



Salt Spring Island Local Trust Committee Minutes of Regular Meeting

Date: Thursday, May 5, 2016
Location: Lions Club, Hart Bradley Memorial Hall
103 Bonnet Avenue, Salt Spring Island, BC

Members Present: Peter Luckham, Chair
Peter Grove, Local Trustee
George Grams, Local Trustee

Staff Present: Russ Hotsenpiller, Chief Administrative Officer (CAO)
Stefan Cermak, Regional Planning Manager (RPM)
Jason Youmans, Planner 2
Seth Wright, Acting Planner 2
Shelley Miller, Planner 1
Thomas Loo, Bylaw Enforcement Officer (BEO)
Sarah Shugar, Recorder

Media and Others Present: Wayne McIntyre, Capital Regional District (CRD) Director
Gulf Islands Driftwood Reporter
Approximately 3 members of the public - a.m.
Approximately 13 members of the public - p.m.

1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:30 a.m. He introduced himself, the Trustees and staff and acknowledged that the Local Trust Committee is meeting in the traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following supplemental items to the agenda were presented for consideration:

- 7.5.1 Preliminary Fiscal 2015-2016 Year End
- 16.3.1 Correspondence – Green City Builders – Dated May 3, 2016

The following additions to the agenda were presented for consideration:

- 18.3 Replace “Rise and Report” with “Motion to Close the Meeting”
- 18.4 Motion to Open the Meeting
- 18.5 Rise and Report

By general consent, the agenda and addendum were approved.

3. PREVIOUS MEETINGS

3.1 Draft Minutes of the Salt Spring Island Local Trust Committee

3.1.1 Draft Minutes of the April 7, 2016 SSI LTC Regular Meeting

By general consent, the Salt Spring Island Local Trust Committee Minutes of April 7, 2016 were adopted.

3.2 Resolutions Without Meeting Report - None

3.3 Draft Minutes of the Advisory Planning Commissions

3.3.1 Draft Minutes of the April 14, 2016 Advisory Planning Commission Meeting

The minutes were received for information.

4. BUSINESS ARISING FROM MINUTES

4.1 Follow-Up Action List

The report was received.

5. COMMUNITY INFORMATION MEETING - None

6. PUBLIC HEARING - None

7. REPORTS

7.1 Policy and Standing Resolutions List

SS-2016-85

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request staff to provide an update regarding standing resolution SSI-277-13 - Medical Marijuana Licences.

CARRIED

The report was received.

CAO Hotsenpiller arrived at the meeting at 9:56 a.m.

7.2 Work Program Top Priorities Report

SS-2016-86

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee support Salt Spring Island Watershed Protection Authority's intent to undertake a multi-agency, integrated, planning exercise to reconcile sustainable source of potable surface and ground water with the aspirations expressed in the Official Community Plan for modest improvements to the built environment, and to explore how maximum benefit can

be realized from sustainable water resources through conservation, rainwater harvesting and recycling.

CARRIED

SS-2016-87

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee direct staff to draft a press release regarding working with the North Salt Spring Waterworks District to further the Water Demand Management Plan and that they encourage the public to support the water conservation objectives of the North Salt Spring Waterworks District.

CARRIED

The report was received.

7.3 Projects List

The report was received.

7.4 Applications with Status Report

The report was received.

7.5 Expense Report

7.5.1 Preliminary Fiscal 2015-2016 Year End

The report was received.

7.6 Trust Fund Board Report - None

7.7 2015-16 Islands Trust Annual Report

RPM Cermak presented a request for decision dated April 26, 2016 regarding the 2015-16 Islands Trust Annual Report.

SS-2016-88

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve the attached text for inclusion in the 2015-2016 Annual Report for approval, as amended by Trust Council and submission to the Minister of Community, Sport and Cultural Development.

CARRIED

SS-2016-89

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee recommend that the Executive Committee consider including statistical information regarding applications in future annual reports.

CARRIED

8. LOCAL TRUST COMMITTEE PROJECTS

8.1 4056 - Proposed Bylaw No. 484 - Grantville Neighbourhood

Planner Youmans presented a staff report dated April 27, 2016 regarding proposed Bylaw No. 484 - Grantville Neighbourhood.

