

**ADOPTED**  
**MINUTES of the SALT SPRING ISLAND**  
**LOCAL TRUST COMMITTEE REGULAR BUSINESS MEETING**  
**Thursday, February 23, 2012 - 9:30 AM**  
**Lions Club, Hart Bradley Hall - 103 Bonnet Avenue**

**PRESENT**

Sheila Malcolmson, Chair  
George Grams Local Trustee  
Peter Grove, Local Trustee  
Eva Olynyk, Alternate Student Trustee  
Leah Hartley, Regional Planning Manager (RPM)  
Justine Starke, Island Planner  
Kristin Aasen, Planner 1  
Linda Adams, Chief Administrative Officer  
Miles Drew, Bylaw Enforcement Officer (BEC)  
Wayne McIntyre, Capital Regional District Director (CRD)  
Claire Olivier, Recorder (a.m.)  
Mary Hughes, Recorder (p.m.)

**1. CALL TO ORDER**

Chair Malcolmson called the meeting to order at 9:30 a.m. There was one member of the public present. She introduced the Trustees and staff.

**2. APPROVAL OF AGENDA**

The agenda was adopted by general consent with the following changes and additions: Late addition under item 3.1 – Closed Meeting Resolution - addition of sections 90(1)(c) of the Community Charter regarding employee relations and 90(2)(c) of the Community Charter regarding a matter investigated under the Ombudsperson Act; Items 15.9, 17.1, and 17.3 reviewed after Item 6. It was noted that review of Item 13.3 might precede Item 13.1.

**3. CLOSED MEETING RESOLUTION**

**3.1**  
*SSI-035-12*

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 sections: 90(1)(c) of the Community Charter regarding employee relations; 90(1)(f) regarding law enforcement; 90(1)(g) regarding litigation or potential litigation; and section 90(2)(c) regarding a matter investigated under the Ombudsperson Act; and that staff are invited to remain.

**CARRIED**

**4. OPEN MEETING RESOLUTION**

**4.1**  
*SSI-036-12*

At 11:25 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**

**5. RISE AND REPORT – None**

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

### **6.1 Draft Minutes of the SSI LTC Regular Business Meeting of February 2, 2012**

The following corrections were made to the draft minutes: Item 1 – Call to Order – add “She noted a videographer hired by the Islands Trust was recording the meeting so it can be viewed via the internet; Item 3.2 – Work Program Strategy – second paragraph, replace “their budget of 2012/13” with “its budget for 2012/13” and add to the last sentence “was also stated as a priority for the local Trustees not the Work Program; Item 3.3 – OCP Budget Report – replace “undertaken” with “expended before fiscal year-end due to other work program priorities”; Page 2, 2<sup>nd</sup> to last paragraph, after “video recorded” - add sentence “The meeting was being recorded by a videographer hired by the Islands Trust.”; Item 6 – Chair’ Report – replace the report in its entirety with “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 2012/13 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 the Canada’s Gas Tax Fund is to review specifically the Trust’s policy statement and is not transferable to other projects; Item 12.1 – Ferry Advisory Committee Delegate – add sentence “Trustee Grove will attend advisory committee meetings if the delegate is not available.”;

The minutes were adopted as amended by general consent. The Trustees requested receipt of the draft minutes in advance of the agenda package if possible.

### **6.2 Section 26 Resolution-Without-Meeting Log Report - None**

The meeting recessed at 11:38 a.m. and 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. There were 12 members of the public present. The Chair thanked CRD Director Wayne McIntyre, and alternate Student Trustee Eva Olynyk for joining the head table for this part of the meeting, and acknowledged the presence of Chief Administrative Officer Linda Adams.

## **7. TRUSTEE REPORTS**

Trustee Grams reported on several meetings including the first Islands Trust Programs Committee meeting, and a meeting with CRD staff and the local contractors association to hear their concerns.

Trustee Grove reported that he attended a seminar in Victoria on meeting procedures, a Climate Action Society meeting; a Velo Village planning meeting; as well as other meetings including the Islands Trust Financial Planning Committee. He advised that input will be sought at a Policy Statement Review community meeting scheduled for March 1st, 2012 at Harbour House. In addition, he has spent time with the Ferry Advisory Commission and announced that Charles Kahn has been named the Salt Spring Island Local Trust Committee’s representative to that Commission. He also mentioned that he is trying to arrange a meeting with Minister Ida Chong to discuss a governance review.

## **8. STUDENT TRUSTEE'S REPORT**

Alternate Student Trustee Eva Olynyk reported on a series of interesting and exciting guest speakers who have visited and spoken at GISS (Gulf Island Secondary School) this school year. She advised that the Distant Learning program is flourishing, with classrooms assigned for this purpose well used and the Minister of Education has visited GISS to look at their personalized learning program. A possible teachers' job action is currently a focus of conversation. She thanked the Trustees for the opportunity to participate in the Local Trust Committee Meetings and further informed that she has now graduated and that this will be her last meeting.

## **9. CHAIR'S REPORT**

Chair Malcolmson noted that recently published census results indicate that growth in the Islands Trust area has slowed, although populations on some islands continue to increase. She advised that Salt Spring's population has grown more than most. She reported that decisions on the Islands Trust budget are forthcoming and that the various budget proposals are available on line for public comment. With respect to the proposed Policy Statement Review, she noted little difference in the impact on taxes between taking the federal gas tax grant of \$250,000 for the policy review, and not taking the grant and not doing the review. She further advised that the federal gas tax grant is allocated to the planning innovations area, and is not money that would be reallocated to another local government's infrastructure budget if the gas tax offer is not accepted by Trust Council.

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

CRD Director McIntyre reported on several items. He advised that he sits on the Union of British Columbia Municipality's Small Communities Water Working Group. He reported on the following: that a new Auditor General will be appointed by the Province for Local Governments; that a province-wide property tax review is underway; on June 22 & 23 the first ever BC Ferries bicycle-only ferry which will bring thousands of cyclists to the island for Velo Village. He has met with the Salt Spring Island Transit Commission to talk about their long-term plan and advised that new staffing locally for the CRD will provide better support, especially for water issues. Regarding affordable housing, Director McIntyre spoke of three new proposals involving CRD housing on Salt Spring.

## **11. DELEGATIONS**

### **11.1 Eva Olynyk, Lessons from the Youth Parliament of BC**

With a summary PowerPoint presentation, Ms. Olynyk reported that 90 students participated in the 83<sup>rd</sup> BC Youth Parliament session. She thanked the Local Trust Committee for making her participation possible and spoke of the focus on good decorum, rational statements, clear language, and hearing all voices. She stated that much was applicable to local land use planning practice.

### **11.2 Dr. A. Varzeliotis – Policy B6.22.13**

Dr. Varzeliotis suggested that the policy regarding subdivision for a relative be rescinded. Trustee Grove advised that he would meet with Dr Varzeliotis.

## **12. TOWN HALL**

The Chair called the Town Hall to order at 12:55 p.m. and explained the guidelines.

Members of the public spoke about: a subdivision (SS-SUB-2011.6) adjacent to the St. Mary Lake watershed protected area; the Riparian Areas Regulation mapping contract award to the Island Stream and Salmon Enhancement Society; public participation at the March 1st community meeting to discuss the potential Islands Trust Policy Review; the impact of medical clinics on the viability of family doctors' practices.

The Chair called for a recess at 1:25 p.m. The meeting resumed at 1:35 p.m.

### **13.0 APPLICATIONS, PERMITS, BYLAWS AND REFERRALS**

#### **13.1 SS-TUP-2011.2 – Roger & Barbara Aust – 1429 Fulford-Ganges Road**

Island Planner Starke presented a staff report dated February 15, 2012. The applicant, Strickland Aust was present and advised that he supports the staff report but disagrees with the Bylaw Enforcement Officer's interpretation regarding the Star Barks business.

SSI-037-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee refer application SS-TUP-2011.2 – (Aust, 1429 Fulford-Ganges Road) regarding Star Barks, to the Advisory Planning Commission for review. **CARRIED**

#### **13.2 SS-ALR-2011.1 - Landworks Consultants – 240 Atkins Road**

Planner Aasen presented a staff report dated February 16, 2012. Applicant Kelly Gesner of Landworks Consultants spoke to the application.

The following main motion was introduced:

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee forward application SS-ALR-2011.1 (Landworks Consultants, 240 Atkins Road) to the Agricultural Land Commission with support, provided fair and equitable compensation is made to the agricultural community of Salt Spring Island.

The main motion was debated and a motion to amend the main motion was introduced as follows:

SSI-038-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee, delete the words "made to" after "provided fair and equitable compensation is" and substitute the words "considered for." **CARRIED**

The following main motion, as amended, was introduced:

SSI-039-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee forward application SS-ALR-2011.1 (Landworks Consultants, 240 Atkins Road) to the Agricultural Land Commission with support, provided fair and equitable compensation is considered for the agricultural community of Salt Spring Island. **CARRIED**

#### **13.3 SS-SUB-2011.6 – Polaris Land Surveying – 301 Epron Road**

Planner Aasen presented a staff report dated February 16, 2012.

SSI-040-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee exempt proposed lots A and B of Lot 5, North Salt Spring Island, Cowichan District, Plan VIP63505, from the 10% minimum lot frontage requirements of Section 5.3 of Salt Spring Island Land Use Bylaw No. 355 and Section 944 of the Local Government Act for Lidia and Stephen Pearson (SS-SUB-2011.6, 301 Epron Road). **CARRIED**

The Chair called for a recess at 2:40 p.m. The meeting resumed at 2:50 p.m.

**14. NEW BUSINESS**

**14.1 Bylaw Enforcement Appointment of Screening Officers & Policies**

BEC Drew presented a staff report dated January 27, 2012 and answered questions from the Trustees.

SSI-041-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee appoint the Bylaw Enforcement Assistant, the Bylaw Enforcement Coordinator and the Regional Planning Manager as Screening Officers pursuant to Salt Spring Island Local Trust Area Bylaw Enforcement Notification Bylaw No. 446, 2010. **CARRIED**

SSI-042-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee adopt the Bylaw Enforcement Notice Bylaw Screening Officers' Powers and Duties Policy attached to the staff report dated January 27, 2012. **CARRIED**

SSI-043-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee stipulates that the attached Bylaw Violation Notice is the form of violation notice to be used pursuant to the Bylaw Enforcement Notice Bylaw No. 446, 2010. **CARRIED**

**14.2 Bylaw Enforcement Investigations Report Salt Spring Island**

BEC Drew spoke to the February 7, 2012 briefing. He noted that if short-term vacation rentals were taken out of the statistics, the 34% balance of violations would concern unlawful dwellings. The Trustees received the report.

**14.3 Salt Spring Local Trust Committee Webpage**

The Trustees received a snapshot of the present website. Trustee Grams will provide comments to staff, including comments from the Chair.

**15. BUSINESS ARISING FROM MINUTES**

**15.1 Top Priorities Report**

Staff requested direction regarding the scope of work for the review of the terms of reference for advisory committees. It was noted that the practicum student assigned to this project is now available.

**15.2 Follow-Up Action List**

The Trustees reviewed the list and completed items.

**15.3 Standing Resolutions - None**

**15.4 2012 Meeting Schedule**

The Trustees received the staff report dated February 14<sup>th</sup>, 2012 and considered a change in venue for the December 13<sup>th</sup>, 2012 regular business meeting.

SSI-044-12 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve that the regular business meeting scheduled for December 13, 2012 be held in the ArtSpring multi-purpose rooms at 100 Jackson Avenue, Salt Spring Island.

**CARRIED**

**16. LOCAL TRUST COMMITTEE PROJECTS**

**16.1 Riparian Areas Regulation – Update on Stream Mapping Pilot Project**

Planner Cermak presented a staff report dated February 14, 2012. The Trustees received a February 21, 2012 written presentation called “A RAREly Serious MisMap” by Dr. A. Varzeliotis. RPM Hartley explained that the terms of reference for the Invitation to Quote was confined to what the Riparian Areas Regulations require. It was acknowledged that there are broader issues arising around the Riparian Areas Regulations project and staff is prepared to follow up on some of those issues raised at the Town Hall earlier in the day. Planner Cermak explained that five potential consultants were sent the Invitation to Quote. Two bids were received; one declined and two did not respond.

The Trustees commented that the matter of perceived conflict is unfortunate, and that it is not in the interests of the LTC to engage advocacy groups as consultants. Staff was asked to bring the question of procurement policies to a future meeting for further discussion.

**16.2 Land Use Bylaw Update – Secondary Suites**

Island Planner Starke provided a verbal update on community consultation efforts to date. She outlined the goals, intentions, proposed formats and schedules for community meetings tentatively scheduled in March.

SSI-045-12

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to schedule two or more special meetings in order to hold community information meetings on secondary suites, and to invite CRD Director McIntyre to participate.

**CARRIED**

**16.3 Salt Spring Island Local Trust Committee Pilot – Videotaping - Received**

**17. REPORTS**

**17.1 Application Summary Report**

RPM Hartley reviewed the report dated February 13, 2012.

**17.2 Applications with Status Report**

Planner Cermak updated the Trustees on recent developments concerning application SS-RZ-2011.3 (125 Rainbow Road). He advised that the applicant has been working to meet the Ministry of Environment regulations and has submitted to Islands Trust a quote from an Acoustic Engineer. The Acoustic Report will be provided to the Trustees and the Advisory Planning Commission once received. He is also in the process of developing a list of possible sites where recycle businesses could operate.

The Trustees were also advised that a community information meeting, for rezoning application SS-RZ-2008.3 (Slegg Lumber - 201-225 Beddis Road), is being organized by the applicant, for the end of March.

**17.3 Salt Spring Island Expense Report – Posted to January 23, 2012**

RPM Hartley reviewed the expense report.

18. **CORRESPONDENCE**

18.1 **Dr. Varzeliotis – Email dated January 30, 2012 – Received**

18.2 **P. Levitt – Email dated January 23, 2012 – Received**

Trustee Grams advised that he has met with Mr. Levitt.

18.3 **J. Rowlandson – Email dated February 1, 2012 – Island Pathways/Velo Village - Received**

SSI-046-12

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee urges the Province of British Columbia to invest in cycling infrastructure in rural communities in order to accelerate the availability and broaden the range of cycling opportunities for commuter, recreational and competitive cyclists living in and visiting rural and urban areas. **CARRIED**

19. **UPCOMING MEETINGS**

19.1 The next regular business meeting of the Local Trust Committee will be held at 9:30 a.m. Thursday, March 15, 2012 at the Hart Bradley Hall, Lion's Club, 103 Bonnet Avenue, Salt Spring Island

20. **ADJOURNMENT**

There being no further business, the meeting adjourned at 4:15 PM.

\_\_\_\_\_  
Sheila Malcolmson, Chair

\_\_\_\_\_  
Mary Hughes, Recorder