

# ADOPTED

## MINUTES OF THE LOCAL PLANNING COMMITTEE MEETING HELD ON NOVEMBER 10, 2010 AT 10:00 AM AT THE ISLANDS TRUST OFFICE, VICTORIA, BC

<b><u>Present:</u></b>	George Ehring Joyce Clegg Tony Law Jen Gobby Fred Hunt Louise Decario David Graham Derek Masselink Gary Steeves Sheila Malcolmson	Chair Committee Member Committee Member - via teleconference Committee Member - via teleconference Committee Member Committee Member Committee Member - via teleconference Committee Member Committee Member - via teleconference Ex-officio Member
<b><u>Staff:</u></b>	Mac Fraser Stephanie Somers	Director, Local Planning Services Committee Secretary
<b><u>Guest:</u></b>	David Marlor Kaitlin Kazmierowski Clare Frater	Regional Planning Manager Island Planner Trust Area Policy Analyst

### **Regrets:**

There were no members of the public in attendance.

Chair Ehring opened the meeting at 10:00 am, with Trustees Law, Gobby, Graham, and Steeves attending via telephone.

### **1. AGENDA**

#### 1.1 Adoption of Agenda

Chair Ehring asked for any additions to the agenda and the following changes were made:

- Numbering after 3.9 should be 3.9.1 to 3.9.9 as opposed to 3.10.1 to 3.10.9
- 3.9.7 should read GHG Emissions Reduction through Land Use Planning
- 3.9.9 should read Bylaw Dispute Adjudication System

#### Resolution LPC 40/ 2010

It was Moved and Seconded that the Local Planning Committee meeting agenda be approved as amended.

**CARRIED**

## 1.2 FUAL

Director Fraser updated the status of the FUAL items. Most items are on this agenda, item 2 – MOTI Protocol/Letter of Agreement – has had action since the agenda has been published and will be updated. With respect to Ongoing Items on the LPC Work Program, the items Green Technology Structures and Staff Allotted to Public Enquiries are to be reported on in February 2011.

## 2. ADOPTION OF MEETING MINUTES

### 2.1 Minutes of August 11, 2010 Meeting

Chair Ehring asked for any amendments to the minutes; there were three errors;

1. Section 1.2: October 2010 should be November;
2. Section 2.1: Resolution should be May 19; and
3. Section 3.2: should read RPM Marlor.

#### Resolution LPC 41/ 2010

It was Moved and Seconded that the Local Planning Committee meeting minutes of August 11, 2010, be adopted as amended.

**CARRIED**

## 3. STRATEGIC OBJECTIVES

### 3.1 Trust Council Food Security Guidebook

Director Fraser noted that the successful Food Security workshop at the September 2010 Trust Council meeting was an indication of the excellent work done by staff members Kaitlin Kazmierowski, Clare Frater and Alison Fox.

Planner Kazmierowski reviewed the changes made to the report since the August LPC and September Trust Council meeting and provided a revised Chart 9.

RPM Marlor presented the associated Request For Decision and the Committee identified a few issues needing clarification. The Committee directed that RPM Marlor and Planner Kazmierowski bring an amended Request For Decision back for consideration by the end of day and that this item of business would be tabled until then.

#### Resolution LPC 42/ 2010

It was Moved and Seconded that the Local Planning Committee to table this item until later in the meeting.

**CARRIED**

### 3.2 Islands Trust MapIT Project Introduction

GIS Coordinator van Bakel provided an overview of mapping software at the Islands Trust and demonstrated the new Map Islands Trust (MapIT) website, noting that roll out is planned for early 2011.

### 3.3 Bylaw Enforcement Projects Update

Director Fraser reviewed the briefing, and appendix. He clarified that we hired a third BEO on contract for a total of 60 days that need to be completed before the end of March 2011.

Director Fraser and BEC Drew are to bring forward a Trust Council briefing on the status of Bylaw Enforcement projects for consideration at the February 2011 LPC meeting.

### 3.4 Conservation Covenant Management

Director Fraser presented the two briefings on this subject and will bring forward a Trust Council Request For Decision on the subject for consideration at the February 2011 LPC meeting.

### 3.5 December Trust Council Planning Session Topic

Director Fraser advised the Committee that Randall Arendt, a noted landscape architect with experience in small communities planning, is going to conduct a webinar on the concept of compact communities in rural settings during the Planning Session at the December 2010 Trust Council meeting.

### 3.6 Community Housing Task Force (CHTF) Update

RPM Marlor gave a verbal update on the actions of the CHTF, noting that;

- the guide is currently being completed and it is intended to have a draft guide to CHTF members in December;
- planning staff will be meeting with the Ministry of Agriculture and Lands and the Agricultural Land Commission on November 24 on a number of issues to include farm housing; and
- a briefing on the use of Temporary Use Permits for affordable housing in the Islands Trust Area will be submitted to the February 2011 LPC meeting.

The committee broke for lunch at 12:29pm and reconvened at 1:00pm. Trustee Steeves did not return after lunch.

### 3.1 Food Security

RPM Marlor presented the amended Request For Decision and associated recommendations.

## Resolution LPC 43/2010

It was moved and seconded that the Local Planning Committee forward the Request For Decision Staff Report on Food Security to the Trust Council in December.

**CARRIED**

### 3.7 GHG and RAR Communications Update

Director Fraser gave a verbal update on RAR and advised that a staff workshop on GHG emission reduction scenario software (GHGProof) had taken place on November 3<sup>rd</sup> 2010, in accordance with Trust Council direction. RPM Marlor gave an overview of the workshop and advised the Committee that the software will be of value to staff planners in assisting Local Trust Committees with their future actions in reducing GHG emissions.

### 3.8 LPC Meeting Dates for 2011

Director Fraser presented the proposed 2011 LPC meeting dates for consideration.

#### Resolution LPC 44/ 2010

It was moved and seconded that the Local Planning Committee approve the Committee meeting dates for 2011 as presented and that the Secretary look at other possible dates for the May and August meetings to facilitate Trustee Gobby's attendance.

**CARRIED**

### 3.9 DLPS Update on On-Going Items

#### 3.9.1 Riparian Area Regulation Implementation Update

Director Fraser advised the Committee that the Vancouver Island Regional office of the Ministry of Environment (MoE) had completed its review of Riparian Area Regulation designated watersheds in the Islands Trust Area in its region and was unable to confirm designations for Hornby Island and Lasqueti Island. Work will continue with the Vancouver Island region of MoE as a priority to confirm all designated watersheds and formally acknowledge the designations by letter.

Director Fraser advised that the Gambier Island Local Trust Area was located in the Lower Mainland region of MoE and that formal designation of RAR watersheds will be pursued as a priority.

#### 3.9.2 Ministry of Transportation Protocol Update

Director Fraser advised that he will be meeting with Ministry of Transportation and Infrastructure (MoTI) staff on January 21<sup>st</sup>, 2011 to re-

commence staff-to-staff meetings, in accordance with the existing Islands Trust / MoTI protocol. All Islands Trustees will be solicited for discussion items at this meeting and Director Fraser will provide a briefing on the outcome of the meeting to the February 2011 Committee meeting.

### 3.9.3 Islands Trust Green Shores for Homes Project

Director Fraser presented an update, noting that;

- only \$8,000 of the project budget for the current year will come from the Islands Trust through the Scientific Studies fund as \$40,000 has been received from the Pacific Climate Impact Consortium and \$20,000 has been received from the Stewardship Centre for British Columbia;
- our American project partners met with their major project funder, the US Environmental Protection Agency, in October;
- the bi-national program steering committee is expected to meet in mid-December 2010; and
- the project advisory committee and project technical committees are to start meeting in early 2011.

### 3.9.4 Green Technology Structures

Director Fraser advised that work had not progressed on this subject as the staff member assigned to this work had recently left the Islands Trust. The Director will assign another staff member shortly to advance the work.

### 3.9.5 Natural Boundary of the Sea

Director Fraser advised that this Local Planning Committee item of work had been submitted through the Executive Committee to the September 2010 Trust Council meeting and the LPC's responsibilities on the subject were complete.

### 3.9.6 Integrated Watershed & Shoreline Approach Update

Director Fraser advised that the Islands Trust is awaiting a formal partnership letter from UBC for this project and that staff are concurrently finalizing a Request For Proposals to provide technical assistance to UBC in completing this work.

### 3.9.7 GHG Emission Reduction through Land Use Planning

Director Fraser advised that work on two OCPs remain outstanding with respect to completing the requirements of Bill 27.

### 3.9.8 OCP/LUB Review Schedule

Director Fraser advised that;

- in the Northern Region, five OCP reviews are planned for completion this term;
- in the Saltspring Region, work on the OCP and LUB are planned for completion this term; and
- in the Southern Region, one OCP review is planned for completion this term and various LUB updates are underway.

### 3.9.9 Bylaw Dispute Adjudication System

Director Fraser advised that;

- Six Local Trust Committees have received Orders In Council to allow them to participate;
- On October 25<sup>th</sup>, the Minister of Community and Rural Development approved the Islands Trust entering into a contract with the North Shore Bylaw Dispute Registry; and
- There will be a contract BEO in the Southern Region for a portion of the current budget year to allow the Bylaw Enforcement Coordinator to complete implementation of the Bylaw Dispute Adjudication System.

BEC Drew advised that he expects to meet with Local Trust Committees in January and February.

## **4. LOCAL PLANNING COMMITTEE WORK PROGRAM**

### **4.1 Local Planning Committee Report**

Director Fraser recommended that the Local Planning Committee Report reflect that;

- the Conservation Covenant work item to go to the Trust Council for consideration in March and not December, as noted in the draft LPC Report to Trust Council; and
- the Food Security Report is a final report and not a draft.

#### Resolution LPC 44/ 2010

It was moved and seconded that the Local Planning Committee approve the LPC work program as revised and forward it to the Trust Council.

**CARRIED**

## **5. ADJOURNMENT**

The meeting was adjourned at 2:06 p.m., by consensus.

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**RECORDER**

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**CHAIR**