

ADOPTED
MINUTES of the SALT SPRING ISLAND
LOCAL TRUST COMMITTEE REGULAR BUSINESS MEETING
Thursday, February 2, 2012 - 9:30 AM
Lions Club, Hart Bradley Hall - 103 Bonnet Avenue

PRESENT

Sheila Malcolmson, Chair
George Grams Local Trustee
Peter Grove, Local Trustee
Wayne McIntyre, CRD Director
Leah Hartley, Regional Planning Manager (RPM)
Justine Starke, Island Planner
David Marlor, Director, Local Planning Services
Bev Suderman, Planning Consultant
Miles Drew, Bylaw Enforcement Officer
Kate Merry, Recorder

1. CALL TO ORDER

Chair Malcolmson called the meeting to order at 9:30 AM. There were 10 members of the public present. She welcomed those in attendance and introduced the Trustees and staff. She noted a videographer hired by the Islands Trust was recording the meeting so it can be viewed via the Internet.

2. APPROVAL OF AGENDA

The agenda was adopted by general consent with the following changes and additions: Item 5.2 - CRD Director's Report – Added; Item 9.2 - SS-DVP-2001.5 - Jordan Cook & Associates- Variances to LUB 355 - Supplemental Report; Item 13.3 Supplementary Correspondence – L. Adams/N. Schlenker - email dated January 31, 2012.

3. LOCAL TRUST COMMITTEE PROJECTS

3.1 Land Use Bylaw Update - Secondary Suites

Island Planner Starke presented a staff report dated January 23, 2012. She reviewed the history of the project, its challenges and public input efforts. Discussion ensued concerning changes to the Official Community Plan and of the proposed land use bylaw options.

SSI-16-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to schedule two community information meetings to discuss drafting a bylaw to permit secondary suites on Salt Spring Island, based on pilot area Options 1 and 2 and on Recommendations 1 and 2, as rationalized in the staff report dated December 19, 2011. **CARRIED**

SSI-17-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee request advice from Island Trust Bylaw Enforcement that contemplates from an enforcement perspective a bylaw to permit secondary suites on Salt Spring Island that is based on the pilot areas options and on Recommendations 1 and 2. **CARRIED**

3.2 Work Program Strategy

RPM Hartley spoke to the staff report dated January 26, 2012. She noted that this provides the framework designed to assist the Local Trust Committee in determining their top three priorities so that the staff is able to focus on these priorities. This does not include applications.

Immediate priorities must be confirmed and in early March, Trust Council will deliberate its budget for 2012/13. It was noted that a review of the terms of reference of the advisory committee was needed quickly. It was noted that item 21 on the Gantt chart has no graph assigned to it; it would also be helpful to give a time line for items 35-38. A governance review was also stated as a priority for the local trustees, not the work program.

SSI-18-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee instruct staff with regard to the Work Program priority list with the top priorities being:

1. OCP Review - DPA4/RAR;
2. Land Use Bylaw Update - Secondary Suites;
3. Video Recording Pilot and Evaluation;
4. Advisory Committees terms of reference and bylaw examination

CARRIED

SSI-19-12 It was **MOVED** and **SECONDED** that the Salt Spring Local Trust Committee request a report from Bylaw Enforcement staff on proposed initiatives for the 2011-2014 work program and that the Salt Spring Island Local Trust Committee request a staff update on the Policy Work Status and Summary Chart of December 2011 in preparation for further work program deliberations.

CARRIED

3.3 OCP Budget Report

RPM Hartley reviewed the January 26, 2012 report. She advised that funds, allocated to specific projects, could not be expended before fiscal year-end due to other work program priorities. Staff will reword their first recommendation for later consideration by the Local Trust Committee.

SSI-20-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee request that Trust Council carry over the Strategic Program - Salt Spring Island Community Affordable Housing Strategy (\$10,000) from the 2011/2012 fiscal to the 2012/13 fiscal year.

CARRIED

Further discussion on Item 3.3 was considered after Item 13.14.

The meeting recessed at 11:35 AM and reconvened at 12:00 Noon.

Chair Malcolmson welcomed members of the public and introduced the Trustees, the CRD Director, and staff. There were approximately 30 members of the public present. She reviewed the meeting guidelines and advised the members of the public to indicate if they did not wish to be video recorded. The meeting was being recorded by a videographer hired by the Islands Trust.

4. TRUSTEE REPORTS

Trustee Grams expressed appreciation to CRD Director, Wayne McIntyre for the increase in CRD staff on Salt Spring. He congratulated former Trustee Christine Torgrimson on her appointment to the Salt Spring Conservancy. He recognizes that the Trustee's role is an enormous undertaking but a rewarding one, especially in light of community participation.

Trustee Grove spoke of a steep learning curve. He has enjoyed meeting members of the community and staff. He attended the January 27th, 2012 meeting of the Salt Spring Island Water Council and mentioned their proposed groundwater workshop on February 28. As a member of the Trust Council Financial Planning Committee, he reported that the proposed budget is posted on the Council website. He also mentioned that he is considering options to improve the Town Hall process.

