



# ADOPTED

## South Pender Island Local Trust Committee Minutes of Regular Meeting

**Date:** November 4, 2014  
**Location:** South Pender Fire Hall  
8961 Gowlland Point Road  
South Pender Island, BC

**Members Present:** Mike Jones, Local Trustee  
Liz Montague, Local Trustee

**Regrets:** Ken Hancock, Chair

**Staff Present:** Robert Kojima, Regional Planning Manager  
Shannon McConchie, Recorder

### 1. CALL MEETING TO ORDER

Chair Hancock was absent for the meeting.

**By general consent** Trustee Montague assumed the role of Acting Chair.

Acting Chair Montague called the meeting to order at 10:10 a.m.

### 2. APPROVAL OF AGENDA

#### 2.1. Additions/Deletions

The following additions to the agenda were presented for consideration:

- 9.1 MAP Request to designate a cycle/pedestrian route on South Pender Island
- 9.2 Niall Parker Re: Pender Canal Signs.

**By general consent** the agenda was approved as amended.

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

None

### 3. TOWN HALL

A/Chair Montague invited the public to make comment.

**Sara Steil** asked that the South Pender Local Trust Committee (LTC) circulate an electronic poster for the Pender Islands Trust Protection Society (PITPS) event of March 7, 2015 both on the website and through email lists in February.

Regional Planning Manager (RPM) Kojima noted that this was something staff could attend to.

**4. COMMUNITY INFORMATION MEETING**

None

**5. PUBLIC HEARING**

None

**6. PREVIOUS MEETINGS**

**6.1. Adopted Local Trust Committee Minutes**

6.1.1. South Pender Island Local Trust Committee Adopted Minutes dated September 16, 2014

Presented for information

**6.2. Public Hearing Records and Community Information Meeting Notes Received**

None

**6.3. Section 26 Resolutions-without-meeting**

Presented for information

**6.4. Advisory Planning Commission Minutes**

None

**7. BUSINESS ARISING FROM THE MINUTES**

**7.1. Follow-up Action Report**

Regional Planning Manager Kojima provided information from the Follow up Action Report dated October 2014.

A/Chair Montague noted that the Canal Erosion Project file would be passed on to the new trustees.

RPM Kojima said the project could be kept on the FUAL for one of the new trustees to consider taking on.

**8. DELEGATIONS**

None

**9. CORRESPONDENCE**

**9.1. MAP Request to Designate a Cycle/Pedestrian Route on South Pender Island**

A conversation was held regarding the Moving Around Pender (MAP) Society's recommendation to designate a cycle/pedestrian route on South Pender. The purpose of this recommendation was to facilitate MAPS ability to work with the Ministry of Transportation and Infrastructure (MOTI).

RPM Kojima advised that this could be achieved by making an Official Community Plan amendment to the OCP map schedules and agreed that the correspondence submitted by MAPS to the Local Trust Committee (LTC) could be posted online as a late agenda item.

**SP-2014-25**

**It was MOVED and SECONDED,**

That the South Pender Island Local Trust Committee add "Designated Cycle and Pedestrian Routes on South Pender" to the Work Projects List.

**CARRIED**

**9.2. Niall Parker Re: Pender Canal Signs**

A/Chair Montague reviewed the correspondence regarding inconsistent signage at the canal. She noted that this correspondence would be included in the file for the next trustees.

**10. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS**

**10.1. SP-DVP-2014.1 (Lansdowne) Staff Report**

**SP-2014-26**

**It was MOVED and SECONDED,**

That the South Pender Island Local Trust Committee Development Variance Permit application SP-DVP-2014.1 (Lansdowne) be approved.

**CARRIED**

**11. LOCAL TRUST COMMITTEE PROJECTS**

**11.1. Land Use Bylaw (LUB) Review - Staff Report**

Regional Planning Manager Kojima reviewed the report. Trustees Montague and Jones both thanked the Focus Groups for their work. Trustee Jones also commented that the Focus Groups seemed to have many questions and future meetings might benefit from staff attendance.

**SP-2014-27**

**It was MOVED and SECONDED,**

That the South Pender Island Local Trust Committee refer Focus Group reports 1, 2, and 3 to the Advisory Planning Commission for comment, that the Advisory Planning Commission be requested to report back to the Local Trust Committee in February 2015, and that staff attend the Advisory Planning Commission meetings as possible.

**CARRIED**

## 12. REPORTS

### 12.1. Work Program Reports

#### 12.1.1. Adopted Policies and Standing Resolutions and Objectives

Presented for information.

#### 12.1.2. South Pender Island Local Trust Committee Work Program

Work Program Report dated October 2014 / Memo (attached)

RPM Kojima reviewed the staff report. A discussion was held between the Trustees and RPM Kojima regarding the deletion and amalgamation of projects. It was agreed that the recommended changes would best serve the incoming LTC, with the additional amendment of renaming project 7 "Community Transition and Resilience" to "Climate Change Adaptation" with specific reference to sea level rise and shoreline erosion.

#### **SP-2014-28**

#### **It was MOVED and SECONDED,**

That the South Pender Island Local Trust Committee amend its Projects List by deleting projects 1,2,6,8, and 9; consolidating projects 3, 4, and 5; and renaming project 7 to "Climate Change Adaptation" with specific reference to sea level rise and shoreline erosion.

**CARRIED**

### 12.2. Applications Report

#### 12.2.1. South Pender Island Local Trust Committee Application Report

Application Report dated October 2014 presented for information.

### 12.3. Expense/Budget Reports

#### 12.3.1. Trustee and Local Expenses

LTC Expense Report dated September 2014 was provided for information.

### 12.4. Bylaw Enforcement Reports

None

### 12.5. South Pender LTC Web Page

The South Pender Island Local Trust Committee Website can be found at:  
[www.islandstrust.bc.ca/islands/local-trust-areas/south-pender](http://www.islandstrust.bc.ca/islands/local-trust-areas/south-pender)

Trustee Jones requested that Advisory Planning Commission (APC) minutes, in draft, and agendas be posted to the website. RPM Kojima stated that this was possible.

**12.6. Chair's Report**

Trustee Montague (Acting Chair) shared that she had attended the Net Zero Energy presentation on October 25, 2014. She also thanked the South Pender community and Islands Trust Staff for their support and participation during her term as trustee.

**12.7. Trustee Report**

Trustee Jones shared that the fundraiser for leukemia research in which he shaved his head raised over \$1000. He also thanked the South Pender Island community and Islands Trust staff for their support and participation during his term.

**13. OTHER BUSINESS**

**13.1. Upcoming Meetings**

Annual schedule is being prepared for adoption by the new LTC

**14. TOWN HALL MEETING**

**Jane Perch** asked about the length of Advisory Planning Commission terms. Trustee Jones answered that their three year term was set in this LTC's second year, leaving one more year in their term.

**Sara Steil** thanked Trustees Jones and Montague for their service.

**15. ADJOURNMENT**

**By general consent** the meeting was adjourned at 10:57 am.

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**Ken Hancock, Chair**

**Certified Correct:**

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**Shannon McConchie, Recorder**