

ADOPTED

**MINUTES OF THE NORTH PENDER ISLAND
LOCAL TRUST COMMITTEE BUSINESS MEETING
HELD ON THURSDAY, FEBRUARY 27, 2014, AT 9:45 AM
PENDER COMMUNITY HALL (LOUNGE),
4418 BEDWELL HARBOUR ROAD,
NORTH PENDER ISLAND, B.C.**

PRESENT:	Peter Luckham	Chair
	Gary Steeves	Local Trustee
	Ken Hancock	Local Trustee
	Robert Kojima	Regional Planning Manager
	Andrea Pickard	Island Planner (arriving at 10:41 am)
	Zorah Staar	Recording Secretary

REGRETS: **None**

There were two (2) members of the public initially in attendance, joined later by two more.

1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:47 am and made introductions. He acknowledged that we were meeting on traditional Coast Salish territory.

2. APPROVAL OF AGENDA

2.1 Additions/Deletions

The agenda was amended to add the following late items or documents:

- new item 10.1 (Draft North Pender LTC Bylaw – Staff Report);
- new item 10.2 (Community Stewardship Day proclamation);
- amend item 11.4 (replace with LTC Expense Report dated February 2014).

The agenda, as amended, by consensus was Adopted.

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

5.1.1 North Pender Island Local Trust Committee Draft Meeting Minutes of January 30, 2014

The January 30, 2014, minutes were amended as follows:

- page 4, item 9.2, 4th line – insert “commercial” before “guest accommodation”;
- page 7, item 10.1, resolution NP-2014-012, 4th line – insert “legal” before “cottages”;
- page 8, item 10.2, 3rd line – insert “In his opinion,” before “the key was landowner understanding...”.

The January 30, 2014, minutes as amended, by consensus were Adopted.

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

Regional Planning Manager (RPM) Kojima reviewed the February 20, 2014, Follow-up Action Report. Regarding item 3 (Pender Community Transition), it was noted that no further funds would be requested in this fiscal year.

7. DELEGATIONS

None

8. CORRESPONDENCE

- 8.1 Letter dated Jan. 22/14, from G. Hanson re: Sq. Footage of Guest Cottages on Lots of 10 Acres or More

Gordon Hanson was present and the Trustees suggested that he consider a rezoning application, given the time it would take for cottage size to be addressed by potential Land Use Bylaw revision (see item 11.1 – Work Program).

- 8.2 Letter from M. Symons re: Cottage Sq. Footage

Received for information.

9. APPLICATIONS, PERMITS, AND REFERRALS

- 9.1 NP-RZ-2012.2 (Clam Bay Farm)

Regional Planning Manager (RPM) Kojima referred to the Staff Report dated February 18, 2014, noting that this was a supplemental report regarding NP-RZ-2012.2 (Clam Bay Farm). The application requested rezoning for two dwelling units and two cottages, removing the agri-tourism use, permitting temporary farm worker accommodation, and rezoning a portion of the property to Ecological (with a conservation covenant). RPM Kojima stated that additional professional reports had now been submitted and staff had done other follow-up. He commented that there were staff recommendations on how the Local Trust Committee could allow rezoning (if they chose), while implementing Official Community Plan policies as well as the professional report recommendations (e.g. from the Arborist, Engineer, etc.).

Note: Planner Andrea Pickard also arrived at 10:41 am.

The Applicant, Bo Helliwell, and Clam Bay Farm Manager, Dan Hodgins, were present to answer questions and make comments. There was discussion of special driveway requirements to protect a veteran tree, the caretaker cottage not yet qualifying as farmworker accommodation, proposed dwelling sizes, and more.

The Trustees felt that many aspects of the application were coming together; however, there were still requirements and concerns to be addressed including a rezoning bylaw to be drafted and community input to be gathered at a Public Hearing.

NP-2014-021

It was MOVED and SECONDED, that the North Pender Island Local Trust Committee direct Staff to work with the Applicant for NP-RZ-2012.2 (Clam Bay Farm) to formulate a plan to mitigate construction-related impacts on the access road adjacent to the veteran tree.

CARRIED

The Trustees agreed, by consensus, that the staff implementation recommendations re: the proposed S. 219 Covenant should be changed, to put items 2.c and 2.f into the rezoning bylaw instead of into the covenant.

NP-2014-022

It was MOVED and SECONDED, that the North Pender Island Local Trust Committee direct staff to proceed with the application NP-RZ-2012.2 (Clam Bay Farm) and to prepare a draft bylaw for referral as outlined in the staff report of February 18, 2014. As discussed at today's meeting, that staff work with the applicants to prepare a draft covenant as outlined in the staff report of February 18, 2014 and that a conservation covenant and endowment, acceptable to the Trust Fund Board, be registered prior to consideration of final adoption.

CARRIED

Trustee Steeves had concerns about one of the proposed dwelling sizes (7,400 square feet) not being in keeping with island character, but this issue could be subject to community consultation on the draft rezoning bylaw.

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Land Use Bylaw Technical Amendments

Planner Pickard reviewed the Staff Report dated February 25, 2014, on Land Use Bylaw Technical Amendments. She said that the project was to correct erroneous cross-references, typographical errors, outdated regulatory references in the Land Use Bylaws (LUB), and to improve clarity. Planner Pickard continued stating that the current Staff Report and attached Draft Bylaw No. 194, contained the amendments discussed to date and also two new ones (Clause 10 and Clause 30). She noted that some water zone map boundaries also required discussion by the Trustees.

NP-2014-023

It was MOVED and SECONDED, that North Pender Island Local Trust Committee Draft Bylaw No. 194, be amended so that the W2 zoning boundary for Otter Bay Marina be amended to parallel the seaward side of the existing dock structure.

CARRIED

Re: the Port Washington Dock water zones, the Trustees agreed, by consensus, to support the "As proposed" diagram on page 5 of the Staff Report. There was also Trustee support for referring Draft Bylaw No. 194, to area First Nations and inviting First Nations to indicate if future Land Use Bylaw referrals were not desired.

NP-2014-024

It was MOVED and SECONDED, that the North Pender Island Local Trust Committee proposed Draft Bylaw No. 194, cited as “North Pender Island Land Use Bylaw 103, 1996, Amendment No. 1, 2014,” be given First Reading.

CARRIED

NP-2014-025

It was MOVED and SECONDED, that the North Pender Island Local Trust Committee direct staff to schedule a Community Information Meeting and Public Hearing for Proposed Bylaw No. 194, to be held in conjunction with the April 24, 2014, regularly scheduled meeting of the North Pender Island Local Trust Committee.

CARRIED

NP-2014-026

It was MOVED and SECONDED, that the North Pender Island Local Trust Committee has reviewed and agrees with the Islands Trust Directive Policy Checklist as attached to the Staff Report dated February 25, 2014.

CARRIED

NP-2014-027

It was MOVED and SECONDED, that the North Pender Island Local Trust Committee direct staff that Proposed Bylaw No. 194, be referred to First Nations.

CARRIED

NP-2014-028

It was MOVED and SECONDED, that the North Pender Island Local Trust Committee direct staff that Proposed Bylaw No. 194, not be referred to the Southern Gulf Islands Electoral Area Director, and instead be referred to the Southern Gulf Islands Ports Manager.

CARRIED

10.2 Community Stewardship Day Proclamation

Trustee Hancock proposed a resolution (see also 11.8, Trustee Reports, below).

NP-2014-029

It was MOVED and SECONDED, that the North Pender Island Local Trust Committee proclaim Saturday, April 19, 2014, to be North Pender Island Community Stewardship Day in recognition of the vital importance that voluntary stewardship and citizen initiatives play in preserving and protecting North Pender Island's environment and unique amenities. That staff be requested to work with the Local Trust Committee to prepare a Press Release informing the public of the day's significance and events.

CARRIED

11. REPORTS

11.1 Work Program Report

NP-2014-030

It was MOVED and SECONDED, that the North Pender Island Local Trust Committee Projects List, item 6, Land Use Bylaw Amendments, be amended under "Review Floor Area Calculations for Cottages" to include maximum floor area.

CARRIED

11.2 Applications Report

Planner Pickard reviewed the Applications Report dated February, 2014.

11.3 Bylaw Enforcement

None

11.4 Expense/Budget Reports

A Local Trust Committee Expense Report dated February 2014 was available.

11.5 Adopted Policies and Standing Resolutions

Presented for information

11.6 North Pender LTC Web Page

It was agreed that updated Community Stewardship Day information would be added to the webpage when available www.islandstrust.bc.ca/islands/local-trust-areas/north-pender).

Chair Luckham also noted that he and other Trustees were still concerned about difficulties finding information on the new Islands Trust website, especially key older pages. RPM Kojima commented that improvements are in progress regarding past minutes and agendas.

11.7 Chair's Report

Chair Luckham said that the upcoming Islands Trust Council meeting was scheduled to occur next week on Hornby Island and that the proposed budget for the coming fiscal year involved a 0% tax increase. He noted that the Islands Trust had applied to be a commenter on the Kinder Morgan proposal.

11.8 Trustee Reports

Trustee Hancock reported that plans were proceeding nicely for the Community Stewardship Day on Saturday, April 19, 2014. The Community Hall venue will offer an afternoon of presenters including Shaw Ocean Discovery Centre, Habitat Acquisition Trust, and Ramona de Graaf on forage fish habitat. Islands Trust Chair, Sheila Malcolmson, will speak on shorelines under threat. Planned events will include the morning beach clean-up followed by lunch. Trustee Hancock was working on the poster and rack card, which the Trustees agreed could be paid for from Special Projects.

Trustee Steeves remarked that he had been handling various bylaw enforcement complaints, service complaints, budget inquiries, and lots of other individual Trustee tasks. This included successful advocacy for much faster restoration of Magic Lake phone lines, when they recently went out during a snow storm.

12. OTHER BUSINESS

12.1 Upcoming Meetings

The next regular meeting of the Local Trust Committee is scheduled for Thursday, March 27, 2014, (9:45 am, Community Hall Lounge).

13. TOWN HALL MEETING

Sara Steil commented that sometimes having protective provisions in covenants made more sense than site-specific rezoning because such zoning was then sometimes "rolled into" the Land Use Bylaw for everyone (without understanding why). She noted that North Pender's restricted cottage size was implemented in the past in response to people having cottages with giant decks. Regarding the proposed "monster home" at Clam Bay Farm, she suggested screening it with trees and requiring no tree removal in future.

14. ADJOURNMENT

At approximately 1:05 pm the meeting, by consensus, was adjourned.

RECORDER

CHAIR