

# ADOPTED

**MINUTES OF THE NORTH PENDER ISLAND  
LOCAL TRUST COMMITTEE BUSINESS MEETING  
HELD ON THURSDAY, JUNE 27, 2013, AT 9:45 AM  
PENDER COMMUNITY HALL (LOUNGE),  
4418 BEDWELL HARBOUR ROAD,  
NORTH PENDER ISLAND, B.C.**

<b>PRESENT:</b>	<b>Peter Luckham</b>	<b>Chair</b>
	<b>Gary Steeves</b>	<b>Local Trustee</b>
	<b>Ken Hancock</b>	<b>Local Trustee</b>
	<b>Andrea Pickard</b>	<b>Island Planner</b>
	<b>Zorah Staar</b>	<b>Recording Secretary</b>

**REGRETS:** None

There were three (3) members of the public in attendance.

## **1. CALL TO ORDER**

Chair Luckham called the meeting to order at 9:55 am, acknowledging that we were meeting on traditional Coast Salish territory. He introduced the members of the committee and the attending Islands Trust staff.

## **2. APPROVAL OF AGENDA**

### **2.1 Additions/Deletions**

The proposed agenda was amended to add late item 9.2 - Salt Spring Island Local Trust Committee Bylaw No. 468 Referral.

The agenda as amended was adopted by consensus.

### **2.2 Questions from Public on Agenda Items**

None

## **3. COMMUNITY INFORMATION MEETING**

None

## **4. PUBLIC HEARINGS**

None

## **5. PREVIOUS MEETINGS**

### 5.1 Local Trust Committee Minutes for adoption

#### 5.1.1 Minutes of May 30, 2013 Local Trust Committee Business Meeting

The May 30, 2103 Local Trust Committee Business Meeting minutes were amended as follows:

- page 3, item 6.1, second paragraph, and page 7, item 13, first line – change booklet name to “Sharing Our Shorelines”
- page 7, item 11.7, change final phrase to read: “...and that both Kinder Morgan and the Community Carbon Marketplace were going to do presentations.”

The May 30, 2013 minutes as amended were then adopted by consensus.

### 5.2 Public Hearing Records and Community Information Meeting Notes

None

### 5.3 Section 26 Resolutions-without-meeting

None

### 5.4 Advisory Planning Commission/Task Force Minutes

None

## **6. BUSINESS ARISING FROM THE MINUTES**

### 6.1 Follow-up Action Report

Planner Pickard reviewed the available Follow-up Action Report.

## **7. DELEGATIONS**

None

## **8. CORRESPONDENCE**

### 8.1 Amanda Griesbach Letter re: STVR’s (Short Term Vacation Rentals)

Planner Pickard noted the letter that Amanda Griesbach had sent to the Chamber of Commerce, and copied to the Local Trust Committee.

## 9. APPLICATIONS, PERMITS, AND REFERRALS

### 9.1 NP-DVP-2013.1 (Proctor c/o Pohl)

Planner Pickard reviewed the Staff Report dated June 19, 2013, commenting that the first variance requested for NP-DVP-2013.1 (Proctor c/o Pohl) was to renovate a larger accessory building to a height of 6.7 metres rather than the 4.6 metre limit, including a second storey; the second variance was to allow an existing very small accessory building to be sited 8.3 metres from the natural boundary of the sea (rather than the 15 metre setback); the first building was a 648 square foot carport, shop and studio; it needed a roofline change to improve functionality and appearance, and to avoid the need for additional construction on the lot; the second building was a 50 square foot marine storage shed built by previous owners, which needed to be close to the water; there had been one neighbour submission, in support of the variance; and that one amendment to the draft permit was needed.

Trustee Steeves and Hancock had viewed the site, and they asked some questions of the owner (Roger Proctor/HBH Island Holdings Ltd.) and the applicant (Eric Pohl), who were both present.

#### Resolution NP-LTC-60-13

It was Moved and Seconded that the North Pender Island Local Trust Committee revise draft Development Variance Permit NP-DVP-2013.1 (HBH Island Holdings Inc./Proctor c/o Pohl), section 2.b), to read as follows: " Subsection 3.7.1 is varied to reduce the siting setback to the natural boundary of the sea from 15 metres to 8.3 metres for an existing accessory building no larger than 5 square metres in area and 3 metres in height.

**CARRIED**

#### Resolution NP-LTC-61-13

It was Moved and Seconded that the North Pender Island Local Trust Committee Development Variance Permit NP-DVP-2013.1 (HBH Island Holdings Inc./Proctor c/o Pohl), as amended be approved.

**CARRIED**

### 9.2 Salt Spring Island Local Trust Committee Bylaw No. 468 Referral

Planner Pickard confirmed that the Salt Spring Island Local Trust Committee Proposed Bylaw No. 468 was for a CRD-constructed wetland for sewage treatment purposes. The reason the bylaw was referred before the Agricultural Land Commission decision was because there are time pressures involved for funding requirements.

Resolution NP-LTC-62-13

It was Moved and Seconded that the North Pender Island Local Trust Committee finds that its interests are unaffected by Salt Spring Island Local Trust Committee Proposed Bylaw No. 468.

**CARRIED**

**10. LOCAL TRUST COMMITTEE PROJECTS**

10.1 Conservation Subdivision Review

Planner Pickard reviewed the draft Project Charter prepared for the Conservation Subdivision Review project, the purpose of which was considering bylaw and policy amendments to encourage a conservation approach for the design and layout of future subdivisions. As requested, project objectives had been added re: prioritizing larger lots with significant subdivision potential, promoting connectivity, and recognizing sustainable resource management. The budget and timeline had also been adjusted as suggested, and the budget allocation of \$4,000 had just been added to the LTC Budget Report.

Rather than for this subdivision project, there was consensus to address maximum dwelling size in future general discussions about potential Land Use Bylaw amendments. It was also agreed to revise the Stakeholders table to call the right-hand column "Possible interests, expectations, concerns", and to have the first section under it (for large lot property owners) read as follows:

- Preservation of development potential
- Opportunities to reduce development costs
- Unique marketing opportunities
- New or changed requirements.

Trustee Hancock noted that landowners elsewhere applying a conservation approach to developing a new subdivision were experiencing a win-win situation, where lots were considered desirable and sold in a timely fashion.

Resolution NP-LTC-63-13

It was Moved and Seconded that the North Pender Island Local Trust Committee endorse the Project Charter for the Conservation Subdivision Review project.

**CARRIED**

## 11. REPORTS

### 11.1 Work Program Reports

#### 11.1.1 North Pender Island Local Trust Committee Work Program

Regarding the Shoreline Review, Trustee Hancock described the new “Gulf Islands App” smart phone application by a private company, which could perhaps include Islands Trust shoreline mapping overlaid on local Parks Commission ocean access sites (with QR codes on site markers). Chair Luckham was supportive but cautioned about potential interaction between Islands Trust shoreline efforts and private marketing content.

#### Resolution NP-LTC-64-13

It was Moved and Seconded that the North Pender Island Local Trust Committee direct Staff to work with Trustee Hancock to investigate incorporating shoreline information into the new Gulf Islands App, using QR codes for smart phones.

**CARRIED**

Planner Pickard was requested to amend the Shoreline Review activities accordingly, and also to remove “ferry terminal zoning” from the LUB Amendment activities in the Projects list.

### 11.2 Applications Report

#### 11.2.1 North Pender Island Applications Report

Planner Pickard reviewed the Applications Report files. She also noted that an application was about to be received to rezone a 5.94 acre rural property, for the non-profit development of seniors housing units. This was on the lot between the airstrip and the Driftwood Centre.

Karl Hamson (the rezoning Applicant until a non-profit society was established) was present. He described the proposal, which was still being developed through community consultation and research.

Planner Pickard said that once she had received the rezoning application and initial materials, she would be asking for additional information prior to the August Local Trust Committee meeting.

