

DATE OF MEETING: September 1, 2026

TO: Hornby Island Local Trust Committee

FROM: Ian Cox, Planner 2
Local Planning Services

COPY: Renee Jamurat, Regional Planning Manager

SUBJECT: TUP application for worker accommodation
Applicant: Mathew Fredbeck (R. Cruz, agent)
Location: 10835 Central Road, Hornby Island

RECOMMENDATION

1. That the Hornby Island Local Trust Committee approve issuance of temporary use permit PL-TUP-2026-0187.

REPORT SUMMARY

This report presents the Local Trust Committee (LTC) with temporary use permit (TUP) application PL-TUP-2026-0187 (**Attachment 1**) for consideration, that seeks to allow the use of an existing building on the property for the residential use of three staff accommodation units - see Applicant Project Narrative in **Attachment 2**. The application satisfies the Hornby Land Use Bylaw (LUB) TUP Guidelines and staff recommend issuance of the permit.

The LTC is tasked with deciding whether to refer the application to the Advisory Planning Commission (APC) per OCP policy, and whether it considers the application to have met the requirements of the Guidelines identified by staff as presented in the staff analysis in **Attachment 3**.

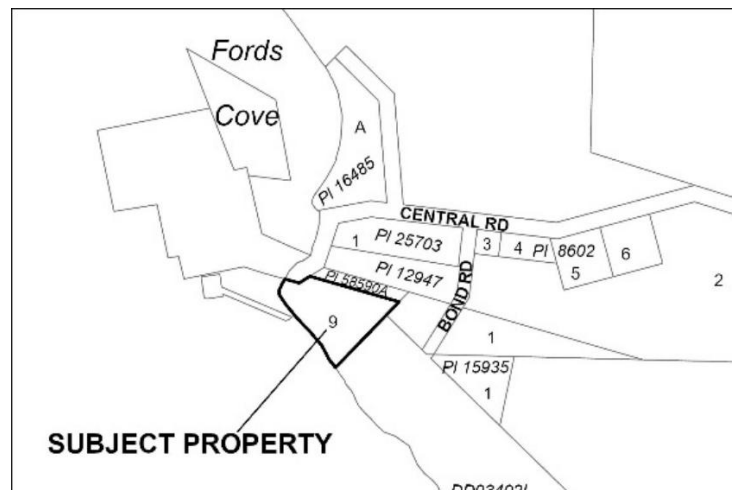


Figure 1 - Subject Property

BACKGROUND

Development Permit HO-DP-2018.1 was issued by the LTC on October 22, 2019 that retroactively authorised the redesign, addition to, and renovation of an existing commercial building and associated landscaping proposed by this TUP application to be used for the three staff accommodation units. The 2018 DP did not authorise the three units themselves, but rather granted the ability to construct the additions to the building and carry out interior and exterior renovations that resulted in a change to the height of the roof, cladding, addition of solar paneling, and other aspects. The applicant now seeks to finalize interior changes to the building to facilitate three staff worker accommodation units that will not require a DP application, and to utilize the units under a TUP for a period of up to three years as a trial. The applicant states, “Rather than pursuing a full rezoning, we are applying for a TUP as an interim solution while waiting for the bylaw update in the near future”, referring to the LTC’s major OCP and LUB review project which could potentially bring about changes to the zoning of the property.

ANALYSIS

Policy/Regulatory

Islands Trust Policy Statement

Staff have reviewed the Islands Trust Policy Statement (ITPS) and determined the application is consistent with the policies therein.

Official Community Plan

The OCP provides the following policy direction and support relevant to the proposed temporary rental accommodation use:

General Residential Policy

As a Local Trust Area designated under the Islands Trust Act this document has as its focus the preservation and protection of the Trust Area and is not premised on the unlimited accommodation of housing demands but rather places priority on the preservation and protection of the natural environment of the Local Trust Area.

The 2011 census records 886 dwellings and a resident population of 958 persons. There are three major housing challenges facing the community in the next five years: (1) a substantial proportion of the long-term resident population is now in the older age brackets; some may appreciate the availability of special housing in their senior years while others may wish to be supported while remaining in their own homes; (2) property prices are out of scale with the incomes that can be derived on the Island, making it difficult for younger people to become established here; and (3) the majority of properties are owned by non-residents and most of these are occupied and/or rented seasonally thereby limiting the availability of year-round rental accommodation.

6.3.5.14

A detached unit used to provide temporary accommodation for a relative or a caregiver or to provide temporary affordable rental accommodation under the Residential Tenancy Act may be

permitted through a Temporary Use Permit (in accordance with guidelines specified in Section 6.10 – Temporary Use Permits).

INFORMATION NOTE: *The use of such a permit will only define the permitted use and the temporary nature of such use and cannot manage who may occupy the temporary accommodation.*

6.3.5.16

Written agreements under the Residential Tenancy Act are strongly encouraged for the rental of dwelling units.

Land Use Bylaw

The property is zoned **Commercial 5 – Comprehensive Commercial (C5) Zone (Ford Cove)** under the [Hornby Island Land Use Bylaw No. 150](#). The following is an excerpt of pertinent regulations:

Permitted Uses

- (1) *The following uses are permitted, subject to the regulations set out in this Section and Part 3, and all other uses are prohibited:*
- (a) visitor accommodation;*
 - (b) restaurant;*
 - (c) retail;*
 - (d) liquid fuel sales for boats; and*
 - (e) accessory residential.*

Permitted Buildings, Structures and Density

- (2) *The following buildings and structures are permitted, subject to the regulations set out in this Section and Part 3, and all other buildings and structures are prohibited:*
- (a) accessory buildings and structures;*
 - (b) a maximum of one accessory residential dwelling unit is permitted per lot; and*
 - (c) a maximum of six visitor accommodation units are permitted per lot.*

The TUP application seeks to permit three (3) additional residential dwelling units for staff accommodation beyond the one (1) accessory residential unit permitted by section (2)(b). The property owner/applicant previously applied for and was granted a DP for the redesign, renovation, and additions to the building in which the temporary use will take place, as described in the above Background section of this report.

Issues and Opportunities

Water

No new professional information on water supply has been provided, rather the applicant has written a statement as a stand-in for a water supply plan as presented in **Attachment 4**. It states that the property utilizes a drinking water system consisting of two 5,000-gallon water tanks and one separate 1,500-gallon tank that is filled during the rainy season to reduce the need to collect water in the dry / high season. It also states that the applicant is working to introduce a third 5,000-gallon tank, for a total of 16,500 gallons. The LTC could request additional professional information for assurance as to adequate supply, or require additional storage as a condition of the TUP. Since there is no direct number stipulated in the TUP Guidelines, staff consider LUB Guideline 10.3(6)(h) to have been met (**Attachment 3**).

Septic

The applicant has provided an assurance letter authored by Ron McMurtrie and Associates, professional engineers, dated February 19, 2026, stating that the existing system was monitored from May 2024 to January 2025 - including during peak summer visitor accommodation for flow rates - and was reevaluated to include the proposed staff accommodation units, finding adequate capacity to support the proposed use. The applicant/owner remains responsible for any future required upgrades and maintenance under the provincial Sewerage System Regulation.

Consultation

Notice of the TUP was circulated to surrounding property owners and residents on August 13, 2026, published in the Hornby Island Tribune, and posted to the Hornby Island [Local Trust Committee webpage](#) in accordance with the *Local Government Act*. No correspondence in response to the notice was received at the time of preparing this report, but may be received before the LTC meeting on September 1, 2026. Any submissions received after the agenda is published will be sent to the LTC prior to the meeting and will be raised by the planning staff during the meeting. Correspondence should be sent to northinfo@islandstrust.bc.ca.

Rationale for Recommendation

Staff recommend issuance of the proposed permit as found on page 1 of this report under the following rationale:

- The proposal is supported by the objectives and policies of the OCP.
- The proposal will not result in any additional buildings or structures on the property and will utilize existing infrastructure.
- The application appears to meet the TUP Guidelines, pending LTC determination on those items identified in **Attachment 3**.

ALTERNATIVES

1. Request additional information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request. Recommended wording for the resolution is as follows:

That the Hornby Island Local Trust Committee request that the applicant submit to the Islands Trust the following information prior to making a decision on PLTUP20260187 [insert information request].

2. Amend the TUP

The LTC may modify the TUP as presented to include or exclude conditions as it deems appropriate. A resolution to amend the permit referencing specific conditions or clauses should be passed prior to any resolution to issue the final permit.

3. Deny the application

The LTC may deny the application. The decision should be accompanied by reasons. Recommended wording for the resolution is as follows:

That the Hornby Island Local Trust Committee deny application PLTUP20260187 for the following reasons [list and describe reasons].

NEXT STEPS

If approved as recommended on page 1 of the report, staff will issue the TUP as presented or as amended according to LTC resolutions.

Submitted By:	Ian Cox, Planner 2	August 18, 2026
Concurrence:	Renée Jamurat, RPP MCIP, Regional Planning Manager	August 20, 2026

ATTACHMENTS

1. Proposed TUP
2. Applicant Project Narrative
3. TUP Guidelines
4. Water Supply Statement
5. Septic Assurance Letter

	HORNBY ISLAND LOCAL TRUST COMMITTEE TEMPORARY USE PERMIT PL-TUP-2026-0187 10835 Central Road, Hornby Island
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To: FORD'S COVE MARINA LTD., INC.NO. BC0104267

1. This Permit applies to the land described below:

PID 005-574-285

LOT 9, SECTIONS 2 AND 18, HORNBY ISLAND, NANAIMO DISTRICT, PLAN 8602 EXCEPT PART LYING TO THE NORTH EAST OF A BOUNDARY PARALLEL TO AND PERPENDICULARLY DISTANT 50 FEET FROM THE NORTH EASTERLY BOUNDARY OF SAID LOT

- a) Pursuant to Section 493 of the *Local Government Act* and Section 6.10 of the *Hornby Island Official Community Plan Bylaw No. 149, 2014*, and despite *Hornby Island Land Use Bylaw No. 150, 2014*, this Permit is issued to **allow three (3) worker accommodation units within an existing accessory building** on the subject property, conducted in accordance with all federal and provincial applicable regulations and authorizations.
2. This permit is subject to the following conditions imposed by the Hornby Island Local Trust Committee:
- a) The worker accommodation units shall be in substantial accordance with Schedule "A" – Building Plans and Schedule "B" – Site Survey, attached to and forming part of this permit as signed and dated by the Deputy Secretary, Islands Trust;
- b) The worker accommodation units must not be used for short term vacation rentals or visitor accommodation in conjunction with the other permitted principal uses on the lot. The units are intended strictly for worker accommodation;
- c) Off-road parking must be provided in accordance with Section 5.4 of the *Hornby Island Land Use Bylaw No. 150, 2014* and shall be calculated based on table 5.4, item 1, "dwelling unit" requiring 2 parking spaces per dwelling unit;
- d) All garbage and recycling generated from the worker accommodation units must be taken to the Hornby Island Recycling Depot or to an appropriate off-island facility. Compostable waste shall be disposed of appropriately.
- e) Residential uses on the lot must comply with the Comox Valley Regional District's *Electoral Areas Noise Control Regulations Bylaw No. 102, 2010*.
- f) The holder of the Permit will be responsible for any violation of the conditions of this Permit. For the purpose of investigating a complaint, Islands Trust staff may enter the

property during business hours to ensure compliance with the Temporary Use Permit.

