

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

**Members Present:**

Sheila Malcolmson, Chair  
George Grams, Local Trustee  
Peter Grove, Local Trustee

**Staff Present:**

Leah Hartley, Regional Planning Manager (RPM)  
Linda Adams, Chief Administrative Officer (CAO) (via conference call)  
Miles Drew, Bylaw Enforcement Manager  
Justine Starke, Island Planner  
Stefan Cermak, Planner 2  
Kristin Aasen, Planner 1  
Caitlin Brownrigg, Planner 1  
Kathryn Luttin, Recorder

**Others Present:**

Wayne McIntyre, Capital Regional District (CRD) Director  
Approximately 8 members of the public – a.m.  
Approximately 4 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 9:30 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 as presented by general consent. It was noted that the order of some items may be changed later in the meeting.

The Chair recessed the regular business meeting at 9:33 a.m. to proceed with the public hearing on Proposed Bylaw no. 460.

**3. PUBLIC HEARING – Proposed Bylaw No. 460 – SS-RZ-2011.5 – Tottman/Stitches – 127 Rainbow Road**

**3.1 Open Public Hearing**

The public hearing was opened. The hearing notes were recorded separately from these minutes.

### 3.2 Close Public Hearing

The Public Hearing was closed at 9:38 a.m.

Following a short recess, the regular business meeting reconvened at 9:43 a.m. By general consent, Item 14.1 was addressed at this time.

## 4. MINUTES AND RESOLUTIONS WITHOUT MEETING

### 4.1 Draft Minutes of the SSI LTC Regular Business Meeting of August 2, 2012

The following corrections were made to the draft minutes: Item 8, second sentence – replace “workshop” with “information session at Islands Trust Council’s September 11, 2012 meeting on Bowen Island”; Item 12, second sentence – change “interest in” to “views on”.

The minutes were adopted as amended by general consent.

### 4.2 Resolution Without Meeting Log Report – none

## 5. NEW BUSINESS

### 5.1 Islands Trust Fund Five Year Plan

RPM Hartley reviewed the briefing dated August 2, 2012.

## 6. BUSINESS ARISING FROM MINUTES

### 6.1 Follow-up Action List

It was noted that updated time frames were requested for several items.

The Chair called for a recess at 10:13 a.m. The meeting reconvened at 10:17 a.m.

### 6.2 St. Mary Lake Watershed Management - Options for Collaborative Watershed Management

Trustee Grove and CRD Director McIntyre gave opening remarks.

CAO Adams joined the meeting via conference call. She reviewed the briefing dated August 22, 2012 regarding an initial exploration of options for collaborative management of the St. Mary Lake watershed on Salt Spring Island.

SSI-176-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee requests that the Executive Committee directs staff to investigate the option of Trust Committee delegating some of its powers under the *Islands Trust Act* to the Salt Spring Island Local Trust Committee, as described in the Islands Trust Briefing dated August 22, 2012, and provide more details. **CARRIED**

SSI-177-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee delegates Trustee Grams to review the identified options in the Islands Trust Briefing dated August 22, 2012 with other members of the Salt Spring Island Watershed Working Group to discuss and eventually identify a preferred option. **CARRIED**

The Chair called for a recess at 10:47 a.m. The meeting reconvened at 10:51 a.m.

## **7. LOCAL TRUST COMMITTEE PROJECTS**

### **7.1 Implementation of Industrial Task Force Recommendations**

Planner Cermak reviewed the staff report dated August 20, 2012 regarding a scope of work for implementing the Industrial Task Force recommendations. He showed a poster of the map in appendix 3 of the report and noted that this poster is on display in the Islands Trust office.

A member of the Salt Spring Island Community Economic Development Commission was in the audience and noted that the Economic Development Commission will not be conducting a detailed Industrial Lands Needs Assessment.

SSI-178-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approves the implementation of Industrial Task Force recommendations work program presented in the report dated August 20, 2012. **CARRIED**

SSI-179-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee requests staff advice on the budget and project management implications of including an Industrial Lands Needs Assessment in the scope of work. **CARRIED**

SSI-180-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approves budget expenditures of up to \$10,000 for implementation of Industrial Task Force recommendations. **CARRIED**

SSI-181-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee directs staff to prepare a draft Terms of Reference for an Industrial Definition and Zoning Classification Working Group. **CARRIED**

SSI-182-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee directs staff to advertise and invite member nominations for the Industrial Definition and Zoning Classification Working Group, and that those nominations be brought to the Salt Spring Island Local Trust Committee for consideration in September 2012. **CARRIED**

SSI-183-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee, when meeting with the Agricultural Land Commission this Fall, discusses the implications of Industrial Task Force recommendations to undertake legislative changes permitting Salt Spring farms on Agricultural Land Reserve land to conduct “storage, packing, product preparation and processing” using 50% or more of the raw materials from more than one Salt Spring Island farm. **CARRIED**

### **7.2 Advisory Committee Terms of Reference**

Planner Starke provided a verbal update.

