

Hornby Island Local Trust Committee

Regular Meeting Agenda

Date: May 5, 2017
Time: 10:30 am
Location: New Horizons
 1765 Sollans Road, Hornby Island, BC

			Pages
1.	CALL TO ORDER	10:30 AM - 10:30 AM	
<i>"Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change."</i>			
2.	APPROVAL OF AGENDA	10:30 AM - 10:35 AM	
3.	TOWN HALL AND QUESTIONS	10:35 AM - 11:50 AM	
4.	COMMUNITY INFORMATION MEETING - none		
5.	PUBLIC HEARING - none		
6.	MINUTES	11:50 AM - 12:00 PM	
6.1	Local Trust Committee Minutes dated March 31, 2017 for Adoption		3 - 11
6.2	Section 26 Resolutions-without-meeting Report dated April 27, 2017		12 - 12
6.3	Advisory Planning Commission Minutes - none		
7.	BUSINESS ARISING FROM MINUTES	12:00 PM - 12:15 PM	
7.1	Follow-up Action List dated April 27 , 2017		13 - 15
7.2	Herring Fishery Advocacy - for discussion		
8.	DELEGATIONS - None		
9.	CORRESPONDENCE - None		
<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>			
10.	APPLICATIONS AND REFERRALS	12:15 PM - 12:45 PM	
10.1	HO-OTH-2016.1 (Telus) - Staff Report - to be distributed		
10.2	HO-SUB-2017.1 (Hoerbunger - Fowler Road Closure Referral) - Staff Report		16 - 27

11.	LOCAL TRUST COMMITTEE PROJECTS	12:45 PM - 1:15 PM	
11.1	Relationship Building with K'omoks First Nation - Staff Report		28 - 35
12.	REPORTS	1:15 PM - 1:50 PM	
12.1	Work Program		
12.1.1	<u>Top Priorities Report dated April 27, 2016</u>		36 - 36
12.1.2	<u>Projects List Report dated April 27, 2017</u>		37 - 38
12.1.3	<u>Hornby LTC 2014-2018 Term Goal Setting Session</u>		39 - 41
12.1.4	<u>Work Program - Suggestions for Discussion</u>		42 - 43
12.2	Applications Report dated April 27, 2017		44 - 46
12.3	Trustee and Local Expense Report dated February, 2017		47 - 47
12.4	Adopted Policies and Standing Resolutions		48 - 48
12.5	Local Trust Committee Webpage		
12.6	Chair's Report		
12.7	Trustee Reports		
12.8	Electoral Area Director's Report		
12.9	Trust Fund Board Report dated April, 2017		49 - 50
13.	NEW BUSINESS	1:50 PM - 2:05 PM	
13.1	2016/17 Islands Trust Annual Report - Staff Report		51 - 51
14.	UPCOMING MEETINGS		
14.1	Next Regular Meeting Scheduled for July 7, 2017 at 11:30 am at Room to Grow, The Hornby Island Resource Centre, 2100 Sollans Road, Hornby Island, BC		
15.	TOWNHALL	2:05 PM - 2:15 PM	
16.	CLOSED MEETING	2:15 PM - 2:25 PM	
16.1	Motion to Close the Meeting		
	<i>That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1) for consideration of (a) Advisory Planning Commission Appointments ; (d) adoption of In Camera Minutes dated March 31, 2017; and (i) receipt of advice subject to solicitor-client privilege and that the recorder and staff attend the meeting.</i>		
16.2	Recall to Order		
16.3	Rise and Report		
17.	ADJOURNMENT	2:25 PM - 2:25 PM	



Hornby Island Local Trust Committee Minutes of Regular Meeting

Date: March 31, 2017

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: Marnie Eggen, Island Planner
Vicky Bockman, Recorder

Others Present: Approximately thirty-two (32) members of the public – am
Approximately four (4) members of the public - pm

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 10:32 am. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations. She welcomed the public and introduced Trustees, staff and the recorder.

2. TOWN HALL AND QUESTIONS

Comments regarding the TELUS antenna siting proposal included the following:

- Opposition to the proposal was expressed with concerns that the process is being rushed. More time is needed for meaningful community consultation and research into alternatives such as fibre optic cables or other systems allowing for telecommunication within Hornby Island in the event of a cable failure;
- Many members of the public opposed the tower based on health risk concerns;
- The location of the proposed tower was considered to be unsafe and unacceptable as too small and too close to the Elder Housing, a nursery, residential housing and the road;
- Concerns were expressed that liability in the event of damage, fire, earthquake or negative health effects has not been determined;
- A point was made that the Local Trust Committee (LTC) should not concur with the process as it conflicts with Official Community Plan policy;
- Support for the tower was stated, citing lack of cell coverage on areas of the island affects emergency services and failure of the existing cable, expected in a few years, would leave many residents vulnerable;
- Formation of a committee to strategize and consider the options was suggested;
- Concerns were expressed that the height and purpose of the proposed tower could be modified in the future;
- Concern was expressed that values of those properties close to the tower would be diminished and owners of nearby properties oppose the tower;

- Concern was expressed that this tower would affect Hornby Island's esthetic value as a retreat;
- A community member indicated personal support for the proposed tower, while acknowledging the lack of community support and contradiction with OCP policy;
- Concern was expressed regarding negative effect on trees and wildlife;
- Negative effects of electromagnetic radiation field on bees was cited as a concern;
- An individual acknowledged that the concerns being expressed as well as the safety issues that would result from lack of proper communications should not be ignored, however, noted that alternatives might prove to be expensive for residents;
- Concern was expressed that the process was flawed, public notification was inadequate, more neighbouring properties should have been contacted; and
- It was suggested that Trust Council develop a protocol for this issue that could be used Trust-wide.

Written comments and a petition were submitted for the record.

A member of the public requested that a summary review of LTC meetings be provided in a local publication for the community's information.

Trustees concluded the Town Hall session with comments that included the following:

- Appreciation was expressed for all who participated in the Town Hall session and provided comments;
- A Trustee noted that he has been working to understand the issues and alternatives within the context of land use planning for the future; and
- The Federal Government has jurisdiction over communication towers, however, assurance was given that all written and verbal submissions would be considered carefully prior to the LTC's concurrence or non-concurrence decision on the matter.

By general consent agenda item 10 was moved to follow item 2.

10. BREAK

The meeting was recessed at 12:17 pm and reconvened at 12:35 pm.

3. APPROVAL OF AGENDA

The following additions and changes to the agenda were presented for consideration:

- Add 14.4 Water Conservation Workshops
- Move item 11.2 to follow item 3

By general consent the agenda was adopted as amended.

11.2 HO-SUB-2017.1 Hoerbuerger - Fowler Road Closure Referral - Staff Report

Planner Eggen presented the Staff Report that addresses a referral from the Ministry of Transportation and Infrastructure (MoTI) on an application to partially close Fowler Road. She reported that an application has been made to close the unused portion of Fowler Road in order to facilitate a further application to MoTI for a subdivision to consolidate three lots into two lots for greater agricultural use.

The proponent spoke regarding the proposal and the following was noted:

- Background, history and the desire to increase agricultural use of the land was described;
- The Agricultural Land Commission is supportive of the proposal to include 40 acres and consolidate three lots into two lots;
- The partial closure of Fowler Road is suggested as an option to address the Land Use Bylaw regulation that does not allow split-lot subdivisions;
- Alternative rights-of-way were discussed and not considered to be a viable option; and
- The portion of Fowler Road that is being considered for closure has not generally been used as a public access given the terrain.

Trustees discussed the matter and the following comments were noted:

- An opportunity for the public to offer input regarding the consideration to close the unused Fowler Road access was suggested; and
- Application might be made for a Development Variance Permit to allow a split lot.

HO-2017-016

It was MOVED and SECONDED,

that the Hornby Island Local Trustees be asked to notify the community that the Local Trust Committee will be considering closure of the unused Fowler Road access in order to facilitate consolidation of agricultural lots.

CARRIED

Trustees requested that a brief, updated staff report reflecting today's discussion be brought back for LTC consideration.

4. COMMUNITY INFORMATION MEETING - none

5. PUBLIC HEARING- none

6. MINUTES

6.1 Local Trust Committee Minutes dated January 27, 2017 for Adoption

By general consent the Local Trust Committee meeting minutes of January 27, 2017 were adopted.

6.2 Section 26 Resolutions-without-meeting Report dated March 20, 2017

Received.

6.3 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated March 22, 2017

Received.

7.2 Mount Geoffrey Draft Parks Plans - Memorandum

Planner Eggen summarized the Memorandum that provides an opportunity for the LTC to comment on BC Parks and the Comox Valley Regional District draft plans for the regional and provincial parks that protect Mount Geoffrey.

HO-2017-017

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee notify BC Parks and Comox Valley Regional District of the Local Trust Committee's support of the BC Parks Mount Geoffrey Escarpment Park Draft Management Plan and Comox Valley Regional District Mount Geoffrey Nature Park and Crown Land Trails Draft Master Plan and appreciates the public consultation work that was carried out to achieve these plans.

CARRIED

7.3 Provincial Private Moorage Policy Update January 2017 - Memorandum

Chair Busheikin reported that Trust Area Services and Local Planning staff have been asked to respond to the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) requesting that additional time be provided prior to implementation of the changes to the Provincial Private Moorage Land Use Policy in order to allow Local Trust Areas to assess the affects in their areas.

8. DELEGATIONS - none

9. CORRESPONDENCE - none

11. APPLICATIONS AND REFERRALS

11.1 HO-OTH-2016.1 TELUS Antenna Siting Proposal - verbal update

Planner Eggen reported that the consultation package has been received and a staff report will be prepared for the LTC's consideration of a concurrence or non-concurrence decision.

Trustees discussed next steps and the following was noted:

- The possibility of a special meeting or early start at the next regular LTC meeting was considered; and
- Options for public presentation of comments were reviewed.

HO-2017-018

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to ask TELUS if they would commit to installing a remote switching unit on Hornby Island as an alternative to the proposed micro tower installation.

CARRIED

HO-2017-019

It was MOVED and SECONDED,

that the May 5, 2017 Hornby Island Local Trust Committee meeting start at 10:30 am.

CARRIED

The New Horizons was suggested as a venue for the next LTC meeting if available.

12. LOCAL TRUST COMMITTEE PROJECTS

12.1 Relationship Building with K'omoks First Nation - verbal update

Trustee Law reported that the LTC has been invited to the K'omoks First Nation Chief and Council Meeting. Trustees discussed the draft event goals, First Nation customs and inviting the Denman Island LTC as co-participant.

HO-2017-020

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee convey to the K'omoks First Nation the following:

The Hornby Island Local Trust Committee:

- Understands that K'omoks First Nation are original inhabitants of traditional territory that includes Hornby Island;
- Recognizes K'omoks First Nation as a government with jurisdiction over its people, lands, waters, and other matters; and
- Welcomes opportunities for partnerships with K'omoks First Nation that will protect archaeological and ecological values on Hornby Island and its shoreline and that will appropriately recognize and respect First Nation cultural values of the island.

CARRIED

HO-2017-021

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee accept the invitation from K'omoks First Nation to attend a Chief and Council meeting on April 10, 2017 and invite the Denman Island Local Trust Committee to attend and that up to \$200.00 be spent on gifts from the Hornby First Nations Relationship budget.

CARRIED

Discussion followed and it was suggested that staff and Trustees coordinate to purchase blankets as gifts.

12.2 Vacation Home Rentals Policy Review - verbal update

Planner Eggen noted that this review is awaiting the appointment of Advisory Planning Commission (APC) members and reported that expressions of interest

for the APC have been received and will be considered in today's Closed Meeting.

By general consent agenda item 17 was moved to follow item 12.2.

17. CLOSED MEETING

17.1 Motion to Close the Meeting

HO-2017-022

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) Advisory Planning Commission Appointments and (d) adoption of In Camera Minutes dated December 2, 2016 and that the recorder and staff attend the meeting.

CARRIED

The meeting was closed to the public at 1:59 pm.

17.2 Recall to Order

The meeting was recalled to order at 2:07 pm.

17.3 Rise and Report

Chair Busheikin reported that in the Closed Meeting the LTC adopted minutes from the In Camera meeting of December 2, 2017; and appointed Christine Hunt, Jeff Zamluk, Karen Ross and Julie Peacock to the APC.

13. REPORTS

13.1 Work Program

13.1.1 Top Priorities Report dated March 22, 2017

Received.

13.1.2 Projects List Report dated March 22, 2017

Received.

13.1.3 Hornby LTC 2014-2018 Term Goal Setting Session

Received.

13.1.4 Work Program - Suggestions for Discussion

Received.

13.2 Applications Report dated March 22, 2017

Received.

13.3 Trustee and Local Expense Report dated January, 2017

Received.

13.4 Adopted Policies and Standing Resolutions

Received.

13.5 Local Trust Committee Webpage

Trustees discussed the request received to publish information on LTC meetings in a timely manner for community information.

HO-2017-023

It was MOVED and SECONDED,

that the Local Trustees write a report with respect to decisions made at the March 31, 2017 meeting through either the Island Grapevine or the Hornby Island Tribune.

CARRIED

By general consent agenda items 13.6 and 13.7 were moved to follow item 14.4.

13.8 Electoral Area Director's Report - none

13.9 Trust Fund Board Report - February, 2017

Received.

14. NEW BUSINESS

14.1 Comox Valley Regional District Regional Growth Strategy Referral - Memorandum

Received for information.

14.2 Shoreline Protection Material - Memorandum

Planner Eggen provided the Trustees with five hard copies of the material requested at the January 21, 2017 meeting for distribution.

14.3 Herring Fishery - discussion

Trustee Law commented on possible approaches to advance an advocacy initiative regarding the herring fishery and Trustees considered options for the proposal that might include a Trust-wide strategy.

HO-2017-024

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request that Trustee Law research the value and appropriateness of advocacy with respect to the herring roe fishery in the Salish Sea and present this information at the May 5, 2017 meeting for discussion.

CARRIED

14.4 Water Conservation Workshops

Trustees discussed the proposal from Trust Area Services to deliver a series of water conservation workshops in partnership with FLNRO. They suggested that Planner Eggen respond with the following comments:

- A workshop on any Friday afternoon in July, except July 7th, was requested;
- Recommendation was made to contact Hornby Water Stewardship, a program of Heron Rocks Friendship Centre; and Hornby Island Community Economic Enhancement Corporation;
- The Community Hall or New Horizons were suggested as a venue; and
- Use of rainwater catchment was suggested as a topic to address.

13.6 Chair's Report

Chair Busheikin reported on an Executive Committee meeting with Malahat First Nation.

13.7 Trustee Reports

Trustee Law reported on his attendance at the following:

- A meeting with FLNRO officials to discuss new regulations regarding groundwater well licensing issues; and
- A housing group meeting.

Trustee Allen reported on the following:

- He attended Trust Council; and
- He is working on a certificate through the Local Leadership Academy.

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for May 5, 2017 at 10:30 am at New Horizons, 1765 Sollans Road, Hornby Island, BC

Trustees confirmed the next regular scheduled meeting date, start time of 10:30am, and location.

16. TOWNHALL - none

18. ADJOURNMENT

By general consent the meeting was adjourned at 2:34 pm.

Laura Busheikin, Chair

Certified Correct:

Vicky Bockman, Recorder



Islands Trust

Print Date: April 27, 2017

Resolutions Without Meeting

Hornby Island

Resolution #	Action	Resolution Description	Resolution Date
2017-04	In Favour	"THAT the Hornby Island Local Trust Committee enter into a cost recovery agreement with Helen Grond, applicant for HO-SUB-2016.2 for the purposes of preparing a restrictive covenant to limit the maximum number of lots permitted to three (3) as per Hornby Island Land Use Bylaw Section 6.3(2)."	11-Apr-2017
2017-05	In Favour	"That the Hornby Island Local Trust Committee seek funding from the Union of BC Municipalities to hold a Community to Community forum with the K"omoks First Nation".	12-Apr-2017

Follow Up Action Report

Hornby Island

10-Jun-2016

Activity	Responsibility	Target Date	Status
Trustee Law to contact Komoks First Nation staff to explore options for a community presentation on Hornby Island on Komoks First Nation history on Hornby Island	Tony Law		On Going

14-Oct-2016

Activity	Responsibility	Target Date	Status
Staff to work with APC on the preparation of a terms of reference for the vacation home rental review and prepare a draft project charter for the review of the LTC. Update: to begin after March 31, 2017 to allow for targeted recruitment for APC, as per resolution HO-2017-013 .	Marnie Eggen Penny Hawley		On Going

02-Dec-2016

Activity	Responsibility	Target Date	Status
Komoks Relationship Building: Staff be requested to develop an Event Plan with respect to Hornby and Denman LTCs working together for an initial Komoks community and First Nation long-term, sustainable relationship building event. Staff to also discuss environmental mapping (ecosystems, eel grass, forage fish) KFN staff as a step in relationship-building.	Marnie Eggen		On Going

31-Mar-2017

Activity	Responsibility	Target Date	Status
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**Follow Up Action Report**

Staff to notify BC Parks and CVRD that the LTC support the Mt. Geoffrey Escarpment Park Draft Management Plan & Mt. Geoffrey Nature Park and Crown Land Trails Master Plan, and appreciate the public consultation work that was carried out.	Marnie Eggen	03-Apr-2017	Done
Staff to request HO-OTH-2016.1 proponent if they would commit to installing a remote switching unit as opposed to the tower.	Marnie Eggen	21-Apr-2017	Done
Staff to change start time of the May 5th LTC meeting to 10:30 am and change venue to New Horizons.	Becky McErlean Marnie Eggen Penny Hawley Wil Cottingham	21-Apr-2017	Done
Local trustee to notify the community that the LTC will be considering the closing of undeveloped Fowler Road in order to allow for the consolidation of agricultural land & staff to bring a revised staff report to the next LTC meeting.	Becky McErlean Marnie Eggen	21-Apr-2017	Done
That Hornby and Denman trustees and staff attend the April 10th Komoks First Nation Chief and Council meeting and the Hornby Island LTC use \$200.00 from the FN Relations budget for trustees to purchase gifts and convey to the Komoks First Nation: The LTC understands that Komoks FN are original inhabitants of traditional territory that includes Hornby Island, and recognizes Komoks FN as a government with jurisdiction over its people, lands, waters, and other matters and welcomes opportunities for partnerships with Komoks FN that will protect archaeological and ecological values on Hornby island and its shoreline and that will appropriately recognize and respect FN cultural values of the island.	Marnie Eggen Ann Kjerulf	10-Apr-2017	Done
Trustee Law to research the value & appropriateness of advocacy with respect to the Herring Fishery in the Salish Sea and to report back at May 5th LTC meeting.		21-Apr-2017	On Going
Re: Water Conservation Workshops. Staff to advise organizers of preferences of the Hornby LTC and community for the upcoming water conservation workshops.	Marnie Eggen	03-Apr-2017	Done

Follow Up Action Report

Staff to inform Hornby residents of appointments to the APC:
Christine Hunt, Jeff Zamluk, Karen Ross, Julie Peacock

Becky McErlean
Penny Hawley

28-Apr-2017

Done

DATE OF MEETING: May 5, 2017

TO: Hornby Island Local Trust Committee

FROM: Marnie Eggen, MCIP RPP
Northern Team

COPY: Linda Prowse, Planner 1
Ann Kjerulf, Regional Planning Manager

SUBJECT: Subdivision (lot consolidation) and Road Closure Referral
Applicant: Hoerburger Land Surveyors
Location: 4555 – 4575 Fowler Road, Hornby Island

RECOMMENDATION

1. That the Hornby Island Local Trust Committee request staff to inform the Ministry of Transportation and Infrastructure that it does not support the closure of Fowler Road, as the proposal is inconsistent with the Hornby Island Official Community Plan.
2. That the Hornby Island Local Trust Committee request staff to draft amendments to Hornby Island Fees Bylaw No. 32 to incorporate a processing fee for Ministry of Transportation and Infrastructure Road Closure Referrals.

REPORT SUMMARY

The Hornby Island Local Trust Committee (LTC) is asked to reconsider a referral from the Ministry of Transportation and Infrastructure (MOTI) of an application to partially close Fowler Road after receiving comments from the community. Staff recommends that the LTC not support the closure of Fowler Road because it is inconsistent with the Hornby Island Official Community Plan (OCP) and none of the responses from the public were supportive. Staff also recommends that the Hornby Island Fees Bylaw No. 32 be updated to include a fee for processing MOTI Road Closure Referrals as recommended at the March 31, 2017 LTC meeting.

BACKGROUND

The LTC passed the following resolution at the March 31, 2017 LTC meeting:

HO-2017-016

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

that the Hornby Island Local Trustees be asked to notify the community that the Local Trust Committee will be considering closure of the unused Fowler Road access in order to facilitate consolidation of agricultural lots.

CARRIED

Details and background on the proposed subdivision and policy/regulatory analysis can be found in the previous staff report considered at the March 31, 2017 LTC meeting.

ANALYSIS

Public Comments Received

Four public submissions were received after Trustees notified the community about the proposed Fowler Road closure and all were unsupportive. Submissions indicated that the undeveloped road is valued for the access it provides for pedestrians/horseback riders and would negatively affect Hornby Island Fire Rescue access to the potential water source in this area. Submissions were forwarded to the LTC and are attached to this report.

Rationale for Recommendation

Staff is recommending that the LTC not support the application for the closure of Fowler Road due to the proposal being contrary to the Hornby Island OCP and as public submissions were unsupportive. Staff are also recommending that the Hornby LTC amend the Fees Bylaw in order to incorporate a fee for reviewing road closure referrals, particularly as the OCP directs that these be considered by the LTC.

ALTERNATIVES

1. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should be advised to describe the specific information needed and the rationale for this request.

2. Recommend Approval of the Road Closure

The LTC may elect to support the closure of the road and recommend approval. The LTC should provide the rationale for this decision. Suggested resolution wording would be as follows:

That the Hornby Island Local Trust Committee has determined that the closure of Fowler Road would not be contrary to the Hornby Island Official Community Plan because [rationale for approval], and request that staff inform the Ministry of Transportation and Infrastructure of its support for the road closure application.

NEXT STEPS

Staff will forward the LTC resolution regarding the road closure to MOTI. Should the LTC wish to amend its fees bylaw, staff will prepare an amendment bylaw for an upcoming LTC meeting.

Submitted By:	Marnie Eggen, MCIP RPP Island Planner	April 28, 2017
Concurrence:	Ann Kjerulf, MCIP RPP Regional Planning Manager	April 28, 2017

ATTACHMENTS

1. Public Submissions (4)

Hornby Planner

Subject: FW: Fowler Road Unopened Road Allowance
Attachments: added note

From: Hornby Planner
Sent: Thursday, April 13, 2017 9:01 AM
To: Hornby Island Local Trust Committee
Subject: FW: Fowler Road Unopened Road Allowance

Hello Trustees,
See emails below and attached.
Kind regards,
Marnie

Hornby Island Planner
Islands Trust, Northern Office
700 North Road, Gabriola Island, BC, V0R 1X3
(250) 247-2063
Enquiry BC Toll-free call 1-800-663-7867 or from the lower mainland 604-660-2421

Websites: www.islandstrust.bc.ca | www.islandstrustfund.bc.ca
Preserving Island communities, culture and environment since 1974

From: Hornby Planner
Sent: Thursday, April 13, 2017 8:56 AM
To: 'Braea Walmsley'
Subject: RE: Fowler Road Unopened Road Allowance

Thank you for confirming.
Marnie

Hornby Island Planner
Islands Trust, Northern Office
700 North Road, Gabriola Island, BC, V0R 1X3
(250) 247-2063
Enquiry BC Toll-free call 1-800-663-7867 or from the lower mainland 604-660-2421

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From: Braea Walmsley [REDACTED]
Sent: Thursday, April 13, 2017 8:55 AM
To: Hornby Planner
Subject: Re: Fowler Road Unopened Road Allowance

Yes thank you I did intend for my email to reach the two local trustees. In the flyer send out it was just this email provided for contact.

From: Hornby Planner <hornbyplanner@islandstrust.bc.ca>
Sent: April 13, 2017 8:49 AM
To: Braea Walmsley
Subject: RE: Fowler Road Unopened Road Allowance

Hello Braea,

Thanks for your email. I see that you haven't included to whom you intend this email to reach, so I am just confirming that you are intending your emails (I received two emails) to go to the Hornby Local Trust Committee (LTC) who is the local government political body that would be considering public comments on the road closure. The LTC will be taking the public comments into consideration when making a recommendation to the Ministry of Transportation and Infrastructure about the proposed road closure. Please let me know.

Thank you,

Marnie

Hornby Island Planner

Islands Trust, Northern Office

700 North Road, Gabriola Island, BC, V0R 1X3

(250) 247-2063

Enquiry BC Toll-free call 1-800-663-7867 or from the lower mainland 604-660-2421

Websites: www.islandstrust.bc.ca

Islands Trust

www.islandstrust.bc.ca

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Islands Trust Fund

www.islandstrustfund.bc.ca

Over the next year, the Islands Trust Fund is working to develop a new 10 year Regional Conservation Plan

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From: Braea Walmsley [REDACTED]
Sent: Wednesday, April 12, 2017 6:56 PM
To: Hornby Planner
Subject: Fowler Road Unopened Road Allowance

I am writing with a concerned response to your submission in the April 5th Tribune. Over the past 28 years I have used this trail many times, mainly on Horseback and in recent years have been upset to see the public access closed off from the Brigantine Crescent side.

I would expect to have continued access to this road allowance including the beach access at the end. The large agricultural lots that are currently being farmed are seemingly unaffected by the trail. I would dislike seeing beautiful parts of the island being closed off to the future public and sold? Given? to property owners who are already very fortunate to live where they do in near privacy and solitude.

Supporting this closure would also block off the original plan to keep the whole island potentially connected by more than just the main roads. Although it may not seem likely that it will become anything more than it is in the immediate future, the Island isn't getting any bigger and transferring public land to private land owners seems against the benefit of the Island population.

Respectfully,

Braea Walmsley

Hornby Planner

Subject: FW: added note

From: Braea Walmsley [<mailto:braeawalmsley@hotmail.com>]

Sent: Wednesday, April 12, 2017 7:09 PM

To: Hornby Planner

Subject: added note

In addition to the email I just sent, I would like to point out that people may like to use the road allowance for more than just a pass through. From my personal perspective I would value having continued access here to take my girls on nature walks to see a swamp and a pond in their true natural state.

I Hope you are able to take these important points into consideration.

Hornby Planner

Subject: FW: Fowler Road

From: Hornby Planner
Sent: Monday, April 17, 2017 5:29 PM
To: Hornby Island Local Trust Committee
Subject: FW: Fowler Road

Hello Trustees,
Please see email below.
Kind regards,
Marnie

Hornby Island Planner
Islands Trust, Northern Office
700 North Road, Gabriola Island, BC, V0R 1X3
(250) 247-2063
Enquiry BC Toll-free call 1-800-663-7867 or from the lower mainland 604-660-2421

Websites: www.islandstrust.bc.ca | www.islandstrustfund.bc.ca
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From: Tony Law
Sent: Friday, April 14, 2017 10:39 AM
To: Hornby Planner
Cc: [REDACTED]
Subject: Fw: Fowler Road

Hi Marnie:

Please receive message below for consideration by the Hornby Island Local Trust Committee.

Thank you.

Tony Law
Hornby Island Local Trustee
Chair, Trust Fund Board
tlaw@islandstrust.bc.ca
(250-335-1155)

From: Doug Chinnery [REDACTED]
Sent: Friday, April 14, 2017 10:28 AM
To: Tony Law
Cc: Giff LaRose
Subject: Fowler Road

In response to the request for input into the proposed Fowler Road closure I would like to submit the following:

There is a large pond along Fowler Road that would provide an excellent water source for fire suppression in the area. We have yet to install the necessary infrastructure to effectively use this pond however we are hoping to keep that option open into the future. If the closure of Fowler Road would negatively affect our access to this potential water source Hornby Island Fire Rescue would not be supportive of this initiative.

Thank you for your consideration.

Doug Chinnery
Fire Chief
Hornby Island Fire Rescue

Hornby Planner

Subject: FW: FW: Fowler Road - unopened road allowance

From: betty [REDACTED]
Sent: Tuesday, April 25, 2017 10:33 AM
To: Tony Law
Subject: RE: FW: Fowler Road - unopened road allowance

Tony/ Islands Trust,
The committee has discussed this and we are in total agreement that the proposal to close the Fowler Road access is not in the interest of the community and we support keeping road access open to the public wherever possible. We have correspondence with the Parks manager at CVRD that has expressed the same.
Thank you for bringing this to our attention as seeking our input.
Betty Kennedy, chair of the Regional Parks Committee

From: Tony Law [<mailto:tlaw@islandstrust.bc.ca>]

Sent: April 13, 2017 1:17 PM

To: [REDACTED]
[REDACTED]
[REDACTED]

Subject: Re: FW: Fowler Road - unopened road allowance

Thanks so much for your message, Sasha.
I'll make sure it is considered by the local trust committee.

Tony Law
Hornby Island Local Trustee
Chair, Trust Fund Board
tlaw@islandstrust.bc.ca
(250-335-1155)

From: Sasha LeBaron [REDACTED]
Sent: Thursday, April 13, 2017 1:02 PM
To: betty; [REDACTED] yana pethick
Cc: Reina LeBaron; Tony Law
Subject: Re: FW: Fowler Road - unopened road allowance

I am personally quite concerned about this potential loss of public access and connection to the Gull road corridor offering a very low traffic way to travel from galleon to Helliwell.

I vote to maintain and potentially open for public use (where such use makes sense) all undeveloped road allowances.

I was unaware that the existing trail had been closed and recommend that it be re-opened and celebrated during the negotiation between special interest groups and the greater public.

The loss of one such trail/public space could quite likely pave the way by precedent to other losses of public space to private landowners.

Remember possession is 9/10ths of the law so it behooves the community to understand what is at risk and to reclaim what has been removed from public awareness by signs, barriers to travel and time.

Sasha LeBaron

On Thu, Apr 13, 2017 at 10:47 betty [REDACTED] wrote:

We did not discuss this at our meeting in terms of expressing a support or not for this proposal.
We should give some consideration to it. Any thoughts?
Send them to me and I will pass them on to Tony. Is anyone available to go to the meeting? I am not sure at this time.
Betty

YFrom: Tony Law [mailto:tlaw@islandstrust.bc.ca]
Sent: April 13, 2017 10:16 AM
To: [REDACTED]
Subject: Fowler Road - unopened road allowance

Hi Betty:

It would be valuable to have any perspectives the Regional Parks Committee wants to share with respect to the possible closure of the Fowler Road unopened road allowance in advance of the Hornby Island Local Trust Committee meeting on May 5th.

The section in question extends westwards from where the opened portion of Fowler Road ends at the former property of John and Olivia Fletcher.

(Here is a link to a map of road designations: <http://www.islandstrust.bc.ca/media/339614/ho-ocp-schc.pdf>)

The request to close the road allowance is being made in conjunction with a proposal to consolidate agricultural lots.

A staff report includes the following comments:

"Hornby Island Official Community Plan:

The subject properties are located in the OCP Agricultural (AG) Land Use Designation. The OCP contains a number of applicable policies and objectives.

Two key policies guiding consideration of this referral are 5.8.6 (c) and 5.8.6(k) as follows:

5.8.6 The Ministry of Transportation and Infrastructure and B.C. Hydro are requested to: c) retain unused road dedications as greenways and, where appropriate, as pedestrian and bicycle trails for access to beaches, Crown land, parks and other trails and roads; k) provide written referrals to the Local Trust Committee with respect to any proposed works on roads, right-of- ways, water accesses and unopened road allowances;

Islands Trust rarely receives referrals on proposed road closures. However, policy 5.8.6(k) requests that MOTI “provide written referrals to the Local Trust Committee”. Furthermore, the OCP contains a variety of policies respecting the significance of undeveloped public and forested areas, including undeveloped road rights-of-way, with respect to facilitating pedestrian movement throughout Hornby Island. While undeveloped, the proposed Fowler Road closure area extends between Ostby Road and Mary Road and represents a public linkage in the Hornby Island road and trail network.

The proposed road closure is contrary to Hornby Island OCP policies relating to retaining unused road right of ways in their natural state, and/or to be used as greenways, and trails for both pedestrians and bicycles or potential roads for vehicles. Park and protected area advocacy policies also encourage MOTI to help maintain undeveloped road access routes and keep them in their natural state. An additional park and protected area policy includes keeping suitable land that contributes to a community trail network that connects residential areas. Notably, OCP agricultural objectives encourage large parcels to remain intact and to ensure that MOTI road development does not compromise agricultural land or forest areas, which appear to support the proposal.

However, OCP policies must be considered collectively and when the other policies respecting undeveloped roads, parks and forested areas, and pedestrian connectivity are factored, staff are obligated to recommend that the road closure not be approved.

We have also received the following input from a member of the public:

"I am writing with a concerned response to your submission in the April 5th Tribune. Over the past 28 years I have used this trail many times, mainly on Horseback and in recent years have been upset to see the public access closed off from the Brigantine Crescent side.

I would expect to have continued access to this road allowance including the beach access at the end. The large agricultural lots that are currently being farmed are seemingly unaffected by the trail. I would dislike seeing beautiful parts of the island being closed off to the future public and sold? Given? to property owners who are already very fortunate to live where they do in near privacy and solitude.

Supporting this closure would also block off the original plan to keep the whole island potentially connected by more than just the main roads. Although it may not seem likely that it will become anything more than it is in the immediate future, the Island isn't getting any bigger and transferring public land to private land owners seems against the benefit of the Island population.

In addition to the email I just sent, I would like to point out that people may like to use the road allowance for more than just a pass through. From my personal perspective I would value having continued access here to take my girls on nature walks to see a swamp and a pond in their true natural state.

I Hope you are able to take these important points into consideration."

Any comments members of the Regional Parks Committee wish to provide would be valuable in considering this.

Thank you.

Tony Law
Hornby Island Local Trustee
Chair, Trust Fund Board
tlaw@islandstrust.bc.ca
(250-335-1155)



File No.: HO-6500-20
First Nations Relationship
Building

DATE OF REPORT: April 25, 2017
TO: Hornby/Denman Island Local Trust Committees
FROM: Marnie Eggen, Island Planner, and
Fiona XETXÁTTEN MacRaid, First Nations and Marine Issues
Northern Office
SUBJECT: Developing a Shared Narrative of Hornby/Denman Island with local First Nations

RECOMMENDATION

1. That the [Hornby/Denman] Island Local Trust Committee endorse the attached project charter which will strive to amend the [Hornby/Denman] Island Official Community Plan (OCP) in two phases. As a first step, integrating a First Nations “deep history” narrative and place names within the OCP. Then, in cooperation with local First Nations, review the OCP for opportunities for First Nations to participate in the work of the LTC more meaningfully.
2. That the [Hornby/Denman] Island Local Trust Committee encourages residents of [Hornby/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, influence the content of signage to include First Nations’ place names and context of Indigenous use of places.

REPORT SUMMARY

Over the next 12-18 months, it is recommended that the Hornby/Denman Island Local Trust Committees (LTCs) follow the pattern of successful relationship building with local First Nations found in Australian local governments. This work can start with activities that focus on Indigenous place names and the development of a shared narrative of the island through amendments to the Official Community Plans (OCP) of both islands. From this example, the LTC can encourage voluntary participation across the many sectors and interest groups on the island to participate in researching and developing a shared narrative of place in their own way.

Although formally changing the name of a place requires some complex processes, the LTCs can easily amend their OCPs as a long-lasting demonstration to building a mutually respectful relationship with local First Nations. It is recommended that this be done in two stages:

- The first stage would be an introductory section of the OCP sharing their history and perspective of the island and an inclusion of published maps of Indigenous place names on Hornby/Denman Island and the surrounding land and waters
- The second phase, after a time of developing a voluntary uptake of a shared narrative of place, can involve looking at local planning tools to better identify and protect places of significant historical value to First Nations in the region, and incorporating those policies into the OCP.

BACKGROUND

Recent Meeting with K'omoks First Nation

After three staff members went to the K'omoks band office on March 7, 2017 to meet with the Fisheries and Land Manager, Cory Frank regarding referrals and overall ways to improve the ways in which Islands Trust can work with K'omoks, Cory Frank shared notes of the meeting with K'omoks Chief and Council. A few days later, on March 11, Trustee Law met K'omoks staff and members on Hornby Island to say hello while they were there to view some of their Nation's special places on Hornby. Shortly afterwards, on March 23, K'omoks Band Manager invited Islands Trust elected officials and staff to make a presentation at the April 10 Chief and Council meeting.

During the meeting on April 10, both elected officials and staff of Islands Trust and K'omoks offered ideas that would help develop a mutually respectful relationship between the two agencies. A 3-D carved salmon was given to K'omoks Chief Rempel as a gift (see below) to signify a genuine intention to develop a good working relationship and blankets were also given to individual members of the Council. Ideas discussed included:

- A public event on one of the islands that could include elders and knowledge-keepers from K'omoks to share stories about the Islands Trust;
- View possible sites on both islands where a K'omoks totem poles could be erected;
- Work in partnership with BC ferries in displaying a shared narrative of place in the new waiting rooms recently built on both Islands;
- Islands Trust staff work with K'omoks staff to help compose a narrative of the “deep history” of Indigenous places on the islands, to be used in the introductory sections of both OCPs;
- K'omoks to review and, where appropriate, share with Islands Trust Indigenous place names on the islands to be included in the OCPs.



Best Practice Guidelines: International Examples

Both New Zealand and Australia adopted the United Nations Declaration of the Rights of Indigenous Peoples (UNDRIP) in 2009 and have been developing a national culture of reconciliation for about eight years (compared to Canada who only adopted UNDRIP in 2016). Australia in particular has encouraged local government authorities to develop Reconciliation Action Plans (RAPs). Over 590 Australian organisations currently have RAPs

and in 2011, *Reconciliation in Local Government Project: Action Research Report* was published to share key issues, challenges and opportunities local governments have with their RAPs.¹

Hornby/Denman Island Local Trust Committees can glean some insights into what activities have been proven to be successful from this Report and have it guide a Project Charter for First Nations Reconciliation Activities. In particular, the Australian experience shows that developing a shared narrative of place in cooperation with local Indigenous peoples is an important first step, and the process of working together is generally more meaningful in building genuine relationships than the final products.

ANALYSIS

Local governments in Australia have found that introducing a shared narrative of place through initiatives that involve signs, street names, landmarks, waterways and memorials have had good success at establishing a foundation of mutual respect. The emphasis should be on the process of this work as this is what really builds the relationships between the LTCs and the Nations, not necessarily the quantity or quality of the work. The relationships- real friendships – are the most enduring outcome of this work.

Other aspects of RAPs that were found to be successful at building relationships in Australia; taking a pro-active role in facilitating the documentation and promotion of local Aboriginal and shared histories. In order to redefine the narrative of place on Hornby/Denman Islands, a broad range of stakeholder groups in the community need to be encouraged to distribute and promote that shared narrative of place through the involvement of local libraries, museums, community halls, historical societies, etc.

At the same time, demonstrating commitment to this for the longer term involves amending the Official Community Plan. An introductory paragraph of First Nations' connections to the lands and waters around Hornby/Denman Islands – coupled with a map of Indigenous place names on the island (and ensuring permission from the Nations for sharing) shows leadership from the LTC to the residents of the islands. Raising awareness of the history of First Nations in the region takes time, but as that grows on the island community, there will develop more courage to consider amending the OCP in a more meaningful way with policies and tools of identification and protection of places of historical value to First Nations.

Policy/Regulatory:

2014-2018 Strategic Plan. Goal D: Effective, Efficient and Collaborative Governance

- Priority 6.1: Improve engagement with First Nations
- Priority 6.2: Improve protection of archaeological and First Nations cultural resources

1. ¹ McKinnon, Erin, *Reconciliation in Local Government Project: Action Research Report*, November 2011, Reconciliation Victoria (Australia) <http://www.reconciliationvic.org.au/pages/local-government.php>

Issues and Opportunities:

Phase 1: Integrating First Nations Place Names and Historical Narrative on Hornby/Denman Islands (May – Sept 2017)

Officially changing the name of a place is a complex process. For example, when the Queen Charlotte Islands were changed to their original name “Haida Gwaii”, it involved considerable resources to change official maps, addresses, etc. However, integrating local Indigenous place names and histories at an informal level is relatively easy. As this narrative of shared history gains momentum over time, a more official demonstration may be considered in the future.

Project #1: A Public event where K’omoks elders and knowledge-keepers are invited to share their community’s connections to Hornby and Denman Islands. Having this event on a Saturday afternoon and incorporating a shared meal would help facilitate a warm and friendly atmosphere between K’omoks members and island residents and visitors. An hour can be set aside either before or after for elected officials to meet and discuss protocols and activities related to working together. There is currently an application for C2C funding to help offset costs of such an event.

Project #2: Amending the Official Community Plan to incorporate an Introduction section that contextualizes the island Trust Area in a much longer history than just the non-Indigenous settlers, and the inclusion of an additional map of Indigenous place names on Hornby/Denman Islands.

Phase 2: Building Community to Community Relationships and Integrating Indigenous Law Principles into land-use decisions (Oct 2017 – August 2018)

Project #1: Having shown leadership in establishing a shared narrative of place through amending the OCP and investing in a sign that demonstrates this intent, the LTC can further encourage and support other community groups to voluntarily follow suit and reach out to First Nations to develop a shared narrative of the islands in their own way.

The following list is only provided as a suggestion and to inspire ideas. It may inadvertently omit a group or an idea for reconciliation but its intent in this Report is to demonstrate the broad range of reconciliatory activities that can start to shift the culture on Hornby/Denman Island towards an improved and mutually respectful one to First Nations.

Island Community Assoc./Event	Possible Ways to Include Indigenous participation
Hornby Fall Fair (September) - organized by the Hornby Island Residents' and Ratepayers' Association (HIRRA)	• Invite K’omoks to open events with a K’omoks welcome to their territory • Ask if K’omoks would like to sell food at a booth or sell arts and crafts
The Herring Festival (March) - organized by Conservancy Hornby Island.	• Ask Cory Frank to be a guest speaker on K’omoks FN connections to the herring fishery
The Hornby Festival (August) - organized by the Hornby Island Festival Society	• Invite K’omoks members to participate in the Festival through members who might like to share dance, song, art or other skills
Denman Fall Fair (September) - organized by the Denman Island Residents' Association (DIRA)	• Invite K’omoks to open events with a K’omoks welcome to their territory • Ask if K’omoks would like to sell food at a

	booth or sell arts and crafts
Denman Island Community School	• The School runs extracurricular activities for all community members and could host workshops featuring Indigenous knowledge-keepers, cultural practitioners, etc • The school could install signage about Indigenous presence in the area, and/or to have permanent indigenous art on display • The school library could buy books by indigenous writers for children and youth and publicize these (I would be happy to help with publicizing).
Denman Conservancy	• Include First Nations acknowledgement on their signage, website, and other communications • Host workshops with indigenous knowledge-keepers focussing on indigenous approaches to environmental protection
Denman library (a private, volunteer organization):	• Buy books by indigenous writers from the list of FN-themed literature provided on Islands Trust website (developed by a trustee from Gabriola and CBC's Shelagh Rogers)
Association of Denman Island Marine Stewards (ADIMS)	• Invite FN knowledge-keepers to give workshops about their approach to marine environmental protection • Acknowledge First Nations on their website and other communications • Invite First Nations representatives to their events

Project #2: Once a culture of awareness of First Nations history and connections to Hornby/Denman is underway, the OCP can be examined again for possible further amendments to improve the identification and protection of significant historical places for First Nations through the suite of tools available through the *Local Government Act*. Possible projects could include:

- A shoreline protection review in coordination with local First Nations;
- A review of tools to improve the identification and protection of significant Aboriginal historical places;
- A review of decision-making processes to identify opportunities for First Nations to be more involved in land-use decisions.

