



Salt Spring Island Local Trust Committee Minutes of Regular Meeting

Date: Thursday, November 14, 2024

Location: Meaden Hall
120 Blain Road, Salt Spring Island
and Electronic Meeting (Zoom)

Members Present: Timothy Peterson, Chair
Jamie Harris, Local Trustee (Zoom)
Laura Patrick, Local Trustee

Staff Present: Chris Hutton, Regional Planning Manager (RPM)
Jason Youmans, Senior Policy Advisor (Zoom)
Warren Dingman, Bylaw Enforcement and Compliance Manager (Zoom)
Bruce Belcher, Planner 1 (Zoom)
Oluwashogo Garuba, Planner 1
Rob Pingle, Legislative Clerk
Sarah Shugar, Recorder

Others Present: Gary Holman, Capital Regional District (CRD) Salt Spring Island Electoral Area Director
Earl Rook, Capital Regional District (CRD) Salt Spring Island Local Community Commission (LCC) Chair
There were approximately 29 members of the public in attendance

1. CALL TO ORDER

“Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change.”

Chair Peterson called the meeting to order at 12:30 p.m., introduced Trustees and staff and acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 15.1.1 OCP LUB Projects – Community to Community (C2C) Funding
- 15.5 Baker Road Beach Area Crown Lease Referral
- 18.1 Special Meeting with the Local Community Commission (LCC)

By general consent, the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS

A member of the public expressed concerns regarding the Baker Beach Area Proposal including that the Penelakut Tribe has not been properly informed of the project and Baker Beach has been a traditional clam harvesting area.

A member of the public spoke on behalf of Keep Salt Spring Sustainable and Positively Forward and expressed support for the community concerns regarding the Baker Beach Area Proposal and asked the LTC to take actions to protect Baker Beach. The member of the public also expressed concern regarding application PLRZ20240145 (200 Collins Road) including that there are no assurances that the cottage would provide affordable rental housing and that the property could potentially be an archeological site.

Delegation Mielle Chandler read a statement regarding the impacts to their property and family due to the lack of access to Islands Trust permits.

Diana Thompson presented a petition addressed to the Ministry of Water, Land and Resource Stewardship dated November 13, 2024, to put a hold on Crown Lease application 1415573 (Baker Beach Area Crown Lease) pending a list of requests.

Kathleen Masser read a statement entitled “Response to Baker Beach Shoreline Modification Initiative Submitted by the Nature Salt Spring Steering Committee” regarding opposition to the proposed inter-tidal modifications in the Baker Beach Area Project.

Two members of the public spoke in opposition to the Baker Beach Area Project.

Two members of the public presented a statement in support of the Baker Beach Area Crown Lease application and advised the property owners are in the process of consulting with First Nations and the property owners have developed a website that is available to the public regarding the proposed Baker Road Beach project.

One member of the public asked for clarification regarding the next steps for the Baker Beach Area Crown Lease application. RPM Hutton reported staff responded to the Crown Lease referral indicating that the proposal generally meets Islands Trust policies and regulations except that the proposal is within a Shoreline Development Permit Area (DPA). There are four properties that have submitted development permit applications for works within a Shoreline DPA, and the permits have not been issued at this time. Development permit applications are considered within the Development Permit Delegation Bylaw that requires a professional reliant model and do not get forwarded to the LTC. Staff may approve, deny or refer the development permit applications to the LTC. Each property has submitted a single development permit application, and all four properties have submitted a single Crown Lease application.

A member of the public asked for clarification regarding the professional reliance model and referral process for the Baker Beach Area Project. RPM Hutton reported the applicants hire a qualified professional in a professional reliance model.

A member of the public acknowledged the First Nations land acknowledgement at the beginning of the meeting and asked if staff or the LTC has met with First Nations regarding the Baker Beach Area Crown Lease application. RPM Hutton reported the Crown has the duty to consult in the Baker

Beach Area Crown Lease application process and Islands Trust staff have received comments and questions from First Nations regarding the proposed project.

4. DELEGATIONS

4.1 Mielle Chandler - Regarding financial barriers to applying for Temporary Use Permits

Delegation Mielle Chandler presented a statement regarding financial barriers to applying for Temporary Use Permits. A Trustee thanked M. Chandler for the presentation and agreed that many people on Salt Spring Island are going through difficult times due to procedures, fees and application processing times.

4.2 Debbie Magnusson - Regarding the Baker Road Beach Project

Delegation Debbie Magnusson presented a statement of opposition to the Baker Beach Area Crown Lease Application and requested staff to confirm whether Baker Beach could be protected with an Islands Trust Conservancy conservation covenant. D. Magnusson requested more partners to be involved in assessing the professional reports regarding the project, requested a meeting with the applicants to find natural and less engineered solutions and requested that the process be slowed down. D. Magnusson expressed concerns including whether First Nations have been consulted and asked the LTC to use a cautious approach and work cooperatively to guarantee that the spawning ground is protected. The Delegation submitted a document entitled "Addendum to: Points to be brought to the November 14, 2024 LTC".

5. TRUSTEE REPORTS

Trustee Harris reported he is paying close attention to Trust Council's request for the Province to review the Islands Trust Act.

Trustee Patrick presented the following report:

- It was an honour to lay the wreath at the cenotaph for the Islands Trust at the Remembrance Day ceremony.
- Trustee Patrick, RPM Hutton and Bryan Young from Transitions Salt Spring are representing Salt Spring Island in a pilot program called CONEXT, a program designed to support communities through the next steps in their climate preparedness.
- Attended a meeting with local representatives of the Salt Spring Island Accommodation Group and noted the group is committed to working with the LTC and the CRD Local Community Commission to modernize short term rental management.
- Attended a meeting with community services to talk about challenges with developing housing projects in Ganges.
- Attended a meeting regarding the North Salt Spring Waterworks District moratorium along with our staff, the CRD and the Salt Spring Island Fire Protection District.
- Attended a Complete Communities meeting with key stakeholders to discuss the maps and scenarios.
- Attended two meetings regarding the Salish Sea Network Trail.
- Attended the final Reconciliation Learning Group gathering.

- Attended several Trust Council standing committee meetings including the Financial Planning Committee, the Governance Committee and the Regional Planning Committee.
- The Islands Trust is welcoming Reuban Bronee into the role as CAO.
- Participated in the Trust Council committee of the whole discussion regarding the Islands Trust policy statement.
- Participated in the Chapter of Climate Caucus that is working on land use guidelines for climate change.
- Attended celebrations for Adam Olsen's service as Saanich North and Southern Gulf Islands MLA.

6. CHAIR'S REPORT

Chair Peterson presented the following report:

- Attended Trust Council committee of the whole meetings regarding the Islands Trust policy statement.
- Attended meetings with the Governance Committee, Trust Programs Committee and the Financial Planning Committee.
- The next Trust Council will be December 3 to 5, 2024 in Victoria.
- New CAO Rueban Bronee will be attending the next Trust Council meetings.
- A San Juan Council member will be attending the next Trust Council meeting regarding issues of mutual interest.
- The next Trust Council will include consideration of the draft 2025/2026 budget, Strategic Planning, Local Trust Committee Meeting Procedures Bylaws, policies and procedures regarding delegations to Trust Council, the Dark Sky Principles advocacy and Code of Conduct review.

7. CRD DIRECTOR'S REPORT

CRD SSI Local Community Commission (LCC) Chair Earl Rook presented the following report:

- The CRD Board has approved the provisional 2025 budget for Salt Spring Island that includes an approximate increase of 13%.
- The CRD Board is considering an Alternate Approval Process for a Regional Transportation Service.
- The next LCC meeting will be held November 14, 2024, at 5:00 p.m. and items on the agenda include Ganges Village Transportation Plan, strategic planning and harbour management.
- The LCC is working with NSSWD and the Islands Trust to develop a Housing Strategy for Salt Spring Island.
- Developing a Bylaw review process.
- Finalizing acquisition of the Phoenix School property for community use.
- Approved space for a temporary winter warming space for people without housing at the SIMS building.
- A joint meeting with the LCC and LTC is scheduled on November 19, 2024, at 4:30 p.m.
- The CRD does not have jurisdiction regarding the Baker Beach proposed project although LCC Chair Rook advised he would ask staff regarding the issue that was raised regarding the reef in the Baker beach area and whether the CRD has jurisdiction in the area.

8. PREVIOUS MEETINGS

8.1 Draft Minutes of the Salt Spring Island Local Trust Committee

8.1.1 Draft Minutes of the October 10, 2024, SSI LTC Regular Meeting - For Adoption

By general consent, the minutes of October 10, 2024, Salt Spring Island Local Trust Committee Regular meeting were adopted.

8.1.2 Draft Minutes of the August 22, 2024, SSI LTC Special Meeting - For Adoption

The following item was presented for consideration:

- Item 3.2 - Replace "Request for Accommodation Group roundtable LCC to host" with "LCC offered to host an Accommodation Group roundtable"

By general consent, the minutes of August 22, 2024, Salt Spring Island Local Trust Committee Special meeting were adopted as amended.

