

ADOPTED



North Pender Island Local Trust Committee

Minutes of Regular Meeting

Date: November 29, 2018
Location: Anglican Parish Hall
4703 Canal Road, RR#1, North Pender Island, BC

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

Staff Present: Justine Starke, Island Planner
Robert Kojima, Regional Planning Manager
Shannon Brayford, Recorder

1. CALL TO ORDER

Chair Patrick called the meeting to order at 10:01 a.m. She acknowledged that the meeting was being held in territory of the Coast Salish First Nations.

Chair Patrick introduced herself and invited the Trustees to do the same.

Chair Patrick read a written statement regarding meeting decorum.

2. APPROVAL OF AGENDA

Planner Starke reported the request to defer item 10.1 was denied.

By general consensus the agenda was approved as presented.

3. TOWN HALL AND QUESTIONS

Chair Patrick opened the floor to inquiries.

Roy Moore addressed the matter of fire proofing the island. He encouraged the Local Trust Committee (LTC) to pass a bylaw requiring landowners to remove debris and other fire fuel.

The Trustees noted that they will be accepting comments both during both the Town Hall and during the other agenda items.

Kathy Cronk addressed Item 10.1, encouraging the LTC to carefully consider the impact on the eel grass.

John Chapman spoke as the Chair of PIPRC (Pender Islands Parks and Recreation Commission) to address Item 10.2. He noted that the PIPRC does not have a concern with the application, but that they have a Right of Way on a portion of that property.

Dale Henning read an email from another community member requesting a rationale for why letters of support for the Burdett application are no longer found on the Islands Trust Webpage. RPM Kojima provided a rationale.

Michael Sketch commented that all of the documents related to the Burdett application are now difficult to find.

Ann Burdett requested that the meetings be video-streamed online. It was noted that the process for live-streaming meetings is being investigated at the staff level.

Dale Henning requested information on why Bylaws 214 and 215 are not on the agenda package.

Planner Starke provided an update on the Bylaws 214 and 215.

4. COMMUNITY INFORMATION MEETING

none

5. PUBLIC HEARING

none

6. MINUTES

6.1 Local Trust Committee Minutes Dated October 25, 2018 for information

It was noted that the Minutes of October 25, 2018 were adopted by Resolution Without Meeting.

6.2 Section 26 Resolutions-without-meeting Report November 2018

Trustee Morrison requested information on the Port Browning applications and reported receiving complaints regarding the sewer smell. She also requested that RPM Kojima follow up on the Browning sewer smells.

RPM Kojima acknowledged the comments and remarked that staff will follow up.

6.3 Advisory Planning Commission Minutes

None

7. BUSINESS ARISING FROM THE MINUTES

7.1 Follow-up Action List Dated November 2018

Received for information.

8. DELEGATIONS

none

9. CORRESPONDENCE

9.1 Pender Island Trust Protection Society Letter Re: Watersheds, Groundwater & Ramifications of Climate Change

The LTC thanked Pender Island Trust Protection Society for the submission.

RPM Kojima provided an overview of the options available for the LTC to help share information about the event.

10. APPLICATIONS AND REFERRALS

10.1 NP-DVP-2017.3 (Cooke/Taylor) - Staff Report

Planner Starke delivered a presentation regarding the application and provided an overview of the staff report's recommendations.

The LTC requested additional information regarding the application and the discussed options for limiting the impact on the sensitive ecosystem.

Chair Patrick invited comments from the audience.

Kathy Cronk noted that the 100 meter requirement for notice might not be sufficient in this situation.

NP-2018-091

It was Moved and Seconded,

that the North Pender Island Local Trust Committee deny application NP-DVP-2017.3.

CARRIED

10.2 NP-DVP-2018.4 (Murdoch) - Staff Report

Planner Starke provided an overview of the staff report and associated recommendations.

The LTC discussed the application and the impact it may have on the Right of Way and future trail development.

Trustee Morrison specifically asked Ms. Murdoch to keep the MOTI right of way clear of any use as this is beyond their property.

NP-2018-092

It was Moved and Seconded,

that the North Pender Island Local Trust Committee approve issuance of proposed Development Variance Permit NP-DVP-2018.4 (Murdoch).

CARRIED

10.3 NP-TUP-2018.6 (Persello) - Staff Report

Planner Starke provided an overview of the staff report, community submissions, and associated recommendations.

The LTC discussed the application, enforcement options for non-compliance with Short Term Vacation Rentals (STVR) regulations, and broader community impacts.

A discussion was held regarding strategies for encouraging water conservation in STVRs and opportunities to monitor water use in those residences.

NP-2018-093

It was Moved and Seconded,

that the North Pender Island Local Trust Committee approve issuance of Temporary Use Permit NP-TUP-2018.6 (Persello).

CARRIED

A discussion was held regarding the voting rights of the Chair and staff provided clarification on the regulations.

10.4 NP-RZ-2017.2 (GRL Holdings / Shaw Communications) - Staff Report

Planner Starke provided an overview of the staff report, associated recommendations, and the legislative process for rezoning applications.

Chair Patrick invited the applicant to address the LTC.

The LTC discussed the application, including the building's use, potential environmental concerns, and commercial implications of the rezoning.

A member of the community recommended that the LTC ensure that the building be limited to storage and that they consider the types of material stored there.

NP-2018-094

It was Moved and Seconded,

that the North Pender Island Local Trust Committee direct staff to proceed with the application NP-RZ-2018.2 (GRL Holdings/Shaw Communications Ltd.) and to

prepare a draft bylaw.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Bylaw No.216 (OCP) & Bylaw No. 217 (LUB) Secondary Suites Amendments for consideration of adoption - Staff Report

Planner Starke provided an overview of the project, the rationale for relevant decisions made by the past LTC, and the final steps required for its completion.

It was noted that, being post-public hearing, no new information would be received on the matter.

The LTC discussed the bylaws including: matters of water conservation, improving access to affordable housing, the Magic Lake sewer system, and density increases in the Magic Lake Estates area.

A discussion was held regarding opportunities to impose requirements for water and energy conservation.

NP-2018-095

It was Moved and Seconded,

that the North Pender Island Local Trust Committee Bylaw No. 216, cited as “North Pender Island Official Community Plan Bylaw No. 171, 2007, Amendment No. 1, 2018,” be adopted.

CARRIED

NP-2018-096

It was Moved and Seconded,

that the North Pender Island Local Trust Committee Bylaw No. 217, cited as “North Pender Island Land Use Bylaw, 103, 1996, Amendment No. 1, 2018,” be adopted.

CARRIED

Chair Patrick invited comments from the public.

Dale Henning noted that many properties in Magic Lake Estates are not connected to sewers

Jim Petrie requested information on ensuring that current suites are compliant with building and electrical codes.

Trustee Morrison encouraged the public to report suites of concern to ensure that those owners have an opportunity to bring their suites into compliance.

Trustee Morrison asked for clarification from RPM Kojima about the approval of secondary suites in the Magic Lake area and he confirmed that no secondary suites can be approved in Magic Lakes until the water and sewer upgrades are complete as per the community feedback during bylaw review.

12. REPORTS

12.1 Work Program Report

12.1.1 Top Priorities Report Dated November 2018

A discussion was held regarding the Top Priorities and Staff offered options for identifying and planning those priorities.

The LTC discussed the following topics:

- Publicizing the adoption of Bylaws No. 216 and 217.
- Inclusion of water issues on the Top Priorities list.
- Next steps regarding housing.
- Options for receiving feedback from the community.
- Items on the Top Priorities list that can be removed.

NP-2018-097

It was Moved and Seconded,

that the North Pender Island Local Trust Committee remove Item 2 “Housing” and Item 3 “First Nations Interest” from the Top Priorities list and that “Climate Change Adaptation and Community Resilience” be added to the Top Priorities list.

CARRIED

Trustee McConchie and Trustee Morrison provided an overview of the ways in which they are actively ensuring that First Nations interests are integrated as a priority in all areas of their work.

12.1.2 Projects List Report Dated November 2018

RPM Kojima and Planner Starke provided an overview of the document and provided recommendations on projects for the LTC to consider.

12.2 Applications Report Dated November 2018

RPM Kojima provided an overview of the document.

Planner Starke provided an update on an application by Glen Grimmer.

A discussion of the application was held and the LTC requested additional information regarding the rationale for dealing with the matter as a Temporary Use Permit.

12.3 Trustee and Local Expense Report September 2018

RPM Kojima provided an overview of the document.

12.4 Adopted Policies and Standing Resolutions

Received for information.

A discussion was held regarding the Advisory Planning Commission and the process for obtaining new members.

12.5 Local Trust Committee Webpage

Dale Henning requested an update on the past inability to post two meetings on the same day.

Trustee Morrison provided an overview of the challenges of the website and the opportunities for solutions. She reported that there is a website (penderislandstrust.org) that can share information and redirect to the Trust website in a more efficient way. She encouraged the community to share specific website issues to ensure they are addressed.

A discussion was held regarding options for communicating online and through non-computer-based media.

12.6 Chair's Report

Chair Patrick reported that she is appreciative of the training from the staff and looks forward to serving as Chair.

12.7 Trustee Report

Trustee McConchie thanked the Chair for her service to the Trust. He reported that Trust Council was held November 6-8, 2018 and noted that he was concerned with the both the event's budget and that a member of the community was not treated respectfully by the Trust Council Chair. He encouraged the community to follow the work of South Pender Island Trustee, Steve Wright, regarding the various matters he is raising with Trust Council. He thanked the staff for their efforts to provide relevant information and for their service to the Trust.

Trustee Morrison reported that she attended Trust Council. She noted that she has concerns regarding spending on Trustee stays during Trust Council. She reported that two community members from North Pender Island were interrupted during their address to Trust Council and that the matter is being addressed. She encouraged the public to take advantage of the posted Planner hours and get to know their planners. She also provided an overview of up coming meetings with elected officials and encouraged the community to provide input on relevant matters.

12.8 Electoral Area Director's Report

Chair Patrick noted that this agenda item was created in the hope that Area Directors would attend meetings or provide written reports.

12.9 Islands Trust Conservation Report

none

13. NEW BUSINESS

13.1 Islands Trust Conservancy - Medicine Beach Nature Sanctuary Letter

Received for information.

14. UPCOMING MEETINGS

14.1 2019 LTC Annual Meeting Schedule for adoption

It was noted that the June meeting will be held July 4, 2018 and that the meeting times and locations will be decided.

NP-2018-098

It was Moved and Seconded,

that the North Pender Island Local Trust Committee 2019 meeting schedule be adopted as amended.

CARRIED

14.2 Scheduling of December 9, 2018 Special Meeting

It was noted that this meeting will not be held, but will be rescheduled in the future.

15. TOWN HALL

Dale Henning thanked the Trustees and Chair for their work.

Kathy Cronk encourage the LTC to work with Heartwood on their Top Priority "Climate Change Adaptation and Community Resilience".

Sara Steil requested official support from the LTC and permission to list the LTC as a co-sponsor of the upcoming Pender Island Trust Protection Society (PITPS) event.

By general consensus, the LTC agreed to be listed as official supporters of the PITPS event.

Michael Sketch remarked that the role of the Chair should be to represent Trust Council and that a Chair should carefully be aware of decisions that contravene Trust policy. He requested that the Chair share her views on her role. He also requested information on how a vote is handled when there are only two members of the LTC present.

Chair Patrick provided an overview of the process for Trust Council review of LTC decisions and her views of the role of the Chair.

RPM Kojima provided information on the procedures for absent LTC members and voting. Trustees McConchie and Morrison noted that they have both been appointed to the Trust Programs Committee, which will be considering procedures.

Dale Henning requested clarification on the comments of Michael Sketch.

Ann Burdett requested information on the audio recordings of the meetings.

RPM Kojima reported that the recording of meetings was piloted during the past term and provided an overview of the challenges identified in the project. Trustee McConchie provided an overview of the process for having the meetings filmed and noted that the project is being worked on.

Michael Sketch encouraged the LTC to reconsider the audio recording project.

Jim Petrie remarked on the positive nature of the meeting and expressed hope that it will continue as matters are resolved.

Ann Burdett echoed the comments of Jim Petrie.

16. CLOSED MEETING

none

17. ADJOURNMENT

By general consent the meeting was adjourned at 1:11 p.m.

Laura Patrick, Chair

Certified Correct:

;Shannon Brayford, Recorder