



## Denman Island Local Trust Committee Minutes of Regular Meeting

**Date:** May 2, 2017  
**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  
 Fiona MacRaid, Senior Intergovernmental Policy Advisor  
 David Marlor, Director, Local Planning Services  
 Vicky Bockman, Recorder

**Others Present:** Approximately five (5) members of the public - am  
 Approximately two (2) members of the public - pm

### 1. CALL TO ORDER

Chair Morrison called the meeting to order at 9:30 am. She welcomed the public, acknowledged that the meeting was being held in territory of the Coast Salish First Nations, and introduced the Trustees, staff and recorder.

### 2. APPROVAL OF AGENDA

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

### 3. TOWN HALL AND QUESTIONS

- A member of the public expressed concern regarding the lack of reference to water in the Farm Plan and its harmonization with the Ministry of Agriculture. She expressed her opinion that Denman Island's Farm Plan should be viewed in light of Denman Island's Official Community Plan (OCP), the Islands Trust mandate and the Islands Trust Policy Statement rather than from a provincial perspective.
- A member of the public questioned why farmers are not advising on the Farm Plan Implementation project; asked the meaning of "Out of Scope" in the project charter, and why Development Permit Areas (DPAs) are not being considered as a part of the review; and objected that the Farm Plan map differs from maps that have been presented in court.
  - Staff and Trustees responded that a call for farmers to sit on a special steering committee for this review had not received enough response to move forward with that approach; the Farm Plan implementation was considered to be best managed through phases and amending DPAs could be considered in a future phase; and the map in the Farm Plan will be referenced at the Local Trust Committee's (LTCs) discretion.

- A member of the Denman Island Residents Association Marine Guardians committee expressed concern that aquaculture operators may change the species being farmed without further oversight or involvement of local government in the Crown tenure process. She pointed out that there is a new application for a 10 hectare off-shore shellfish tenure in Lambert Channel and asked if the LTC had been advised of this.
  - Staff responded that Islands Trust has received a referral for this application.

**4. COMMUNITY INFORMATION MEETING - none**

**5. PUBLIC HEARING - none**

**6. MINUTES**

**6.1 Local Trust Committee Minutes dated March 7, 2017**

By general consent the minutes were adopted.

**6.2 Section 26 Resolutions-Without-Meeting - none**

**7. BUSINESS ARISING FROM MINUTES**

**7.1 Follow-up Action List dated April 24, 2017**

Regional Planning Manager Kjerulf presented the Follow-up Action List. She provided an update on the proposed Denman Village community design charrette project. There was discussion on budget, funding opportunities, possible dates, and community involvement. She informed the LTC of the opportunity to apply for a matching grant through the Vancouver Island University Regional Initiatives Fund but due to a May 15 deadline, she would need to follow up with a Resolution Without Meeting request for the Committee to request funding and a letter of support for the application.

Trustees suggested scheduling an informational meeting for the community on a Saturday or other convenient time for the public to attend. Staff will provide a subsequent report on this initiative and keep Trustees informed of the progress.

**7.2 Advisory Planning Commission Conflict of Interest Guidelines**

Regional Planning Manager Kjerulf confirmed that this document is a general recommendation of guidelines and will be included in the orientation package provided for Advisory Planning Commission (APC) members.

A Trustee noted that the document is in need of an update to item 17, first bullet.

**8. DELEGATIONS**

**8.1 Denman Community Land Trust Association (DCLTA) regarding Senior's Affordable Housing Project**

Harlene Holm, on behalf of DCLTA, presented an update on the Seniors' Affordable Housing project. The Association is requesting that the LTC consider

adopting an “affordable housing first” policy that gives priority to any application relating to an affordable housing initiative. She provided background information for this request and described the housing first policy tool in the Islands Trust Affordable Housing Tool Kit as an effective method to streamline and facilitate affordable housing projects. Additionally, the Association is requesting that the LTC consider reducing the fees and cost-recovery charges applicable to all applications for affordable housing, presenting the rationale and need for such assistance.

Trustees suggested that DCLTA might make an application to Executive Committee for an application fee sponsorship waiver, and indicated that the “affordable housing first” policy warrants further investigation and consideration.

**DE-2017-028**

**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee request staff to report back on the meaning and implications of establishing an “affordable housing first” policy for applications and including, if possible, the steps taken by Salt Spring Island Local Trust Committee on this topic.

