandstrust.bc.ca>
Cc: Sonja Zupanec <szupanec@islandstrust.bc.ca>; Narissa Chadwick <nchadwick@islandstrust.bc.ca>;
Renee Jamurat <rjamurat@islandstrust.bc.ca>; Raini Bevilacqua <raini.bevilacqua@komoks.ca>;
Sheriden Barnett <sheriden.barnett@komoks.ca>
Subject: KFN's Referrals Process

Hello all,

As discussed in our last standing meeting, I'd like to clarify our roles and referrals process at KFN.

My role is to manage the preparation of reports highlighting KFN's requirements for archaeological, cultural and environmental site protection.

Raini's role is to address KFN's archaeological interests via SUP referrals and the KFN CHIP system. Please continue to send land use referrals to Raini for archaeological analysis.

However, we are at capacity for environmental referrals and cannot meaningfully engage at this time.

Please note that even if KFN does not respond to a referral within a given deadline, we may choose to address the issues of Aboriginal rights and/or title infringement and compensation through the treaty process, the courts, or other dispute resolution processes. We also reserve the right to raise objections if any cultural use, archaeological sites, or environmental impacts are identified when work is carried out or if we discover impacts on our rights or interest that we had not foreseen.

Thank you,



Lia Tarle, Ph.D.
Archaeologist & Repatriation Coordinator
[K'ómoks First Nation](#)
3330 Comox Rd, Courtenay, BC
Tel: 1.250.339.4545 ext. 129
[Lia Tarle, Ph.D. | LinkedIn](#)
<https://orcid.org/0000-0003-3949-4063>

tuwa ak?s ?o?o? ?a x? yi?m?t?t (?a) k??ms h?haw t?ms g?j?
"Care takers of the 'land of plenty' since time immemorial", ?ay?aj?u??m (Ayajuthem / Island Comox)

About K'ómoks First Nation

The K'ómoks First Nation is located in the heart of the Comox Valley on Vancouver Island. Membership is currently just over 300 members within four clans: Sahtloot, Säsistla, Eiksan and Pentlatch. Two cultures are identified in our community: Coast Salish (Island-Comox speaking peoples) and Kwakwaka'wakw (Kwak? wala speaking peoples). K'ómoks originally occupied sites in Kelsey Bay, Quinsum, Campbell River, Quadra Island, Kye Bay and along the Pentlatch Estuary.

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From: Nadine Mourao <nmourao@islandstrust.bc.ca>
Sent: October 17, 2024 3:40 PM
To: Raini Bevilacqua <raini.bevilacqua@komoks.ca>; Lia Tarle <lia.tarle@komoks.ca>
Cc: Carol McColl <carol.mccoll@komoks.ca>; Marlis McCargar <mmccargar@islandstrust.bc.ca>; Reconciliation <Reconciliation@islandstrust.bc.ca>
Subject: Denman Island Local Trust Committee Proposed Bylaw No. 250 Referral - For Response

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Additional background, including the preliminary Staff Report and Proposed Bylaw No. 250 are located <https://islandstrust.bc.ca/island-planning/denman/current-applications/> as GB-RZ-2024.1: Land Use Bylaw Amendment: Triple Rock Land Cooperative.

A reply is respectfully requested by **January 20, 2024**.

Referral responses should be addressed to myself at nmourao@islandstrust.bc.ca or by mail to: Islands Trust, 700 North Road, Gabriola, B.C. V0R 1X3.

Thank you for your time and attention to this referral,

Nadine Mourao

Legislative Clerk / Deputy Secretary (she, her, hers)

Islands Trust

700 North Road | Gabriola BC V0R 1X3

T 250-247-2206 | www.islandstrust.bc.ca

You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

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Islands Trust

STAFF

REPORT

File No.: PLTUP20250114 (Savour Group Ltd.)

DATE OF MEETING: July 4, 2025

TO: Hornby Island Local Trust Committee

FROM: Marlis McCargar
Northern Team

COPY: Sonja Zupanec, Island Planner

SUBJECT: Temporary Use Permit – To allow temporary events
Applicant: Davine Burton
Location: 7250 Central Road, Hornby Island

RECOMMENDATION

1. That the Hornby Island Local Trust Committee approve issuance of Temporary Use Permit PL-TUP-2025-0114.

REPORT SUMMARY

The purpose of this report is to seek Local Trust Committee (LTC) approval for a Temporary Use Permit (TUP) application to allow the use of the property for temporary community-oriented events over a 3-year period on the subject property. Staff are recommending the LTC approve issuance of the permit.

BACKGROUND

The applicant is requesting a TUP to enable occasional, community-oriented events on the property that are not currently permitted under the existing zoning regulations. A TUP is required because these types of gatherings, such as public events involving amplified music, food service, and large numbers of attendees, are considered non-residential, commercial-style uses and therefore fall outside the permitted agricultural and residential uses for the property.

While the initial event identified is the Hornby Island Community Fund's annual fundraiser, scheduled for July 27 from 5:30 p.m. to 9:30 p.m., with an expected 120 attendees, the applicant has indicated interest in hosting additional, similarly scaled community events during the TUP three-year period. These would also be temporary in nature, occurring intermittently rather than as a regular or ongoing use of the property. The TUP provides a mechanism to allow this type of occasional use while ensuring that potential impacts are reviewed and mitigated.

The subject property is zoned Agriculture (A1), is 32.82 hectares in size, and is within the Agricultural Land Reserve (ALR). The Land Use Bylaw (LUB) regulations and OCP Policy 6.5.1.10 permit temporary events through the issuance of a TUP. If approved, the permit would be valid for up to three years, with the possibility for renewal for an additional three years.

A TUP allows for land uses that are not otherwise permitted in the zoning bylaw, on a temporary basis. It does not change the zoning or provide permanent land use approval. Instead, it grants site-specific, time-limited permission for a particular use, in this case, temporary events, subject to conditions set by the LTC to manage potential impacts (e.g. number of events, hours, parking, noise).

Under ALR Use Regulation, up to 10 events per year with a maximum of 150 attendees are permitted on agricultural land, subject to provincial regulations. This TUP application does not specify a fixed number of events. While the applicant has identified one specific event in 2025, the permit would allow for other temporary community-oriented events to occur over the duration of the permit, within the limits and conditions established by the LTC. All events would also need to comply with relevant ALR regulations.

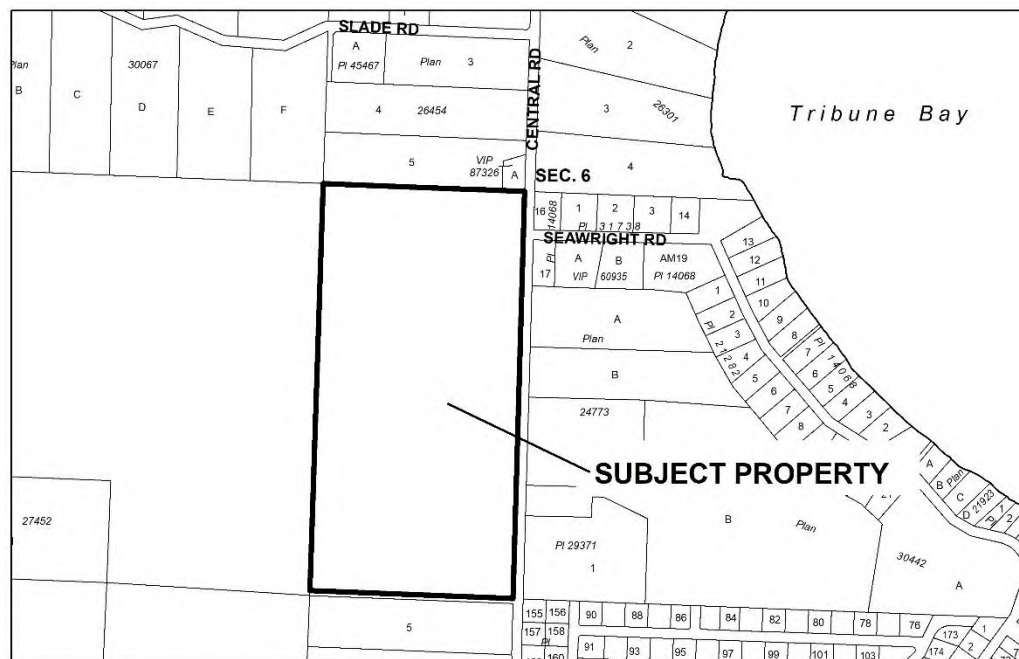


Figure 1 - Subject Property Map

Applicant's Rationale

The applicant, Savour Group Ltd., has been undertaking a range of agricultural improvements since acquiring the property in September 2022, including:

- Fencing and irrigating for cattle grazing;
- Constructing a watering pond;
- Haying and restoring approximately 20 acres of previously overgrown fields;
- Entering into agreements with local farmers for cattle grazing and beekeeping (with future plans to plant lavender to support pollination);
- Housing a local family in the on-site residence to support farm upkeep;
- Ongoing restoration and thinning of natural areas, including a mature arbutus grove and forest cover for fire resistance.

The long-term vision includes development of a complementary agri-tourism operation, aligned with ongoing farm use. The applicant emphasizes that all proposed events are intended to be low-impact and supportive of both community engagement and farm viability.

Additional site context is included in Attachment 1. Site plan is included in Attachment 2, and the Owners' rationale letter is contained in Attachment 3. The TUP Guidelines, TUP notice, and proposed permit PLTUP20250114 are Attachments 4, 5, and 6 respectively.

ANALYSIS

Policy/Regulatory

The proposed temporary events appear consistent with the policy and regulatory framework.

Islands Trust Policy Statement:

Policy 4.1.4 – Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.

- The property remains designated for agricultural use and is being actively rehabilitated for farming. The proposed temporary events do not compromise the land's long-term agricultural potential.

Policy 4.1.5 – Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.

- The applicant has demonstrated significant investment in restoring agricultural use and integrating the events as complementary to farm operations, not a replacement of them.

Policy 4.1.6 – Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

- The events are temporary, low-impact, and take place on a large rural parcel, minimizing potential conflict with adjacent uses.

Policy 4.1.8 – Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.

- The TUP would support community and fundraising events that can enhance the economic sustainability of the farm, without permanent or structural impacts on agricultural capability.

Policy 5.5.6 – Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.

- The events are community-oriented, low-impact, and temporary, and do not involve any permanent infrastructure.

Policy 5.7.2 – Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.

- The proposed use supports a small-scale, community-focused activity that aligns with both conservation goals and rural community values.

This application is not contrary to the Islands Trust Policy Statement.

Official Community Plan:

The property is designated Agriculture (AG) in the Hornby Island Official Community Plan Bylaw No. 149, 2014. Applicable objectives and policies include:

SECTION VI — OBJECTIVES AND POLICIES FOR SUSTAINABLE LAND USE

6.6 Recreational

6.6.1 Outdoor Recreation

Advocacy Policies

6.6.1.8 *Organizers of outdoor recreation activities or events should ensure that these do not unduly interfere with the public access and enjoyment of the land and should provide adequate toilet facilities that comply with Provincial regulations.*

6.10 Temporary Use Permits

Objective 6.10(1) *to consider allowing a temporary event as per Policy 6.5.1.10*

A review of the TUP Guidelines specified in Section 6.10 is included in **Attachment 4**. The proposed TUP is not contrary to the OCP policies or TUP Guidelines.

Land Use Bylaw:

The property is zoned Agriculture (A1) in the Hornby Island Land Use Bylaw No. 150, 2014. The proposed use is not permitted under land use bylaw regulations 8.5(1) and therefore a TUP is being sought.

Issues and Opportunities

Agricultural Land Reserve (ALR) Use Regulations

The subject parcel is located within the ALR, though it does not currently have farm status. The property owner has applied for farm status as of June 22, 2025; the application has been accepted and is currently in-stream. Farm status is actively being pursued and is anticipated by October 2025. While Section 17 of the [ALR Use Regulation](#) outlines that certain non-farm uses must not be prohibited if specific criteria (such as farm status) are met, this does not restrict the LTC from permitting uses that do not yet meet all criteria, provided the proposed use does not conflict with Agricultural Land Commission (ALC) policies. In this case, the proposed temporary use does not appear to conflict with ALC regulations.

Temporary Events

Potential issues related to the application include noise, traffic, parking, environmental concerns, and event management.

- **Noise and Traffic Impacts:**
The applicant has committed to ensuring all proposed events comply with the Comox Valley Regional District Electoral Areas Noise Control Regulations Bylaw No. 102. There are no immediate residential neighbours adjacent to the property. Staff suggests that events conclude no later than 12:00 a.m., with noise levels compliant per the regional district's Noise Control

Bylaw. Per Bylaw No. 102, persistent or amplified noise audible at nearby residential premises after 9:00 p.m. may be subject to enforcement by the CVRD if deemed disturbing.

- **Parking:**
The applicant has indicated that parking will occur off-road, on the field after haying, confined to approximately two acres of the 80-acre property.
- **Community Engagement:**
The applicant has reported positive feedback from neighbouring property owners following discussions about the proposed events.
- **Environmental Considerations:**
Regarding water supply, washroom facilities, and waste management, the applicant has confirmed that all garbage and recycling will be taken to the Hornby Island Recycling Depot immediately following events, and compostable waste will be disposed of appropriately. Depending on the nature and size of the event, portable toilets will be provided, and water will be delivered as needed.

PUBLIC CORRESPONDENCE

As of the date of preparing this report, one phone call in opposition and four letters of support for the application have been received. The concern raised focused on the lack of specificity in the proposed TUP conditions. It was noted that the permit does not clearly state how many events will be permitted (up to a maximum of 10), when they would occur, or what types of events may take place, noting that “community events” can be interpreted broadly. They expressed concern that the TUP could allow for a wide range of event types and questioned whether the applicant intends to host up to ten events per year.

Support letters emphasize the property’s value as a community space and its positive impact on the Hornby community. They see the ability to host events as an opportunity for the owners to further contribute to local needs. Support letters are enthusiastic about the venue’s potential for community-based events.

All written correspondence has been uploaded to the website under [Hornby Current Applications](#).

CONSULTATION

Circulation

TUP notices were circulated to surrounding property owners and residents on June 20, 2025. The notification period ends on July 3, 2025. A public notice was published in the Hornby Island Tribune on June 18 and June 25, 2025. As of the date of preparing this report, one phone call in opposition to the application has been received. Correspondence may be sent to northinfo@islandstrust.bc.ca. Any submissions received after the agenda is published will be sent to the LTC prior to the meeting and will be raised by staff at the meeting.

Advisory Planning Commission (APC)

Guidelines 6.10.2 of the OCP states:

6.10.2 Applications for Temporary Use Permits may be referred to the Advisory Planning Commission which may be requested to provide an opportunity for public input to be received and considered in preparing its recommendations.

Although APC referral is not required, the LTC may decide to do so, and may also request that the APC provide an opportunity for public input to be received and considered before preparing recommendations.

First Nations

The Islands Trust reviews all applications to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. As reviewed, the application is consistent with respect to LTC Standing Resolutions on reconciliation. Notwithstanding, to provide applicants with awareness regarding unknown archaeological areas, staff forwarded the Islands Trust Chance Find Protocol and the provincial Archaeological Branch guidelines on Heritage Act directly to the applicants.

Rationale for Recommendation

The recommendation on page 1 is supported as:

- The proposed TUP aligns with the ALR regulations and does not conflict with ALC policies.
- Potential impacts such as noise, parking, and environmental concerns have been considered, with recommended conditions to mitigate these issues.
- The permit supports local community events that contribute to the social and economic vitality of Hornby Island without compromising agricultural land use.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

1. Refer to the Advisory Planning Commission

The LTC may refer this application to the Advisory Planning Commission for comment. Staff advise that the implications of this alternative are additional time and staff resources. Recommended wording for the resolution is as follows:

That the Hornby Island Local Trust Committee refer the application PL-TUP-2025-0114 to the Advisory Planning Commission for review and comment.

2. Request additional information

The LTC may request additional information. Recommended wording for the resolution is as follows:

That the Hornby Island Local Trust Committee request [insert information] to consider application PL-TUP-2025-0114.

3. Add additional conditions to the TUP

The LTC may want to add additional conditions to the Permit to restrict the number of events and land use for the events. For example, to restrict the number of events per year to fewer than the maximum allowed under the ALR Use Regulations (which permit up to 10 events per year). Recommended wording for the resolution is as follows:

That the Hornby Island Local Trust Committee amend Temporary Use Permit PL-TUP-2025-0114 to include a condition limiting the number of temporary events on the property to no more than [insert number] events per calendar year.

4. Deny the application

The LTC may deny the application. Staff advise that the implications of this alternative are file closure. If this alternative is selected, the LTC should state the reasons for denial. Recommended wording for the resolution is as follows:

That the Hornby Island Local Trust Committee deny application PL-TUP-2025-0114 for the following reasons [insert reasons].

NEXT STEPS

If supported by the LTC, the TUP would be issued for a period of three years. Upon three years from the date of issuance, the use would no longer be permitted, unless the Owner applies for and receives a TUP renewal.

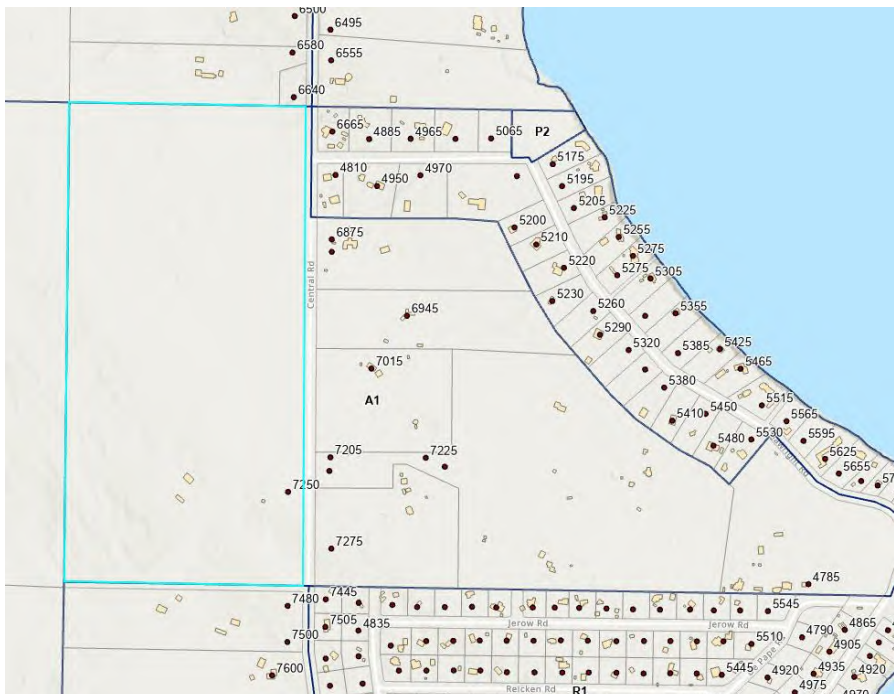
Submitted By:	Marlis McCargar, Island Planner	June 23, 2025
Concurrence:	Renee Jamurat, RPP MCIP, Regional Planning Manager	June 25, 2025

ATTACHMENTS

1. Site Context
2. Site Plan
3. Owner Rationale Letter
4. TUP Guidelines
5. Notice
6. Proposed Permit PLTUP20250114

ATTACHMENT 1 – SITE CONTEXT – PLTUP20250114 (SAVOUR GROUP LTD.)

LOCATION

Legal Description	THE WEST 1/2 OF THE SOUTH WEST 1/4 OF SECTION 6, HORNBY ISLAND, NANAIMO DISTRICT
PID	004-784-448
Civic Address	7250 Central Road, Hornby Island, BC V0R 1Z0
Lot Size	32.82 hectares (81.1 acres)
Location	

LAND USE

Current Land Use	Residential/Agriculture
Surrounding Land Use	North – Residential – Large Lot East – Residential/ Agriculture South – Residential – Large Lot West – Crown Tenure

HISTORICAL ACTIVITY

File No.	Purpose
HO-ALR-1998.8	No info noted.
HO-ALR-1996.1	No info noted.
HO-ALR-2008.1	To subdivide subject property into two residential parcels. Agricultural Land Commission (ALC) refused subdivision.

HO-SUB-2006.2	To subdivide subject property into two residential parcels. ALC refused subdivision application.
HO-SUP-2023.1	To construct a multi-purpose accessory building.
HO-SUP-2023.12	To site two wooden platforms as temporary structures for tents, canopies, shade.
UN-RZ-1989.36	<i>No info noted.</i>

POLICY/REGULATORY

Official Community Plan Designations	Hornby Island Official Community Plan Bylaw No. 149, 2014 – Agriculture (AG) Land Use Designation. Schedule D2 mapping shows the subject property is in the IIA – Lightly Developed, high vulnerability Environmentally Sensitive Areas Aquifer. The property is located in a Recharge Zone.
Land Use Bylaw	Hornby Island Land Use Bylaw No. 150, 2014 – Agriculture (A1) Zone.
Other Regulations	The subject property is within the Agricultural Land Reserve (ALR). The <i>Agricultural Land Reserve Use Regulation</i> (ALR Regulation) is applicable to this property. Regarding this application, the <i>ALR Regulation</i> provides: Part 3 – Permitted Non-Farm Uses Division 1 – Permitted Non-Farm uses that May Not Be Prohibited Permitted non-farm uses that may not be prohibited 14 The non-farm uses permitted under this Division may not be prohibited (a) by a local government enactment, or (b) by a first nation government law, if the activity is conducted on settlement lands Gathering for an event 17 The use of agricultural land for the purpose of gathering for an event is permitted and may not be prohibited as described in section 14 if all of the following conditions are met: (a) the event is conducted on agricultural land that is classified as a farm under the Assessment Act; (b) no permanent facilities are constructed or erected in connection with the event; (c) parking for those attending the event (i) is available on that agricultural land, (ii) occurs only in connection with that event, and (iii) does not interfere with the productivity of that agricultural land; (d) no more than 150 people, excluding residents of the agricultural land and employees of the farm operation conducted on that agricultural land, are gathered on that agricultural land at one time for the purpose of attending the event (e) the event is of no more than 24 hours in duration;

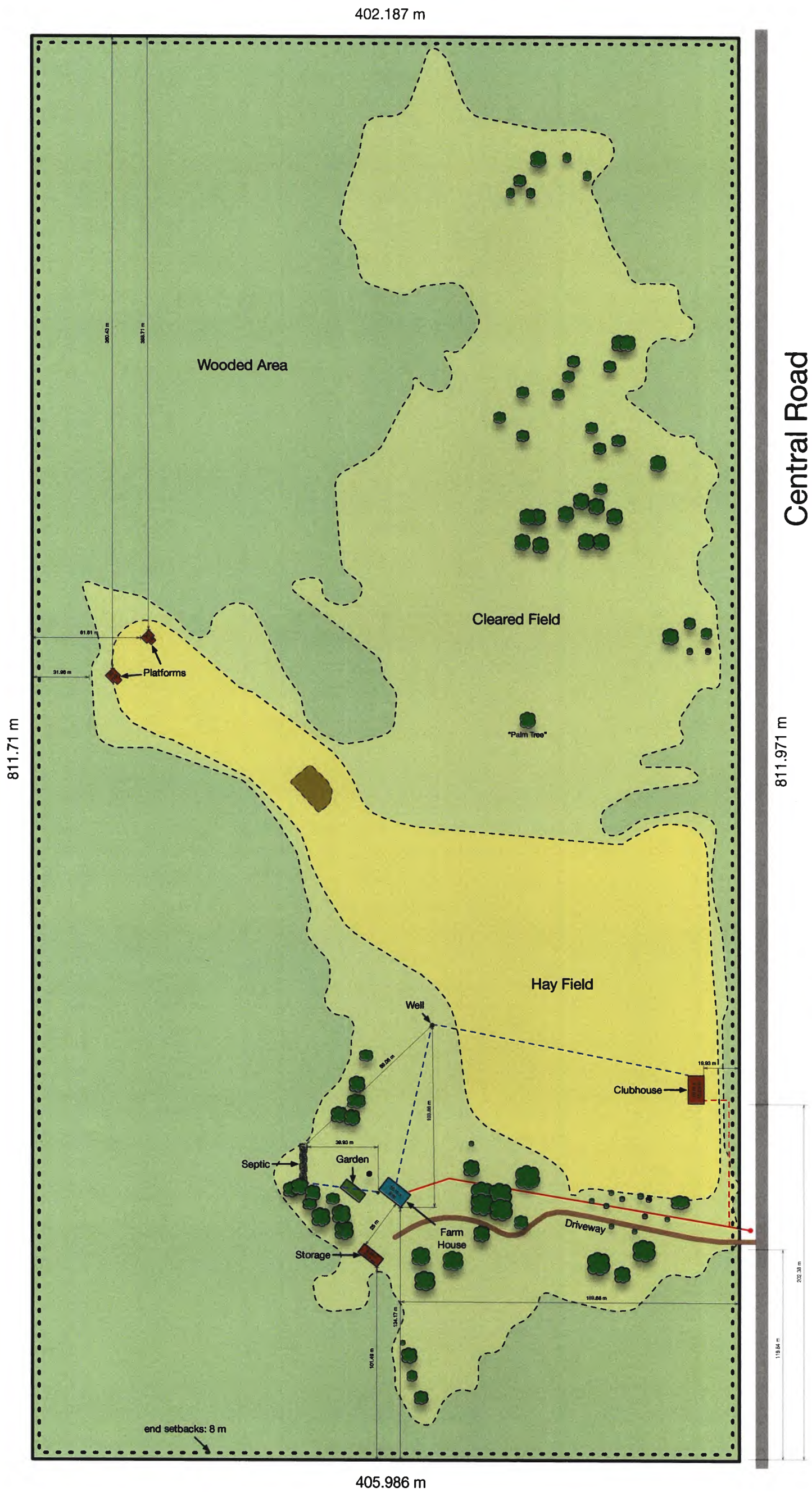
	(f) no more than 10 gatherings for an event of any type occur on that agricultural land within a single calendar year.
Covenants	N/A
Bylaw Enforcement	HO-BE-2023.5 (Closed) – non-permitted use on agricultural land. HO-BE-2025.2 (Active) – non-permitted use on agricultural land.

SITE INFLUENCES

Islands Trust Conservancy	There are no Islands Trust Conservancy covenants or properties in the direct area; therefore, no referral has been made to the Board.
Regional Conservation Strategy	The Regional Conservation Plan estimates the habitat composition on the subject property to be of MEDIUM importance.
Species at Risk	Species at risk mapping demonstrates a portion of the eastern lot line as invertebrate animal species at risk and portions of the entire subject property as ecosystems at risk.
Sensitive Ecosystems	Young forest, Coastal Douglas Fir, Mature Forest Conifer
Hazard Areas	None mapped.
Archaeological Sites	No archaeological potential or known archaeological sites identified on or within 100m of the property. Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i> . If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.
Climate Change Adaptation and Mitigation	No impacts to GHG emissions anticipated as a result of this application – temporary event use.

80 Acre Wood - Site Plan
7250 Central Road, Hornby Island

32.796
hectares



PLANNING APPLICATION - TMPPL20250000283

PROJECT NARRATIVE

There is an existing building on site (non-residential) that we would like to use to host community-focused events and activities from time to time. One example of such events is the annual Hornby Island Community Fund (HICF) fundraising dinner / auction in July 2025. The HICF organization approached us to ask if we would be willing and able to host the event, which is their most significant fundraising initiative of the year. Attached to the Site Disclosure Statement, which is submitted as part of this Application, is a letter from HICF, dated March 8, 2025, in support of this Application.

Since Savour Group Ltd. has owned the property (September 2022), we have commenced fenced the property for cattle and constructed an irrigation and watering pond for the cattle and fields. In addition, we have hayed the field in preparation for cattle, and have started rehabilitating approximately 20 acres of field that were overgrown and unusable for farming. We plan to turn this rehabilitated area into cattle grazing land. We are also in the process of planning for a cattle shed, and will be submitting the requisite permits shortly. We have an agreement with the local cattle farmer to farm the property once we have completed the necessary improvements, including a fully fenced cattle yard. We also have an agreement with another local farmer to place honeybees on the property and are planning to plant lavender to support the honeybees' operation.

The house on the property, which was vacant except for summer vacation us, is now tenanted to a local family who assist with the maintenance and upkeep of the farm. It should be noted that the farm has not been farmed actively since on or about the early 1980s, when Jessie French, a descendant of the original owners, last operated the farm. Since that time, the field area shrunk from approximately 40 acres to approximately 10 acres. We have cut back much of the last 35 years of growth of fir trees to assist in the restoration of the fields. We have also restored the mature natural arbutus grove, which had been encroached upon and was experiencing degradation as a result of the loss of light.

The mature forest cover is in the continuous process of being cared for by thinning and removing fuel-like material to assist with fire resistance. It is our hope that within the next 2 years, we would have completed the bulk of this work and commenced an agri-tourism operation, which will be complimentary to the farm operations.

Ultimately, it is our goal to contribute to the Hornby Island community through various community and fundraising events and activities that do not negatively impact the farming operations or capabilities of the property. We respect magical Hornby Island and only wish to enhance our community.

ATTACHMENT 2 – TEMPORARY USE PERMIT GUIDELINES

HORNBY ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 149, 2014 AND LAND USE BYLAW NO. 150, 2014

Guideline Not Met		Guideline Met Subject to LTC Decision		Guideline Met	
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Temporary Use Permits Objective 6.10(1) - OCP:

to consider allowing a temporary event as per Policy 6.5.1.10;

Temporary Use Permit Objective 10.2(1) – LUB*:

to consider allowing a temporary event as per OCP Policy 6.5.1.10;

OCP Guideline	LUB Guideline	Complies?	Planner Comments
6.10.1: Upon application, Temporary Use Permits may be considered for all parcels of land within the Hornby Island Local Trust Area, with the following exclusions: a) properties less than one quarter of a hectare, except when the application is for vacation home rental use; b) land designated as Park, as shown on Schedule B; and c) a parcel identified as containing an environmentally sensitive area, as shown on Schedule D1 or D2, unless information is provided by the owner that establishes that the proposed land use does not negatively impact the environmentally sensitive features or is located outside of the sensitive area on the parcel.	10.3(1): Upon application, Temporary Use Permits may be considered for all parcels of land within the Hornby Island Local Trust Area, with the following exclusions: (a) properties less than one quarter of a hectare except when the application is for vacation home rental use; (b) land zoned as public park, ecosystem management area or water supply protection, as shown on Schedule B; and (c) a parcel identified as an environmentally sensitive area, as shown on Schedule D1 or D2 of the Hornby Island Official Community Plan Bylaw No. 149, unless information is provided to illustrate that the proposed land use does not negatively impact the environmentally sensitive features.		Schedule D1 mapping shows that the property is not in an environmentally sensitive area. Schedule D2 mapping shows the subject property is in the IIA – Lightly Developed, high vulnerability Environmentally Sensitive Areas Aquifer. The property is located in a Recharge Zone . Staff determine that no further environmental assessment is required.
6.10.2: Applications for Temporary Use Permits may be referred to the Advisory Planning Commission which may be requested to provide an opportunity for public input to be received and considered	10.3(2): Applications for Temporary Use Permits may be referred to the Advisory Planning Commission which may be requested to provide an opportunity for public input to be received and considered		For LTC Decision: Determine whether to refer this application to the Advisory Planning Commission.

OCP Guideline	LUB Guideline	Complies?	Planner Comments
in preparing its recommendations.	in preparing its recommendations.		
6.10.3: Temporary Use Permits for parcels within the Agricultural Land Reserve should only be issued for uses that do not conflict with Agricultural Land Commission policies and regulations.	10.3(3): Temporary Use Permits for parcels within the Agricultural Land Reserve should only be issued for uses that do not conflict with Agricultural Land Commission policies and regulations.		For LTC Decision - The subject parcel is located within the ALR) but does not currently have farm status. The applicant has applied for farm status as of June 22, 2025 and the application is currently in-stream (anticipated by October 2025). - OCP and LUB language uses “should”, indicating a recommendation rather than an absolute requirement. This provides LTC discretion in decision-making. - Section 17 of the ALR Use Regulation states that certain non-farm uses must not be prohibited if they meet specific criteria, including farm status. However, this does not limit the LTC from permitting uses that do not yet meet all criteria, provided they do not conflict with ALC policies. - The proposed use does not directly conflict with ALC policies or regulations and aligns with the intent to preserve agricultural land and support farming activities.
6.10.4: A professional assessment of hydrological impacts may be required when the proposed use is within an identified groundwater recharge area or an aquifer classified as heavily developed as shown on Schedule B or D2 and if the proposed use involves more than minimal potential impacts upon the groundwater resource.	10.3(4): A professional assessment of hydrological impacts may be required when the proposed use is within an identified groundwater recharge area or an aquifer classified as heavily developed.		Schedule D2 mapping shows the subject property is in the IIA – Lightly Developed, high vulnerability Environmentally Sensitive Areas Aquifer. The property is located in a Recharge Zone. Water will be delivered for events.
6.10.5: Where approvals are required from other agencies, these should be obtained prior to the issuing of a Temporary Use Permit.	10.3(5): Where approvals are required from other agencies, these should be obtained prior to the issuance of a Temporary Use Permit.		No additional approvals required.

OCP Guideline	LUB Guideline	Complies?	Planner Comments
6.10.6: The general conditions for issuing a Temporary Use Permit are as follows: a) adequate off-road parking should be provided;	10.3(6): The general conditions for issuing a Temporary Use Permit are as follows: (a) adequate off-road parking should be provided;		Included as a condition of the proposed permit. The applicant has indicated that parking will occur off-road on the field, following haying. All parking will be confined to approximately 2 acres of the 80-acre property. In accordance with Section 5.1(1) of the Hornby Island Land Use Bylaw (LUB), all required off-road parking spaces will be located on the lot. Per Table 5.4 of the Hornby Island LUB, where a particular use is not specifically listed, the number of parking spaces required for the most similar listed use applies. A temporary community event with up to 150 attendees is most similar in function and scale to a “community hall or social hall,” which requires 1 parking space per 4 seats. Therefore, 38 parking spaces are required for the event.
6.10.6.b) there should be adequate provision for approved waste disposal before consideration is given by the Local Trust Committee;	10.3(6)(b) confirmation that site conditions allow for adequate provisions for approved waste disposal;		Included as a condition of the proposed permit. Applicant has indicated that all garbage and recycling will be taken to the Hornby Island Recycling Depot immediately following events. Compostable waste will be disposed of appropriately. Depending on the nature and size of the event, portable toilets will be provided.
6.10.6.c) commercial uses (other than very short term uses or vacation home rentals) should be screened from adjacent residential uses;	10.3(6)(c): commercial uses (other than very short term uses or vacation home rentals) should be screened from adjacent residential uses;		Included as a condition of the proposed permit. No immediate neighbours.
6.10.6.e) there should be adequate setbacks of the use to minimize impacts upon adjacent properties;	10.3(6)(e) there should be adequate setbacks of the use to minimize impacts upon adjacent properties;		Included as a condition of the proposed permit. All parking and event activities will be confined to approximately 2 acres of the 80-acre property.
6.10.6.f) noise generation should be addressed to prevent disturbance of the neighbourhood and to ensure	10.3(6)(f) noise generation should be addressed to prevent disturbance of the neighbourhood and to ensure		Included as a condition of the proposed permit.

OCP Guideline	LUB Guideline	Complies?	Planner Comments
compliance with regional district regulations;	compliance with regional district regulations;		- Applicant has a commitment to ensuring that the proposed events are compliant with the Comox Valley Regional District (CVRD) Electoral Areas Noise Control Regulations Bylaw No. 102. - There are no immediate residential neighbours adjacent to the property. The nearest residences are located over 100 metres away, across Central Road. - Staff recommend the events to conclude no later than 12:00 am, and noise levels to be actively monitored and managed throughout. - Per Bylaw No. 102, persistent or amplified noise audible at nearby residential premises, after 9:00 p.m., may be subject to enforcement by CVRD, if deemed disturbing.
6.10.6.g) the use should be conducted so as to not risk contamination of the land, surface water or groundwater, including by making adequate provision for the safe storage of toxic materials;	10.3(6)(g) the use should be conducted so as to not risk contamination of the land, surface water or groundwater, including by making adequate provision for the safe storage of toxic materials;		Event does not involve the storage or use of any toxic or hazardous materials. As such, there is no anticipated risk of contamination. All waste will be managed through appropriate disposal measures, including the use of portable washrooms and on-site garbage collection.
6.10.6.h) water supply should be addressed so as to not create negative impacts upon existing common water sources;	10.3(6)(h) water supply should be addressed so as to not create negative impacts upon existing common water sources;		Included as a condition of the proposed permit. Water will be delivered for events.
	10.3(6)(i) other potential impacts upon the neighbourhood should be mitigated, including by limitations upon the hours of operation where appropriate		Included as a condition of the proposed permit. Staff recommend that events do not run past 12am.
6.10.6.j) the owner of the property may be required to provide a security to guarantee the performance of the terms of the permit and should be required to provide an undertaking to demolish or remove any building or structure and to restore the land to a condition specified in the permit, especially in circumstances where	10.3(6)(j) the owner of the property may be required to provide a security to guarantee the performance of the terms of the permit and should be required to provide an undertaking to demolish or remove any building or structure and to restore the land to a condition specified in the permit, especially in circumstances where		As this event will not involve the construction of permanent or semi-permanent structures, nor will it include any form of temporary housing or land alteration, the requirement for a security deposit or post-event site restoration undertaking does not apply in this case.

OCP Guideline	LUB Guideline	Complies?	Planner Comments
temporary housing is provided and such housing is no longer used for the temporary purposes; and	temporary housing is provided and such housing is no longer used for such temporary purposes; and		
6.10.6.k) lands with good agricultural potential should not be compromised by any use permitted by a Temporary Use Permit.	10.3(6)(k) lands with good agricultural potential should not be compromised by any use permitted by a Temporary Use Permit.		While staff cannot determine whether the land has good agricultural potential. Staff note that: - The land is currently in active agricultural use, including cattle raising; - The event will take place outside the haying season, and parking will be located on areas not in active production during the event period; - No permanent infrastructure is being constructed, and the land will be returned to its regular use immediately afterward. - All parking and event activities will be confined to approximately 2 acres of the 80-acre property. These activities will only take place after the area has been hayed, ensuring that the agricultural capability and condition of the land are not compromised. The remaining 78 acres of the property will be off-limits and protected by fencing.
6.10.7: Applicants for Temporary Use Permits should address the issues identified in these policies in their applications and are strongly encouraged to consult with neighbours about the proposed use prior to making application.	10.3(7): Applicants for Temporary Use Permits should address the issues identified in these policies in their applications and are strongly encouraged to consult with neighbours about the proposed use prior to making application.		Applicant has said that they have spoken to neighbouring property owners and have received positive feedback overall. The only concern expressed by neighbours was the importance of obtaining all necessary permits and authorizations to ensure the events comply with local regulations.
6.10.9: The Local Trust Committee should consider the climate change impacts of any proposed temporary use when reviewing Temporary Use Permit applications.	10.3(9): The Local Trust Committee should consider the climate change impacts of any significant change in reviewing temporary use permit applications.		No anticipated impacts to GHG emissions – temporary events.

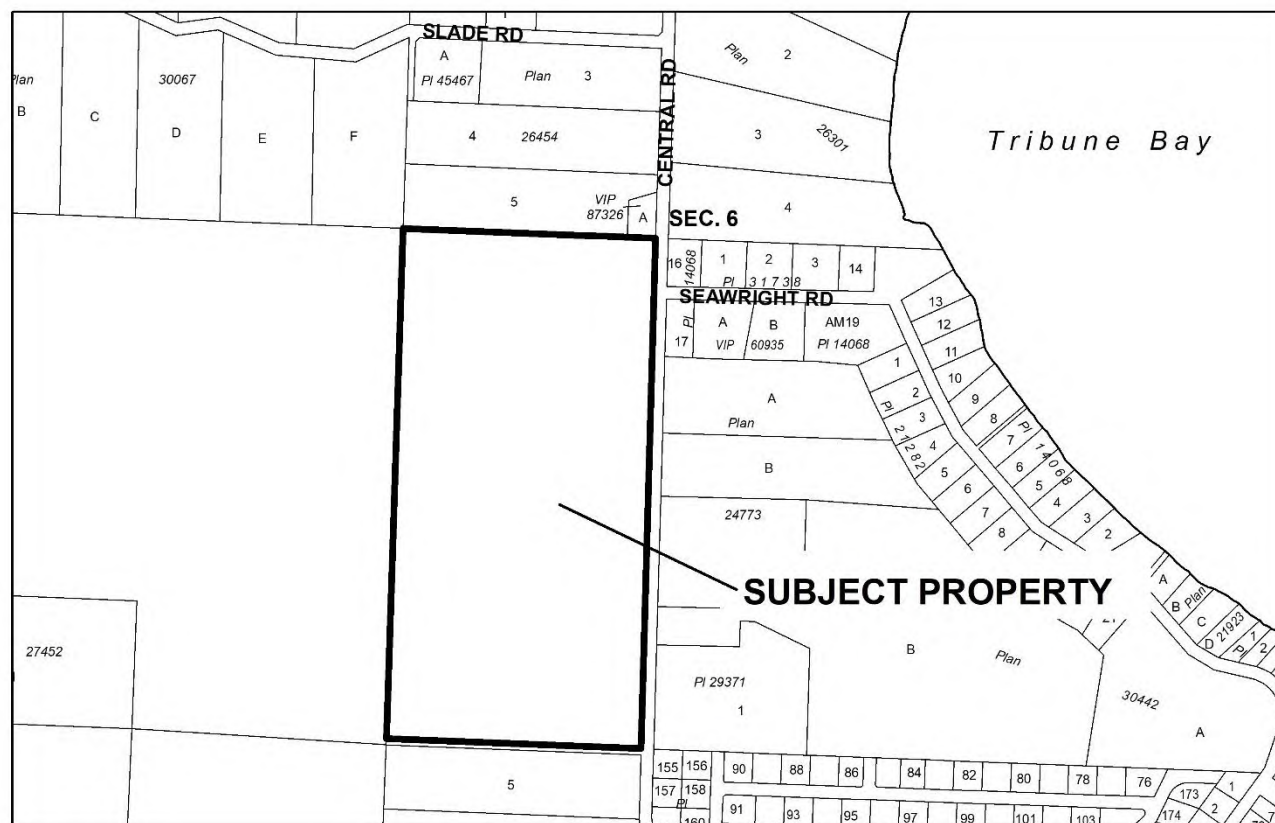
NOTICE
PL-TUP-2025-0114
HORNBY ISLAND LOCAL TRUST COMMITTEE

NOTICE is hereby given pursuant to Section 494 of the *Local Government Act* that the Hornby Island Local Trust Committee (LTC) will be considering a resolution allowing for the issuance of a Temporary Use Permit. The proposed permit would apply to 004-784-448, THE WEST 1/2 OF THE SOUTH WEST 1/4 OF SECTION 6, HORNBY ISLAND, NANAIMO DISTRICT, **7250 Central Road, Hornby Island.**

The purpose of the proposed permit is to allow a temporary event to be held on the subject property.

The establishment of this use would be subject to the conditions specified in the proposed permit.

The general location of the subject property is shown on the following map:



A copy of the proposed permit may be inspected at the Islands Trust Office, 700 North Road, Gabriola Island, BC V0R 1X3 between the hours of 8:30 am to 4:00 pm Monday to Friday inclusive, excluding statutory holidays, and on the Islands Trust website <https://islandstrust.bc.ca/island-planning/hornby/current-applications/> commencing **June 18, 2025** and continuing up to and including **July 3, 2025**.

Enquiries or comments should be directed to Marlis McCargar, Island Planner at (250) 247-2210, for Toll Free Access, request a transfer via Enquiry BC: In Vancouver 660-2421 and elsewhere in BC 1-800-663-7867; or by fax (250) 405-5155; or by email to: northinfo@islandstrust.bc.ca before **4:00 pm, July 3, 2025**.

The Hornby Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the business meeting to be held **electronically at 11:30 am, July 4, 2025**.

Written comments made in response to this notice will also be available for public review.

PROPOSED

 Islands Trust	HORNBY ISLAND LOCAL TRUST COMMITTEE TEMPORARY USE PERMIT PL-TUP-2025-0114 (Savour Group Ltd.) 7250 Central Road, Hornby Island
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To: Savour Group Ltd.

1. This Permit applies to the land described below:

PID 004-784-448

THE WEST 1/2 OF THE SOUTH WEST 1/4 OF SECTION 6, HORNBY ISLAND, NANAIMO DISTRICT

- a) Pursuant to Section 493 of the *Local Government Act* and Section 6.10 of the *Hornby Island Official Community Plan Bylaw No. 149, 2014*, and despite *Hornby Island Land Use Bylaw No. 150, 2014*, this Permit is issued to **allow temporary events** in accordance with Section 17 of the *Agricultural Land Reserve Use Regulation* made under the *Agricultural Land Commission Act*.

2. This permit is subject to the following conditions:

- a) The general layout of the temporary events (parking and event activities) shall be in substantial accordance with Schedule “A” – Subject Property Map and Schedule “B” – Site Plan, which are attached to and form a part of this permit, as signed and dated by the Deputy Secretary, Islands Trust.
- b) All temporary events authorized under this Permit must comply with Section 17 of the *Agricultural Land Reserve Use Regulation*, attached in Schedule “C”.
- c) Water delivery must be provided for all events to ensure adequate water supply on site in accordance with public health guidance.
- d) Off-road parking must be provided in accordance with Section 5.4 of the *Hornby Island Land Use Bylaw No. 150, 2014*. For the purposes of this permit, parking requirements shall be calculated based on “community hall, church, social hall” uses relative to the size of the event and designed to the standards of that bylaw.
- e) All garbage and recycling generated by the events must be taken to the Hornby Island Recycling Depot immediately following the event. Compostable waste shall be disposed of appropriately.
- f) Portable toilets must be provided based on the expected attendance and duration of each event, in accordance with public health guidance, at a minimum ratio of one toilet per 50 attendees. A minimum of two toilets must be provided for any event. All units must be promptly removed following each event.

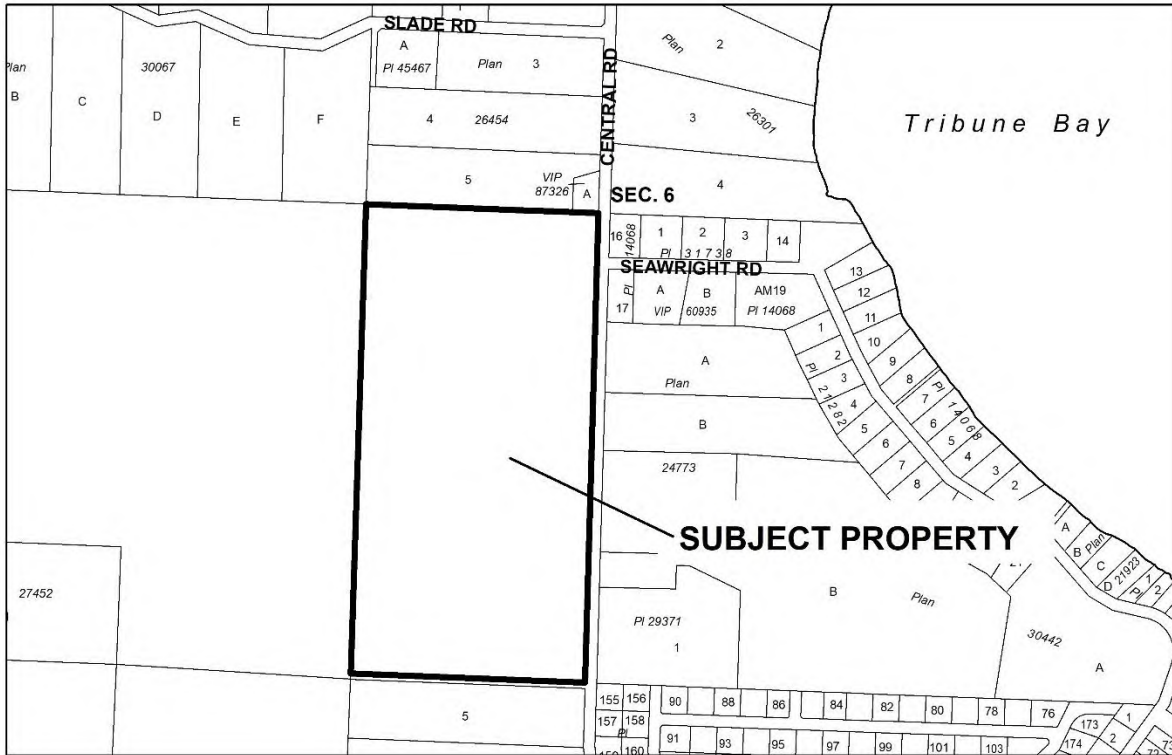
- g) Events must be screened from adjacent residential uses to minimize visual impacts and maintain privacy.
 - h) Proposed events must comply with the Comox Valley Regional District Electoral Areas Noise Control Regulations Bylaw No. 102. Events shall conclude no later than 12:00 a.m., and noise levels must be actively monitored and managed throughout the duration of the event.
 - i) The holder of the Permit will be responsible for any violation of the conditions of this Permit. For the purpose of investigating a complaint, Islands Trust staff may enter the property during business hours to ensure compliance with the Temporary Use Permit.
- 3. It is the responsibility of the landowner to obtain any required authorization under the *Water Sustainability Act*, the *Public Health Act*, the *Sewerage System Regulation* or any other relevant legislation pertaining to groundwater, public health and safety, and waste management.
 - 4. This Permit is valid for a period of three years from the date of issuance.
 - 5. This is not a Building Permit or a Siting and Use Permit, nor does it relieve the Permittee from the need to secure all other approvals necessary for the proposed land use.

AUTHORIZING RESOLUTION PASSED BY THE HORNBY ISLAND LOCAL TRUST COMMITTEE THIS X DAY OF X, 202X.

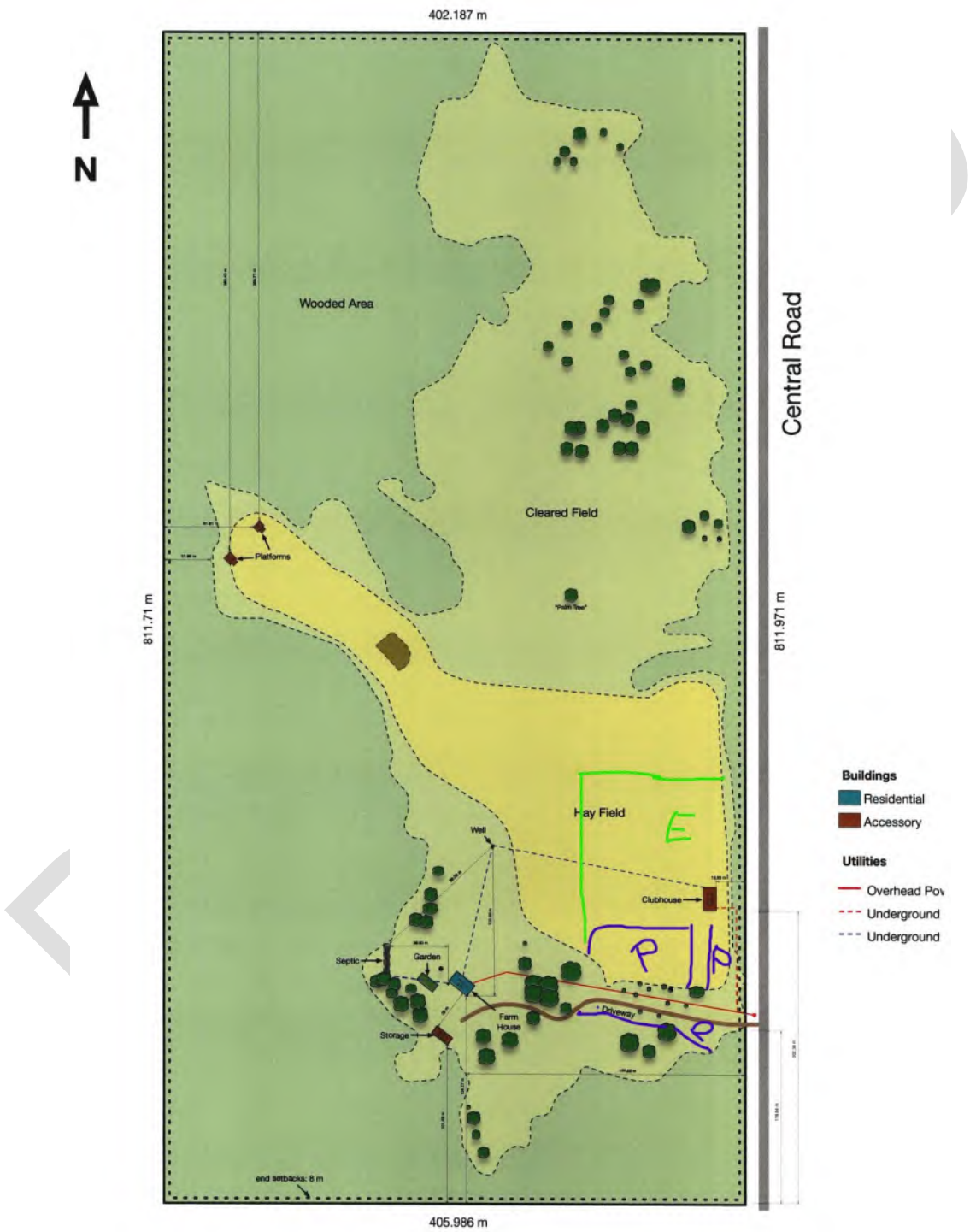
Deputy Secretary, Islands Trust

Date Issued

HORNBY ISLAND LOCAL TRUST COMMITTEE
PLTUP20250114 (Savour Group Ltd.)
SCHEDULE "A"
Subject Property Map



HORNBY ISLAND LOCAL TRUST COMMITTEE
PLTUP20250114 (Savour Group Ltd.)
SCHEDULE "B"
Site Plan



HORNBY ISLAND LOCAL TRUST COMMITTEE
PLTUP20250114 (Savour Group Ltd.)
SCHEDULE “C”
Agricultural Land Reserve Use Regulation



Agricultural Land Commission Act
AGRICULTURAL LAND RESERVE USE REGULATION
[Last amended March 17, 2025 by B.C. Reg. 38/2025]

Gathering for an event

- 17** The use of agricultural land for the purpose of gathering for an event is permitted and may not be prohibited as described in section 14 if all of the following conditions are met:
- (a) the event is conducted on agricultural land that is classified as a farm under the [Assessment Act](#);
 - (b) no permanent facilities are constructed or erected in connection with the event;
 - (c) parking for those attending the event
 - (i) is available on that agricultural land,
 - (ii) occurs only in connection with that event, and
 - (iii) does not interfere with the productivity of that agricultural land;
 - (d) no more than 150 people, excluding residents of the agricultural land and employees of the farm operation conducted on that agricultural land, are gathered on that agricultural land at one time for the purpose of attending the event;
 - (e) the event is of no more than 24 hours in duration;
 - (f) no more than 10 gatherings for an event of any type occur on that agricultural land within a single calendar year.

PRO

PROPOSED

 Islands Trust	HORNBY ISLAND LOCAL TRUST COMMITTEE TEMPORARY USE PERMIT PL-TUP-2025-0114 (Savour Group Ltd.) 7250 Central Road, Hornby Island
--	---

To: Savour Group Ltd.

1. This Permit applies to the land described below:

PID 004-784-448

THE WEST 1/2 OF THE SOUTH WEST 1/4 OF SECTION 6, HORNBY ISLAND,
NANAIMO DISTRICT

- a) Pursuant to Section 493 of the *Local Government Act* and Section 6.10 of the *Hornby Island Official Community Plan Bylaw No. 149, 2014*, and despite *Hornby Island Land Use Bylaw No. 150, 2014*, this Permit is issued to **allow temporary events** in accordance with Section 17 of the *Agricultural Land Reserve Use Regulation* made under the *Agricultural Land Commission Act*.

2. This permit is subject to the following conditions:

- a) The general layout of the temporary events (parking and event activities) shall be in substantial accordance with Schedule “A” – Subject Property Map and Schedule “B” – Site Plan, which are attached to and form a part of this permit, as signed and dated by the Deputy Secretary, Islands Trust.
- b) All temporary events authorized under this Permit must comply with Section 17 of the *Agricultural Land Reserve Use Regulation*, attached in Schedule “C”.
- c) Water delivery must be provided for all events to ensure adequate water supply on site in accordance with public health guidance.
- d) Off-road parking must be provided in accordance with Section 5.4 of the *Hornby Island Land Use Bylaw No. 150, 2014*. For the purposes of this permit, parking requirements shall be calculated based on “community hall, church, social hall” uses relative to the size of the event and designed to the standards of that bylaw.
- e) All garbage and recycling generated by the events must be taken to the Hornby Island Recycling Depot immediately following the event. Compostable waste shall be disposed of appropriately.
- f) Portable toilets must be provided based on the expected attendance and duration of each event, in accordance with public health guidance, at a minimum ratio of one toilet per 50 attendees. A minimum of two toilets must be provided for any event. All units must be promptly removed following each event.
- g) Events must be screened from adjacent residential uses to minimize visual impacts

and maintain privacy.

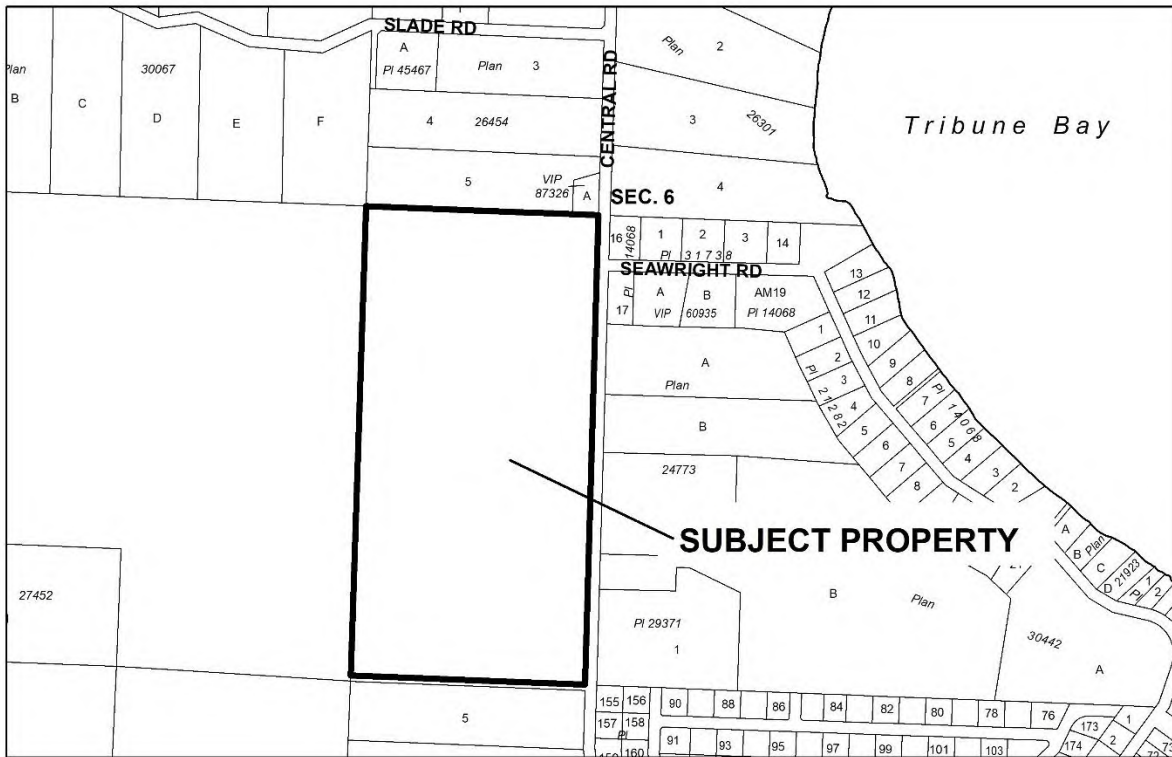
- h) Proposed events must comply with the Comox Valley Regional District Electoral Areas Noise Control Regulations Bylaw No. 102. Events shall conclude no later than 12:00 a.m., and noise levels must be actively monitored and managed throughout the duration of the event.
 - i) The holder of the Permit will be responsible for any violation of the conditions of this Permit. For the purpose of investigating a complaint, Islands Trust staff may enter the property during business hours to ensure compliance with the Temporary Use Permit.
- 3. It is the responsibility of the landowner to obtain any required authorization under the *Water Sustainability Act*, the *Public Health Act*, the *Sewerage System Regulation* or any other relevant legislation pertaining to groundwater, public health and safety, and waste management.
 - 4. This Permit is valid for a period of three years from the date of issuance.
 - 5. This is not a Building Permit or a Siting and Use Permit, nor does it relieve the Permittee from the need to secure all other approvals necessary for the proposed land use.

AUTHORIZING RESOLUTION PASSED BY THE HORNBY ISLAND LOCAL TRUST COMMITTEE THIS X DAY OF X, 202X.

Deputy Secretary, Islands Trust

Date Issued

HORNBY ISLAND LOCAL TRUST COMMITTEE
PLTUP20250114 (Savour Group Ltd.)
SCHEDULE "A"
Subject Property Map



**HORNBY ISLAND LOCAL TRUST COMMITTEE
PLTUP20250114 (Savour Group Ltd.)
SCHEDULE “C”
Agricultural Land Reserve Use Regulation**

Agricultural Land Commission Act

AGRICULTURAL LAND RESERVE USE REGULATION

[Last amended March 17, 2025 by B.C. Reg. 38/2025]

Gathering for an event

- 17** The use of agricultural land for the purpose of gathering for an event is permitted and may not be prohibited as described in section 14 if all of the following conditions are met:
- (a) the event is conducted on agricultural land that is classified as a farm under the [Assessment Act](#);
 - (b) no permanent facilities are constructed or erected in connection with the event;
 - (c) parking for those attending the event
 - (i) is available on that agricultural land,
 - (ii) occurs only in connection with that event, and
 - (iii) does not interfere with the productivity of that agricultural land;
 - (d) no more than 150 people, excluding residents of the agricultural land and employees of the farm operation conducted on that agricultural land, are gathered on that agricultural land at one time for the purpose of attending the event;
 - (e) the event is of no more than 24 hours in duration;
 - (f) no more than 10 gatherings for an event of any type occur on that agricultural land within a single calendar year.

File: 6410-20

May 29, 2025

Sent via email only: northinfo@islandstrust.bc.ca

Islands Trust
northinfo@islandstrust.bc.ca

To Whom It May Concern:

Re: Comox Valley Regional Growth Strategy Minor Amendment Referral

The Comox Valley Regional District (CVRD) is undertaking a focused update of its Regional Growth Strategy (RGS), originally adopted in 2011. Under provincial legislation, the CVRD Board must consider the need for a review every five years. In 2022, the Board initiated an amendment process, and in 2023 it approved a defined scope to retain the existing vision, objectives, and policies. On March 11, 2025, the Board approved a [consultation plan](#) and directed that the attached draft RGS be referred to your organization for review and comment.

What is the RGS?

The RGS is a shared vision for managing growth across the Comox Valley's urban and rural areas. It reflects a commitment by the CVRD, the City of Courtenay, the Town of Comox, and the Village of Cumberland to foster socially, economically, and environmentally sustainable communities for future generations. The RGS is implemented locally through Official Community Plans, Infrastructure Plans, and regulatory tools such as zoning bylaws.

Why Growth Management Matters

Strategic growth management helps to:

- Reduce impacts on existing communities.
- Protect agricultural and rural lands.
- Preserve ecosystems and wildlife habitats.
- Ensure efficient and connected services and infrastructure.

RGS Goal Areas

The strategy is structured around eight key goals:

1. Complete Communities – Supporting diverse housing, services, and amenities.
2. Food Systems – Enhancing local agriculture and food security.
3. Multi-Modal Transportation – Improving access to walking, cycling, and public transit.
4. Health and Wellness – Promoting active lifestyles and community well-being.
5. Environmental Stewardship – Protecting natural areas and water resources.
6. Climate Change – Reducing greenhouse gas (GHG) emissions and increasing resilience.
7. Local Economy – Encouraging sustainable and diverse economic development.
8. Growth Management – Directing development to support regional sustainability.

Scope of the RGS Update

In 2023, the CVRD Board identified priorities for the targeted update, which include:

- Revising population and employment projections.
- Updating boundary adjustments.
- Incorporating language to recognise the K’ómoks treaty process and Indigenous Relations.
- Setting new greenhouse gas emission reduction targets.
- Moving policy indicators to an [online RGS Performance Monitoring Dashboard](#).
- Modernizing wording while maintaining policy intent.
- Removing references to “Sage Hills” from text and maps.
- Adding a reference to guide the development of action plans aligned with RGS goals.

Draft RGS and Next Steps

The attached draft RGS shows proposed changes that align with the scope of work while maintaining existing policies. These changes will allow staff to:

- Develop action plans (for example, a Regional Housing Plan or a Climate Action Plan).
- Track progress through the RGS Performance Monitoring Dashboard.

Additional Considerations

- The updates reflect existing Board decisions and current data on economic development, Indigenous relations, housing, demographics, and GHG emissions.
- No impacts on residents are anticipated.

- By 2027 (the next five-year cycle), the CVRD Board will determine if a full RGS review is needed. Any major changes, such as growth boundaries, land use, or density, can be addressed then.

Request for Comments

We welcome your organisation's feedback on this targeted update. Please note that comments affecting the RGS vision, goals, objectives, or overall growth management framework may require a standard amendment and could be deferred to the 2027 review.

Please send your comments by **June 30, 2025**. Thank you for your time and input.

Sincerely,

R. Holme

Robyn Holme
Manager of Long Range Planning and Sustainability
Planning and Development Services

Enclosure

cc: Agricultural Land Commission
 BC Assessment Authority
 BC Transit
 Comox Valley Schools (School District 71)
 Fanny Bay Waterworks District
 Island Health
 Islands Trust
 Ships Point Improvement District

/bc

DATE OF MEETING: July 4, 2025

TO: Hornby Island Local Trust Committee

FROM: Warren Dingman, Manager, Compliance and Enforcement
Northern Team

SUBJECT: Proposed Hornby Island Bylaw Compliance and Enforcement Policy - for Adoption

RECOMMENDATION

1. That the Hornby Island Local Trust Committee adopt the proposed Bylaw Compliance and Enforcement Policy.
2. That the Hornby Island Local Trust Committee rescind standing resolutions HO-2020-013 & HO-2023-46.

REPORT SUMMARY

The purpose of this report is to present a Bylaw Compliance and Enforcement Policy document for review and consideration by the Hornby Island Local Trust Committee. The proposal is to incorporate all current standing resolutions for compliance and enforcement into a single document and to provide comprehensive policies.

BACKGROUND

The Hornby Island Local Trust Committee has amended its Bylaw Enforcement Notice (BEN) bylaw, and as a part of the review and amending of the BEN bylaw, Local Trust Committees are asked to review their compliance and enforcement policies, including their screening officer policies for disputed bylaw violation notices, for their local trust areas.

The proposed policy document introduces a definition of a vexatious complaint, and contains policies regarding such complaints. Vexatious complaints are not common, but they do occur, and enforcement should not proceed based on retaliatory or vexatious complaints.

RATIONALE FOR RECOMMENDATION

Local governments throughout British Columbia have bylaw enforcement policy documents that provide direction to staff regarding how bylaw compliance will be sought and how enforcement will be conducted. Within the Islands Trust, Local Trust Committees have been establishing such policies piecemeal and for individual issues through the adoption of standing resolutions. Establishing the policies into one document that can be readily accessed by staff, and the general public, should ensure a more efficient, open, and transparent access to information and policies, and a better understanding of how bylaw enforcement is conducted.

ALTERNATIVE RECOMMENDATIONS

1. That the Hornby Island Local Trust Committee direct staff to proceed no further with work on the compliance and enforcement policy document.

Submitted By:	Warren Dingman, Manager of Bylaw Compliance and Enforcement	June 19, 2025
Reviewed By:	Renée Jamurat, RPP MCIP, Regional Planning Manager	June 23, 2025

Attachments

1. Proposed Hornby Island Bylaw Compliance and Enforcement Policy

PROPOSED

Hornby Island Local Trust Committee Bylaw Compliance & Enforcement Policy

Bylaw Compliance & Enforcement Policy No. 1, effective XXX, 2025.

Version No. 1

Purpose

To establish policies and procedures for bylaw compliance and enforcement in the Local Trust Area in accordance with the adopted Trust Council Policies contained in Policy 5.5.1., and that are within the authority of the Local Trust Committee to enforce, and to ensure that policies and procedures are efficient, transparent, reasonable, and consistent with local community standards.

PART A

1.0 Application

This policy will apply to the Hornby Island Local Trust Area and the enforcement of all applicable regulatory bylaws.

2.0 Definitions & Abbreviations

BEN – Bylaw Enforcement Notice

LUB – Land Use Bylaw

Minor structure – any structure that does not require a building permit, and that is not located in a development permit area or located within any other environmentally sensitive area

Respondent – a property owner whose property is subject to a bylaw enforcement complaint

Health & Safety concerns – fire, unsafe construction, hazards relating to steep slopes or cliffs, or the dumping of sewage

Vexatious - complaints that are made in bad faith or for retaliatory purposes or that are considered frivolous, may be considered vexatious; or repeated complaints that form a part of a pattern of conduct by the complainant that amounts to an abuse of the complaint process

3.0 References

Islands Trust Act section 28:

Enforcement of bylaws

28 (1) For the purposes of enforcing its bylaws and section 32 of this Act, a local trust committee has all the power and authority of a regional district board.

PROPOSED

Hornby Island Land Use Bylaw No. 150

2.3 Inspection

(1) The Islands Trust Bylaw Enforcement Officer or any officers of the Islands Trust designated to administer this Bylaw is authorized to enter, at any reasonable time and after having given prior notification to the occupier, upon any property that is subject to regulation under this Bylaw, for the purpose of determining whether the regulations are being observed.

4.0 Priorities

4.1 The Islands Trust Act grants the Local Trust Committee the power and authority to enforce its bylaws and the Local Trust Committee also has discretion to adopt priorities for proactive enforcement or to defer enforcement. The following priorities are established:

- 4.1.1 Short Term Vacation Rentals that have one or more of the following characteristics, will be subject to proactive enforcement:
- 4.1.2 Non-compliant Short Term Vacation Rentals are advertised on the internet, newspapers or other media.
- 4.1.3 More than one dwelling on the lot is made available simultaneously for a Short Term Vacation Rental.
- 4.1.4 While the property is rented, additional persons are staying in tents, trailers or recreational vehicles.
- 4.1.5 There are issues related to health and safety in accordance with the Land Use Bylaw.
- 4.1.6 There is more than one complaint from the immediate neighborhood (defined as being within 200 meters of the subject property) regarding issues related to the Short Term Vacation Rental, such as noise, parking congestion, more than one guest/party in a week, or too many people.
- 4.1.7 The residential dwelling being used as a Short Term Vacation Rental does not meet the following criteria for Short Term Vacation Rentals from the Hornby Island Official Community Plan Bylaw No. 149, 2014:
 - That the owner or tenant of the parcel is ordinarily resident on the property and the vacation home rental use is occurring during the temporary absence of the owner or tenant; or
 - Where the owner or residential tenant of the parcel resides seasonally in the dwelling and the vacation home rental use is occurring during the absence of the owner or tenant; or
 - Where the owner or residential tenant is residing in another lawful dwelling on the property while the vacation home rental is occurring.
- 4.1.8 The Short Term Vacation Rental is not managed locally, or was purpose built to be a Short Term Vacation Rental.

PROPOSED

- 4.1.9 A complaint is made by an official of a government regulatory body or the bylaw enforcement officer and it concerns overuse of water, inadequate septic capacity, or too many buildings on the property.

4.2 Enforcement against non-permitted dwellings will be deferred unless any of the following conditions apply:

- 4.2.1 There is a complaint from an immediate neighbour;
- 4.2.2 There is a referral from an agency responsible for health and safety issues that is doing concurrent enforcement;
- 4.2.3 There is more than one unlawful dwelling on a lot.

5.0 Inspection

- 5.1** At the start of any investigation, Bylaw Enforcement Officers will determine if entry to private property is necessary to investigate the alleged contravention or if the investigation can be conducted from a public road or other lands.
- 5.2** Bylaw Enforcement Officers will request mutually agreeable times to arrange entry to private property for site inspections and provide minimum of 24 hours notice.
- 5.3** Investigations will be limited to the concerns listed in a written complaint unless there are concerns about health and safety issues or matters that may cause an adverse environmental impact.
- 5.4** Investigations into health and safety issues and matters that may cause adverse environmental impact and result in irreversible damage are a priority and may be investigated without notice.
- 5.5** Holders of temporary use permits will be held accountable for any violations of their Permit. Bylaw Enforcement Officers may enter properties between the hours of 9:00 am and 5:00 pm, on any day, without prior consultation with the holder of a Temporary Use Permit for the purpose of investigating a complaint.
- 5.6** If a respondent has indicated that they will work towards compliance, and have agreed on a time to comply, a site inspection will only be conducted to confirm compliance.
- 5.7** If a respondent provides photographic evidence, a survey, or a professional report that confirms compliance, a site inspection is not required.

6.0 Enforcement Procedures

- 6.1** If a bylaw contravention is confirmed, and there is no agreement on a deadline for compliance, there will be notice in writing, and Respondents will be given a minimum of 90 days to comply. Notice may also be given that enforcement action will be escalated if there is no compliance at the deadline, and this may include the use of the BEN system or a request for legal action.
- 6.2** Bylaw Enforcement Officers can use their discretion to consider any reasonable request for time to comply from Respondents, but the term cannot be for more than one year.
- 6.3** If there are contraventions in environmentally sensitive areas, or development permit areas, or if there is a risk to health and safety, there will be a demand for the Respondent to cease the use or activity immediately.

PROPOSED

- 6.4 Respondents will be given a Bylaw Warning Notice with a minimum of 45 days to comply before a Bylaw Violation Notice is issued, unless there are health and safety concerns, or contraventions in environmentally sensitive areas.
- 6.5 Bylaw Violation Notices will not be issued more than once per week unless authorized by the Manager of Bylaw Compliance and Enforcement.

7.0 Closing Files

- 7.1 If the identity of a complainant cannot be confirmed during the course of an investigation, or if a complainant used a false name, the file will be closed.
- 7.2 If the contravention is for a minor structure that has only received one written complaint, the file can be closed.
- 7.3 If it is unreasonable for a Respondent to comply, whether due to specific circumstances or finances, Bylaw Enforcement Officers or the Manager of Bylaw Compliance and Enforcement can use their discretion to close the file.
- 7.4 If a contravention has been identified that is subject to deferred enforcement by the LTC, the file can be closed unless there are contraventions that exist in environmentally sensitive areas or there are concerns about health and safety.
- 7.5 If it is determined during an investigation that the complaint was frivolous, repeat, or vexatious in nature, the Manager of Bylaw Compliance and Enforcement can use their discretion to close the file unless there is work in a development permit area, or work in an environmentally sensitive area, or there are health and safety concerns.

8.0 Frivolous, Repeat or Vexatious Complaints

- 8.1 If a decision is made to not act upon a complaint that is considered frivolous, repeat, or vexatious, the complainant will be advised of the decision, the reason for it, and may be advised of the circumstances under which it may be reconsidered.

9.0 Communications

- 9.1 When a file is opened and an investigation commenced, respondents will be advised of the Trust Council Policy that authorized the opening of the file and that an investigation has commenced.
- 9.2 Respondents will receive as much information about complaints against their properties as possible without revealing the identity of the complainant.
- 9.3 If there are questions or concerns regarding individual files, Trustees or the Local Trust Committee will communicate with the Manager of Bylaw Compliance and Enforcement.
- 9.4 The Manager of Bylaw Compliance and Enforcement will arrange public information and education sessions regarding bylaw enforcement when appropriate and time permitting.

PROPOSED

10.0 Reporting

- 10.1 The Local Trust Committee will receive regular reporting on open bylaw compliance and enforcement files, and LTC will be notified when files are opened or closed.
- 10.2 The Manager of Compliance and Enforcement will report to the Local Trust Committee any concerns, trends, or issues with enforcement that they believe the Local Trust Committee needs to be aware of.
- 10.3 The Manager of Compliance and Enforcement will maintain the Bylaw Enforcement Policy and will report to the Local Trust Committee if amendments are recommended or required.

PART B

Bylaw Enforcement Notice Bylaw Screening Officer's Powers and Duties Policy

1. Appointment of Screening Officers

Pursuant to section 7.2 of the Hornby Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 159, 2019 the persons holding the following positions are appointed as screening officers:

- 1) Regional Planning Manager;
- 2) Manager of Bylaw Compliance and Enforcement; and
- 3) Bylaw Enforcement Assistant

2. Screening Officer Powers and Duties

The powers and duties of the screening officer are contained in section 7.3 of the bylaw. However, it is the direction of the Local Trust Committee that these powers and duties only are carried out in respect to each of the above positions as follows:

- 1) **Regional Planning Manager.** In respect to Bylaw Violation Notices issued by all Bylaw Enforcement Officers, including the Manager of Bylaw Compliance and Enforcement, the Regional Planning Manager, acting as Screening Officer, may exercise all of the powers and duties in Section 7.3 of Bylaw;
- 2) **Manager of Bylaw Compliance and Enforcement.** In respect to Bylaw Violation Notices issued by Bylaw Enforcement Officers, the Manager of Bylaw Compliance and Enforcement, acting as Screening Officer, may exercise all of the powers and duties in Section 7.3 of Bylaw;
- 3) **Bylaw Enforcement Assistant.** In respect to Bylaw Violation Notices issued by all Bylaw Enforcement Officers, including the Manager of Bylaw Compliance and Enforcement, the Bylaw Enforcement Assistant, acting as Screening Officer, may exercise only those powers and duties in Section 7.3(1) and 7.3(2) of Bylaw.

PROPOSED

3. Authorized Reasons to Cancel Bylaw Violation Notices

A Screening Officer may cancel a Bylaw Violation Notice if satisfied that one or more of the following reasons exist:

1. The contravention did not occur as alleged.
2. The contravention no longer exists.
3. The Bylaw Violation Notice was issued to the wrong person.
4. The Bylaw Violation Notice was not completed properly.
5. The issuance of the Bylaw Violation Notice did not adhere to established Trust Council or Local Trust Committee policies.
6. It is unreasonable for the person to pay a penalty.
7. An exception specified in the bylaw, or related enactment, or Local Trust Committee Standing Resolution, or compliance and enforcement policy exist.
8. A permit exists or has been obtained that authorises the alleged contravention.
9. There is poor likelihood of success at adjudication for the Local Trust Committee the following reasons:
 - a. The evidence is inadequate to show a contravention;
 - b. Incorrect information was relied upon in issuing the Bylaw Violation Notice;
 - c. The disputant intends to challenge the bylaw with a legal argument that is ill suited to the adjudication process or the legal arguments are too complicated to be decided by an adjudicator.
10. It is not in the public interest to proceed to adjudication for one of the following reasons:
 - a. The bylaw has changed since the Bylaw Violation Notice was issued and now authorizes the contravention;
 - b. A Local Trust Committee resolution has deferred enforcement on the specific contravention;
 - c. The Local Trust Committee has closed the file;
 - d. The offence occurred because of a circumstance that made it unreasonable for the person to comply with the bylaw.



the Heron



A newsletter from Islands Trust Conservancy | Protecting islands in the Salish Sea | islandstrust.bc.ca/conservancy

SPRING 2025

Take me home! 
This newsletter is provided FREE by ITC

Celebrating 35 Years of Conservation

p. 2



VIEW FROM MOUNT TUAM. SALT SPRING ISLAND. PHOTO: ISLANDS TRUST CONSERVANCY

For links and additional media, visit the Heron Newsletter online.

www.islandstrust.bc.ca/conservancy/heron-newsletter/

ALSO IN THIS ISSUE

PHOTO: ISLANDS TRUST CONSERVANCY

In Memoriam *p. 3*

COMMON CAMAS. PHOTO: ISLANDS TRUST CONSERVANCY

**Introducing New Board
Members** *p. 4*

90

Celebrating 35 Years of Conservation

This year, Islands Trust Conservancy is recognizing 35 years as a conservation land trust committed to the protection and preservation of sensitive species and ecosystems on over 450 islands in the Salish Sea.

Since 1990, Islands Trust Conservancy has worked closely with landholders, communities, and conservation partners to protect places they care about - building on the stewardship of Indigenous Peoples who have cared for these lands and waters since time immemorial. To date, ITC has protected 115 properties - 34 nature reserves and 81 conservation covenants - totalling more than 1,385 hectares of ecologically and culturally significant land on islands in the Salish Sea.

ITC is celebrating its 35th anniversary through various initiatives, including the launch of a new blog on the ITC website, titled the *Islands Trust Conservancy Journal*. Contribute your stories, memories, and positive words about ITC for the Journal through the survey: <https://www.surveymonkey.com/r/ITC35th>.



