

ADOPTED
MINUTES of the SALT SPRING ISLAND
LOCAL TRUST COMMITTEE REGULAR BUSINESS MEETING
Thursday, April 26, 2012 - 9:30 AM
Lions Club, Hart Bradley Hall - 103 Bonnet Avenue

PRESENT

Sheila Malcolmson, Chair
George Grams, Local Trustee
Peter Grove, Local Trustee
Leah Hartley, Regional Planning Manager (RPM)
Claire Olivier, Planning Secretary
Wayne McIntyre, Capital Regional District (CRD) Director
Justine Starke, Island Planner
Kristin Aasen, Planner 1
Kathryn Luttin, Recorder
Approximately 4 members of the public – a.m.
Approximately 16 members of the public – p.m.

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

1. CALL TO ORDER

Chair Malcolmson called the meeting to order at 9:31 a.m. She welcomed everyone, introduced herself, the Trustees and staff and explained the meeting procedures. She acknowledged that the Local Trust Committee is meeting in the traditional territory of the Coast Salish People.

2. APPROVAL OF AGENDA

The agenda was adopted by general consent with the following changes and additions: supplemental to Item 10.1 - Delegation Material; addition of Item 13.3 – Work Program Priority List. It was noted that Items 5.1 and 5.2 should be switched on the agenda cover.

3. MINUTES AND RESOLUTIONS WITHOUT MEETING

3.1 Draft Minutes of the SSI LTC Regular Business Meeting of March 15, 2012

The following corrections were made to the draft minutes: Item 4.2 – Draft Minutes of the Agriculture Advisory Committee (AAC) Meeting of February 9, 2012 - second sentence, replace “The Local Trust Committee” with “The Trustees”; Item 11.6 – SS-DP-2011.6 – SS Ventures Inc. – Park Drive - third paragraph, delete last sentence.

The minutes were adopted as amended by general consent.

3.2 Draft Minutes of the SSI LTC Regular Business Meeting of April 5, 2012

The following corrections were made to the draft minutes: Item 12.3 - Climate Action Council - Elizabeth White - last sentence, add “with” after “funding”; Item 14.4 - SS-RZ-2008.3 - Landworks Consultants - 201-225 Beddis Road – resolution SSI-080-12 - change “Bylaw No. 457” to “Bylaw No. 459”; after Item 17 - Adjournment - below the second signature line, replace “Recorded” with “Recorder”.

The minutes were adopted as amended by general consent.

3.3 Section 26 Resolution-Without-Meeting Log Report – None

4. BUSINESS ARISING FROM MINUTES

4.1 LTC Work Program

RPM Hartley reviewed the staff report dated April 18, 2012.

By general consent, Trustee Grams will bring back a proposal to reflect on Local Trust Committee (LTC) objectives and to reorder Tables 2 and 3 of the staff report for the Local Trust Committee to consider at its next regular business meeting.

The LTC agreed to revisit the report in the afternoon session. The following resolution was introduced at that time:

SSI-087-12

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee establishes its top priorities as: 1) OCP Review- DP4/RAR - mapping; 2) Land Use Bylaw Update - Secondary Suites; 3) Video Recording Pilot and Evaluation; 4) Advisory Committee Terms of Reference; 5) Community Engagement Pilot. **CARRIED**

4.2 Follow-Up Action List

The Local Trust Committee requested a Work Program printout as a standing item at each meeting.

Trustee Grove reported on the Climate Action Society proposal regarding Gas Tax funding. Consensus was that the timeline is too tight to apply for funding.

Trustee Grams explored the idea of working with the CRD to plan a weekend event dedicated to water and sewage management.

5. CORRESPONDENCE

5.1 Islands Trust – M. Grau, Grants Administrator – email dated March 23, 2012 - Seeking External Funding for Islands Trust - Received

5.2 Islands Trust – M. Grau, Grants Administrator – email dated April 5, 2012 - Funding for Electric Car Charging Stations - Received

5.3 Climate Action Council – P. Lamb, Treasurer – email dated April 6, 2012 – Local Trustee Liaison - Received

Trustee Grove indicated he will attend meetings, as and when he is able.