**CARRIED**

**By general consent** item 8.2 was moved to follow item 15.

**9. NEW BUSINESS**

**9.1 (DFO) Fisheries and Oceans Canada - Integrated Geoduck Management Framework 2017**

Trustees and staff considered the DFO Integrated Geoduck Management Framework 2017 and discussed the following:

- There is ongoing concern that the Islands Trust is not represented on the Shellfish Aquaculture Management Advisory Commission;
- There are options to address the negative impacts of the geoduck aquaculture operations including the possibility of downzoning, creating zoning restrictions to exclude geoduck aquaculture, and restricting expansion of existing operations;
- There could be broader advocacy on a Trust-wide basis with respect to the management of geoduck cultivation;
- The Denman Island OCP could be reviewed relative to current policies regarding aquaculture; and
- There is an opportunity for greater co-ordination with First Nations.

**DE-2017-029**

**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee request Executive Committee to prioritize the task of seeking membership on the Shellfish Aquaculture Management Advisory Commission for the Islands Trust.

**CARRIED**

**DE-2017-030**

**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee request Executive Committee to request staff, on a priority basis, to investigate and report on strategies to limit the harmful impacts of geoduck aquaculture in the Trust Area and to obtain legal clarification on whether Local Trust Committees may create an exception in their zoning bylaws such that geoduck cultivation will not be permitted as a part of shellfish aquaculture.

**CARRIED**

**9.2 2016/17 Islands Trust Annual Report - Memorandum**

LTC members requested the following change to the draft annual report text:

- Change the second sentence to read: “The Committee considered a variety of planning applications including a rezoning proposal where a density transfer was granted by the LTC in exchange for the contribution of ecologically-significant land to the Valens Brook Nature Reserve and the addition of one density to the Affordable Housing Density Bank.”

**DE-2017-031**

**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee endorse the amended annual report submission as follows: “In 2016-2017, the Denman Island Local Trust Committee held eight regular business meetings and two special meetings. The Committee considered a variety of planning applications including a rezoning proposal where a density transfer was granted by the LTC in exchange for the contribution of ecologically-significant land to the Valens Brook Nature Reserve and the addition of one density to the Affordable Housing Density Bank. The Committee continued to work on the Top Priorities of the preceding year, which included Denman Island Farm Plan Implementation, marine issues and foreshore protection, and First Nations relationship building.”

**CARRIED**

**10. CORRESPONDENCE**

**10.1 Letter from Comox Valley Regional District (CVRD) Chair, Bruce Joliffe**

Trustees discussed the response from CVRD and the following was noted:

- A Trustee is continuing to pursue the matter of completion of the Denman Cross-Island Trail section that includes the hill between the west Denman Island Ferry and the village to address safety concerns, and may have an opportunity to discuss resolution of the “big hill” engineering issues;
- It was suggested that a representative from the Denman Island Residents Association might be invited to attend meetings in this regard as they have expressed an interest in this matter as well; and
- There was a question of when “stage two” public consultation on the Cross-Island Trail would occur and it was suggested as a topic for a next CVRD protocol meeting.

**11. APPLICATIONS AND REFERRALS****11.1 DE-DVP-2017.1 (Forrest) - Staff Report**

Regional Planning Manager Kjerulf presented the staff report that addresses the application for a Development Variance Permit (DVP) to vary the required subdivision lot width to depth ratio in order to subdivide an existing lot into two new lots.

**DE-2017-032****It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee approve issuance of Development Variance Permit DE-DVP-2017.1 to vary the required subdivision lot width to depth ratio in the Denman Island Land Use Bylaw from 1:3 to 1:4.8 for proposed Lot A and from 1:3 to 1:3.3 for the proposed remainder lot.

**CARRIED****11.2 Bylaw No. 224 - for adoption**

Regional Planning Manager Kjerulf reported that Bylaw No. 224 updates the APC bylaw and has been approved by the Executive Committee.

**DE-2017-033****It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee Bylaw No. 224, cited as "Denman Island Local Trust Committee Advisory Planning Commission Bylaw, 2017", be adopted.

**CARRIED****11.3 DE-RZ-2015.1 (Pandesign) - Staff Report**

Regional Planning Manager Kjerulf noted that the staff report presents the LTC with the final draft version of a restrictive covenant that was a requirement of the rezoning.

