



ADOPTED

Saturna Island Local Trust Committee Minutes of Regular Meeting

Date: February 16, 2023
Location: Saturna Recreation and Cultural Centre
104 Harris Road, Saturna Island BC

Members Present: David Maude, Chair
Mairead Boland, Trustee
Lee Middleton, Trustee

Staff Present: Brad Smith, Island Planner
Bruce Belcher, Planning Technician
Pat Todd, Recorder

Other Present: There were approximately seven (7) members of the public in attendance.

1. CALL TO ORDER

Chair Maude called the meeting to order at 11:32 a.m. He acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

16.5 To create a proposed motion for the Bylaw Procedures for Saturna Island.

By general consent, the agenda was adopted as amended.

3. TRUSTEE REPORT

Trustee Middleton gave an update regarding a generous land donation by Judy Meyers to Nature Trust of B.C. Elements will come before the Local Trust Committee (LTC) such as bylaws and density. There are some issues to overcome.

Governance Committee of the Islands Trust has formed a strong team. One factor being reviewed is meeting procedures and the need to increase dialogue.

Trustee Boland spoke to staff being tremendously helpful as she “learns the ropes”. The Financial Committee is working on the budget which will go to Trust Council early in March. The Financial Committee is making efforts to increase transparency of budget design and format. There are three Trustees, of which she is one, on the working group to look at process which will be reviewed in April 2023.

4. CHAIR'S REPORT

Chair Maude stated there are a lot of things happening with regards to the Islands Trust currently and Chair Maude believes that there are many positive changes. Items include budget and review of practices and procedures of Bylaw Enforcement. Chair Maude spoke to the Trust Council being very strong team of individuals who are working well together and that would like to have a Provincial Review of the Trust as there is a need to update policies.

5. ELECTORAL AREA DIRECTOR'S REPORT

Capital Regional District Director (CRD) Brent commended the LTC for continuing to work with Nature Trust of B.C. which acquired 143 acres last year. An easement for the well on the property is underway. CRD Strategic Plan is almost completed with housing of primary importance. There have been many projects funded however none have happened on Southern Gulf Islands and therefore this will be one of the items of focus and the CRD is looking forward to working closely with the Saturna Island LTC.

6. TOWN HALL AND QUESTIONS

Priscilla Ewbank: requesting maps detailing logging history on Saturna Island. Planner Smith stated that he could print out maps with property lines and information that is available. To review these maps would likely require community input. There is an Islands Trust (IT) report regarding land disturbance that might be helpful with the review of the maps.

SA-2023-001

It was MOVED and SECONDED,

That Saturna Island Local Trust Committee direct staff to work with Ms. Ewbank to prepare a base map for work with community to document historical logging activity.

CARRIED

Member of the public: spoke in support of funding request for the Wetland Project book launch. This project is both sound with regards to Ecology and with Post Geographical Art (Saturna Booktalk). Feels Islands Trust is very good regarding engagement with First Nation.

7. COMMUNITY INFORMATION MEETING - None

8. PUBLIC HEARING – None

9. MINUTES

9.1 Local Trust Committee Special Meeting Minutes Dated December 14, 2022

By general consent, the Local Trust Committee meeting minutes of Dec. 14, 2022 were adopted.

9.2 Local Trust Committee Public Hearing Record Dated December 14, 2022

Received for information.

9.3 Section 26 Resolutions-without-meeting Report Dated Feb 2023

Received for information.

10. BUSINESS ARISING FROM THE MINUTES

10.1 Follow-up Action List Dated Feb 2023

Planner Smith reported that the rezoning application bylaw has been approved by Trust Council and has been forwarded to Ministry.

SA-2023-002

It was MOVED and SECONDED,

that Saturna Local Trust Committee direct staff to initiate a Resolution- without-Meeting for Bylaws No. 136 and 137 upon receipt of Ministry approval of Bylaw 136.

CARRIED

11. DELEGATIONS - none

12. CORRESPONDENCE- none

13. APPLICATIONS AND REFERRALS

13.1 SA-RZ-2022.2 (Gaines)

Planner Smith reviewed the application for rezoning from Rural Residential (RR) to Rural General (RG). Subdivision application is with Ministry. Spoke to the recommendations in the report.

Discussion

- There isn't a standard for water volume used per day in Saturna land use bylaw;
- Could defer proof of water to subdivision process;
- Definition of quantity and quality of water, at the local level, is important;
- The province requires proof of a sufficient well however there are potentially other options for sufficient water e.g., catchment water;
- This property has two existing wells;
- Need to balance community consulting and community input with planning;
- Registered Archeological sites and noted sites of Archeological potential;
- Sites are highlighted on the map of the property so that the owner is aware of building outside of protected area;
- Staff recommends a Covenant to protect any potential Archeological sites. The proposed Bylaw is sent to First Nations, prior to adoption, so that First Nations can note any concerns;
- and
- The provincial authority requires a groundwater and a hydrologist report to rezone the property and IT Bylaws could augment.

Applicant:

- Reviewed the long and complicated processes undergone to date;
- There have been a number of changes throughout the years and does not feel an Amenity should be required;
- Development to date has not revealed any additional archeological material; and
- Increased set-backs would be detrimental to applicant plans and would increase costs and damage to terrain.

Planner Smith spoke to the applicant's points and that rezoning creates the possibility for 2 densities and RG averaging would work for all lots.

SA-2023-003

It was MOVED and SECONDED,

That Saturna Island Local Trust Committee direct staff to proceed with application SA-RZ-2023-1 (Gaines) and to prepare draft bylaws.

CARRIED

14. LOCAL TRUST COMMITTEE PROJECTS

SA-2023-004

It was MOVED and SECONDED,

That Saturna Local Trust Committee direct staff to add review of Saturna Island Bylaw for Split Zones to Futures Project List.

CARRIED

15. REPORTS

15.1 Work Program Reports

15.1.1 Local Trust Committee Work Program Review – received for information

15.1.2 Active Projects Report Dated Feb 2023 – received for information

15.1.3 Future Projects Report Dated Feb 2023

- Review of Bylaw Compliance;
- Eradicate discrepancy;
- Affordable Housing Initiative has been noted in Strategic Initiatives; and
- Trustees to consider projects and bring forward to the next LTC meeting.

15.2 Applications Report Dated Feb 2023 – received for information

15.3 Trustee and Local Expense Report Dated Dec 2022 – received for information

15.4 Adopted Policies and Standing Resolutions – received for information

15.5 Local Trust Committee Webpage – will be updated upon conclusion of meeting

15.6 Islands Trust Conservancy Report Dated Nov 2022 – received for information

16. NEW BUSINESS

- 16.1 Letter from WISANEC Leadership Council Staff regarding Draft 2021 Islands Trust Policy Statement Amendments** - Received and reviewed. This letter is very informative.

16.2 Mayne LTC request re Siting and Use Permit Option

Chair Maude spoke to the request and discussion regarding the CRD not being responsible for building permits for islands using Siting and Use permits. Noted that some of the islands are already utilizing this process.

CRD Director Brent reported CRD is looking at situation and options. There are building inspection issues and often engineering reports required.

Mr. Gaines stated construction/development would be much easier if process were streamlined.

Planner Smith identified that building permit review applications move as quickly as manpower allows.

SA-2023-005

It was MOVED and SECONDED,

That Saturna Island Local Trust Committee write a letter of support to Mayne Island Local Trust Committee Chair to investigate implementation of Siting and Use Permits and their ask of Capital Regional District to discontinue use of building permits within Local Trust area.

CARRIED

16.3 Letter from Matthew Tolan re: Consent to Realignment of Gaines Road

Planner Smith reviewed request to adjust right-of-way.

SA-2023-006

It was MOVED and SECONDED,

That the Saturna Island Local Trust Committee consents with the proposed realignment of Gaines Road and designates the Chair of the Local Trust Committee to sign the plan applications for Reference Plans EPP86340 and EPP86342.

CARRIED

Planner Smith to facilitate signing of documents.

16.4 Funding reimbursement approval for Wetlands book launch event

Trustee Middleton reviewed history of supported projects/events.

SA-2023-007

It was MOVED and SECONDED,

That Saturna Island Local Trust Committee pay the invoice for Wetlands book launch event in support of local community to First Nations reconciliation.

CARRIED

Trustee Middleton will co-ordinate payment with Financial Services.

16.5 Bylaw notification requirements on Saturna

Trustee Middleton spoke to discussion at LT Council.

SA-2023-008

It was MOVED and SECONDED,

that it be resolved that Clause 2 in Saturna Local Trust Committee Bylaw 30 – A Bylaw to Authorize Inspection of Alleged Infractions Against Regulations – is replaced on an interim basis with the wording of Clause 14.1 from Saturna Local Trust Committee Bylaw 119 – Land Use Bylaws amalgamated. This clause reads “The Island Trust Bylaw Enforcement Officer or any other person designated by the Saturna Island Local Trust Committee to administer this Bylaw is authorized to enter, at any reasonable time and after having given 24 hours prior notification to the occupier, upon any property that is subject to regulation under this Bylaw, for the purpose of determining whether the regulations are being observed.” This Standing Resolution will remain in place until such time a review of Bylaw No. 30 and Bylaw No. 119 Section 1.4 “Inspection and Enforcement” can be reviewed and re-enacted through public process embodying Bylaw Enforcement Best Practices outlined in the 2022 Ombudsperson of British Columbia report concerning Local Government Bylaw Enforcement Policy and Practice.

CARRIED

17. UPCOMING MEETINGS

17.1 Next Regular Meeting Scheduled for May 18, 2023 at the Saturna Recreation and Cultural Centre, Saturna Island

18. TOWN HALL

Priscilla Ewbank: spoke in appreciation of Planner Smith’s attention to detail, professionalism and thoughtful decisions and considerations.

A member of the public: regarding building inspections the Home Owner’s Warranty needs to be a factor in the discussion. Some builders have official certification while other don’t.

SA-2023-009

It was MOVED and SECONDED,

That Saturna Island Local Trust Committee direct staff to place “Review of Bylaw No. 30 and Bylaw No. 119” on the Projects List to embody Best Bylaw Practices as outline in the Ombudsperson Report 2022.

CARRIED

19. CLOSED MEETING – None

20. ADJOURNMENT

By general consent, the meeting was adjourned at 2:15 p.m.

David Maude, Chair

Certified Correct:

Pat Todd, Recorder