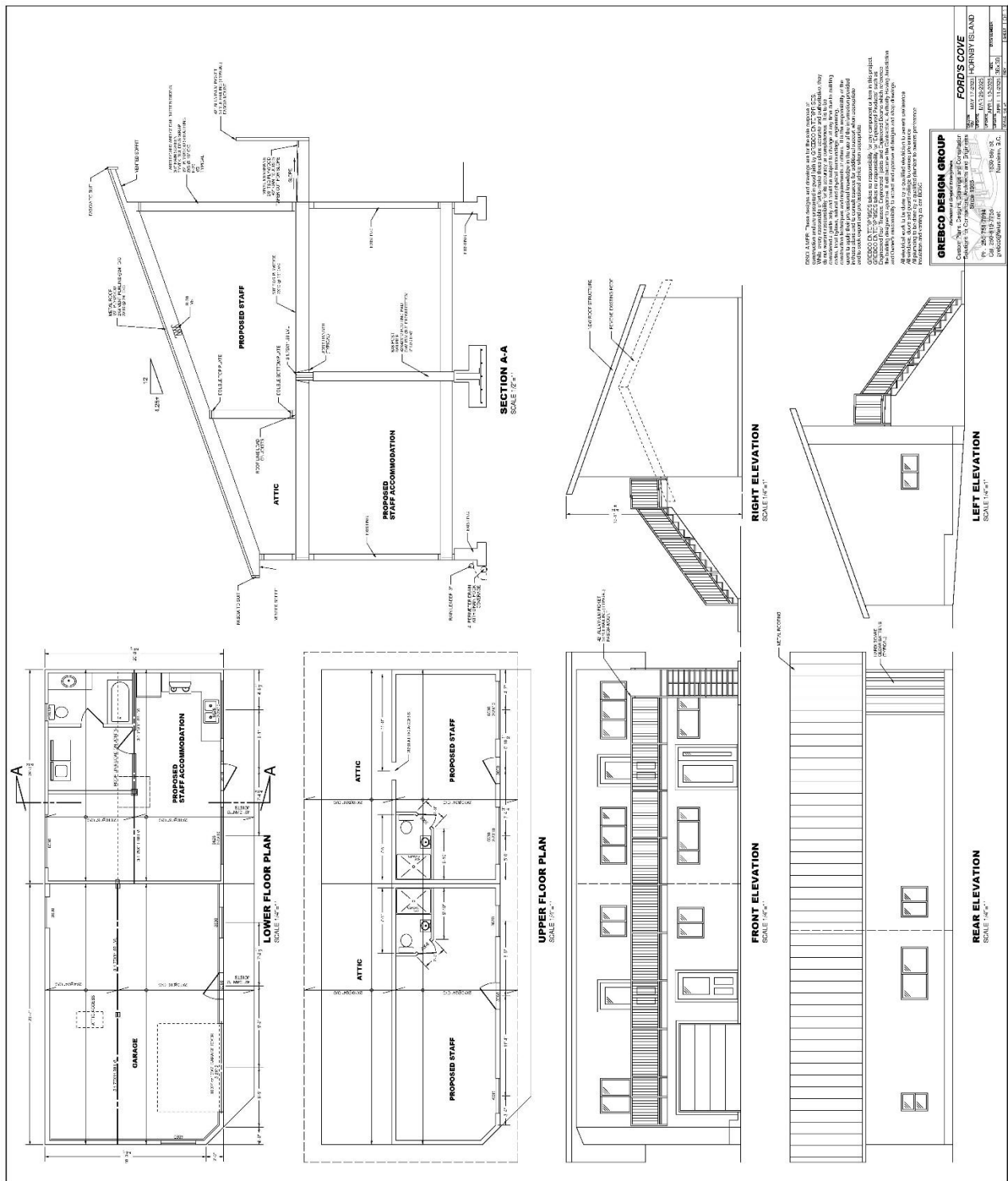
3. It is the responsibility of the landowner to obtain any required authorization under the *Water Sustainability Act*, the *Public Health Act*, the *Sewerage System Regulation* or any other relevant legislation pertaining to groundwater, public health and safety, and waste management.
4. This Permit is valid for a period of three years from the date of issuance.
5. This is not a Building Permit or a Siting and Use Permit, nor does it relieve the Permittee from the need to secure all other approvals necessary for the proposed land use.

**AUTHORIZING RESOLUTION PASSED BY THE HORNBY ISLAND LOCAL TRUST COMMITTEE THIS
X DAY OF XX, 2026.**

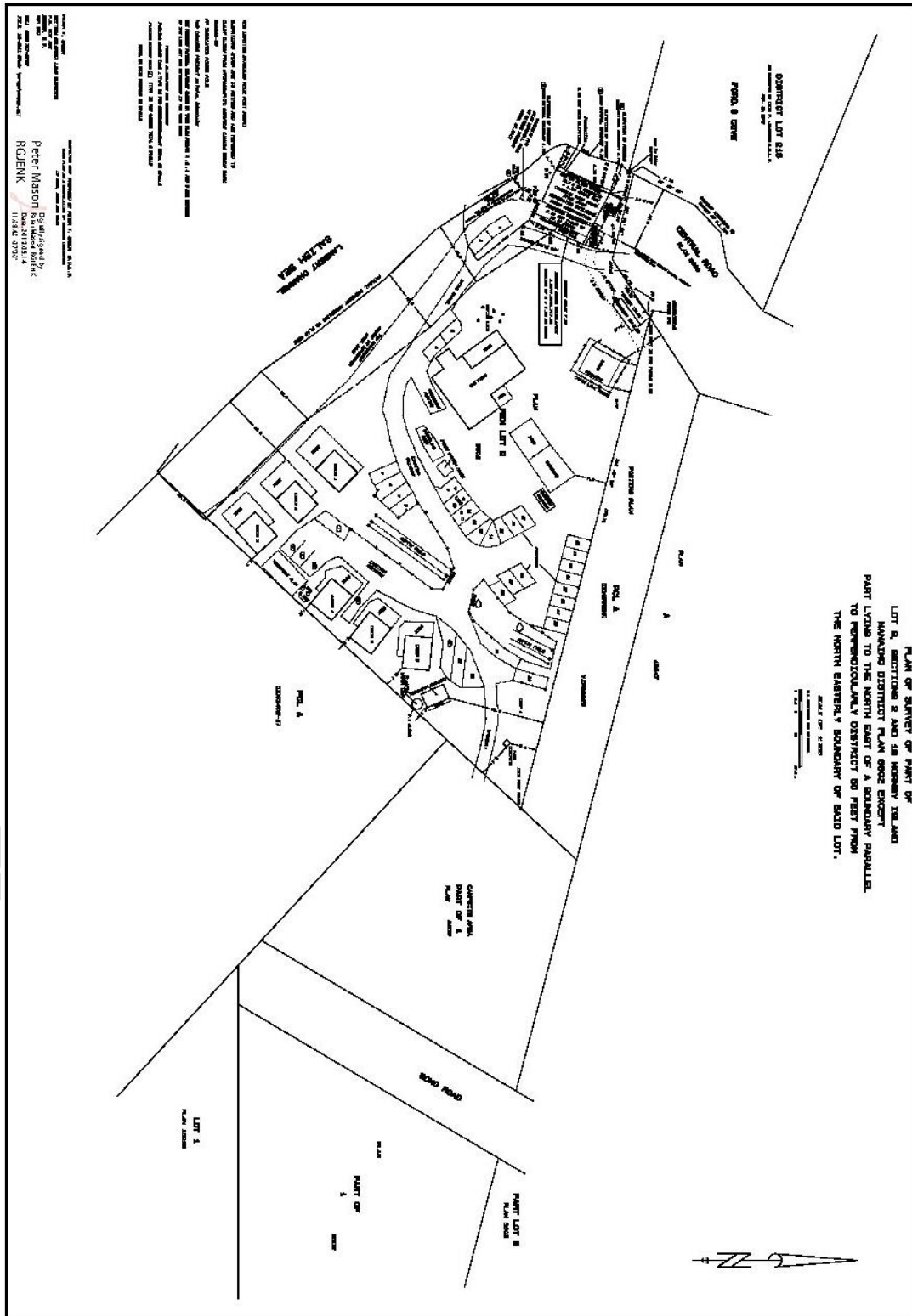
Deputy Secretary, Islands Trust

Date Issued

HORNBY ISLAND LOCAL TRUST COMMITTEE **PLTUP-2026-0187 - SCHEDULE "A"** **Building Plans**



HORNBY ISLAND LOCAL TRUST COMMITTEE
PLTUP-2026-0187 - SCHEDULE "B"
Site Survey



ATTACHMENT 2 – Applicant Project Narrative

Application for Temporary Use Permit - Staff Accommodation at Ford's Cove

Project: Renovation of the existing accessory building to convert room and attic space into staff accommodation.

We are submitting an application for a Temporary Use Permit (TUP) to allow for three staff accommodation units within our existing accessory building at Ford's Cove.

Background & Justification

In 2018, during a Development Variance Permit (DVP) process, we included the change of the roof-line of our accessory building to install solar panels. This created a large attic space, which we now intend to convert into staff accommodations. While the current Land Use Bylaw (LUB) does not permit this use, the Official Community Plan (OCP) does support staff housing, though it has not yet been reflected in the LUB.

Rather than pursuing a full rezoning, we are applying for a TUP as an interim solution while waiting for the bylaw update in the near future, which we hope will include the current staff accommodation view of the OCP and will formalize staff housing allowances for businesses on Hornby Island.

The Urgent Need for Staff Housing

Like many areas in British Columbia, Hornby Island is facing a severe housing crisis and shortage of houses in the long term rental market, making it extremely difficult for workers to find stable accommodation, leading to a shortage of workers on the island.

Our employees have struggled to secure housing, often moving between temporary rentals, trailers, or even camping. Over the past year, we lost three staff members due to housing shortages. With an aging population and a declining workforce, securing reliable housing is essential to maintaining the services Ford's Cove Marina has provided to the community since 1971 under our administration.

Year round housing on the island is almost impossible to find for new comers to the island and younger adults who are currently leaving here. We are lucky that most of our employee have secure housing, but we know some of them have had this problem so we are wondering about their future.

While some of our employees live in trailers, we believe they deserve safe, heated, and properly equipped accommodation. This project is a step toward ensuring dignified living conditions for our staff while sustaining essential services on the island.

We have been thinking over the years on how we can make a difference in our community and to support low income housing for our local staff and being able to support the service level that Ford's Cove Store and Restaurant has been providing to our community since 1971 under our family.

Project Scope

When we were planning our change of roof line of our accessory building for solar panels we saw the opportunity to convert to use of the attic space above our garage/gym and shed to create 3 small units for staff accommodation.

As this is an existing building, the required renovations are minimal and primarily involve finishing the attic space, including: flooring, finishing a washroom, and installing kitchen cabinets and a sink, and some furniture.

Even with the high cost of constructions this project does not require a big investment on our part as this is an existing building and the space is ready and was designed in the past with this in mind for the future

Water & Septic Considerations

Our septic system has been designed to accommodate future expansions, including this project. Last year, we conducted a system re-evaluation, confirming that it can support the proposed staff housing (see attached engineer letter).

