



Salt Spring Island Local Trust Committee

Minutes of Regular Meeting

Date: Thursday, September 11, 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
 Milad Panahifar, Planner 1
 Oluwashogo Garuba, Planner 2 (electronic)
 Rob Pingle, Planning Technician
 Britt Holowaty, Legislative Clerk
 Lisa Millard, Meeting Administrator/Recorder (electronic)

There were approximately 36 members of the public present

Others Present:

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 16.1 Bylaw No. 534 - Discussion
- 16.2 Alternatives to Bylaw Enforcement on Affordable Housing – Discussion
- 19.1 November 6 Meeting Time - Discussion

By general consent the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS

A member of the public spoke to the Kings Lane rezoning application and noted it was originally intended to be senior's housing and it is now being considered for worker's housing. They stated support for worker's housing but would like the specific location to remain designated for seniors.

Several members of the public spoke to affordable housing provided by a member of the community which resulted in bylaw enforcement action and the following comments were noted:

- The post covid influx of residents and advent of Airbnb has created a housing problem resulting in the speaker losing their rental and living in their van until they were helped by Savannah and Alida and offered a place to stay;

- A speaker lost their rental and it took eight months to find stable housing, and in the interim they were supported by community members including Savannah and Alida who help those that are trying to get back on their feet;
- There are a variety of reasons one might become homeless and having a safety net in the community is important;
- A speaker indicated they are employed with a good rental history and have year-round rental housing with the exception of seven weeks in the summer months and, during the period of not having housing and while feeling under mental distress, they were provided support by Savannah;
- Savannah does not charge more than \$800 per month in rent because she is aware the options she provides lack amenities; however, she does provide affordable housing to those in need;
- A speaker noted they were asked to attend the property to be present during a walk-through with a tenant who was departing a rental and the property owners have opened up their home and people rent there willingly; however, one complaint letter caused bylaw enforcement action and the property owners should be supported rather than having things made difficult for trying to provide affordable housing;
- A speaker expressed support of bylaw enforcement action against the Lightwater Cove operation which provides guests with spa-like holiday accommodations and concern about enforcement against Savannah and Alida who provide help to individuals facing a housing crisis;
- A speaker stated there is an obligation under the United Nations Declaration of Human Rights to ensure that people have adequate housing and this is being violated by a structure that does not work with people to provide solutions and, while the Vancouver Island Health Authority indicates that no sewage issue are being produced, Islands Trust remains undereducated on how human/earth compost solutions work and they ask that a less institutional approach be taken toward the homeless population as bylaw policies are exacerbating the problems;
- A speaker stated they could not find housing when they moved to Salt Spring Island and were offered a rental for \$1200 per month that consisted of a 300 square foot makeshift, rat infested, illegal dwelling with an outdoor bathroom, a hose for the shower with inconsistent hot water, a bucket for human waste that had to be dumped on the property, and while housing is needed it needs to be secure and safe;
- A speaker noted support for landlords that are trying to find solutions to help people and encourages the Local Trust Committee to look at goals for preserving and protecting the environment along with housing;
- A speaker noted the importance of helping others and stated homelessness, mental illness, and addictions need to be addressed along with housing and food security.

A member of the public who has been providing housing options spoke to concerns regarding bylaw enforcement actions and the Local Trust Committee being complicit in creating stress for their tenants by reinforcing the status quo that prioritizes those with means to live conventionally over those that do not. They noted that the people most impacted by enforcement are those of lower socioeconomic status and those experiencing multiple intersected areas of oppression, that the politicians making the laws do not represent these individuals, and the Ombudsperson's best practice guidelines cite the importance of context. They ask that the Local Trust Committee take time to consider the context in which they make choices, and if the problem is with them or with the way in which the laws are being interpreted.

