

**ADOPTED**  
**MINUTES of the SALT SPRING ISLAND**  
**LOCAL TRUST COMMITTEE REGULAR MEETING**  
**Thursday, March 20, 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:**

Justine Starke, Acting Regional Planning Manager (A/RPM)  
Carmen Thiel, Legislative Services Manager (LSM) (by telephone)  
Miles Drew, Bylaw Enforcement Manager (BEM)  
Stefan Cermak, Planner 2  
Jason Youmans, Planner 1  
Sarah Shugar, Recorder

**Media and Others Present:**

Wayne McIntyre, Capital Regional District (CRD) Director  
Gulf Islands Driftwood Reporter  
Approximately 2 members of the public – a.m.  
Approximately 8 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**

**By general consent**, the agenda was approved as presented.

**3. MINUTES AND RESOLUTIONS WITHOUT MEETING**

**3.1. Draft Minutes of the February 13, 2014 Advisory Planning Commission Meeting**

The minutes were received for information.

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

4. **NEW BUSINESS**

4.1 **Monitoring of Covenant Requirements, Lot 30**

A/RPM Starke reviewed the staff report dated March 6, 2014 regarding the annual monitoring of covenant requirements.

The following resolution was introduced.

**SS-2014-53**

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 (account 65240) to contract for services to monitor the terms of conservation covenant ET112692 respecting Lot 30, North Salt Salt Spring Island, Cowichan District for the year 2014. **CARRIED**

Chair Malcolmson called for a recess at 9:50 a.m. The meeting reconvened at 9:55 a.m.

5. **CLOSED MEETING RESOLUTION**

**SS-2014-54**

At 10:04 a.m., it was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee closed the meeting to the public subject to Community Charter Section 90 (1) (i) for receipt of legal advice and that staff be invited to remain. **CARRIED**

6. **OPEN MEETING RESOLUTION**

**SS-2014-55**

At 10:40 a.m., it was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee re-opened the meeting to the public subject to Section 89 of the Community Charter. **CARRIED**

7. **RISE AND REPORT** - None

8. **LOCAL TRUST COMMITTEE PROJECTS**

8.1 **Consideration of SSI LTC Bylaw No. 473 – A Bylaw that Amends the SSI Local Trust Committee Procedures Bylaw No. 391**

LSM Thiel provided a review of the staff report dated March 10, 2014 regarding proposed amendments to Bylaw No. 473.

Further to discussion, the following resolutions were introduced.

**SS-2014-56**

It was **MOVED** and **SECONDED** That the Salt Spring Island Local Trust Committee rescind Third Reading of Bylaw No. 473, cited as "Salt Spring Island Local Trust Committee Meeting Procedures Bylaw No. 391, Amendment Bylaw No. 1, 2013". **CARRIED**

**SS-2014-57**

It was **MOVED** and **SECONDED** That the Salt Spring Island Local Trust Committee amend Bylaw No. 473 as follows:

- a) by adding a new section 1.2 on page 4 as follows:  
1.2 By deleting section 10 in its entirety and replacing it with the following:  
"10. In the event that neither the Chairperson nor the alternate member of the local trust committee appointed by the Chair of the Trust Council is present within one half hour of the scheduled time of a regular or special meeting, the Director of Local Planning Services, or his or her designate, shall call the meeting to order and the remaining trustees shall determine which of them shall act as Chairperson."; and
  
- b) by deleting the phrase ", excluding the person presiding," from section 42.

**CARRIED**

**SS-2014-58**

It was **MOVED** and **SECONDED** That the Salt Spring Island Local Trust Committee give Third Reading to Bylaw No. 473, cited as "Salt Spring Island Local Trust Committee Meeting Procedures Bylaw No. 391, Amendment Bylaw No. 1, 2013", as amended.

**CARRIED**

**SS-2014-59**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee forward Bylaw No. 473, cited as "Salt Spring Island Local Trust Committee Meeting Procedures Bylaw No. 391, Amendment Bylaw No. 1, 2013", to the Islands Trust Executive Committee for consideration of approval.

**CARRIED**

**9. REPORTS**

**9.1 Work Program Top Priorities Report**

The report was received.

**9.2 Projects List**

The report was received.

**9.3 Applications with Status Report**

The report was received.

**9.4 Expense Summary Report**

The report was received.

**10. BUSINESS ARISING FROM MINUTES**

**10.1 Follow-Up-Action-List**

The report was received.

## 11. CORRESPONDENCE

### 11.1 J. Slakov dated February 16, 2014 – LTC Meeting Procedures

The correspondence was received.

### 11.2 Denman Island Marine Stewards (ADIMS) - Shelley McKeachie - dated March 8, 2014 –Federal Department of Fisheries and Oceans – Integrated Geoduck Management Framework

The correspondence was received.

### 11.3 Association of Vancouver Island & Coastal Communities Annual Convention

The staff memorandum dated March 12, 2014 regarding the Vancouver Island and Coastal Communities Annual Convention was received.

Further to discussion, the following resolution was introduced.

#### **SS-2014-60**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee support participation of one Salt Spring trustee in the 2014 Annual Convention of the Association of Vancouver Island and Coastal Communities with registration and out of pocket expenditures from the Trustee Expense Account (# 65000) in the 2014/15 fiscal year. **CARRIED**

Chair Malcolmson called for a recess at 10:43 a.m. The meeting reconvened at 12:00 p.m. 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.

## 12. TRUSTEE REPORTS

Trustee Grams reported that he attended the following meetings: the Salt Spring Watershed Protection Authority (SSWPA) Technical Advisory Committee as well as a public meeting of the SSWPA; the Islands Trust Council on Hornby Island; the SSI Ferry Action Alliance meeting with Minister Stone; with the manager of the Chamber of Commerce. He attended the BC Ferry Coalition rally at the provincial legislature. He noted the resignation of former Bowen Island Trustee Wolfgang Duntz and appointment of Bowen Island Trustee Alison Morse.

Trustee Grove reported he attended the following meetings: regarding the Ganges Boardwalk and with property owners and interested parties; of the Salt Spring Watershed Protection Authority; the SSI Ferry Action Alliance meeting with Minister Stone; the Islands Trust Council on Hornby Island; with Phil Vernon, Gary Holman and Elizabeth May to discuss the Grace Islet First Nations burial ground; with a potential developer of seniors housing. He attended the BC Ferry Coalition rally at the provincial legislature and Legislative Clerk Pauline Brazier's retirement reception. He noted the success of the "Salt Spring in the City" event held in Vancouver and noted the call for nominations for the Community Stewardship Awards.

**13. CHAIR'S REPORT**

Chair Malcolmson reported the following: from the Trust Council meeting on Hornby Island that a Chief Administrative Officer Select Committee was called to provide direction for future hiring of the Islands Trust Chief Administrative Officer; that correspondence was received regarding cell towers and that staff will provide a briefing regarding communication tower policies prior to the Federal consultation deadline; that communication has been prepared regarding the Tanker Safety Federal consultation. She also advised that she will be attending the SS and Gulf Islands Renewable Energy Conference entitled "Exploring Issues and Solutions" on April 5, 2014 and will be presenting at the Association of Vancouver Island and Coastal Communities Annual Convention on April 11, 2014.

**14. CRD DIRECTOR'S REPORT**

CRD Director McIntyre reported that he attended the following meetings: with BC Ferry Services Inc., School District No. 64, BC Transit and Chair of the Community Economic Development Commission regarding the impacts of proposed service reductions and fare increases; the SSI Ferry Action Alliance and Minister Stone; the Shared Space Society and SS Foundation; several regarding the Ganges Boardwalk; North Salt Spring Waterworks regarding the alternate approval process; Island Coastal Economic Trust regarding rural/urban designation. He noted CRD sponsorship of the SS and Gulf Islands Renewable Energy Conference entitled "Exploring Issues and Solutions" to be held on April 5, 2014. He also spoke of the CRD, Southern Gulf Islands and SSI Community Economic Development collaboration on the Southern Gulf Islands Experience, the Gulf Islands Pedestrian and Cycling Trail Plan initiative.

**15. DELEGATIONS**

**15.1 Mr. Varzeliotis – Entitled: Trust Minutes Movements**

Mr. Varzeliotis spoke and provided a written submission titled "Tom's Town Hall Placard" dated March 20, 2014.

**16. TOWN HALL**

Chair Malcolmson opened the Town Hall at 12:40 p.m.

One member of the public spoke in opposition to the location of Salt Spring Island Metal Recycling.

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

**17.1 SS-SUB-2012.5 – C. Eagle – 1771 Fulford-Ganges Road**

Planner Youmans reviewed the staff report dated March 10, 2014 regarding the proposal to register a water control covenant on both parcels resulting from the proposed two-lot subdivision.

The applicant was not present.

Further to discussion, the following resolutions were introduced.

**SS-2014-61**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee accept a water control covenant under section 219 of the Land Title Act from the registered owner of the land on Salt Spring Island legally described as Lot 1, Plan VIP 71520, Section 69 Cowichan District, Except Plan VIP 78061 (C.J. Eagle, SS-SUB-2012.5, Fulford Ganges Road). **CARRIED**

**SS-2014-62**

It was **MOVED** and **SECONDED** the Salt Spring Island Local Trust Committee designate any member to sign the covenant (C.J. Eagle, SS-SUB-2012.5, Fulford-Ganges Road). **CARRIED**

**17.2 SS-RZ-2013.9 – J. G. Consulting Services Ltd. - 161 Drake Road**

Planner Cermak reviewed the staff report dated March 11, 2014 regarding the proposal for a multi-family affordable housing complex of up to 80 units to be built within the Ganges Village core.

Applicant Janis Gauthier was present and was invited to speak. She reviewed the Drake Road Affordable Housing rezoning proposal dated August 2013. Design Consultant Donald Gunn spoke to the site design and surface drainage strategy.

Chair Malcolmson called a recess at 1:10 p.m. The meeting reconvened at 1:15 p.m.

Trustees requested a staff briefing on the legal mechanisms regarding drainage on adjacent properties.

Further to discussion, the following resolutions were introduced.

**SS-2014-63**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee refer application SS-RZ-2013.9 (161 Drake Road, JG Consulting Services Ltd.) to the Salt Spring Island Advisory Planning Commission, the Agricultural Advisory Planning Commission, the Capital Regional District, the Ministry of Agriculture, School District #64, Salt Spring Fire and Rescue, and the Ministry of Transportation and Infrastructure for review and comment. **CARRIED**

**SS-2014-64**

It was **MOVED** and **SECONDED** the Salt Spring Island Local Trust Committee direct staff to request the applicant to provide evidence based rationale supporting the proposed 60% decrease in required parking (SS-RZ-2013.9, 161 Drake Road, JG Consulting Services Ltd.). **CARRIED**

**SS-2014-65**

It was **MOVED** and **SECONDED** the Salt Spring Island Local Trust Committee direct staff to prepare a draft bylaw to amend Salt Spring Island Land Use Bylaw No. 355 to rezone Lot A, Section 20, North Salt Spring Island, Range 3 East, Cowichan District Plan EPP20136 from Residential 9 to a variant of Residential 1 in order to permit additional residential density on the subject property for affordable housing (SS-RZ-2013.9, 161 Drake Road, JG Consulting Services Ltd.). **CARRIED**

**SS-2014-66**

It was **MOVED** and **SECONDED** the Salt Spring Island Local Trust Committee direct staff to request the applicant to submit a draft affordable housing agreement for Lot A, Section 20, North Salt Spring Island, Range 3 East, Cowichan District Plan EPP20136 (SS-RZ-2013.9, 161 Drake Road, JG Consulting Services Ltd.). **CARRIED**

**18. UPCOMING MEETINGS**

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on Thursday, April 10, 2014 at the Hart Bradley Hall (Lions Club), 103 Bonnet Avenue, Salt Spring Island.

**19. ADJOURNMENT**

**By general consent**, the meeting adjourned at 1:50 p.m.

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Sheila Malcolmson, Chair

**CERTIFIED CORRECT:**

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Sarah Shugar, Recorder