5.4 Water Council – P. Lamb, Coordinator – email dated April 6, 2012 – Local Trustee Liaison - Received

Trustee Grove indicated he will attend meetings, as and when he is able.

5.5 Mayne Island Integrated Water Systems Society – Chair Mary Cooper – letter dated April 3, 2012 – Water System Notification - Received

5.6 Maliview Sewer Commissioners – Sharon Bywater & Carol Newmeyer – email dated April 17, 2012 – Secondary Suites on Maliview Drive - Received

Trustee Grams indicated he will respond.

5.7 From 9 individuals – letter dated April 17, 2012 – Wagon Wheel Housing Concept - Received

By general consent, the Local Trust Committee directs staff to reply to this letter, with copies to the Trustees and CRD Director.

6. REPORTS

6.1 2012 Development Applications Report

RPM Hartley reviewed the staff report dated April 16, 2012.

6.2 Applications with Status Report

The report was reviewed.

6.3 Local Trust Committee Expense Budget Allocations

RPM Hartley reviewed the staff report dated April 16, 2012.

SSI-088-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee allocates its 2012/13 Local Expense Budget to general ledger codes as follows: 28% to LTC Meeting Expenses; 5% to Advisory Committee Meeting Expenses; 10% to Communications; 52% to Projects; and 5% to Miscellaneous. **CARRIED**

6.4 Local Trust Committee Video Recording

RPM Hartley gave a verbal report.

SSI-089-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approves payment of expense to videotape general business meetings of the Local Trust Committee to be held in May and June with funds to come from the Local Expense Budget for 2012-13. **CARRIED**

The Trustees requested legal advice on whether previously edited Local Trust Committee meeting videos can be restored to the public and whether this legal advice can also be available to the public.

The Chair called for a recess at 11:43 a.m. The meeting reconvened at 12:05 p.m.

Chair Malcolmson welcomed the members of the public and thanked them for coming. She introduced the Trustees and staff and reviewed the video recording practices. The Chair thanked CRD Director Wayne McIntyre for joining the meeting.

7. TRUSTEE REPORTS

Trustee Grams reported that he has met with: constituents; the Salt Spring Island Farmers' Institute; the Island Farmers' Alliance; and practicum student Ian Clement who is assisting with the Advisory Committee Terms of Reference Review. He noted the upcoming bike lane construction. He reported meeting with CRD Director McIntyre to discuss organizing a cooperative event between the Islands Trust and the CRD on the topic of sewage.

Trustee Grove commented on the community engagement project and Town Hall format, and a CFSI radio program on salmon farms. He reported that he attended the Salt Spring Island Transportation Commission's open house on new bike lane construction.

8. CHAIR'S REPORT

Chair Malcolmson reported that she attended the Association of Vancouver Island and Coastal Communities convention in Ucluelet, where oil spill issues were discussed. She spoke about a presentation from the Chair of the Agricultural Land Commission in which affordable housing issues were reviewed.

9. CRD DIRECTOR'S REPORT

CRD Director McIntyre reported on the formation of a Deer Management Advisory Board at the CRD. He further spoke about: Velo Village; a pedestrian/cycling master plan; CBC filming on Salt Spring Island on May 14 – 15; of the TravelChoices Select Committee on which he sits; and water and sewer issues.

10. DELEGATIONS

10.1 Sean Patrick Hogan, Salt Spring Island SPCA – Services and Programs

Mr. Hogan spoke about an affordable spay/neuter program.

10.2 Dr. Varzeliotis – Matters of Importance and Urgency Pending Resolution

Dr. Varzeliotis provided an additional handout and spoke about microphones for the public during Local Trust Committee meetings and about censorship.

11. TOWN HALL

Chair Malcolmson opened the Town Hall at 12:58 p.m. and explained the guidelines. Some members of the public expressed concerns about: the Maliview sewer system and secondary suites; the Star Barks Temporary Use Permit application (SS-TUP-2011.2); the community's business principles; tourism and waste; the community garden near the heronry on Rainbow Road; and the Advisory Committee Terms of Reference review.

