



DATE OF MEETING: May 5, 2023
 TO: South Pender Island Local Trust Committee
 FROM: Kim Stockdill, Island Planner
 Southern Team
 COPY: Robert Kojima, Regional Planning Manager
 SUBJECT: Local Trust Committee Work Program

RECOMMENDATION

1. That the South Pender Island Local Trust Committee request staff to refer the Work Program Report staff reports dated February 3, 2023 and May 5, 2023 to the South Pender Island Advisory Planning Commission for comment and recommendations for future minor and major projects.

REPORT SUMMARY

This report provides a summary of comments collected from the March 25, 2023 Community Information Meeting and outlines next steps for the South Pender Island Local Trust Committee’s (LTC) consideration.

COMMUNITY INFORMATION MEETING

The South Pender Island LTC held a Community Information Meeting on March 25, 2023 in order to gather comments from community members for ideas on new projects. The below chart summarizes those comments and identifies if the topic is within the Local Trust Committee’s jurisdiction.

Topic	Jurisdiction	If LUB or OCP Amendment(s) are required
Blue – Local Trust Committee Jurisdiction Orange – Shared Jurisdiction (Local Trust Committee & other body) White – Not Local Trust Committee’s Jurisdiction		
Revisit Bylaw No. 122	Local Trust Committee	LUB
Review Housing foot print/floor area	Local Trust Committee	LUB
Review Bylaw No. 123	Local Trust Committee	OCP
Review Short Term Vacation Rental regulations	Local Trust Committee	LUB and OCP
Reconciliation activities	Islands Trust & LTC	OCP & LTC policies/standing resolutions

Affordable Housing options: secondary suites, garage apartments, other options	Local Trust Committee	LUB and possible OCP
Review regulations on bunkies and trailers	Local Trust Committee	LUB and possible OCP
Employee housing	Local Trust Committee	LUB and OCP
Groundwater Studies	Local Trust Committee	LUB and OCP
Protection of forest	Local Trust Committee	OCP The LTC could consider implementing recommendations of Coastal Douglas-fir toolkit, including a sensitive ecosystem DPA.
LTC meeting notices, and LTC email subscriber notification	Islands Trust – administrative procedures	N/A
Surveys to collect comments from community members	Local Trust Committee	N/A
Blasting regulations	CRD/Local Trust Committee	OCP Blasting is regulated by the BC Building Code although if blasting is within a Development Permit Area, the LTC could establish guidelines in regards to sensitive ecosystems, marine /shoreline concerns, etc.
Eagle Nests	Province/Local Trust Committee	OCP The LTC could update Schedule ‘G’ – Raptor Nests mapping and adopt a new DPA to address the protection of Raptor Nests on SP
Improve communication and education, identify jurisdictional responsibilities	Islands Trust, Local Trust Committee & other related jurisdictions	N/A
Collaboration with different jurisdictions	Islands Trust, Local Trust Committee & other related jurisdictions	OCP Amend OCP to add additional advocacy policies.
Emergency Helicopter Landing	Federal	N/A

Encourage installation of solar arrays, rainwater catchment via incentive programs and education	CRD, Provincial, Federal	N/A
Forest safety, Fire Smart education	CRD – South Pender Fire Department, Province	N/A
Water supply during forest fires, identifying forest fire risks, and emergency outreach	CRD	N/A
Emergency Preparedness Plan and evacuation routes	CRD	N/A
Bridge maintenance/unable to use	CRD/MOTI	N/A
BC Hydro notification when clearing areas to decrease outages	BC Hydro	N/A
Welcome package for new property owners	Chamber of Commerce	N/A
Deer Population Control	CRD	N/A
Rural Block Watch Program	RCMP	N/A

The table above outlines which the jurisdiction of each topic and has been organized to group similar topics together. The following are themes within Local Trust Committee’s jurisdiction:

1. Revisiting Bylaw No. 122 (and possibly Bylaw No. 123 if adopted).
2. Affordable Housing options (secondary suites, garage suites, employee housing, STVRs)
3. Groundwater Studies – this can be a continuation of Part One of the Groundwater Sustainability project
4. Coastal Douglas Fir (CDF) Project – establishing a CDF Development Permit Area
5. South Pender LTC Communication Strategy – outline issues with current LTC communication and provide solutions
6. Review and expand DPAs – sensitive ecosystem or Raptor Nests.

Rationale for Recommendation

At this time staff recommends sending the above list to the South Pender Island Advisory Planning Commission to provide comments and recommendations regarding the next minor and major project. Staff would provide the APC with the Work Program staff report dated February 3, 2023 in addition to this staff report and would establish a response date of July 31, 2023 in order for the LTC to have the response in time for the September LTC meeting.

The LTC could also consider holding one additional special meeting, if deemed necessary, during the summer months to collect further recommendations from community members.

ALTERNATIVES

The LTC may consider the following alternatives to the staff recommendation:

1. Schedule a Special Meeting

The LTC may wish to schedule a special meeting to review the Work Program. The resolution can be worded as:

That the South Pender Island Local Trust Committee request staff to schedule a special meeting for the purpose of setting LTC priorities.

2. Defer Work Program until September 2023

The LTC may consider to defer the Work Program discussion until the next South Pender LTC meeting. No resolution is required.

Submitted By:	Kim Stockdill, Island Planner	April 26, 2023
Concurrence:	Robert Kojima, Regional Planning Manager	April 28, 2023