

**MINUTES OF THE HORNBY ISLAND LOCAL TRUST COMMITTEE BUSINESS  
MEETING  
HELD AT 11:00 AM, FEBRUARY 3, 2012  
IN THE HORNBY ISLAND COMMUNITY HALL  
CENTRAL ROAD, HORNBY ISLAND, BC**

**PRESENT:** David Graham                      Chair  
                  Tony Law                              Local Trustee  
                  Alex Allen                                    Local Trustee  
                  Sonja Zupanec                              Island Planner  
                  Chris Jackson                              Regional Planning Manager  
                  Katherine Vogt                              Minute Taker

There were two members of the public in attendance.

**1. CALL TO ORDER**

Chair Graham called the meeting to order at 11:10 am and welcomed newly elected Trustee Alex Allen.

**2. APPROVAL OF AGENDA**

The agenda was adopted by consensus with the following amendment:

- Item 14 " BYLAWS " will follow item 11 " LOCAL TRUST COMMITTEE REPORTS;" then item 12 " REPORTS " will follow item 14
- Item 13.4 " Communications " will be added under 13 " NEW BUSINESS "

**3. MINUTES**

*3.1 Local Trust Committee Meeting Minutes dated October 19, 2011*

The minutes were adopted by consensus, with the following amendments:

- Page 3, item 6, second paragraph, first sentence, replace "at" with "of"
- Page 3, item 6, second paragraph, second sentence, replace "Council" with "meeting"

*3.2 Section 26 Resolutions Without Meeting Log dated January 24, 2012-*

There were no comments.

*3.3 Advisory Planning Commission Minutes - none*

4. **BUSINESS ARISING FROM MINUTES**

4.1 *Follow-up Action List dated January 24, 2012 - attached*

Planner Zupanec reviewed the follow up action list. The committee discussed the referral of Draft Bylaw No. 90 cited as "Hornby Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 144, 2011". to the Advisory Planning Commission.

HO-001-2012

It was **MOVED** and **SECONDED** that the resolution of October 19, 2011 to send Draft Bylaw No. 90 cited as "Hornby Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 144, 2011". to the Advisory Planning Commission be rescinded.

**CARRIED**

5. **CORRESPONDENCE**

*Correspondence specific to an active development application and/or project will be received by the Hornby Island Local Trust Committee when that application or project is on the agenda for consideration.*

None.

6. **TRUSTEES' REPORT**

Trustee Allen spoke about his experiences as a new Trustee.

Trustee Law reported that he had attended a Simon Fraser University invitational dialogue on The Future of Energy on Salt Spring Island which included a discussion about the BC Hydro smart meter program.

Trustee Law reported that he had been informed by the Provincial Health Officer that the BC Centre For Disease Control is doing a thorough review of health studies relating to smart meters and will be issuing a report in March, 2012

Trustee Law reported that BC. Ferries had conducted a presentation and discussion about proposed cable ferry service between Denman and Vancouver Islands. They will be holding a meeting on Denman Island to provide an update which may include information about requests for proposals and an independent review of feasibility work possibly this month.

Trustee Law reported that the Ferry Advisory Committee Chairs had received a briefing from the BC Ferry Commissioner about his report and will have a telephone meeting with him on February 7, 2012 to get further clarification and will be meeting with the Minister of Transportation and Infrastructure on February 29, 2012. The Chairs have issued a news release and have written to the Minister stating their position on the report.

Trustee Law reported that he had talked with the new provincial Project Manager for the Environmental Assessment process for the proposed Raven Underground Coal Mine. There is still work to be done to finalize the application information requirements and relevant working group members will be contacted to review outstanding issues.

**7. CHAIR'S REPORT**

Chair Graham reported that he had attended a Local Government Leadership Council in Parksville over a two and a half day period and that it was a positive experience. Also, that he had recently chaired the Gabriola and Gambier Local Trust Committee Meetings.

**8. DELEGATIONS**

None

**9. TOWN HALL MEETING**

There were two members of the public present. Fred Hunt congratulated the Local Trustees on their recent election successes.

**Fred Hunt** stated that he and Christine Hunt had come to express their concerns about delaying consideration of Bylaw No.142 and Bylaw No. 143 and that they were pleased to see these items had been added to the agenda. He summarized the process by which the Local Trust Committee had drafted the bylaws. He thought they reflected Hornby's unique situation and he hoped they would be adopted as presented.

**10. APPLICATIONS AND PERMITS**

None

**11. LOCAL TRUST COMMITTEE PROJECTS**

None

**14. BYLAWS**

*14.1 Hornby Island Local Trust Committee Bylaw No. 142 (Vacation Home Rentals) cited as "Hornby Island Official Community Plan Bylaw No. 104, 2002, Amendment No. 1, 2011." - for consideration of adoption*

Trustee Allen stated that many residents were unhappy with the final vacation home rentals bylaws due to declining tourism sales volume on

Hornby Island and the trend towards event tourism. Visitors of various workshops and retreats need a place to stay, so why limit vacation rentals to the winter months.

Trustee Law stated that he wanted to allow for greater flexibility regarding vacation home rentals by adopting Bylaw No.142; focusing on the potential for adjustment to Bylaw No. 143; and utilizing existing enforcement policy.

HO-002-2012

It was **MOVED** and **SECONDED** that the Hornby Island Local Trust Committee adopt Bylaw No.142 (Vacation Home Rentals) cited as "Hornby Island Official Community Plan Bylaw No. 104, 2002, Amendment No. 1, 2011."

**CARRIED**

- 14.2 *Hornby Island Local Trust Committee Bylaw No. 143 (Vacation Rentals) cited as "Hornby Island Land Use Bylaw No. 86, 1993, Amendment No. 1, 2011". - for consideration of adoption*

Planner Zupanec noted that if substantial changes would be made to Bylaw No. 143, that its second reading should be rescinded by the Local Trust Committee and that a new bylaw be resolved, drafted and presented to the public for consultation. Planner Zupanec expressed uncertainty as to whether the pith and substance of Bylaw No. 143 would be altered by any of the changes proposed for it in the ensuing discussion.

Chair Graham noted that a substantial amount of work by the community had already gone into Bylaw No. 143.

Trustee Law remarked that flexibility with vacation home rentals could be accommodated by bylaw enforcement policy because if a resident was not advertising, they could rent out their dwelling at any time of the year. In such a case their business would be through word of mouth rather than a commercial operation.

Trustee Allen agreed with the need for greater flexibility regarding vacation home rentals.

Regional Planning Manager Jackson suggested that the Hornby Island Local Trust Committee could adopt Bylaw No. 143 as it stood and then draft an amending bylaw to accommodate changes that would increase the bylaw's flexibility.

Trustee Allen and Trustee Law agreed that it would be better to adopt Bylaw No. 143 and then add amendments to it rather than open up the entire Bylaw No. 143 for revision.

HO-003-2012

It was **MOVED** and **SECONDED** that the Hornby Island Local Trust Committee adopt Bylaw No. 143 (Vacation Home Rentals) cited as, "Hornby Island Land Use Bylaw No. 86, 1993, Amendment No. 1, 2011".

**CARRIED**

*Chair Graham called a brief recess at 12:30 pm and reconvened at 12:35 pm.*

HO-004-2012

It was **MOVED** and **SECONDED** that the Hornby Island Trust Committee request staff to draft a bylaw to amend the Hornby Island Land Use Bylaw by:

1. deleting existing regulation 3.23.1; and
2. adding a regulation that would:
  - a) specify that vacation home rentals be allowed during any one period of not more than five consecutive months in a twelve month period and not more than five calendar months in any calendar year; and
  - b) specify that a vacation home rental may be conducted at any time of the year in a dwelling provided that an owner or tenant is occupying another legal dwelling on the property; and
  - c) add an information note for regulation 3.23.2 to provide more clarity.

**CARRIED**

HO-005-2012

It was **MOVED** and **SECONDED** that staff be requested to make the proposed amending bylaw to address vacation home rentals available for consideration of first reading by resolution without meeting, and that staff be requested to schedule a public hearing for the draft bylaw.

**CARRIED**

*Chair Graham called a brief recess at 12:54 pm and reconvened at 1:00 pm.*

HO-006-2012

It was **MOVED** and **SECONDED** that staff be requested to prepare a draft bylaw enforcement policy and communications strategy with respect to vacation home rentals for consideration by the Local Trust Committee at its next business meeting.

**CARRIED**

## 12. REPORTS

### 12.1 **Work Program Reports**

12.1.1 *Memorandum dated January 20, 2012 – attached*

12.1.2 *Top Priorities and Projects List Report dated January 24, 2012*

Planner Zupanec recommended that the Vacation Home Rentals Regulation Review be maintained as a top priority in the Hornby Island Local Trust Committee Top Priorities List and that the Official Community Plan and Land Use Bylaw Review be maintained as a second priority.

Planner Zupanec provided an update of the third priority, Riparian Areas Regulation mapping and implementation project, stating that Mimulus Consulting had been contracted in late December of 2011 to map Ford Creek and portions of the Beluah Creek watersheds. A mail-out notification and factsheet was sent out to those property owners who could be proximally affected by this watershed activity. A report was prepared in January, 2012 by the contracting company, but new funds would need to be made available for the consultant to present her report to the Hornby Trust Committee.

HO-007-2012

It was **MOVED** and **SECONDED** that the top priorities of the Hornby Island Local Trust Committee Work Program be 1. Vacation Home Rentals Regulation Review, 2. Official Community Plan and Land Use Bylaw Review and 3. Riparian Areas Regulation Mapping and Implementation.

**CARRIED**

HO-008-2012

It was **MOVED** and **SECONDED** that the Projects List for the Local Trust Committee be: 1. Development Procedures Bylaw, 2. Continuing Relationship Building with K'omoks First Nation, 3. Greenhouse Gas Emissions Reduction Communications, and 4. Communications Strategy for Revised Official Community Plan and Land Use Bylaw.

**CARRIED**

12.2 ***Application Log*** - report dated January 24, 2012

Planner Zupanec noted that the Development Permit for Hornby Island Resort Ltd. (The Thatch) was being delayed significantly due to their application for subdivision of their parking lot being unfeasible with current regulations.

Trustee Law expressed that there had recently been over a dozen requests for land subdivisions on Hornby Island.

12.3 ***Trustee and Local Expenses*** - Expenses posted to December 21, 2011

HO-009-2012

It was **MOVED** and **SECONDED** that up to five hundred dollars be utilized from the Hornby Island Local Trust Committee's Special Project Account to enable a presentation by a Mimulus consultant at the March meeting on watershed mapping in conjunction with RAR requirements.

**CARRIED**

**13. NEW BUSINESS**

*13.1 Proposed Local Trust Committee Meeting Schedule 2012*

HO-010-2012

It was **MOVED** and **SECONDED** that the Hornby Island Trust Committee adopt the proposed business meeting schedule for 2012:

- Friday March 16, 2012
- Friday April 27, 2012
- Friday June 1, 2012
- Friday July 6, 2012
- Friday September 21, 2012
- Friday October 12, 2012
- Friday November 23, 2012.

**CARRIED**

*13.2 Governance Meeting with Comox Valley Regional District Director and Hornby Island Residents and Rate Payers Association Executive - for discussion*

There was some discussion about the Hornby Island Trustees exploring ways to bring about greater youth involvement in Islands Trust issues.

*13.3 Advisory Planning Commission Orientation - for discussion*

Trustee Law expressed that he would like to find out how the Advisory Planning Commission would prefer to work so that the Hornby Island Local Trust Committee could better manage referrals to them.

Planner Zupanec noted that an orientation could be managed as a stand-alone session or coincided with an upcoming referral.

*13.4 Communications*

Trustee Law stated that he wanted to look at making better use of electronic communications between Trustees and other individuals and agencies. He noted that in the past, trustees collected their own e-mail lists but that perhaps it would be more efficient to have such information centralized as an information subscription for all trustees.

Trustee Allen expressed that many local residents do not have access to the internet and that there could be more targeted and accessible print advertising of the Local Trust Committee meeting times and dates.

Planner Zupanec suggested a sandwich board type of sign to announce upcoming Hornby Island Local Trust Committee Business Meetings, noting that there was money in the budget to commission such a sign. Alternately, residents could go to the Hornby Web Page on the Islands Trust website for the latest information. This website provides a subscription service to the Hornby Web Page, and that web page provides a section for the Trustees' Report, so it was up to users of the service to seek the information available.

**HO-011-2012**

It was **MOVED** and **SECONDED** that staff be directed to post reports prepared by the Hornby Island Local Trustees following each meeting under latest news on the Hornby Island Local Trust Committee Webpage.

**CARRIED**

**HO-012-2012**

It was **MOVED** and **SECONDED** that up to two hundred dollars be utilized from the Hornby Island Local Trust Committee Miscellaneous Account for the creation of a sandwich board to advertise meetings.

**CARRIED**

**15. ISLANDS TRUST WEBSITE**

*15.1 Hornby Page*

Planner Zupanec stated that a revamped Islands Trust Website should be completed by March, 2012.

**16. NEXT BUSINESS MEETING DATE**

The next business meeting date for the Hornby Island Local Trust Committee will be on Friday, March 16, 2012 at 12:30 PM at New Horizons, 1765 Sollans Road, Hornby Island, BC.

**17. ADJOURNMENT**

The Local Trust Committee adjourned the meeting by consensus at 2:26 pm.

\_\_\_\_\_  
Recorder

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Chair