



Salt Spring Island Local Trust Committee Minutes of Regular Meeting

Date: Thursday, September 14, 2023

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

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

Staff Present: Chris Hutton, Regional Planning Manager (RPM)
Chris Buchan, Planner 2 (Zoom)
Bruce Belcher, Planner 1 (Zoom)
Charly Caproff, Planner 1
Rob Pingle, Legislative Clerk
Sarah Shugar, Recorder

Others Present: Approximately 10 members of the public (9 in person, 1 on Zoom)

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 9:32 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 territory.

2. APPROVAL OF AGENDA

By general consent, the agenda was adopted.

3. TOWN HALL AND QUESTIONS

Chair Peterson opened the town hall at 9:33 a.m.

A member of the public expressed concerns regarding application SS-DVP-2023.8, 687 Beaver Point Road regarding the reduction of a setback from a stream that leads into Weston Lake. The member of the public advised the riparian areas setbacks are for the protection of water and Weston Lake is a drinking water lake. The member of the public requested the LTC to protect the environment and give careful consideration to the application.

Salt Spring Housing Action Program Task Force member Bryce Chapman acknowledged staff members Rob Pingle and Sarah Shugar for their excellent work.

A member of the public expressed concern that the LTC and Local Community Commission (LCC) meetings were scheduled at the same time and this makes it difficult for people who want to attend both meetings. The member of the public expressed support for Bylaw 530 and asked if staff or Trustees removed Bylaw 530 from the meeting agenda.

RPM Hutton reported at the June 22, 2023 LTC meeting, the LTC requested further options on amendments to proposed Bylaw 530 and directed staff to schedule a public hearing in September. Staff were not able to prepare a report on further options on amendments to Bylaw 530 for this meeting and it is best practice for options to be received prior to a public hearing.

4. DELEGATIONS

4.1 Salt Spring Island Community Wildfire Resiliency Plan - Jonathan Reimer - Manager, Electoral Area Fire and Emergency Programs Protective Services | Capital Regional District Salt Spring Island Emergency Program

CRD Electoral Area Fire and Emergency Programs Protective Services Manager Jonathan Reimer spoke to recent wildfire disasters and stated wildfire resilience is a shared responsibility of the CRD and Islands trust. Mr. Reimer spoke to the recently completed Community Wildfire Resiliency Plan for Salt Spring Island and highlighted that wildfire risk can be described as moderate across Salt Spring and major wildfire events are unlikely although moderate risk is still a concern. The Wildfire Exposure Map is complete and will be released to the public soon. An All Hazard Evacuation Guide for Salt Spring Island will provide tools to residents to prepare for emergencies. Mr. Reimer advised the CRD and Islands Trust need to work together at a higher level going forward and the Wildfire Resiliency Plan includes four recommendations for Islands Trust: Development Approval Information Provision, Development Application Materials, Designated Wildfire Hazard Area and Wildfire Development Permit Area.

Trustee Patrick asked whether the Union of BC Municipalities (UBCM) Community Resiliency Initiative Fund could be used to support wildfire planning initiatives. Mr. Reimer advised the Community Resiliency Initiative Fund can be used for wildfire planning and the CRD is the approved applicant for the funding. The next intake for the Community Resiliency Initiative Fund would be Fall 2024.

4.2 Creating a Wildland Development Permit Area - Jamie Holmes - Fire Chief, Salt Spring Island Fire Rescue

Salt Spring Island Fire Rescue Fire Chief Jamie Holmes spoke to wildfire planning for Salt Spring Island and requested the LTC to develop a governance document such as a bylaw or Development Permit Area for wildfire planning that would include education, water supply and building material recommendations. Fire Chief Holmes expressed support for Salt Spring Fire Rescue and the Islands Trust to collaborate to find the best approach to wildfire planning.

Chair Peterson requested staff to email the delegation materials to Trustees for reference.

5. TRUSTEE REPORTS

Trustee Patrick presented the following report:

- Expressed congratulations to Salt Spring Transitions Climate Action Research Lab (CARL) and Ruth Waldick for their work on fire risk reduction in a Coastal Douglas-fir zone and noted CARL has been named a finalist for the 2023 Nature Inspiration Awards. The award sponsor, the Canadian Museum of Nature says it all in its tag line “Saving the world for future generations with evidence, knowledge and inspiration”;
- Acknowledged the efforts of Stqeeye’ Learning Society and its efforts to secure land adjacent to Xwaaqw’um / Burgoyne Bay to expand the wetlands restoration work and their Youth on the Land program. Their fundraising campaign will begin at the second annual Convergence Festival on September 16, 2023. Trustee Patrick had the honour of hearing the Youth on the Land program leaders speak about the program;
- Attended weekly provincial updates on wildfire and drought for local government;
- Chaired a Regional Planning Committee meeting that supported the following resolution and successfully included it into Trust Council’s interim strategic plan: The Regional Planning Committee commits to working on a suite of projects that will develop healthy, resilient island communities by employing two lenses: mitigating and adapting to the effects of climate change, and managing growth by cultivating equitable, inclusive, and resilient communities and the natural environment;
- Attended a Financial Planning Committee working group meeting regarding a corporate planning framework to be presented at the September Trust Council meeting;
- Attended a Governance Committee meeting regarding Section 3 of the Islands Trust Act - the mandate or object of the Islands Trust;
- Attended a Southern Gulf Island Forum meeting for all of the elected officials from all levels of government. Discussions focused on housing and marine waters;
- Attended a National Overdose Awareness day event in Centennial Park. Trustee Patrick acknowledged so many of our friends and family here on Salt Spring Island have lost someone to drug overdose;
- The Salt Spring Health Advancement Network (SSHAN) is hosting an interagency planning meeting on the topic of the insecurely and un-housed vulnerable community members. Trustee Patrick has requested staff to attend the meeting;
- Trustee Patrick reported there is much to learn from our work to find a path to legalizing accessory dwelling units (ADU’s) for residential use. This process has exposed our weaknesses and public engagement is not about who yells the loudest. We need to fundamentally change our public engagement and communications processes. We continue to stumble along on our journey of reconciliation with First Nations. I am reminded of the words of John Jack, Chief Councillor with Huu-ay-aht First Nation, when he speaks to us in local government, he says we will make mistakes and that what is important is to learn from these mistakes, make corrections and keep at building meaningful relationships;
- Attended a meeting with Tsawout First Nation Chief Abraham Pelkey. The outcomes of the meeting will help us to develop an Indigenous relations approach with the 13 First Nations whose territories cover Salt Spring Island.

6. CHAIR'S REPORT

Chair Peterson presented the following report:

- Attended a Trust Programs Committee meeting regarding a stewardship education speaker series that will focus on freshwater and wildfire preparedness;
- Attended a Southern Gulf Islands Forum meeting and highlighted that Cortes Island has a short-term vacation rental (STVR) rental tax pilot program. The Cortes Housing Society will receive the pilot program's tax revenue estimated to be approximately \$50,000 per year. CRD Electoral Area Directors are going to look into whether Southern Gulf Island tax funds could be diverted to fund local housing societies. There was also discussion regarding building code enforcement of trailers and recreation vehicles to alleviate housing issues and discussion regarding a Southern Gulf Islands First Nations Port Authority;
- Islands Trust is establishing a First Nations Reconciliation learning group and the Senior Indigenous Relations advisor will work with the learning group;
- The next Trust Council meeting will be held September 26 to 28, 2023 on the Pender Islands.

7. CRD DIRECTOR'S REPORT

CRD Director Gary Holman and Local Community Commission (LCC) Chair Earl Rook submitted a written report entitled "CRD Report to Local Trust Committee" dated September 10, 2023.

8. PREVIOUS MEETINGS

8.1 Draft Minutes of the Salt Spring Island Local Trust Committee

8.1.1 Draft Minutes of the July 13, 2023 SSI LTC Regular Meeting

By general consent, the minutes of July 13, 2023 Salt Spring Island Local Trust Committee Regular meeting were adopted.

8.2 Resolutions Without Meeting Report – None

8.3 Minutes of the Advisory Planning Commissions - None

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

9. CORRESPONDENCE

9.1 B. Shank to LTC w/ L. Patrick Reply - Dated 20 July 2023 - Concerning Housing Issues

The correspondence item was received.

10. BUSINESS ARISING FROM MINUTES

10.1 Follow-Up Action List dated September 2023

RPM Hutton noted Item 4. - SSI Watershed Protection Alliance was reported as completed although it is still in process due to staff resources.

The report was received.

10.2 Coastal Douglas Fir Project

A staff report dated September 14, 2023 regarding the Fire Risk Reduction Workshop Report submitted by Transition Salt Spring was presented.

A Trustee expressed concerns regarding misinformation on the Transition Salt Spring website and spoke to possible liability concerns related to the report.

SS-2023-93

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee receive the Fire Risk Reduction Workshop summary report submitted by Transition Salt Spring.

CARRIED

Trustee Harris OPPOSED

SS-2023-94

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to close the Protection of Coastal Douglas-Fir and Associated Ecosystems project.

CARRIED

SS-2023-95

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to review the status of the integrated geographical database tool created by the former Coastal Douglas Fir Project Science Working Group and report back to the LTC.

