

ADOPTED
MINUTES of the SALT SPRING ISLAND
LOCAL TRUST COMMITTEE REGULAR BUSINESS MEETING
Thursday, April 5, 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)
Stefan Cermak, Planner 2
Caitlin Brownrigg, Planner 1
Chris Hall, Planning Consultant
Mary Hughes, Recorder
1 member of the public – a.m.
Approximately 30 members of the public – p.m.

1. CALL TO ORDER

The Chair called the meeting to order at 9:30 a.m. She acknowledged that the Local Trust Committee is meeting in the traditional territory of the Coast Salish People. The Chair welcomed everyone, introduced herself, the Trustees and staff and explained the meeting procedures.

2. APPROVAL OF AGENDA

The agenda was adopted by unanimous consent with the following additions: New Item 4.3 - Correspondence from Trustee Grams to the Salt Spring Island Chamber of Commerce dated March 15, 2012; Supplemental to Item 14.3 – Correspondence from Summerside Strata VIS5366 dated April 3, 2012 and Staff Memorandum dated April 4, 2012.

3. MINUTES AND RESOLUTIONS WITHOUT MEETING

3.1 Section 26 Resolution-Without-Meeting Log Report - None

4. BUSINESS ARISING FROM MINUTES

4.1 Top Priorities Report

Two community meetings were held on March 31 and April 4, 2012 regarding legalization of secondary suites.

4.2 Follow-Up Action List

The Local Trust Committee received the Follow-Up Action List. Staff asked for input on a review of procurement policies.

- 4.3 Correspondence - Trustee Grams to the Salt Spring Island Chamber of Commerce**
Trustee Grams responded to a letter from the SSI Chamber of Commerce dated February 6, 2012.

5. CORRESPONDENCE

- 5.1 Agricultural Land Commission (ALC) – Letter dated November 3, 2011 - Received**
The ALC has invited the Local Trust Committee to a meeting regarding farm-worker housing. The Trustees requested background information on this matter and agreed that attendance would be valuable.

SSI-069-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to write to Brian Underhill, Executive Director of the Agricultural Land Commission, thanking him for the letter and confirming the Local Trust Committee's interest in meeting with them to discuss the issue of farm-worker housing as soon as such a meeting can be arranged. **CARRIED**

- 5.2 Farm Community Land Use Committee – Email dated March 13, 2012 – Received**
RPM Hartley summarized this letter detailing setbacks in Land Use Bylaw No. 355, provincial setbacks and those proposed by the Riparian Areas Regulation for agricultural lands.

SSI-070-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to prepare an itemized response to the matters raised in John Wilcox's letter regarding overlapping legislation. **CARRIED**

- 5.3 Ron Hawkins – Letter dated March 19, 2012 – Received for information**

6. REPORTS

- 6.1 Application Summary Report**
RPM Hartley reported that fewer applications have been received in the first quarter of this year compared to previous years as well as a decline in building permit referrals. The Trustees requested a report on activity levels in neighbouring jurisdictions.

- 6.2 Applications with Status Report**
The Trustees requested a verbal update on application SS-RZ-2011.3 (J. Quesnel – 440 Rainbow Rd).

SSI-071-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to write to John Quesnel regarding the acoustic report and express urgency in obtaining early receipt of said report. **CARRIED**

The Trustees asked about the status of SS-SUB-2004.17 (114 Cranberry Rd). Staff reviewed the Islands Trust's referral role for subdivisions, and that these application types remain active until the Ministry of Transport and Infrastructure closes them.

- 6.3 Local Trust Committee Work Program**
RPM Hartley spoke to the staff report dated March 28, 2012 and offered to provide an update for the next Local Trust Committee meeting which would include a revised list of Top Priorities and a sequenced list of the eight items marked "High Priority".

6.4 Salt Spring Island Expense Report – Posted to March 31, 2012

RPM Hartley explained that more time was spent on the Official Community Plan update which was largely Riparian Areas Regulation related and less on other projects. She explained that the 2012-13 Local Trust Committee budget will be similar to 2011-12, and detailed projections will be available at the next Local Trust Committee meeting.

7. NEW BUSINESS

7.1 Morton Property Proposed NAPTEP Application Information

The Local Trust Committee received, for information, a memorandum dated March 27, 2012 from Kate Emmings, Ecosystem Protection Specialist for the Islands Trust Fund, regarding a proposed Natural Area Protection Tax Exemption Program (NAPTEP) application for the Morton property.

7.2 Lot 30 – 151 Mount Erskine Road – Covenant Monitoring

RPM Hartley spoke to the staff report dated March 28, 2012. The Trustees raised concerns with the practice of the Local Trust Committee holding covenants.

SSI-072-12

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee authorize an expenditure of up to \$400 from the Local Trust Committee expense account to contract for services to monitor the terms of conservation covenant ET112692 respecting Lot 30, North Salt Spring Island, Cowichan District, for the year 2012.

CARRIED

7.3 SSI LTC 2011-2012 Annual Report

RPM Hartley spoke to the memorandum dated March 28, 2012. The Local Trust Committee complimented Island Planner Starke for the excellent work.

SSI-073-12

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve for publication the 2011-2012 Annual Report submission of the Salt Spring Island Local Trust Committee's highlights and accomplishments.

CARRIED

The Chair called for a recess at 11:10 a.m. The meeting reconvened at 12:00 noon.

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.

8. TRUSTEE REPORTS

Trustee Grove advised that he attended a Water Council meeting and a Climate Action Council meeting as well as two public meetings regarding legalizing secondary suites.

Trustee Grams advised that he recently met with representatives of the residents of Fulford. He also spoke of his work in developing a partnership with the University of British Columbia School of Architecture towards a village regeneration project for both the Ganges and Fulford areas.

9. STUDENT TRUSTEE'S REPORT – No report

10. **CHAIR'S REPORT**

The Chair advised that she met recently with Islands Trust Council's counterparts in San Juan County and saw presentations on their oil-spill preparedness program, salmon habitat restoration work, and shoreline mapping of the San Juan Islands.

The Chair also met with the National Energy Board requesting local consultation on tanker traffic from the Kinder Morgan pipeline expansion. She also advised that the Islands Trust will host a session on local government concerns related to oil-spill preparedness at the forthcoming meetings of the Association of Vancouver Island Coastal Communities.

11. **CRD DIRECTOR'S REPORT**

CRD Director McIntyre reported on the following; a recent Water Council meeting regarding the work of the Union of BC Municipalities Small Water Systems Committee; that a new PARC manager has been hired; that Kees Ruurs is now General Manager and reports to the Chief Administrative Officer of the Capital Regional District; that an on-island engineer will be hired in May; that the North Ganges Transportation Plan budget has been announced and bike lane construction is to start in July; and that the Economic Development Commission is finalizing its request for proposals for an economic development study.

12. **DELEGATIONS**

12.1 **Copper Kettle Society – Cherie Geauvreau**

Ms. Geauvreau spoke about the wagon wheel concept for affordable housing on Salt Spring Island stating that the society needs about one acre of land for such a project. She also advised that significant donations of labour and materials have been offered.

12.2 **Salt Spring Island Water Council Society – Peter Lamb**

Mr. Lamb reported on the February groundwater workshop to raise awareness of groundwater issues on Salt Spring Island. He advised that nearly half the island's population takes their water from ground water. There were sixty-five participants at the workshop.

12.3 **Climate Action Council – Elizabeth White**

Ms. White spoke to the Salt Spring Island Climate Actions Progress Report and reviewed previous work and actions in the community. With reference to greenhouse gas reduction targets, she advised that two thirds of the energy strategy recommendations have been enacted. She also mentioned that eighteen Salt Spring Island organizations are involved in climate action work and that some projects might be eligible for Gas Tax funding.

Trustee Grove agreed to work with staff and with the Climate Action Council to develop a proposal to bring to the next LTC meeting that matches potential climate change with funding work program items.

12.4 **Dr. A. Varzeliotis – Flushing out the Agitated Censors**

Dr. Varzeliotis suggested the Islands Trust did not have legal advice regarding editing a video of the February 23, 2012 Local Trust Committee Meeting.

13. **TOWN HALL**

The Chair opened the Town Hall at 1:00 p.m. and explained the guidelines.

Some members of the public expressed concerns about: development application SS-DP-2008.4, (107 Atkins Road) asking that Phase 6 be removed from the application; secondary suites and lack of public participation at the public meetings; over-regulation; composting toilets; and editing of Local Trust Committee meeting video recordings.

14. **APPLICATIONS, PERMITS, BYLAWS AND REFERRALS**

14.1 **SS-SUB-2011.9 – Jordan Cook & Associates – 135 Brinkworthy Road**

Planner Brownrigg spoke to the staff report dated March 16, 2012. The Trustees observed that they would prefer in future to see land contributed, not cash, to meet the requirements in the Local Government Act.

SSI-074-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee accept the amount of \$80,000 as cash in lieu of park land to satisfy the park land dedication conditions of subdivision application SS-SUB-2011.9 (Richard Cook, 135 Brinkworthy Road) subject to receipt of monies by the Capital Regional District within twelve months of this resolution. **CARRIED**

14.2 **SS-LCB-2012.1 – SS Marina Ltd. – 124 Upper Ganges Road**

Planner Brownrigg spoke to the staff report dated March 28, 2012.

SSI-075-12 It was **MOVED** and **SECONDED** that in view of receiving no public comments concerning this application, the Salt Spring Island Local Trust Committee, recommends amendment of the licence for the following reasons: the increase in the occupant load of the liquor primary licence is in accordance with the Salt Spring Island Land Use Bylaw No. 355 and is not expected to increase noise or other impacts on the community as discussed in the March 28, 2012 staff report (SS-LCB-2012.1, Robert Steinbech, 124 Upper Ganges Road). **CARRIED**

SSI-076-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee advise the Liquor Control and Licencing Branch that it sought to gather the views of residents on application (SS-LCB-2012.1 Robert Steinbach, 124 Upper Ganges Road) by posting notice in the Driftwood newspaper for two weeks prior to the meeting date, noting that residents had an opportunity to ask questions of the applicant and provide comments to the planner assigned to the file. **CARRIED**

14.3 **SS-DP-2008.4 – King Edward Bay Development Corporation – 107 Atkins Road**

Planner Brownrigg spoke to the staff report dated March 28, 2012 noting there was a memorandum with a revised Development Permit included in the late agenda package.

SSI-077-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve issuance of Development Permit SS-DP-2008.4 to King Edward Bay Development Corp. for Lot 1, Section 3 and 4, Range 3 East, North Salt Spring Island, Cowichan District Plan VIP75338 except part in Strata Plan VIS5366 (Phases 1, 2, 3, 4, 5 and 6) as attached to the April 4, 2012 memorandum. **CARRIED**

14.4 SS-RZ-2008.3 – Landworks Consultants – 201-225 Beddis Road

Consulting Planner Chris Hall spoke to the staff report dated March 28, 2012. The Applicant, Kelly Gesner spoke to the project and reported that 40 people attended a recent community information meeting.

SSI-078-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give second reading to proposed Bylaw No. 457, cited as “Salt Spring Island Official Community Plan 2008, Amendment No. 1, 2012,” (SS-RZ-2008.3, Landworks Consultants Ltd.- Beddis Developments, 201-225 Beddis Road, Salt Spring Island). **CARRIED**

SSI-079-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give second reading to proposed Bylaw No. 458, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2012,” (SS-RZ-2008.3, Landworks Consultants Ltd., Beddis Developments, 201-225 Beddis Road, Salt Spring Island). **CARRIED**

SSI-080-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give second reading to proposed Bylaw No. 459, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 3, 2012,” (SS-RZ-2008.3, Landworks Consultants Ltd., Beddis Developments, 201-225 Beddis Road, Salt Spring Island). **CARRIED**

SSI-081-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to schedule a public hearing for proposed Bylaws No. 457, 458 and 459 as soon as possible. (SS-RZ-2008.3, Landworks Consultants Ltd., Beddis Developments, 201-225 Beddis Road, Salt Spring Island). **CARRIED**

SSI-082-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to inform First Nations about the results of the archaeology study, once known, and notify them about the scheduling of the public hearing. (SS-RZ-2008.3, Landworks Consultants Ltd. - Beddis Developments – 201-225 Beddis Road, Salt Spring Island). **CARRIED**

SSI-083-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to prepare covenant(s) in draft form preparatory to the public hearing for the following purposes:

- a. No build setbacks from the new Agricultural Land Reserve boundary: fifteen metres with an eight metre buffer requirement;
- b. No build and no vegetation removal setbacks from the unnamed stream on the western boundary of the subject property per the recommendations of the Riparian Area Regulations ten metres;
- c. No build setbacks from the top of the ravine and unstable slopes on the eastern side of the property: fifteen metres from the top of the ravine;
- d. No vegetation removal setback from the top of the ravine: seven and a half metres;
- e. Any other natural areas protection requirements that may be identified which may include items such as the protection of mature vegetation;
- f. Riparian Area Regulations site inspection and monitoring with the Ministry of the Environment’s specified time frame.

(SS-RZ-2008.3, Landworks Consultants Ltd., Beddis Developments, 201-225 Beddis Road, Salt Spring Island). **CARRIED**

SSI-084-12

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee require the applicant to provide to the Local Trust Committee, prior to final adoption, an analysis of the south bound left turn movement at the Beddis/Fulford Ganges Road/Charlesworth intersection for information purposes, so as to determine when a separate left turn lane may be warranted for this movement on Fulford Ganges Road, to be shared with the Salt Spring Island Transportation Commission and the Ministry of Transportation and Infrastructure (SS-RZ-2008.3, Landworks Consultants Ltd., Beddis Developments, 201-225 Beddis Road, Salt Spring Island). **CARRIED**

SSI-085-12

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to prepare resolutions for third reading that enable the Local Trust Committee to establish the conditions for bylaw approval that will, at a minimum, address:

- The results of the archaeological investigation, if any action by the Local Trust Committee is required;
- The recommendations of the Bunt traffic study, as reflected in the comments of the Salt Spring Transportation Commission;
- The covenant(s) for natural areas protection and ALR buffering.

(SS-RZ-2008.3, Landworks Consultants Ltd., Beddis Developments, 201-225 Beddis Road, Salt Spring Island). **CARRIED**

15. LOCAL TRUST COMMITTEE PROJECTS

15.1 Local Trust Committee Video Recording Pilot Results

RPM Hartley spoke to the staff report dated March 28, 2012 and thanked the senior staff at the Victoria office for contributions to the report.

SSI-086-12

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to explore options for videotaping, including the use of local media, in order to continue the videorecording service and to seek legal advice regarding ways to avoid censorship. **CARRIED**

15.2 Riparian Areas Regulation – Update on Stream Mapping Pilot Project

Planner Cermak provided a verbal report regarding progress on stream mapping, explaining that the Salt Spring Island Stream Enhancement Society has completed its study and submitted its report to staff. This report will likely be available in about six weeks, given staff availability.

16. UPCOMING MEETINGS

16.1 The next regular business meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on Thursday, April 26, 2012 at the Lion's Club, Hart Bradley Hall, 103 Bonnet Avenue, Salt Spring Island.

17. ADJOURNMENT

There being no further business, the meeting adjourned at 3:35 p.m.

Sheila Malcolmson, Chair

Mary Hughes, Recorder