

**ADOPTED**  
**MINUTES of the SALT SPRING ISLAND**  
**LOCAL TRUST COMMITTEE REGULAR MEETING**  
**Thursday, February 27, 2014 - 9:30 AM**  
**Lions Club, Hart Bradley Hall - 103 Bonnet Avenue, Salt Spring Island**

**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  
Torill Gillespie, Planner 1  
Jason Youmans, Planner 1  
Sarah Shugar, Recorder

**Media and Others Present:**

Wayne McIntyre, Capital Regional District (CRD) Director  
Gulf Islands Driftwood Reporters  
Approximately 12 members of the public – a.m.  
Approximately 50 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 Malcolmson called the meeting to order at 9:30 a.m. She introduced herself, the Trustees and staff and acknowledged that the Local Trust Committee is meeting in the traditional territory of the Coast Salish people.

**2. APPROVAL OF AGENDA**

The following changes were made to the agenda:

- supplemental to Item 4.2 - correspondence from L. Cross dated February 20, 2014 - correspondence from L. Maffi dated February 26, 2014;
- supplemental to Item 5.1 - Zoning Bylaws 3705/3773 – Referral from the Cowichan Valley Regional District;
- supplemental to Item 6.4 - Expense Summary Report dated February, 2014;
- supplemental to Item 6.5 - correspondence from B. Taylor, Polaris Land Surveying dated February 22, 2014 - correspondence from M. Grant, Ernst & Young Inc. dated February 24, 2014;
- supplemental to Item 8.1 - correspondence dated February 21, 2014;
- supplemental to Item 12.4 - Friends of Bullock Lake – GW Solutions Review of Waterline Report dated February 20, 2014;
- supplemental to Item 14.2 - preliminary Staff Report dated February 20, 2014 correspondence from O. Phillips dated February 25, 2014;

- supplemental to Item 14.4 verbal staff report;
- addition of Motion to Move In Camera prior to Item 15.

By general consent, the agenda was adopted, as amended.

### 3. **MINUTES AND RESOLUTIONS WITHOUT MEETING**

#### 3.1. **Draft Minutes of the January 30, 2014 SSILTC Regular Meeting**

##### **SS-2014-28**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee adopt the Minutes of the SSILTC Regular Meeting of January 30, 2014, as presented.

**CARRIED**

#### 3.2 **Resolutions-Without-Meeting Report – None**

### 4. **LOCAL TRUST COMMITTEE PROJECTS**

#### 4.1 **Secondary Suites Implementation Program – Bylaw 471 Referral Responses**

Planner Starke presented a staff report dated February 18, 2014. She also advised that this meeting would continue as a SSI LTC Community Information Meeting at 5:30 p.m. at the Harbour House Hotel.

#### 4.2 **Watershed Management**

Planner Starke presented a memorandum dated February 27, 2014 regarding the SSI Special Property Tax Requisition Consultation Process.

Further to discussion, the following resolutions were introduced.

##### **SS-2014-29**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee amend Appendix 1 of the Draft Request for Decision regarding the Operations Budget to replace “Coordinator contract (\$50/hr @ estimated 40 hr/week)” with “Coordination, consultants, facilitation”.

**CARRIED**

##### **SS-2014-30**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee request Trust Council to include a special property tax requisition for the Salt Spring Island Local Trust Area in the amount of \$110 000 in its 2014/15 annual budget, to fund additional operations of the Salt Spring Island Local Trust Committee consistent with Trust Council’s delegated powers.

**CARRIED**

##### **SS-2014-31**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve the amended Watershed Management Request for Decision dated February 27, 2014 and authorize staff to forward it for consideration to Trust Council.

**CARRIED**

#### **4.3 Implementation of the Riparian Areas Regulation – Work Program Update & Presentation by Mainstream Biological Consulting Inc.**

Planner Cermak presented a staff report dated February 19, 2014 regarding the Riparian Areas Regulation (RAR), noting that mapping is now complete on the final nineteen watersheds.

Chair Malcolmson called for a recess at 10:35 a.m. The meeting reconvened at 10:40 a.m.

Monica Stewardson, RPBio, CPESC of Mainstream Biological Consulting provided an overview of the SSI Riparian Areas Regulation Mapping Project. She presented a final report dated February 2014 to the Local Trust Committee.

Further to discussion, the following resolutions were introduced.

##### **SS-2014-32**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve in general the Implementation of the Riparian Areas Regulation Work Program update as presented in the Staff Report dated February 19, 2014. **CARRIED**

##### **SS-2014-33**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee host a Special Business Meeting in April 2014 for purposes of hosting a Community Information Meeting to communicate the rationale, value, and implications of the Riparian Areas Regulation and to engage community members about RAR implementation options. **CARRIED**

##### **SS-2014-34**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee receive the report “Salt Spring Island Riparian Areas Regulation Mapping Project” by Mainstream Biological Consulting, dated February 2014. **CARRIED**

#### **5. NEW BUSINESS**

##### **5.1 Zoning Bylaws 3705/3773 – Referral from the Cowichan Valley Regional District**

Planner Starke presented a memorandum dated February 24, 2014 regarding a referral from the Cowichan Valley Regional District.

Further to discussion, the following resolution was introduced.

##### **SS-2014-35**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to respond to the Cowichan Valley Regional District indicating that “interests are unaffected by bylaws 3705 and 3773.” **CARRIED**

##### **5.2 CRD LiveSmart Small Business Program**

The LiveSmart BC: Small Business Program document was received for information.

## **6. REPORTS**

### **6.1 Work Program Top Priorities Report**

The report was received.

### **6.2 Projects List**

The report was received.

### **6.3 Applications with Status Report**

The report was received.

### **6.4 Expense Summary Report – Month ending February 2014**

The report received.

### **6.5 SS/Applications (General) – Dormant Applications**

Planner Gillespie presented a staff report dated February 14, 2014 concerning dormant applications.

Further to discussion, the following resolutions were introduced.

#### **SS-2014-36**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to close application and referral files SS-SDP-2010.3, SS-SDP-2010.5, SS-SUB-2006.14, SS-SUB-2004.17, SS-SUB-2007.7, and SS-SUB-2011.9. **CARRIED**

#### **SS-2014-37**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to report back in summer 2014 to address whether application files SS-DP-2012.5, SS-DP- 2012.7, and SS-DVP-2013.2 remain dormant. **CARRIED**

### **6.6 Sky Losier – Presentation about Attendance at 85th BC Youth Parliament**

Sky Losier presented a follow-up report regarding attendance at the 85<sup>th</sup> BC Youth Parliament. He thanked the LTC for this opportunity to attend the session held in Victoria, BC on December 27-31, 2013.

## **7. BUSINESS ARISING FROM MINUTES**

### **7.1 Follow-Up-Action-List**

The report was received.

## 8. CORRESPONDENCE

### 8.1 Transition Salt Spring Society

RPM Hartley reviewed the Transition Salt Spring Society correspondence dated February 21, 2014.

Further to discussion, the following resolution was introduced.

#### **SS-2014-38**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee request staff advice on whether the Salt Spring Island Local Trust Committee can fund the Transition Salt Spring proposal dated February 21, 2014 within its land use function.

**CARRIED**

Chair Malcolmson called for a recess at 11:40 a.m. The meeting reconvened at 12:00 pm. At that time, she welcomed the members of the public and thanked them for attending the meeting. She introduced the Trustees and staff and reviewed the audio recording practices.

## 9. TRUSTEE REPORTS

Trustee Grove reported that he attended the following meetings: with the Salt Spring Island Ferry Action Alliance concerning a meeting with Minister Todd Stone to be held on March 10, 2014; regarding Trust Council input into future Chief Administrative Officer appointments; with the Financial Planning Committee to finalize the budget; at the Farmer's Institute Annual General Meeting; with the Harbour Authority of Salt Spring Island regarding new management and operations. He also advised that there will be a bus scheduled to shuttle people to the BC Ferry Coalition rally at the provincial legislature on March 11, 2014. He presented medals at the Gulf Islands Secondary School Wrestling Tournament that hosted 150 youths. He acknowledged the Emergency Response team, the POD system and SSI First Responders for their work during and following the recent snowstorm.

Trustee Grams reported that he attended the following meetings: with the Salt Spring Island Ferry Action Alliance; with Fire Chief Bremner; with the Harbour Authority of Salt Spring Island regarding Ganges Village. He presented medals at the Gulf Islands Secondary School Wrestling Tournament and will be attending the Ferry Action Alliance meeting with Minister Stone scheduled on March 10, 2014.

## 10. CHAIR'S REPORT

Chair Malcolmson reported the following: that on February 5, 2014 Islands Trust Council passed a resolution to oppose the Kinder Morgan pipeline expansion and will submit an application for Council to participate as a commenter in the National Energy Board's hearing into the Trans Mountain Pipeline Expansion Project. An opinion article was published in the Vancouver Sun February 21st regarding BC Ferries Advocacy. She also advised that she will attend the BC Ferry Coalition rally at the provincial legislature on March 11, 2014; and that the next meeting of the Islands Trust Council is scheduled on March 4 to 6 on Hornby Island. She acknowledged the retirement of Pauline Brazier, Legislative Clerk. She also acknowledged the attendance of former Island Trustees and a former CRD Director at the meeting.

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

CRD Director McIntyre reported that he attended the following meetings: with the Chair of the SSI Community Economic Development Commission regarding the rollout of the SSI Economic Development Plan; with the SSI Transportation Commission regarding the release of the next phase of the North Ganges Village Transportation Plan; with the BC Chamber of Commerce regarding proposed BC Ferry service reductions. He reported on the review of electronic meeting participation and that the Electoral Area Services Committee work on mail ballot voting. He has received correspondence regarding an SSI urban/rural designation deferred to the CRD Electoral Areas Committee as well as received a letter of support from the Salt Spring Foundation regarding an affordable housing project. He will be debriefed on the recent snowstorm and is scheduled to review Salt Spring Island Transit Services, including HandyDART. He plans to attend the BC Ferry Coalition rally at the provincial legislature on March 11, 2014 and he was recently appointed to the CRD Environmental Services Committee.

## **12. DELEGATIONS**

### **12.1 Maxine Leichter on behalf of SSI Water Preservation Society – Bullock Lake Cottages Application (SS-RZ-2013.5)**

Maxine Leichter spoke on behalf of the SSI Water Preservation Society in opposition of the application.

### **12.2 Tom Varzeliotis – Topic: Chair Malcolmson's Opening Remarks**

The delegate was not in attendance.

### **12.3 Chris Dixon – Revised Platform Properties Application (Bullock Lake Cottages Application - SS-RZ-2013.5)**

Chris Dixon spoke on behalf of the Cedar Lane Water Commission in opposition of the revised application.

### **12.4 Friends of Bullock Lake – G.W. Solutions Review of Waterline Report – Dated February 20, 2014 (Bullock Lake Cottages Application – SS-RZ-2013.5)**

Rollie Cook presented the GW Solutions review of waterline report "Hydrogeological Impact Assessment Bullock Lake Cottages Salt Spring Island, BC" dated February 20, 2014. He spoke in opposition to the application.

## **13. TOWN HALL**

Chair Malcolmson opened the Town Hall at 1:00 p.m.

Eight members of the public spoke in opposition to the Platform Properties, 315 Robinson Road Rezoning and OCP Amendment concerning the Bullock Lake Cottages (SS-RZ-2013.5) application. A petition was also submitted in opposition to the application.

One speaker spoke to climate change factors when considering bylaws and regulations.

Chair Malcolmson called for a recess at 1:15 p.m. The meeting reconvened at 1:21 p.m.

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

**14.1 SS-DVP-2013.8 – Robert Steinbach - 431 Baker Road**

Planner Youmans reviewed the staff report dated February 18, 2014 regarding the proposal to allow the continued siting of a garden shed and greenhouse.

The applicant was present and was invited to speak.

Further to discussion, the following resolution was introduced.

**SS-2014-39**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit SS-DVP-2013.8 to Robert Steinbach for Amended Lot 2 (DD 2519031, Section 6, Range 1 West, North Salt Spring Island, Cowichan District, Plan 7144, Except Part in Plan 40042 (431 Baker Road). **CARRIED**

**14.2 SS-RZ-2013.5 – Platform Properties, 315 Robinson Road Rezoning and OCP Amendment Bullock Lake Cottages**

Planner Starke reviewed a staff report dated February 20, 2014 regarding the rezoning and OCP amendment Bullock Lake Cottages application.

Applicant Cameron Chalmers was present and was invited to speak. He reviewed the Amenity Proposal Bullock Lake Cottages report dated February 3, 2014.

Further to discussion, the following resolutions were introduced.

**SS-2014-40**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to refer the current staff report dated February 20, 2014 for application SS-RZ-2013.5 (Chalmers, 315 Robinson Road) to the Advisory Planning Commission and the Agricultural Advisory Planning Commission. **CARRIED**

**SS-2014-41**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to send a preliminary referral of application SS-RZ-2013.5 (Chalmers, 315 Robinson Road) to First Nations as well as the Ministry of Environment, Island Health, the Cedar Lane Water District, the Capital Regional District Transportation Commission, CRD Park and Recreation Commission, the CRD Economic Development Commission, the Ministry of Transportation and Infrastructure, the Agricultural Land Commission, and the Ministry of Agriculture. **CARRIED**

**SS-2014-42**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to enter into a cost recovery agreement with the applicant of SS-RZ-2013.5 (Chalmers, 315 Robinson Road) for third party review of the potable and waste water reports, according to a terms of reference mutually agreed to by the applicant and Islands Trust staff. **CARRIED**

Chair Malcolmson called for a recess at 2:40 p.m. The meeting reconvened at 2:50 pm.

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to include in the referral for review by the Advisory Planning Committee and in the Third Party Review of SS-RZ-2013.5 (Chalmers, 315 Robinson Road), the Report by GW Solutions Inc. dated February 20, 2014.

**SS-2014-43**

It was **MOVED** and **SECONDED** that the motion be tabled.

**CARRIED**

**SS-2014-44**

It was **MOVED** and **SECONDED** that the previous motion be lifted from the table.

**CARRIED**

The question on the motion, as follows, was then called:

**SS-2014-45**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to include in the referral for review by the Advisory Planning Commission, and in the Third Party Review of SS-RZ-2013.5 (Chalmers, 315 Robinson Road), the Report by GW Solutions Inc. dated February 20, 2014. **CARRIED**

**14.3 SS-RZ-2013.3 – Robyn Kelln - 119-150 Ashya Road**

Planner Cermak presented the staff report dated February 18, 2014 regarding the application to amend the OCP and Land Use Bylaw.

Applicant Robyn Kelln was present and was invited to speak. He expressed concern regarding the timeline for the development of a housing agreement and whether a covenant could be a temporary option.

Further to discussion, the following resolutions were introduced.

**SS-2014-46**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee revise section 1.2 of Bylaw No. 477 by replacing the words “Lots 1,2,3,4 and 6” with “Lots 1,6,7,8 and 9”. **CARRIED**

**SS-2014-47**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give First Reading to Bylaw No. 476, cited as “Salt Spring Island Official Community Plan, 2008, Amendment No. 1, 2014” (SS-RZ-2013.3, 119-150 Ashya Road). **CARRIED**



**SS-2014-48**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give First Reading to Bylaw No. 477, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 1, 2014" (SS-RZ-2013.3, 119-150 Ashya Road). **CARRIED**

**SS-2014-49**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to refer Bylaw No. 476 and Bylaw No. 477 to public agencies and to the Advisory Planning Commission for review and comment. **CARRIED**

**SS-2014-50**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to advise the applicant that conditions of approval of Bylaws 476 and 477 may include, but not be limited to:

- a) Adoption of a Housing Agreement Bylaw and the registration of a Housing Agreement on Strata Lots 1, 6, 7, 8, and 9, Section 4, Range 1, South Salt Spring Island, Cowichan District, Strata Plan VIS6778.
- b) Registration of a covenant ensuring energy and water efficient design on Strata Lots 1 - 9, Section 4, Range 1, South Salt Spring Island, Cowichan District, Strata Plan VIS6778.
- c) Approval of a Development Permit in Development Permit Area 6 for all works proposed. **CARRIED**

**14.4 SS-RZ-2013.9 – JG Consulting Services – 161 Drake Road**

Planner Cermak provided a verbal report regarding this application which is a proposed affordable housing project partnership between the CRD and School District #64. He noted that details will be forthcoming in a staff report at a future meeting.

The applicant Janis Gauthier was present and was invited to speak. She advised that the first phase would be up to 30-units and that they are in preliminary discussions with the CRD regarding a sewer connection.

**CLOSED MEETING RESOLUTION**

**SS-2014-51**

At 3:52 p.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) (i) for receipt of legal advice. **CARRIED**

**OPEN MEETING RESOLUTION**

**SS-2014-52**

At 4:07 p.m., it was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee re-opens this meeting to the public subject to Section 89 of the Community Charter. **CARRIED**

**RISE AND REPORT - None**

**15. UPCOMING MEETINGS**

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on Thursday, March 20, 2014 at the Hart Bradley Hall (Lions Club), 103 Bonnet Avenue, Salt Spring Island.

**By general consent** the meeting recessed at 4:08 p.m.

The meeting reconvened at 5:30 p.m. at the Harbour House (Orchard Room), 121 Upper Ganges Road, for a Community Consultation Event regarding Proposed Bylaw No. 471 (Residential Temporary Use Permits).

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Sheila Malcolmson, Chair

**CERTIFIED CORRECT:**

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Sarah Shugar, Recorder