



Hornby Island Local Trust Committee Minutes of Regular Meeting

Date: April 1, 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 were no members of the public in attendance

1. CALL TO ORDER

Chair Busheikin called the meeting to order at 11:36 am. She welcomed everyone and acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

14.4 Request for Decision regarding 2015-2016 Annual Report – Approval of Hornby Island Local Trust Committee Section

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 Minutes dated February 12, 2016 for Adoption

By general consent the Local Trust committee meeting minutes of February 12, 2016 were adopted.

6.2 Section 26 Resolutions-without-meeting - none

6.3 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List dated March 23, 2016

The Follow-up Action List was reviewed and the following points were noted:

- Planner Milne provided an update on the status of Riparian Areas Regulation bylaws. Trustees suggested that the Chief Administrative Officer might be informed as an opportunity for communication with staff from the Ministry of Culture, Sport and Community Development;
- Planner Milne reported that he continues to experience difficulty in his effort to initiate contact with K'omoks First Nation staff to discuss environmental mapping (ecosystems, eel grass, forage fish) as a step in relationship-building. Trustee Law provided information on a contact at BC Parks that might assist;
- Planner Milne indicated that through working with BC Assessment Authority he has produced reports on the number of parcels and number of structures on Hornby Island; he noted that he will continue to pursue additional information on homeowner grants; and
- Chair Busheikin advised that she will follow-up on providing BC Ferries with K'omoks First Nation contact information relating to the February 12, 2016 consultation item in response to their request. Trustees provided suggestions on possible approaches to determine an appropriate contact.

7.2 Heritage Designation - Leaf House and Ford Family Heritage Orchard

7.2.1 Staff Report dated April 1, 2016

Planner Milne outlined the Staff Report on Heritage protection for Ford Cove Orchard and Leaf House and the following key points were noted:

- He summarized the issues for consideration in the advancement of the initiative and the possible stakeholders that might be involved in the implementation of Heritage designation;
- Trustees discussed the process and acknowledged that a joint management plan is being created for the Mount Geoffrey Escarpment Park that might have some bearing on the project; and
- Trustee Law offered to arrange for a contact at BC Parks to provide Planner Milne with background information that may assist in his discussions with various agencies that would be involved in the process.

HO-2016-012

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee add "Heritage Protection for Ford Cove Orchard and Leaf House" to its Projects List.

CARRIED

HO-2016-013

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee request staff to provide a report on issues and next steps with regard to pursuing Heritage protection at the Ford Cove Orchard portion of Mount Geoffrey Escarpment Park.

CARRIED

7.3 Letter dated March 1, 2016 to Chair Busheikin from Minister of Transportation and Infrastructure regarding Service Levels for Hornby Island

Trustees discussed the correspondence received in response to Chair Busheikin's letter requesting a determination of the net savings resulting from the BC Ferries service reductions. The following points were noted:

- No further response was suggested at this time; the Schedule Subcommittee of the Denman and Hornby Ferry Advisory Committee will continue to advocate for schedule improvements and the Local Trust Committee (LTC) will monitor the effectiveness of this approach;
- Improvements to service levels for other island sailings have been achieved and efforts to improve the schedule for Hornby Island will continue; and
- A Trustee suggested that communications between the community and BC Ferries relating to the cable ferry might be improved if information were provided to a key person on both Denman and Hornby Islands. Trustee Law offered to serve in such a position for Hornby Island.

8. DELEGATIONS - none

9. CORRESPONDENCE - none

10. APPLICATIONS AND REFERRALS - none

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Communications Strategy - Letter Mailout - for discussion

Planner Milne provided drafts of two proposed brochures addressing stewardship and secondary suites and dwellings on Hornby Island for Trustee review. The following key points were noted:

- Planner Milne solicited Trustee feedback on layout, wording, and colour preferences for the brochures;
- Trustees provided comments and suggestions and will review further with additional recommendations being provided subsequent to the LTC meeting;
- Discussion of the planned community meeting to communicate the key changes in the Official Community Plan and Land Use Bylaw included consideration of meeting date and time, venue, format, advertising, refreshments and budget;
- Trustees preferred dates of May 24th or 25th, with one session held in the afternoon and another held in the evening in order to accommodate as many interested community members as possible;

- Chair Busheikin offered to distribute the Islands Trust Social Media Checklist to Trustees for their information; and
- Trustees offered to research venue availability and to organise refreshments.

A Trustee suggested consideration of a mailout of a letter from Trustees or the Chair to non-resident property owners as a component of the communication strategy, noting that this activity has not been addressed in the Project Charter. The following points were noted:

- Trustees discussed the proposal and suggested that a letter highlighting issues of interest for the community including facilitating connection to activities of other Hornby Island organisations and identifying resources that are available for further information would be a good approach; and
- Trustees will draft text and formatting for this letter.

12. BREAK - none

13. REPORTS

13.1 Work Program

13.1.1 Top Priorities Report dated March 23, 2016

There were no additions, changes, or actions taken on the Top Priorities at this time.

13.1.2 Projects List Report dated March 23, 2016

Trustees noted that “Heritage Protection for Ford Cove Orchard and Leaf House” has been added to its Projects List and there were no further actions taken at this time.

13.1.3 Hornby LTC 2014-2018 Term Goal Setting Session

Received.

13.1.4 Work Program - Suggestions for Discussion

Received.

13.2 Applications Report dated March 23, 2016

Planner Milne advised that staff have been requested to provide addresses on the report for Trustee information.

A Trustee expressed concern with the issuance of a recently approved permit on Seawright Road and indicated that he will follow-up with staff to discuss the issues involved.

13.3 Trustee and Local Expense Report dated February, 2016

Received.

13.4 Adopted Policies and Standing Resolutions

Received.

13.5 Local Trust Committee Webpage

There were no changes requested at this time.

13.6 Chair's Report

Chair Busheikin reported on the following:

- The Trust Council held on Hornby Island recently was a success and she expressed her appreciation for the efforts of all who contributed to that event;
- She will be attending the Association of Vancouver Island and Coastal Communities program in April; and
- She will be attending the 2016 Salish Sea Ecosystem Conference in Vancouver later this month.

13.7 Trustee Reports

Trustee Law noted that he has been participating in an advisory role in a community group addressing potential housing solutions; and he reported that the Hornby Island Residents' & Ratepayers' Association has formed a new standing committee to explore housing options.

Trustee Allen did not provide a report.

13.8 Electoral Area Director's Report - none

13.9 Trust Fund Board Report - March 2016

Trustee Law noted that property management activities are now included in the Trust Fund reports for information.

14. NEW BUSINESS

14.1 Annual Meeting with Ministry of Transportation regarding Roads - for discussion

Trustees remarked on the value of the annual meeting with Ministry of Transportation and noted that this will be a good opportunity to connect with the new Highways Manager and discuss road issues of concern. They indicated that they will solicit community input for discussion items, coordinate and attend the meeting.

14.2 Temporary Siting of Caravans - for discussion

Trustee Law provided background for discussion on the growing practice of the use of caravans for temporary housing. He noted that the LTC may wish to consider exploration of the issues and possible options after the community has provided input on the upcoming housing aspect of the communications project.

14.3 Marine Protection - for discussion

Trustee Law noted that there are several key organizations that are actively pursuing marine protections which will require involvement of government and First Nations in a complex process. He suggested that a Trustee might be designated as a liaison to work with appropriate groups in coordinating multiple stakeholder issues and the many steps and groundwork that would be required. He offered to participate in this role and to keep the LTC apprised on the initiative as it develops.

HO-2016-014

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee designate Trustee Tony Law to engage in discussion with community organizations and other entities around marine protection options and report back to the Local Trust Committee.

CARRIED

14.4 Request for Decision regarding 2015-2016 Annual Report – Approval of Hornby Island Local Trust Committee Section

Planner Milne presented the Request for Decision and proposed text for consideration of inclusion in the 2015-2016 Annual Report. Trustees reviewed the Hornby Island LTC section.

HO-2016-015

It was MOVED and SECONDED,

that the Hornby Island Local Trust Committee approves the text as presented for inclusion in the 2015-2016 Annual Report for approval by Trust Council and submission to the Minister of Community, Sport and Cultural Development.

CARRIED

15. UPCOMING MEETINGS

15.1 Next Regular Meeting Scheduled for Friday, June 10, 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

17.1 Motion to Close the Meeting

HO-2016-016

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)(d) for the purpose of considering adoption of *In-Camera* Meeting Minutes dated June 4, 2015 and November 20, 2015 and that the recorder and staff attend the meeting.

CARRIED

The meeting was closed to the public at 1:25 pm.

17.2 Recall to Order

The meeting was recalled to order at 1:26 pm.

17.3 Rise and Report

Chair Busheikin reported that in the Closed Meeting the LTC adopted minutes from *In Camera* meetings of June 4, 2015 and November 20, 2015.

18. ADJOURNMENT

By general consent the meeting was adjourned at 1:27 pm.

Laura Busheikin, Chair

Certified Correct:

Vicky Bockman, Recorder