ADOPTED

MINUTES of the SALT SPRING ISLAND LOCAL TRUST COMMITTEE REGULAR MEETING

Thursday, October 3, 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
Caitlin Brownrigg, Planner 1
Kelly Gesner, Contract Planner
Kathryn Luttin, Recorder

Media and Others Present:

Gulf Islands Driftwood Reporter
Wayne McIntyre, Capital Regional District (CRD) Director
Approximately 4 members of the public – a.m.
Approximately 21 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. She 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 5.3 – Community to Community Grant Application – Staff Memorandum;
- supplemental to Item 6.1 – September 27, 2013 Correspondence – E. Booth – Concerning Dormant Applications;
- supplemental to Item 8.1 – Youth Parliament of BC – Supplemental correspondence dated September 25, 2013;
- supplemental to Item 14.2 – Correspondence – J. Callas – Concerning SS-RZ-2012.2 – 147 Swanson Drive;
- supplemental to Item 14.6 – SS-RZ-2013.2 – 250 Collins Road – Polaris Land Surveying – Shoreline Rezoning – For Consideration of First Reading – Staff Report;
- add Item 4.3 – Land Use Bylaw – Industrial – Industrial Advisory Planning Commission – Staff Memorandum;
- add Item 6.5 – Expense Report – to September 30, 2013.

By general consent the agenda was approved, as amended.

3. MINUTES AND RESOLUTIONS WITHOUT MEETING

3.1 Draft Minutes of the August 22, 2013 SSI LTC Regular Meeting

The following change was made to the minutes: page 1 - include the Gulf Islands Driftwood reporter in the "Media and Others Present" section.

By general consent the Salt Spring Island Local Trust Committee Regular Business Meeting minutes of August 22, 2013 were adopted, as amended.

3.2 Draft Minutes of the September 6, 2013 SSI LTC Regular Meeting

The following changes were made to the minutes:

- Item 10 – replace the words "meetings with BC Ferries senior ministers" with the words "four meetings with provincial ministers";
- Item 16, resolution SSI-210-13 – replace the words "by March 20" with "before March 20";
- page 1 - include the Gulf Islands Driftwood Reporter in the "Media and Others Present" section.

By general consent the Salt Spring Island Local Trust Committee Regular Business Meeting minutes of September 6, 2013 were adopted, as amended.

3.3 Resolution-Without-Meeting Report

The report was received.

4. BUSINESS ARISING FROM MINUTES

4.1 Watershed Management – Update on the Salt Spring Island Watershed Protection Authority

Island Planner Starke reviewed the staff report dated September 20, 2013 regarding watershed management.

Further to discussion, the following resolutions were introduced:

SSI-211-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee endorse the Salt Spring Island Watershed Protection Authority Terms of Reference, approved on August 29, 2013. **CARRIED**

It was noted that Trustees recommend removing the second paragraph under "Scope and Geographical Areas" on page 2 of the Terms of Reference.

SSI-212-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee formally request a special property tax requisition for up to $110,000 from the Salt Spring Island Local Trust Area in the 2014/15 fiscal year, subject to Trust Council Policy 6.3.ii, in order to resource coordination of watershed management on Salt Spring Island, using

the powers delegated to the Salt Spring Island Local Trust Committee by Trust Council Bylaw 154. **CARRIED**

SSI-213-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to work with the Salt Spring Island Watershed Protection Authority to develop a 2014/15 "additional operations" budget proposal for a Salt Spring Island Local Trust Area Special Tax Requisition, to be considered by the Salt Spring Island Local Trust Committee, prior to being considered by the Financial Planning Committee and the Islands Trust Council, in order to support watershed management using the additional powers delegated to the Salt Spring Island Local Trust Committee by Trust Council Bylaw 154. **CARRIED**

SSI-214-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to work with the Salt Spring Island Watershed Protection Authority and schedule community consultation on the special property tax requisition anticipated for the 2014-15 fiscal year before the end of November 2013. **CARRIED**

4.2 Riparian Areas Regulation Mapping

Planner Cermak gave a verbal update on the responses to the Request for Proposal.

4.3 Land Use Bylaw – Industrial – Industrial Advisory Planning Commission

Planner Cermak reviewed the staff memorandum dated October 3, 2013 regarding meetings and deliverables.

It was noted that the Local Trust Committee appreciates the suggested meeting of the IAPC and CRD Commission Chairs. The LTC proposes as an alternative that the IAPC Chair, two IAPC members, the CRD Electoral Area Director, one Local Trustee and staff should participate in dialogue with the CRD about future infrastructure, and that staff are to follow up.

5. NEW BUSINESS

5.1 Salt Spring Island Local Trust Committee Meeting Schedule – Location Change

RPM Hartley reviewed the staff memorandum dated September 19, 2013 regarding a location change for the scheduled December 12, 2013 Salt Spring Island Local Trust Committee regular meeting.

SSI-215-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve that the regular business meeting scheduled for December 12, 2013 be held at the Harbour House Hotel, 121 Upper Ganges Road, Salt Spring Island. **CARRIED**

5.2 SSI LTC Bylaw No. 391 - Bylaw Amendment - Electronic Participation in Meetings

Trustee Grove introduced the topic.

Further to discussion, the following resolution was introduced:

SSI-216-13 It was **MOVED** and **SECONDED** that the Local Trust Committee Meeting Bylaw 391 be amended to allow for electronic participation where short notice or emergencies make it impractical for one or more Trustees to attend in person. **CARRIED**

5.3 Community to Community Grant Application

RPM Hartley reviewed the staff memorandum dated October 2, 2013 regarding Community to Community Forum Program funding.

Further to discussion, the following resolutions were introduced:

SSI-217-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to apply for funding of a Community to Community Forum with First Nation leaders as a prelude to the Ganges Village Plan. **CARRIED**

SSI-218-13 It was **MOVED** and **SECONDED** that, should funding of a Salt Spring Island Community to Community forum be approved, the Salt Spring Island Local Trust Committee direct staff to schedule a forum with invitation to First Nation leaders sent by the Local Trust Committee Chair. **CARRIED**

Chair Malcolmson called for a recess at 10:25 a.m. The meeting reconvened at 10:30 a.m.

6. REPORTS

6.1 Dormant Applications

RPM Hartley reviewed the staff report dated September 23, 2013 regarding dormant applications.

Further to discussion, the following resolutions were introduced:

SSI-219-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to close application file SS-RZ-2009.1. **CARRIED**

SSI-220-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to partially refund the application fee for SS-RZ-2009.1 (Harris, Fulford-Ganges Road) per Islands Trust Fees Bylaw No. 428. **CARRIED**

SSI-221-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee further direct staff to report back in December 2013 to address whether the application files SS-SUB-2006.14, SS-SUB-2009.7, SS-SDP- 2010.3, and SS-SDP-2010.5 remain dormant. **CARRIED**

It was noted that the delays in file SS-DP-2011.6 (Salt Spring Ventures Inc., Park Drive) are generated from the applicant, and not as a consequence of staff inaction.

6.2 Work Program Top Priorities Report

The report was reviewed.

6.3 Projects List

The list was reviewed.

6.4 Applications with Status Report

The report was reviewed.

6.5 Expense Report – to September 30, 2013

The report was received.

7. BUSINESS ARISING FROM MINUTES

7.1 Follow-Up Action List

The list was reviewed.

8. CORRESPONDENCE

8.1 Youth Parliament of BC – September 7, 2013

The correspondence was received.

Further to discussion, the following resolution was introduced:

SSI-222-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to forward the correspondence to the school district to determine student interest in Youth Parliament and to prepare a Resolution-Without-Meeting for the Trustees to consider if initiated by a Trustee. **CARRIED**

Chair Malcolmson called for a recess at 11:07 a.m. The meeting reconvened at 12:00 p.m. At that time, she welcomed the members of the public and thanked them for coming. She introduced the Trustees, staff, and CRD Director Wayne McIntyre and reviewed the audio recording practices.

9. TRUSTEE REPORTS

Trustee Grams reported that he attended the following: the Pride Parade, the Fall Fair, two Industrial Advisory Planning Commission meetings, two Advisory Planning Commission meetings, and the Trust Council meeting on Lasqueti Island. He reported that he met with the following: several island residents, neighbors of the Salt Spring Island Rod and Gun Club; and, to discuss watershed protection, a University of Victoria department head and post graduate student. He noted the following: he spent time at the Governance Study Committee booth at the Fall Fair; chaired a meeting of the Salt Spring Island Watershed Protection Authority; and, on behalf of Chair Malcolmson, gave a presentation at the Sierra Club hosted Community Forum regarding increased tanker traffic.

