



ADOPTED

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

Date: September 6, 2016
Location: South Pender Fire Hall
8961 Gowlland Point Road, South Pender Island, BC

Members Present: Peter Luckham, Chair
Wendy Scholefield, Local Trustee
Bruce McConchie, Local Trustee

Staff Present: Robert Kojima, Regional Planning Manager (RPM)
Robyn Ludwig, Recorder

Others Present: Approximately 38 members of the public

1. CALL TO ORDER

Chair Luckham called the meeting to order at 10:07 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 approved as presented.

3. TOWN HALL AND QUESTIONS

The following members of the public spoke on the proposed draft amendments to the Land Use Bylaw (LUB): **Jane Perch, John Chapman, John Fulawka, Ken Clarke, Gordie Duncan, Darryl Henderson**. Comments and questions included:

- How minor and major LUB amendments would impact the (Official Community Plan (OCP)
- Need for longer term planning to address population growth, climate change, etc.
- How to maintain productive small farms with possibilities for succession
- Impacts of LUB on employment and housing, particularly for youth and seniors
- Developing a sliding scale or ratios for lot coverage
- Fixed floor area size could be restrictive for owners of large properties

4. COMMUNITY INFORMATION MEETING

None.

5. PUBLIC HEARING

None.

6. MINUTES

6.1 Adopted Local Trust Committee Minutes Dated June 7, 2016 (for Information)

Received for information.

The LTC clarified that minutes taken at meetings are summary minutes, recording topics and decisions. North Pender Island Local Trust Committee (NPLTC) is currently undertaking a pilot project with audio recordings of LTC meetings; the South Pender LTC will wait to see the results of the pilot project before considering recording the LTC meetings.

6.2 Draft Special Local Trust Committee Meeting Minutes of June 17, 2016 (for Adoption)

By general consensus the minutes were approved as presented.

6.3 Section 26 Resolutions-without-meeting Dated August 2016

Received for information.

6.4 Advisory Planning Commission Minutes

None.

7. BUSINESS ARISING FROM THE MINUTES

7.1 Follow-up Action List Dated August 2016

Chair Luckham indicated that the Executive Committee (EC) and RPM Kojima will meet with senior staff at the Ministry of Transportation and Infrastructure (MoTI) to discuss road maintenance.

8. DELEGATIONS

None.

9. CORRESPONDENCE

Correspondence received concerning current applications or projects is posted on the LTC webpage. The LTC noted that correspondence is redacted for privacy reasons.

10. APPLICATIONS AND REFERRALS

10.1 North Pender Island Local Trust Committee Bylaws No. 203 & 204 Referral

RPM Kojima summarized bylaws No. 203 and 204, which provide guidelines on Short-Term Vacation Rentals as a home business or Temporary Use Permit.

SP-2016-15

It was MOVED and SECONDED,

that the South Pender LTC considered North Pender Local Trust Committee Bylaws No. 203 and 204 and decided its Interests are Unaffected.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Land Use Bylaw (LUB) Review - Staff Report

RPM Kojima summarized the staff report, outlining outstanding issues and options. Trustee McConchie emphasized the importance of communication with the community throughout the process.

The following items from Draft Land Use Bylaw No. 114, 2016 Table - Significant Potential Amendments were discussed:

- Brooks Point regional park zoning: No further amendments proposed.
- Lot coverage in community parks - 5.8(2): No further amendments proposed.
- Outbuildings - 1.1 & 3.5(3): Trustees agreed that the maximum height of outbuildings and accessory buildings should be the same; what that maximum height will be has not yet been decided.
- Farmers market - 1.1 & 5.3(1)(c): No further amendments proposed.
- Proof of potable water - 8.12: Lot line subdivision / boundary adjustments are not included in the amendment. No further amendments proposed.
- Definitions - 1.1: Updated following referral to the Advisory Planning Commission (APC). No further amendments proposed.
- Cisterns - 3.14: Trustees discussed the need for education and/or regulation on water catchment. Trustee Luckham suggested halving the size of cisterns required for new construction. Discussion TABLED.
- Private docks: Trustees discussed the current lack of local control, environmental impacts, and concerns about property values and neighbourhood / community consultation. Trustee McConchie indicated that he had a personal discussion paper that was available to the public upon request. No further amendments proposed.

- Cottage floor area - 1.1: Trustees discussed cottage floor area, with respect to possible impacts on the OCP, and on lower income housing and Short-Term Vacation Rentals. Discussion TABLED.
- Minimum lot size, agriculture and forestry - 5.5(11) & 5.6(10): LTC members discussed issues of redevelopment, succession and productivity; the jurisdiction of the Agricultural Land Reserve and Ministry of Forests. Trustee Scholefield pointed out that the Forestry and Agriculture owners had offered to work with the Trust to develop alternatives to the higher maximum lot size and suggested that the LTC should accept the offer and ask for them to provide their recommendations for consideration at the next LTC meeting in November. Chair Luckham rejected that idea and proposed the creation of a special APC, appointed by the LTC, to develop recommendations for the Forestry and Agriculture lands. Trustee Scholefield was concerned that a special APC would be unable to complete a report before March of 2017. Discussion TABLED.
- Maximum Floor area for dwellings and accessory buildings, and lot coverage - 3.5, 3.5(3), 5.1 (5), 5.1 (7), 5.5(9), 5.6(7), 5.7(6): LTC members indicated that the community generally perceived a 3600 sq. ft. maximum as inflexible, but that limits are needed to address potential environmental impacts.

By general consensus the LTC has discussed potential amendments as presented in the table, and have considered that further discussion is necessary on: cisterns (3.14); lot size for forestry and agriculture (5.5, and 5.6); and on combining amendments for dwelling and accessory building floor area, lot coverage and cottages (1.1, 3.5, 5.1, 5.5, 5.6, 5.7); and that the remaining items remain as amended.

The LTC broke at 12:15 p.m. and reconvened at 12:27 p.m. to revisit tabled items.

- Cisterns - 3.14: LTC members agreed to review last year's staff report and discussion paper regarding cisterns.
- Minimum lot size, agriculture and forestry - 5.5(11) & 5.6(10):

SP-2016-16

It was MOVED and SECONDED,

that the draft Land Use Bylaw be revised to change the minimum lot size for agricultural and forestry lots back to four (4) hectares.

CARRIED

- Combining dwelling, cottage and accessory building floor area, and lot coverage:

SP-2016-17

It was MOVED and SECONDED,

that sections 5.1(7), 5.5(9), 5.6(7), and 5.7(6) regarding maximum floor area for dwellings be removed from the draft Land Use Bylaw.

CARRIED

SP-2016-18

It was MOVED and SECONDED,

that Local Trust Committee members direct staff to develop a discussion paper regarding lot coverage, and accessory building, cottage and dwelling floor area.

CARRIED

SP-2016-19

It was MOVED and SECONDED,

that Local Trust Committee members direct staff to identify possible dates for a community information meeting, to be held after the November 8, 2016 meeting and before year end.

CARRIED

12. REPORTS

12.1 Work Program Reports (attached)

12.1.1 Top Priorities Report Dated August 2016

Received for information.

12.1.2 Projects List Report Dated August 2016

Review of agricultural land usage, and Heritage conservation options for the Church of the Good Shepherd, are to be added to the projects list.

12.2 Applications Report

None.

12.3 Trustee and Local Expense Report Dated July 2016 (attached)

Received for information.

12.4 Adopted Policies and Standing Resolutions (attached)

Received for information.

12.5 Local Trust Committee Webpage

Trustees were reminded to submit their Pender Post articles to Regina to upload to the webpage.

12.6 Chair's Report

The Financial Planning Committee is working on a new budget. The Executive Committee is preparing for the Trust Council meeting in Sidney.

12.7 Trustee Report

Trustee Scholefield met with Ministry of Transportation and Infrastructure representatives, alongside representatives of the CRD, Moving Around Pender, planning staff and North Pender trustee.

Trustee McConchie met with constituents regarding erosion around the canal, and freighter activity in Plumper Sound, and is chairing the select committee for reviewing the Victoria office location.

12.8 Trust Fund Board Report

Report is coming out next month.

13. NEW BUSINESS

13.1 2017-18 Budget: LTC Project Funding Requests - Staff Memo

SP-2016-20

It was MOVED and SECONDED,

that the South Pender Island Local Trust Committee revise the draft 2017-18 LTC Project Budget Request by including a public hearing to complete the Land Use Bylaw review, with a budget of \$2,500, and forward to Financial Planning Committee as revised.

CARRIED

13.2 Proposed Low Cost/Subsidized Housing Study for North & South Pender Islands - Discussion

The CRD will be considering funding for a housing needs assessment for the Southern Gulf Islands, and if approved, will be consulting with local groups and LTCs.

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for November 8, 2016, at the Fire Hall, South Pender Island

Discussion of audio recording of meetings is deferred until the completion of the NP pilot project.

15. TOWN HALL

None.

16. CLOSED MEETING

None.

17. ADJOURNMENT

By general consent the meeting was adjourned at 1:34 p.m.

Peter Luckham, Chair

Certified Correct:

Robyn Ludwig, Recorder