

ADOPTED

**MINUTES OF THE NORTH PENDER ISLAND
LOCAL TRUST COMMITTEE BUSINESS MEETING
HELD ON THURSDAY, MAY 30, 2013, AT 9:45 AM
PENDER COMMUNITY HALL (LOUNGE),
4418 BEDWELL HARBOUR ROAD,
NORTH PENDER ISLAND, B.C.**

PRESENT:	Peter Luckham	Chair
	Gary Steeves	Local Trustee
	Ken Hancock	Local Trustee
	Andrea Pickard	Island Planner
	Robert Kojima	Regional Planning Manager
	Geoff Kinnear	Bylaw Enforcement Officer
	Zorah Staar	Recording Secretary

REGRETS: None

There were six (6) members of the public in attendance.

1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:48 am.

2. APPROVAL OF AGENDA

2.1 Additions/Deletions

The proposed agenda was amended as follows:

- by moving the In Camera session (item 14.) to the next item of the meeting, so that Bylaw Enforcement Officer Kinnear could leave to work on files;
- by adding a supplemental email to existing Correspondence item 8.2; and
- by adding a new item 12.2 for a BC Hydro Report.

The amended agenda was adopted by consensus.

2.2 Questions from Public on Agenda Items

None

14. MOTION TO CLOSE MEETING

Resolution NP-LTC-50-13

It was Moved and Seconded, pursuant to Section 90(1)(f) and (g) of the Community Charter, that the North Pender Island Local Trust Committee resolves to close the meeting to the public for the purpose of considering adopting Minutes of the February 28, 2013 In Camera Meeting; and to consider Bylaw Enforcement Litigation; and further that Islands Trust Staff and Recording Secretary Zorah Staar remain present.

CARRIED

Note: See separate In Camera Meeting Minutes of the same date.

15. RECALL TO ORDER

15.1 Rise and Report from Closed Meeting

Resolution NP-LTC-54-13

It was Moved and Seconded that the North Pender Island Local Trust Committee re-open the meeting to the public.

CARRIED

It was reported that during the closed portion of the meeting, the Local Trust Committee had adopted previous February 28, 2013, In Camera minutes. In addition, Bylaw Enforcement Officer Kinnear had now left the meeting.

3. COMMUNITY INFORMATION MEETING

None

4. PUBLIC HEARINGS

None

5. PREVIOUS MEETINGS

5.1 Local Trust Committee Minutes for adoption

5.1.1 Minutes of April 25, 2013 Local Trust Committee Business Meeting

The April 25, 2013, Local Trust Committee Business Meeting minutes were adopted by consensus.

5.2 Public Hearing Records and Community Information Meeting Notes

None

5.3 Section 26 Resolutions-without-meeting

None

5.4 Advisory Planning Commission/Task Force Minutes

None

6. BUSINESS ARISING FROM THE MINUTES

6.1 Follow-up Action Report

Planner Pickard reviewed the available Follow-up Action Report, noting that item 1, was going to be removed for inactivity.

Re: item 12 (Shoreline Project), Regional Planning Manager (RPM) Kojima distributed copies of the completed "Sharing Our Shorelines" booklet, and described the work in progress.

Re: item 17 (Mining), Trustee Steeves noted that the requested form was not required by the Chief Gold Commissioner, and that we were now awaiting further news.

7. DELEGATIONS

None

8. CORRESPONDENCE

8.1 April 30, 2013 Chamber of Commerce Letter re: STVR's

Trustee Steeves distributed a letter that he had drafted in response to the April 30, 2013, Chamber of Commerce letter re: short term vacation rentals. Steeves also commented some members of the Chamber of Commerce were asking for what already existed, which was a permitting process to allow STVR's; this could be done by application for a Temporary Use Permit, which was the proper public forum for the Local Trust Committee to consider approving STVR's; and the Chamber of Commerce could also seek time on the Local Trust Committee agenda as a Delegation.

Resolution NP-LTC-55-13

It was Moved and Seconded that the North Pender Island Local Trust Committee direct Staff to prepare the letter submitted by Trustee Steeves for the signature of the Local Trust Committee Chair, and send the letter to the Pender Island Chamber of Commerce, and also send copies to the Minister of Community, Sport & Cultural Development and MLA Gary Holman.

CARRIED

Trustee Hancock thanked Janet Laurencelle, of the Chamber of Commerce, for attending today and noted that on the topic of roadside signage, the Local Trustee Committee had proposed to the Chamber a joint project to legalize aggregate directional signage, for key Pender locations. Otherwise, the Ministry of Transportation & Infrastructure could at any time choose to remove all of the illegal sandwich boards and other signage which were currently creating safety and esthetic issues along Pender roadways.

8.2 May 15, 2013 Letter from Pender Community Transition

Note: The May 15, 2013 letter and a May 29 email were sent by Recorder Zorah Staar, in her role as Coordinator of the non-profit Pender Community Transition Society (PCT). Therefore, Planner Pickard recorded minutes as required.

Zorah Staar noted that PCT's upcoming year of activities were now likely to focus on creating a local and inter-island community hub, to support greater sustainability (e.g. on issues like energy), and also community resilience.

Trustee Hancock noted that he also supported PCT pursuing the proposed Resilient Neighbourhoods Program, if possible, and that PCT activities were of relevance to Local Trust Committee land use planning projects related to item 1. of the Work Program - Climate Change Adaptation and Community Resilience.

Resolution NP-LTC-56-13

It was Moved and Seconded that the North Pender Island Local Trust Committee purchase a series of reports from the Pender Community Transition Society regarding their activities in relation to climate change adaptation and community resilience, in an amount not to exceed \$400.00.

CARRIED

9. APPLICATIONS, PERMITS, AND REFERRALS

9.1 Mayne Island Local Trust Committee Bylaw No. 158

The Mayne Local Trust Committee referred Bylaw 158 to the North Pender Island Local Trust Committee for their response.

Resolution NP-LTC-57-13

It was Moved and Seconded that the North Pender Island Local Trust Committee finds that their interests are unaffected by Mayne Island Local Trust Committee Bylaw No. 158.

CARRIED

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Conservation Subdivision Review

Planner Pickard reviewed the Staff Report dated May 22, 2013, commenting that as requested by the Local Trust Committee, this report presented a draft scope and timeline for the Conservation Subdivision Review project; the proposed goal was “To encourage property owners to apply a conservation approach for the design and layout of future subdivisions to minimize adverse impacts from development”; Staff proposed 8 key steps, including identifying features to be addressed (e.g. sensitive ecosystems, watercourses, steep slopes, etc.), community engagement, policy and regulatory options for a conservation approach, engaging stakeholders, bylaws to implement changes, etc.

Trustee Hancock was supportive, and also suggested incorporating sustainable resource management, First Nations archaeological values, and connecting community, as features to be addressed with conservation subdivision planning where possible. Regarding the engagement process for the project, he suggested First Nations stakeholder engagement (re: specific sites and the workshop process), and also a 2-step workshop process (i.e. an initial workshop re: concept/theory, then a more interactive charette-type second workshop).

Trustee Steeves supported new community engagement processes, and said that we needed to go to where people were (e.g. property owner associations), and involve them in positive discussions about ways to subdivide while “keeping nature natural”. Steeves also suggested getting to the bylaw stage before April.

Resolution NP-LTC-58-13

It was Moved and Seconded that the North Pender Island Local Trust Committee agrees to the project scope and timeline for a Conservation Subdivision Review project as presented in the Staff Report dated May 22, 2013, and further directs Staff to prepare a draft project charter based on the discussion for the committee to consider.

CARRIED

11. REPORTS

11.1 Work Program Reports

11.1.1 North Pender Island Local Trust Committee Work Program

RPM Kojima said that he would now fill in the Activity section for Top Priority 2. of the Work Program (Conservation Subdivision Review), as per the steps approved at 10.1 above.

11.2 Applications Report

11.2.1 North Pender Island Applications Report

Planner Pickard reviewed the Applications Report, and said that there was a potential application expected for rezoning to support new Seniors Housing, beside the Driftwood.

Trustee Hancock asked the Planner to make these applicants aware of the needs assessment required for this.

Regarding the Edgewood Estates application, Trustee Steeves noted the foresight of RPM Kojima in previously establishing parameters.

11.3 Bylaw Enforcement Report

Bylaw Enforcement Officer Geoff Kinnear, had prepared a Briefing on the Effectiveness of Bylaw Violation Notices in Enforcement. The notices were appearing to be a useful tool for minor violations (as expected).

11.4 Expense/Budget Reports

11.4.1 Trustee and Local Expenses Report

For information

11.4.2 Local Trust Committee Budget 2012/2013

For information

11.5 Adopted Policies and Standing Resolutions Report

For information

11.6 North Pender LTC Web Page

The new Islands Trust website was to be launched on June 4. Routine updates to the web page were discussed, and motions were passed (see also page 8).

Resolution NP-LTC-59-13

It was Moved and Seconded that the North Pender Island Local Trust Committee direct Staff to revise the Local Trust Committee webpage, by posting the short term vacation rental letter to the Chamber of Commerce under the latest news, and adding the Pender Post mining claims update.

CARRIED

11.7 Chair's Report

Chair Luckham said that the Executive Committee was preparing for the June Trust Council Meeting on Mayne Island, and that both Kinder Morgan and the Community Carbon Marketplace were going to do a presentations there about carbon neutrality and the carbon marketplace.

11.8 Trustee Reports

Trustee Steeves commented that after the Pender visit of BC Lieutenant Governor Judith Guichon, he had received a lovely letter of thanks (which he read out); and that he had been busy dealing with the mining issue, the short term vacation rental issue, bylaw enforcement, and other matters.

12. OTHER BUSINESS

12.1 Upcoming Meetings

12.1.1 Next Local Trust Committee Business Meeting

The next Local Trust Committee Business Meeting was scheduled for Thursday, June 27, 2013, at 9:45 am, Community Hall Lounge.

12.2 BC Hydro Report

Trustee Hancock reported that as requested by Port Washington residents, he had contacted BC Hydro staff (Mabel Lai, of Community Engagement); he had expressed the Local Trust Committee's willingness to assist with consultation regarding the new submarine cable; and that BC Hydro had said they could keep us up to date on this.

13. TOWN HALL MEETING

Sara Steil commented the "Sharing Our Shorelines" booklet was excellent; that the Pender Island Conservancy was having another related event on June 23rd at 1 - 3 pm, Medicine Beach, "Near-Shore Marine Life: Whelks to Whales"; a local air charter was cutting corners in their required flight patterns and annoying residents; and that Steil wondered if sensitive watersheds were included as a feature to be addressed by the Conservation Subdivision Review Project.

Trustee Hancock responded that watersheds were included in the project, and that we'd also be talking about sensitive shorelines.

Gerry Roy supported the proposed seniors' housing project beside the Driftwood Centre, and he hoped that the Trustees were not opposed to it. Roy believed that there were a lot of isolated seniors, based on his wife's work with Meals on Wheels.

Trustees Hancock and Steeves both said that the seniors proposal could be a fine idea, but the proponents needed to make sure that they provided an adequate needs assessment in order to answer community questions and convince people that what was proposed would meet Pender needs, with flexibility into the future. Interested community members were invited to get involved.

Resolution NP-LTC-59-13

It was Moved and Seconded that the North Pender Island Local Trust Committee direct Staff to revise the Local Trust Committee webpage, by also posting the letter of thanks from Lieutenant Governor Judith Guichon, under latest news.

CARRIED

14. ADJOURNMENT

The meeting was adjourned by consensus at approximately 12:56 pm.

RECORDER

CHAIR