



Salt Spring Local Trust Committee

Minutes of Regular Meeting

Date: October 16, 2025

Location: Meaden Hall
120 Blain Road, Salt Spring Island

Members Present: David Maude, Alternate Chair
Jamie Harris, Local Trustee
Laura Patrick, Local Trustee

Members Regrets: Timothy Peterson, Chair

Staff Present: Chris Hutton, Regional Planning Manager
Stefan Cermak, Director of Planning Services
Alexandra Trifonidis, Executive Coordinator (electronic)
Carly Bilney, Recorder (electronic)

Others Present: There were 28 members of the public present.

1. CALL TO ORDER

Chair Maude called the meeting to order at 9:48 a.m. He acknowledged that the meeting was being held 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 Follow up on Visit with Minister Boyle, Housing and Municipal Affairs
- 16.2 Discussion of Next Steps post-Public Hearings

Concern was expressed that the Canada Post strike action has impacted notification procedures and Trustees may be criticized for proceeding with the public hearings. Discussion ensued and staff outlined different options including adjourning the public hearings to the November Local Trust Committee Meeting or holding second public hearings. A Trustee expressed opposition to holding additional public hearings and delaying the process.

By general consent, the agenda was approved as amended.

3. TOWN HALL AND QUESTIONS

Town Hall was held and the following comments were made:

- A member of the public expressed concern about water issues related to PLRZ20250220 (Kings Lane) and noted wells in the area are not producing enough water
- A member of the public representing Gulf Islands Seniors Residence Association spoke to an inconsistency in the wording of the Kings Lane proposed bylaw and expressed hope that it can be resolved between second and third readings
- A member of the public expressed objection to comments made by a Trustee at the previous meeting on a topic that does not relate to the Islands Trust or its mandate; the Chair advised that such concerns are not within the purview of the LTC and that concerns can be raised with the Trustee
- A member of the public representing Positively Forward spoke to a petition being circulated about the Official Community Plan Land Use Bylaw review and requested that the petition be put on the Islands Trust website; a Trustee commented that there are currently no changes to the Official Community Plan being considered
- A member of the public commented that members of the Project Advisory Planning Commission were concerned that the engagement survey had been circulated before it was reviewed by Commissioners
- A member of the public expressed concern about recent bylaw enforcement against their short-term rental and commented that the rental is their primary financial support and contributes positively to the island
- The Planner noted the Islands Trust, Capital Regional District and Chamber of Commerce is working together to distribute more information on short-term rentals, and residents can reach out to staff with questions in the meantime

4. DELEGATIONS – None

5. TRUSTEE REPORTS

Trustee Harris reported that the draft Policy Statement has had first reading and encouraged community members to consider its impact on the community and share their feedback.

Trustee Patrick reported:

- Staff did their job by providing information and suggesting recommendations on the Lady Minto Hospital Foundation and Heartwood House, and Trustees made the decision to proceed with the project
- Executive Committee members met with Minister Boyle to discuss Trust Council strategic plans
- Spoke at the pride parade and encouraged audience members to run for office
- Chaired two Executive Committee meetings
- Expressed praise for the Gabriola Island Recycling Organization
- Attended a meeting to discuss shared issues among ferry-dependent communities
- Attended a Survivors' Flag raising ceremony at Government House and the Legislature
- Attended the Union of BC Municipalities Convention and met with Minister of Water, Land and Resource Stewardship Randene Neill and Housing and Municipal Affairs staff
- Attended a gathering with Elders and members of Penelakut Tribe at Fernwood Dock and heard stories about residential school experiences
- Attended the Howe Sound Forum
- Minister Boyle visited Salt Spring and gained a better understanding of the current housing challenges

6. CHAIR'S REPORT

Chair Maude reported:

- Attended Trust Council Meeting on Gabriola Island
- The Trust Policy Statement has received first reading and is now out for public consultation; the new draft will be informed by commentary from members of the public who are encouraged to share feedback
- The Islands Trust webinar series related to stewardship education is available online as an informative resource for islanders

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 September 11, 2025 SSI LTC Regular Meeting

The following amendment to the agenda was presented for consideration:

- On page 10 of the minutes (page 13 of the agenda) under Item 14.5: Change “A Trustee noted that any future expansion activity may not be supported by the community at this location due to the property size and parking needs.” to: “A Trustee asked staff if there were concerns the applicants were reaching a limit to their parking and staff commented that there were none.”

By general consent, the Minutes of the September 11, 2025 Salt Spring Island Local Trust Committee Regular Meeting were approved as amended.

8.2 Resolutions Without Meeting Report - None

8.3 Draft Minutes of the Advisory Planning Commissions

8.3.1 Draft Minutes of the September 18, 2025 SS PAPC Meeting

The Planner reviewed the draft minutes and noted that Commissioners expressed dissatisfaction with the engagement process.

By general consent, further discussion was tabled so the meeting could move to the Public Hearing at Item 13.1 on agenda.

The meeting was recessed for a break at 10:33 a.m. and reconvened at 10:38 a.m.

13. PUBLIC HEARING

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

Public hearing binder can be found here: SS-BL-543_2025-10-02_PublicHearingBinder.pdf

The meeting was recessed for Public Hearing at 10:40 a.m. and was recalled to order at 11:29 a.m.

8.3.1 Draft Minutes of the September 18, 2025 SS PAPC Meeting

Discussion continued and the following comments were made:

- Commissioners make a valid point that the survey should have been reviewed before it was distributed
- Consultants will review everything that will be received
- The process will provide the opportunity to rectify issues with the survey if needed

8.3.2 Draft Minutes of the September 25, 2025 SS APC Meeting

Received for information.

8.3.3 Draft Minutes of the September 25, 2025 SS AAPC Meeting

Received for information.

8.4 Local Trust Committee Public Hearing Record – None

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

The agenda was re-ordered and item 13.2 was heard following item 8.4.

13. PUBLIC HEARING

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

Public hearing binder can be found here: SS-BL-544-545_2025-10-02_PublicHearingBinder.pdf

The meeting was recessed for Public Hearing at 12:00 p.m. and was recalled to order at 12:09 p.m.

9. CORRESPONDENCE

9.1 J. Roe to LTC Email - Dated Sep 19th 2025 - Regarding Used Oil Recycling Crisis

Received for information.

9.2 M. Leichter to C. Hutton Email – Dated Sep 2nd 2025 - Regarding Positively Forward - Housing Report

Received for information.

10. BUSINESS ARISING FROM MINUTES

10.1 Follow-Up Action List

Received for information.

11. WORK PROGRAM

11.1 Active Projects List

Received for information.

11.2 Future Projects List

Received for information.

12. COMMUNITY INFORMATION MEETING – None

13. PUBLIC HEARING

In order to adhere to the scheduled times for the public hearings item 13.1 was heard following item 8.3 and item 13.2 was heard following item 8.4

14. APPLICATIONS AND REFERRALS

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

The Planner summarized the staff report and noted that Tsawout First Nation has indicated it would like to provide comment on the application, and a referral response will ideally come in November.

Discussion ensued and the following comments were made:

- In response to a question from a Trustee, the Planner confirmed that the letter received requesting wording clarification in the bylaw will be reviewed by staff and brought back at third reading
- A Trustee acknowledged receipt of new correspondence pertaining to water and the watershed
- In response to a question from the applicant, the Planner noted that a housing agreement can be made before adoption of the bylaw, and the housing agreement can remain a condition up to the adoption of the bylaw
- A Trustee recommended that projects should be prioritized for connection to the water service.

SS-2025-117

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee has reviewed the Islands Trust Policy Statement Directives Only Checklist and determined that Bylaw No. 549 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 5, 2025” (154 Kings Lane Road) is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

SS-2025-118

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee Bylaw No. 549 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 5, 2025”, be read a first and second time (PLRZ20250220, 154 Kings Lane Road)

CARRIED

14.2 PLRZ20240021 - D. Janyk - 355 Blackburn Road

The Planner summarized the staff report and noted Tsawout First Nation has indicated it would like to provide comment on the application.

SS-2025-119

that the Salt Spring Island Local Trust Committee Bylaw No 546 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 4, 2025”, be read a first time (PLRZ20240021, 355 Blackburn Road).