A member of the public made the following comments:

- They are feeling hopeful after hearing the Local Trust Committee is looking for ways to take a more compassionate approach to bylaw enforcement;
- When bylaw enforcement receives a complaint, they are permitted to attend the property and search for any compliance infraction;
- Residents are told to address complaints about enforcement process and procedures with Islands Trust Chief Administrative Officer;
- It is the job of the elected officials to give direction to the Chief Administrative Officer regarding process and procedure;
- Trustees are prevented from getting involved in individual cases and if they can't look at, and hear, experiences of individual cases they will not understand the problem;
- Bylaw enforcement staff bring individual cases to the Local Trust Committee for decision in a closed meeting without the resident's participation; and
- This results in decisions being made based on the account of the accuser only and there is no process of appeal.

A member of the public stated short-term vacation rentals bring money into the community and while there is a housing crisis in every city in Canada, without tourist money there is no need for workforce housing. They have multiple units on their property, none of which could be workforce housing, every year they encounter bylaw enforcement fines that they need to oppose using lawyers, their case gets closed and then reopened, and they ask that Islands Trust stop action against those providing acceptable tourist accommodations.

A representative of the Gulf Island Seniors Residence Association spoke to the development of a fifty-unit affordable housing project and the following comments were noted:

- They are not seeking an increase in density;
- The property has been designated for multi-family housing since the 1998 rezoning;
- They operate senior's housing on Atkins Road and have been trying to determine if more is needed and they have determined there is not a need;
- There is a well documented need for affordable workforce housing including for health care workers;
- The design attempts to minimize impacts on neighbouring land in the Agricultural Land Reserve;
- The location is ideal for multi-family housing and they are trying to make the development pedestrian friendly to minimize traffic.

A representative of Positively Forward and Keep Salt Spring Sustainable stated the Land Use Bylaw that is being proposed is being drafted before a new Trust Policy Statement is developed and adopted and it is not possible to write an Official Community Plan and Land Use Bylaw that are consistent with the current Trust Policy Statement and the new draft. They asked that further work on the Official Community Plan be paused until the new Trust Policy Statement is approved by the provincial government. They also stated concern that public engagement does not include a community information meeting where people can hear about the proposed Official Community Plan language and it is not sufficient to ask for an opinion without providing background about the issues.

4. DELEGATIONS - None

5. TRUSTEE REPORTS

Trustee Harris acknowledged the death of Charlie Kirk, noted dissatisfaction with attendance and format of the electronic draft Trust Policy Statement Town Hall, and asked members of the public to voice their concerns about the negative effects the draft Trust Policy Statement will have on Salt Spring Island residents including a freeze on development and an inability of the Local Trust Committee to rezone for workforce housing should Executive Committee determine proposed bylaws are not in line with the Policy Statement.

Trustee Patrick reported the following:

- The Salt Spring Island pride parade will take place this weekend;
- Attended the Advisory Planning Commission meeting to listen to discussion about the Official Community Plan/Land Use Bylaw Review and noted a town hall option for engagement was discussed with the project consultants along with other modern options to encourage inclusivity in community engagement;
- Attended the Salt Spring Foundation Funders Table;
- Attended several steering committee meetings organized under MP Elizabeth May's office for a cross-border government to government forum being planned in October;
- Attended Executive, Regional Planning, Trust Programs, Governance, and Financial Planning Committee meetings as well as a Trust Council special meeting;
- Attended Heritage Conservation Act Transformation Project information session which will be looking at better ways of protecting archaeological sites throughout BC; and
- Attended the Trust Policy Statement webinar.

6. CHAIR'S REPORT

Chair Peterson reported the following:

- Attended the Heritage Conservation Act Transformation Project webinar;
- Trust Council gave first reading to the draft Trust Policy Statement and a six-month engagement period has been launched which includes referrals to First Nations and other agencies, a survey, and Local Trust Committee engagement events to be held in each Local Trust Area;
- Trust Council will be meeting on Gabriola this month and a highlight will include a talk given by Douglas White on First Nations partnerships and relationships;
- Executive Committee will be meeting with the new Minister of Housing and Municipal Affairs;
- Some members of Executive Committee will be attending the Union of BC Municipalities Conference and meeting with staff from the Ministry of Water, Land, and Resource Stewardship, BC Assessment, and BC Housing and Municipal Affairs; and
- Salt Springs Island's opt into the Provincial Short-Term Vacation Registry has been approved and comes into effect in November.

7. CRD DIRECTOR'S REPORT - none

8. PREVIOUS MEETINGS

8.1 Draft Minutes of the Salt Spring Island Local Trust Committee

8.1.1 Draft Minutes of the May 22, 2025 Salt Spring Island Local Trust Committee Special Meeting

A Trustee noted concerns with the content of Section 3.1 which include opinions of individuals which were not an outcome of the conversation, did not lead to decisions, and did not represent consensus of the round table discussion.

Staff noted that in addition to the following amendments they will review the minutes to remove non-substantive comments.

- Strike the fourth and fifth bullet points in section 3.1

By general consent, the Salt Spring Island Local Trust Committee Minutes of May 22, 2025 were adopted as amended.

8.1.2 Draft Minutes of the July 10, 2025 Salt Spring Island Local Trust Committee Meeting

By general consent, the Salt Spring Island Local Trust Committee Minutes of July 10, 2025 were adopted.

8.2 Resolutions Without Meeting Report - None

8.3 Draft Minutes of the Advisory Planning Commissions

8.3.1 Draft minutes of the August 7, 2025 Project Advisory Planning Commission Meeting

Received for information.

8.4 Local Trust Committee Public Hearing Record - None

9. CORRESPONDENCE

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

9.1 M. Smith to Local Trust Committee Email - Dated June 20th 2025 - Regarding Salt Spring Island Community Services (SSICS) 131 Brinkworthy Road Improvement Project

The correspondence was received for information and the Regional Planning Manager indicated staff can follow up with an analysis for consideration by the Local Trust Committee.

9.2 H. Rabinovitch Director, Housing Policy Branch, Ministry of Housing Letter to RPM Hutton - Dated July 29th 2025 - Regarding Salt Spring Island Local Trust Committee request to opt-in to the principal resident requirement

Received for information.

9.3 P. Koby to Local Trust Committee Email - Dated July 4th 2025 - Regarding Islands Trust proposed Policy Statement

Received for information.

9.4 Liquor and Cannabis Regulation Branch (LCRB) to Local Trust Committee Email - Dated July 8th 2025 - Regarding the Discussion paper on Cannabis Market Controls and Sales at Events

Received for information.

9.5 M. Bateman to Local Trust Committee Email - Dated August 14th 2025 - Regarding Cusheon Creek Bridge – Islands Trust Conservancy update/website

Received for information.

9.6 G. Stevens to Local Trust Committee Email - Dated August 20th 2025 - Regarding clarifications on Clean and Safe Harbours Initiative

Discussion ensued and a Trustee recalled that the intent of the standing resolution was focussed on land-based housing and not necessarily related to boats in the harbour and while it has been the practice to not enforce against issues in the harbour the standing resolution does not state this.

9.7 D. Rapport to Local Trust Committee Email - Dated August 22nd 2025 - Regarding addition of two documents to the official list of guiding documents for Official Community Plan-Land Use Bylaw update

Received for information.

9.8 R. Hawkins to Local Trust Committee Email - Dated August 28th 2025 - Regarding the Official Community Plan-Land Use Bylaw long term vision update

Received for information.

10. BUSINESS ARISING FROM MINUTES

10.1 Follow-Up Action List

The Regional Planning Manager provided an update to the follow up action list.

A Trustee reiterated the request for a webinar or an informational session be provided on the City View application and it was noted this item might be better suited to be referred to the Executive Committee.

SS-2025-087

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee refer Follow Up Action List Item 1 dated December 12, 2024 resolution SS-2024-145 to the Executive Committee for action.

CARRIED

10.2 Salt Spring Bylaw No. 547 – Meeting Procedures Bylaw

The Local Trust Committee previously passed a resolution approving Salt Spring Island Local Trust Committee Bylaw No. 547, cited as "Salt Spring Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 547, 2025" and this allows the Local Trust Committee to rescind the Salt Spring Local Trust Committee Meeting Procedures Bylaw No. 529.

SS-2025-088

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee Bylaw 547, cited as “Salt Spring Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 547, 2025” be adopted.