For water supply, there will be no net increase in usage. In the past, our property housed BC Ferries employees year-round in our trailer campsites, as well as an on-site caretaker in a trailer; this use was discontinued with this project in mind, also we have been housing summer staff in small trailers on trailer campsites on summer season for years so the water usage will remain consistent with current usage and so will not change.

Additionally, we have a drinking water system with two 5000 gallon water tank and also 1 tank of 1500 gallons that we fill in the rainy season to reduce the need to collect water in the dry / high season. With this project in mind we are also working on introducing a third 5000 gallon tank to our water system to reduce collection of water in the dry season / high season.

We understand that you may request proof of water however we kindly request that the Local Trust waive the requirement for an additional engineer letter regarding water supply, as our usage will remained the same, as we are already using and have been for the last 20 plus years and this will help keep the cost of converting the building into staff accommodation reasonable and possible.

Attached also is the latest survey we had to the property as no changes has occur since survey was done for the application in 2018. All building still remain the same and we our only renovating the interior of the auxiliary building.

This temporary staff housing solution for staff housing will help us to maintain the service Ford's Cove provide to our community on daily basis and hope that the LTC will soon be able to updated the Local bylaw to incorporate staff housing to all business, this would support not just us and our staff but all the business in Hornby Island to able to provided service when our population inflates in the high season and through the year.

We appreciate the time and effort that the planners and Local Trust Committee (LTC) will dedicate to this project. We look forward to working together toward a sustainable future for our island. Please let us know if you require any additional information.

ATTACHMENT 3 – TEMPORARY USE PERMIT GUIDELINES

HORNBY ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 149, 2014 AND LAND USE BYLAW NO. 150, 2014

Guideline Not Met		Guideline Met Subject to LTC Decision		Guideline Met	
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Temporary Use Permits Objective 6.10(1) - OCP:

to consider allowing a temporary event as per Policy 6.5.1.10;

Temporary Use Permit Objective 10.2 – LUB:

(3) to allow particular uses for a period of time to enable impacts to be assessed before any further permitting of the use as per OCP Policy 6.5.1.10;

(5) to consider allowing temporary seasonal or emergency accommodations as per OCP policies 6.3.5.18 and 6.3.5.19;

OCP Guideline	LUB Guideline	Complies?	Planner Comments
6.10.1: Upon application, Temporary Use Permits may be considered for all parcels of land within the Hornby Island Local Trust Area, with the following exclusions: a) properties less than one quarter of a hectare, except when the application is for vacation home rental use; b) land designated as Park, as shown on Schedule B; and c) a parcel identified as containing an environmentally sensitive area, as shown on Schedule D1 or D2, unless information is provided by the owner that establishes that the proposed land use does not negatively impact the environmentally sensitive features or is located outside of the sensitive area on the parcel.	10.3(1): Upon application, Temporary Use Permits may be considered for all parcels of land within the Hornby Island Local Trust Area, with the following exclusions: (a) properties less than one quarter of a hectare except when the application is for vacation home rental use; (b) land zoned as public park, ecosystem management area or water supply protection, as shown on Schedule B; and (c) a parcel identified as an environmentally sensitive area, as shown on Schedule D1 or D2 of the Hornby Island Official Community Plan Bylaw No. 149, unless information is provided to illustrate that the proposed land use does not negatively impact the environmentally sensitive features.		Schedule D1 mapping shows that the property has occurrences of both Mature Forest and Woodland ecosystems. However, the property has been largely cleared in the area of application for the resort, marina, and retail uses permitted by zoning. Schedule D2 mapping shows the subject property is in the IIIA – Moderately developed, high vulnerability Environmentally Sensitive Areas Aquifer . The property is located outside a Recharge Zone . Staff determine that no further environmental assessment is required, primarily due to the fact that the proposed worker accommodation use will take place in an existing building, and the property is largely cleared and in use as described in the above point.
6.10.2: Applications for Temporary Use Permits may be	10.3(2): Applications for Temporary Use Permits may be		For LTC Decision

OCP Guideline	LUB Guideline	Complies?	Planner Comments
referred to the Advisory Planning Commission which may be requested to provide an opportunity for public input to be received and considered in preparing its recommendations.	referred to the Advisory Planning Commission which may be requested to provide an opportunity for public input to be received and considered in preparing its recommendations.		Determine whether to refer this application to the Advisory Planning Commission. Staff consider this likely an unnecessary step given the policy support in the OCP/LUB for temporary accommodation.
6.10.3: Temporary Use Permits for parcels within the Agricultural Land Reserve should only be issued for uses that do not conflict with Agricultural Land Commission policies and regulations.	10.3(3): Temporary Use Permits for parcels within the Agricultural Land Reserve should only be issued for uses that do not conflict with Agricultural Land Commission policies and regulations.		Property not within the ALR = N/A
6.10.4: A professional assessment of hydrological impacts may be required when the proposed use is within an identified groundwater recharge area or an aquifer classified as heavily developed as shown on Schedule B or D2 and if the proposed use involves more than minimal potential impacts upon the groundwater resource.	10.3(4): A professional assessment of hydrological impacts may be required when the proposed use is within an identified groundwater recharge area or an aquifer classified as heavily developed.		Schedule D2 mapping shows the subject property is in the IIIA – Moderately developed, high vulnerability Environmentally Sensitive Areas Aquifer. The property is located outside a Recharge Zone.
6.10.5: Where approvals are required from other agencies, these should be obtained prior to the issuing of a Temporary Use Permit.	10.3(5): Where approvals are required from other agencies, these should be obtained prior to the issuance of a Temporary Use Permit.		It is the responsibility of the applicant to obtain the necessary approvals from the relevant health authority for waste disposal and water supply. Because there is no building inspection in force for Hornby, no occupancy permit under the BC Building Code would be issued for the three staff accommodation units.
6.10.6: The general conditions for issuing a Temporary Use Permit are as follows: a) adequate off-road parking should be provided;	10.3(6): The general conditions for issuing a Temporary Use Permit are as follows: (a) adequate off-road parking should be provided;		Included as condition c) of the proposed permit. In accordance with Section 5.1(1) of the Hornby Island Land Use Bylaw (LUB), all required off-road parking spaces will be located on the lot. 2 per residential unit.
6.10.6.b) there should be adequate provision for approved waste disposal before consideration is given by the Local Trust Committee;	10.3(6)(b) confirmation that site conditions allow for adequate provisions for approved waste disposal;		Included as a condition of the proposed permit. Applicant has provided a septic assurance statement included as Attachment 5 to the staff report.

OCP Guideline	LUB Guideline	Complies?	Planner Comments
6.10.6.c) commercial uses (other than very short term uses or vacation home rentals) should be screened from adjacent residential uses;	10.3(6)(c): commercial uses (other than very short term uses or vacation home rentals) should be screened from adjacent residential uses;		Application is for residential, not commercial use = N/A
6.10.6.e) there should be adequate setbacks of the use to minimize impacts upon adjacent properties;	10.3(6)(e) there should be adequate setbacks of the use to minimize impacts upon adjacent properties;		Residential use to take place in existing permitted building.
6.10.6.f) noise generation should be addressed to prevent disturbance of the neighbourhood and to ensure compliance with regional district regulations;	10.3(6)(f) noise generation should be addressed to prevent disturbance of the neighbourhood and to ensure compliance with regional district regulations;		Included as a condition e) of the proposed permit. Residential shall be compliant with the Comox Valley Regional District (CVRD) Electoral Areas Noise Control Regulations Bylaw No. 102.
6.10.6.g) the use should be conducted so as to not risk contamination of the land, surface water or groundwater, including by making adequate provision for the safe storage of toxic materials;	10.3(6)(g) the use should be conducted so as to not risk contamination of the land, surface water or groundwater, including by making adequate provision for the safe storage of toxic materials;		Residential use must comply with provincial wastewater and solid waste disposal regulations. No toxic material expected directly associated with use.
6.10.6.h) water supply should be addressed so as to not create negative impacts upon existing common water sources;	10.3(6)(h) water supply should be addressed so as to not create negative impacts upon existing common water sources;		For LTC decision See applicant water supply management statement in Attachment 4.
	10.3(6)(i) other potential impacts upon the neighbourhood should be mitigated, including by limitations upon the hours of operation where appropriate		Adequate parking must be provided per LUB regulations included as condition of permit. Hours of operation for residential use = N/A. Must comply with CVRD noise bylaw.
6.10.6.j) the owner of the property may be required to provide a security to guarantee the performance of the terms of the permit and should be required to provide an undertaking to demolish or remove any building or structure and to restore the land to a condition specified in the permit, especially in circumstances where temporary housing is provided and such housing is no longer used for the temporary purposes; and	10.3(6)(j) the owner of the property may be required to provide a security to guarantee the performance of the terms of the permit and should be required to provide an undertaking to demolish or remove any building or structure and to restore the land to a condition specified in the permit, especially in circumstances where temporary housing is provided and such housing is no longer used for such temporary purposes; and		For LTC decision The existing building proposed to house the staff accommodation can only be used as authorized for that specific use by the LTC under a TUP or a bylaw amendment allowing the use within the zone on the property. Any use outside what may be permitted by the LTC would be in violation of the LUB and subject to bylaw enforcement action. The LTC could require the applicant to remove the elements constituting a residential unit(s) within the building upon expiration of the TUP. However, since the use is proposed to be temporary via TUP at this time, no

OCP Guideline	LUB Guideline	Complies?	Planner Comments
			SUP would be issued for the units themselves unless the applicant were to successfully be granted a rezoning, permanently allowing the increased residential density.
6.10.6.k) lands with good agricultural potential should not be compromised by any use permitted by a Temporary Use Permit.	10.3(6)(k) lands with good agricultural potential should not be compromised by any use permitted by a Temporary Use Permit.		N/A. Not within the ALR.
6.10.7: Applicants for Temporary Use Permits should address the issues identified in these policies in their applications and are strongly encouraged to consult with neighbours about the proposed use prior to making application.	10.3(7): Applicants for Temporary Use Permits should address the issues identified in these policies in their applications and are strongly encouraged to consult with neighbours about the proposed use prior to making application.		For LTC decision Applicant has identified and provided information for the majority of guideline issues with the above noted exceptions which are TBD by LTC. Unknow how much, if any, consultation the applicant has conducted with neighbouring property owners/residents.
6.10.9: The Local Trust Committee should consider the climate change impacts of any proposed temporary use when reviewing Temporary Use Permit applications.	10.3(9): The Local Trust Committee should consider the climate change impacts of any significant change in reviewing temporary use permit applications.		No anticipated long term increased GHG emissions beyond increased vehicular use associated with increased residential density.a

ATTACHMENT 4 – Water Supply Statement

For water supply, there will be no net increase in usage. In the past, our property housed BC Ferries employees year-round in our trailer campsites, as well as an on-site caretaker in a trailer; this use was discontinued with this project in mind, also we have been housing summer staff in small trailers on trailer campsites on summer season for years so the water usage will remain consistent with current usage and so will not change.

Additionally, we have a drinking water system with two 5000 gallon water tank and also 1 tank of 1500 gallons that we fill in the rainy season to reduce the need to collect water in the dry / high season. With this project in mind we are also working on introducing a third 5000 gallon tank to our water system to reduce collection of water in the dry season / high season.

We understand that you may request proof of water however we kindly request that the Local Trust waive the requirement for an additional engineer letter regarding water supply, as our usage will remained the same, as we are already using and have been for the last 20 plus years and this will help keep the cost of converting the building into staff accommodation reasonable and possible.

ATTACHMENT 5 - Septic Assurance

Ron McMurtrie and Associates, Consulting Engineers

Wastewater System Specialists

Comox/Hornby Island, BC 250-335-2685

iasbreez@island.net

February 19, 2025

Ford's Cove Marina Ltd
10835 Central Road,
Hornby Island, BC
V0R 1Z0

ATTENTION: MR. MATTHEW FREDBECK
RE: ON-SITE SEWERAGE SYSTEM EVALUATION: PROPOSE RENOVATION FOR STAFF
ACCOMMODATION AT FORD'S COVE MARINA
OUR FILE: 0589

Dear Sir:

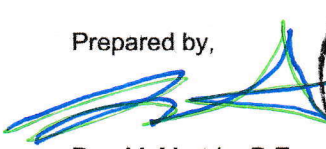
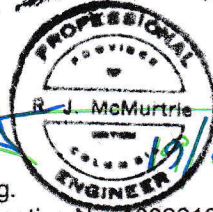
As requested, I have prepared the following letter regarding the capacity of the existing sewerage system for the purpose of your proposed renovation for staff accommodation at Ford's Cove Marina, Hornby Island.

The existing sewerage system was designed by (including supervision of construction) the undersigned in 2010. Since that time, the system has also received regular maintenance service by my company.

Following recent extensive flow monitoring carried out from May of 2024 to January of 2025 (including daily flow monitoring in the peak season – July/August 2024) the system was re-evaluated for the proposed 3 – unit staff accommodation renovation. I report that the existing system has adequate capacity to accommodate the proposed 3 – unit staff accommodation.

I trust the foregoing meets your needs regarding your application to Islands Trust for the above noted renovation. If the system is operated and maintained in accordance with the design and the BC Standard Practice Manual (SPM-V3), it will not cause or contribute to a health hazard.

Prepared by,

  19/02/2025

Ron McMurtrie, P.Eng.
E.G.B.C. Permit to Practice No. 1002218