**DE-2017-034****It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee receive and accept the draft covenant and priority agreement with respect to file DE-RZ-2015.1, and that Trustees Laura Busheikin and Susan Morrison be assigned as signatories.

**CARRIED****11.4 DE-DVP-2016.1 (Citizen Design for Lundberg) - Staff Report**

Regional Planning Manager Kjerulf advised that the staff report presents the LTC with the final draft version of a restrictive covenant that was a requirement of the Development Variance Permit (DVP).

**DE-2017-035**

**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee receive and accept the draft covenant and priority agreement with respect to file DE-DVP-2016.1, and that Trustees Laura Busheikin and Susan Morrison be assigned as signatories.

**CARRIED**

**12. BREAK**

**By general consent** the meeting recessed at 10:58 am and reconvened at 11:08 am.

**13. LOCAL TRUST COMMITTEE PROJECTS**

**13.1 Denman Farm Plan Implementation - Staff Report**

Regional Planning Manager Kjerulf outlined the staff report that presents the LTC with an update on the status of early referrals for the Denman Island Farm Plan Implementation project, including the comments from the Denman Growers and Producers Alliance. She advised that the referral response from the APC has been delayed due to the need to appoint new APC members and that the new APC is expected to receive and review the referral following their orientation.

**13.2 Housekeeping Bylaw No. 222 - Memorandum**

Regional Planning Manager Kjerulf summarized the memorandum that provides an update on Housekeeping Bylaw Nos. 222 and 223 and proposes consideration of proceeding with Public Hearing on Bylaw No. 222.

Trustees discussed combining a Public Hearing for Bylaw No. 223, amending definitions and regulations pertaining to Agriculture and Intensive Agriculture, to coincide with a Public Hearing relating to the Farm Plan Implementation Project.

Discussion followed on scheduling a Public Hearing to coincide with an LTC business meeting for proposed OCP Amendment Bylaw No. 222 which would amend mapping for Development Permit Area No. 4 – Streams, Lakes and Wetlands.

Staff noted that a resolution to schedule a Public Hearing for Bylaw No. 222 had already been passed by the LTC.

**13.3 Relationship Building with First Nations - Next Steps**

**13.3.1 Staff Report**

Senior Intergovernmental Policy Advisor MacRaidl presented the staff report regarding developing a shared narrative of Hornby and Denman Islands with local First Nations with suggestions for a two-phase initiative and including a draft Shared Narrative of Place Project Charter.

Trustees discussed the process and the following key points were noted:

- The addition of “and appropriate” to the suggested resolution to follow “where possible” was proposed; and
- Strategies for development and implementation of a series of community events sessions were considered.

David Marlor, Director, Local Planning Services, left the meeting at 11:35 am.

**DE-2017-036**

**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee amend the Project Charter to add in the Shared Narrative of Place: “include a public presentation by the Islands Trust Senior Intergovernmental Policy Advisor and follow up public presentations by K’omoks members and representatives.

**CARRIED**

**DE-2017-037**

**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee endorse the Shared Narrative of Place – Charter v1 Project Charter as amended which will strive to amend the Denman Island Official Community Plan in two phases. As a first step, integrating a First Nations “deep history” narrative and place names within the Official Community Plan. Then, in co-operation with local First Nations, review the Official Community Plan for opportunities for First Nations to participate in the work of the Local Trust Committee more meaningfully.

**CARRIED**

**DE-2017-038**

**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee encourage residents of Denman Island to voluntarily start sharing First Nations’ place names and histories of the island through various stakeholder community groups and community events and, where possible and appropriate, influence the content of signage to include First Nations’ place names and context of indigenous use of places.

**CARRIED**

13.3.2 First Nations Reading List

Trustee Busheikin advised that she is aware of a First Nations reading list that is available and being used in the Trust area, and suggested that this list might be circulated to both the Denman Island volunteer library and to the Community School library, encouraging them to consider the list as they develop their collection.

Trustees and staff discussed the proposal and comments included:

- Assisting the libraries in the expense of purchasing books from the reading list was suggested if possible;
- Funding to assist the libraries to acquire such books, might include use of a portion of the existing LTC budget for First Nations Relationship Building as a part of the work that would underlay future planning work, or requesting that funds be provided by Trust Council; and
- A library-supported First Nations literature reading club or circle activity might enable the receipt of a 50/50 funding opportunity.

