



Hornby Island Local Trust Committee Minutes of Regular Meeting

Date: October 14, 2016

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

Members Present Laura Busheikin, Chair
Alex Allen, Local Trustee
Tony Law, Local Trustee

Staff Present Rob Milne, Island Planner
Vicky Bockman, Recorder

Others Present Approximately four (4) members of the public

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 11:21 am. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 13.5 Sea Breeze Lodge Application for a Permanent Change to a Liquor Licence
- 13.6 Comox Valley Regional District (CVRD) Meeting Preparation
- 13.7 Ferry Advisory Committee (FAC) Representation
- 3.0 Move to follow 10.1

By general consent the agenda was adopted as amended.

4. COMMUNITY INFORMATION MEETING - none

5. PUBLIC HEARING - none

6. MINUTES

6.1 Local Trust Committee Minutes dated August 12, 2016 - for adoption

By general consent the Local Trust Committee meeting minutes of August 12, 2016 were adopted.

6.2 Section 26 Resolutions-Without-Meeting Report dated October 4, 2016

Received.

6.3 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated October 4, 2016

Planner Milne presented the report and provided updates. Chair Busheikin pointed out that the first August 12, 2016 activity has been completed and may be removed from the list.

Trustee Law provided an update on the status of the June 10, 2016 activity and solicited input on how to proceed with efforts to further the option for a K'omoks First Nation community presentation. Trustees suggested he contact Islands Trust Senior Intergovernmental Policy Advisor Fiona MacRaid for support.

8. DELEGATIONS - none

9. CORRESPONDENCE - none

10. APPLICATIONS AND REFERRALS

10.1 Bylaw No. 153

Planner Milne presented a summary of the purpose of Bylaw No. 153.

HO-2016-038

It was MOVED and SECONDED,

that Hornby Island Bylaw No. 153 cited as "Hornby Island Land Use Bylaw, 2014, Amendment No. 1, 2016" be read a third time.

CARRIED

HO-2016-039

It was MOVED and SECONDED,

that Hornby Island Bylaw No. 153 cited as "Hornby Island Land Use Bylaw, 2014, Amendment No. 1, 2016" be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

3. TOWN HALL AND QUESTIONS

Ed Hoepfner stated that he has submitted a proposal to the Regional District to build a composting facility at the Hornby Island recycling depot to receive organic residual from individual compost toilets and to process to compost standards. He explained the objectives and requirements and described benefits to the environment and public health that could be achieved through this initiative. He noted that a second purpose of the facility would be to research and reduce chemical contents going into the soil and water table, an issue that is not currently being addressed by the wastewater industry. He

requested Islands Trust support for the project and suggested that it could be a model for other islands in the Trust Area.

Trustees asked questions for clarity and supported writing a letter of support for the project, discussing the initiative at the upcoming CVRD meeting, and working toward Trust-wide support for the program through the Trust Programs Committee.

HO-2016-040

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee Chair be requested to write to the Comox Valley Regional District in support of the proposal for a centralized composting facility to process residual composting toilet organics.

In speaking to his motion, Trustee Law commented that discussion for such a project has been ongoing for many years and he is supportive of the potential for Hornby Island to be a pilot project for other communities in this regard.

CARRIED

Trustees discussed protocol and Chair Busheikin indicated that she will draft a letter for Trustees' review.

Peter Wardle stated that he has been in discussion with the owners of the Scott property which is located next to Tribune Bay Park. The purpose is to explore options for use of the property, currently in the Agricultural Land Reserve, that would be in the best interest of the community. He noted that he has also had preliminary discussions with the Agriculture Land Commission and BC Parks on this matter. He requested input from the Local Trust Committee (LTC) as to how to engage the community and proceed.

Planner Milne explained that the normal process would involve the proponent obtaining community feedback and bringing a proposal to the LTC for consideration. Trustees identified key Official Community Plan (OCP) objectives and policies that could provide support for this initiative. They encouraged the speaker to follow up with Trustees and staff to discuss possible approaches to explore.

By general consent agenda item 13.3 was moved to follow 3.0.

13.3 Grant Application in Support of Islanders' Secure Lands Association (ISLA)

Chair Busheikin invited the proponent to speak regarding the ISLA Grant Application.

