



North Pender Island Advisory Planning Commission Regular Meeting Agenda

Date: Tuesday, January 12, 2016
Time: 1:00 pm
Location: Pender Island Community Hall
Bedwell Harbour Road, North Pender Island, BC

- 1. CALL TO ORDER**
 - 2. APPROVAL OF AGENDA**
 - 3. MINUTES OF WEDNESDAY, JULY 29, 2015 FOR ADOPTION**
 - 4. NORTH PENDER ISLAND LOCAL TRUST COMMITTEE REFERRAL;
AGE AND DISABILITY FRIENDLY PLANNING REPORT**
 - a. Introductory comments from Chair, Michael Symons**
 - b. Public comments, if any, please limit to 5 minutes each**
 - c. Round table comments, followed by discussion, from APC commissioners**
 - 5. RECOMMENDATION(S) TO LOCAL TRUST COMMITTEE REGARDING
THE AGE AND DISABILITY FRIENDLY PLANNING REPORT**
 - 6. RECOMMENDATION(S) FOR AN ADDITIONAL ITEM FOR TOP PRIORITY LIST**
 - a. Review list from Trustees**
 - b. Round table comments, followed by discussion, from APC Commissioners**
 - c. Identify priority item for referral, consensus or vote**
 - 7. NEXT MEETING**
 - 8. ADJOURNMENT**
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North Pender Island Advisory Planning Commission Minutes of Meeting

- Date:** Wednesday, July 29, 2015 (4:30 pm)
- Location:** Pender Island Community Hall (Upstairs)
4418 Bedwell Harbour Road, North Pender Island, BC
- Members Present:** Julie Roper
Michael Symons
Barbara Johnstone Grimmer
Sharon Card
Ben McConchie
Dorothy Murdoch
- Staff Present:** Justine Starke, Island Planner
Zorah Staar, Recording Secretary
- Regrets:** None
- Others present:** Derek Masselink (Local Trustee)

1. CALL TO ORDER

With this new Advisory Planning Commission (APC) not yet having elected its Chair and Deputy Chair, previous Deputy Chair Roper called the meeting to order at 4:30 pm, and acted as Chair until item 5. APC Members introduced themselves, and Trustee Masselink said that he was present to offer thanks and encouragement.

2. APPROVAL OF AGENDA

Item 3. of the proposed agenda was amended, to show the date of the minutes to be approved as April 23, 2015 (not April 2, 2015).

NP-APC-2015-017

MOVED by Member Symons, SECONDED by Member Card

THAT the Advisory Planning Commission approve the proposed agenda, as amended.

CARRIED

3. APPROVAL OF MINUTES

NP-APC-2015-018

MOVED by Member Symons, SECONDED by Member Smith

THAT the Advisory Planning Commission approve the minutes of the April 23, 2015 APC meeting.

CARRIED

It was noted that the April 23 meeting occurred the day before the end of the term of the previous APC. Where possible, the current APC Members were in favour of having brief subsequent meetings for timely approval of APC minutes on Local Trust Committee referrals.

4. APC ORIENTATION

Orientation materials had been distributed to new APC Members. Island Planner Justine Starke gave a presentation, to orient newer APC Members and also provide a review. Some of the key points were as follows:

- review of Islands Trust history and “preserve and protect” mandate, North Pender Island Trust Area, Official Community Plan, Land Use Bylaw framework, and applications or matters that may be referred to APC;
- APC as a statutory body, subject to APC Bylaw and other restrictions;
- APC role is to provide advice, comments, and recommendations, on matters specifically referred by the Local Trust Committee (LTC);
- APC recommendations are not binding on the LTC, but are very appreciated;
- APC Members should be cautious if discussing LTC referrals with each other apart from duly-constituted meetings, because an inadvertent quorum may occur, but individual APC Members may discuss referrals with other community members apart from meetings;
- North Pender Island Advisory Planning Commission Bylaw provides for a period at each APC meeting to hear some community comments, but public should also be directed to make all comments directly to LTC, because it was not APC’s role to adjudicate on public input or receive it on LTC’s behalf;
- APC Members must declare potential conflicts of interest, and withdraw from discussions where a conflict is considered to exist (by Islands Trust Chief Administrative Officer Linda Adams);
- APC Bylaw stipulated meeting requirements, including posting of notices at least 5 days in advance, 50% meeting quorum, taking of minutes, etc.;

- Current 3 top priorities of Local Trust Committee (LTC), i.e. (1) Age & Disability Friendly Planning, (2) Land Use Planning for Waste Management (including a separate Task Force / Special Advisory Planning Commission), and (3) Housing (beginning with consideration of short term vacation rentals).

An APC Member noted that it was helpful if the LTC made it as clear as possible what was expected of the APC on a referral, including how much public input.

An APC Member asked (respectfully) what was the point of the APC, if the LTC was under no obligation to follow any APC recommendations.

Island Planner Starke and Trustee Masselink answered this and other questions from APC Members, including the following comments:

- encouragement for APC Members to talk to their community contacts prior to meetings, to get a sense of diverse community positions on LTC referrals;
- importance of APC Member discussions providing a reflection of community opinions, even if LTC believed that they had reasons not to follow every APC recommendation, and were willing to accept the consequences of this choice;
- LTC reasons for appointing a separate Waste Management Task Force / Special Advisory Planning Commission, to have multiple meetings on that issue (Note: task force also included as ex-officio members the Chairs of the North Pender and South Pender APC's, or their delegates – see 5. below).

5. ELECTION OF APC CHAIR & DEPUTY CHAIR

Acting chair Julie Roper called 3 times for nominations for the role of APC Chair.

NP-APC-2015-019

MOVED by Member Card, SECONDED by Member McConchie

THAT Michael Symons be nominated for APC Chair.

There was another nomination but with no seconder (as required). Therefore, Member Symons was declared APC Chair for this term.

Chair Symons called 3 times for nominations for the role of APC Deputy Chair

NP-APC-2015-020

MOVED by Member Murdoch, SECONDED by Member McConchie

THAT Barbara Johnstone Grimmer be nominated for APC Deputy Chair.

There were no other nominations. Therefore, Member Johnston Grimmer was declared APC Deputy Chair for this term.

Chair Symons was not available to serve as an ex-officio member of the Waste Management Task Force / Special Advisory Planning Commission. Deputy Chair Johnstone Grimmer volunteered to take this role, and was delegated to do so.

As for future meetings of the regular Advisory Planning Commission once a Local Trust Committee referral had occurred, various APC Members had difficulties attending morning, afternoon, or evening meetings, so a 4:30 pm weekday meeting time seemed most likely to work in future.

6. ADJOURNMENT

NP-APC-2015-020

MOVED by Member Roper, SECONDED by Deputy Chair Johnstone Grimmer

THAT the APC meeting be adjourned at 5:49 pm.

CARRIED

APC Chair

Certified Correct:

Zorah Staar, Recorder