



Salt Spring Island Local Trust Committee

Minutes of Regular Meeting

Date: Thursday, June 11, 2026
Location: Meaden Hall
120 Blain Road, Salt Spring Island, BC

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

Staff Present: David Marlor, Director, Legislative & Information Services
Warren Dingman, Manager of Bylaw Compliance & Enforcement (electronic)
Anthony Fotino, Island Planner (electronic)
Peter Thicke, Island Planner
Oluwashogo Garuba, Planner 2
Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: Earl Rook, Chair, Salt Spring Island Local Community Commission
Gary Holman, Capital Regional District Electoral Area Director
There were approximately 5 members of the public in attendance

1. CALL TO ORDER

Chair Peterson called the meeting to order at 9:30 a.m. He introduced himself, the Trustees and staff and acknowledged that the Local Trust Committee is meeting in the territory of Coast Salish First Nations including the Hul'qumi'num and SENĆOŦEN speaking peoples.

2. APPROVAL OF AGENDA

By general consent the agenda was adopted.

3. PUBLIC PARTICIPATION

A member of the public stated appreciation for Trustee Patrick and the Local Trust Committee and looks forward to attending future meetings.

A member of the public spoke to a potential large development and stated the Local Trust Committee has opportunity to zone the property for rental housing or request a covenant designating the housing be made affordable and it is first necessary to determine the number of approved dwelling units that have not been built but within the North Salt Spring Water District. They also urged the Local Trust Committee to include the Complete Community Survey and Positively Forward report and petition in the "What We Heard" report on the Official Community Plan/Land Use Bylaw engagement summary.

A member of the public stated that they understood that new data was received from the Official Community Plan/Land Use Bylaw project consultant following the May 14, 2026 Local Trust Committee meeting; however, Appendix 1 in the staff report notes there are 142 inputs even though the consultant previously reported over 400 surveys had been completed. They asked why there are only 142 inputs and why the appendix does not include the name or logo of the consultant.

A Trustee replied the May 2026 agenda packaged contained the “What We Heard” report received from the consultant and that is all of the information that the Local Trust Committee had been provided.

4. DELEGATIONS - None

5. TRUSTEE REPORTS

Trustee Harris did not provide a report

Trustee Harris left the meeting at 9:42 a.m.

Trustee Patrick reported the following:

- Tax notices were issued and Islands Trust tax portion represented 12% of total property taxes on her personal tax notice with 88% of total taxes designated for other agencies;
- Toured Salt Spring Community Services facilities across the island and noted they provide over 30 programs supporting the well-being of community members;
- Attended a panel discussion about reconciliation with former BC Attorney Generals Petter and Plant along with Adam Olsen and during the discussion both former Attorney Generals emphasized that the public should not be concerned about private property rights;
- Co-facilitated a cross-border forum session on environmental resilience with members of San Juan County Council;
- Chaired Gabriola and Gambier Local Trust Committee meetings and attended Executive Committee, Financial Planning Committee, and CAO Performance Evaluation Review Committee meetings;
- Attended joint Local Community Commission/Local Trust Committee meeting.

6. CHAIR'S REPORT

Chair Peterson reported the following:

- Attended BC Municipal Climate Leaders Caucus sessions;
- Attended the Mount Aerosmith Biosphere Region round table;
- Provided agenda highlights from the upcoming Trust Council meeting;
- Participated in the Trustee Onboarding Working Group.

7. CRD DIRECTOR'S REPORT

Local Community Commission Chair Rook reported the following:

- The joint Local Community Commission/Local Trust Committee recently met;
- Will be attending pathway network dedication later today;
- Their regular business meeting will be held this evening;

- The Local Community Commission's budget process has moved up to begin work prior to fall elections.

Capital Regional District Area Director Holman reported the following:

- The development proposal for Ganges Hill is for 90 dwelling units in phase 1 with possibility of a total of 180 units of housing and there is a requirement for the proponent to examine the sewage treatment facility;
- The Capital Regional District is working with the school district to improve recycling;
- The Local Trust Committee passed a resolution recommending the Capital Regional District implement a septic monitoring program and noted a staff-to-staff conversation will be the starting point;
- The Farmland Trust will be approaching the Local Trust Committee about rezoning to allow the compost facility to sell products off-site;
- The District is working with the Hospital Foundation on recruiting physicians.

Trustee Harris returned to the meeting at 10:02 a.m.

8. PREVIOUS MEETINGS

8.1 Draft Minutes of the Salt Spring Island Local Trust Committee

8.1.1 Draft Minutes of the May 14, 2026 SSI LTC Regular Meeting

By general consent, the Salt Spring Island Local Trust Committee Minutes of May 14, 2026 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 May 26, 2026 PAPC Meeting

Received for information.

8.4 Local Trust Committee Public Hearing Record – None

9. CORRESPONDENCE

9.1 J. Gauthier to Salt Spring Local Trust Committee - dated May 4, 2026 – Islanders Working Against Violence (IWAV) request to Local Trust Committee Re: Housing Definitions

A Trustee noted transitional housing is addressed in most municipal official community plans; however, the Salt Spring Island Official Community Plan does not speak to this form of housing.

SS-2026-086

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee request staff to report back with options for amending the Land Use Bylaw to accommodate community care facilities and transition housing for no more than ten persons in residential zones.

CARRIED

Trustee Harris opposed.

9.2 J. Lukow to Trustee Patrick & Trustee Harris - dated May 29, 2026 - Road Safety and Infrastructure - Letter from Menhinick Drive Residents

A Trustee requested the letter be removed from the agenda as the matter is not within the jurisdiction of the Local Trust Committee and another Trustee noted the letter is addressed to a quorum of trustees; therefore, it is public information.

The correspondence will not be actioned as the matter is outside of the jurisdiction of the Local Trust Committee.

10. BUSINESS ARISING FROM MINUTES

10.1 Follow-Up Action List

Received for information.

11. WORK PROGRAM

11.1 Active Projects List

A Trustee noted they might wish to revisit item 3 on the Active Projects List following discussion on item 15.2.

Items 3 and 5 identify target dates that have passed and it was requested that staff update the target dates.

Prior to the meeting being adjourned, discussion continued on item 3.

SS-2026-087

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee request staff amend item 3 on the Active Projects report to be titled “Major Project – Salt Spring Island Watershed Protection Plan” and to reference the activities to action numbers in the plan.

CARRIED

11.2 Future Projects List

Received for information.

12. COMMUNITY INFORMATION MEETING - None

13. PUBLIC HEARING – None

The agenda was reordered and items 15 to 18 were discussed after item 13.

15. LOCAL TRUST COMMITTEE PROJECTS

15.1 Official Community Plan-Land Use Bylaw Project Update

The Planner summarized the staff report and highlighted the following:

- The report provides background data collected to inform the “What We Heard So Far” report;

- The regional planning team is currently reorganizing to better support larger, complex projects across the Islands Trust area and is positioned to support the completion of the Salt Spring Official Community Plan-Land Use Bylaw Project;
- The transition from consultant to staff-led project delivery allows staff the opportunity to revisit and update the project timeline, Project Charter and Terms of Reference, draft an engagement plan and bring these updates forward to the Local Trust Committee at the next meeting.

Discussion ensued and the following comments were noted:

- A Trustee reiterated their previously stated concerns regarding inadequate and ineffective engagement and believes the process has failed and asked what the new engagement plan will entail and how many people will be engaged with.
 - The Planner noted they can provide opportunities for engagement but can not guarantee how many will participate and engagement is legislatively required;
- While it is encouraging that the regional planning team will be working on the project the approach taken with Gabriola Island on their Official Community Plan is not suited to Salt Spring Island as Salt Spring Island requires multi jurisdictional cooperation and legislation is clear that the intent is that Islands Trust work with other agencies; therefore, a broad approach will be necessary;
- It was encouraged that staff look at the Bowen Island Municipality use of a steering committee during their Official Community Plan project in consideration of adjusting the structure of the Project Advisory Planning Commission;
- The letter from the Ministry of Housing and Municipal Affairs speaks directly to cooperation principals with other agencies.

Trustee Harris left the meeting at 10:33 a.m.

SS-2026-088

It was MOVED and SECONDED

that the Salt Spring Island Local Trust committee request staff to amend the Official Community Plan project work plan to ensure that policies that relate to areas of jurisdiction of other agencies/levels of government are developed in coordination with those agencies. These subject areas include, but are not limited to:

- Roads;
- Active transportation;
- Community water;
- Community sewer;
- Solid waste disposal;
- Indigenous cultural heritage; and
- Wildfire

and ensure that the Official Community Plan retain advocacy policies to other agencies regarding the island's ecological systems and community well-being.

CARRIED

15.2 Water Sustainability Project Update

The Director of Legislative and Information Services noted the memorandum provides an overview and status update on the project.

Discussion ensued and the following comments were noted:

- There were three project charters for each component of the project and they are missing from the summary;
- The Local Trust Committee had committed to retaining the coordination role until another body took it over;
- There were motions that were not actioned including a request to coordinate a discussion with the Province, Capital Regional District, Islands Trust and Polis on the topic of watershed governance and the potential application of water objectives under the Water Sustainability Act and another asking staff to work with the Capital Regional District to identify funding and project management opportunities to do the flow needs assessment;
- The overview does not mention the meeting that occurred with the North Salt Spring Water Service, Capital Regional District Director and staff, and Electoral Area Director to discuss ongoing watershed protection
- The results of the science work done on the Watershed Protection Plan have not been released;
- The report needs to be fully updated, informed by the situation analysis that was done, and provide clear steps forward;
- The monitoring program equipment remains in place in private wells, it is unknown who owns it, and it needs to be determined if there is any liability leaving the equipment in place.

SS-2026-089

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee request staff prepare a report for the incoming Local Trust Committee on the status of the Salt Spring Watershed Protection Plan and options for next steps.

CARRIED

It was noted that it would be beneficial for Trustees to receive a copy of the resolution log following meetings so that they can track them more efficiently.

16. NEW BUSINESS - None

17. REPORTS

17.1 Walker Natural Area Protection Tax Exemption Program (NAPTEP) - Application - Salt Spring Island

Received for information.

17.2 Policy and Standing Resolutions List

Received for information.

17.3 Open Applications Report

Received for information.

17.4 Expense Report

Received for information.

17.5 Islands Trust Conservancy Board Report - None

18. CLOSED MEETING

18.1 Motion to Close the Meeting

SS-2020-090

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)(a) and (f), and for the purpose of considering:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (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 be invited to remain.

CARRIED

The meeting was recessed at 11:08 a.m. and reconvened at 12:00 p.m.

18.2 Rise and Report

Chair Peterson reported adoption of the May 14, 2026 in-camera meeting minutes and that the Salt Spring Local Trust reappointed, Anne Gunn, and Tim Hiltz to the Advisory Planning Commission for a period of two years, effective June 1, 2026 and George Ward to the Board of Variance for a period of three years, effective June 1, 2026.

The agenda was re-ordered and item 14 was discussed following item 18.2.

14. APPLICATIONS AND REFERRALS

14.1 PLRZ20240021 - D. Janyk - 355 Blackburn Road, Salt Spring Island

The Planner provided an update on the status of the application following the public hearing and subsequent Local Trust Committee request that staff follow up with Tsawout First Nation regarding for an extension on their response deadline. It was noted staff are working with the applicant to address concerns raised by Tsawout First Nation and will be updating the proposed bylaw to address issues raised by the Beddis Creek Water Commission after which the application will return to the Local Trust Committee for further consideration.

The memorandum was received for information.

14.2 PLRZ20250331 - E. FitzZaland - 230 Smith Road, Salt Spring Island

The Planner stated the rezoning application was initially considered by the Local Trust Committee in April, 2026 and the purpose of the report is to provide amendments to the original staff report which contained some inaccuracies.

The Local Trust Committee made the following comments:

- The applicant had indicated that the report continues to contain discrepancies;
- The Advisory Planning Commission should receive adequate notice regarding the application and the applicant should have opportunity to attend their meetings.

SS-2026-091

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee accept the amended preliminary staff report for application PLRZ20250331 and request staff to proceed with referring the application as specified in Local Trust Committee resolution SS-2026-45 and proceed with all other resolutions from SS-2026-043 to SS-2026-048.

CARRIED

14.3 PLDP20260067 - S. Purdy - 319 Upper Ganges Rd, SSI

The Planner summarized the staff report and highlighted the following:

- The application seeks a Development Permit within Development Permit Area 2 (DPA 2) – Non-Village Commercial and General Employment to allow a third structure on the subject property;
- The proposal is considered to substantially meet DPA 2 guidelines with valid supporting rationale for the proposed lighting.

The applicant was in attendance.

The Local Trust Committee had no questions or comments.

SS-2026-092

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approve issuance of Development Permit PLDP20260067.

CARRIED

19. UPCOMING MEETINGS

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on July 9, 2026 at the Legion Meaden Hall, 120 Blain Road, Salt Spring Island.

20. ADJOURNMENT

By general consent the meeting adjourned at 12:28 p.m.

Tim Peterson, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder