



Salt Spring Island Local Trust Committee Minutes of Regular Meeting

Date: Tuesday, November 10, 2020

Location: Electronic Meeting

Members Present: Peter Luckham, Chair
Peter Grove, Local Trustee
Laura Patrick, Local Trustee

Staff Present: Stefan Cermak, Regional Planning Manager (RPM)
Jason Youmans, Island Planner
Louisa Garbo, Island Planner
Geordie Gordon, Planner 2
Kristine Mayes, Planner 1
Shayla Burnham, Administrative Assistant
Sarah Shugar, Recorder

Media and Others Present: Gary Holman, Capital Regional District (CRD) Salt Spring Island Electoral Area Director
Gulf Islands Driftwood Reporter
Approximately 23 members of the public

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 9:30 a.m. and welcomed everyone to an electronic meeting of the Salt Spring Island Local Trust Committee. Chair Luckham introduced himself, the Trustees and staff and acknowledged that the Local Trust Committee is meeting within Coast Salish Territory.

2. APPROVAL OF AGENDA

The following additional item was presented for inclusion in the agenda:

- 10.9 SS-TUP-2020.4 - M. Cahill, Charlie's Excavating - 570 Blackburn Road, SSI

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 October 6, 2020, 2020 SSI LTC Regular Meeting

By general consent, the minutes of the October 6, 2020 Salt Spring Island Local Trust Committee meeting were adopted.

3.2 Rise and Report

3.2.1 SSI LTC In-Camera Meeting of October 6, 2020 - None

3.3 Resolutions Without Meeting Report dated October 2020

The report was received.

3.3 Draft Minutes of the Advisory Planning Commissions

3.3.1 Draft Minutes of the October 22, 2020 Advisory Planning Commission Meeting

The draft minutes dated October 22, 2020 were received for information.

3.4 Salt Spring Island Local Trust Committee Public Hearing Record – None

4. TRUSTEE REPORTS

Trustee Grove spoke to the 2020 BC Election results and acknowledged MLA Adam Olsen for his work with the Islands Trust. Trustee Grove reported that Salt Spring Island has not been impacted by unpaid property taxes because the Province collects and distributes the funds to the Electoral Area District. Trustee Grove expressed support for a new BC Health Directive that includes a travel advisory for essential travel only to and from the Lower Mainland.

Trustee Patrick presented the following report:

- Attended a Salt Spring Alliance meeting regarding the Emergency Services POD system.
- Expressed appreciation to Islands Trust Conservancy Acting Manager Kate Emmings for her presentation at a Community Information Meeting regarding the Protection of Coastal Douglas-Fir and Associated Ecosystems project held on November 5, 2020.
- Attended a Saturna Island Local Trust Committee meeting regarding acknowledgement and reconciliation of First Nations place, context and inherent rights; and, amendments to the Saturna Island Official Community Plan (OCP) to recognize the National Park Reserve Lands both in the text of the OCP and Land Use Bylaw and the associated mapping.
- Attended a North Pender Island Local Trust Committee meeting regarding the land use bylaw review project and temporary use permit guidelines for Short-Term Vacation Rentals.
- Attended a South Pender Island Local Trust Committee meeting regarding Temporary Use Permit guidelines for Short-Term Vacation Rentals.
- Attended a Regional Planning Committee meeting regarding the draft model fees bylaw.
- The Trust Planning Committee has endorsed a funding request for a Southern Gulf Island Forum to foster collaborative conversations between all levels of government and to highlight areas of cooperation and network with First Nations.
- Attended an ASK Salt Spring event on October 16, 2020.

- Trust Council Executive Committee passed a series of resolutions related to the Murdered and Missing Indigenous Women and Girls Calls for Justice.
- Attended a meeting with the Salt Spring Island Watershed Protection Alliance.
- The Climate Action Plan 2.0 final report will be launched soon.
- Attended a trustee training session facilitated by Tine Rossing regarding ecosystem-based management.

5. CHAIR'S REPORT

Chair Luckham reported he has attended several meetings in preparation for the next Trust Council electronic meetings to be held on December 1 to 3, 2020. The Town Hall session will be held on Monday, December 1, 2020 at 7:00 p.m. and the meeting recordings will be available on the Islands Trust website. Trust Council continues to work on the Islands Trust Policy Statement review, First Nations Reconciliation, housing needs, and climate action. Chair Luckham facilitated an Association of Vancouver Island and Coastal Communities (AVICC) Climate Leadership Summit.

6. CRD DIRECTOR'S REPORT

Director Holman presented the following report:

- The Province collects and distributes property taxes to Electoral Areas including Salt Spring Island.
- The CRD has approved a provisional 2021 budget and the proposed 2021 tax increase for Salt Spring Island is approximately 1%.
- The Capital Regional Hospital District approved a \$3 Million contribution for a new Emergency Room at the Lady Minto Hospital and the Lady Minto Hospital Foundation will contribute 7 Million for the project.
- The CRD is expecting to receive provincial COVID response funds to assist with shortfalls relating to the COVID pandemic such as the Rainbow Road Indoor Pool facility and CRD bylaw enforcement. The CRD is also expecting additional assistance from BC Transit to assist with revenue shortfalls related to the COVID pandemic.
- The CRD received \$13 Million from the Federal Government for the rapid housing initiative and the CRD has a list of projects that may qualify for the funding including a project on Salt Spring Island.
- The CRD is undertaking due diligence to decommission the septage pits at the CRD Burgoyne Bay waste facility.
- Several draft bylaws that were given first reading at the last CRD Board meeting have been referred to local First Nations for consultation.

7. CORRESPONDENCE

Correspondence received concerning current applications and/or projects is posted to the LTC webpage.

7.1. Kevin to LTC - Dated October 1, 2020 - Concerning COVID 19 Fall out

The correspondence was received.

It was noted Trustee Patrick would forward the correspondence item to the Chamber of Commerce and request a letter of support on behalf of the business community.

7.2. Salt Spring Island Chamber of Commerce to LTC - Dated October 1, 2020 - Concerning temporary outdoor enclosed/covered patios

The correspondence was received.

7.3. Islands Trust to J. Reilly, Capital Regional District Manager, Housing Planning and Programs - Dated September 28, 2020 - Concerning Emergency Response Facility

The correspondence was received.

7.4. Rob Grant, Executive Director, Salt Spring Island Community Services to J. Reilly, Capital Regional District Manager, Housing Planning and Programs, cc. LTC - Dated October 5, 2020 - Concerning Emergency Response Facility

The correspondence was received.

7.5. M. Chandler to LTC - Dated October 7, 2020 - Concerning bylaw enforcement

The correspondence was received.

7.6. P. Luckham, Chair Salt Spring Island Local Trust Committee to M. McNaughton, Director Regional Development, Vancouver Island Region, BC Housing - Dated October 21, 2020 - Concerning BC Housing Immunity from Land Use Bylaw on Salt Spring Island

The correspondence was received.

7.7. R. Vanderfluit, Registrar, Youth Parliament of BC Alumni Society to LTC - Dated October 19, 2020 - Concerning British Columbia Youth Parliament, 92nd Parliament

The correspondence was received.

It was noted Trustee Grove would contact School District 64 regarding financial support for applicants of the British Columbia Youth Parliament.

8. DELEGATIONS

8.1. Mielle Chandler - Concerning unfairness in the complaint driven bylaw enforcement system and classist architecture of the bylaws

M. Chandler spoke to how the Salt Spring Island Local Trust Committee bylaws impact the housing crisis and expressed concerns regarding the complaint based bylaw enforcement process.

8.2. Dale Chandler - Concerning unnecessary bylaw enforcement complaints

D. Chandler spoke to bylaw enforcement complaints regarding her property, expressed concerns and requested a resolution process to deal with issues that arise.

8.3. Jenny McClean - Concerning increased densities and traffic concerns with the expansion of the Summerside development

J. McLean expressed concerns regarding increased traffic due to the Summerside development at 107 Atkins Road.

9. TOWN HALL & QUESTIONS

Chair Luckham opened the Town Hall at 10:31 a.m.

Two members of the public expressed support for application SS-DP-2020.7 (107 Atkins Road - Summerside) as the project would provide much needed housing on Salt Spring Island.

10. APPLICATIONS AND REFERRALS

10.1. SS-TUP-2020.3 - K. Plambeck and T. Wesley, Diggin' It Excavating - 215 Margolin Drive, SSI

Planner Mayes presented a staff report dated October 22, 2020 regarding reconsideration of a decision of an official under the Salt Spring Island Local Trust Committee Development Approval Information Bylaw No. 175.

Applicants Kris Plambeck and Tamara Wesley spoke to the application.

SS-2020-159

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust does not require a Site Plan and a Watercourse Assessment as per the Salt Spring Island Local Trust Committee Development Approval Information Bylaw No. 175 (SS-TUP-2020.3, 215 Margolin Road).

CARRIED

10.2 SS-DVP-2020.7 - A. and R. Clarke - 1020 Sunset Drive, SSI

Planner Mayes presented a staff report dated October 27, 2020 regarding a Development Variance Permit to vary the siting of a seepage pit and structures to the natural boundary of the sea.

Applicants A. and R. Clarke spoke to the application.

SS-2020-160

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request that the applicant provide a report from an engineer certifying the structures within the 15 metre setback to the natural boundary of the sea are located on non-erodible material (SS-DVP-2020.7, 1020 Sunset Drive).

CARRIED

10.3. SS-SUB-2018.4 - J. Litke, Polaris Land Surveying Inc. - 400 Long Harbour Road, SSI

Planner Mayes presented a staff report dated October 19, 2020 regarding a Water Treatment Covenant under Section 219 of the Land Title Act and 10 per cent minimum lot frontage exemption for consideration as a conditions of a proposed 2-lot subdivision.

Applicant Jordon Litke spoke to the application.

SS-2020-161

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee accept a covenant under Section 219 of the Land Title Act requiring treatment of water from the registered owner of Lot A, Section 3, Range 5 East, North Salt Spring Island, Cowichan District, Plan 31729 and designate any member of the Local Trust Committee to sign the covenant (SS-SUB-2018.4, 400 Long Harbour Road).

CARRIED

SS-2020-162

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee exempt proposed Lot 1 and proposed Remainder Lot A of Lot A, Section 3, Range 5 East, North Salt Spring Island, Cowichan District, Plan 31729 of subdivision SS-SUB- 2018.14 (400 Long Harbour Road) from the 10 per cent minimum lot frontage requirements of Section 512 of the Local Government Act and Subsection 5.3.1 of the Salt Spring Island Land Use Bylaw No. 355.

CARRIED

10.4. SS-DP-2020.7 - T. Grant, Atkins Street Development Inc. - 107 Atkins Road, SSI

Planner Mayes presented a staff report dated October 27, 2020 regarding reissuance of an expired 2014 Development Permit for the development of the final 12-units (2 duplexes (4 units) and 8 single-family dwellings) in an area designated Development Permit Area 1 (Island Villages).

Applicant Troy Grant spoke to the application.

SS-2020-163

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve issuance of Development Permit SS-DP-2020.7 conditional upon receipt of a landscaping security in the amount of two hundred thousand dollars (\$200,000) to include the cost of a children's play area as may be approved by the strata (107 Atkins Road).

CARRIED

10.5. SS-TUP-2019.7 - R. and C. Cook - 133 Caprice Heights, SSI

Planner Gordon presented a staff report dated October 20, 2020 regarding a Temporary Use Permit (TUP) Application to permit the use of a saw mill on the subject property for a period of three years.

Applicants Carolyn Cooke and Ron Cooke spoke to the application.

SS-2020-164

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee amend temporary use permit SS-TUP-2019.7 as follows:

- a. Insert section 3.5 Vegetation Screen and 3.5.1 The applicant shall screen external storage of portable sawmill related materials and the portable sawmill from view from adjacent residential uses and road right-of-ways by installing and maintaining a vegetation screen consistent with Salt Spring Island Land Use Bylaw No.355 Section 3.4
- b. Modify section 3.2.1 by removing "seven days a week" and inserting "Monday through Saturday"
- c. Modify section 3.2.2 by changing "Sunday" to "Saturday"
- d. Insert section 3.2.3 There shall be no operation of the portable sawmill on Sundays or Statutory Holiday
- e. Change all references to "sawmill" to "portable sawmill".

CARRIED

SS-2020-165

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve issuance of Temporary Use Permit SS-TUP- 2019.7 as amended, for a period of three years (133 Caprice Heights).

CARRIED

The meeting recessed for lunch at 12:03 p.m. and reconvened at 12:31 p.m.

10.6. SS-SDP-2016.3 - M. (Mackie) Forsyth and G. Forsyth - 170 Jones Road, SSI

Planner Youmans presented a staff report dated October 28, 2020 regarding consideration of land restoration security and permit issuance.

Applicant Michele (Mackie) Forsyth spoke to the application.

SS-2020-166

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee rescind resolution SS-2018-294 (170 Jones Road).

CARRIED

SS-2020-167

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee issue Soil Deposit and Removal Permit SS-SDP-2016.3 (170 Jones Road).

CARRIED

10.7. SS-TUP-2018.3 - M. (Mackie) Forsyth and G. Forsyth - 170 Jones Road, SSI

Planner Youmans presented a staff report dated October 26, 2020 regarding a Temporary Use Permit application to allow for aggregate processing, as well as storage and sale of aggregate and imported landscaping materials.

Applicant Michele (Mackie) Forsyth spoke to the application.

SS-2020-168

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee amend temporary use permit SS-TUP-2018.3 as shown in Appendix 2 of the staff report dated November 10, 2020 to allow the crushing of extracted aggregate only in Area A and amend clause 4 as follows: Islands Trust staff may enter the subject property during business hours to ensure compliance with the temporary use permit (170 Jones Road).

CARRIED

SS-2020-169

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee issue temporary use permit SS-TUP-2018.3 as shown and amended in Appendix 2 of the staff report dated November 10, 2020 (170 Jones Road).

