



Salt Spring Island Local Trust Committee

Minutes of Regular Meeting

Date: Thursday, May 8, 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 (electronic)
 Chris Buchan, A/Island Planner
 Milad Panahifar, Planner 1
 Oluwashogo Garuba, A/Planner 2
 Rob Pingle, Legislative Clerk
 Lisa Millard, Meeting Administrator/Recorder (electronic)

Others Present: There were approximately 4 members of the public present

1. CALL TO ORDER

Chair Peterson called the meeting to order at 12:30 p.m. He introduced himself, the Trustees, and staff and acknowledged that the Local Trust Committee is meeting in the territory of the Coast Salish First Nations. He spoke to Red Dress Day, a National Day of Awareness and remembrance for missing and murdered Indigenous women and girls (MMIWG) that was recognized on May 6.

2. APPROVAL OF AGENDA

The following addendum was added to the agenda:

17.4 Notice of Natural Area Protection Tax Exemption Program Application Closure (SS-NAP-2020.3)

By general consent the agenda was adopted as amended.

3. TOWN HALL AND QUESTIONS

A member of the public stated transportation, traffic congestion and parking are escalating issues and requested the Local Trust Committee address the problem.

4. DELEGATIONS

4.1 Maxine Leichter - Positively Forward

The speaker presented Positively Forward's Position Paper titled Pathways to Affordable Housing on Salt Spring and highlighted the following:

- The Position Paper (the Paper) is a roadmap to providing affordable housing while protecting against overdevelopment;
- Lack of affordable housing affects essential services, harms local businesses, and causes community members to move elsewhere;
- Provision of housing for workers will require creative funding sources and protection of affordability;
- The Paper presents considerations for the Official Community Plan review and emphasizes the retention of the existing policy that permits increased zoning for affordable housing only;
- The Paper will be presented in draft form in order to receive comments from the public before it is released; and
- They request the Paper be included in the list of guiding documents for the Official Community Plan and Land Use Bylaw Review Project.

5. TRUSTEE REPORTS

Trustee Harris reported speaking with community members who are not happy with issues such as housing, traffic, transportation, and local tax revenues leaving the island by means of allocation to the Regional District.

Trustee Patrick reported the following:

- Met with Salt Spring Fire and Rescue Chair to discuss how their respective organizations can work better together;
- Met with North Salt Spring Water District Chair who looks forward to addressing prioritizing water connections through the Official Community Plan project;
- Attended BC Ferries meeting and noted expansion work on the Crofton terminal will facilitate both ferries being docked in Crofton overnight;
- Attended BC Ferries session in which their new engagement process was announced, Transition Salt Spring engagement event, MLA Rob Bottrell's ASK Salt Spring discussion session; CoNEXT meeting to follow up to their forum on climate action, and Freshwater Footprint webinar about water mapping on Gabriola Island;
- Participated in Bowen Island Municipality protocol meeting, Chief Administrative Officer Hiring Committee meeting, Executive Committee meeting, and joint Executive Committee / Islands Trust Conservancy meeting;
- Attended Association of Vancouver Island Coastal Communities conference and highlighted Mayors, Chairs, and Chiefs meeting and tiny homes on wheels enablement presentation;
- Ongoing attendance at Trust Program Committee meetings to continue work on the Islands Trust Policy Statement amendment project; and
- Noted the Housing Needs Assessment Report for Salt Spring is available on the website and the data collected was not customized enough to produce accurate results for the region.

6. CHAIR'S REPORT

Chair Peterson reported the following:

- The provincial government mandated the Housing Needs Assessment and the models used are not sufficiently customized to produce realistic results;
- Attended Association of Vancouver Island Coastal Communities conference and highlighted session on community healthcare solutions, the BC Nurses Union presentation on recruitment, retention and work burnout, and the Truth and Reconciliation Call to Action review;
- Attended BC Ferries meeting regarding the Crofton and Vesuvius terminal upgrades;
- Attendance at Executive Committee, Chief Administrative Officer Performance Evaluation and joint Islands Trust / Bowen Island Municipality protocol meetings;
- Attended Committee of the Whole meeting to discuss the scope and meaning of the Islands Trust Object; and
- Attended the Xwe'etay/Lasqueti Archaeology project mural unveiling and launch of a travelling exhibit.

7. CRD DIRECTOR'S REPORT

Local Community Commission Chair Earl Rook reported the following:

- Held roundtable discussion on harbour management and related issues and upcoming Local Community Commission meeting will review a report summarizing comments received and next steps;
- Upcoming meeting will begin looking at the Integrated Housing Strategy for Salt Spring;
- Soliciting feedback on uses for the Phoenix School site; and
- Met with Ministry of Transportation and Transit managers to discuss longer term, and current, roadwork projects.

8. PREVIOUS MEETINGS

8.1 Draft Minutes of the Salt Spring Island Local Trust Committee

8.1.1 Draft Minutes of the April 10, 2025 Salt Spring Island Local Trust Committee Regular Meeting

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

8.2 Resolutions Without Meeting Report - None

8.3 Draft Minutes of the Advisory Planning Commissions - None

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 A. Haltrecht - Dated 1 April 2025 - Regarding trustee meeting participation

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.

11. WORK PROGRAM

11.1 Salt Spring Local Trust Committee Work Program – Quarterly Report

11.1.1 Salt Spring Local Trust Committee Work Program - Quarterly Report

Regional Planning Manager Hutton summarized the Quarterly Report.

Discussion ensued and the following comments were noted:

- Working with the Local Community Commission and the increasing requirements of ongoing work with developing relationship with First Nations are vital but historically not considered part of the work of the Salt Spring office staff which complicates capacity issues;
- Work is being done on the project charter for the Official Community Plan and Land Use Bylaw review project which has been identified as the highest priority;
- The annual letter sent to First Nations, as specified in a standing resolution, needs to be constructive;
- It is advisable to send an update letter to First Nations at each phase of the Official Community Plan and Land Use Bylaw review project to allow the Nation to consider if they wish to engage throughout or at varying stages;
- There is expectation that staff will report and communicate relevant updates in addition to the quarterly report; and
- The Active Projects List will be updated throughout the process.

SS-2025-053

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee forward the top three priorities on the Salt Spring Island Local Trust Committee Active Projects List, presented in the May 8 Regular Meeting Agenda, to Trust Council.

CARRIED

11.2 Active Projects List

Received for information.

11.3 Future Projects List

Received for information.

12. COMMUNITY INFORMATION MEETING - None

13. PUBLIC HEARING - None**14. APPLICATIONS AND REFERRALS****14.1 PLTUP20250097 - M. Ogilvie - 116 Jackson Ave, Salt Spring Island**

The Planner summarized the staff report and highlighted the following:

- The application seeks a Temporary Use Permit for the operation of one food truck and three retail/office spaces in the Ganges Village Area;
- A Temporary Use Permit was issued in 2024 to allow the operation of one food truck and two retail/office spaces;
- Following further design and evaluation the applicant relocated the food truck and adjusted the positioning of the retail/offices spaces and added an additional business trailer and these changes required an amendment to the previously issues permit;
- No correspondence has been received in response to the application; and
- The application meets the Temporary Use Permit guidelines.

The applicant was in attendance and noted they currently have a three-year temporary use permit and requested the duration of a new permit be three years.

Discussion ensued and the following comments were noted:

- Section G.1.3.6 of the Temporary Use Permit guidelines states that permits should not be issued in excess of 60 days unless it is a new venture that does not directly compete with an existing business in a legal zone and there is a demonstrated need or market for the proposed use;
- The previous Temporary Use Permit remains in place and active; and
- An additional Temporary Use Permit is required due to the additional business use.

SS-2025-054**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve issuance of Temporary Use Permit PLTUP20250097 (Jackson Avenue) for a period of three years.

CARRIED**14.2 PLRZ20240145 - J. Litke - 200 Collins Road, Salt Spring Island**

The Planner summarized the staff report and highlighted the following:

- The Local Trust Committee previously requested staff prepare a draft bylaw to amend the Land Use Bylaw to rezone the parcel to permit one single family dwelling and one a full-time rental cottage;
- The draft bylaw has been referred to First Nations and other agencies and of the responses received no concerns were noted; and
- Statutory notice of the proposed rezoning was mailed to neighbouring properties and no responses have been received to date.