CARRIED

11. WORK PROGRAM

11.1 Active Projects List

Received for information.

11.2 Future Projects List

Received for information.

11.3 Quarterly Work Program Update

The Regional Planning Manager provided a work program update.

Discussion ensued and the following points were noted:

- Unexpected issues with the Salt Spring office relocation renovation resulted in substantial expenditures over budget;
- The upcoming operational review might address issues related to projects stalling due to localized staffing capacity issues; and
- The chart highlighting the number of applications per region points to a disproportionate number within the Salt Spring Local Trust Area which should be brought to the attention of Trust Council.

SS-2025-89

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee receive the Work Program Update Report from the Regional Planning Manager, dated September 11, 2025 for information.

CARRIED

SS-2025-090

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee forward the top three priorities in the Salt Spring Island Local Trust Committee Active Projects List, presented in the September 11 Regular Meeting Agenda, to Trust Council.

CARRIED

SS-2025-091

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee forward the work program report update of September 11, 2025 to Trust Council for information.

CARRIED

The meeting was recessed for a break at 11:35 a.m. and reconvened at 12:00 p.m.

12. COMMUNITY INFORMATION MEETING - None**13. PUBLIC HEARING – None****14. APPLICATIONS AND REFERRALS****14.1 PLDVP20250082 – C. Crystal – 198 Salt Spring Way, SSI**

The Planner summarized the staff report and highlighted the following:

- The application seeks to reduce the setback between accessory buildings and other structures from 3.0 meters to 0.0 meters for an existing carport dwelling unit;
- The variance is not anticipated to negatively impact immediate neighbours and no comments have been received in response to statutory notices sent to neighbouring properties; and
- The variance will not result in any concerns with the BC Building Code.

The applicant was in attendance and stated the structures were in place at time of purchase, the home is currently vacant, and their intent is to bring the structures into compliance prior to selling the property.

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

SS-2025-92**It was MOVED and SECONDED**

that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit PLDVP20250082 (198 Salt Spring Way).

CARRIED**14.2 PLDVP20250250 – C. Court – 166 Rainbow Road, SSI**

The Planner summarized the staff report and highlighted the following:

- The application seeks to reduce the interior side lot line setback abutting a lot not located in the General Employment zone from 6.0 meters to 2.2 meters to permit an existing shop on the subject property;
- The existing shop had a building permit issued in 1997 for construction although the building did not receive final inspection;
- The applicant requires a new building permit to carry out renovations and a variance is required to enable the issuance of the building permit; and
- The proposed variance will have minimal impact as it is an existing building.

The applicant was in attendance and spoke to the application.

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

SS-2025-093**It was MOVED and SECONDED**

that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit PLDVP20250250.

CARRIED**14.3 PLDVP20250241 – J. Gaudet – 193 Monteith Road, SSI**

The Planner summarized the staff report and highlighted the following:

- The application seeks a variance to reduce the setback from waterbodies from 15.0 meters to 8.4 meters to bring an existing studio structure into compliance;
- The applicant has provided satisfactory evidence confirming legal non-conforming status of a deck located within the natural boundary;
- The variance involves a minor building with a floor area of less than 10m²; and
- There has been no correspondence received in response to the application.

The applicant was in attendance and spoke to the application.

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

SS-2025-094

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit PLDVP20250241 (193 Monteith Road).

CARRIED

14.4 PLALR20250198 – R. Stepaniuk – 820 Mount Maxwell Road, SSI

The Planner summarized the staff report and highlighted the following:

- The application seeks support from the Local Trust Committee for a Non-Adhering Residential Use – Additional Residence for Farm Use that the applicant has submitted to the Agricultural Land Commission;
- The request is to convert an existing garage into a dwelling unit;
- The 9.8-hectare property is zoned Agriculture 2 with a single-family dwelling, garage, barn, green house, yurt, and sheds; and
- Local Trust Committee support for Non-Adhering Residential Use is required before the Agricultural Land Reserve can approve or deny the application.

The Local Trust Committee had no questions for the Planner.

