



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

**Date:** Thursday, March 16, 2023

**Location:** SD64 Learning Hub  
122 Rainbow Road, Salt Spring Island

**Members Present:** Timothy Peterson, Chair  
Laura Patrick, Local Trustee  
Jamie Harris, Local Trustee

**Staff Present:** Chris Hutton, Regional Planning Manager (RPM)  
Stefan Cermak, Director of Planning Services  
Louisa Garbo, Island Planner (Zoom)  
Charly Caproff, Planner 1  
Rob Pingle, Planning Team Assistant  
Jennifer Baddeley, Administrative Assistant  
Sarah Shugar, Recorder

**Others Present:** Gary Holman, Capital Regional District (CRD) Salt Spring Island Electoral Area Director  
Approximately 13 members of the public

These minutes follow the order of the agenda although the sequence may have varied. The electronic meeting was live streamed, recorded, and made available for electronic public attendance.

### **1. CALL TO ORDER**

Chair Peterson called the meeting to order at 9:33 a.m. He welcomed everyone to a meeting of the Salt Spring Island Local Trust Committee and introduced himself, the Trustees and staff. Chair Peterson humbly stated gratitude to live and work in Coast Salish First Nations treaty and traditional territory.

### **2. APPROVAL OF AGENDA**

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

8.3 LTC Projects Next Steps

**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 February 9, 2023 SS LTC Regular Meeting**

The following items were presented for consideration:

- Item 4.1 Replace “A Trustee spoke to the following items status are noted as complete although the materials are not completed: Proposed Bylaw No. 526 - Farmworker Housing, Proposed Bylaw No. 530 - Accessory Dwelling Units, Proposed Bylaw No. 530 - Accessory Dwelling Units 6 Salt Spring Island Local Trust Committee Minutes DRAFT 3 February 9, 2023 Proposed Bylaw No. 530 - Accessory Dwelling Units Proposed Bylaw No. 530 - Accessory Dwelling Units Proposed Bylaw No. 530 - Accessory Dwelling Units.” with “A Trustee noted the following items status are noted as complete although the materials are not completed: Proposed Bylaw No. 526 - Farmworker Housing and Proposed Bylaw No. 530 - Accessory Dwelling Units.”
- Item 16.1. Add a third bullet: “This recent consideration was to consider a drawing that had been required although the permit had already been approved.”
- Item 10. Replace MLA Adam Olsen and the Rural Island Economic Partnership will host a Rural Island Housing Panel and action lab in April 2023. The Rural Island Housing Panel will consist of representatives from organizations that have successfully built housing projects. They will share their successes and frustrations and end with recommending what needs to change at the various levels of government to facilitate housing on rural islands.” with “The Rural Island Economic Partnership will host a Rural Island Housing Panel and action lab in April 2023. The Rural Island Housing Panel will consist of representatives from organizations that have successfully built housing projects. They will share their successes and frustrations and end with recommending what needs to change at the various levels of government to facilitate housing on rural islands.”

### **3.1.2 Draft Minutes of the January 26, 2023 SS LTC Special Meeting**

**By general consent**, the minutes of January 26, 2023 Salt Spring Island Local Trust Committee Special meeting were adopted.

### **3.3 Resolutions Without Meeting Report - None**

### **3.4 Minutes of the Advisory Planning Commissions – None**

### **3.5 Salt Spring Island Local Trust Committee Public Hearing Record – None**

## **4. BUSINESS ARISING FROM MINUTES**

### **4.1. Follow Up Action List dated March 2023**

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 Active Projects Report dated March 2023**

The report was received.

### **7.3 Future Projects Report dated March 2023**

The report was received.

### **7.4 Applications with Status Report dated March 2023**

The report was received.

### **7.5 Expense Report**

#### **7.5.1 Report dated December 2022**

The report was received.

#### **7.5.2 Report dated January 2023**

The report was received.

### **7.6 Islands Trust Conservancy Board Report February 2023**

The report was received.

### **7.7 Salt Spring Island Watershed Protection Alliance (SSIWPA) Coordinator's Report January 2023 - None**

## **8. LOCAL TRUST COMMITTEE PROJECTS**

### **8.1 Proposed Bylaw No. 530 - Accessory Dwelling Units**

Planner Garbo spoke to the Proposed Bylaw No. 530 – the Accessory Dwelling Units project.

In discussion the following items were noted:

- There was a question regarding what tools are available to limit the number of accessory dwellings that could result from draft Bylaw 530. RPM Hutton reported the LTC does not have a tool such as licensing to set a limit.
- A Trustee advised the objective of the project was to find landlords and give them a path forward for legal options to provide rental housing and to provide options for existing illegal housing to become legal housing.
- It was noted the LTC held one Community Information Meeting on Zoom and there are many levels of misinformation in the community regarding draft Bylaw 530. Trustees expressed support for public engagement. It will be important to address minimizing environmental concerns such as additional driveways and minimizing building footprint.
- Staff asked for clarification on public engagement. A Trustee suggested staff provide communications materials as soon as possible to let the public know what the LTC is considering.
- Planner Garbo advised First Nations expressed concerns that draft Bylaw 530 was too broad and lacked analysis.
- It was noted in September 2022, the LTC requested staff to provide an analysis of available tools to provide housing that would include “what works and what doesn't work”.
- Staff will bring back an analysis of the September 6, 2022 LTC Resolutions regarding Bylaw 530 for consideration at the next LTC meeting. This analysis will help the LTC to decide whether the draft bylaw needs to be revised.

## **8.2 Discussion on Opportunities for Workforce Housing**

Planner Garbo presented a memorandum dated March 3, 2023 to identify potential Official Community Plan policy sections to be considered, both directly and indirectly affecting affordable housing policies that support additional housing options on the Salt Spring Island.

In discussion the following items were noted:

- A Trustee advised the existing housing stock is servicing a narrow percentage of society.
- Concern was expressed that there are no controls on the upper end of the housing market. Construction of high-end market housing is booming and rental housing is being replaced by high-end market housing.
- A Trustee advised workforce ownership housing is needed for families to afford to live on Salt Spring Island and that one way to achieve this would be added zoning that would facilitate workforce ownership housing that would be managed by a housing authority.
- The Regional Planning Committee is working on updating an LTC housing tool kit and is expected in May 2023.
- The Canada Housing and Mortgage Corporation (CMHC) Housing Supply Challenge Report for the Southern Gulf Islands is an additional resource on this topic.

### **8.3 LTC Projects Next Steps**

There was discussion regarding the Ganges Village Project and OCP/LUB Review project and the following items were noted:

- Staff reported the OCP/LUB Review project budget was reduced and the scope of the project needs to be revised.
- A Trustee noted the project charters are important to ensure that staff and the LTC are in alignment and the LTC would like sufficient time to review draft project charters.
- Staff advised the LTC has a Special Meeting scheduled on April 28, 2023 for a Strategic Planning Session.
- Staff will provide draft project charters for the Ganges Village Project and OCP/LUB Review project to the next meeting.

The meeting recessed at 11:15 a.m. for a lunch break and reconvened at 12:02 p.m.

## **9. TRUSTEE REPORTS**

Trustee Patrick presented the following report:

