

#### 4. CHAIR'S REPORT

Chair Elliott reported the following:

- The Chief Administrative Officer hiring committee is working on finalizing a contract for an executive search firm
- The Chair attended the Association of Vancouver Island Coastal Communities convention and participated in two seminars including one led by the Pacific Salmon Foundation which is working with the University of British Columbia Strait of Georgia Data Centre to create a marine reference guide that will support shoreline mapping
- The Chair observed a meeting between the Ministry of Transportation and Infrastructure, Islands Trust, and the Capital Regional District during which the parties discussed creating a joint task force to address issues of concern
- The draft Islands Trust policy statement is now public and there will be a committee of the whole meeting at the end of May to discuss said statement

#### 5. ELECTORAL AREA DIRECTOR'S REPORT - none

#### 6. TOWN HALL AND QUESTIONS

A member of the public stated that during a period of freezing temperatures gorse within the road allowances died and this creates a flammable hazard in the dry months. He asked if there is a plan to address this problem.

Trustee Evans noted that the road allowances are within the jurisdiction of the Ministry of Transportation and Infrastructure, however community members can coordinate a private clean up event.

A member of the public asked if there were plans to do beach clean ups this year.

Trustee Evans noted that last year she organized clean ups in her capacity as a private citizen and these events can be organized by community members.

A member of the public asked if there was support to lobby the Ministry of Transportation and Infrastructure to reduce the posted speed limits from Higgs Road to Gowlland Point Road.

Trustee Evans noted that she had been working on this for a few years and that the consensus from the Ministry of Transportation and Infrastructure is that a reduced speed limit will not force drivers to reduce their speed. She suggested they look into signs that ask drivers to share the road with pedestrians and cyclists.

A member of the public asked if items in Bylaw 122 including the definition of total floor area, inclusion or exclusion of garages as part of the floor area, structure height, total footprint, and dwelling size would be referred to the Advisory Planning Commission.

Trustee Evans noted that topic was on the agenda and would be discussed later in the meeting.

A member of the public stated that there were two paragraphs in the staff report on the Land Use Bylaw amendments devoted to what was said during the workshop but very little about the community wanting a decrease in house size or not.

A member of the public stated the following:

- That public correspondence letters should be forwarded to the Advisory Planning Commission for their consideration
- There are discrepancies in the report regarding Bylaw 114 usable site area definitions whereby in one part of the report it states total area of land within 25' of the sea however this should state 50'

Island Planner Stockdill noted that that any discrepancies in the bylaw will be corrected.

A member of the public asked if the Advisory Planning Commission makes the decisions regarding the bylaw amendments or if the Trustees make the decisions. They stated that some Advisory Planning Commission members might have their own agenda.

The Trustees noted that the Advisory Planning Commission members are considered a cross section of the community that make recommendations to the Local Trust Committee while the Local Trust Committee makes the decisions.

**7. COMMUNITY INFORMATION MEETING - None**

**8. PUBLIC HEARING - None**

**9. MINUTES**

**9.1 Local Trust Committee Special Meeting Minutes Dated March 7, 2024 (for Information)**

Received for information.

**9.2 Local Trust Committee Special Meeting Minutes Dated April 7, 2024 (for Adoption)**

**By general consent** the South Pender Island Local Trust Committee meeting minutes of April 7, 2024 were adopted.

**9.3 Local Trust Committee Special Meeting Minutes Dated April 26, 2024 (for Adoption)**

**By general consent** the South Pender Island Local Trust Committee meeting minutes of April 26, 2024 were adopted.

**9.4 Section 26 Resolutions-without-meeting Dated May 2024**

Received for information.

**9.5 Advisory Planning Commission Minutes - None**

**10. BUSINESS ARISING FROM THE MINUTES**

**10.1 Follow-up Action List Dated May 2024**

Received for information.

**11. DELEGATIONS - none**

**12. CORRESPONDENCE**

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

### 13. APPLICATIONS AND REFERRALS

#### 13.1 Mayne Island Local Trust Committee Referral for Draft Bylaw No. 193 (for Response)

Discussion ensued and the Trustees indicated that they do not think the Mayne Island draft bylaw affects South Pender Island. It was noted that changes to said bylaw might be helpful for information.

**SP-2024-006**

**It was Moved and Seconded,**

that South Pender Island Local Trust Committee interests are unaffected by the Mayne Island Local Trust Committee Draft Bylaw No. 193.

**CARRIED**

### 14. LOCAL TRUST COMMITTEE PROJECTS

#### 14.1 Minor Land Use Bylaw Amendments Project - Staff Report

Island Planner Stockdill summarized the staff report and highlighted the following:

- The report is based on community input received to date, summaries of the Trustee led workshops, and the minutes of the Community Information meeting
- The report includes recommendations for referral to the Advisory Planning Commission including the three primary topics: setback from the natural boundary of the sea, total floor area and maximum floor area for dwellings, and side lot line setbacks for dwellings and cottages in the rural residential zone

Discussion ensued and the following comments were made:

- The definition of the floor area should remain as is and removing the garage from the total floor area should be considered
- The inclusion, or exclusion, of the garage when determining house height should be discussed
- Should staff provide a table of new ideas that the community has proposed to the Advisory Planning Commission rather than have them read all of the letters
- Many of the new ideas were captured in Trustee Falck's spreadsheet in a column titled proposed solutions

Trustees asked the Advisory Planning Commission (APC) members present at the meeting if they would like staff to provide further summaries of information received at the community workshops. One of the APC members felt that the information that was available in the report and the website, combined with the public correspondence, was sufficient for their consideration.

Trustee Falck inquired if the APC can seek further community input. Island Planner Stockdill clarified that members of the public can attend APC meetings.

Island Planner Stockdill stated that she will prepare the referral to the Advisory Planning Commission and forward it to the Local Trust Committee prior to sending it to the APC.

**SP-2024-007**

**It was Moved and Seconded,**

that South Pender Island Local Trust Committee request staff to send a referral to the South Pender Advisory Planning Commission regarding the Minor LUB Amendment Project to evaluate potential land use bylaw amendments and to provide comments and recommendations related to the setback to the natural boundary of the sea, maximum floor area for dwellings, and setbacks to the interior lot line for dwellings and cottages, and other amendments as discussed at the May 10, 2024 Local Trust Committee meeting.

**CARRIED**

The meeting recessed for a break at 12:12 p.m. and reconvened at 12:21 p.m.

**15. REPORTS**

**15.1 Work Program Reports**

**15.1.1 Active Projects Report Dated May 2024**

Received for information.

**15.1.2 Future Projects Report Dated May 2024**

Received for information.

**15.2 Applications Report Dated May 2024**

Received for information.

**15.3 Trustee and Local Expense Report Dated Mar 2024**

Trustee Evans asked why the budget for Local Trust Committee meetings was \$630.00 (six hundred and thirty dollars) but spending was just under \$3000.00 (three thousand dollars)

Regional Planning Manager Kojima clarified that the actual amount spent was the cumulative expense for the fiscal year ending March 31, 2024. He noted that the Director of Finance has assumed that the Meeting Administrator position would have been filled last year and therefore minute taking expenses were not included in the budget. The position was not filled and the Local Trust Committees continued to use contract minute takers which resulted in a higher expenditure over budget.

**15.4 Adopted Policies and Standing Resolutions**

Trustee Evans asked for an update on the reconciliation report standing resolution.

Chair Elliott stated that there is ongoing government to government dialogue with First Nations and that Trustees do not always hear about the staff to staff conversations.

**15.5 Local Trust Committee Webpage**

No updates at this time.