

ADOPTED

**MINUTES OF THE SATURNA ISLAND
LOCAL TRUST COMMITTEE BUSINESS MEETING
HELD ON THURSDAY, FEBRUARY 9, 2012 AT 12:30 P.M.
AT THE SATURNA ISLAND COMMUNITY HALL
105 EAST POINT ROAD, SATURNA ISLAND, B.C.**

PRESENT:	Ken Hancock	Chair
	Pamela Janszen	Local Trustee
	Paul Brent	Local Trustee
	Gary Richardson	Island Planner
	Robert Kojima	Regional Planning Manager
	Jenna Foster	Minute Taker

There were thirteen (13) members of the public in attendance at the meeting.

1. CALL TO ORDER

Chair Hancock called the meeting to order at 12:30 p.m. and introduced the Local Trust Committee members.

2. APPROVAL OF AGENDA

2.1 Additions/Deletions

Chair Hancock asked if there were any changes to the agenda.

Trustee Janszen requested that a discussion on the Gas Tax Grant be included on the agenda.

Chair Hancock added a review and discussion of the grant and proposed Islands Trust (IT) policy statement review as item 8.8.

Trustee Brent asked to add the promotion of economic development on Saturna.

Chair Hancock suggested that the topic of economic development be integrated with item 8.8.

The agenda as amended was approved by consensus.

2.2 Questions from public on agenda items

A member of the public asked the committee how they planned to keep to the budget during the term.

Chair Hancock replied that the budget is not yet finalized and more discussion will occur.

Trustee Brent confirmed that any over budget amounts will be taken from the Islands Trust surplus.

3. COMMUNITY INFORMATION MEETING

None

4. PUBLIC HEARING

None

5. PREVIOUS MEETINGS

5.1 Adopted Local Trust Committee Minutes

5.1.1 Adopted Minutes of October 26, 2011 Local Trust Committee Business Meeting

Presented for information.

5.2 Public Hearing Records and Community Information Meeting Notes

None

5.3 Section 26 Resolutions-without-meeting

Chair Hancock gave a brief explanation.

5.4 Advisory Planning Commission

None

6. BUSINESS ARISING FROM THE MINUTES

6.1 Follow-up Action Report

Planner Richardson reviewed the report and concluded that all items not completed are on the agenda for today's meeting.

7. DELEGATIONS

None

8. CORRESPONDENCE

8.1 P. Carney, Chair, Lyall Harbour/Boot Cove Water Local Service Committee dated September 2, 2011

Resolution SA-LTC-01-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to send a letter acknowledging receipt of the correspondence from P. Carney, Chair, Lyall Harbour/Boot Cove Water Local Service Committee, dated September 2, 2011, and inform her that she will be updated on any future change regarding water catchment systems regulations.

CARRIED

8.2 C. Money letter dated October 25, 2011 re: Water Catchment

Resolution SA-LTC-02-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to send a letter acknowledging receipt of the correspondence from C. Money, dated October 25, 2011, regarding Water Catchment, and inform her that she will be updated on any future change.

CARRIED

8.3 D. Paton email dated January 30, 2012 re: Gas Tax Funding

Trustee Brent summarized the correspondence and clarified that the concern is the proposed spending of the \$250,000 grant on an Islands Trust Policy Statement Review.

8.4 A. Fredette email dated January 28, 2012 re: \$250,000 Federal Gift

This item was received.

8.5 C. Money email dated January 28, 2012 re: Gas Fund offers \$250,000 to Islands Trust

This item was received.

8.6 J. Simpson email dated January 29, 2012 re: Policy Review

This item was received.

8.7 E. Hage (SIFPS) email dated February 1, 2012 re: Variance to Covenant

Planner Richardson reviewed the covenant for Emergency Services Building #2 and related issues.

Trustee Brent removed himself from the room citing a potential conflict of interest.

There was discussion on how to respond to the request to consider a variance to the covenant.

Resolution SA-LTC-03-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to arrange a Public Hearing to consider an amendment of the Emergency Services Building (ESB) #2 covenant at the next scheduled Local Trust Committee meeting.

CARRIED

8.8 Gas Tax Fund and Proposed IT Policy Statement Review

Trustee Janszen and Trustee Brent discussed the concerns about the short timeline for community input as well as the proposed plan to spend the grant money on a policy statement review.

Chair Hancock clarified that the Gas Tax Fund is specified as a strategic planning fund and therefore, it offers a rare opportunity for Islands Trust to qualify for the grant. He acknowledged that the process of grant application has its constraints and he encouraged the public to address their concerns to the IT Council directly as well as to their local trustees.

Trustee Janszen noted that the Islands Trust website has information on the grant and the proposed policy statement review.

Planner Kojima added that the decision has not been made if they will hire outside staff or use in-house resources for the review.

Chair Hancock stated that the proposed review is still in the planning stages and more consultation is needed. He suggested that the first objective for the public is to decide how they want to participate and secondly, to view their involvement as part of an ongoing process.

There was discussion about the scope of the current policies and the opportunity for community members to provide input on issues that are missing; where there is no governing policy. The question of how directive should the policies be was also noted.

Due to the short timeline for feedback and the need for community information sharing and consultation, a plan for extra meetings was discussed.

Resolution SA-LTC-04-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to arrange two public meetings on Saturday, February 18, 2012 and Saturday, February 25, 2012 at 4 p.m. to be held preferably at the Saturna Island Lighthouse Restaurant for the primary purpose of discussion of the Islands Trust proposed policy statement review.

CARRIED

Chair Hancock invited a discussion on the issue of economic development. He said that he questions whether this is a mandate of Islands Trust or more appropriately, the regional government needs to establish an economic development commission.

Trustee Janszen provided an example of IT's role in economic development when it sets the parameters for home-based industry.

Trustee Brent highlighted the role of Islands Trust in advocating for the overall sustainability of the community's environment, culture and unique amenities.

9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

None

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Storage Buildings Staff Report

Planner Richardson reviewed the staff report.

Resolution SA-LTC-05-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff not to remove the storage building regulations contained in subsection 2.4.4 of Saturna Island Land Use Bylaw No. 78, 2002.

CARRIED

10.2 Implementation of Provincial Riparian Areas Regulation Staff Report

Planner Kojima reviewed the staff report. He concluded that the recommendation to proceed with community consultation immediately would allow for use of some of the funding still available in the 2011-2012 budget.

Resolution SA-LTC-06-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to proceed with community consultation on Riparian Areas Regulation and with review of the Lyall Creek Development Permit Area for compliance with the Riparian Areas Regulation.

CARRIED

Planner Kojima stated that he would initiate direct contact with the affected property owners before the next scheduled LTC meeting.

11. REPORTS

11.1 Work Program Reports

11.1.1 Saturna Island Local Trust Committee Work Program

Resolution SA-LTC-07-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to amend the top priorities list and rename priority one to community park zoning and prepare a report for the next meeting pertinent to this.

CARRIED

Resolution SA-LTC-08-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to amend the top priorities list and prepare a report on the third priority regarding the options to permit and regulate ocean loop Geo-Exchange

CARRIED

Resolution SA-LTC-09-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to amend the projects list and move the amendment of zoning for national parks from the top priorities list to the projects list and number accordingly.

CARRIED

11.1.2 2008 – 2011 Trust Council Strategic Plan

Presented for information.

11.2 Application Report

11.2.1 Saturna Island Applications Report dated February, 2012

Planner Richardson reviewed the report.

11.3 Expense/Budget Reports

11.3.1 Trustee and Local Expenses

Presented for information

11.3.2 Confirmation of 2012 – 2013 Budget Requirements

Chair Hancock asked the LTC to review the priorities list and determine any need for project money.

Trustee Brent agreed to look at communication budget needs.

11.4 Bylaw Enforcement Report

11.4.1 Saturna Island Draft Bylaw No. 105 – Enforcement Notification Bylaw

Miles Drew, Bylaw Enforcement Coordinator reviewed the report. He stressed that the bylaw does not create any new offences; it lists only those offences already present in the Land Use Bylaw.

Chair Hancock noted that it is primarily an administrative bylaw.

Trustee Brent said he would like the community to have a closer look at the bylaw before they do anything else.

Resolution SA-LTC-10-12

It was Moved and Seconded that the Saturna Island Local Trust Committee ask the Advisory Planning Commission to provide a recommendation as to whether Saturna Island adopts or rejects the Bylaw Enforcement Notification Bylaw as drafted.

CARRIED

11.5 Policies and Standing Resolutions Report

11.5.1 Special Occasion Liquor License referrals

Planner Kojima review the report.

Resolution SA-LTC-11-12

It was Moved and Seconded by the Saturna Island Local Trust Committee that where a Liquor Control and Licensing Branch Special Occasion License 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.

CARRIED

11.5.2 SA-LTC-25-11 Publish Newsletter

Planner Kojima added this item at the last minute and asked the LTC if they were planning to publish a newsletter.

Trustee Janszen said they were not but would be developing a Saturna Island Trustee Website as well as submitting a regular article to the Saturna Scribbler.

Resolution SA-LTC-12-12

It was Moved and Seconded by the Saturna Island Local Trust Committee that Standing Resolution SA-LTC-25-2011 be rescinded.

CARRIED

11.6 Saturna Island LTC Web Page

Resolution SA-LTC-13-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to add the dates for two (2) Special Meetings on Saturday, February 18, 2012, and Saturday, February 25, 2012, with a link to the policy statement review information to the Saturna Island Local Trust Committee web page.

CARRIED

11.7 Chair's Report

Chair Hancock said that he was pleased to be on the Saturna Island and his current focus was working on the budget and preparing for the Trust Council meeting in March.

11.8 Trustee Report

Trustee Janszen informed everyone that she was on the Parks Canada Liaison Committee as well as the Local Planning Committee for the Trust Council. She commented that it was all very new and involved a lot of meetings.

Trustee Brent stated that he was involved in Community Advocacy, the Islands Trust Policy Statement Review and the Finance Committee which will be meeting next Wednesday.

12. NEW BUSINESS

12.1 Next Business Meeting scheduled for 12:30 p.m., April 12, 2012, Saturna Island Recreation Centre, Lounge

13. TOWN HALL MEETING

Chair Hancock opened the Town Hall Meeting for comments and questions.

Judith Rees-Thomas inquired about the previous Local Trust Committee's intention to hold intermittent meetings between regular meetings.

Trustee Janszen said the committee would add meetings as needed.

Janet Land commented that a regular scheduled meeting would give people more advance opportunity for input. She added that there needs to be direction from the LTC to include water catchment on storage buildings at East Point.

Trustee Janszen encouraged community members to speak to current issues during the Town Hall Meeting. She stated that the intention of the LTC is to have a discussion with East Point residents regarding direction from them on water catchment for storage buildings.

Trustee Brent agreed.

John Hutchinson supported the plan to call meetings as necessary. He encouraged utilizing the Advisory Planning Commission's (APC) as well.

Trustee Janszen reminded everyone that the public is also welcome at the APC meetings.

Planner Kojima stated that Planner Richardson will be holding office hours on Saturna Island; the schedule is currently being developed.

Wayne Quinn said he is encouraged by the current Trust Committee and their approach as well as by the passion in the community and its strong support for local projects leading to their success.

He identified three (3) recent community triumphs; school kids incubating three hundred (300) chum eggs and 80,000 chum eggs imbedded in the sand of Lyall Creek, the Saturna Ecological Education Centre (SEEC) program, and Emergency Services Buildings #1 and #2. Mr. Quinn concluded that regulation is not always necessary in order to achieve a goal.

James White suggested that the trustees consider video taping meetings for broader community access.

Trustee Brent supported the idea and added that the quality of the recording was important.

Chair Hancock said some of the other islands are doing this and have come across some challenges. He suggested that staff could prepare a report based on the Salt Spring experience with videotaping and circulate it to the LTC.

Bill Schermbrucker inquired about the logic behind the RAR recommendation to consult with the community when compliance is compulsory under the provincial mandate.

Regional Planning Manager (RPM) Kojima, agreed that compliance is compulsory and added that there is a benefit to giving land owners an opportunity to have a conversation and ask questions directly.

Trustee Brent confirmed that the Development Permit Area (DPA) was the easiest and least intrusive option.

Trustee Janszen added that with the DPA there is still some room for site specific consideration but you have to go through the process.

Dawn Wood commented that not everyone has easy access to the internet and there needs to be other ways to give out information. The extra meetings she hoped would be informal with more discussion.

Trustee Brent responded that they would place notices on the community bulletin boards.

Trustee Janszen thanked everyone for coming out.

14. MOTION TO CLOSE MEETING

Resolution SA-LTC-14-2012

It was Moved and Seconded that, pursuant to Section 90(a) of the Community Charter, the Saturna Island Local Trust Committee resolves to close the meeting to the public for the purpose of adopting October 26, 2011 Saturna Local Trust Committee In Camera Minutes and to consider Advisory Planning Commission appointments; and further that staff and Recording Secretary Jenna Foster remain present.

CARRIED

15. RECALL TO ORDER

Resolution SA-LTC-19-12

It was Moved and Seconded that the Saturna Island Local Trust Committee meeting be re-opened to the public at 3:35 p.m.

CARRIED

15.1 Rise and Report from Closed Meeting

Chair Hancock reported that the In Camera Minutes of October 26, 2011 have been adopted.

Chair Hancock reported that John Gaines, Amanda Pearson, Wayne Quinn and Peter Seed have been appointed to the Advisory Planning Commission for a two (2) year term.

Resolution SA-LTC-20-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to draft an amendment to the Advisory Planning Commission Bylaw to provide for seven (7) appointments to the Advisory Planning Commission for the next scheduled Local Trust Committee meeting.

CARRIED

Note - Chair Hancock recessed the meeting at 3:38 p.m. to be reconvened at the Lighthouse Restaurant, by consent of the committee and without Chair Hancock present.

Note - The meeting reconvened at 3:50 p.m. at the Lighthouse Restaurant for some general discussion.

16. ADJOURNMENT

The meeting was adjourned at 4:00 pm.

RECORDER

CHAIR