Daniel Arbour explained that ISLA would like to submit the grant application for CVRD Community Works funds with Hornby Island Residents and Ratepayers Association, Hornby Island Community Economic Enhancement Corporation and Islands Trust as co-proponents to show the support of these organizations. He requested the LTC's consideration of this proposal.

Trustees discussed the possibility of becoming a co-proponent on the grant application. They suggested that as an alternative, providing a specific, supportive letter to the CVRD would be an effective indication of their support.

HO-2016-041

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee write a letter of support for the request by Islanders' Secure Land Association to the Comox Valley Regional District to allocate Community Works funds to support infrastructure elements of the Beulah Creek project.

CARRIED

Trustee Law offered to draft the letter for LTC members' review.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Vacation Home Rentals - Advisory Planning Commission Terms of Reference - Staff Report

Planner Milne outlined the report and requested direction from LTC members to assist in preparation of a Project Charter.

Trustees discussed the Terms of Reference for the Advisory Planning Commission (APC) and the following key items were noted:

- The scope of the Vacation Home Rentals review needs to be focused in a realistic manner, relevant to the work the LTC can do;
- The review might include assessment of cumulative impact, basic information on numbers of operators, how the process is working both from a perspective of requirements and bylaw enforcement process;
- Staff might identify policy or regulatory changes and available tools that could be considered to assist the APC in their review;
- A survey could provide opportunity for input from the community. The APC might assist in the design of the questionnaire; and
- The Planner and Bylaw Enforcement staff might meet with the APC initially to provide information to be considered.

Planner Milne advised that he has accepted another position within the Islands Trust and that this will be the last Hornby Island LTC meeting that he will be attending. Transition of the work on this project to another Planner was discussed.

By general consent the meeting was recessed at 1:03 pm and reconvened at 1:21 pm.

HO-2016-042

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request the Advisory Planning Commission to work with staff to develop a Terms of Reference for a review of the regulations for Vacation Home Rentals in the light of Official Community Plan objectives that would involve:

- A process to obtain community input on Vacation Home Rentals;
- Information on the number and characteristics of Vacation Home Rentals being advertised on Hornby Island;
- Information and perspective of Islands Trust staff on regulatory and bylaw enforcement issues and options;
- A process to involve the community in evaluating options to address issues that emerge from the community and professional input; and
- Development of recommendations to the Local Trust Committee.

Trustee Law spoke to the motion, expressing his gratitude to the APC members' thoughtful responses received regarding the development of appropriate terms of reference for this project.

CARRIED

HO-2016-043

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to work with the Advisory Planning Commission to develop a Project Charter.

CARRIED

12. REPORTS

12.1 Work Program

12.1.1 Top Priorities Report dated October 4, 2016

Trustees requested that the activity in Top Priority No. 1 be corrected to read: "Participate in proposed upcoming community meeting".

12.1.2 Projects List Report dated October 4, 2016

A Trustee suggested that there is a need to develop information for distribution to new residents and property owners.

HO-2016-044

It was MOVED and SECONDED,

that the Projects List be amended by adding the following item:
“Identifying opportunities to provide information to new residents and property owners with respect to Islands Trust, Official Community Plan and Land Use Regulations”.

In speaking to the motion, Trustee Law commented that there have been other forums for this type of information in the past; however, it would be useful for the Local Trust Committee to participate in the discussion.

CARRIED

12.1.3 Hornby LTC 2014-2018 Term Goal Setting Session

Received.

12.1.4 Work Program - Suggestions for Discussion

Received.

12.2 Applications Report dated October 4, 2016

Received.

12.3 Trustee and Local Expense Report dated August, 2016

Received.

12.4 Adopted Policies and Standing Resolutions

A Trustee noted that at the August 12, 2016 meeting, Resolution No. HO-IC-2014.001 was extended by Resolution HO-2016-034 to September 30, 2017, and requested that the report be corrected.

12.5 Local Trust Committee Webpage

There were no comments or changes requested.

12.6 Chair's Report

Chair Busheikin reported on the following:

- Executive Committee members will be meeting with the Agricultural Land Commission panel for Vancouver Island to discuss process;
- Executive Committee members met with Minister of Transportation to discuss road maintenance issues;
- The Islands Trust Council has approved the Transition Plan for Potential Incorporation of Salt Spring Island and that report is available for public review;

- Executive Committee has been discussing principles, guidelines and possible continuing education sessions regarding First Nations issues; and
- Executive Committee is considering addressing next steps in the Islands Trust visioning exercise for inclusion in the next Trust Council agenda.

12.7 Trustee Reports

Trustee Allen reported on the following:

- Attendance at the last Trust Council meeting; and
- He will be attending the annual CVRD meeting next week to discuss issues of common interest.

Trustee Law reported on the following:

- Attendance at a Conservancy Hornby Island community open house planning meeting on marine issues and working with Islands Trust staff to provide mapping for this use; and
- Attendance at a BC Parks meeting regarding the Helliwell Park restoration project.

12.8 Electoral Area Director's Report - none

12.9 Trust Fund Board Report, September, 2016

Received.

13. NEW BUSINESS

13.1 Advertising for Additional Advisory Planning Commission Members - for discussion

Trustees observed that there are currently three members on the APC and acknowledged that with the upcoming Vacation Home Rental referral, it would be advantageous to re-advertise for expressions of interest in order to increase the number of members if possible.

HO-2016-045

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to advertise to fill vacancies on the Advisory Planning Commission.

During discussion Trustees clarified that there is no need to identify the upcoming referral in the advertisement.

CARRIED

13.2 Information for Realtors and New Residents - for discussion

This item was discussed at agenda item 12.1.2.

13.4 2017 Local Trust Committee Meeting Schedule - for discussion

Trustees considered the proposed meeting schedule. Chair Busheikin indicated a conflict with the February 3rd date and suggested it be changed to January 27th. Trustees concurred with the alternate date.

HO-2016-046

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee schedule its regular business meetings on the following dates in 2017:

January 27, March 31, May 5, July 7, September 8, November 3.

CARRIED

13.5 Sea Breeze Lodge Application for a Permanent Change to a Liquor Licence

Planner Milne reported that the Sea Breeze Lodge has applied for a permanent change to a liquor license and presented the options for the LTC's response including no comment, providing comment with community outreach within ninety days or comment allowing the Liquor Control Board to conduct the consultation process.

Trustees discussed the options and expressed a preference to provide a comment at this time, conduct subsequent community consultation, and to forward a resolution to the Liquor Control Board within ninety days.

HO-2016-047

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee sign the Application for a Permanent Change to a Liquor Licence for Sea Breeze Lodge and forward it to the Liquor Control Board, and subsequently conduct public consultations within ninety days, and respond to the Liquor Control Board by resolution.

CARRIED

Trustees considered options for public consultation, supporting the printing of a notice in a local publication with the possibility of Local Trustees referencing the issue on social media to enhance community awareness of the opportunity to comment.

HO-2016-048

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to advertise regarding the Application for a Permanent Change to a Liquor Licence for the Sea Breeze Lodge in the Little Tribune.

CARRIED

13.6 Comox Valley Regional District (CVRD) Meeting Preparation

LTC members considered possible topics for discussion at the upcoming CVRD meeting, including the ISLA grant application and the composting facility proposal.

13.7 Ferry Advisory Committee (FAC) Representation

Trustee Allen indicated his desire to resign as the FAC Representative and Trustee Law offered to assume the role.

HO-2016-049

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee will accept Trustee Alex Allen's resignation from the Ferry Advisory Committee and appoint Trustee Tony Law as the Ferry Advisory Committee representative.

CARRIED

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for December 2, 2016 at 11:30 am at New Horizons - 1765 Sollans Road, Hornby Island, BC

Trustees confirmed the next regular scheduled meeting date, time and location.

15. TOWNHALL - none

16. CLOSED MEETING - none

17. ADJOURNMENT

LTC Members offered their congratulations to Planner Milne for his new employment opportunity at Islands Trust, wished him well, and thanked him for his valuable work during the past years on Hornby Island.

By general consent the meeting was adjourned at 2:14 pm.

Laura Busheikin, Chair

Certified Correct:

Vicky Bockman, Recorder