



Saturna Island Local Trust Committee

Regular Meeting Agenda

Date: October 8, 2015
Time: 11:00 am
Location: Saturna Island Community Hall
105 East Point Road, Saturna Island, BC

	Pages
1. CALL TO ORDER	11:00 AM - 11:30 AM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	
4. COMMUNITY INFORMATION MEETING	
none	
5. PUBLIC HEARING	
none	
6. MINUTES	
6.1 Local Trust Committee Adopted Minutes Dated June 9, 2015 (for Receipt)	4 - 13
6.2 Section 26 Resolutions-without-meeting Report Dated September 2015	14 - 14
6.3 Advisory Planning Commission Minutes	
none	
7. BUSINESS ARISING FROM THE MINUTES	11:30 AM - 12:00 PM
7.1 Follow-up Action List Dated September 2015	15 - 15
8. DELEGATIONS	
none	
9. CORRESPONDENCE	
<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>	
none	

10. APPLICATIONS AND REFERRALS

none

11. LOCAL TRUST COMMITTEE PROJECTS

11.1 Community Profile - Staff Report

16 - 22

-----BREAK ----12:00 PM to 12:30 PM

12. REPORTS

12:30 PM - 1:00 PM

12.1 Work Program Reports (attached)

12.1.1 Top Priorities Report dated September 2015

23 - 23

12.1.2 Projects List Report Dated September 2015

24 - 24

12.2 Applications Report Dated September 2015 (attached)

25 - 26

12.3 Trustee and Local Expense Report Dated September 2015 (attached)

27 - 27

12.4 Adopted Policies and Standing Resolutions (attached)

28 - 29

12.5 Local Trust Committee Webpage

12.6 Chair's Report

12.7 Trustee Report

12.8 Trust Fund Board Report Dated August 2015 (attached)

30 - 30

13. NEW BUSINESS

14. UPCOMING MEETINGS

14.1 Next Regular Meeting Scheduled for December 3, 2015, at the Saturna Recreation & Cultural Centre

15. TOWN HALL

1:00 PM - 1:30 PM

16. CLOSED MEETING (Distributed Under Separate Cover)

16.1 Motion to Close the Meeting

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division e, s. 90(1) (a) & (d) for the purpose of considering:

*Adoption of In-Camera Meeting Minutes Dated April 23, 2015
Appointment of BOV Members*

AND that the recorder and staff attend the meeting.

16.2 Recall to Order

16.3 Rise and Report

- | | | |
|------|--|-------------------|
| 17. | PRESENTATION | 1:30 PM - 2:00 PM |
| 17.1 | Particularly Sensitive Sea Areas - For Information | |
| 18. | ADJOURNMENT | 2:00 PM - 2:00 PM |

Saturna Island Local Trust Committee Minutes of Regular Meeting

Date: June 9, 2015

Location: Saturna Recreation and Cultural Centre
104 Harris Road, Saturna Island, BC

Members Present: George Grams, Chair
Paul Brent, Local Trustee
Lee Middleton, Local Trustee

Staff Present: Robert Kojima, Regional Planning Manager
Gary Richardson, Island Planner
Beverly Lowsley, Recorder

Members of the Public and Media Present: There were twenty-four (24) members of the public present

1. CALL TO ORDER

Chair Grams called the meeting to order at 12:33 pm. He acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations then made introductions.

2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

Add to Town Hall: late agenda item from Eastpoint Ocean Cottages Ltd and Owners of Cottages at East Point Resort for discussion.

By general consent the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS

Carol Voyt asked a three part question: if the LTC permits a single fee simple parcel of land to become a strata, at some point in the future could the strata council vote to subdivide the land into two or more parcels without a public process or engagement? Could you please provide the laws or legislation which clarifies this point and post it on the website? If this is allowed, is this something we as a community wish to support and endorse?

Planner Richardson responded that anyone applying to subdivide can choose either a strata subdivision or fee simple subdivision but in either case they would be required to meet the minimum lot size. There could be no further subdivision.

Regional Planning Manager (RPM) Kojima identified relevant regulations: local zoning regulations establish density and the relevant provincial regulations as the Land Title Act and the Strata Property Act.

Morgan Yates asked where letters submitted regarding present applications can be found on the Islands Trust website.

Several other community members expressed concern that letters relating to issues discussed at open meetings which relate to proposals not yet formally submitted are still important and should either be read out at the meeting or some mechanism identified for them to be accessible to local residents.

Planners and Chair clarified as follows:

- Correspondence received relating to specific applications are posted on the application section of the Islands Trust website;
- Only information relating to an active application is posted on the website;
- Items received in time are posted on the web or as part of the agenda package;
- General correspondence is not routinely posted on the website separately from the agenda package, see the Islands Trust correspondence policy;
- Suggestion to the public if they wish their letter to be posted that they request it be made part of the public record.