CARRIED

Trustee Harris OPPOSED

10.3 April 28th Special Meeting "What we Heard"

RPM Hutton presented a staff report dated September 14, 2023 regarding a summary of a LTC Special April 28, 2023 Special Meeting to discuss the 2023 – 2026 term planning.

11. COMMUNITY INFORMATION MEETING- None

12. PUBLIC HEARING – None

Item 14.1 – Local Trust Committee Projects was considered prior to Item 13 – Applications and Referrals.

The meeting recessed at 11:16 a.m. for a lunch break and reconvened at 12:00 p.m.

13. APPLICATIONS AND REFERRALS

13.1 SS-LCB-2023.2 - K. Armstrong - 121 Upper Ganges RD, SSI

Planner Belcher presented a staff report dated September 14, 2023 regarding a Liquor and Cannabis Regulation Branch application for change to hours of liquor service at the Harbour House Hotel.

SS-2023-96

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee direct staff to send a response to the Liquor and Cannabis Regulation Branch regarding the hour extension application for 121 Upper Ganges Road (Harbour House Hotel) that states:

- a. The potential impact of noise on the community in the immediate vicinity of the establishment would be minimal;
- b. The impact on the community if the application is approved would be negligible;
- c. The Local Trust Committee recommends the application be approved.

CARRIED

SS-2023-97

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee direct staff to include a record of community consultation with the response to the Liquor Cannabis Regulation Branch regarding the Harbour House Hotel application.

CARRIED

13.2 SS-DVP-2022.13 - J. Litke - 536 Beaver Point Road, SSI

Planner Buchan presented a staff report dated September 14, 2023 regarding a development variance permit application to defer the installation of drainage works, defer the water treatment system requirement; and reduce the minimum permitted lot frontage off Reynolds road for proposed Lot 3 from 10 percent to 2.5 percent.

The applicant was present.

SS-2023-98

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve Development Variance Permit SS-DVP-2022.13 and direct that the staff do not issue the permit until a covenant consistent with the draft covenant in Attachment 5 of the report from Planner Buchan, dated September 14, 2023 is registered on the property title addressing the installation of a storm water drainage system and water treatment system for proposed lots 1 - 3 prior to the construction of a dwelling unit (536 Beaver Point Road).

CARRIED

SS-2023-99

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee, with reference to Section 512(2) of the Local Government Act, approve the frontage relief from the required 10 percent to 2.5 percent for proposed Lot 3 as shown on the plan of subdivision in Attachment 4 of the report from Planner Buchan dated September 14, 2023 (536 Beaver Point Road).

CARRIED

13.3 SS-DVP-2023.6 - W. McGuire - 177 Thomas Road, SSI

Planner Buchan presented a staff report dated September 14, 2023 regarding a development variance permit application to legalize the setback between an existing single family dwelling and accessory residential building/rental cottage and allow for the attachment of a full-time rental cottage to an accessory building (workshop).

SS-2023-100

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of SS-DVP-2023.6 (177 Thomas Road).

CARRIED

13.4 SS-DVP-2023.8 - H. Kerr - 687 Beaver Point Road, SSI

Planner Buchan presented a staff report dated September 14, 2023 regarding a development variance permit application to reduce septic field setbacks to a water body that leads into Lake Weston from 60 metres to 34 metres.

The applicant was present.

SS-2023-101

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of SS-DVP-2023.8 (687 Beaver Point Road).

CARRIED

13.5 SS-DP-2023.5 - A. Aust - 1415 Fulford-Ganges Road, SSI

Planner Caproff presented a staff report dated September 14, 2023 regarding a development permit application for three storage buildings located at 1415 Fulford-Ganges Road.

The applicant spoke to the application.

SS-2023-102

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of Development Permit SS-DP- 2023.5 (1415 Fulford-Ganges Road).

CARRIED

14. LOCAL TRUST COMMITTEE PROJECTS

14.1 Official Community Plan and Ganges Village Planning Business Case Update - Staff Report

RPM Hutton presented a staff report dated September 14, 2023 regarding business cases for LTC projects.

In discussion the following items were noted:

- A Trustee advised the LTC has heard the urgency to increase housing. The LTC does not have an agreed understanding on what we want to achieve with this project. The OCP project is a collection of projects that will require a detailed, phased work plan that incorporates a series of actions that will culminate in a draft OCP;
- A Trustee recommended replacing the “Protection of Coastal Douglas Fir Zone” with “Wildfire Resiliency”;
- A Trustee stated the LTC should prioritize approval of proposed Bylaw 530 by November 2023 to address the housing crisis;
- There was a question regarding when the Canada Mortgage and Housing Corporation (CMHC) Housing Accelerator Fund recipients will be announced. RPM Hutton advised the Housing Accelerator Fund recipients should be announced by end of September 2023;
- A Trustee advised the OCP project will include options to increase housing;
- Chair Peterson noted that proposed Bylaw 530 is a first step to increase housing;
- A Trustee asked if amendments to the business case would be needed to ensure the project is flexible regarding future grant funding. RPM Hutton advised the business case is broad to incorporate future funding opportunities;
- A Trustee advised the LTC put the Ganges Village Plan project on hold pending definition of the Ganges Village containment boundary;
- A Trustee expressed support to ask the Province to step in to help and requested the Chair to comment. Chair Peterson advised he would look into this.

