



# Salt Spring Island Local Trust Committee Minutes of a Regular Meeting

**Date:** Thursday, February 5, 2015  
**Location:** Lions Club, Hart Bradley Memorial Hall  
103 Bonnet Avenue, Salt Spring Island, BC

**Members Present:** Peter Luckham, Chair  
Peter Grove, Local Trustee  
George Grams, Local Trustee

**Staff Present:** Leah Hartley, Regional Planning Manager  
Stefan Cermak, Island Planner  
Jason Youmans, Planner 1  
Seth Wright, Planner 1  
Sarah Shugar, Recorder

**Media and Others Present:** Wayne McIntyre, Capital Regional District (CRD) Director  
Gulf Islands Driftwood Reporter  
Approximately 6 members of the public - a.m.  
Approximately 27 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 Luckham called the meeting to order at 9:35 a.m. He introduced himself, the Trustees and staff and acknowledged that the Local Trust Committee is meeting in the traditional territory of the Coast Salish First Nations.

## 2. APPROVAL OF AGENDA

The following supplemental items to the agenda were presented for consideration:

- 8.1 Local Trust Committee Work Program - Strategic Directions - Staff Report
- 16.3.1 SS-TUP-2015.1 - S. Knight - Additional Correspondence
- 19.1 Motion to Close the Meeting - Revised Resolution

The following additions to the agenda were presented for consideration:

- 17.2 Correspondence - G. Lattey - Dated January 30, 2015 - Concerning Cidery Bylaws on Salt Spring Island
- 17.3 Correspondence - T. Varzeliotis - Dated January 17, 2015 - Entitled Le Plus Ça Change, Le Plus Ça Reste La Même
- 18.1.1 New Business - Right of Way Design to Kanaka Dock - Trustee Request

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

**3. PREVIOUS MEETINGS**

**3.1. Draft Minutes of the Salt Spring Island Local Trust Committee**

3.1.1. Draft Minutes of the January 8, 2015 SSI LTC Regular Meeting

**By general consent**, the minutes of the January 8, 2015 Salt Spring Island Local Trust Committee Regular Meeting were adopted as presented.

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

**3.3. Draft Minutes of the Advisory Planning Commissions – None**

**4. BUSINESS ARISING FROM MINUTES**

**4.1. Follow-Up Action List**

The report was received.

**5. COMMUNITY INFORMATION MEETING – None**

**6. PUBLIC HEARING – None**

**7. REPORTS**

**7.1. Work Program Top Priorities Report**

The report was received.

**7.2. Projects List**

The report was received.

**7.3. Applications with Status Report**

The report was received.

**7.4. Expense Report**

The report was received.

Chair Luckham called a recess at 9:53 a.m. The meeting reconvened at 9:54 a.m.

**8. OTHER BUSINESS - A.M.**

**8.1. Local Trust Committee Work Program - Strategic Directions**

RPM Hartley presented a staff report dated February 3, 2015 regarding Local Trust Committee Work Program - Strategic Directions.

Further to discussion the following resolutions were introduced.

**SS-2015-38**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee adopt its Strategic Directions for 2014 to 2018 as follows:

1. Fostering Salt Spring Island as a hub for excellence in resiliency and sustainability, including the need to reduce our ecological footprint;
2. Collaborating with other agencies in responding to community needs with the intent to encourage integrated governance;
3. Building a strong foundation of land use planning service to the community; and
4. Working with Trust Council and provincial leaders to fully articulate the Gulf Islands as unique in many social, cultural, economic and environmental aspects.

**CARRIED**

**SS-2015-39**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee retains its current Work Program Top Priorities, noting that Riparian Areas Regulation Implementation will be revisited in April 2015.

**CARRIED**

**SS-2015-40**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee request staff to prepare a report for consideration following budget approval, that provides preliminary scope of work, budget and timeline implications for the following projects:

- a. Ganges Village Area Plan (other than Boardwalk)
- b. Integrated Community Sustainability including Climate Change Adaptation
- c. Piers Island Climate Change Bill 27 update
- d. Secondary Suites Implementation – Temporary Use Permits
- e. Land Use Bylaw Update - Rural Watershed Uses.

**CARRIED**

**SS-2015-41**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee amend its Work Program Projects List as follows:

- a. Remove Ganges Storm Water Management Plan as a separate project, and incorporate into Ganges Village Area Plan;
- b. Remove Ganges Harbour Management Plan as a separate project, and incorporate into Ganges Village Area Plan;
- c. Remove Community Economic Sustainability and Security as a separate project and incorporate into Integrated Community Sustainability Plan;
- d. Remove Liquor License Regulations Update as a project, noting that the new provincial regulations are now in effect;
- e. Remove Quality Management Procedures as a project of Local Trust Committee, noting overlap with reporting to Executive Committee and Local Planning Committee;
- f. Consolidate four projects into one titled “Bylaw Review and Procedural Updates”, these being the “Land Use Bylaw Technical Amendments”, “Soil Bylaw”, “Development Approval Information Bylaw”, “Zoning Regulations, Land Use Contracts and Outer Islands” and “Bylaw Enforcement Policies; and
- g. Remove Project “Priority Numbers”.

**CARRIED**

## 8.2. Ferry Advisory Committee Appointment

RPM Hartley presented the Ferry Advisory Committee Appointment for consideration.

Further to discussion, the following resolution was introduced.

### **SS-2015-42**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee appoint Trustee Grove as Local Trust Committee representative to the Ferry Advisory Committee for the 2014-2018 term.

**CARRIED**

## 9. LOCAL TRUST COMMITTEE PROJECTS

### 9.1. Watershed Management

Planner Cermak presented a staff report dated January 27, 2015 regarding Watershed Management.

Further to discussion, the following resolutions were introduced.

### **SS-2015-43**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee request an allocation of the remaining funds from the 2014/15 Special Property Tax Requisition in the Salt Spring Island Local Trust Area to the Watershed Program in accordance with Islands Trust Council Special Property Tax Requisition Policy 6.3.ii and in order to complete the scheduled work for 2014/15, and that this request be forwarded to the Financial Planning Committee for consideration within the 2015/16 fiscal budget.

**CARRIED**

### **SS-2015-44**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee direct staff in consultation with the Salt Spring Island Watershed Protection Authority to prepare terms of reference, scope of work, and qualifications for services relating to water conservation and water demand management measures.

**CARRIED**

### **SS-2015-45**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee direct staff to update the Watershed Management Program Charter to include the amendments as detailed in the above resolutions.

**CARRIED**

### **SS-2015-46**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee direct staff to prepare a draft Trust Council Request for Decision requesting a bylaw to authorize a special property tax requisition.

**CARRIED**

Chair Luckham called a recess at 11:41 a.m. The meeting reconvened at 12:03 p.m. At that time, he introduced Trustees and staff, welcomed the members of the public and thanked them for attending the meeting.

#### **10. TRUSTEE REPORTS**

Trustee Grove reported that he attended meetings with the following: the Financial Planning Committee (FPC) where he was appointed Chair for the 2014-2018 term; the Salt Spring Island Watershed Protection Authority (SSIWPA); local property owners regarding various issues; staff and the Capital Regional District (CRD) regarding development of the Ganges Boardwalk project charter; members of the community regarding access to Kanaka Dock; and the Salt Spring Island Emergency Program. He also attended the Salt Spring Island Water Council Society "Hydrogeology of Salt Spring Island" presentation at the Fritz theatre.

Trustee Grams reported that he attended meetings with the following: the Salt Spring Island Watershed Protection Authority (SSIWPA); the SSIWPA Technical Advisory Committee (TAC); staff and the Capital Regional District (CRD) regarding development of the Ganges Boardwalk project charter; Salt Spring Island Fire Chief, Tom Bremner; the Islands Trust Executive Committee; the North Pender Local Trust Committee and the Mayne Island Local Trust Committee. He also attended the Southern Gulf Islands orientation session and the Local Government Leadership Academy 2015 Elected Official Seminars in Parksville.

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

Chair Luckham reported that he attended meetings with the following: Islands Trust Executive Committee and the Local Government Leadership Academy 2015 Elected Official Seminars in Parksville.

#### **12. TRUST FUND BOARD REPORT**

Chair Luckham presented the Trust Fund Board report dated January 2015.

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

Capital Regional District (CRD) Director McIntyre reported that he attended meetings with the following: Salt Spring Island Public Library Board; the Salt Spring Island Parks and Recreation Commission; the Artspring Board of Directors; Trustees and staff regarding the Ganges Boardwalk project charter; the Jobs, Tourism and Skills Training Regional Economic Development Officer regarding economic development and support for rural status for Salt Spring Island; the CRD Emergency Operation Review for 2016 to 2020; and the Regional Housing Trust Fund. He also attended a volunteer appreciation event and a CRD Board Strategic Planning session. Director McIntyre noted the Salt Spring Island Transportation Commission (SSITC) is working with Partners Creating Pathways to complete the Harbour's End Pathway and recognized their work with BC Transit regarding the potential acquisition of a larger passenger capacity bus for Salt Spring Island. He reported the CRD has selected the Ganges Waste Management System Upgrade for a grant proposal submission to the Building Canada Fund. He spoke to the Kitchen Scraps Ban that is now in effect as of January 1, 2015 and that the CRD is working on a proposal to extend operations at the Rainbow Road Recycling Depot. He noted there will be a CRD Commission Guidelines and Governance Session on February 19, 2015 and that the three elected officials, CRD Director McIntyre, Trustee Grove and Trustee Grams, have composed a letter which was sent to the Minister of

Community, Sport and Cultural Development regarding local governance on Salt Spring Island and requesting a meeting to discuss this and other matters on Salt Spring Island.

#### 14. DELEGATIONS

##### 14.1. Mr. Varzeliotis - entitled "Stranglehold"

Mr. Varzeliotis spoke and presented a written submission dated January 22, 2015 entitled "Stranglehold". He also distributed an additional submission dated February 5, 2015 entitled "Tom's Town Hall Placard".

#### 15. TOWN HALL AND QUESTIONS

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

One member of the public requested copies of correspondence regarding 251 Fulford-Ganges Road.

Two members of the public expressed concern regarding application SS-TUP-2015.1.

Two members of the public expressed concern regarding application SS-DVP-2014.4.

One member of the public spoke to the Fort Street Subdivision and thanked the Local Trust Committee for adding the Fort Street Subdivision to the Work Program Top Priorities list.

One member of the public spoke to Bylaw Enforcement and expressed support for a higher level of enforcement.

One member of the public spoke to the proposed provincial incorporation study.

#### 16. APPLICATIONS AND REFERRALS

##### 16.1. SS-DVP-2014.4 - M. Geary

Planner Wright presented a staff report dated January 28, 2015 regarding a Development Variance Permit Application for 1609 North Beach Road and brought forward new information on the location of a neighbour's well.

Applicants Michael Geary and Judy Kirk were present and spoke to the application.

Further to discussion the following resolutions were introduced.

##### **SS-2015-47**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee amend the proposed Development Variance Permit SS-DVP-2014.4 Item 2.1 to include the word "unenclosed" before "pool and hot tub" (1609 North Beach Road).

**CARRIED**

**SS-2015-48**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee strike Section 2.2 of the proposed Development Variance Permit SS-DVP-2014.4 and add "This permit does not include the siting of a septic disposal field other than in compliance with the Salt Spring Island Land Use Bylaw No. 355, 1999" as Section 3 of the proposed permit (1609 North Beach Road).

**CARRIED**

**SS-2015-49**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit SS-DVP-2014.4 for Lot 1, District Lot 17, North Salt Spring Island, Cowichan District, Plan 19405 (1609 North Beach Road), as amended.

**CARRIED**

**16.2. SS-DP-2014.5 - D. Sorenson**

Planner Wright presented a staff report dated January 28, 2015 Development Permit Amendment within Development Permit Area 1: Island Villages for 107 Atkins Road (Summerside), Phases 7, 8, and 9.

Applicant David Sorenson was present and spoke to the application.

Further to discussion the following resolutions were introduced.

**SS-2015-50**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee refers Development Permit application SS-DP-2014.5 for Lot 1 Sections 3 and 4 Range 3 East North Salt Spring Island Cowichan District Plan VIP75338 Except Part In Strata Plan VIS5366 (Phases 1, 2, 3, 4, 5 and 6) (107 Atkins Road) to the Advisory Planning Commission for review and comment.

**CARRIED**

**SS-2015-51**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee refers Development Permit application SS-DP-2014.5 for Lot 1 Sections 3 and 4 Range 3 East North Salt Spring Island Cowichan District Plan VIP75338 Except Part In Strata Plan VIS5366 (Phases 1, 2, 3, 4, 5 and 6) (107 Atkins Road) to the Ministry of Transportation and Infrastructure, North Salt Spring Waterworks, Salt Spring Fire/Rescue, and the Capital Regional District for review and comment.

**CARRIED**

**16.3. SS-TUP-2015.1 - S. Knight**

**16.3.1. SS-TUP-2015.1 - S. Knight**

Planner Wright presented a staff report dated January 28, 2015 regarding a Temporary Use Permit for 133 Lower Ganges Road.

Applicant Steve Knight was present and spoke to the application.

Further to discussion the following resolution was introduced.

**SS-2015-52**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve issuance of Temporary Use Permit SS-TUP-2014.1 for Lot A, District Lots 541 and 589, Cowichan District, Plan 43663 (133 Lower Ganges Road).

**CARRIED**

**16.4. SS-ALR-2014.2 - H. Otto**

Planner Youmans presented a staff report dated January 26, 2015 regarding an Agricultural Land Reserve Application for Non-Farm Use for 805 Lower Ganges Road.

A representative of the applicant, Markus Wenzel, was present and spoke to the application.

Further to discussion the following resolutions were introduced.

**SS-2015-53**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee considers SS-ALR-2014.2 has no impact on agricultural viability and is located in a center of recreation that is a benefit to the community (805 Lower Ganges Road).

**CARRIED**

**SS-2015-54**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee forward application SS-ALR-2014.2 for Section 6, Range 2 East, North Salt Spring Island, Cowichan District, except the Easterly 6.75 Chains Thereof; except Parcel B (DD 77036I), and except part in Plan 14185, to the Agricultural Land Commission, with support (805 Lower Ganges Road).

**CARRIED**

**16.5. Covenant - N. Aulakh**

Planner Youmans presented a staff report dated January 27, 2015 regarding a No Subdivision Covenant for Satellite Channel.

Further to discussion the following resolution was introduced.

**SS-2015-55**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee accept a covenant under section 219 of the Land Title Act from the registered owner of Lot 12, Section 36, South Salt Spring Island, Cowichan District, Plan 1812 and Lot 13, Section 36, South Salt Spring Island, Cowichan District, Plan 1812 (Satellite Channel) and designate any member of the Local Trust Committee to sign the Covenant attached as Appendix A.

**CARRIED**



**16.6. SS-RZ-2014.1 - D. Borrowman**

RPM Hartley presented a staff report dated January 29, 2015 regarding Merchants Mews Rezoning – Bylaw 479 Second Reading for 315 Upper Ganges Road

Applicant David Borrowman was present and spoke to the application.

Further to discussion the following resolutions were introduced.

**SS-2015-56**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee review the Directives Only Policies and determines that Bylaw No. 479 is not contrary to or at variance with the Islands Trust Policy Statement (SS-RZ-2014.1, 315 Upper Ganges Road).

**CARRIED**

**SS-2015-57**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee amend Bylaw No. 479, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 3, 2014,” as specified in Appendix 2 of the staff report dated January 29, 2015 (SS-RZ-2014.1, 315 Upper Ganges Road).

**CARRIED**

**SS-2015-58**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee give second reading to Draft Bylaw No. 479, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 3, 2014,” as amended and direct staff to schedule a Public Hearing (SS-RZ-2014.1, 315 Upper Ganges Road).

**CARRIED**

**17. CORRESPONDENCE**

**17.1. 251 Fulford-Ganges Road Correspondence**

The correspondence was received.

**17.2. G. Lattey - Dated January 30, 2015 - Concerning Cidery Bylaws on Salt Spring Island**

The correspondence was received. Trustee Grams will respond and advise Ms. Lattey to contact staff to discuss a Temporary Use Permit as a possible option.

**17.3. T. Varzeliotis - Dated January 17, 2015 - Entitled Le Plus Ça Change, Le Plus Ça Reste La Même**

The correspondence was received.

**18. OTHER BUSINESS - P.M.**

**18.1. New Business**

18.1.1. Right of Way Design to Kanaka Dock

Trustee Grove presented an update regarding the Right of Way Design to Kanaka Dock.

Further to discussion, the following resolution was introduced.

**SS-2015-59**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee allocate up to \$1,000 from the Local Trust Committee Local Expense Account, Special Projects, for the preparation of a graphic illustration of a Right of Way Design to Kanaka Dock that provides for emergency access to the wharves.

**CARRIED**

**19. CLOSED MEETING**

**19.1. Motion to Close the Meeting**

**SS-2015-60**

At 2:19 p.m., **it was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee closes this meeting to the public subject to Community Charter Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements; Section 90(1)(f) law enforcement and Section 90(1)(i) concerning 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**

**19.2. Motion to Open the Meeting**

**SS-2015-61**

**At 3:19 p.m. it was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee re-opens this meeting to the public subject to Section 89 of the Community Charter.

**CARRIED**

**19.3. Rise and Report – None**

**20. UPCOMING MEETINGS**

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on February 27, 2015 at the Hart Bradley Hall (Lions Club), 103 Bonnet Avenue, Salt Spring Island.

**21. ADJOURNMENT**

**By general consent** the meeting was adjourned at 3:20 p.m.

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Peter Luckham, Chairperson

**CERTIFIED CORRECT:**

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Sarah Shugar, Recorder