- Attended a Financial Planning Committee meeting regarding the 2023/24 draft budget. Trust Council approved the 2023/24 budget;
- Trustee Patrick has been appointed to a Financial Planning Committee Working Group to develop process for a multi-year corporate plan;
- Attended BC Gentle Density Network Infill Housing webinar. A Land Development Economics for Gentle Density Development webinar will be held on March 29, 2023.
- Attended a Saanich Inlet Roundtable meeting;
- Attended a Salt Spring Transition Wildfire Resiliency Management workshop on February 27, 2023 regarding forest practices to improve the health of forests and reduce wildfire risk;
- Attended a Salt Spring Island Agriculture Alliance Annual General Meeting and food security workshop. Trustee Patrick advised the LTC met with the agriculture community on a quarterly basis last term and expressed support to continue to meet regularly;
- Attended Trust Council in Nanaimo on March 7-9, 2023;
- Attended a Sothorn Gulf Islands Forum meeting at MLA Adam Olsen's office;
- The Rural Island Economic Partnership is hosting a housing forum, April 25-27, 2023 on Gabriola Island. Trustee Patrick will host a panel discussion regarding lessons learned and what needs to change to facilitate housing on Rural Islands.

Trustee Harris reported he attended Trust Council in Nanaimo on March 7-9, 2023 and noted Trust Council rescinded the request for tree cutting authority. Trustee Harris toured Ganges Harbour this week and noted serious concerns in the harbour that need to be addressed.

## **10. CHAIR'S REPORT**

Chair Peterson presented the following report:

- Attended a Galiano Island Local Trust Committee meeting;
- Attended Trust Council in Nanaimo on March 7-9, 2023. Highlights included approval of the 2023/24 budget, Trust Council will seek a third party independent review of bylaw enforcement practices; Trust Council appointed a representative to the Department of Fisheries and Oceans

(DFO) Aquaculture Advisory Committee, and the Islands Trust Policy Statement Amendment project was advanced with a reduced budget that includes a 6-month public engagement process.

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

CRD Director Holman presented the following report:

- The CRD Board has approved the 2023 budget that includes a 5.6% increase to the Salt Spring Island Electoral Area tax base;
- BC Transit has increased fees and Salt Spring Island is receiving replacement buses in April 2023;
- The Province announced a Growing Communities Fund for Regional Districts, similar to gas tax funding to address the demands of infrastructure needs;
- BC Housing is hosting a Drake Road supportive housing project open house event on March 16, 2023 at 4:00 p.m. at the Lions Hall;
- The Ganges Harbourwalk Request for Proposals (RFP) has been issued for detailed designs for the Harbourwalk project;
- Director Holman continues to work with the Dragonfly Affordable Housing project regarding development of a CRD water utility for the project;
- The Nature Conservancy of Canada completed fundraising for the acquisition of a 400-acre property on Reginald Hill;
- The CRD is seeking public input as part of a twenty-year master plan for Portlock Park. The Salt Spring Island Parks and Recreation Commission is looking into moving the Portlock Park tennis courts to the Rainbow Road Indoor Pool property and reconfiguring the Portlock Park track to make room for baseball fields;
- The Local Community Commission (LCC) election will be held on May 27, 2023.

## **12. CORRESPONDENCE**

### **12.1 R. Tarasoff to LTC - Dated February 9, 2023 - Concerning funding for SSIWPA**

The correspondence item was received.

### **12.2 F. Attorp to MOTI - Dated March 3, 2023 - Concerning the Vortex Tourism Resort**

The correspondence item was received.

### **12.3 SS LTC to Rogers - Dated February 14, 2023 - Concerning the letter sent to Rogers - CREST on behalf of Chair Peterson**

The correspondence item was received.

### **12.4 Rogers to LTC - Dated February 27, 2023 - Concerning Rogers' response to the letter sent on February 14, 2023**

The correspondence item was received.

**12.5 J. Clark to LTC - Dated March 7, 2023 - Concerning current work being conducted at the Rogers-CREST Channel Ridge Tower site**

The correspondence item was received.

**12.6 O. McOuat to LTC - Dated March 7, 2023 - Concerning current work being conducted at the Rogers-CREST Channel Ridge Tower Site**

The correspondence item was received.

**12.7 A. Schoen to LTC - Dated March 8, 2023 - Concerning current work being conducted at the Rogers-CREST Channel Ridge Tower Site**

The correspondence item was received.

**12.8 D. Miller to LTC - Dated March 8, 2023 - Concerning current work being conducted at the Rogers-CREST Channel Ridge Tower Site**

The correspondence item was received.

**12.9 D. Pattison to LTC - Dated March 8, 2023 - Concerning current work being conducted at the Rogers-CREST Channel Ridge Tower Site**

The correspondence item was received.

**12.10 D. Wilson to LTC - Dated March 8, 2023 - Concerning current work being conducted at the Rogers-CREST Channel Ridge Tower Site**

The correspondence item was received.

**12.11 Rogers to RPM Hutton - Dated March 8, 2023 - Concerning current work being conducted at the Rogers-CREST Channel Ridge Tower Site**

The correspondence item was received.

**13. DELEGATIONS**

**13.1 M. Leichter - concerning next steps for Ganges planning**

Maxine Leichter spoke to her delegation letter dated March 16, 2023 regarding next steps for Ganges Planning.

**13.2 Island Pathways - concerning provincial funding for the Salish Sea Trail Network**

Robin Jenkinson reported Islands Trust has received a \$25,000 BC Active Transportation Grant for the Salish Sea Trail Network project and requires an agreement with Island Pathways. It was noted this would be considered at item 16.1.2.

## 14. TOWN HALL AND QUESTIONS

Chair Peterson opened the Town Hall at 12:25 p.m.

Oona McOuat spoke on behalf of Let's Connect Salt Spring concerning the proposed Rogers Telecommunication Tower at Channel Ridge. O. McOuat thanked Chair Peterson for his letter to Rogers Communications, thanked Trustee Patrick for her support and expressed concerns regarding recent activity at the Channel Ridge site.

Julian Clark spoke on behalf of the Concerned Residents of Canvasback Place concerning the proposed Rogers Telecommunication Tower at Channel Ridge. J. Clark thanked Chair Peterson for the recent letter sent to Rogers Communications, expressed concerns regarding recent activity at the Channel Ridge site and asked the LTC to move forward with a legal injunction. J. Clarke circulated the following documents to the LTC: a template letter addressed to Rogers Telecommunications dated March 16, 2023; a template letter addressed to ISED regarding Rogers Tower Proposal on Channel Ridge; and a template letter addressed to Onni Group. J. Clarke presented a template letter to CRD Director Holman that is addressed to Onni Group.

### **SS-2023-20**

**It was MOVED and SECONDED,**

That the Salt Spring Island Local Trust Committee request staff to report back on options to respond to the Rogers CREST decision to continue with development activities on the Channel Ridge site despite the LTC rescindment of the concurrence decision and in light of the public request for an injunction, including legal advice as necessary.

**CARRIED**

Item 16.1.2 - BC Active Transportation Grant was considered following the Town Hall portion of the meeting.

## 15. APPLICATIONS AND REFERRALS

### **15.1. SS-CL-2022.3 - S. Horsburgh, Bayshore Planning - Saanich Inlet**

Planner Caproff presented a staff report dated regarding March 3, 2023 regarding a referral request for a Commercial General Use Crown Lease in Cowichan Bay.

### **SS-2023-21**

**It was MOVED and SECONDED,**

That the Salt Spring Island Local Trust Committee receive the referral request for a Commercial General Use Crown Lease application (Referral No. 150628182 - 004), and direct staff to respond to the referral, indicating that the interests of the Islands Trust are unaffected by this application.

**CARRIED**

## 16. OTHER BUSINESS

### **16.1 New Business**

**16.1.1 Galiano Island Local Trust Committee Referral of Draft Bylaw Nos. 283 and 284**

A bylaw referral form dated February 7, 2023 regarding Galiano Island Local Trust Committee Referral of Draft Bylaws No. 283 and 284 was presented.

**SS-2023-22**

**It was MOVED and SECONDED,**

That the Salt Spring Island Local Trust Committee respond to the Galiano Island Local Trust Committee Referral of Draft Bylaws No. 283 and 284 that interests are unaffected although note that the LTC suggest consideration of exempting Wildfire Resiliency Forest Management Plans.