SS-2023-103

It was MOVED and SECONDED,

That Salt Spring Island Local Trust Committee amend the “Major amendment to SS OCP” business case by adding to the “CHANGE MANAGEMENT / COMMUNICATIONS / COLLABORATION” section, the development of a detailed and phased work plan for LTC approval that includes but is not limited to: external professional expertise required; project timeline; estimated cost; activities; interagency cooperation; key milestones and decision points; and deliverables.

CARRIED

Trustee Harris OPPOSED

SS-2023-104

It was MOVED and SECONDED,

That Salt Spring Island Local Trust Committee amend the “Major amendment to SS OCP” business case by replacing the “Protection of Coastal Douglas-fir Zones and Associated Ecosystems” section with “Wildfire Resiliency” and including a description of the recently completed Community Wildfire Resilience Plan and the relevant land use management recommendations from the plan.

CARRIED

Trustee Harris OPPOSED

SS-2023-105

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee requests the business case for the major amendment to the Salt Spring Island Local Trust Committee Official Community Plan and the Salt Spring Island Local Trust Committee Land Use Bylaw in Attachment 1 as amended, to be considered by the Islands Trust Finance Committee for inclusion in the 2024-2025 Islands Trust budget.

CARRIED

Trustee Harris OPPOSED

SS-2023-106

It was MOVED and SECONDED,

That Salt Spring Island Local Trust Committee amend the “Ganges (Shiya’hwt/SYOW T) Village Area Plan the Business Case” business case by adding to the “CHANGE MANAGEMENT / COMMUNICATIONS / COLLABORATION” section, the development of a detailed and phased work plan for LTC approval that includes but is not limited to: external professional expertise required; project timeline; estimated cost; activities; interagency cooperation; key milestones and decision points; and deliverables.

CARRIED

Trustee Harris OPPOSED

SS-2023-107

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee requests the business case for the Ganges (Shiya’hwt/SYOW T) Village Area Plan as shown in Attachment 2 as amended to be considered by the Islands Trust Finance Committee for inclusion in the 2024-2025 Islands Trust budget.

CARRIED

Trustee Harris OPPOSED

15. NEW BUSINESS

15.1 Census Infographics

RPM Hutton presented a briefing dated September 14, 2023 regarding 2021 Census Infographics for Salt Spring Island and comparisons across the Islands Trust Area.

15.2 NAPTEP Covenant - 765 Beddis Road, SSI

A memorandum regarding a proposed Naptep Covenant at 765 Beddis Road was presented.

16. REPORTS

16.1 Policy and Standing Resolutions List

The report was received.

16.2 Active Projects Report dated September 2023

The report was received.

16.3 Future Projects Report dated September 2023

The report was received.

16.4 Applications with Status Report dated September 2023

There was a question regarding delegated development permits that are not included in the monthly applications status report. Legislative Clerk Pingle reported the LTC is notified at the time delegated Building Permits are issued.

There was a question regarding the recent Agricultural Land Commission (ALC) decision to not approve two non-farm use applications for automotive businesses located on ALR property. Concern was expressed that the automotive businesses are essential services for the community and the ALC's suggestion to move to a new location is not a likely option for the businesses. A Trustee asked if the LTC could request assistance from the Province regarding this issue. Chair Peterson advised he would look into options.

The report was received.

16.5 Expense Report

16.5.1 Report dated June 2023

The report was received.

16.5.2 Report dated July 2023

The report was received.

14.6 Islands Trust Conservancy Board Report – July 2023

The report was received.

14.7 Salt Spring Island Watershed Protection Alliance (SSIWPA) Coordinator's Report – None

15. CLOSED MEETING - None

16. UPCOMING MEETINGS

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled on October 12, 2023 at 9:30 a.m. at the SD64 Learning Hub, 122 Rainbow Road. Please see the meeting calendar on the Islands Trust website at www.islandstrust.bc.ca for current meeting information and location.

17. ADJOURNMENT

By general consent the meeting adjourned at 12:41 p.m.

Timothy Peterson, Chair

CERTIFIED CORRECT:

Sarah Shugar, Recorder