John Money asked if someone posts information about an application and it has been knocked down is there any legal action possible.

RPM Kojima responded it would be a civil matter. The application is on record and this would not invalidate the application.

Submission regarding East Point Resort (inserted due to time constraints of the presenter)

Gord Fretwell, representing the applicants spoke to the proposal for change to the zoning and use of lands at the East Point Resort through use of the Community Amenity Density Reserve (CADR). A memorandum identifying the key points was included as part of the agenda package.

Discussion related to:

- Review of previous history of issues ;
- Clarification of the numbers presented relating to current commercial accommodation versus proposed residential plan;
- Questions regarding water use, current water source, potential use of grey water;
- Zoning change and concern relating to reduction of already limited commercial/recreational accommodation on Saturna;
- Question re Temporary Use Permits to allow use as Short Term Vacation Rentals;
- Identified need to review and clarify the CADR, separate from specific applications.

4. COMMUNITY INFORMATION MEETING

4.1. SA-RZ-2012.1 (Peretz/Nepenthe)

Planner Richardson reviewed background of this application and identified two suggested options, specifically transfer of development potential or use of the Community Amenity Density Reserve (CADR).

Mr. Peretz responded that the density issue could have been flagged as pre-existing issues when the Official Community Plan (OCP) was being reviewed. CADR is problematic and they have decided it is easier to purchase density then use it as a density exchange. The hooked lot across the road would be retained as common property for the residents.

Joan Combs asked "is a density always a density" with example of differences in value of rural and waterfront properties. She also recommended consideration of Bill Sheffield's proposal in his letter which is on the website.

Planner Richardson commented that value is identified individually for example, environmentally sensitive area preservation value.

Bill Douglass suggested that the option chosen is not a simple fix. Part of the process involves identifying areas we want density moved to and areas we want it moved from. For that we need the maps and we don't have them. That's why the CADR doesn't work.

Al Sewell suggested this is not something that should involve the Islands Trust rather; it is a transaction between the buyer and the seller involved.

Chair Grams suggested that this item will be addressed further under item 10.2.

5. PUBLIC HEARING

none

6. MINUTES

6.1. Local Trust Committee Minutes

6.1.1. Local Trust Committee Adopted Minutes Dated April 23, 2015

For information

6.1.2. Local Trust Committee Minutes Dated May 9, 2015

SA-2015-018

It was MOVED and SECONDED

That the Saturna Island Local Trust Committee amend the minutes of May 9, 2015 as follows:

- Page 2, section 3 following Pat Carney's comment add "...these views are shared in correspondence by David and Jean McLean who have purchased the adjacent property".
- page 3, Janet Land, replace "park house" with "park host"
- Page 5, Richard Blagborne, insert "expressed concern about lack of parking in the area" and suggested...
- Page 8, note correct spelling of Carol Voyt's name.

CARRIED

By general consent, the minutes as amended were Adopted.

6.2. Section 26 Resolutions-without-meeting Report Dated June, 2015

For information

6.3. Advisory Planning Commission Minutes

none

7. BUSINESS ARISING FROM THE MINUTES

7.1. Follow-up Action List Dated June, 2015

Chair Grams noted that all items are done except item 4 relating to the strategic plan which is on the current agenda.

8. DELEGATIONS

8.1. Geord Holland re: East Pt. Resort - Zoning & Density Bank

This item was addressed at the end of item 3. Town Hall.

9. CORRESPONDENCE

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

none

10. APPLICATIONS AND REFERRALS

10.1. SA-TUP-2015.1 (Johnson)

Planner Richardson noted that the permit has been in effect for the past three years with no complaints to him or the bylaw enforcement officer and recommended renewal.

SA-2015-019

It was MOVED and SECONDED

That the Saturna Island Local Trust Committee Temporary Use Permit SA-TUP- 2015.1 be renewed for a period of three years.

CARRIED

Neighbour Pat Carney endorsed the exemplary actions of the applicant in conducting her business in a residential area. One issue was raised in regard to some damage to the roadside in the area from vehicles parking or turning, causing drainage problems to her driveway.

SA-2015-020

It was MOVED and SECONDED

That the Saturna Island Local Trust Committee request staff to communicate with the Ministry of Transportation and Infrastructure (MoTI) to monitor and, when necessary, maintain the road from the ferry landing to the crest of the hill.

CARRIED

10.2. SA-RZ-2012.1 (Peretz/Nepenthe)

SA-2015-021

It was MOVED and SECONDED

That Saturna Island Local Trust Committee request staff to work with the applicant for rezoning SA-RZ-2012.1 based on transfer of development potential and report back to the Local Trust Committee.

CARRIED

11. LOCAL TRUST COMMITTEE PROJECTS

11.1. Community Profile – Discussion

Trustee Middleton provided background on development of a community profile. He added that it is time to move to an integrated community sustainability plan which aligns with the strategic goals as clarified by the Islands Trust.

Trustee Brent shared a point of information, students have been hired at the Fog Alarm Building (FAB) and they may also be looking at community profile information. We need a strategic plan and a vision for our island during this term.

SA-2015-022

It was MOVED and SECONDED

That top priority number two (2) be the creation of an integrated community sustainability plan and to request staff to explore funding options and guidelines related to such a plan.

CARRIED

Chair Grams recommended The Natural Step www.thenaturalstep.org as a useful guideline.

The following items were discussed:

- Collecting broad demographics and resources profile as basis for goal to develop an integrated community sustainability plan;
- Identifying components and elements of such a plan;
- Importance of community buy-in and input is essential and will be sought.

12. REPORTS

12.1. Work Program Reports (attached)

12.1.1. Top Priorities Report dated June, 2015

Addressed in item 11.1 Community Profile.

12.1.2. Projects List Report Dated June, 2015

Trustees identified issues with application of the Community Amenity Density Reserve (CADR) as it exists.

SA-2015-023

It was MOVED and SECONDED

That the Saturna Island Local Trust Committee direct staff to add to the top priority list a review of the density transfer mechanisms with a view to provide clarity and remove ambiguity and uncertainty.

CARRIED

12.2. Applications Report Dated June, 2015

SA-2015-024

It was MOVED and SECONDED

That the Saturna Island Local Trust Committee appoint Chair Grams signing authority for covenant amendments relating to SA-SUB-2014.1

CARRIED

12.3. Trustee and Local Expense Report Dated March 2015 (attached)

For information only

12.4. Adopted Policies and Standing Resolutions (attached)

In relation to carbon neutral installations, there was an issue regarding sighting of installations of solar panels identified.

SA-2015-025

It was MOVED and SECONDED

That the Saturna Island Local Trust Committee request bylaw enforcement staff to report back on options regarding an enforcement policy on carbon-free energy installations.

CARRIED

12.5. Local Trust Committee Webpage

The Saturna Island Local Trust Committee webpage can be found at:
www.islandstrust.bc.ca/saturna

12.6. Chair's Report

Chair Grams reported on the incorporation study on Salt Spring Island. A committee with broad representation from the community has been established and has had two meetings. They will receive their briefing from the ministry on June 15. Bids for the Request for Proposals (RFP) for the incorporation study are being managed by Capital Regional District. A goal is to have a consultant in place by the end of the month.

Salt Spring Island Water Protection Committee is close to completion of an integrated water management plan and intend to have a draft ready by June 19 for the next Trust Council meeting.

Islands Trust Chief Administrative Officer (CAO), Linda Adams is retiring in January 2016. A hiring committee has been established to steer the search for a new CAO of Islands Trust by October to allow for overlap prior to Linda's leaving.

12.7. Trustee Reports

Trustee Brent as Local Planning Committee Chair reported on additions to the Islands Trust Strategic Plan. Items identified as most important were shoreline protection, affordable housing and economic sustainability and resilience, and also pursuing Green Shores for homes and renewable energy technologies.

Trustee Middleton noted that two sizable pieces of land currently available for sale (the ridge above the winery) which would fit well as expansion of the Parks Canada system. Also property interior to the peninsula at East Point would make positive addition for aquifer protection. Not directly Islands Trust business but of note.

Chair Grams recommended that for future agendas the Trustee reports be presented prior to that of the Chair.

12.8. Trust Fund Board Report- May 2015

For information only

13. NEW BUSINESS

13.1. Input into Strategic Plan

It was noted that ample information is available for consideration.

13.2. Advisory Planning Commission (APC) Length of Term – Discussion

At present all members' terms end at the same time. In the past, terms have been staggered.

SA-2015-026

It was MOVED and SECONDED

That the Saturna Island Local Trust Committee designate the length of term for the recently appointed APC members be two years.

CARRIED

14. UPCOMING MEETINGS

14.1. Next Regular Meeting Scheduled for October 8, 2015, at the Community Hall

By general consent the Saturna Island Local Trust Committee agreed an additional Regular business meeting be scheduled prior to October.

There was some confusion of how the alternative meetings for conversation and discussion of local issues should be identified. The public consensus to call them Roundtable meeting was agreed upon.

15. TOWN HALL

John Hutchinson identified issues relating to mechanisms of how to get density into the Community Amenity Density Reserve (CADR), and the definition of the amenity issue.

Louise Paramaki suggested September for the next regular meeting.

Joan Combs observed that there are rules within the Official Community Plan (OCP) yet exemptions are becoming more common and applications seem to be approved. It seems like a two class system is evolving. She would like to know the rationale for why decisions are made relating to land use.

Trustee Brent responded that if rules are so firm that no decision is required there is no need for Trustees. As communities evolve so should OCPs. Each application stands on its own merits. Rationale for approval could be benefit to the community, fair and equitable considerations, or many different reasoned factors.

Trustee Middleton noted regarding decisions relating to land use issues, we are in the middle of a process which is still within the bounds of the OCP.

Chair Grams commented that there is a cultural difference between being obstructionist and being facilitational. A facilitational approach has helped immensely on Salt Spring Island.

Al Sewell noted that trustees have been elected to make decisions and we should stop worrying and castigate people for getting what others perceive as an advantage. Obviously they are not going to do something to their disadvantage. If it is done within the existing bylaws there should be no criticism.

John Money noted that moving the density around the island is not breaking the rules in the OCP. The trustees have not increased density on the island.

Pricilla Ewbank, in reference to carbon neutral energy installation setback issues, these could be mitigated through consultation with neighbours. She also expressed concern regarding a meeting of 10 Trustees from the Southern Gulf Islands (SGI) which she feels should have been Trust-wide, inclusive of all members, not just an SGI group. Concerns regarding the future of Islands Trust and wants to see it survive.

Trustee Brent described some of the issues discussed including visioning principles and moving trust offices closer to communities. It was fully minuted and the information was provided to all trustees.

Trustee Middleton expanded that at the last Trust Council meeting the budget was not unanimously endorsed. This was in recognition of some negative impressions of Islands Trust within some communities. This meeting was to vision how to change negative perceptions regarding costs of the Islands Trust business, taxation, and land use issues. We need to be pragmatic and address these sentiments in communities.

Chair Grams added that Trust Council only meets quarterly with full agendas addressing many significant issues. The organization has been operating in the same manner for 40 years and is at a transition point. The meeting under discussion was held in this way to maintain quorum rules.

There was broad discussion relating to the future of Islands Trust and possible impact of Salt Spring Island becoming incorporated.

Bill Sheffield, in reference to the CADR, identified part of the problem that densities need to be identified as donor areas and recipient areas. In regard to sustainable practices, he would prefer a resolution that if you can demonstrate you are reducing your carbon footprint, then some of the restrictions could be relaxed.

Bill Douglass agreed that density transfer and amenity zoning policies are available on the website but this comes up for discussion every time there is an application. In order to do that there must be maps as a resource for Trustees decision making. Trails maps are still not available.

Regional Planning Manager (RPM) Kojima said the policy density transfer was adopted 20 years ago. These are guidelines and do not bind local trust committees and mapping is not a requirement, although may be a best practice.

Trustee Brent said things change over time, they are not static. Maybe in a decade or two our needs will change.

John Money commented that we already have policies to reduce our footprint which need to be communicated to the building inspectors so these will be allowed.

RPM Kojima clarified it is Bylaw Enforcement not the building inspectors. Structure setbacks are in the LTC bylaws. Options are that LTC can change the bylaw, the person can apply for a variance, or the LTC can look at putting an enforcement policy in place.

Janet Land asked "how do we get the word out about Islands Trust issues" and suggested an item in the Scribbler noting dates of a proposed summer meeting, identifying current issues, and planning. Also suggested use of social media. It is a problem getting the message out to people.

Trustee Middleton acknowledged that this is important and he will commit to have something for the next issue of the Scribbler. The work program is now fleshed out and has something solid to share.

Morgan Yates asked to go on record with positive feedback for George, Paul and Lee for the 2015 process for business meetings with alternate roundtable meetings and remembering that inclusion of weekenders and summer people was an important issue. He also thanked the trustees for suggesting the next meeting in July will be on a Saturday for the solution of requesting if we want our letters be on the record.

Charles Reif suggested that criteria be identified for the present then can be changed as circumstances change.

Trustee Brent noted the positive of informing the 35 people who come to the additional meetings, but not doing as well with outreach to the rest of the island population who do not

come to meetings. The expectation is for Local Trustees to represent all the island. Suggestions were requested for cost effective ideas to reach the rest:

- Regular emails, items in the Scribbler, a twice yearly mail out;
- Use of social media;
- Information on how to access Islands Trust website and Trustees Corner;
- Need a reason to attend - share the vision, articulate the issues;
- Ask other groups on the island what would engage them.

Work commitments were mentioned as one barrier to attendance.

16. CLOSED MEETING (Distributed Under Separate Cover)

none

17. ADJOURNMENT

By general consent the meeting was adjourned at 3:50 pm.

George Grams, Chair

Certified Correct:

Beverly Lowsley, Recorder

RWM From: June 09, 2015 To: October 01, 2015

Saturna Island

Resolution #	Action	Resolution Description	Resolution Date
2015-11	In Favour	THAT the Saturna Island Local Trust Committee change the start time of their scheduled October 8, 2015, Local Trust Committee Meeting, from 12:30 pm to 11:00 am.	Sep 21, 2015
2015-10	In Favour	THAT proposed Lot Rem. South East ¼, Sec.18 of subdivision SA-SUB-2015.1 (Polaris Land Surveying Inc.) BE EXEMPT from the requirements of Section 944 of the Local Government Act	Sep 02, 2015
2015-09	In Favour	THAT_Saturna Island Local Trust Committee Meeting minutes of July 25, 2015, be adopted	Aug 21, 2015
2015-08	In Favour	SA-RWM-2015-08 It was MOVED and SECONDED That the Saturna Island Local Trust Committee recommend the following items be added for input to the Strategic Plan for 2014-18: 1. Reduce our ecological footprint, protecting the natural environment of the Islands including coastal shorelines and marine areas, and the quality (and quantity) of water resources. 2. Enhance community socio-economic diversity and economic sustainability. 3. Improve cooperation with other levels of government and with First Nations. CARRIED	Aug 07, 2015
2015-07	In Favour	THAT_Saturna Island Local Trust Committee Meeting minutes of June 9, 2015, be adopted	Jul 06, 2015
2015-06	In Favour	THAT the Saturna Island Local Trust Committee schedule a Special Local Trust Committee Meeting on July 25, 2015.	Jun 16, 2015



Follow Up Action Report w/ Target Date

Saturna Island Jun-09-2015

No.	Activity	Responsibility	Target Date	Status
1	Bylaw enforcement staff requested to report back on options regarding an enforcement policy pertaining to carbon free energy installations.	Miles Drew	Jun-26-2015	On Going

Jul-25-2015

No.	Activity	Responsibility	Target Date	Status
2	Input Into Strategic Plan - Phase 2 - as per direction at LTC meeting staff prepare list for the LTC to consider via RWM.	Gary Richardson		Done
3	2015-16 LTC Budget Request - approved as drafted.	Gary Richardson		Done
4	Density Transfer Project Charter - approved as drafted. Update charter showing approval date and place on website.	Gary Richardson		Done
5	Integrated Community Sustainability Plan (ICSP) - remove from LTC top priority project list. No further work required.	Gary Richardson		Done
6	Place 'Amenity Zoning review' on the LTCs project list.	Gary Richardson		Done
7	Amend work program Top Priorities by: 1. - removing Integrated Community Sustainable Plan 2. - adding Community Profile	Gary Richardson		Done

Date: October 1, 2015

FileNo.: 6500-20-
Community Profile

To: Saturna Island Local Trust Committee
For the meeting of October 8, 2015

From: Gary Richardson, Island Planner

CC: Robert Kojima, RPM

Re: Community Profile - Draft Questionnaire

Staff Comments:

The LTC presently has the following projects as its work program top priorities:

1. Commercial Land Use Review of Density Transfer Mechanisms

A project charter has been approved for this project. A discussion paper is to be prepared for the December 3, 2015 LTC Mtg.

2. Community Profile

A project charter has not been prepared for this project to date. At its July 25, 2015 LTC meeting the LTC directed staff to prepare a questionnaire to obtain information regarding aspects of the community in order to facilitate the preparation of a community profile. Staff has prepared a list of questions for the LTC to consider regarding residency, transportation habits, age, employment, household size and some general questions to assist the LTC over the remainder of its term. The questions have been formulated by using select questions from other surveys, comments from the public, and discussions with Local Trustees.

It is estimated that the cost of this project will not exceed \$500.00. There is sufficient funds in the project budget for this project to cover the costs.

It is recommended that the notice being mailed out advising the community of the survey request that the survey be filled out online as it is more effective and reduces the staff time required to manually input the information into the survey data base. Some paper copies can be made available on Saturna Island and in the Islands Trust Office in Victoria for people who prefer to fill out the questionnaire manually.

In order to reach as many Saturna Island community members as possible it is recommended that the questionnaire be mailed to all off- island property owners and as well a mail drop should be done to get the survey notice to all mail boxes on Saturna. The one downside to on-island mail drops is that the notice will not get put in boxes that don't accept unaddressed (junk) mail.

The notice will also be placed in the November issue of the Scribbler and be sent to Islands Trust subscribers.

Concerns have been raised regarding the ability for someone to fill out multiple questionnaires and skewing the results. There is no reasonably cost efficient and effective strategies available to ensure that only one questionnaire is completed per person. One possible option would be to have everyone sign their completed questionnaire; however, it is staffs experience that when people are asked to sign questionnaires before submitting them that participation rates are reduced. The survey will be programed to allow only one survey response per IP address.

The following is a list proposed questions for the LTCs consideration:

1. What attraction, interest, situation or feature first brought you to Saturna?

2. What amenities do you wish there were more of on Saturna?

3. Do you consider your residence on Saturna your primary residence?

Yes
No

4. If your residence on Saturna is your part time residence how much of the year do you spend there?

Less than one month
Between 1 to 3 months
Between 3 to 6 months
More than 6 months

5. Do you rent or own your residence?

6. How many people normally live in your residence?

1, 2, 3, 4, 5, 6, 7, 8, 9, 10 more than 10

7. If you don't reside on Saturna full time now do you plan to in the future?

Yes

No

8. If you plan to reside full time on Saturna in the future when will that likely be?

Within 1 to 3 years

Within 3 to 6 years

Within 6 to 10years

Over 10 years

9. If you are presently residing on Saturna full time do you plan to move and reside elsewhere in the future?

Yes

No

If yes likely when?

Within 1 to 3 years

Within 3 to 6 years

Within 6 to 10years

Over 10 years

10. If you plan to move and reside elsewhere what would the reason likely be?

11. Are you employed on Saturna?

Yes

No

12. Are you retired?

Yes

No

13. If you work on Saturna are you employed?

Full time
Part time
Seasonally

14. What percentage of your income is derived from working on Saturna?

0-25 %
25-50%
50-75%
Over 75%

15. What percentage of your monthly income is spent on Saturna Island?

0-25%
25-50%
50-75%
Over 75%

16. How many times per month do you do volunteer work on Saturna?

None
1-3 times
3-10
Over 10

17. Including you what are the ages of the people in your household?

Age range	Number of people
0-15	_____
15-25	_____
25-50	_____
50-65	_____
65+	_____

18. What is your primary mode of transportation to and from Saturna?

Tsawassen Ferry (foot passenger)
Times per year ____

Tsawassen Ferry (automobile)
Times per year ____

Swartz Bay Ferry (foot passenger)

Times per year ____

Swartz Bay Ferry (automobile)

Times per year ____

Float Plane

Times per year ____

Private Boat

Times per year ____

Other please specify _____

Times per year ____

19. How do you prefer to hear about Local Trust Committee business? (select all that apply)

By visiting the website

Email (subscriber)

Newspaper – Scribbler

Newspaper – Islands Tides

Conversations with Local Trustees

Conversations with Islands Trust Staff

Posted notices

Word of Mouth

By attending Local Trust Committee Meetings

Newsletters sent by mail

Other (please specify) _____

20. Using the following list of topics, indicate if you think the Saturna Island Local Trust Committee (Islands Trust) is doing enough to address them:

Yes No Don't Know

Enforcing bylaws

Promoting environmental
stewardship and education

Protecting sensitive
ecosystems and habitat

Protecting the shoreline
and coastal environment

Protecting the marine
Environment

Protecting vegetation
(tree removal)

Providing for seniors
housing

Providing for affordable
housing

20. Please add any additional comments that you want the LTC to consider here:

Next Steps

1. Prepare the questionnaire using survey monkey program.
2. Mail notice to off island land owners.
3. Mail drop to on island owners.
4. Mail notice by October 16, 2015
5. Deadline November 20, 2015
6. Staff will prepare raw data for December 3, 2015 LTC meeting.

RECOMMENDATIONS:

1. That the Saturna Island Local Trust Committee direct staff to prepare questionnaire using the questions provided in staff report dated October 1, 2015 (or as amended) and that a notice be mailed to all off island property owners, bulk mail dropped to on-island mail boxes and advertised in the November Scribbler newspaper.

Prepared and Submitted by:

Gary Richardson

October 1, 2015

Name, Title

Date

Concurred in by:



Robert Kojima
Regional Planning Manager

October 1, 2015

Date



Top Priorities

Saturna Island

No.	Description	Activity	Received/Initiated	Responsibility	Target Date	Status
1	Review of density transfer mechanisms	Project Charter approved at July 25, 2015 LTC Mtg. Staff reviewing existing Saturna OCP/LUB policies and regulations regarding density transfer. Discussion paper to be prepared for December 3, 2015 LTC Mtg.	Jun-09-2015	Gary Richardson		On Going
2	Community Profile	Staff to prepare draft list of questions for the LTC to consider including in a questionnaire at the October 8, 2015 LTC Mtg.	Jul-25-2015	Gary Richardson		On Going

Projects

Saturna Island

No.	Description	Activity	Received/Initiated	Status
1	Land Use Bylaw Review - targeted (Ben Bylaw)		Sep-26-2012	On Going
2	Sensitive Ecosystem Mapping and DPA review	1. Complete Sensitive Ecosystem Mapping 2. Consider options for implementing sensitive ecosystem protection, including DPA	Feb-25-2009	On Going
3	Geological Hazard Mapping		Feb-25-2009	On Going
4	Raptor Nest Mapping		Feb-25-2009	On Going
5	Agricultural Building Watercourse Setbacks		Sep-30-2011	On Going
6	National Park Lands OCP and LUB amendments		Feb-09-2012	On Going
7	Campground Policy Review		Sep-26-2013	On Going
8	Bed and Breakfast Policy Review		Sep-26-2013	On Going
9	Seniors and Affordable housing policy review.		Sep-26-2013	On Going
10	Review Trails Map		Sep-18-2014	On Going
11	Secondary Suite Review		Apr-23-2015	On Going
12	Mapping Review			On Going
13	Amenity Zoning review		Jul-25-2015	On Going



Applications w/ Status - Saturna Island Status: Open

Applications

Agricultural Land Reserve

File Number	Applicant Name	Date Received	Purpose
SA-ALR-2015.1	Money Family Projects	May-12-2015	029-302-552 Property exclusion from the ALR.

Planner: Phil Testemale

Planning Status

Status Date: May-29-2015

Applicant required to complete ALC advertising prior to application being considered by LTC

Status Date: May-27-2015

Staff report prepared for LTC consideration at June 9, 2015 LTC Mtg.

Status Date: May-14-2015

Processed fee, opened file, gave to Planner forwarded to LTC

Rezoning

File Number	Applicant Name	Date Received	Purpose
SA-RZ-2012.1	Jonathan Yardley Architect Inc	Jan-26-2012	Rezone to allow subdivision

Planner: Gary Richardson

Planning Status

Status Date: Jul-16-2015

Staff to work with applicant to advance application.

Status Date: May-27-2015

CIM being scheduled for June 9, 2015.

Status Date: Apr-16-2015

Staff report prepared for LTCs consideration at April 23 2015 LTC Meeting. Request has been revised and is now for zoning to allow for a 3 lot subdivision.

Subdivision

File Number	Applicant Name	Date Received	Purpose
SA-SUB-2014.1	Wolfe-Milner Land Surveying	Aug-21-2014	187 EAST POINT ROAD A subdivision of one parcel & one remaining.

Planner: Phil Testemale

Planning Status

Status Date: Feb-11-2015

waiting for PLA from MoTI

Status Date: Sep-17-2014

Response e-mailed to MoTI

Status Date: Sep-10-2014

fee/application received, gave file to planner, notified LTC

Islands Trust

LTC EXP SUMMARY REPORT F2016

Invoices posted to Month ending September 2015

660 Saturna	Invoices posted to Month ending September 2015	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-660	LTC "Trustee Expenses"	750.00	0.00	750.00
LTC Local				
65200-660	LTC - Local Exp - LTC Meeting Expenses	1,000.00	1,108.36	-108.36
65210-660	LTC - Local Exp - APC Meeting Expenses	500.00	0.00	500.00
65220-660	LTC - Local Exp - Communications	300.00	0.00	300.00
65230-660	LTC - Local Exp - Special Projects	750.00	0.00	750.00
TOTAL LTC Local Expense		<u>2,550.00</u>	<u>1,108.36</u>	<u>1,441.64</u>
Projects				
73001-660-2012	Saturna OCP/LUB	<u>6,500.00</u>	<u>0.00</u>	<u>6,500.00</u>
TOTAL Project Expenses		<u>6,500.00</u>	<u>0.00</u>	<u>6,500.00</u>

Saturna Island Local Trust Committee POLICIES AND STANDING RESOLUTIONS

No	Meeting Date	Resolution No.	Issue	Policy
1.	May 16/07	SA-LTC-16-07	Travel Trailer or Camper	It was Moved and Seconded that staff be directed to not take enforcement action against property owners when a travel trailer or camper is located on a lot when: The travel trailer or camper is being used for recreational purposes by the owners of the lot and; The travel trailer or camper is being used intermittently and for short periods not exceeding two months. Not withstanding this direction, staff is to take action to prevent the recreational use of travel trailers or campers on inappropriately zoned land if: The travel trailer or camper is being used as a second residence or; The trailer or camper is situated within the setbacks for a structure or; There are serious safety issues, unsightliness, noise, or health problems related to the use or; A complaint based on the above three items is received from a person who owns neighboring property. Nothing in this direction should be interpreted by a property owner as giving permission to violate the Land Use Bylaw and the Saturna Island Trust Committee may change this policy at any time and may give direction to enforce the Bylaw at any time.
2.	August 20/08	SA-LTC-43-08	Bylaw Enforcement: Short Term Vacation Rentals	It was Moved and Seconded THAT given finite resources available for enforcement activities and in order to ensure the most effective results for enforcement activities, STVRs not permitted by Section 2.16.10 of the Saturna Island Land Use Bylaw No. 78 that have one or more of the following characteristics will be subject to enforcement: 1. They are advertised on the internet, newspapers or other media; 2. They are not managed by the property owner; - More than one STVR per constructed residence on the lot is simultaneously made available for STVR; 4. While the property is rented persons are also staying in tents, trailers, or RV's; 5. There are issues related to health and safety; 6. There is a written complaint by owners or residents about bona fide nuisance issues such as noise or parking congestion related to the STVR;

				7. The owner of the property uses more than one property on Saturna Island as an unpermitted STVR. And THAT nothing in this enforcement policy should be interpreted as giving permission to violate the Land Use Bylaw and the Saturna Island Local Trust Committee may change this policy at any time and may give direction to expand enforcement activities at any time.
3.	February 25/09	SA-LTC-09-09	Adopt LTC Minutes by RWM	It was Moved and Seconded that the Saturna Island Local Trust Committee draft minutes be adopted by Resolution without meeting within 30 days of the meeting and posted to the website.
4.	June 22/11	SA-LTC-	Adopting In Camera Minutes	It was Moved and Seconded that the Saturna Island Local Trust Committee adopt a Standing Resolution to direct staff to place the in camera minutes on the agenda when there is a need to close the meeting or at least once a year.
5.	February 9/12	SA-LTC-11-12	Adopt SOL policy	It was Moved and Seconded that where a Liquor Control and Licensing Branch Special Occasion Licence referral relates to a property where Saturna Island Land Use Bylaw No. 78, 2002 permits public assembly uses, such as halls, recreation facilities or restaurants, and where there have been no issues related to parking or past complaints for the preceding three years, planning staff may approve the Special Occasion Licence without referral to the Local Trust Committee. All other Special Occasion Licence referrals are to be referred to the Local Trust Committee for consideration

Trust Fund Board Report to Local Trust Committees and Bowen Island Municipality August 2015

Wallace Point Covenant signed – North Pender Island

A covenant has been signed to protect over 50% of a property at Wallace Point, the southernmost point of North Pender Island at the mouth of Bedwell Harbour. The 1.63 hectare covenanted area encompasses several distinct ecosystems and includes two wildlife trees, one of which has an active Bald Eagle nest. Dense bull kelp beds grow near the shoreline and there is a Rockfish Conservation Area offshore north and east of this property.

Meeting with Qualicum First Nation - Lasqueti Crown Land acquisition

Trust Fund Board representatives enjoyed a cordial lunch with the chief and councillors of the Qualicum First Nation followed by initial discussions about the possible acquisition of Crown land on Lasqueti for protection. The Trust Fund Board plans to host Qualicum representatives in the fall for a visit to Lasqueti to look at the land and other areas of significance to the Qualicum people.

Fairyslipper Forest Nature Reserve – Thetis Island land acquisition project

Islands Trust Fund is continuing to support its partners, Thetis Island Nature Conservancy and Cowichan Community Land Trust, as the project to protect Fairyslipper Forest moves into a new phase. So far, \$180K has been raised – over one third of the \$560k required to acquire a property on Lower Burchell Hill as Thetis Island's first nature reserve. Visit the Islands Trust Fund website to watch the video that has been created to encourage donations. www.IslandsTrustFund.bc.ca/Fairyslipper

Realtor Outreach – Pender Islands

Islands Trust Fund staff, in collaboration with the Pender Islands Conservancy Association (PICA), organized a land conservation outreach event for real estate and other professionals involved with selling properties on North and South Pender Islands. The event was well received by participants who commented that they felt much more knowledgeable about conservation covenants. Similar events will be considered for other islands. Local trustees will be contacted early in the planning process.

Grace Islet – Salt Spring Island

Islands Trust Fund is in touch with the Nature Conservancy of Canada with respect to a possible role in the ongoing protection and stewardship of Grace Islet.

Trespass at Mount Trematon Nature Reserve– Lasqueti Island

Islands Trust Fund has acted quickly to address a trespass at Mount Trematon Nature Reserve on Lasqueti Island. We are fortunate that such incidents are a rare occurrence but we are prepared to take appropriate action when they do happen.

Coastal Douglas-fir Conservation Strategy – Islands Trust Fund as an example

The Islands Trust Fund is providing a local government scenario for pursuing the Conservation Strategy of the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP). Islands Trust Fund is an active member of this partnership which includes provincial agencies, NGOs, academics, and local governments. More information about the CDFCP Conservation Strategy will be included in September's Trust Council package.