

ADOPTED

MINUTES OF THE LOCAL PLANNING COMMITTEE MEETING HELD ON NOVEMBER 7, 2012 AT 10:00 AM AT THE ISLANDS TRUST OFFICE, VICTORIA, BC

Present: Louise Decario Chair
Pamela Janszen Committee Member
Mike Jones Committee Member
Gisele Rudischer Committee Member
Sue French Committee Member
Sheila Malcolmson Ex-officio Member
Brian Crumblehulme Committee Member

Present by Telephone:
Jan Hagedorn Committee Member
David Graham Executive Committee Representative
George Grams Vice-Chair

Staff: David Marlor Director, Local Planning Services
Stephanie Somers Committee Secretary
Kris Nichols LPC Planner

Guest: Linda Adams Chief Administrative Officer

Regrets: Peter Johnston Committee Member

There were no members of the public in attendance.

1. **CALL TO ORDER**

Chair Decario opened the meeting at 10:05 am with Trustees Hagedorn, Grams, and Graham attending via teleconference.

2. **APPROVAL OF AGENDA**

Chair Decario asked for any additions or changes to the agenda and the following changes were made.

- Add eScribe Tutorial at 5.3 if time allows.

Resolution LPC 25/2012

It was Moved and Seconded that the Local Planning Committee meeting agenda be adopted as amended.

CARRIED

ADOPTED

3. ADOPTION OF MEETING MINUTES

3.1 Minutes of August 15, 2012 Meeting

Chair Decario asked for any amendments to the minutes and the following changes were made.

- Titles are added to the numbers in the final resolutions.

Resolution LPC 26/2012

It was Moved and Seconded that the Local Planning Committee meeting minutes of August 15, 2012 be adopted as amended.

CARRIED

3.2 Follow Up Action List

Director Marlor reviewed the follow up action list. Chair Decario asked for any comments and the following changes were made:

- Direction has already been given on 6.2, a trust-wide OCP review process “best practices model”, from May 2012 meeting
- Update Feb 8 meeting 5.2 from “executive committee to council committees.”

The committee accepted the follow up action list as amended by consent.

Trustee Malcomson arrived at the meeting at 10:09am.

3.3 LPC Island Planner

Director Marlor introduced Kris Nichols, the Island Planner assigned to the Local Planning Committee and gave an overview of his role with the Local Planning Committee.

4. WORK PROGRAM ITEMS

4.1 Topic 2: Ocean-based Geothermal Exchange

Director Marlor presented the briefing on Encouraging Green Technologies – Ocean Loop Geothermal Exchange Systems.

Discussion ensued.

ADOPTED

Resolution LPC 27/2012

It was Moved and Seconded that the Local Planning Committee request that staff develop an updated and critical overview of the ocean-based geothermal approaches currently being used on the Islands to act as a guide of options for those that have not implemented changes to their Official Community Plans and Land Use Bylaws.

CARRIED

4.2 Development Permit Monitoring

Director Marlor gave an overview of the briefing, noting that the Southern Team sees a need for development permit monitoring.

The committee would like the following amendments made to the report:

- The subject changed to:
 - Development Permit Monitoring Program Pilot Project – Southern Team
- In resources add that times for follow up will vary as permit requirements vary.

Resolution LPC 28/2012

It was Moved and Seconded that the Local Planning Committee forward the briefing as amended to December Trust Council.

CARRIED

5. **WORK PROGRAM ITEMS**

5.1 Fee Bylaw Re-referral from Trust Council

Director Marlor overviewed the briefing noting that as this has been re-referred from Trust Council to Local Planning Committee and Financial Planning Committee.

Discussion ensued.

Resolution LPC 29/2012

It was Moved and Seconded that the Local Planning Committee recommends to Financial Planning Committee an increase between 10-15 percent to the current fees.

CARRIED
1 opposed.

ADOPTED

Resolution LPC 30/2012

It was Moved and Seconded that the Local Planning Committee direct staff to prepare a request for decision that all Local Trust Committees that have not done so be encouraged to adopt the Development Approval Information Bylaw.

CARRIED

5.2 LPC Strategic Plan Budget Requests

Director Marlor presented a budget estimate for all six items on the Strategic Plan assigned to the Local Planning Committee.

Resolution 31/2012

It was Moved and Seconded that the Local Planning Committee supports developing a toolkit that illustrates options for using planning tools to protect water quality and quantity and develop model development permit areas in regards to water conservation together with a budget of \$5,000 and secondly to support developing mechanisms for proactive bylaw enforcement of illegal structures on the foreshore with a budget of \$2,000.

CARRIED
1 opposed

The committee broke for lunch at 12:32pm and reconvened at 1:09pm.

6. ON-GOING ITEMS

6.1 Integrated Shoreline/Watershed Protection Working Group

Director Marlor gave a verbal update noting that as staff resources have changed and as some islands do not have shoreline on their work programs that a broad outreach may not be appropriate. We are currently working to meet the grant requirements for funding.

6.2 Riparian Areas Regulation – Update

Director Marlor overviewed the briefing noting Mayne Island actually has three streams and is in progress, which was not in the report.

By consent the committee forwards the briefing to Trust Council.

ADOPTED

6.3 Green Shores for Homes and Shoreline Mapping – Update

Director Marlor gave a verbal update noting that an overview will be given at Trust Council after meeting with San Juan County.

6.4 Bylaw Enforcement Notification Program – Update

Secretary Somers overviewed the chart and noted the only change since the last Local Planning Committee meeting is that a Community Information Meeting is being held for Gambier on December 13.

Chair Decario to note on her report to Trust Council that this will be the last update from Local Planning Committee as it is now a decision at the Local Trust Committee level.

By consent the committee forwards the chart to Trust Council.

6.5 Gabriola LTC Request

Director Marlor re-introduced the concept of a Trust-wide Official Community Plan review policy.

7. NEW BUSINESS

7.1 Local Planning Committee Name Change

Director Marlor introduced this item and Trustee Janszen gave further information. Discussion ensued.

Director Marlor advised that such a change would require changes to Trust Council policies.

Resolution 32/2012

It was moved and seconded that Local Planning Committee changes its name to something more self-explanatory.

Defeated
2 in favour

8. LOCAL PLANNING COMMITTEE WORK PROGRAM

8.1 Local Planning Committee Report

Director Marlor gave an overview of the report. The following changes were made:

- Change Encouraging Green Technologies to read Renewable Energy Technology in Trust Area
- Remove Development Permit Monitoring
- Update report to include where the direction came from.

ADOPTED

- Add:
 - Develop tool-kit water quality/quantity add as #2
 - Develop mechanism for pro-active bylaw enforcement add as #3
- Remove Riparian Area Regulations, Bylaw Enforcement Notification System, Green House Gas Emissions and Food Security from on-going items.

By consent of the committee amends the work program and forwards to Trust Council.

9. NEXT MEETING

9.1 2013 Meeting Dates

Director Marlor overviewed the proposed 2013 meeting dates.

By consent the Local Planning Committee approves the following meeting dates for 2013 all to take place in the Victoria Boardroom at 10:00am:

- February 7, 2013
- May 9, 2013
- August 8, 2013
- November 7, 2013

9.2 Date of Next Meeting

The next meeting will take place February 7, 2013 at the Victoria Office.

10. ADJOURNMENT

By consent, the meeting was adjourned at 1:58 pm.

RECORDER

CHAIR