

ADOPTED



South Pender Island Local Trust Committee

Minutes of Regular Meeting

Date: September 4, 2020
Location: Electronic Meeting (Zoom Webinar)

Members Present: Laura Patrick, Chair
Cameron Thorn, Local Trustee
Steve Wright, Local Trustee

Staff Present: Robert Kojima, Regional Planning Manager
Kathy Gilbert, Recorder
Wil Cottingham, Planning Assistant, Host
Kim Stockdill, Island Planner
Narissa Chadwick, Island Planner

Public: There were approximately (4) attendees in the Zoom Webinar.

1. CALL TO ORDER

Chair Patrick called the meeting to order at 10:36 a.m. She acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

SP-2020-017

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

By general consent the agenda was approved as presented.

3. TRUSTEE REPORTS

Trustee Thorn had nothing to report.

Trustee Wright reported on the following points:

- Real estate has been selling briskly;
- Some new owners have limited knowledge about community values, including the environment; the ability to have a property assessed for items such as sensitive ecosystems: and the limits of what can be regulated, such as building design; and
- Working with Regional Planning Manager (RPM) Kojima to develop ideas for educating new owners.

Trustee Thorn suggested that an education process for newcomers be made available, perhaps at the realty office.

Chair Patrick suggested that communication with prospective new owners would be a way to provide information on those topics enumerated above and other items that might help to inform their purchase.

4. CHAIR'S REPORT

Chair Patrick advised that there will be a virtual Town Hall at Trust Council on September 16, 2020.

5. TOWN HALL AND QUESTIONS

Recorder Gilbert advised that there was once a welcome package at the realty office and offered to put together a package. Trustee Wright advised that he has provided a package to the realty office, but would be happy to hear further input.

Rick Friesen, Kathy Whitehead and Debbie Friesen requested that participants using different platforms, such as Apple, Android, and PCs be tested prior to the meeting.

6. COMMUNITY INFORMATION MEETING

None

7. PUBLIC HEARING

None

8. MINUTES

8.1 Local Trust Committee Minutes

8.1.1 [June 4 2020 Special Meeting Minutes \(for information\)](#)

Received for information.

8.1.2 December 16, 2019 Public Hearing Record (for Receipt)

Received for information.

8.2 Section 26 Resolutions-without-meeting Dated August 2020

Received for information.

8.3 Advisory Planning Commission Minutes - None

9. BUSINESS ARISING FROM THE MINUTES

9.1 Follow-up Action List Dated August 2020

10. DELEGATIONS

11. CORRESPONDENCE

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

12. APPLICATIONS AND REFERRALS

12.1 Saturna Island Local Trust Committee Bylaw No. 132 Referral

The proposed amendment to their OCP to add information on First Nations history and presence on the Island.

SP-2020-018

It was Moved and Seconded

that the interests of the South Pender Island Local Trust Committee are unaffected by Saturna Island Local Trust Committee Bylaw No. 132.

13. LOCAL TRUST COMMITTEE PROJECTS

13.1 Short Term Vacation Rental Review - Staff Report

Planner Chadwick gave an overview of the STVR Review project.

Trustees discussed a number of issues, such as whether to use temporary use permits (TUPs) everywhere an STVR is proposed; or to permit STVRs as a home-based business. RPM Kojima advised that if a STVR is a home-based business, the owner of the property must be present.

Trustees expressed a preference for aligning the regulations with those for North Pender.

Trustee Wright referred to correspondence from Peter Brook on his thoughts on STVRs on Pender Island and Bowen Island.

Trustees suggested that they consult further with stakeholders and residents. Trustees will provide their written comments to staff.

SP-2020-019

It was Moved and Seconded,

that the South Pender Island Local Trust Committee request staff to prepare draft bylaws for the STVR Review project in accordance with the staff report dated September 4, 2020.

CARRIED

13.2 Alternative Housing - Staff Report

SP-2020-020

It was Moved and Seconded,

that the South Pender Island Local Trust Committee request staff prepare draft policies and regulations that would tie RV use to a building permit for a dwelling, with maximum limit of 2 years, and to limit recreational use of vehicles of RVs to 60 days, and to permit occupancy of RVs or bunkhouses for agricultural or forestry workers from May to September.

CARRIED

13.3 Update on Southern Gulf Islands Groundwater Sustainability Strategy - Staff Memo

Staff advised that the draft report is undergoing a professional review. The final report is due in November 2020.

14. REPORTS

14.1 Work Program Reports

14.1.1 Top Priorities Report Dated August 2020

14.1.2 Projects List Report Dated August 2020

RPM Kojima noted that the building and siting review and STVRs have been referred to the APC. Trustee Thorn suggested that the LTC consider issues to be sent to the APC.

14.2 Applications Report Dated August 2020

Received for information.

14.3 Trustee and Local Expense Report Dated July 2020

Received for information.

14.4 Adopted Policies and Standing Resolutions

Received for information.

14.5 Local Trust Committee Webpage

None

14.6 Islands Trust Conservancy Report Dated July 2020

Received for information.

15. NEW BUSINESS

15.1 Contiguous Forest Mapping in the Islands Trust Area Report

Received for information.

16. UPCOMING MEETINGS

16.1 Next Regular Meeting Scheduled for November 6, 2020 at the South Pender Fire Hall, Pender Island

Trustee Wright suggested holding monthly meetings with a recorder present and meetings with the Chair and staff every second month. He also suggested holding the bi-monthly meetings on Saturday mornings to allow for off-islanders to attend. RPM Kojima requested that Trustees send a list of dates that they would like meetings to be held, noting that 6 regular meetings can be scheduled for 2021.

17. TOWN HALL

Richard Friesen requested that the public be able to access APC meetings. Trustee Wright advised that all issues are referred to APC.

18. CLOSED MEETING

None

19. ADJOURNMENT

By general consent the meeting was adjourned at 2:32 p.m.

Laura Patrick, Chair

Certified Correct:

Kathy Gilbert, Recorder