



## Hornby Island Local Trust Committee Minutes of Regular Meeting

**Date:** February 12, 2016  
**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** Rob Milne, Island Planner  
 Vicky Bockman, Recorder

**Others Present** There was one (1) member of the public – am  
 There were no members of the public - pm

### 1. CALL TO ORDER

Chair Busheikin called the meeting to order at 11:30 am. She introduced herself, Local Trustees, Planner and Recorder. She 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:

- 7.2 Memorandum dated February 3, 2016 regarding Coastal Douglas-Fir and Associated Ecosystems Conservation Partnership
- 11.1.2 Memorandum dated February 3, 2016 regarding 2016/2017 LTC Project Budgets
- 14.3 Planning for March, 2016 Trust Council on Hornby Island

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

### 3. TOWN HALL AND QUESTIONS

Tony Quin advised that a local committee is in the process of exploring the possibility of protecting the Ford's Cove Orchard and Leaf House properties as a Heritage Conservation Area. He provided information including the following points:

- Comox Valley Regional District (CVRD) may be a source of funding based on eligibility requirements;
- The committee will discuss preparing a statement of significance documenting the historic values of the property;
- There will be a management plan associated with the project; and
- Registration of a conservation covenant by a Local Government will be a requirement and he suggested that the Islands Trust might be the appropriate body to register the covenant as they provide land use regulations for this area.

Trustees discussed the value of this project and possible next steps.

**HO-2016-001**

**It was MOVED and SECONDED,**

that staff be requested to provide a report to the Hornby Island Local Trust Committee with respect to potential roles of the Islands Trust in contributing to the protection of the Ford's Cove Orchard and Leaf House (within the Mount Geoffrey Provincial Park) as a Heritage Property.

**CARRIED**

**4. COMMUNITY INFORMATION MEETING - none**

**5. PUBLIC HEARING - none**

**6. MINUTES**

**6.1 Local Trust Committee Minutes dated November 20, 2015 for Adoption**

**By general consent** the Local Trust Committee meeting minutes of November 20, 2015 were adopted.

**6.2 Section 26 Resolutions-Without-Meeting Report dated February 1, 2016**

Received.

**6.3 Advisory Planning Commission Minutes – none**

A Trustee noted that the Advisory Planning Commission currently has three members and suggested that it might be advisable to increase the membership. Local Trust Committee (LTC) members inquired if advertising is a requirement in the process of encouraging expressions of interest and Planner Milne responded that he will investigate and report back.

**7. BUSINESS ARISING FROM MINUTES**

**7.1 Follow-up Action List dated February 1, 2016**

Planner Milne presented the Follow-up Action List, provided updates, and responded to questions that arose. He indicated that he has experienced difficulty in his efforts to initiate contact with K'omoks First Nation staff to discuss environmental mapping. Trustee Law offered to provide Planner Milne with information that might be helpful.

**7.2 Memorandum dated February 3, 2016 regarding Coastal Douglas-Fir and Associated Ecosystems Conservation Partnership (CDFCP)**

Planner Milne presented the memorandum which provides the Statement of Cooperation for the CDFCP for the LTC's information.

Trustees discussed possible approaches to utilize the information provided by the CDFCP. The following possible strategies were considered:

- Education of the public as an initial step to evaluate whether more protection is needed;

- Providing this information as a part of the Land Stewardship focus in the current Communication Strategy project; and
- Adding the Coastal Douglas-Fir and Associated Ecosystems to the Projects List to examine regulations that might relate to the management of the issues.

## 8. DELEGATIONS – none.

## 9. CORRESPONDENCE

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

### 9.1 Letter dated November 23, 2015 to Trustee Busheikin from BC Ferries regarding Route 22

Trustees discussed the correspondence received in response to the LTC's request that BC Ferries analyze the possible extension of the peak season on the Hornby Island route. The following points were noted:

- A Trustee observed that he has received feedback that community members are incurring expense as a result of the service change and loss of sailings and that it is having a negative economic impact;
- A response to this letter, continuing to request improved service, was suggested as an approach to prompt BC Ferries to explore the issue in more depth;
- Asking the Hornby/Denman Ferry Advisory Committee (H/D FAC) to assist with further advocacy might be advisable as they have been in the process of compiling information such as examples of impacts; and
- The Executive Committee has recently written a letter to Minister Todd Stone on this issue and their active participation in this proposed response would not be requested at this time.

#### **HO-2016-002**

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

that the Hornby Island Local Trust Committee forward the letter from BC Ferries dated November 23, 2015 to the Hornby/Denman Ferry Advisory Committee and to the Islands Trust Council Executive Committee for information.

**CARRIED**

Chair Busheikin offered to forward the letter from BC Ferries to the H/D FAC, with a request for their assistance in advocating further on this issue.

The LTC requested that this activity be added to the Follow-up Action List.

## 10. APPLICATIONS AND REFERRALS

### 10.1 Pesticide Use Permit Application (Ministry of Environment, Ecosystems Protection and Sustainability Branch)

10.1.1 Email Response dated December 9, 2016 from SMC Consulting

Received.

**By general consent** agenda item 11.2 was moved to follow 10.1

Trustee Allen declared a possible conflict of interest due to his employment at the Hornby Island Co-op and left the meeting at 12:25 pm.

## 11.2 Bylaw No. 150

Bylaw No. 150 cited as “Hornby Island Land Use Bylaw No. 150, 2014” - for consideration of adoption.

### HO-2016-003

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee adopt Bylaw No. 150 cited as “Hornby Island Land Use Bylaw No. 150, 2014”.

**CARRIED**

Trustee Allen returned to the meeting at 12:27 pm.

## 11. LOCAL TRUST COMMITTEE PROJECTS

### 11.1 Communication Strategy

#### 11.1.1 Staff Report dated January 28, 2016

Planner Milne presented the memorandum regarding the implementation of Bylaw Nos. 149 and 150 Post Adoption Communication Strategy and including a Project Charter for the LTC’s consideration.

Trustees discussed various possible communication options and the following points were noted:

- Planner Milne will prepare a Power Point presentation for a Community Open House outlining the changes in the Official Community Plan (OCP), Land Use Bylaw (LUB), and Riparian Areas Regulation;
- Advertising venues for the Open House will be considered once the costs associated with the pamphlets has been established;
- Website enhancements were suggested to publicize changes resulting from the OCP and LUB review. These might include options for economic opportunities; information on small lots, larger lots, public areas, and agricultural areas; highlighting available resources and including links; and adding a Frequently Asked Questions (FAQ) section. Planner Milne requested that Trustees forward to him a list of questions received for inclusion in the FAQ section;
- Social media protocol was discussed, with Trustees providing links for information when requested, is being considered an option;

ADOPTED

- Creation of two pamphlets: 1) Housing Options, focusing on new policies and regulations and enabling policies that may not be known, such as Co-ops, and 2) Land Stewardship. Trustees will work with Planner Milne on the layout;
- Chair Busheikin will share the newcomer package she has compiled for distribution to Denman Island realtors as an example for Hornby Island use; and
- Planner Milne will check with Planner Brzozowski to review a Sustainable Building Development brochure for possible use and requested that Trustees send him ideas and suggestions for this project.

11.1.2 Memorandum dated February 3, 2016 regarding 2016/2017 LTC Project Budgets

Trustees reviewed the memorandum to consider revisions to its 2016/2017 LTC budget.

**HO-2016-004**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee request a revision to the draft 2016/2017 Project Budget submission to include \$3,600 for the Official Community Plan and Land Use Bylaw Communications Strategy.

**CARRIED**

**HO-2016-005**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee adopt the draft Post Adoption Communication Strategy Project Charter.

**CARRIED**

**12. BREAK**

By general consent the meeting was recessed at 1:10 pm and reconvened at 1:29 pm.

**13. REPORTS**

**13.1 Work Program**

13.1.1 Top Priorities Report dated February 1, 2016

Planner Milne presented the Top Priorities report and noted that with the adoption of the OCP and LUB bylaws, there is now an opportunity to designate a new item as a Top Priority.

Trustees discussed the projects that might be advanced to the Top Priority List at this time.

**HO-2016-006**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee Top Priority List be amended by:

- a) removing “Official Community Plan and Land Use Bylaw Review”;
- b) placing “Communication Strategy for Revised Official Community Plan and Land Use Bylaw” as No. 2; and
- c) adding “First Nations Relationship Building” as No. 3.

**CARRIED**

**HO-2016-007**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee request a revision to the draft 2016/2016 Project Budget submission to include \$1,500 for First Nations Relationship Building”.

**CARRIED**

Trustees acknowledged that BC Ferries is planning terminal facility upgrades, including at Shingle Spit, and suggested that it might further First Nations relationship building to suggest that BC Ferries consult with K’omoks First Nation in this regard.

**HO-2016-008**

**It was MOVED and SECONDED,**

that the Chair be requested to write to BC Ferries to request that they consult with K’omoks First Nation with respect to including information at any ferry terminal providing service to Hornby and Denman Islands in conjunction with the proposed facilities upgrade, and that the letter be copied to the K’omoks First Nation.

**CARRIED**

13.1.2 Projects List Report dated February 1, 2016

Trustees reviewed the Projects List and considered updates.

**HO-2016-009**

**It was MOVED and SECONDED,**

that the Projects List be amended by removing the item with respect to relationship building with K’omoks First Nation and adding an item: “Coastal Douglas-Fir and Associated Ecosystem Conservation”.

**CARRIED**

13.1.3 Hornby LTC 2014-2018 Term Goal Setting Session

Received.

13.1.4 Work Program - Suggestions for Discussion

Received.

**13.2 Applications Report dated February 1, 2016**

Trustees requested that the report consistently include the property address for their information.

**13.3 Trustee and Local Expense Report dated January, 2016**

Trustees reviewed the LTC Expense Summary Report for invoices posted to month ending January, 2016.

**13.4 Adopted Policies and Standing Resolutions**

A Trustee indicated a desire to discuss Resolution No. HO-IC-2015-003.

Trustee Law declared a potential conflict of interest due to an interest in the property being discussed and left the meeting at 1:55 pm.

LTC members noted that the resolution is scheduled to expire prior to the next LTC meeting and discussed an extension of the resolution maturity.

**HO-2016-010**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee amend the expiration date of Resolution HO-IC-2014.001 to September 30, 2016.

**CARRIED**

Trustee Law returned to the meeting at 1:58 pm.

**13.5 Local Trust Committee Webpage**

There were no changes requested.

**13.6 Chair's Report**

Chair Busheikin reported on the following:

- She attended the Local Government Leadership Academy conference;
- Executive Committee activities included sending a letter to BC Ferries that included a request to extend the Peak Season schedule and addition of an extra sailing in the mid-day gap on the Hornby Island route;
- The deadline for the Salt Spring Adaptation Strategy has been extended;
- A speaker has been confirmed for the First Nations Relationship Building session at Trust Council in March and the budget adoption will be an item on the agenda for consideration.

**13.7 Trustee Reports**

Trustee Allen reported on the following:

- He attended the Trust Council in December; and
- He attended the meeting with K'omoks First Nation last week.

Trustee Law reported on the following:

- He has been involved as a liaison in the BC Parks Ecosystem Management Program in Helliwell Park and described the potential infrastructure development that is being considered for Tribune Bay Park;
- He attended an Islanders Secure Land Association Open House and reported on the status and possible changes under consideration;
- He attended a Community Action Solutions Together meeting and outlined some of the community issues that were discussed;
- He will be attending a meeting to consider housing and rental housing issues, participating in a role to advise of possible resources;
- He reported on community interest in exploring possible options to protect the property adjacent to Tribune Bay Park; and
- He attended the Understanding the Village workshop.

**13.8 Electoral Area Director's Report – none.**

**13.9 Trust Fund Board Report dated November, 2015**

Received.

**14. NEW BUSINESS**

**14.1 Land Use Consultation for Radio Communication Utilities**

14.1.1 Memorandum dated January 25, 2016

LTC members considered the memorandum addressing the establishment of consultation policy or guidelines for radio communication utilities, and the value of an Islands Trust-wide consultation policy was acknowledged.

**HO-2016-0011**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee requests Trust Council to explore the option of a Trust-wide policy on land use consultation for radio communication utilities.

**CARRIED**

**14.2 Annual Comox Valley Regional District Meeting with Denman/Hornby Local Trust Committees**

14.2.1 Letter dated January 6, 2016 from Debra Oakman, CAO

Planner Milne advised that CVRD has proposed a date of October 20, 2016 as a possible date for the annual meeting with Denman/Hornby Island LTCs. Trustees confirmed their agreement with the suggested date.



**14.3 Planning for March, 2016 Trust Council on Hornby Island**

Trustees discussed possible presentations, meal options, and activities to engage the Local Trustees attending the March, 2016 Trust Council meeting to be held on Hornby Island.

**15. UPCOMING MEETINGS**

**15.1 Next Regular Meeting Scheduled for April 1, 2016 at 11:30 am at Room to Grow, The Hornby Island Resource Centre, 2100 Sollans Road, Hornby Island, BC**

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

**16. TOWNHALL – none.**

**17. CLOSED MEETING - none**

**18. ADJOURNMENT**

**By general consent** the meeting was adjourned at 2:30 pm.

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Laura Busheikin, Chair

Certified Correct:

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Vicky Bockman, Recorder