Hornby Island Local Trust Committee
Regular Meeting Agenda

Date: November 20, 2015
Time: 11:30 am
Location: Room to Grow
2100 Sollans Road, Hornby Island, BC

			Pages
1.	CALL TO ORDER	11:30 AM - 11:35 AM	
2.	APPROVAL OF AGENDA		
3.	TOWN HALL AND QUESTIONS	11:35 AM - 11:50 AM	
4.	COMMUNITY INFORMATION MEETING		
5.	PUBLIC HEARING - none		
6.	MINUTES	11:50 AM - 12:00 PM	
	6.1 Local Trust Committee Minutes dated October 2, 2015 - for adoption		4 - 12
	6.2 Section 26 Resolutions-without-meeting Report dated November 10, 2015		13 - 13
	6.3 Advisory Planning Commission Minutes - none		
7.	BUSINESS ARISING FROM MINUTES	12:00 PM - 12:10 PM	
	7.1 Follow-up Action List dated November 10, 2015		14 - 16
8.	DELEGATIONS		
9.	CORRESPONDENCE		
	Correspondence received concerning current applications or projects is posted to the LTC webpage		
10.	APPLICATIONS AND REFERRALS	12:10 PM - 12:25 PM	
	10.1 Pesticide Use Permit Application (Ministry of Environment, Ecosystems Protection and Sustainability Branch)		
	10.1.1 Memorandum dated November 9, 2015		17 - 40
11.	LOCAL TRUST COMMITTEE PROJECTS		
12.	BREAK	12:25 PM - 12:40 PM	

17. CLOSED MEETING 2:15 PM - 2:30 PM

17.1 Motion to Close Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1)(a) for the purpose of considering appointment of APC Members and s.90(1)(d) for the purpose of adoption of In-Camera Meeting Minutes dated October 2, 2015 AND that the recorder and staff attend the meeting.

17.2 Recall to Order

17.3 Rise and Report

18. ADJOURNMENT 2:30 PM - 2:30 PM

Hornby Island Local Trust Committee
Minutes of Regular Meeting

Date: **October 2, 2015**
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 **Ann Kjerulf, Regional Planning Manager**
Rob Milne, Island Planner
Vicky Bockman, Recorder

Others Present **There were no members of the public - am**
There were no members of the public - pm

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 11:35 am. She introduced Ann Kjerulf, Regional Planning Manager, and acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

7.1.1 Email from Jennifer Eliason dated August 24, 2015 re: Environmental Mapping
14.1 Hornby Island Residents and Ratepayers Association (HIRRA) and Comox Valley Regional District (CVRD) Joint Meeting
17.1 Motion to Close the Meeting
17.2 Recall to Order
17.3 Rise and Report

By general consent the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS - none

4. COMMUNITY INFORMATION MEETING - none

5. PUBLIC HEARING - none

6. MINUTES

6.1 Local Trust Committee Special Meeting Minutes dated August 31, 2015 - for adoption

The following amendments to the minutes were presented for consideration:

Page 2, second paragraph, first line: change “Riken” to “Reicken”
Page 2, fourth paragraph, first line: change “McGloughlin” to “McLachlan”
Page 3, item 4.2.1 and elsewhere in the document: change “Ford’s Cove” to “Ford Cove”

By general consent the minutes were adopted as amended.

6.2 Local Trust Committee Minutes dated August 14, 2015 - for adoption

The following amendments to the minutes were presented for consideration:

Page 5, discussion point 3.6, last bullet: delete the first sentence and replace with “Trustees were not in favour of initiating additional public consultation including another Public Hearing.”
Page 10, item 12.9, 8th line: change “Lasquiti” to “Lasqueti”

By general consent the minutes were adopted as amended.

6.3 Local Trust Committee Public Hearing Record dated August 14, 2015 - for receipt

Spelling and punctuation corrections were requested as follows:

Page 2 - third and last paragraphs, and page 4 third paragraph: change “Renaldo” to “Ronaldo”
Page 2 - ninth and tenth paragraphs, and page 3 last paragraph: change “Bouvyer” to “Buvyer”
Page 3, ninth paragraph, first line: change “Johns” to “John’s”

The Public Hearing Record was received.

6.4 Section 26 Resolutions-without-meeting - none

6.5 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated September 21, 2015

Planner Milne presented the Follow-up Action List and provided updates. He requested direction as to how the Local Trust Committee (LTC) members wish to proceed on the May 15 activity regarding providing environmental mapping to K’omoks First Nation. He referenced the email from Jennifer Eliason that is provided as agenda item 7.1.1 for further consideration of the matter.

Trustees discussed the possible approaches for furthering the action and concluded that they would prefer staff to initiate contact with K’omoks First Nation staff to discuss the environmental mapping.

Trustees confirmed their intention to have at least one Trustee participate in the Executive Meeting by telephone to speak to bylaws under consideration and to answer questions that might arise.

7.1.1 Email from Jennifer Eliason dated August 24, 2015 re: Environmental Mapping

Received.

7.2 Boat Ramp - verbal update

Planner Milne reported that he is working on this issue and that the Ministry of Transportation and Infrastructure will be contacted for input. He advised that it is his intention to have information in advance of the scheduled meeting with CVRD.

8. DELEGATIONS - none

9. CORRESPONDENCE

Correspondence received concerning current applications or projects is posted to the LTC webpage

9.1 Letter dated August 11, 2015 from Minister Todd Stone re: BC Ferries and Hornby Island

Late item deferred from August 14, 2015 meeting

Chair Busheikin reported on comments relating to BC Ferries issues made by Minister Stone at the recent Union of BC Municipalities (UBCM) convention.

Trustee Law provided a draft letter to Mike Corrigan, CEO, BC Ferries, regarding the response from Minister Stone for discussion. He reported that the draft requests information on the actual savings achieved on each route and that this information would support the Denman and Hornby Islands Ferry Advisory Committee as they continue to engage in discussions concerning schedule improvements.

The LTC members supported this approach and suggested the letter be copied to Minister Stone along with a request to support the release of this information.

HO-2015-077
It was MOVED and SECONDED,
that the Chair be requested to follow-up on the letter from Minister Todd Stone dated August 12, 2015 by writing to the BC Ferries CEO requesting his support for information and a commitment to assist with Denman and Hornby Islands Ferry Advisory Committee to work on schedule improvements and to copy the letter to Minister Stone requesting the cooperation of his ministry with BC Ferries to release information on route-specific savings achieved through the recent service cutbacks.

CARRIED

9.2 Email dated September 15, 2015 from Joanne Wyvill regarding Hornby Island Provincial Parks Committee (HIPPC) Appointee

Trustee Law provided background on the email and reported that expressions of interest are being sought for the Provincial Parks Committee as well as for the Advisory Planning Commission.

10. APPLICATIONS AND REFERRALS

10.1 HO-SUB-2013.1 Heinegg and Chalfin regarding Section 946 Covenant Cost Recovery

10.1.1 Memorandum dated September 18, 2015

Planner Milne presented the memorandum regarding the cost recovery agreement for legal work on the required covenant for the subject two lot subdivision pursuant to Section 946 of the *Local Government Act*.

HO-2015-078
It was MOVED and SECONDED,
that the Hornby Island Local Trust Committee instruct staff to enter into a cost recovery agreement allowing Islands Trust legal counsel to draft and/or review a Covenant under Section 946 for subdivision application HO-SUB-2013.1 (Heinegg & Chalfin).

CARRIED

11. BREAK

By general consent the meeting was recessed at 12:23 pm and reconvened at 12:38 pm.

12. LOCAL TRUST COMMITTEE PROJECTS

12.1 Communication Strategy for Revised Official Community Plan and Land Use Bylaw

12.1.1 Submission from Trustee Law

LTC members considered the elements of the communication strategy for the revised Official Community Plan and Land Use Bylaw as suggested in the discussion paper on the Hornby Island LTC Work Program drafted by Trustee Law. They prioritized the issues in the plan and identified approaches that might be taken to ensure a widespread dissemination of the information including printed pamphlets and posters, social media and the Islands Trust website.

HO-2015-079
It was MOVED and SECONDED,
that the Hornby Island Local Trust Committee requests staff to initiate a communications strategy for the revised Official Community Plan and Land Use Bylaw focusing on communications with respect to housing opportunities, economic opportunities, regulations and best practices with respect to building and land development and contact with Hornby Island realtors.

CARRIED

12.2 Local Trust Committee Work Program and Project Prioritization

This item was considered with agenda item 12.1.1.

13. REPORTS

13.1 Work Program

13.1.1 Top Priorities Report dated September 21, 2015

Trustees reviewed Top Priorities Report along with the Hornby Island 2014-2018 Term Goal Setting Session report in their discussion of possible future additions to the Top Priorities. The items for possible future projects outlined in the Work Program draft considered with agenda item 12.1.1 were reviewed.

Trustees discussed possible strategies to initiate the advancement of the goal of relationship building with K’omoks First Nation (KFN). They considered that a meeting with the KFN that included both Denman and Hornby Islands LTCs, with a focus on Trustees listening to issues and matters of interest to KFN, might be an effective approach.

HO-2015-080
It was MOVED and SECONDED,
that the Chair be requested to explore with the Denman Island Local Trust Committee, options for joint relationship building with K’omoks First Nation.

CARRIED

13.1.2 Projects List Report dated September 21, 2015

Planner Milne outlined the Projects List. Trustees reviewed and identified projects that might no longer be needed on the list or could effectively be combined.

HO-2015-081
It was MOVED and SECONDED,
that the following two items be deleted from the Projects List:

- "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" and
- "Review and update 'Building on Hornby Island' brochure and include HPO information".

CARRIED

HO-2015-082
It was MOVED and SECONDED,
that the following two items be combined on the Projects List:

- "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".

CARRIED

LTC members requested that the "Islands Trust Hornby Island LTC 2014-2018 Term Goal Setting Session" report and the updated "Hornby Island LTC Work Program: suggestions for LTC Discussion" be placed as standing items in the Work Program agenda section for reference and use when assigning the next available Top Priority.

13.2 Applications Report dated September 21, 2015

Planner Milne summarized the Applications Report.

13.3 Trustee and Local Expense Report August, 2015

Received.

13.4 Adopted Policies and Standing Resolutions

Trustees noted that Standing Resolution HO-IC-2014-001 has expired and will be addressed In-Camera.

13.5 Local Trust Committee Webpage

Trustees requested that the correspondence to Minister Todd Stone and BC Ferries CEO Mike Corrigan be posted to the website when available.

13.6 Chair's Report

Chair Busheikin reported on her attendance at the UBCM convention. She provided a summary of some of the highlights including the passing of a resolution encouraging the Province to make the Natural Area Protection Tax Exemption Program (NAPTEP) available to all municipalities in BC, a session on the Truth and Reconciliation Commission, and Chair Luckham's round-table on marine issues. She reported that topics that the Executive Committee will be addressing include consideration of approval of four Hornby Island bylaws, meeting with the Agricultural Land Commission Chair, and continuation of the Chief Administrative Officer (CAO) hiring committee work.

13.7 Trustee Reports

Trustee Law reported on his attendance at a conference that included the Hornby Island Community Economic Enhancement Corporation and a variety of local groups participating in a panel to address housing issues on Hornby Island.

Trustee Allen reported on the recent Trust Council meeting and outlined several topics that were addressed including the Salt Spring Island Incorporation Study, the Victoria Office Relocation Study Group, and discussion of the Strategic Plan. He noted that he found the interaction with Bowen Island Council and Delegation presentations to have been informative.

Trustees acknowledged their awareness that this is a difficult time for staff with matters under consideration including the transition to a new CAO, the Salt Spring Island Incorporation Study, and Victoria Office Relocation Study. They asked that their appreciation of the situation be relayed to staff and Chair Busheikin indicated that she would communicate this message at the next Executive Committee meeting.

13.8 Electoral Area Director's Report - none

13.9 Trust Fund Board Report dated August, 2015

Trustee Law provided updates to the Trust Fund Board report including the expansion of the Trust Fund's incentive program NAPTEP, the posting of the Trust Fund's Communications and Fundraising Specialist position, and steps being taken in the trespass situation on Lasqueti Island.

14. NEW BUSINESS

14.1 Hornby Island Residents and Ratepayers Association (HIRRA) and Regional District Joint Meeting

Trustee Law provided background on HIRRA-hosted meetings with CVRD and attended by Trustees that have occurred regularly in the past to discuss overlapping issues. He remarked that an opportune time for such a meeting would be in the fall or early in 2016. LTC members concurred that Trustees might work on organizing a meeting and report back to the LTC on the progress.

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for November 20, 2015 at 11:30 am at Room to Grow, The Hornby Island Resource Centre, 2100 Sollans Road, Hornby Island, BC

LTC members confirmed that the next meeting is scheduled for November 20, 2015 at 11:30 am at Room to Grow.

16. TOWNHALL - none

17. CLOSED MEETING

17.1 Motion to Close the Meeting

HO-2015-083
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)(f) for the purpose of considering Legal Advice/Bylaw Enforcement regarding standing resolution HO-IC-2014.001.

CARRIED

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

17.2 Recall to Order

The meeting was reopened to the public at 2:23 pm.

17.3 Rise and Report

Chair Busheikin reported that in the closed meeting the LTC amended the expiration of resolution HO-IC-2014-001 to March 31, 2016 and asked for a report from the Bylaw Enforcement manager on the issue for their consideration.

18. ADJOURNMENT

By general consent the meeting was adjourned at 2:25 pm.

Laura Busheikin, Chair

Certified Correct:

Vicky Bockman, Recorder

Islands Trust

RWM From: August 16, 2015 To: November 10, 2015

Hornby Island

Resolution #	Action	Resolution Description	Resolution Date
2015-07	In Favour All voted; all in favour	That the Hornby Island Local Trust Committee request staff to advertise for expressions of interest for positions on the Hornby Island Advisory Planning Commission.	Oct 14, 2015

Print Date: November 10, 2015

Follow Up Action Report

Hornby Island

25-Apr-2014

No.	Activity	Responsibility	Target Date	Status
1	**HO-2014-020-** that the Hornby Island Local Trust Committee direct staff to proceed with the implementation of the Riparian Areas Regulation Implementation project as described in the endorsed Project Charter.	Rob Milne		On Going

14-Aug-2015

No.	Activity	Responsibility	Target Date	Status
1	**HO-2015-054** that the Hornby Island Local Trust Committee issue the Development Variance Permit HO-DVP-2013.2 (Heinegg & Chalfin) that authorizes the creation of a subdivision such that the front lot line of the proposed remainder lot may be less than one-third the length of its longest side lot line, located on Lot 5, Section 11, Hornby Island, Nanaimo District, Plan 28020; PID 003-241-807, in accordance with Schedule 'A' attached to and forming part of the permit.	Becky McErlean Marnie Eggen		Done

31-Aug-2015

No.	Activity	Responsibility	Target Date	Status
1	Staff were requested to provide an outline of the steps needed to be taken before approaching MOTI and the CVRD with a proposal for a volunteer managed boat ramp similar to the Bill Mee Boat Ramp on Denman Island.	Rob Milne		Done

02-Oct-2015

No.	Activity	Responsibility	Target Date	Status

1	Staff to initiate contact with the K'omoks First Nation staff to discuss environmental mapping (ecosystems, eel grass, forage fish) as a step in relationship-building.	Rob Milne	On Going
1	**HO-2015-078** hat the Hornby Island Local Trust Committee instruct staff to enter into a cost recovery agreement allowing Islands Trust legal counsel to draft and/or review a Covenant under Section 946 for subdivision application HO-SUB-2013.1 (Heinegg & Chalfin).	Marnie Eggen	Done
1	Staff to initiate a communications strategy for the revised Official Community Plan and Land Use Bylaw focusing on communications with respect to housing opportunities, economic opportunities, regulations and best practices with respect to building and land development and contact with Hornby Island realtors.	Rob Milne	On Going
1	That the following two items be deleted from the Projects List: ·"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" and ·"Review and update 'Building on Hornby Island' brochure and include HPO information".	Rob Milne	Done
1	that the following two items be combined on the Projects List: ·'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'.	Rob Milne	Done
1	The HOLTC amended the expiration of resolution HO-IC-2014-001 to March 31, 2016 and asked for a report from the Bylaw Enforcement manager on the issue for their consideration.	Miles Drew	On Going

Memorandum

Date	November 9, 2015	File Number	
To	Hornby Island Local Trust Committee; Denman Island Local Trust Committee		
From	Ann Kjerulf Regional Planning Manager Northern Planning Office		
Re	Pesticide Use Permit Application (BC Ministry of Environment, Ecosystems Protection and Sustainability Branch)		

The BC Ministry of Environment, Ecosystems Protection and Sustainability Branch, has submitted a Pesticide Use Permit (PUP) application to the Ministry of Environment, Integrated Pest Management Program (the Province). The intent is to eradicate invasive intertidal cordgrasses (Spartina) through selective herbicide application in Boundary Bay, Robert's Bank and Burrard Inlet. Pending the outcome, treatment may expand to sites located in Sturgeon Banks and on the central east coast of Vancouver Island, including Comox, Courtenay, Deep Bay, Denman Island, Hornby Island and Sea Island. The proposed timing of pesticide applications is during the growing season at low tide from June 1, 2016 to May 31, 2019. Further details of the proposal are provided in the attached referral letter, application, and FAQ document. The current permit is also attached for reference.

Under the BC Integrated Pest Management Act, pesticide application in aquatic areas must be conducted under a PUP, granted for a three year term. If approved, the new PUP will replace the existing PUP which will expire December 30, 2015. Consultation regarding the proposed application is required with affected local governments, First Nations, the public and other stakeholders. While jurisdiction over pesticide use rests with the Province, Islands Trust Local Trust Committees are able to comment on the PUP application. Comments are requested by December 2, 2015.

Attachments

Attachment 1 – Referral Letter
Attachment 2 – PUP Application
Attachment 3 – FAQ Document
Attachment 4 – Current PUP

File Number: 15460-07/PUP-MOE-16-19

November 2, 2015

To: Ann Kjerulf, Regional Planning Manager (Northern), Islands Trust Denman and Hornby

Via Email: akjerulf@islandstrust.bc.ca

Re: Consultation on the BC Ministry of Environment, Ecosystems Protection and Sustainability Branch, Application for a Pesticide Use Permit to Eradicate Invasive Intertidal Cordgrass Infestations

Dear Ann Kjerulf:

The BC Ministry of Environment, Ecosystems Protection and Sustainability Branch (the applicant), has submitted an application for a Pesticide Use Permit (PUP) to the BC Ministry of Environment, Integrated Pest Management Program (i.e. the Province). Under this legislation it is a requirement that an applicant for a PUP conduct Public, Identified Stakeholder and First Nations consultations within the areas proposed for pesticide use. This letter will initiate the consultation process with Local Governments and Identified Stakeholders. This application is very similar to the previous application that Local Governments and Identified Stakeholders received in a letter dated February 26, 2013 for the existing PUP that expires on December 30, 2105. Consultation with the general public will be accomplished by placing an advertisement in local newspapers within the proposed treatment areas for public input.

BC has committed to eradicate invasive *Spartina spp.* by 2018 under the *Westcoast Governors' Agreement on Ocean Health* and the *Pacific Coast Collaborative Agreement*:

www.pacificcoastcollaborative.org/Documents/Q006922%20Action%20Plan%20CCCA_MOU_WEB.pdf

Under provisions of the *BC Integrated Pest Management Act,* applications of pesticides to aquatic areas must be conducted under a PUP, which is granted for a three year term. If approved, this three year PUP will replace the existing PUP which is set to expire on December 30, 2015. Independent of preparing this replacement PUP, an application will also be made to Health Canada to grant a further Emergency Use Registration (EUR) for the single herbicide proposed for use under the PUP. EURs are issued for a one year term, the current EUR will expire on December 31, 2015.

SMC Consulting has been retained by the permit applicant to act as their agent in ensuring that the required consultations with Local Governments, First Nations, Identified Stakeholders, and the Public are carried out.

Invasive *Spartina spp.* are designated provincial noxious weeds under the *BC Weed Control Act.* These *Spartina spp* disrupt the ecology, structure and function of mudflats and intertidal habitat that provide the basis for a complex food web that includes invertebrates, fish, shorebirds and waterfowl, as well as eliminating rearing habitat for clams and mussels.

The purpose of the PUP application is to eradicate, by selective herbicide applications, invasive intertidal cordgrasses (*Spartina spp.*) from cobble beaches, salt marshes, and intertidal mudflats located in Boundary Bay, Robert's Bank and Burrard Inlet. Overtime and pending the outcome of current mechanical efforts, these treatments may expand to include sites located in Sturgeon Banks and on the central east coast of Vancouver Island, including Comox, Courtenay, Deep Bay, Denman Island, Hornby Island and Sea Island. All areas within the proposed PUP boundary where selective herbicide treatments may be carried out are shown in maps on the attached PUP application.

The proposed selective application of the herbicide product Habitat (active ingredient imazapyr) listed in the PUP application will supplement the existing on-going mechanical removal methods. Total area proposed for herbicide treatment will be a maximum of 22 hectares annually spread across more than 17,000 coastal hectares, and will be applied by hand held spray bottles, backpack sprayers, or mounted sprayers. Annual mapping activities will identify specific treatment locations within the boundaries defined in the PUP. The proposed timing of pesticide applications will occur during the growing season at low tide from June 1, 2016 to May 31, 2019.

To assist in expediting the consultation process, please find attached:

- PUP application with maps defining the proposed treatment boundary and locations of invasive *Spartina spp.*; and,

- The document "Cordgrasses – Frequently Asked Questions".

The existing PUP authorization (effective June 1, 2013 – December 30, 2015) provides further details regarding the guidelines and restrictions under which the PUP was granted. The existing PUP can be viewed at:

www.for.gov.bc.ca/hra/Plants/publications/PMPs/PUP_804_0004_2013-2015_Amendment.pdf

The Permit applicant is requesting a response from you to this request by **December 2, 2015.**

Please direct all written responses or enquiries about this request to:

Stuart M. Craig,
SMC Consulting,
Agent for the Pesticide Use Permit Applicant,
1582 Lawrence Avenue,
Penticton BC V2A 3C1
Tel/Fax: (250) 492-6193
E-mail: smcconsulting@shaw.ca

If you would like to speak to a representative from the BC Ministry of Environment directly about the proposed pesticide use outlined in this letter, please contact:

BC Ministry of Environment
Integrated Pest Management Program
10470 152nd Street
Surrey BC V3R 0Y3 Tel: (604) 582-5200

Respectfully submitted,

Stuart M. Craig, B.Sc., M.Sc.
SMC Consulting

Ministry of Environment

Pesticide Use Permit Application

Permit Application Number: 15460-07/PUP-MOE-16-19

This application is submitted under the *Integrated Pest Management Act* to obtain a permit for the use of pesticides as prescribed under the Integrated Pest Management Regulation (IPMR)Section 18. Following the submission of this application, the applicant will be provided an application number by ministry staff and instructed to consult the public in accordance with IPMR Section 60. The applicant must submit evidence of consultation and a statement of action proposed in response.

Pesticide use may not proceed unless a permit has been issued.

A fee of $1,000 must be submitted with this application. The fee is non-refundable once processing has occurred.

PLEASE PRINT CLEARLY. PROVIDE ADDITIONAL SHEETS IF REQUIRED.

1. Full Legal Name of Applicant

This name must be a Limited or Incorporated Company registered with the BC Registrar of Companies. Please provide the name exactly as registered along with the incorporation registration number. **If the applicant is not a Limited or Incorporated Company use full personal name.**

Leif-Matthias Herborg				
Applicant's Name			B.C. Incorporation Registration #	
B.C. Ministry of Environment			Leif-Matthias Herborg	
Business Operating Name, if different from above (i.e. Doing Business As)			Name of the Contact Person for the Permit	
	4th Flr – 2975 Jutland Road	Victoria	British Columbia	V8T 5J9
Suite #	Street Name and Number	City	Province	Postal Code
Matthias.Herborg@gov.bc.ca	250-356-7683			
E-mail Address	Area Code + Telephone #		Area Code + Cell Phone #	

2. Name of the Owner or Manager of the Treatment Location

B.C. Ministry of Forests, Lands and Natural Resource Operations

3. Purpose of Proposed Pesticide Use

Eradication of invasive intertidal cordgrasses (*Spartina anglica, S. patens, S. densiflora*) by 2018, Premier's commitment under the West Coast Governor's Agreement on Ocean Health and the Pacific Coast Collaborative Agreement; designated provincial noxious weeds under the B.C. *Weed Control Act*. This is the second 3-year Pesticide Use Purpose pursued toward this purpose; the first permit (#804-0004-13/15) was granted from 2013 to 2015.

4. Proposed Start and End Date of Pesticide Use

	2016	June	01			2019	May	31
Commencement Date	Yr.	Mo.	Day		Completion Date	Yr.	Mo.	Day

5. Description of the Geographic Area to be covered by the Permit

Describe the location of the proposed treatment area:

Overall, invasive Spartina is known to occupy less than 22 hectares spread across more than 17,000 coastal hectares. Herbicide treatment will focus on sites located primarily in Metro Vancouver, including Boundary Bay, Robert's Bank and Burrard Inlet, but may expand over time to include sites located in Sturgeon Banks and on the central east coast of Vancouver Island, including Comox, Courtenay, Deep Bay, Denman Island, Hornby Island and Sea Island. Specific locations are refined following annual mapping of individual plants and clones. Mapping occurs each June and will identify the specific treatment locations in each area. See attached for location descriptions and maps (Note: Sites are subject to shift from one year to the next).

For MOE IPM Office Use Only			
Date received:		**Date permit mailed:**	
Payment	**OK ( )**	**Not Attached ( )**	**Incomplete ( ) or Incorrect ( )**
Log No.:	**Permit Expiry Date:**		**Permit No:**
Application Processed by:	**Referral to BCPCC ( ) Regions ( ) ( ) ( )**		**Region(s):**

6. Type of Pesticide Use Requiring a Permit

Please check the category below that corresponds with your intended pesticide use. Note: the category must be for a pesticide or pesticide use as prescribed under the Integrated Pest Management Regulation Section 18.

a) ☐ Permit-restricted pesticide
b) ☐ Aerial application of a pesticide
c) ☒ Use of a pesticide in or on a body of water
d) ☐ Use of a pesticide on public land not prescribed as requiring a licence or confirmation
e) ☐ Use of a pesticide under a confirmation or licence requiring an exemption from the applicable prescribed standards in Division 7, Part 2 of IPMR

If the prescribed use for which a permit is required falls under e) above, provide details of the regulated standard that the permit applicant considers impractical to meet and why. Propose alternative terms and conditions that in the opinion of the applicant will not cause unreasonable adverse effects.

This application seeks approval to apply herbicide to invasive *Spartina* under a time limited federal Emergency Use Registration for the product Habitat (a.i. imazapyr), in combination with surfactant Ag-Surf II (a.i. alcohol ethoxylate). This product is registered for aquatic use in the U.S. and will be applied in sparse amounts, using selective methods, to infestations of *Spartina* occurring on cobble beach, salt marsh and intertidal mudflats in B.C. Selective treatments will occur during low tide to ensure sufficient drying time prior to the incoming tide.

7. Pesticide Information

a. Active Ingredient (common name)	b. Pesticide Trade Name	c. P.C.P. No.	d. Application Rate (kg a.i./ha)	e. Treatment Area (ha)	f. Quantity (kg a.i.)
Imazapyr	Habitat	30841	1.12-1.68 kg a.i/ha	22	24.6-37.0 kg
Alcohol ethoxylate	Ag-Surf II	30266	0.5% v/v	22	30.8 kg

8. Application Method

Selective treatments will occur during low tide to ensure sufficient drying time prior to the incoming tide. Specific timing of the applications will be dependent upon low tides, location of target plants in the tidal zone and sufficient plant height, and will follow recommendations developed by the Washington State Government. There will be one application of herbicide to each *Spartina* plant annually. Hand held spray bottles, backpack sprayers or mounted sprayers will be used to apply the herbicide. A total of less than 22 hectares of invasive *Spartina* are known on BC's coastline. Prior to the previous 3-year PUP, mechanical removal methods were used for 7 years in B.C., resulting in a continual increase in distribution and density of invasive *Spartina*. Areas consistently treated using chemical methods from 2013 to 2015 have seen an overall decreasing trend in the size and density of *Spartina*. This trend is expected to continue with the consistent application of herbicide. Systemic herbicide is the only way to effectively prevent the spread of rhizomatous plants such as *Spartina*. The risk of not containing *Spartina* could have catastrophic outcomes for B.C.'s coastal ecosystems, navigation, fisheries and tourism. The risk of applying small quantities of herbicide to these sensitive sites has been demonstrated to be low and may be further minimized using best practices established by the U.S.

9. Signature

The undersigned declares that the use of pesticides under the authority of this permit will comply with the *Integrated Pest Management Act* and Regulation.

Print Name: Leif-Matthias Herborg

Position Title: Aquatic Invasive Species Coordinator

Signature: ______________________________

Date: ______________________________

Payment Form

For MOE IPM Office Use Only

Log Number: ☐☐☐☐☐

Amount of Payment Submitted ($1,000 is required): ☐☐☐☐**.00**

Form of Payment

The Ministry of Environment now accepts VISA or MASTERCARD as well as cheque or money order.

Please indicate how you would like to pay:

☐Cheque ☐Money Order ☐Credit Card (Please provide credit card information in the area below)

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Note: Credit card information provided on this form will not be retained. Upon authorization of payment request this page will be destroyed.

Mailing and Contact Information

Please send this Permit Application, including this payment form, along with a cheque, money order or credit card payment.

MAILING ADDRESS
IPM PROCESSING
MINISTRY OF ENVIRONMENT
PO BOX 9377 STN PROV GOVT
VICTORIA, BC V8W 9M1

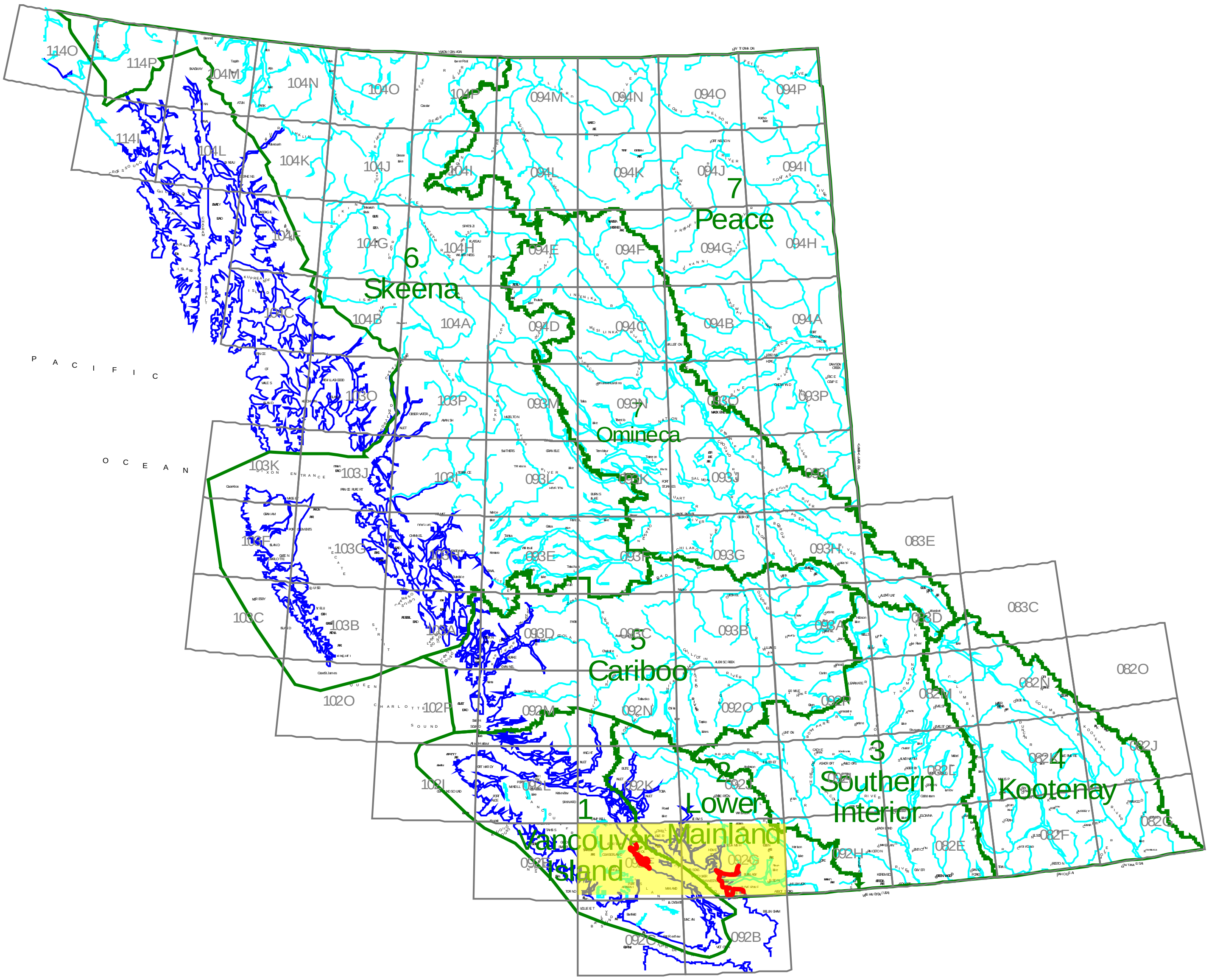
COURIER ADDRESS
IPM PROCESSING
MINISTRY OF ENVIRONMENT
3RD FLOOR, 2975 JUTLAND ROAD, VICTORIA, BC V8T 5J9