SS-2025-095

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee refer application PLALR20250198 to the Agricultural Advisory Planning Commission for comment on whether or not the proposed non-farm use is consistent with Salt Spring Island Official Community Plan No. 434 policies B.2.2.4, B.2.2.5, B.2.2.8 and B.2.2.16; and objectives B.6.2.1.1 and B.6.2.1.4.

CARRIED

14.5 PLDP20250223 - L. Large - 378 Lower Ganges Rd, SSI

The Planner summarized the staff report and highlighted the following:

- The application seeks consideration of a 246 square meter expansion to the Canada Post facility, 76 square meter expansion to the liquor storage area and additional 25 square meter upper level located within an existing commercial development located in Development Permit Area 1 (DPA 1);

- The subject property is part of the Country Grocer commercial complex with a total floor area of 557 square meters to be added;
- The proposal is generally consistent with the applicable DPA 1 guidelines; and
- The applicant has proposed 180 parking spaces based on calculating lower demand for parking for storage and office areas and existing policies and objectives for development encourage walkability; however, the Local Trust Committee will need to determine if the applicant's interpretation of the parking calculation is acceptable.

The applicant was in attendance.

A Trustee asked staff if there were concerns the applicants were reaching a limit to their parking and staff commented that there were none.

SS-2025-096

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee approve issuance of Development Permit PLDP20250223.

CARRIED

14.6 SS-RZ-2019.1 - N. Williams - 248 Upper Ganges Rd, SSI

The Planner summarized the staff report and highlighted the following:

- The application seeks to make lawful a boat and equipment repair and hair salon operating as a home-based business;
- The Local Trust Committee previously provided first reading of the proposed Official Community Plan and Land Use Bylaw amendments regarding this application;
- It is recommended that the proposed bylaws proceed to second reading and a Community Information Meeting and Public Hearing be scheduled; and
- The subject property has a licence to use water from Madrona Creek up to 500 gallons per day for domestic use.

The applicant was in attendance.

Discussion ensued and the following comments and clarifications were noted:

- A public hearing is required for an amendment to the Official Community Plan; and
- A Trustee stated preference that a public hearing be separate from a regular meeting in which a third reading is considered and the Regional Planner noted that while possible it is important to note the Local Trust Committee can no longer hear information regarding the application following public hearing, a delay creates potential for exposure, and there is a notice period in which members of the public can submit written submissions in advance.

SS-2025-097

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee Bylaw No. 544, cited as "Salt Spring Island Official Community Plan Bylaw No. 434, 2008, Amendment No.1, 2025" be read a second time.

CARRIED

SS-2025-098

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee Bylaw No. 545, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 3, 2025” be read a second time.

CARRIED

SS-2025-099

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw No. 544, cited as “Salt Spring Island Official Community Plan Bylaw No. 434, 2008, Amendment No. 1, 2025”.

CARRIED

SS-2025-100

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw No. 545, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 3, 2025”.

CARRIED

14.7 PLRZ20250220 - J. Gauthier - 154 Kings Lane, SSI

The Planner summarized the staff report and highlighted the following:

- The report seeks endorsement of a Cost Recovery Agreement to review the applicant’s request to consider a housing agreement and covenant on title of the subject property; and
- The applicant previously provided a draft housing agreement which diverges from the Islands Trust legally vetted template and guide and this resulted in the requirement for legal review to ensure the agreement is enforceable and in line with current legal practices.

The applicant was in attendance and available to answer questions.

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

SS-2025-101

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee approve, in principle, the draft housing agreement attached to this staff report.

CARRIED

SS-2025-102

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 of application PLRZ20250220 pursuant to Trust Council policy and the Salt Spring Island planning application fees bylaw to request Islands Trust legal

counsel review of the draft Affordable Housing Agreement (154-164 Kings Lane Rd).

