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**Pender Island
Waste and Resource Management Commission
Special Advisory Planning Commission
Minutes of a Meeting**

Date: Tuesday, August 18, 2015 (12:30 p.m.)

Location: Pender Island Community Hall
4418 Bedwell Harbour Road, North Pender Island, BC

Members Present: Barbara Johnstone Grimmer, Chair
Elizabeth Montague, Deputy Chair
Dale Henning
Donn Korbin
Jim Petrie
Richard Philpot
Ursula Poepel
John Pollard
Michael Sketch



Staff Present: Robert Kojima, Regional Planning Manager
Justin Starke, Island Planner
Shannon McConchie, Recorder

Regrets: Davy Rippner, Commission Member

Others Present: Thirteen (13) members of the public were present

1. CALL TO ORDER

Pre-empting the election of a Chair and Deputy Chair, Planner Starke called the meeting to order at 12:33 p.m. She welcomed everyone and provided an overview of the meeting's purpose and proposed structure. Each member of the staff and of the Commission took a turn introducing themselves.

2. ELECTION OF CHAIR/DEPUTY CHAIR

Planner Starke called for nominations for Chair of the Commission. Five members were nominated. Barbara Johnstone Grimmer accepted her nomination and four other members respectfully declined.

Assuming her position, Chair Johnstone Grimmer called for nominations for Deputy Chair of the Commission. Elizabeth Montague and Jim Petrie were nominated and accepted their nominations. Planner Starke and Regional Planning Manager (RPM) Kojima officiated a secret ballot election, which resulted in favour of E. Montague.

NP-SAPC-2015-001

It was MOVED and SECONDED

THAT this Special Advisory Planning Commission appoint Barbara Johnstone Grimmer as Chair and Elizabeth Montague as Deputy Chair.

CARRIED

3. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

4. BACKGROUND & ORIENTATION

IP Starke provided background information to members which included the following key points:

- An introduction to this Commission's Terms of Reference.
- An overview of the Islands Trust's role in waste management.
- An invitation for members to request further information from her either individually or as a group.
- A brief explanation of Conflicts of Interest and the channels by which a member can receive guidance should they believe they might have such a conflict.

5. TERMS OF REFERENCE - OVERVIEW

The document was provided for reference and a discussion was held to decide the best method for sharing input and incorporating written suggestions. It was agreed by general consent that each member would have an opportunity to share their suggestions in turn and that Planner Starke would apply all agreed upon revisions as they were made.

6. TERMS OF REFERENCE – INPUT

Title

A discussion was held regarding the group's name. The benefits of the term "Commission" compared with "Task Force" were discussed. The members also discussed the term "waste" and whether alternative phrases would be better suited.

NP-SAPC-2015-002

It was MOVED and SECONDED

THAT this North Pender Island Special Advisory Planning Commission be known as the Pender Island Waste Management Task Force.

DEFEATED

**Opposed: B. Johnstone Grimmer, D. Korbin,
M. Sketch, E. Montague, R. Philpot**

NP-SAPC-2015-003

It was MOVED and SECONDED

THAT this North Pender Island Special Advisory Planning Commission be known as the Waste and Resource Management Commission.

CARRIED

Opposed: J. Pollard, D. Henning, J. Petrie

Background

Planner Starke presented the document. The members collaborated to make several amendments by consent, which were incorporated into the document directly.

Role of the Task Force

The recommended amendments provided in the written communication of Member M. Sketch, dated August 12, 2015, were read and discussed. Following the discussion, the Commission agreed by consent to incorporate the suggested amendment into the document, which was done directly by staff.

Community Input

Planner Starke provided an overview and background on the rationale for including this Term of Reference. A discussion on the value of community input and its role in this Commission's task ensued. Points noted by the Commission members were as follows:

- Community members can provide insight and ideas that might not be beyond that offered by the Commission members.
- Community input can have differing levels of impact on the Commission's recommendations depending on where that input is included on the agenda.
- The time of both the community members and the project itself needs to be considered when deciding on the amount of time devoted to the input and its position on the agenda.

Chair Johnstone Grimmer acknowledged member of the public gallery, South Pender Island Trustee Bruce McConchie. Trustee McConchie encouraged this Commission to exercise their rights under APC Bylaw 166(f) and call on members of the public gallery whenever that person's expertise could assist the Commission.

NP-SAPC-2015-004

It was MOVED and SECONDED

THAT the term of Community Input be amended to include the statement, "Each commission meeting agenda will make provision for twenty minutes at the beginning of the meeting to receive comment from the public on agenda items for that meeting. The commission will host additional events specifically designed for public input".

CARRIED

7. NEXT STEPS

By general consent this agenda item was deferred to this Commission's next meeting.

8. QUESTIONS FROM PUBLIC

Dennis Perch raised the issue of Conflict of Interest and spoke to the differing approach between Local Trust Committees and Advisory Planning Commissions.

Following his statements, Commission members discussed their views on how Conflicts of Interest should be handled and whether disclosure alone would be adequate or if members should recuse themselves from the discussion and/or related votes.

Staff provided input to the discussion and encouraged members to access the legal counsel available to them through Islands Trust should they find themselves in a position with a possible conflict of interest.

Bruce McConchie addressed the issue of public input and those APC Bylaws which govern it. Trustee McConchie also provided a background of the South Pender Local Trust Committee's involvement in the formation of this Commission and encouraged a cooperative approach with open inclusion of the South Pender LTC.

9. NEXT MEETING

In the interest of reserving time for public input, the Commission discussed options for completing their review of the Terms of Reference at a later time. Members agreed that before they passed a resolution to accept the revisions they would like to devote adequate time to review of the remaining terms. It was also acknowledged that the review would need to be completed in time for the next North Pender Local Trust Committee (LTC) meeting.

NP-SAPC-2015-005

It was **MOVED** and **SECONDED**

THAT the Waste and Resource Management Commission hold a meeting on August 27, 2015 at 12:30 pm to complete the Terms of Reference deliberation and ensure advancement of the revised Terms of Reference to the North Pender Local Trust Committee in time for their next meeting.

CARRIED

10. ADJOURNMENT

By general consent the meeting was adjourned at 3:15 pm.

[REDACTED]

Barbara Johnstone Grimmer, Chair

Certified Correct:

[REDACTED]

Shannon McConchie, Recorder