SS-2016-90

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee amend Bylaw No. 484, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2015," as specified in Appendix 2 of the staff report dated April 27, 2016.

CARRIED

SS-2016-91

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee reviewed the Directives Only Policies and determines that Bylaw No. 484 is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

SS-2016-92

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee Bylaw No. 484, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2015", be read a third time as amended and forwarded to the Executive Committee for consideration of approval.

CARRIED

9. CORRESPONDENCE

9.1 Salt Spring Island Agricultural Organizations - Dated March 21, 2016 - Concerning Agricultural Land Reserve Lands and Agriculture on Salt Spring Island, Potential Transfer of Decision-Making Authority

The correspondence was received for information.

9.2 North Salt Spring Waterworks District - Dated April 7, 2016 - Concerning Relaxation of the Moratorium on St. Mary Service Connections

The correspondence was received for information.

9.3 Capital Regional District Director to Department of Fisheries and Oceans - Dated April 15, 2016 - Concerning the Harbour Authority of Salt Spring Island

SS-2016-93

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee write a letter to the Ministry of Forests Lands and Natural Resource Operations and the Department of Fisheries and Oceans in support of the Capital Regional District request to assume lease responsibility for Manson Road, Salt Spring Island and that the letter include the following text: "The Salt Spring Island Local Trust Committee wishes to express its support for the request by Capital Regional District to acquire tenure from the Province and Federal Government for the unconstructed road right of way portion of Manson Road and the portion of the filled in foreshore between the boardwalk and Manson Road right of way on Salt Spring Island. The assumption of management responsibilities by Capital Regional District for this portion of the village core is an important key to the facilitation of two of the Salt Spring Island Local Trust Committee's top priorities, the regeneration of the Ganges village core and the completion and upgrading of the harbour walkways. We therefore urge the Federal Government to relinquish the filled in foreshore to the Province; and further that both the Federal and Provincial Government accede to Capital Regional District's request for tenure."

CARRIED

SS-2016-94

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee direct staff to prepare a press release regarding a letter of support for the Capital Regional District's request to assume lease responsibility for Manson Road.

CARRIED

9.4 Harbour Authority of Salt Spring Island to Capital Regional District Director - Dated April 22, 2016 - Concerning HASSI Board Membership

SS-2016-95

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee endorse the principle of a member of the Salt Spring Island Local Trust Committee sitting on the board of the Harbour Authority of Salt Spring Island, subject to clearance by staff and legal counsel.

CARRIED

10. OTHER BUSINESS

10.1 New Business

10.1.1 Thetis Island Local Trust Committee Proposed Bylaw No. 98 (Valdes Island)

RPM Cermak presented a memorandum dated April 18, 2016 regarding a Bylaw Referral from the Thetis Island Local Trust Committee.

SS-2016-96

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee direct staff to respond to the referral from the Thetis Island Local Trust Committee for Bylaw 98 indicating that interests are unaffected.

CARRIED

The Local Trust Committee closed the meeting at 10:58 a.m. See Items 18.1 and 18.2. The meeting reconvened at 11:59 a.m.

The meeting recessed at 11:59 a.m and reconvened at 12:03 p.m.

Chair Luckham introduced CAO Russ Hotsenpiller and welcomed attendees to the meeting. CAO Hotsenpiller invited members of the public to contact him with any questions or concerns and noted he would be on Salt Spring Island on a regular basis.

11. TRUSTEE REPORTS

Trustee Grams reported that he attended meetings with the following: Trust Council Executive Committee; the Salt Spring Island Watershed Protection Authority (SSIWPA); Saturna Island Local Trust Committee; Mayne Island Local Trust Committee; North Pender Island Local Trust Committee; CRD Director McIntyre, the Chair of the Salt Spring Island Transportation Commission, the Chair of the Salt Spring Island Economic Development Commission and the Harbour Authority of Salt Spring Island (HASSI) regarding Ganges Harbour; the Salt Spring Island Advisory Planning Committee regarding the Harbour Walk; potential applicants for appointment to the Salt Spring Island Agricultural Advisory Planning Committee and the CAO Hiring Committee. He attended an oil spill response event in Vancouver and the 2016 Earth Day event in Centennial Park.