A written submission was provided about the Advisory Committee Review.

The Chair called for a recess at 1:34 p.m. The meeting reconvened at 1:42 p.m.

12. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

12.1 SS-TUP-2011.2 – Barbara and Roger Aust – 1429 Fulford-Ganges Road

Island Planner Starke reviewed the staff report dated April 13, 2012. The applicant was present. It was noted that the application number in the title and footer of the report are in error and should read "SS-TUP-2011.2".

SSI-090-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approves issuance of Temporary Use Permit SS-TUP-2011.2 for a period of three years to Barbara I. Aust and Roger S. Aust for Strata Lot B, Section 78 South Salt Spring Island, Cowichan District, Strata Plan VIS6760 (1429 Fulford-Ganges Road). **CARRIED**

12.2 SS-DP-2011.5 – Landworks Consultants Inc. – 201-225 Beddis Road

Planner Aasen reviewed the staff report dated April 19, 2012. The applicant's representatives were present.

SSI-091-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approves issuance of Development Permit SS-DP-2011.5 for Landworks Consultants for Lot 2, Section 18, Range 4 East, North Salt Spring Island, Cowichan District Plan 2289 at time of adoption of Bylaw No. 459, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 3, 2012" (201-225 Beddis Road). **CARRIED**

12.3 SS-RZ-2011.5 – Karen and Gerald Tottman – 127 Rainbow Road

Planner Aasen reviewed the staff report dated April 19, 2012. The applicants were present.

SSI-092-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee gives First Reading to Draft Bylaw No.460, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 3, 2012" (Tottman, 127 Rainbow Road, SS-RZ-2011.5). **CARRIED**

SSI-093-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee instructs staff to refer Proposed Bylaw No. 460, to public agencies for comment (Tottman, 127 Rainbow Road, SS-RZ-2011.5). **CARRIED**

SSI-094-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee refer Proposed Bylaw No. 460 to the Advisory Planning Commission (Tottman, 127 Rainbow Road, SS-RZ-2011.5), after receiving the public agencies' comments as per the referral process. **CARRIED**

13. LOCAL TRUST COMMITTEE PROJECTS

13.1 Advisory Committee Terms of Reference Review Scope of Work – Student Practicum Update

Island Planner Starke reviewed Planner Brownrigg's staff report dated April 17, 2012. Practicum student Ian Clement was in attendance and spoke to the report options.

SSI-095-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee directs staff to schedule meetings between Ian Clement and the Chairs of the Advisory Planning Commission, the Advisory Design Panel, the Agricultural Advisory Committee, and the Advisory Environment Committee to provide feedback on review of advisory committee Terms of Reference (Work Program Priority Number 4, Advisory Committees Terms of Reference and Bylaw Examination). **CARRIED**

By general consent the Local Trust Committee indicated support for Appendix A, work items 1-8 (scope section) of the staff report for Mr. Clement to carry forward on. The Trustees indicated interest in visiting the recommendations of Design Panel member S. Moffatt which were raised during the Town Hall session.

13.2 Land Use Bylaw Update – Secondary Suites Consultation Results

Island Planner Starke provided a verbal report. A written report will be prepared for the May 17, 2012 Local Trust Committee regular business meeting.

14. NEW BUSINESS

14.1 North Pender Proposed Bylaw No. 190 – To Permit Construction of a Sea Wall

Island Planner Starke reviewed the staff report dated April 13, 2012.

SSI-096-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to respond to the North Pender Island Local Trust Area Bylaw Referral Form for Proposed Bylaw 190 indicating that “interests are unaffected by bylaw.” **CARRIED**

15. UPCOMING MEETINGS

15.1 Next regular business meeting of the Local Trust Committee is scheduled for 9:30 a.m. on Thursday, May 17, 2012 at the Lion’s Club, Hart Bradley Hall, 103 Bonnet Ave, Salt Spring Island.

16. ADJOURNMENT

There being no further business, the meeting adjourned at 3:19 p.m.

Sheila Malcolmson, Chair

Kathryn Luttin, Recorder