**CARRIED**

**16.1.2 BC Active Transportation Grant**

RPM Hutton presented a staff report dated March 8, 2023 regarding background information, analysis, and recommendations regarding how to proceed with support for a successful application to the BC Active Transportation Grant.

**SS-2023-23**

**It was MOVED and SECONDED,**

That the Salt Spring Island Local Trust Committee supports community efforts to complete the Salt Spring Island segment of the Salish Sea Trail, and endorses Island Pathways' application to the BC Active Transportation Grants Network Planning stream to match funds from the recently successful Federal Active Transportation Network Planning Grant to a maximum of \$25,000, provided that Islands Trust is named as the eligible recipient for the grant.

**CARRIED**

**SS-2023-24**

**It was MOVED and SECONDED,**

That the Salt Spring Island Local Trust Committee direct that staff will not disburse grant funds to Islands Pathways until Island Pathways enters into a service contract for a maximum of \$25,000 to prepare a Salish Sea Trail Network Plan. Details of the contract will require clearer articulation of the services to be provided, including:

- a. Provision of a project charter indicating:
  - i. The purpose, goal, deliverables, schedule and budget of the project.
  - ii. An engagement strategy with the public and other government stakeholders
  - iii. A strategy to engage the 13 First Nations on whose traditional and Treaty territory the project lies.
- b. Assurance that no invoice will be paid from the Islands Trust until Island Pathways has submitted satisfactory reporting to the BC Active Transportation Grants to enable compensatory disbursement.

**CARRIED**

**16.1.3 Draft Bylaw No. 535 - Freedom of Information and Protection of Privacy Bylaw**

RPM Hutton presented a Request for Decision dated March 6, 2023 regarding the new Freedom of Information and Protection of Privacy Bylaw and Model Bylaw to bring the bylaws in line with updated legislation.

**SS-2023-25**

**It was MOVED and SECONDED,**

That Salt Spring Island Local Trust Committee Bylaw No. 535, cited as "Salt Spring Island Local Trust Committee Freedom of Information and Protection of Privacy Bylaw No. 535, 2023" be given first, second and third reading.

**CARRIED**

**SS-2023-26**

**It was MOVED and SECONDED,**

That the Salt Spring Island Local Trust Committee Bylaw No. 535, cited as "Salt Spring Island Local Trust Committee Freedom of Information and Protection of Privacy Bylaw No. 535, 2023" be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

**CARRIED**

**16.2 Special Meetings - Conducting Additional Meetings/Times**

RPM Hutton presented a staff report dated March 9, 2023 regarding the availability of resources and options to allow the Salt Spring Island Local Trust Committee to conduct additional meetings or meeting in the evenings to allow for greater public input.

**SS-2023-27**

**It was MOVED and SECONDED,**

That the Salt Spring Island Local Trust Committee request staff to organize future Salt Spring Island Local Trust Committee Regular Business Agendas to place the town hall and delegation items at the beginning of the agenda, following the call to order; and remove the public hearing and community information meeting items to a separate agenda, as necessary to commence in the afternoon on the same day as the Regular Meeting, when needed.

**CARRIED**

**SS-2023-28**

**It was MOVED and SECONDED,**

That the Salt Spring Island Local Trust Committee request staff to work with the Chair to determine time and location to schedule four special meetings in the evenings to conduct town hall community information meetings in 2023.

**CARRIED**

**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 April 13, 2023 at the SD64 Learning Hub, 122 Rainbow Road. Please see the meeting calendar on the Islands Trust website at [www.islandstrust.bc.ca](http://www.islandstrust.bc.ca) for current meeting information and location.

**19. ADJOURNMENT**

**By general consent** the meeting adjourned at 1:40 p.m.

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Timothy Peterson, Chair

**CERTIFIED CORRECT:**

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Sarah Shugar, Recorder