



Salt Spring Island Local Trust Committee Minutes of a Regular Meeting

Date:	Thursday, April 7, 2016
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:	Stefan Cermak, Regional Planning Manager (RPM) Jason Youmans, Planner 2 Seth Wright, Acting Planner 2 Shelley Miller, Planner 1 David Marlor, Director of Local Planning Services Sarah Shugar, Recorder
Media and Others Present:	Wayne McIntyre, Capital Regional District (CRD) Director Gulf Islands Driftwood Reporter Approximately 1 member of the public - a.m. Approximately 11 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 9:31 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 3070-20 - Cowichan Tribes - Sansum Narrows
- 9.1 2016/17 Project Budget Considerations

The following additions to the agenda were presented for consideration:

- 3.1.4 Draft Minutes of the March 31, 2016 SSI LTC Special Meeting
- 7.5 Expense Report
- 16.2.1 Correspondence Received - SS-TUP-2016.1 - 151 Lower Ganges Road
- 16.3.1 Correspondence Received - SS-DVP-2015.9 - 175 Suffolk Road

By general consent, the agenda and addendum were approved.

3. PREVIOUS MEETINGS

3.1 Draft Minutes of the Salt Spring Island Local Trust Committee

3.1.1 Draft Minutes of the March 3(a), 2016 SSI LTC Special Meeting

By general consent, the Salt Spring Island Local Trust Committee Minutes of March 3(a), 2016 were adopted.

3.1.2 Draft Minutes of the March 3(b), 2016 SSI LTC Special Meeting

By general consent, the Salt Spring Island Local Trust Committee Minutes of March 3(b), 2016 were adopted.

3.1.3 Draft Minutes of the March 10, 2016 SSI LTC Regular Meeting

By general consent, the Salt Spring Island Local Trust Committee Minutes of March 10, 2016 were adopted.

3.1.4 Draft Minutes of the March 31, 2016 SSI LTC Special Meeting

By general consent, the Salt Spring Island Local Trust Committee Minutes of March 31, 2016 were adopted.

3.2 Resolutions Without Meeting Report – None

3.3 Draft Minutes of the Advisory Planning Commissions

3.3.1 Draft Minutes of the March 24, 2016 Advisory Planning Commission Meeting

The minutes were received for information.

4. BUSINESS ARISING FROM MINUTES

4.1 Follow-Up Action List

4.1.1 Policy 6.7.i - Follow Up Action List

RPM Cermak presented a memorandum dated March 30, 2016 regarding Follow Up Action List - Policy 6.7.i.

The report was received.

5. COMMUNITY INFORMATION MEETING – None

6. PUBLIC HEARING – None

7. REPORTS

7.1 Policy and Standing Resolutions List

The report was received.

7.2 Work Program Top Priorities Report

The report was received.

7.3 Projects List

The report was received.

7.4 Applications with Status Report

The report was received.

7.5 Expense Report

The report was received.

7.6 Trust Fund Board Report – None

8. OTHER BUSINESS

8.1 3070-20 - Cowichan Tribes - Sansum Narrows

Planner Youmans presented a memorandum dated April 6, 2016 regarding Cowichan Tribes - Sansum Narrows Designated Use Area.

SS-2016-71

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request staff to provide a report on the accuracy of the current clam bed mapping in Sansum Narrows and indicate the scope of work necessary to have certainty with regard to marine resources.

CARRIED

9. LOCAL TRUST COMMITTEE PROJECTS

9.1 2016/17 Project Budget Considerations

RPM Cermak presented a staff report dated April 4, 2016 regarding the 2016/17 Local Planning Programs Budget / Work Program.

SS-2016-72

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request the Executive Committee to investigate the possibility of amendments to the Islands Trust Act to broaden the Islands Trust's ability to serve its communities and to strengthen its mandate to preserve and protect.

CARRIED

SS-2016-73

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee authorize the expenditure of up to \$1,300 from the Special Projects Budget for the purposes of:

- a. hosting a Town Hall; and
- b. hosting a Public Hearing for Bylaw No. 493, both on Piers Island.

CARRIED

SS-2016-74

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request that Executive Committee explore avenues whereby the Islands Trust can be eligible for the British Columbia Rural Dividend.

CARRIED

Chair Luckham called a recess at 10:51 a.m. The meeting reconvened at 10:58 a.m.

9.2 Land Use Bylaw No. 355 Technical Update - SS-BL-492

Planner Wright presented a staff report dated March 31, 2016 regarding Draft Bylaw 492 and the Technical Land Use Bylaw Update.

SS-2016-75

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee amend Bylaw No. 492, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 4, 2016 as follows:

- a. to exclude dormers from definition 1.1 - "height"; and
- b. amend item 2.6 by adding "and may contain a commercial kitchen".

CARRIED

SS-2016-76

It was MOVED and SECONDED,

that Salt Spring Island Local Trust Committee Bylaw No. 492, as amended, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 4, 2016," be read a first time.

CARRIED

SS-2016-77

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request staff to refer Bylaw No. 492 to the Salt Spring Island Advisory Planning Commission for comment.

CARRIED

SS-2016-78

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request staff to refer Bylaw No. 492 to public agencies and First Nations.

CARRIED

10. CORRESPONDENCE – None

Chair Luckham called a recess at 11:26 a.m. The meeting reconvened at 12:00 p.m.

11. TRUSTEE REPORTS

Trustee Grove reported that he attended a Salt Spring Island Local Trust Committee Special Meeting regarding the draft Opus DaytonKnight Water Conservation and Demand Management Plan; Trust Council on Hornby Island where the 2016/17 Budget was approved; and a Capital Regional District (CRD) Open House regarding the proposed recreational playing fields at 181 Brinkworthy Road.

Trustee Grams reported that he attended meetings with the following: Executive Committee; the Trust Fund Board and Executive Committee regarding land use and governance; the North Pender Island Local Trust Committee; the Mayne Island Local Trust Committee; the Saturna Island Local Trust Committee; and the Salt Spring Island Watershed Protection Authority (SSIWPA);. He also attended Trust Council on Hornby Island and updated the Salt Spring Island Watershed Protection Authority website.

12. CHAIR'S REPORT

Chair Luckham reported discussions regarding the designation of the Salish Sea surrounding the San Juan Islands as a Particularly Sensitive Sea Area due to the expected increase of commercial marine traffic. He also noted discussions regarding a proposed United Nations Biosphere designation for the Salish Sea. Chair Luckham shared he will be attending a Marine Traffic Management workshop in Vancouver and the Association of Vancouver Island and Coastal Communities (AVICC) conference on April 8 to 10, 2016 in Nanaimo, where the Islands Trust will be seeking support for a proposed 20 year Management Plan for marine vessel traffic and port management. He noted the next Trust Council meeting is scheduled to be held June 14 to 16, 2016 on North Pender Island.

13. CRD DIRECTOR'S REPORT

Capital Regional District (CRD) Director McIntyre reported that he attended meetings with the following: the North Salt Spring Waterworks District (NSSWD) regarding affordable housing projects; the Steering Committee for the proposed Farm Produce Centre on Beddis Road; with the Harbour Authority of Salt Spring Island (HASSI) and Department of Fisheries and Oceans (DFO) regarding Ganges Harbour; the Planning, Transportation and Protective Services Committee regarding alternate water sources for the Drake Road affordable housing project; the CRD Governance Committee; the Salt Spring Island Incorporation Study Committee; the Environmental Services Committee regarding Integrated Waste Management and the Climate Change Program; with the Electoral Area Services Committee regarding the Experience the Gulf Islands initiative; and attended the Salt Spring Island Public Library annual fundraising event. He also noted the 2016/20 Financial Plan was approved at the March 30, 2016 CRD Board meeting. CRD Director McIntyre shared he will be co-presenting a revised Salish Sea restructuring plan to provide improved safety standards for the transport of Liquefied Natural Gas in the Salish Sea at the CRD April 13, 2016 Board meeting.

14. DELEGATIONS – None

15. TOWN HALL AND QUESTIONS

Chair Luckham opened the Town Hall at 12:15 p.m.

One member of the public expressed support for application SS-DP-2015.11.

One member of the public requested clarification regarding building height in proposed Bylaw No. 491 as well as further information regarding rainwater catchment in regards to the Opus DaytonKnight final draft Water Conservation and Demand Plan for Salt Spring Island. Support was expressed for community consultation as a first step in an Integrated Community Sustainability Plan.

16. APPLICATIONS AND REFERRALS

16.1 SS-DP-2015.11 - M. Ogilvie - 111 Rainbow Road

Planner Miller presented a staff report dated March 31, 2016 regarding the construction of a new mixed-use building in Development Permit Area 1.

Applicant Martin Ogilvie was present and spoke to the application.

SS-2016-79

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve issuance of Development Permit SS-DP-2015.11 for Lot 13, Block B, Section 1, Range 3 East, North Salt Spring Island, Cowichan District, Plan 1371 (111 Rainbow Road).

CARRIED

16.2 SS-TUP-2016.1 - J. Fraser - 151 Lower Ganges Road

16.2.1 Correspondence Received - SS-TUP-2016.1 - 151 Lower Ganges Road

Planner Youmans presented a staff report dated March 30, 2016 regarding a Temporary Use Permit application to allow additional commercial uses.

Applicant John Fraser was present and spoke to the application.

SS-2016-80

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve issuance of Temporary Use Permit SS-TUP-2016.1 as shown on Appendix 1 of the staff report dated March 30, 2016 for Lot A, Section 2, Range 4 East, North Salt Spring Island and District Lot 689, Cowichan District, Plan VIP65932 (151 Lower Ganges Road).

CARRIED

16.3 SS-DVP-2015.9 - Polaris Land Surveying Inc. - 175 Suffolk Road

16.3.1 Correspondence Received - SS-DVP-2015.9 - 175 Suffolk Road

Planner Youmans presented a staff report dated March 28, 2016 regarding a Development Variance Permit Application to increase the permitted maximum floor area for cabins, increase the maximum combined floor area of permitted

accessory retail sales and services, and increase the maximum combined area of floats that form part of a dock.

Applicant Brent Taylor was present and spoke to the application.

SS-2016-81

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit SS-DVP-2015.9 for Lot 1, Section 8, Range 1 East, North Salt Spring Island, Cowichan District, Plan 3629 (175 Suffolk Road).

CARRIED

16.4 SS-DP-2015.12 - Polaris Land Surveying Inc. - 175 Suffolk Road

Planner Youmans presented a staff report dated March 29, 2016 regarding the construction of 18 cabins for commercial guest accommodation, an administration building, and a manager's residence in Development Permit Areas 2, 4 and 7.

Applicant Brent Taylor was present and spoke to the application.

SS-2016-82

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve issuance of development permit SS-DP-2015.12 conditional upon receipt of the following:

1. An irrevocable letter of credit in the amount of \$13,500 to ensure timely completion of landscaping visible from Suffolk Road;
2. An irrevocable letter of credit in the amount of \$52,000 to ensure timely completion of the riparian enhancement plan;
3. Preparation, at the owner's cost, and registration of, a restrictive covenant related to the installation and ongoing maintenance of a 3 metre wide vegetative buffer adjacent to agricultural land;
4. A letter of no concern from the Salt Spring Island Fire Department; and
5. An amended landscape plan that uses strictly native species and that is acceptable to planning staff (175 Suffolk Road).

CARRIED

17. CLOSED MEETING

17.1 Motion to Close the Meeting

SS-2016-83

At 10:59 a.m. it was **MOVED** and **SECONDED** that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, Section 90(1)(k) negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages.

CARRIED

17.2 Motion to Open the Meeting

SS-2016-84

At 11:04 a.m. it was **MOVED** and **SECONDED** that the Salt Spring Island Local Trust Committee re-opens this meeting to the public subject to Part 4, Division 3, Section 89 of the Community Charter.

CARRIED

17.3 Rise and Report – None

18. UPCOMING MEETINGS

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on May 5, 2016 at the Hart Bradley Hall (Lions Club), 103 Bonnet Avenue, Salt Spring Island.

19. ADJOURNMENT

By general consent the meeting adjourned at 2:08 p.m.

Peter Luckham, Chair

CERTIFIED CORRECT:

Sarah Shugar, Recorder