CARRIED

10.8. Proposed Bylaws No. 474 & 475 - SS-RZ-2013.6 and SS-DP-2014.3 - Island Marine Construction Services Ltd. - 2850 Fulford-Ganges Road, SSI

Planner Youmans presented a staff report dated October 26, 2020 regarding an application to amend the Salt Spring Island Official Community Plan and Land Use Bylaw to permit the expansion of an existing marina in Fulford Harbour.

Representative of the applicant Kelly Keen spoke to the application.

SS-2020-170

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee endorse staff to enter into a cost recovery agreement with the applicant of SS-RZ-2013.6 to draft a Section 219 covenant (2850 Fulford-Ganges Road).

CARRIED

SS-2020-171

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee direct staff to draft a Section 219 covenant that restricts upland development in the parking lot area unless the works are consistent with the recommendations of an archaeological impact assessment from a registered archaeologist (2850 Fulford-Ganges Road).

CARRIED

10.9 SS-TUP-2020.4 - M. Cahill, Charlie's Excavating - 570 Blackburn Road, SSI

Planner Mayes presented a staff report dated November 6, 2020 regarding a request to temporarily cease bylaw enforcement action for a continuing use while processing an application in consideration of a community need.

Applicant Mia Cahill spoke to the application.

SS-2020-172

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee determine that there is a community need to process SS-TUP-2020.4 (570 Blackburn Road) while the prohibited use is continuing and direct staff, per standing resolution SS-2020-045, to temporarily cease bylaw enforcement action for the following commercial and general employment uses until consideration of SS-TUP-2020.4:

- Administrative Office;
- Outdoor Storage of 4 Trucks, 1 Machine (Backhoe) and 1 Office Employee Vehicle;
- Indoor repair and service of equipment, machinery, and vehicles;
- Legal Storage of Bulk Fuel Products for Use on Salt Spring Island; and
- Storage of Materials in Sea Cans;
- During Hours of Operation: 7:30 a.m. to 5:00 p.m.

CARRIED

11. BUSINESS ARISING FROM MINUTES

11.1 Follow-Up Action List Report dated October 2020

The report was received.

12. COMMUNITY INFORMATION MEETING - None

13. PUBLIC HEARING - None

14. REPORTS

14.1 Policy and Standing Resolutions List

The report was received.

14.2 Work Program Top Priorities Report

The report was received.

14.3 Projects List Report dated September 2020

14.3.1. Projects List Report dated October 2020

SS-2020-173

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee add Portable Sawmills under Item 2 - Land Use Bylaw Amendments.

CARRIED

14.3.2. Projects List Amendment Staff Memorandum

RPM Cermak presented a memorandum dated October 15, 2020 regarding SSI LTC Work Program – Projects List Amendments.

14.4 Applications with Status Report dated October 2020

The report was received.

14.5 Expense Report

14.5.1. Report dated August 2020 430

14.5.2. Report dated September 2020

The reports were received.

14.6 Islands Trust Conservancy Board Report dated October 2020

The report was received.

14.7 Salt Spring Island Watershed Protection Alliance (SSIWPA) Coordinator Report - None

15. LOCAL TRUST COMMITTEE PROJECTS

15.1. Ganges Village Area Plan

Planner Garbo presented a staff report dated October 23, 2020 regarding a revised project charter, draft public engagement framework, draft project budget and draft terms of reference.

SS-2020-174

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve the proposed Ganges Village Area Plan Project Charter and project budget.

CARRIED

SS-2020-175

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve in principle the proposed Ganges Village Area Plan Public Engagement Framework.

CARRIED

SS-2020-176

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee amend the proposed Terms of Reference for the Ganges Village Planning Task Force as follows:

- Item 5c) – members should represent a wide cross section and varied interest perspectives, opinions and values of the community.

CARRIED

SS-2020-177

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve the draft Terms of Reference as amended for the Ganges Village Planning Task Force.

CARRIED

SS-2020-178

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee support the grant applicant for the Regional Community-to-Community Forum Program 2020-2021.

CARRIED

SS-2020-179

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee transfer \$2,500 from the Cannabis Regulation project to the Ganges Village Planning project.

CARRIED

15.2. Protection of Coastal Douglas Fir and Associated Ecosystems Verbal Report

Planner Youmans presented a verbal update regarding the Protection of Coastal Douglas Fir and Associated Ecosystems project.

16. OTHER BUSINESS

16.1 New Business

16.1.1. Notice regarding Federal Cannabis Licensing - 240 Hillcrest Drive, SSI

The notice was received for information.

17. CLOSED MEETING - None

18. UPCOMING MEETINGS

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on December 15, 2020. Please check the website at www.islandstrust.bc.ca for details regarding this meeting and other upcoming meetings.

19. ADJOURNMENT

By general consent the meeting adjourned at 3:25 p.m.

Peter Luckham, Chair

CERTIFIED CORRECT:

Sarah Shugar, Recorder