CARRIED

SS-2025-120

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee Bylaw No 546 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 4, 2025,” be read a second time (PLRZ20240021, 355 Blackburn Road).

CARRIED

A Trustee commented that invitations to community information meetings should be sent to Trustees and posted to the Islands Trust website.

SS-2025-121

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee requests staff to schedule a Community Information Meeting and Public Hearing for Bylaw No 546, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 4, 2025”.

CARRIED

14.3 PLALR20250198 - R. Stepaniuk - 820 Mount Maxwell Road, SSI

The Planner reviewed the staff report. A Trustee commented on a need to explicitly state support for reasons recommended by the Agricultural Advisory Planning Commission.

SS-2025-122

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee requests staff to forward application PLALR20250198 to the Agricultural Land Commission with support for the following reasons: no farmland is being removed and supports farm worker dwellings.

CARRIED

The meeting break was held at 12:44 and reconvened at 12:54 p.m.

15. LOCAL TRUST COMMITTEE PROJECTS - None

16. NEW BUSINESS

16.1 Follow up on Visit with Minister Boyle, Housing and Municipal Affairs

Comments were made that Minister Boyle had asked questions related to data and there is opportunity to continue dialogue that may result in better chances to get funding for housing projects. A Trustee suggested the Local Trust Committee prepare a letter to thank Minister Boyle for visiting and ask what kind of data and collection methodology would be useful to support the Ministry.

SS-2025-123

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee requests a letter from the Chair of Trust Council thanking the Minister of Housing and Municipal Affairs for her visit to Salt Spring Island and seeking to work with the Ministry on housing needs data.

CARRIED

Trustee Harris Opposed

Discussion on the motion was held and the following comments were made:

- A Trustee expressed opposition to the motion and noted it is already known that a housing assessment is needed
- A Trustee noted there is lots of work to do on housing and anything that can be done to help get funding support in place is beneficial
- A Trustee suggested a referendum on the Islands Trust should be sought from the Province rather than funding for housing

16.2 Discussion of Next Steps post-Public Hearings

16.2.1 Discussion of Next Steps for Bylaw Nos. 544 and 555

SS-2025-124

It was MOVED and SECONDED

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

CARRIED

SS-2025-125

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee Bylaw No. 555, cited as “Salt Spring Island Land Use Bylaw No. 545, 1999, Amendment No. 3, 2025” be read a third time.

CARRIED

SS-2025-126

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee proposed Bylaw No. 544 and No. 545 be forwarded to the Secretary of the Islands Trust for Executive Committee for approval.

CARRIED

SS-2025-127

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee Bylaw No. 544, be forwarded to the Minister of Housing and Municipal Affairs for approval.

CARRIED

16.2.2 Discussion of Next Steps for Bylaw No. 543

Trustees discussed proceeding with a third reading of Bylaw No. 543, but the matter was deferred because the Policy Statement Directives Checklist was not yet complete.

17. REPORTS

17.1 Policy and Standing Resolutions List

Received for information.

17.2 Open Applications Report

Received for information. The following comments were made:

- In response to a question from a Trustee, staff indicated PLSDP20240344 (116 Cypress View Road) will be reviewed imminently
- In response to a question from a Trustee, staff indicated that work with the Director of Finance will be carried out as necessary to refund an applicant if they are qualified
- A Trustee noted the bylaws for the Capital Regional District will need to proceed at the next meeting because the Policy Statement Checklist was incomplete

17.3 Expense Report

Received for information.

17.4 Islands Trust Conservancy Board Report – None

18. UPCOMING MEETINGS

A Trustee requested to change the start time for the next regular meeting of the Salt Spring Island Local Trust Committee on November 06, 2025 at the Legion Meaden Hall, 120 Blain Road, Salt Spring Island.

SS-2025-128

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee adjust the start time for November 6, 2025 regular meeting to 12:30 p.m. and request that staff notifies the community.

CARRIED

SS-2025-129

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) and that staff be invited to remain.

CARRIED

19. ADJOURNMENT

By general consent the meeting was adjourned at 1:18 p.m.

David Maude, Chair

Certified Correct:

Carly Bilney, Recorder