

# ADOPTED



## North Pender Island Local Trust Committee

### Minutes of Regular Meeting

**Date:** September 10, 2020  
**Location:** Electronic Meeting (Zoom Webinar)

**Members Present:** Laura Patrick, Chair  
Deb Morrison, Local Trustee  
Benjamin McConchie, Local Trustee

**Staff Present:** Robert Kojima, Regional Planning Manager  
Kim Stockdill, Island Planner  
Shannon Brayford, Recorder  
Maple Hung, Planning Team Assistant, Host

**Public:** There were approximately five (5) attendees at the Zoom Webinar.

#### 1. CALL TO ORDER

Chair Patrick called the meeting to order at 10:00 a.m. She 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. TRUSTEE REPORT

Trustee McConchie welcomed Planner Stockdill back to North Pender Island. He expressed concern with the lack of legislation and regulations to prevent clear cutting properties on the island. He also noted the upcoming Trust Council and expressed concern with the lack of inclusion of meaningful agenda topics.

Trustee Morrison echoed frustration with the lack of forestry protection powers and outlined the rationale for improving the Islands Trust Act in this regard. Trustee Morrison also provide an update regarding the Trust Policy Statement work to promote reconciliation and environmental mitigation.

#### 4. CHAIR'S REPORT

Chair Patrick noted the upcoming Trust Council and provided information on accessing and participating in the meeting. She provided an overview of Salt Spring Island's Coastal Douglas-fir Protection Project and the impact that this project could have regionally.

**5. TOWN HALL AND QUESTIONS**

**Dale Henning** addressed Short Term Vacation Rentals (STVRs) and the recommendation that they be limited in such a way that no more than two are within a 100 meter radius. He further provided recommendations for amending the regulations to include compliance with fire regulations, public health matters, and tax filings.

**Dale Henning** addressed Trustee McConchie’s report on clear cutting trees. He noted that when a property is purchased to build a home, the trees must be removed.

**Michael Sketch** addressed the Review of Land Use Bylaws for North Pender Island and the addressing of directive policies. He encouraged the LTC and staff to include addressing missing directive policies in the project charter and staff reports.

**6. COMMUNITY INFORMATION MEETING**

None

**7. PUBLIC HEARING**

None

**8. MINUTES**

**8.1 Local Trust Committee Minutes Dated July 30, 2020**

By general consent the Local Trust Committee (LTC) meeting minutes of July 30, 2020 were adopted as presented

**8.2 Section 26 Resolutions-without-meeting Report**

None

**8.3 Advisory Planning Commission Minutes**

None

**9. BUSINESS ARISING FROM THE MINUTES**

**9.1 Follow-up Action List Dated September 2020**

Trustee McConchie requested and received an update on the project to create a First Nations Advisory Commission.

**10. DELEGATIONS – N/A**

**11. CORRESPONDENCE**

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

**12. APPLICATIONS AND REFERRALS**

**12.1 Saturna Island Local Trust Committee Bylaw No. 132 Referral**

Regional Planning Manager (RPM) Kojima provided an overview of the referral.

A discussion of the referral was held, including its impact on North Pender Island and the importance of working nation to nation.

**NP-2020-039**

**It was Moved and Seconded,**

that the North Pender Island Local Trust Committee respond to the referral for Saturna Island Local Trust Committee Bylaw No. 132 with “interests affected” and a request for collaborative discussion on the issue.

**CARRIED**

**13. LOCAL TRUST COMMITTEE PROJECTS**

**13.1 STVR Project Review - Staff Report**

Planner Stockdill provided an overview of the staff report and related recommendations.

The LTC requested and received information on the following points:

- Consistency of the recommendations with the work completed in other Local Trust areas;
- Bylaw relevance for STVR’s being operated as home-based businesses;
- Value of recommendations for mitigating cumulative impact of STVRs on an area and increasing the radius of restrictions;
- Removing restriction on operating secondary suites as STVRs;
- Enforcement issues of limiting the number of occupants to six;
- Opportunity to limit STVRs to the months of October-April;
- Bylaw enforcement resources required to enforce restrictions;
- Notification policies including application posting on property and increase of radius of properties notified; and
- Limitations for inclusion of Business Licencing requirements.

**NP-2020-040**

**It was Moved and Seconded,**

that the North Pender Island Local Trust Committee request staff to prepare a draft Official Community Plan Amendment Bylaw for the Short Term Vacation Rental Review project in accordance with the staff report dated September 10, 2020 and include the amendments as discussed.

**CARRIED**

**13.2 Update on Southern Gulf Islands Groundwater Sustainability Strategy - Staff Memo**

RPM Kojima provided an overview of the report.

The LTC expressed concern with the timeline for this project and the resultant challenges that will be faced in applying this mapping resource to the Land Use Bylaw review.

Chair Patrick provided an overview of the development of the Local Planning Committee Fresh Water strategy and the inclusion of the Groundwater Sustainability Strategy in that work.

**By general consent** the LTC requested greater communication on the timeline for the completion project.

## **14. REPORTS**

### **14.1 Work Program Report (attached)**

#### **14.1.1 Top Priorities Report Dated September 2020**

The LTC requested and received information on the inclusion of directive policies in the Land Use Bylaw review.

#### **14.1.2 Projects List Report Dated September 2020**

A discussion was held regarding the projects list and benefits of using regional projects to improve efficiency of actioning the items on the Projects List.

### **14.2 Applications Report Dated September 2020**

A review of each application was held and RPM Kojima provided verbal updates on each application.

A discussion of the densification of the Driftwood Area - Community Hall area of North Pender Island was held. Implications for traffic and pedestrian safety, as well as cumulative impacts on ground water, were noted.

**By general consent** there was consideration of overall planning for the Driftwood Area of North Pender Island be included on the next Regular Business Meeting Agenda for further discussion.

### **14.3 Trustee and Local Expense Report Dated July 2020**

It was noted that the Trustee Expenses are below budget and that the public can access all spending details and ask questions.

The LTC requested and received information on whether excess funds could be directed to support the Pender Island Conservancy.

### **14.4 Adopted Policies and Standing Resolutions**

Received for information.

### **14.5 Local Trust Committee Webpage – N/A**

### **14.6 Islands Trust Conservancy Report - None**

## **15. NEW BUSINESS**

None

**16. UPCOMING MEETINGS**

**NP-2020-041**

**It was Moved and Seconded,**

that in accordance with *Ministerial Order M192 – Local Government Meetings & Bylaw Process* and *Province of BC Bill 19 – 2020*, North Pender Island Local Trust Committee cannot conduct public in-person meetings at this time because the meeting venues traditionally used have limited access or do not meet the legislated requirements for the protection of the community, trustees and staff; and

Therefore in order to meet the principles of openness, transparency, and accessibility, meetings of the North Pender Island Local Trust Committee will be held electronically over the period August 26 to October 31, 2020, will be live streamed, and the public invited to participate in meetings by connecting to the link or the phone number provided in the meeting notice, in order to observe proceedings and speak when invited by the Chair.

**CARRIED**

**16.1 Next Regular Meeting Scheduled for October 29, 2020 - Electronic Meeting**

Planner Stockdill provided an overview of the upcoming Community Information Meetings, including their purpose and manners through which the community can participate.

**17. TOWN HALL**

**Dale Henning** encouraged the LTC to meet with the Magic Lake Property Owners Association and to also investigate the impact that STVRs have on commercial accommodations. He further addressed past opportunities that the LTC has had to participate in improving pedestrian safety in the Driftwood Area.

**Amanda Griesbach** requested information on the pump-out regulations for boats anchored at Port Browning and noted the impact that the quantity of boats can have on the sediment levels in the area. She further addressed the LTC's interest in supporting the Pender Islands Conservancy and recommended project options that the LTC could contract the Conservancy to provide education on.

**Michael Sketch** addressed the staff claim that Trust Policy directives are being consistently applied to the Land Use Bylaws. He provided examples of directive policies as evidence to the contrary.

**18. CLOSED MEETING**

None

**19. ADJOURNMENT**

**By general consent** the meeting was adjourned at 12:30 p.m.

---

Laura Patrick, Chair

Certified Correct:

---

Shannon Brayford, Recorder