



Saturna Island Local Trust Committee

Regular Meeting Agenda

Date: February 14, 2020
Time: 11:30 am
Location: Saturna Island Community Hall
105 East Point Road, Saturna Island, BC

	Pages
1. CALL TO ORDER	11:30 AM - 12:00 PM
2. APPROVAL OF AGENDA	
3. TRUSTEE REPORT	
4. CHAIR'S REPORT	
5. TOWN HALL AND QUESTIONS	
6. COMMUNITY INFORMATION MEETING	
None	
7. PUBLIC HEARING	
None	
8. MINUTES	12:00 PM - 1:00 PM
8.1 Local Trust Committee Minutes Dated October 24, 2019 (for Information)	4 - 11
8.2 Section 26 Resolutions-without-meeting Report Dated February 2020	12 - 12
8.3 Advisory Planning Commission Minutes - None	
9. BUSINESS ARISING FROM THE MINUTES	
9.1 Follow-up Action List Dated February 2020	13 - 14
10. DELEGATIONS	
None	

11.	CORRESPONDENCE	
	<i>Correspondence received concerning current applications or projects is posted to the LTC webpage</i>	
12.	APPLICATIONS AND REFERRALS	
13.	LOCAL TRUST COMMITTEE PROJECTS	
13.1	First Nation OCP Amendment - Discussion	
13.2	Groundwater Sustainability Project - Update	
13.3	National Park Reserve Zoning - Staff Report (attached)	15 - 25
14.	REPORTS	1:00 PM - 1:30 PM
14.1	Work Program Reports (attached)	
14.1.1	<u>Top Priorities Report dated February 2020</u>	26 - 26
14.1.2	<u>Projects List Report Dated February 2020</u>	27 - 27
14.2	Applications Report Dated February 2020 (attached)	28 - 31
14.3	Trustee and Local Expense Report Dated December 2019 (attached)	32 - 32
14.4	Adopted Policies and Standing Resolutions (attached)	33 - 35
14.5	Local Trust Committee Webpage	
14.6	Islands Trust Conservancy Report Dated November 2019	36 - 37
15.	NEW BUSINESS	1:30 PM - 2:00 PM
15.1	First Nations Standing Resolutions - Staff Report (attached)	38 - 40
15.2	Whale Watching Vessel Operation in the Waters of the Local Trust Area	
15.3	Live Streaming of Local Trust Committee Meetings - RFD (attached)	41 - 42
16.	UPCOMING MEETINGS	2:00 PM - 2:30 PM
16.1	Next Regular Meeting Scheduled for May 15, 2020 at the Recreation Centre, Saturna Island	
17.	TOWN HALL	
18.	CLOSED MEETING	
	None	

19. ADJOURNMENT

2:30 PM - 2:30 PM

ADOPTED



Saturna Island Local Trust Committee Minutes of Regular Meeting

Date: October 24, 2019
Location: Saturna Island Community Hall
105 East Point Road, Saturna Island, BC

Members Present: Laura Patrick, Chair
Paul Brent, Local Trustee
Lee Middleton, Local Trustee

Staff Present: Gary Richardson, Island Planner
Ruth Daber (Recorder)

Public: There were approximately (10) members of the public.

1. CALL TO ORDER

Chair Patrick called the meeting to order at 12:32 p.m. She acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations. She introduced trustees and staff.

2. APPROVAL OF AGENDA

The following reordering of the agenda was presented for consideration:

- **Trustee Report** as item **16.3**
- **Chair's Report** as item **16.4**

By general consent the agenda was adopted as amended.

3. TRUSTEE REPORT

See item 16.3.

4. CHAIR'S REPORT

See item 16.4.

5. TOWN HALL AND QUESTIONS

Chair Patrick explained the proceedings of Town Hall and invited the public to speak

The public made the following points:

- Bylaw 127's status;
- Frequency of proposed fines of Bylaw Enforcement Notification Bylaw No. 128;

- Investigation of water sources as stated in the Saturna Island Official Community Plan (OCP) F.5.9 a) and b);
- Thoughts about proposed Bylaw 128;
- Top Priorities update once no longer listed;
- Update on First Nation Reconciliation;
- Appreciation for the Special Meeting in August and the wish of a follow up;
- Discrepancies of actual and registered well locations with the Ministry of Environment; and
- Concern regarding retaining walls in the water and considerations.

6. COMMUNITY INFORMATION MEETING

None

7. PUBLIC HEARING

None

8. MINUTES

8.1 Local Trust Committee Adopted Minutes Dated July 18 & August 15, 2019 (for Information)

For information.

8.1.1 Public Hearing Record Dated July 18, 2019

Received for information.

8.2 Section 26 Resolutions-without-meeting Report Dated October, 2019

Received for information.

8.3 Advisory Planning Commission Minutes

None

9. BUSINESS ARISING FROM THE MINUTES

9.1 Follow-up Action List Dated October, 2019

Planner Richardson invited the LTC to ask questions.

Trustee Brent mentioned on the Follow-Up Action List (FUAL) report that “SKRW – recovery strategy standing resolution” is not showing as a standing resolution. He noted on the FUAL report it should be corrected to “SRKW” for Southern Resident Killer Whale.

10. DELEGATIONS

Southern Gulf Islands Community Economic Sustainability Commission - CRD Representative Re: Connectivity

Chair Patrick invited Capital Regional District (CRD) Representative Justine Starke to speak.

CRD representative Starke introduced Katie Dentry as the Saturna Island CRD Liaison. She provided two pieces of printed information as follows:

1. Connectivity Planning in the Southern Gulf Islands, Backgrounder, Capital Regional District, Fall/Winter 2019; and
2. Connectivity Planning in the Southern Gulf Islands, Frequently Asked Questions, Capital Regional District, Fall & Winter 2019.

She explained the current status of the project, Phase 1 of the Community Engagement Period. She gave details about the CRDs role in conducting a connectivity plan to the Southern Gulf Islands to serve underserved communities (under 50 Mbps download and under 10 Mbps upload) with increased bandwidth internet. She mentioned developing business cases, greater connectivity, consideration of diversity in the community and low carbon emission. She announced an upcoming open house for feedback on December 5th, from 1:00 p.m. to 3:00 p.m. and mentioned an online path for feedback.

The following points were raised during discussion:

- CRD does not propose specific technology, but is looking for a community decision;
- A design consultant will provide help to cost out options;
- Saturna Island is part of "Connected Coast";
- Urgency for better connectivity of Saturna Island;
- Saturna lacks infrastructure for fibre cable;
- Appreciation for CRDs approach to consult the community; and
- Saturna Island has some experience with its internet needs.

Trustee Middleton expressed interest in the LTC's involvement.

CRD Representative Starke thanked the attendees for being there and the LTC for the opportunity to speak.

11. CORRESPONDENCE

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

None

12. APPLICATIONS AND REFERRALS

12.1 SA-ALR-2019.1 (Money Family Projects) - Staff Report

Planner Richardson gave background information and mentioned that the applicant, John Money (present) wanted to expand the lot to make it usable. He recommended to forward the application to the Provincial Agricultural Land Commission (ALC).

SA-2019-050

It was Moved and Seconded,

that the Saturna Island Local Trust Committee forward SA-ALR-2019.1 to the Provincial Agricultural Land Commission.

CARRIED

13. LOCAL TRUST COMMITTEE PROJECTS

None

14. REPORTS

14.1 Work Program Reports

14.1.1 Top Priorities Report dated October, 2019

SA-2019-051

It was Moved and Seconded,

that the Saturna Local Trust Committee request staff to remove 2. Secondary Suite Review, and 3. Commercial Vacation Rentals – Temporary Use Permit, from the Top Priorities list.

CARRIED

Trustee Middleton proposed adding Parks Zoning to the Top Priorities list. A discussion explored details and intent.

SA-2019-052

It was Moved and Seconded,

that the Saturna Local Trust Committee request staff to add Parks Zoning to the Top Priorities list.

CARRIED

14.1.2 Projects List Report Dated October, 2019

Received for information.

14.2 Applications Report Dated October, 2019

Received for information.

14.3 Trustee and Local Expense Report Dated August 2019

Trustee Middleton explained that he paid for audio visual support expenses and food for the August 2019 Special Meeting, as reimbursement through the Islands Trust office took some time. Planner Richardson indicated that payment had been made now through the office.

14.4 Adopted Policies and Standing Resolutions

Chair Patrick asked the Trustees for any comments or changes.

Trustee Middleton addressed “Voluntary Vessel Slow Down”.

14.5 Local Trust Committee Webpage

No comments made.

14.6 Islands Trust Conservancy Report

None

15. NEW BUSINESS

15.1 Cell Tower Model - Staff Briefing

SA-2019-053

It was Moved and Seconded,

that the Saturna Local Trust Committee receive the Model Radio Antenna Strategy for information.

CARRIED

15.2 Saturna Island Local Trust Committee Bylaw Enforcement Notification (BEN) Bylaw No. 128 - Staff Report

Planner Richardson gave background information and explained that the goal is voluntary compliance.

Discussions were held on the following points:

- It being unnecessary and offensive;
- Request for community input;
- Receive report and communicate to residents; and
- South Pender recently adopted a BEN bylaw.

The public comments included:

- Public opposition some years ago;
- Need for inviting current opinions;
- An efficient enforcement tool; and
- Learn from islands that use it.

SA-2019-054

It was Moved and Seconded,

that the Saturna Local Trust Committee receive the Draft Bylaw No. 128 for information and discussion.

CARRIED

15.3 Climate Change Adaptation and Mitigation Strategies - Staff Memo

Discussion was held and the following points were raised:

- No baseline/lack of data;

- Targets require data;
- Saturna Island being finite could allow good case study; and
- Mention of specific solutions like greywater use, off-gassing, solar, heat pumps, smaller homes, off-grid living, green technologies and changes in building code.

SA-2019-055

It was Moved and Seconded,

that the Saturna Local Trust Committee receive “Climate Change Adaption and Mitigation Strategies” report for information.

CARRIED

16. UPCOMING MEETINGS

16.1 Next Regular Meeting Proposed for February 14, 2020, (location to be determined) on Saturna Island

Chair Patrick spoke to item 16.2 prior to 16.1.

It was noted that the next LTC Meeting would fall on Valentines Day at the Community Hall.

16.2 Proposed Annual LTC Meeting Schedule (for adoption)

Discussion was held regarding the starting time, considering the ferry arrival time.

SA-2019-056

It was Moved and Seconded,

that the Saturna Local Trust Committee adopt the 2020 business meeting schedule with amended start time of 11:30 am.

CARRIED

16.3 TRUSTEE REPORT

Trustee Brent reported on the following:

- Attended the climate action protest with Trustee Middleton and it was run by indigenous people on how we adapt, using indigenous and western knowledge;
- It is an informal engagement with First Nations in a non-political way; and
- Overview of the Islands Trust’s budget development over recent years.

Trustee Middleton reported on the following:

- CRD’s participation in funding the Tsawout Nation’s Climate Change Mitigation event consisting of three courses;
- Tree planting as a primary effective strategy; and
- Met with Tsawout Chief Nick Claxton and potential opportunity to collaborate in re-vegetation of logged parcel on Saturna Island.

16.4 CHAIR REPORT

Chair Patrick reported on the following:

- The upcoming Trust Council Meeting in Victoria in December;
- Requests for delegations needed a minimum of three weeks notice; and
- Islands 2050 is an engagement initiative which will happen across the islands for feedback and online engagement options.

17. TOWN HALL

Comments raised by the public included:

- Some 2020 LTC Meetings would fall on a Friday;
- Limited online details on Agricultural Land Commission (ALC) applications;
- First Nations Relationships update;
- Clear-cutting concerns; and
- Islands Trust bringing in experts for information and advice.

18. CLOSED MEETING (Distributed Under Separate Cover)

18.1 Motion to Close the Meeting

SA-2019-057

It was Moved and Seconded,

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3 s. 90(1) (a & d) for the purpose of considering:

- Adoption of In-Camera Meeting Minutes Dated July 18, 2019
- APC Memberships

AND that the recorder and staff attend the meeting.

CARRIED

Chair Patrick closed the regular business meeting at 2:43 p.m. to go in camera.

18.2 Recall to Order

Chair Patrick re-opened the regular business meeting at 2:50 p.m. to rise and report.

18.3 Rise and Report

Chair Patrick reported that the Saturna LTC will defer the appointment of the interested expired Advisory Planning Commission members, until the committee receives more expressions of interest.

19. ADJOURNMENT

By general consent the meeting was adjourned at 2:51 p.m.

Laura Patrick, Chair

Certified Correct:

Ruth Daber, Recorder



Resolutions Without Meetings Log

Saturna Island

Resolution Number	Action	Date
2020-001 That Saturna Island Local Trust Committee adopt the October 24, 2019, Draft Local Trust Committee Regular Meeting Minutes as amended.	In Favour	17-Jan-2020
2019-010 THAT Saturna Island Local Trust Committee adopt Bylaw No. 127, cited as "Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 1, 2019".	In Favour	23-Dec-2019
2019-009 THAT Saturna Island Local Trust Committee adopt Bylaw No. 125, cited as "Saturna Island Land Use Bylaw 119, 2018, Amendment No. 1, 2018".	In Favour	23-Dec-2019
2019-008 THAT Saturna Island Local Trust Committee adopt Bylaw No. 124, cited as "Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 3, 2018".	In Favour	23-Dec-2019



Follow Up Action Report

Saturna Island

24-Oct-2019

Activity	Responsibility	Dates	Status
1 SA-ALR-2019.1 (Money) - forward to ALC.	Gary Richardson Sharon Lloyd-deRosaric		Completed
2 Model Radio Antenna Strategy - received by LTC. No further action required.	Gary Richardson		Completed
3 Proposed 2020 Meeting Schedule - adopted as amended. Start time to be changed to 11:30 am. (MH - Done, sent invites from Outlook, booked hall, added to webpage, updated poster)	Maple Hung		Completed
4 In-camera Minutes of July 18, 2019 adopted as drafted.	Maple Hung		Completed
5 APC - Re-advertise in the future when directed by LTC. Remove expired members from database	Sharon Lloyd-deRosaric		Completed
6 Request William Shulba to next LTC to update LTC and community on Groundwater Sustainability Project.	William Shulba		In Progress

Follow Up Action Report

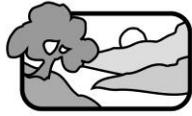
Saturna Island

24-Oct-2019

Activity	Responsibility	Dates	Status
<p>7 Amend project priorities by:</p> <p>Removing:</p> <p>Secondary Suite Review</p> <p>Commercial Vacation Rentals - TUP Guidelines</p> <p>Adding:</p> <p>Review and update National Park Reserve Lands Zoning and OCP Designations</p>	<p>Gary Richardson</p>		<p>Completed</p>

28-Oct-2019

Activity	Responsibility	Dates	Status
<p>1 BEN Bylaw 128 - defer consideration until further community consultation carried out.</p>	<p>Gary Richardson</p> <p>Warren Dingman</p>		<p>Completed</p>



File No.: SA-6500-20
(Gulf Islands National Park
Reserve Lands Zoning
Project)

DATE OF MEETING: February 14, 2020
TO: Saturna Island Local Trust Committee
FROM: Gary Richardson, Island Planner
Southern Team
COPY: Robert Kojima
SUBJECT: Saturna Island Local Trust Area – Gulf Islands National Park Reserve Lands Zoning Project

RECOMMENDATION

- 1. That the Saturna Island Local Trust Committee endorse the proposed project charter for the Gulf Islands National Park Reserve Lands Zoning Project for the Saturna Island Local Trust Area.**
- 2. That the Saturna Island Local Trust Committee request staff to prepare a draft bylaw to amend Saturna Island Official Community Plan Bylaw No.70, 2000 and to prepare a draft bylaw to amend Saturna Island Land Use bylaw No. 119, 2018, in order to amend the text and mapping to reflect the lands that are in the Gulf Islands National Park Reserve.**

REPORT SUMMARY

The purpose of this report is to seek direction from the Saturna Island Local Trust Committee (LTC) to endorse the project charter (Attachment 1) for the Gulf Islands Island National Park Reserve Lands Review and direct staff to draft bylaws to implement the required amendments. This report contains suggested wording and map amendments.

BACKGROUND

At the October 24, 2019 LTC meeting the LTC identified the amending of the LUB and OCP designations of lands in the National Park Reserve as one of its priorities.

This initiative to establish appropriate amended zoning on the lands in the National Park Reserve has been a work item for all four affected local trust committees. The other LTCs have amended their bylaws and maps to reflect the GINPR.

SUGGESTED OCP WORDING:

Conservation Areas, National Parks, Community Recreation and Future Park Policies

- Land acquired or dedicated as park or as a conservation area should be designated appropriately on Schedule 'B' of this plan and zoned accordingly.
- Lands located within the Gulf Islands National Park Reserve should have a separate designation on Schedule 'B' of this plan and should be zoned appropriately, recognizing that the Local Trust Committee has no jurisdiction over federal land.
- The Local Trust Committee will work with Parks Canada to address community impacts arising from the establishment of the Gulf Islands National Park Reserve.

SUGGESTED LUB WORDING LAND:

National Park

National Park (NP) Zone

Information Note: The Federal Crown is not subject to local government regulations, including zoning, and uses consistent with the *Canada National Parks Act* and other approved Gulf Islands National Park Reserve management documents are generally permitted on lands in the National Park Reserve.

Subdivision Requirements

- (1) The minimum lot size is 65 hectares.

Permitted Uses

- (1) In addition to the uses permitted in Section 2.1 of this Bylaw, the following uses and no others are permitted in the National Park (NP) Zone:
 - (a) informational, interpretive, cultural, and historical uses and facilities;
 - (b) natural and cultural resource management and protection;
 - (c) camping and picnicking areas;
 - (d) park operations and maintenance facilities; and
 - (e) accessory uses, buildings and structures

Lot Coverage

- (1) Lot coverage may not exceed 5 percent.

Setbacks

- (1) No building or structure may be located within 7.6 metres of any lot line.

Height

- (1) No building or structure may exceed 9 metres in height.

SUGGESTED LUB WORDING WATER:

National Park Marine Zone – W5

Information Note: The Federal Crown is not subject to local government regulations, including zoning, and uses consistent with the Canada National Parks Act and other approved Gulf Islands National Park Reserve management documents are generally permitted on lands in the National Park Reserve.

Permitted Uses

- (1) The following uses are permitted, subject to uses permitted in the general regulations section of this bylaw, and all other uses are prohibited:
 - (a) Marine navigational aids;
 - (b) Natural and cultural resource management and protection; and
 - (c) Docks, wharfage and moorage accessory to the upland National Park zone.

RATIONALE FOR RECOMMENDATION

While the lands held by the federal Crown in the National Park Reserve are immune from local government regulation, including zoning, there are at least three reasons why the LTC should considering the designation and zoning of these lands as a unique zone:

1. The first is simply to recognize the status of the lands in a consistent manner. In other words, that these are lands held by the federal government for the purpose of a National Park Reserve and that this status is different from lands that are dedicated as community or regional parks or lands that are privately owned, and that the zoning is consistent across these non-contiguous lands.
2. Second, the zoning, in particular the uses and siting regulations, would provide an indication of the activities that both Parks Canada and the LTC consider to be generally acceptable uses of the lands. While the LTC recognizes that the lands are exempt from its regulation, Parks Canada recognizes there are local government interests.
3. Finally, the zoning would provide for the regulation of use and density in the unlikely event that a parcel is removed from the reserve. Although it is increasingly unlikely that changes will be made to the boundaries resulting in the removal land from the park reserve, it is a possibility beyond the ability of the LTC to affect without zoning in place.

Staff reviewed the status of the various parcels within the National Park Reserve and prepared some suggested amendments to the text of the OCP and LUB which is contained in this report. Also the subject properties have been identified on sketch maps and are attached to this report (attachment 2). The proposed amendments are consistent with amendments adopted in the other islands bylaws subject to the GINPR

ALTERNATIVES

1. Do Nothing

That the Saturna Island Local Trust Committee not adopt the GINPR Review Project Charter and not proceed with a review of GINPR zoning.

2. Adopt the Project Charter with Amendments

That the Saturna Island Local Trust Committee adopt the GINPR Review Project Charter with the following amendments.....

Next Steps

- 1. Prepare draft bylaws
- 2. Refer Bylaws to Agencies and First Nations for comment.
- 3. Prepare a Staff report, addressing comments received, for the May 15, 2020 LTC meeting.
- 4. Hold a Community Information Meeting to obtain community comment.

Submitted By:	Gary Richardson Island Planner	February 7, 2020

ATTACHMENTS

- 1. Project Charter
- 2. Maps

Gulf Islands National Park Reserve Review - Charter - V1

Date: Feb 2020

Purpose *The project is intended to amend the Saturna Island Official Community Plan (OCP) and Saturna Land Use Bylaw (LUB) to recognize the National Park Reserve Lands both in the text of the OCP and LUB and on the associated mapping.*

Background *The project was initiated by the Saturna Island Local Trust Committee (LTC) at its October 24, 2019 LTC meeting. The initiative is to amend the OCP and LUB to reflect the lands in the Gulf Islands National Park Reserve (GINPR) within the Saturna Island Local Trust area. The lands are currently designated/zoned in several different designations/zones.*

Objectives.

- Amend the OCP text and mapping to address lands that have been placed in the (GINPR)
- Amend the LUB text and mapping to address the lands that have been placed in the (GINPR)

In Scope

- Staff review and preparation of text amendments and mapping to amend the OCP and LUB to reflect the GINPR lands
- First Nations Consultation
- Community Consultation
- Agency Consultation

Out of Scope

- Review of OCP/LUB with respect to any lands outside of the GINPR

Workplan Overview

Deliverable/Milestone	Date
Project Charter endorsed	February 14, 2020
Preparation of Draft Bylaws, Referral to First Nations and agencies	March 2020
Further staff report and community information meeting	May 15, 2020
Public Hearing, Second and Third Readings, referral to EC	June—August 2020
Referral to Minister of Municipal Affairs and Housing	July—August 2020
Final Adoption	September—December 2020

Project Team

Gary Richardson, Island Planner	Project Manager
Maple Hung	Admin Support
Jackie O'Neil, GIS Technician	GIS Support

Budget

Budget Source: LTC Projects Budget

Fiscal	Item	Cost
2020/2021	Statutory Process	2000.00
		-
	Total	\$2000

RPM Approval:

Date:

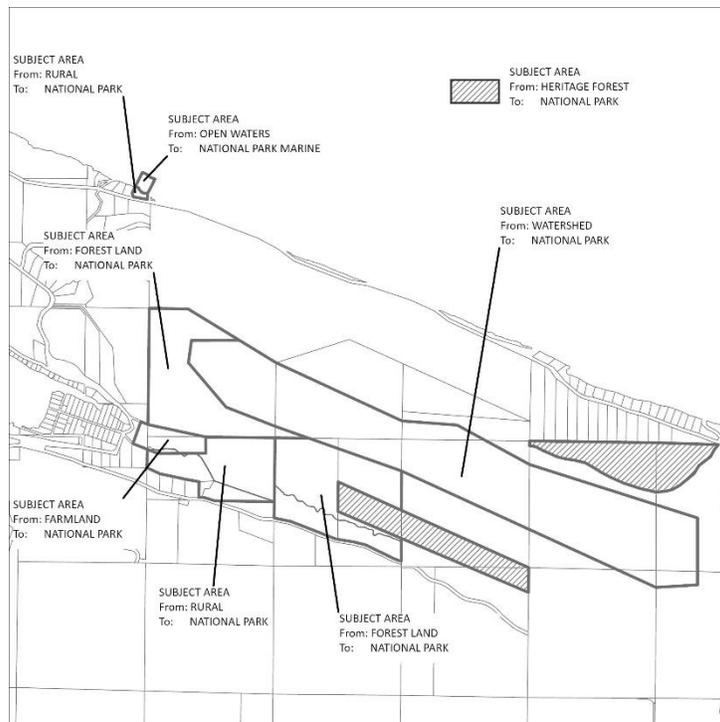
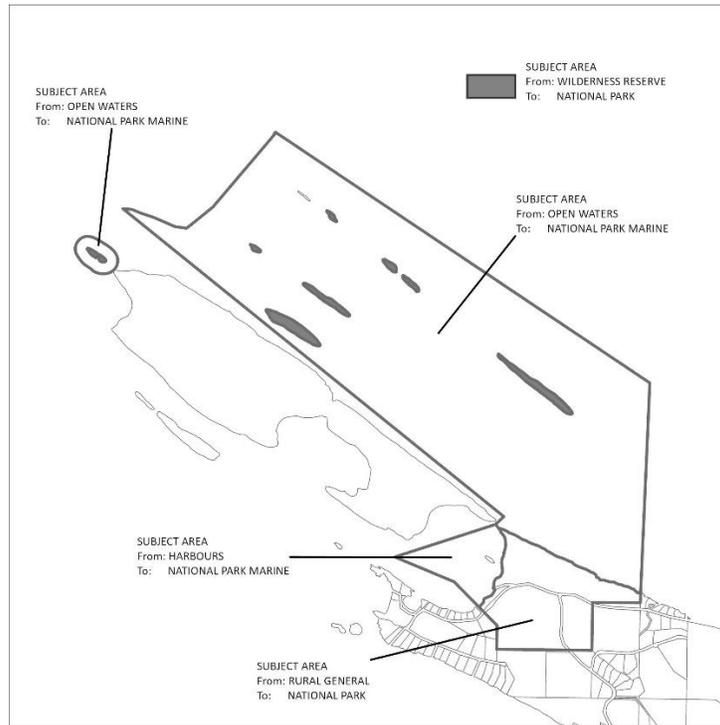
LTC Endorsement:

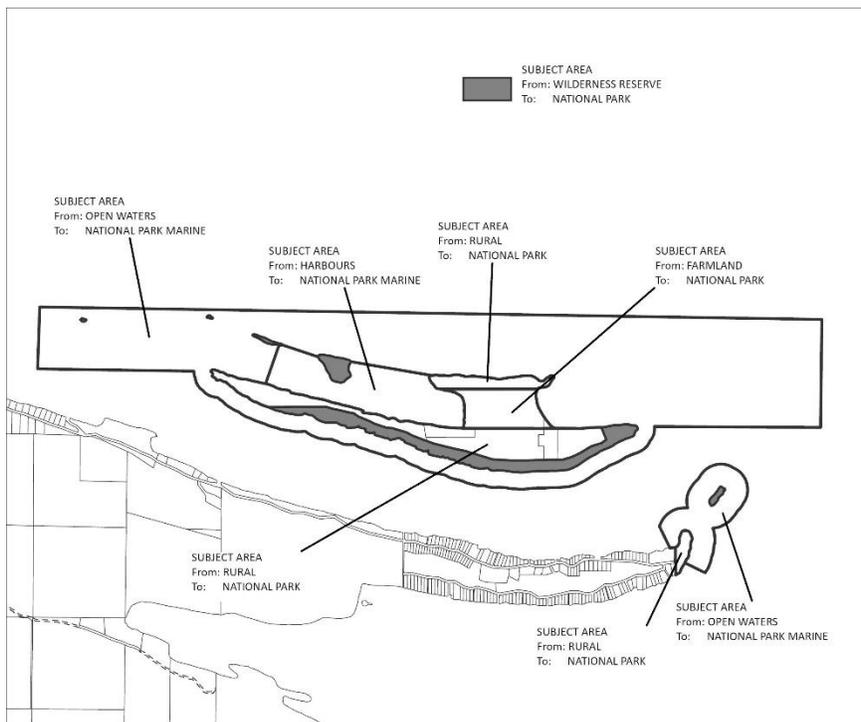
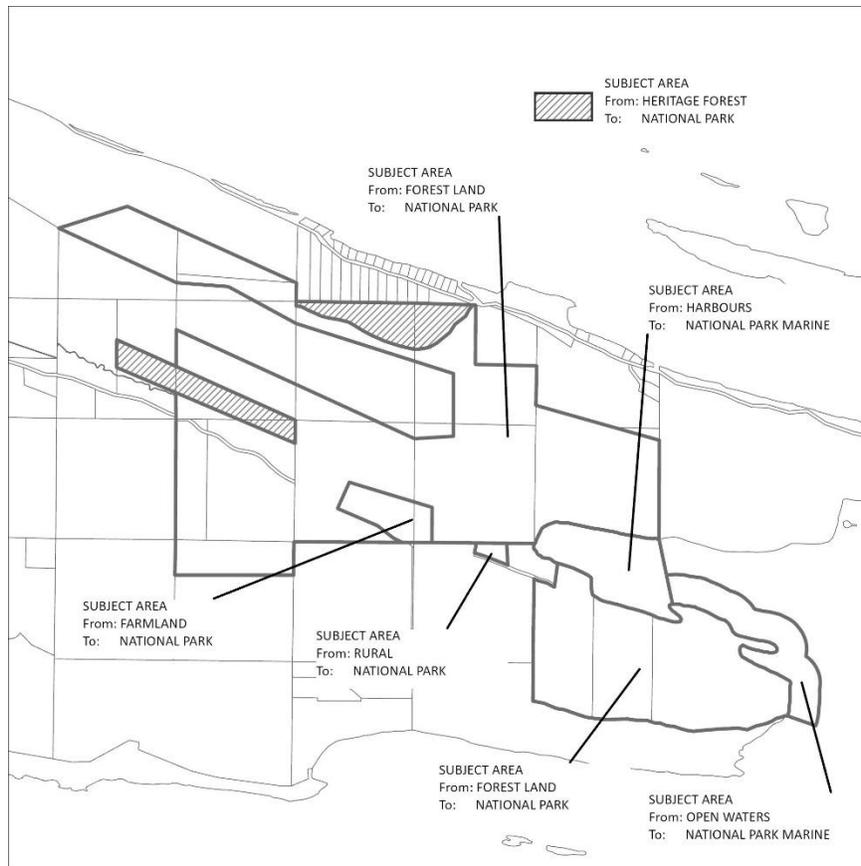
Resolution #:

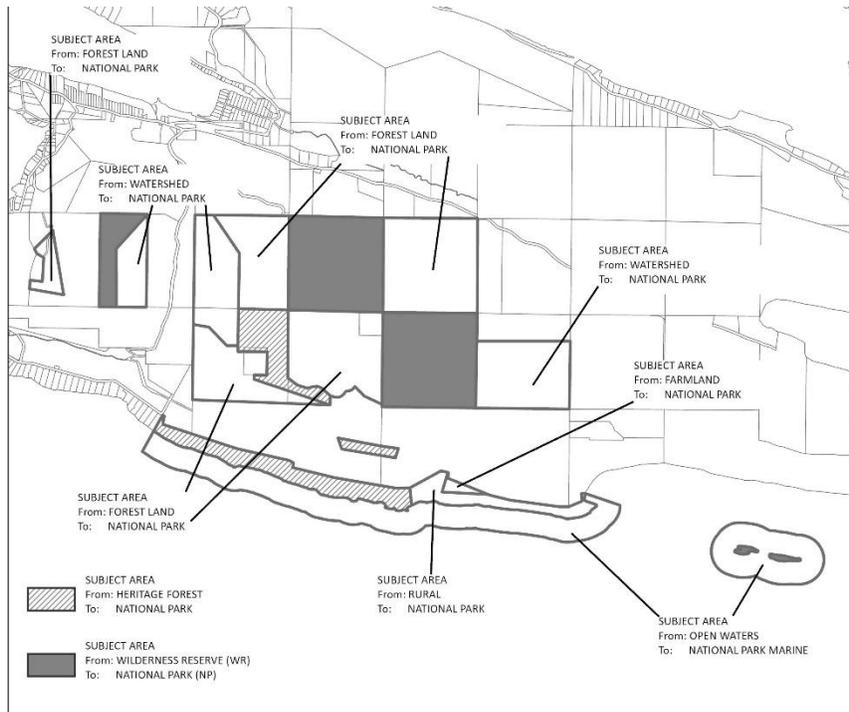
Date:

ATTACHMENT # 2– MAPS

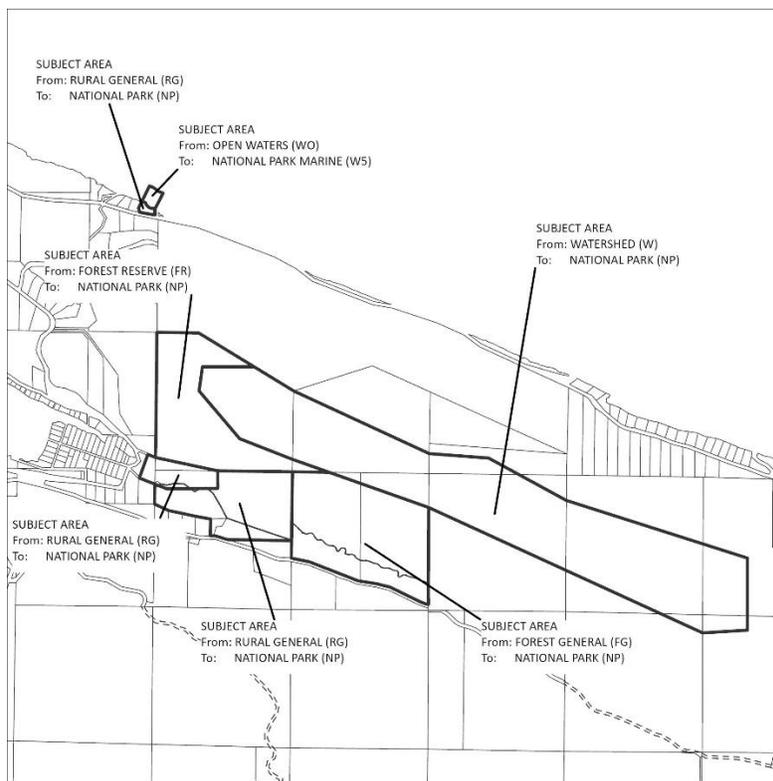
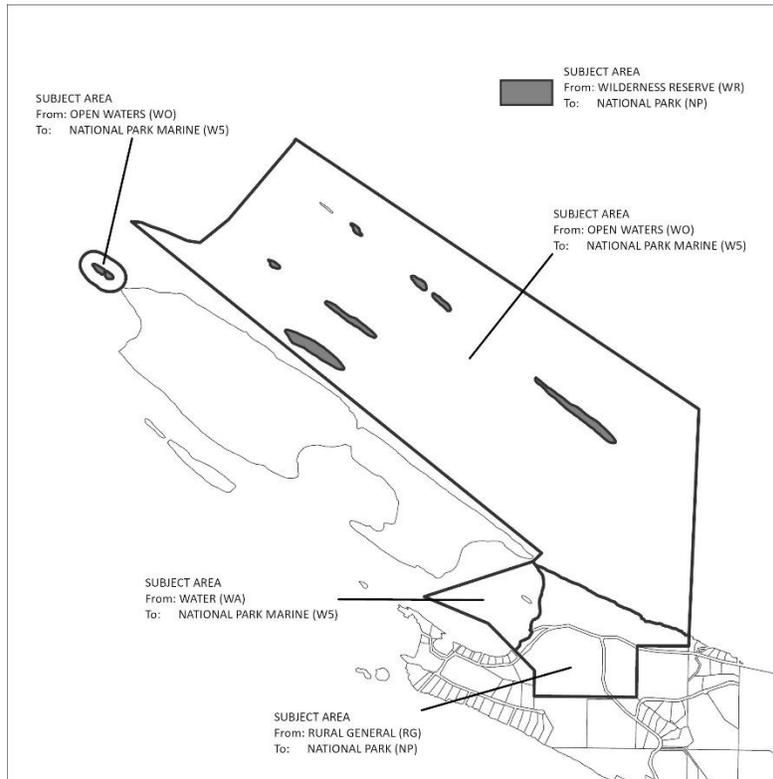
2.1 OCP DESIGNATION AMENDMENTS

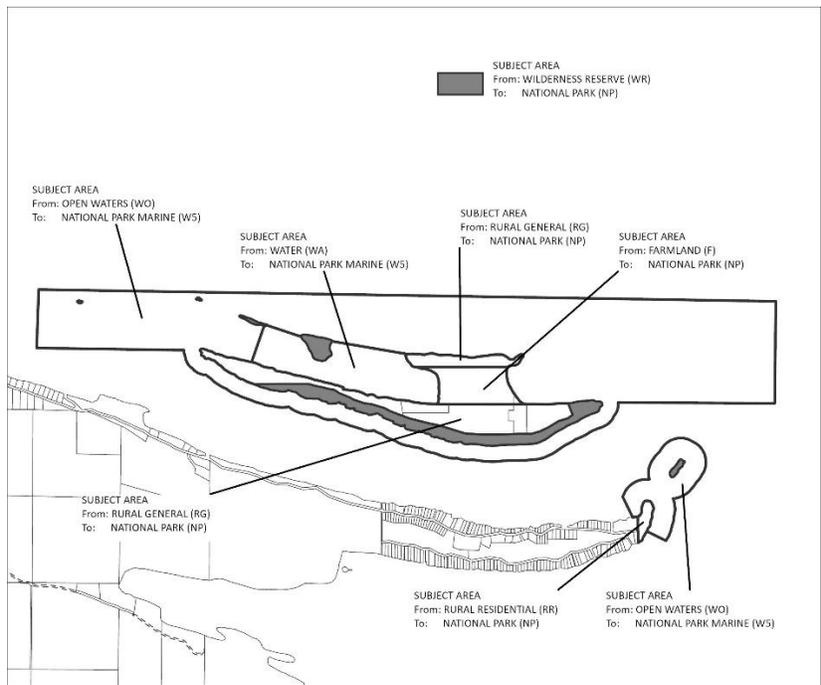
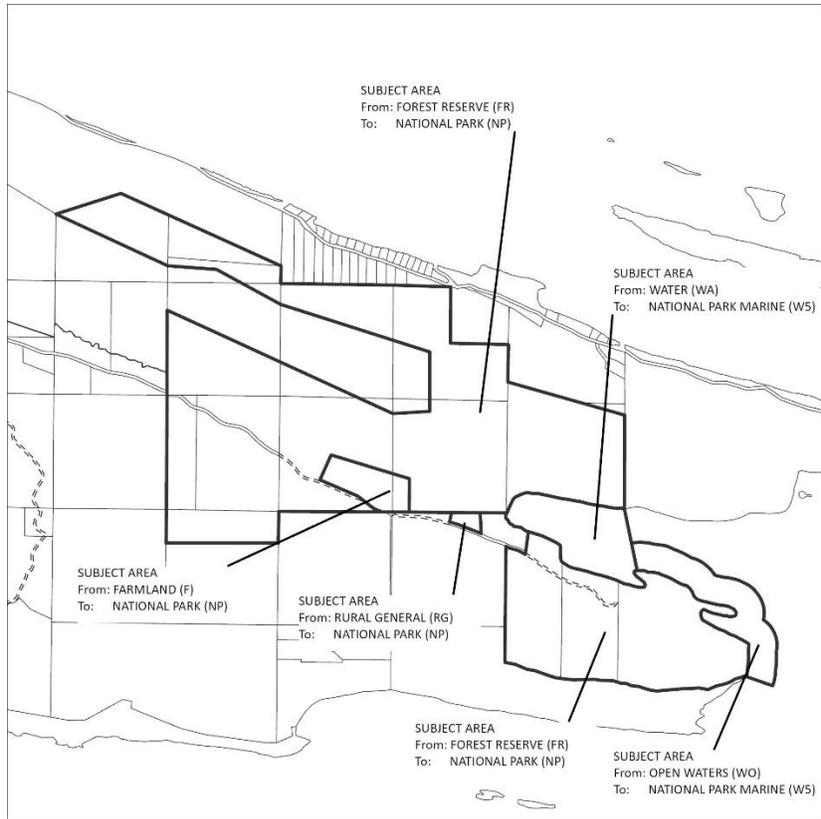


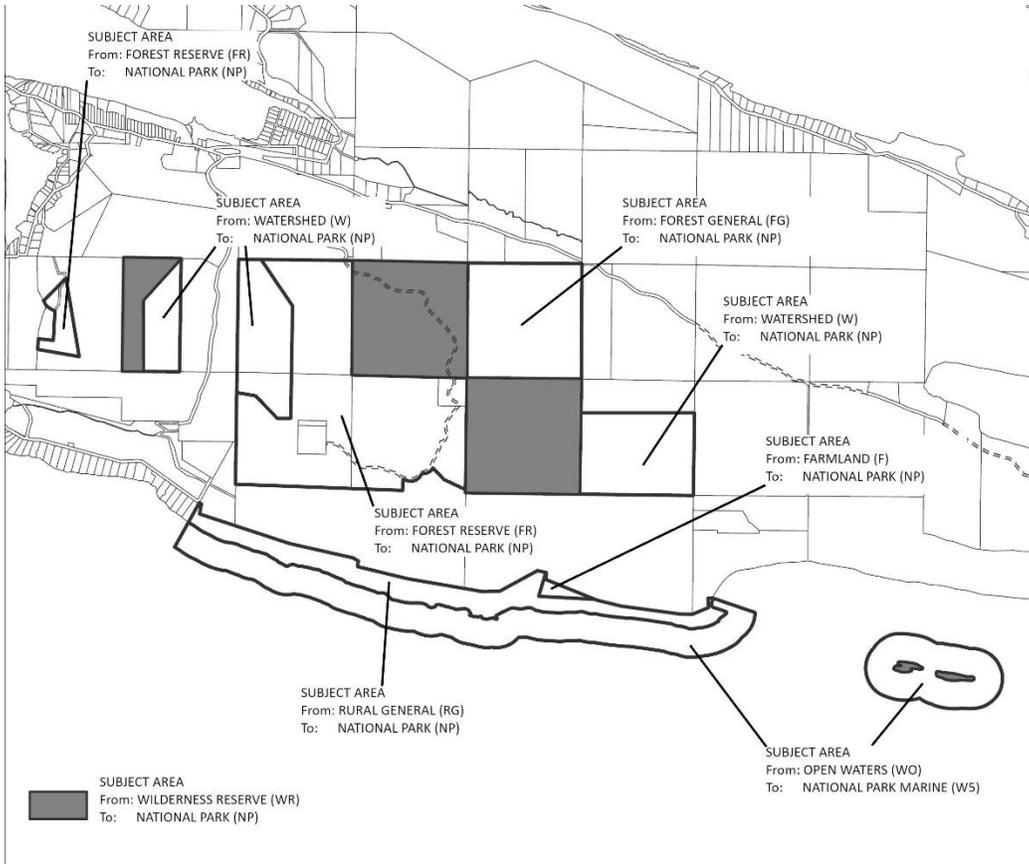




2.2 ZONING AMENDMENTS







Top Priorities Report

Saturna Island

1. *First Nations Relationship Building*

Review of OCP to include references to First Nations.
 Project Charter endorsed July 18, 2019
 Letter Sent to First Nations as per Project Charter

Responsible

Gary Richardson

Dates

Rec'd: 16-Sep-2016

2. *Groundwater Sustainability Project*

Phase 1: Mapping and data analysis

Responsible

Gary Richardson
 William Shulba

Dates

Rec'd: 09-May-2019
 Target: 31-Mar-2020

3. *Review and amendment of Zoning and OCP Designations on National Park Reserve L*

Prepare mapping, project charter and initial report for Feb 14, 2020 LTC meeting.

Responsible

Gary Richardson

Dates

Rec'd: 24-Oct-2019



Projects Report

Saturna Island

1. Shoreline Review	Responsible	Date Received
		17-Jun-2016
2. Amenity Zoning and Accessible Housing Review	Responsible	Date Received
		04-Oct-2018
3.	Responsible	Date Received
Review of drinking water regulations		18-Jul-2019
4.	Responsible	Date Received
Secondary suites - potable water source		18-Jul-2019
5. Watershed Lands - DPA	Responsible	Date Received
		18-Jul-2019



Agricultural Land Reserve

File Number	Applicant Name	Date Received	Purpose
SA-ALR-2019.1	Money, John	13-Aug-2019	Application for a boundary adjustment subdivision in the ALR

Planner: Gary Richardson

Planning Status

Status Date: 06-Nov-2019

Staff forwarded application to ALC.

Status Date: 24-Oct-2019

LTC passed resolution that Application be forwarded to ALC for consideration.

Status Date: 17-Oct-2019

Staff report on October 24, 2019 LTC agenda for consideration.

Rezoning

File Number	Applicant Name	Date Received	Purpose
SA-RZ-2018.1	Ronald Hall & Saturna	15-Jan-2018	Application to amend the OCP and LUB to rezone two properties.

Garage and
Contracting

Planner: Gary Richardson

Planning Status

Status Date: 18-Oct-2018

Adoption on hold pending direction from applicant to proceed with consideration

Status Date: 23-Sep-2018

Bylaws approved by executive committee.

Status Date: 23-Sep-2018

Bylaws forwarded to Minister Sept 25.



Rezoning

File Number	Applicant Name	Date Received	Purpose
SA-RZ-2019.1	Money Family Projects	20-Mar-2019	Application for an OCP and LUB amendment to permit dwellings in Upland zone Ltd.

Planner: Gary Richardson

Planning Status

Status Date: 01-Jul-2019

Further information requested from the applicant in order to review application further.

Status Date: 29-Apr-2019

Staff report prepared for LTCs consideration at May 9, 2019 LTC meeting.

Status Date: 20-Mar-2019

PTA created file, fees received, LTC notified, given to Planner

Subdivision

File Number	Applicant Name	Date Received	Purpose
SA-SUB-2017.1	RONALD H HALL	22-Nov-2017	Referral of a subdivision to create one new lot.

Planner: Gary Richardson

Planning Status

Status Date: 18-Nov-2019

PTA was notified that the BC Hydro response letter is the only one outstanding as per MoTi (Owen Page).

Status Date: 15-Nov-2019

Sent response to MoTI on revised plan Nov 15, 2019

Status Date: 06-Apr-2018

Staff sent response to MoTI March 12, 2018



Subdivision

File Number	Applicant Name	Date Received	Purpose
SA-SUB-2018.1	RONALD HALL	01-Feb-2018	Referral of a subdivision to create one new lot.

Planner: Gary Richardson

Planning Status

Status Date: 06-Apr-2018

Staff sent response to MoTI April 4, 2018.

Status Date: 15-Feb-2018

Fees received, notified LTC, gave file to Planner.

Status Date: 01-Feb-2018

opened file, sent fee request to applicant. RPM to assign planner.

File Number	Applicant Name	Date Received	Purpose
SA-SUB-2018.2	JORDAN ELLIOT	06-Jun-2018	105 Payne Road - referral of boundary adjustment subdivision

LITKE c/o POLARIS
LAND SURVEYING

Planner: Gary Richardson

Planning Status

Status Date: 30-Oct-2018

Response sent to MOTI Oct 30, 2019.

Status Date: 23-Jul-2018

Emailed scanned letter, receipt and cheque to Applicant, mailed originals; emailed Subd Ref Review application to LTC cc Planner and MoTI. Gave folder to Planner.

Status Date: 15-Jun-2018

Prepared and emailed letter with Subdivision Referral Review form and application package to Applicant, cc LTC, Planner and MoTI; mailed original letter and application form.



Subdivision

File Number	Applicant Name	Date Received	Purpose
SA-SUB-2019.1	Blake, Michelle	22-Feb-2019	referral of subdivision to create three lots

Planner: Gary Richardson

Planning Status

Status Date: 07-May-2019

Referral response sent to MoTI.

Status Date: 05-Mar-2019

PTA received MoTi Ref and created Subdivision Ref App, fees received, given to Planner, sent to LTC

Islands Trust
 LTC EXP SUMMARY REPORT F2020
 Invoices posted to Month ending December 2019

660 Saturna	Invoices posted to Month ending December 2019	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-660	LTC "Trustee Expenses"	251.00	0.00	251.00
LTC Local				
65200-660	LTC - Local Exp - LTC Meeting Expenses	2,410.00	2,818.51	-408.51
65210-660	LTC - Local Exp - APC Meeting Expenses	411.00	23.60	387.40
65220-660	LTC - Local Exp - Communications	250.00	0.00	250.00
65230-660	LTC - Local Exp - Special Projects	294.00	0.00	294.00
TOTAL LTC Local Expense		<u>3,365.00</u>	<u>2,842.11</u>	<u>522.89</u>
Projects				
73001-660-4032	Saturna Secondary Suite Review	1,500.00	844.50	655.50
73001-660-4077	Saturna First Nations Relations	3,000.00	0.00	3,000.00
73001-660-4101	Saturna Short Term Vacation Rental (STVR) Review	2,500.00	868.65	1,631.35
TOTAL Project Expenses		<u>7,000.00</u>	<u>1,713.15</u>	<u>5,286.85</u>



Saturna Island

Resolution Number	Action	Date
<p>2019-047</p> <p>Be it resolved that in the waters of the Saturna Local Trust Area we support large commercial vessel speed reduction initiatives as part of the Southern Resident Killer Whale 2019 Conservation agreement signed between Canada and shipping industry stakeholders. We acknowledge voluntary speed reduction efforts in the Local Trust Waters and view the requirement to reduce transit speeds in support of SRKW recovery to be the equivalent of a voluntary bylaw in the Saturna Local Trust Area.</p>	In Favour	18-Jul-2019
<p>2019-036</p> <p>that the Saturna Island Local Trust Committee only authorize enforcement against unlawful short term vacation rentals, unless one of the following circumstances exists: 1. There is more than one complainant from the immediate neighbourhood; 2. The complaint is made by a representative of an improvement district and it concerns overuse of water; 3. The complaint concerns use of a common driveway servicing at least two separate lots; 4. There is a written complaint by owners or residents in the immediate neighbourhood about bona fide nuisance issues such as noise or parking congestion related to the STVR.</p>	In Favour	09-May-2019
<p>2019-011</p> <p>that the Saturna Island Local Trust Committee directs staff to take enforcement action against unlawful dwellings only if one of the following conditions exists: There is a complaint from an immediate neighbour; or there is a referral from an agency responsible for health and safety issues that is doing concurrent enforcement. 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.</p>	In Favour	17-Jan-2019



Standing Resolutions Log

Saturna Island

Resolution Number	Action	Date
<p>2018-050</p> <ul style="list-style-type: none"> - Proposed or amended licenses for non-medical cannabis retail establishments require an application to the local trust committee. - The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical. - The public consultation process shall be determined by the local trust committee after initial review of the proposal. - However, as a minimum, the local trust committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: <ul style="list-style-type: none"> o Name of the applicant and a description of the proposal in general terms o The location of the proposed establishment and the subject site o The place where, and date and time when, both a public meeting will be held and a resolution of the local trust committee considered. o The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application o How public comments may be submitted to the local trust committee. 	In Favour	04-Oct-2018
<p>2012-011</p> <p>It was Moved and Seconded that where a Liquor Control and Licensing Branch Special Occasion License 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 License without referral to the Local Trust Committee. All other Special Occasion License referrals are to be referred to the Local Trust Committee for consideration</p>	In Favour	09-Feb-2012
<p>2011-000</p> <p>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.</p>	In Favour	22-Jun-2011



Standing Resolutions Log

Saturna Island

Resolution Number	Action	Date
-------------------	--------	------

2009-009	In Favour	25-Feb-2009
-----------------	------------------	--------------------

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.

2007-016	In Favour	16-May-2007
-----------------	------------------	--------------------

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.

Notwithstanding 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.



Islands Trust Conservancy Report to Local Trust Committees and Bowen Island Municipality November 2019

Islands Trust Conservancy New Board Member

Trustee Dr. Susan Hannon joined the Board November 2019. Susan Hannon is a retired Ecology Professor from University of Alberta, currently living on Salt Spring Island. Dr. Hannon's research expertise is in forest ecology, impacts of habitat fragmentation, forest birds and conservation. Active in her community, Dr. Hannon is a Commission Member for The Advisory Planning Commission for Islands Trust. She has also served on the boards of The Salt Spring Island Conservancy, The Nature Trust of BC, Bird Studies Canada, and the Garry Oak Ecosystem Recovery Team Society. Dr. Hannon has worked in land stewardship with private landowners, runs the nest box program on Salt Spring, worked in Garry oak ecosystem restoration and removal of invasive plants. She holds a Doctor of Philosophy in Ecology from the University of British Columbia.

Islands Trust Conservancy Staff Changes

Islands Trust Conservancy is pleased to welcome Kathryn Martell as the acting Ecosystem Protection Specialist, replacing Wayne Bourque.

Carla Funk is acting ITC Communications and Fundraising Specialist while Crystal Oberg is on education leave until August, 2020.

Goal 1 – Science-based Conservation Planning

Goal 2 – Strong relationships with First Nations

The Islands Trust Conservancy Board received a letter from Lyackson First Nation in regards to the Salish View Nature Reserve for information.

Goal 3 – Protection of core conservation areas

Property Management

Mt. Artaban Nature Reserve Management Plan

Islands Trust Conservancy Board approved the 2019 update of the Mount Artaban Nature Reserve Management Plan. The plan will be made available online once it is approved by the covenant holders.

Land Acquisition and Covenants

Covenant Modification Agreement – Woodwinds NAPTEP Covenant

The Islands Trust Conservancy Board agreed to modify the Woodwinds NAPTEP covenant on North Pender Island to address an existing septic field.

Goal 4 – A strong voice for nature conservation

1. Islands Trust Conservancy Board directed staff to consider including a Note Disclosure highlighting the importance of natural assets to the mandate of Islands Trust and the services they provide for island communities, starting with the current fiscal year's annual financial reporting.
2. Islands Trust Conservancy Co-Chair, Sue-Ellen Fast and three staff attended the biennial Land Trust Alliance of BC Seminar Series. The ITC Manager co-presented with the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) regarding the CDFCP conservation planning tool.
3. Staff provided an update to the ITC Board regarding the status of the website renewal project and the integration of the ITC website into the Islands Trust site.

Activities by Local Trust Area/Island Municipality

Gambier

The Islands Trust Conservancy Board approved the Mount Artaban Nature Reserve Management Plan.

The Islands Trust Conservancy Board reviewed the Public Acquisitions Report for information. Discussion ensued on the Sandy Beach acquisition history and current project details.

North Pender

Islands Trust Conservancy Board directed staff to write a letter to the North Pender Island Local Trust Committee describing concerns regarding potential long-term impacts of contaminated runoff, and alternative designs such as containment of any point source runoff or spills related to a Temporary Use Permit extension application adjacent to the Medicine Beach Nature Sanctuary.

*Please feel free to contact the Islands Trust Conservancy for more details.
Kate-Louise Stamford, Chair kstamford@islandstrust.bc.ca
Islands Trust Conservancy itcmail@islandstrust.bc.ca*



File No.:

DATE OF MEETING: February 14, 2020
TO: Saturna Island Local Trust Committee
FROM: Lisa Wilcox, Senior Intergovernmental Policy Advisor
Robert Kojima, Regional Planning Manager
Southern Team
SUBJECT: Standing Resolution - Reconciliation

RECOMMENDATION

1. **That the Saturna Island Local Trust Committee adopt the following standing resolution with respect to First Nations in the Local Trust Area:**

Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission (TRC) Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), Draft Principles that Guide the Province of British Columbia's Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to:

- a) **Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities;**
- b) **For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory;**
- c) **Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations' cultural heritage and history;**
- d) **Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols;**
- e) **Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations' traditional territories within the Islands Trust Area.**

REPORT SUMMARY

The Saturna Island Local Trust Committee (LTC) is asked to consider adopting the above-noted standing resolution as a mechanism to guide reconciliation within the Local Trust Area.

BACKGROUND

From 2015 to the present, the Saturna Local Trust Committee has passed resolutions that acknowledge First Nations territory, and looked for ways to develop and create joint relationship building, and engage on issues of environment, naming and recognition, and advocacy.

ANALYSIS

Issues and Opportunities

Standing Resolution

Staff have prepared a draft standing resolution for LTC consideration that will enable the LTC to transition from reconciliation being a First Nations “project” to incorporating reconciliation more holistically into the LTC’s business and work program.

The draft standing resolution references key documents to guide the LTC’s journey of reconciliation with local First Nations. These include:

- Truth and Reconciliation Commission (TRC) Calls to Action
https://nctr.ca/assets/reports/Calls_to_Action_English2.pdf
- United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP);
https://www.un.org/esa/socdev/unpfii/documents/DRIPS_en.pdf
- Draft Principles that Guide the Province of BC’s Relationship with Indigenous Peoples;
https://www2.gov.bc.ca/assets/gov/careers/about-the-bc-public-service/diversity-inclusion-respect/draft_principles.pdf
- Islands Trust First Nations Engagement Principles.
<http://www.islandstrust.bc.ca/media/342128/firstnationsengagementprinciples.pdf>

The draft standing resolution includes five areas in which the LTC can endeavour to take action:

- a) Annually, write a letter to First Nations, (re)introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities;
- b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory;
- c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations’ cultural heritage and history;
- d) Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols;
- e) Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations’ traditional territories within the Islands Trust Area.

From Engagement to Reconciliation

The draft standing resolution is similar to one prepared for the Gabriola Island LTC in 2018, with an emphasis on the work that the LTC will do as part of their Reconciliation process. The intent is to provide processes that focus

on best practices and provide workable first steps for staff and Trustees to progress and develop a Reconciliation plan. The process acknowledges that reconciliation requires both internal and external knowledge building and will focus on processes to help and advise on First Nations engagement. It also provides a framework for the LTC to engage with all local First Nations with interests in the Local Trust Area.

Rationale for Recommendation

The Saturna Island LTC has made a significant progress in its recent efforts toward reconciliation. These efforts may continue, as an integral part of routine LTC business and work program activities. The LTC may also seek opportunities with other local First Nations that have asserted rights and title, treaty, or overlapping territory in the area. The draft standing resolution provides a framework to support reconciliation and continued relationship building, where capacity is available. The staff recommendation is included on Page 1 of the report.

ALTERNATIVES

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

- 1. Request further information**
- 2. Amend the Standing Resolution**
- 3. Receive for information**

NEXT STEPS

Should the LTC adopt the recommended standing resolution, staff will draft letters of introduction to all First Nations within interests in the Local Trust Area, as noted in item (a) of the resolution and welcome input, dialogue and opportunities to address items (b) through (e) of the resolution.

Submitted By:	Lisa Wilcox, kwakwemtenaat Senior Intergovernmental Policy Advisor	November 6, 2019
Concurrence:	Robert Kojima Regional Planning Manager	Select Date.

ATTACHMENTS

None



REQUEST FOR DECISION

To: Saturna Island Local Trust Committees
For the Meeting of: February 14, 2020

From: David Marlor, Director, Local Planning Services
Date Prepared: October 23, 2019

SUBJECT: Live Streaming of Local Trust Committee Meetings

RECOMMENDATION:

That the Local Trust Committee communicate to Trust Council its interest (or lack thereof) in filming and streaming its public meetings.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Meeting streaming provides a new way for island constituents to engage in Islands Trust work. Challenges and opportunities related to this topic will be explored in a report to Trust Council in coming months.

1 PURPOSE:

To determine the level of interest in streaming local trust committee meetings.

2 BACKGROUND:

At its June 19, 2019 meeting Trust Council made the following resolutions:

“That Trust Council request that each local trust committee and Trust Council committees indicate whether it has an interest in filming and streaming its public meetings.”

And,

“That Trust Council request staff to prepare a report about the costs and feasibility of filming and streaming videos of public meetings through the new Islands Trust website and social media.”

The report requested in the latter resolution is currently being prepared by staff.

Forming part of this discussion will be the level of interest of Council committees in pursuing this initiative for their own public meetings. As such, a committee decision is required for communication to Trust Council to inform dialogue and appropriate resource allocation.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: A change in procedures for how local trust committee meetings are organized and conducted.

FINANCIAL: Additional costs for equipment, processing and storage of recordings and staff resources to operate the equipment.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: The interest or lack thereof of the Local Trust Committee will be communicated to Trust Council as requested.

FIRST NATIONS: None.

OTHER: None.

4 RELEVANT POLICY(S):
None.

5 ATTACHMENT(S):
None.

RESPONSE OPTIONS

That the Local Trust Committee communicate to Trust Council its interest in filming and streaming its public meetings.

OR

That the Local Trust Committee communicate to Trust Council that it is not interested in filming and streaming its public meetings.

Prepared By: David Marlor, Director, Local Planning Services

Reviewed By: Clare Frater, Director, Trust Area Services