

ADOPTED

Saturna Island Local Trust Committee Minutes of Regular Meeting

Date: January 16, 2025
Location: Saturna Recreation and Cultural Centre
104 Harris Road, Saturna Island, BC

Members Present: David Maude, Chair
Lee Middleton, Local Trustee
Mairead Boland, Local Trustee (electronic)

Staff Present: Robert Kojima, Regional Planning Manager (electronic)
Brad Smith, Island Planner
Warren Dingman, Bylaw Compliance & Enforcement Manager (electronic)
Lisa Millard, Meeting Administrator / Recorder (electronic)

Others Present: There were approximately four members of the public present.

1. CALL TO ORDER

Chair Maude called the meeting to order at 11:30 a.m.

SA-2025-001

It was MOVED and SECONDED

that Saturna Island Local Trust Committee waive Meeting Procedures Bylaw No.135, Article No. 25, to allow Trustee Boland to attend the January 16, 2025 regular meeting electronically.

CARRIED

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Maude acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

3. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

17.1 Community Amenity Density Reserve – Ron Hall Properties

By general consent the agenda was adopted as amended.

4. TRUSTEE REPORT

Trustee Middleton reported the following:

- The Myers property is still awaiting subdivision approval resulting in delays in the land conservation process; donation to the Community Amenity Density Reserve is complete
- Hall properties - Attendance at presentation by the individual who is managing a private park acquisition for the BC Parks Foundation and discussion with the Chief Executive Officer of the Foundation who indicated a willingness to donate the densities from the two properties to the Community Amenity Density Reserve

Trustee Boland reported the following:

- Attended Trust Council in December and noted discussions about the September Trust Council livestream recording being removed from the website
- Participation on steering committee focussed on regulation of tiny homes
- Attended Committee of the Whole meetings to work on the draft Trust Policy statement
- Attended Chief Administrative Officer Hiring Committee meeting which is developing processes for evaluating the work of the Chief Executive Officer
- Accepted appointment as temporary Chair of Financial Planning Committee
- Will be attending a Regional Planning Committee special meeting to review bylaw enforcement policies, procedures, and practices

5. CHAIR'S REPORT

Chair Maude reported the following:

- Attended Trust Council in December
- Continues work on draft Trust Policy Statement through participation in Committee of the Whole meetings
- Attending several local trust committee meetings following the winter break

6. ELECTORAL AREA DIRECTOR'S REPORT - None

7. TOWN HALL AND QUESTIONS

A member of the public asked if a reply from the Minister of Municipal Affairs regarding the request for a governance review had been received.

Chair Maude noted a reply to the September, 2024 letter had not been received yet.

A member of the public asked if the Trust Policy Statement is short.

A Trustee replied the document was approximately twenty pages in length and well organized. The Chair noted that the document could be found on the Islands Trust website.

A member of the public pointed out that proceeding with developing a new Trust Policy Statement while requesting a governance review at the same time seems to be a conflict.

The Chair replied that a review is not guaranteed, if one did proceed it might take a number of years, and in the meantime the Policy Statement work needs to move forward.

A member of the public asked if the Shoreline Policy review will be coming back for consideration by the Local Trust Committee.

A Trustee noted the land use bylaw that guides shoreline policy requires updating to address sea level rise and a review is on the Future Projects list.

A member of the public made the following comments:

- A policy has been put forward by the Local Trust Committee in which rainwater catchment be considered a viable source of potable water
- Island Health commented on the speaker's subdivision application and indicated rainwater catchment is not a viable source of potable water
- The Local Trust Committee has suggested they are going to require catchment for new development
- The cost of installing a well is significant and adding rainwater catchment systems to those costs is not affordable for many
- Their seawall was built twenty-nine years ago, the current policy does not address bank erosion, and they are losing portions of their land
- They have been unsuccessful at mitigating the erosion and are reluctant to spend in excess of \$100,000 to build a seawall if they are going to be told to remove it
- Their two waterfront lots are 2.12 and 2.35 acres respectively and both have drilled wells; however, the subdivision approving officer does not accept the wells because a well plus a sewage disposal system are not permitted on lots under 2.5 acres

Trustees made the following comments:

- The process of changing the bylaw to permit rainwater catchment at time of subdivision while developing a quantity and quality statement that meets local government standards for water supply and moving it forward with both the Ministry responsible for subdivision approval and the Vancouver Island Health Authority is a large and complex project
- The Capital Regional District, the Province, and other communities have done work on rainwater catchment standards
- The Islands Trust Freshwater Specialist's proof of water document is related to wells only
- The Freshwater Specialist should be invited to the next Local Trust Committee meeting to discuss and review options

Island Planner Smith suggested that the hesitation of the hydrologists at Island Health and the Ministry might have been due to challenges around regulating rainwater catchment and ensuring that it is safe

A member of the public noted the lengthy delays in progress is disheartening, they would like to see water catchment issues dealt with on an individual basis and see progress made on foreshore protection in a reasonable amount of time.

The Chair reiterated that the Local Trust Committee and Planner have extensively tried to support the member of the public however the approving officer relies on other provincial departmental regulations.

A member of the public referred to the bylaw enforcement file related to their shoreline structure complaint and stated that applying for a variance would likely result in high expenses for survey work and the variance application fee, and while setbacks and a building permit have been approved the setbacks were based on the location of the shoreline which continues to erode.

A Trustee highlighted the urgency to move the shoreline project ahead.

SA-2025-002

It was MOVED and SECONDED

that Saturna Island Local Trust Committee request staff to provide a report on bylaw file SA-BE-2023.1 (Gaines).

CARRIED

8. COMMUNITY INFORMATION MEETING

8.1 Minor Housing Amendments Project

Island Planner Smith presented maps that show land parcels where a secondary suite could potentially be allowed based on new provincial mapping data, an updated version of the existing secondary suite map, and one where suites are not permitted.

Discussion ensued and the following comments were recorded:

- A secondary suite is a self-contained unit located within an existing dwelling
- Secondary suites can be part of a new build or constructed within existing dwellings
- Funding to build secondary suites is available through provincial incentives and the Capital Regional District
- The intent is to create additional housing units
- Individual water system providers should be permitted to make decisions on how many connections are allowed
- The exclusion of the water system areas should be reconsidered; on the map, those areas are excluded in addition to the areas of saltwater intrusion risk
- Reversing the map to show areas that allow secondary suites, versus areas that don't allow them, is advisable

8.2 Short Term Vacation Rentals Policy – Options

Bylaw Compliance & Enforcement Manager Dingman noted that the staff report and policy document were inadvertently left off of the agenda package. Trustees requested the item be brought back to the next meeting when the staff report is available.

9. PUBLIC HEARING - None

10. MINUTES

10.1 Local Trust Committee Minutes Dated November 7, 2024 (for Adoption)

By general consent, the Saturna Island Local Trust Committee meeting minutes of November 7, 2024 were adopted.

10.2 Section 26 Resolutions Without Meeting Report - None

11. BUSINESS ARISING FROM THE MINUTES

11.1 Follow-up Action List Dated Jan 2025

Received for information.

12. DELEGATIONS - None

13. CORRESPONDENCE

13.1 Diane Allen re Salt Water Intrusion Mapping Saturna Island

Received for information.

14. APPLICATIONS AND REFERRALS

14.1 PLDVP20240324 (Anielski) - Staff Report

Island Planner Smith summarized the staff report and highlighted the following:

- Application is for a Development Variance Permit for the construction of a dwelling with decks and an accessory building that would exceed maximum lot coverage allowances by approximately 4%
- Applicant intends to consolidate two lots and the Development Variance Permit would not come into effect until that occurs
- Applicants have discussed potentially transferring the extra density that would result from lot consolidation into the Community Amenity Density Reserve

Discussion ensued and the following comments were noted:

- Appreciation that the applicants are considering donating density into Community Amenity Density Reserve as the Local Trust Committee is hoping to initiate a project to broaden the uses of the densities within the density reserve to include affordable housing in addition to the existing conservation uses
- The materials used for the deck construction, and design that allows ground water to flow through, are well received

SA-2025-003

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee approve issuance of Development Variance Permit PLDVP20240324 (Anielski).

CARRIED

SA-2025-004

It was MOVED and SECONDED

that Saturna Island LTC request the property owner provide in writing an agreement to transfer the additional density upon lot consolidation to the Saturna Island Community Amenity Density Reserve.

CARRIED

14.2 North Pender Island Local Trust Committee Referral for Draft Bylaw No. 235 (for response)

SA-2025-005

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee interests are unaffected by the North Pender Island Local Trust Committee Draft Bylaw No. 235.

CARRIED

15. LOCAL TRUST COMMITTEE PROJECTS

15.1 Minor Housing Amendments Review Project – Staff Report

Island Planner Smith summarized the staff report.

Discussion ensued and the following comments were noted:

- Areas with potential salt water intrusion are not permitted to build secondary suites however, catchment may alleviate the water availability concerns
- There is some caution in the professional community to allow rainwater catchment to be used for potable purposes resulting in continued interest in the viability of groundwater
- If the work is done with the Ministry and Health Authority to recognize local government's authority to permit rainwater catchment then groundwater use for all future residential purposes would need to be de-emphasized
- Trustees are reluctant to impose the need for cisterns island-wide given that it is unknown how not to also require a well
- Requiring rainwater catchment in areas with high producing wells is not reasonable
- It is necessary to determine how the Local Trust Committee can make it possible for rainwater catchment to be the source of potable water
- There are further steps to be taken before implementing a rainwater catchment requirement with the bylaw
- There had been understanding that requiring cisterns would be a precautionary principle to mitigate climate change and salt water intrusion issues
- Issue is not about imposing water catchment but removing the mandated requirement to have a well, thereby offering a choice
- The term freshwater should be used in place of rainwater as it captures other types, and sources, of freshwater
- Water catchment does not necessarily need to be potable as there are other uses for water
- The Local Trust Committee can pause work on Bylaw No. 143 and the conversation about flexible zoning and work on defining a standard and quantity for potable water from freshwater collection, and then come back and bring that information to the current project
- The LTC could consider only water supply standards, or broaden the review to include other subdivision standard regulations such as septic - staff will provide options in staff report

SA-2025-006

It was MOVED AND SECONDED

That Saturna Island Local Trust Committee request staff provide a report to the Local Trust Committee with options and consideration for initiating a project to develop subdivision regulation standards for water supply.

CARRIED

16. REPORTS

16.1 Work Program Reports

16.1.1 Active Projects Report Dated January 8, 2025

Received for information.

16.1.2 Future Projects Report Dated January 8, 2025

The Local Trust Committee noted they anticipate receiving a report from bylaw enforcement and can then decide how to resource the Shoreline Protection Project.

Island Planner Smith clarified that a property owner can apply for a variance in order to take steps to protect from shoreline erosion and there are options such as green shore protection, and other softer practices, that can be undertaken to lessen impacts to the natural environment of the sea.

16.2 Applications Report - Verbal Update - None

16.3 Trustee and Local Expense Report Dated November, 2024

Received for information.

16.4 Adopted Policies and Standing Resolutions

Received for information.

16.5 Local Trust Committee Webpage

No updates requested.

16.6 Islands Trust Conservancy Report Dated November, 2024

Received for information.

17. NEW BUSINESS

17.1 Community Amenity Density Reserve – Ron Hall Properties

Discussion ensued and the following comments were recorded:

- BC Parks Foundation is in the process of purchasing the two Ron Hall properties for conservation and are open to donating thirty-four densities to the Community Amenity Density Reserve
- Given the amount of conservation land that now exists there is possibility for the donated densities to be used for affordable, or accessible, housing that is ecologically benign or green in some way
- The Local Trust Committee could receive the densities and then amend the Official Community Plan to broaden the use of the Community Amenity Density Reserve for uses other than conservation
- The Local Trust Committee could signal intent of use in a letter to the BC Parks Foundation

SA-2025-007

It was MOVED and SECONDED

that Saturna Island Local Trust Committee send a letter to BC Parks Foundation requesting density transfer and clarifying potential future uses regarding the Hall properties.

CARRIED

18. UPCOMING MEETINGS

18.1 Next Regular Meeting Scheduled for April 24, 2025 at the Saturna Recreation and Cultural Centre, Saturna Island

19. TOWN HALL

A member of the public asked why there are differences in Diana Allens's saltwater intrusion maps and the current mapping done by the province.

It was noted that Ms. Allen's email response was comprehensive and it discusses the differences in the methodologies used in detail.

SA-2025-008

It was MOVED and SECONDED

that Saturna Island Local Trust Committee thank Diana Allen for her correspondence and inform her that the Local Trust Committee will be taking it into consideration as the mapping work continues.

CARRIED

20. CLOSED MEETING - None

21. ADJOURNMENT

By general consent the meeting was adjourned at 2:42 p.m.

David Maude, Chair

Certified Correct:

Lisa Millard, Meeting Administrator / Recorder