Trustee Grove reported that he attended meetings with the following: CRD regarding planning for Centennial Park; the CRD and stakeholders regarding the Harbour Walk; the CRD Salt Spring Island Emergency Program POD; the Salt Spring Island Incorporation Study Committee; Islands Trust, San Juan County and CRD regarding the Southern Gulf Islands Economic Development and inter-island matters and an applicant regarding a proposed affordable housing project. He attended the 2016 Earth Day event and the Salt Spring Island Community Energy Conference.

12. CHAIR'S REPORT

Chair Luckham reported that he attended an Association of Vancouver Island Coastal Communities (AVICC) conference in Nanaimo where an Island Trust resolution was endorsed to request a long term marine and traffic management plan for the Salish Sea. He attended a Clear Seas Centre for Responsible Marine Shipping event in Vancouver where he expressed the importance of public engagement and voiced concerns that the Salish Sea is not a highway or parking lot for freighters. Chair Luckham advised that the next Trust Council is scheduled to be held June 14 to 16, 2016 on North Pender Island with a focus on Marine traffic safety and encouraged members of the public to attend.

13. CRD DIRECTOR'S REPORT

CRD Director McIntyre reported that he attended meetings with the following: the CRD Salt Spring Island Emergency Program; with the Department of Fisheries and Oceans (DFO) regarding Ganges Harbour and the Mayor of the Town of Sidney regarding water transport between Sidney and the Southern Gulf Islands. He noted the following from the April 13, 2016 CRD Board meeting along with expressions of support: to write a letter to the Prime Minister of Canada and the Minister of Transport requesting that federal legislation and regulations be strengthened to provide for a 3,500 metre hazard zone around vessels and facilities used for the transport of liquefied natural gas in the coastal waters of the Salish Sea; for the Salish Sea to be designated a "Particularly Sensitive Area"; to advocate for pilots and escort tugs for vessels in the San Juan area and Juan de Fuca Strait; and a presentation regarding a review of the CRD service delivery process for Electoral Area Districts. He noted a letter sent to the North Salt Spring Waterworks District regarding the removal of the moratorium for new water connections to certain properties and how it relates to the proposed Drake Road Affordable Housing Project. and he advised that a meeting is scheduled for May 16, 2016 to consider other water sources and feasibility of the project in relation to the proposed Community Services Affordable Housing Project. He attended the 2016 Earth Day event.

14. DELEGATIONS

14.1 British Columbia Nautical Residents Association - Rick Schnurr & David Brand

Rick Schnurr presented the mandate of the BC Nautical Residents Association and a document entitled "Marine Community Toolbox – a guide to help coastal communities live in harmony with marine communities" and invited the Salt Spring Island Local Trust Committee to consider amending the regulations to allow live aboard vessels.

15. TOWN HALL AND QUESTIONS

Chair Luckham opened the Town Hall at 12:35 p.m.

Two members of the public expressed concern regarding metal recycling operations at 251 Fulford-Ganges Road and asked for clarification regarding the bylaw enforcement process.

A member of the public asked for clarification regarding delegation of authority from the Agricultural Land Commission.

16. APPLICATIONS AND REFERRALS

16.1 SS-DP-2016.1 - K. Plambeck - 480 Mount Belcher Heights

Planner Miller presented a staff report regarding an application to permit the installation of a septic system within Development Permit Area 5 - Community Well Capture Zones.

SS-2016-97

It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee approve issuance of Development Permit SS-DP-2016.1 for Lot 18, District Lot 24, North Salt Spring Island, Cowichan District, Plan 23312 (480 Mount Belcher Heights).

CARRIED

The meeting recessed at 12:48 p.m and reconvened at 12:50 p.m.

16.2 SS-SUB-2012.4 - J. Andrea - 521 Mansell Road

Planner Youmans presented a staff report dated April 1, 2016 regarding a water treatment covenant to enable a three-lot subdivision.

SS-2016-98

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee accept a covenant under section 219 of the Land Title Act to require well water treatment from the registered owners of the North and West Portions of Section 5, Range 5 East, North Salt Spring Island, Cowichan District, Containing 70 Acres More or Less, as Shown Red on Plan Deposited Under DD 20959, and designate any member of the Local Trust Committee to sign the covenant (521 Mansell Road).

CARRIED

16.3 Bylaw No. 339 - Salt Spring Island Community Services - Lot 3 Charlesworth Road

16.3.1 Correspondence - Green City Builders - Dated May 3, 2016 - The correspondence was received.

Planner Wright presented a staff report dated April 25, 2016 regarding a request to amend a land use covenant and housing agreement.

Applicants Elizabeth FitzZaland and Rob Grant of Salt Spring Island Community Services were present and spoke to the application.

SS-2016-99

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request staff to prepare a draft bylaw to amend the Land Use Covenant and Housing Agreement adopted as "Salt Spring Island Local Trust Committee Affordable Housing Agreement Bylaw No. 339,1995" (Covenant EK13176) in accordance with the letter from Salt Spring Island Community Services (dated March 17, 2016 and attached as Appendix 2).

CARRIED

SS-2016-100

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request staff to amend the revised Land Use Covenant and Housing Agreement originally adopted as "Salt

Spring Island Local Trust Committee Affordable Housing Agreement Bylaw No. 339, 1995” to include at least 4 Affordable Rental Housing units.

CARRIED

SS-2016-101

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request staff to amend the revised Land Use Covenant and Housing Agreement originally adopted as “Salt Spring Island Local Trust Committee Affordable Housing Agreement Bylaw No. 339, 1995” to remove Articles 4.1 (Designation of Building Sites), 4.2 (Dedication of Park), 4.4 (Construction of Trails on Market Housing Parcels), 4.5 (Dedication of Highways), and 6.1 (Terms of this Agreement).

CARRIED

17. UPCOMING MEETINGS

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on June 2, 2016 at the Hart Bradley Hall (Lions Club), 103 Bonnet Avenue, Salt Spring Island.

18. CLOSED MEETING

18.1 Motion to Close the Meeting

SS-2016-102

At 10:58 a.m. it was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee close this meeting to the public subject to Community Charter Part 4, Division 3, Section 90(1)(a) personal information about individuals that are being considered for a position appointed by the Local Trust Committee, Section 90(1)(f) law enforcement, Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, Section 90(1)(k) negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and Section 90(2)(b) information received and held in confidence relating to negotiations between Islands Trust and a provincial government and that staff be invited to remain.

CARRIED

18.2 Motion to Open the Meeting

SS-2016-103

At 11:59 a.m. it was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee re-open this meeting to the public subject to Section 89 of the Community Charter.

CARRIED

The meeting recessed at 1:22 p.m and reconvened at 1:28 p.m.

18.3 Motion to Close the Meeting

SS-2016-104

At 1:28 p.m. it was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee close this meeting to the public subject to Community Charter Part 4, Division 3, Section 90(1)(a) personal information about individuals that are being considered for a position appointed by the Local Trust Committee, Section 90(1)(f) law enforcement, Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, Section 90(1)(k) negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and Section 90(2)(b) information received and held in confidence relating to negotiations between Islands Trust and a provincial government and that staff be invited to remain and that staff be invited to remain.

CARRIED

18.4 Motion to Open the Meeting

SS-2016-105

At 4:02 p.m. it was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee re-open this meeting to the public subject to Section 89 of the Community Charter.

CARRIED

18.5 Rise and Report

The Salt Spring Island Local Trust Committee direct Bylaw Enforcement staff to draft a letter to Salt Spring Island Metal Recycling requesting an update on the building application for internal storage and crushing of materials.

The Salt Spring Island Local Trust Committee and North Salt Spring Waterworks District agree to enhance the depth of collaboration through the Salt Spring Island Watershed Protection Authority and propose that Salt Spring Island Watershed Protection Authority prioritize a review and completion of the Opus Water Demand Management Plan.

19. ADJOURNMENT

By general consent the meeting adjourned at 4:04 p.m.

Peter Luckham, Chair

Certified Correct:

Sarah Shugar, Recorder