



## Hornby Island Local Trust Committee Minutes of Regular Meeting

**Date:** November 20, 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** Rob Milne, Island Planner  
Vicky Bockman, Recorder

**Others Present** Approximately two (2) 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 11:30 am. 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:

- 10.1.2 Correspondence from Jennifer Balke re: Weeding Hornby's Salt Marshes
- 11.1 Communications Memorandum dated November 15, 2015
- 14.6 BC Assessment Authority Information
- 14.7 Appointment to Hornby Island Provincial Parks Committee

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

### 3. TOWN HALL AND QUESTIONS

Wendy Burton asked how the Local Trust Committee (LTC) would be responding to the Ministry of Environment Pesticide Use Permit Application.

Chair Busheikin responded that this topic will be addressed shortly at agenda item 10.1.

### 4. COMMUNITY INFORMATION MEETING - none

### 5. PUBLIC HEARING - none

**6. MINUTES**

**6.1 Local Trust Committee Minutes dated October 2, 2015 - for adoption**

By general consent the Local Trust Committee meeting minutes of October 2, 2015 were adopted.

**6.2 Section 26 Resolutions-without-meeting Report dated November 10, 2015**

Received.

**6.3 Advisory Planning Commission Minutes - none**

**7. BUSINESS ARISING FROM MINUTES**

**7.1 Follow-up Action List dated November 10, 2015**

Planner Milne presented the Follow-up Action List, provided updates, and responded to questions that arose.

Trustee Law provided an update on the Shingle Spit boat launch. He noted that the Ford Cove Harbour Authority has expressed interest, is preparing an application, and will be contacting the Comox Valley Regional District (CVRD) to discuss the initiative and gather information.

**8. DELEGATIONS - none**

**9. CORRESPONDENCE - none**

**10. APPLICATIONS AND REFERRALS**

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

**10.1.1 Memorandum dated November 9, 2015**

Planner Milne summarized the memorandum and advised it presents an opportunity for the LTC to comment on the Pesticide Use Permit application to eradicate the invasive cordgrass, Spartina.

Trustees reported that information received indicates that Hornby Island's three small sites of Spartina have been manually removed, and that discussions are being held to establish a system of follow-up monitoring. They have been made aware of concerns in the community regarding the use of pesticides.

Discussion followed and LTC members determined that given these factors, providing a comment requesting exclusion from the permit application would be the preferred course of action.

**HO-2015-084****It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee request staff to respond to the referral with respect to the Pesticide Use Permit Application Number 15460-07/PUP-MOE-16-19 that the Hornby Island Local Trust Committee requests that Hornby Island be excluded from the Permit Application because removal of the low occurrence of the target plant has been accomplished by manual removal, there is proposed ongoing monitoring to address any potential reoccurrence, and community members have expressed concerns about the herbicide that would be used.

There was discussion on the motion and Trustees requested amendments to the text of the proposed motion to provide additional supporting information. The question on the following main motion, as amended, was then called.

**HO-2015-084****It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee request staff to respond to the referral with respect to the Pesticide Use Permit Application Number 15460-07/PUP-MOE-16-19 that the Hornby Island Local Trust Committee requests that Hornby Island be excluded from the permit application because:

- removal of the low occurrence of *Spartina* spp. identified through a survey of the island has been accomplished by manual removal carried out by a registered professional biologist who in addition surveyed the entire shoreline and confirmed the absence of further instances of the invasive species;
- there is proposed ongoing monitoring to address any potential reoccurrence; and
- community members have made us aware of concerns about the herbicide that would be used.

**CARRIED**

Trustee Law expressed his appreciation for responses received from community members regarding this issue.

10.1.2 Correspondence from Jennifer Balke re: Weeding Hornby's Salt Marshes

This item was received and provided information for the discussion at 10.1.1.

**11. LOCAL TRUST COMMITTEE PROJECTS****11.1 Communications Memorandum dated November 15, 2015**

Planner Milne summarized the memorandum that gives consideration to possible design and implementation options for a communication strategy to provide information to the community on the new Official Community Plan (OCP) and Land Use Bylaw (LUB) provisions.

Trustees discussed the project and the following key points were noted:

1. Housing and building and development issues were identified as being the Most valuable topics to communicate to the community;
2. Inclusion of information on the Riparian Areas Regulation bylaws was supported;
3. Pamphlets with a professional quality that can be handed out (perhaps with one for housing and one for land stewardship), news releases (including a Tribune insert if possible), and links through social media and the Islands Trust website were considered to be the most effective approaches to circulate the information;
4. Expenditure of funds to move the project forward will need to be addressed in the LTC budget;
5. Introduction to the public might best be initiated subsequent to Ministerial adoption and LTC final reading of the OCP and RAR bylaws;
6. Trustees offered to create a draft of the housing segment utilizing elements from an article written by Chair Busheikin; and
7. The next step would be the creation of a Project Charter.

**HO-2015-085**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee request staff to prepare a Project Charter for post-adoption Communication Strategy with reference to Bylaw Nos. 149, 150, 212 and 213 with focus on housing and land stewardship.

**CARRIED**

**12. BREAK**

**By general consent** the meeting was recessed at 12:24 pm and reconvened at 12:37 pm.

**13. REPORTS**

**13.1 Work Program**

13.1.1 Top Priorities Report dated November 10, 2015

The report was reviewed. The current priorities are on-going, although two items may be completed shortly. Discussion followed regarding the possible future project of relationship building with K'omoks First Nation, potentially co-ordinated with the Denman Island LTC.

Chair Busheikin advised that Denman Island LTC's upcoming meeting will include a session with Treaty Negotiators and suggested that attendance at this meeting might be an opportunity for a Hornby Island Trustee to be introduced to the Negotiators and assess the value and possibility of a combined future meeting with the K'omoks First Nation, Denman and Hornby LTCs.

13.1.2 Projects List Report dated November 10, 2015

Received.

13.1.3 Hornby LTC 2014-2018 Term Goal Setting Session

Received.

13.1.4 Work Program - Suggestions for Discussion

Received.

**13.2 Applications Report dated November 10, 2015**

Planner Milne summarized the Applications Report. A Trustee noted that File HO-SUB-2014.1 is due for a follow-up with Ministry of Transportation and Infrastructure. Planner Milne advised that he will request that property addresses are included in the report to assist in the review of the status of applications.

**13.3 Trustee and Local Expense Report dated October, 2015**

The report was reviewed and discussion ensued regarding budgeting for the Communications Strategy project.

**HO-2015-086**

**It was MOVED and SECONDED,**

that a new budget item be established under Projects for the Hornby Island Local Trust Committee with respect to Official Community Plan/ Land Use Bylaw/ Riparian Areas Regulation post-adoption Communication Strategy and that the \$1,640.59 remaining in the Riparian Areas Regulation budget be applied to this line item.

**CARRIED**

**13.4 Adopted Policies and Standing Resolutions**

The report was reviewed.

**13.5 Local Trust Committee Webpage**

There were no changes requested.

**13.6 Chair's Report**

Chair Busheikin reported on Executive Committee activities that included:

- Meeting with Frank Leonard, the new Chair of the Agriculture Land Commission (ALC). He advised that the ALC now has a goal of a three-month turnaround time for applications and that the appeal procedure should not be disregarded as a process to consider when needed.

- Discussion of implications of a delegation of decision making to the Islands Trust as a possible process to consider in order to address the unique farms on the Gulf Islands.
- Attended an Islands Trust sponsored meeting with several stakeholders to discuss anchorages.
- Met with the Minister of Community, Sport and Cultural Development. Discussions included the Trust Fund Board name change request and the adaptation strategy for the potential Salt Spring incorporation.
- She remarked that the Financial Planning Committee is recommending that the next budget include more funding for communication outreach for public consultation and reported that KPMG, a professional service company, has been engaged to review the way information technology is used in the Islands Trust.

### **13.7 Trustee Reports**

Trustee Allen reported on the following:

- He attended the annual CVRD meeting held recently.
- He attended a Local Planning Committee meeting where he volunteered to participate in a housing sub-committee.
- He remarked that the San Juan Islands have initiated the taxing of Vacation Home Rental properties with those funds providing for community housing needs. He suggested that this might be a discussion for the Hornby Island community to consider at some point.

Trustee Law reported on the following:

- He attended the first Hornby Island Residents and Ratepayers Association (HIRRA) housing sub-committee meeting and noted that the Hornby Island Community Economic Enhancement Corporation (HICEEC) economic survey indicated that housing and ferries were the most significant issues for Hornby Islanders.
- He commented that he has received many inquiries about the Islanders Secure Land Association (ISLA) project and is encouraging the group to hold a community meeting to keep the community informed of this housing initiative.
- He attended a Trust Programs Committee meeting where the focus was a review of the Trust Policy Statement and noted that this matter will be coming before the Trust Council for consideration.

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

### **13.9 Trust Fund Board Report dated October, 2015**

Trustee Law provided updates on Trust Fund Board (TFB) activities including work on developing a covenant on the Denman Island Settlement Lands and reviewing the proposed Cross-Island Trail route through the Lindsay Dickson Nature Reserve. He reported that in an effort to make TFB sessions at Trust Council as productive as possible, Trustees will be asked in advance for input of what TFB activities might be of the most interest to those present at that time.

## 14. NEW BUSINESS

### 14.1 Planning for March Trust Council Meeting on Hornby Island - for discussion

Trustees suggested activities and presentations to consider for the March Trust Council meeting on Hornby Island that might showcase the island while providing information that might be relevant to other Trustees.

Trustee Law offered to draft the suggestions for Executive Committee's consideration.

### 14.2 Proposed Bylaw Standards for Agri-Tourism

LTC members received the BC Ministry of Agriculture "Regulating Agri-tourism and Farm Retail Sales in the Agricultural Land Reserve" Discussion Paper and Proposed Minister's Bylaw Standards September 14, 2015, prepared by: Strengthening Farming Program, Innovation and Adaptation Services Branch. A Trustee proposed the relevance of including contributions of labour, such as with Worldwide Opportunities on Organic Farms (WWOOF) practices, for payment for stays in Agri-Tourism activities. Trustees supported recognizing this approach by providing feedback to the Ministry.

#### HO-2015-087

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee request staff to consider including the following in an Islands Trust response to the discussion paper "Regulating Agri-tourism and Farm Retail Sales in the Agricultural Land Reserve" dated September 14, 2015: that agri-tourism include provision for tourism that involves contributing labour rather than payments for farm stays such as with Worldwide Opportunities on Organic Farms (WWOOFers)

**CARRIED**

### 14.3 2016 Local Trust Committee Meeting Dates (Proposed)

#### 14.3.1 Memorandum dated November 2, 2015

LTC members reviewed the proposed 2016 Hornby Island LTC meeting dates as suggested in the memorandum.

#### HO-2015-088

**It was MOVED and SECONDED,**

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

Friday, February 12, 2016  
 Friday, April 1, 2016  
 Friday, June 10, 2016  
 Friday, August 12, 2016  
 Friday, October 14, 2016  
 Friday, December 2, 2016

**CARRIED**

#### 14.4 Enforcement Policy for Commercial Use of Accessory Buildings

##### 14.4.1 Staff Report dated November 10, 2015

Planner Milne presented the staff report from Bylaw Enforcement that suggests the use of site-specific Temporary Use Permits (TUPs) in the rental of accessory buildings for commercial purposes, is currently being treated as a low priority under a bylaw enforcement policy.

Trustees recognized the complexity of creating appropriate provisions in the LUB to address these situations and identified benefits of a TUP approach that would include providing neighbours with opportunity to comment and would allow the LTC to set conditions.

LTC members concluded that no action is necessary at this time as the OCP currently awaiting Ministerial approval provides for the TUP possibility and bylaw enforcement action has been identified as a low priority in the interim.

#### 14.5 Coastal Douglas-Fir Conservation Strategy

##### 14.5.1 Briefing Report - November 10, 2015

Trustees appreciated the briefing report and suggested that the report be made available to the community, perhaps in conjunction with the communication outreach strategy currently being addressed. They proposed that this would allow the LTC to gauge community support for exploring land use planning tools and funding for conservation efforts. Trustees supported becoming a signatory to the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership Statement of Collaboration at this time.

##### **HO-2015-089**

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

that the Hornby Island Local Trust Committee receive the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) Conservation Strategy for information and become a signatory to the CDFCP Statement of Collaboration.

**CARRIED**

#### 14.6 BC Assessment Authority Information

Trustee Law suggested that information such as a current breakdown of properties and dwellings on Hornby Island and number of Homeowner Grants provided could be useful information to provide to the community and to be used for other analysis. LTC members supported contacting BC Assessment Authority to request this information.



**HO-2015-090**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee request staff to seek information from the BC Assessment Authority with respect to current number of properties and dwellings by type on Hornby Island and to obtain information on the number of Homeowners Grants provided to property owners on Hornby Island.

**CARRIED**

**14.7 Appointment to Hornby Island Provincial Parks Committee**

Trustee Law provided background on the Hornby Island Provincial Parks Committee and advised that an expression of interest has been received from James Leslie to serve on that committee. Trustees supported this appointment.

**HO-2015-091**

**It was MOVED and SECONDED,**

that the Hornby Island Local Trust Committee appoint James Leslie to the Hornby Island Provincial Parks Committee.

**CARRIED**

**15. UPCOMING MEETINGS**

**15.1 Next Regular Meeting Tentatively Scheduled for February 12, 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 tentative scheduled meeting date, time and location.

**16. TOWNHALL – none.**

**17. CLOSED MEETING**

**17.1 Motion to Close Meeting**

**HO-2015-092**

**It was MOVED and SECONDED,**

that the meeting be closed to the public in accordance with the *Community Charter*, Part 4, Division 3, s.90(1)(a) 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.

**CARRIED**

The meeting closed to the public at 2:14 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 adopted the *In Camera* minutes of October 2, 2015 and appointed Stan Combs, Daniel Arbour, and Andrew Mark to the Advisory Planning Commission.

**18. ADJOURNMENT**

**By general consent** the meeting was adjourned at 2:35 pm.

\_\_\_\_\_  
Laura Busheikin, Chair

Certified Correct:

\_\_\_\_\_  
Vicky Bockman, Recorder