MAP OF THE ISLANDS TRUST AREA. MAP: ISLANDS TRUST CONSERVANCY

"This region is unlike anywhere else in the world and people cherish it for many different reasons. We are committed to working together to ensure its protection for current and future generations."

- Lisa Gauvreau, Chair of the Islands Trust Conservancy Board



WENDY TYRRELL

Introducing Wendy Tyrrell, Islands Trust Conservancy Acting Manager

Hi! My name is Wendy. I'm so excited to be back working with Islands Trust Conservancy in time to celebrate the 35th anniversary of the organization and help support staff in moving projects forward. I first joined ITC from 2021 to 2023 as the Species at Risk Program Coordinator, and have worked for a variety of land trusts leading land protection and habitat restoration projects. In my spare time, you can find me hanging with my teenager, playing pickleball, dancing, and kayaking in the Salish Sea. Connect with me to learn more about ITC's projects in 2025 by emailing itcmail@islandstrust.bc.ca.



PHOTO: LISA WILCOX

Islands Trust and Islands Trust Conservancy respectfully acknowledge that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and that their deep connection to the islands continues to this day. We are committed to reconciliation, to upholding the rights of Indigenous peoples, and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea. The Islands Trust Area is located in the treaty and territorial lands and waters of the BOKEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEL, Qualicum, scəwəθən, səlilw'ətəl, SEMYOME, shishálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxuth', STÁUTW, Stz'uminus, la?əmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W JOLELP, WSIKEM, Xeláltxw, Xwémalhkwu, Xwsepsum, and x'wəθək'wəy.

In Memoriam



LONGINI COVENANT. PHOTO: ISLANDS TRUST CONSERVANCY

Rose Longini, Donor of Green Frog Farm Covenant & Longini Covenant, Galiano Island

Rose Longini, organic farmer and donor of the Green Frog Farm and Longini covenants on Galiano Island, passed away last September. Rose cared deeply about the land and protecting nature. In 1990, when Rose bought the 80-acre lot that would eventually become the two covenants, she had just moved to the Gulf Islands from the city. Over time, she learned more about the land and quickly fell in love with the ecosystems, habitats, and diversity of species that exist there.

"I was living in a landscape which I couldn't feel I 'owned' in the same sense that I had owned a house in the city. A sense of responsibility began to grow."

In 2001, Rose subdivided her property, retaining 60 acres of ALR land for her farm and the surrounding ecosystems; however, she wanted to ensure that the habitat would remain intact and ancient trees protected no matter who owned the lots in the future. With the help of Islands Trust Conservancy and the Galiano Conservancy Association, she placed covenants on both properties. Rose's legacy will continue to live on through the protection of land that provides a beautiful sanctuary where ecosystems and species can flourish



POND AT GREEN FROG FARM COVENANT. PHOTO: ISLANDS TRUST CONSERVANCY



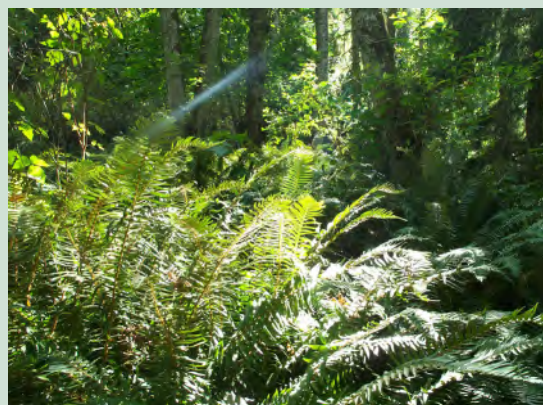
NINA RAGINSKY. SOURCE: GULF ISLANDS DRIFTWOOD

Nina Raginsky, Donor of Walter Bay NAPTEP Covenant, Salt Spring Island

Nina Raginsky, donor of the Walter Bay NAPTEP Covenant on Salt Spring Island, passed away last May. Nina was a lifelong advocate for the natural world and was widely honored and acknowledged for her work as a photographer and artist. Nina was a fierce, generous, and loving woman who spoke for the species and landscapes that have no voice, drawing people's attention to what needed protection.

Her deep commitment to environmental protection was evident through her efforts as a citizen scientist working with the Wild Bird Trust to protect McFadden Creek, advocating for the protection of oystercatcher nests, hosting tea parties with developers and community members to invite communication on divisive issues, and protecting her beloved waterfront property, which contributed to a larger provincial and federal effort to protect Walter Bay.

Nina's ongoing advocacy and environmental stewardship throughout her life demonstrated that one person's efforts can have a huge impact on conservation. Nina will be deeply missed.



WALTER BAY NAPTEP COVENANT. PHOTO: THE LAND CONSERVANCY OF BC

Introducing New Islands Trust Conservancy Board Members



Lisa Gauvreau, Chair, Trust Council Elected Board Member

Lisa Gauvreau is a Trustee from Galiano Island and was elected to the Islands Trust Conservancy Board in June 2023. She is from the Ojibwe and Chippewa Nations territory, also known as Sault Ste Marie, Ontario, and has been a resident of Galiano for over 20 years. Along with her young family, she operates a year-round eatery on the island and has many years of experience working in the non-profit sector, mentoring and educating young people. She is eager to continue learning and working collaboratively with ITC partners to restore species and ecosystems, and take action toward Reconciliation and addressing the climate crisis.



Tanner Timothy, Vice-Chair, Provincially Appointed Board Member

Tanner Timothy is Coast Salish from the Tla'amin Nation located within the Qathet Regional District on the upper Sunshine Coast. He is dedicated to advancing initiatives that mitigate environmental impacts, preserve biodiversity, protect ecosystems, and reduce anthropogenic influence on our climate. Tanner is looking forward to fostering meaningful and respectful partnerships to further support the objectives of ITC.

Follow us on social media

[facebook/IsITrustConservancy](https://facebook.com/IsITrustConservancy) linkedin.com/islandstrustconservancy
 instagram.com/islandstrustconservancy

Watch us on YouTube

youtube.com/IsITrustConservancy

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Questions? Contact us!

250-405-5186 itcmail@islandstrust.bc.ca

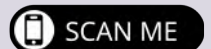
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Share your vision with future generations—please consider remembering Islands Trust Conservancy in your Will.

To donate online visit:

islandstrust.bc.ca/donate-to-conservancy



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My donation amount: \$50 \$100 \$200 \$_____

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Expiry Date mm/yy	Security Code (back of card)
Signature	

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ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY MAY 27TH, 2025 BOARD MEETING

NOTE: For more detail on Islands Trust Conservancy meetings, including meeting minutes, please visit <https://islandstrust.bc.ca/whats-happening/meetings-and-events/>

1. ORGANIZATION UPDATES/TEAM

- The ITC A/Manager provided a verbal staffing update and identified the various staffing changes at Islands Trust Conservancy.

2. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Board approved the Audited Financial Statements for the 2024/25 fiscal year, and referred the statements to Islands Trust Council for information.
- The ITC Board approved text for inclusion in the 2024/25 Annual Report for approval by Trust Council and submission to the Minister of Housing and Municipal Affairs.
- The ITC Board requested staff to notify the Salt Spring Island Local Trust Committee that Islands Trust Conservancy's interests are unaffected by Development Variance Permit Application PLDVP20250029. The ITC Board recommended that the Salt Spring Island Local Trust Committee ensure that affected First Nations have been asked to comment on this proposed dock expansion.
- The ITC Board requested staff to notify the Galiano Island Local Trust Committee that Islands Trust Conservancy's interests are unaffected by Bylaw 291.
- The ITC Board requested staff to prepare an Islands Trust Conservancy 2026/27 budget request.
- Chair Gauvreau provided an update from the joint Executive Committee – Islands Trust Conservancy Board meeting.
- The ITC Strategic Fund Development Specialist provided a briefing on the Victoria Foundation's notification of an administration fee increase, relevant to the Ruby Alton Property Endowment Fund held with the Victoria Foundation.
- The ITC Board received a copy of the letter regarding the MOU between Islands Trust Council and the W̱SÁNEĆ Leadership Council Society for information. The ITC Board requested staff to cooperate with Tsartlip First Nation and Tseycum First Nation, via the W̱SÁNEĆ Leadership Council Society, to develop an agreement for Islands Trust Conservancy Board's consideration.
- Trustee Elliott provided a verbal Executive Committee update and highlighted that direction was given to proceed with two professional development workshops on addressing Indigenous-specific racism, and that the Policy Statement Amendment Project is ongoing with a town hall and final revisions expected in late July.
- Trustee Yates provided a verbal Trust Council update and highlighted that the next Trust Council is scheduled from June 17-19th, 2025 on Salt Spring Island and will include an ITC 35th anniversary celebration.



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

- Trustee Yates provided a verbal Financial Planning Committee update and highlighted that there was no report from the last meeting and that she will support the proposed ITC budget items going to the committee.
- Chair Gauvreau provided a verbal Governance Committee update and advised that the next meeting is August 10th, 2025.
- Chair Gauvreau provided a verbal update on the proposed Conservation Fund Working Group. Discussion ensued on appointing an ITC Board member to the working group.
- Trustee Elliott provided a verbal update on the Bowen Island Municipality – Executive Committee meeting on April 30th, 2025 and highlighted topics of note including the 2025 Strategic Plan, an update on the Official Community Plan, and improvements to BC Ferries service to island communities.

3. COVENANT AND PROPERTY MANAGEMENT

- The ITC Board approved the request from the Ministry of Water, Lands, and Resource Stewardship to upgrade Provincial Groundwater Observation Well 197, in S’ul-hween X’pey (Elder Cedar) Nature Reserve, with a new well box and the addition of equipment for satellite telemetry.
- The ITC Board requested staff to begin negotiations for a Well Access Agreement with the Ministry of Water, Lands, and Resource Stewardship and the two covenant holders Gabriola Land & Trails Trust and Nanaimo & Area Land Trust.

4. COMMUNICATIONS AND OUTREACH

- The ITC Board discussed the letter from Minister Kahlon to Trust Council Chair Patrick regarding the Islands Trust review.
- The ITC Board received the ITC Board Chair letter to Minister Kahlon regarding the ITC Five-Year Plan requirement for information.
- The ITC Communications Specialist provided a verbal update on Islands Trust Conservancy’s 35th anniversary and highlighted the newly launched Islands Trust Conservancy blog, *the Journal*.

Learn more about Islands Trust Conservancy: <https://islandstrust.bc.ca/conservancy/>

Visit the Islands Trust Conservancy Journal: <https://islandstrust.bc.ca/conservancy/the-journal/>

Subscribe for Islands Trust Conservancy updates: <https://islandstrust.bc.ca/subscribe/>



Hornby Local Trust Committee

Open Applications

Report

Print Date: June 26, 2025

Development Permit

Application Number	Applicant Name	Date Received	Address	Purpose
HO-DP-2021.2	Taylor, MacDonald H	7/9/2021		PID: 000-457-752 To bring remaining temporary buildings into compliance to become permanent. Civic address: 2200 Sollans Road, Hornby Island, BC.
Planner	Status		Most Recent Completed Activity	
Stephen Baugh	Waiting for Revisions		Waiting for Revisions	

Development Variance Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20240155	Igor Oleshko	7/31/2024	5875 CENTRAL RD, HORNBY ISLA	DVP requesting relaxation of setbacks to rear property boundary and building height to facilitate new construction of co-op store/complex, Hornby Island.
Planner	Status		Most Recent Completed Activity	
Ian Cox	Approved		Planning Review	

Hornby

Application Number	Applicant Name	Date Received	Address	Purpose
PLDVP20240155	Igor Oleshko	7/31/2024	5875 CENTRAL RD, HORNBY ISLA	DVP requesting relaxation of setbacks to rear property boundary and building height to facilitate new construction of co-op store/complex, Hornby Island.
Planner		Status	Most Recent Completed Activity	
Ian Cox		Approved	Planning Review	

Hornby

Siting and Use Permit

Application Number	Applicant Name	Date Received	Address	Purpose
HO-SUP-2022.9	Steve & Cather	9/27/2022	4990 PORPOISE CRES, HORNBY I	PID: 003-342-158 New house. Civic address: 4990 Porpoise Crescent, Hornby Island, BC.
Planner		Status	Most Recent Completed Activity	
Stephen Baugh		Waiting for Revisions	Waiting for Revisions	

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUP20240329	Igor Oleshko	12/3/2024	3565 HARWOOD RD, HORNBY ISL	To construct a covered carport and bike storage at 3565 Harwood Rd.
Planner		Status	Most Recent Completed Activity	
Ian Cox		Under Review	Planning Review	

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUP20250182	Angela Therrien	5/1/2025	5445 REICKEN RD, HORNBY ISLAN	Application to construct a garage.
Planner		Status	Most Recent Completed Activity	
Alan Cavin		In Abeyance	Generate Complete Application Letter	

Hornby

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUP20240160	Angus Hayman	8/6/2024	4970 PORPOISE CRES, HORNBY I	demolition of existing home and build of a new 700 square foot cabin

Planner	Status	Most Recent Completed Activity
Ian Cox	In Abeyance	Waiting for Submittals

Application Number	Applicant Name	Date Received	Address	Purpose
HO-SUP-2024.2	Brandon Scott	1/10/2024	7925 ANDERSON DR, HORNBY ISL	PID: 004-701-704 construction of new SFD at 7925 Anderson Drive on Hornby.

Planner	Status	Most Recent Completed Activity
Ian Cox	In Abeyance	File Administrative Decision

Application Number	Applicant Name	Date Received	Address	Purpose
HO-SUP-2021.18	School District 71	7/9/2021		PID: 000-457-752 To bring remaining temporary buildings into compliance to become permanent.

Planner	Status	Most Recent Completed Activity
Stephen Baugh	In Abeyance	Generate Notice of Revisions

Hornby

Subdivision

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUB20250188	Dan Hadden	5/8/2025	5705 CENTRAL RD, HORNBY ISLA	Conventional subdivision to create two new lots (MOTT #2025-00511).
Planner		Status	Most Recent Completed Activity	
Marlis McCargar		Under Review	Generate Complete Application Letter	

Application Number	Applicant Name	Date Received	Address	Purpose
HO-SUB-2022.3	Evert Steen	8/16/2022		PID 001-249-266 Two lot subdivision. 8550 Central Rd, Hornby Island.
Planner		Status	Most Recent Completed Activity	
Marlis McCargar		In Abeyance	Add Optional Referrals	

Application Number	Applicant Name	Date Received	Address	Purpose
HO-SUB-2018.1	Brian Brooke	12/13/2018		PID: 026-100-932 Two lot subdivision Civic address: 3750 Euston Road, Hornby Island, BC
Planner		Status	Most Recent Completed Activity	
Marlis McCargar		In Abeyance	Verify Submittal / Fees	

Hornby

Application Number	Applicant Name	Date Received	Address	Purpose
PLSUB20250080	Sandy Grant; Sandy	2/18/2025	4205 SLADE RD, HORNBY ISLAND	Proposed conventional subdivision to create 2 lots from the existing one at 4205 Slade Rd, Hornby MOTT # 2024-06035
Planner		Status	Most Recent Completed Activity	
Marlis McCargar		Administrative Review	Record and File PLR	

Application Number	Applicant Name	Date Received	Address	Purpose
HO-SUB-2023.1	Michael & Cath	6/20/2023		PID: 000-095-826 subdivision of 10 acre lot into 2 5-acre parcels at 1305 Sollans Rd on Hornby Island.
Planner		Status	Most Recent Completed Activity	
Marlis McCargar		Administrative Review	Generate and Send Referral Response Form	

Temporary Use Permit

Application Number	Applicant Name	Date Received	Address	Purpose
PLTUP20250114	Davine D. Burton	3/11/2025	7250 CENTRAL RD, HORNBY ISLAND	Application for a Temporary Use Permit to allow temporary non-agricultural uses on ALR Land.
Planner		Status	Most Recent Completed Activity	
Marlis McCargar		Under Review	Add Optional Referrals	

Islands Trust
LTC EXP SUMMARY REPORT F2026
Invoices posted to Month ending April 2025

635 Hornby	Invoices posted to Month ending April 2025	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
LTC Local				
65200-635	LTC - Local Exp - LTC Meeting Expenses	2,220.00	0.00	2,220.00
65210-635	LTC - Local Exp - APC Meeting Expenses	2,910.00	0.00	2,910.00
TOTAL LTC Local Expense		<u>5,130.00</u>	<u>0.00</u>	<u>5,130.00</u>
Projects				
73001-635-2004	Hornby OCP/LUB	18,750.00	0.00	18,750.00
TOTAL Project Expenses		<u>18,750.00</u>	<u>0.00</u>	<u>18,750.00</u>

Hornby Island Local Trust Committee Policies & Standing Resolutions

No.	Meeting Date	Resolution No.	Issue	Policy
1.	January 27, 2017 <u>UPDATES-below:</u> September 28, 2018 November 6, 2020 October 8, 2021	HO-2017-011 <u>UPDATES-below:</u> HO-2018-070 HO-2020-081 HO-2021-053	Enforcement actions against three specific properties for unlawful dwellings	It was MOVED and SECONDED that the Hornby Island Local Trust Committee adopt the following Standing Resolution: 1. That whereas the Hornby Island Local Trust Committee intends to facilitate a community process to review residential density to address community housing needs, which may result in amendments to the Official Community Plan and Land Use Bylaw, it is resolved that related enforcement actions against properties identified as: a) Lot B, Section 15, Hornby Island, Plan 24652 (1655 Central Road); b) Lot B, Section 6, Hornby Island, Plan 30442 (7205 Central Road); and c) Lot 6, Section 10, Hornby Island, Plan 26332 (2475 St. Johns Point Road) shall be held in abeyance; 2. That nothing in this enforcement policy should be interpreted as giving permission to any party to violate Hornby Island Land Use Bylaw No. 150 and the Hornby Island Local Trust Committee may change this policy at any time and may give direction to commence enforcement activities with respect to the identified properties at any time without notice; and 3. That unless the Hornby Island Local Trust Committee extends the effective period, this enforcement policy expires on October 31, 2018 or when the housing needs project is complete, whichever is the sooner.
2.	August 3, 2018	HO-2018-044	Processing non-medical cannabis retail license applications	It was MOVED and SECONDED, that the Hornby Island Local Trust Committee adopt the following Standing Resolution with respect to the processing of non-medical cannabis retail license applications: • Proposed or amended licenses for non-medical cannabis retail establishments require an application to the Local Trust Committee. • The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical. • The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal.

No.	Meeting Date	Resolution No.	Issue	Policy
				- However, as a minimum, the Local Trust Committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: - Name of the applicant and a description of the proposal in general terms - The location of the proposed establishment and the subject site - The place where, and date and time when, both a public meeting will be held and a resolution of the Local Trust Committee considered. - The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application - How public comments may be submitted to the Local Trust Committee.
3.	September 28, 2018	HO-2018-070 See HO-2017-011 above	Enforcement actions against three specific properties for unlawful dwellings	It was MOVED and SECONDED, that the Hornby Island Local Trust Committee extend the effective period of Standing Resolution HO-2017-011 to expire on October 31, 2020 or when the Housing Review Project is complete, whichever is the sooner.
4.	January 25, 2019	HO-2019-007	Notices of intention to apply for a federal cannabis license	It was MOVED and SECONDED, that the Hornby Island Local Trust Committee adopt the following standing resolution: “That the Hornby Island Local Trust Committee request that Notices of Intention to Apply for a Federal Cannabis License be forwarded to the Local Trust Committee upon receipt by the Islands Trust.”

No.	Meeting Date	Resolution No.	Issue	Policy
5.	May 24, 2019	HO-2019-038	First Nations Relationship Building	It was MOVED and SECONDED, that the Hornby Island Local Trust Committee adopt the following standing resolution with respect to First Nations in the Local Trust Area: Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples, Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to: - Annually, write a letter to First Nations, (re)introducing Trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities; - For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory; - Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history; - Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols; - Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.
6.	January 24, 2020	HO-2020-013	Bylaw Enforcement to undertake proactive enforcement of non-compliant STVRs	It was MOVED and SECONDED, that the Hornby Island Local Trust Committee adopt the following Standing Resolution: authorize proactive enforcement of the Hornby Island Land Use Bylaw No. 150 regulations for Vacation Home Rentals. Short Term Vacation Rentals that have one or more of the following characteristics, will be subject to proactive enforcement: - Non-compliant Short Term Vacation Rentals are advertised on the internet, newspapers or other media. - More than one dwelling on the lot is made available simultaneously for a Short Term Vacation Rental.

No.	Meeting Date	Resolution No.	Issue	Policy
				- While the property is rented, additional persons are staying in tents, trailers or recreational vehicles. - There are issues related to health and safety in accordance with the Land Use Bylaw. - There is more than one complaint from the immediate neighborhood (defined as being within 200 meters of the subject property) regarding issues related to the Short Term Vacation Rental, such as noise, parking congestion, more than one guest/party in a week, or too many people. - The residential dwelling being used as a Short Term Vacation Rental does not meet the following criteria for Short Term Vacation Rentals from the Hornby Island Official Community Plan Bylaw No. 149: - that the owner or tenant of the parcel is ordinarily resident on the property and the vacation home rental use is occurring during the temporary absence of the owner or tenant; or - where the owner or residential tenant of the parcel resides seasonally in the dwelling and the vacation home rental use is occurring during the absence of the owner or tenant; or - where the owner or residential tenant is residing in another lawful dwelling on the property while the vacation home rental is occurring. - The Short Term Vacation Rental is not managed locally, or was purpose built to be a Short Term Vacation Rental. - A complaint is made by an official of a government regulatory body or the bylaw enforcement officer and it concerns overuse of water, inadequate septic capacity, or too many buildings on the property.
7.	June 26, 2020	HO-2020-055	Standing Resolution regarding Restaurant Expansion during COVID Emergency Response - Staff Report	It was MOVED and SECONDED, that the Hornby Island Local Trust Committee adopt the following standing resolution: That the Hornby Island Local Trust Committee has no objection to Liquor and Cannabis Regulation Branch issuance of Temporary Expanded Service Area Authorizations for liquor primary and manufacturer licensees in the Hornby Island Local Trust Area.
8.	November 6, 2020	HO-2020-074	Proactive Enforcement of Year-Around Unlawful Housing	It was MOVED and SECONDED, that the Hornby Island Local Trust Committee adopt the following Standing Resolution: That enforcement on unlawful permanent dwellings be deferred until such time that the Local Trust Committee can review the critical housing supply issue on Hornby Island or until December 31, 2021.

No.	Meeting Date	Resolution No.	Issue	Policy
9.	November 6, 2020	HO-2020-081 See HO-2017-011 HO-2018-070 above	Enforcement actions against three specific properties for unlawful dwellings	It was MOVED and SECONDED, that the Hornby Island Local Trust Committee amend the expiration date of Standing Resolution No. HO-2017-011 to December 31, 2021.
10.	October 8, 2021	HO-2021-053 See HO-2017-011 HO-2018-070 and HO-2020-081 above	Enforcement actions against three specific properties for unlawful dwellings	It was MOVED and SECONDED, that Hornby Island Local Trust Committee amend the expiration date of Standing Resolution No. HO-2017-011 to December 31, 2023.
11.	October 8, 2021	HO-2021-054	Enforcement actions on unlawful permanent dwellings – deferral	It was MOVED and SECONDED, that Hornby Island Local Trust Committee adopt the following Standing Resolution: That enforcement on unlawful permanent dwellings be deferred until such time that the Local Trust Committee can review the critical housing supply issue on Hornby Island or until December 31, 2023.
12.	September 9, 2022	HO-2022-053	Model Cell Tower Consultation Process	It was MOVED and SECONDED, that the Hornby Island Local Trust Committee adopt the Islands Trust Model Strategy for Antenna Systems.
13.	December 13, 2023	HO-2023-046	Enforcement Staff to temporarily withhold enforcement against unlawful dwellings, unless the following conditions apply...	It was MOVED and SECONDED, that the Hornby Island Local Trust Committee directs Bylaw Compliance and Enforcement staff to temporarily withhold enforcement against unlawful dwellings upon receipt of a written complaint, unless any of the following conditions apply: a) There is a complaint from an immediate neighbour; b) There is a referral from an agency responsible for health and safety issues that is doing concurrent enforcement; and c) There appears to be more than one unlawful dwelling on a lot. Nothing in this enforcement policy should be interpreted as giving permission to violate the Hornby Island Land Use Bylaw and the Hornby Island Local Trust Committee may change this policy or give direction to expand enforcement activities at any time.

Active Projects Report

Hornby Island

1. Major Project - Hornby Island Official Community Plan and Land Use Bylaw

Review

Activity:

Topic areas of focus: First Nations, Short Term Vacation Rentals, Housing, and the Riparian Areas DPA and that the project include APC recommendations regarding the LUB referenced in the March 26, 2021 LTC meeting agenda package. Update: add consideration of steep slope area regarding heritage portion of central road to ford cove and consideration of wetland categories.

Responsible

Dates

Sonja Zupanec

Rec'd: 06-Nov-2020

Future Projects Report

Hornby Island

1. <i>OCP</i>	Responsible	Date Received
- Ford's Cove Neighbourhood and Transportation Plan - Aquifer Classification System: A review of the aquifer classification system as described in the email letter from Sadie Chezenko dated December 19, 2021 - Freshwater Sustainability: LTC project absorbed into regional project managed by RPC in 2018-2022 term		09-Sep-2022
2. <i>OCP & LUB</i>	Responsible	Date Received
- Climate Change: Address climate change through amendments of OCP policies and LUB regulations - Regional Conservation Plan: Consider amendments to the OCP and LUB that would make these documents consistent with the Regional Conservation Plan		09-Sep-2022
3. <i>Advocacy and Communications</i>	Responsible	Date Received
- Marine Protection: Ongoing participation in public education, advocacy and regional processes with respect to the marine environment and shoreline protection.		09-Sep-2022
4. <i>LUB</i>	Responsible	Date Received
Consider zoning amendments to allow chickens (but not roosters) in all zones. Consider excluding cisterns from setback regulations.		09-Sep-2022

Future Projects Report

Hornby Island

5. *Administrative*

Responsible

Date Received

- Consider the use of Covenants (enabled under S. 219 of the Land Title Act) in conjunction with rezoning applications, to reduce the direct impacts of development on Indigenous culturally sensitive areas.

20-Jan-2023

6. *Bylaw Enforcement*

Responsible

Date Received

7. *First Nations*

Responsible

Date Received

- Participate in heritage and traditional knowledge mapping with the K'omoks First Nation.
- Consider the use of covenants in conjunction with rezoning application to reduce the direct impacts of development on indigenous culturally sensitive areas.
- improve communications with K'omoks First Nation by setting up regular LTC/Chief and Council meetings to discuss a wide range of issues of mutual concern.
- Consider the development of an agreemetn similar to the qathet Regional District, City of Powell River and Tla'amin First Nation.
- Work with K'omoks First Nation to determine how they wish to be engaged, information circulated in review of development and policy plans.
- Consider inviting K'omoks representatives to attend as non voting members and Advisory Planning Commission and Local Trust Committee meetings.

05-May-2023