ADOPTED

MINUTES OF THE HORNBY ISLAND LOCAL TRUST COMMITTEE
BUSINESS MEETING
WEDNESDAY, APRIL 27, 2011 AT 12:15 PM
IN THE HORNBY ISLAND COMMUNITY HALL
CENTRAL ROAD, HORNBY ISLAND, BC

PRESENT:	Louise Bell	Chair
	Fred Hunt	Local Trustee
	Tony Law	Local Trustee
	Brodie Porter	Island Planner
	Sonja Zupanec	Island Planner
	Vicky Bockman	Minute Taker

There were thirty-one (31) members of the public in attendance.

1. CALL TO ORDER

Chair Bell called the meeting to order at 12:25 pm. She introduced the Local Trustees, Island Planners, and Minute Taker and acknowledged that this meeting is being held in the traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The agenda was adopted by consensus, with the following amendments:

- Add Item 13.6: Memorandum from Nuala Murphy regarding Information Item for Proposed NAPTEP Covenant on the Howard Property
- Add Item 13.7: Memorandum from Nuala Murphy regarding Information Item for Proposed NAPTEP Covenant on the Tsurumi Property

3. MINUTES

3.1 Local Trust Committee Meeting Minutes dated March 23, 2011

The minutes were adopted by consensus with the following amendments:

1. Page 3, Line 3: Change text from “Nicky” to “Nicki”
2. Page 5, Item 6, Paragraph 2: Change text from “Trustee Hunt said he met with” to “Trustee Hunt said he attended a community meeting March 18 with speaker John Snyder…”
3. Page 9, Paragraph 6, Line 4: Change text from “concerns of the public however acknowledged…” to “concerns of the public. However he acknowledged…”
4. Page 9, Paragraph 6, Line 6: Change text from “Trustee Hunt stated he

prefers to address the questions and issues through the…" to "Trustee Hunt stated it appeared the questions and issues could be addressed through the…"

3.2 Local Trust Committee Special Meeting Minutes dated March 29, 2011

The minutes were adopted by consensus.

3.3 Local Trust Committee Community Information Meeting Notes dated April 2, 2011

The minutes were adopted by consensus with the following amendments:

1. Page 3, Paragraph 9: Change text from "Kopasky" to "Kopansky"
2. Page 7, Paragraph 4: Change text from "being suggested is a not an usual" to "being suggested is a not uncommon…"
3. Page 8, Item 2.2, Paragraph 2: Insert a New Paragraph: "He stated that the provincial government…"
4. Page 8, Item 2.2, Paragraph 2, Line 4: Change text from "has required" to "had required"
5. Page 8, Item 2.2, Paragraph 2, Line 5: Change text from "after community consultation the resulting draft includes a change to the prior amendment to the OCP on that topic." to "after community consultation in the Fall of 2009 amendments to the current OCP on the topic of climate change were adopted."
6. Page 9, Section I, Line 1: Change text from "Comox First Nations'" to "K'omoks First Nations"
7. Page 11, Paragraph 9, Line 2: Change text from "depth of the bay" to "length of the bay"
8. Page 16, Paragraph 11, Line 6: Change text from "the process." to "their process."

3.4 Local Trust Committee Community Information Meeting Notes dated April 4, 2011

The minutes were adopted by consensus with the following amendments:

1. Page 2, line 4: Change text from "on Hornby and were actually required to maintain the status quo." to "on Hornby and that advertising and third party management were required in order to maintain the status quo."
2. Page 2, Paragraph 5: Change text from "who want to have a short-term…" to "who want to have a legal short-term…"
3. Page 3, Paragraph 3: Change text from "John Gallard" to "John Gellard"
4. Page 3, Paragraph 8, Line 5: Change text from "prosperities" to "properties"
5. Page 3, Paragraph 9, Line 2: Change text from "could apply for two, three year Temporary Use Permits and one year renewal-is this

correct?" to "could apply for a three year Temporary Use Permit, renewable for another three years. On expiry of that permit, the owner could apply again, and so forth."

6. Page 4, Paragraph 7: Change text from "Miriam Olverick" to "Miriam Ulrych"
7. Page 5, Paragraph 2: Change text from "Ovi Dohlm" to "Avi Dolgin"
8. Page 5, Paragraph 3, Line 3: Change text from "land planning" to "land use"
9. Page 5, Paragraph 5, Lines 1 and 5: Change text from "Miriam Olverick" to "Miriam Ulrych"
10. Page 6, Paragraph 1, Line 3: Change text from "bylaw infraction" to "bylaw enforcement investigation"
11. Page 6, Paragraph 4: Change text from "Sarah Dipcot" to "Sarah Didcott"
12. Page 6, Paragraph 9 and page 7, paragraph 7: Change text from "Mike Tarbottom" to "Mike Tarbotton"
13. Page 6, Paragraph 11: Change text from "Ovi Dohlm" to "Avi Dolgin"
14. Page 7, Paragraph 6: Change text from "Lee Farrell" to "Leagh Farrell"
15. Page 8, Paragraph 1, line 3: Change text from "all enforcement is done on a complaint basis only" to "enforcement is commonly done on a complaint basis only"
16. Page 9, Paragraph 2: Change text from "Sara Dimcot" to Sarah Dipcot"
17. Page 10, Last Paragraph, Line 3: Change text from "reports show the water table on Hornby is slow getting lower…" to "reports show that the test wells in the Sandpiper and Whaler Station Bay areas are slowly getting lower…"

3.5 Local Trust Committee Community Information Meeting Notes dated April 6, 2011

The minutes were adopted by consensus with the following amendments:

1. Page 1, Item 2, Paragraph 3: Change text from "Trustee Hunt stated a general acceptance with the idea of an enforcement policy and stated that the trigger of advertisements has brought about the proposal…" to "Trustee Hunt stated there initially appeared to be acceptance of the idea of an enforcement policy but opposition to the triggers of advertising and third party management had brought about the proposal…"
2. Page 2, Paragraph 4, line 2: Change text from "that once enforcements defined as a trigger then option three would come into play." to "that once the enforcement triggers are defined then option three would come into play."
3. Page 3, Last Line: Change text from "A member of the public agreed…" to "Brian Smith agreed…"
4. Page 4, Line 1: Change the text from "Kathy" to "Katherine Ronan"

5. Page 4, Paragraph 3: Change the text from ”Kathy” to “Katherine Ronan”
6. Page 5, Paragraph 5, Line 4: Change the text from “He adding…” to “He added…”
7. Page 5, Paragraph 5, Line 5: Change the text from “the island is owned by the absent owners.” to “the majority of properties are owned by absent owners.”
8. Page 7, Paragraph 3: Change text from “Brian” to “Brian Smith”

3.6 Section 26 Resolutions Without Meeting Log Dated April 18, 2011

Planner Porter presented the Section 26 Resolutions Without Meeting Log Dated April 18, 2011 and provided updates to the report.

Chair Bell advised that the resolution date of Resolution No. 2011-05 should be corrected from March 28, 2011 to March 27, 2011.

3.7 Advisory Planning Commission Minutes

None

4. BUSINESS ARISING FROM MINUTES

4.1 Follow-up Action List Dated April 18, 2011

Planner Porter presented the Follow-up Action List dated April 18, 2011 and provided activity updates.

Planner Porter reported that staff continue to prepare for the meeting with the K’omoks First Nation. Discussion followed and it was agreed that determining a date for the meeting should be a priority.

Trustee Law advised that there is funding available on a one-time-only basis to assist with community meetings and stated that while Hornby has already received this funding, Denman Island Local Trust Committee may consider completing an application to assist with meeting costs. Chair Bell replied that she will discuss this with Planner Campbell.

The budget and timing for the Greenhouse Gas Emissions and Reduction pamphlet was discussed.

5. CORRESPONDENCE

None.

6. TRUSTEES' REPORT

Trustee Hunt reported that since the last regular Local Trust Committee Business Meeting, Community Information Meetings were held and approximately 130 people attended. He stated that he found these meetings to be informative and useful and he thanked everyone for their attendance and engagement with the process. Trustee Hunt also said that he participated in an open house event sponsored by the Hornby Island Residents' and Ratepayers' Association with the theme of "How the Island Works". He stated that this was an opportunity for various organizations, including the Local Trustees, to interface with the public and for the community to learn more about what the groups were doing.

Trustee Law reported that a meeting of the task force of the Union of British Columbia Municipalities with the Minister of Transportation and Infrastructure, Blair Lekstrom, was rescheduled. As a member of the task force, he attended a pre-meeting with various delegations to discuss taking action on ferry fares which he said was useful as preparation for the future meeting. He said the Chairs of the Ferry Advisory Committees have also requested a meeting with the Minister.

Trustee Law stated that he attended a telephone meeting of the Ferry Advisory Committee last week. He provided an update on BC Ferries route brochure changes. He said that the Hornby ferry service disruption for dock work proposed for October and plans for community consultation on transportation arrangement issues continue to be discussed.

Trustee Law reported that as a Local Government Representative for the working group for the environmental assessment of the Raven Coal Mine, he has been corresponding with the British Columbia Environmental Assessment Office on the Public Meeting process. He said that he is encouraging a daytime Public Meeting on Denman Island so that Hornby Islanders can attend. He also said that he has been active in the Comox Valley Regional District (CVRD) Housing and Homelessness Standing Committee. The Committee has been providing advice to the CVRD on the issue, setting up a task force to coordinate planning and development of housing solutions, and researching opportunities to pursue.

7. CHAIR'S REPORT

Chair Bell reported on activities of the Executive Committee noting that the Chair and Vice-Chair attended the Association of Vancouver Island and Coastal Communities annual convention and that work on the Derelict Vessel Program is progressing. She said that the Executive Committee is overseeing the final draft of the Gas Tax Fund application for a grant to be used to undertake a review of the Islands Trust Council's Policy Statement. Chair Bell stated that the Executive Committee has reviewed a draft of the Islands Trust Communications Plan for 2011-2011 and has met twice since the last regular business meeting of the Hornby Island Local Trust Committee on March 20, 2011. She provided a summary of the meetings and the six bylaws

which were presented for consideration at the April 19, 2011 meeting.

8. DELEGATIONS

None

9. TOWN HALL SESSION

Chair Bell explained that this is the opportunity for those present at today's meeting to comment on topics that will be addressed on the agenda or anything relating to the Islands Trust. She said that it will be the only opportunity during the meeting to address the Trustees.

Jim Saks asked if the bylaws for the pub would be discussed today.

Chair Bell affirmed that this will be discussed.

Derek Ward said he had reviewed the Staff Report on the proposed Costello development variance permit application and stated that he is against this variance.

Chair Bell advised that when considering development variance permits the Local Trust Committee is deliberating on the use of the land not the applicant. She requested that the audience restrict their remarks to the use of the land and proposed variance not the character of the applicants.

Mike Tarbotton asked if there is a non-conforming building on the remainder lot of the Costello proposed subdivision. He stated he might be amenable to the proposed subdivision if the large and possibly non-conforming building on remainder lot 7 were to be removed.

Chair Bell advised that the configuration of the lot is being considered with this application as opposed to the building.

Trustee Law commented that the question of the building is not relevant to the item under consideration. However to provide clarification he stated that he understands the building is legal and conforming.

Elspeth Armstrong asked when the draft Official Community Plan and Land Use Bylaw amendments proposed on April 20, 2011 regarding short term vacation rentals would be submitted to the public.

Planner Porter responded that a Special Meeting date is being planned for on or about May 11, 2011.

Elspeth Armstrong asked if all property owners and residents will be notified of the

meeting concerning the draft amendments so they are aware of it and can attend or submit written comments.

Planner Porter responded that the draft amendments will be presented to the Local Trust Committee at the proposed meeting of May 11, 2011 for consideration and staff will recommend a Community Information Meeting subsequent to that meeting so the public can attend and comment.

Chair Bell added that the Islands Trust website subscriber service is a very good, efficient and cost effective option for the public to keep informed of meetings and encouraged participation in that service.

Elspeth Armstrong recommended notification of the meeting be mailed to all property owners and that it include the suggestion that the website can provide more information.

Karen Ross expressed her appreciation to the Local Trust Committee for the work it is doing on the vacation home rental issue and thanked them for the progress and for listening to the community's concerns.

Trustee Law said that he is aware that this is a very difficult issue for every community in the Islands Trust area and the participation of the Hornby community on this topic has been very much appreciated.

Cathie Howard asked the Local Trust Committee to vote against the Development Variance Permit Application HO-DVP-2011.2 (Costello) until more is known about the effect on the fragile land, water, and impact on neighbours.

John Howard said he wants the intended use of the property to be examined prior to consideration of the Development Variance Permit Application HO-DVP-2011.2 (Costello).

Chair Bell advised that this application is not addressing land use, however she asked Planner Porter to discuss land use and how it relates to the application on agenda item 10.3.

Elspeth Armstrong said that the permissible dates proposed for vacation home rentals should not be restricted to the calendar period of May through September and asked the Local Trust Committee to reconsider as many people take holidays year-round. She also said that setting the minimum and maximum number of days at 7 or 30 may be too restrictive.

Carol Quin asked if it would be possible to have the relative named in the covenant as a consideration of subdivision under section 946.

Planner Zupanec stated that the name of the relative is not publicly available but the Ministry of Transportation and Infrastructure who are the approving authority for

subdivisions, may have requested or have this information from the applicant.

Trustee Law stated he understands that there is currently no requirement to make sure that the intent of the legislation is carried through. He said that the Union of British Columbia Municipalities has made a resolution to the Province for amendment to Section 946 of the Local Government Act to clarify the intent, to require proof of relationship, and to require recording of the name at the time of subdivision registration.

10. APPLICATIONS AND PERMITS

10.1 HO-RZ-2009.2 Hornby Island Resort Ltd.- Staff Report dated April 26, 2011

Planner Porter summarized the Staff Report regarding the rezoning application for Hornby Island Resort Ltd. He outlined the status of the proposal, some of the issues that have arisen and provided options for next steps. He explained that the Local Trust Committee has resolved to receive any new information that is available regarding proposed Bylaw 141 amendment to the Land Use Bylaw post public hearing. He said that as a consequence, the Local Trust Committee will have to decide whether proposed Bylaw 141 will have to be presented at another public hearing.

Trustee Law requested clarification of the existing covenant regarding offsite parking. Discussion followed regarding the existing covenant on parking, the lease requirement, and the potential impact on the applicant's ability to operate a dining facility. Planner Porter clarified that the terms of the covenant would continue to apply even if Bylaw 141 was adopted.

Trustee Hunt asked if the rezoning would remain in place if the rezoning application were granted and the development permit was subsequently declined. Planner Porter confirmed that the rezoning would stand.

John Ross, the applicant, stated he has addressed the concerns that have been expressed. He said that a possible solution to the lack of off site parking and associated downsizing of the pub would be to allow a reconfigured plan for on site parking at the commercial requirement of one vehicle per accommodation. This would support a pub capacity of 60 seats. He stated that since this is the original capacity proposed he does not see the need for a setback to the process. He said he would like to know what the new information was that influenced the Local Trust Committee member and would like the Committee to consider allowing the on site parking solution just proposed.

Planner Porter explained the principal of receiving additional information post public hearing and said that since a Trustee had been influenced by new information, case law requires proper process.

John Ross expressed his concerns regarding timelines and stated that the proposal presented at an additional public hearing would be the same as that already presented.

Trustee Law said he understands the concerns however he stated he had heard new information that influenced his thinking and was obligated to continue the process for clarification.

Jim Saks stated that it was his understanding that based on Bylaw 141 a smaller version of the pub than presented previously could be built or not built at all. He said that if the pub were sized as originally intended, a second public hearing would not be required. He offered to work with the applicant to sell the real estate for the off site parking.

Planner Porter advised that if dialogue between those parties produced information about parking and the size of the pub a public hearing may still be necessary to ensure the public has the opportunity to comment.

Trustee Law explored an alternative solution involving fine tuning the Land Use Bylaw to keep it in line with the Official Community Plan, thereby possibly avoiding the need for a public hearing. It was determined that this approach would only save a marginal amount of time in the process.

Trustee Law said that the public came to the public hearing and were supportive because they believed the proposal would save the pub. He said that the intent of the community was a willingness to accept increased density in order to secure a valuable community facility. He said the community does not feel that a pub with a smaller capacity would provide the same community amenity as the current capacity. He stated it is important to have safeguards in place so that community expectations are realized.

Discussion followed regarding possible approaches to reflect the community intentions involving accessory use and pub capacity. Planner Porter advised that size criteria can be identified in the Land Use Bylaw. The options, implications, process and timeline required to move forward with that approach were considered.

Trustee Law stated that he would like to move forward on this issue in a timely manner. He said that a public hearing may not be necessary given the current consideration of an approach that is not raising any new information and provides assurances of the community's intent in this matter.

The Chair recessed the meeting at 2:26 pm. The meeting was reconvened by the Chair at 2:36 pm.

HO-021-2011 It was **MOVED** and **SECONDED** that the Hornby Island Local Trust Committee request staff to discuss possible amendments to proposed Bylaw 141 with the applicant for rezoning of the Hornby Island Resort and, if agreement is reached, to draft amendments that would:

- specify that residential and commercial occupancy is secondary to pub use, and
- specify the capacity of a pub that is in line with what was originally stated in the development proposal) and to bring this matter forward for Local Trust Committee consideration as early as possible.

CARRIED

Trustee Law expressed his hope that this resolution will facilitate a means for the applicant to work with the community.

10.1.2 Proposed Bylaw No. 141 cited as "Hornby Island Land Use Bylaw No. 86, 1993, Amendment No. 1, 2010

This was discussed previously.

10.2 HO-DVP-2011.1 (Wai and Van Gelder) - Staff Report Dated April 7, 2011

Planner Zupanec summarized the Staff Report and reported that no correspondence has been received on the application to date. There was discussion on the existing shared driveway agreement and Planner Zupanec confirmed that the Ministry of Transportation and Infrastructure has requested confirmation of shared access..

Dale Devost spoke as the representative of the applicants stating this variance is a technical requirement.

HO-022-2011 It was **MOVED** and **SECONDED** that the Hornby Island Local Trust Committee issue Development Variance Permit HO-DVP-2011.1

CARRIED

Trustee Law stated that this arrangement does limit further development and is in line with how the Local Trust Committee thought subdivisions would happen.

Chair Bell stated she did not think the configuration could have been changed to avoid the development variance permit and does not see that this will impact the use of the land in any way.

Trustee Law added that Section 3.12 of the Land Use Bylaw (lot proportions) may need to be reviewed to determine if this regulation is of value and if it

should be retained.

10.3 HO-DVP-2011.2 (Costello) - Staff Report Dated April 7, 2011

Planner Zupanec presented the Staff Report dated April 7, 2011 and summarized the proposed development variance permit application which is a section 946 covenant subdivision. She included a compilation of correspondence received over the past five days on this application request and explained that some of the correspondence received described some of the concerns related to other land use issues on that property. She stated that the use of the property is residential and there is a home occupation being conducted on the property. She advised that the purpose of the permit application is to relax the lot proportions on Remainder Lot 7 as required by Section 3.12 of the Hornby Island Land Use Bylaw and to waive the10% lot frontage of Remainder Lot 7 as required under the Local Government Act.

There was discussion regarding purpose of the 10% frontage requirement. The option of delegating the Local Trust Committee's authority on the frontage requirement to the Ministry of Transportation and Infrastructure was considered and the concerns with that approach were identified.

Trustee Hunt inquired if the Local Trust Committee is permitted to request information on identity of the family relation that this subdivision is intended to accommodate.

Planner Zupanec replied that the information regarding the relation has not been provided however the Local Trust Committee can request that information from the applicant.

Trustee Hunt requested clarification of the Ministry of Transportation and Infrastructure's request that the applicant provide written confirmation stating that physical access to the proposed Remainder Lot 7 is via the Anderson Drive panhandle, unless a suitable reciprocal easement is registered.

Planner Zupanec explained that a reciprocal easement would allow right-of-way to use the existing driveway on proposed Lot 1.

Trustee Hunt inquired where the proposed micro-distillery would be located and if this is a consideration for the development variance permit application.

Planner Zupanec responded that the home occupation activity is not a part of the development variance permit application and as long as the operator meets the home occupation regulations, the discussion to expand operations would be

between the applicant and the approval authorities outside of the Local Trust Committee.

John Grayson expressed his appreciation for the thoroughness of the Local Trust Committee in consideration of this development variance permit application. He said that there is already an established driveway into Remainder Lot 7 and there will be a registered easement agreement completed. He stated that the applicant has no interest in developing road access through St. John Point Road and that things will remain as they are. He also reported that the relative being accommodated through the section 946 covenant is Joan Costello's mother-in-law.

Chair Bell noted that the proponent indicated the intention to undertake an easement so that proposed Lot 1 would be the access point for the proposed Remainder Lot 7. She said the Local Trust Committee would like assurance that this will happen. Discussion followed on possible approaches and associated difficulties.

HO-023-2011 It was **MOVED** and **SECONDED** that the Hornby Island Local Trust Committee issue HO-DVP-2011.2.

CARRIED

Trustee Law stated that since the intent of the permit is to address lot length/width ratio then he does not see a problem. He noted that the concerns which have been raised are not relevant to the matter under consideration.

Trustee Hunt reflected on the recent correspondence and noted that approximately 12 were in favour and 15 or 16 were opposed based on safety, traffic, land use, and history of owners. He stated he understands those concerns can not be considered as relevant to this discussion.

Chair Bell agreed that concerns expressed in the written correspondence did not address the configuration of the lots.

Trustee Hunt added that the intention of the bylaw is to avoid long, narrow lot proportions and while this is far less than the requirement it does not create a long, thin lot.

Planner Zupanec stated for the members of the audience that comments and concerns regarding safety issues resulting from this proposed lot subdivision should also be directed to the Ministry of Transportation and Infrastructure as that agency, as the approving office, has the responsibility to respond to public

safety issues and concerns regarding accessing those new lots.

HO-024-2011 It was **MOVED** and **SECONDED** that the Hornby Island Local Trust Committee authorize staff to initiate cost recovery with the applicant for the preparation and review of a section 946 covenant.

CARRIED

HO-025-2011 It was **MOVED** and **SECONDED** that the Hornby Island Local Trust Committee grant a frontage waiver under section 944 of the Local Government Act to approve the proposed lot frontage of Proposed Remainder Lot 7.

CARRIED

Trustee Law stated that he had been concerned with access to the Proposed Remainder Lot 7 however was satisfied with the applicant's response.

Trustee Hunt expressed his reluctance to grant the frontage waiver when ultimate approval authority for the subdivision rests with the Ministry of Transportation and Infrastructure. He said he would like more information.

Planner Porter explained that this provision has been in the Local Government Act for many years and the Ministry of Transportation and Infrastructure is responsible for approval of the subdivision, with safety being a consideration. It is traditional for the Local Trust Committees to consider the waiver requests.

Trustee Law asked if staff is generally made aware of any concerns that the Ministry of Transportation and Infrastructure may have on applications such as this. Planner Zupanec stated that staff has been provided with copies of correspondence to the applicant from the Ministry of Transportation and Infrastructure as it reviewed the subdivision request, and there were no concerns raised.

The Chair recessed the meeting at 3:45 pm. The meeting was reconvened by the Chair at 3:50 pm.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 HO-OCP-2009.2 Vacation Home Rentals

Planner Porter reported that all correspondence regarding vacation home rentals received through April 18, 2011 was compiled and included in this agenda. He stated that at the April 20, 2011 Local Trust Committee meeting staff was requested to work on preparation of draft Official Community Plan and Land Use Bylaw amendments to allow vacation home rentals as a permitted use in residential zones and to consider bylaw enforcement policies. Planner Porter presented the overall timeline and possibilities of process and community consultation. Possible dates for upcoming meetings were discussed.

Compliance of the proposed draft amendments with the Trust Policy Statement and possible steps to take to address this issue were discussed. Chair Bell advised that if a Local Trust Committee has a bylaw that is possibly at variance with or contrary to the Trust Policy Statement, viable justifications for that variance are required to be a part of the proposed bylaw. She suggested that this work be considered at the May 11th meeting.

11.1.1 Compilation of Correspondence to April 18, 2011

Received.

11.2 HO-OCP-2009.1 - Draft Official Community Plan

There was a discussion of the Local Trust Committee work program and whether it would be desirable to identify and pursue updating some critical issues in the Draft Official Community Plan in the remainder of this term. The Local Trust Committee agreed it might be possible to address some particular issues that have some urgency and community support.

11.2.1 Compilation of Correspondence from March 18 to April 18, 2011

Chair Bell requested this correspondence be referenced again at the June 1, 2011 meeting.

11.3 HO-LUB-2011.1 - Land Use Bylaw Review

This item was deferred to a future agenda.

12. REPORTS

12.1 Strategic Plan for Local Trust Committees (Updated April 4, 2011)

Chair Bell stated that this report is now being presented quarterly. She reported that changes that have been made to the Islands Trust Council Strategic Plan are reflected in this version of the report.

12.2 Work Program Reports Top Priorities Report and Projects List Report Dated April 18, 2011

Planner Porter suggested the Local Trust Committee give consideration to identifying #1 Vacation Home Rentals as the key priority for the remainder of this term and modify #2 to give staff direction to work on draft documents, perhaps with the assistance of the Advisory Policy Commission, for presentation at the start of next term.

Potential referrals to the Advisory Planning Commission were proposed for the June 1, 2011 business meeting.

12.3 Applications Log - Report Dated April 18, 2011

Planner Porter presented the Applications Log. In response to a request for an update on HO-SUB-2010.9, he stated he would research this application and report back to the Committee.

12.4 Trustee and Local Expenses

12.4.1 Expenses Posted to February 23, 2011

Received.

12.4.2 Expenses Posted to March 22, 2011

The Local Trust Committee discussed the fiscal 2011/2012 budget and it was agreed to keep the same budget for the upcoming year. Planner Porter stated he would confirm this with the Finance Officer.

The Local Trust Committee requested staff to confer with the Director of Local Planning Services regarding the changes in the timeline for the Hornby Official Community Plan/Land Use Bylaw review and the consequent budget implications.

13. NEW BUSINESS

13.1 Letter dated March 3, 2011 to Hornby Local Trust Committee from Sheila Malcolmson, Chair of Islands Trust Council Regarding Food Security in the Islands Trust Area and Report

Chair Bell stated she would like a discussion including comments and ideas from the Local Trustees on this item at the next regularly scheduled Local Trust

Committee business meeting.

13.2 Annual Meeting with Ministry of Transportation and Infrastructure and Emcon Services

Trustee Hunt provided an update on efforts to schedule a meeting with the District Manager to discuss items of interest and concerns about roads.

13.3 Climate Change Communications

The status of the climate change brochure was discussed. Planner Porter suggested that if the Local Trust Committee is considering modifying the Official Community Plan/Land Use Bylaw review for next term, perhaps Riparian Area Regulations should be given consideration at that time. Chair Bell commented that this is a good reminder as there will be a desire to complete the Riparian Area Regulations next term.

13.4 Trust Council Request to Local Trust committees and Bowen Island Municipality - Working Sheet for Regional Conservation Plan Goals

Chair Bell gave an overview of this document stating the basis for the plan is the threat to biodiversity and opportunities for protection. She stated that the matter might best be deferred to next term in order to explore and clarify the objectives and process involved and perhaps to get advice from Trust Fund staff. She stated that it would be useful to determine if it affects the Official Community Plan early in the process.

13.5 Comox Valley Regional District and Islands Trust Protocol Agreement Staff Memorandum Dated April 15, 2011

The Staff Memorandum was received.

HO-026-2011 It was **MOVED** and **SECONDED** that the Hornby Island Local Trust Committee approve the proposed Protocol Agreement between the Comox Valley Regional District Board and the Hornby Island and Denman Island Local Trust Committees and refer it to the Executive Committee for approval.

CARRIED

13.6 Memorandum from Nuala Murphy regarding Information Item for NAPTEP Covenant on the Howard Property *Proposed*

Received.

13.7 Memorandum from Nuala Murphy regarding Information Item for NAPTEP Covenant on the Tsurumi Property *Proposed*

Received.

14. BYLAWS

None.

15. ISLANDS TRUST WEBSITE

15.1 Hornby Page

Trustee Hunt asked for an update on when the MapIT program would be on the website. Chair Bell responded that the implementation on the website has been delayed.

The following changes to the website were requested:

- Remove HO-DVP-2009.1 and HO-DP-2010 (Fredbeck) from Applications
- Remove Draft Hornby Island Local Trust Area ecosystem maps and feedback form from Ecosystem Mapping and create a link for the final version.

16. NEXT BUSINESS MEETING DATE

The next Local Trust Committee regular business meeting will take place on Wednesday, June 1, 2011 at 12:15 pm in the New Horizons, 1765 Sollans Road, Hornby Island, British Columbia.

A Special Meeting of the Local Trust Committee will take place on May 11, 2011 with time and venue to be determined.

17. ADJOURNMENT

Chair Bell adjourned the meeting at 5:03 pm.

_____ _____

Minute Taker Chair