SSI-184-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee requests staff to develop, in consultation with Trustee Grove, and implement an on-line survey to generate community feedback into the review of Advisory Committee Terms Of Reference. **CARRIED**

It was noted that staff recommend that approximately \$2000 will come from the budget for community engagement.

**8. CORRESPONDENCE – none**

The Chair called for a recess at 11:46 a.m. The meeting reconvened at 12:09 p.m.

Chair Malcolmson welcomed the members of the public and thanked them for coming. She introduced the Trustees and staff. The Chair thanked CRD Director Wayne McIntyre for joining the meeting. She explained the audio recording procedures and noted that the recording will be posted on the Islands Trust website next week. She acknowledged that the Local Trust Committee is meeting in the traditional territory of the Coast Salish People.

**9. TRUSTEE REPORTS**

Trustee Grams reported that he attended the Local Planning Committee meeting in Victoria on August 15, where he participated in discussion about recommendations for Trust Council's Strategic Plan and fee changes for land use applications. He attended the Trust Programs Committee meeting in Victoria on August 20, where advocacy issues were discussed. He met with the CRD, Salt Spring Island Fire Rescue and North Salt Spring Waterworks regarding firefighting issues. Yesterday, he attended a briefing and question and answer session in Sidney regarding the proposed National Marine Conservation Area in the Georgia Strait. He gave an update on the working group for St Mary Lake issues.

Trustee Grove reported that he met with the owners of Vesuvius Villas to hear their plans for the building. He met with the Islands Trust Financial Planning Committee to discuss the budget process for the coming year. He met with Fire Chief Tom Bremner to discuss the fire department operations and future plans. He mentioned the industrial lands issue and St Mary Lake issues. He noted that he has been monitoring noise complaints about the Salt Spring Island Rod & Gun Club.

**10. CHAIR'S REPORT**

Chair Malcolmson thanked the public for contributing to Trust Council's Strategic Plan consultation. She noted that the Strategic Plan will be adopted at the September 11-13 Trust Council meeting on Bowen Island. The agenda will be available online and at the Islands Trust office and public input will be accepted until September 7. She attended the National Energy Board meeting on August 10, where she gave an oral presentation regarding the Enbridge Northern Gateway project. She also discussed the proposed Georgia Strait National Marine Conservation area.

**11. CRD DIRECTOR'S REPORT**

CRD Director McIntyre reported that the CRD board has approved a contract for the North Ganges Transportation Plan construction and given support for the Cycling Infrastructure Partnerships Program. The Fernwood ball field grant application was resubmitted to a new grant program. The CRD board also supported two feasibility study grants for Burgoyne Bay sewage treatment. He mentioned his involvement in the Small Water Systems working group. He reported on the feasibility study of cycling infrastructure for Ganges Hill. He noted that the CRD's strategic plan has been finalized. He noted his involvement with the Salt Spring Island Rod & Gun Club noise

issues. He noted that he received a letter from the province regarding bicycle and pedestrian safety issues of the Fulford ferry approach.

## 12. DELEGATIONS

### 12.1 Dr. Varzeliotis - To gauge the “Pilots”, Video and Audio

Dr. Varzeliotis requested that video recording of Local Trust Committee meetings be reinstated. In addition to his written submission entitled “To Gauge the ‘Pilots’, Video and Audio” dated August 30, 2012, Dr. Varzeliotis also provided written submissions entitled: “Tom’s Town Hall Placard”, dated August 30, 2012; and “The Censors of Salt Spring Island”, dated August 2012.

## 13. TOWN HALL

Chair Malcolmson opened the Town Hall at approximately 12:40 p.m. and explained the guidelines. A member of the public expressed her views on the consideration of environmental effects in the Industrial Task Force recommendations.

The Chair called for a recess at 12:48 p.m. The meeting reconvened at 12:53 p.m.

## 14. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

### 14.1 SS-RZ-2011.5 – Tottman – 127 Rainbow Road

Planner Aasen reviewed the staff report dated August 17, 2012 regarding the proposal to amend the Land Use Bylaw from R6 to C4(a). The applicants were present.

SSI-185-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee gives Third Reading to Proposed Bylaw No. 460, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 4, 2012” and forwards the Bylaw to the Executive Committee (Tottman, 127 Rainbow Road, SS-RZ-2011.5). **CARRIED**

SSI-186-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee requires as a condition of zoning approval that the applicants provide a contribution of \$4900 to the Capital Regional District for future sidewalk construction along the Rainbow Road frontage (Tottman, 127 Rainbow Road, SS-RZ-2011.5). **CARRIED**

## 15. REPORTS

### 15.1 Dormant Applications

Planner Brownrigg reviewed the staff memorandum dated August 16, 2012 regarding dormant application information.

### 15.2 Work Within Conservation Covenant Areas – Collins Road

Planner Brownrigg reviewed the staff report dated August 15, 2012 regarding proposed work on land protected by a conservation covenant held in favour of the Salt Spring Island Local Trust Committee. She noted an additional conservation covenant on lot 12. It was also noted that on page 4 of the report, in the first paragraph under Recommendation, the covenant number should read “ET112688.” The applicant was not present.

- SSI-187-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approves Peter Dorazio's request of July 15, 2012 to reroute the driveway on Lot 30, North Salt Spring Island, Cowichan District by issuing a written waiver to restrictions in section 3.1 a) and b) consistent with section 6.3 of the covenant (covenant # ET112688) subject to the following conditions: 1) the waiver is provided for the express purpose of relocating the existing driveway to the proposed new location and decommissioning the existing driveway, and 2) the waiver does not constitute a right to violate the covenant for any other purpose. **CARRIED**
- SSI-188-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approves Peter Dorazio's request of August 2, 2012 to remove the Scotch broom and replace with alternative native vegetation and a grass lawn to prevent the occupation of the covenant area by invasive species, as outlined in the recommendations of the covenant monitoring report by Doug Hopwood RPF dated June 22, 2012 for Lots 1 and 2, Sections 1 and 20 Range 2 West North Salt Spring Island Cowichan District Plan EPP2134 by issuing a written waiver to the covenant (covenant # CA1567046) subject to the following conditions: 1) the waiver is provided for the express purpose of implementing the recommendation set out in the 2012 covenant monitoring report by Doug Hopwood RPF dated June 22, 2012, and 2) the waiver does not constitute a right to violate the covenant for any other purpose. **CARRIED**
- SSI-189-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approves Peter Dorazio's request of August 28, 2012 to plant a cover of native plants as outlined in the recommendation of the covenant monitoring report by Doug Hopwood RPF dated June 22, 2012 for Lot 12, Section 20 Range 2 West and District Lot 30 North Salt Spring Island Cowichan District Plan EPP2134 by issuing a written waiver to the covenant (covenant # CA1567053) subject to the following conditions: 1) the waiver is provided for the express purpose of implementing the recommendation set out in the 2012 covenant monitoring report by Doug Hopwood RPF dated June 22, 2012, and 2) the waiver does not constitute a right to violate the covenant for any other purpose. **CARRIED**

### **15.3 Expense Report**

The report was reviewed.

### **15.4 2013-14 Budget Submissions**

RPM Hartley reviewed the memorandum dated August 22, 2012 regarding the request for Local Trust Committees to submit budget requests for the next fiscal year.

The Chair called for a recess at 2:07 p.m. The meeting reconvened at 2:10 p.m.

By general consent, LUB Project #3 (Affordable Housing Strategies, \$5,000) was removed from the 2013-14 Budget Proposal. Other decisions on the proposed budget were deferred to the next regular business meeting.

### **15.5 Application Summary Report**

The report was received.

**15.6 Applications with Status Report**

The report was reviewed.

**15.7 Work Program Top Priorities Report**

The report was reviewed.

**15.8 Project List**

The report was reviewed. It was noted that there should be two additions to the Project List for next meeting: "Industrial Needs Assessment" and "Land Use Planning Support for Community Economic Development".

**16. UPCOMING MEETINGS**

Next regular business meeting of the Local Trust Committee is scheduled for 9:30 a.m. on Thursday, September 20, 2012 at the Lion's Club, Hart Bradley Hall, 103 Bonnet Ave, Salt Spring Island.

**17. ADJOURNMENT**

There being no further business, the meeting adjourned at 2:34 p.m.

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Sheila Malcolmson, Chair

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Kathryn Luttin, Recorder