### 11.3 Bylaw Enforcement Report

None

## 11.4 Expense/Budget Reports

### 11.4.1 Trustee and Local Expenses Report

Presented for information

### 11.4.2 Local Trust Committee Budget 2012/2013

Presented for information

Trustee Steeves noted that it would be useful to receive updated expense reports sooner (when possible).

## 11.5 Adopted Policies and Standing Resolutions Report

Presented for information

## 11.6 North Pender LTC Web Page

Routine webpage updates were discussed, including adding the Local Trust Committee endorsement of the Conservation Subdivision Project Charter, and adding the seniors rezoning application (when received).

Trustee Steeves also suggested that it be made easier to find out Local Trust Committee Chairs.

## 11.7 Chair's Report

Chair Luckham noted that the recent Mayne Trust Council meeting had been excellent, and preparations were underway for the upcoming Lasqueti meeting. Also, the Islands Trust Fund Board was offering to double any donations to them for the Brooks Point Peninsula Project, and to provide tax receipts.

## 11.8 Trustee Reports

Trustee Steeves reported he would like the Islands Trust Fund Board to respond to all application referrals, at least with "interests unaffected" (Planner Pickard and Chair Luckham offered to relay this). Trustee Steeves reported he had been attempting to advocate with the Vancouver Island Health Authority about their decision not to renew a Pender Doctor contract; that the Ministry of Health was also putting pressure on the Pender Clinic not to issue as many ferry Travel Assistance Program forms, which was causing hardship; and he was still waiting to hear from the Gold Commissioner about mining.

Trustee Hancock reported he had attended a Solid Waste Advisory Committee meeting re: the new Provincial Stewardship Program; that this Program could largely privatized recycling handling, and reduced funding for island recycling

centres by approximately 75%; Pender Recycling would likely not be able to compete with commercial recyclers, and would be very negatively affected. Trustee Hancock added that we needed the CRD to advocate on our behalf; and the Islands Trust would probably also be called upon to advocate with the province.

## 12. OTHER BUSINESS

### 12.1 Upcoming Meetings

#### 12.1.1 Next Local Trust Committee Business Meeting

The next Local Trust Committee Business Meeting was scheduled for Thursday, August 29, 2013 at 9:45 am, Community Hall Lounge.

Also, there was no longer a scheduling conflict for a September meeting.

#### Resolution NP-LTC-65-13

It was Moved and Seconded that the North Pender Island Local Trust Committee schedule a Business Meeting for Monday, September 23, 2013.

**CARRIED**

### 12.2 Islands Trust Briefing re: Trustees Acting as Liaison to Other Community Groups

The Trustees discussed the above briefing, which advised caution where a Trustee could have conflicting interests, and also suggested a motion if a Trustee planned in future to participate in a group as a liaison from the Local Trust Committee.

### 12.3 Proactive Bylaw Enforcement of Illegal Structures on the Foreshore

The Trustees discussed a related Memorandum and Briefing, and did not support the Local Planning Committee invitation for an individual Local Trust Committee to take on the work of developing a pilot enforcement strategy for illegal structures on the foreshore (with no budget to do so). The North Pender Island Local Trust Committee would continue to support enforcement of Land Use Bylaw violations wherever possible.

## 13. TOWN HALL MEETING

**Sara Steil** thanked the Local Trust Committee for their support of the June 23 “From Whelks to Whales” child and adult shoreline workshop; the next Pender Conservancy workshop was on September 21, re: “What Nature May Be Telling Us About Adapting to Climate Change”. Sara Steil wondered about the fall Stewardship Day.

Trustee Hancock responded that he would be starting work on planning the Stewardship Day, for an October date still to be confirmed.

Trustee Steeves added that it should be noted how thankful the Local Trust Committee was for the shoreline education programs organized by Sara Steil and the Pender Islands Conservancy Association.

**14. ADJOURNMENT**

The meeting was adjourned by consensus at approximately 12:32 pm.

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**RECORDER**

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**CHAIR**