FAX NUMBER
(250) 356-0299
For use with credit card option

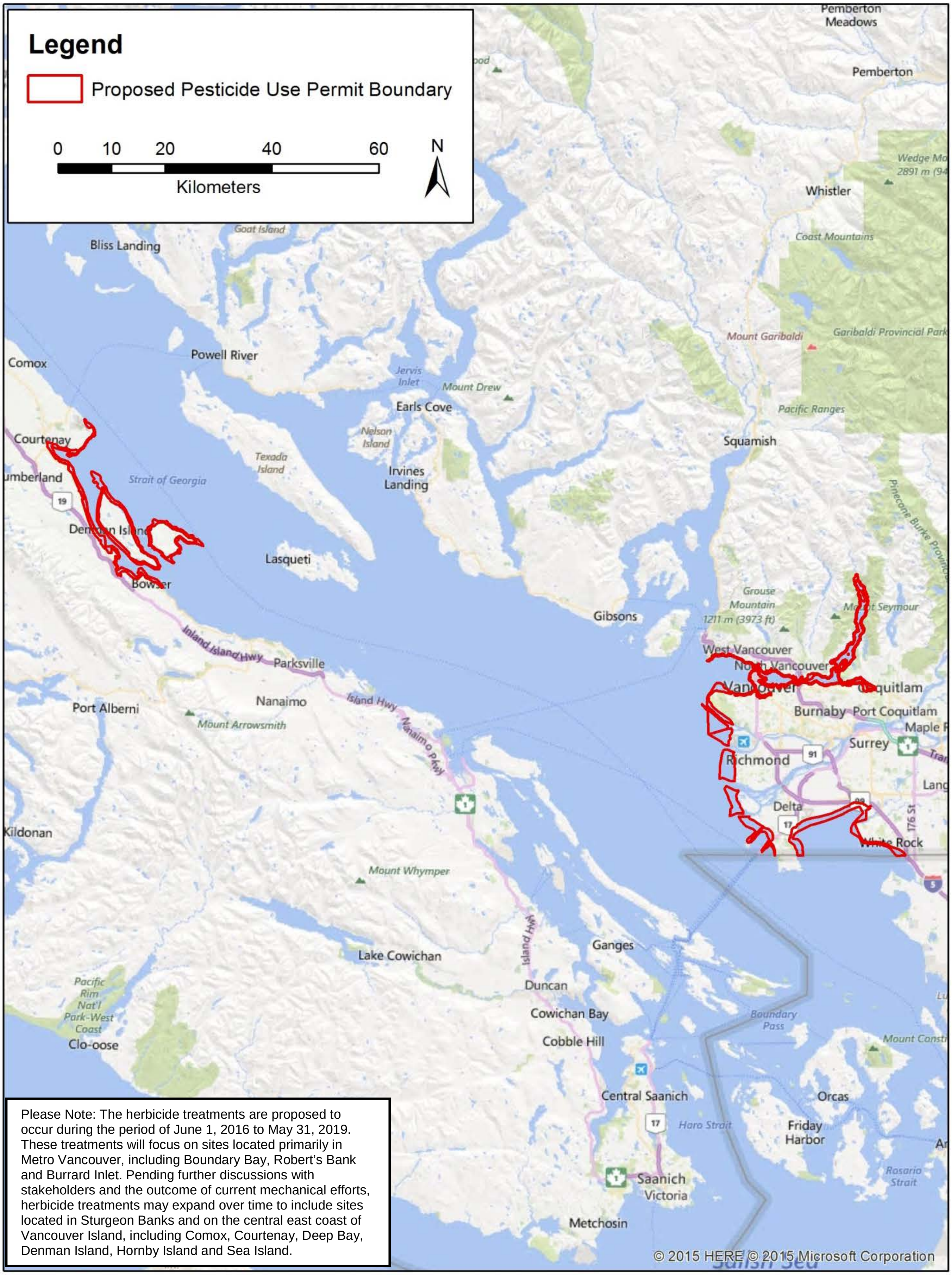
GENERAL INFORMATION NUMBER
For information phone the Ministry receptionist at (250) 387-9502. Indicate the subject of your enquiry and you will be promptly directed to the appropriate staff member.

Please allow 90 days for the review of this permit application.

Clearly mark the location of sites where pesticide use is intended.

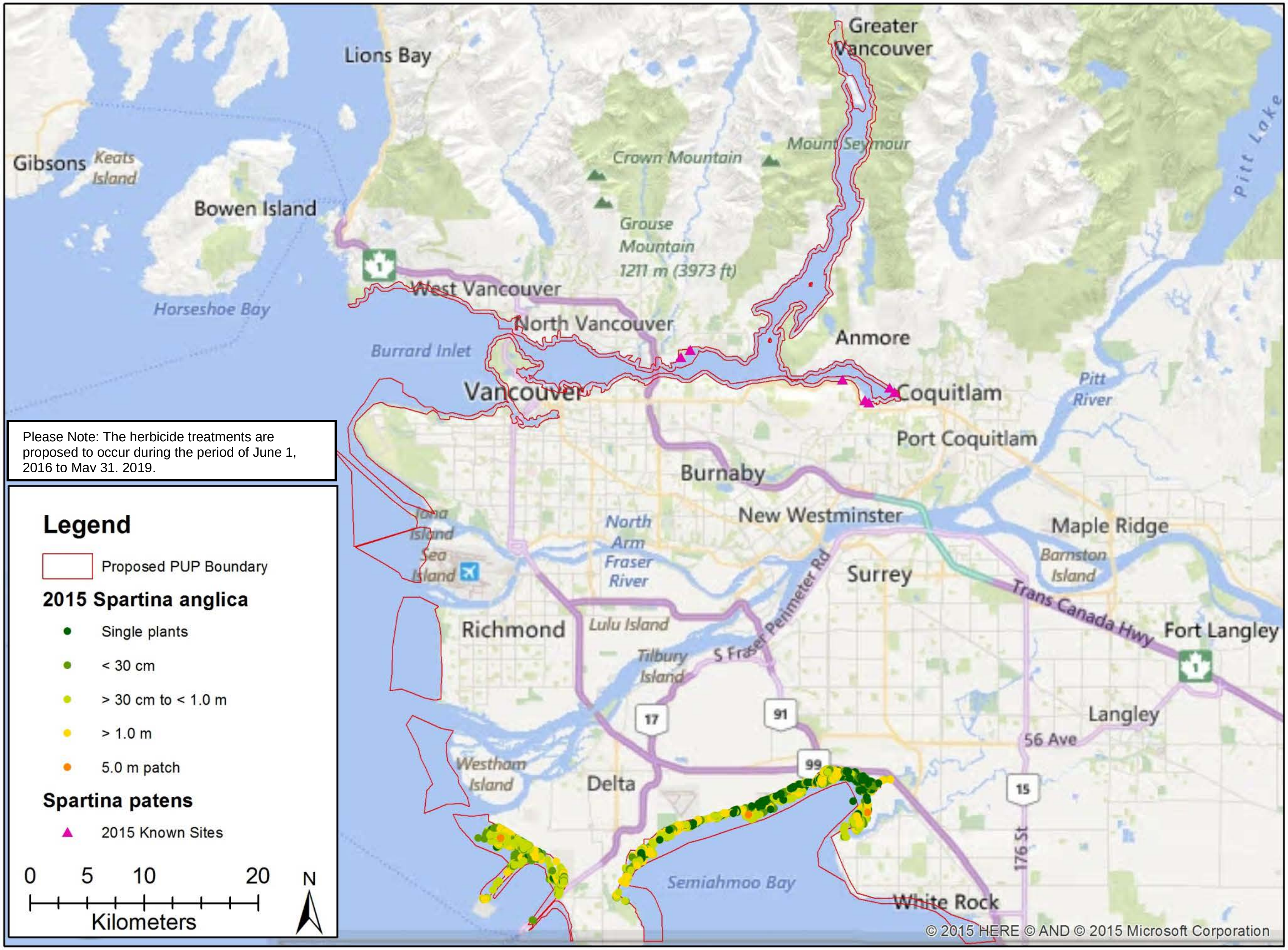


Proposed Spartina Treatment Area - Overview
(PUP Application #10005-40/PUP16HRA100)



Proposed Spartina Treatment Areas – Metro Vancouver

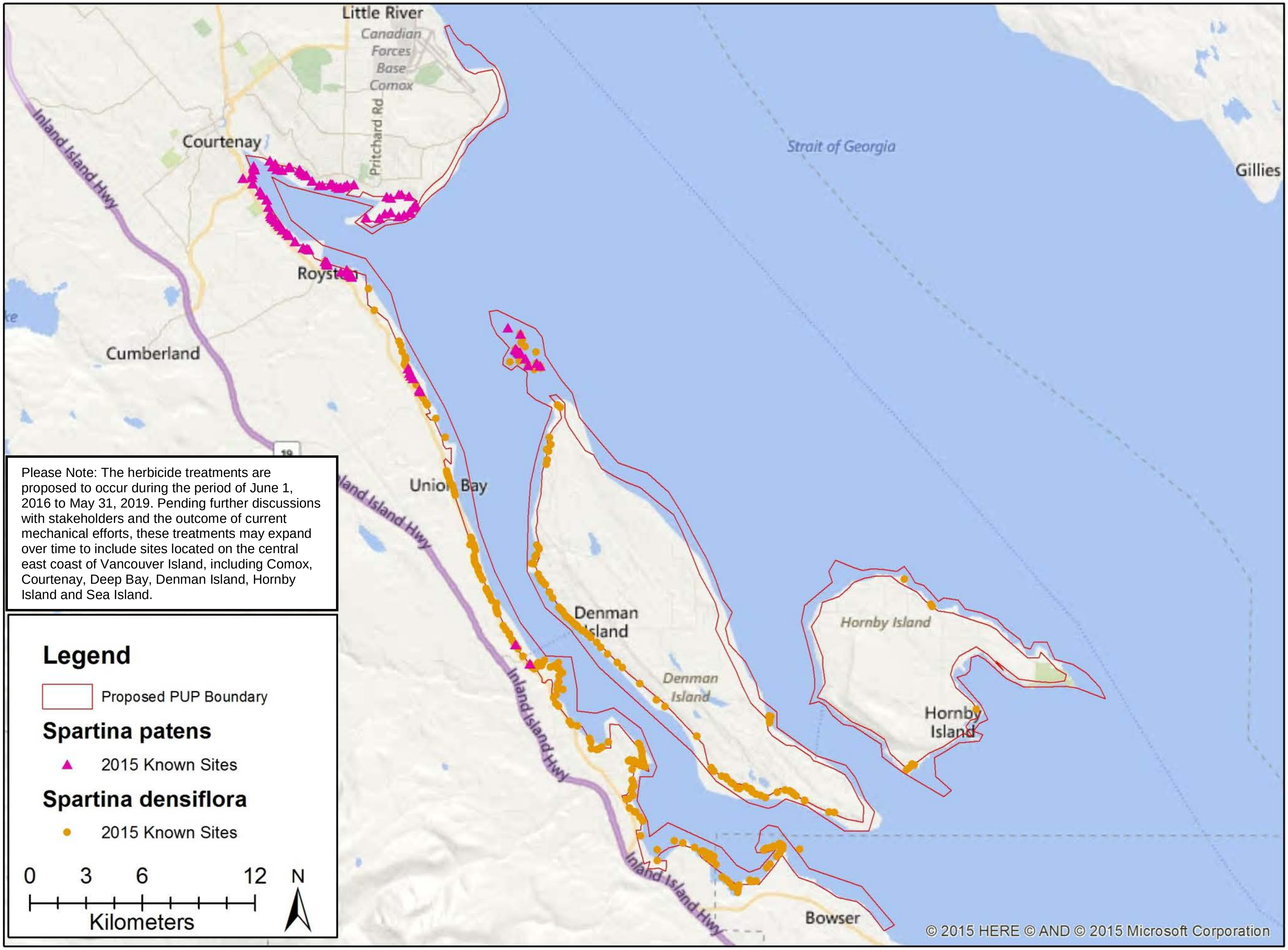
(PUP Application #10005-40/PUP16HRA100)



Prepared by Ducks Unlimited Canada. October 16th, 2015

Proposed Spartina Treatment Areas – East Coast Vancouver Island

(PUP Application #10005-40/PUP16HRA100)



Prepared by Ducks Unlimited Canada. October 16th, 2015

WHAT IS *SPARTINA*?

Spartina refers to four species of non-native perennial, salt-tolerant cordgrasses invasive to the Pacific Northwest: *Spartina anglica* (English cordgrass), *S. densiflora* (dense-flowered cordgrass), *S. patens* (salt meadow cordgrass) and *S. alterniflora* (smooth cordgrass). All except *S. alterniflora* have been found in British Columbia.

WHY IS *SPARTINA* A PROBLEM?

If permitted to expand along BC's coast, *Spartina* infestations are likely to:

- Significantly decrease habitat for shorebirds, waterfowl, fish, shellfish;
- Eliminate important intertidal nursery grounds for juvenile fish, clams, mussels, Dungeness crab and other invertebrates;
- Cause sediment accumulation;
- Disrupt tidal drainage patterns;
- Impact coastal based industries, such as shellfish growers, fisheries and tourism (significant risk of losing rearing habitat for clams, mussels and oysters);
- Disrupt the ecology, structure and function of mudflats, salt marshes and other intertidal habitat, which provide the basis for a complex food web, and;
- Alter estuary hydrology resulting in elevation changes that can affect navigation and cause coastal flooding.

HOW WIDESPREAD IS *SPARTINA* IN BC?

These invasive grasses are capable of forming massive; single-species stands in ecologically critical habitat in the intertidal and low marsh communities of estuaries and outlets. They are invading thousands of hectares (ha) of intertidal mudflat along the west coast of the US and rapidly spreading into the Strait of Georgia.

BC *Spartina* infestations are limited to 22 hectares (54 acres); consisting of over a thousand plants dispersed over 17,000 coastal hectares. Multiple small sites along BC's coastline create unique challenges in detecting, accessing and eradicating. Impacted areas include the Fraser Delta (Boundary Bay, Roberts Bank, Burrard Inlet) and the east coast of Vancouver Island (Baynes Sound and Courtney Estuary).

Left uncontrolled, *Spartina* will likely spread in distribution and density across tens of thousands of hectares, leading to loss of migratory bird habitat as observed in estuaries in Washington and California.

	S. ANGLICA	*S. DENSIFLORA*	*S. PATENS*	*S. ALTERNIFLORA*
B.C. LOCATIONS	Fraser River Delta mudflats (Boundary Bay, Robert's Bank, Burrard Inlet).	Baynes Sound on East Coast Vancouver Island.	Port Moody Arm, Comox Estuary, spreading into Baynes Sound.	None known. (Present in WA State)

HOW DOES *SPARTINA* REPRODUCE?

Spartina reproduces by root fragments (rhizomes) and viable seeds. In early spring, new seedlings germinate and rhizomes sprout new shoots. Rapid growth occurs from May to August, with the majority of plants flowering in July and seed setting in September.

	S. ANGLICA	*S. DENSIFLORA*	*S. PATENS*	*S. ALTERNIFLORA*
FLOWERING TIME	June-Sept.	April-July	Late summer.	July –Nov.

HOW DOES *SPARTINA* SPREAD?

Spartina forms thick mats of reproductive roots, rhizomes and seeds. Root fragments and seeds are spread mainly by tidal currents, but also by water birds, ballast water, dredging, aquaculture and intentional plantings for erosion control.

HOW MUCH OF B.C. IS AT RISK OF BEING INVADED BY *SPARTINA*?

A drift card study concluded in 2008, found that ocean currents could carry *Spartina* seeds and root fragments to the full extent of BC's coastline, much of it possessing suitable habitat for *Spartina* establishment.

BC has over 27,000 km of coastline, including 59,300 ha (146,500 acres) of tidal flats and marsh in over 440 estuaries. Approximately 25,000 ha of BC tidal mud flats in the Fraser River delta are internationally recognized as important habitat for fish and migratory birds and support Canada's highest density of wintering waterfowl, shorebirds and raptors.

WHAT DOES *SPARTINA* LOOK LIKE?

In BC, *Spartina* is an erect perennial grass, growing up to 1.5 m tall. It has large, smooth, often in-rolled leaves, angularly orientated along the stems. Flower clusters (inflorescences) occur at the top of the stem and are 2-24 cm long. A single *Spartina* plant, grown from seed, spreads into a circular clone. The clone spreads outward by rhizome, eventually combining with other clones to form a dense meadow mat.

	S. ANGLICA	*S. DENSIFLORA*	*S. PATENS*	*S. ALTERNIFLORA*
LEAVES	Bright green blades grow at distinctive 45-90^{o} angle to stems.	Greyish-green, narrow leaves, rolled inward; 4-8 mm wide; 12-43 cm long.	Rolled inward; 1-4 mm wide; 10-50 cm long.	Robust, green-grey; 2-25 cm wide; 20-55 cm long.
STEMS	1.5 m tall, reddish colour.	1.5 m tall.	Thin and pliant; 1.2 m tall.	7-12 mm wide at base; 60-250 cm tall.
INFLORESCENCES (FLOWERHEADS)	Erect 2-12 "spikes" along one side only (resemble wheat).	2-13 "spikes" grow 60^{o} from central axis.	Droopy, reddish colour.	Many spikes grow tightly together; 10-40 cm long.

BRITISH COLUMBIA
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WHERE DOES *SPARTINA* GROW?

Spartina grows in intertidal salt marshes and mudflats:

	S. ANGLICA	*S. DENSIFLORA*	*S. PATENS*	*S. ALTERNIFLORA*
HABITAT	High marsh zone to intertidal mudflats, where native plant species will not grow.	Cobble beach to high marsh zone to upper mudflats.	High marsh zone.	High to low marsh zones, incl. mudflats where beneficial species will grow.

HOW CAN I TELL *SPARTINA* APART FROM NATIVE PLANTS?

It can be difficult to differentiate between *Spartina* and beneficial plants growing in cobble beach and coastal marsh zones. The best time to locate *Spartina* is in mid to late fall, as it remains green longer than most native intertidal plants. *S. anglica* is the only plant that will grow in inter-tidal mudflats. Here is a key to common native plant look-alikes:

DON'T MISTAKE THESE BENEFICIAL PLANTS FOR INVASIVE SPARTINA!

	SPARTINA (INVASIVE CORDGRASS)	*DISTICHLIS SPICATA* (SEASHORE SALTGRASS)	*TRIGLOCHIN MARITIMUM* (SEASIDE ARROW-GRASS)	*LEYMUS MOLLIS* (AMERICAN DUNEGRASS)	*PLANTAGO MARITIME* (SEASIDE PLANTAIN)
HABITAT	Cobble beach to marsh zone to intertidal mudflats.	Salt marsh zone.	High intertidal zone only.	Coastal sand dunes, above stranded log line on beaches.	Marsh zone on beaches and rocky areas.
LEAVES	Large, smooth, often in-rolled; branch at 45-90^{o} angle from stem.	Yellowish-green, 2-4 mm wide; finer than *S. anglica*.	Dark green; narrow, fleshy and vertical (2-120 cm long); do not branch like *S. anglica*.	Greyish-green; 6-15 mm wide.	Bright, green, fleshy; only 5-25 cm long.
STEM	Up to 1.5 m tall.	Solid, short (10-40 cm); much smaller than mature *S. anglica.*	Round (it is a rush, not a grass); flowering stem often taller than leaves.	Grows up to 1.8 m tall; smaller plants can be mistaken for *S. anglica* or *S. alterniflora*.	Leaves protrude from base of plant rather than branching out from vertical stem as in *S. anglica*.
LIGULE (JOINT BETWEEN LEAF BALDE AND STEM)	Fine straight hairs.	Ridge with small, dense bristles.	No ligule.	No fine hairs or bristles.	No ligule (it is a herb, not a grass).

ARE THERE ANY NATIVE *SPARTINAS* IN B.C.?

Spartina gracilis (alkali cordgrass) is a native perennial grass known to occur in wet ditches and meadows to dry (often alkaline) areas in the steppe and montane zones; infrequent in south central and southeast BC, rare in northeast BC.

WHERE DO THE INVASIVE *SPARTINAS* COME FROM?

Along the Pacific Coast, there are several species of invasive cordgrass that have invaded thousands of hectares of intertidal mudflat along the west coast of the United States (Washington, Oregon and California) and are currently spreading in the Strait of Georgia mainly by tidal currents.

	S. ANGLICA	*S. DENSIFLORA*	*S. PATENS*	*S. ALTERNIFLORA*
ORIGIN	Fertile hybrid species of *S. maritime* (native to England) and *S. alterniflora* (native to eastern US and introduced to England)	South America.	Atlantic Coast of North America.	Atlantic Coast of North America.

HOW LONG HAS *SPARTINA* BEEN IN B.C. AND HOW DID IT GET HERE?

Anecdotal evidence suggests S. patens has been present in B.C. since the 1980's, while S. anglica was detected more recently in 2003. Historically in other jurisdictions *Spartina* occured via unintential planting with other plants during ecosystem restoration, intentially planted as a grazing crop for animals, as packing for shellfish, and range expansion (rhizome and seedlings).

WHAT IS THE MOST EFFECTIVE WAY TO CONTROL *SPARTINA*?

Rhizomatous plants, such as *Spartina*, may develop new plants by the dispersal of seed or a single root fragment. It is extremely difficult to ensure all root fragments are removed when hand digging *Spartina*. For this reason, manual control is extremely difficult, labour intensive and often ineffective. Digging and burying with an excavator is a more thorough method of removing all root fragments, however using an excavator in sensitive tidal areas can have unintentional impacts.

The most targeted, effective method of containing and eradicating *Spartina* is systemic herbicide treatment. Systemic herbicides are absorbed by the target plant through the leaves and/or roots and transported throughout the internal system of the plant. These herbicides travel through the plant's vascular system and, depending on the mode of action, inhibit and/or eliminate plant growth.

WHAT IS THE COST OF DOING NOTHING?

Delay in addressing the *Spartina* invasion will increase the eradication costs to B.C. several fold. The current eradication plan estimates an annual cost of $200,000 for 5 years to eradicate *Spartina* from B.C. Washington State initiated an eradication program once infestations had already reached several thousand hectares in area; this has required spending of over $1 million annually since 2003 to control *Spartina*.

WHAT IS THE PROVINCE DOING ABOUT *SPARTINA*?

BC has committed to eradicate *Spartina* by 2018 under the *West Coast Governors' Agreement on Ocean Health* and the *Pacific Coast Collaborative Agreement* (*http://www.pacificcoastcollaborative.org/Documents/Q006922%20Action%20Plan%20CCCA_MOU_WEB.pdf*). These cross border partnerships with Washington, Oregon and California are aimed at reducing the ecological and economic impacts of invasive species and promoting ocean health. Eradication is still possible in BC, but current treatment options and funding will not be sufficient to achieve this goal.

Since 2004, the BC *Spartina* Working Group has mapped infestations, removed plants by machine and by hand, conducted evaluations on effectiveness and undertaken public education and training, including development of the www.spartina.ca website. In 2010, a *Spartina* Response Plan outlined the issues, treatment options, required funding and recommended next steps. Since its beginning, the Working Group has developed a strong, cooperative relationship with the Washington State Department of Agriculture - the leading manager of *Spartina* for Washington State.

SPARTINA PROGRESS IN BC

From 2003 to 2012 mechanical removal (digging by hand and with machinery) was the only method used to control *Spartina* in B.C.; detailed monitoring indicated that this approach alone was not containing or reducing *Spartina*, with only 10% being removed annually due to limited funds and remaining infestations continuing to expand.

In 2013, based on the recommendations of the *Spartina* Response Plan, the BC *Spartina* Working Group incorporated herbicide into the integrated pest management approach in the Fraser Delta, resulting in an overall decrease in the total area impacted by *Spartina* anglica. Similar approaches in Washington, Oregon and California have resulted in *Spartina* reductions of up to 85%. In Willapa Bay, Washington the removal of *Spartina* from mudflats by either mechanical or chemical means resulted in dramatic increases in shorebird and waterfowl use within several years of treatment

On Vancouver Island since 2012, the *Spartina densiflora* infestation has been reduced from an estimated 3.0 to 0.5 ha using manual removal methods. However, *Spartina patens* is estimated to cover approximately 11.5 hectares in area and the manual shading techniques are not consistently effective at reducing the population. From 2013 to 2015, the integrated pest management approach has resulted in an overall decreasing trend in the size and density of invasive *Spartina*, including the selective use of herbicide where warranted. This trend is expected to continue with the consistent application of integrated pest management principles.

WHAT IS THE PURPOSE & SCOPE OF THE PESTICIDE USE PERMIT

Support for the use of integrated pest management principles for the purpose of eradicating invasive intertidal cordgrasses (*Spartina* anglica, S. patens, S. densiflora) by 2018, Premier's commitment under the West Coast Governor's Agreement on Ocean Health and the Pacific Coast Collaborative Agreement.

The Pesticide Use Permit (PUP) public consultation will be completed as required by the BC Ministry of Environment and will include First Nations, stakeholders and the public in the geographic area of Metro Vancouver, including Boundary Bay, Robert's Bank and Burrard Inlet, but may expand over time to include sites located in Sturgeon Banks and on the central east coast of Vancouver Island, including Comox, Courtenay, Deep Bay, Denman Island, Hornby Island and Sea Island. Specific locations are refined following annual mapping of individual plants and clones. Mapping occurs each year and will identify the specific treatment locations in each area.

The total herbicide treatment area is less than twenty-five hectares, dispersed across thousands of coastal hectares. Treatments will occur in summer and fall between June 01, 2016 and May 31, 2019. The provincial PUP authorization is part of a broader federal time limited Emergency Use Registration (ER) submitted to Health Canada for *Spartina* eradication in BC. Beyond the scope of the PUP consultation, general *Spartina* management information will be communicated to impacted land occupiers and stakeholders province-wide.

WHO IS THE B.C. *SPARTINA* WORKING GROUP?

The Working Group is a partnership of different governments, non-government organizations and industry cooperating to coordinate and improve *Spartina* management in B.C. Ducks Unlimited Canada (DUC) has been leading the BC *Spartina* Working Group in its provincial eradication efforts since 2004, members of the Working Group include:

- Ducks Unlimited Canada
- Canada Wildlife Service
- Fisheries and Oceans Canada
- BC Ministry of Environment
- Metro Vancouver
- City of Surrey
- Corporation of Delta
- City of Port Moody
- Port Metro Vancouver
- BC Ministry of Forests, Lands & Natural Resource Operations
- Vancouver Island Conservation Land Management Program
- Community Mapping Network
- Friends of Semiahmoo Bay Society
- Invasive Species Council of Metro Vancouver
- Coastal Invasive Species Committee

HOW DO I GET INVOLVED IN *SPARTINA* MAPPING OR ERADICATION EFFORTS?

To get involved in *Spartina* mapping or eradication efforts in your community, contact:

Ducks Unlimited Canada
Phone: 604-592-5010; Email: M_Christensen@ducks.ca

HOW DO I REPORT A *SPARTINA* SIGHTING?

Call toll-free: 1-888-WEEDSBC

Online mapping program: http://maps.gov.bc.ca/ess/hm/iapp/

Smartphone applications:

iPhone https://itunes.apple.com/app/report-a-weed/id547471331?mt=8

Android https://play.google.com/store/apps/details?id=com.hipwood.reportaweed

BRITISH
COLUMBIA

MINISTRY OF ENVIRONMENT
PESTICIDE USE PERMIT
No. 804-0004-2013/2015
Amendment 1

Pursuant to Section 6 of the Integrated Pest Management Act

British Columbia Minister of Environment
P.O. Box 9338 Stn. Prov. Govt.
Victoria, B.C. V8W 9M1

is authorized to use pesticides subject to the conditions listed below. Contravention of any of these conditions is a violation of the *Integrated Pest Management Act* and may result in prosecution.

This amendment replaces the original permit dated June 21, 2013.

Treatment Dates

A. The pesticide use described herein may be conducted between fifteen days after the date of publication described in Condition C and December 30, 2015 when the permit expires. Pesticide use after December 31, 2014 is subject to the ongoing registration of the specific pesticide products authorized for use in this permit.

Notifications

B. To allow inspection by the public, the permittee shall post a copy of the permit with relevant maps within 7 days of permit issuance at least at; the BC Ministry Of Environment Ecosystems Protection and Sustainability Branch in Victoria, the Forests, Lands and Natural Resource Operations (FLNRO) office Surrey, the FLNRO Invasive Plant Program website, and as available, any publicly accessible facilities proximal to the Boundary Bay and Burrard Inlet treatment areas.

The permit and maps shall remain posted at those locations for at least 30 days or until one week after the treatments for the year have ceased. For the second and third treatment seasons, the permit and associated maps shall be displayed at these locations at least seven days prior to the initial treatment until one week after all pesticide use activities have ceased.

Date Issued:

JUL 02 2014

J. Fournier

On behalf of the Administrator – *Integrated Pest Management* Act

C. Within 15 days of issuance of the permit, the permittee shall publish a notice in at least one community newspaper circulated within each treatment area. The published notice shall contain the following information:

(a) Name, address and telephone number of the permit holder,
(b) Permit number,
(c) Purpose of pesticide use,
(d) Pesticides to be used (trade names, P.C.P. No.s and active ingredients),
(e) Method of pesticide application,
(f) Map(s) showing the location of the treatment area,
(g) Projected dates of project commencement and completion,
(h) Information on where copies of the permit and map of the treatment area may be examined in detail,
(i) Information on how and when the public can contact the permit holder to obtain any pesticide use related information associated with the permitted uses.

D. Any additional notification arrangement agreed to during the consultation process shall be conducted in the manner agreed upon with the parties involved.

E. At least 24 hr hours prior to any pesticide use, signs shall be posted at main access points to the treatment area advising of the impending pesticide use. These signs shall be maintained for a period of one month from the date of the use. The signs shall be waterproof and a minimum of 279 mm by 432 mm in size (11" x 17") in size. Each sign shall have the heading "Pesticide Use Notice" (in 2.5 cm lettering) and contain at least the following information:

(a) The trade names and active ingredients of each pesticide to be used.
(b) The date or range of dates for the pesticide use.
(c) Precautions to be taken by the public to minimize exposure to the pesticides and residues, including specifying the 48 hour period following the use during which the public should not enter the treatment area.
(d) The Pesticide Use Permit number
(e) How to obtain additional information about the pesticide or pesticide use.

F. Detailed information on proposed, current and past pesticide use under this permit shall be made readily available to any First Nations, licence holders and members of the general public that may wish to use the general area. Information must be of sufficient detail to allow individual areas of pesticide use to be accurately located on the ground in a specified section of the treatment area. Where practicable, such information should be made readily available in an electronic format.

G. Prior to any pesticide use, the Section Head - Integrated Pest Management, Coastal Region shall be given written notification of the name, licence number and valid British Columbia Pesticide Applicator Certificate numbers of any contractors that will be applying pesticides under this permit.

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On behalf of the Administrator – *Integrated Pest Management* Act

H. Pesticide use will be conducted by applicators with certificates in the Industrial Vegetation and Noxious weeds category plus, additional pesticide product and treatment-specific training provided by the permit holder.

I. All personnel involved in the project shall be notified of the terms and conditions of the permit and any permit amendments prior to pesticide use.

Authorized Pesticides

J. The pesticides listed below are approved for use under the terms of this permit. Lowest effective application rates and area of pesticide use must be utilized where project objectives may still be achieved.

Trade Name	Active Ingredient (a.i.)	Product P.C.P. #.	Application Rate (litres of product /ha/ year)	Maximum Area of Pesticide Use per year (ha.)	Maximum Quantity of Product to be Used per each year (litres)
Habitat Herbicide	imazapyr	30841	4.67 – 7.0	6	42
Viterra Ag-Surf II	Alcohol ethoxylate	30266	4.67	6	28

Target Pest Species, Treatment Area and Purpose

K. Pesticide use shall be for the sole purpose of eradicating introduced populations of cordgrass (*Spartina spp.)* from the high marsh and intertidal areas of the location identified Condition L below.

L. Ground-based spot treatment pesticide use is permitted on lands that are within the boundaries delineated on the maps accompanying this permit and where permission has been granted by the land owner, the land holder, an Order in Council or other applicable legal instrument.

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JUL 02 2014

J. Fournier

On behalf of the Administrator – *Integrated Pest Management* Act

Monitoring

M. The permit holder shall conduct a sampling study to confirm the apparent low risk to humans of the permitted pesticide use, specifically regarding the possible contamination of proximal *Salicornia* plants that may be collected for human consumption.

The study shall be completed to the satisfaction of Section Head - Integrated Pest Management, Coastal Region and shall include, but not be limited to:

1. Delevelop procedures for sampling, documenting, analyzing and reporting on the concentration of the imazapyr and it primary breakdown products on selected *Salicornia* plants in within one to two meters of treated *Spartina* clones.

2. Select, describe and accurately record two intertidal sampling locations that are representative of the treatment areas in Boundary Bay. Develop a sampling design to focus data collection on one representative *Spartina* clone for each area that has numerous *Salicornia spp* plants that are within a two meters radius of it.

3. For each of the selected *Spartina* clones, mark three or more *Salicornia* plants for sampling that are located at approximately one to two meters outward from any *Spartina* that are due for treatment. Prior to any pesticide use, the permit holder must ensure that composite *Salicornia* foliar samples are collected from each marked locations.

4. After the initial pesticide use on *Spartina* plants, the permit holder must conduct post treatment daytime sampling of the marked *Salicornia* plants as soon as feasible after each of the first and second sample-plant submersing high tide events. The permit holder must ensure that composite *Salicornia* foliar samples are collected from each marked location.

5. Develop a report on all study procedures, data and findings and provide a report of the study findings to the Section Head - Integrated Pest Management, Coastal Region within 90 days of the original pesticide use.

Restrictions

N. Use of Habitat Herbicide shall be restricted to a 0.52 - 0.75 % concentration in the spray mixture.

O. Use of Viterra Ag-Surf II shall be restricted to a 0.5% volume to volume concentration in the spray mixture.

P. In 2014, in areas where plant products are known to be collected for human consumption, the use of the pesticide Habitat Herbicide shall be delayed until after the permitted collector(s) for the area have ceased plant collections for the year.

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JUL 02 2014

J. Fournier

On behalf of the Administrator – *Integrated Pest Management* Act

Q. In areas where plant products are known to be collected for human consumption, treated plants are to be marked by a visibly identifiable means to enable persons to avoid collecting plants within 5 meters of treated areas.

R. After the initial use in 2013, in areas where plant products are known to be collected for human consumption, the use of the pesticide Habitat Herbicide shall only occur after; a) the study outlined in Condition M has been fully reviewed by Section Head - Integrated Pest Management, Coastal Region, and b) any necessary modifications to pesticide use conditions have been implemented.

S. Pesticide use shall occur on a low or receding tide when practicable.

T. For each day of pesticide use, physical and/or electronic aids shall be used to ensure pesticide applicators can readily locate the treatment boundaries such that at least 4 hours of drying time can be attained prior to treated plants being contacted by flooding ocean waters.