CARRIED

14.8 PLRZ20240188 - D. Ovington - 210 Kanaka Rd, SSI

The Planner summarized the staff report and highlighted the following:

- The application is being brought back to the Local Trust Committee and seeks rezoning to bring the subject properties into compliance with the current land use regulations and allow the proposed upgrades to the maintenance facility to be carried out; and
- The application was found to be consistent with the Trust Policy Statement and was referred to applicable agencies and the Agricultural Advisory Planning Commission and no concerns were indicated;

The applicant was in attendance and available to answer questions.

Trustees considered reasons and outcomes of holding Community Information Meetings and Public Hearings for separate applications on the same day or separately and the Regional Planning Manager provided potential budget implications and staff capacity considerations.

SS-2025-103

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee Bylaw No. 543 cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025", be read a first time (PLRZ20240188, 210 & 220 Kanaka Road).

CARRIED

SS-2025-104

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee Bylaw No. 543 cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025", be read a second time (PLRZ20240188, 210 & 220 Kanaka Road).

CARRIED

SS-2025-105

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee request staff to schedule a Community Information Meeting and Public Hearing for Bylaw No 543, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2025".

CARRIED

14.9 Trust Council Policy Statement Bylaw No. 183 Referral

The Senior Policy Advisor noted the deadline for referral responses was changed due to the timing of local engagement events and a response is now required to be received prior to February 6, 2026. The Local Trust Committee previously requested two Town Halls be scheduled to receive feedback from community

members and any referral decision should be made following the local public engagement sessions.

SS-2025-106

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee defer bylaw referral on Policy Statement Bylaw No.183 to its November 2025 meeting.

CARRIED

15. LOCAL TRUST COMMITTEE PROJECTS

15.1 Official Community Plan-Land Use Bylaw Quarterly Project Update 1:14

The consultants provided an overview of the communications and engagement plan and workplan and noted the following:

- The workplan consists of four phases including Phase 1 which focusses on community visioning, Phase 2 involves taking information gleaned in Phase 1 and drafting core Official Community Plan elements and building out modeling into a potential policy framework and policy direction, Phase 3 takes what has been learned in the first two phases and develops Official Community Plan amendments that will be further engaged upon and tested within the community, and Phase 4 enters into a more formalized process of introducing land use bylaws.
- The communication and engagement plan will first introduce the project with the goal to hear from people across the community and then move into targeted questions with focus on reaching as many different community members, including as many underrepresented groups as possible to hear all perspectives.
- Phase 1 communications will consist of launching information on the project website, mailouts, press releases, social media posts, a survey, in-person engagement pop-ups, and informal interactive sessions. Further engagement will include awareness and participation activities, a kitchen table workbook, interactive displays, tailgate talks, and a community open house information session.

Trustees discussed the merits drawbacks of including a town hall session in the first phase of engagement.

SS-2025-107

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee endorse the proposed work plan and engagement strategy.

CARRIED

Trustee Harris opposed

15.2 Official Community Plan-Land Use Bylaw Project Business Case

The Regional Planning Manager summarized the business case and noted that further information on availability of First Nations engagement capacity funding beyond \$26,000 had not been received yet.

Discussion ensued regarding the need for adequate capacity funding in order to meaningful engage with First Nations and a Trustee indicated they would like

staff to continue to work on refining the budget for this item going into the next fiscal period.

SS-2025-108

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee amend the business case for the Major Amendment Salt Spring Official Community Plan and Land Use Bylaw business case by adding \$26,000 for early and ongoing consultation with 13 First Nations in the 2026/27 fiscal year.

CARRIED

SS-2025-109

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee request staff to refine the 2026/27 fiscal budget to be sufficient to meet the engagement needs of First Nations for the major Amendments to Salt Spring Official Community Plan and Land Use Bylaw project.

CARRIED

Trustee Harris opposed

SS-2025-110

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee approve the attached Major Project Business Case for the Official Community Plan / Land Use Bylaw Project as amended for submission to the Regional Planning Committee and Financial Planning Committee for the 2026/27 fiscal year budget.

CARRIED

Trustee Harris opposed

15.3 Water Sustainability: Groundwater Monitoring

The Planner noted the report is to ensure continued funding for a previously approved approach to funding the coordination of the Salt Spring Watershed Protection Plan and that Island Trust staff engage partners as necessary in lieu of the Salt Spring Island Watershed Protection Alliance until a suitable multi-organization forum can be established.

