



Local Planning Committee Minutes of Regular Meeting

Date: May 20, 2020
Location: Electronic meeting
Islands Trust
200 – 1627 Fort Street
Victoria BC V8R 1H8

Members Present: Laura Busheikin, Chair
David Maude, Vice Chair
Jeanine Dodds, Local Trustee
Kees Langereis, Local Trustee
Laura Patrick, Executive Committee Representative
Timothy Peterson, Local Trustee
Kate-Louise Stamford, Local Trustee
Jane Wolverton, Local Trustee
Peter Luckham, Ex Officio Member

Staff Present: David Marlor, Director, Local Planning Services
Narissa Chadwick, Island Planner
William Shulba, Senior Freshwater Specialist
Lisa Wilcox, Senior Intergovernmental Policy Advisor
Robert Barlow, Legislative Services Clerk/Recorder

1. CALL TO ORDER

The meeting was called to order at 10:06 a.m. Chair Busheikin acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

By general consent the Committee approved the agenda.

3. ADOPTION OF MINUTES/COORDINATION

3.1 Minutes of Meetings

3.1.1 Local Planning Committee Minutes of February 12, 2020

By general consent the Local Planning Committee Minutes of February 12, 2020, were adopted as presented.

3.2 Resolutions Without Meeting

None

3.3 Follow-up Action List (FUAL)

Director Marlor reviewed the FUAL. All items are completed.

4. WORK PROGRAM ITEMS

4.1 Application Processing Policy and Model Fee Bylaw – Request For Decision (RFD)

Island Planner Chadwick presented the RFD and briefings. It was noted that current application fees do not cover all services provided nor all staff hours of work involved in applications such as advertising, site visits and staff reports. Discussion included the principle of cost-recovery and the impact to applicants of potential changes to application fees.

LPC-2020-010

It was MOVED and SECONDED,

that Local Planning Committee request staff to include in the Model Fee Bylaw a separate fee with a lower rate Temporary Use Permit for residential uses that increase the availability of affordable housing.

CARRIED

LPC-2020-011

It was MOVED and SECONDED,

that Local Planning Committee request staff to finalize the Model Fee Bylaw.

CARRIED

LPC-2020-012

It was MOVED and SECONDED,

that Local Planning Committee request staff to finalize the Development Approvals Information (DAI) Bylaw.

CARRIED

LPC-2020-013

It was MOVED and SECONDED,

that Local Planning Committee request staff to finalize the revised Application Processing Services, Cost Recovery Agreements and Extraordinary Processing Services Policy.

CARRIED

LPC-2020-014

It was MOVED and SECONDED,

that Local Planning Committee request staff to report back to the Local Planning Committee at the meeting of July 29th, 2020, with a finalized Application Processing Services, Cost Recovery Agreements and Extraordinary Processing Services Policy incorporating the Model Fee Bylaw and Model DAI bylaw.

CARRIED

4.2 Saltwater Intrusion Mapping - Verbal Update

Senior Freshwater Specialist Shulba provided an update. The Saltwater Intrusion Mapping project is a collaboration between Islands Trust, BC Ministry of Environment and Climate Change Strategy and BC Ministry of Forests, Lands, Natural Resource Operations, and Rural Development; has completed year one of two years; and is in review stages. The methodology case study area was of the southern Gulf Islands and the Lower Mainland and, upon review, that methodology will be used to include all of Islands Trust Area, Howe Sound, and the entire coast to Haida Gwaii.

4.3 Freshwater Management Strategy - RFD

Strategic Plan Item #7

Island Planner Chadwick presented the RFD. Discussion included goals of the strategy and Islands Trust jurisdiction and responsibility in regards to freshwater.

LPC-2020-015

It was MOVED and SECONDED,

that Local Planning Committee request staff to amend the Freshwater Strategy Project Charter to add a first bullet to In Scope that defines Islands Trust legal jurisdiction and responsibilities with freshwater resources.

CARRIED

LPC-2020-016

It was MOVED and SECONDED,

that Local Planning Committee change the name of the “Freshwater Management Strategy” to the “Trust Council Freshwater Sustainability Strategy (FWSS)”.

CARRIED

LPC-2020-017

It was MOVED and SECONDED,

that Local Planning Committee endorse the Project Charter for the Freshwater Sustainability Strategy - Stage One: Identifying Options and Opportunities as amended.

CARRIED

The committee recessed from 12:45 p.m. and reconvened at 1:21 p.m.

5. STRATEGIC PLAN

5.1 Matrix of Climate Change Land Use Tools – RFD

Strategic Plan Item #12

LPC-2020-018

It was MOVED and SECONDED,

that Local Planning Committee support the collection of information and creation of communications pieces that will connect land use planning policies and tools to areas of action and examples of implementation.

CARRIED

5.2 Groundwater Mapping Strategy - Verbal Update

Strategic Plan Item #8

Senior Freshwater Specialist Shulba provided a verbal update. The Southern Gulf Islands Groundwater Sustainability Strategy Project is in the review stages (peer review and consultant review). An update was presented on preliminary data of the significant stages of the project. The presentation will be offered to the participating Southern Gulf Island Local Trust Committees over the coming weeks with a final report to be presented following review and subsequent updates.

Chair Busheikin and Vice Chair Maude lost connection to the Zoom Webinar platform at approximately 2:09 pm. Director Marlor convened a nomination and election for Acting Chair.

LPC-2020-019

It was MOVED and SECONDED,

that Trustee Peterson act as the Chair until Chair Busheikin is able to rejoin the meeting.

CARRIED

Chair Busheikin was able to reconnect to the Zoom Webinar platform at approximately 2:12 pm and subsequently resumed being the Chair.

Director Marlor indicated that staff will return to the committee, subject to being satisfied with the methodology and learning the lessons, with a report that includes recommendations that Senior Freshwater Specialist Shulba and all the reviewers

provide. At that point, LPC will be in a position to direct staff in regards to proceeding with the northern areas.

Chair Busheikin lost connection to the Zoom Webinar platform at approximately 2:15 pm. Trustee Peterson resumed acting as the Chair.

By general consent the order of business on the agenda was varied to address items 6.3 after item 5.2 and before item 5.3.

6. NEW BUSINESS

6.3 2019/20 Annual Report - LPC Section

Director Marlor presented the attached text for consideration.

Chair Busheikin was able to reconnect to the Zoom Webinar platform at approximately 2:19 pm but did not resume being the Chair. Trustee Peterson continued acting as the Chair.

LPC-2020-020

It was MOVED and SECONDED,

that Local Planning Committee approve the attached text for inclusion in the 2019/20 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs and Housing.

CARRIED

LPC-2020-021

It was MOVED and SECONDED,

that Local Planning Committee recess and reconvene on June 11, 2020 at 10:00 am electronically.

CARRIED

The Local Planning Committee therefore recessed at 2:26 pm.

The Chair reconvened the meeting on June 11, 2020, at 10:00 a.m. All members were present except for Trustee Maude.

5.3 Coastal Douglas-fir Mapping - RFD

Strategic Plan Item #1

Director Marlor presented the RFD. Discussion included the importance of the need for education and communication.

LPC-2020-022

It was MOVED and SECONDED,

that Local Planning Committee request that Staff develop a Project Charter, budget, scope and timeline creation of model development permit areas for Local Trust Committee-Bowen Island Official Community Plans bylaws to protect Coastal Douglas-fir zones throughout the Trust Area, and that the information from the delegation to the June Trust Council meeting and work currently being done on this issue on Salt Spring Island be integrated into the report.

CARRIED

LPC-2020-023

It was MOVED and SECONDED,

that Local Planning Committee forward the "Contiguous Forest Mapping in the Islands Trust Area Report" prepared by Cabin Forestry Ltd, and the "Map Book, Forest Ecosystems in the Islands Trust" to the June Trust Council meeting with a recommendation to circulate to local trust committees and Bowen Island Municipality for information.

CARRIED

By general consent the order of business on the agenda was varied to address items 6.1 before item 5.4.

6. NEW BUSINESS

6.1 Protecting Cultural Heritage Resources - Briefing

Senior Intergovernmental Policy Advisor Wilcox spoke to the item, indicating that currently she reviews planning applications brought forward to the Local Trust Committees in regards to the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and best practices.

LPC-2020-024

It was MOVED and SECONDED,

that Local Planning Committee request staff to bring back to the Committee a report on options for an initiative to protect cultural heritage in land use planning applications as well as proactive planning.

CARRIED

The committee recessed from 11:07 a.m. and reconvened at 11:14 a.m.

5.4 Eelgrass Mapping Project - Discussion

Strategic Plan Item #5

Director Marlor indicated that the partner in developing the eelgrass mapping project, Sea Change, does not have the funding this year to do the work. Discussion included considerations whether Islands Trust could move forward without Sea Change; whether Islands Trust Conservancy could take responsibility for the project; whether other potential partners have been explored; and whether the project should be deferred to next year.

LPC-2020-025

It was MOVED and SECONDED,

that Local Planning Committee request staff to prepare a briefing on options for the eelgrass mapping budget.

CARRIED

5.5 Affordable Housing - Floor Area Ratio - Discussion

Strategic Plan Item #16 (ii)

Director Marlor indicated that regulating floor area ratio could be used as a means to support affordable housing. Currently the number of dwellings on a lot and the percentage of lot coverage are tools that are being used in regulations.

LPC-2020-026

It was MOVED and SECONDED,

that Local Planning Committee request staff to return to the Committee with a Project Charter to explore floor area ratio to support Affordable Housing.

CARRIED

6.2 Change Name of Local Planning Committee to Regional Planning Committee – Discussion

LPC-2020-027

It was MOVED and SECONDED,

that Local Planning Committee request to Trust Council that the name “Local Planning Committee” be changed to “Regional Planning Committee”.

CARRIED

7. LOCAL PLANNING COMMITTEE - WORK PROGRAM

LPC-2020-028

It was MOVED and SECONDED,

that Local Planning Committee amend the Work Plan by deleting Saltwater Intrusion Mapping as Priority #2; changing Priority #3 (Protect Quality and Quantity of Freshwater Resources of the Trust Area) to Priority #2; adding Project Charters for Remaining Trust Council Strategic Plan Budgeted Items as Priority #3; and adding Protecting Cultural Heritage – Interim Measures as Priority #4.

CARRIED

8. NEXT MEETING

By general consent the next meeting will be an electronic meeting rather than in person.

9. ADJOURNMENT

By general consent the meeting was adjourned at 12:01 p.m.

Laura Busheikin, Chair

Certified Correct:

Robert Barlow, Legislative Services Clerk/Recorder