

ADOPTED
MINUTES of the SALT SPRING ISLAND
LOCAL TRUST COMMITTEE REGULAR BUSINESS MEETING
Thursday, May 2, 2013 - 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)
Justine Starke, Island Planner
Stefan Cermak, Planner 2
Chris Larson, Planner 1
Kathryn Luttin, Recorder

Others Present:

Wayne McIntyre, Capital Regional District (CRD) Director
Approximately 3 members of the public – a.m.
Approximately 9 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 introduced herself, the Trustees and staff, and explained the meeting procedures.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- supplemental to Item 8.3 – Watershed Management – St. Mary's Lake Watershed Working Group – Scope of Work – Staff Report;
- new Item 14.5 – SS-DVP-2013.2 – Island Marine Construction – 120 Maxham Road – Rear Lot Line Setback Variance – Staff Memorandum.

By general consent the agenda was approved, as amended.

3. CLOSED MEETING RESOLUTION

SSI-095-13

At 9:35 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 section 90(1)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the interests of Islands Trust under or enforcement of an enactment; section 90(1)(g) litigation or potential litigation affecting Islands Trust; and section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose and that staff are invited to remain.

CARRIED

4. OPEN MEETING RESOLUTION

SSI-096-13

At 9:56 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**

Chair Malcolmson called for a recess at 9:54 a.m. The meeting reconvened at 9:56 a.m.

5. RISE AND REPORT - none

6. MINUTES AND RESOLUTIONS WITHOUT MEETING

6.1 Draft Minutes of the April 11, 2013 SSI LTC Regular Business Meeting

By general consent the Salt Spring Island Local Trust Committee Regular Business Meeting minutes of April 11, 2013 were adopted, as presented.

6.2 Adopted Minutes of the Industrial Advisory Planning Commission Meeting of April 5, 2013

The minutes were received for information.

6.3 Draft Minutes of the Industrial Advisory Planning Commission Meeting of April 18, 2013

The minutes were received for information.

6.4 Draft Minutes of the Advisory Planning Commission Meeting of April 18, 2013

The minutes were received for information.

6.5 Resolution-Without-Meeting Log Report

The report was received.

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-Up Action List

The list was reviewed.

8. LOCAL TRUST COMMITTEE PROJECTS

8.1 Proposed Bylaw No. 461 (Secondary Suites)

Island Planner Starke reviewed the staff report dated April 17, 2013 regarding consideration of adoption of Proposed Bylaw No. 461.

Further to discussion, the following resolution was introduced:

SSI-097-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee adopt Proposed Bylaw 461, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 5, 2012." **CARRIED**

Chair Malcolmson noted that her support for the proposed suites bylaw was based on the following:

- the bylaw's compliance with Salt Spring Island's Official Community Plan, which resulted from decades of community study and documentation;
- suites are narrowly contained to a pilot area served by public transit, to mitigate climate change impacts;
- the pilot area has supportive water and sewer utilities, and was drawn to avoid the water utilities that said they didn't have the capacity;
- the pilot area avoids water-sensitive and ecologically-sensitive lands.

8.2 Proposed Bylaw No. 467 (Advisory Planning Commission)

Island Planner Starke reviewed the staff report dated April 22, 2013 regarding consideration of adoption of Proposed Bylaw No. 467.

Further to discussion, the following resolutions were introduced:

SSI-098-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee adopt Proposed Bylaw 467 cited as "Salt Spring Island Local Trust Committee Advisory Planning Commission Bylaw, 2013." **CARRIED**

SSI-099-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve the Salt Spring Island Local Trust Committee Advisory Planning Commission "Terms of Reference," dated April 10, 2013. **CARRIED**

SSI-100-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to discharge the Environmental Advisory Committee, the Agricultural Advisory Committee, the Advisory Design Panel, and the Advisory Planning Commission upon appointment of new members to an Advisory Planning Commission and Agricultural Advisory Planning Commission under Bylaw 467. **CARRIED**

SSI-101-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee express appreciation for the work of these volunteers and solicit interest in previous members serving on the Advisory Planning Commission(s) under Bylaw 467. **CARRIED**

SSI-102-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to make best efforts to apply procedural improvements to the handling of Advisory Planning Commission business, as identified under Staff Comments of the Staff Report dated April 22, 2013 and received at the May 2, 2013 Salt Spring Island Local Trust Committee meeting. **CARRIED**

8.3 Watershed Management – St. Mary Lake Watershed Working Group

Island Planner Starke introduced the staff report dated April 30, 2013 regarding the scope of work for Watershed Management.

Chair Malcolmson called for a recess at 10:36 a.m. The meeting reconvened at 10:40 a.m.

Trustee Grams declared a potential conflict of interest due to his position as Chair of the St Mary Lake Watershed Working Group. Trustee Grams left the meeting at 10:41 a.m.

Further to a continued review of the report and subsequent discussion, the following resolutions were introduced:

SSI-103-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve the Salt Spring Island Watershed Management Project Charter last updated April 30, 2013. **CARRIED**

SSI-104-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee designate Trustee Grams to officially represent the Salt Spring Island Local Trust Committee on the St. Mary Lake Watershed Working Group. **CARRIED**

SSI-105-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve budget allocation of \$12,550 from the Salt Spring Island Program Budget to meet the Salt Spring Island Watershed Management work program as presented in the staff report dated April 30, 2013. **CARRIED**

SSI-106-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee request staff to apply for the Healthy Communities Capacity Building Grant to be used to support the work outlined in the April 30, 2013 staff report titled Scope of Work: Watershed Management. **CARRIED**

SSI-107-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee forward the Salt Spring Island Watershed Management Project Charter to the Trust Programs Committee for its consideration. **CARRIED**

Trustee Grams rejoined the meeting at 11:10 a.m.

8.4 Implementation of the Riparian Areas Regulation - Work Program Update

Planner Cermak reviewed the staff report dated April 24, 2013.

Further to discussion, the following resolutions were introduced:

SSI-108-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee amend the Implementation of the Riparian Areas Regulation Project Charter to include Lisa Gordon, Islands Trust Communications Specialist, as a resource. **CARRIED**

SSI-109-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve the Implementation of the Riparian Areas Regulation Project Charter as amended on May 2, 2013. **CARRIED**

SSI-110-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to engage the community further on the implementation of the Riparian Areas Regulation as noted in the staff report dated April 24, 2013. **CARRIED**

SSI-111-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve budget allocation of \$8,500 from the Salt Spring Island Program Budget to meet the public engagement needs of the Implementation of the Riparian Areas Regulation work program as presented in the staff report dated April 24, 2013. **CARRIED**

Chair Malcolmson called for a recess at 11:52 a.m. The meeting reconvened at 12:08 p.m. At that time, she welcomed the members of the public and thanked them for coming. She introduced the Trustees and staff and reviewed the audio recording practices. She acknowledged that the Local Trust Committee is meeting in the traditional territory of the Coast Salish People.

9. TRUSTEE REPORTS

Trustee Grove reported that he attended the following: the abattoir open house; a fire hall meeting; a Salt Spring Island Community Economic Development Commission round table; an Industrial Advisory Planning Commission meeting; the Public Hearing for Bylaws 465 and 466; and a meeting with a member of the committee that is reviewing medical services needs on Salt Spring Island. He noted that he attended and helped organize the Lieutenant Governor's visit to Salt Spring Island.

Trustee Grams reported that he attended the following: the Lieutenant Governor's visit to Salt Spring Island; a Salt Spring Island Community Economic Development Commission meeting; a Governance Study Committee meeting; an Executive Committee meeting; and the Community Information Meeting and Public Hearing for Bylaws 465 and 466. He also chaired a St Mary Lake Watershed Working Group Meeting.

10. CHAIR'S REPORT

Chair Malcolmson reported that she attended the following: the Association for Vancouver Island Coastal Communities convention; the Lieutenant Governor's visit to Mayne Island; the Executive Committee meeting with the Islands Trust Fund Board. She also spoke about the following: the annual meeting with the Ministry of Transportation and Infrastructure; the retirement of the Vancouver Island Subdivision Approving Officer; the upcoming international Island Studies conference on Gabriola Island on May 10-12; and the upcoming Trust Council meeting on Mayne Island on June 11-13.

11. CRD DIRECTOR'S REPORT

CRD Director McIntyre reported on the following: the Lieutenant Governor's visit to Salt Spring Island; the selection of Karen Hudson as Chief Librarian; the proposal for an emergency operation centre to occupy space in the new fire hall; the CRD Senior Manager position on Salt Spring Island; the constructed wetlands sewage treatment proposal for Burgoyne Bay; extension of non-smoking areas to parks and beaches; the Salt Spring Island Cycling Master Plan; tax packages, and the Tuesday Market.

12. DELEGATIONS

Chair Malcolmson reviewed the guidelines for Delegations, the Town Hall, and the audio recording practices.

12.1 Dr. Varzeliotis – Entitled “Layers of Lies”

Dr. Varzeliotis spoke about Booth Canal. He provided an additional written submission entitled “Tom’s Town Hall Placard: A supplement to Delegation: ‘Layers of Lies’” dated May 2, 2013.

13. TOWN HALL

Chair Malcolmson opened the Town Hall at 12:42 p.m. It was noted that there were no speakers.

Chair Malcolmson called for a recess at 12:43 p.m. The meeting reconvened at 12:47 p.m.

14. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

14.1 **SS-RZ-2012.4 – Proposed Bylaws No. 465 & 466 - 265 Blackburn Road – Salt Spring Island Conservancy**

RPM Hartley reviewed the staff report dated April 25, 2013 regarding the application to rezone the subject property to an Agriculture 2 zone variant and discharge the land use contract currently registered on title.

The applicant was present.

The following resolutions were introduced:

SSI-112-13

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give Third Reading to Proposed Bylaw No. 465, cited as “Salt Spring Island Local Trust Committee Land Use Contract Authorization By-Law No. 12, 1978 (Blackburn Farm Society), Amendment No. 1, 2013.”, and forward it to the Executive Committee for consideration of approval. **CARRIED**

SSI-113-13

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give Third Reading to Proposed Bylaw No. 466, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2013” and forward it to the Executive Committee for consideration of approval. **CARRIED**

14.2 **SS-RZ-2009.2 – Proposed Bylaw No. 450 - 135 Brinkworthy Road – R. Heung Brinkworthy Mobile Home Park**

RPM Hartley reviewed the staff report dated April 24, 2013 regarding adoption of Proposed Bylaw No. 450.

Further to discussion, the following resolution was introduced:

SSI-114-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee adopt Bylaw No. 450, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2011," for the property at 135 Brinkworthy Road (Lot 1 Sec 4 and 5 Range 2 East, North Salt Spring Island, Cowichan District, Plan 2296). **CARRIED**

14.3 SS-ALR-2013.1 – 133 Burgoyne Bay Road - Capital Regional District

Planner Larson reviewed the staff report dated April 22, 2013 regarding this application for "non-farm use" in the Agricultural Land Reserve (ALR).

The applicant's representative was present and spoke to the application.

Further to discussion, the following resolutions were made:

SSI-115-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee refer Agricultural Land Reserve application SS-ALR-2013.1 (133 Burgoyne Bay Road) for non-farm use in the Agricultural Land Reserve to the Salt Spring Island Agricultural Advisory Committee for review and comments. **CARRIED**

SSI-116-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee forward application SS-ALR-2013.1 (133 Burgoyne Bay Road) for non-farm use in the Agricultural Land Reserve to the Agricultural Land Commission with comments from the Salt Spring Island Agricultural Advisory Committee and the Local Trust Committee to follow. **CARRIED**

14.4 SS-RZ-2013.4 – 133 Burgoyne Bay Road – Capital Regional District

Planner Larson reviewed the staff report dated April 22, 2013 regarding the application to amend the Land Use Bylaw zoning from agriculture A1 to A1(c).

The applicant's representative was present and spoke to the application.

Further to discussion, the following resolutions were introduced:

SSI-117-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to prepare a bylaw amending the Land Use Bylaw No 355 for portion of the lot North ½ of Section 3, Range 1, Salt Spring Island, Cowichan District Except That Part in Plan VIP75183 zoned A1 to A1(c). **CARRIED**

SSI-118-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee refer application SS-RZ-2013.4 (133 Burgoyne Bay Road) to the Agricultural Advisory Committee for review and comments. **CARRIED**

14.5 SS-DVP-2013.2 – Island Marine Construction – 120 Maxham Road

Planner Larson reviewed the staff memorandum dated April 26, 2013.

15. CORRESPONDENCE

15.1 Work Program Top Priorities Report

The report was reviewed.

15.2 Projects List

The list was reviewed.

15.3 Applications with Status Report

The report was reviewed.

15.4 Development Application Summary Report

RPM Hartley reviewed the staff memorandum dated April 24, 2013.

16. CORRESPONDENCE

16.1 Transition Salt Spring – Jean Gelwicks on behalf of the Education Committee – Dated March 28, 2013

The correspondence was received.

17. NEW BUSINESS

17.1 Islands Trust Fund Natural Area Protection Tax Exemption Program - Appleby Application, PID 016-226-500

The memorandum was received.

18. UPCOMING MEETINGS

The next regular business meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on Thursday, May 23, 2013 at the Lion's Club, Hart Bradley Hall, 103 Bonnet Ave., Salt Spring Island.

19. ADJOURNMENT

By general consent the meeting adjourned at 1:49 p.m.

Sheila Malcolmson, Chair

Kathryn Luttin, Recorder