

ADOPTED

**MINUTES OF THE SATURNA ISLAND
LOCAL TRUST COMMITTEE BUSINESS MEETING
HELD ON THURSDAY, APRIL 12, 2012 AT 12:30 P.M.
AT THE SATURNA ISLAND RECREATION AND CULTURAL CENTRE
104 HARRIS ROAD, SATURNA ISLAND, B.C.**

PRESENT:	Ken Hancock	Chair
	Pamela Janszen	Local Trustee
	Paul Brent	Local Trustee
	Gary Richardson	Island Planner
	Robert Kojima	Regional Planning Manager
	Jenna Foster	Minute Taker

There were sixteen (16) members of the public in attendance at the start of the meeting.

1. CALL TO ORDER

Chair Hancock called the meeting to order at 12:32 p.m.

2. APPROVAL OF AGENDA

2.1 Additions/Deletions

Chair Hancock asked if there were any changes to the agenda.

Trustee Janszen asked to defer Item 3.1 to the next Local Trust Committee (LTC) meeting since Miles Drew, Bylaw Enforcement Coordinator could not attend.

Planner Kojima suggested that Item 3.3, Riparian Areas Regulation move ahead of the Item 3.2, Covenant FB234900 – Amendment.

Chair Hancock requested that Item 9.1, Covenant FB234900 Staff Report be included as part of Item 3.2.

Planner Richardson asked to add a letter from A. Pearson as Item 8.2.

Chair Hancock suggested that Item 12.3, Annual Report be deferred until a draft is finished.

The agenda as amended was approved by consensus.

Trustee Brent asked for feedback on video taping the meeting as a pilot exercise to determine if a reasonable recording could be downloaded to the LTC website.

There was discussion about the rationale for video taping the meeting and potential legal risks.

Chair Hancock recommended that video taping be deferred until the LTC has seen the Salt Spring Island LTC report on their experience.

The LTC asked Planner Richardson to place video taping on the next meeting's agenda.

2.2 Questions from Public on Agenda Items

Janet Land asked why the minutes from the last LTC meeting were not on the website.

Chair Hancock apologized and said the process of approving the minutes took longer than usual.

Beverly Neff commented that the agenda for this meeting was not on the website either.

Planner Richardson said he would look into it.

3. COMMUNITY INFORMATION MEETING

3.1 Bylaw Enforcement Notification Bylaw No. 105

This item was deferred to the next scheduled business meeting.

3.3 Riparian Areas Regulation

Chair Hancock closed the Business Meeting at approximately 12:45 pm to hold the scheduled Community Information Meeting.

- See Notes of Community Information Meeting (CIM) of same date.

3.2 Covenant FB234900 – Amendment (Saturna Island Fire Protection Society ESB2)

- See Notes of CIM of same date.

Chair Hancock reopened the Business Meeting at 1:49 pm and announced a ten minute break.

The business meeting reconvened at 1:59 pm.

Chair Hancock then closed the Business Meeting at 2:01 pm to hold the scheduled Public Hearing.

4. PUBLIC HEARING

4.1 Covenant FB234900 – Amendment (Saturna Island Fire Protection Society ESB2)

- See separate Record of Public Hearing of the same date.

Chair Hancock reopened the Business Meeting at 2:47 pm and announced a five minute break.

The LTC meeting reconvened at 2:52 pm.

5. PREVIOUS MEETINGS

5.1 Adopted Local Trust Committee Minutes

5.1.1 Adopted Minutes of February 18, 2012 Local Trust Committee Business Meeting

Presented for information

5.2 Public Hearing Records and Community Information Meeting Notes

5.2.1 Received Notes of February 18, 2012 Community Information Meeting

Presented for information

5.2.2 Received Notes of February 25, 2012 Community Information Meeting

Presented for information

5.3 Section 26 Resolutions-without-meeting

Chair Hancock gave a brief explanation.

5.4 Advisory Planning Commission

The next meeting of the Advisory Planning Commission (APC) will be held on April 16, 2012.

6. BUSINESS ARISING FROM THE MINUTES

6.1 Follow-up Action Report

Planner Richardson gave a brief verbal report and noted that item 10, would be on the next LTC meeting agenda.

7. DELEGATIONS

None

8. CORRESPONDENCE

8.1 A. Johnson letter dated April 2, 2012 re: Request for Temporary Use Permit

Planner Richardson summarized the letter requesting a temporary use permit at 109 East Point Road, to operate a mobile food vehicle, adding that the permit is comparable to a trial rezoning for up to 6 years before a formal rezoning process. He explained that the next step was for Aleah Johnson to complete the application and pay the fee.

Trustee Janszen inquired about the time line and if it was possible to complete the process before May 1, 2012.

Planner Richardson responded that there were some requirements to meet and it may involve a special meeting of the LTC before the next scheduled meeting.

Chair Hancock asked that Planner Richardson inform the LTC when the application has reached a stage where a motion is required.

8.2 A. Pearson letter dated April 10, 2012 re: Request for Temporary Use Permit by Aleah Johnson

This letter of support was received and will become part of Aleah Johnson's application.

9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

9.2 SA-RZ-2012.1 (Yardley)

Planner Richardson summarized the preliminary staff report and the applicant's proposal to rezone a 3.62 hectare waterfront property, to allow for a subdivision creating four strata lots. He also noted that the applicant and one of the property owners were present to answer questions.

There was discussion about the suggested options in the report.

Chair Hancock invited comments from Jonathan Yardley, Architect Inc. and Dwight Peretz.

Jonathan Yardley gave some history about the three families who have owned the property for forty-two years. He explained that the rezoning would allow for easier administration of the property and make it feasible for upcoming generations in the family to afford the property.

Allan Peretz confirmed that 4 strata lots would be the preferred outcome.

There was discussion regarding the pros and cons of 3 or 4 lots.

Trustee Brent questioned if it was possible to do a 4 lot draft and bring it to the community for consultation.

Resolution SA-LTC-21-12

It was Moved and Seconded that the Saturna Island Local Trust Committee request staff to arrange a community information meeting to obtain community comment on amending the density provisions of the Official Community Plan to allow for 4 lots on the subjects property, SA-RZ-2012.1(Yardley).

CARRIED
Chair Hancock
Opposed

9.1 Covenant FB234900 – Amendment (Saturna Island Fire Protection Society ESB2)

Trustee Brent recused himself from the meeting citing a potential conflict of interest.

Trustee Janszen wondered if the Fire Protection Society could plant a buffer that the neighbours would be satisfied with. She asked if no trees were planted at the back of the property would the covenant have to be amended.

Chair Hancock stated that he did not support amending the covenant when it was so close to being met.

Resolution SA-LTC-22-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to go back and work with the Saturna Island Fire Protection Society and the three adjacent neighbours to produce a plan that finishes the side lot line screening to the satisfaction of the Local Trust Committee.

CARRIED

Trustee Brent rejoined the meeting.

9.3 Referral of Proposed North Pender Bylaw No. 190, Land Use Bylaw Amendment No. 1, 2012

Chair Hancock summarized the information and commented that there was very little cross germination between trust committees and Bylaw No. 190 referral is a good opportunity to do this.

Resolution SA-LTC-23-12

It was Moved and Seconded that the Saturna Island Local Trust Committee's interests are unaffected by the North Pender Island Land Use Bylaw 190.

CARRIED

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Community Parkland Zoning

Planner Richardson reviewed the staff report.

Resolution SA-LTC-24-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to prepare draft bylaws that would amend the Official Community Plan and the Land Use Bylaw to designate and zone Capital Regional District parkland and provide for appropriate policies and regulations.

CARRIED

10.2 Saturna Island Advisory Planning Commission Amendment Bylaw No. 106, Amendment No. 1, 2012

- Note that Bylaw No. 106 is amending the Saturna Island Local Trust Committee Advisory Planning Commission Bylaw, 2005 as follows:
 - a. Section 2 - **Appointment of Members**, Subsection (a), is amended by changing "eight" members to "seven" members.

Resolution SA-LTC-25-12

It was Moved and Seconded that the Saturna Island Local Trust Committee Bylaw No. 106 cited as "Saturna Island Local Trust Committee Advisory Planning Commission Bylaw 2005, Amendment No. 1, 2012", be given First Reading.

CARRIED

Resolution SA-LTC-26-12

It was Moved and Seconded that the Saturna Island Local Trust Committee Bylaw No. 106 cited as "Saturna Island Local Trust Committee Advisory Planning Commission Bylaw 2005, Amendment No. 1, 2012", be given Second Reading.

CARRIED

Resolution SA-LTC-27-12

It was Moved and Seconded that the Saturna Island Local Trust Committee Bylaw No. 106 cited as “Saturna Island Local Trust Committee Advisory Planning Commission Bylaw 2005, Amendment No. 1, 2012”, be given Third Reading.

CARRIED

Resolution SA-LTC-28-12

It was Moved and Seconded that the Saturna Island Local Trust Committee Bylaw No. 106 cited as “Saturna Island Local Trust Committee Advisory Planning Commission Bylaw 2005, Amendment No. 1, 2012”, be referred to the Islands Trust Executive Committee for approval.

CARRIED

11. REPORTS

11.1 Work Program Reports

11.1.1 Saturna Island Local Trust Committee Work Program Report dated April, 2012

Presented for information, no changes were suggested.

11.2 Applications Report

11.2.1 Saturna Island Applications Report dated February, 2012

Planner Richardson reviewed the report.

11.3 Expense/Budget Reports

11.3.1 Trustee and Local Expenses

Presented for information and Trustee Brent agreed to be the Saturna Island LTC budget representative.

11.4 Bylaw Enforcement Report

11.4.1 Mayne Island Draft Bylaw No. 105 – Enforcement Notification Bylaw

This item will be discussed further at the next scheduled business meeting.

11.5 Policies and Standing Resolutions Report

Presented for information.

11.6 Saturna Island LTC Web Page

Chair Hancock said it looked up to date.

Trustee Brent asked when the new website would be up.

Planner Kojima responded that there was no time line and currently all staff are going through training.

11.7 Chair's Report

Chair Hancock announced that he would be attending the Association of Vancouver Island Coastal Communities (AVICC) annual meeting where Islands Trust is giving a presentation on Oil Spill Preparedness and promoting and enlisting support for a program to deal with derelict vessels.

11.8 Trustee Report

Trustees Janszen and Brent had nothing to report.

Chair Hancock turned the meeting over to the direction of the Trustees at 3:53 pm, so the planners and he could catch the ferry.

12. OTHER BUSINESS

12.1 Next Business Meeting

Scheduled for June 21, 2012, 12:30 pm, at the Saturna Island Community Hall.

12.2 A Strategic Approach to Islands Trust Communications

This is a standing item.

12.3 Annual Report

This item was deferred to the next meeting.

13. TOWN HALL MEETING

None

14. ADJOURNMENT

Trustee Janszen adjourned the meeting at 3:58 pm.

RECORDER

CHAIR