Discussion ensued and the following comments were recorded:

- A Trustee noted discouragement that freshwater mapping and studies are not being undertaken on Salt Spring Island;
- A Trustee stated that the watershed protection plan does not speak to 60' wide clearings in forests and watersheds required for fire protections and therefore opposes the recommendation; and
- A Trustee indicated groundwater monitoring equipment is in place and when monitoring is undertaken the data should go directly to the province.

SS-2025-111

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee forward the Watershed Protection Plan 2023-2032 Business Case attached as Attachment 1 to

ADOPTED

the staff report of October 1, 2024 to Financial Planning Committee for inclusion in the 2026/27 Trust Council budget.

CARRIED

Trustee Harris opposed.

SS-2025-112

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee forward the Salt Spring Island Groundwater Sustainability (Well-Monitoring) Business Case attached as Attachment 2 to the staff report of October 1, 2024 to Financial Planning Committee for inclusion in the 2026/27 Trust Council budget.

CARRIED

Trustee Harris opposed.

15.4 Water Sustainability: Salt Spring Island Watershed Protection Alliance (SSIWPA)

This agenda item is a duplication of item 15.3.

16. NEW BUSINESS

16.1 Bylaw No. 534 – Verbal Discussion

A Trustee spoke to a recent issue regarding Bylaw No. 534 and requested consideration be given to removing delegated authority responsibility of approving development permits from staff and returning it to the Local Trust Committee.

Discussion ensued and the following comments and clarifications were noted:

- Staff have been able to process development permits to a high standard and more quickly than by bringing them to the Local Trust Committee and a Trustee noted while it might take more time it puts the decision-making authority back into the prevue of the elected officials;
- Development permits are not discretionary and have to be based on technical aspects and that was the basis of putting them over to staff;
- There was a communications failure on a recent application that can be addressed;
- A Trustee noted that restrictions coming forward from the draft policy statement will continue to take more decisions out of the hands of the Local Trust Committee; and
- The bylaw that delegates authority has been adopted and a new bylaw would be required to rescind it

The meeting was recessed for a break at 2:30 and reconvened at 2:35 p.m.

SS-2025-113

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee request staff bring back staff reports prepared for Bylaw No. 534 for discussion at the next Local Trust Committee meeting.

CARRIED

16.2 Alternatives to Bylaw Enforcement on Affordable Housing – Discussion

A Trustee noted many residents are living in non-conforming housing on the island, and while the efforts of bylaw enforcement are appreciated, methods of investigation and enforcement are not necessarily the right tool being used during the current housing crisis, and there is need to bring a compassionate team to attend initial complaints about alternative living situations.

SS-2025-114

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee direct staff to urgently convene a multi-jurisdictional meeting to explore an alternative approach to bylaw enforcement that can better respond to investigating and mitigating housing/living situations on Salt Spring Island.

CARRIED

17. REPORTS**17.1 Policy and Standing Resolutions List**

Received for information.

17.2 Open Applications Report

Received for information.

17.3 Expense Reports

Received for information.

17.4 Islands Trust Conservancy Board Report – None

Item 19 was discussed before item 18

18. CLOSED MEETING**18.1 Motion to Close the Meeting**

SS-2025-116

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

The regular meeting was closed to the public at 2:43 p.m.

18.2 Rise and Report

Chair Peterson will rise and report at the next regular business meeting.

19. UPCOMING MEETINGS

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on October 16, 2025 at the Legion Meaden Hall, 120 Blain Road, Salt Spring Island.

19.1 November 6 Meeting Start Time - Discussion

SS-2025-115

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee request staff to report back on changing the start time for the November 6, 2025 regular business meeting.

CARRIED

20. ADJOURNMENT

The meeting was not publicly reconvened and was adjourned at 3:14 p.m. following the end of the closed meeting.

By general consent the meeting was adjourned at 3:14 p.m.

Timothy Peterson, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder