



Denman Island Local Trust Committee Minutes of Regular Meeting

- Date:** November 15, 2016
- Location:** Denman Activity Centre
1111 Northwest Rd, Denman Island, BC
- Members Present:** Susan Morrison, Chair
David Critchley, Local Trustee
Laura Busheikin, Local Trustee
- Staff Present:** Ann Kjerulf, Regional Planning Manager
Vicky Bockman, Recorder
- Others Present:** Approximately two (2) members of the public

1. CALL TO ORDER

Chair Morrison called the meeting to order at 10:30 am. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations, in particular the K'omoks First Nation.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 17.0 Closed Meeting
- 17.1 Motion to Close Meeting
- 17.2 Recall to Order
- 17.3 Rise and Report

By general consent the agenda was adopted as amended.

- ### 3. TOWN HALL AND QUESTIONS - none
- ### 4. COMMUNITY INFORMATION MEETING - none
- ### 5. PUBLIC HEARING - none
- ### 6. MINUTES

6.1 Local Trust Committee Minutes dated October 18, 2016

The following amendments to the minutes were presented for consideration:

- Page 3, item 7.3, DE-2016-064, first line: change to read: "that the Denman Island Local Trust Committee confirmed that it reviewed the Directives Only Policy";

- Page 5, item 12.7, first paragraph, third bullet: change “attended” to “will attend”; and
- Page 5, item 12.6, last bullet, first line: change “a LTC” to “a Local Trust Committee”.

By general consent the minutes were adopted as amended.

6.2 Section 26 Resolutions-Without-Meeting - none

6.3 Advisory Planning Commission Minutes - none

6.4 Marine Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated November 3, 2016

Regional Planning Manager Kjerulf presented the report and provided updates. She reported on progress with K’omoks First Nation relationship building efforts, suggesting that the Local Trust Committee (LTC) might consider attending a K’omoks Band Council meeting as a delegation to discuss the potential Community to Community event and solicit the Band’s commitment to participate. She noted that staff would assist in preparation for that presentation should the LTC wish to move forward with this approach.

DE-2016-072

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request that staff organize attendance of the Local Trust Committee with staff at a K’omoks First Nation Council meeting.

CARRIED

8. DELEGATIONS – none

9. CORRESPONDENCE – none

10. APPLICATIONS AND REFERRALS

10.1 Bylaw No. 221 - Fees Bylaw Amendment - Staff Report

DE-2016-073

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee Bylaw No. 221 cited as “Denman Island Local Trust Committee Fees Bylaw, 2007, Amendment No. 1, 2016”, be adopted.

CARRIED

10.2 Bylaw Housekeeping - Staff Report

Regional Planning Manager Kjerulf presented the Bylaw Housekeeping Staff Report that provides “housekeeping” items for LTC consideration. These items include the definition of “intensive agriculture” and correction of two inaccuracies and omissions in the original Development Permit Area 4 mapping schedule.

Trustees discussed the proposed “housekeeping” amendments and the following was noted:

- A Trustee suggested that formatting of the Land Use Bylaw (LUB) definition of “agriculture” might be improved for clarity at this time. The matter was discussed and Trustees determined that consideration might be deferred until after first reading in order to adequately consider options for addressing this issue;
- Regarding the proposed amendment to amend the definition of “intensive agriculture” by removing the words “and excluding feedlots”, Trustees requested additional background and an analysis of whether regulations regarding feedlots are adequate.

DE-2016-074

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 222 cited as “Denman Island Official Community Plan, 2008, Amendment No. 1, 2016” is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

DE-2016-075

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 223 cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2016” is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

DE-2016-076

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee Bylaw No. 222 cited as “Denman Island Official Community Plan, 2008, Amendment No. 1, 2016” be read a first time.

CARRIED

DE-2016-077

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee Bylaw No. 223 cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2016” be read a first time.

CARRIED

DE-2016-078

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to schedule a Public Hearing for Bylaw No. 222 cited as “Denman Island Official Community Plan, 2008, Amendment No. 1, 2016”.

CARRIED

DE-2016-079

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to schedule a Public Hearing for Bylaw No. 223 cited as “Denman Island Land Use Bylaw, 2008, Amendment No. 1, 2016”.

CARRIED

DE-2016-080

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to bring forward draft bylaw amendments to the Denman Island Land Use Bylaw definition of “agriculture” to correct formatting errors.

CARRIED

DE-2016-081

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to report to the Local Trust Committee on current restrictions for “intensive agriculture” and how this could potentially apply to feedlots, and present draft bylaw amendments for consideration.

CARRIED

DE-2016-082

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee request staff to refer the draft Bylaw Nos. 222 and 223 to the following agencies and First Nations for comment:

- Ministry of Community, Sport and Cultural Development;
- Ministry of Forests, Lands and Natural Resource Operations (Ecosystems Branch);
- Agricultural Land Commission;
- School District No. 71; and
- K’omoks First Nation.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Farm Plan Implementation - Staff Report

Regional Planning Manager Kjerulf presented the Staff Report, outlining potential Official Community Plan (OCP) and LUB amendments to implement the Denman Island Farm Plan and providing revisions to the project charter for LTC consideration.

Trustees discussed the potential amendments and the following key points were noted:

- An OCP amendment to support occasional markets, fairs and festivals in the W2 zone was not supported, as parking and traffic issues in the W2 zone were considered to be problematic;
- Adding an OCP policy to support a requirement for landscape screening/buffering of trails from adjoining agricultural areas was not considered to be a necessary action as this does not appear to be a concern in the community;
- Adding an OCP policy regarding no net loss of Agricultural Land Reserve (ALR) land was not considered to be a necessary amendment given the amount of ALR land on Denman Island and the ALC's process which considers recommendations from LTCs; and
- OCP or LUB amendments concerning minimum lot sizes may need to be considered, and removal from the Out of Scope category in the Project Charter was suggested.

Other key points were noted as follows:

- An LUB amendment to allow farm processing and storage as principal uses in the Light Industrial zone with the use of Temporary Use Permits was questioned as there is a single, site-specific property in that zone;
- Trustees considered that a review of Development Permit Areas to amend where necessary may be too complicated and out of scope for this initiative; however, a discussion of this might be useful and lead to a separate project;
- The total of the project costs as listed in the Project Charter had been calculated incorrectly and was in need of correction; and
- Trustees supported referral of the Farm Plan Implementation project to the Advisory Planning Commission (APC) for their comments.

DE-2016-083

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee adopt the revised Project Charter for the Denman Island Farm Plan Implementation with the exception that within the section "Out of Scope" the words "OCP or LUB amendments concerning minimum lot sizes or removal of agriculture as a permitted use on small lots" be deleted and change the budget to \$3,500.

CARRIED

DE-2016-084**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee refer the list of proposed Official Community Plan and Land Use Bylaw amendments to the Advisory Planning Commission for comment, such referral to include the comments made by the Local Trust Committee at the November 15, 2016 meeting.

CARRIED

Trustees discussed the proposed community survey, suggesting that staff might draft a survey for the LTC to review. They suggested that a Community Information Meeting conducted on the proposed amendments might be organized as a forum to elicit the most useful feedback.

A motion was moved that the Denman Island Local Trust Committee request staff to prepare a draft form of survey that might be circulated to Denman Island residents with response to the implementation of the Farm Plan.

Discussion followed with the following points noted:

- Trustees discussed other methods of consultation and considered sending an early referral to the Denman Growers & Producers Alliance;
- Trustees suggested that consideration might be given to conducting a community survey after referral comments have been received; and
- Trustees proposed that the referrals not include the Table to ensure that the scope of the project is not broadened by the many options presented.

The motion was withdrawn.

DE-2016-085**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee refer the Farm Plan Implementation Staff Report including updates based on the November 15, 2016 Local Trust Committee meeting discussion to the Denman Growers & Producers Alliance for its comments.

CARRIED**12. BREAK – none.****13. REPORTS****13.1 Work Program Reports****13.1.1 Top Priorities Report dated November 3, 2016**

Trustees considered the three Top Priorities on the list and discussed additional items to add. They noted that the “Housekeeping Project” might be advanced to the Top Priority list at this time as it is currently being addressed. LTC members supported deferring discussion of additional priorities until the next meeting.

DE-2016-086

It was MOVED and SECONDED,

that the Denman Island Local Trust Committee add “Housekeeping Project” to its Top Priorities List.

CARRIED

13.1.2 Projects List Report dated November 3, 2016

Received.

13.2 Applications Report dated November 3, 2016

Received.

13.3 Trustee and Local Expense Report dated September, 2016

Received.

13.4 Adopted Policies and Standing Resolutions - none

13.5 Local Trust Committee Webpage

There were no changes requested.

13.6 Chair's Report

Chair Morrison reported on the following meetings:

- Financial Planning Committee;
- Relocation Committee;
- Gambier Island LTC ;
- Lasqueti LTC ;
- Trust Fund Board;
- Thetis Island LTC; and
- Trust Council.

13.7 Trustee Reports

Trustee Critchley reported on the following meetings:

- Old School Committee;
- Trustee Office Hours;
- Trust Programs Committee; and
- Follow-up regarding transportation issues.

Trustee Busheikin reported on the following meetings:

- Ferry Advisory Committee and
- Denman Island Residents Association.

13.8 Electoral Area Director's Report – none

13.9 Trust Fund Board Report – none

By general consent agenda item 14.1 was moved to follow 17.3.

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Tuesday, January 31, 2017 at 10:30 am at the Denman Seniors Centre, 1111 Northwest Road, Denman Island, BC

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

16. TOWN HALL

Edi Johnston asked about procedures for including correspondence on specific issues on the website and inquired where supporting documents on Bylaw No. 207 can be found.

Regional Planning Manager Kjerulf explained the process and responded that steps are being taken to include more information on the website.

Edi Johnston stated that she had not been able to locate any information on the most recent meeting of Comox Valley Regional District (CVRD) and Local Trust Committee members and requested a verbal account of issues discussed at that meeting.

Trustees responded that items for discussion included the Baynes Sound Initiative, policing activities, the CVRD Special Events Bylaw, Cross-Island Trail, concerns regarding the Ferry Hill, South Sewer Project and housing.

17. CLOSED MEETING

17.1 Motion to Close the Meeting

DE-2016-087

It was MOVED and SECONDED,

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90 (1)(i) for the purpose of considering receipt of advice that is subject to solicitor-client privilege and that the recorder and staff attend the meeting.

CARRIED

The meeting was closed to the public at 12:38 pm.

17.2 Recall to Order

The meeting was recalled to order at 12:44 pm.

17.3 Rise and Report - none

14. NEW BUSINESS

14.1 Ferry Hill Pedestrian Concerns – for discussion

Trustees suggested that they might follow-up individually on the concerns addressed in the correspondence and requested that this item be placed on the agenda for discussion at the next meeting.

18. ADJOURNMENT

By general consent the meeting was adjourned at 12:45 pm.

Susan Morrison, Chair

Certified Correct:

Vicky Bockman, Recorder