



Hornby Island Local Trust Committee

Minutes of Regular Meeting

Date: July 4, 2025

Location: Electronic Meeting

Members Present: Timothy Peterson, Chair
Alex Allen, Local Trustee
Grant Scott, Local Trustee

Staff Present: Sonja Zupanec, Island Planner
Warren Dingman, Bylaw Compliance & Enforcement Manager
Lisa Millard, Meeting Administrator/Recorder

Others Present: There were approximately 10 members of the public in attendance.

1. CALL TO ORDER

Chair Peterson called the meeting to order at 11:31 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Peterson acknowledged that the meeting was held on the territory of the Coast Salish Peoples and recognized Hornby Island is the unceded territory of the K'omoks First Nation.

3. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

4. REPORTS

4.1 Trustee Reports

Trustee Allen reported attendance at the June Trust Council meeting and highlighted the presentation by Indigenous Foods Educator Jared “Qwustenuxun” Williams about traditional concepts of land ownership and the importance of revitalizing traditional food systems.

Trustee Grant arrived to the meeting at 11:38 a.m.

Trustee Grant reported ongoing community conversation regarding the short-term vacation rental bylaw.

4.2 Chair's Report

Chair Peterson reported the following:

- Attended Trust Council and noted the adoption of the new Local Trust Committee Meeting Procedures Bylaw and highlighted the presentation given by Jared “Qwustenuxun” Williams;
- Continued participation in Trust Policy Statement amendment work which will be discussed at an upcoming Committee of the Whole meeting and Trust Council Special Meeting in July to consider First Reading; and
- Met with Member of Parliament Gord Johns during the MP’s recent visit to Lasqueti Island.

4.3 Electoral Area Director's Report - none

4.4 Islands Trust Conservancy Report

The Islands Trust Conservancy Board Chair reported the following:

- Islands Trust Conservancy is celebrating its 35th Anniversary this year and presently protects 115 properties, including 34 nature reserves and 81 conservation covenants;
- The Conservancy recently received a \$1,150,000 donation from an anonymous donor with \$1,000,000 designated to the Opportunity Fund and the balance to the Property Management Fund which supports trail work, invasive species removal, and restoration efforts;
- Conservancy staff met with the Ministry of Housing & Municipal Affairs regarding land transfers;
- The next board meeting will be held July 22 and will include a joint meeting with Executive Committee; and
- Details and highlights of recent Conservancy work.

5. PUBLIC COMMENTS

A member of the public encouraged the Local Trust Committee to continue to uphold non-enforcement of illegal dwellings to provide housing security for those living in the units. They also expressed support of a cap on short-term vacation rentals and noted that permanent residents operating short-term rentals should be included in the cap.

A member of the public provided a summary of recommendations that the Hornby Island Short Term Rental Association will be presenting to the Local Trust Committee as follows:

- The cap should be enabled through a community consultation process;
- A limit of one Temporary Use Permit per person, business, or family group;
- Include a reference in the bylaw that one can reapply for a Temporary Use Permit at the end of the six-year cycle;
- Enable the potential to move to a Comox Valley Regional District licensing program should one be implemented;
- Include provisions for permanent residents residing in a dwelling that also offers a short-term rental; and
- Ensure the bylaws define short-term as a period under 30 days as, without specific reference, the 90-day provincial definition will apply.

6. MINUTES

6.1 Local Trust Committee Minutes dated May 16, 2025 - for adoption

By general consent, the Local Trust committee meeting minutes of May 16, 2025 were adopted as presented.

6.2 Section 26 Resolutions-without-meeting Report - none

6.3 Advisory Planning Commission Minutes - none

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-up Action List Report dated June 26, 2025

Discussion ensued about the status of a letter that was to be sent to K'omoks First Nation following the Nation's elections to request a meeting and the Planner indicated the Local Trust Committee is scheduled to meet with Chief and Council in early September and will follow up to confirm the date.

HO-2025-027

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee request staff to remove Follow Up Action List Item No. 4 dated March 21, 2025 that reads "the Local Trust Committee request staff to prepare a letter to K'omoks Chief and Council congratulations on election, ratification of the treaty vote and request leadership to leadership meeting".

CARRIED

A Trustee asked about a briefing to be provided regarding farmstand regulations on other islands in the Trust area and Chair Peterson clarified the Local Trust Committee requested the briefing in response to concerns about farmstand uses that might be impeded by bylaw enforcement and they sought information to provide guidelines to amending Hornby regulations to ensure they are reasonable and fair and, in the interim, the Local Trust Committee had deferred enforcement.

8. DELEGATIONS - none

9. APPLICATIONS AND REFERRALS

9.1 Denman Island Bylaw No. 255 Referral - for Response

Discussion ensued regarding the absence of a referral response from K'omoks First Nation and the Planner clarified the Local Trust Committee is being asked if their interests are affected by the bylaw.

HO-2025-028

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee defer comment on Denman Island Bylaw No. 255 until K'omoks First Nation has responded to any concerns.

CARRIED

9.2 PL-TUP-2025-0114 (Savour Group Ltd.) - Staff Report

The Planner summarized the staff report and highlighted the following:

- The application seeks a Temporary Use Permit to enable occasional, community-oriented events on the subject property;
- The permit is required as these types of events may involve amplified music, a larger number of attendees that one would normally associate with commercial uses, and they fall outside of the agricultural and residential uses for which the property is zoned;
- The property is just over 32 hectares in size and located within the Agricultural Land Reserve;
- The applicant has indicated they will be making agricultural improvements to the property including fencing, irrigation, and grazing agreements and are planning agritourism and community events to support farm viability;
- Farm status has been applied for but is not currently in effect;
- If a permit is issued, any activity would be required to comply with the Agricultural Land Reserve regulations, which stipulate a maximum number of 10 events per year with up to 150 attendees per event; and
- Several items of correspondence have been received both in support and opposition of the application.

The applicant was in attendance and stated that: additional letters of support had been received prior to the deadline; many of the proposed improvements to the property have been made; use of the field has been offered to the local school for sports activities; event parking would not impede road access; water will be supplied by a 300,000-gallon pond and brought on site if needed, and they have offered clubhouse space to an Indigenous youth rugby club.

Discussion ensued and the following comments and clarifications were noted:

- The proponents are required to have farm status before they are granted the ability to offer events under Agricultural Land Reserve regulations;
- The events included in the Temporary Use Permit align with Agricultural Land Reserve regulations; however, sports field and clubhouse use do not comply and have also not been included in the Temporary Use Permit application;
- Letters of support are not from immediate neighbours;
- There may be difficulty in capping attendance at events;
- Trucking water in is not environmentally sound; and
- The uses are not farm or agritourism related.

The meeting was recessed for a break at 12:48 p.m. and reconvened at 1:02 p.m.

HO-2025-029

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee deny application PL-TUP-2025-0114 for the following reasons:

1. Given concerns raised in the community; this is high impact not low-impact.
2. Not consistent with Agricultural Land Reserve regulations; not a permitted farm use.
3. Not consistent with the Hornby Island community plan for farming and food security.

4. Permanent structure was built as a clubhouse not an accessory farm building.
5. There is uncertainty of how many events per year and crowd capacity.
6. Water delivery for events and inability to provide water for own events is not sustainable on a small aquifer challenged island.
7. Agricultural Land Reserve ancillary use should not be subordinate to primary farm use.
8. Applied for farm use status after bylaw enforcement indicating that the applicant's intent was on a rugby field before haying and cattle.

CARRIED

10. LOCAL TRUST COMMITTEE PROJECTS - none

11. CORRESPONDENCE

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

11.1 Email dated May 29, 2025 from Comox Valley Regional District regarding Comox Valley Regional Growth Strategy Minor Amendment Referral

Received for information.

12. NEW BUSINESS - none

13. STAFF REPORTS

13.1 Proposed Hornby Island Bylaw Compliance and Enforcement Policy - Staff Report

The Bylaw Compliance and Enforcement Manager summarized the staff report and highlighted the following:

- The proposed policy incorporates all current standing resolutions for compliance enforcement into a single document to provide comprehensive policies;
- The policy will address vexatious complaints and provide staff some discretion to not pursue these types of complaints;
- Section 4 lists Local Trust Committee priorities for proactive and deferred enforcement; and
- The document standardizes policies across the Trust area while allowing Local Trust Committees ability for customization.

Discussion ensued and the following comments were noted:

- There is desire to include language regarding deferred enforcement on farmstands;
- Item 5.5 refers to maximum flexibility for Bylaw and Compliance Officers to enter a property violating terms of a Temporary Use Permit with no notice provided;
- Item 7.1 refers to anonymous complaints which are not investigated; and

- Item 7.2 refers to a minor structure which is defined as a building less than 10'x10' in size.

HO-2025-030

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee direct staff to remove all words after the word “properties” in item 5.5 and add words “as per item 5.2”.

CARRIED

HO-2025-031

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee add an item 4.3 Defer enforcement on Farm Stands until new policy is implemented.

CARRIED

HO-2025-032

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee adopt the proposed Bylaw Compliance and Enforcement Policy as amended.

CARRIED

HO-2025-033

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee rescind standing resolutions HO-2020-013 & HO-2023-46.

CARRIED

13.2 Trust Conservancy - The Heron - Spring 2025 Edition

Received for information.

13.3 Trust Conservancy Board Report dated May 27, 2025

Received for information

13.4 Applications Report dated June 26, 2025

Received for information

13.5 Trustee and Local Expense Report dated April, 2025

Received for information

13.6 Adopted Policies and Standing Resolutions

Received for information

13.7 Local Trust Committee Webpage

No updates requested.

14. WORK PROGRAM

14.1 Active Projects Report dated June 26, 2025

Received for information

14.2 Future Projects Report dated June 26, 2025

Received for information

15. UPCOMING MEETINGS

Discussion ensued regarding scheduling a Community Information Meeting to review short-term vacation rental Bylaws No. 176 and 177 and it was noted the Local Trust Committee will receive a staff report detailing relevant information that was requested at the last meeting during their September meeting and prior to the Community Information Meeting.

HO-2025-034

It was MOVED and SECONDED

that the Hornby Island Local Trust Committee request staff schedule an in-person Community Information Meeting regarding proposed Bylaws No. 176 and 177 Short Term Vacation Rentals in early October, 2025 to begin in the late afternoon.

CARRIED

15.1 Next Regular Meeting Scheduled for Friday, September 5, 2025 at 11:30 am at Hornby Island Community Hall, 4305 Central Road, Hornby Island, BC

16. ADJOURNMENT

By general consent, the meeting was adjourned at 2:00 p.m.

Tim Peterson, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder