



**Hornby Island
Local Trust Committee
Minutes of a Regular Meeting**

Date of Meeting: Friday, November 22, 2013

Location: Room to Grow
2100 Sollans Road, Hornby Island, BC

Members Present: David Graham, Chair
Alex Allen, Local Trustee
Tony Law, Local Trustee

Staff Present: Rob Milne, Island Planner
Vicky Bockman, Recorder

Media and Others Present: Approximately one (1) member of the public-am
Approximately three (3) members of the public-pm

1. CALL TO ORDER

Chair Graham called the meeting to order at 11:30 am. He acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 13.4 Animal Control
- 13.5 Planned Changes to Ferry Service
- 13.6 Riparian Areas Assessment
- 17. Closed Meeting
- 18. Recall to Order

By general consent the agenda was approved, as amended.

3. MINUTES

3.1 Local Trust Committee Meeting Minutes of September 13, 2013

The following amendment to the minutes was presented for consideration:

- Page 6, item 13.3, last line: add after website “and the First Edition.”

ADOPTED

By general consent the Local Trust Committee meeting minutes of September 13, 2013 were adopted, as amended.

HO-042-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to review the September, 2014 meeting date and to bring back suggestions for alternate dates.

CARRIED

3.2 Local Trust Committee Special Meeting Minutes of October 27, 2013

The following amendments to the minutes were presented for consideration:

- Page 4; second, fourth and eleventh paragraphs: change “Bevens” to “Bevan”.

By general consent the Local Trust Committee Special Meeting minutes of October 27, 2013 were adopted, as amended.

3.3 Section 26 Resolutions Without Meeting Log dated November 13, 2013

The Section 26 Resolutions Without Meeting Log dated November 13, 2013 was received.

3.4 Hornby Island Advisory Planning Commission Minutes – None.

4. BUSINESS ARISING FROM MINUTES

4.1 Follow-up Action List dated November 13, 2013

Planner Milne reviewed and provided updates to the Follow-up Action List dated November 13, 2013.

4.2 Hornby Island Bylaw Enforcement Policy for Accessory Building Rentals

4.2.1 Staff Report dated October 28, 2013

Planner Milne presented the staff report, advising that the Land Use Bylaw does not address rental of an accessory building to a person or persons who are not conducting a home occupation or carrying out an activity for monetary gain. He suggested that this issue could be highlighted for discussion in the current Official Community Plan and Land Use Bylaw review process.

Trustees indicated that the practice of accessory building rentals is a common and accepted practice for many in the community that does not create additional land impacts, and supported a review of the process in the future with consideration of this issue as a low priority for bylaw enforcement at this time.

HO-043-2013

It was MOVED and SECONDED,

1. that whereas the Land Use Bylaw and Official Community Plan for the Hornby Island Local Trust area are currently undergoing a community review process which amongst other items includes a review of home occupation AND THAT whereas neither document addresses the rental of accessory buildings for non-commercial use, it is resolved that enforcement actions related to the rental of accessory buildings shall be considered to be a low priority;
2. that nothing in this enforcement policy should be interpreted as giving permission to any party to violate the Land Use Bylaw and the Hornby Island Trust Committee may change this policy at any time and may give direction to commence enforcement activities without notice; and
3. that unless the Hornby Island Local Trust Committee extends the effective period on this enforcement policy it expires on September 30, 2014 or when the Land Use Bylaw and Official Community Plan review is complete, whichever is the sooner.

CARRIED

5. CORRESPONDENCE – None.

6. TRUSTEES' REPORT

Trustee Allen commented briefly that he appreciated Planner Milne's presentation at the recent Community Information Meeting, and in particular, the suggestion that the use of Temporary Use Permits for detached units would allow the community to test and assess the program. He reported that other meetings he attended included a Trust Programs Committee meeting and a Building Housing Solutions Together forum in Courtenay.

Trustee Law reported on a meeting he attended with the RCMP which focused on topics of communications, consistency and community-based policing. He commented on Ferry Advisory Committee (FAC) matters, noting that he had agreed to continue as Chair for another year. He advised that the FAC has written a letter to the Board of BC Ferries, suggesting a thorough review of the cable ferry project. He reported that the FAC Chairs attended a briefing on the BC Coastal Ferries Consultation & Engagement Process and that there has been significant media interest in ferry matters, allowing him the opportunity to participate in interviews and speak to the issues.

7. CHAIR'S REPORT

Chair Graham reported that the Executive Committee has finalized the content of the next Trust Council meeting which will be held in Victoria. He noted that after much consideration and with the intent to be as fiscally responsible as possible while continuing to do the work of preserving and protecting the islands, the Financial Planning Committee will be presenting, at that meeting, the 2014/2015 draft budget with a tax increase of less than one percent. He commented briefly that the proposed Raven Coal Mine is on hold, noting that

the proponent's application for environmental assessment certificate was rejected due to inadequate information.

Trustee Graham reported that constituents on Denman Island are opposed to BC Ferry's proposed service changes and that he has requested that they send him personal statements of anticipated impacts on jobs, education, health, family responsibilities or other concerns that he will incorporate into a submission to present to the Denman Island Local Trust Committee for consideration of endorsement.

8. DELEGATIONS – None.

9. TOWN HALL SESSION

Dianne Chuoke requested clarification of the process for application for detached units as proposed in the recent Community Information Meeting. She expressed support for the Temporary Use Permit strategy, observing that approval would be on a case-by-case basis and any individual in the Syzygy Cooperative Community who wished could apply. She noted that she found the affordability clause in the Temporary Use Permit for detached units to be confusing.

Trustee Law responded that as proposed in the draft Official Community Plan, a detached unit would require an application for a Temporary Use Permit which would be for a site-specific permit, explaining that this would be less expensive than a rezoning application and would provide a mechanism to evaluate the approach. He added that the Local Trust Committee's Projects List contains a project for the future that would examine residential density in depth to evaluate how these tools are working and what else might be proposed as a workable solution. He noted that the Temporary Use Permit would provide intent to keep the units affordable and would offer a degree of accountability with the ability to not renew if the use is not appropriate.

10. APPLICATIONS AND PERMITS

10.1 HO-DVP-2013.2 (4115 Roburn Road – Heinegg and Chalfin)

Planner Milne reported that the Development Variance Permit to facilitate a proposed subdivision will be rescheduled at the applicant's request.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 HO-OCP-2009.1 (Official Community Plan/Land Use Bylaw Review)

11.1.1 Staff Report dated November 13, 2013 regarding Summary of October 27, 2013 Community Information Meeting

Planner Milne commented on proposed policy changes based on feedback from the community. He advised that he would recommend referring the draft

Official Community Plan and Land Use Bylaw to the Advisory Planning Commission at this stage.

Trustees noted that the Advisory Planning Commission has already completed a detailed review of a prior draft of the Official Community Plan (OCP) and suggested that the review of the OCP be limited to changes that have occurred since their previous review.

HO-044-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee refer the draft Land Use Bylaw and associated schedules to the Advisory Planning Commission for their review and comment and refer the draft Official Community Plan and associated schedules for any comments arising from changes made from the previous draft.

CARRIED

12. REPORTS

12.1 Work Program

12.1.1 Top Priorities and Projects List Report dated November 13, 2013

Planner Milne reviewed the Top Priorities and Projects List dated November 13, 2013 and provided updates.

By general consent item 13.6 was moved to follow item 12.1.1.

13.6 Riparian Areas Assessment

Trustee Law advised that he had received an email from Bernhard Weiss dated November 22, 2013 concerning the Riparian Areas Assessment and solicited input as to how to respond.

Planner Milne indicated that he had received the email and there was discussion regarding the response that he would provide.

12.2 Applications Log

12.2.1 Report dated November 13, 2013

The reported dated November 13, 2013 was reviewed.

12.3 Trustee and Local Expenses

12.3.1 Expenses posted to September 30, 2013

The Local Trust Committee Expense Summary Report for invoices posted to September 30, 2013 was received.

12.3.2 Expenses posted to October 31, 2013

The Local Trust Committee Expense Summary Report for invoices posted to October 31, 2013 was received.

13. NEW BUSINESS

13.1 Shoreline Protection Workshop

Trustee Law suggested holding a Shoreline Protection Workshop primarily focused for waterfront property owners. He noted that he had recently had conversations with landowners that suggested this might be a useful and well attended workshop if held in the summer.

Trustees discussed the value of such a workshop and agreed that research regarding facilitating such a workshop would be warranted.

HO-045-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to research options for a shoreline protection workshop in the summer for waterfront property owners.

CARRIED

13.2 Briefing regarding Strategic Plan from Linda Adams, Chief Administrative Officer, dated October 3, 2013

Trustees reviewed the Briefing regarding Strategic Plan from Linda Adams, Chief Administrative Officer, dated October 3, 2013 and there were no changes proposed.

13.3 Advisory Planning Commission

13.3.1 Advertising for Expressions of Interest

Trustees discussed the membership of the Advisory Planning Commission, supporting the appointment of recently expired members and reappointment of current members, suggesting that these appointments would provide a level of continuity that, at this stage of the Official Community Plan and Land Use Bylaw review, would benefit the process.

By general consent the meeting was recessed at 12:38 pm and reconvened at 1:15 pm.

HO-046-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee adopt Bylaw No. 146 cited as "Hornby Island Trust Committee Advisory Planning Commission Bylaw, 1987, Amendment No. 1, 2013".

CARRIED

HO-047-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee appoint Sheila Farrington, Rudy Rogalsky and Carol Quin to the Advisory Planning Commission and reappoint Greg Moyles, Ross Muirhead and Elaine Antilla for a subsequent term on the expiration of their current appointment.

CARRIED

13.3.2 Referral of Draft Official Community Plan and Land Use Bylaw

This item was addressed at agenda item 11.1.1.

13.4 Animal Control

Trustee Law reported that there are on-going concerns of uncontrolled dogs on Hornby Island and suggested that the Comox Valley Regional District be contacted to suggest possible options for appropriate measures to address the issue.

Carol Quin, former Regional Director, cautioned that in the past the Regional District had difficulty addressing this issue because of the distance involved and the need to respond quickly to this type of concern.

Trustees discussed the possibilities and considered the approach of contacting the Regional District to discuss options to be a reasonable strategy prior to engaging other options.

HO-048-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee direct staff to contact Regional District Bylaw Services to determine what tools exist or may be available to address the problem of uncontrolled dogs on Hornby Island.

CARRIED

13.5 Planned Changes to Ferry Service

Trustee Law noted that submissions for the 2013 Coastal Ferries Community Engagement are to be received by December 20, 2013 and suggested that a response from the Local Trust Committee would be necessary at this time in order to meet that deadline. He submitted a draft document: "Hornby Island Local Trust Committee Submission for 2013 Coastal Ferries Community Engagement Proposed Service Reductions for Route 22 November 22, 2013" for consideration. He suggested that as a service to the community, the Local Trust Committee might consider mailing a flyer to every household on Hornby Island to provide information about the proposed planned changes to the ferry service and how to engage in the process. He submitted a draft flyer document: "Planned Changes to Ferry Service" for consideration.

Trustees discussed the response, the flyer, and costs involved.

ADOPTED

HO-049-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee authorize the spending of up to \$200 to cover the cost of a flyer to all Hornby Island households, providing information about the province's Coastal Ferries Community Engagement process and planned changes to the Route 22 ferry schedule.

CARRIED

HO-050-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee recommends that the province not implement its plan to eliminate Hornby Island's once-a-week service of mid-to-late evening sailings, the service that is being provided on an every-day-of-the-week basis to other communities.

CARRIED

HO-051-2013

It was MOVED and SECONDED,

that the Chair be requested to provide a submission on behalf of the Hornby Island Local Trust Committee to the 2013 Coastal Ferries Engagement process including the document "Proposed Service Reductions for Route 22 dated 22 November, 2013" and including the following recommendation: "the Hornby Island Local Trust Committee recommends that the province not implement its plan to eliminate Hornby Island's once-a-week service of mid-to-late evening sailings, the service that is being provided on an every-day-of-the-week basis to other communities.

CARRIED

HO-052-2013

It was MOVED and SECONDED,

that the text of the flyer "Planned Changes to Ferry Service" and the Hornby Island Local Trust Committee's submission to the 2013 BC Coastal Ferries Consultation and Engagement process be posted on the Hornby Island page of the Islands Trust website.

CARRIED

14. BYLAWS

14.1 Bylaw No. 146 cited as "Hornby Island Trust Committee Advisory Planning Commission Bylaw, 1987, Amendment No. 1, 2013"

This item was addressed at agenda item 13.3.1.

15. ISLANDS TRUST WEBSITE

15.1 Hornby Page

This item was discussed at agenda item 13.5.

16. NEXT MEETING DATE

16.1 Local Trust Committee Business Meeting

The next meeting of the Hornby Island Local Trust Committee will take place on Friday, January 24, 2014 at 11:30 am at Room to Grow, 2100 Sollans Road, Hornby Island, BC.

17. CLOSED MEETING

17.1 Motion to Close the Meeting

HO-053-2013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee closes the next part of the November 22, 2013 business meeting to discuss matters pursuant to section 90(1)(f) Bylaw Enforcement of the *Community Charter* and that staff be invited to attend this meeting.

CARRIED

The Committee closed the meeting at 1:36 pm.

18. RECALL TO ORDER

By general consent the Committee reconvened in open meeting at 1:44 pm.

19. ADJOURNMENT

By general consent the meeting was adjourned at 1:45 pm.

David Graham, Chair

CERTIFIED CORRECT:

Vicky Bockman, Recorder