



## Salt Spring Island Local Trust Committee Minutes of Regular Meeting

**Date:** Thursday, August 10, 2017  
**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:** Justine Starke, Acting Regional Planning Manager (ARPM)  
Jason Youmans, Island Planner  
Seth Wright, Planner 2  
Miles Drew, Bylaw Enforcement Manager (BEM)  
Sarah Shugar, Recorder

**Media and Others Present:** Capital Regional District Salt Spring Electoral Area Director  
Wayne McIntyre  
Gulf Islands Driftwood Reporter  
Approximately 3 members of the public - a.m.  
Approximately 5 members of the public - p.m.

These minutes follow the order of the agenda although the sequence may have varied.

### 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 within Coast Salish Territory and expressed his gratitude.

### 2. APPROVAL OF AGENDA

By general consent the agenda was adopted.

### 3. PREVIOUS MEETINGS

#### 3.1 Draft Minutes of the Salt Spring Island Local Trust Committee

##### 3.1.1 Draft Minutes of the July 20, 2017 SSI LTC Regular Meeting

The following amendment was presented for consideration:  
Item 11 - replace "He also attended the 2017 Training in Paradise event hosted by the Salt Spring Island Fire Protection District." with "On a personal note, he also attended the 2017 Training in Paradise event hosted by the Salt Spring Island Fire Protection District."

**By general consent**, the minutes of the July 20, 2017 Salt Spring Island Local Trust Committee Regular Meeting be adopted as amended.

**3.2 Resolutions Without Meeting Report - None**

**3.3 Draft Minutes of the Advisory Planning Commissions**

3.3.1 Draft Minutes of the July 13, 2017 Advisory Planning Commission Meeting

The minutes were received.

3.3.2 Draft Minutes of the August 3, 2017 Agricultural Advisory Planning Commission Meeting

The minutes were received.

**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**

The report was received.

7.1.1 Standing Resolution Update: Secondary Suites Water Consumption Monitoring

Acting RPM Starke presented a memorandum dated August 10, 2017 regarding Standing Resolution SSI-09-13.

**7.2 Work Program Top Priorities Report**

The report was received.

Planner Youmans presented a verbal update regarding the Harbourwalk project.

**7.3 Projects List**

The report was received.

**7.4 Applications with Status Report**

The report was received.

**7.5 Expense Report**

The report was received.

**7.6 Trust Fund Board Report - None**

**8. LOCAL TRUST COMMITTEE PROJECTS**

**8.1 Proposed Bylaws No. 487 and 496 - Rural Watershed**

Planner Youmans presented a staff report dated August 3, 2017 regarding amendments to Land Use Bylaw No. 487 and OCP Amendment Bylaw No. 496 concerning agriculture in the Rural Watershed zones.

**SS-2017-117**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee seek staff advice regarding options available to assist farmers to offset costs for infrastructure improvements that may be necessary in order to comply with Bylaw No. 487.

**CARRIED**

**9. CLOSED MEETING**

**9.1 Motion to Close the Meeting**

**SS-2017-118**

At 10:52 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)(j) "information that is prohibited or information that if it were presented in a document would be prohibited from disclosure", and Community Charter Part 4, Division 3, Section 90(1)(f) "law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment"; and that staff be invited to remain.

**CARRIED**

**9.2 Motion to Open the Meeting**

**SS-2017-119**

At 11:23 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**

**9.3 Rise and Report – None**

## 10. CORRESPONDENCE

### 10.1 M. Reiss to the SSI Local Trust Committee - Concerning Short Term Vacation Rentals - Dated July 10, 2017

The correspondence was received.

### 10.2 M. Moore to the SSI Local Trust Committee - Concerning Short Term Vacation Rentals - Dated July 10 and 13, 2017

The correspondence was received.

### 10.3 R. Birch to the SSI Local Trust Committee - Concerning Short Term Vacation Rentals - Dated July 12, 2017

The correspondence was received.

### 10.4 Capital Regional District to the Salt Spring Island Local Trust Committee - Concerning the Gulf Islands Regional Trails Plan and Request for Comment - Dated July 24, 2017

**By general consent**, the Salt Spring Island Local Trust Committee agreed to defer correspondence dated July 24, 2017 from the Capital Regional District concerning the Gulf Islands Regional Trails Plan and request for comment to the next regular meeting.

### 10.5 W. & K. Madro to the Local Trust Committee - Concerning Live - Aboards in Ganges Harbour - Dated July 31, 2017

The correspondence was received.

## 11. OTHER BUSINESS

### 11.1 Bylaw Enforcement Short-Term Vacation Rental Communication and Enforcement

BEM Drew presented a staff report dated August 2, 2017 regarding Short-Term Vacation Rentals (STVRs).

Resolution SS-2017-120 was rescinded at the SS LTC Regular Meeting of August 27, 2019 through Resolution SS-2019-153.

**SS-2017-120**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee adopt the following resolutions:

that the Salt Spring Island Local Trust Committee rescind Resolution SSI-164-07 and adopt the following new short-term vacation rental enforcement policy:

that given finite resources available for enforcement activities and in order to ensure the most effective results for enforcement activities, Short-Term Vacation Rentals (STVRs) that have one or more of the following characteristics will be subject to proactive enforcement:

1. They are advertised on the Internet, newspapers or other media;
2. They are not managed by a person available 24/7 on Salt Spring Island;
3. More than one dwelling on the lot is simultaneously made available for STVRs;
4. While the property is rented persons are staying in tents, trailers, or RVs;
5. There are issues related to health and safety;
6. There is a written complaint by owners or residents on nearby lots about bona fide nuisance issues such as noise or parking congestion related to the STVR;
7. The owner of the property uses more than one property on Salt Spring Island as an STVR;

that a Short-Term Vacation Rental (STVR) is defined as rental of a dwelling, suite, or cottage in a residential zone for less than 30-day periods;

that nothing in this enforcement policy should be interpreted as giving permission to violate the Land Use Bylaw and the Salt Spring Island Local Trust Committee may change this policy at any time and may give direction to expand enforcement activities at any time.

**CARRIED**

**SS-2017-121**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve the Short-Term Vacation Rental Communications and Enforcement Plan as presented in the Short-Term Vacation Rental Staff Report at the August 10, 2017 meeting and request staff to issue a press release.

**CARRIED**

The Salt Spring Island Local Trust Committee closed the meeting at 10:52 a.m. See items 9.1 and 9.2. The meeting reconvened at 11:23 a.m. and recessed at 11:24 a.m. The meeting reconvened at 12:00 p.m.

**12. TRUSTEE REPORTS**

Trustee Grams reported that he attended meetings with the following: the North Pender Island Local Trust Committee; the Mayne Island Local Trust Committee; the Salt Spring Island Watershed Protection Authority; and the Agricultural Advisory Planning Commission. He reported the three elected officials (Trustee Grams, Trustee Grove and CRD Director McIntyre) have been preparing for the incorporation referendum debate

and that the debate panellists will be announced in the next few days. Trustee Grams reported MLA Adam Olsen has been in communication with the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, regarding the upcoming incorporation referendum and that the Letters Patent from the Ministry will be available on August 25, 2017.

Trustee Grove reported that he attended the Agricultural Advisory Planning Commission meeting and met with the applicants of the proposed Dragonfly Commons affordable housing project. He attended one of the Industrial Land Use open house events and an ArtSpring appreciation event. Trustee Grove reported that the incorporation referendum debate is scheduled for August 30, 2017, 7:00 p.m. to 9:00 p.m.

### **13. CHAIR'S REPORT**

Chair Luckham reported that the next Trust Council will be held September 12 to 14, 2017 on Denman Island and he is scheduled to attend the 2017 Union of BC Municipalities (UBCM) Convention from September 19 to 25, 2017 in Vancouver.

### **14. CRD DIRECTOR'S REPORT**

Capital Regional District (CRD) Electoral Area Director McIntyre reported the following highlights: The Salt Spring Island Community Economic Development Commission's Rural Accelerator Program has launched the second phase of the program that will focus on green businesses. A water dowser has identified three proposed locations for drilling a water well at the Drake Road affordable housing site. The BC Auditor General for Local Government selected the CRD for a performance audit of its Emergency Management program that will include the Salt Spring Island Emergency Program. Information regarding elector qualifications for the upcoming incorporation referendum is available at the CRD office and on the CRD website. The CRD Environmental Services Committee received an invasive species review that included concern regarding the impact of fire ants and a presentation regarding a derelict vessel review. Director McIntyre attended the ArtSpring appreciation event at SS Vineyards and the launch of "The Clean Money Revolution" by Joel Solomon at the Salt Spring Island Library.

### **15. DELEGATIONS - None**

### **16. TOWN HALL AND QUESTIONS**

A member of the public provided a written submission entitled "The Trust Censorship RubberStamp – Illicit, Unethical and Ugly" dated August 10, 2017.

### **17. APPLICATIONS AND REFERRALS**

#### **17.1 SS-RZ-2016.4 - Gulf Island Brewery - 270 Furness Road, SSI**

Planner Wright presented a staff report dated July 28, 2017 regarding an application to amend the Official Community Plan and rezone a rural zoned property to permit an existing brewery that previously operated as a home-based business.

Applicant Ian Laing spoke to the application.

**SS-2017-121**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee request staff to enter into a cost recovery agreement with Gulf Island Brewing Ltd. for Islands Trust legal review of a Land Title Act Section 219 covenant providing the following requirements:

- a. requiring ongoing treatment of water sources to ensure that it is potable before it is used as drinking water;
- b. installation of rainwater catchment infrastructure and requirement for water efficient fixtures;
- c. inclusion of energy efficiency building design consistent with BC Energy Step Code Level 3;
- d. requirement for vegetation screening including to the car park;
- e. prohibition of further subdivision; and
- f. prohibition of development or tree cutting on the upland 5.75 ha (14.2 acres).

**CARRIED**

**SS-2017-122**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee request staff to organize an Open House and Community Information Meeting and invite all owners and residents along Furness Road and within 200 metres of the property boundaries.

**CARRIED**

**SS-2017-123**

**It was MOVED and SECONDED,**

that Salt Spring Island Local Trust Committee Bylaw No. 500, cited as "Salt Spring Island Official Community Plan Bylaw No. 434, 2008, Amendment No. 2, 2017", be read a first time.

**CARRIED**

**SS-2017-124**

**It was MOVED and SECONDED,**

that Salt Spring Island Local Trust Committee Bylaw No. 501, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2017", be read a first time.

**CARRIED**

**SS-2017-125**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee request staff to refer Bylaw No. 500 and Bylaw No. 501 to the Salt Spring Island Advisory Planning Commission, First Nations, and public agencies for comment.

**CARRIED**

**SS-2017-126**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 500, cited as “Salt Spring Island Official Community Plan Bylaw No. 434, 2008, Amendment No. 2, 2017” and Bylaw No. 501, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2017”, is not contrary to or at variance with the Islands Trust Policy Statement.

**CARRIED**

**17.2 SS-DP-2017.9 - B.C. Ferries - J. Fontaine - 1000 Long Harbour Road - SSI**

Acting RPM Starke presented a staff report regarding a development permit application to permit a new septic disposal system for the BC Ferries Long Harbour terminal.

**SS-2017-127**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee issue Development Permit SS-DP-2017.9.

**CARRIED**

**18. UPCOMING MEETINGS**

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on September 7, 2017 at the Hart Bradley Hall (Lions Club), 103 Bonnet Avenue, Salt Spring Island.

**19. ADJOURNMENT**

**By general consent** the meeting adjourned at 12:48 p.m.

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Peter Luckham, Chair

Certified Correct:

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Sarah Shugar, Recorder