

ADOPTED

South Pender Island Local Trust Committee Minutes of Regular Meeting

Date: December 14, 2015
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
Lori Foster, Recorder

1. CALL TO ORDER

Chair Luckham called the meeting to order at 10:30. 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

none

4. COMMUNITY INFORMATION MEETING

none

5. PUBLIC HEARING

none

6. MINUTES

6.1 Local Trust Committee Minutes

6.1.1 Adopted Local Trust Committee Minutes Dated September 1, 2015

For information

6.1.2 Draft Local Trust Committee Minutes Dated October 27, 2015

By general consent the October 27, 2015 minutes as presented were adopted.

6.1.3 Draft Local Trust Committee Minutes Dated November 14, 2015

SP-2015-041

It was MOVED and SECONDED

THAT the South Pender Island Local Trust Committee November 14, 2015 minutes be amended that pages 3 and beyond are formatted so that names are not attributed to specific comments, rather in general, and the minutes be adopted by resolution without meeting.

CARRIED

6.2 Section 26 Resolutions-without-meeting Dated December 2015

none

6.3 Advisory Planning Commission Minutes (for Receipt)

none

7. BUSINESS ARISING FROM THE MINUTES

7.1 Follow-up Action List Dated December 2015

All items reported as complete, continuing with the Land Use Bylaw review process.

8. DELEGATIONS

none

9. CORRESPONDENCE

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

none

10. APPLICATIONS AND REFERRALS

none

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Land Use Bylaw (LUB) Review - Staff Report & Discussion

Regional Planning Manager (RPM) Kojima summarized the staff report dated December 4, 2015.

Discussion and comments arising from the report, and the project process in general, included the following:

- Process and time frame to include Advisory Planning Commission referral.
- Project visibility on the website.

The LTC made comment and considered the following items of the blackline version of the Land Use Bylaw for review:

- Groundwater extraction: include as a prohibited use for sale and export in all zones.
- Staff clarified that 3.6.2 (c) refers to the defined term “farm use” regarding boarding kennels.
- Casinos: policy statement includes a prohibition, South Pender has only one commercial zone which is closely regulated, and First Nations Land cannot be regulated. No changes were made.
- Outbuildings: agreement to permit one non-residential building prior to dwelling, with a maximum floor area of 70 sq. metres.
- Definition of “utilities” on page 11 of blackline version and rationale for change were discussed. Staff will review and report back.
- 2.3(1): inspections and notifications to owner/occupier: change draft to keep “prior notification” and remove strikethrough.
- 3.6(6) Home Occupations: add reference to operator or owner being resident at the time.
- 3.11: derelict vehicles storage to be left as is.
- 5.8 Community Park Zones density: change to P2 lot coverage from 25% to 1%.

Note: The meeting recessed at 11:38 a.m. and reconvened 11:48 a.m.

Discussion and comments continued on the following items of the blackline version of the Land Use Bylaw:

- 5. 12: trustees asked for clarification about stairs to the beach, setbacks and platforms/landings, stair adjacent to temporary floats.
- 5.12 (b): change to “for certainty, docks are not permitted in this zone.” replacing current (b). Discussion about mooring of private vessel/boat.
- 7.1 (2) and 7.4: update term “disabled” in both.
- 3.14 Cistern size: experience on Saturna Island and East Point Water District, indoor and outdoor collection systems were discussed, and the Local Trust Committee agreed to retain the 4800 gallons in the current draft as a minimum cistern size.

Further discussion ensued on the following points as the LTC addressed the issue of lot coverage:

- Lot coverage and floor area ratio for the principal dwelling was discussed.
- In order to protect the rural nature of the island, the Local Trust Committee agreed to lot coverage of: 15% on lots of 1 acre or less, 10% on lots over 1 acre and up to 10 acres, and 5% on lots over 10 acres, in all zones where a dwelling is permitted.
- The Local Trust Committee discussed an appropriate maximum floor area for dwellings.
- **By general consent** the South Pender Island Local Trust Committee agreed on 5000 square feet as a maximum house size for all zones.
- The Local Trust Committee agreed to remove the table restricting accessory building floor area.
- The Local Trust Committee agreed to increase cottage floor area to 70m².
- The Local Trust Committee agreed to increase the minimum lot area in the Agriculture and Forest zones to 16 hectares (40 acres).

RPM Kojima summarized the list of changes as discussed.

SP-2015-042

It was MOVED and SECONDED

THAT the South Pender Island Local Trust Committee request staff revise the draft Land Use Bylaw to incorporate the changes identified at the December 14, 2015 Meeting.

CARRIED

Note: The meeting recessed at 1:10 p.m. and reconvened 1:20 p.m.

12. REPORTS

12.1 Work Program Reports (attached)

12.1.1 Top Priorities Report Dated December 2015

For information

12.1.2 Projects List Report Dated December 2015

For information

12.2 Applications Report

None

12.3 Trustee and Local Expense Report Dated November 2015 (attached)

Discussion about allocating funds from projects and unspent funds going into general reserves was held.

12.4 Adopted Policies and Standing Resolutions (attached)

The Local Trust Committee requested that staff post the business meeting minutes to the website in a timely fashion.

12.5 Local Trust Committee Webpage

The LTC requested that a permanent link be placed on the South Pender Island landing page to easily navigate to the Land Use Bylaw Review project and that the project webpage be updated.

The South Pender Island LTC webpage can be found at:
www.islandstrust.bc.ca/spender

12.6 Chair's Report

Chair Luckham talked about attending Trust Council in Victoria where the new Chief Administrative Officer, Russ Hotsenpiller was present.

12.7 Trustee Report

Trustee Scholefield attended Trust Council in Victoria and also a meeting organized by Mayne Island to discuss oil spill response. Representatives of San Juan County and the Southern Gulf Islands attended the meeting. On a regular basis she has been speaking with constituents on various issues.

Trustee McConchie summarized a written report, which he will submit, and commented on the following: he met with representatives of the shipping industry opening points of dialogue regarding gypsum unloading and anchoring in Plumper Sound. He presented impact statements from local constituents at this meeting. He is chairing a Trust council Select Committee that is reviewing the location of the Victoria office. Trustee McConchie also attended Trust Council.

12.8 Trust Fund Board Reports Dated October & November 2015 (attached)

Attached for information, the Clam Bay Farm covenant and the Philpot covenant from North Pender Island.

12.8.1 TFB Briefing re Coastal Douglas-fir and Associated Ecosystems Partnership Conservation Strategy & Attachments

Some recommended conservancy strategies for planning staff which could be implemented were highlighted in the report.

The LTC discussed holding off addressing incorporating recommendations at this time.

13. NEW BUSINESS

13.1 South Pender Island Local Trust Committee Revised Annual 2016 Proposed Meeting Schedule & Memo (for Adoption)

SP-2015-042

It was MOVED and SECONDED

THAT the South Pender Island Local Trust Committee proposed 2016 business meeting schedule, as amended to the following dates of March 1, April 5, May 10, June 7, September 6, and November 8, be adopted.

CARRIED

13.2 North Pender Island Special APC Work Status Report

The South Pender Local Trust Committee agreed that all North Pender Island Special Advisory Planning Commission minutes of the Waste and Resource Management Commission continue to be added to South Pender agendas as received.

The following minutes were received for information:

13.2.1 Pender Island Waste & Resource Management Commission Special APC Adopted Minutes of August 18, 2015

13.2.2 Pender Island Waste & Resource Management Commission Special APC Adopted Minutes Dated August 27, 2015

13.2.3 Pender Island Waste & Resource Management Commission Special APC Adopted Minutes Dated September 16, 2015

13.2.4 Pender Island Waste & Resource Management Commission Special APC Draft Minutes Dated October 16, 2015

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for 2016

The next regular business meeting of the South Pender Island Local Trust Committee will be held on March 1, 2016 at the South Pender Fire hall at 10:00 a.m.

15. TOWN HALL

Sara Steil wished the LTC a Merry Christmas.

16. CLOSED MEETING (Distributed Under Separate Cover)

SP-2015-043

It was MOVED and SECONDED

THAT the South Pender Island Local Trust Committee business meeting be closed to the public in accordance to the *Community Charter*, Part 4, Division 3, s. 90(1) (a) & (d) for the purpose of considering:

- Adoption of In-Camera Minutes Dated September 1, 2015
- APC Memberships

And that the Recorder and Staff attend the meeting.

CARRIED

16.1 Recall to Order

Chair Luckham recalled the meeting to order at 2:05 p.m.

16.2 Rise and Report

Chair Luckham reported from the in-camera meeting the appointments of Cameron Thorn, Steve Wright, Christina McQuarrie, Paul Petrie, and Mamie Hutt-Temoana to the South Pender Island Advisory Planning commission for a term starting January 1, 2016 ending January 1, 2019.

17. ADJOURNMENT

By general consent the meeting was adjourned at 2:10 p.m.

Peter Luckham, Chair

Certified Correct:

Lori Foster, Recorder