



Salt Spring Island Local Trust Committee

Minutes of Regular Meeting

Date: Thursday, June 5, 2025
Location: Meaden Hall
 120 Blain Road, Salt Spring Island

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

Staff Present: Chris Hutton, Regional Planning Manager
 Chris Buchan, A/Island Planner (electronic)
 Milad Panahifar, Planner 1 (electronic)
 Oluwashogo Garuba, A/Planner 2
 Rob Pingle, Planning Technician
 Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: There were approximately 5 members of the public present

1. CALL TO ORDER

Chair Peterson called the meeting to order at 9:32 a.m. He introduced himself, the Trustees, and staff. Chair Peterson acknowledged that the Local Trust Committee is meeting in the territory of the Coast Salish First Nations and recognized that June is Indigenous History Month.

2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

- 17.1 North Salt Spring Waterworks District Request to Province Letter Dated May 16, 2025

By general consent the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS

There were no public comments.

4. DELEGATIONS

4.1 Mairi Welman, Co-Chair – Salt Spring Solutions

The delegate provided an overview of the outcome of their community engagement project on housing and highlighted the following:

- Topics of engagement included clustered housing, readying Ganges village for increased housing, and enabling accessory dwellings in appropriate locations;
- Engagement methods included focus groups for renters, employers, workers, and the insecurely housed, one-on-one phone interviews with landlords,

developers, and investors, and an online public survey which garnered 657 responses;

- 70% of survey respondents supported clustered housing to preserve rural areas, 71% supported enabling accessory dwelling units in appropriate locations, and 73% believe increasing housing in Ganges is necessary to address housing needs;
- There is community preference for prioritizing non-market rental housing and cautious resource management;
- Planners and developers indicated pre-zoning could help streamline permitting and approval processes;
- Landlords of legal and illegal market rental housing noted formalizing illegal suites would increase the availability of safe and compliant housing;
- There is consistent support for alternative housing models such as tiny home communities, cooperative housing, and clustered housing; and
- They will submit a final report of their findings as part of the Official Community Plan engagement process.

4.2 Linda Adams, Vice-Chair – Gulf Islands Seniors Residence Association (GISRA)

The delegate spoke to the following:

- the Association owns property on Kings Lane where the Salt Spring Island Health Centre is located along with modular units currently being used for temporary supportive housing;
- The property was acquired with intent to build another affordable housing complex for seniors and the Local Trust Committee rezoned the property in 2020 for that use plus a medical clinic with a maximum of 12 medical practitioners;
- They have determined that housing model is no longer viable while at the same time understanding there is urgent need for workforce housing;
- A rezoning application has been submitted seeking to amend the current zoning to allow affordable housing that is not limited to seniors, maintain the existing housing agreement registered on the property with some minor language amendments, allow a more flexible range of office types with intent to increase primary care services, remove the maximum number of medical practitioners permitted, and introduce amendments that would facilitate subdivision of the clinic portion of the property; and
- Due to provincial funding application deadlines and urgent need for housing, they are asking the Local Trust Committee to fast track their rezoning application.

5. TRUSTEE REPORTS

Trustee Harris reported Trust Council will be meeting on Salt Spring Island June 17-19 and MLA Rob Botterell will be providing a presentation. He invited interested members of the public to attend the meeting to express concern regarding MLA Botterell's comments published in the Driftwood which critiqued Trust Council's request for a governance review.

Trustee Patrick reported the following:

- Witnessed the Tsawout First Nation leadership attend Salt Spring Island to celebrate land back adjacent to their reserve;

- Recognized the efforts of the Salt Spring Foundation campaign to raise funds for the parcel of land that has been acquired by the Tsawout First Nation;
- Attended the May 15 Local Community Commission meeting to hear a delegation from the consultant hired for the Commission's developing housing strategy;
- Attended joint Local Community Commission / Local Trust Committee meeting;
- Met with Transition Salt Spring to discuss the Official Community Plan and Land Use Bylaw project;
- Attended Trust Program Committee, CAO Performance Evaluation Committee, and Committee of the Whole meetings;
- Attended the Tiny Home on Wheels Steering Committee to discuss next steps;
- Attended the Southern Gulf Island Forum and Cross Border Forum meetings and;
- Participated in a CBC Radio interview on water conservation and drought.

6. CHAIR'S REPORT

Chair Peterson reported the following:

- Ongoing attendance at Trust Program Committee meetings to continue work on Islands Trust Policy Statement amendments;
- Attended Committee of the Whole meeting to discuss the 2023 Governance Review;
- Attended joint Local Community Commission / Local Trust Committee meeting;
- Executive Committee is focussed on the upcoming Trust Council meeting being held on Salt Spring Island;
- The 2026/27 pre-budget consultation engagement has commenced with an online survey available on the website; and
- Upcoming attendance at Islands Trust and Tsawout First Nation Feast and Gathering.

7. Islands Trust Conservancy Board Chair's Report

Islands Trust Conservancy Board Chair Gauvreau provided a report and highlighted the following:

- The Conservancy has launched a campaign to celebrate its 35th anniversary which is being promoted on the website, through social media, in local newspapers, and at booths at Pender, Salt Spring, and Gabriola Island fall fairs;
- They are currently 115 properties under conservancy protection including 34 nature reserves and 81 properties with conservation covenants;
- The spring edition of the Heron newsletter has been released; and
- Highlights of the recent Islands Trust Conservancy Board meeting were provided.

8. CRD DIRECTOR'S REPORT - None

9. PREVIOUS MEETINGS

9.1 Draft Minutes of the Salt Spring Island Local Trust Committee

9.1.1 Draft Minutes of the May 8, 2025 Salt Spring Island Local Trust Committee Regular Meeting

By general consent, the Salt Spring Island Local Trust Committee Minutes of May 8, 2025 were adopted.

9.2 Resolutions Without Meeting Report - None

9.3 Draft Minutes of the Advisory Planning Commissions - None

9.4 Local Trust Committee Public Hearing Record - None

10. CORRESPONDENCE

Correspondence received concerning current applications or projects is posted on the LTC webpage

10.1 Honorable Minister R. Kahlon Letter - Dated May 28th 2025 regarding SSI LTC's request to opt-in to the principal resident requirement

Received for information.

10.2 P. Prince Email - Dated May 14th 2025 to LTC with Saturday Market Society, CRD Administrator and MP - Regarding no amplified music policy

Discussion ensued regarding the implications of providing a letter in response to a policy that is not within the Local Trust Committee's realm of responsibility.

It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee request the Chair write a letter of concern to the Capital Regional District regarding their proposal about amplified music at the Saturday market.

The Regional Planning Manager suggested an amendment to the motion to change word the word "concern" to "support for amplified music" and to direct the letter to the Saturday Market Society.

The question on the following motion, as amended, was then called.

SS-2026-066

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee request the Chair to write a letter of support for amplified music to the Salt Spring Island Saturday Market Society.

CARRIED

10.3 S. Henderson Email - Dated April 8th 2025 - Regarding CRD-LCC Request for Data analysis - Development potential

Received for information.

11. BUSINESS ARISING FROM MINUTES

11.1 Follow-Up Action List

The Regional Planning Manager provided an update to the Follow-up Action List.

11.2 Bylaw 540 – Rainbow Road Housing Agreement Repeal Bylaw

The Planner summarized the staff report and highlighted the following:

- Proposed Bylaw No. 540 has undergone three readings, was approved by the Islands Trust Executive Committee, and is being presented to the Local Trust Committee for adoption; and
- The foreclosed property has now been sold and staff are not aware of the new owner's intention for the property.

The Local Trust Committee had no questions or comments for the Planner.

SS-2025-067

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee Housing Agreement Repeal Bylaw No. 540 cited as “Salt Spring Island Local Trust Committee Bylaw No. 540” be adopted.

CARRIED

12. WORK PROGRAM

12.1 Active Projects List

The Regional Planning Manager provided an update to the Active Projects List.

A Trustee noted they requested staff no longer working in the Salt Spring office provide background information on the proof of water project to be shared with all parties to ensure duplication of previous work is not undertaken.

12.2 Future Projects List

Received for information.

13. COMMUNITY INFORMATION MEETING - None

14. PUBLIC HEARING – None

Item 16 was heard prior to Item 15

The meeting was recessed for a break at 11:18 and reconvened at 12:00

15. APPLICATIONS AND REFERRALS

15.1 PLDVP20250078 - R. Neff - 116 Cypress View Rd, SSI

The Planner summarized the staff report and highlighted the following:

- The application retroactively seeks a variance to the setback from water bodies for the installation of a culvert on the subdivision drainage ditch located on the property; and
- The applicant previously installed a culvert on the subdivision drainage ditch as part of the ongoing development of the property; however, a culvert can not be sited within 15 metres of the natural boundary of any water body.

The applicant was in attendance, spoke to the application, and noted they have spoken to property owners above and below their property to provide an update on the progress of the application.

The Local Trust Committee had no questions for the Planner or applicant.

SS-2025-068

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit PLDVP20250078 (116 Cypress View Road).

CARRIED

15.2 PLDVP20250029 - D. McKerrell - 212 Narrows West Road, SSI

The Planner summarized the staff report and highlighted the following:

- The application seeks a variance to the maximum allowed area of a float for boat moorage from 35 square metres to 136 square metres to allow the construction of a non-commercial group moorage facility within the Shoreline 6 Development Permit Area;
- The application was referred to Islands Trust Conservancy who confirmed no impact to their interests;
- The Local Trust Committee can determine if they wish to refer the application to First Nations;
- No vegetation clearing is anticipated as part of the project; and
- There have been no responses received following the statutory notification period.

The applicant's representative was in attendance and spoke to the application.

Discussion ensued and it was clarified that provincial approval for the dock was previously obtained in 2011 and a variance is required due to the dock size

SS-2025-069

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit PLDVP20250029

CARRIED

16. LOCAL TRUST COMMITTEE PROJECTS**16.1 Official Community Plan – Land Use Bylaw Update**

The Planner summarized the quarterly progress report on the Official Community Plan – Land Use Bylaw Update project and highlighted the following:

- A project consultant has been secured and there will be opportunity for the Local Trust Committee to meet with the consultant;
- The Project Advisory Planning Commission (PAPC) met and were provided with the project overview and terms of reference;
- The PAPC expressed interest in having meetings in a hybrid electronic / in person format; however, the Islands Trust Act requires in person meetings;
- Outreach letters have been sent to all First Nations with Treaty or territorial interest and staff are exploring opportunities for early and ongoing engagement;
- Budget allocated for First Nations engagement might be insufficient given the level of interest; and
- Project updates will be posted on the project webpage.

Discussion ensued and the following comments were recorded:

- Staff were encouraged to look for additional funding opportunities for engagement as the number of First Nations that are to be engaged with is significant;
- It is important to understand which Nations wish to engage prior to determining how much funding will be required and once known a business case for the next fiscal budget period can be developed; and

- A Trustee does not support the project as housing should be prioritized, the Official Community Plan work is a lengthy and expensive process that will not complete this term nor be helpful in resolving immediate issues of concern.

17. NEW BUSINESS

17.1 North Salt Spring Waterworks District Request to Province Letter Dated May 16, 2025

Discussion ensued and Trustees expressed support for the North Salt Spring Waterworks District's request.

SS-2025-070

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request the North Salt Spring Waterworks District request to Province letter dated May 16, 2025 be added to the Trust Council agenda as a late item and that the Salt Spring Island Local Trust Committee recommends Trust Council support endorsement of the request.

CARRIED

18. REPORTS

18.1 Policy and Standing Resolutions List

Received for information.

18.2 Open Applications Report

Discussion was undertaken about the potential to prioritize the Kings Lane rezoning application. The Regional Planning Manager summarized the current workload and noted that while robust a Planner could focus on the application should the Local Trust Committee provide direction to do so.

The meeting was recessed for a break at 12:22 p.m. and reconvened at 12:28 p.m.

SS-2025-071

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request staff prioritize PLRZ20250220 - 154 Kings Lane and any associated applications.

CARRIED

18.3 Expense Report - None

18.4 Islands Trust Conservancy Board Report

Received for information.

19. CLOSED MEETING

19.1 Motion to Close the Meeting

SS-2025-72

It was MOVED and SECONDED,

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90(1)(f) for the purpose of considering:

- (f)law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- and that the Recorder and Staff attend the meeting.

CARRIED

19.2 Rise and Report

Chair Peterson will rise and report at the next regularly scheduled meeting.

20. UPCOMING MEETINGS

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on July 10, 2025 at the Legion Meaden Hall, 120 Blain Road, Salt Spring Island.

21. ADJOURNMENT

By general consent the meeting was adjourned and closed to the public to go in-camera at 12:38 p.m.

Timothy Peterson, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder