



Saturna Island Local Trust Committee Regular Meeting Agenda

Date: July 22, 2021
Time: 11:30 am
Location: Electronic Meeting

		Pages
1.	CALL TO ORDER	11:30 AM - 11:45 AM
2.	APPROVAL OF AGENDA	
3.	TRUSTEE REPORT	
4.	CHAIR'S REPORT	
5.	TOWN HALL AND QUESTIONS	11:45 AM - 12:00 PM
6.	COMMUNITY INFORMATION MEETING	
	None	
7.	PUBLIC HEARING	
	None	
8.	MINUTES	12:00 PM - 12:10 PM
8.1.	Local Trust Committee Minutes Dated May 20, 2021 (for Adoption)	3 - 8
8.2.	Section 26 Resolutions-without-meeting Report - None	
9.	BUSINESS ARISING FROM THE MINUTES	
9.1.	Follow-up Action List Dated July 2021	9 - 10
10.	DELEGATIONS	
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	12:10 PM - 1:00 PM

13.1.	LUB/OCP Minor Amendments Project – Staff Report with project charter (attached)	11 - 14
13.2.	First Nations Relationship Building – Staff Report (tentative subject to receiving confirmation of provincial approval)	15 - 18
13.3.	National Parks Rezoning– Staff Report (tentative subject to receiving confirmation of provincial approval)	19 - 36
14.	REPORTS	1:00 PM - 1:10 PM
14.1.	Work Program Reports (attached)	
14.1.1.	<u>Top Priorities Report Dated July 2021</u>	37 - 37
14.1.2.	<u>Projects List Report Dated July 2021</u>	38 - 38
14.2.	Applications Report Dated July 2021 (attached)	39 - 40
14.3.	Trustee and Local Expense Report Dated May 2021 (attached)	41 - 41
14.4.	Adopted Policies and Standing Resolutions (attached)	42 - 45
14.5.	Local Trust Committee Webpage	
14.6.	Islands Trust Conservancy Report Dated May 25, 2021	46 - 47
15.	NEW BUSINESS	
16.	UPCOMING MEETINGS	
16.1.	Next Regular Meeting Scheduled for October 22, 2021, Location: TBD	
17.	TOWN HALL	1:10 PM - 1:25 PM
18.	CLOSED MEETING	
	None	
19.	ADJOURNMENT	1:25 PM - 1:25 PM



DRAFT

Saturna Island Local Trust Committee

Minutes of Regular Meeting

Date: May 20, 2021
Location: Electronic Meeting

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

Staff Present: Brad Smith, Island Planner
Lauren Edwards, Recorder
Maple Hung, Planning Assistant (Host)

1. CALL TO ORDER

Chair Patrick called the meeting to order at 11:31 a.m. She acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

She was pleased that many organizations take effort to reach out and work with indigenous people and noted that the Salt Spring Island Arts Council invited indigenous artists throughout the Coast Salish First Nation to their annual art event. Organizations that consider how to better work with indigenous people are appreciated.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

Discuss under New Business a suggestion to provide educational outreach for new residents.

By general consent the agenda was adopted as amended.

3. TRUSTEE REPORT

Trustee Brent reported that there is a great deal of respect and support in the community during the pandemic and under health orders.

Trustee Middleton reported on the following:

- He attended a meeting three weeks ago with the Southern Gulf Islands National Park Reserve Advisory Committee. He reported that the Committee provided an update to the Park Reserve's activities for the summer; that a new park superintendent is being hired; and that the Park Liaison Committee is in hiatus as the federal government works to identify partnerships with First Nations on whose territory the park resides; and

- He has worked with the Select Committee on Governance and Management Review who has hired a qualified consultant team and a report will be forthcoming to Trust Council.

4. CHAIR'S REPORT

Chair Patrick reported on the following:

- The Trust Council meeting is scheduled for June 8 through 10 and the agenda is expected by approximately May 27; and
- With respect to circulated comments from meetings in March and concerns expressed regarding motions, she confirmed that there was no shift in priorities and that the Council has a responsibility for people as well as statutory and legal obligations to the environment.

5. TOWN HALL AND QUESTIONS

None

6. COMMUNITY INFORMATION MEETING

None

7. PUBLIC HEARING

None

8. MINUTES

8.1 Local Trust Committee Minutes Dated February 18, 2021 (for Information)

By general consent the Local Trust Committee meeting minutes of February 18, 2021 were adopted.

8.2 Section 26 Resolutions-without-meeting Report Dated May 2021

None

9. BUSINESS ARISING FROM THE MINUTES

9.1 Follow-up Action List Dated May 2021

No discussion.

10. DELEGATIONS

10.1 Capital Regional District - Southern Gulf Islands Transportation Integration Plan (Project Background and FAQ document attached for information)

Justine Starke, CRD, presented on the Transportation Service Establishment Study being conducted as part of the Transportation Integration Plan. She provided the following information:

- The project is being conducted with contracted support from Watt Consulting Group;

- A multimodal interconnected transportation network is being investigated to serve the Southern Gulf Islands as a region including links to Salt Spring Island and possibly Swartz Bay or Sidney;
- The project is an outcome of the regional Community Economic Sustainability Commission on which Trustee Brent represents Saturna;
- CRD was tasked to create a transportation commission to cost and define three service models and what the role of CRD would be;
- The work is being undertaken with advice from local community groups with three advisory groups (one per transportation mode);
- Advice is sought from trail societies and Parks commissions, community bus operators and public transit as well as water taxis and other nautical operators;
- Local knowledge and previous studies provide background information with a goal of proposing a service model;
- The process was described as beginning with stakeholder and advisory group engagement; moving to public engagement in the fall; and Watt's Consulting contract to be completed at the end of December 2021; and
- The service will be proposed in 2022 and voter assent to establish a service will occur through a referendum in the October 2022 general elections.

The following discussion occurred:

Trustee Middleton reported that a past transportation service partnership meeting held in Sidney proposed redevelopment of the Sidney waterfront for Gulf Islands foot ferry traffic and questioned if an update would be pursued with Sidney.

Justine Starke responded that:

- The Water Transportation Advisory Group thought there was not need to integrate Sidney as, operationally, it would be best to engage Navy Channel;
- BC Ferries does not always meet needs of Southern Gulf Islanders whose economy is constrained with housing challenges and lack of labour pool;
- She is interested to hear what the broader community thinks about connection to Sidney; and
- She stated that the school district's water taxi has been identified as a possible partner and cross governmental cooperation could be pursued to build flexibility into their contract.

11. CORRESPONDENCE

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

12. APPLICATIONS AND REFERRALS

2.1 SA-DP-2021.1 (Fjordsbotten) – Staff Report (attached)

Planner Smith provided a description of stairs built in DPA 2 Bluffs where no development permit exists.

SA-2021-016

It was Moved and Seconded,

that the Saturna Island Local Trust Committee approve issuance of Development Permit SA-DP-2021.1 (Fjordbotten).

CARRIED

The following discussion occurred:

- Planner Smith commented on the remediation of the bluff edge, effects of past construction on the natural vegetation and the restoration recommendation as reported;
- Trustee Middleton stated that the consultant gave specific recommendations for restoration; and
- Planner Smith commented that removal of the structure may cause more damage.

13. LOCAL TRUST COMMITTEE PROJECTS – N/A

14. REPORTS

14.1 Work Program Reports (attached)

14.1.1 Top Priorities Report Dated May 2021

SA-2021-017

It was Moved and Seconded,

that the Saturna Island Local Trust Committee move the Groundwater Sustainability Project off the Top Priorities Report, to be replaced by Technical Review of Land Use Bylaws and the Official Community Plan, and direct staff to return with a project charter at the next meeting.

CARRIED

4.1.2 Projects List Report Dated May 2021

SA-2021-018

It was Moved and Seconded,

that the Saturna Island Local Trust Committee place item 2, removed from Top Priorities Report into the Projects Report List, replacing items 2 and 3.

CARRIED

14.2 Applications Report Dated May 2021 (attached)

Report received for information and Planner Smith reported that:

- Update received from Mr. Ron Hall – both rezoning applications continue to be worked on by applicant.
- Mr. Peretz's subdivision referral application will be closed out administratively.

14.3 Trustee and Local Expense Report Dated February 2021 (attached)

Received for information.

14.4 Adopted Policies and Standing Resolutions (attached)

Received for information.

14.5 Local Trust Committee Webpage

Not addressed.

14.6 Islands Trust Conservancy Report Dated January 2021

Received for information.

15. NEW BUSINESS

15.1 Business Licenses – Memo (attached)

Chair Patrick reported that a meeting was held on May 6th attended by one trustee from each island to discuss management options as a region for short-term vacation rentals (STVRs).

- Recommendation was to ask CRD to look at business licences as a tool.
- Trustee Brent confirmed CRD support and commented that work efforts at CRD will be necessary as will involvement with the province.
- Saturna Island is pushing this issue.

15.2 Draft Annual Report Wording - for approval (attached)

SA-2021-019

It was Moved and Seconded,

that the Saturna Island Local Trust Committee approve the format and outline of contents for the 2020/21 Annual Report as amended.

CARRIED

Add to the end of paragraph two a reference to the southern killer whale recovery measures as worded in the last annual report.

15.3 Education of New Residents.

Discussed a suggestion to provide an information package to new residents to promote awareness of the role of Islands Trust and the islands' ecosystems and groundwater, in particular.

- Currently there is a newcomer package provided by real estate agents with a 40-page booklet titled "A Place in the Islands" and a brochure specific to the scarcity of groundwater and the conservation efforts requested. These are also provided to B&Bs and legal STVRs;
- Suggested was Salt Spring Island Watershed Protection Alliance brochure titled "Know Your Well" which is available on their website; and
- It was commented that real estate agents point to trustees who do help educate if prospective buyers have questions.

16. UPCOMING MEETINGS

16.1 Next Regular Meeting Scheduled for July 22, 2021 - Location: TBD

17. TOWN HALL

None

18. CLOSED MEETING

None

19. ADJOURNMENT

By general consent the meeting was adjourned at 12:32 p.m.

Laura Patrick, Chair

Certified Correct:

Lauren Edwards, Recorder



Follow Up Action Report

Saturna Island

14-Feb-2020

Activity	Responsibility	Dates	Status
1 Letter to be sent from the chair to the appropriate agencies/people regarding the LTCs resolution supporting interim sanctuary zones for the recovery of Southern Resident Killer Whales (SKRWs). (see minutes and contact Trustee Middleton for further details). Trustee Middleton to provide draft wording for letter	Clare Frater Mike Richards	Target: 31-Aug-2021	In Progress
2 Letter to be sent from the chair to the appropriate agencies/people regarding the LTCs resolution supporting the regulation of commercial whale watching boats similar to the regulatory regime in the adjacent Washington State waters. (see minutes and contact Trustee Middleton for further details). Trustee Middleton to provide draft wording for letter	Clare Frater Mike Richards	Target: 31-Aug-2021	In Progress

20-May-2021

Activity	Responsibility	Dates	Status
1 12.1 SA-DP-2021.1 (Fjordbotten) approved as presented - send applicant final permit - set-up monitoring in Tapis - close -out file	Brad Smith Jas Chonk Maple Hung	Target: 11-Jun-2021	Completed
2 14.1 Move Groundwater Sustainability Project from top priority project list to projects list - add LUB/OCF tech amendments project to priority list - delete secondary suites and drinking water regulations projects from projects list	Brad Smith	Target: 28-May-2021	Completed

Follow Up Action Report

Saturna Island

20-May-2021

Activity	Responsibility	Dates	Status
3 15.2 Add reference to SRKW from 2020 annual report to draft 2021 annual report	Brad Smith	Target: 27-May-2021	Completed
4 14.1 Staff to develop project charter for tech amendments project	Brad Smith	Target: 30-Jun-2021	In Progress



File No.: SA-6500-20
Land Use Bylaws Minor
Amendments Project

DATE OF MEETING: July 22, 2021
TO: Saturna Island Local Trust Committee
FROM: Brad Smith, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: Saturna Island Land Use Bylaws Minor Amendments Project – Project Charter

RECOMMENDATION

1. That the Saturna Island Local Trust Committee:

- a) Endorse the attached Land Use Bylaws Minor Amendments project charter and associated scope of work, timelines and budget, and
- b) Direct staff to begin working on Land Use Bylaws Minor Amendments project

REPORT SUMMARY

The purpose of this report is to introduce the Saturna Island Minor Amendments project charter for Saturna Island Local Trust Committee (LTC) endorsement and to recommend an associated scope of work, timeline and budget.

The recommendations above are supported as:

- The LTC has room on the priority projects list with the recent completion of two LTC projects;
- There are a number of longstanding minor inconsistencies in the bylaws with respect to zoning and land use designations that should be addressed;
- Making these minor amendments will improve the clarity and consistency of the bylaws.

BACKGROUND

The purpose of this project is to undertake minor amendments to the Saturna Island Official Community Plan No. 70 (OCP) and the Saturna Island Land Use Bylaw No. 119 (LUB) that will improve clarity of the bylaws and address some longstanding inconsistencies with respect to zoning and land use designations.

At the May 21, 2021 the LTC meeting LTC directed staff to provide a draft project charter for the project:

Staff are now seeking further direction on the project charter. The scope of proposed work includes:

- Review OCP and LUB for additional potential minor amendments
- Develop recommendations for consideration by the LTC

- Draft bylaw amendments based on LTC direction
- Conduct public/stakeholder outreach on proposed amendments
- Complete First Nation and agency referrals;
- Finalize bylaw amendments and update bylaw documents.

The draft project charter is included as attachment 1. A project budget of \$2,000 has been allocated.

ANALYSIS

Policy/Regulatory

Islands Trust Policy Statement:

Bylaw amendments will be minor in nature and will not impact the consistency or alignment of the bylaws with the Islands Trust Policy Statement.

Official Community Plan

Bylaw amendments will be required for both land use designations (OCP) and zoning including amendments to associated schedule maps.

The project will review and consider additional minor amendments for all sections of the OCP and associated schedules. Changes that are beyond minor in nature will not be considered.

Provincial approval will be required prior to consideration of adoption given OCP amendments are needed.

Land Use Bylaw:

As above, the project will review and consider additional minor amendments for all sections of the LUB and associated schedules. Changes that are beyond minor in nature will not be considered.

Bylaw Enforcement:

Bylaw enforcement regulations and policies will not be impacted.

Statutory Requirements

In the first stage of the project (i.e. reviewing bylaws, documenting proposed revisions) there are no statutory requirements to consider.

If at a later stage the LTC resolves to undertake bylaw amendments, statutory notification requirements of the *Local Government Act* will need to be considered including appropriate public hearing requirements and bylaw adoption procedures.

Rationale for Recommendation

The recommendations on page 1 are supported as:

- LTC has room on the priority projects list with the recent completion of two LTC projects;
- There are a number of longstanding minor inconsistencies in the bylaws with respect to zoning and land use designations that should be addressed;
- Making these minor amendments will improve clarity and consistency of the bylaws.

ALTERNATIVES

1. Request further information

The LTC may request further information prior to making a decision.

That the Saturna Island Local Trust Committee request that the staff provide further information regarding...

2. Request revisions to the draft project charter

The LTC may request revisions to the draft project charter prior to making a decision.

That the Saturna Island Local Trust Committee request that the staff make the following revisions to the draft Project Charter... (list revisions)

3. Receive for information

The LTC may receive the report for information.

NEXT STEPS

Next steps include:

- Finalize project charter and update project webpage
- Begin to review bylaws and associated schedules for minor amendments
- Present recommendations to the LTC via a staff report

Submitted By:	Brad Smith Island Planner	July 7, 2021
Concurrence:	Robert Kojima Regional Planning Manager	July 7, 2021

ATTACHMENTS

1. Project Charter

OCP and LUB Minor Review Project - Charter Draft v1

Saturna Island Local Trust Committee (LTC)

Date: July 7, 2021

Purpose: *The purpose of this project is to make minor amendments to the Saturna Island Official Community Plan No. 70 (OCP) and the Saturna Island Land Use Bylaw No. 119 (LUB) that will improve clarity and consistency of bylaw application and address some longstanding minor inconsistencies with respect to zoning and land use designations.*

Background: While a technical review of bylaws was completed in 2019, there are a number of minor land use designation and zoning issues have emerged since and need to be addressed. In May 2021, the LTC identified this review as a top priority project and instructed staff to develop a project charter and workplan.

Objectives

- To make minor amendments to the OCP and LUB that will improve clarity and consistency of bylaw application
- To address some longstanding minor errors with respect to site-specific zoning and land use designations

In Scope

- Review of LUB/OCP for minor amendments including items already identified
- Staff recommendations to LTC
- Drafting of bylaw amendments
- Public and stakeholder engagement
- First Nation and agency bylaw referrals
- Legislative process

Out of Scope

- Bylaw amendments beyond a minor (or technical) nature
- Other regulatory or policy amendments

Workplan Overview

Deliverable/Milestone	Date
Review bylaws for additional potential minor amendments	Aug-Oct 2021
Develop recommendations for consideration by LTC	Oct 21, 2021 LTC meeting
Draft bylaw amendments based on LTC direction	Oct 2021-May 2022
Consideration of First Reading	May 2022 LTC meeting (tbd)
Legislative process/Final Adoption	Apr-Sep 2022

Project Team

Brad Smith	Project Manager
Jas Chonk/Dionne Laforte	Admin Assistance
Jackie O'Neill	GIS Support
RPM Approval: Robert Kojima Date: July 7, 2021	LTC Endorsement: Resolution #: SA-2021-XXX Date:

Budget

Budget Sources:

	Consultation	\$500
	Public Hearing	\$1,500
	Total	\$2,000

File No.: SA-6500-20 First Nations
Relationship Building

DATE OF MEETING: July 22, 2021
TO: Saturna Island Local Trust Committee
FROM: Brad Smith, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: First Nations Relationship Building – Adoption of proposed Bylaw No. 132

RECOMMENDATIONS

1. That the Saturna Island Local Trust Committee proposed Bylaw No. 132, cited as “Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 2, 2020” be adopted.

REPORT SUMMARY

The purpose of this report is to provide the Saturna Island Local Trust Committee (LTC) with proposed Bylaw No. 132 for consideration of adoption.

The recommendations above are supported as:

- Proposed Bylaw No. 132 has been reviewed and approved by the Islands Trust Executive Committee and the Minister of Municipal Affairs (pending – see note below).

BACKGROUND

The intent of Bylaw No. 132 is to amend the Saturna Island Official Community Plan No. 70, 2001 (OCP) to include wording in acknowledgement and reconciliation of First Nations place, context and inherent rights.

The project is now in the final step of this process, with proposed Bylaw No. 132 having received Executive Committee (EC) and (pending) Ministerial approval it is now ready for consideration of fourth reading by LTC.

Attachment 1 provides proposed Bylaw No. 132. Additional project information, including previous staff reports and results of public engagement is located here: <https://islandstrust.bc.ca/island-planning/saturna/projects/>

Bylaw Approval Steps

Based on direction from LTC, staff prepared draft Bylaw No. 132 which was given first reading by LTC on July 9, 2020.

A Community Information Meeting (CIM) and Public Hearing for proposed Bylaw No. 132 was held electronically on January 26, 2021.

Proposed Bylaw No. 132 was given second and third reading on January 26, 2021, following the Public Hearing.

Islands Trust Executive Committee approved proposed Bylaw No. 132 on February 24, 2021.

Note: As there was a delay to provincial approval due to the need to refer the proposed bylaw to additional First Nations that were flagged by the province, Ministerial approval is expected by the July 22, 2021 LTC meeting. Planning staff will confirm Ministerial approval has occurred prior to LTC's consideration of bylaw adoption.

If there is further delay in provincial approval beyond July 22, LTC could adopt the bylaw by Resolution without Meeting (RWM) once provincial approval is finalized rather than wait for the next LTC meeting.

No responses were received to the additional round of referrals to First Nations.

ALTERNATIVES

1. Receive for information

The LTC may receive the report for information.

2. Proceed no further

The LTC may decide to proceed no further with the project and/or bylaw amendment.

NEXT STEPS

If the LTC chooses to proceed, the amending bylaw will be consolidated into the base bylaw.

Submitted By:	Brad Smith, Island Planner	July 7, 2021
Concurrence:	Robert Kojima, Regional Planning Manager	July 7, 2021

ATTACHMENTS

1. Bylaw No. 132

PROPOSED

SATURNA ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 132

A BYLAW TO AMEND SATURNA ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 70, 2000

The Saturna Island Local Trust Committee enacts in open meeting assembled as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 2, 2020”.

2. SCHEDULES

Saturna Island Official Community Plan No. 70, 2000 is amended as shown on Schedule 1, attached to and forming part of this bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS	9 TH	DAY OF	JULY	2020.
PUBLIC HEARING HELD THIS	26 TH	DAY OF	JANUARY	2021.
READ A SECOND TIME THIS	26 TH	DAY OF	JANUARY	2021.
READ A THIRD TIME THIS	26 TH	DAY OF	JANUARY	2021.
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	24 TH	DAY OF	FEBRUARY	2021.
APPROVED BY THE MINISTER MUNICIPAL AFFAIRS AND HOUSING THIS		DAY OF		20
ADOPTED THIS		DAY OF		20

CHAIR

SECRETARY

SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 132

SCHEDULE 1

The Saturna Island Official Community Plan No. 70, 2000, is amended as follows:

1. Schedule A of the Saturna Island Local Trust Committee Bylaw No. 70, cited as, "Saturna Island Official Community Plan Bylaw No. 70, 2000" is amended by inserting the following text immediately below Part A – Introduction and preceding A.1 Review Process for the Plan:

Coast Salish Peoples, including the W̱SÁNEĆ, have lived and resided on or near Saturna Island since time immemorial.

The history of Coast Salish Peoples is sustained in the language, place names, village sites, cultural and sacred sites that encompass the whole of the Islands Trust Area. Coast Salish Peoples have seen and lived the transformation of their lands and waters since contact. This tide of change has greatly impacted the eco-system that sustained them, and the cultural heritage of the first peoples of the Salish Sea. Coast Salish Peoples have and will continue to be a thriving people, government, and community, connected to the lands and waters through spiritual, cultural, and traditional knowledge for generations to come.

The W̱SÁNEĆ Peoples speak a language called SENĆOŦEN, and have a rich and vibrant economic, social, cultural, and spiritual life that is connected to these lands and waters. The lands and waters of the W̱SÁNEĆ Peoples is enriched with history, place names, village sites, cultural sites, and sacred sites and the islands and waters form the basis of their language, culture, and spiritual life within the Salish Sea.

Saturna Island is the location of the S̱ÁUTW̱ (Tsawout) First Nation and W̱SIḴEM (Tseycum) First Nation reserve #7. The importance and inherent rights and jurisdiction that this area holds to the W̱SÁNEĆ Peoples continues now and into the future and the stewardship of these lands and waters for their children's children endures.

File No.: SA-6500-20 National Parks
Zoning

DATE OF MEETING: July 22, 2021
TO: Saturna Island Local Trust Committee
FROM: Brad Smith, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: National Parks Zoning – Adoption of proposed Bylaw No. 129 and 130

RECOMMENDATIONS

1. That the Saturna Island Local Trust Committee proposed Bylaw No. 129, cited as “Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 1, 2020” be adopted.
2. That the Saturna Island Local Trust Committee proposed Bylaw No. 130, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2020 ” be adopted.

REPORT SUMMARY

The purpose of this report is to provide the Saturna Island Local Trust Committee (LTC) with proposed Bylaws No. 129 and 130 for consideration of adoption.

The recommendations above are supported as:

- Proposed Bylaw No. 129 and 130 have been reviewed and approved by the Islands Trust Executive Committee;
- Proposed Bylaw No. 129 has been reviewed and approved by the Minister of Municipal Affairs (pending – see note below).

BACKGROUND

The intent of proposed Bylaws No. 129 and 130 is to amend the Saturna Island Land Use Bylaw No. 119, 2018 (LUB) and Saturna Island Official Community Plan No. 70, 2001 (OCP) to recognize the National Park Reserve Lands both in the text of the OCP and LUB and on the associated mapping.

The project is now in the final step of this process, with proposed Bylaw No. 129 and 130 having received Executive Committee (EC) and (pending) Ministerial approval of Bylaw No. 129 are now ready for consideration of fourth reading by LTC.

Attachment 1 provides proposed Bylaw No. 129 and 130. Additional project information, including previous staff reports and results of public engagement is located here: <https://islandstrust.bc.ca/island-planning/saturna/projects/>

Bylaw Approval Steps

Based on direction from LTC, staff prepared draft Bylaws No. 129 and 130 which were given first reading by the LTC on October 15, 2020.

A Community Information Meeting (CIM) and Public Hearing for proposed Bylaws No. 129 and 130 was held electronically on January 26, 2021.

Proposed Bylaws No. 129 and 130 were given second and third reading on January 26, 2021, following the Public Hearing.

Islands Trust Executive Committee approved proposed Bylaws No. 129 and 130 on February 24, 2021.

Note: As there was a delay to provincial approval due to the need to refer the proposed bylaw to additional First Nations that were flagged by the province, Ministerial approval is expected by the July 22, 2021 LTC meeting. Planning staff will confirm Ministerial approval has occurred prior to the LTC's consideration of bylaw adoption.

If there is further delay in provincial approval beyond July 22, the LTC could adopt the bylaws by Resolution without Meeting (RWM) once provincial approval is finalized rather than wait for the next LTC meeting.

No responses were received to the additional round of referrals to First Nations.

ALTERNATIVES

1. Receive for information

The LTC may receive the report for information.

2. Proceed no further

The LTC may decide to proceed no further with the project and/or bylaw amendment.

NEXT STEPS

If the LTC chooses to proceed, the amending bylaw will be consolidated into the base bylaw.

Submitted By:	Brad Smith, Island Planner	July 7, 2021
Concurrence:	Robert Kojima, Regional Planning Manager	July 7, 2021

ATTACHMENTS

1. Bylaw No. 129
2. Bylaw No. 130

PROPOSED

SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 129

A BYLAW TO AMEND SATURNA ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 70, 2000

The Saturna Island Local Trust Committee enacts in open meeting assembled as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 1, 2020”.

2. SCHEDULES

Saturna Island Official Community Plan Bylaw No. 70, 2000 is amended as shown on Schedule 1, attached to and forming part of this bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS	15 TH	DAY OF	OCTOBER	2020.
PUBLIC HEARING HELD THIS	26 TH	DAY OF	JANUARY	2021.
READ A SECOND TIME THIS	26 TH	DAY OF	JANUARY	2021.
READ A THIRD TIME THIS	26 TH	DAY OF	JANUARY	2021.
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	24 TH	DAY OF	FEBRUARY	2021.
APPROVED BY THE MINISTER MUNICIPAL AFFAIRS AND HOUSING THIS	_____	DAY OF	_____	20__
ADOPTED THIS	_____	DAY OF	_____	20__

CHAIR

SECRETARY

SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 129

SCHEDULE 1

The Saturna Island Official Community Plan Bylaw No. 70, 2000, is amended as follows:

1. Part 3 is amended by removing “c) Schedule “C” – Land Status Overlay Map”. The remaining sections are to be renumbered accordingly.
2. Subsection B.7.1 is amended by removing “i) Schedule “C” – Land Status Overlay Map”. The remaining articles are to be renumbered accordingly.
3. Subsection B.7.4 is removed in its entirety. The remaining subsections are to be renumbered accordingly.
4. Section E1 - Open Space is amended by adding a new subsection, which is to be inserted immediately following subsection E.1.9 as follows:

“E.1.10 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 the Local Trust Committee has no jurisdiction over federal land.”

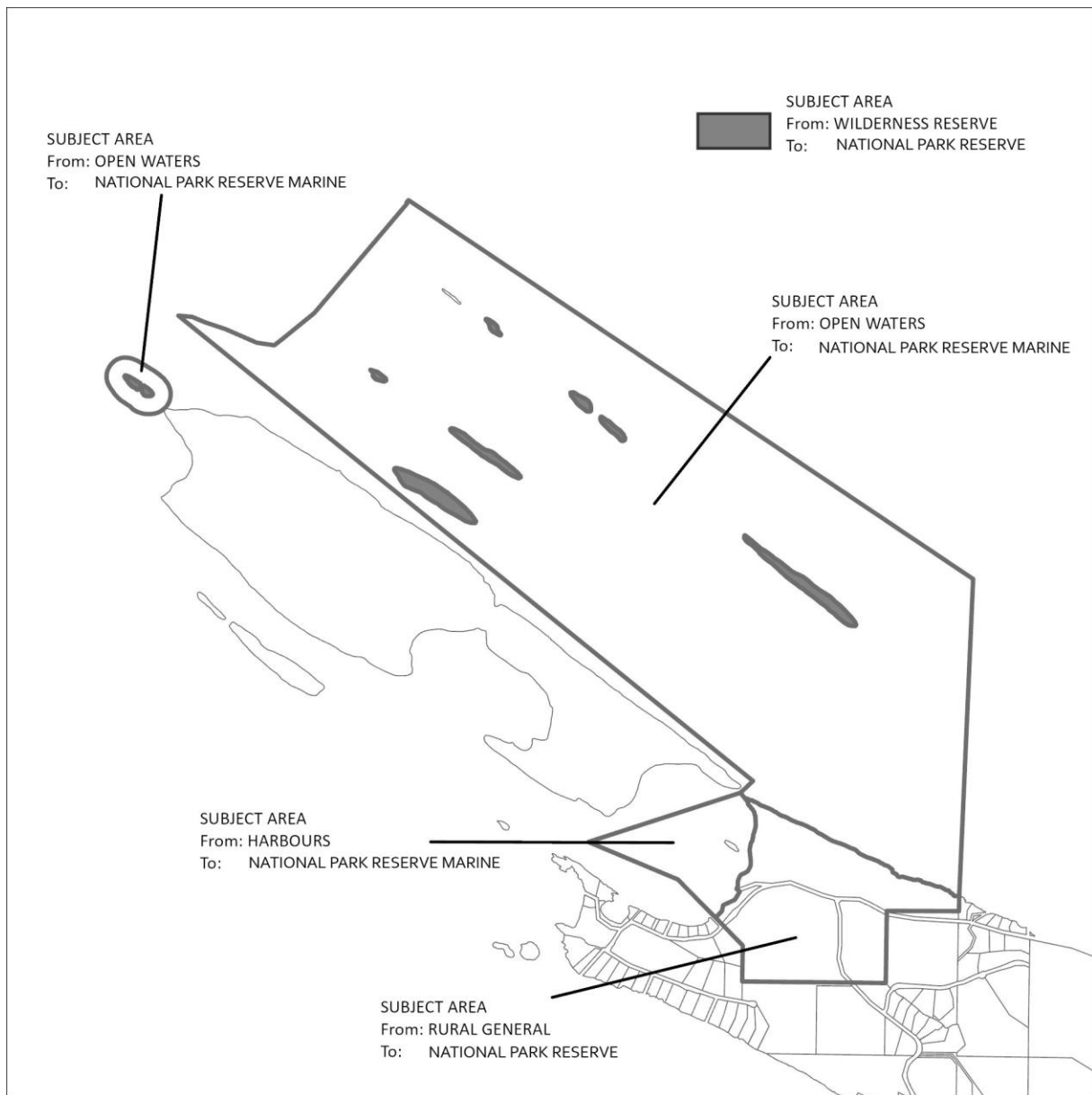
The sections following the new subsection E.1.10 are to be renumbered accordingly.
5. Section E1 Open Space is amended by adding a new subsection, which is to be inserted immediately following subsection E.1.18 as follows:

“E.1.19 The Local Trust Committee will work with Parks Canada to address community impacts arising from the establishment of the Gulf Islands National Park Reserve.”
6. Amending Schedule B – Land Use Designation Map by:
 - a) Adding to the legend two new designations: National Park Reserve and National Park Reserve Marine.
 - b) Designating the Lands identified on attached Plans No. 1, 2, 3, 4 and 5 as either National Park Reserve Lands or National Park Reserve Marine Lands.
7. Amending Schedule C - Saturna Island Land Tenure Map by removing it in its entirety.
8. Amending Schedule D – Parks and Open Space Map by removing it in its entirety and placing it with a new Schedule D which is attached to this bylaw as Plan No 6.

SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 129

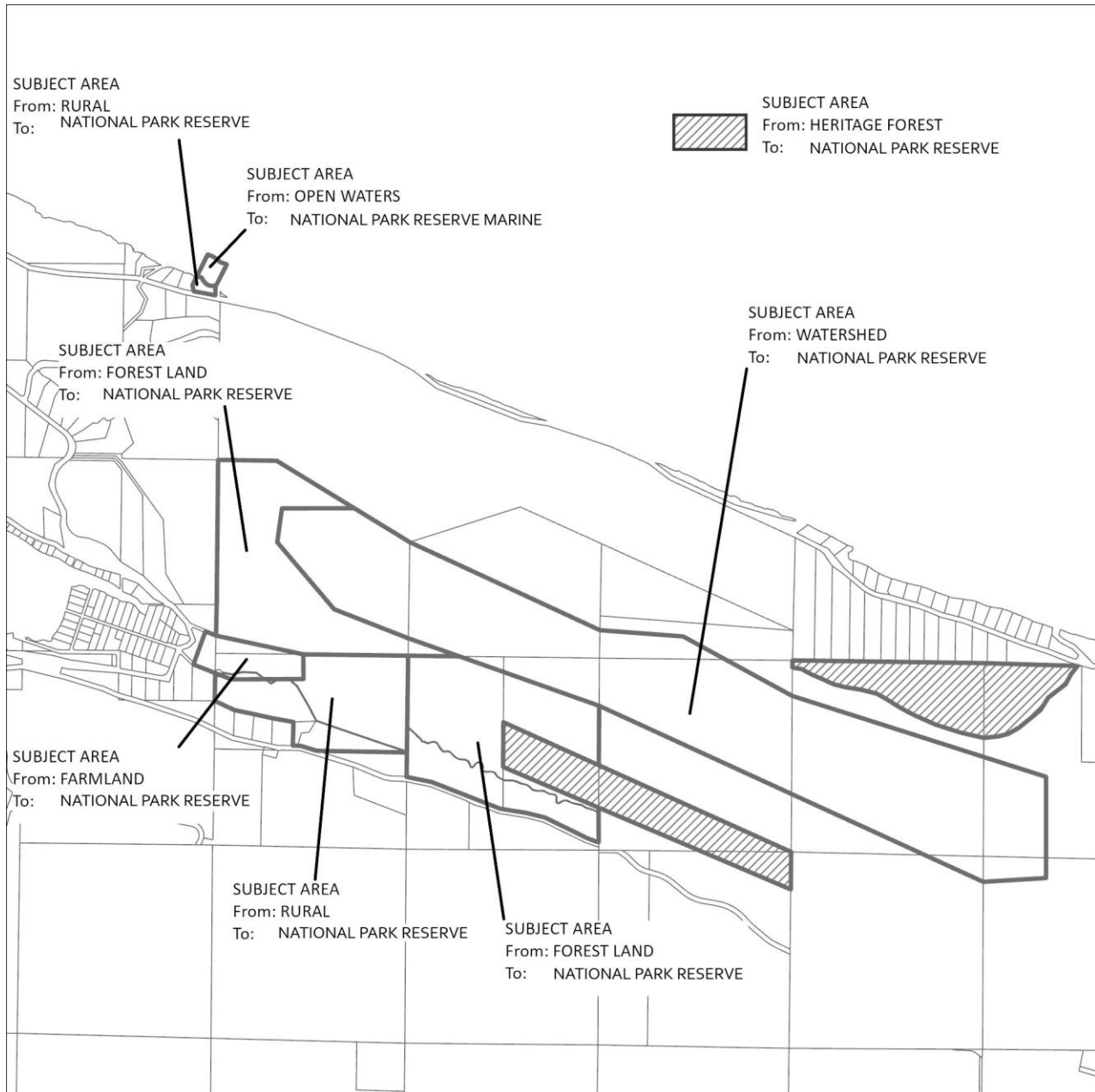
PLAN NO. 1



SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 129

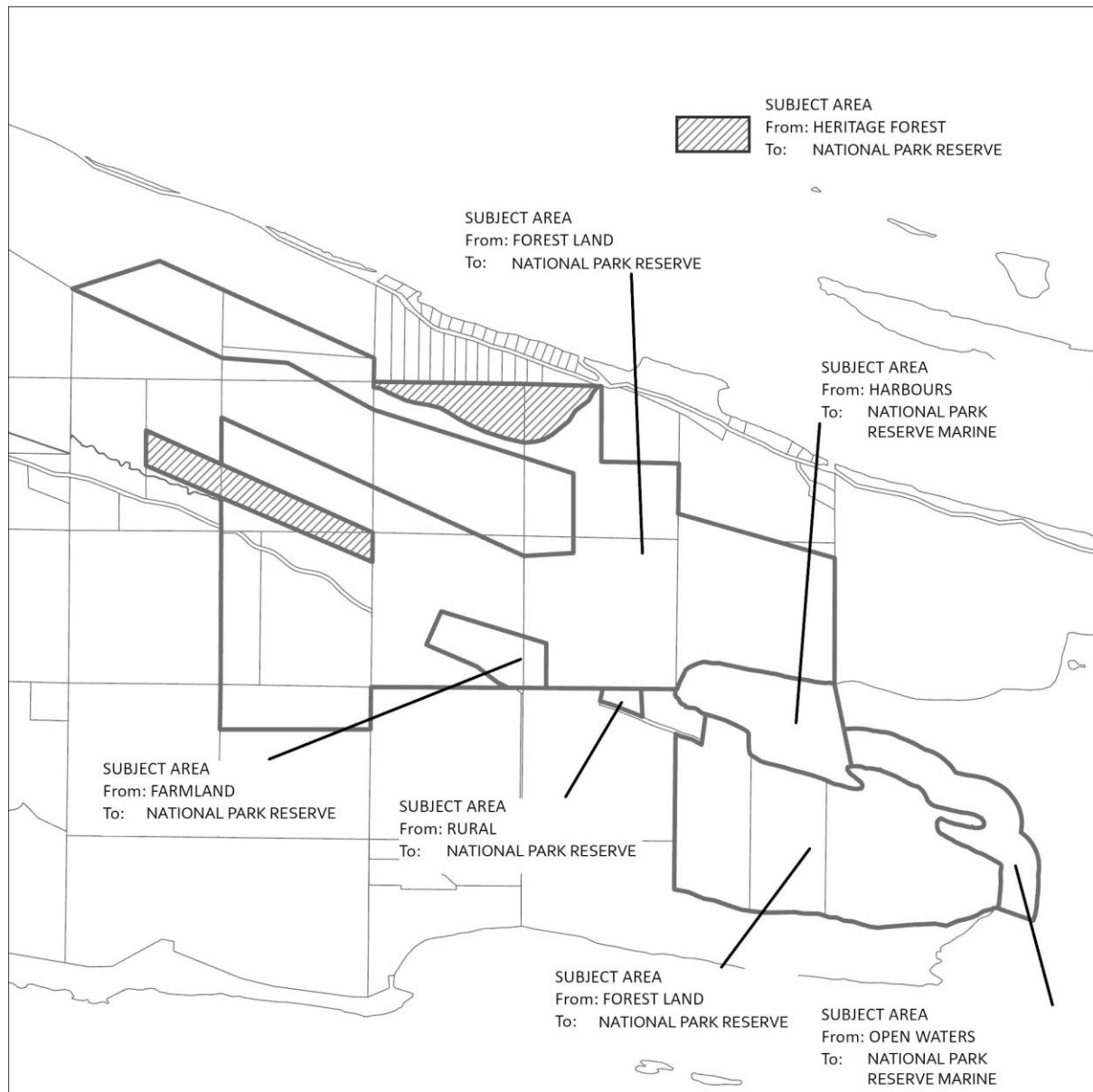
PLAN NO. 2



SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 129

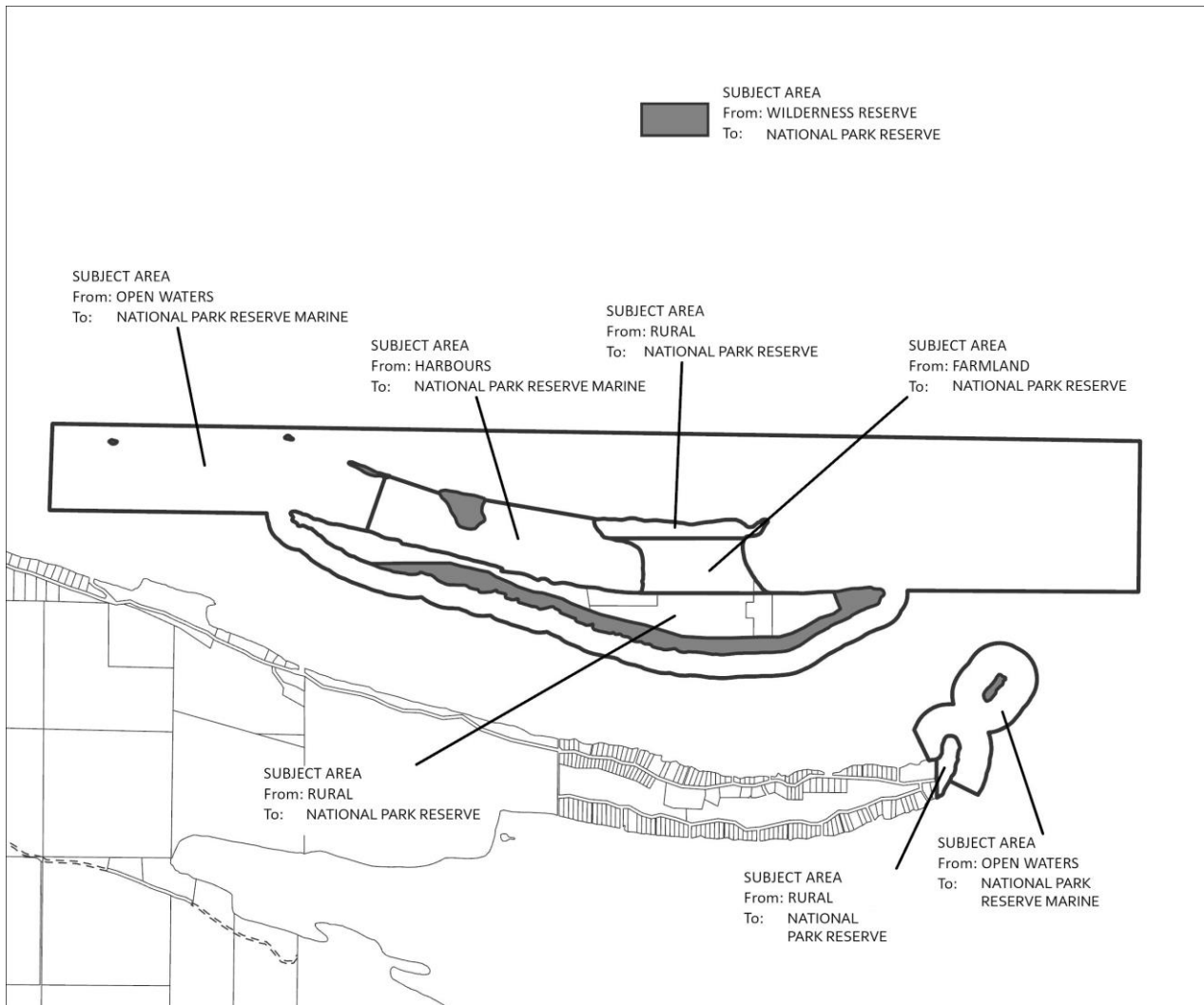
PLAN NO. 3



SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 129

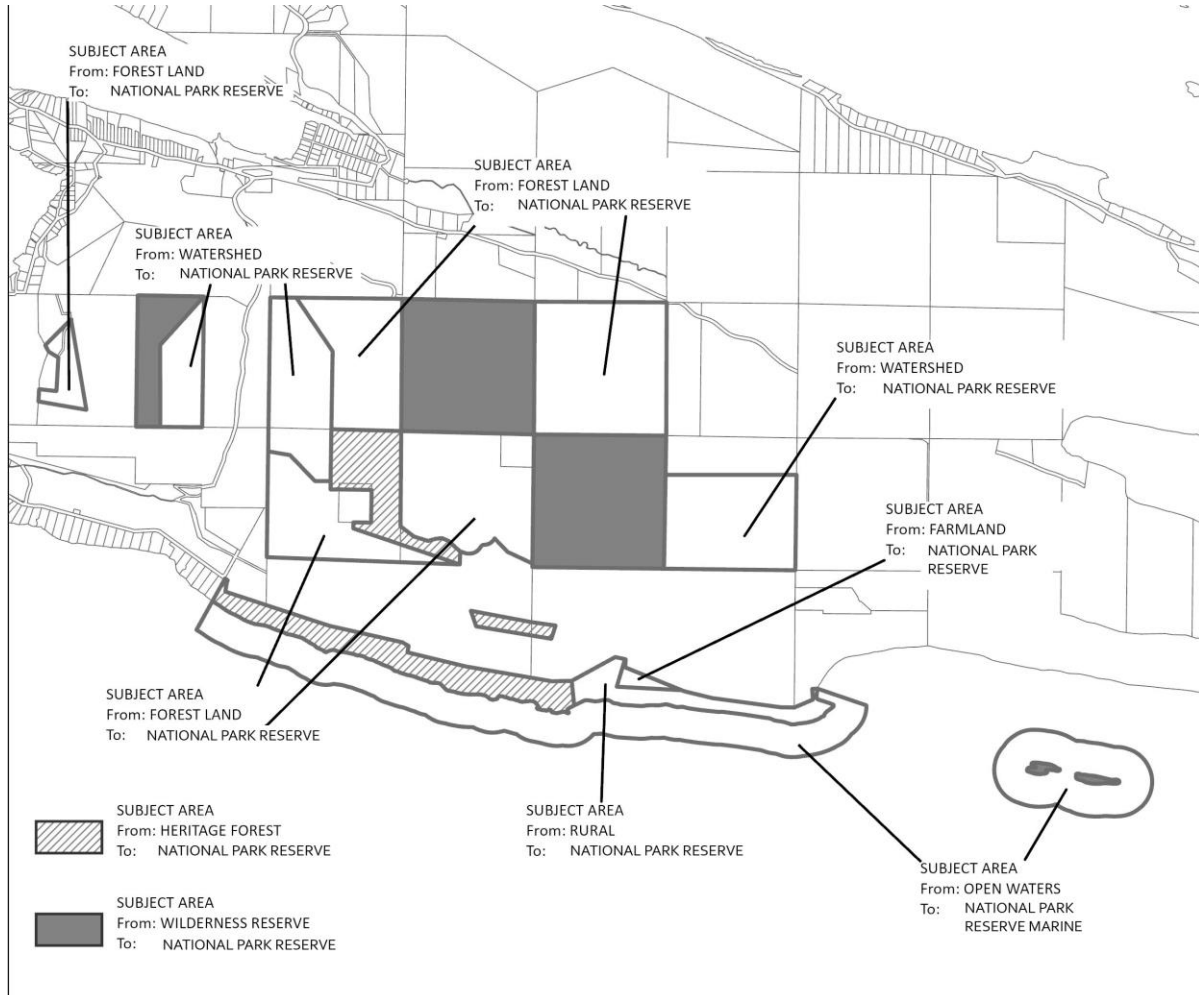
PLAN NO. 4



SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 129

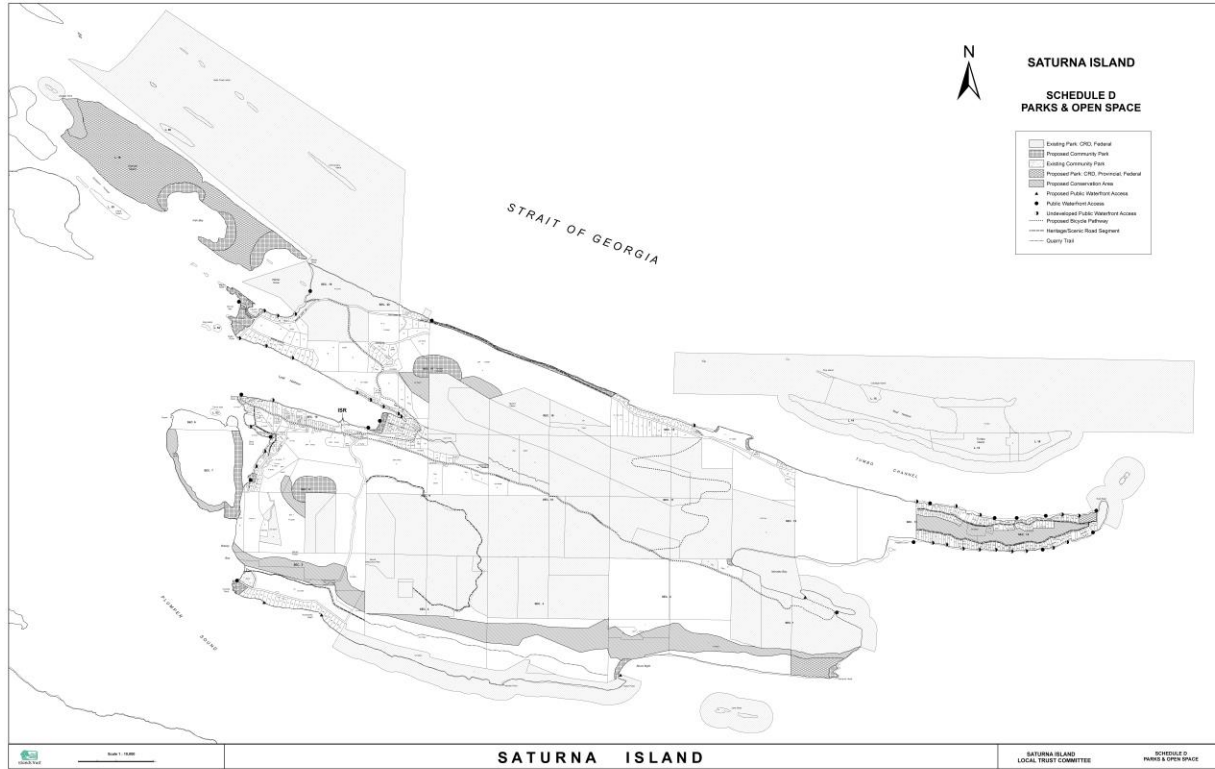
PLAN NO. 5



SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 129

PLAN NO. 6



PROPOSED

SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 130

A BYLAW TO AMEND SATURNA ISLAND LAND USE BYLAW NO. 119, 2018

The Saturna Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Saturna Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2020”.

2. Saturna Island Local Trust Committee Bylaw No. 119, cited as “Saturna Island Land Use Bylaw No. 119, 2018,” is amended as follows:

2.1 By adding to Section 3.1 Division into Zones two new zones: The first zone identified in Column I as “National Park” and in Column II as “NP”; and the second zone identified in Column I as “National Park Marine” and in Column II as “W5”.

2.2 Part 4 - Rural Zoning Regulations is amended by adding the following immediately after subsection 4.8:

“4.9 National Park Zone (NP)

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

4.9.1 In the **National Park (NP) Zone** the following uses are permitted, subject to the regulations set out in this section and the general regulations set out in Part 2, and all other uses are prohibited.

- 4.9.1(1) informational, interpretive, cultural, and historical uses and facilities;
- 4.9.1(2) natural and cultural resource management and protection;
- 4.9.1(3) camping and picnicking areas;
- 4.9.1(4) park operations and maintenance facilities; and
- 4.9.1(5) accessory uses, buildings and structures.

Lot Coverage

4.9.2 Buildings and structures may not cover more than 5 per cent of the parcel of land on which they are located.

Setback Provisions

4.9.3 No building or structure or part thereof may be sited within 7.6 metres of any lot line.

- 2.3 Part 11 – Water Zoning Regulations is amended by adding the following immediately after subsection 11.5:

“11.6 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

11.6.1 In the **National Marine Park (W5) Zone** the following uses are permitted, subject to the regulations set out in this section and the general regulations set out in Part 2, and all other uses are prohibited.

11.6.1(1) Marine Navigational Aids;

11.6.1(2) Natural and cultural resource management and protection; and

11.6.1(3) Docks, wharfs and moorage accessory to the upland National Park zone.”

- 2.4 Schedule D – Zoning Map is amended by:

- a) Adding to the legend two new designations: National Park - NP and National Park Marine – W5.
- b) Amending the lands identified on attached Plans No. 1, 2, 3, 4 and 5 as being in the National Park (NP) zone or National Park Marine (W5) zone.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS	15 TH	DAY OF	OCTOBER	2020.
PUBLIC HEARING HELD THIS	26 TH	DAY OF	JANUARY	2021.
READ A SECOND TIME THIS	26 TH	DAY OF	JANUARY	2021.
READ A THIRD TIME THIS	26 TH	DAY OF	JANUARY	2021.
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	24 TH	DAY OF	FEBRUARY	2021.
ADOPTED THIS	_____	DAY OF	_____	20__

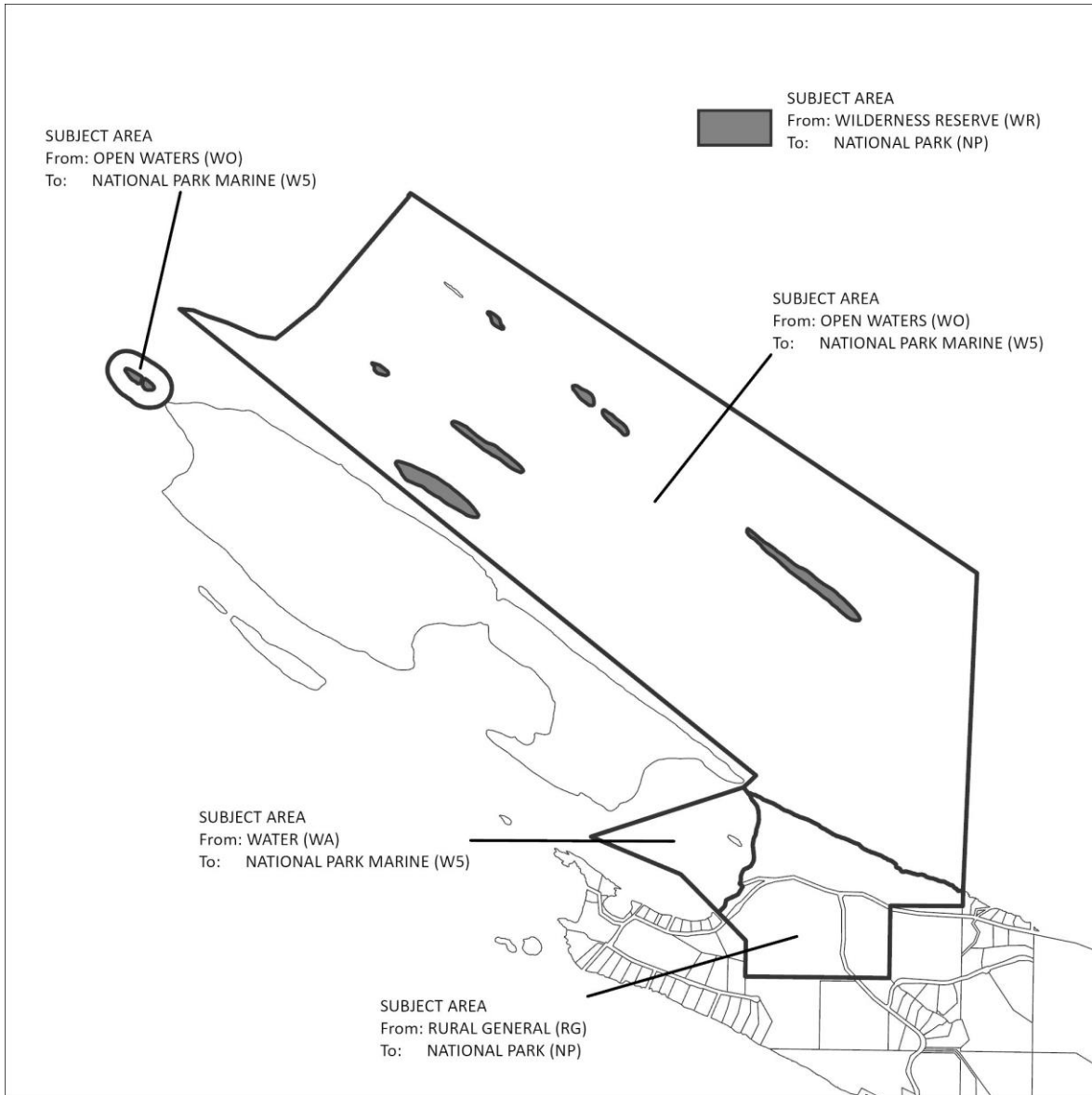
CHAIR

SECRETARY

SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 130

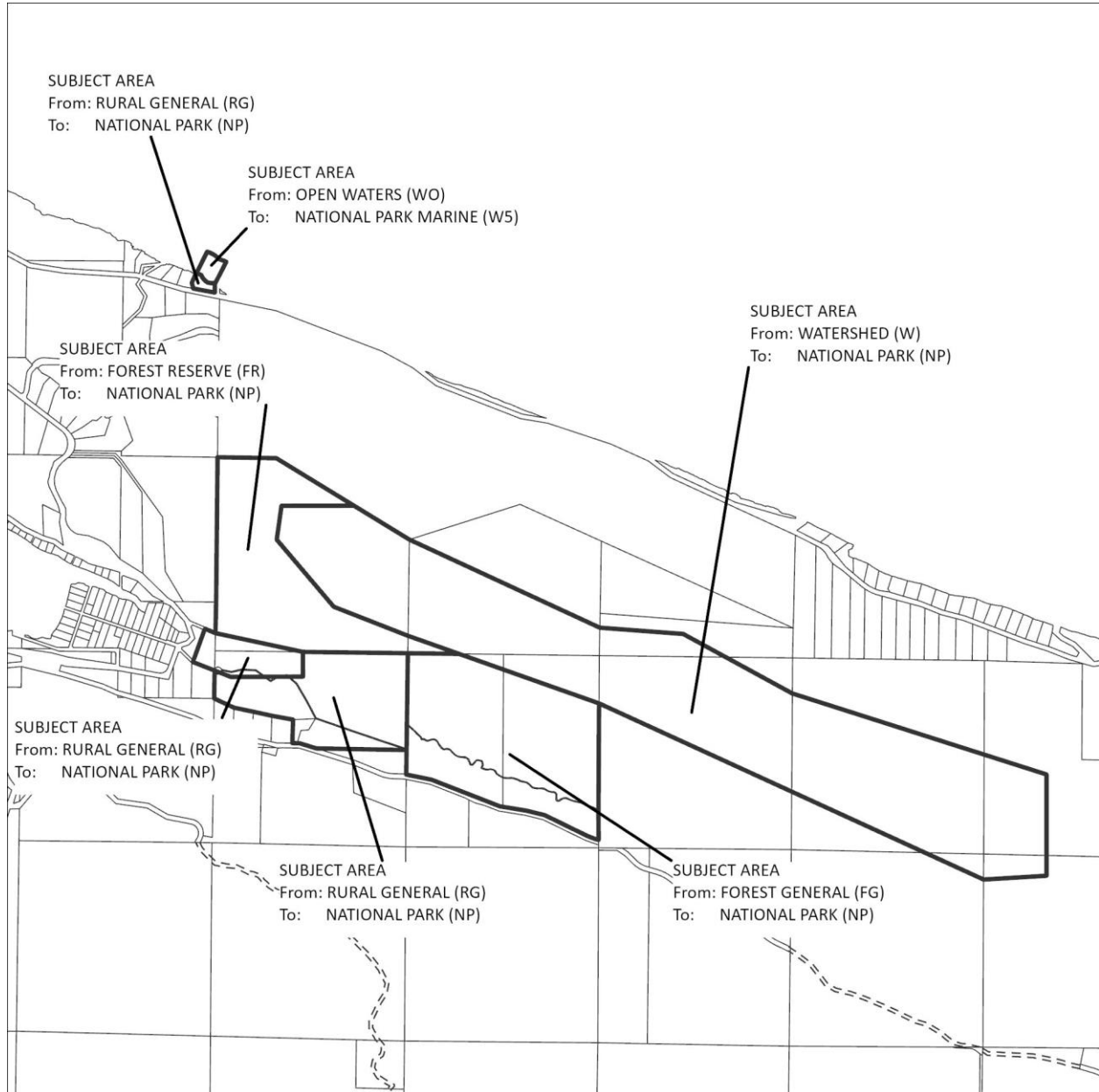
Plan No. 1



SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 130

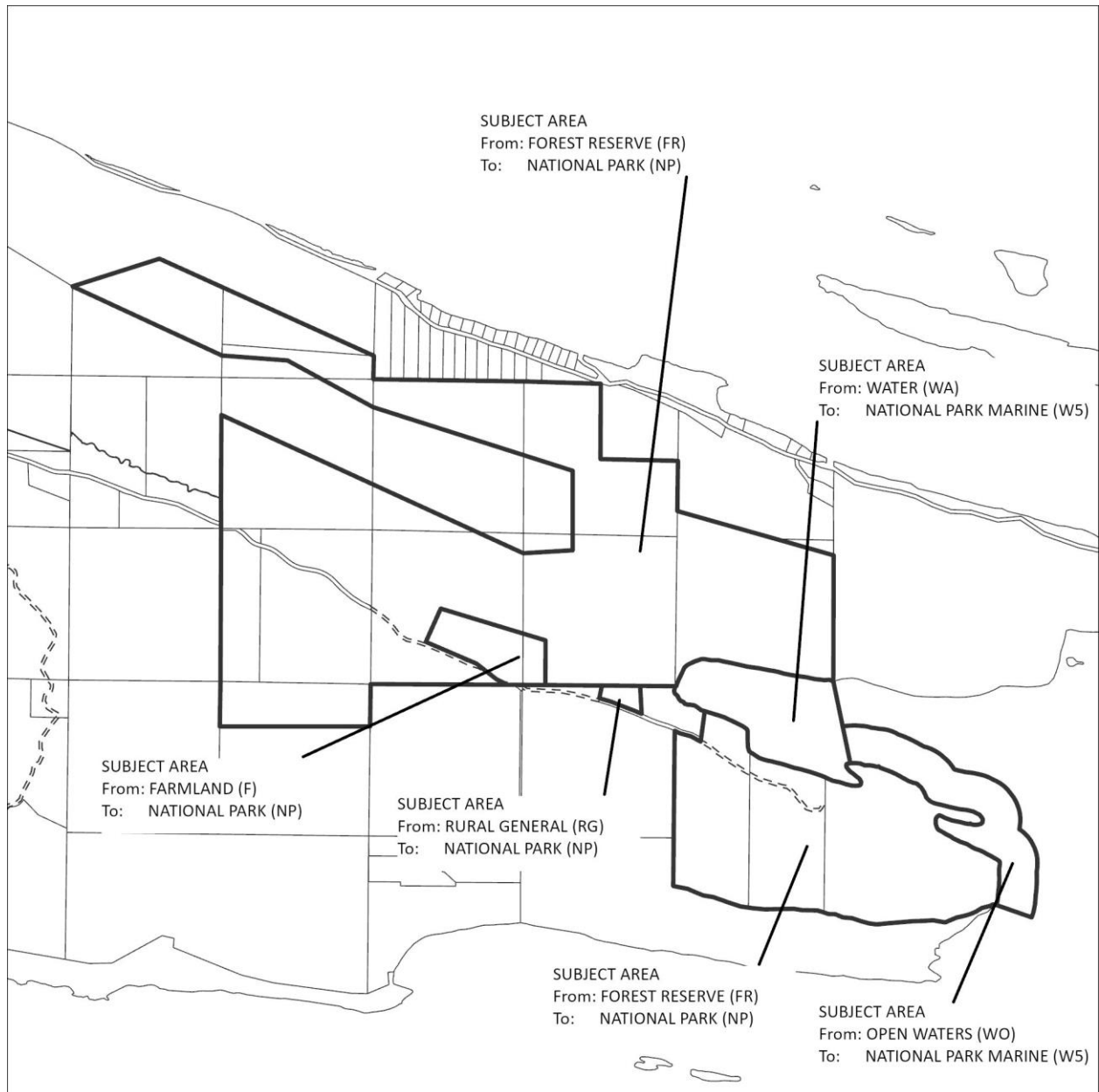
Plan No. 2



SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 130

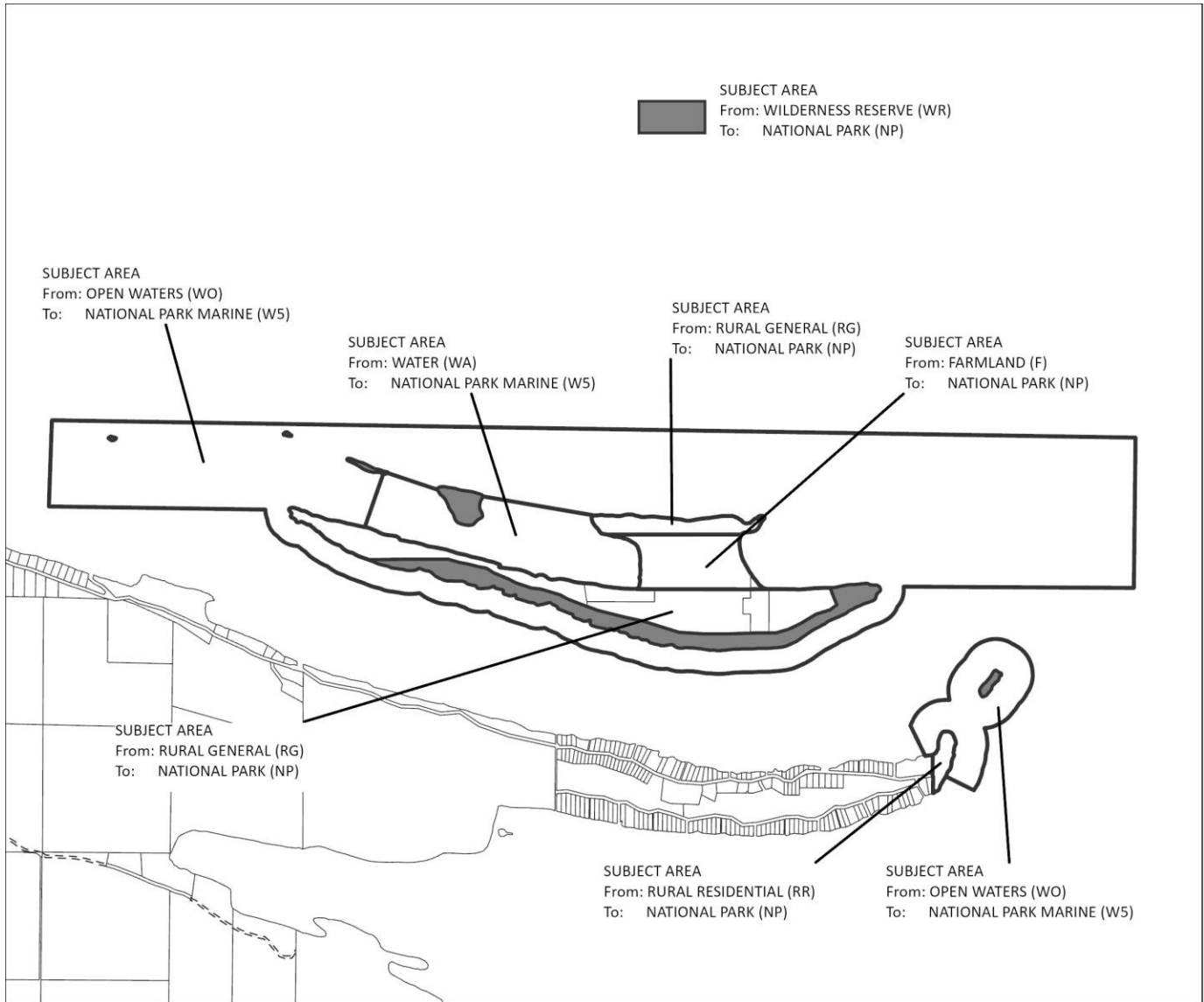
Plan No. 3



SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 130

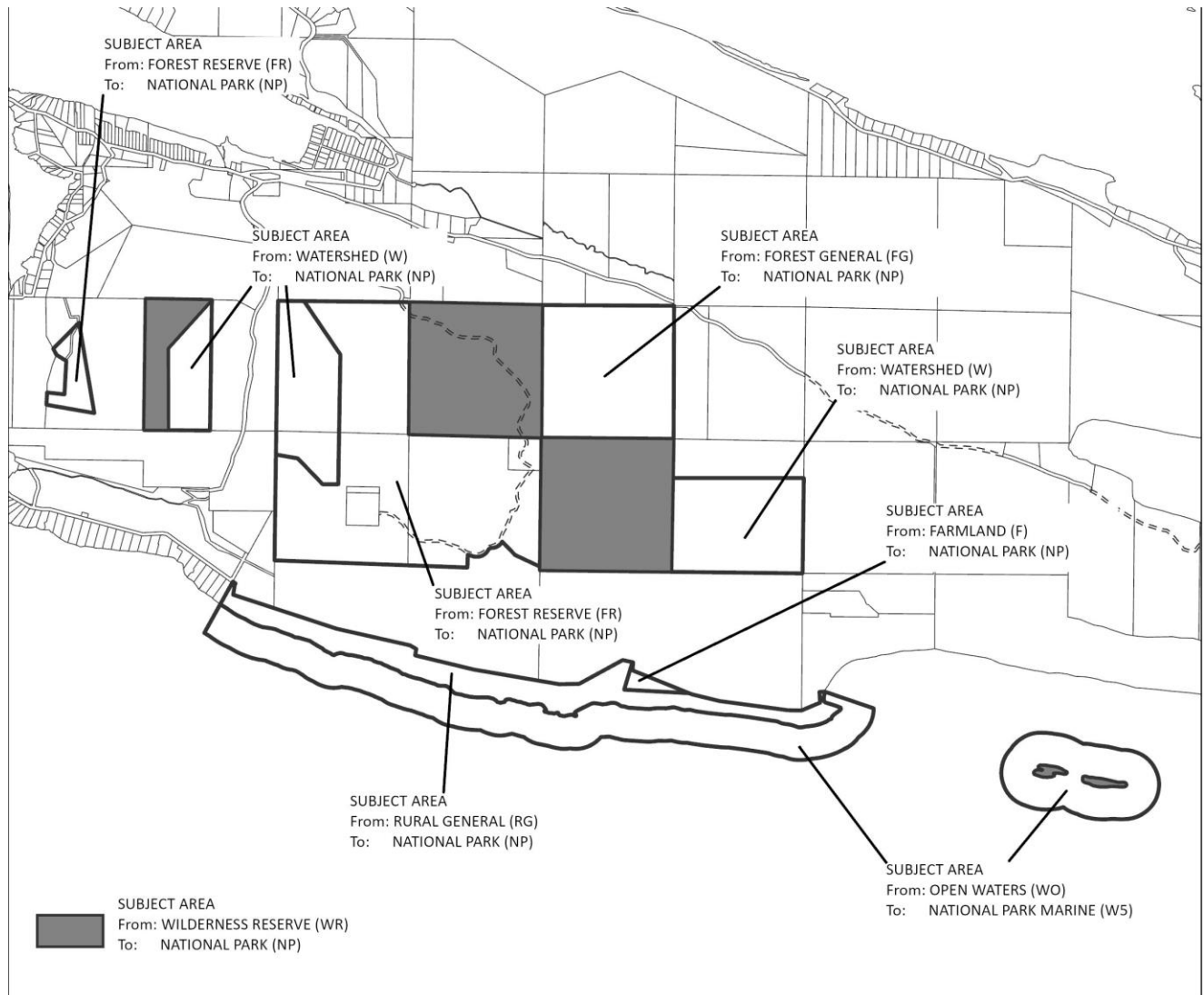
Plan No. 4



SATURNA ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 130

Plan No. 5



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
 Public Hearing scheduled for January 2021

Responsible

Brad Smith

Dates

Rec'd: 16-Sep-2016

2. *LUB/OCP Minor Amendments*

1. To consider a number of minor amendments to the OCP and LUB

Responsible

Brad Smith

Dates

Rec'd: 20-May-2021
 Target: 30-Sep-2022

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

Bylaws proceeding to public hearing in January 2021

Responsible

Brad Smith

Dates

Rec'd: 24-Oct-2019

Projects Report

Saturna Island

1. *Shoreline Review*

Responsible

Date Received

17-Jun-2016

2. *Groundwater Sustainability Project*

Responsible

Date Received

Phase 1 report pending review



Applications

Development Permit

File Number	Applicant Name	Date Received	Purpose
SA-DP-2021.2	Carter & Reid, Ralph & Mary Planner: Brad Smith	07-May-2021	Lot 29 Trueworthy Rd - to allow for the building of a passive, net-zero house.
Planning Status			
Status Date: 12-Jul-2021 received updated biologist's report - DL			
Status Date: 25-May-2021 planner assigned and applicant updated. - DL			
Status Date: 14-May-2021 Fees paid, payment letter and processing times letter sent, Reviewed by RPM, processing on-hold due to application volume. -DL			

Subdivision

File Number	Applicant Name	Date Received	Purpose
SA-SUB-2017.1	RONALD H HALL Planner: Brad Smith	22-Nov-2017	Referral of a subdivision to create one new lot.
Planning Status			
Status Date: 12-May-2021 Planner has emailed applicant seeking status update			
Status Date: 10-Feb-2021 Applicant continues to resolve other subdivision requirements (e.g. shore access waiver, potable water)- IT will issue letter once all conditions are met			
Status Date: 25-Aug-2020 Bluffs Development Permit approved - all conditions now met - staff to issue final letter			



Applications

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: Brad Smith

Planning Status

Status Date: 12-May-2021

Planner has emailed applicant seeking status update

Status Date: 25-Feb-2021

Applicant continues to express interest in pursuing proposal and explore options

Status Date: 10-Feb-2021

Planner emailed applicant for status update on Feb 10, 2021

Islands Trust
LTC EXP SUMMARY REPORT F2022
Invoices posted to Month ending May 2021

660 Saturna	Invoices posted to Month ending May 2021	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
65000-660	LTC "Trustee Expenses"	118.00	0.00	118.00
LTC Local				
65200-660	LTC - Local Exp - LTC Meeting Expenses	2,169.00	110.70	2,058.30
65210-660	LTC - Local Exp - APC Meeting Expenses	370.00	0.00	370.00
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>3,083.00</u>	<u>110.70</u>	<u>2,972.30</u>
Projects				
TOTAL Project Expenses		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>



Standing Resolutions Log

Saturna Island

Resolution Number	Action	Date
2020-006 (Standing)	Carried	14-Feb-2020
Whereas the waters of the Saturna Island Local Trust area extend to the US border in Boundary Pass and Georgia Strait, the Saturna Island Local Trust Committee resolves that in the waters of the Local Trust area commercial whale watching boats be regulated and or licensed to mirror the regulatory regime under development in the adjacent waters of Washington State.		
2020-005 (Standing)	Carried	14-Feb-2020
Be it resolved that the Saturna Island Local Trust Committee fully supports the interim sanctuary zone for the recovery of Southern Resident Killer Whales (SRKW's) in the waters of the Saturna Island Local Trust Area.		
2019-047 (Standing)	Carried	18-Jul-2019
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.		
2019-036 (Standing)	Carried	09-May-2019
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.		
2019-017 (Standing)	Carried	09-May-2019
that Saturna Local Trust Committee no longer wishes to receive bylaw referrals from adjacent local trust committee areas unless the planner deems it in the interest of the LTC to review and comment on a specific referral.		

Standing Resolutions Log

Saturna Island

Resolution Number	Action	Date
2019-011 (Standing) 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.	Carried	17-Jan-2019
2018-050 (Standing) - 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: - 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.	Carried	04-Oct-2018

Standing Resolutions Log

Saturna Island

Resolution Number	Action	Date
2012-011 (Standing)	Carried	09-Feb-2012
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		
2011-000 (Standing)	Carried	22-Jun-2011
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.		
2009-009 (Standing)	Carried	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.		



Standing Resolutions Log

Saturna Island

Resolution Number	Action	Date
2007-016 (Standing)	Carried	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, CC TO EXECUTIVE May 25, 2021

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY BOARD MEETING (OPEN PORTION)

Islands Trust Conservancy has made changes to the format of this report to make its production and delivery more efficient. For more detail on Conservancy meetings, including meeting minutes, please visit <https://islandstrust.bc.ca/whats-happening/meetings-and-events/>

1. ORGANIZATION UPDATES/TEAM

- Islands Trust Conservancy Manager Kate Emmings introduced the board to Islands Trust Conservancy's newest staff member: Conservation Technician Co-op Student Devin Hentschel. The Conservation Technician role will assist Islands Trust Conservancy Covenant and Outreach Specialist Jemma Green and Property Management Specialist Nuala Murphy with covenant and property monitoring this summer. Devin Hentschel is a fourth-year student at the University of Victoria, majoring in Biology and minoring in Anthropology, has a passion for environmental and wildlife conservation, and is interested in citizen science projects that aim to involve, support, and collaborate with First Nations.

2. STRATEGIC PLANNING/ADMINISTRATION

- Islands Trust Senior Policy Advisor Dilani Hippola presented information on the Islands Trust Policy Statement Amendment Project, confirming that the board would be able to provide a written response after first reading by Trust Council, and emphasizing that it is a living document that will continue to change and evolve over time, with more frequent (e.g., annual) reviews. The board suggested that the project and document re-write focus more on the importance of *island* biodiversity and ecology (as opposed to biodiversity, in general). It was noted that Ecosystem Protection Specialist Kathryn Martell contributed substantively to the current draft, as did Islands Trust Conservancy Manager Kate Emmings. It was also noted that Islands Trust Conservancy is not subject to the Policy Statement as it operates under a separate Five-year Plan. While there are some references to the Conservancy in the current draft, it is not included in the policy directives.

3. COVENANT AND PROPERTY ACQUISITIONS

- Islands Trust Conservancy approved a Morrison-Waxler Biodiversity Protection Legacy Fund Grant of \$5,500 for survey and baseline report costs for a NAPTEP covenant on lands owned by Lisa Baile and Peter Paré, of North Pender Island. The Morrison-Waxler Biodiversity Protection Legacy Fund Grant Program is only available on North and South Pender and is available to landholders who wish to place conservation covenants on their lands.



ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY, CC TO EXECUTIVE May 25, 2021

4. COVENANT AND PROPERTY MANAGEMENT

- The Islands Trust Conservancy Board reviewed a number of updates to the Crystal Mountain Society proposal to create a new nature reserve on Galiano Island as part of a rezoning process with the Galiano Island Local Trust Committee. The board passed several resolutions and forwarded them to the applicant.¹
- The Islands Trust Conservancy Manager and Covenant and Outreach Specialist outlined the Sidney Island Ecological Restoration Plan to the board, who noted that the plan was compatible with the Islands Trust mandate and actions around First Nations reconciliation and climate change. They also noted their appreciation towards the plan's emphasis on ecosystem restoration and animal welfare.

5. COMMUNICATIONS AND OUTREACH

- Acting Islands Trust Conservancy Fundraising Specialist Carla Funk gave a presentation to board members on how to cultivate a culture of philanthropy, explaining why people give and describing how to inspire others through storytelling.
- The Islands Trust Conservancy Board approved a draft for the 2020/2021 Annual Report after calling for a number of slight rewording amendments, and also asked that the contents of the Annual Report be repurposed or otherwise made available to a wider audience – to which staff replied that a donor-oriented “Impact Report” version of this material was planned for publication in the near term.

6. FUNDRAISING AND CONSERVANCY SUPPORT

- Islands Trust Conservancy approved two Opportunity Fund Grants: one of \$4,000 to be awarded to the Denman Conservancy Association, and one of \$2,500 to be awarded to the Salt Spring Island Water Preservation Society.

¹ Islands Trust Conservancy Manager Kate Emmings left the meeting for the Crystal Mountain Society application due to a previously declared conflict of interest.