U. Pesticide use is restricted to daylight hours and periods when rain is not forecast to occur within 4 hours post treatment.

V. Pesticide use is restricted to direct spray of individual *Spartina* plant clones utilizing low-drift nozzle and pressure configurations.

W. Pesticides shall not be applied in areas where wind speeds are greater than 8 km/hr unless shrouds and/or other wind sheltering devices are used that prevent spray drift and non-target pesticide impacts.

X. The permittee shall take all necessary actions to mitigate spray or spray drift related impacts on any populations of pesticide-sensitive rare and endangered species found to exist within the treatment area

Y. All spray equipment shall be properly calibrated prior to use.

Z. All pesticide products and application equipment used shall be maintained in secure conditions that prevent tampering or the introduction of spray contaminants.

AA. The permit holder must comply with requirements of the labels for the pesticide being used and all other applicable provisions under the *Integrated Pest Management Act*.

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On behalf of the Administrator – *Integrated Pest Management* Act

Reporting

BB. Follow-up reports shall be provided to the Section Head - Integrated Pest Management, Coastal Region on or before December 31, of each calendar year. The reports shall include the quantities of pesticides used, the area treated (ha), a description of the timing of treatments, treatment efficacy information, observed or potential impacts on non-target plants, all pertinent maps and recommended follow-up activities for the treatment area.

CC. All monitoring data will be tabulated, analyzed and compiled in a report to be submitted to Section Head-Integrated Pest Management - Coastal Region within 90 days of the date of treatment.

DD. Pesticide spills that result in impacts not authorized by or consistent with this permit, shall be immediately reported to the Provincial Emergency Program at 1-800-663-3456. Spill affected areas shall be immediately cleaned-up and decontaminated. The Section Head - Integrated Pest Management, Coastal Region shall be provided with reports on the spill, clean-up activities and decontamination actions as soon as practicable.

EE. Permit non-compliance that results in impacts not consistent with the intent of this permit shall be reported to the Section Head-Integrated Pest Management - Coastal Region within 48 hours of the infraction's discovery. Actions, to the satisfaction of the Section Head-Integrated Pest Management - Coastal Region may be required to evaluate the potential impact of the non-compliance on human health and/or the environment.

Date Issued:

J. Fournier

JUL 0 2 2014

On behalf of the Administrator – *Integrated Pest Management* Act

Islands Trust

Top Priorities

Hornby Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Riparian Areas Regulation mapping and implementation. To include Development Approval Information bylaw as per approved Project Charter	Project charter revised at April 25, 2014 LTC meeting. Draft DAI bylaw to be presented at May, 15/2015 LTC meeting	03-Feb-2012	Rob Milne	31-Dec-2012	On Going
2	Official Community Plan and Land Use Bylaw Review.	Targeted review and update of the OCP and LUB. OCP bylaw awaiting Ministerial approval.	03-Feb-2012	Rob Milne		On Going
3	Communication Strategy for Revised Official Community Plan and Land Use Bylaw		14-Nov-2014	Rob Milne		On Going

Projects

Hornby Island

No.	Description	Activity	Received/Initiated	Status
1	Review of home occupation regulations to allow the rental of accessory building space to a non-resident of the property for commercial use.			On Going
1	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	On Going
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.		07-Jun-2013	On Going
1	Inventory and assessment of beach access and other unopened road allowances		12-Jul-2013	On Going
1	Information and education with respect to the marine environment and shoreline protection		07-Feb-2014	On Going
1	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.			On Going

Hornby Island

No.	Description	Activity	Received/Initiated	Status
1	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.			On Going
1	Conduct a consultative process for the Ford Cove area			On Going
1	Relationship building with K'omoks First Nation including considering content of Official Community Plan as it relates to K'omoks First Nation interests.		15-Aug-2014	On Going
1	Support collaborative planning process for Public Use area.		27-Mar-2015	On Going
1	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	On Going
3	GHG Emissions Reduction	Facilitate community communications regarding greenhouse gas emissions in collaboration with community organizations.	03-Feb-2012	On Going
3	Review of vacation home rental regulations by 2017		13-Sep-2013	On Going

Hornby Island Local Trust Committee

2014-2018 TERM GOAL SETTING SESSION

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

- 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
- 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 topcis in revie3w: 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

Print Date: Nov-10-2015

Applications w/ Status - Hornby Island Status: Open

Applications

Subdivision

File Number	Applicant Name	Date Received	Purpose
HO-SUB-2013.1	Zaharko Land Surveying Inc. **Planner:** Marnie Eggen	Jun-13-2013	4115 Roburn Road, Hornby Island 2 lot subdivision, Section 946 Local Government Act

Planning Status

Status Date: Jun-29-2015

PLA issued by MOTi

Status Date: Feb-03-2015

no change

Status Date: Jul-29-2013

Referral report emailed to MOTI; requires variance and 946 covenant

File Number	Applicant Name	Date Received	Purpose
HO-SUB-2014.1	Peter Mason **Planner:** Teresa Rittemann	Jul-02-2014	To create 2 parcels under sec. 946

Planning Status

Status Date: Nov-05-2015

No change in status

Status Date: Feb-03-2015

File remains on Hold. No change in status.

Status Date: Oct-15-2014

MOTI issued a PLNA on Oct. 15, 2014. If applicant has not resolved issues within a year, MOTI will close file. Follow up with MOTI after one year for next steps.

Islands Trust

LTC EXP SUMMARY REPORT F2016

Invoices posted to Month ending October 2015

635 Hornby	Invoices posted to Month ending October 2015	Budget	Spent	Balance
65000-635	LTC "Trustee Expenses"	750.00	158.53	591.47
LTC Local				
65200-635	LTC - Local Exp - LTC Meeting Expenses	2,500.00	1,952.47	547.53
65210-635	LTC - Local Exp - APC Meeting Expenses	750.00	157.54	592.46
65220-635	LTC - Local Exp - Communications	300.00	400.00	-100.00
65230-635	LTC - Local Exp - Special Projects	750.00	1,087.02	-337.02
TOTAL LTC Local Expense		4,300.00	3,597.03	702.97
Projects				
73001-635-3009	Hornby RAR	2,500.00	859.41	1,640.59
TOTAL Project Expenses		2,500.00	859.41	1,640.59

Hornby Island Local Trust Committee

POLICIES AND STANDING RESOLUTIONS

No	Meeting Date	Resolution No.	Issue	Policy
1.	November 22, 2013	HO-O43-2013.	Enforcement Actions related to rentals of Accessory buildings by non-residents	**It was MOVED and SECONDED,** 1. that whereas the Land Use Bylaw and Official Community Plan for the Hornby Island Local Trust area are currently undergoing a community review process which amongst other items includes a review of home occupation AND THAT whereas neither document addresses the rental of accessory buildings for non-commercial use it is resolved that enforcement actions related to the rental of accessory buildings shall be considered to be a low priority; 2. that nothing in this enforcement policy should be interpreted as giving permission to any party to violate the Land Use Bylaw and the Hornby Island Trust Committee may change this policy at any time and may give direction to commence enforcement activities without notice; and 3. that unless the Hornby Island Local Trust Committee extends the effective period on this enforcement policy it expires on September 30, 2014 or when the Land Use Bylaw and Official Community Plan review is complete, whichever is the sooner.
2.	September 19, 2014	HO-IC-2014-001	Amend Expiration date of Resolution No. HO-043-2013	**During Rise and Report in the regular business meeting Chair Graham reported the following resolution:** **It was MOVED and SECONDED,** that the Hornby Island Local Trust Committee amend the expiration date of Resolution No. HO-043-2013 to September 30, 2015.

Trust Fund Board Report to Local Trust Committees and Bowen Island Municipality
October 2015

Opportunity Fund Grant for Mayne Island Conservancy – Mayne Island
The Trust Fund Board received and approved one Opportunity Fund grant at it last meeting, to assist the Mayne Island Conservancy with costs related to the ecological assessment of a potential conservation property. The Opportunity Fund is supported by individual donors and fundraising initiatives, such as the sale of our birthday calendars. The Fund is available to our partners, through grants, in support of land conservation projects in the Islands Trust area.

Trespass at Mount Trematon Nature Reserve– Lasqueti Island
Islands Trust Fund continues to address the damage caused by trespass at Mount Trematon Nature Reserve on Lasqueti Island. A professional biologist and local machine operator were supported by staff and local volunteers to remove the culvert and naturalize the stream bed. Vehicle access has been restricted with a culvert and gate, and the boundary has been surveyed and clearly marked.

Annual Monitoring Report
The Trust Fund Board received and reviewed the results of this year's monitoring visits. Only minor issues were identified at the time of monitoring and staff are currently meeting with landowners and working to remedy these issues.

Management Plans
<u>Horton Bayviary Nature Reserve (Mayne Island)</u>
The Trust Fund Board reviewed and approved the Horton Bayviary Nature Reserve Management Plan, prepared under contract by the Mayne Island Conservancy Society. The management plan was an update to the original plan, prepared after the property was acquired by the Trust Fund Board in 2002.

<u>Manzanita Ridge Nature Reserve (Salt Spring Island)</u>
The Trust Fund Board and Salt Spring Island Local Trust Committee co-hold a covenant on Manzanita Ridge Nature Reserve, which is owned by the Salt Spring Island Conservancy. The Trust Fund Board reviewed the new management plan for the Reserve and found it to be consistent with the terms of the conservation covenant, and therefore it was approved.

Fallow Deer Control on Sidney Island
The Board approved a request from the strata landowners on Sidney Island to allow hunting of fallow deer in the covenant areas. The landowners have been working for years to dramatically reduce the population of fallow deer on the island, which are non-native and having a severe negative impact on the vegetation and ecology.

Clam Bay Farm Covenant – North Pender Island
The Board finalized and signed off on a conservation covenant on a property known as Clam Bay Farms. The covenant protects approximately 8.25 hectares of Coastal Douglas-fir forest. As the covenant is a requirement of a development application, staff will notify the North Pender Local Trust Committee officially when the covenant is registered.

Evaluation of Outreach Projects
Staff provided the Board with a review of two recent pilot outreach programs – a landowners contact program on Lasqueti Island and outreach to realtors and other professionals on North Pender Island. Both projects resulted in successful outcomes, and staff will be working to develop realtor outreach events on other major islands.

Memorandum

Date	November 2, 2015	File Number	3030-01
To	Hornby Island Local Trust Committee		
From	Ann Kjerulf Regional Planning Manager Northern Planning Office		
Re	2016 Hornby Island Local Trust Committee Meeting Dates		

The Local Trust Committee is asked to endorse, by resolution, its regular business meeting schedule for 2016. Proposed dates have been identified in relation to anticipated project commitments, application volumes, trustee availability, ferry schedules, statutory holidays, conferences, Trust Council, Committee and LTC meeting schedules, and available staff and financial resources.

For convenience, Hornby Island LTC regular business meetings are proposed to be held the 2nd Friday of the month (*Note: April and December dates have been adjusted due to scheduling conflicts*).

Hornby Island LTC may wish to schedule additional regular business meetings or, alternatively, schedule special meetings on an as-needed basis in order to accommodate public hearings and/or discussion of specific topics or projects. If considering additional meetings, Hornby Island LTC is advised that scheduling any of the following dates would likely result in a conflict:

January:	1, 12-14, 19, 20, 21, 26, 27	July:	1, 5, 6, 13, 14, 20, 21, 26, 27
February:	3-5, 8, 10, 11, 15, 23-25, 29	August:	1, 3, 8, 10, 17, 22, 24, 25, 31
March:	2, 3, 9, 10, 15, 16, 17, 22-25, 28-30	September:	5, 7, 8, 13-15, 20-22, 26-30
April:	6 ,8, 13, 14, 19, 21, 27	October:	3, 5, 10-13, 18, 19, 25, 26
May:	4, 10-13, 16, 17, 19, 23-26, 31	November:	2, 9, 10, 11, 15-17, 23, 28-30
June:	1, 6, 8, 14-16, 21-23, 28, 29	December:	6-8, 14, 21, 26

Recommendation:

“THAT the Hornby Island Local Trust Committee schedule its 2016 regular business meetings beginning at 11:30 AM on the following dates:

Thursday, **February 12**, 2016
Thursday, **April 1**, 2016
Thursday, **June 10**, 2016
Thursday, **August 12**, 2016
Thursday, **October 14**, 2016
Thursday, **December 2**, 2016.”

STAFF REPORT

Date: November 10, 2015

To: Hornby Island Local Trust Committee

From: Miles Drew, Bylaw Enforcement Manager

CC:

Re: Hornby Island Bylaw Enforcement Policy for Commercial Use of Accessory Buildings

PROBLEM/ISSUE:

The purpose of this report is to.propose that the existing bylaw enforcement policy instructing bylaw enforcement staff to treat unlawful rental of accessory buildings for commercial purposes as a low priority be extended until Official Community Plan Bylaw No.149 is finally adopted.

BACKGROUND:

At the November 22, 2013 meeting of the Hornby Island Local Trust Committee (LTC) the following enforcement policy was adopted.

It was MOVED and SECONDED,

1. that whereas the Land Use Bylaw and Official Community Plan for the Hornby Island Local Trust area are currently undergoing a community review process which amongst other items includes a review of home occupation AND THAT whereas neither document addresses the rental of accessory buildings for non-commercial use, it is resolved that enforcement actions related to the rental of accessory buildings shall be considered to be a low priority;

2. that nothing in this enforcement policy should be interpreted as giving permission to any party to violate the Land Use Bylaw and the Hornby Island Trust Committee may change this policy at any time and may give direction to commence enforcement activities without notice; and

3. that unless the Hornby Island Local Trust Committee extends the effective period on this enforcement policy it expires on September 30, 2014 or when the Land Use Bylaw and Official Community Plan review is complete, whichever is the sooner.

The policy has been extended once and has since expired.

The rational for adopting the policy was explained in the attached staff report dated October 28, 2013 from Island Planner Rob Milne.

Staff Comments:

Currently there are only two open bylaw enforcement files concerning the unlawful commercial use of accessory buildings. Bylaw enforcement staff is unaware if these files should remain open as no follow up inspections have taken place.

The issue of unlawful use of accessory buildings is not a significant part of the bylaw enforcement work load. The bylaw enforcement manager cannot recall many complaints from the past.

The current, all-be-it expired, enforcement policy anticipated that the LTC would review the Official Community Plan (OCP) and the Land Use Bylaw (LUB) to determine if ways could be found to make some commercial uses of accessory buildings lawful. However, this project is not a top priority and is probably destined to remain on the projects list as a low priority for the foreseeable future.

If the project were ever to become a top priority both the OCP and the LUB would have to be amended. A thorough review of the OCP has just been completed and is still awaiting Ministerial approval. Reopening it for further review would be problematic.

Rather than do an OCP and LUB review the LTC should consider using the new provisions for issuing Temporary Use Permits (TUP) which now exist in the new OCP Bylaw 149. . By using TUPs to authorize commercial uses of accessory buildings the specific needs of the applicant and the neighbourhood can be addressed.

Bylaw 149 is currently awaiting Ministerial approval and may be ready for final adoption early in the New Year.

Staff recommends that the below enforcement policy for commercial use of accessory buildings be adopted until such time as Bylaw 149 is finally adopted and that the commercial use of accessory buildings project be removed from the projects list.

RECOMMENDATIONS:

Staff recommends that the Hornby Island Local Trust Committee adopts the following resolutions:

1. that whereas the Official Community Plan Bylaw No.149 for the Hornby Island Local Trust is shortly to receive final adoption AND THAT whereas Bylaw No. 149 will permit issuing Temporary Use Permits for commercial uses, enforcement actions related to the rental of accessory buildings shall be considered to be a low priority;

2. that nothing in this enforcement policy should be interpreted as giving permission to any party to violate the Land Use Bylaw and the Hornby Island Trust Committee may change this policy at any time and may give direction to commence enforcement activities without notice; and

3. that this enforcement policy shall expire on January 1, 2017 or when the Official Community Plan Bylaw No.149 receives final adoption, whichever is soonest.

Prepared and Submitted by:

Miles Drew	November 10, 2015
Miles Drew Bylaw Enforcement Manager	Date

Attachments: Staff Report dated October 28, 2013 from Island Planner Rob Milne.

Islands Trust

Attachment

STAFF REPORT

Date: October 28, 2013 **File No.:** HO-OCP-2009.1

To: Hornby Island Local Trust Committee
For meeting of November 22, 2013

From: Rob Milne, Island Planner

CC: Courtney Simpson, Regional Planning Manager
Miles Drew, Bylaw Enforcement Coordinator

Re: Hornby Island Bylaw Enforcement Policy for Accessory Building Rentals

THE PROBLEM / ISSUE

The Hornby Island Local Trust Committee, at its November 23, 2012 meeting requested by resolution that Bylaw Enforcement staff:

> *Prepare a draft enforcement policy that would make the use of an accessory building for rental as a studio/office/workshop to a person who is not a resident of the lot as a low priority for enforcement while the LTC is considering this issue.*

BACKGROUND

The Hornby Island Land Use Bylaw No. 86 currently defines home occupation use as follows below:

> **home occupation** means a commercial activity conducted for gain within a dwelling unit or permitted accessory building by a resident of the lot on which the building is located and includes bed and breakfast, artist or artisan studio, professional office, personal service, daycare, food processing, manufacture, repair and assembly of goods, the incidental retail sale of goods commonly associated with these uses and the retail sale of agricultural products or articles produced or assembled on the same lot;

Item 4.12 of Section 4, "Home Occupation Regulations" states that where a home occupation is permitted in any zone, the operator of the home occupation must:

> 4.1.2 not employ in the home occupation more than two employees who are not residents of the dwelling unit in which the home occupation is operated nor more than five employees in total including the owner of the business;

It can be inferred from this prohibition that accessory buildings are intended to be used or occupied, for purposes of commercial gain, only by those persons who live on the property or those persons employed in a home occupation conducted in accordance with Section 4 of the bylaw. The bylaw does not address rental of an accessory building to a person or persons who are not conducting a home occupation or carrying out an activity for monetary gain.

The default enforcement policy of the Islands Trust is that ordinary bylaw enforcement violations, such as the rental of an accessory building to a person not resident upon the property, are to be investigated only if there is a written complaint and that bylaw enforcement officers are to seek voluntary compliance before taking any other enforcement action.

STAFF COMMENTS:

The Hornby Island Land Use Bylaw (LUB) is currently undergoing a review in conjunction with the Island's Official Community Plan (OCP). The current draft contains a number of changes with respect to home occupations. However, similar to the current LUB it also limits home occupations to residents of the property with an allowance for non-resident employees under certain circumstances. As is the case with the current LUB the draft bylaw is not clear regarding the rental of accessory buildings for non-commercial purposes which, in some cases, could include studios, offices or workshops. It is unknown at this time whether Hornby Island residents are concerned about the rental of accessory buildings for non-commercial purposes. This issue could be highlighted for discussion in the current OCP and LUB review process.

RECOMENDATONS:

It is the recommendation of staff:

1. THAT whereas the Land Use Bylaw and Official Community Plan for the Hornby Island Local Trust area are currently undergoing a community review process which amongst other items includes a review of home occupation AND THAT whereas neither document addresses the rental of accessory buildings for non- commercial use it is resolved that enforcement actions related to the rental of accessory buildings shall be considered to be a low priority;

2. THAT nothing in this enforcement policy should be interpreted as giving permission to any party to violate the Land Use Bylaw and the Hornby Island Trust Committee may change this policy at any time and may give direction to commence enforcement activities without notice; and

3. THAT unless the Hornby Island Local Trust Committee extends the effective period on this enforcement policy it expires on September 31, 2014 or when Land Use Bylaw and Official Community Plan review is complete, whichever is the sooner.

Prepared and Submitted by:

Rob Milne

October 30, 2013

Rob Milne, M.A., RPP, MCIP Island Planner	Date

Concurred in by:

Courtney Simpson

October 30, 2013

Courtney Simpson, RPP, MCIP, Regional Planning Manager	Date

Islands Trust

BRIEFING

To: Local Trust Committees, Bowen Island Municipality

For the Meeting of: November 20, 2015.

From: Kate Emmings, Ecosystem Protection Specialist & Jennifer Eliason, ITF Manager

File No.: 5450-30; 0410-20

SUBJECT: **COASTAL DOUGLAS-FIR CONSERVATION STRATEGY**

DESCRIPTION OF ISSUE:
At its September 2015 meeting, Trust Council asked staff to forward the CDFCP Conservation Strategy to local trust committees and Bowen Island Municipality as a potential resource. This briefing explains the issue and offers some options for further action.

The Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) has finalized a Conservation Strategy for Coastal Douglas-fir forests and their associated ecosystems. The whole of the Islands Trust area is included in the strategy and, as a member of the CDFCP, the Islands Trust and its political bodies are expected to find ways to support or achieve some of the goals within the CDFCP Conservation Strategy.

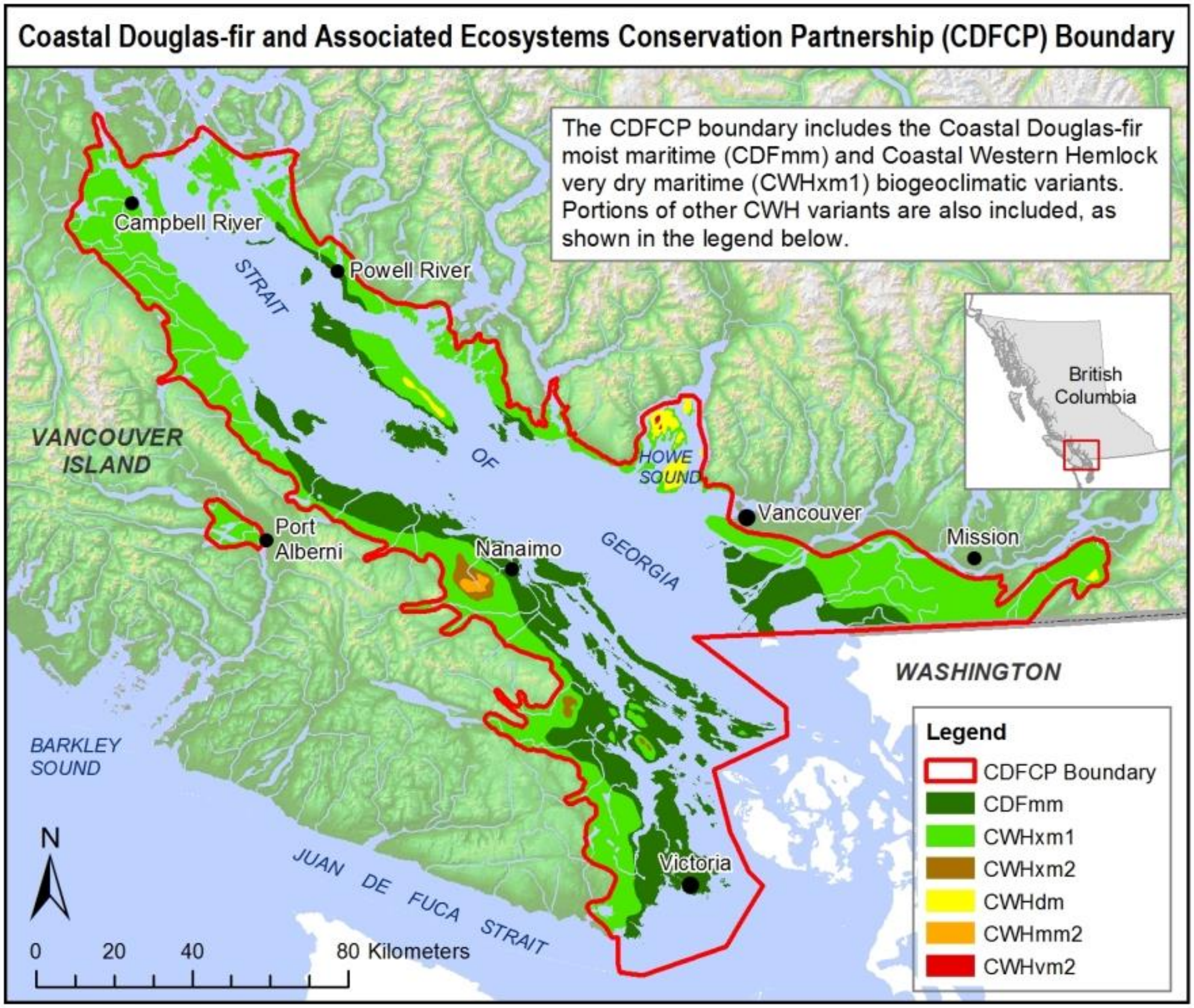
BACKGROUND:
The Threatened Coastal Douglas-fir Forest
The Coastal Douglas-fir Biogeoclimatic (CDF) Zone is the smallest and most at-risk biogeoclimatic zone in British Columbia and is of great conservation concern (Biodiversity BC, 2008). It is home to the highest number of species and ecosystems at risk in BC, many of which are ranked globally as imperilled or critically imperilled (BC Conservation Data Centre, 2012). The global range of the CDF lies almost entirely within BC, underscoring both its global uniqueness and BC's responsibility for its conservation. **Twenty-five percent (25%) of the CDF lies within the Islands Trust area.**

Coastal Douglas-fir ecosystems are also found in the Coastal Western Hemlock very dry maritime subzone (CWHxm1) which has many similarities with ecosystems in the CDF Zone. The CWH xm1 is found on Salt Spring and the islands in Howe Sound and is at similar concervation concern.

Of all the zones in BC, the CDF has been most altered by human activities. Less than 1% of the CDF remains in old growth forests (Madrone, 2008) and 49% of the land base has been permanently converted by human activities (Hectares BC, 2010). The trend of deforestation and urbanization continues and has resulted in a natural area that is now highly fragmented with continuing threats to remaining natural systems. Approximately 9% of the CDF zone is protected in conservation areas (MFLNRO, 2011). Of the remaining land in the CDF zone, approximately 80% is privately owned, which creates significant challenges for protection. The Islands Trust area still has high quality natural spaces, making it a natural focus for CDF conservation.

The Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP):
Established in 2013, the CDFCP is a forum for communication and collaboration regarding the maintenance and restoration of healthy Coastal Douglas-fir and Associated Ecosystems. The CDFCP recognizes the need for shared stewardship of ecosystems and strives to focus resources collaboratively, strategically and transparently to avoid duplicating existing efforts and

to maximize conservation gains. The CDFCP has 34 members, including four local governments and two Provincial ministries. Its area of interest is shown in the map below and includes the entire Islands Trust area. More information about the CDFCP is available at www.cdfcp.ca.



<u>Islands Trust Involvement in the CDFCP:</u>
The Trust Fund Board and the Gambier Island Local Trust Committee are signatories to the CDFCP Statement of Cooperation and the Islands Trust Fund's Ecosystem Protection Specialist is a CDFCP Steering Committee member. Islands Trust Council resolved to sign the CDFCP Statement of Cooperation at its March 2013 meeting and received a presentation from the CDFCP in June 2014. At that time, Trust Council passed the following resolutions:

TC-2014-061
That the Islands Trust Council request that the Executive Committee consider sponsoring an Association of Vancouver Island Coastal Communities/Union of BC Municipalities resolution that calls on the Province to provide funding for the CDFCP and for land protection initiatives in the CDF zone.

TC-2014-062
That the Islands Trust Council request that staff work with the CDFCP to develop recommendations for Trust Council's consideration regarding local planning tools that local trust committees could use to protect Coastal Douglas-fir ecosystems.

A resoution requesting adequate provincial funding for the CDFCP, including implementation of recommendations made by the CDFCP, was endorsed by AVICC and passed at UBCM in September 2013.

In February 2015, the Islands Trust Executive Committee passed the following resolution:

EC-2015-013
That the Executive Committee direct staff to finalize and forward a resolution requesting provincial funding for the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) to the Association of Vancouver Island and Coastal Communities (AVICC) and Union of BC Municipalities (UBCM) with a backgrounder for consideration by members at the 2015 conventions.

The AVICC endorsed a resolution, which was then presented to UBCM at the September 2015 meeting, where it passed.

Creation of the CDFCP Conservation Strategy:
In the summer of 2014, the CDFCP, working with the Nature Conservancy of Canada, obtained $17,500 in funding for a CDFCP Conservation Strategy. Work began on the strategy in the fall of 2014 and the strategy was completed in July 2015.

The Islands Trust was invited to provide feedback on the plan through participation in a workshop in February 2015 which was attended by Tony Law, Hornby Island Trustee, and by the Islands Trust Fund Ecosystem Protection Specialist. Representatives from twenty-one (21) CDFCP member organizations attended. The Executive Committee was updated on work with the CDFCP in May 2015, and provided with notes from the February workshop.

Trust Council received the completed CDFCP Conservation Strategy at its September 2015 meeting and passed the following resolutions:

TC-2015-121
That Islands Trust Council receive the CDFCP Conservation Strategy for information and request the Chair to send a letter to the CDFCP Steering Committee in support of the Conservation Strategy and indicating a willingness to work with the CDFCP to implement the strategy as capacity allows.

TC-2015-122
That staff be requested to forward the CDFCP Conservation Strategy to local trust committees and Bowen Island Municipality as a potential resource.

ATTACHMENT(S):
Letter from the Islands Trust Chair to the CDFCP, November, 2015
CDFCP Conservation Strategy

AVAILABLE OPTIONS:
1) Receive the CDFCP Conservation Strategy for information.
2) Request local planning staff work with CDFCP to draft recommendations regarding land use planning tools that will effectively conserve Coastal Douglas-fir forest ecosystems.
3) Become a signatory to the CDFCP Statement of Collaboration (In addition to the Trust Council and the Trust Fund Board, the Gambier Island LTC has joined the CDFCP. Other LTCs or municipalities could also become partners).

FOLLOW-UP:
Islands Trust Fund staff will continue to participate on the CDFCP Steering Committee.

Planning staff will follow up as directed by the local trust committee or island municipality.

Prepared By: Kate Emmings, Ecosystem Protection Specialist & Jennifer Eliason, ITF Manager

Reviewed By: Lisa Gordon
Director, Trust Area Services

Date: November 9, 2015

Reviewed By: David Marlor
Director, Local Planning Services

Date: November 10, 2015

200 - 1627 Fort St., Victoria, BC V8R 1H8
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Web www.islandstrust.bc.ca

November 10th, 2015 File Number: 5450-30; 0410-20

Via Email: info@cdfcp.ca

Coastal Douglas-fir and Associated Ecosystems Conservation Partnership Steering Committee
c/o Darryn McConkey, Interim Chair

Dear Darryn McConkey:

Re: Support for Coastal Douglas-fir and Associated Ecosystems Conservation Partnership's Conservation Strategy

As Chair of the Islands Trust Council, I'm writing to advise you that at its quarterly meeting in September 2015, the Islands Trust Council received the Coastal Douglas-fir Conservation Partnership (CDFCP) Conservation Strategy for information. Trust Council requested that I write to you to express support of the Conservation Strategy and to indicate the Islands Trust's willingness to work with the CDFCP to implement the strategy as capacity allows. As a first step, Trust Council has requested that staff forward the CDFCP Conservation Strategy to Islands Trust local trust committees and Bowen Island Municipality as a land-use planning resource.

The Islands Trust Council supports the CDFCP's goal of bringing governments, organizations and individuals together to collaboratively address ongoing threats to the conservation of Coastal Douglas-fir and Associated Ecosystems. This work would advance the following sections of the Islands Trust Policy Statement:

3.2.1 It is Trust Council's policy that

- *forest ecosystems in the Trust Area should be protected, and*
- *the remaining stands of relatively undisturbed Coastal Douglas-fir, Coastal Western Hemlock, Garry Oak and Arbutus should be preserved.*

3.2.3 Trust Council encourages government agencies, non-government organizations, property owners and occupiers to protect forested areas through voluntary donation, acquisition, conservation covenants and careful management.

At the September 2015 Union of BC Municipalities Convention, the Islands Trust put forward the following resolution which was endorsed and provided to the Province of BC:

> WHEREAS the UBCM members previously endorsed resolution 2013-B104 requesting that the Ministry of Forests, Lands and Natural Resource Operations adequately resource the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (the Partnership);
>
> AND WHEREAS in 2015 the Partnership will issue a 30-year conservation strategy for the coastal Douglas-fir biogeoclimatic zone, the most at risk zone in British Columbia, but has insufficient resources to implement the strategy:

THEREFORE BE IT RESOLVED that UBCM request the provincial government to provide core, multiyear funding to the Partnership to assist its members to implement the conservation strategy with the Province, First Nations, local governments, the federal government, stakeholders, and the general public.

We note that the CDFCP Conservation Strategy identifies the following actions related to its work with local governments:

1.2 Assist local governments, conservation groups and First Nations to identify priority areas for securement and stewardship in their jurisdiction

5.1 Work with local governments to develop plans, policies, bylaws and incentives that enhance Coastal Douglas-fir and associated ecosystem values

We will forward the Conservation Strategy to local trust committees with a recommendation that those wishing to advance the Islands Trust Policy Statement consider working directly with the CDFCP to support the priority actions identified in the CDFCP Conservation Strategy.

We look forward to further cooperation to protect the Coastal Douglas-fir biogeoclimatic zone; home to the highest number of species and ecosystems at risk in British Columbia.

Yours sincerely,

P. Luckham

Peter Luckham
Chair, Islands Trust Council
pluckham@islandstrust.bc.ca

cc: Islands Trust Executive Committee
Bowen Island Municipality
Trust Fund Board
Craig Sutherland, Assistant Deputy Minister, Regional Operations: Coast, Min. of Forest, Lands and Natural Resource Operations
Islands Trust website

Coastal Douglas-fir & Associated Ecosystems Conservation Partnership

Conservation Strategy 2015

Acknowledgements

This Conservation Strategy was developed by the Coastal Douglas-fir Conservation Partnership, under the guidance of the Steering Committee: Tim Ennis, Darryn McConkey, Kate Emmings, Dave Haley, Peter Arcese, Todd Golumbia, Adam Taylor, Kim Richardson, and Erik Piikkila.

Members of the Partnership met in February 2015 to review the Strategy and provide input into the objectives and actions.

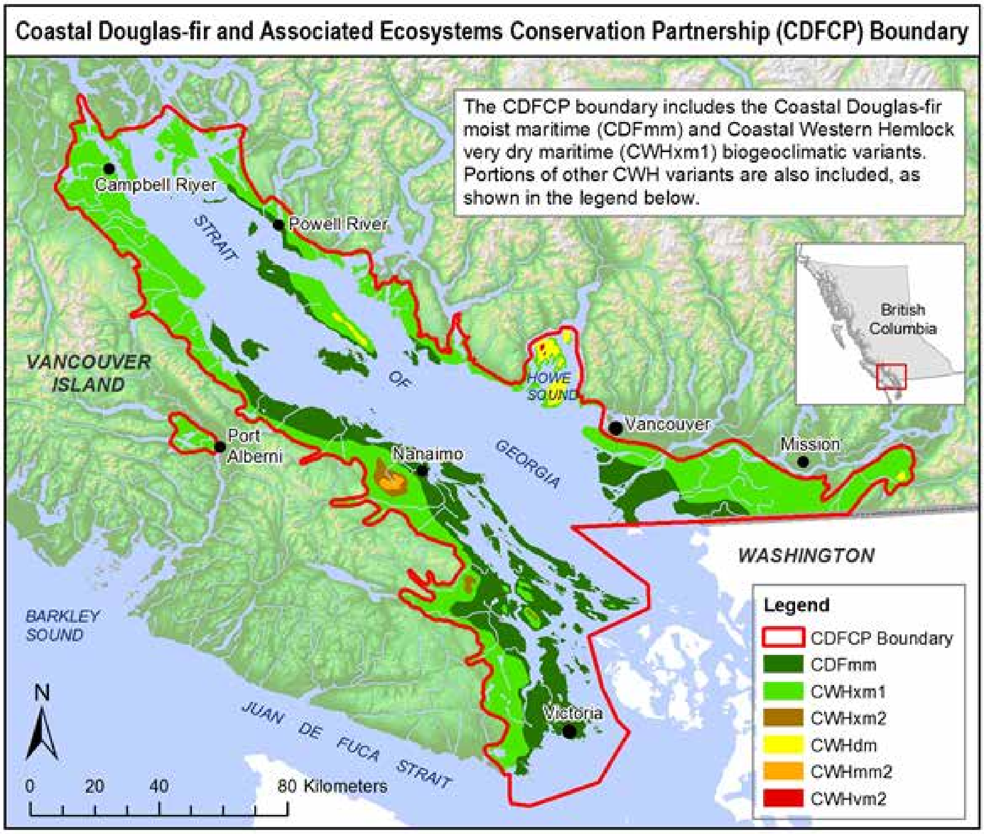
The funding support for the planning process from the Real Estate Foundation of British Columbia is gratefully acknowledged. We also appreciate the contributions from the Ministry of Forests, Lands and Natural Resource Operations, Cowichan Valley Regional District and Islands Trust Fund. Funding for the Marxan project was provided by the Real Estate Foundation of BC, North Pacific Landscape Conservation Cooperative, Forest Renewal BC, and University of British Columbia.

Writing and facilitation for this project was provided by Judith Cullington, Judith Cullington & Associates

Introduction

Purpose of the Conservation Strategy

This Conservation Strategy sets a 30-year vision and goals for the Coastal Douglas-fir Conservation Partnership (CDFCP); with objectives and actions identified for the next five years (2015–2020). The intent is to review and update this strategy at least every five years.



Coastal Douglas-fir and Associated Ecosystems

The Coastal Douglas-fir biogeoclimatic zone (CDF zone) is the smallest and most at-risk zone in British Columbia (B.C.). As home to the highest number of species and ecosystems at risk in B.C., many of which are ranked globally as imperiled or critically imperiled, it is of great conservation concern. The global range of the CDF lies almost entirely within B.C., underscoring both its global uniqueness and B.C.'s responsibility for its conservation. Of all the zones in the province, the CDF has been most altered by human activities. Less than 1% of the CDF remains in old growth forests and 49% of the land base has been permanently converted by human activities. The trend of deforestation and urbanization continues and has resulted in a natural area that is highly fragmented with continuing threats to remaining natural systems. Approximately 9% of the CDF zone is currently protected in conservation areas. The extent of disturbance, combined with the low level of protection, places the ecological integrity of the CDF zone at high risk.

As shown on the map, the area of concern to the CDFCP includes some parts of the Coastal Western Hemlock very dry maritime zone (CWHxm1 and CWHxm2), as these ecosystems share similar attributes and threats.

Threats to the integrity of the Coastal Douglas-fir and associated ecosystems (CDFAE) include:

- **Land conversion.** The CDF zone is 80% privately owned, in part due to the historic Esquimalt and Nanaimo (E & N) railway land grant. About 10% is provincially owned and the remaining 10% is owned by other levels of government. Much of the private land has been converted to urban and rural development, transportation and utility corridors, and agricultural use. Forty-nine percent (49%) of the land base in the CDF has been converted to human uses.
- **Ecosystem degradation.** Less than 1% of the CDF zone currently remains as old growth forest (over 250 years in age), and forests over 100 years in age now occupy only 4% of their former extent. Deforestation in a land base that was once predominantly forested has consequences for the small patch ecosystems, specialized habitats and at-risk species that were previously buffered and supported by the ecological processes of the surrounding forests. Remaining forests are predominantly younger, less diverse and bisected by roads. These changes affect hydrological patterns and the ability to filter and store water; destabilizes forest soils and reduces capacity to regenerate soils; alters the resistance to the invasion of alien species; alters prey-predator relationships; alters carbon and nutrient cycles, including the release of carbon to the atmosphere; and removes specialized habitat features for wildlife foraging, shelter and breeding.
- **Loss of natural processes.** Wildfires and deliberate burning by First Nations played an important role in shaping CDF ecosystems. Fires create openings in the canopy, kill off other less fire-resistant species, and help to establish and maintain the large, thick-barked Douglas-fir, Maple and Garry Oaks as the dominant trees in the area. Today and for the past 100 years, forest fires have been suppressed.
- **Species disturbance.** Human influence has artificially changed the balance of species, with resulting impacts on ecosystems. An example is the reduction in cougar and wolf populations, which has led to the hyper-abundance of deer populations and in turn reduction of native plants on which deer like to feed.
- **Invasive species** have increasingly intruded into all ecosystem types, displacing native plants and animals, altering ecosystem function and dynamics, and removing food sources for wildlife.
- **Climate change.** Changing climates are increasingly placing stress on native ecosystems and species through changes in seasonal temperatures, reduced snowpacks, winter rains instead of snowfalls, rain on snow events, and water availability, as well as introducing new pests and diseases.
- **Environmental Contaminants.** Environmental contaminants, including fertilizers, pesticides, household and industrial chemicals, sediment from human land disturbance, and human and animal wastes affects the function of ecosystems in the CDFAE. Some of these contaminants are from point sources, such as industry, but many come from non-point sources such as road infrastructure, housing developments, agriculture, and forestry.

A Mosaic of Protection and Stewardship

Coastal Douglas-fir and associated ecosystems (CDFAE) are found across the landscape. Large areas are set aside for ecosystem protection, forestry and agriculture, while small patches of natural habitat exist in community parks and backyards. The mosaic of protection and stewardship recognizes that this place is home to a diversity of native plants and animals, as well as home to many people. Some areas will be protected and set aside with a primary purpose of supporting ecological integrity; the primary use of other areas may be for economic, recreational or other uses. Stewardship of the CDFAE lands must balance these sometimes competing, sometimes complementary, roles.

This mosaic includes lands under government and private ownership and management, ranging in size from small to large parcels. Examples include:

- Protected areas (e.g., federal, provincial, regional and municipal parks, wildlife management areas, and non-government organization (NGO) owned nature reserves)
- Private lands managed for ecosystem values, including lands with conservation covenants
- Working landscapes (including forestry and agriculture)
- Connectivity corridors, including riparian areas
- Drinking water watersheds
- Community parks and recreation areas
- First Nations lands
- Private woodlots
- Urban forests
- Private backyards

The Coastal Douglas-fir Conservation Partnership and its Mission

The Coastal Douglas-fir Conservation Partnership (CDFCP) is a collaboration of agencies, organizations and land managers who are interested in promoting and protecting healthy CDFAE into the future. Land trusts, governments (federal, provincial, regional, municipal, and First Nations), environmental stewardship groups, resource industry professionals, private landowners and academic institutions are encouraged to become CDFCP Participants or Supporters.

As set out in its terms of reference, the CDFCP is led by a Steering Committee and supported by a series of Working Groups focused on different aspects of the CDFCP goals. The CDFCP provides a forum for collaboration, communication and action to effectively protect and steward Coastal Douglas-fir and associated ecosystems. Its mission is:

> *To promote the conservation and stewardship of the Coastal Douglas-fir and associated ecosystems in south-western British Columbia through sound science, shared information, supportive policies, and community education.*

Vision for Coastal Douglas-fir and Associated Ecosystems

By 2045:

> *Coastal Douglas-fir and associated ecosystems have ecological integrity and resilience to change. A system of core protected areas are actively managed to provide habitat for native species and places to learn about the importance of healthy ecosystems. Working landscapes are actively managed to enhance their ecosystem values, while also supporting jobs and economic development opportunities. The public and land managers understand that Coastal Douglas-fir and associated ecosystems are special places that merit support and investment.*

Goals and Objectives for the CDFCP

Goals

The five goals express the ways in which CDFCP is working towards the vision of ecological integrity for Coastal Douglas-fir and associated ecosystems. The first three are core business of the CDFCP, the other two are activities supported by the Partnership.

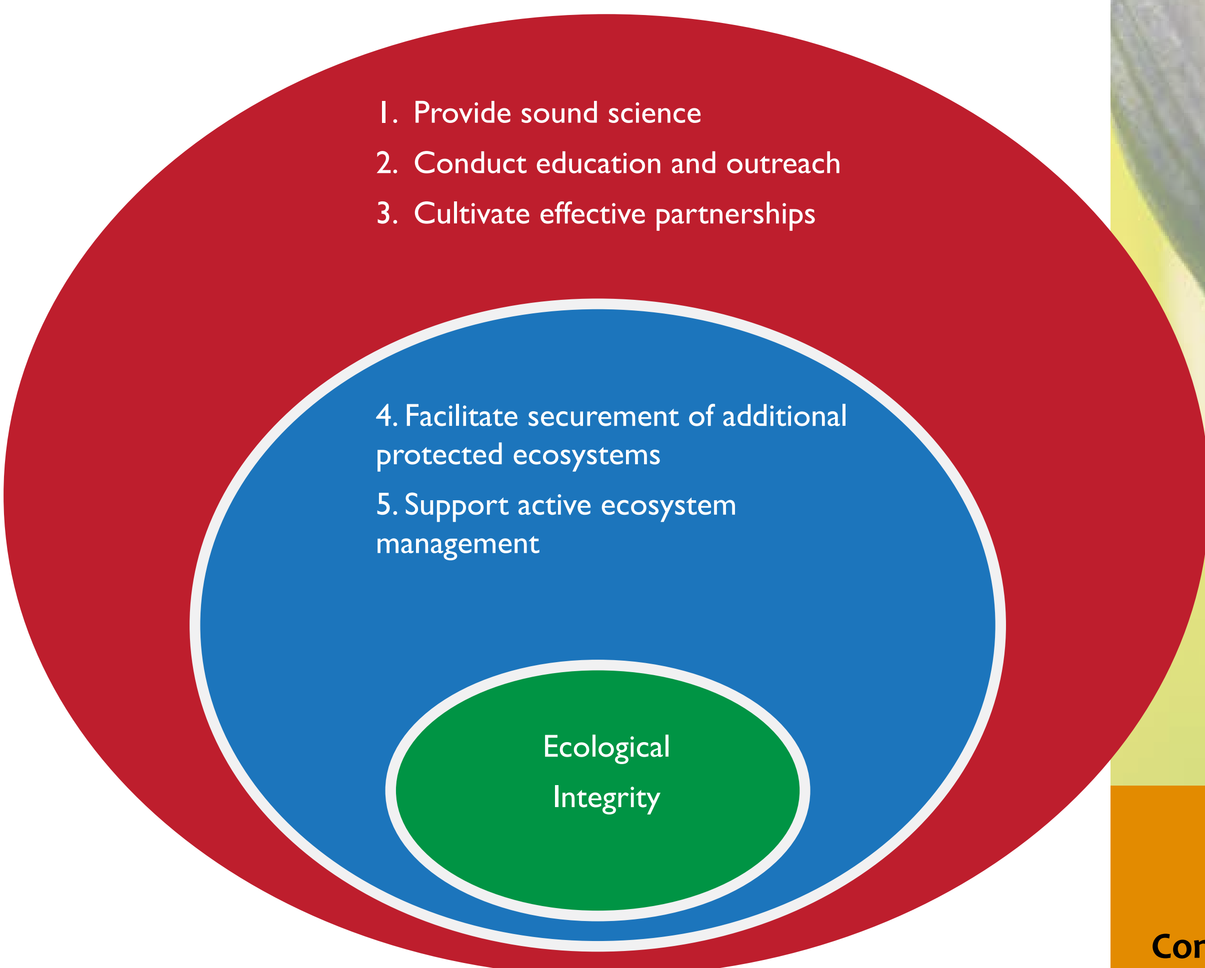
1. Provide sound science

2. Conduct education and outreach

3. Cultivate effective partnerships

4. Facilitate securement of additional protected ecosystems

5. Support active ecosystem management



Short-term Objectives and Actions

The goals reflect long-term aims. The objectives are specific outcomes for the next five years (2015-2020); supporting actions to achieve those objectives are also indicated. Objectives and actions are dependent on the availability of resources; the list below reflects the desired list of actions for the coming years, should resources (staff and funds) become available. For a list of objectives and actions which are "core" activities that are part of the ongoing CDFCP effort, please see Appendix A.

Summary of objectives and actions for 2015–2020:

1. Provide sound science to support land securement and stewardship

- 1.1. Provide tools for prioritization of areas for securement and stewardship within the CDF Zone
- 1.2. Assist local governments, conservation groups and First Nations to identify priority areas for securement and stewardship in their jurisdiction
- 1.3. Provide information on emerging CDFAE threats
- 1.4. Report annually on conservation outcomes

2. Conduct education and outreach

- 2.1. Develop and implement a communications and outreach strategy
- 2.2. Share success stories

3. Cultivate effective partnerships

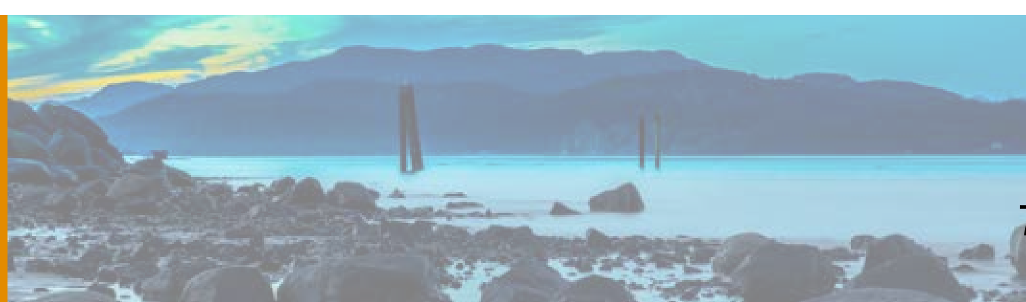
- 3.1. Create and fund a coordinator position
- 3.2. Create and Support Working Groups
- 3.3. Encourage First Nations representation in the Partnership
- 3.4. Support the work of CDFCP Signatories
- 3.5. Collaborate with other groups working on ecosystem conservation

4. Facilitate securement of protected ecosystems

- 4.1. Provide advice on land securement
- 4.2. Identify options and contacts for funding land securement and stewardship
- 4.3. Promote and support land securement partnerships

5. Support active ecosystem management

- 5.1. Work with local governments to develop plans, policies and bylaws and incentives that enhance CDF values
- 5.2. Identify and promote opportunities for CDFAE stewardship
- 5.3. Identify pilot (case study) lands and land managers where focused management activities would benefit CDFAE on working landscapes
- 5.4. Work with the resource, developers and real estate sectors to enhance CDF stewardship



1. Provide sound science to support land securement and stewardship

Effective and reliable science, combined with local knowledge, supports decisions that are made using the best available information.

1.1. Provide tools for prioritization of areas for securement and stewardship within the CDF Zone

Actions:

- Working with UBC and other information providers, use the Marxan tool and analysis to develop landscape-level maps that identify potential conservation priorities.
- Refine the landscape-level mapping by improving data collection quality and input tools.
- Use the Marxan tool and other information to identify high-value conservation areas for discussion with partners.
- Use the Marxan tool and other analysis to identify CDFAE values within existing protected areas and determine the amount and spatial distribution of 'additional' protected areas required to create a resilient system.
- Create realistic scenarios for 'core' protection, taking into account spatial distribution and connectivity.
- Use the Marxan tool and other analysis to identify working landscapes and other lands with high CDF values.
- Develop and keep current a list of priority parcels for securement, and develop information on those parcels to support acquisition.
- Develop a methodology for ranking and ground truthing an individual conservation opportunity.

1.2. Assist local governments, conservation groups and First Nations to identify priority areas for securement and stewardship in their jurisdiction

Actions:

- Working with UBC and other groups, use the Marxan tool and other analysis to develop jurisdictional maps throughout the CDF area that identify areas with high conservation values, taking local priorities into account.
- Share existing data and knowledge through information forums and data sharing sites such as iMap, while respecting data privacy as required.
- Develop ways and means to facilitate timely and efficient access to a collective database.
- Engage local groups in the prioritization process so that they understand and support the selection process.
- Encourage jurisdictions to incorporate the results of regional mapping into their plans and policies.

- Provide training on the use and interpretation of the outcomes of this mapping and prioritization.

1.3. Provide information on emerging CDFAE threats

Actions:

- Gather information on the anticipated impacts from climate change, land conversion, invasive species and other emerging threats.
- Provide information on emerging threats to CDFCP partners and others through webinars, presentations and existing online resources.

1.4. Report annually on conservation outcomes

Actions:

- Establish parameters to be tracked (indicators).
- Monitor, evaluate and report annually on progress for these conservation indicators.

2. Conduct education and outreach

Increasing public understanding of the importance of healthy Coastal Douglas-fir and associated ecosystems to humans and other species is necessary to create the political and financial support for programs that promote ecological integrity.

2.1. Develop and implement a communications and outreach strategy

Actions:

Through the Outreach and Education Working Group (OEWG):

- Develop a communications and outreach strategy.
    - Identify target audiences (e.g., senior and local governments, First Nations, the resource sector, and private landowners), and learn about their interests, perspectives and information needs.
    - Identify the most effective communications media for each of these audiences (e.g., e-newsletters, in-person meetings, social and regular media).
    - Develop key messages to be conveyed.
    - Identify existing materials (e.g., GOERT manuals, land trust strategies), and identify gaps in readily available information.
    - Identify organizations (partners and others) who can help to raise awareness of CDFAE.
    - Identify regions where there are no local groups to assist; consider options for filling this outreach gap.
- Provide informative educational materials in a variety of formats.
    - Provide links to existing online materials from the CDFCP website (and maintain links to ensure they remain current).
    - Where appropriate information does not already exist, create materials aimed at meeting the needs of specific groups.
    - Create engaging and clear information on CDFAE values for the general public.

- Post new materials on the CDFAE website in "print-ready" format and make them available through CDFCP partners.

- Distribute information widely.
  - Maintain an informative online presence, ensuring that content is updated regularly.
  - Ensure the coordinator role includes regular communications through email, social media and other methods.
  - Encourage CDFCP partners to share CDFCP news via their own websites, social media and other outreach.
- Host webinars, workshops and/or other information exchanges among existing and potential CDFCP partners
  - Identify target audiences and key topics for specific events.
  - Host at least one webinar (or in-person meetings) per year on different aspects of CDFAE protection and stewardship; encourage partners to co-host other events.
  - Consider events, contests and other activities that reach other audiences, such as youth.

2.2. Share success stories

Actions:

- Use proactive communications methods (not just website listings) to share success stories, such as:
  - Successful land securement deals, especially those using new and innovative approaches, Target audiences for these include developers/builders, agricultural land owners/managers.
  - Best practices to enhance CDFAE values (and reduce negative impacts), including restoration techniques.

3. Cultivate effective partnerships

Create an effective and growing partnership in support of Coastal Douglas-fir and associated ecosystems.

3.1. Create and fund a coordinator position

Actions:

- Hire the coordinator. Refine the existing job description, gather funding to support this position for at least the first two years, and advertise for/hire the coordinator.
  - Seek funding for ongoing support for this position.
  - Annually, prepare a budget and workplan that identifies appropriate CDFCP banker(s) and core funding and project funding.
  - Identify potential funders for proposed projects; write grant proposals.
  - Prepare a simple annual update that provides information on achievements, funds expended, in-kind contributions from partners and others, identification of ways members can help, etc.

3.2. Create and Support Working Groups

Actions:

- Confirm Working Group membership, create a Terms of Reference for each group and identify official communications channels
- Where the working group role is filled by a parallel partnership (e.g., the Local Government Species At Risk Local Government Working Group), consider how this will meet the needs of the CDFCP and how best to achieve shared goals.
- Task each Working Group to provide a list of their priorities annually.
- Ensure the membership and efforts of the Working Groups are shared among all partners and supporters.

3.3. Encourage First Nations representation in the Partnership

Actions:

- Invite First Nations to CDFCP webinars and meetings to provide them with an opportunity to learn about the partnership.
- Meet in person with First Nations to:
  - Seek to understand the value of the CDFCP to First Nations
  - Share ideas on benefits of CDFAE conservation and overlap with traditional ecological knowledge, perhaps through joint mapping
  - Invite the inclusion of First Nations knowledge in the post-processing analysis.
- Invite First Nations representation on the Steering Committee.

3.4. Support the work of CDFCP Signatories

Actions:

- Develop an internal communications strategy for regular communications amongst partners.
- Identify the 'point person(s)' for information flow (internally and externally).
- Identify specific needs of the partners; help partners to further their CDFAE goals.
- Share the information (spreadsheet) identifying programs and gaps in ecosystem protection.
- Facilitate a peer-to-peer format for exchange of information, capacity building and access to funding.

3.5. Collaborate with other groups working on ecosystem conservation

- Identify potential new partners and encourage their participation in the CDFCP.
- Identify gaps in partner membership (e.g., in geographical regions as well as areas of expertise)
- Share information with similar organizations and partnerships (e.g., South Coast Conservation Partnership) on an ongoing basis.
- Coordinate with region-wide groups (e.g., GOERT) regarding shared interests
- Promote members of CDFCP as mentors for smaller organizations and community groups.
- Contact community organizations working on complementary objectives (e.g., Shawnigan Watershed study and Cedar Watershed Study) and identify opportunities for collaboration.

4. Facilitate securement of protected ecosystems

Establishing and expanding a system of core protected areas that are specifically managed to protect ecosystem integrity will support the long-term resilience of CDFAE. These protected areas will include publicly-owned lands (e.g., parks and watershed lands), lands owned by conservation organizations, and private lands under conservation covenant or similar legal status.

4.1. Provide advice on land securement

Actions:

Through the Securement Working Group:

- Gather information on the options for land securement including conservation covenants, land donations, eco-gifts, land acquisition, Crown Land securement, leveraging land acquisition, land trades, and other voluntary conservation options.
- Provide advice as needed to support the efforts of government agencies and land trusts to plan for securement and to secure specific CDFAE lands for conservation.
- Provide letters of support for securement efforts that support the ecological integrity of CDFAE.

4.2. Identify options and contacts for funding land securement and stewardship

Actions:

- Identify and provide information on financial and other incentives for CDFAE securement and stewardship, e.g., potential carbon offset benefits.
- Provide examples of creative approaches to land securement, such as leveraging, land trades, or acquiring lands for trade.
- Identify contacts for fundraising (funders, fundraising expertise).
- Work with Provincial and regional organizations (e.g., the Land Trust Alliance of BC) to strategically promote funding for land conservation with government, funding agencies, financial advisors, and estate planners.
- Help to develop and advocate for new innovative funding opportunities, as well as encouraging increased funding levels for existing programs.

4.3. Promote and support land securement partnerships

Actions:

- Create venues for conversation about land securement options.
- Clarify roles various partners can play.
- Provide skills mapping for securement partners.
- Look at multi-purpose acquisitions that broaden the scope of conservation constituents, such as farming-conservation, mining-conservation and/or development-conservation.

5. Support active ecosystem management

Without active management (stewardship), even protected areas may lose ecosystem integrity. By 2045, it is hoped that protection and stewardship of CDFAE will be an integral component of the plans, policies and management activities of all governmental, private and non-governmental land managers.

5.1. Work with local governments to develop plans, policies and bylaws and incentives that enhance CDF values

Actions:

Through the Local Government Working Group:

- Find examples of practices (e.g., policies, incentives) from B.C. and elsewhere that could be used to enhance CDFAE values; share these with local governments.
- Develop and promote model policies and bylaws.

5.2. Identify and promote opportunities for CDFAE stewardship

Actions:

- Identify incentives (financial and other) for CDFAE stewardship on working landscapes.
- Meet with representatives from the forestry, agriculture and mining sectors to discuss benefits and barriers to CDFAE stewardship.
- Facilitate a peer-to-peer format for exchange of information and capacity building.
- Create a recognition strategy to appreciate good stewardship.

5.3. Identify pilot (case study) lands and land managers where focused management activities would benefit CDFAE on working landscapes

Actions:

- Collaborate with land managers to identify priority lands for active management. – e.g., agriculture, forestry, real estate.
- Initiate pilot projects for stewardship projects that benefit land managers and enhance CDFAE values on working lands.
- Share the lessons from these pilot projects with the CDFCP and others.

5.4. Work with the resource, developers and real estate sectors to enhance CDF stewardship

Actions:

Through the Resource Sector Working Group, work with the resource sector (including forestry companies, woodlot owners, farmers and mining operators, and real estate sector) to:

- Identify aspects of CDFAE stewardship that enhance operations on working landscapes, and aspects that may create challenges.
- Increase awareness of the impacts of resource extraction activities on CDFAE.
- Explore and promote economic opportunities that are consistent with the CDFAE conservation objectives.
- Seek ways to increase the compatibility of resource activity outcomes with CDFAE conservation objectives.
- Work with the resource sector to integrate CDF values into strategic and operational plans.

Appendix A: Core Priorities

These activities form part of the CDFCP core work, and can be completed through the Steering Committee members and other partners.

1. Provide sound science to support land securement and stewardship

Effective and reliable science, combined with local knowledge, supports decisions that are made using the best available information.

1.1. Provide tools for prioritization of areas for securement and stewardship within the CDF Zone

- Working with UBC and other information providers, use the Marxan tool and analysis to develop landscape-level maps that identify potential conservation priorities.
- Use the Marxan tool and other information to identify high-value conservation areas for discussion with partners.
- Use the Marxan tool and other analysis to identify working landscapes and other lands with high CDF values.
- Develop a methodology for ranking an individual conservation opportunity.

1.2. Assist local governments, conservation groups and First Nations to identify priority areas for securement and stewardship in their jurisdiction

- Require additional resources to complete, and is dependent on funding availability.

1.3. Provide information on emerging CDFAE threats

- Requires additional resources to complete, and is dependent on funding availability.

1.4. Report annually on conservation outcomes

- Requires additional resources to complete, and is dependent on funding availability.

2. Conduct education and outreach

Increasing public understanding of the importance of healthy Coastal Douglas-fir and associated ecosystems to humans and other species is necessary to create the political and financial support for programs that promote ecological integrity.

2.1. Develop and implement a communications and outreach strategy

- Requires additional resources to complete, and is dependent on funding availability.

2.2. Share success stories

- Requires additional resources to complete, and is dependent on funding availability.

3. Cultivate effective partnerships

3.1. Create and fund a coordinator position

- Hire the coordinator. Refine the existing job description, gather funding to support this position for at least the first two years, and advertise for/hire the coordinator.
- Seek funding for ongoing support for this position.
- Prepare a simple annual update that provides information on achievements, funds expended, in-kind contributions from partners and others, identification of ways members can help, etc.

- Other actions require additional resources to complete, and is dependent on funding availability.

3.2. Create and Support Working Groups

- Requires additional resources to complete, and is dependent on funding availability.

3.3. Encourage First Nations representation in the Partnership

- Invite First Nations representation on the Steering Committee.
- Other actions require additional resources to complete, and is dependent on funding availability.

3.4. Support the work of CDFCP Signatories

- Identify the 'point person(s)' for information flow (internally and externally).
- Share the information (spreadsheet) identifying programs and gaps in ecosystem protection.
- Other actions require additional resources to complete, and is dependent on funding availability.

3.5. Collaborate with other groups working on ecosystem conservation

- Identify potential new partners and encourage their participation in the CDFCP.
- Identify gaps in partner membership (e.g., in geographical regions as well as areas of expertise)
- Share information with similar organizations and partnerships (e.g., South Coast Conservation Partnership) on an ongoing basis.
- Other actions require additional resources to complete, and is dependent on funding availability.

4. Facilitate securement of protected ecosystems

Establishing and expanding a system of core protected areas that are specifically managed to protect ecosystem integrity will support the long-term resilience of CDFAE. These protected areas will include publicly-owned lands (e.g., parks and watershed lands), lands owned by conservation organizations, and private lands under conservation covenant or similar legal status.

4.1. Provide advice on land securement

Through the Securement Working Group:

- Provide advice as needed to support the efforts of government agencies and land trusts to plan for securement and to secure specific CDFAE lands for conservation.
- Provide letters of support for securement efforts that support the ecological integrity of CDFAE.

4.2. Identify options and contacts for funding land securement and stewardship

- Work with Provincial and regional organizations (e.g., the Land Trust Alliance of BC) to strategically promote funding for land conservation with government, funding agencies, financial advisors, and estate planners.
- Other actions require additional resources to complete, and is dependent on funding availability.

5. Support active ecosystem management

Without active management (stewardship), even protected areas may lose ecosystem integrity. By 2045, it is hoped that protection and stewardship of CDFAE will be an integral component of the plans, policies and management activities of all governmental, private and non-governmental land managers.

5.1. Work with local governments to develop plans, policies and bylaws and incentives that enhance CDF values

Through the Local Government Working Group:

- Find examples of practices (e.g., policies, incentives) from B.C. and elsewhere that could be used to enhance CDFAE values; share these with local governments.
- Other actions require additional resources to complete, and is dependent on funding availability.

5.2. Identify and promote opportunities for CDFAE stewardship

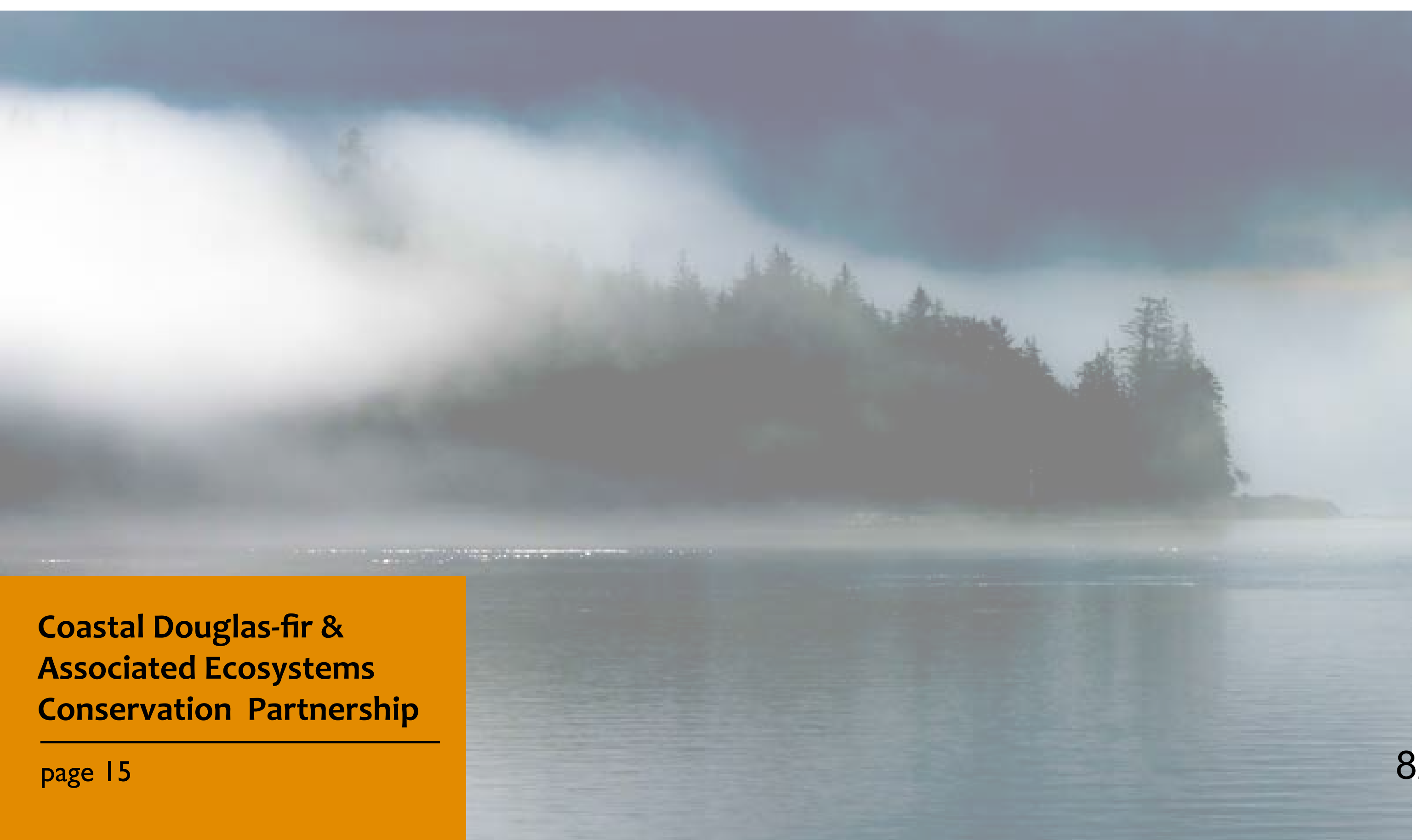
- Requires additional resources to complete, and is dependent on funding availability.

5.3. Identify pilot (case study) lands and land managers where focused management activities would benefit CDFAE on working landscapes

- Requires additional resources to complete, and is dependent on funding availability.

5.4. Work with the resource, developers and real estate sectors to enhance CDF stewardship

- Requires additional resources to complete, and is dependent on funding availability.



CDFCP

Coastal Douglas-fir
& Associated Ecosystems
Conservation Partnership