



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