



## Hornby Island Local Trust Committee Minutes of Regular Meeting

<b>Date:</b>	<b>July 17, 2015</b>
<b>Location:</b>	<b>Room to Grow 2100 Sollans Road, Hornby Island, BC</b>
<b>Members Present</b>	<b>Laura Busheikin, Chair Alex Allen, Local Trustee Tony Law, Local Trustee</b>
<b>Staff Present</b>	<b>Rob Milne, Island Planner Vicky Bockman, Recorder</b>
<b>Others Present</b>	<b>Approximately seven (7) members of the public – am Approximately five (5) members of the public - pm</b>

### 1. CALL TO ORDER

Chair Busheikin called the meeting to order at 11:30 am. She introduced herself, Local Trustees, Planner and Recorder. She 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:

- 7.2 Request for Decision – Input into Development of the Islands Trust Strategic Plan for 2014-2018
- 9.1 Email from Karen Ross dated July 8, 2015 regarding Very Disappointed-RAR Comments
- 10.2 Denman Island Local Trust Committee Referral Request for Response Regarding Bylaw Nos. 219 and 220 (Pandesign)
- 12.2.1.1 Bylaw No. 149 OCP Update Report
- 14.1 Budget Submissions 2016 – 2017 / Memo dated June 30, 2015 from Aleksandra Brzozowski

**By general consent** the agenda was adopted as amended.

### 3. TOWN HALL AND QUESTIONS

Janet LeBlancq commented on the Islands Trust sign at the Buckley Bay ferry terminal. She noted that it does not reference Hornby Island and requested that the Local Trust Committee (LTC) write a letter to the Denman Island LTC requesting this change.

Karen Ross objected to the Central Road ditches near her property being included in the Riparian Areas Regulation (RAR) as they are not contiguous with other Central Road

ditches and primarily drain seepage from the adjacent school. She objected to the regulations that exempt institutions and farms but not citizens and that the cost to hire a Qualified Environmental Professional (QEP) is onerous to a property owner. She urged the LTC to hire and fund the services of a QEP to conduct another assessment of the ditches in question.

Donna Tuele expressed her support for the opinions voiced by Karen Ross, stating her belief that these ditches have been included in the Beulah Creek drainage in error.

Janet LeBlancq acknowledged her familiarity with the road and ditches being discussed. She agreed with the opinions being expressed and does not support the inclusion of these Central Road ditches in the RAR.

Jan Bevan agreed that the Islands Trust sign at the Buckley Bay ferry terminal should include a reference to Hornby Island however noted that the sign at that location has information on Denman Island and the sign at Gravelly Bay has information on Hornby Island.

**By general consent the agenda was amended to add: 14.2 Islands Trust Signage.**

**4. COMMUNITY INFORMATION MEETING – none**

**5. PUBLIC HEARING - none**

**6. MINUTES**

**6.1. Local Trust Committee Minutes Dated May 15, 2015 - for Adoption**

The following amendments to the minutes were presented for consideration:

page 10, item 14.7, resolution HO-2015-027, third line: correct “ell” to “eel”

**By general consent** the minutes were adopted as amended.

**6.2. Local Trust Committee Special Meeting Minutes dated June 4, 2015 - for adoption**

**By general consent** the Local Trust Committee Special Meeting minutes of June 4, 2015 were adopted.

**6.3. Section 26 Resolutions-without-meeting Report dated June 29, 2015**

The Report dated June 29, 2015 was received for information.

**6.4. Advisory Planning Commission Minutes - none**

**7. BUSINESS ARISING FROM MINUTES****7.1. Follow-up Action List dated June 29, 2015**

Planner Milne reported on the current status of Action List items.

**7.2. Request for Decision – Input into Development of the Islands Trust Strategic Plan for 2014-2018**

The LTC reviewed the information provided and discussed possible amendments to the Strategic Plan. Trustees expressed concern that the size of the plan might limit the capacity and resources to address and respond to emerging matters brought forward by the community. They suggested addressing First Nations relationships and prioritizing objectives to ensure that a united effort is put forward for issues that are important to communities.

**HO-2015-031**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee recommend to Trust Council that the Strategic Plan – Potential Objectives and Examples of Strategies and Activities for the 2014-2018 Term be amended as follows: By Prioritizing Objectives 1-6.

**CARRIED**

**HO-2015-032**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee request its Planner to complete Attachment 3, based on the LTC's work program, and forward it to the Chief Administrative Officer by August 7, 2015.

**CARRIED**

**8. DELEGATIONS - None****9. CORRESPONDENCE**

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

**9.1. Email from Karen Ross dated July 8, 2015 re: Very Disappointed - RAR Comments**

Received.

**10. APPLICATIONS AND REFERRALS****10.1. Denman Island Local Trust Area Bylaw Referral Request for Response Regarding Bylaw Nos. 212 and 213**

The LTC reviewed the Bylaw Referral Request.

**HO-2015-033**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee respond to the Denman Island Local Trust Committee referral of Bylaw Nos. 212 and 213 as follows: "Interests Unaffected by Bylaw".

**CARRIED**

**10.2. Denman Island Local Trust Committee Referral Request for Response Regarding Bylaw Nos. 219 and 220 (Pandesign)**

Planner Milne provided an explanation of the intent of the two bylaws.

**HO-2015-034**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee respond to the Denman Island Local Trust Committee referral of Bylaw Nos. 219 and 220 as follows: "Interests Unaffected by Bylaw".

**CARRIED**

**By general consent** item 11 was moved to follow 12.1.2.

**12. LOCAL TRUST COMMITTEE PROJECTS**

**12.1. Riparian Areas Regulation Implementation**

**12.1.1. Development Approval Information (DAI) - Staff Report dated June 15, 2015**

Planner Milne summarized the Staff Report which outlines revisions to the draft Development Approval Information (DAI) Bylaw, incorporating changes suggested by the LTC at a previous meeting.

Trustees reviewed the proposed Information Notes and confirmed that only such information as is considered relevant for a particular application or activity may be requested. Planner Milne provided examples of possible requirements, noting that the intention is to provide a balanced response and respect the sensibilities of the community.

**HO-2015-035**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee:

- give notice to Trust Council that it intends to forward a Development Approval Information Bylaw for Trust Council's consideration at the regularly scheduled September 2015 Trust Council meeting for the purpose of allowing the Hornby Island Local Trust Committee to obtain information on the anticipated impacts of development permit, temporary use permit and zoning amendment applications; and
- direct staff to prepare a Request for Decision for submission to the Executive Committee.

**CARRIED**

12.1.2. Staff Report dated June 17, 2015 – Riparian Areas Regulation Implementation

Planner Milne presented the Staff Report which provides a summary of responses received from the bylaw referrals for the RAR implementation. He noted that in addition, the Denman Island Local Trust Committee response has been received as “Interests Unaffected “. Planner Milne outlined the options available to address concerns regarding the inclusion of roadside ditches in RAR, discussed the supporting attachments and summarized the recommendations.

Trustees considered the options to address the concerns and recognized that supporting documentation suggested the likelihood that an additional assessment of the ditches would still result in 30 metre Streamside Protection Enhancement Areas (SPEAs).

A Trustee proposed that an exemption to the RAR of a 15 metre setback from a ditch would align with the current watercourse setback requirements in the Land Use Bylaw (LUB) and might provide a better option for property owners. Trustees discussed this and other approaches to consider, including the possibility of placing a Review of RAR with a designated timeframe on the Projects List to evaluate the effects of the regulations.

**HO-2015-036**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee give second reading to Bylaw No. 151, cited as “Hornby Island Official Community Plan (Hornby Island) Bylaw 149, 2014, Amendment No. 1, 2015”.

**CARRIED**

**HO-2015-037**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee give third reading to Bylaw No. 151, cited as “Hornby Island Official Community Plan (Hornby Island) Bylaw 149, 2014, Amendment No. 1, 2015”.

**CARRIED**

**HO-2015-038**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee amend Bylaw No. 152, cited as “Hornby Island Land Use Bylaw No. 150, 2014, Amendment No. 1, 2015” by adding: “exemption s) Any development more than 15 metres from a stream that is a roadside ditch which does not contain instream habitat for fish according to the Stream Identification Reports prepared for Hornby Island by Madrone Environmental Services (January 2014) and Mimulus Biological Consultants (March 2012).”

**CARRIED**

Prior to the vote Trustee Law spoke to the motion, noting that like Trustee Allen, he also gave consideration to funding a further assessment of the roadside ditches; however, he noted that the correspondence received

from Madrone Environmental Services provided the rationale to take this alternative approach.

**HO-2015-039**

**It was MOVED and SECONDED,**  
that the Hornby Island Local Trust Committee give second reading to Bylaw No. 152, cited as “Hornby Island Land Use Bylaw No. 150, 2014, Amendment No. 1, 2015”.

**CARRIED**

**HO-2015-040**

**It was MOVED and SECONDED,**  
that the Hornby Island Local Trust Committee give third reading to Bylaw No. 152, cited as “Hornby Island Land Use Bylaw No. 150, 2014, Amendment No. 1, 2015”.

**CARRIED**

**HO-2015-041**

**It was MOVED and SECONDED,**  
that a Public Hearing be scheduled for August 14, 2015 for the proposed bylaws.

**CARRIED**

**11. BREAK**

**By general consent** the meeting was recessed at 1:08 pm and reconvened at 1:29 pm.

**12.2. Official Community Plan (OCP) and Land Use Bylaw (LUB) Review**

**12.2.1. OCP Staff Report dated June 24, 2015**

Planner Milne presented the Staff Report, reviewing the outcomes of the Ministry of Community, Sport and Cultural Development consultation with the K’omoks First Nation subsequent to the changes made to Bylaw No. 149 in response to a letter from K’omoks First Nation received in a late referral submission. At this time, the LTC also considered the information provided in agenda item 12.2.1.1 regarding additional changes to the bylaw proposed by Vancouver Island Health Authority (VIHA) in their referral response.

Trustees considered the suggested wording changes which satisfy the provincial Ministry of Justice and examined possible wording alternatives to the Mariculture Note. Discussion followed on the impact of any additional changes to the wording on the timeline of the OCP and LUB review process and it was the consensus to move forward with the wording as recommended.

**HO-2015-042**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee rescind second reading of Hornby Island Official Community Plan Bylaw No. 149, 2014.

**CARRIED**

**HO-2015-043**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee amend Hornby Island Official Community Plan Bylaw No. 149, 2014 by:

- a. Deleting current Section 3.72 and replacing it with the following text:  
*“3.7.2 Development shall be located away from areas of archaeological sites unless authorized by a permit issued under the Heritage Conservation Act.”;*
- b. Deleting the current note following Section 4.3, “Mariculture” and replacing it with the following text:  
*“NOTE: Responsibility for the regulation and licensing of aquaculture in British Columbia is shared by a number of Provincial and Federal Agencies. The Local Trust Committee is committed to working cooperatively with other agencies to address situations where First Nations’ interests in aquaculture may be affected.”;*
- c. Adding an information note directly following the “Background” section of Section 4.5, “Water” which reads as follows:  
*“Note- All shared (commercial and public) wells, cisterns or water supply infrastructure must comply with the requirements of the BC Drinking Water Protection Act.”;* and
- d. Adding an information note directly following the “Background” section of Section 5.1, “Water Supply Systems” which reads as follows:  
*“Note- The Vancouver Island Health Authority (VIHA) will not monitor public water supplies for compliance with the BC Drinking Water Protection Act. Ensuring compliance with this Act is the responsibility of the water supplier with oversight by Island Health Authority.*

**CARRIED**

**HO-2015-044**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee give second reading of Hornby Island Official Community Plan Bylaw No. 149, 2014.

**CARRIED**

**HO-2015-045**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee give third reading of Hornby Island Official Community Plan Bylaw No. 149, 2014.

**CARRIED**

**HO-2015-046**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee waive the Public Hearing and post notice of further consideration of the bylaw at the August 14, 2015 regular meeting of the Local Trust Committee as per Section 893 of the *Local Government Act*.

**CARRIED**

Trustee Law spoke to the motion, noting that waiving a Public Hearing with respect to the OCP is unusual; however he indicated that he is comfortable doing so in this circumstance as these are basically Information Notes which are not changing the regulatory or policy aspects of the OCP.

Discussion followed on a communication plan for the waiving of the Public Hearing.

12.2.1.1. Bylaw No. 149 OCP Update Report

This item was considered with agenda item 12.2.1.

12.2.2. LUB Staff Report dated June 10, 2015

Trustee Allen declared a conflict of interest due to his employment as Manager of the Hornby Island Co-op Gas Bar and left the meeting at 1:58 pm.

Planner Milne presented the Staff Report with an overview of the items being considered with respect to proposed Bylaw No. 150 along with the options for approaching the incorporation of the specific issues into the bylaw. The timeline to final adoption was considered in various scenarios.

The LTC considered the suggested changes. A Trustee provided a historical context of how the reference to liquor sales originally occurred and supported removing these references in the LUB as there are other government processes that regulate liquor licensing with opportunity for community consultation. Trustees were supportive of amending the proposed bylaw with the identified minor changes and discussed Public Hearing options.

**HO-2015-047**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee rescind third reading of Bylaw No. 150, cited as "Hornby Island Land Use Bylaw No. 150, 2014".

**CARRIED**



**HO-2015-048**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee amend Bylaw No. 150, cited as "Hornby Island Land Use Bylaw No. 150, 2014" at second reading as follows:

- a) In part 1.1 (1) add the following definitions:
  - "community trade and services means the creation of artisan products or the provision of services such as personal, business, food preparation, repair and professional services and may include retail sales"; and
  - "hostel means a building that contains individual sleeping units and facilities for cooking, eating and washing in order to provide temporary accommodation for persons such as summer workers, displaced residents and off-season visitors attending events or activities";
- b) In section 8.4 delete: "(9) Land in the R3A zone may not be subdivided";
- c) In Section 8.9 (1) (a) delete the words: "including liquor sales";
- d) In Section 8.11 (1) (a) delete the words: "including liquor sales";
- e) In Section 8.13 (1) (c) delete the words: "excluding liquor sales";
- f) In Section 8.21 (1) add the following use: "(s) hostel"; and
- g) In section 8.21 (9):
  - add Location Descriptions of properties in the PU(a) zone;
  - delete PU(b) site-specific zone;
  - add 8.21 (1) "(e) community trades and services".

**CARRIED**

**HO-2015-049**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee give third reading to Bylaw No. 150, cited as "Hornby Island Land Use Bylaw No. 150, 2014".

**CARRIED**

**HO-2015-050**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee conduct a statutory Public Hearing for consideration of Bylaw No. 150, cited as "Hornby Island Land Use Bylaw No. 150, 2014" on the 14<sup>th</sup> of August, 2015 or the 2<sup>nd</sup> of October, 2015.

**CARRIED**

Trustee Allen returned to the meeting at 2:48 pm.

### 13. REPORTS

#### 13.1. Work Program

##### 13.1.1. Top Priorities Report dated June 29, 2015

The LTC reviewed the Top Priorities Report and there were no changes proposed at this time.

##### 13.1.2. Projects List Report dated June 29, 2015

The LTC reviewed the Projects List Report and there were no changes, additions or deletions at this time.

#### 13.2. Applications Report dated June 29, 2015

Planner Milne presented the Applications Report and provided updates on the status of items.

#### 13.3. Trustee and Local Expense Report dated May, 2015

The LTC reviewed the LTC Expense Summary Report.

#### 13.4. Adopted Policies and Standing Resolutions

Received for information.

#### 13.5. Local Trust Committee Webpage

There were no changes requested at this time.

#### 13.6. Chair's Report

Chair Busheikin reported on her attendance at Executive Committee and CAO Hiring Committee meetings. She identified a variety of topics that will be addressed at the next Trust Council meeting in September. She commented briefly that an office relocation review committee is being formed to consider options.

Trustees suggested that a representative from the Northern Region might be encouraged to participate on the office relocation review committee and that the Executive Committee might be requested to postpone the review until after the completion of the Salt Spring Island incorporation study project.

##### **HO-2015-051**

##### **It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee request the Executive Committee to give consideration to recommending to the Islands Trust Council that the office relocation review be postponed until after the outcome of the Salt Spring Island possible incorporation.

**CARRIED**

#### 13.7. Trustee Reports

Trustee Allen commented on the Trust Council meeting held on Galiano Island in June, 2015. He reported on a presentation at that meeting by Mike Corrigan of

BC Ferries and noted that other items of interest included delegations, hearing from San Juan Island councillors, discussion of the Islands Trust vision statement and the consolidation of BC marine operations.

Trustee Law reported that since the last meeting, he facilitated a community discussion on housing and made a subsequent presentation on the topic at the Hornby Island Residents and Ratepayers Association where he suggested that they might form a committee to review housing needs, gaps and advocacy options. He noted that there are some outcomes from the meetings including discussion of possible initiatives. He indicated that he would provide the LTC members with a report on the matter for information.

**13.8. Electoral Area Director's Report - none**

**13.9. Trust Fund Board Report - May, 2015**

The Trust Fund Board Report for May, 2015 was received. Trustee Law provided an update, advising that the Lasqueti Crown Land Acquisition initiative involving Qualicum First Nation is moving forward.

**14. NEW BUSINESS**

**14.1. Budget Submissions 2016 – 2017 / Memo dated June 30, 2015 from Aleksandra Brzozowski**

Planner Milne summarized the memorandum requesting budget submissions and provided an analysis of the status of Hornby Island LTC priorities. He indicated that the preliminary project request identified in the report reflects LTC discussion to move forward with communication-related initiatives.

Trustees discussed potential additional initiatives to fund, however, declined to seek budgetary funding for other projects at this time.

**HO-2015-052**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee approve and forward the draft 2016-17 LTC Project Budget submission to Financial Planning Committee as presented.

**CARRIED**

**14.2. Islands Trust Signage**

Chair Busheikin remarked that this item was placed on the agenda to consider a request from a community member to reference Hornby Island on the Islands Trust sign at the Buckley Bay ferry terminal. She commented that the Denman Island LTC has been approached by a group wishing to change and update the sign, and indicated that this request might be coordinated with little effort.

Trustees discussed the matter and concluded that they support the mention of the Hornby Island connection prior to the information relevant to Denman Island on the sign and suggested that a notation of First Nations' interests might also be provided for information.

**HO-2015-053**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee request the Denman Island Local Trust Committee give consideration to mentioning Hornby Island in the signage being renewed at Buckley Bay and also to mention that the islands are in the traditional territory of the Coast Salish First Nations.

**CARRIED**

**15. UPCOMING MEETINGS**

**15.1. Next Regular Meeting Scheduled for August 14, 2015 at 11:30 am at Room to Grow, The Hornby Island Resource Centre, 2100 Sollans Road, Hornby Island, BC**

**16. TOWNHALL - none**

**17. CLOSED MEETING – none**

**18. ADJOURNMENT**

**By general consent** the meeting was adjourned at 3:30 pm.

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Laura Busheikin, Chair

Certified Correct:

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Vicky Bockman, Recorder