



Regional Planning Committee Minutes of a Regular Meeting

Date: May 24, 2024
Location: Electronic Meeting

Members Present: Mairead Boland, Saturna Island Local Trustee
Aaron Campbell, North Pender Island Local Trustee
Tobi Elliott, Gabriola Island Local Trustee (Executive Committee Representative)
Mikaila Lironi, Lasqueti Island Local Trustee
David Graham, Denman Island Local Trustee
Peter Luckham, Islands Trust Council Chair and Thetis Island Local Trustee (Ex Officio Regional Planning Committee member)

Member Regrets: Laura Patrick, Salt Spring Island Local Trustee, Chair
Sam Borthwick, Denman Island Local Trustee, Vice Chair

Staff Present: Stefan Cermak, Director, Planning Services
Robert Kojima, Regional Planning Manager
Anthony Fotino, Island Planner
William Shulba, Senior Freshwater Specialist
Warren Dingman, Bylaw Compliance and Enforcement Manager
Clare Frater, Director, Trust Area Services
Rob Kroeker, Planning Services Administrative Assistant / Recorder

Others Present: None.

1. CALL TO ORDER

Acting as Chair, Trustee Elliott called the meeting to order at 10:04 a.m. and acknowledged that participants of the meeting were attending all across the territories and home of the Coast Salish peoples.

2. AGENDA

2.1 Review of the Agenda

No new or late items were presented for consideration.

2.2 Approval of the Agenda

By general consent the Regional Planning Committee approved the agenda as presented.

3. PUBLIC COMMENT PERIOD

ADOPTED

No member of the public was present.

4. DELEGATIONS

None.

5. CORRESPONDENCE

None.

6. ADMINISTRATIVE COORDINATION

6.1 Draft Minutes of Previous Meeting

6.1.1 RPC Regular Meeting Minutes of February 16, 2024

By general consent the Regional Planning Committee Minutes of February 16, 2024, were adopted as presented.

6.2 Resolutions Without Meeting (RWM)

None.

6.3 Follow-up Action List

The Follow-up Action List was presented for information.

7. BUSINESS – WORK PROGRAM ITEMS

7.1 Annual Report - RFD

Director Cermak presented the Request For Decision.

RPC 2024-007

It was MOVED and SECONDED,

that Regional Planning Committee approves the attached text for inclusion in the 2023-24 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs.

CARRIED

7.2 Recommended Options for Freshwater Sustainability Strategy Implementation in FY 2025/26 - RFD

Senior Freshwater Specialist Shulba presented the Request For Decision. Committee discussion included:

- timing of the business case with available grants

ADOPTED

- successful application for Watershed Security Fund grant would grow the scope of the project
- watershed governance discussions occurring with Capital Regional District on Salt Spring Island
- strategic application of funding opportunities
- reporting and progress indicators of the Freshwater Sustainability Strategy
- overall scope of the Freshwater Balance project
- completed work includes aquifer mapping and groundwater recharge, technical work, and data gathering
- future work includes analyzing water demand
- the organization of multi-year projects
- a useful table layout of information can be adapted from the Housing Strategic Action Plan format to develop an implementation plan

RPC 2024-008

It was MOVED and SECONDED,

that Regional Planning Committee ask that staff provide a review and status of all past and current projects undertaken as part of the Freshwater Sustainability Strategy and report back to include in the draft implementation plan with a table similar to the Housing Strategic Action Plan.

CARRIED

RPC 2024-009

It was MOVED and SECONDED,

that Regional Planning Committee request staff to report back at the Regular Business Meeting of September 4, 2024 with a draft business case for the Islands Trust Area Freshwater Balance project.

CARRIED

7.3 Bylaw Compliance and Enforcement Review - RFD

Director Cermak presented the Request For Decision. Committee discussion included:

- the next stage of the project is reviewing a Bylaw Compliance and Enforcement Review draft, and then sending to Trust Council for adoption
- local control and accountability will be provided by the Bylaw Compliance and Enforcement Policy documents for each Local Trust Committee
- the Local Trust Committee Bylaw Compliance and Enforcement Policy documents will incorporate standing resolutions and other localized direction to Bylaw staff
- addressing issues that are not currently captured in policy, such as vexatious complaints
- add 'compliance' after Bylaw to Attachment 2 template title
- maintaining individuality of island policies
- best practices are drawn from across many jurisdictions
- defining roles and responsibilities more finely per Ombudsperson's report

ADOPTED

RPC 2024-010

It was MOVED and SECONDED,

that Regional Planning Committee request staff to amend the deliverables of the project to include the development and review of a Local Trust Committee Bylaw Compliance and Enforcement Policy.

CARRIED

RPC 2024-011

It was MOVED and SECONDED,

that Regional Planning Committee request staff to complete the draft Local Trust Committee Bylaw Compliance and Enforcement Policy template for review at the September 4, 2024 regular business meeting.

CARRIED

Committee recessed at 12:02 p.m. and returned at 12:30 p.m.

7.4 Housing Strategic Action Plan – Implementation Updates – BRF

7.4.1 HSAP – Community Improvement Districts – BRF

Planner Fotino presented the briefing. Committee discussion included:

- what is to be gained by grants to improvement districts
- regional districts can apply for infrastructure grants on behalf of improvement districts
- opportunity to advocate for more water catchment resources
- modern forms of water governance and watershed management

RPC 2024-012

It was MOVED and SECONDED,

that Regional Planning Committee recommend that advocacy for improvement district access to grants be put in abeyance until further direction.

CARRIED

7.4.2 HSAP – Consistent Definitions of Affordable Housing and Other Housing-related Terms – BRF

Planner Fotino presented the briefing. Committee discussion included:

- the need to reflect housing forms that are used on islands
- prescriptive nature of definitions
- this exercise contributes to model Land Use Bylaw development
- alternative dwelling units

7.4.3 HSAP – Communication Materials for Property Owners - BRF

Planner Fotino presented the briefing. Committee discussion included:

- usefulness of illustrated forms for communicating information
- drawings represent limited housing forms

ADOPTED

- inclusion of lawful alternative dwellings in this depiction, such as yurts and tiny homes
- mobile home parks
- tiny home construction standards and the BC Building Code
- Trustees proposed creating a working group to further develop and clarify advocacy and issues around the legalization of tiny homes

7.5 OCP-LUB Status Review - BRF

Regional Planning Manager Kojima presented the briefing. Committee discussion included:

- the Mudge Island Land Use Bylaw's position on the Gabriola Island Local Trust Area future projects list
- opportunity to seek provincial funding for Official Community Plan reviews following the amended Trust Policy Statement

7.6 LTC Projects Status Update - BRF

Regional Planning Manager Kojima presented the briefing. Committee discussion included:

- some minor projects budget is traditionally underspent
- staff time for minor projects comes from assigned Island Planner time

7.7 Applications Report - BRF

Regional Planning Manager Kojima presented the briefing for information.

7.8 Regional Planning Team Update – Engagement Framework - BRF

Regional Planning Manager Kojima presented the briefing. Committee discussion included:

- this is one element of the Community Engagement Plan toolkit
- the cover photo was encouraged to depict a non-impervious surface instead
- the intention for this framework to function as a public-facing document
- promoting this work in the community
- add information to subscribe for updates by email
- equity and inclusivity as guiding principles
- diverse methods to reach more community members equitably
- the inclusion of a graphic demonstrating equity in participation principle
- add 'equity and participation' bullet to "goals" box

7.9 Recommendations for Trust Council's Strategic Plan – Kunming-Montreal COP15 Biodiversity Framework

Director Frater presented the briefing for information.

ADOPTED

8. BUSINESS - OTHER

None.

9. BUSINESS – NEW

None.

10. WORK PROGRAM

Received for information.

11. NEXT MEETING

The next scheduled meeting of the Regional Planning Committee is September 4, 2024.

12. CLOSED MEETING

The Committee did not close the meeting.

13. RISE AND REPORT

As the Committee did not close the meeting, there was no need for the Committee to discuss this option.

14. ADJOURNMENT

By general consent the meeting adjourned at 2:11 p.m.

Tobi Elliott, Chair

Certified Correct:

Rob Kroeker, Planning Services Administrative Assistant / Recorder