Trustees had no comments or questions for the Planner.

SS-2025-055

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. 541 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024” (200 Collins Road) is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

SS-2025-56

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee Bylaw No. 541 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024”, be read a first time (PLRZ20240145, 200 Collins Road).

CARRIED

SS-2025-57

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee Bylaw No. 541 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024”, be read a second time (PLRZ20240145, 200 Collins Road).

CARRIED

SS-2025-058

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee Bylaw No. 541 cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024”, be read a third time (PLRZ20240145, 200 Collins Road).

CARRIED

SS-2025-059

It was MOVED and SECONDED,

that Salt Spring Island Local Trust Committee Bylaw No. 541, cited as “Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2024”, be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

CARRIED

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

The Planner summarized the staff report and highlighted the following:

- The application seeks to amend the Land Use Bylaw to permit the current uses on the subject property and bring it into compliance with the Land Use Bylaw at the expiration of the existing Land Use Contract Bylaw No. 195; and
- Following the expiration of the Land Use Contract, and in order to bring the current uses into compliance, an amendment to change the current zone to a new zone is required.

The Trustees had no comments or questions for the Planner or applicant.

SS-2025-060

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request staff to proceed with processing application PLRZ20240021.

CARRIED

SS-2025-061

It was MOVED and SECONDED

that the Salt Spring Island Local Trust Committee request staff to prepare a draft bylaw to amend Salt Spring Island Land Use Bylaw No. 355, 1999, to rezone THE NORTH EAST ¼ OF SECTION 85, SOUTH SALT SPRING ISLAND, COWICHAN DISTRICT EXCEPT THAT PART IN PLAN 35855, from Agriculture 2 (A2) to Agriculture 2 variant c (A2 (c)).

CARRIED

14.4 Galiano Island Local Trust Committee Draft Bylaw No 291 Referral

SS-2025-062

It was MOVED and SECONDED

that Salt Spring Island Local Trust Committee interests are unaffected by Galiano Island Local Trust Committee Bylaw No. 291.

CARRIED

14.5 Galiano Island Local Trust Committee Draft Bylaw Nos 296 & 297 Referral

SS-2025-063

It was MOVED and SECONDED

That Salt Spring Island Local Trust Committee interests are unaffected by Galiano Island Local Trust Committee Bylaw Nos. 296 and 297.

CARRIED

The meeting was recessed for a break at 1:55 p.m. and reconvened at 2:05 p.m.

15. LOCAL TRUST COMMITTEE PROJECTS - None

16. NEW BUSINESS

16.1 Salt Spring Island Annual Report

Discussion ensued and it was noted that previously requested amendments to the text had been completed.

SS-2025-064

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee approves the attached text for inclusion in the 2024/25 Annual Report for approval by Trust Council and submission to the Minister of Housing and Municipal Affairs.

CARRIED

17. REPORTS

17.1 Policy and Standing Resolutions List

Received for information.

17.2 Open Applications Report - None

17.3 Expense Report - None

17.4 Islands Trust Conservancy Board Report

17.4.1 Notice of Natural Area Protection Tax Exemption Program Application Closure (SS-NAP-2020.3)

Received for information.

18. CLOSED MEETING - None

19. UPCOMING MEETINGS

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on June 5, 2025 at the Legion Meaden Hall, 120 Blain Road, Salt Spring Island.

19.1 Special Meeting Resolution

A Trustee indicated they did not see value in meetings with the Local Community Commission due to the staff resources used and associated expenses.

SS-2025-065

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request staff to schedule an electronic Special Meeting with the Capital Regional District Salt Spring Local Community Commission at 3:30pm on Thursday May 22, 2025 with a viewing location for the public at the Capital Regional District Creekside Meeting Room, #108-121 McPhillips Ave, Salt Spring Island, BC.

CARRIED

Trustee Harris opposed.

20. ADJOURNMENT

By general consent the meeting adjourned at 2:11 p.m.

Timothy Peterson, Chair

Certified Correct:

Lisa Millard, Meeting Administrator/Recorder