

Saturna Island Local Trust Committee Minutes of Regular Meeting

Date: September 28, 2026
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

Staff Present: Mary Storzer, Regional Planning Manager (electronic)
Brad Smith, Island Planner
Bruce Belcher, Planner 2 (electronic)
Lisa Millard, Meeting Administrator / Recorder (electronic)

Others Present: There were approximately 3 members of the public present

1. CALL TO ORDER

Chair Maude called the meeting to order at 11:02 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

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

3. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

4. TRUSTEE REPORT

Trustee Boland spoke to challenges related to the construct of Islands Trust as a governmental body, work done during the term while sitting on the Regional Planning Committee, Financial Planning Committee, and Chief Administrative Officer Hiring and Performance Evaluation Committees, and her view that the Islands Trust Conservancy operating budget should not be part of Islands Trust budget.

Trustee Middleton thanked Trustee Boland for her work during the term and spoke to the need for different approaches on smaller islands versus more populated islands within the Trust Area. He highlighted work done through Local Trust Committee projects during the term.

5. CHAIR'S REPORT

Chair Maude spoke to his experience as Chair of the Saturna Local Trust Committee and noted that work on the Trust Policy Statement amendment project will continue next term.

6. ELECTORAL AREA DIRECTOR'S REPORT - None

7. PUBLIC PARTICIPATION PERIOD

A member of the public, who owns property adjacent 198 Cliffside Road, spoke to Temporary Use Permit application PL-TUP-2026-0292 and the following comments were noted:

- The subject property is zoned Rural Residential and is occupied by employees carrying out commercial activities related to hydrophone monitoring offshore of the upland property
- They have been informed the work performed at the subject property is done so under contract with the Federal Government under the direction of Transport Canada and Islands Trust received a legal opinion that suggested Islands Trust has no jurisdictional authority over a federal project
- The project is a Boundary Pass underwater listening station which is to collect shipping noise and warning stems to support the protection of marine mammals
- The project management plan stipulated the use of the upland property should comply with land use bylaws and official community plans
- The original work crew installed a travel trailer on the upland property which was used for employee living quarters and was subsequently removed and a building permit issued for a concrete building
- Multiple employees come and go from the property
- The upland property does not qualify for commercial uses but is being used to conduct commercial activities in a number of buildings by multiple people
- The activities are disruptive and the property is not screened from adjacent lots, public lands, or public roads
- They request the Local Trust Committee not permit the current uses of the upland property, not allow the installation of cameras, and apply the land use bylaw regulations to the private portion of the rural residential property

8. COMMUNITY INFORMATION MEETING - None

9. PUBLIC HEARING - None

10. MINUTES

10.1 Local Trust Committee Minutes Dated April 30, 2026 (for Information)

Received for information.

10.2 Section 26 Resolutions-without-meeting Report Dated Sept 2026

Received for information.

11. BUSINESS ARISING FROM THE MINUTES

11.1 Follow-up Action List Dated Sept 2026

Received for information.

12. DELEGATIONS - None

13. CORRESPONDENCE

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

14. APPLICATIONS AND REFERRALS

14.1 North Pender Island Local Trust Committee Referral for Draft Bylaws 240 and 241 (for Response)

SA-2026-023

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee respond to the North Pender Island Local Trust Committee that interests are unaffected by Draft Bylaws 240 and 241.

CARRIED

14.2 SA-PL-TUP-2026-0292 (Hannay) – Staff Report

Planner Belcher summarized the staff report and highlighted the following:

- The application seeks a Temporary Use Permit for the upland operation of an offshore cabled hydrophone system that extends from the upland subject property beyond the natural boundary of the sea
- A Temporary Use Permit and subsequent renewal have previously been issued and the current draft Temporary Use Permit has been updated to reflect current conditions;
- The proposed Temporary Use Permit includes the same uses as previous with the addition of permission to install an infrared camera as part of monitoring operations
- A Temporary Use Permit is required as the current use does not comply with permitted home occupations

Discussion ensued and the following comments and clarifications were noted:

- The activities on the property fall within federal regulations and are authorized by the Federal Government and the land use bylaw does not apply to federal activities on private land
- The Temporary Use Permit is being issued given that the activity does not meet with permitted home occupations; however, a Temporary Use Permit is not necessarily required due to federal jurisdiction
- An occupancy permit has been issued for the dwelling on the lot;
- The camera would be located on the smaller auxiliary building and the view is meant to be limited and facing the ocean
- Concern regarding the camera capturing neighbouring property could be addressed through staff attending and observing the camera in use
- The applicant confirmed the camera would be fixed and pointing straight out to the ocean, has a narrow field of view, and would be used to detect what is passing within the viewing field
- There is need to address the neighbour's concerns and conditions of the permit could be amended to address the need for a fixed field of view

- The proponent noted willingness to discuss installation of a fence or screening and Trustee Boland indicated availability to facilitate the discussion

SA-2026-024

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee amend Temporary Use Permit PL-TUP-2026-0292 to read:

2. b) the operation of the camera mounted on an existing auxiliary building on the upland lot in support of the cabled hydrophone system and that the camera be fixed in place with a limited view scope that does not include the upland portions of the neighbouring properties and to submit an updated operational document to verify the camera position and angle of the view within three months of issuance of the permit.

CARRIED

SA-2026-025

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee amend Temporary Use Permit PL-TUP-2026-0292 replacing Schedule A of the draft permit with the updated site plan (Attachment 5), and as amended.

CARRIED

SA-2026-026

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee approve the issuance of Temporary Use Permit PL-TUP-2026-0292 as amended for a period of three (3) years.

CARRIED

15. LOCAL TRUST COMMITTEE PROJECTS

15.1 Bylaw Enforcement Technical Amendment Project - Staff Report

The application is being returned to the Local Trust Committee for consideration of first, second, and third readings.

The Local Trust Committee indicated an increased notice period for inspection has been applied as a result of the Ombudsperson's recommended best practices.

SA-2026-027

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 146, cited as "Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2026" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

SA-2026-028

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee Bylaw No. 146, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2026” be read a first time.

CARRIED

SA-2026-029

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee Bylaw No. 146, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2026” be read a second time.

CARRIED

SA-2026-030

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee Bylaw No. 146, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2026” be read a third time.

CARRIED

SA-2026-031

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee Bylaw No. 147, cited as “Saturna Island Local Trust Committee Bylaw Infraction Investigations Bylaw No. 30, 1990, Amendment No. 1, 2026” be read a first time.

CARRIED

SA-2026-032

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee Bylaw No. 147, cited as “Saturna Island Local Trust Committee Bylaw Infraction Investigations Bylaw No. 30, 1990, Amendment No. 1, 2026” be read a second time.

CARRIED

SA-2026-033

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee Bylaw No. 147, cited as “Saturna Island Local Trust Committee Bylaw Infraction Investigations Bylaw No. 30, 1990, Amendment No. 1, 2026” be read a third time.

CARRIED

SA-2026-034

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee proposed Bylaw No. 146 and No. 147 be forwarded to the Secretary of the Islands Trust for Executive Committee Approval.

CARRIED

SA-2026-035

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee directs staff to initiate adoption of proposed Bylaw No. 146 and No. 147 by Resolution without Meeting following Executive Committee Approval.

CARRIED

16. REPORTS

16.1 Work Program Reports

16.1.1 Active Projects Report Dated Sept 2026

Received for information.

16.1.2 Future Projects Report Dated Sept 2026

Received for information.

16.2 Applications Report Dated Sept 2026

Island Planner Smith provided a summary on the status of outstanding applications and the report was received for information.

16.3 Trustee and Local Expense Report Dated July 2026

Received for information.

16.4 Adopted Policies and Standing Resolutions

Received for information.

16.5 Local Trust Committee Webpage - None

16.6 Islands Trust Conservancy Report Dated March 2026

Received for information.

17. NEW BUSINESS

17.1 Proposed Draft 2027/28 LTC Operating Budgets - Staff Report

The proposed draft Local Trust Committee Operating budget was presented for consideration.

Discussion ensued.

SA-2026-036

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee amend the proposed draft Local Trust Committee Operating budget to include an additional \$500 under line-item Local Trust Committee Meeting Expenses for the purpose of community information meeting catering expenses.

CARRIED

SA-2026-037

It was MOVED and SECONDED,

that Saturna Island Local Trust Committee submit the revised draft 2027/28 local trust committee operating budget as amended for inclusion in the Trust Council draft 2027/28 budget as amended.

CARRIED

18. UPCOMING MEETINGS

18.1 Next Regular Meeting Scheduled for November 26, 2026, Electronic Meeting

19. PUBLIC PARTICIPATION PERIOD

No members of the public requested to speak.

20. CLOSED MEETING - None

21. ADJOURNMENT

By general consent the meeting was adjourned at 12:58 p.m.

David Maude, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder