



ADOPTED

Saturna Island Local Trust Committee Minutes of a Regular Meeting

Date: February 19, 2015
Location: Saturna Recreation and Cultural Centre
104 Harris Road, Saturna Island, BC

Members Present: Laura Busheikin, Alternate Chair
Paul Brent, Trustee
Lee Middleton, Trustee

Staff Present: Robert Kojima, Regional Planning Manager
Gary Richardson, Island Planner
Lori Foster, Recorder

Media and Others Present: There were approximately 35 members of the public present

Regrets: George Grams, Chair

1. CALL TO ORDER

Alternate Chair Busheikin called the meeting to order at 12:30 pm. She introduced herself, the trustees, and staff members present. She acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. TOWN HALL AND QUESTIONS

Alternate Chair Busheikin stated that she supports respectful and engaged conversations. She welcomed newcomers.

Morgan Yates commended Recording Secretary, Bev Lowsley for her thorough and complete minutes of the January 31, 2015 meeting.

Priscilla Ewbank seconded Mr. Yates' commendation asking the Local Trust Committee to summarize the community information meeting notes of January 31, 2015 for the benefit of those present at today's meeting. She inquired about the Advisory Planning Commission (APC) membership positions which had recently expired.

Trustee Middleton said the January 31 Special Meeting was held to generate community input with regards to Work Program priorities and identifying community needs.

Trustee Brent commented that he would be summarizing the meeting for the Scribbler article.

Regional Planning Manager (RPM) Kojima addressed the question about APC memberships noting that 3 memberships were now expired.

Trustee Brent commented that the LTC would be inviting those, whose memberships were now expired, the opportunity to renew.

Janet Land echoed the previous comments on Bev Lowsley's recording of the minutes. She asked that public submissions received at meetings be posted to the Saturna Local Trust Committee website and for public hearing binders to be posted as well.

Regional Planning Manager (RPM) Kojima responded that correspondence regarding applications and projects is found in agendas attached to staff reports and that posting of public submissions has been discretionary in the past, moving forward there would be more postings after a vetting process including removing personal information.

Carol Vogt asked about the tabled bylaws (CADR, Secondary Suites, STVR's), that it was unclear from the January 31st meeting what was happening with them and asked for clarification about the monies that were spent on the bylaws in the last budget.

RPM Kojima clarified the fiscal year starts in April and that cumulative amounts are reported.

Alternate Chair Busheikin commented that requests for project budgets are planned in advance.

Charles Reif noted that some funds had been spent and asked if the unspent monies were allocated elsewhere.

There was comment from staff and trustees that public hearings had been held for the bylaws which accounted for advertising costs, hall rentals, and staffing wages.

Priscilla Ewbank spoke about shipping in Plumper Sound and the unloading of barged gypsum. She noted that this happened at night and the unloading created undue noise and dust. She commended Canadian Shipping Lines (CSL) for meeting with trustees noting MP Elizabeth May was also present.

Trustee Brent noted that Pender Trustees had attended the meeting.

4. COMMUNITY INFORMATION MEETING

None

5. PUBLIC HEARING

None

6. MINUTES

6.1. Local Trust Committee Adopted Minutes Dated September 18, 2014

For Information

6.1.1. Local Trust Committee Received CIM Notes Dated September 18, 2014

For Information

6.1.2. Local Trust Committee Draft Minutes Dated January 31, 2015

SA-2015-002

It was Moved and Seconded that the Saturna Island Local Trust Committee minutes of January 31, 2015 as presented, be Adopted.

CARRIED

6.2. Section 26 Resolutions-without-meeting Report Dated February 2015

Presented for information

6.3. Advisory Planning Commission Minutes

None

7. BUSINESS ARISING FROM THE MINUTES

7.1. Follow-up Action List Dated February 2015

Planner Richardson presented the Follow-up Action List, all items had been completed.

8. DELEGATIONS

None

9. CORRESPONDENCE

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

9.1. Email Dated August 1, 2014 from Pat Lapcevic (FLNR) re BLs No. 112, 113, 114 & 115

By general consent the email dated August 1, 2014 from Pat Lapcevic was received.

10. APPLICATIONS AND REFERRALS

10.1. SA-DVP-2014.1 (Gilmore)

Planner Richardson reviewed the staff report dated February 12, 2015 and noted the following:

- as required, notification had been hand delivered to surrounding neighbours, two written submissions were received opposing the application,
- staff comments included no clear hardship for the applicant and recommended not to approve the application as presented,
- staff could work with the applicant to bring the present construction into compliance.

Trustee Brent asked if the applicant would like to speak.

Darrin Gilmore, applicant, stated a number of points including the following:

- that part of the increase in square foot size would include rainwater storage,
- the building was not visible from the road,
- consulted with neighbour, received email stating approval,
- construction would maintain rural character,
- modifications would take 10 man-hours and ruin the esthetics and utility of the building,
- in response to the opposing opinion of one neighbour, the building would not be used commercially,
- the sewerage system was verified by Victoria Island Health Authority.

There was discussion amongst the LTC and staff regarding the following:

- enclosed vs unenclosed bays,
- point of order regarding a motion that was not seconded and ensuing discussion,
- amending the permit to comply with the Land Use Bylaw by enclosing only 2/3rds of the bays but retaining the roof line,
- creating expectation if variance approved.

SA-2015-003

It was Moved and Seconded that the Saturna Island Local Trust Committee approve development variance permit SA-DVP-2014.1.

DEFEATED

Trustee Brent apologized to the applicant about not being clear about the bylaw.

Planner Richardson will follow-up with the applicant.

10.1.1. Email Dated February 4, 2015 re Gilmore Property

Attached for information

10.1.2. Email Dated February 7, 2015 from F Ernst re Variance on Tumbo Channel Rd

Attached for information

10.2. SA-DP-2015.1 (Farrow)

Planner Richardson presented and summarized the staff report dated February 11, 2015 commenting that the subject property was one large lot known as Old Point Farm, the property was located in a Bluff Development Permit Area and that the applicant had done due diligence as requested by staff for the new driveway.

Priscilla Ewbank asked to see consultants report and pictures.

Planner Richardson read from consultant's report. Long-term impacts would be minimal, that mitigation measures by the applicant would balance out construction impacts. If the permit is approved, staff would follow-up and monitor the development.

Alternate Chair Busheikin asked for questions, there were none.

Trustee Brent invited the applicant to speak.

James Farrow, the applicant, noted that the drive was frightening to friends who had to use it to.

SA-2015-004

It was Moved and Seconded that the Saturna Island Local Trust Committee issue Development Permit SA-DP-2015.1 (Farrow) as drafted.

CARRIED

Trustee Brent commented that the Local Trust Committee (LTC) relies on professional reports such as the biologists report when making informed decisions.

Trustee Middleton said the applicant did a commendable job providing all the information required of him.

11. LOCAL TRUST COMMITTEE PROJECTS

11.1. Work Program Review

Planner Richardson reviewed the staff report dated February 3, 2015 highlighting the top three priorities from the previous term and the current status of each. At the last community information meeting, September 8, 2014 time ran out and all priorities, Community Amenity Density Reserve, Short Term Vacation Rentals, and Secondary Suite Review were tabled.

Planner Richardson addressed the Projects List, and reviewed those endorsed by the LTC in the previous term. He spoke on project charters, process, and budget suggesting that three projects of this size at once might be a bit ambitious. Further reviewing his report, he stated the following suggestions as some possibilities for Work Program Priorities:

- possible Land Use Bylaw (LUB) review regarding Bylaw Enforcement Notice (BEN),

- sensitive ecosystem mapping,
- hazard area, raptor nest, and trails mapping,
- Official Community Plan amendments,
- campgrounds review,
- climate change and adaptation,
- waste transfer projects.

Trustee Brent said the LTC should proceed slowly with a more fulsome discussion at the March business meeting. From the previous top priorities, (CADR, STVR's and Secondary Suites) he suggested putting one back on the list but regarding CADR, which was very complex, either table it, fix it, or drop it.

Trustee Middleton spoke to a disconnect with the current mapping and would like to see an integration of what is available. He commented on secondary suites and affordable housing that water supply is crucial with these projects noting the Lyall Harbour and Boot Cover water systems.

The LTC and staff further discussed the following points:

- moving forward slowly with wider public consultation,
- approach zoning and updating applications with caution as zones have shifted,
- not make any formal decisions today,
- special meetings were respectful of people's schedules,
- staff to work on mapping and secondary suites projects.

SA-2015-005

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to provide an update and backgrounder on secondary suites and research secondary suite initiatives in the context of seniors and affordable housing.

CARRIED

SA-2015-006

It was Moved and Seconded that the Saturna Island Local Trust Committee Schedule a Special Meeting for Saturday, March 21, 2015 at 9:00 am to review its Work Program and Top Priorities.

