ADOPTED

Salt Spring Island Local Trust Committee
Minutes of Regular Meeting

Date:	**Thursday, September 24, 2026**
Location:	**Meaden Hall** **120 Blain Road, Salt Spring Island, BC**
Members Present:	**Timothy Peterson, Chair** **Laura Patrick, Local Trustee**
Members Absent:	**Jamie Harris, Local Trustee**
Staff Present:	**Jason Youmans, Regional Planning Manager** **Anthony Fotino, Island Planner** (electronic) **Oluwashogo Garuba, Planner 2** **Rob Pingle, Planning Technician** **Warren Dingman, Bylaw Compliance & Enforcement Manager** (electronic) **Lisa Millard, Meeting Administrator/Recorder** (electronic)
Others Present:	**There were approximately 10 members of the public in attendance**

1. CALL TO ORDER

Chair Peterson called the meeting to order at 12:30 p.m. He introduced himself, the Trustees and staff and acknowledged that the Local Trust Committee is meeting in the territory of the Coast Salish First Nations including the Hul'qumi'num and SENĆOŦEN speaking peoples.

2. APPROVAL OF AGENDA

By general consent the agenda and addendum were adopted as presented.

3. PUBLIC PARTICIPATION

A member of the public spoke to Bylaw Compliance and Enforcement file BE-2024.50 and requested the Local Trust Committee direct the Bylaw Compliance and Enforcement staff to issue a corrected file closure statement indicating no offence occurred on the property located at 291 Long Harbour Road and that evidence be placed on the public record. The member of the public submitted supplementary correspondence to the Local Trust Committee related to this matter.

4. DELEGATIONS - None

5. TRUSTEE REPORTS

Trustee Patrick reported attendance at the September Trust Council meeting and provided highlights on upcoming advocacy work, thanked staff for their work and support during the term, spoke to challenges faced by Islands Trust and the need for policy and

regulation changes, noted the need for continued environmental protections in the face of population increases, clarified that while the Local Trust Committee has proposed to update the Official Community Plan no language or policy changes have been implemented, and stated appreciation to community members and elected officials for their work and support.

6. CHAIR'S REPORT

Chair Peterson thanked Trustee Patrick for her service as a trustee, spoke to his experience chairing the Salt Spring Local Trust Committee meetings, and provided highlights from the recent Trust Council meeting.

7. CRD DIRECTOR'S REPORT

Local Community Commission (LCC) Chair Rook reported on the final LCC business meeting of the term, spoke to finalizing the LCC's Integrated Housing Strategy and Action Plan, and looked forward to continued collaboration with Islands Trust.

Capital Regional District (CRD) Area Director Homan reported the CRD board approved a requisition increase of six (6) percent, noted a Ministry of Health provincial initiative resulted in five (5) new physician positions on Salt Spring Island, and spoke to the CRD goose management service stating there may be potential to extend that service to include deer on Salt Spring Island.

8. PREVIOUS MEETINGS

8.1 Draft Minutes of the Salt Spring Island Local Trust Committee

8.1.1 Draft Minutes of the August 27, 2026 SSI LTC Regular Meeting

The following amendment to the minutes was presented for consideration:

On page 3 of the minutes in the fifth line of Trustee Patrick's report, change the word "advisable" to "impossible".

By general consent, the Salt Spring Island Local Trust Committee Minutes of August 27, 2026 were adopted as amended.

8.2 Resolutions Without Meeting Report - None

8.3 Draft Minutes of the Advisory Planning Commissions

8.3.1 Draft Minutes of the September 8, 2026 Project Advisory Planning Commission

Received for information.

8.3.2 Draft Minutes of the September 15, 2026 Agricultural Advisory Planning Commission

A Trustee noted the minutes should reflect the Brinkworthy property was zoned prior to Agricultural Land Reserve zoning coming into effect.

The minutes were received for information.

8.4 Local Trust Committee Public Hearing Record - None

9. CORRESPONDENCE

9.1 B. Milne to Salt Spring Island Local Trust Committee - dated September 15, 2026

Received for information.

10. BUSINESS ARISING FROM MINUTES

10.1 Follow-Up Action List

Received for information.

11. WORK PROGRAM

11.1 Active Projects List

Received for information.

11.2 Future Projects List

Received for information.

12. COMMUNITY INFORMATION MEETING - None

13. PUBLIC HEARING - None

14. APPLICATIONS AND REFERRALS

14.1 PLRZ20260013 - M. Ogilvie – 116 Jackson Avenue, Salt Spring Island

The Planner summarized the staff report and noted the application seeks to rezone a split-zoned property from Residential 6 (R6) and Residential 6, variant (b) (R6(b)) to a Commercial 3 (C3) zone variant and the Local Trust Committee is recommended to give first, second, and third readings to Bylaw No. 553.

The applicant was in attendance.

Discussion ensued regarding potential requirements for First Nations cultural monitoring during soil disturbance.

SS-2026-122
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee forward the August 26, 2026 SȾÁUTW̱ (Tsawout) First Nation letter regarding 116 Jackson Avenue rezoning application to senior Islands Trust staff for consideration as part of the First Nations Referral project.

CARRIED

SS-2026-123
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 553, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2026," is not contrary to, or at variance with, the Islands Trust Policy Statement.

CARRIED

SS-2026-124
It was MOVED and SECONDED
that Salt Spring Island Local Trust Committee Bylaw No. 553, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2026," be read a first time.

CARRIED

SS-2026-125
It was MOVED and SECONDED
that Salt Spring Island Local Trust Committee Bylaw No. 553, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2026," be read a second time.

CARRIED

SS-2026-126
It was MOVED and SECONDED
that Salt Spring Island Local Trust Committee Bylaw No. 553, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2026," be read a third time.

CARRIED

SS-2026-127
It was MOVED and SECONDED
that Salt Spring Island Local Trust Committee Bylaw No. 553 cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2026", be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

14.2 SS-SUB-2023.5 - P. Ahmadi - 261 Trustees Trail, Salt Spring Island

The Planner summarized the staff report and noted the boundary adjustment application seeks to exempt the proposed lots from the 10 percent Local Government Act highway frontage requirement, but that both proposed lots will have highway frontage greater than the 10 metres that the land use bylaw requires.

The applicant was in attendance.

The Local Trust Committee had no questions or comments.

SS-2026-128
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee exempt Proposed Lot A and Proposed Lot B in the subdivision layout plan for SS-SUB-2023.5 from the 10 percent perimeter provision of Section 512 of the *Local Government Act* and Subsection 5.3.1 of the Salt Spring Island Land Use Bylaw No. 355, 1999.

CARRIED

14.3 PLSUB20260120 - J. Litke - 154 Kings Lane, Salt Spring Island

The Planner summarized the staff report and noted the application seeks to exempt Lot A of the proposed two-lot subdivision from the 10 percent *Local Government Act* highway frontage requirement while maintaining highway frontage exceeding 10 metres.

The owner of the subject property was in attendance.

The Local Trust Committee had no questions or comments.

SS-2026-129
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee exempt Proposed Lot A in the subdivision layout plan (Attachment 1) for PLSUB20260120 from the minimum 10 percent perimeter provision of Salt Spring Island Land Use Bylaw regulation subsection 5.3.1 and Section 512(2) of the *Local Government Act.*

CARRIED

14.4 PLDP20260186 - M. MacDonald - 164 Kings Lane, Salt Spring Island

The Planner summarized the staff report and noted the subject property was recently rezoned to permit the development of a 50-unit affordable housing project and the current application seeks a Development Permit to address the form and character of the proposed development. The Planner advised that staff evaluation found that the submitted plans do not meet all of the Development Permit Area 1 guidelines and the application should be referred to the Advisory Planning Commission.

The applicant was in attendance and requested the Local Trust Committee approve issuance of the Development Permit without referral to the Advisory Planning Commission and noted the development design team will continue to explore opportunities to address all of the Development Permit Area guidelines.

Discussion ensued and a trustee noted the original building design was approved by the Local Trust Committee and it is preferrable the application move forward as the Local Trust Committee had previously requested the project be expedited.

SS-2026-130
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee approve issuance of Development Permit PLDP20260186 as shown in Attachment 1 of the staff report dated September 24, 2026.

CARRIED

The applicant enquired if a variance permit would be required regarding a stormwater management plan pursuant to concurrent subdivision application and, if so, how this would affect the timelines of the development. The Regional Planning Manager advised that staff will work with the applicant to clarify the requirements.

Item 14.6 was heard following item 14.4.

14.5 SS-RZ-2023.1 – C. Schmah - 104 Atkins Rd, Salt Spring Island

The Planner summarized the staff report and noted the application seeks a rezoning to permit existing uses to continue at the subject property following expiry of a Land Use Contract. The proposed zoning would also allow a range of other commercial uses. Staff provided recommended amendments to Bylaw No. 552 for consideration of second reading, as well as a restrictive covenant with the land owner to address issues raised through bylaw referral response from the Agricultural Land Commission.

The applicant was in attendance.

The Local Trust Committee had no questions or comments.

SS-2026-131
It was MOVED and SECONDED
that Salt Spring Island Local Trust Committee Bylaw No. 552, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2026" be amended in accordance with Attachment 1 of the staff report dated September 24, 2026.

CARRIED

SS-2026-132
It was MOVED and SECONDED
that Salt Spring Island Local Trust Committee Bylaw No. 552, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2026", be read a second time as amended.

CARRIED

SS-2026-133
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee directs staff to schedule a Public Hearing for Bylaw No. 552, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 1, 2026."

CARRIED

SS-2026-134
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee directs staff to draft a restrictive covenant under Section 219 of the *Land Title Act* that requires, in the event of the removal of the large greenhouse building on the subject property, installation of a vegetative buffer consistent with applicable Agricultural Land Commission guidelines along the boundary of the subject property and any abutting land in the Agricultural Land Reserve.

CARRIED

SS-2026-135
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee directs staff to enter into a cost-recovery agreement with the applicant for application SS-RZ-2023.1, pursuant to Trust Council policy and the Salt Spring Island planning application fees bylaw, for legal counsel review of the Agricultural Land Reserve vegetative buffer covenant.

CARRIED

14.6 PLDVP20260050 - D. Gunn – 275 Lower Ganges Road, Salt Spring Island

The Planner summarized the staff report and noted the application seeks a Development Variance Permit to allow the siting of a four-unit residential building within the setback from the front lot line as the last phase of development on the subject property to meet the maximum permitted density.

The applicant was in attendance and spoke to the application.

The Local Trust Committee had no questions or comments.

SS-2026-136
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee amend PLDVP20260050 to read "Subsection 4.3.1(1), which states that no building or structure except a fence, pumphouse, public utility structure or underground utility may be constructed within 7.5 m setback from a front lot line is varied to allow the siting of three (3) residential buildings up to 3.5 meters (11.48 ft) from the front lot line."

CARRIED

SS-2026-137
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit PLDVP20260050 (275 Lower Ganges Road) as amended.

CARRIED

14.7 SS-SUB-2022.4 - J. Litke – 373 Wright Road, Salt Spring Island

The Regional Planning Manager summarized the staff report which presents a draft Section 219 Covenant regarding ongoing groundwater treatment for consideration by the Local Trust Committee.

The Local Trust Committee had no questions regarding the application.

SS-2026-138
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee accept a covenant under section 219 of the *Land Title Act*, attached as Attachment 1 to the staff report dated September 24, 2026, regarding application SS-SUB-2022.4, and designate any member of the Local Trust Committee to sign it.

CARRIED

15. LOCAL TRUST COMMITTEE PROJECTS

15.1 Community Care Facilities and Transition Housing in the Salt Spring Land Use Bylaw

The Regional Planning Manager summarized the staff report and presented a draft bylaw to permit community care facilities and transition houses in residential zones.

Discussion ensued and the following comments were noted:

- Due to local government elections in October, the December 2026 regular meeting of the SS LTC will likely be the earliest opportunity to consider first reading of Bylaw No. 555;
- It was suggested that context about the anticipated number of transition houses and community care facilities be provided when the file is being sent out to referral agencies and First Nations.

SS-2026-139
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee waive the requirement to hold a Public Hearing for Bylaw No. 555, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 4, 2026," pursuant to Section 464(2) of the Local Government Act.

CARRIED

SS-2026-140
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee direct staff to schedule a Community Information Meeting within a regular local trust committee meeting ahead of first reading of Bylaw No. 555.

CARRIED

SS-2026-141
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee direct staff to refer Bylaw No. 555 to the agencies and First Nations listed in Attachment 2 of the staff report dated September 24, 2026.

CARRIED

SS-2026-142
It was MOVED and SECONDED
that the Salt Spring Island Local Trust Committee request staff to include context about anticipated uptake related to Bylaw No. 555 when sending it to referral agencies.

CARRIED

16. NEW BUSINESS - None

17. REPORTS

17.1 Policy and Standing Resolutions List

Received for information.

17.2 Open Applications Report

Received for information.

17.3 Expense Report

Received for information.

17.4 Islands Trust Conservancy Board 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 November 19, 2026 to be held electronically with a viewing location available at Islands Trust Boardroom, 4-121 McPhillips Avenue, Salt Spring Island.

19. ADJOURNMENT

By general consent the meeting adjourned at 2:16 p.m.

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Timothy Peterson, Chair

Certified Correct:

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Lisa Millard, Meeting Administrator/Recorder