

**ADOPTED**  
**MINUTES of the SALT SPRING ISLAND**  
**LOCAL TRUST COMMITTEE REGULAR MEETING**  
**Tuesday, June 24, 2014 – 9:30 AM**  
**Lion’s 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)  
Stefan Cermak, Island Planner  
Kristin Aasen, Planner 2  
Jason Youmans, Planner 1  
Miles Drew, Bylaw Enforcement Manager (BEM)  
David Marlor, Director of Local Planning Services  
Mary Hughes, Recorder

**Media and Others Present:**

Gulf Islands Driftwood Reporter  
Approximately 4 members of the public – a.m.  
Approximately 7 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:

- Item 3 – addition of 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the Islands Trust ;
- Item 6.1 – delete the word “forthcoming”.

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

**3. CLOSED MEETING RESOLUTION**

**SS-2014-111**

At 9:34 a.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)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the Islands Trust; Section 90(1)(g) litigation or potential litigation, and Section 90 (1)(i) for the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose and that staff be invited to remain. **CARRIED**

**4. OPEN MEETING RESOLUTION**

**SS-2014-112**

At 10:40 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**

**5.1 Advisory Planning Commission**

The Salt Spring Island Local Trust Committee has accepted the resignation of Mickey McLeod from the Advisory Planning Commission (APC) and appointed Stephen Roberts to the APC for a one year term commencing June 24, 2014.

Chair Malcolmson called a recess at 10:42 a.m. The meeting reconvened at 10:50 a.m.

**6. MINUTES AND RESOLUTIONS WITHOUT MEETING**

**6.1 Draft Minutes of the May 29, 2014 SSI LTC Regular Meeting**

**SS-2014-113**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee adopt the minutes of the SSILTC Regular Meeting of May 29, 2014, as presented. **CARRIED**

**7. LOCAL TRUST COMMITTEE PROJECTS**

**7.1 Implementation of the Riparian Areas Regulation**

Planner Cermak presented a staff report dated June 5, 2014 regarding the Riparian Areas Regulation.

Further to discussion, the following resolutions were introduced.

**SS-2014-114**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to draft a bylaw implementing the Riparian Areas Regulation on Salt Spring Island as outlined in the staff report dated June 5, 2014. **CARRIED**

**SS-2014-115**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to draft a bylaw implementing the Riparian Areas Regulation on Prevost Island as outlined in the staff report dated June 5, 2014. **CARRIED**

**SS-2014-116**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to prepare a Riparian Areas Regulation stream mapping service contract that will enable mapping verification if and when there is unresolved contradiction in the results of a Qualified Environmental Professional report and the Islands Trust stream mapping. **CARRIED**

The Trustees thanked staff for an excellent report.

## **7.2 LTC Work Program Quarterly Report**

The report was deferred.

## **7.3 Ganges Boardwalk Work Plan**

RPM Hartley presented a staff report dated June 16, 2014 regarding the Ganges Boardwalk Implementation.

Further to discussion, the following resolution was introduced.

### **SS-2014-117**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee allocate up to \$5000 for dedicated project management services to develop a project charter for the implementation of the Ganges Boardwalk, with a report to the Salt Spring Island Local Trust Committee within three months. **CARRIED**

## **8. BUSINESS ARISING FROM MINUTES**

### **8.1 Follow-Up-Action-List**

The report was received.

## **9. CORRESPONDENCE**

### **9.1 G. Grams, Trustee to J. Horsburgh dated May 25, 2014**

The correspondence was received for information.

Chair Malcolmson called a recess at 11:40 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.

## **10. TRUSTEES' REPORTS**

Trustee Grove reported that he attended the following meetings: Islands Trust Financial Planning Committee; the Trust Council on Saturna Island; Ferry Advisory Committee meeting; Community Economic Development Commission (CEDC) and various meetings with constituents. He attended a breakfast event hosted by the SSI Chamber of Commerce and a lunch event hosted by the CEDC with special guest Honourable Naomi Yamamoto, Minister of State for Tourism and Small Business. He also attended a First Nations event regarding Grace Islet. He reported that David Denning is one of the recipients of the 2014 Community Stewardship Awards.

Trustee Grams reported that he attended the Trust Council meetings on Saturna Island; a First Nations event regarding Grace Islet and a Salt Spring Island Water Protection Area (SSIWPA) Community Information Session. He reported that Trust Council amended a policy to clarify roles in a future CAO hiring process.

## **11. CHAIR'S REPORT**

Chair Malcolmson advised that she attended the Trust Council meetings on Saturna Island and noted the interesting session on a Coastal Douglas Fir partnership. She participated in Aboriginal Day 2014 and will be attending a Capital Regional District session on oil spill prevention on June 25, 2014.

12. **CRD DIRECTOR'S REPORT** - no report

13. **DELEGATIONS**

13.1 **Mr. Varzeliotis**

Mr. Varzeliotis spoke and provided a written submission titled "Tom's Town Hall Placard" dated June 24, 2014.

14. **TOWN HALL**

Chair Malcolmson opened the Town Hall at 12:23 p.m.

One member of the public spoke in opposition to application SS-ALR-2013.2 (1320 North Beach Road).

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

15.1 **SS-RZ-2013.1 – Bylaw No. 472 – M. & M. MacAlpine – 1351 Mountain Road**

RPM Hartley presented a staff report dated June 13, 2014 regarding Bylaw 472 for consideration of third reading.

The applicants were not present.

Further to discussion, the following resolutions were introduced.

**SS-2014-118**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give Third Reading to Bylaw No. 472 cited as Salt Spring Island Land Use Bylaw, 1999, Amendment No. 5, 2013 and forward it to the Executive Committee for consideration of approval. (SS -RZ 2013.1, 1351 Mountain Road). **CARRIED**

**SS-2014-119**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee accept the covenant under section 219 of the Land Title Act from the registered owners of Lot 5, Sections 33 and 37, South Salt Spring Island, Cowichan District, Plan 1812 and designate any member to sign the covenant in order that it may be registered concurrent with adoption of Bylaw No. 472. (SS-RZ 2013.1, 1351 Mountain Road). **CARRIED**

**SS-2014-120**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee express acknowledgement of First Nation interests relating to Bylaw No. 472 and direct staff to forward a copy of the property owner correspondence committing to the restrictive covenant and to modifications to the breakwater as outlined in the staff report dated June 13, 2014. (SS-RZ 2013.1, 1351 Mountain Road). **CARRIED**

15.2 **SS-RZ-2013.6 – Bylaw No. 474 and No. 475 – Island Marine – 2850 Fulford-Ganges Road**

Planner Aasen presented a staff report dated June 16, 2014 regarding an application to amend the Official Community Plan and Land Use Bylaws. The Trustees requested staff and applicant to address the concerns of the Salt Spring Island Harbour Authority and deferred third reading of zoning bylaw 475 until there is a mechanism to provide the separation between docks suggested at the public hearing.regarding this application.

Further to discussion, the following resolutions were introduced.

*Resolution SS-2014-121 was rescinded at the SSI LTC Regular Meeting of May 4, 2017 Through resolution SS-2017-54*

**SS-2014-121**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee give third reading to Bylaw No. 474 cited as "Salt Spring Island Official Community Plan Bylaw, 2008, Amendment No. 2, 2013," and forward it to the Executive Committee for approval. (SS-RZ-2013.6, Island Marine, 2850 Fulford-Ganges Road). **CARRIED**

**SS-2014-122**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee forward Bylaw No. 474 cited as "Salt Spring Island Official Community Plan Bylaw, 2008, Amendment No.2, 2013," to the Minister of Community, Sport and Cultural Development for approval (SS-RZ-2013.6, Island Marine, 2850 Fulford-Ganges Road). **CARRIED**

**SS-2014-123**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to prepare a covenant for LTC approval prior to consideration of final adoption of Bylaw No. 474 and Bylaw No. 475 and that the covenant address the following: 1) a Clean Marine BC membership; 2) a pump-out facility; and 3) any required septic upgrade. (SS-RZ-2013.6, Island Marine, 2850 Fulford-Ganges Road). **CARRIED**

**SS-2014-124**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff that the final adoption of Bylaw No. 474 and Bylaw No. 475 be subject to notification that a statutory right-of-way is accepted by the capital Regional District to enable a public pathway. (SS-RZ-2013.6 Island Marine, 2850 Fulford-Ganges Road). **CARRIED**

Chair Malcolmson called a recess at 12:55 p.m. The meeting reconvened at 1:00 p.m.

**SS-2014-125**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff that further consideration of proposed Bylaw No. 475 be subject to written confirmation from the Salt Spring Island Harbour Authority that their concerns regarding space between the water leases have been satisfied. (SS-RZ-2013.6 Island Marine, 2850 Fulford-Ganges Road). **CARRIED**

**15.3 SS-ALR-2013.2 – James Pasuta – 1320 North Beach Road**

Planner Youmans presented a staff report dated June 10, 2014 regarding an application for subdivision in the Agricultural Land Reserve.

The applicant was present and was invited to speak.

Further to discussion, the following resolution was introduced.

**SS-2014-126**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee refer application SS-ALR-2013.2 for Lot A, Section 10, Range 1 North, North Salt Spring Island, Cowichan District Plan VIP65553 to the Salt Spring Island Agricultural Advisory Planning Commission for review and comment. (SS-ALR-2013.2, James Pasuta, 1302 North Beach Road). **CARRIED**

**15.4 SS-RZ-2014.1 – David Borrowman – 315 Upper Ganges Road**

Planner Aasen presented a staff report dated June 16, 2014 regarding a proposal to amend the Land Use Bylaw from Commercial 6 (C6) to a commercial variant.

The applicant was present and was invited to speak.

Further to discussion, the following resolutions were introduced.

**SS-2014-127**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee refer the application SS-RZ-2014.1 to the Advisory Planning Commission, the Agricultural Advisory Planning Commission and the Capital Regional District Transportation Commission. (SS-RZ-2014.1, Borrowman, 315 Upper Ganges Road). **CARRIED**

**SS-2014-128**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to prepare a draft bylaw to amend the Salt Spring Island Land Use Bylaw No. 355 to rezone Section 5, Range 3 East, North Salt Spring Island, Cowichan District, Strata Plan VIS4561 from Commercial 6 to a Commercial variant. (SS-RZ-2014.1, Borrowman, 315 Upper Ganges Road). **CARRIED**

**16. REPORTS**

**16.1 Work Program Top Priorities Report**

The report was received.

**16.2 Projects List**

The report was received.

**16.3 Applications with Status Report**

The report was received.

**16.4 Expense Report – No report**

**17. NEW BUSINESS**

**17.1 Galiano Island Local Trust Committee Referrals – Bylaws 246, 247 and 248**

Planner Cermak presented a memorandum dated May 29, 2014 regarding bylaw referrals from Galiano Island Local Trust Committee.

Further to discussion, the following resolution was introduced.

**SS-2014-129**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to respond to the referral from the Galiano Island Local Trust Area for Bylaws 246, 247 and 248 indicating that interests are unaffected. **CARRIED**

**17.2 Thetis Island Local Trust Committee Referrals – Bylaws 93 and 94**

Planner Cermak presented a memorandum dated June 6, 2014 regarding bylaw referrals from Thetis Island Local Trust Committee.

Further to discussion, the following resolution was introduced.

**SS-2014-130**

It was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee direct staff to respond to the referral from the Thetis Island Local Trust Area for Bylaws 93 and 94 indicating that interests are unaffected. **CARRIED**

**18. UPCOMING MEETINGS**

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on July 24, 2014 at the Hart Bradley Hall (Lions Club), 103 Bonnet Avenue, Salt Spring Island.

**19. ADJOURNMENT**

**By general consent**, the meeting adjourned at 1:45 p.m.

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Sheila Malcolmson, Chair

**CERTIFIED CORRECT:**

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Mary Hughes, Recorder