8.1.3 Draft Minutes of the October 1, 2024, SSI LTC Special Meeting - For Adoption

The following item was presented for consideration:

- Item 3.5 - Replace "Fairness to owners of parking lots who have invested to meet parking requirements must be considered" with "Fairness to owners of commercial buildings who have invested to meet parking requirements must be considered"

By general consent, the minutes of October 1, 2024, Salt Spring Island Local Trust Committee Special meeting were adopted as amended.

8.2 Resolutions Without Meeting Report- None

8.3 Draft Minutes of the Advisory Planning Commissions - None

9. CORRESPONDENCE

9.1 N. Fraser to LTC with L. Patrick reply - October 26, 2024 - Regarding Remembrance Day Ceremony

9.2 M. Chandler to LTC - October 28, 2024 - Regarding Meeting Procedure Bylaw

9.3 K. Wiens to LTC - October 31, 2024 - Regarding Vessel Operation Restriction Regulations

SS-2024-116

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee forward correspondence item 9.3 to the CRD Local Community Commission and that the correspondence item be added to the November 19, 2024, joint meeting.

CARRIED

- 9.4 D. Thompson to LTC - October 31, 2024 - Regarding Baker Road Beach
- 9.5 A. Scaia to LTC - November 1, 2024 - Regarding commercial rental space in Ganges
- 9.6 B. Cherneff to LTC - November 1, 2024 - Regarding Baker Road Beach
- 9.7 A. Gargett to LTC - November 2, 2024 - Regarding Baker Road Beach
- 9.8 G. Kidd to LTC - November 2, 2024 - Regarding Baker Road Beach
- 9.9 F. Hill to LTC - November 3, 2024 - Regarding Baker Road Beach
- 9.10 P. Grange to LTC - November 3, 2024 - Regarding Baker Road Beach
- 9.11 B. MacDonald to LTC - November 4, 2024 - Regarding Baker Road Beach
- 9.12 J. Kidd to LTC - November 4, 2024 - Regarding Baker Road Beach
- 9.13 J. Savin to LTC - November 4, 2024 - Regarding Baker Road Beach
- 9.14 K. Graves to LTC - November 4, 2024 - Regarding Baker Road Beach
- 9.15 M. Savin to LTC - November 4, 2024 - Regarding Baker Road Beach
- 9.16 N. Layard to LTC - November 5, 2024 - Regarding Baker Road Beach

The correspondence items were received.

10. BUSINESS ARISING FROM MINUTES

10.1 Follow-Up Action List - Report dated November 2024

There was discussion regarding the “Housing Action Program” FUAL item.

By general consent, the the Salt Spring Island Local Trust Committee agreed to remove the Housing Action Program item from the FUAL report.

SS-2024-117

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee acknowledge that the Housing Task Force work program is complete and that the Chair send a letter to thank the members for their service and advise members that there are vacancies on Advisory Planning Commissions.

CARRIED

The report was received.

11. COMMUNITY INFORMATION MEETING – None

12. PUBLIC HEARING – None

13. APPLICATIONS AND REFERRALS

13.1 PLTUP20240134 - C. Cavaliere - 126 Upper Ganges Rd, SSI

Planner Belcher presented a staff report regarding a Temporary Use Permit application for the operation of a Benjamin Moore paint store that is the current tenant of the Harbour's End Building in the Salt Spring Marina.

The applicants were present.

SS-2024-118

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of Temporary Use Permit PLTUP20240134 (126 Upper Ganges Road) for a period of three (3) years.

CARRIED

13.2 PLRZ20240145 - J. Litke - 200 Collins Road, SSI

Planner Garuba presented a staff report regarding a rezoning application to permit a proposed single-family dwelling and a full-time rental cottage on the same lot.

Applicant Jordan Litke spoke to the application.

SS-2024-119

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to proceed with processing application PLRZ20240145.

CARRIED

SS-2024-120

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to prepare a draft bylaw to amend Salt Spring Island Land Use Bylaw No. 355, 1999, to rezone Section 3, Range 2 West, North Salt Spring Island, Cowichan District, Except Part In Plan 3955, from Rural (R) zone to a Rural (f) (R(f)) zone permitting a Full time rental cottage with floor area up to 90m2 .

CARRIED

SS-2024-121

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to refer to and seek input from the Islands Trust Conservancy Board and other applicable agencies and First Nations that an application has been received to amend the Salt Spring Island Land Use Bylaw No. 355, 1999.

CARRIED

SS-2024-122

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to proceed with public notification for application PLRZ20240145 as per section 467 of the Local Government Act.

CARRIED

14. LOCAL TRUST COMMITTEE PROJECTS - None

15. NEW BUSINESS

15.1 Work Program Update Staff Report – No staff report presented

15.1.1 OCP LUB Projects – Community to Community (C2C) Funding

A Trustee spoke to the next intake of Community to Community (C2C) funding and asked if a resolution for community events to cover honorariums and travel would be helpful at this time. RPM Hutton reported staff are reviewing the C2C application, the next intake for the C2C grant application is December 6, 2024 and a resolution could be made by Resolution Without Meeting (RWM) if needed.

15.2 Draft 2025/26 Salt Spring Island Local Trust Committee Annual Meeting Schedule - Request for Decision

RPM Hutton presented a Request for Decision regarding the draft 2025/26 Salt Spring Island Local Trust Committee annual meeting schedule.

SS-2024-123

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve their January, 2025 to March, 2026 Meeting Schedule as presented.

CARRIED

15.3 Phase 4 Community Engagement Options - Policy Statement Amendment Project - Staff Report

Planner Youmans presented a staff report regarding local public engagement activities to seek community input to inform the LTC's referral response to Trust Council about the draft new Policy Statement.

SS-2024-124

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request a robust communications effort and plan for two staff led community information meetings/ town halls to be held outside of regular meeting times for Phase 4 community engagement of the new draft Islands Trust Policy Statement.

CARRIED

The meeting recessed for a break at 3:12 p.m. and reconvened at 3:20 p.m.

15.4 Union of British Columbia Municipalities and Association of Vancouver Island and Coastal Communities 2025 Conferences - For Discussion

SS-2024-125

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee authorize both local Trustees to attend the 2025 Union of BC Municipalities (UBCM) convention and the 2025 Association of Vancouver Island and Coastal Communities (AVICC) convention.

CARRIED

15.5 Baker Beach Area Crown Lease Application

Trustee Patrick reported there is a Letter of Understanding between the Province and the Islands Trust regarding Crown lease referrals. Crown lease referrals are often of interest to the public and the LTC should be included in the referral process. It was noted the applications page on the Salt Spring Island LTC website needs to be updated.

SS-2024-126

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request the Executive Committee to review the crown lease referral process along with the relevancy of older Crown Land Administration Letter of Understandings.

CARRIED

SS-2024-127

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee direct staff to forward public correspondence and the petition received regarding the Baker Beach Area Crown Lease Application 1415573 as additional information to the Province.

CARRIED

SS-2024-128

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee direct staff to provide the LTC with Crown Land Lease Referrals with sufficient time for consideration of response and that they be added to the applications report.

CARRIED

16. REPORTS

16.1 Policy and Standing Resolutions List - For Information

Received for information.

16.2 Future Projects Report dated November 2024

Received for information.

16.3 Active Projects List dated November 2024

Received for information.

16.4 Applications with Status Report dated November 2024

Received for information.

16.5 Expense Reports dated September 2024

Received for information.

16.6 Islands Trust Conservancy Board Report – None

17. CLOSED MEETING

17.1 Motion to Close the Meeting

SS-2024-129

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) (f) to consider a law enforcement issue that council considers disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment and that staff be invited to remain.

CARRIED

The meeting recessed at 3:42 p.m. for the closed meeting and reconvened at 4:02 p.m.

17.2 Rise and Report

The October 10, 2024 Salt Spring Island Local Trust Committee In Camera meeting minutes were adopted.

18. UPCOMING MEETINGS

18.1 Special Meeting with the Local Community Commission (LCC)

SS-2024-130

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to schedule an in-person special meeting with the Capital Regional District Local Community Commission at 11:30 a.m. on Tuesday November 19, 2024 at Meaden Hall, 120 Blain Road, Salt Spring Island, BC to discuss issues of mutual interest.

CARRIED

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled on December 12, 2024 at 9:30 p.m. at the Salt Spring Legion, Meaden Hall, 120 Blain Road. Please see the meeting calendar on the Islands Trust website at www.islandstrust.bc.ca for current meeting information and location.

19. ADJOURNMENT

By general consent the meeting adjourned at 4:02 p.m.

Timothy Peterson, Chair

CERTIFIED CORRECT:

Sarah Shugar, Recorder