

ADOPTED



South Pender Island Local Trust Committee

Minutes of Regular Meeting

Date: September 4, 2018
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
Shannon Brayford, Recorder

1. CALL TO ORDER

Chair Luckham called the meeting to order at 10:00 a.m. He acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- Delete items 10.1 and 10.2 as no longer timely
- Addition of item 9.1.1 Correspondence from Trustee Scholefield
- Move items under 12.1 to under item 11, and reorder accordingly

By general consent the agenda was approved as amended.

3. TOWN HALL AND QUESTIONS

Chair Luckham invited comments from the community.

No comments were made.

4. COMMUNITY INFORMATION MEETING

4.1 South Pender Island Local Trust Committee Bylaw 115

Regional Planning Manager (RPM) Kojima provided an overview of the Bylaw and the rationale for the amendments.

Clarification was sought regarding the impact of the bylaw on Moving Around Pender (MAP) Car Stops. It was noted that the locations are provided for information and can be updated as needed.

5. PUBLIC HEARING

5.1 Recess for Public Hearing

5.1.1 South Pender Island Local Trust Committee Bylaw 115

Chair Luckham recessed the Regular Business Meeting at 10:10 am.

5.2 Recall to Order

Chair Luckham recalled the meeting to order at 10:19 a.m.

6. MINUTES

6.1 Adopted Local Trust Committee Minutes Dated June 12, 2018

Received for information.

6.2 Section 26 Resolutions-without-meeting Dated August 2018

Received for information.

6.3 Advisory Planning Commission Minutes

None

7. BUSINESS ARISING FROM THE MINUTES

7.1 Follow-up Action List Dated August 2018

Received for information.

8. DELEGATIONS

none

9. CORRESPONDENCE

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

9.1 P. Daniel, Anglican Diocese of BC Letter Dated July 17, 2018 re: Church of Good Shepherd Historical Registry

RPM Kojima provided an overview of the letter and the concerns expressed within it.

Paul Weyer provided additional background to the concerns expressed and an overview of the work of the South Pender Island Historical Society.

9.1.1 Trustee W. Scholefield, proposed letter of response

Trustee Scholefield read a recommended draft letter in response to the correspondence from the Anglican Diocese.

A discussion was held.

SP-2018-031

It was MOVED and SECONDED,

that Trustees McConchie and Scholefield forward the letter, as drafted, to Mr. P Daniels, of the Anglican Diocese of BC.

CARRIED

It was agreed that RPM Kojima arrange to have the letter printed on letter head.

A discussion of further actions was held and it was generally agreed that any further responses or actions shall be forwarded to the LTC for consideration as a Resolution Without Meeting (RWM).

10. APPLICATIONS AND REFERRALS

None

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Pedestrian and Bicycle Paths - Staff Memo - Bylaw No. 115

Chair Luckham noted that a Public Hearing and Community Information Meeting had been held.

SP-2018-032

It was MOVED and SECONDED,

that the South Pender Island Local Trust Committee Proposed Bylaw 115, cited as “South Pender Island Official Community Plan Bylaw No. 107, 2011, Amendment No. 1, 2018” be read a third time.

CARRIED

SP-2018-033

It was MOVED and SECONDED,

that the South Pender Island Local Trust Committee Proposed Bylaw 115 be forwarded to the Secretary of the Islands Trust for Executive Committee approval.

CARRIED

SP-2018-034

It was MOVED and SECONDED,

that the South Pender Island Local Trust Committee Proposed Bylaw 115 be forwarded to the Ministry of Municipal Affairs and Housing for approval.

CARRIED

11.2 Church of the Good Shepherd

RPM Kojima provided an overview of the project and the related tasks completed to date.

11.3 Heritage Designation Update

It was noted that the Statement of Significance had been created and is available in print and online.

The LTC presented copies of the Statement of Significance to the representatives of both Pender Islands Parks and Recreation Commission and Moving Around Pender.

11.4 South Pender Historical Society Grant Approval

RPM Kojima reported that the Executive Committee has revisited the grant as requested and that they have awarded a grant of \$1000.00.

12. REPORTS

12.1 Work Program Reports

12.1.1 Top Priorities Report Dated August 2018

SP-2018-035

It was MOVED and SECONDED

that the South Pender Island Local Trust Committee direct that, under Item 1 Top Priorities, to remove the words “and to apply for Community Grant for 2018.”

CARRIED

It was noted that Fiona MacRaidl will need to be replaced under the designated responsible party. RPM Kojima noted that he will consider who is available to fill the role and update the database accordingly.

12.1.2 Projects List Report Dated August 2018

A discussion of the Projects List was held and it was agreed to leave the list as is with the understanding that the incoming LTC will prioritize their projects.

12.2 Applications Report

none

12.3 Trustee and Local Expense Report Dated June 2018

It was noted that the report indicates a surplus, but that some costs recently incurred are not included.

12.4 Adopted Policies and Standing Resolutions

Trustee McConchie noted that the Resolution Without Meeting process was intended to expedite the public’s ability to access the minutes, but that the next LTC may want to consider whether that objective is being met.

12.5 Local Trust Committee Webpage

Trustee McConchie recommended further consideration to improve the usability of the website.

12.6 Chair's Report

Chair Luckham noted that the final Trust Council will be held on Keats Island. He also provided an overview of the final objectives of Executive Council.

Chair Luckham reported that vessel anchorages continue to be a major matter for concern.

12.7 Trustee Report

Trustee Scholefield reported that she has continued to remain in communication with Parks Canada regarding the beavers at Greenburn Lake. She reported that, to date, Parks Canada is continuing to accommodate the resident beavers on site.

Trustee McConchie reported that he had requested Temporary Freighters Anchorages to be on the Top Priorities List of Executive Council and also provided a presentation to them. He noted that the presentation is also available to any community groups that would like access it. He noted that when his term with the LTC ends, he will continue his work on this matter as a private citizen.

Trustee McConchie also addressed the continued impact of styrofoam from decaying wharfs on the beaches, as well as the matter of derelict boats.

12.8 Islands Trust Conservancy (Formerly Islands Trust Fund) Board Report Dated May & July 2018

Chair Luckham provided an overview of the report.

13. NEW BUSINESS

13.1 Retail Cannabis Licensing - Staff Report

RPM Kojima provided an overview of the report and reviewed the recommendations contained within it.

RPM Kojima provided specific information on the impact on South Pender Island and the potential areas impacted.

Trustee Scholefield recommended that specific First Nations Consultation with the Tsawout be required under the proposed standing resolution for retail licence applications.

SP-2018-036

It was MOVED and SECONDED,

that the South Pender Island Local Trust Committee request that an updated staff report on Retail Cannabis Licensing be brought back to the November meeting.

CARRIED

13.2 Housing Needs Assessment Report - Staff Report

RPM Kojima provided an overview of the report.

SP-2018-37

It was MOVED and SECONDED,

that the South Pender Island Local Trust Committee receive the “Southern Gulf Islands Housing Needs Assessment” report by JG Consulting Services Ltd, dated February 2018.

CARRIED

SP-2018-38

It was MOVED and SECONDED,

that the South Pender Island Local Trust Committee request Staff to publish the “Southern Gulf Islands Housing Needs Assessment”, report by JG Consulting Services Ltd dated February 2018 on the Islands Trust website.

CARRIED

13.3 Trust Programs Committee, Service Integrations - Staff Briefing

A discussion was held and no recommendations were made.

13.4 Islands Trust Conservancy, Incorporating the Regional Conservation Plan into Land Use Planning - Staff Briefing

Chair Luckham provided an overview and a discussion was held. No recommendations were made.

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for November 13, 2018 at the South Pender Fire Hall, Pender Island

15. TOWN HALL

Paul Weyer requested information on why the LTC has not added affordable housing to the project list. He noted that the affordable housing crisis on Pender Island could be impacted through policy changes by the South Pender Island LTC, such as those related to Short Term Vacation Rentals and empty homes.

A discussion was held and the Trustees noted the work done to date and opportunities for further improvements.

16. CLOSED MEETING (Distributed Under Separate Cover)

16.1 Motion to Close the Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s. 90(1) (a & d) for the purpose of considering:

- *Adoption of In-Camera Meeting Minutes Dated April 11, 2017*
- *Memberships of BOV Members*

AND that the recorder and staff attend the meeting.

16.2 Recall to Order

Chair Luckham opened the Public Meeting at 11:48 a.m.

16.3 Rise and Report

Chair Luckham reported that the In-camera Minutes of April 11, 2017 were adopted and that a notice for the Board of Variance was received for information.

17. ADJOURNMENT

By general consent the meeting was adjourned at 11:49 p.m.

Peter Luckham, Chair

Certified Correct:

Shannon Brayford, Recorder