

ADOPTED

**MINUTES OF THE SOUTH PENDER ISLAND
LOCAL TRUST COMMITTEE BUSINESS MEETING
HELD ON TUESDAY, NOVEMBER 5, 2013, AT 10:00 AM
AT THE FIRE HALL, 8961 GOWLLAND POINT ROAD,
SOUTH PENDER ISLAND, BC**

PRESENT:	Ken Hancock	Chair
	Mike Jones	Local Trustee
	Elizabeth Montague	Local Trustee
	Andrea Pickard	Island Planner
	Kathy Gilbert	Recording Secretary

There were four (4) members of the public present at the meeting.

1. Call to Order

Chair Hancock called the meeting to order at 10:02 am. He acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations and expressed his appreciation.

2. Approval of Agenda

2.1. Additions / Deletions

Three additional items of correspondence were added, circulated to Trustees via email on November 4, 2013, and were distributed by Planner Pickard:

8.3 – Memo from North Pender Island Local Trust Committee re: South Pender Island Local Trust Committee Regarding Canal Erosion and Boat Speed;

8.4 - C. Thorn letter dated October 31, 2013, re: Land Use Bylaw review Process and Community Engagement

8.5 - P. Petrie letter dated October 31, 2013, Land Use Bylaw Review Summary

By consensus, the agenda as amended, was adopted.

2.2. Questions from Public on Agenda Items / Town Hall Meeting

A member of the public reported that public acquisition of the Anglican Church associated with subdivision application SP-SUB-2011.2 (Airey Group) would be considered at a November 11, 2013 meeting of the Historical Society. Discussion points included a change in staff at the Anglican Diocese, resulting in lack of information on possible costs associated with the potential transfer of the South Pender Island Anglican Church to the Parks and Recreation Commission, Capital Regional District or other public body, as part of the subdivision process.

3. Community Information Meeting

None

4. Public Hearing

None

5. Previous Meetings

5.1. Adopted Local Trust Committee Minutes – For information

5.1.1 South Pender Island Local Trust Committee Meeting Minutes, September 6, 2013

For information

5.2. Public Hearing Records and Community Information Meeting Notes Received

None

5.3. Section 26 Resolutions-without-meeting

5.3.1 RWM Report Dated October 2013

This item was provided for information.

5.4 Advisory Planning Commission Minutes

None

6. Business Arising from the Minutes

6.1. Follow-up Action Report

Planner Pickard noted that the status of all items was as shown in the report and that some items were to be discussed on the agenda.

7. Delegations

None

8. Correspondence

8.1. Pender Community Transition – September 12 2013 Interim Report and Funds Requisition

Trustees thanked Zorah Starr for her work and her report on this initiative.

Resolution-SP-LTC-51-13

It was Moved and Seconded that the South Pender Island Local Trust Committee authorize disbursement of \$100 for Pender Community Transition funding for the report dated September 12, 2013.

CARRIED

8.2. Email From Sara Steil dated October 27, 2013, re Climate Change

Trustees thanked Ms. Steil for her bringing speakers and initiatives to help the public understand ramifications of climate change.

Trustee Montague will write a letter of thanks to Ms. Steil.

8.3 Memo from the North Pender Island Local Trust Committee dated November 1, 2013, re South Pender Local Trust Committee Canal Erosion and Boat Speed

North Pender Island Trust Committee Chair Luckham raised a possible concern with Islands Trust policy with respect to funding of the sign replacement. Funding issues will be discussed at a future meeting.

Trustee Montague obtained an approximate cost of \$80 per sign; (two are currently posted). Installation of a camera to monitor boat speed was also suggested.

Trustees and the public discussed the various jurisdictions involved in the location and type of signs; who should pay for sign replacement and policing boat speed.

Trustee Montague offered to organize a meeting with jurisdictions including the North Pender Island Trustees, Parks Canada, Capital Regional District, Transport Canada, Department of Fisheries and Oceans, and the RCMP. Planner Pickard offered to assist in helping to identify contacts at the various organizations.

Resolution-SP-LTC-52-13

It was Moved and Seconded that the South Pender Island Local Trust Committee request that Trustee Montague organize a meeting regarding signage at the canal with appropriate jurisdictional bodies as required.

CARRIED

8.4 C. Thorn letter dated October 31, 2013, re Land Use Bylaw review Process and Community Engagement

This item was discussed under Item 10.1, Land Use Bylaw Review – Memo and Bylaw No 111.

8.5 Paul Petrie Letter Dated November 1, 2013, and Land Use Bylaw Review Summary

This item was discussed under Item 10.1, Land Use Bylaw Review – Memo and Bylaw No 111.

9. Applications, Permits, Bylaws and Referrals

9.1 2013-2014 Islands Trust Council Referral of Strategic Plan to Local Trust Committees

Chair Hancock referred to Chief Administrator Officer Linda Adams' report on this matter and stated that Local Trustees are given the responsibility to identify any changes to their items and activities under the Strategic Plan.

Trustees expressed satisfaction with their items under the Strategic Plan, including timelines.

Chair Hancock noted that Item 2, Protect Coastal and Marine Ecosystems, is in progress and is subject to funding by the Islands Trust. Discussion followed on language around several items under Item 2; however, Trustees opted to leave wording in Item 2 as written in the Strategic Plan.

Trustees discussed participation in developing farm plans for various areas, pursuant to Item 4.4, use land use planning tools and decisions to increase local food security and farmland protection.

Resolution-SP-LTC-53-13

It was Moved and Seconded that the South Pender Island Local Trust Committee request the Executive Committee and Trust Council to amend the Strategic Plan to include a new activity 4.4.3 to participate in regional farm plan initiatives.

CARRIED

10. Local Trust Committee Projects

10.1 Land Use Bylaw Review – Memo and Bylaw No. 111

Planner Pickard presented a post public hearing (August 10, 2013) report which also contained a change to the proposed setbacks for pump/utility houses and solar collectors less than 4.6 metres in height; the change having been discussed at the public hearing and other meetings.

Trustee Montague asked that an information note be included in the Land Use Bylaw to more fully exemplify the setback requirement. Planner Pickard also noted that information notes are on the Projects List.

Trustee Montague requested that additional conversation with the community concerning Bylaw No. 111 take place. Trustees further discussed how the public might be further engaged, and whether to further refer the bylaw to the Advisory Planning Commission.

Trustees debated whether to continue with consideration of Bylaw No.111, or whether to do a second amending bylaw.

Note – The meeting recessed at 11:15 am

Note – The meeting reconvened at 11:36 am

Resolution-SP-LTC-54-13

It was Moved and Seconded that the South Pender Island Local Trust Committee Proposed Bylaw No. 111, cited as “South Pender Island Land Use Bylaw No.92, 2003, Amendment No. 1, 2012”, be amended by deleting clause 7 and replacing it with “Section 3.3 (Siting and Setback regulations) is amended by inserting a new subsection (6) “Despite the setback provisions in Part 5 of this bylaw pump/utility houses and solar collectors less than 4.6 metres in height may be sited as close as 3.0 metres to any lot line abutting an adjacent property or 0 metres to any lot line abutting a public highway or strata access route.”

CARRIED

Trustee Montague expressed concern over lack of clarity in the Land Use Bylaw (LUB.) She further questioned the original project scoping and methodology. Planner Pickard reviewed the scoping and methodology as well as changes in scope since the Bylaw No.111 project had commenced.

A meeting with the public to discuss Bylaw No.111 was recommended.

Resolution-SP-LTC-55-13

It was Moved and Seconded that the South Pender Island Local Trust Committee defer further consideration of proposed Bylaw No. 111, cited as “South Pender Island Land Use Bylaw No. 92, 2003, Amendment No. 1, 2012”, until the next Local Trust Committee business meeting.

CARRIED

10.2 Marine Geoexchange – Staff Report

Planner Pickard reviewed the history of whether or not to include regulations concerning marine geoexchange systems in the Land Use Bylaw. She noted that as a result of public input, inclusion of such regulations were not part of proposed Bylaw 111. She also reviewed options for addressing the issue through various tools available through the Official Community Plan.

Trustees and staff discussed how best to address marine geoexchange systems. It was suggested that the scope of the issue might be best addressed through a targeted Official Community Plan (OCP) review, possibly in the next term of office.

It was also noted that there is good local knowledge of where such systems might not be suitable. Mapping resources for sensitive ecosystems including forage fish habitat and eel grass are available.

Resolution-SP-LTC-56-13

It was Moved and Seconded that the South Pender Island Local Trust Committee direct staff to proceed no further and move marine geoexchange systems to the Projects List.

CARRIED

10.3 Shoreline Review – Verbal Update

Planner Pickard reported on a recent meeting with all Southern Gulf Islands Trustees that included a discussion of shoreline issues. Information will soon be available on the Islands Trust MapIT website initiative. Planner Pickard will be continuing to do updates to the information and final refinements prior to live launch of the MapIT information. She and Trustees also noted that the information is dynamic and will be added to as more information (such as bathymetric data) becomes available.

11. Reports

11.1. Work Program Reports

11.1.1. Adopted Policies and Standing Resolutions; and Objectives

No discussion.

11.1.2. South Pender Island Local Trust Committee Work Program Report Dated October 2013

Trustee Montague requested a list of community concerns focusing on the LUB review.

Note – The meeting recessed at 12:42 pm.

Note – The meeting reconvened at 12:50 pm.

Resolution-SP-LTC-57-13

It was Moved and Seconded that the South Pender Island Local Trust Committee direct staff to schedule a Community Information Meeting for a Saturday to have a broad discussion with the community regarding proposed and potential Land Use Bylaw amendments and any other topics of interest to the community.

CARRIED

Trustees also asked that Item No. 1, LUB Review and Update on the Top Priorities list be updated to add a #8 Activity: Undertake further communication and consultation.

Resolution-SP-LTC-58-13

It was Moved and Seconded that the South Pender Island Local Trust Committee amend the Top Priorities List to add a new #3 on its work program to address erosion and boat speed issues in the canal.

CARRIED

The Activity associated with this item is to coordinate a meeting as discussed under Item 8.3 of the agenda.

Chair Hancock noted that although there is “gas tax” revenue available for the Area Farm Plan project, budget requests for the next fiscal year are substantially higher than for this budget year; some projects may have to be scaled back.

11.2. Applications Report

11.2.1. South Pender Island Local Trust Committee Application Report

With respect to application SP-SUB-2011.2 (Airey Group), Planner Pickard advised that representation of the Anglican Church Diocese had changed, and it seems that a new policy for disposition of church assets has been established. As a result, agreement as to an appropriate price or lease value on the property that is proposed to be turned over to a managing agency such as the Parks and Recreation Commission, Capital Regional District or Historical Society, is uncertain.

A member of the public speaking for the Historical Society also confirmed that clarity is needed from the church representatives in order to move the Airey Group development proposal forward.

11.3. Expense/Budgets Reports

11.3.1 Trustee and Local Expenses

This item was provided for information.

11.4. Bylaw Enforcement Reports

None.

11.5. South Pender Island LTC Web Page

Trustees discussed adding the upcoming CIM to the website and sending out a newsletter to constituents.

Resolution-SP-LTC-59-13

It was Moved and Seconded that the South Pender Island Local Trust Committee direct staff to prepare an addressed mail-out advertising the upcoming Community Information Meeting.

CARRIED

11.6. Chair's Report

Chair Hancock advised that he is preparing for the December Trust Council meeting to be held in Victoria. Local government Area Directors and Provincial MLAs will be invited. Items to be discussed include local initiatives and best practices in small communities to improve island economic sustainability.

11.7. Trustee Report

Trustee Montague reported on a recent meeting with the new Parks Canada Superintendent regarding initiatives relevant to South Pender Island such as the National Marine Conservation Area. Trustee Montague also would like to meet with Parks Canada representatives regarding issues such as the canal erosion and boat speed (see Item 8.3) and parking associated with park areas such as Greenburn Lake. She also advised that she had assisted in addressing a constituent's concerns regarding trail construction at Tilly Road.

Trustee Jones advised that he is looking forward to showcasing shoreline mapping initiatives on the Islands Trust website.

12. Other Business

12.1. Upcoming Meetings

Business Meeting to be held Tuesday, February 11, 2014 at 10:00 am, at the South Pender Island Fire Hall.

12.2 Proposed 2014 South Pender Island Local Trust Committee Meeting Schedule

Resolution-SP-LTC-59-13

It was Moved and Seconded that the South Pender Island Local Trust Committee adopt the 2014 meeting schedule as presented.

CARRIED

Business meeting dates in 2014 will be the following: February 11, April 8, June 24, September 16, and November 4.

13. Town Hall Meeting

A member of the public thanked the LTC for continuing work on the LUB.

14. Adjournment

Resolution-SP-LTC-60-13

It was Moved that the South Pender Island Local Trust Committee Meeting be adjourned at 1:32 pm.

CARRIED

RECORDER

CHAIR