**DE-2017-039**

**It was MOVED and SECONDED,**

that the Denman Island Local Trust Committee send a letter signed by the Local Trustees to both island libraries including informing them about the First Nations reading list and potential co-financing opportunities.

**CARRIED**

Trustee Busheikin offered to draft the letter for the libraries.

**14. REPORTS**

**14.1 Work Program Reports**

14.1.1 Top Priorities Report dated April 24, 2017

Received.

14.1.2 Projects List Report dated April 24, 2017

Received.

**14.2 Applications Report dated April 24, 2017**

Regional Planning Manager Kjerulf presented the applications report.

Senior Intergovernmental Policy Advisor MacRaid left the meeting at 11:50 am.

**14.3 Trustee and Local Expense Report dated February, 2017**

Received.

**14.4 Adopted Policies and Standing Resolutions - none**

**14.5 Local Trust Committee Webpage**

There were no changes requested.

**14.6 Chair's Report**

Chair Morrison reported on the following:

- Attended a meeting with the Assistant Deputy Minister of the Ministry of Transportation and Infrastructure regarding a road issue on Lasqueti;
- She Chaired a Public Hearing recently;
- She will attend an Executive Committee meeting tomorrow; and
- She is working to assist in preparations for the next Trust Council which will be held on Lasqueti Island in June.

**14.7 Trustee Reports**

Trustee Busheikin reported on her attendance at the following:

- The Association of Vancouver Island and Coastal Communities convention;
- A meeting with K'omoks First Nation;
- Denman Island Residents Association meetings; and
- Trustee Office Hours.

Trustee Critchley reported on the following:

- He has been working to advocate for development of the ferry hill section of the Cross-Island Trail;
- He attended a Ferry Advisory Committee meeting where schedule improvement and traffic control at Gravelly Bay were discussed; and
- He attended an Old School Meeting.

**14.8 Electoral Area Director's Report – none****14.9 Trust Fund Board Report dated April, 2017**

Chair Morrison pointed out the new logo that celebrates the milestone achieved of 100 Protected Places for the Islands Trust Fund. She encouraged Trustees to provide input into the survey on the Regional Conservation Plan.

**15. UPCOMING MEETINGS****15.1 Next Regular Meeting Scheduled for Tuesday, June 6, 2017 at 9:30 am at the Denman Activity Centre, 1111 Northwest Road, Denman Island, BC**

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

**8.2 Association for Denman Island Marine Stewards (ADIMS)**

Barbara Mills, on behalf of ADIMS made a presentation on the specific impacts posed by geoduck aquaculture on Denman Island and the Strait of Georgia. The Association is requesting the LTC's support in opposing the Fisheries and Oceans Canada - Integrated Geoduck Management Framework 2017, identifying rationales including the lack of scientific basis; the threats to the marine environment from habitat destruction and microplastics pollution; potential threat to the herring; and the harm to the social, economic and cultural integrity of this region that the geoduck industry will cause. She also requested that the Trustees

take this issue to the June Trust Council meeting and request that the Executive Committee write a letter opposing this form of aquaculture.

**16. TOWN HALL**

Edi Johnston commented that a measure to limit expansion of existing shellfish tenures would likely not be effective as, to her knowledge, there is no intertidal or deep water operations enforcement occurring.

**17. CLOSED MEETING**

**17.1 Motion to Close the Meeting**

**DE-2017-040**

**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)(a)(d) and (i) for the purpose of considering Appointment of Advisory Planning Commission members, adoption of minutes dated March 7, 2017 and for receipt of advice subject to solicitor-client privilege and that the recorder and staff attend the meeting.

**CARRIED**

The meeting closed to the public at 12:14 pm.

**17.2 Recall to Order**

**By general consent** the meeting was recalled to order at 12:29 pm.

**17.3 Rise and Report**

Chair Morrison reported that in the Closed Meeting the Local Trust Committee adopted minutes from the *In Camera* meeting of March 7, 2017 and appointed the following persons to the Advisory Planning Commission: Alan Stoddart, Rosa Telegus, Margie Gang, David Graham, Jack Forsyth, Edi Johnston, Tom Zawila, Howard Stewart and Steve Caballeria.

**18. ADJOURNMENT**

By general consent the meeting adjourned at 12:30 pm.

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Susan Morrison, Chair

Certified Correct:

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Vicky Bockman, Recorder