



ADOPTED

North Pender Island Local Trust Committee Minutes of Regular Meeting

Date: March 17, 2023
Location: Anglican Parish Hall
4703 Canal Road, RR 1, North Pender Island BC

Members Present: David Maude, Chair
Deb Morrison, Trustee
Aaron Campbell, Trustee

Staff Present: Robert Kojima, Regional Planning Manager
Charly Caproff, Planner 1
Brad Smith, Island Planner
Pat Todd, Recorder

Attendees: There were approximately eight (8) members of the public in attendance.

1. CALL TO ORDER

Chair Maude called the meeting to order at 10:31 a.m. He acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

By general consent, the agenda was adopted as presented.

3. TRUSTEE REPORT

Trustee Campbell reported on a very busy month. There were a number of committee meetings and discussions and much positive feedback. He stated the importance in hearing issues for/from residents.

Trustee Morrison spoke of people reaching out, meetings with MLA Adam Olsen, the appreciation of letters/communication and the importance of hearing all voices. When speaking/writing to Trustees, it is important to include the rationale regarding issues. Southern Gulf Forum is working to co-ordinate activities.

4. CHAIR'S REPORT

Chair Maude reported on Trust Council. All levels of local government are working well together and there is increased communication between agencies. To resolve local issues, it is important for all governing levels to work together.

5. ELECTORAL AREA DIRECTOR'S REPORT

There was a community meeting with Paul Brent, CRD Director of Southern Gulf Islands Electoral Area, on March 16, 2023.

6. TOWN HALL AND QUESTIONS

Speaker pointed out importance of a respectful place for public as well as the Local Trust Committee (LTC) and staff.

Mick Collins spoke of a good meeting with MLA Adam Olsen. He stressed the importance of communicating the rationale regarding bylaws and proposed changes.

Regional Planning Manager (RPM) Kojima reviewed the process for rescinding Bylaws to enable further discussion and amendments prior to moving forward for adoption.

Trustee Morrison encouraged everyone to watch the live-stream recording to hear entire discussions, as minutes are not verbatim records.

7. COMMUNITY INFORMATION MEETING – None

8. PUBLIC HEARING

8.1 NP-RZ-2022.1 (Sidney Island Strata Corporation) - Proposed Bylaw No. 232

8.1.1 Recess for Public Hearing

North Pender Local Trust Committee meeting closed at 10:44 a.m.

8.1.2 Recall to Order

North Pender Local Trust Committee meeting recalled at 10:53 a.m.
Minutes under separate cover.

9. MINUTES

9.1 Local Trust Committee Minutes Dated January 20, 2023

The following amendments to the minutes were presented for consideration:

Town Hall: fourth speaker (Joyce) – sentence to read: "...barns and a desire to have 'farm' defined..."

By general consent, the minutes were adopted as amended.

9.2 Local Trust Committee Special Meeting Minutes Dated February 10, 2023

By general consent, the minutes were adopted.

9.3 Local Trust Committee Special Meeting Minutes Dated February 25, 2023

By general consent, the minutes were adopted.

9.4 Section 26 Resolutions-without-Meeting Report – None

9.5 Advisory Planning Commission Minutes – None

10. BUSINESS ARISING FROM THE MINUTES

10.1 Follow-up Action List Dated March 2023

Planner Smith spoke to items 9.2 and 9.3.

Discussion regarding Short Term Vacation Rentals (STVR):

- What is included in information packages for guests/clients
- Getting feedback from Fire Department: suggestions as to core items to be included
- Some STVRs operating as home businesses
- Adjusting examples for different STVR scenarios

11. DELEGATIONS

12. CORRESPONDENCE

Correspondence received concerning current applications or projects is posted to the LTC webpage.

There was a question regarding Trustees writing on an issue, such as tree cutting, on whether the conversation should be opened to the community, i.e., at the LTC meeting.

RPM Kojima added that Province has delegated additional tree cutting powers to municipalities that are not currently available to LTCs. Planner Smith commented that efforts have been made by regional districts for similar powers, but the province has not agreed to this change.

A need was expressed for conversation across government levels, including the question of forested areas.

Another question arose as to how the LTC is voicing community interests/concerns to other government levels.

12.1 Forestry management concerns – various submissions

The trustees discussed the following:

- Whether the LTC or Trust Council (TC) is responsible
- An advocacy letter outlining concerns would need to come from the LTC rather than staff
- The need for a co-ordinated conversation with all levels of government and the relevant person in government to come into conversation
- Trustee Morrison offered to draft a letter to be brought to the LTC

13. APPLICATIONS AND REFERRALS

RPM Kojima reviewed the application information.

13.1 NP-RZ-2022.1 (Sidney Island Strata Corporation) - Proposed Bylaw No. 232

NP-2023-041

It was Moved and Seconded,

that North Pender Island Local Trust Committee Bylaw No 232, cited as “North Pender Associated Islands Land Use Bylaw No. 148, 2003, Amendment No. 1, 2022”, be read a second time.

CARRIED

NP-2023-042

It was Moved and Seconded,

that North Pender Island Local Trust Committee Bylaw No 232, cited as “North Pender Associated Islands Land Use Bylaw No. 148, 2003, Amendment No. 1, 2022”, be read a third time.

CARRIED

NP-2023-043

It was Moved and Seconded,

that North Pender Island Local Trust Committee Bylaw No. 232 be forwarded to the Secretary of the Islands Trust for Executive Committee Approval.

CARRIED

13.2 NP-TUP-2022.5 (Sketch)

Planner Smith reviewed the application for a Temporary Use Permit (TUP). The request is to allow the temporary use of storage containers on the site. There has been 1 supportive submission and 4 not in favour.

The applicant spoke to the application and reviewed the history of the situation. The shipping containers are mostly screened.

The LTC discussed the following:

- Potential for setting a precedent
- The lack of available housing to rent
- Lack of a future plan for the TUP
- Neighbours have generally not supported this use on the site
- Shipping containers have been there for 5 years at this point
- The structures (containers) would be permitted if there were residence as a primary use
- The possibility of a 1 year TUP with a plan to complete screening was discussed
- Temporary deferral would allow for the applicant to provide a cease of use plan prior to consideration of permit approval.

NP-2023-044

It was Moved and Seconded,

that the North Pender Island Local Trust Committee defer Temporary Use Permit 2022.5 (Sketch) application to the May Local Trust Committee meeting.

CARRIED

NP-2023-045

It was Moved and Seconded,

that the North Pender Island Local Trust Committee request the applicant to submit a cease of use plan to the Local Trust Committee by April 30, 2023.

CARRIED

The meeting recessed for a break at 12:23 pm and reconvened at 12:30 pm.

13.3 NP-TUP-2023.1 (Vermeeren)

Planner Caproff reviewed the application for a TUP for an STVR, including to permit up to 60 days. There was one response to a notification requesting a vegetative screen or fence (the respondent was not an immediate neighbour).

The applicant informed the LTC that abutting neighbours do not have fencing and, as it is a deer trail, fencing is not desired.

Discussion:

- Shorter STVR times was to encourage owners to come to the island and be part of the community
- Shorter times also were to discourage commercial operations
- Guidelines currently state 30 day maximum
- STVR operating at 60 days before LTC modified guidelines to 30
- STVR operating since 2019 with no complaints and low occupancy
- Request to make more availability outside of summer season

NP-2023-046

It was Moved and Seconded,

that the North Pender Island Local Trust Committee approve issuance of Temporary Use Permit NP-TUP-2023.1 (Vermeeren).

CARRIED

13.4 NP-TUP-2023.2 (Hepburn)

Planner Caproff outlined the application for a STVR TUP renewal, also with up to 60 days. The TUP has been in place since 2018 and has had no complaints to date. There have been no submissions from the notice.

The applicant noted they require an extended stay of 7 days minimum to reduce turnover.

NP-2023-047

It was Moved and Seconded,

that the North Pender Island Local Trust Committee approve issuance of Temporary Use Permit NP-TUP-2023.2 (Hepburn).

CARRIED

14. LOCAL TRUST COMMITTEE PROJECTS

14.1 North Pender Island Local Trust Committee Draft Fees Bylaw No. 226

The LTC discussion was as follows:

- The desire for “cost recovery” for extraordinary costs
- Minimizing fees, as raising fees could cause ill feelings within the community
- People not seeking a permit due to costs until “caught”
- More accurate reflection of IT work costs for permits
- Building Permit costs are not shared by the CRD
- Fees are not covering all costs, such as staff, reports, etc.
- Increase is basically the cost of inflation
- Actual costs higher than new proposed fees – just closing the gap
- Trust Council policy around fees is to recover major portion of costs

NP-2023-048

It was Moved and Seconded,

that the North Pender Island Local Trust Committee defer consideration of Draft Fees Bylaw No. 226 to the November meeting.

CARRIED

15. REPORTS

15.1 Work Program Report

15.1.1 Active Projects Report Dated March 2023

RPM Kojima reviewed the projects report.

Discussion:

- LUB Review - Public Hearing in May
- Groundwater Project - more community consultation/education regarding water
- Trustees to give consideration of a major project for next fiscal year
 - Housing Project?
 - Review of DPAs?
- Need to prepare business case for September for next fiscal year

15.1.2 Future Projects Report Dated March 2023

Received for information.

15.2 Applications Report Dated March 2023

Planner Smith reviewed the Applications Report.

15.3 Trustee and Local Expense Report Dated Jan 2023

Received for information.

15.4 Adopted Policies and Standing Resolutions

15.4.1 Standing Resolutions

RPM Kojima spoke to report highlighting some Standing Resolutions to be rescinded, e.g., those addressing the COVID situation, as they are no longer relevant.

Summary Table on page 142 of the agenda package.

By general consent, this item was deferred to the April meeting.

15.4.2 Adopted Policies and Standing Resolutions

Received for information.

15.5 Local Trust Committee Webpage

Will be updated upon conclusion of meeting.

15.6 Islands Trust Conservancy Report Dated Feb 2023

Received for information.

16. NEW BUSINESS

16.1 Mayne LTC request re Siting and Use Permit Option

There was discussion as to whether this is worth considering/exploring. The item is being considered for the Southern Gulf Island forum.

16.2 Options for forest and tree management on North Pender Island

Planner Smith reviewed options. Review of DPAs would need to be an LTC priority project. Advocacy for additional tree protection regulatory powers best to come forward at Trust Council level.

LTC had subsequent discussion and agreed to review options further at a future meeting.

16.3 Bylaw notice reporting and policy

Included in agenda for community information.

17. UPCOMING MEETINGS

17.1 Next Regular Meeting Scheduled for April 28, 2023 at the Anglican Church Hall, Pender Island.

NP-2023-049

It was Moved and Seconded,

that the North Pender Island Local Trust Committee meeting scheduled for April 28 be rescheduled for May 5, 2023.

CARRIED

18. TOWN HALL – none

19. CLOSED MEETING (Distributed Under Separate Cover)

19.1 Motion to Close Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3 s. 90(1)(a)(d) for the purpose of considering:

- Adoption of In-Camera Meeting Minutes Dated September 29, 2022
- Appointment of Advisory Planning Commission Members

AND that the recorder and staff attend the meeting.

19.2 Recall to Order

19.3 Rise and Report

20. ADJOURNMENT

By general consent, the meeting was adjourned at 2:45 p.m.

David Maude, Chair

Certified Correct:

Pat Todd, Recorder