5.1 STUDENT TRUSTEE'S REPORT - None

5.2 CRD DIRECTOR'S REPORT

CRD Director McIntyre thanked the Trustees for their invitation to speak at the meeting. He confirmed that the CRD Director's report would be a standing agenda item for future meetings. He will be discussing governance issues with the Trustees. He was appointed to the BC Municipal Rural Water Commission and he spoke of many water issues. He encouraged the public to contact him and provided his contact information.

6. CHAIR'S REPORT

Chair Malcolmson mentioned that the Provincial Ministry of Environment is reviewing their "Develop with Care" guidelines. She has met with the BC Ferries Commissioner and reported that many of his report's recommendations are of importance to Salt Spring. She advised that the draft 2012 budget will be voted on at the March 6-8, 2012 Trust Council Meeting on Gabriola Island. She reinforced that the meetings are open to the public and encouraged those present to attend. She noted that a \$250,000 grant offered by Canada Gas Tax Fund is to review specifically the Trust's policy statement and is not transferable to other projects.

7. DELEGATIONS - None

8. TOWN HALL

The Chair opened the Town Hall at 12:20 p.m. and explained the guidelines. There were approximately 30 members of the public present.

Some members of the public expressed concerns about: the tendering and awarding of a contract for mapping riparian areas; why a videographer had been hired when a volunteer had been recording the meetings; about the removal of specific land from farm status; the need for effective public information regarding legalizing suites; the need for a larger clinic to attract physicians to Salt Spring; greater community involvement in decisions; the proposed Velo Village, including designation of June 18-23 as "Bike to Work Week". The applicant for 187 Trincomali Place (SS-DVP-2011.6) also spoke in support of his application.

The Trustees noted that the contract for mapping riparian areas was an open competition and further discussion on this item may be on the agenda for the next Regular Business Meeting scheduled for February 23, 2012. They noted the challenge of relying on volunteers for video recording. They also confirmed that planning staff are preparing a response to landowner concerning the loss of farm status on Musgrave Road; they also suggested that the Salt Spring Forum might help improve community engagement in local issues. The Trustees mentioned that the Official Community Plan identifies a cycling route plan; however, implementation is the responsibility of the Ministry of Transportation and Infrastructure.

The meeting recessed at 1:05 p.m. and reconvened at 1:08 p.m.

9. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

9.1 SS-DVP-2011.6 - T. Iredale - 187 Trincomali Place

RPM Hartley spoke to the staff report dated January 12, 2012. The applicant was present.

SSI-21-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit SS-DVP-2011.6 (Richard Iredale - 187 Trincomali Place) to vary the required setback for an accessory building from another building on the lot from 3.0 metres to 0.0 metres to allow a 6.0 metre patio and roof structure connecting the dwelling unit and accessory building. **CARRIED**

9.2 SS-DVP-2011.5 - Jordan Cook and Associates - 135 Brinkworthy

Planning Consultant Suderman spoke to the staff report, dated January 24, 2012 and the supplemental report of February 2, 2012. She briefly reviewed the history of the project.

SSI-22-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve issuance of the Development Variance Permit application SS-DVP-2011.5 (Brinkworthy Properties Ltd. - 135 Brinkworthy Road) in accordance with attached revised Plan No. 1, dated January 25, 2012 which corrects map reference numbers for Lots 13 and 14. **CARRIED**

9.3 SS-TUP-2009.2 - M. Wilson for 651626 BC Ltd. - 154-164 Kings Lane

RPM Hartley spoke to the staff report dated January 6, 2011. The applicant was present. It was noted that a temporary use permit may be renewed for an additional 3 years.

SSI-23-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve renewal of Temporary Use Permit SS-TUP-2009.2 (Myles Wilson - 164 Kings Lane) for a three year period. **CARRIED**

9.4 SS-RZ-2008.3 - Landworks Consultants - 201-225 Beddis Road

Planning Consultant Suderman spoke to the staff report dated January 23, 2012. The applicant was present. She reviewed the history and overall use of the property and listed the environmental and social concerns and their proposed solutions. The applicant was present and spoke the application and of the value of the proposed agricultural endowment. Representatives of the Agricultural Alliance and Farmland Trust were present and expressed support for the application. A concern was expressed over the increased traffic at the intersection of Beddis and Fulford-Ganges Road; however, it was

noted that the Ministry of Transportation and Infrastructure considers the intersection viable.

SSI-24-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give First Reading to Draft 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-25-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give First Reading to Draft 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-26-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give First Reading to Draft 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-27-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to refer Proposed Bylaws No. 457, No. 458, and No. 459, together with a copy of the Staff Report for SS-RZ-2008.3, dated January 23, 2012, to the Advisory Environment Committee, Agriculture Advisory Committee and Advisory Planning Commission for their review and further comment. **CARRIED**

SSI-28-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to refer Proposed Bylaws No. 457, No. 458 and No. 459 to referral agencies and First Nations for review and comment, as listed in Attachment 4 to the Staff Report for SS-RZ-2008.3, dated January 23, 2012. **CARRIED**

SSI-29-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to prepare an outline of proposed measures attached to zoning approval, the future Development Permits, to other agency requirements, or to other mechanisms intended to address the social and environmental considerations listed in the Staff Report for SS-RZ-2008.3, dated January 23, 2012. **CARRIED**

SSI-30-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee request that the Ministry of Transportation and Infrastructure (MOTI) install an advisory 40 km per hour speed sign at the intersection of Beddis and Douglas Roads, Salt Spring Island, and manage vegetation along Beddis Road in such a way that sight lines are preserved in accordance with the suggestions of the Bunt report and the existing agreement between the Islands Trust and MOTI. **CARRIED**

The meeting recessed at 2:10 p.m. and reconvened at 2:20 p.m.

10. MINUTES AND RESOLUTIONS WITHOUT MEETING

10.1 Draft Minutes of the SSI LTC Business Meeting of January 5, 2012

The following corrections were made to the draft minutes: Item 3.4 - Advisory Design Panel Meeting of Nov 17, 2011 - add "staff" between "requested" and "follow-up"; Item 9 - Chair's Report - change the final two words to "Policy Statement" ; Item 11 - Town Hall - second paragraph add "Some" before "Members of the public".

The minutes were adopted as amended by general consent.

10.2 Section 25 Resolution-Without-Meeting Log Report - Received

11. NEW BUSINESS – None

12. BUSINESS ARISING FROM MINUTES

12.1 Ferry Advisory Committee Delegate - verbal report

SSI-31-12 It was **MOVED** and **SECONDED** that, in terms of dealing with the Ferry Advisory Committee, that the Salt Spring Island Local Trust Committee delegate Charles Kahn as their representative. **CARRIED**

Staff will send a letter to Mr. Kahn, noting the need to keep the Official Community Plan policies in mind. Trustee Grove will attend advisory committee meetings if the delegate is not available.

12.2 Video Recording

It was also noted that staff will provide on the website the You Tube address of the video record of Local Trust Committee meeting.

13. CORRESPONDENCE

13.1 R. Bhimji - Email dated October 20, 2011 - Received

13.2 R. Polden - Email dated January 15, 2012 - Received

13.3 N. Schlenker - Email dated January 19, 2012 and supplementary email - Received

13.4 C & I. Grooms - Email dated January 21, 2012 - Received

After some discussion, Trustee Grams offered to consult with staff and write a letter to BC Assessment in support of Mr. Grooms.

13.5 S. John, Chair, Advisory Environment Committee - letter dated January 21, 2012 - Received

Clarification to be sent to the Chairs of all Advisory Committees regarding authorization to meet more than once to consider an application that has been previously referred to the committee.

13.6 A. Lyons- letter dated December 30, 2011 - Received

After some discussion, the Trustees stated they would like more information.

SSI-32-12 It was **MOVED** and **SECONDED** that the Local Trust Committee direct staff to forward correspondence related to Al's Gourmet Falafel and Fries at 151 Rainbow Road with a recommendation for the Local Trust Committee to consider. **CARRIED**

13.7 Dr. A.N.T. Varzeliotis - letter dated January 3, 2012 - Received

13.8 Dr. A.N.T. Varzeliotis - letter/email dated January 18, 2012 - Received

- 13.9 Dr. A.N.T. Varzeliotis - letter dated January 22, 2012 - Received
- 13.10 Dr. A.N.T. Varzeliotis - Email dated January 24, 2012 - Received
- 13.11 I. Clement - letter dated January 24, 2012 – Received
- 13.12 K. Ruurs, Capital Regional District Parks - letter dated December 20, 2011 - Received

SSI-33-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to respond to the Capital Regional District Parks a letter from K. Ruurs, dated December 29, 2011 with the results of the work plan deliberations from this meeting and to confirm that the topic has been included in the list of the Salt Spring Island Local Trust Committee Work Program. **CARRIED**

- 13.13 L. Weston - letter dated January 3, 2012 – Received
The Local Trust Committee requested further information from staff.

- 13.14 Islands Trust - announcement January, 2012 - For Information

Item 3.3 was further discussed at this time.

3.3 OCP Budget Report

SSI-34-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee support the allocation of up to \$3000 of the 2011/2012 OCP/LUB budget to that part of contract planning services associated with implementing OCP policy B 6.2.2.11 (Land for Community Farm Processing/Community Owned Farmland) relevant to rezoning application SS-RZ-2008.3 (Beddis Development Ltd. - 201-225 Beddis Road) **CARRIED**

14. UPCOMING MEETINGS

- 14.1 The next regular business meeting of the Salt Spring Island Local Trust Committee will be held on Thursday, February 23, 2012 at 9:30 AM at the Lion's Club, Hart Bradley Hall, 103 Bonnet Avenue Salt Spring Island.

15. ADJOURNMENT

The meeting adjourned at 3:30 p.m. by general consent.

Sheila Malcolmson, Chair

Kate Merry, Recorder