

**MINUTES OF THE SATURNA ISLAND
LOCAL TRUST COMMITTEE BUSINESS MEETING
HELD ON THURSDAY, JUNE 21, 2012 AT 12:30 P.M.
AT THE SATURNA ISLAND COMMUNITY HALL
105 EAST POINT 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 approximately fifty-five (55) members of the public in attendance at the start of the meeting.

1. CALL TO ORDER

Chair Hancock called the meeting to order at 12:30 p.m. He acknowledged that the meeting was being held in the traditional territory of the Coast Salish people. Chair Hancock introduced the Local Trust Committee (LTC) members and welcomed everyone.

2. APPROVAL OF AGENDA

2.1 Additions/Deletions

Chair Hancock asked if there were any changes to the agenda; the following changes were made by:

- adding item 9.4: SA-RZ-2012.1 (Yardley)
- adding item 6.2: Covenant FB234900-Amendment (Saturna Island Fire Protection Society ESB2) follow-up
- moving item 3: Community Information Meeting after item 6: Business Arising From The Minutes
- moving item 9.1: SA-TUP-2012.1 (Johnson) Staff Report after item 5: Previous Meetings

The agenda as amended was approved by consensus.

2.2 Questions from Public on Agenda Items

Linda Cunningham asked about the size and location of the property for subdivision.

Planner Richardson replied that the property was about 9 acres in size and the owners want to subdivide into four strata lots. He added that there would be a discussion later under agenda item 3, Community Information Meeting (CIM).

John Money asked about Draft Bylaw No. 105.

Chair Hancock confirmed that it was on the agenda under item 3, Community Information Meeting.

John Money asked if there would be more discussion about the Temporary Use Permit SA-TUP-2012.1 (Johnson) because he wondered why the staff recommendation was to issue the TUP for only six months when a three year permit was the focus of the Community Information Meeting on June 11, 2012.

Chair Hancock replied that no further discussion was planned.

Planner Richardson explained that the staff report recommendations for a six month TUP were based on concerns about parking, which could be reassessed after the first six months. He added that it would be up to the Local Trust Committee to decide.

Chair Hancock noted that since the CIM more emails had been received from community members. He commented that the TUP could vary the requirements in the Land Use Bylaw, which is also a key part of the decision.

Allan Sewell asked if staff considered that six months is not a viable time frame for a new business economically.

Planner Richardson replied that the permit could be renewed in six months for a nominal fee.

Ted Syverson asked if any of the LTC members would invest in a six month business operation.

Planner Kojima explained that the first six months of the application is when you see if there are any issues and then you can make conditions to deal with them when the permit is renewed.

Sue Syverson questioned whether the original cost for the application of \$1100.00 and then the renewal fee of \$200.00 dollars was fair and equitable for a new business.

Ian Rowe commented that the business idea was novel and there could be some unforeseen issues that come up in the first six months but he did not support a renewal fee.

Allan De Joseph asked if the renewal could be up to three years after the first six months.

Planner Richardson said yes.
Chair Hancock invited Miles Drew, Bylaw Enforcement Coordinator to comment.

Miles Drew suggested that if there were no problems with the TUP then one of the options would be to rezone the property. The owners would apply for rezoning.

Bev Lowsley questioned if a three year permit could include a six month review.

Planner Richardson said no.

John Hutchinson stated that a six month permit discourages entrepreneurial spirit and asked the LTC to consider a longer time frame.

Andrew Money commented that the application was for three years and it will take that long to payback the capital investments.

Joe Harris added that similar types of business on the island do not have the required parking allotment.

Chair Hancock clarified that Planner Richardson's job is to give advice, provide options and bring it to the LTC.

Carol Money referred to the recently held Community Information Meeting which was attended by over sixty community members and only one expressed a concern about parking. She encouraged the LTC to approve the three year TUP because of all the support for the business which will add economic vibrancy to the community.

John Money added that the busy tourist season on Saturna has already started and getting the TUP today is timely.

Chair Hancock suggested the LTC move forward on the agenda due to time constraints.

3. COMMUNITY INFORMATION MEETING

This item will be addressed after item 6.

4. PUBLIC HEARING

None

5. PREVIOUS MEETINGS

5.1 Adopted Local Trust Committee Minutes

5.1.1 Adopted Minutes of April 12, 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 April 12, 2012 Community Information Meeting

Presented for information

5.2.2 Received Record of April 12, 2012 Public Hearing

Presented for information

5.3 Section 26 Resolutions-without-meeting

Presented for information

5.4 Advisory Planning Commission

5.4.1 Draft Minutes of April 16, 2012 Advisory Planning Commission Meeting

Presented for information

9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

9.1 SA-TUP-2012.1 (Johnson) Staff Report

Planner Richardson distributed a copy of the minutes from the Special LTC Meeting held on June 11, 2012, to LTC members.

Two changes were noted by;

- adding “/ Recorder after Planner Richardson in the PRESENT section on page 1
- changing the last sentence on page 3, to read: Trustee “Brent” adjourned the meeting at 2:45 p.m.

Resolution SA-LTC-29-12

It was Moved and Seconded that Saturna Island Local Trust Committee Special Meeting Minutes of June 11, 2012, as amended be Adopted.

CARRIED

Planner Richardson reviewed the staff report and recommendations.

Trustee Brent suggested a change to the first recommendation from three to six months due to the seasonal nature of the business.

Resolution SA-LTC-30-12

It was Moved and Seconded that Saturna Island Local Trust Committee Temporary Use Permit application SA-TUP-2012.1 (Johnson) be amended by adding condition g) that the bus and associated structures be removed if the use is discontinued for six months or if the permit expires.

CARRIED

Resolution SA-LTC-31-12

It was Moved and Seconded that Saturna Island Local Trust Committee Temporary Use Permit application SA-TUP-2012.1 (Johnson) be issued for a period of three years.

CARRIED

Trustee Brent commented that Planner Richardson has been very supportive of the application throughout the process.

Chair Hancock reminded everyone if there is an issue with parking it cannot be dealt with until the end of the three year permit.

6. BUSINESS ARISING FROM THE MINUTES

6.1 Follow-up Action Report

Planner Richardson reviewed the report stating that most of the items are being addressed within the current meeting.

6.2 Covenant FB234900-Amendment (Saturna Island Fire Protection Society ESB2) Follow-up

Planner Richardson gave a verbal report concluding that at this point the the neighbors appear satisfied and he would recommend proceeding with the amendment of the covenant.

Chair Hancock asked if the landscaping plan goes to the back of the property.

Trustee Janszen asked if the covenant had to be amended or could they say it had been complied with.

Planner Richardson said it would have to be amended.

Trustee Janszen confirmed that the property owners are done discussing this; she added that the last resolution stated that the side lot screening needed to be finished to the satisfaction of the neighbors and LTC.

Chair Hancock said that the latest version of the site plan did not meet the requirement outlined in the previous motion to complete the side lot line screening and it was disconcerting that a fire department did not follow the original covenant and amending was not desirable because it did not maintain credibility with the community to uphold a covenant.

Trustee Janszen said she did not oppose amending the covenant.

Chair Hancock asked to defer this item to the next business meeting as he would like time to visit the site and to consider all the information.

Chair Hancock asked staff to prepare a full package with all relevant information for the next business meeting with lots of copies for the public.

3. COMMUNITY INFORMATION MEETING

3.1 Bylaw Enforcement Notification Bylaw No. 105

Chair Hancock closed the Business Meeting at approximately 2:00 p.m. to hold the scheduled Community Information Meeting.

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

3.2 SA-RZ-2012.1 (Yardley)

- See Notes of CIM of same date.

Chair Hancock reopened the Business Meeting at 2:40 p.m. and announced a ten minute break.

The Business Meeting reconvened at 2:50 p.m.

7. DELEGATIONS

None

8. CORRESPONDENCE

8.1 C. Money email dated May 9, 2012 re: Response to Pam and Bylaw No. 105

This correspondence was received.

9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS – continued

9.2 Referral of Proposed North Pender Bylaw No. 191

Planner Kojima reviewed the proposed bylaw.

Resolution SA-LTC-32-12

It was Moved and Seconded that Saturna Island Local Trust Committee recommend approval of Proposed North Pender Bylaw No. 191.

CARRIED

9.3 Referral of Proposed Mayne Island Bylaw No. 157

Resolution SA-LTC-33-12

It was Moved and Seconded that Saturna Island Local Trust Committee recommend approval of Proposed Mayne Island Bylaw No. 157.

CARRIED

9.4 SA-RZ-2012.1 (Yardley)

Trustee Janszen wondered if the owners would consider a three lot development or did they want the four lots.

Trustee Brent said he wanted to defer the decision.
Chair Hancock thought he heard some reluctance in the community to remove the density cap contained in the Official Community Plan. He suggested a staff report for the next business meeting providing more options and in more detail.

There was more discussion about potential options.

Resolution SA-LTC-34-12

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to prepare a report outlining a variety of options that may be available and pertinent to SA-RZ-2012.1 (Yardley).

CARRIED

10. LOCAL TRUST COMMITTEE PROJECTS

10.1 Community Parkland Zoning

Planner Richardson reviewed the staff report and referred to the draft bylaws on page 72 of the agenda package.

There was some discussion about the amendments and the significance of recognizing the actual use of the properties.

Resolution SA-LTC-35-12

It was Moved and Seconded that Saturna Island Local Trust Committee Draft Bylaw 107, cited as "Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No.1, 2012", be given First Reading.

CARRIED

Resolution SA-LTC-36-12

It was Moved and Seconded that the Saturna Island Local Trust Committee Draft Bylaw 108, cited as "Saturna Island Land Use Bylaw 78, 2002, Amendment No. 1, 2012", be given First Reading.

CARRIED

Resolution SA-LTC-37-12

It was Moved and Seconded that Saturna Island Local Trust Committee direct staff to arrange a Public Hearing for Draft Bylaws 107 and 108.

CARRIED

Resolution SA-LTC-38-12

It was Moved and Seconded that Saturna Island Local Trust Committee direct staff to refer Proposed Bylaws 107 and 108 to the Saturna Island Advisory Planning Commission for comment.

CARRIED

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

Resolution SA-LTC-39-12

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

CARRIED

10.3 Riparian Areas Regulation

Planner Kojima reviewed the staff report and the options for proceeding forward.

Resolution SA-LTC-40-12

It was Moved and Seconded that the Saturna Island Local Trust Committee request staff to report back with a Draft Official Community Plan Bylaw that would amend the Lyall Creek Development Permit Area to extend the Development Permit Area designation to Riparian Assessment Areas identified in the revised mapping provided by Madrone Environmental and to amend the provisions to minimally meet the Riparian Areas Regulation for the whole Development Permit Area.

CARRIED

11. REPORTS

11.1 Work Program Reports

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

Planner Richardson reviewed the priorities list. He stated that item No. 1 - Community Parkland Zoning, will be referred to the Saturna Island Advisory Planning Commission and the staff report on item No. 3 - Ocean Loop Geo-Exchange, will be ready for the next LTC business meeting.

11.2 Applications Report

11.2.1 Saturna Island Applications Report dated June, 2012

Planner Richardson noted that there are two new applications.

11.3 Expense/Budget Reports

11.3.1 Trustee and Local Expenses

It was noted that there is a LTC expense of approximately \$700.00, still to come off.

11.4 Bylaw Enforcement

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

There was some discussion about the options available to the LTC.

Resolution SA-LTC-41-12

It was Moved and Seconded that Saturna Island Local Trust Committee defer consideration of the Saturna Island Draft Bylaw No. 105 – Enforcement Notification Bylaw until the Local Trust Committee has opportunity to review the Saturna Island Land Use Bylaw No. 78.

CARRIED

Resolution SA-LTC-42-12

It was Moved and Seconded that Saturna Island Local Trust Committee add a targeted review of Land Use Bylaw No. 78 with respect to the future application of the Draft Bylaw No. 105 – Enforcement Notification Bylaw to the Projects list.

CARRIED

11.5 Policies and Standing Resolutions Report

Presented for information.

11.6 Saturna Island LTC Web Page

Chair Hancock suggested that the webpage be updated before the next LTC meeting.

It was also suggested that a note on the website would be useful when there is a referral to the Advisory Planning Commission so community members are aware.

11.7 Chair's Report

Chair Hancock reported the Islands Trust planning meeting was very successful. He added that the First Nations offered a compelling presentation to the council including the historical context of their relationship to the islands. He said that Pender Island plans to make electric vehicles legal on their roads. Lastly, there was a council motion pertinent to the advocacy of oil spills because of an increase of tankers.

11.8 Trustee Report

Trustee Brent commented that he was very impressed with the community involvement on Saturna relating to Proposed Bylaw 105 and the Temporary Use Permit application. He also thanked Aleah Johnson for her presence at meetings.

Trustee Janszen added that she will be attending her first Gulf Islands National Park Reserve Advisory Board meeting next week.

12. NEW BUSINESS

12.1 Next Business Meeting scheduled for 12:30 p.m., September 6, 2012, Saturna Island Recreation Centre, Lounge

12.2 Video Taping Meetings

Chair Hancock stated that the current update from Salt Spring Island LTC regarding videotaping is that they have decided to go with sound recording only. He added that the policy leaves it up to the Chair and his only concern is, not to deter participation.

Trustee Brent said he is okay to leave it for now.

13. TOWN HALL MEETING

Chair Hancock opened the Town Hall meeting for comments and questions.

John Money expressed his disappointment that no decision was made about the covenant.

Allan Sewell agreed that the only people who were concerned were the neighbours and if they were happy it should be amended.

John Hutchinson thanked Trustee Janszen for her work on the covenant issue.

John Money thanked both Trustees and Chair Hancock.

Aleah Johnson thanked the Trustees and Planner Richardson.

14. MOTION TO CLOSE MEETING

Resolution SA-LTC-43-2012

It was Moved and Seconded that, pursuant to Section 90(a) of the Community Charter, the Saturna Island Local Trust Committee resolves to close the meeting to the public for the purpose of considering Board of Variance appointments; and further that staff and Recording Secretary Jenna Foster remain present.

CARRIED

15. RECALL TO ORDER

Resolution SA-LTC-47-2012

It was Moved and Seconded that the Saturna Island Local Trust Committee meeting be re-opened to the public at 3:55 p.m.

CARRIED

15.1 Rise and Report from Closed Meeting

Chair Hancock reported that the In Camera Minutes of February 9, 2012 have been adopted.

Chair Hancock reported that Jim Petrie, James White and Priscilla Zimmerman have been appointed to the Board of Variance for a three year term.

16. ADJOURNMENT

Chair Hancock adjourned the meeting at 3:56 p.m.

RECORDER

CHAIR