

# ADOPTED



## Saturna Island Local Trust Committee

### Minutes of Regular Meeting

**Date:** March 7, 2019  
**Location:** Saturna Recreation and Cultural Centre  
104 Harris Road, Saturna Island, BC

**Members Present:** Laura Patrick, Chair  
Paul Brent, Local Trustee  
Lee Middleton, Local Trustee (arrived at 1:22 p.m.)

**Staff Present:** Gary Richardson, Planner  
Ruth Daber, Recorder

**Public:** There were approximately (10) members of the public

#### 1. CALL TO ORDER

Chair Patrick called the meeting to order at 1:00 p.m. She acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

#### 2. APPROVAL OF AGENDA

Trustee Middleton was expected to arrive 10 minutes late. Agenda items were therefore rearranged to delay Town Hall as requested by Trustee Middleton.

**By general consent** the agenda was adopted as amended.

#### 3. TOWN HALL AND QUESTIONS

Chair Patrick opened the floor to enquiries.

**Fiona MacRaid** asked for specifics of First Nations relationships building as they seemed to be stopped and communication is not working. She mentioned the recent start of logging on Block A on Saturna Island IR#7 and urgency to communicate better.

Trustee Brent stated it being delicate and that they were doing their best. The Trustees explained the avoidance of political contact with First Nations and a danger to involve themselves in an issue that is First Nations'.

Trustee Middleton joins the meeting at 1:22 p.m.

**Fiona MacRaid** asked the Trust Members for a commitment to progress work on the relationship with all 13 First Nations. She likes to see relationship and trust with all 13 First Nations, speaking in behalf of her family as well as a resident.

Trustee Middleton acknowledged it being difficult.

A reconciliation declaration will be made at the next Trust Council.

**Janet Land** expressed discontent in delay of minutes from previous meetings and wishes more detail of discussions in minutes. She requested communications to be included in minutes. She pointed out that her letter including Pat Lapcevic's comments was posted on the Islands Trust's website, but is too hard to find.

Planner Richardson clarified that letters do not get attached to minutes; if appropriate they get posted on the Islands Trust website for reference.

Trustee Brent added that minute guidelines are set for all the Islands and that we cannot set new guidelines for ourselves.

**Janet Land** suggested get a community meeting and get everyone's input in discussion prior to drawing up a bylaw.

**John Money** enquired how last year's budget was calculated.

Trustee Brent explained.

**John Hutchinson** made a general comment on First Nations and his personal involvement. He stated that meeting minutes purpose is to record actions that have been taken and one needs to dig out details for more info.

**David Osborne** encouraged the Trustees to establish a non-political but personal relationship as people with First Nations to get to know some of the elders and others, i.e. in open lunches.

**Fiona MacRaid** warned of the cost of non-action and mentioned strong feeling on both sides. She asked to keep moving forward despite push back.

Trustee Brent stated to push forward, proceed cautiously.

Trustee Brent indicated that the LTC had supported community-led (non-political) initiatives from behind the scene, providing funding from the Trust for events such as the Thirteen Moons sign installation and the introduction of the SENĆOŦEN dictionary to the island school and library. Further, that while the pace of change was perhaps viewed as slow by some, more significant gains had been made in the last couple of years than in past years.

Fiona MacRaid asked for details on the budget spent for Saturna First Nations Relations.

Trustees Middleton and Brent referred to the initiative previously mentioned.

**4. COMMUNITY INFORMATION MEETING**

none

**5. PUBLIC HEARING**

none

**6. MINUTES**

**6.1 Local Trust Committee Minutes Dated January 17, 2019 (for Information)**

Received for information.

**6.2 Section 26 Resolutions-without-meeting Report**

It was noted that the Minutes of January 17, 2019 were adopted by Resolution-Without-Meeting.

**6.3 Advisory Planning Commission Minutes**

none

**7. BUSINESS ARISING FROM THE MINUTES**

**7.1 Follow-up Action List Dated February 2019**

Received for information.

Planner Richardson gave an update.

The secondary suite project was briefly discussed. Trustee Brent asked Planner Richardson to verify the water risk map accuracy with Pat Lapcevic with a response in writing. Trustee Middleton asked to get a scientific notation to the data set and maps Pat L. was quoting in her bylaw response. In this way we know what science our bylaw is rooted in. There was mention of the upcoming May 9<sup>th</sup> Public Hearing for the secondary suite bylaws.

**SA-2019-013**

**It was Moved and Seconded,**

that staff not progress with Development Permit Areas for the secondary suite project.

**CARRIED**

Planner Richardson will add a footnote as to the source of the research for the saltwater vulnerability mapping.

Trustee Middleton asked to keep pushing for acceptability of water catchment.

Trustee Brent criticized there being no acknowledgement of the use of catchment and reduction of groundwater use.

Chair Patrick expressed to be looking for an acceptable way to do this.

**8. DELEGATIONS**

none

**9. CORRESPONDENCE**

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

**10. APPLICATIONS AND REFERRALS**

none

**11. LOCAL TRUST COMMITTEE PROJECTS**

**11.1 Secondary Suites Discussion**

No further discussion was needed as already covered in previous agenda items.

**11.2 Short Term Vacation Rentals (STVR) - Staff Report**

Planner Richardson referred to the Temporary Use Permit (TUP) guidelines on Attachment 1 of the staff report.

Anyone can apply for a TUP and STVR at this time. The guidelines will give some certainty as to what will be expected if a permit is issued.

Recommendations are to put a cap of 6-8 people for a commercial licence.

Planner Richardson stated that certain parts of the Official Community Plan (OCP) regarding TUP's is out of date and needs updating.

Trustee Brent found the guidelines to be close to his article in the March 2019 Saturna Scribbler. One option could be to charge commercial operators and use funds directly to contribute toward affordable housing and suggested to find out what the community thinks.

Planner Richardson clarified that a Temporary Use Permit cannot be withdrawn but a renewal denied.

Trustee Middleton stated that there is a desire for clarity as to when a home can be used as a STVR. He read out "Guideline 5" and asked to use the word "approval" in the case of shared water resources and similar instead of "comment".

It was requested that "Guideline 12" be amended to include permission from all property owners with interest in a shared access, when shared accesses are used.

Trustee Brent highlighted that they are guidelines.

**John Hutchinson** asked if this applies to new applications or also existing.

Trustee Brent referred to enforcement as future discussion but wants funds to flow back to the island.

**Janet Land** mentioned STVR at Hawks had a problem with the water.

**Janet Land** pointed out there is no required test for salinity and expressed concern about the monitoring lack of private wells. There have been four orders on a place on Eastpoint, and nothing has been done or changed.

**SA-2019-014**

**It was Moved and Seconded,**

that Saturna Island Local Trust Committee direct staff prepare a bylaw, to amend the Saturna Island Official Community Plan No. 70, 2000, to incorporate guidelines as amended regarding the issuance of Temporary Use Permits for Commercial Vacation Rentals.

**CARRIED**

**SA-2019-015**

**It was Moved and Seconded,**

that Saturna Island Local Trust Committee direct staff to update the Temporary Use Permit section of the Saturna Island Official Community Plan No. 70, 2000 with respect to current legislation.

**CARRIED**

**12. REPORTS**

**12.1 Work Program Reports (attached)**

**12.1.1 Top Priorities Report dated February 2019**

Planner Richardson provided an overview and commented that First Nations Relationship Building were one of the priorities of the work program.

**12.1.2 Projects List Report Dated February 2019**

Trustee Brent expressed discontent about the budget.

Chair Patrick thanked everyone who participated in survey.

Trustee Brent stated that that Saturna's percentage of participation in this survey was five times the Trust average and typical for Saturna Island.

**12.2 Applications Report Dated February 2019**

Received for information.

**12.3 Trustee and Local Expense Report Dated December 2018**

Received for information.

**12.4 Adopted Policies and Standing Resolutions**

We await information and recommendations from staff regarding some requested changes to our adopted policies and standing resolutions regarding non-enforcement criteria, which it is hoped will be available for our next meeting.

**12.5 Local Trust Committee Webpage**

Discussions were made on budgets for the LTC webpage.

**12.6 Chair's Report**

Chair Patrick announced Grant Scott as the new elected trustee for Hornby Island as recent addition to the Trust Council.

**12.7 Trustee Report**

Trustee Brent spoke about the budget.

Trustee Middleton mentioned funding that the Capital Regional District (CRD) want to use for regional delivery of high-speed internet. The Saturna Island internet Co-op being a good model.

**Cy Tordiffe** shared about the challenges is the last mile. Suggested cooperation with other islands, inviting reps from the co-op, to expand and share towers.

**12.8 Electoral Area Director's Report**

none

**12.9 Islands Trust Conservation Report**

none

**13. NEW BUSINESS**

**14. UPCOMING MEETINGS**

**14.1 Next Regular Meeting Scheduled for May 9, 2019, at 12:30 p.m., at the Community Hall, Saturna Island**

**15. TOWN HALL**

**Janet Land** inquired about the mentioned discrepancy of maps for Secondary Suites.

**John Money** commented on developments and processes for small changes takes too long.

**16. CLOSED MEETING (Distributed Under Separate Cover)**

**16.1 Motion to Close the Meeting**

**SA-2019-016**

**It was Moved and Seconded,**

*that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3 s. 90(1) (a, d) for the purpose of considering:*

- *Adoption of In-Camera Meeting Minutes Dated January 17, 2019*
- *BOV Memberships*

*AND that the recorder and staff attend the meeting.*

**CARRIED**

**16.2 Recall to Order**

At 3:15 p.m., the meeting was recalled to order with 2 members of the public present.

**16.3 Rise and Report**

The Saturna LTC reported on the appointment of the BOV members: Priscilla Ewbank, Priscilla Zimmerman and Jim Petrie for three years commencing immediately and ending January 1, 2022.

**17. ADJOURNMENT**

**By general consent** the meeting was adjourned at 3:20 p.m.

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Laura Patrick, Chair

Certified Correct:  
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Ruth Daber, Recorder