Trustee Grove reported that he attended the following: the Pride events, the Trust Council meeting on Lasqueti Island, Fall Fair, Industrial Advisory Planning Commission

meetings, a Salt Spring Island Community Economic Development Commission meeting, a Salt Spring Island Governance Study Committee meeting, the Sierra Club Community Forum regarding oil pipelines and tankers, the CBC radio recording at the Rock Salt Restaurant and Cafe, and the open house for the new ambulance station. He reported that he met with a group of South end residents regarding low flying aircraft concerns. He noted the special meeting of the Local Trust Committee on September 20th, and that he spent time at the Governance Study booth at the Fall Fair.

10. CHAIR'S REPORT

Chair Malcolmson recognized Island Pathways and their two awards for Velo Village. She reported on the Union of British Columbia Municipalities convention in Vancouver, including the following: she attended a meeting with the new Minister of Transportation and Infrastructure, the Premier, and a group of Chairs of ferry-dependent communities regarding ferry fare issues; and she attended meetings regarding commercial seaweed harvesting, derelict vessels, and the planning process for Howe Sound management. She attended a Truth and Reconciliation meeting and will be meeting with the Parliamentary Secretary to the Minister of Transportation and Infrastructure regarding ferry fare issues.

11. CRD DIRECTOR'S REPORT

CRD Director McIntyre reported on the following:

- the Governance Study booth at the Fall Fair;
- youth and the Governance Study surveys;
- the Union of British Columbia Municipalities economic development session;
- the opening of Phase 1 of the North Ganges Transportation Plan;
- the Chamber of Commerce's Sip and Savour event;
- a ferries meeting hosted by Kevin Bell;
- the Salt Spring Island Ferry Advisory Committee meeting on October 8;
- the CRD's current planning sessions and budget work;
- CRD staffing and resources;
- affordable housing;
- a meeting with the building inspection manager regarding some local projects;
- funding for Lady Minto Hospital;
- emergency communications;
- new transit buses proposed for 2014;
- the Union of British Columbia Municipalities Small Water Systems Working Group;
- the Salt Spring Island Transit Alternative Approval Process;
- the CFAX radio interview regarding the Salt Spring Island Rod and Gun Club decision.

12. DELEGATIONS

Chair Malcolmson went over guidelines for Delegations and the Town Hall.

12.1 Dr. Varzeliotis

Dr. Varzeliotis spoke about the removal of his delegation items. He provided a written submission titled “Hear Ye, SSI LTC Pray Tell” dated October 3, 2013.

12.2 J. McClean – Concerning Rezoning Application SS-RZ-2012.2 – 147 Swanson Road

Ms. McClean expressed opposition to rezoning application SS-RZ-2012.2 (147 Swanson Road, S. Bull). She provided a written petition.

11. TOWN HALL

Chair Malcolmson opened the Town Hall at 12:36 p.m. Members of the public expressed their views on: industrial uses at 440 Rainbow Road, the Industrial Land Needs Assessment report by Urbanics Consultants Ltd., the Pride festival, nuclear testing, and Development Permit SS-DP-2013.1 (250 Collins Road, Polaris Land Surveying).

12. APPLICATIONS, PERMITS, BYLAWS AND REFERRALS

14.1 SS-TUP-2013.1 – 500 Lower Ganges Road – Islands Trust – Temporary Use Permit

RPM Hartley reviewed the staff report dated September 23, 2013 regarding the application to allow the continued use of the existing building for the purpose of accommodating local government offices.

Further to discussion, the following resolution was introduced:

SSI-223-13 It was **MOVED** and **SECONDED** that the application by Islands Trust, on behalf of BC Hydro, for a Temporary Commercial Use Permit (SS-TUP-2013.1, 500 Lower Ganges Road) respecting the property described as Parcel A (DD 375947I) of Section 4, Range 2 East, North Salt Spring Island, Cowichan District be approved, and that staff be directed to issue the attached permit to allow the use of offices on the property for the purpose of accommodating local government services for a period of three years. **CARRIED**

14.2 SS-RZ-2012.2 – 147 Swanson Road – S. Bull - Rezoning to Multi-Family

Contract Planner Gesner reviewed the staff report dated September 23, 2013 regarding the proposal to rezone the subject property from its current Residential 6 (R6) zone to a multi-family zone in order to permit five affordable housing units.

The applicant was present and was invited to speak. She provided a written amendment to the application decreasing the density to four units.

Further to discussion, the following resolution was introduced:

SSI-224-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee accept an amendment to the application SS-RZ-2012.2 and direct staff to report back in 6 weeks subject to evidence that the septic system is being brought into compliance with provincial sewer regulations (147 Swanson Road, S. Bull). **CARRIED**

14.3 SS-SUB-2012.7 - 175 Juniper Place - R. & S. McConnell & G. & T. Courtenay-Subdivision Frontage Waiver

RPM Hartley reviewed the staff report dated September 23, 2013 regarding waiver of the 10% minimum frontage requirement.

Further to discussion, the following resolution was introduced:

SSI-225-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve the waiver of the 10% minimum frontage requirement under Section 5.3 of Salt Spring Island Land Use Bylaw No. 355 and Section 944 of the *Local Government Act* for proposed Lot A Section 2 Range 1 East North Salt Spring Island Cowichan District Plan VIP67092 and Proposed Remainder Lot 3 Section 2 Range 1 East North Salt Spring Island Cowichan District Plan VIP80776 (McConnell, 175 Juniper Place). **CARRIED**

Chair Malcolmson called for a recess at 1:29 p.m. The meeting reconvened at 1:40 p.m.

14.4 SS-DP-2013.1 – 250 Collins Road – Polaris Land Surveying – Shoreline Development Permit

RPM Hartley reviewed the staff report dated September 23, 2013 regarding the proposal for development within the on-land portion of the Shoreline Development Permit Area.

The applicant's representative was present and was invited to speak.

Further to discussion, the following resolution was introduced:

SSI-226-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve issuance of Development Permit SS-DP-2013.1 to Benedek Saltspring LLC for Lot 1, Section 2, Range 2 West, North Salt Spring Island, Cowichan District, Plan 29481 (250 Collins Road). **CARRIED**

14.5 SS-DVP-2013.5- 250 Collins Road – Polaris Land Surveying – Rear Lot Line Setback Variance

RPM Hartley reviewed the staff report dated September 23, 2013 regarding the proposal for development within the rear lot line setback.

The applicant's representative was present and was invited to speak.

Further to discussion, the following resolution was introduced:

SSI-227-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit SS-DVP-2013.5 to Benedek Saltspring LLC for Lot 1, Section 2, Range 2 West, North Salt Spring Island, Cowichan District, Plan 29481 (250 Collins Road). **CARRIED**

14.6 SS-RZ-2013.2 - 250 Collins Road – Polaris Land Surveying – Shoreline Rezoning – For Consideration of First Reading

RPM Hartley reviewed the staff report dated September 30, 2013 regarding the proposal to rezone from Shoreline 7 (S7) to Shoreline 6 (S6) to allow a private dock.

The applicant's representative was present and was invited to speak.

Chair Malcolmson called for a recess at 2:32 p.m. The meeting reconvened at 2:37 p.m.

Further to discussion, the following resolutions were introduced:

SSI-228-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give First Reading to Bylaw No. 470, cited as Salt Spring Island Land use Bylaw, 1999, Amendment No. 4, 2013 (SS-RZ-2013.2, 250 Collins Road). **CARRIED**

SSI-229-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to refer Bylaw No. 470 to public agencies for comment, as shown in Appendix 3 of the staff report dated September 30, 2013 (SS-RZ-2013.2, 250 Collins Road). **CARRIED**

SSI-230-13 It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee receive the draft covenant as shown in Appendix 2 of the staff report dated September 30, 2013 (SS-RZ-2013.2, 250 Collins Road) and consider further upon agreement to the covenant which restricts the applicant to a single dock with a maximum size of 70 square meters as a condition of approval for Bylaw 470. **CARRIED**

It was noted that 70 square meters is a suggestion of the Trustees for consideration of the applicant and further advice from planning staff.

13. UPCOMING MEETINGS

The next regular business meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on Thursday, October 24, 2013 at the Lion's Club, Hart Bradley Hall, 103 Bonnet Avenue, Salt Spring Island.

14. ADJOURNMENT

By general consent the meeting adjourned at 3:01 p.m.

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Sheila Malcolmson, Chair

CERTIFIED CORRECT:

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Kathryn Luttin, Recorder