Consultation:

Consultation with 18 First Nations is inherent throughout the Staff Report.

Rationale for Recommendation:

- Amending the Hornby/Denman OCPs to acknowledge First Nations history, including place name mapping would be an important addition to the community plan and a logical place to start a meaningful and long-lasting relationship building process with local First Nations.
- Understanding Indigenous place names will allow Hornby/Denman residents and visitors to pronounce place names phonetically, which shows respect for the notion of a shared narrative.
- Working with First Nations on a shared narrative will allow for an increased relationship which can lead to future First Nation relationship building initiatives.

ALTERNATIVES

1. Instruct staff to further develop the Project Charter for First Nations relationship building activities, to be considered at the next LTC meeting.
2. Receive for information only.
3. Approve but with certain aspects of the Project Charter amended.

NEXT STEPS

If the LTC endorses the project charter as drafted, the next steps will be to submit a draft event plan for a public event promoting K'omoks FN connections to Denman and Hornby Islands by June 6, 2017 for approval.

Submitted By:	Fiona XETXÁITEN MacRaid, First Nations and Marine Issues	April 25, 2017
Concurrence:	Ann Kjerulf, Regional Planning Manager, Northern Team	April 25, 2017

ATTACHMENTS

1. Draft Project Charter Shared Narrative of Place K'omoks FN for Denman Hornby LTCs

Shared Narrative of Place - Charter v1

Hornby/Denman Island LTC

Date: 25.04.17

Purpose For Denman/Hornby Island Local Trust Committees to develop a mutually respectful long term relationship with K'omoks First Nation that honours their connections to the lands and water of both Hornby Local Trust Area and Denman Local Trust Area.

Background Recently trustees and staff representing Hornby and Denman Islands were invited to meet with K'omoks Chief, Council and key staff on April 10. Many positive ideas were discussed about how the LTCs could develop a mutually respectful relationship with K'omoks FN. The Project Charter outlines activities that will deepen the meaningfulness of that relationship. The Project outlines how Hornby/Denman LTCs can utilize the opportunities of island signage and amendments to the Official Community Plan to reflect a shared narrative of place with K'omoks First Nation.

Objectives

- Increased understanding and respect for Indigenous connections to the islands
- Amending the OCP to reflect the "deep history" of K'omoks FN in the Hornby/Denman Trust Areas and adding maps (with permission from K'omoks FN) of Indigenous special places to the OCPs

In Scope

- Hosting a public event where FNs are invited to share their knowledge of Denman/Hornby special places
- OCP amendments
- Signage in the Trust Area where the Hornby/Denman trustees have some influence over content
- Encouraging community associations and events to include and honour Indigenous participation

Out of Scope

- Follow-through of activities suggested for community associations and events
- Final decision of signage content where signage is a partnership effort of multiple agencies
- Indigenous place names that are not publically available online or shared by explicit permission by local First Nations

Workplan Overview

Deliverable/Milestone	Date
Plan for Public FN Event	June 6, 2017
Draft OCP amendments (introductory section on deep history and map with Indigenous place names)	August 1, 2017
Identification of signage opportunities in Hornby/Denman Trust Area where Indigenous history can be acknowledged	August 1, 2017

Project Team

Fiona MacRaidl	Project Manager
Island Planner	Marnie Eggen

Budget

Budget Sources: Hornby/Victoria FN budget (1575); Denman FN budget (1575); Matching C2C funding (3150) (pending). Total 6300 (2017/18).

Fiscal	Item	Cost
2017/18	Public event	4000
2017/18	OCP amend/Legislative	1500
2017/18	Contingency	750
Total 2017/18		6250
2018/19 (pending)	OCP amend/Legislative	1500

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RPM Approval:

Ann Kjerulf

Date:

LTC Endorsement:

Resolution #:

Date:



Top Priorities

Hornby Island

No.	Description	Activity	R/Initiated	Responsibility	Target Date
1	Relationship building with Komoks First Nation	Participate in proposed upcoming C2C meeting.	12-Feb-2016	Laura Busheikin Tony Law Alex Allen Ann Kjerulf	
2	Housing amendments	Review of community housing definition and setback requirements for the 8.3A, Community Housing zone of Bylaw No. 150 Prepare draft amending bylaw	10-Jun-2016	Rob Milne	
3	Vacation rentals review	Develop a TOR for APC review of vacation home rentals Prepare staff report	10-Jun-2016	Ann Kjerulf	

**Projects****Hornby Island**

Description	Activity	R/Initiated
Environmentally sensitive areas	Review of environmentally sensitive areas OCP map schedule (D2) as a stand alone mapping project or addition to the community profile; and Review community profile by adding further information on environmentally sensitive areas and important habitat and including information in Schedule D2 of OCP.	26-Apr-2013
Residential density review	Establish a community process to review residential density to address community housing needs following the completion of the official community plan and land use bylaw reviews.	07-Jun-2013
Beach access inventory	Conduct an inventory and assessment of beach access and other unopened road allowances	12-Jul-2013
Marine / shoreline protection information and education	Provide information and education to the public with respect to the marine environment and shoreline protection	07-Feb-2014
Groundwater protection and water conservation tools	Review approaches to ground water protection and water conservation on Hornby Island including consideration of the Gulf Islands Ground Water Protection Regulatory Tool Kit and the possible use of Development Permit areas for water conservation.	
Farm policy and regulatory review	Develop and implement a project to support accessible opportunities for small-scale farming and address farming activities on non-ALR land involving consultation with relevant agencies and review of applicable policies and regulations.	
Ford Cove Consultation	Conduct a consultative process for the Ford Cove area	
Public Use area planning	Support collaborative planning process for Public Use areas	27-Mar-2015
Coastal Douglas Fir and associated ecosystem conservation		12-Feb-2016



Projects

Hornby Island

Description	Activity	R/Initiated
Communication with residents/owners	Identifying opportunities to provide information to new residents and property owners with respect to Islands Trust, Official Community Plan and Land Use Regulations	14-Oct-2016
Development Procedures Bylaw	Consider options prepared by staff for amending the development procedures bylaw to include requirements for posting of signs on property with respect to significant applications.	03-Feb-2012
GHG Emissions Reduction	Facilitate community communications regarding greenhouse gas emissions in collaboration with community organizations.	03-Feb-2012

OVERVIEW

The Hornby Island Local Trust Committee (LTC) held a 'Goal Setting Session' on February 27, 2015, facilitated by planning staff. The session took about an hour and comprised the following steps:

1. **Wishlist** - A brainstorming of what the three Trustees hoped to get out of the 2014-2018 term. The trustees completed this step independently using post-it notes and then shared their goals.
2. **What Else?** - A review of the current Top Priorities list, the Projects list, and any external requirements and considerations. The LTC identified certain topics and tasks they agreed should be added to the discussion.
3. **Grouping and Filtering** - Reviewing all the individual goals and additional topics and tasks, similar goals and tasks were grouped. Synergies were also considered.
4. **The Goals List** - The LTC established goals for the term. Some were content-related, some were process-related.

The resulting list of goals for the 2014-2018 term represents the result of an initial conversation this LTC had at the start of their term about shared goals. This list can be referred to over time should the LTC find it useful during the course of their term, and can be further refined.

SUMMARY NOTES FROM FEBRUARY 27, 2015 SESSION

Trustee Responses to "Wish List" Brainstorm

- | | |
|--|---|
| <ul style="list-style-type: none"> • Improve relationships with First Nation • Engage with K'omoks First Nation • Strengthen and maintain relationship with K'omoks First Nation • Encourage more community engagement with LTC issues • Improve 2-way communications with community • Identify communication avenues to engage our community in LTC (IT) • Engage the community in Trust work and issues | <ul style="list-style-type: none"> • Provide information to community on shoreline & marine protection issues • Provide information to community on "building & development" issues and processes • Provide information to community on OCP & LUB & especially on targeted topics in review: housing & economic opportunities • Address discrepancy between "legal" density and multiplicity of "non legal" dwellings providing necessary housing |
|--|---|

- Review communities appetite for secondary suites and dwellings (affordable housing)
- Support affordable & seniors' housing
- Work on GHG issues
- Work with community entities on implementation of GHG emissions reduction & transportation issues
- Facilitate/support planning process for "public use" area of the Islands Trust
- Work with community groups on commercial zoning/planning areas
- Address emerging housekeeping issues eg. Zoning of Anderson Drive wells
- Update administrative bylaws as required
- Conduct consultative planning process for Fords Cove area
- Review Vacation Rental policies and regs in 2017
- Review residential density with community
- Protect groundwater
- Complete RAR compliance
- Support a vibrant, appropriate local economy ("appropriate" means in line with our mandate & supportive of community goals)

"What Else" List:

- Address home occupation use on non-resident lot

Draft Long-Range LTC Goals for the 2014-2018 Term

- Provide centralized info to community on new policies & opportunities, shoreline protection/development & building processes/considerations
- Strengthen relationship with K'omoks First Nation
- Address home occupation use on non-resident lot
- Engage community
- Address housing/density issues
- Explore how to engage with community on achieving GHG emission reduction
- Address "public use area" planning
- Address planning in Ford Cove
- Address Anderson Drive wells zoning
- Become RAR compliant
- Review vacation rental policies in 2017
- Review administrative bylaws

NEXT STEPS

This list can be referred to in amending the LTC Work Program; the Top Priorities and Projects Lists. Weighing potential projects against identified goals can help set priorities.

The LTC can refer to this list of goals throughout the term, especially when projects are completed and a new project can be moved up to the Top Priorities list for staff to begin work on.

Hornby Island LTC Work Program

Suggestions for LTC Discussion

Communication Strategy for Revised Official Community Plan and Land Use Bylaw

Suggested elements:

- Communicate with the community at large about housing opportunities identified in the OCP (and seek input that might inform a process to review residential density)
- Communicate with the community at large about economic opportunities identified in the OCP (especially new home occupation regulations, TUPs, provisions for community trades and services and re-zoning applications)
- Provide information on regulations and best practices with respect to building and land development
- Collaborate with other community organizations to provide information on reducing Greenhouse Gas Emissions
- Provide information on shoreline protection and the marine environment
- Meet with Hornby Island realtors to provide information on regulations and policies.

Prioritization of Issues Identified for Possible Future Projects.

Rank	Description	Type of Project	Comments
1.	Establish a community process to review residential density to address community housing needs following the completion of the official community plan and land use bylaw reviews.	Consultation; Planning; Regulatory changes?	Kick-started by soliciting community feedback on existing housing policies as part of the OCP/LUB Communications Strategy?
2.	GHG Emissions Reduction Facilitate community communications regarding greenhouse gas emissions in collaboration with community organizations.	Communications	Include as part of the OCP/LUB Communications Strategy?
3.	Review and update 'Building on Hornby Island' brochure and include HPO information.	Communications	Include as part of the OCP/LUB Communications Strategy?
4.	Information and education with respect to the marine environment and shoreline protection	Communications	Include as part of the OCP/LUB Communications Strategy?
5.	Relationship building with K'omoks First Nation including considering content of Official Community Plan as it relates to K'omoks First Nation interests.	External relationship building	Co-ordinate with Denman Island LTC?

6.	Review of Siting and Use Permit Bylaw No. 52 regarding applicability to the construction of secondary suites and cottages and research requirements for proof of adequate water and septic capability.	Regulatory changes (Administrative)	Required follow-up to new OCP/LUB provisions?
7.	Review of vacation home rental regulations by 2017 Sep-13-2013	Review/amend regulations	Bring forward for adding to the work program in 2016
8.	Review approaches to ground water protection and water conservation on Hornby Island including consideration of the Gulf Islands Ground Water Protection Regulatory Tool Kit and the possible use of Development Permit areas for water conservation.	Research; Consultation; Planning; Regulatory changes?	Begin with scoping out possible approaches? Re-prioritize in response to expressions of community interest?
9.	Develop and implement a project to support accessible opportunities for small-scale farming and address farming activities on non-ALR land involving consultation with relevant agencies and review of applicable policies and regulations.	Consultation; Planning; Regulatory changes?	Re-prioritize in response to expressions of community interest?
10.	Conduct a consultative process for the Ford Cove area	Consultation; Planning; Regulatory changes?	Re-prioritize in response to expressions of community interest?
11.	Review of home occupation regulations to allow the rental of accessory building space to a non-resident of the property for commercial use.	Review/amend regulations	Re-prioritize in response to expressions of community interest?
12.	Support collaborative planning process for Public Use area.	Consultation, planning	Re-prioritize in response to expressions of community interest?
13.	Development Procedures Bylaw Consider options prepared by staff for amendments to include requirements for posting signs on property with respect to significant applications.		
14.	Inventory and assessment of beach access / unopened road allowances	Research; planning	In collaboration with CVRD and MOTI?
15.	Review of environmentally sensitive areas OCP map schedule (D2) as a stand-alone mapping project or addition to the community profile.	Research; Mapping; Amend OCP? Communications	

Tony Law – 21 September 2015



Islands Trust

Print Date: April 27, 2017

Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
HO-DP-2017.1	HORNBY ISLAND COOPERATIVE ASSOCIATION Planner: Teresa Ritemann	04-Apr-2017	PID: 026-371-791. Buildings do not meet current property bylaws. Civic address: 5875 Central Road, Hornby Island.
Planning Status			
<u>Status Date:</u>			

Development Variance Permit

File Number	Applicant Name	Date Received	Purpose
HO-DVP-2017.1	Ron McMurtie & Associates Consulting Engineers Planner: Teresa Ritemann	20-Mar-2017	PID: 004-701-747 Varying set back for new septic field. Civic: 7865 Anderson Drive, Hornby Island, BC
Planning Status			
<u>Status Date:</u> 26-Apr-2017			
Applicant realized their septic does not require replacement after all, and is withdrawing their application. Planner gave to PTA to issue a partial refund of application fee and close the file.			
<u>Status Date:</u> 20-Apr-2017			
Planner TR is reviewing file and has requested additional information from the applicant.			

File Number	Applicant Name	Date Received	Purpose
HO-DVP-2017.2	HORNBY ISLAND COOPERATIVE ASSOCIATION Planner: Teresa Ritemann	04-Apr-2017	PID: 026-371-791 Buildings do not meet current property bylaws. Civic address: 5875 Central Road, Hornby Island.
Planning Status			

Applications

Status Date:

Siting and use Permit

File Number	Applicant Name	Date Received	Purpose
HO-SUP-2017.5	Moore, RHORY	21-Apr-2017	PID: 002-270-617 Building garage, pool and deck. Civic address: 4200 Roburn Road, Hornby Island, BC.

Planner: Madeleine Koch

Planning Status

Status Date:

File Number	Applicant Name	Date Received	Purpose
HO-SUP-2017.6	Byrd, CLIFFORD	07-Apr-2017	PID: 003-623-297 Building a garage. Civic address: 3215 Harwood Road, Hornby Island.

Planner: Madeleine Koch

Planning Status

Status Date:

Subdivision

File Number	Applicant Name	Date Received	Purpose
HO-SUB-2016.1	BLANCHARD, EVELYN	23-Feb-2016	PID: 000-000-604 Section 514 subdivision to provide residence for a relative. Creating two lots from one

Planner: Teresa Ritemann

Planning Status

Status Date: 20-Apr-2017

No change in status.

Status Date: 07-Jun-2016

Revised referral report sent to MOTI. Applicant would need to rezone their property as subdivision does not meet current zoning bylaws.

Applications

Status Date: 25-May-2016

PLNA sent by MOTI. File reassigned to planner TR.

File Number	Applicant Name	Date Received	Purpose
HO-SUB-2016.5	PANNELL, BRIAN	08-Nov-2016	PID: 001-275-275 5115 Paul Road, Hornby Island, BC. Two lot subdivision, residential for family.

Planner: Teresa Ritemann

Planning Status

Status Date: 25-Apr-2017

Finance confirmed that they will close the Cost Recovery file and issue the applicant a refund cheque. Planner gave the file to Planning Team Assistant to close the file.

Status Date: 20-Apr-2017

Complete. Applicants lawyer confirmed the Covenant is now registered on title. Planner working with Finance to close the Cost Recovery file and will then close the subdivision file.

Status Date: 10-Jan-2017

Applicant has entered into Cost Recovery with IT. RWM in progress to have HO LTC decide to have Chair sign Covenant. Applicant's lawyer submitted Letter of Undertaking to register covenant when ready.

File Number	Applicant Name	Date Received	Purpose
HO-SUB-2017.1	Hoerburger Land Surveying	16-Nov-2016	PIDs: 027-126-323; 009-651-110; 009-651-268. Road closure application. Subdivision to adjust lot lines to follow, via MoTI referral. Civic: 4555 and 4755 Fowler Road, Hornby Island, BC.

Planner: Linda Prowse

Planning Status

Status Date: 27-Apr-2017

Staff Report going to Hornby LTC May 5, 2017 meeting

Islands Trust
 LTC EXP SUMMARY REPORT F2017
 Invoices posted to Month ending February 2017

635 Hornby	Invoices posted to Month ending February 2017	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-635	LTC "Trustee Expenses"	750.00	880.36	-130.36
LTC Local				
65200-635	LTC - Local Exp - LTC Meeting Expenses	2,750.00	1,881.31	868.69
65210-635	LTC - Local Exp - APC Meeting Expenses	500.00	157.54	342.46
65220-635	LTC - Local Exp - Communications	1,000.00	572.72	427.28
65230-635	LTC - Local Exp - Special Projects	500.00	0.00	500.00
TOTAL LTC Local Expense		<u>4,750.00</u>	<u>2,611.57</u>	<u>2,138.43</u>
Projects				
73001-635-2004	Hornby OCP/LUB	3,600.00	840.71	2,759.29
73001-635-4067	Hornby First Nations Relations	1,500.00	0.00	1,500.00
TOTAL Project Expenses		<u>5,100.00</u>	<u>840.71</u>	<u>4,259.29</u>

Hornby Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

No	Meeting Date	Resolution No.	Issue	Policy
1.	Feb 28, 2017	HO-O43-2013	Enforcement Actions related to rentals of Accessory buildings by non-residents	1. THAT whereas the Hornby Island Local Trust Committee intends to facilitate a community process to review residential density to address community housing needs, which may result in amendments to the Official Community Plan and Land Use Bylaw, it is resolved that related enforcement actions against properties identified as: a) Lot B, Section 15, Hornby Island, Plan 24652 (1655 Central Road); b) Lot B, Section 6, Hornby Island, Plan 30442 (7205 Central Road); and c) Lot 6, Section 10, Hornby Island, Plan 26332 (2475 St. Johns Point Road) shall be held in abeyance; 2. That nothing in this enforcement policy should be interpreted as giving permission to any party to violate Hornby Island Land Use Bylaw No. 150 and the Hornby Island Local Trust Committee may change this policy at any time and may give direction to commence enforcement activities with respect to the identified properties at any time without notice; and 3. That unless the Hornby Island Local Trust Committee extends the effective period, this enforcement policy expires on October 31, 2018 or when the residential density review project is complete, whichever is the sooner.



Trust Fund Board Report to Local Trust Committees and Bowen Island Municipality April 2017



100 Protected Places

The protection of Moore Hill on Thetis Island marks a milestone of 100 protected places for the Islands Trust Fund. We hope you take a moment to reflect on your part in this achievement, as every single protected place is truly a result of collaboration, cooperation and partnership.

Property Management Strategy approved

The Trust Fund Board has approved a Property Management Strategy which will guide the management of Islands Trust Fund nature reserves and covenants. The strategy provides a framework for informed decision-making to ensure that the ecological integrity of protected areas is maintained or enhanced while making the most effective and efficient use of resources. There will soon be a page on our website providing information on this strategy.

Regional Conservation Plan consultation

Look out for the trustee survey on the Regional Conservation Plan coming your way in early May. Input from trustees will be really valuable and will help make our session at the Trust Council meeting in June more productive. In the fall, Islands Trust Fund staff will attend local trust committee meetings to discuss conservation planning for each local trust area with you. ITF is also hosting workshops for our conservation partners and First Nations in Nanaimo on May 1st and in Sidney on May 4th.

Financial Planning Committee appointment: Robin Williams

The Trust Fund Board has appointed member Robin Williams to serve as our representative on the Financial Planning Committee. We are grateful for Robin's interest.

Property Monitoring

Visits to monitor Islands Trust Fund properties and covenants will be taking place from April to July. Our monitoring is carried out by a contractor who has worked with the Islands Trust Fund for many years.

Summary of Current Island-by-Island Activities

Bowen

Bowen Island Conservancy has restored an area of the David Otter Nature Reserve, planting and caging cedar trees. The group has also been working with consultants to determine the site and design of a proposed viewing platform at Fairy Fen Nature Reserve.

Gabriola

A \$10,000 grant from TD Friends of the Environment has been received towards the cost of a wooden boardwalk around the iconic large western redcedar at the Elder Cedar Nature Reserve. The raised boardwalk will allow people to get close to the majestic giant, but lessen the impact on the root zone of the tree.

Galiano

Following a presentation by the Chair of the Crystal Mountain Society Rezoning Committee with respect

to the possibility of the Society donating land to the Trust Fund Board as a nature reserve, TFB reconfirmed its agreement to hold a covenant on approximately 18 hectares of the lands owned by Crystal Mountain Society and indicated a willingness to consider a Conservation Proposal with respect to transferring of some or all of the land to the Board.

A successful restoration project was carried out at the Trincomali Nature Sanctuary involving new planting and weeding of last year's planting. Thanks to the volunteers involved!

Gambier

Restoration work at the Long Bay Wetlands Nature Reserve was successfully carried out involving volunteers from Gambier Island Conservancy and Camp Suzuki.

Keats

Islands Trust Fund has indicated support for provisions in proposed Bylaws 143 and 144 that pertain to dedicating an area as a nature reserve. If the bylaws are approved, ITF will continue to work with the owners to secure the transfer of land.

Lasqueti

TFB has approved a revised management plan for the Kwel Nature Reserve. The plan will be posted to our website soon.

Mayne

TFB has approved an Opportunity Fund grant of \$5,000 towards the costs of an ecological assessment and legal fees in conjunction with Mayne Island Conservancy Society's project to acquire and conserve a property at St John Point.

North Pender

An arborist limbed a danger tree that fell over the trail at Medicine Beach Nature Sanctuary.

Salt Spring

A representative of Salt Spring Trail and Nature Club presented a proposal to Trust Fund Board members requesting the Islands Trust Fund consider releasing or amending the covenant on Lot 31, Salt Spring Island, to allow BC Parks to acquire the land as an expansion of Mount Erskine Provincial Park. Board members identified a number of issues that would have to be addressed once a formal proposal is received, including the board's over-riding responsibility to maintain ecological protection, limited staff, time and financial resources and possible legal issues.

A conservation covenant, co-held with the Salt Spring Island Conservancy, has been registered on Isabella Point. The covenant protects 2.15 hectares of forest, woodland and rocky bluffs along the shoreline.

Thetis

A covenant held by the Cowichan Community Land Trust Society is now registered on the property recently acquired on Moore Hill. Management planning will begin in the next few months.

The campaign to protect Fairyslipper Forest is in its last few months, and the push is on to raise the funds required.

Please feel free to contact members of the Trust Fund Board or Islands Trust Fund staff for more details.

Tony Law, Chair tlaw@islandstrust.bc.ca
Islands Trust Fund itfmail@islandstrust.bc.ca

DATE OF MEETING: May 5, 2017

TO: Hornby Island Local Trust Committee

FROM: Marnie Eggen, Island Planner
Northern Team

COPY: Ann Kjerulf, Regional Planning Manager

SUBJECT: Hornby Local Trust Committee 2016-2017 Annual Report

RECOMMENDATION

1. That the Hornby Island Local Trust Committee endorse the submission as follows for inclusion in the 2016-2017 Annual Report for approval by Trust Council and submission to the Minister of Community, Sport and Cultural Development: <annual report text>

REPORT SUMMARY

In preparation for the 2016 Islands Trust Annual Report, each Local Trust Committee (LTC) is asked to review and endorse draft text for inclusion in the report. The Annual Report is a status report on the period April 1, 2016 – March 31, 2017 describing how Islands Trust Council and committees further the Strategic Plan and implement the Islands Trust Policy Statement.

Each LTC is requested to formally endorse the annual report submission by resolution. Please review the following draft text and indicate any changes or additions for the 2016/17 Annual Report.

DRAFT ANNUAL REPORT SUBMISSION

In 2016/2017, the Hornby Island Local Trust Committee adopted the *Riparian Areas Regulation* (RAR) Bylaw Nos. 151 and 152 and is now compliant with the provincial regulation. The LTC further advanced programs to improve the availability of affordable housing by commencing a project to amend the Hornby Land Use Bylaw (Bylaw No. 154) in order to facilitate the development of a community housing project. The LTC placed Relationship Building with First Nations as its top priority and attended a K'omoks First Nation Chief and Council meeting in early April 2017. The LTC also embarked on a review of the regulations for Vacation Home Rentals with a view to develop a Terms of Reference with the Advisory Planning Commission (APC).

Submitted By:	Marnie Eggen, MCIP RPP Island Planner	April 27, 2017
Concurrence:	Ann Kjerulf, MCIP RPP Regional Planning Manager	April 28, 2017