



## Regional Planning Committee Minutes of a Regular Meeting

**Date:** May 12, 2021  
**Location:** Electronic Meeting

**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  
Clare Frater, Director, Trust Areas Services  
Narissa Chadwick, Island Planner  
William Shulba, Senior Freshwater Specialist  
Lisa Wilcox, Senior Intergovernmental Policy Advisor  
Dilani Hippola, Senior Policy Advisor  
Dionne LoForte, Local Planning Services Administrative Assistant  
Robert Barlow, Legislative Services Clerk/Recorder

**Others Present:** Kirk Stinchcombe, Econics  
Elan Failing, Econics  
Scott Colbourne, Local Trustee  
Sue Ellen Fast, Local Trustee  
Doug Fenton, Local Trustee  
Peter Johnston, Local Trustee  
Dan Rogers, Local Trustee

### 1. CALL TO ORDER

The meeting was called to order at 10:02 a.m. Chair Busheikin acknowledged that the meeting was being held on Coast Salish traditional and treaty territories.

### 2. APPROVAL OF AGENDA

#### 2.1 New Items and Re-ordering of the Agenda

None

#### 2.2 Approval of Agenda

**By general consent** the Regional Planning Committee approved the agenda.

# ADOPTED

## 3. BUSINESS

### 3.1 Freshwater Sustainability Strategy

All trustees were invited to attend an informational presentation provided by Kirk Stinchcombe of Econics in regards to Freshwater Sustainability Strategy. Trustees provided some general feedback in regards to the Strategy.

## 4. TOWN HALL

None

## 5. DELEGATIONS

None

## 6. ADOPTION OF MINUTES/COORDINATION

### 6.1 Minutes of Meetings

#### 6.1.1 Regional Planning Committee Minutes of March 17, 2021

**By general consent** the Regional Planning Committee minutes of March 17, 2021, were approved as presented.

### 6.2 Resolutions Without Meeting

None

### 6.3 Follow-Up Action List

Director Marlor spoke to the one item on the FUAL that is in progress:

- The report of the Trust Programs Committee affordable housing discussions will be presented at the August RPC meeting.

## 7. WORK PROGRAM ITEMS

### 7.1 Local Planning Service Delivery

Director Marlor presented a briefing, Update on Regional Planning Team Work Program, that provides an update on the status of projects generally, and projects currently assigned to the Regional Planning Team planners. He noted an intent to provide draft policy amendments that would provide guidance for the prioritization of projects to the August RPC meeting. The briefing will be provided to the June Trust Council meeting for information.

## ADOPTED

Discussion involved the impact of having a current workload of 43 planning bylaws and 106 administrative bylaws requiring updating which could take 14 to 20 years to accomplish.

**RPC-2021-005**

**It was MOVED and SECONDED,**

that Regional Planning Committee direct staff to report on alternative approaches to maintaining and updating OCPs and LUBs.

**CARRIED**

### **7.2 Trust Council Strategic Plan Action Items**

Director Marlor presented a briefing, Status of Strategic Plan Items Assigned to the Regional Planning Committee, indicating that staff will bring project charters for Strategic Plan items 2, 9 and 16iv to the August RPC meeting.

Discussion included consideration of the possibility of a special meeting prior to the August regular meeting.

Committee recessed at 12:06 p.m and reconvened at 12:41 p.m.

## **8. BUSINESS**

### **8.1 2020/21 Annual Report – Regional Planning Committee section**

The Committee suggested two minor edits to the text:

- replace “...developing of communication materials...” in the third sentence of the first paragraph of the 2020/21 Highlights section with “...the development of communication materials...”
- replace “...increase housing affordability.” in the first sentence of the second paragraph of the 2020/21 Highlights section with “...increasing housing options.”

**RPC-2021-006**

**It was MOVED and SECONDED,**

that Regional Planning Committee approve the attached text as amended for inclusion in the 2020/21 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs and Housing.

**CARRIED**

### **8.2 Policy Statement Draft Amendment Recommendations**

Senior Policy Advisor Hippola provided a presentation, indicating that the first draft has incorporated input from the public, trustees, other agencies and organizations, and staff. She highlighted the development and review process of the Policy Statement Amendment Project and potential changes to the Policy Statement. The Committee provided general feedback and asked clarifying questions.

## ADOPTED

The Committee recessed at 2:04 p.m. and reconvened at 2:17 p.m.

### 8.3 Application Processing Services Policy

Director Marlor introduced the Request For Decision, noting that the Model Development Approval Information Bylaw needs further work and is not ready to be presented to the Committee. What was presented for consideration of final endorsement was the Application Processing Services Policy and attached Model Fees Bylaw. Planner Chadwick indicated that individual trustees can send suggested minor edits directly to her and the Committee suggested some minor edits for clarification purposes.

Chair Busheikin lost electronic connection at 2:50 p.m.; Vice Chair Maude assumed responsibility as Chair of the meeting.

#### **RPC-2021-007**

**It was MOVED and SECONDED,**

that Regional Planning Committee request staff to add a \$100 per lot fee to the fee schedule under the Application for Subdivision Review under item 1 of Table 3 of the Model Bylaw.

**CARRIED**

Chair Busheikin reconnected at 2:53 by telephone only and did not resume acting as the Chair.

#### **RPC-2021-008**

**It was MOVED and SECONDED,**

that Regional Planning Committee request staff to bring back further analysis on fee-per-lot structure, including consideration of a cap and park dedication.

**CARRIED**

Trustee Stamford left the meeting at 3:00 p.m.

#### **RPC-2021-009**

**It was MOVED and SECONDED,**

that Regional Planning Committee endorse the Application Processing Services Policy with attached Model Fees Bylaw As amended.

**CARRIED**

#### **RPC-2021-010**

**It was MOVED and SECONDED,**

that Regional Planning Committee approve the attached Request for Decision and send it, along with the Application Processing Services Policy with attached Model Fees Bylaw, as amended, to Trust Council for approval.

**CARRIED**

#### **RPC-2021-011**

**It was MOVED and SECONDED,**

## ADOPTED

that Regional Planning Committee direct staff to prepare, in cooperation with the Regional Planning Committee Chair, a presentation to Trust Council to explain the process and anticipated impacts of the Application Process Services Policy.

**CARRIED**

Chair Busheikin was able to reconnect by computer and resumed acting as Chair of the Committee.

**9. NEW BUSINESS**

None

**10. WORK PROGRAM**

The Committee reviewed the current Work Plan and had no comments.

**11. NEXT MEETING**

Wednesday, August 25, 2021, from 10:00 a.m. to 3:00 p.m.

Trustee Dodds left the meeting at 3:18 p.m. and Trustee Patrick left the meeting at 3:19 p.m.

**RPC-2021-012**

**It was MOVED and SECONDED,**

that Regional Planning Committee request staff to schedule an additional meeting to discuss the Shoreline Protection report and the Floor Area Ratio report.

**DEFEATED**

**12. ADJOURNMENT**

**By general consent** the meeting adjourned at 3:30 p.m.

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Laura Busheikin, Chair

Certified Correct:

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Robert Barlow, Legislative Services Clerk/Recorder