CARRIED

SA-2015-007

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to create a report that outlines mapping and data that is currently available but not reflected in the Official Community Plan.

CARRIED

12. REPORTS

12.1. Work Program Reports

12.1.1. Top Priorities Report Dated February 2015

SA-2015-008

It was Moved and Seconded that the Saturna Island Local Trust Committee remove from its Top Priority List, No 1. Community Amenity Density Reserve, No 2. Short Term Vacation Rental Review, and add Mapping Review.

CARRIED

12.1.2. Projects List Report Dated February 2015

Discussed under item 11.1

12.2. Applications Report Dated February 2015

Planner Richardson reviewed the applications report referencing the LTC decisions on items 10.1 and 10.2 made today.

12.3. Trustee and Local Expense Report Dated January 2015

Regional Planning Manager (RPM) Kojima presented the report. It was noted that Driftwood Newspaper advertising charges constituted a large portion of projects cost.

Trustee Brent commented the report was in good shape.

12.4. Adopted Policies and Standing Resolutions

Presented for information

12.5. Local Trust Committee Webpage

The Saturna Island Local Trust Committee webpage can be found at:
www.islandstrust.bc.ca/islands/local-trust-areas/saturna

12.6. Chair's Report

Alternate Chair Busheikin spoke of her attendance at the recent Executive Committee meetings and the anticipated Trust Council meetings being held on Gabriola, March 10-12, with accommodation at The Haven. She is looking forward to more training in all matters Executive including best practices and First Nation consultation. At the upcoming Trust Council, the budget is on the agenda to be adopted for the fiscal year and noted the passionate discussions recently experienced at the Financial Planning Committee meeting regarding allocation of funds. She said Chief John Wesley of the Snuneymuxw First Nation will be in attendance. Alternate Chair Busheikin concluded her report mentioning a meeting with Islands Trust and Ministry of Transportation and Infrastructure regarding bridge feasibility between Gabriola and Nanaimo via Mudge Island.

12.7. Trustee Report

Trustee Brent spoke of his attendance at the recent Financial Planning Committee meeting and a report to Trust Council (TC) to increase the budget by 11.2 %. He also noted the consideration of a new staffing position, First Nation's Consultant/Liaison which, if filled, would increase staffing costs.

Trustee Middleton acknowledged Trustee Brent for his mentoring of newer trustees and noted that Saturna trustees sit on three Council Committees: Financial Planning, Trust Programs, and Local Planning the latter voting Trustee Brent as Chair. Trustee Middleton also thanked Trustee Brent for bringing his expertise to the Financial Planning Committee. At its inaugural meeting of the term, the Local Planning Committee reviewed the completion of the eel grass mapping survey and an update was received on the Green Shores project. He noted that Islands Trust zoning of foreshore use was being reviewed. Trustee Middleton concluded his report by thanking the public for their participation in community process.

12.8. Electoral Area Director's Report

Regional Planning Manager (RPM) Kojima commented that this was a new standing agenda item and when the Southern Gulf Islands Area Director is present, a report will be received.

12.9. Trust Fund Board Report

RPM Kojima said, when present, Trust Fund Manager Jennifer Eliason will review reports.

12.9.1. TFB Report to the LTC - January 2015

For information

12.9.2. Eelgrass Mapping - Memo, Final Report & Map

For information

12.10. Bylaw Enforcement Report

Regional Planning Manager Kojima reviewed the Bylaw Enforcement staff report dated February 2, 2015 noting Bylaw Enforcement Manager Drew's recommendations regarding resolution SA-2014-046, using instrumentation for research purposes.

By general consent this item would be flagged as part of a technical amendment in the Land Use Bylaw.

13. NEW BUSINESS

13.1. Advisory Planning Commission (APC) Membership

There was discussion regarding advertising for new members or extending an invitation, if they wish to be reappointed, to those whose memberships have expired.

SA-2015-009

It was Moved and Seconded that the Saturna Island Local Trust Committee direct staff to contact those who's Advisory Planning Commission membership had expired and find out if they would be interested in being reappointed to the Saturna Island Advisory Planning Commission.

CARRIED

13.2. Special Local Trust Committee Meetings re LTC Work plan

Discussed under item 11.1 and resolution SA-2015-006.

14. UPCOMING MEETINGS

14.1. Next Regular Meeting Scheduled for April 23, 2015, 12:30 pm, at the Community Hall

Note the Special Meeting scheduled for March 21, 2015. See resolution SA-2015-006.

15. TOWN HALL

John Hutchinson asked if he heard correctly, regarding Trustee Brent's report about an 11.2% budget increase.

Trustee Brent replied that yes, proposed for the fiscal year and that 70% of the 11% mentioned is allocated for staff increases and costs. There is no proposal for a tax increase and commented on a statutory regulation to carry 20% surplus. All this will be discussed at Trust Council.

Charles Reif questioned if the minutes of the January meeting would be posted on the website before to the next meeting.

Trustee Brent said we will push staff.

Priscilla Ewbank commented on the pursuit of advocacy work by the Islands Trust that no one is doing this type of work, to preserve and protect. She noted the Department of Fisheries and Oceans has over 400 applications for development. She thanked trustees for their conduct at the Canadian Shipping Lines meeting. Commenting on development permit applications and the history of Old Point Farm, she said the approval of the application at this meeting will result in the destruction and devastation of this bluff area, that this is was an insane place to build a driveway. She was appalled that this permit was approved.

Janet Land agreed with the previous speaker's points regarding the development permit approval. She likes the new town hall format and the community information meetings

between regular business meetings. She called for minutes to be available right away and more communication between meetings.

Trustee Brent responded, acknowledging the frustration of the previous speaker regarding minutes and agendas. He spoke to the approval of the development permit saying decisions are guided by law and the reference of professional reports.

RPM Kojima spoke to the differences between a development permit and a development variance permit.

Janet Land commented on development permit notification processes and receiving information right after meetings. She said mail out newsletters were useful and wants better communication.

There was discussion regarding newsletters, cost of mail outs, trustee initiative and workload.

Al Sewell objected to the Advisory Planning Commission reappointment process previously passed in this meeting and wants to see advertising for new members rather than just reappointments. Land use planning relies on statistics and he wants to see a complete list of occupied and vacant houses created, to determine a base line in keeping with *Local Government Act* requirements.

Bill Douglass noted the website is current and up-to-date. He addressed the Trails Map review being complete but not adopted.

There was discussion regarding adopting then reviewing the Trail Maps, the public hearing process involved in the review, mapping review now added to the Project List.

John Hutchinson suggested that a trustee publication be created or meetings be scheduled around the Scribbler publication date.

Morgan Yates thanked the Local Trust Committee for town halls at the beginning and end of each meeting and the Gilmores for being present during the application review process.

Priscila Ewbank added comment about the cut and fill process to the bluff area pertaining to SA-DP-2015.1 and spoke about conservation regarding increased density naming Boot Cove and raptor nesting areas. She reiterated that development permit areas are not effective because density trade does not protect the development permit area, that this is not the right tool to protect this land.

There was discussion regarding density trade, development permit areas, protection of the land, land swap, requirements met for development permit approval, decisions made by previous councils.

Bettianne Hayward said she is listening but hears a disconnect regarding density and affordable housing. She commented on the cost of living, young peoples' affordable housing, the closing of the lodge and seniors housing. She does not want to live in a senior's housing project; she would like to see funding for people who want to improve

their homes and home development. People need information but people are not involved.

Neysa Wiens asked that the community correspondence regarding the past bylaws be posted to the website and now that secondary suites and affordable housing is a priority she would also like to see the results of the community survey also posted to the website.

Trustee Brent said that past correspondence regarding bylaws 114 and 115 has been scanned.

Morgan Yates commented on the evolution of bylaws.

Priscilla Ewbank said we gave away density.

Trustee Brent commented on process regarding density and development permit areas (DPA).

Bill Douglass said DPA bluffs should be part of Official Community Plan review, to protect bluffs for raptors and falcons.

Dawn Wood spoke about the Old Point Farm regarding density trade and 14 houses/cottages on a strata and cottage lot beyond 1000 sq. feet. She said mistakes were made in the past when covenants were not registered on Winter Cove that protection thought to be in place, was not.

Trustee Brent responded that covenants were in place.

Dawn Wood said the registration of the Trail Maps fell through the cracks with Islands Trust.

16. CLOSED MEETING

None

17. ADJOURNMENT

Alternate Chair Busheikin thanked the public for the respectful and helpful discussion.

By general consent the meeting was adjourned at 3:19 pm.

Laura Busheikin, Alternate Chair

Certified Correct:

Lori Foster, Recorder