



Salt Spring Island Local Trust Committee

Regular Meeting Agenda

Date: Thursday, November 14, 2024
Time: 12:30 p.m.
Location: Meaden Hall
120 Blain Road, Salt Spring Island, BC

	Pages
1. CALL TO ORDER	12:30 PM - 12:35 PM
2. APPROVAL OF AGENDA	
3. TOWN HALL AND QUESTIONS	12:35 PM - 12:50 PM
4. DELEGATIONS	12:50 PM - 1:00 PM
4.1 Mielle Chandler	6
Regarding financial barriers to applying for Temporary Use Permits	
4.2 Debbie Magnusson	7
Regarding the Baker Road Beach Project	
5. TRUSTEE REPORTS	1:00 PM - 1:10 PM
Verbal Report	
6. CHAIR'S REPORT	1:10 PM - 1:15 PM
Verbal Report	
7. CRD DIRECTOR'S REPORT	1:15 PM - 1:20 PM
Verbal Report	
8. PREVIOUS MEETINGS	1:20 PM - 1:25 PM
8.1 Draft Minutes of the Salt Spring Island Local Trust Committee	
8.1.1 <u>Draft Minutes of the October 10, 2024 SSI LTC Regular Meeting</u>	13
For Adoption	
8.1.2 <u>Draft Minutes of the August 22, 2024 SSI LTC Special Meeting</u>	21
For Adoption	
8.1.3 <u>Draft Minutes of the October 1, 2024 SSI LTC Special Meeting</u>	24

For Adoption

- 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

1:25 PM - 1:35 PM

Please visit the Applications and Projects pages on the Islands Trust website for recent public submissions.

For Applications, go to: <http://www.islandstrust.bc.ca/SSIapplications>

For Projects, go to: <http://www.islandstrust.bc.ca/SSIprojects>

- 9.1 N. Fraser to LTC with L. Patrick reply - October 26, 2024 - Regarding Remembrance Day Ceremony 30
For Information
- 9.2 M. Chandler to LTC - October 28, 2024 - Regarding Meeting Procedure Bylaw 32
For Consideration
- 9.3 K. Wiens to LTC - October 31, 2024 - Regarding Vessel Operation Restriction Regulations 35
For Consideration
- 9.4 D. Thompson to LTC - October 31, 2024 - Regarding Baker Road Beach 38
For Information
- 9.5 A. Scaia to LTC - November 1, 2024 - Regarding commercial rental space in Ganges 41
For Information
- 9.6 B. Cherneff to LTC - November 1, 2024 - Regarding Baker Road Beach 42
For Information
- 9.7 A. Gargett to LTC - November 2, 2024 - Regarding Baker Road Beach 45
For Information
- 9.8 G. Kidd to LTC - November 2, 2024 - Regarding Baker Road Beach 47
For Information
- 9.9 F. Hill to LTC - November 3, 2024 - Regarding Baker Road Beach 49
For Information
- 9.10 P. Grange to LTC - November 3, 2024 - Regarding Baker Road Beach 51

	For Information	
9.11	B. MacDonald to LTC - November 4, 2024 - Regarding Baker Road Beach	55
	For Information	
9.12	J. Kidd to LTC - November 4, 2024 - Regarding Baker Road Beach	56
	For Information	
9.13	J. Savin to LTC - November 4, 2024 - Regarding Baker Road Beach	58
	For Information	
9.14	K. Graves to LTC - November 4, 2024 - Regarding Baker Road Beach	59
	For Information	
9.15	M. Savin to LTC - November 4, 2024 - Regarding Baker Road Beach	60
	For Information	
9.16	N. Layard to LTC - November 5, 2024 - Regarding Baker Road Beach	61
	For Information	
10.	BUSINESS ARISING FROM MINUTES	1:35 PM - 1:45 PM
10.1	Follow-Up Action List	62
	Report dated November 2024	
11.	COMMUNITY INFORMATION MEETING - NONE	
12.	PUBLIC HEARING - NONE	
13.	APPLICATIONS AND REFERRALS	1:45 PM - 2:15 PM
13.1	PLTUP20240134 - C. Cavaliere - 126 Upper Ganges Rd, SSI	72
	Staff Report	
13.2	PLRZ20240145 - J. Litke - 200 Collins Road, SSI	93
	Staff Report	
14.	LOCAL TRUST COMMITTEE PROJECTS - NONE	
15.	NEW BUSINESS	2:15 PM - 2:45 PM
15.1	Work Program Update	
	Staff Report Pending	
15.2	Draft 2025/26 Salt Spring Island Local Trust Committee Annual Meeting	107

Schedule

Request For Decision

- 15.3 Phase 4 Community Engagement Options - Policy Statement Amendment Project 110**

Staff Report

- 15.4 Union of British Columbia Municipalities and Association of Vancouver Island and Costal Communities 2025 Conferences**

For Discussion

16. REPORTS

- 16.1 Policy and Standing Resolutions List 115**

For Information

- 16.2 Future Projects Report 124**

Report dated November 2024

- 16.3 Active Projects List 127**

Report dated November 2024

- 16.4 Applications with Status Report 131**

Report dated November 2024

- 16.5 Expense Report 137**

Report dated September 2024

- 16.6 Islands Trust Conservancy Board Report - None**

17. CLOSED MEETING 2:45 PM - 3:00 PM

- 17.1 Motion to Close the Meeting**

That the Salt Spring Island Local Trust Committee close this meeting to the public subject to Community Charter Section 90 (1) (f) to consider a law enforcement issue that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment and that staff be invited to remain.

- 17.2 Rise and Report**

18. UPCOMING MEETINGS

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on December 12, 2024 at the Legion Meaden Hall, 120 Blain Road, Salt Spring Island.

19. ADJOURNMENT

From: Mielle Chandler <[REDACTED]>
Sent: Thursday, October 31, 2024 7:45 AM
To: Rob Pingle; SSIIInfo
Subject: delegation request

Hi Rob,

Thank you for your message the other day about how Bylaw 529 stipulates that residents cannot request more than three minutes to speak at a town hall portion of an LTC meeting in advance of that meeting.

I am writing to request up to five minutes to present a delegation to the LTC at the upcoming November meeting.

The delegation addresses the financial barriers to applying for temporary use permits that landholding residents whose incomes are low, and who do not have access to capital, face.

This delegation makes the argument that doubling the cost of a permit, which took place during the tenure of the last LTC, has effectively put permit applications out of reach of the people who need them most--the least well-off landholders who need to use their properties for their livelihoods.

While the doubling of fees decreases the burden on the taxpayers to pay for the Trust's lengthy and onerous (and thus unduly expensive) permit application process, at the same time it increases economic and social polarization in our community. The high fees enable wealthy landholders to obtain permits to use their land as part of their livelihood, while disabling less affluent landholders from doing the same. This structural inequality also feeds a bureaucratic stigmatization of less affluent landholders who use their land without permits.

The delegation will put forward a practical suggestion regarding how to tailor the collection of costs for permits so as to both enable the Trust to collect the large amounts of money it wants for its onerous permitting process, as well as to enable less affluent residents to apply.

Thank you,
Mielle

For Trustees and Planner – Points to be brought to the November 14, 2024 LTC:

- There was an “impromptu” gathering on Oct. 16th of people who have lived on SSI for decades...some 40 or 50 years and have a deep understanding of the beach. Minutes of the gathering begin on page 3.
 - There were some who are experts in their field as well as experts in their lived experience. Before any decisions are made,
 - We request a meeting with Trustees and the Planner.
 - We request having the Islands Trust Conservancy be brought in to discuss this particular beach.
 - **Reports on the application to the Stewards of Land, Water & Resources**
 - Do not report a sense of urgency
 - Do report on a low-risk area. As well you can reference the Islands Trust link <https://islandstrust.bc.ca/wp-content/uploads/2011/10/11.10.25-IT-Saltspring-shoreline-mapping.pdf>
 - Are not involved with BC Green Shore (the company named Green Shoreing could be misleading).
 - **Have blank boxes re: contact with First Nation**
 - Questions:
 - In the application, the low bank and high bank mitigation plans are the same. How could this work?
 - Can the applicants learn from their neighbours who are using a low-impact method of erosion prevention? Can the Trust make recommendations to this effect?
 - Have decision-makers consider the impact on humans?
 - Trying to walk on a beach studded with large rocks will be like being a ball in a pinball machine.
 - People have been swimming in front of the low bank property for decades. The open area for swimming would be blocked. The logs where people sit would be covered.
 - For each of the group of 16, how many hours of sleeplessness have been spent trying to strategize how to save this unique, valuable and important island beach.
 - For visitors to Salt Spring, what do we think the impression will be when the beach is ‘homogenized’ by uniform materials?

- For those who want the Trust as a governing body, and who do believe the Trust mandate is “preserve and protect”, hope is still there that the protection of Baker Beach will be the priority.
- As of November 3, 2024, there are **900 signatures** on the petition named: **Save Baker Rd. Beach & Its Rare Midshipman Fish Habitat**
- There is difficulty discovering the interplay between applying for a permit (DPA) and an application to the Stewards of Land, Water and Resources. The public needs to be better informed when permits are requested to alter Crown Land (our land).
- **How do we have Baker Road Beach become a federal park?**
- We are requesting that decisions regarding the Baker Beach Project permits be denied based on the information you have. If more evidence is needed, we request several years of erosion study be undertaken to determine the extent and scope of mitigation necessary that will ALSO preserve the biodiversity and habitats found on this beach.

Submitted by,

Debbie Magnusson

An Impromptu Gathering to Protect Baker Road Beach – Minutes Oct. 16, 2024

Present: 16 friends and neighbours who love and use the beach throughout the year (artists, biologists, oceanographer, botanist, people working with First Nations, trail developers, environmentalists, hikers, teachers, engineer, videographer)

- Land Acknowledgement
- Purpose – to further stewardship and protection of Baker Road Beach, to relay information, observations and opinions, and to form possible actions to motivate others to write to
- Guidelines – courtesy and respectful reference to all, ‘conditional’ tense (would vs. will)

Information on the Application:

- The purpose of the application is to “mitigate erosion”.
- There are 4 proposed terrace sites along 650m. of beach. An excavator would create terraces 5m. long and 1m. deep to begin (future unknown). An aggregate of rocks between ¼” & 2” plus a core of sand would be used to form the terraces.
 - Logs would be covered.
 - It is unknown if and how often more material would be needed.
- Wave dissipation –
 - 20% of the area would have large rocks (approximately 1.2 m. x .5 m. in size) placed to break wave energy.
 - Some of the rocks would be exactly in the area many people use for swimming.

Marine biology and the beach – diversity, uniqueness and importance

- Despite a decreased diversity of species due to climate change and competitors, Baker Road Beach remains a **rare** ecosystem. Degradation of the beach (ie-changes with unknown risks) poses increased threat to the many species living on the beach.
- When you change the material of the beach, it changes the suitability of the beach to support wildlife.
 - It’s a role of the dice what the changes would have on this key ecosystem.
 - This is the only beach on SSI with this habitat
- At this time:
 - Native oysters are returning

- Eel grass beds off-shore are essential and could be at risk if there are changes to the shore (especially from the sand in the proposed aggregate).
- It is one of the only beaches with the habitat that supports the spawning of Midshipman Fish.
 - These fish then provide food for the multitude of Eagles and Great Blue Heron that gather and, importantly, to feed their young.
 - The key area (1 km of beach) for spawning includes the exact area for the proposed changes
 - There are at least 100 nesting sites along this stretch of beach
 - The flat rocks provide cover for the nests where >300 eggs are laid
- Rocks provide essential habitat for the native shore crabs

Erosion:

- The beach is different at different places – some of the land is at shore level, and high banks are at other points.
 - Why would the proposed mitigation be the same throughout?
 - Greenshore mitigation is best for low bank
 - Greenshore has not been used for high bank
 - Therefore, the benefits and risks are unknown and undocumented
 - It was observed that the large rocks near steps down to beach have shifted due to wave action; so it there was conjecture that the shelf life of the terraces might be 2 years before needing reinforcement).
 - Further to this, in the future, who would pay for refurbishing?
- One property along the beach is already using natural materials and techniques to preserve the high bank.
 - A page with illustrations of four natural techniques was passed around
- No observable erosion from waves.
 - Island Trust report notes this is a low-risk area of wave erosion; link is <https://islandstrust.bc.ca/wp-content/uploads/2011/10/11.10.25-IT-Saltspring-shoreline-mapping.pdf>
 - The GeoTech reports to the property owners note that this is a certified low-risk area.
 - Is the sense of urgency exaggerated by property owners?
 - The beach is essentially bedrock and very stable
- Lack of drainage at the property most at risk is notable.

- Only drainage from hot tub
- Erosion from above is what is causing slippage
- No evidence of erosion from the beach

Invasive species:

- At the low-bank property, the application refers to “an infestation of invasive species”
 - Only ivy and blackberries were identified as invasive species
 - Spanish broom is different from Scotch broom.
 - Spanish broom is non-invasive
 - The Spanish broom here is valued as a beautiful, fragrant and botanical bonus to those who swim at this part of the beach
 - The elm, willow and maple are non-invasive
- All the plants along this bank are doing their job of holding the bank
 - The plants offer privacy for the property owners
 - The roots are in place
 - Pulling out the plants there to re-plant with native species does not make sense

Comments on wave dissipation:

- It was observed that the large rocks near steps down to beach have shifted due to wave action; so there was conjecture that the shelf life of the terraces might be 2 years before needing reinforcement.
- Further to this, in the future, who would pay for refurbishing?
- Change in force and velocity when water is directed through small openings – is this helpful?

Other ideas and comments:

- You cannot block a high-tide walk
- Work below the high-tide line is unheard of (ie - legal work)
- The properties of the beach for recreational use cannot be stressed enough
 - Changes that will block swimming access would be a major loss
 - People use the beach for many reasons, and this is one of the only beaches on the island with easy access and a long, flat stretch
- When excavators roll up and down the beach, how much life is being crushed and destroyed?
- Disappointment was voiced that the property owners were not more forthcoming to neighbours and the public in general

- Whose property would the 'terraces' be? Still Crown Land?
- Private individuals should not be allowed to change or modify public foreshore as this would be precedent setting

Actions:

- Follow-up with First Nations
- Post an online petition
- Create a video of beach with information to post on SS Exchange
- Everyone can:
 - o Urge others to write to Stewards of Land, Water and Resources by Nov. 13th:
 - Make sure to use File#1415573 in correspondence
 - <https://comment.nrs.gov.bc.ca/applications?id=66bba8c1abb6b6002255d533#details>
 - o Write often to the above, to the Driftwood, the SS Exchange and other platforms where you communicate with others to keep the issue present in people's minds.
 - o Send a PDF of the final writing of these minutes to friends, islanders and people you think can influence the decision-makers.

Respectfully submitted,
Debbie Magnusson,





Salt Spring Island Local Trust Committee Minutes of Regular Meeting

Date: Thursday, October 10, 2024

Location: Electronic Meeting (Zoom) and
Public Viewing at 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 (RPM)
Warren Dingman, Bylaw Enforcement and Compliance Manager
Oluwashogo Garuba, Planner 1
Rob Pingle, Legislative Clerk
Sarah Shugar, Recorder

Others Present: Gary Holman, Capital Regional District (CRD) Salt Spring Island Electoral Area Director
Earl Rook, Capital Regional District (CRD) Salt Spring Island Local Community Commission (LCC) Chair
There was 1 member of the public in attendance in person and 3 members of the public in attendance on Zoom

1. CALL TO ORDER

“Please note, the order of agenda items may be modified during the meeting. Times are provided for convenience only and are subject to change.”

Chair Peterson called the meeting to order at 11:00 a.m. and introduced Trustees and staff. He acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- 14.3 Draft Portlock Park Site Master Plan Referral from Capital Regional District
- 15.1 Complete Communities Community Engagement Update

By general consent, the agenda was adopted as amended.

3. PENELAKUT CHIEF CHAKEENAKWAUT (PAM) JACK

Penelakut Chief Jack spoke to representation of her elders, Penelakut Council and community, declared their interest to work with the Salt Spring Island LTC and the Salt Spring Island community and stated that Salt Spring Island is on the unceded territory of the Penelakut people.

Chief Jack acknowledged Penelakut has not been involved with the Islands Trust and has not taken an active role in the Salt Spring Island community and expressed interest to work with the LTC to ensure the Penelakut people have a strong foundation on their ancestral land. Chief Jack recognized the importance of maintaining harmonious relationships with stakeholders and for commitment to engage in open and constructive dialogue to find mutually beneficial solutions to build a future where the Penelakut people can thrive on the land they have sustained for generations.

4. TOWN HALL AND QUESTIONS

A member of the public spoke on behalf of the Positively Forward group, stated Positively Forward supports the Islands Trust mandate and is interested in Housing and the OCP/LUB update project. The speaker expressed concern that the month of December is not a good time to hold the OCP/LUB update project community engagement meetings as there may be snow or icy roads, people are busy over the holidays and people may be away travelling. The speaker expressed concern that there was short notice for the Complete Communities meetings that are scheduled for next week and it may exclude people that would like to attend.

The applicant for application PLDVP20240082 stated there has been conflicting information and errors in the application process, advised they sent a letter to Chair Peterson and staff and asked whether the application could be paused. RPM Hutton advised a motion would be required to defer the application as the DVP notice stated the application would be considered at the October 10, 2024 meeting.

5. DELEGATIONS

5.1 CRD Rural Housing Program Presentation from Justine Starke, CRD

Justine Starke presented an update on the CRD Rural Housing Program. The CRD is designing a Rural Housing Program through the development of a pilot project that will take place on the Southern Gulf Islands and SSI Electoral Areas. The Rural Housing Program will prototype various housing solutions that are better suited to the rural context including to develop a framework to provide financial assistance for homeowners to build secondary suites and cottages in exchange for commitments to affordable rents; build a program to invest pre-development funding in affordable housing projects; and support the coordination of activities through additional capacity available to non-profit housing providers. J. Starke requested the LTC to consider increasing the floor area for cottages to be large enough to house a small family; that floor area for cottages should be standardized across the Islands Trust area; to allow strata-titling, and noted there are a number of additional areas the LTC can support the CRD Rural Housing Program.

In discussion the following comments were noted:

- Chair Peterson expressed support for the CRD Rural Housing Program presentation to be presented to Trust Council;
- A Trustee expressed support for flexible housing agreements and asked if letters of support would be helpful. J. Starke suggested working with CRD Director Holman on collaboration on advocacy. CRD Director Holman expressed support for the LTC to provide letters of support for the CRD Rural Housing Program;

- A Trustee highlighted the need to update the square footage of cottages and accessory dwelling units, and to increase workforce housing.

6. TRUSTEE REPORTS

Trustee Patrick presented the following report:

- Trust Council passed a second resolution to request the Province to review the Islands Trust mandate, governance and structure. Trustee Patrick expressed support for the review and advised when the Province conducted the Islands Trust review in 1987, it resulted in significant changes to the Islands Trust Act; sparked actions to prepare the first Islands Trust Policy Statement, development of numerous inter-agency protocol agreements and Islands Trust procedures and policies;
- Trustee Patrick spoke to the lack of cohesion between the various agencies that have jurisdiction on Salt Spring Island and noted the “2022 Situation and Options Analysis for Watershed Protection” and the “10-square meter accessory buildings exemption” as examples of how agencies could do a better job at working together;
- Attended the Salt Spring Foundation Funders Table meeting regarding housing;
- Attended the celebration to acknowledge MLA Adam Olsen;
- Attended the 2024 Union of BC Municipalities (UBCM) Convention;
- Attended Trust Council Committee of the Whole meetings regarding the Islands Trust Policy Statement;
- Attended CAO Hiring Committee meetings.

7. CHAIR'S REPORT

Chair Peterson presented the following report:

- Attended Trust Council in September and noted several items were deferred to the December Trust Council meeting including: further public consideration of Section 3 object, strategic planning update, meeting procedures and a code of conduct review;
- Attended a presentation by former Snuneymuxw Chief Doug Whyte on Gabriola Island;
- Attended several CAO Hiring Committee meetings;
- Attended the UBCM Convention and highlighted the following:
 - A Province-wide Community to Community event co-hosted by the First Nations Leadership Council and UBCM;
 - Islands Trust staff met with Ministry of Municipal Affairs staff regarding engagement with First Nations and the request to the Province for the review of the Islands Trust Act;
 - Islands Trust staff met with Ministry of Housing staff;
 - Islands Trust staff met with Ministry of Forests staff regarding wildfire planning in communities living in the forest interface;
 - Attended sessions regarding strengthening responsible conduct, addressing systemic racism and advancing reconciliation in BC;
 - Attended a workshop regarding mental health for elected officials and local leaders;
 - Met with BC Ferries staff;
 - Attended a meeting regarding approvals for rainwater catchment for multi-family dwellings;
 - Attended a meeting with Advocacy BC regarding accessibility;

- Learned about the Hope Air program that provides support for medical transportation costs.

8. CRD DIRECTOR'S REPORT

CRD SSI Local Community Commission (LCC) Chair Earl Rook presented the following report:

- There is an LCC evening meeting on October 10, 2024 that will include next steps for reviewing CRD bylaws;
- The LCC approved a provisional 2025 budget;
- The LCC is in the process of completing a lease agreement with School District 64 for the former Phoenix School property on Drake Road and is considering the best use of the property;
- The LCC is considering how it can contribute to harbour management;
- A next regular LCC meeting will be held October 17, 2024 and an Integrated Housing Strategy for SSI and Transportation are items on the agenda;
- The next LCC and the LTC joint meeting will be held in November 2024.

CRD SSI Electoral Area Director Gary Holman presented the following report:

- Attended a Penelakut drumming event at Fernwood Dock on September 30, 2024, the National Day for Truth and Reconciliation;
- Expressed concern regarding how the outcome of the Provincial Election could potentially impact the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and legislation regarding UNDRIP;
- Acknowledged Penelakut Chief Jack for her remarks;
- Acknowledged Justine Starke for the CRD Rural Housing Program presentation and recommended that the presentation be made at the inter-agency housing meeting;
- Expressed support for mapping to identify the number of properties that are zoned for suites and cottages;
- The CRD provisional 2025 budget includes a feasibility study for repurposing the Ganges Fire Hall;
- Attended the Salt Spring Foundation Funders Table meeting regarding housing;
- Planning to attend the next Ferry Advisory Committee meeting regarding the Vesuvius Terminal upgrade project;
- The compost facility located at Burgoyne Valley Community Farm is operational.

9. PREVIOUS MEETINGS

9.1 Draft Minutes of the Salt Spring Island Local Trust Committee

9.1.1 Draft Minutes of the September 12, 2024 SSI LTC Regular Meeting

By general consent, the minutes of September 12, 2024 Salt Spring Island Local Trust Committee Regular meeting were adopted.

9.2 Resolutions Without Meeting Report- None

9.3 Draft Minutes of the Advisory Planning Commissions - None

10. CORRESPONDENCE

10.1 J. McClean to LTC - Dated September 18, 2024 - Regarding zoning for Woodland Drive

10.2 F. Attorp to LTC - Dated September 23, 2024 - Regarding Official Community Plan Update Project

10.3 M. Sinclair to LTC - Dated September 23, 2024 - Regarding zoning for Woodland Drive

The correspondence items were received.

11. BUSINESS ARISING FROM MINUTES

11.1 Follow-Up Action List - Report dated October 2024

The report was received.

12. COMMUNITY INFORMATION MEETING - None

13. PUBLIC HEARING – None

14. APPLICATIONS AND REFERRALS

14.1 PLDVP20240082 - J. Braun - 220 Canvasback Place, SSI - Staff Report

There was a question regarding whether the applicant asked for the application to be deferred. Applicant R. Helem spoke to the application and advised his preference is for the application to proceed.

RPM Hutton presented a staff report regarding a development variance permit application to relax the setback for accessory buildings from 3.0 meters to 0.0 meters for an existing accessory building located on the subject property.

SS-2024-104

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit PLDVP20240082 (220 Canvasback Place).

CARRIED

14.2 PLDVP20240185 - B. Fossen - 1155 Mountain Road - Staff Report

Planner Panahifar presented a staff report regarding a development variance permit application for the proposed siting of a new sewage disposal field within the required 30-meter setback of the natural boundary of the sea.

SS-2024-105

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit application PLDVP20240185 (1155 Mountain Road).

CARRIED

The meeting recessed for a break at 1:03 p.m. and reconvened at 1:13 p.m.

14.3 Draft Portlock Park Site Master Plan Referral from Capital Regional District

Planner Garuba presented a staff report regarding a CRD referral for the draft Portlock Park Site Master Plan.

SS-2024-106

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to respond to the referral from the Capital Regional District (CRD) for Portlock Park Site Master Plan, indicating that the Salt Spring Island Local Trust Committee supports the Portlock Park Site Master Plan.

CARRIED

15. LOCAL TRUST COMMITTEE PROJECTS

15.1 Complete Communities Community Engagement Update

RPM Hutton presented an update on the Complete Communities Community Engagement process. In person public engagement sessions will be held October 16 and 18, 2024, 1:30 p.m. to 3:30 p.m. at the SSI Library and a SSI Complete Community Assessment Survey is available on the Islands Trust website and at the SSI Library.

A Trustee expressed support to extend the community engagement period and for staff or the consultant to release information/article to provide context to the community regarding the Complete Community Assessment. A Trustee expressed concern regarding participation in the public engagement process and that it would be unlikely to hear from more than ten percent of the community.

16. NEW BUSINESS

16.1 Dark Sky Principles Adoption Advocacy - Staff Briefing

A briefing dated August 19, 2024 regarding Dark Sky Principles Adoption Advocacy was received.

16.2 Work Program Update Staff Report - None

16.3 2025/2026 Budget Staff Report - None

16. REPORTS

16.1 Policy and Standing Resolutions List

Received for information.

16.2 Future Projects Report dated October 2024

Received for information.

16.3 Active Projects List dated October 2024

Received for information.

16.4 Applications with Status Report dated October 2024

Received for information.

A Trustee asked whether the LTC received a referral from the Province regarding the properties on Baker Road and Quarry Road that have applied for a Licence of Occupation for Green Shores work at Booth Bay. RPM Hutton reported the LTC has received a crown lease referral for the application.

16.5 Expense Reports - None

16.6 Islands Trust Conservancy Board Report - None

17. CLOSED MEETING

17.1 Motion to Close the Meeting

SS-2024-107

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee close this meeting to the public subject to Community Charter Section 90 (1) (f) for law enforcement issue that council considers disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment, and that staff be invited to remain.

CARRIED

The meeting recessed at 1:43 p.m. for the closed meeting and reconvened at 2:17 p.m.

17.2 Rise and Report

The draft minutes of the September 12, 2024 Salt Spring Island Local Trust Committee In Camera meeting were adopted and the LTC received a bylaw enforcement report.

18. UPCOMING MEETINGS

SS-2024-108

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee reschedule the November 14, 2024 Regular meeting to start at 12:30 p.m.

CARRIED

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled on November 14, 2024 at 12:30 p.m. at the Salt Spring Legion, Meaden Hall, 120 Blain Road. Please see the meeting calendar on the Islands Trust website at www.islandstrust.bc.ca for current meeting information and location.

19. ADJOURNMENT

By general consent the meeting adjourned at 2:18 p.m.

Timothy Peterson, Chair

CERTIFIED CORRECT:

Sarah Shugar, Recorder



Salt Spring Island Local Trust Committee Minutes Special Meeting Joint with Island Trust

Date: Thursday, August 22, 2024

Location: SIMS Boardroom,
124 Rainbow Road
Salt Spring Island BC

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

LCC Commissioners: Gary Holman (Director)
Earl Rook
Gayle Baker
Ben Corno
Brian Webster

Staff Present: Chris Hutton, Regional Planning Manager
Chris Buchan, Island Planner
Rob Pingle, Legislative Clerk

Guests: Stephen Henderson, CRD Senior Manager, Real Estate, SGI Administration
& SSI LCC
Dan Ovington, CRD Senior Manager, SSI Administration
MacKenzie Williamson, CRD Committee Clerk (Recorder)

These minutes follow the order of the agenda although the sequence may have varied. The electronic meeting was live streamed and recorded.

1. CALL TO ORDER

The meeting was called to order at 2:01 p.m. Commissioner Rook provided a Territorial Acknowledgement.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. BUSINESS ITEMS

3.1 Updating the Official Community Plan and Land Use Bylaw

Discussion ensued regarding the Salt Spring Island Local Trust Committee (LTC) Official Community Plan (OCP) and Land Use Bylaw (LUB) update project

- September/October engagement with Capital Regional District (CRD) regarding chosen indicators and draft map book
- End of October projecting final next steps report from Trust staff
- Subject area working groups may provide opportunity for Local Community Commission (LCC) input in future policy projects

3.2 Short Term Vacation Rentals

Discussion ensued regarding Short-Term Vacation Rentals

- Request for Accommodation Group roundtable LCC to host
- OCP update to include a technical working group
- Provincial data sharing portal access requires municipalities to have business license program
- Island Trust report regarding provincial bill 35 implications to Salt Spring Island to be reported on
- LCC discussion regarding business licensing
- Letter of advocacy to province for access to bill 35 data sharing portal

3.3 Ganges Village Planning

Discussion ensued regarding Ganges Village planning - Ganges village planning has been merged with OCP review

3.4 Housing - Discussion

Discussion ensued regarding Housing on Salt Spring Island.

- LCC hosting discussion on developing an integrated housing strategy, Trustee Patrick and Planner Hutton invited
- Island Trust Housing Needs Assessment request for proposals currently open

3.5 Agency Meetings- UBCM

Discussion ensued regarding the meetings that have been request with other agencies during Union of BC Municipalities (UBCM) Convention (Sept. 16- 20, 2024).

3.6 Future joint meeting planning

Discussion ensued regarding future meetings.

- LTC hosting next joint meeting with the following possible discussion topics
 - Water
 - Housing
 - Bylaw Enforcement
 - Harbour Management
 - Joint Projects

4. ADJOURNMENT

By general consent the meeting adjourned at 4:09 p.m.

Timothy Peterson, Chair

CERTIFIED CORRECT:

Rob Pingle, Legislative Clerk / Recorder

DRAFT



Salt Spring Island Local Trust Committee Minutes of Special Meeting

Date: Tuesday, October 1, 2024

Location: Electronic Meeting

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

Staff Present: Chris Hutton, Regional Planning Manager
Chris Buchan, Island Planner
Kalyaan Selvakumar, Planning Team Assistant
Morgana van Niekerk, Communications Specialist
Oluwashogo Garuba, Planner 1
Rob Kroeker, Planning Services Administrative Assistant / Recorder

Others Present: 2 members of the public

These minutes follow the order of the agenda although the sequence may have varied. The electronic meeting was live streamed and recorded.

1. CALL TO ORDER

Chair Peterson called the meeting to order at 1:31 p.m. He welcomed everyone to a meeting of the Salt Spring Island Local Trust Committee and introduced himself, the Trustees and staff. Chair Peterson humbly stated gratitude to live and work in Coast Salish First Nations territory, discussing Truth and Reconciliation Day and the harms of the residential school system.

2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

3.5 Covenant Release Request – 134 Drake Road, SSI

By general consent the agenda was approved, as amended.

3. BUSINESS ITEMS

3.1 Official Community Plan – Land Use Bylaw Project Update

Planner Buchan introduced the staff report, returning branding materials and the project Terms of Reference which advance the project to procurement stage. Communications Specialist Van Niekerk further discussed branding considerations and consistency with the Islands Trust Identity Guide.

In discussion the following items were noted:

- Complete Communities is step one towards the Official Community Plan, and public confusion could ensue from branding it separately
- The colours coincide with the phase of the project
- Including Official Community Plan and Land Use Bylaw Update Project in the branding for Complete Communities will place this document in context within the wider project at a glance
- Reconciliation page's orange appears close to red and stands out, and red's association with a stop light is not our intention to signal

Trustee Harris joined the meeting at 1:50 p.m.

SS-2024-104

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee endorse the project logo and brand identity attached as Attachment 1 in the report titled "Major Projects Update: OCP-LUB" to the Planner's report, dated October 1, 2024.

CARRIED

Discussion regarding the Terms of Reference commenced:

- Track changes can assist Trustees in following changes applied to versions
- The former version of Table 1 with three columns was easier to follow
- Not Applicable is in the first row under First Nations engagement for Phase 1a
- Salt Spring Island Local Trust Committee has a history of working to build in conversations with First Nations, including seeking protocol agreements with Indigenous governing bodies, funding for an Indigenous relations approach for the Official Community Plan – Land Use Bylaw projects
- Table 1 should reflect this and serve as a roadmap, rather than read Not Applicable for First Nations engagement
- Complete Communities is a kick starter to the conversation of this major project
- The former version had a clear options development phase, which is not as clear in this table
- Housing strategy from Trust Council recognizes the need for innovative approaches, which will come in part from community responses to Complete Communities information
- Community consultation will ultimately narrow the project to fit the needs and wishes of the community
- Continuity from the consultant in project management is valued and sought
- Regarding the policy gap analysis, it seeks to answer how the Official Community Plan can best support initiatives like the Housing Toolkit and identify strategic imperatives
- The housing crisis continues and why couldn't the housing portion of the Official Community Plan simply be amended?
- More immediate actions towards the housing crisis will be flagged and taken during the legislatively supportable Official Community Plan amendment process, including community engagement expected by the Province

- Does running on a housing platform and being elected count towards this process of community engagement?
- The Official Community Plan belongs to the community and community engagement fosters community ownership
- Regarding fair and equitable access to information and engagement results on p. 19, the hope is that consultants will develop an engagement plan to reflect the full diversity of interested people
- Regarding consultant-led working groups, the new version says “may” whereas the last said “will”, and methodology put forward by consultant towards executing this project well is variable, but some expectation exists of work groups to further involve the community
- The measures of success regarding community engagement, reports of which Islands Trust will produce
- The validity of setting target numbers for engagement
- Engagement must be tailored to the groups sought, and consultant must ask who we are hearing from and missing in process

SS-2024-105

It was **MOVED** and **SECONDED**,

That the Salt Spring Island Local Trust Committee endorse the revised Terms of Reference attached as Attachment 2 in the report titled “Major Projects Update: OCP-LUB” to the Planner’s report, dated October 1, 2024.

CARRIED

3.2 Official Community Plan – Land Use Bylaw Project Major Project Business Case

Regional Planning Manager Hutton introduced the business case, indicating that during refinement of the project consultant scope of services and merging the Ganges (Shiya’hwt/SYOWT) Village Planning Project with this one, it was determined the project requires additional funding in the next fiscal year.

In discussion the following items were noted:

- In the report summary on p. 25 the suggestion of an increase of \$415,500 is stated, and this is a typo that will be corrected by staff
- The LTC’s intention was to recognize the housing importance of Ganges to SSI, not to seek additional funding
- As the Request for Proposal is built, confidence is sought that consultant market costs can be met appropriately and budget cost will be confirmed by Request for Proposal process
- Staff will supplement with regular updates if adjusted business case is required

SS-2024-106

It was **MOVED** and **SECONDED**,

That the Salt Spring Island Local Trust Committee approve the Attached Major Project Business Case for the OCP-LUB Project for submission to the Regional Planning Committee and Financial Planning Committee for the fiscal 2025-2026 year budget.

CARRIED

3.3 Salt Spring Island Freshwater Project Business Case

Planner Hutton introduced the business cases regarding the Watershed Protection Plan (Attachment 1) and the Salt Spring Island Watershed Protection Alliance (SSIWPA)-coordinated well monitoring initiative (Attachment 2).

In discussion the following items were noted:

- The staff report only copies Gary Holman, but special tax requisition captures other islands in the Southern Gulf Islands Electoral Area, and its Director Paul Brent should be included
- Meeting towards beginning conversations of a future water service were held, but the Local Community Commission does not have watershed service and may or may not in the future, and conversation must be higher in CRD than Local Community Commission and in conjunction with southern Gulf Islands Director as to what the future of service looks like
- Regarding governance, the report puts too much emphasis on the Local Community Commission being the table for discussion and perhaps it may not be the correct forum, though resources should be allocated to this discussion
- Well monitoring project: Quadra Island has introduced similar work, and their input is being added into the provincial system and is available. Studying their project and more monitoring wells are useful, and getting data to public rather than reliance on staff-dependent data analysis
- SSI Local Trust Committee approved project charter that they will continue coordinating SSIWPA until another entity takes it over
- p. 38 should read Salt Spring and Southern Gulf Islands Electoral Area, not just Salt Spring
- Two reports regarding SSIWPA and Islands Trust taking over management and incorporating it into initiatives, rather than “wind-down” language used in report: what does big tent participation look like?

SS-2024-107

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 the staff report of October 1, 2024 to Financial Planning Committee for inclusion in the 2025/26 Trust Council budget.

CARRIED

Trustee Harris Opposed

SS-2024-108

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 2025/26 Trust Council budget.

CARRIED

3.4 Regular Meeting Schedule - Discussion

Chair Peterson introduced discussion of the timing for the October 10 Regular LTC meeting, indicating that he will be in transit on that date and current timing would mean he would face challenges in conducting the meeting.

In discussion the following items were noted:

- Alternate Chair could conduct meeting, or start time could be moved
- Support was expressed for Chair Peterson's preference regarding moving start time
- Accessibility is important and a meeting has been moved for November already
- Moving start time to 11 a.m. should be time enough to ensure confidentiality in surroundings and stable internet connection
- November meeting change proceeded from a Galiano Local Trust Committee change and travel is typically bundled to limit costs

SS-2024-109

It was **MOVED** and **SECONDED**,

That the Salt Spring Island Local Trust Committee amend the starting time of the October 10 regular meeting to 11 a.m.

CARRIED

3.5 Covenant Release Request – 134 Drake Road, SSI

Planner Garuba introduced the staff report regarding the applicant seeking a release from a restrictive covenant to provide off-street motor vehicle parking spaces.

In discussion the following items were noted:

- Fairness to owners of parking lots who have invested to meet parking requirements must be considered
- This is a Ganges Village planning issue
- A CRD parking study was performed, but a Trustee was uncertain if it looked at covenanted parking spots
- This is a larger issue than this particular covenant and it would be preferable to look at the issue holistically

SS-2024-110

It was **MOVED** and **SECONDED**,

That the Salt Spring Island Local Trust Committee not support the release of restrictive covenant EJ118028 from LOT 20, SECTION 1, RANGE 3 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 6344.

CARRIED

4. ADJOURNMENT

By **general consent** the meeting adjourned at 3:24 p.m.

Timothy Peterson, Chair

CERTIFIED CORRECT:

Rob Kroeker, Planning Services Administrative Assistant / Recorder

DRAFT

From: Laura Patrick
Sent: Saturday, October 26, 2024 11:21 AM
To: Noella Fraser
Cc: Jamie Harris; rdc@saltspringlegion.ca; SSInfo
Subject: Re: Remembrance Day Ceremony
Attachments: RCL92 Letter Invitation - ISLANDS TRUST.pdf

It is a great honour to attend the annual Remembrance Day ceremony. I can attend.

Laura Partick

On Oct 26, 2024, at 2:16 PM, Noella Fraser <president@saltspringlegion.ca> wrote:

Good morning Trustees,

Please find attached, a letter of invitation to the First Poppy Presentation, Remembrance Day Ceremony and Legion Open House.

Warm Regards,

Noella Fraser
President
Royal Canadian Legion Br92
president@saltspringlegion.ca



Royal Canadian legion Br92
120 Blain Rd
Salt Spring Island, BC V8K 2P7
Info@saltspringlegion.ca
250-537-5822

October 25, 2024

Islands Trust Salt Spring Island
500 Lower Ganges Rd #1
Salt Spring Island, BC V8K 2P6
Trustee Jamie Harris jharris@islandstrust.bc.ca
Trustee Laura Patrick lpattick@islandstrust.bc.ca

Dear Trustees Harris and Patrick,

I hope this message finds you well. On behalf of the Royal Canadian Legion Branch 92, I am writing to invite you to our Remembrance Day Ceremony on Salt Spring Island. The event will take place on November 11th at 11:00am, at Centennial Park, in downtown Ganges. The Legion will also be hosting an Open House following the ceremony.

This ceremony is a cherished occasion for our community to honor and remember the sacrifices made by our veterans and active service members. Your presence would mean a great deal to us and would further emphasize the importance of remembering those who have served our country.

I would also invite you to the presentation of the First Poppy to be held at Centennial Park, this Wednesday, October 30, 2024 and 12:00pm. This will be a brief ceremony of approximately, 20 minutes.

Please let us know if you or a representative are able to attend. We would be honored to have you join us in this solemn remembrance.

Warm regards,

Noella Fraser

President
Royal Canadian Legion Branch 92
president@saltspringlegion.ca

From: Laura Patrick
Sent: Monday, October 28, 2024 8:38 AM
To: Mielle Chandler
Cc: SSInfo; Rob Pingle; Chris Hutton; Jamie Harris; Timothy Peterson
Subject: Re: Request for Amendment to Meeting Procedure Bylaw

Miele.

Thank you for your suggestions to improve accessibility to the local trust committee. I agree our meeting procedures appear rigid and constraining. In meetings, trustees generally agree to requests to speak longer.

It is important to me that we hear from all island voices. We have work to do to make all our engagement processes more equitable.

Laura

On Oct 28, 2024, at 10:37 AM, Mielle Chandler >
wrote:

Dear Laura, Jamie, and Tim in your capacity as the Salt Spring LTC,

I am writing to ask you to please consider two small but important amendments to the meeting procedure bylaw (Bylaw 529).

These changes are in the interests of good communication and a robust local democracy.

It is important that, rather than acting as a barrier to communication, the meeting procedure bylaw function to facilitate communication between residents--your constituents--and yourselves, the LTC.

Feeling heard gives residents the sense that you, the LTC, genuinely care about how we are faring under the Trust's rules. A meeting procedure bylaw which functions as a form of 'gatekeeping', shutting down and circumscribing communication, gives residents the sense that when we most need to communicate with our local government, our local government doesn't want to hear from us.

When the procedural gatekeeping of our voices is too stringent, it also gives residents the impression that staff (whose salaries residents pay with our high property taxes) create and police procedures to prevent us from adequately addressing our elected representatives (whose far-too-modest stipends we also pay through taxes).

I am requesting two amendments to sections 22 and 35 of Bylaw 529. These two amendments will soften overly stringent procedural barriers to communication between residents and yourselves, our elected representatives.

Requested amendment #1: enable a speaker's time to be extended by a majority vote of the LTC, rather than only by a unanimous vote.

Requested amendment #2: enable an LTC vote to extend a speaker's time to take place prior to a scheduled meeting, rather than only at and during a meeting.

Section 22 restricts a resident's time to speak at a town hall (a "Public Participation period") to 3 minutes. Section 35 restricts a resident's time to present a delegation to 5 minutes.

Regarding the first requested amendment, majority vote:

Both sections 22 and 35 enable the LTC members present to "agree by unanimous vote" to extend a speaker's time.

All other decisions made by the LTC, and, indeed, all important decisions, are made by majority vote.

Why, when all other LTC decisions are made by majority vote, is public participation subjected to the much higher bar of a unanimous vote?

Please amend Sections 22 and 35 so that a majority vote is sufficient to extend a resident's time to speak.

Regarding the second requested amendment, advance vote:

It is always stressful to appear before the LTC and speak, especially for certain demographics, or introverts like me. One is aware of the time one is taking up, and that this is one's only shot at trying to convey something both complex in its regulatory framework, and important to one's life and livelihood.

Planners and other staff speak frequently, at ease, and at length during your meetings, as do you. Residents, however, are squeezed into very constrained communicative boxes. (No wonder we often sound squeaky and a bit frantic!)

When a resident cannot know, before a meeting, whether they will be afforded an extra minute or two, it means necessarily keeping their message constrained within the three or five minute window.

Being able to request another couple of minutes for one's presentation in advance of a meeting, and have that permission given in advance, would help facilitate good communication between residents and our representatives. It would provide some small modicum of flexibility, while still keeping the three and five minute windows as the standard and norm. And it would give Trustees some meaningful discretion on how much they wish to hear on a topic.

As it stands, Bylaw 529 enables you, the Trustees, to invite people to speak at meetings, so there is clearly room for a range of forms of communication regarding how much "airtime" is allocated for various items on the agenda.

Thank you for considering these suggested amendments to Bylaw 529.

Sincerely,
Mielle

Hello,

The Regional Planning Manager has asked me to reply to your inquiry.

The [meeting procedure bylaw](#) states the following regarding speakers during town hall:

35. A member of the public may have three (3) minutes to address the Local Trust Committee during the public participation period, unless extended by unanimous vote of the Local Trust Committee members present.

For a delegation the meeting procedure bylaw states:

22. Each address shall be limited to five (5) minutes unless a longer period is agreed to by unanimous vote of those Local Trust Committee members present.

So regardless of what type of presentation you make to the trustees they will have to vote unanimously during the meeting to allow you to speak longer.

If you would like to take advantage of the five minute delegation time please let me know by noon Thursday October 31.

Take care, Rob

From: Wiens, Kyle (TC/TC) <kyle.wiens@tc.gc.ca>
Sent: Thursday, October 31, 2024 1:10 PM
To: SSInfo
Subject: Salt Spring Island Trust Committee Vessel Operation Restriction Regulations
Attachments: Schedule9-Schedule 3.jpg

UNCLASSIFIED / NON CLASSIFIÉ

Hello Salt Spring Island Trust Committee,

According to our records Salt Spring Island Trust Committee is the recognized **Local Authority** for the following waterbodies, on which Vessel Operation Restriction Regulations ([Vessel Operation Restriction Regulations \(justice.gc.ca\)](https://www.justice.gc.ca/eng/1496831/1496831.html)) exist:

St. Mary Lake - Schedule 3: Waters on Which Power-driven Vessels and Vessels Driven by Electrical Propulsion That Have an Aggregate Maximum Power Greater than 7.5 kW Are Prohibited

Lucille Lake - Schedule 3: Waters on Which Power-driven Vessels and Vessels Driven by Electrical Propulsion That Have an Aggregate Maximum Power Greater than 7.5 kW Are Prohibited

Cusheon Lake - Schedule 3: Waters on Which Power-driven Vessels and Vessels Driven by Electrical Propulsion That Have an Aggregate Maximum Power Greater than 7.5 kW Are Prohibited

Maxwell Lake - Schedule 3: Waters on Which Power-driven Vessels and Vessels Driven by Electrical Propulsion That Have an Aggregate Maximum Power Greater than 7.5 kW Are Prohibited

Weston Lake - Schedule 3: Waters on Which Power-driven Vessels and Vessels Driven by Electrical Propulsion That Have an Aggregate Maximum Power Greater than 7.5 kW Are Prohibited

The responsibilities of a Local Authority are:

- informing the public and waterway users about restrictions;
- creating, installing and maintaining signage, including all costs, as specified in the VORRs subsection 6(2); and
- ensuring enforcement in your area.

More information about Local Authorities can be found in the [Local Authority Guide](#).


I have attached an image to this email of the official sign that should be displayed at these lakes.

This email is to remind you of your responsibilities as a Local Authority, **please respond to this email acknowledging your awareness as Local Authority**. Should your organization wish to no longer act as local authority, please respond to this email and we can discuss possible solutions to this.

If you have any other questions or concerns, please do not hesitate to reach out.

Regards,

Kyle Wiens (He/Him/Il)

Boating Safety Officer, Office of Boating Safety, Marine Safety and Security
Transport Canada, Pacific Region /  Government of Canada
kyle.wiens@tc.gc.ca / Phone: 1-236-339-7085 TTY: 1-888-675-6863

Agent de la sécurité nautique, Bureau de la sécurité nautique, Sécurité et sûreté maritimes
Transports Canada, Région du pacifique / Gouvernement du Canada
kyle.wiens@tc.gc.ca / Phone: 1-236-339-7085 ATS: 1-888-675-6863

Schedule 3



From: Laura Patrick
Sent: Thursday, October 31, 2024 4:15 PM
To: Diana Lynn Thompson
Cc: Jamie Harris; SSInfo
Subject: Re: Protect Baker Road Beach
Attachments: islands trust letter Oct 31.docx.rtf

Follow Up Flag: Follow up
Flag Status: Flagged

Thank you for your email. I have copied our staff so that your email may be on the public record.

Laura Patrick
Sent from my iPhone

On Oct 31, 2024, at 19:09, Diana Lynn Thompson <[REDACTED]> wrote:

Salt Spring Island Local Trust
Committee
Salt Spring Island BC V8K

October 31, 2024

Dear Ms. Patrick and Mr. Jamie Harris,

I am writing to let you know that a large group of concerned citizens have asked for a **hold** to be put on crown land application file # 1415573 on Salt Spring Island. This is the application to put gravel and rocks on the shores below Baker Road to Quarry Drive. I am writing because I am hopeful that you may be able to intervene in this.

The application site accepts comments until November 13, 2024, the day before your next regular meeting. I expect to be at that meeting with Debbie Magnussen. But before this, I must bring your attention to a petition that is circulating on Salt Spring Island asking for a HOLD on this application. As of today, the Petition has been signed by over 800 people.

“ **Baker Road Beach** is a much-loved public beach that is facing the imminent threat of being transformed. An application proposed by four oceanfront property owners intends to fill the beach and waters with 85 truckloads of coarse gravel, plus numerous large rocks. The affected area would stretch for over ½ km from the Quarry Drive Beach access to beyond the Baker Road steps.

We the undersigned, petition the Ministry of Water, Land and Resource Stewardship to put a hold on application file # 1415573 until such time as:

- **independent** professionals can review the application and publish their findings in such a way as to be easily accessible by all the residents of Salt Spring Island

- we publicly hear a response from all concerned First Nations.

- we publicly hear from **independent** marine biologists about the impact this may have on the Eelgrass beds, on the spawning grounds of Pacific Herring, Sand Lance, Surf Smelt and Plainfin Midshipman fish, and on the Great Blue Heron, Belted Kingfisher, River Otter and Bald Eagle nesting and hunting grounds.

- we are assured by **independent** engineers that the tons of shoreline fill (labeled shore "nutrition" in the application) will not shift and cover other areas of the beach -- smothering the biodiversity of marine life on the beach.

- we publicly hear from **independent** erosion experts that the property owners' concerns regarding erosion are, in fact, accurate and that the erosion is from waves; not created from poor drainage and/or interruption of plant growth on the slopes. Such a review must assess the degree of success this project would achieve in realizing its stated goals.

- we have public forums involving the Islands Trust, the CRD and islanders, to ensure a favourite swimming, socializing, walking, exploring, bird-watching and recreation site for everyone will not be degraded, blocked or impeded. " The foreshore application can be viewed and commented on

at: <https://comment.nrs.gov.bc.ca/applications?clidDtId=1415573&id=66bba8c1abb6b6002255d533>

.....
.....

You can view the petition site yourself at: <https://www.change.org/p/save-baker-rd-beach-its-rare-midshipman-fish-habitat-sign-this-petition>

You will be able to see the comments people have written when you go to the site. Here are a few that really struck me:

"It is hubris to dramatically affect the rare and natural ecosystem of a wild public beach beloved by many islanders, without serious community consultation, scientific and otherwise." Mona Fertig

"I read the documents submitted by the applicants and did not see a full evaluation of the ecological impacts of this project. Nor did I see any consultation with affected First Nations." Susan Hannon

"... This is a sacred and incredible special Oasis for the community. This is not a 'transformation', it is a DESTRUCTION! Please don't allow this to happen, the wealthy trying to take what should not belong to anybody. This area needs to continue being enjoyed and respected by the community. Doggy play dates, swimming,

bioluminescence, beach fires, star gazing, kayaking, diving, dancing, connecting with nature. Please don't allow them to destroy it!!" Juliet Brown

Before November 14th, I will send you a short list of names and postal codes of the people who have signed this petition. I hope to present the entire list, printed out, at the meeting.

Thank-you for your time and attention to this,

Respectfully,

Diana Thompson



From: angelo scaia <info@axeandreel.com>
Sent: Friday, November 1, 2024 8:17 PM
To: SSInfo
Subject: Downtown space

Follow Up Flag: Follow up
Flag Status: Flagged

To whom it may concern at the Islands Trust.

I heard that the Islands Trust is taking over the space where Apple photo was. I was wondering if this true? I'm not sure where I should voice my disappointment about this but I feel that prime retail space in Ganges would be more appropriately occupied by a local business.

There is little options for small businesses as is, and I know of many business owners who would have jumped on that space if they had the chance, myself included. I don't see any reason why a governing body should occupy one of the few large and prime retail spaces in Ganges.

What are your thoughts on this and is there a chance that Islands Trust will not take the space? I and many others feel that this space should be occupied by a local small business and if it's at all possible, Islands Trust should facilitate this and find another space. It truly takes away some of the character and potential for the downtown core. Office space can be anywhere, only those who work there will be using the space, whereas small business owners only have so my options on this Island to provide easily accessible locations for thousands of people in the community. I and many others strongly oppose this and would love to speak more with you on this matter.

Thank you for your time.

Angelo Scaia

Axe & Reel
Outdoor Emporium
250-537-9666
102-111 Rainbow Rd
Saltspring Island B.C
V8K 2V5

From: Beth Cherneff <[REDACTED]>
Sent: Friday, November 1, 2024 2:21 PM
To: Rob Pingle
Subject: Baker Beach DPA

Dear Salt Spring Local Trust Committee and DPA Planners

Re: Crown Land File: #1415573

Re: OCP. - DPA - bylaw 434 sec 3. -“Baker Beach Slope and Shoreline Protection Project- Aurora Professional Group

Thanks for your attention:
We are submitting this letter of opposition.

As residents of Salt Spring Island since 1975 my family and I have been frequent visitors to this beach on a year round basis for over 30 years. We believe that the project is poorly designed to achieve its goals of preventing shoreline erosion. We oppose the proposed modifications of the natural beach scape at the foot of Baker Rd. for the benefit of only 4 private beachfront tenures.

Public Announcement

We believe public announcement of this project was minimal. Final design updates were submitted on May 29, 2024. It was not until the first week in September that notices of this project were staked on access points to the beach- At Baker Rd. stairs and Quarry Dr. trail. That announcement had an original response deadline of Oct. 11 2024, extended by citizens request to Nov. 13. Postings missed the 3 month high traffic season (June to end of August). Similarly a notice was placed in the local weekly paper (The Driftwood) for only the Sept 4 issue, one week out of 52. There were no other public or online postings that I am aware of. By design or circumstance, this is insufficient notice to gauge public concern about this proposal.

Re: The “Green Shoring”

The proponents have employed this term as a kind of progressive meme. But have not claimed accreditation from the Green Shores program of the Stewardship Centre of BC . We have noted that the completed case studies based on this approach to shoreline stabilization were all for low lying beach fronts susceptible to deep encroachments of the sea at high winter tides. So far, we have not found a project undertaken on terrain similar to the Baker Beach project. And the Stewardship centre will not do a free project assessment of properties with a slope over 12.5 degrees

Therefore we believe this project will be ineffective in reaching the outcomes that the proponents are seeking. If undertaken this project at this beach could do considerable damage to the ecology of the area and degrade it’s recreational value.

Substance of project design area

Geologically and geographically this linear “Green Shoring” project does not encompass a homogenous landform. The area is characteristically transitional in nature. However, the entire

beach and escarpment is underlaid by the same hard sedimentary formations . On the beach this bedrock is tilted on its edge as exposed sharp strata which are resistant to tidal erosion. The structure of the beach at the south east end is related to the Booth Bay Estuary. The sand /mud flat is shallow with no pronounced drop offs for a swimmer wading out into the water. It extends well out into the bay. It is a clam and crab bed ecology with associated species, and a sensitive eel grass bed further out. The sharp strata here, only occasionally has outcrops above the loose sediment. The first upland property here is a nearly level, broad bench at the house site. Elevation above sea level is about 3 or 4 meters. The cliff face here is well vegetated and has not been subject to any erosion over the many years we have been using this beach recreationally.

The beach at the other Northwest end of the project is radically different than the Southeast. Bedrock exposure is much more prominent. The slope to the sea is steeper. And the incidence of mud/ sand beach is restricted to those areas contained within a couple of barrier reefs. Wading out into the sea is difficult. The upland property here is on a narrow sloped shelf sitting on clay/sand overburden on top of raised sedimentary bedrock. The house here is perched, precariously near an eroding slope which has lost most of its vegetation. Behind the house the upward slope steepens significantly. From the beach to the top of the bank (house site) measures 4 to 5 meters.

These are the two ends of the project area. Every property between them is on a transitional continuum. Significantly, a property in the middle has initiated some remediation to stabilize their slope by “armouring” ,grading back the slope , installing drainage and replanting vegetation. This property is not participating in this Green Shoring project. And to a casual observer the slope erosion looks to be stabilized. Notably the erosion in this case arose out of foreshore and slope scaring from the machinery used to lift a recycled house (Nickel Bros.) to its placement on first shelf above the beach.

From outward observation it seems reasonable (given the erosion resistant bedrock and very steep upland incline on the northeast end) to suspect that erosion could be the result of surface water seepage and poor directional drainage infrastructure as well as vegetation removal. It is notable that the proponents have not acknowledged any other attempted solutions (tried and failed) on their private property . Nor have they attempted remedies such as bluff slope reduction.

We believe this project is poorly designed to prevent bank erosion in the few areas where this is a problem. (Northwest property). Furthermore we believe that in the southeast end there is no obvious bank erosion which requires remediation.

The technical reports we have seen, seem to fault down slope water flow as the primary cause of erosion with wave erosion as a secondary slow acting contributor.

Considering that this project envisions nourishment replenishment periodically. 5, 10, 30 years down the road. One has to be concerned about government oversight and monitoring for the long term as well as exacting a contractual obligation from the landholders.

Risk to sensitive intertidal ecologies

There are important ecological amenities which are at risk if this proposal is approved.

The Plainfin Midshipman fish spawns on this shoreline every spring. This is the only location on Salt Spring where this happens. Many species are atuned to this event and dependent on it's reliability. The spring arrival of nesting eagles coincides with this spawn and has become an annual recreational attraction.

Numerous other ecosystems are: The offshore eelgrass beds, shallow mud/sand flats - home to shore crabs, clams, oysters, starfish populations etc.. Seals and Sealions frequent the area. River otters are residents of the foreshore, as are shore birds such as kingfishers, sand pipers, gulls, oyster catchers, canada geese, various ducks, blue herons, commorants, ospreys and eagles. Many nesting on the slopes and feeding in the intertidal zone

In Closing

This beach is in the public domain and, as such, the primary benefit to any such radical change should be to the net betterment of our citizens as a whole and to the preservation of the natural environment as much as possible. This re-engineering of the foreshore does little to address the public good. In fact, transparently, it ignores the existing public and environmental amenities and privileges private concerns about wave erosion of beach front properties. Furthermore , this new artificial landscape is a risk to the welfare of existing foreshore and intertidal ecosystems and unnecessarily restricts access to the only public road and parking during summer construction and periodic maintenance cycle, presumed to be over a 30 year span.

We urge you to deny approval of this project

Gary and Beth Cherneff

████████████████████
Salt Spring Island

Sent from my iPad

From: Ann Gargett <[REDACTED]>
Sent: Saturday, November 2, 2024 9:11 AM
To: Rob Pingle
Subject: Baker Rd Beach proposal
Attachments: BakerBeach_comments_Gargett.pdf

Dear Salt Spring Local Trust Committee,

As a longtime visitor to Baker Rd beach from my property on High Hill Rd, I am very concerned about the present proposal to modify the beach. FYI, I attach my submission to the province consultation. I hope that the Trust will decide against this precedent-setting proposal, especially since other options that don't impact the public beach are available to the property owners.

sincerely

Ann Gargett

I have 3 major reasons to believe that this application should be dismissed without further consideration.

1. Present law designates the shore below the high tide mark as public property, enabling public access to the shore/beach. Allowing private property owners/developers to modify the beach below the high tide line for any reason would create a highly undesirable precedent, likely with major legal implications.

2. The heavy equipment work necessary to place the proposed terrace material and offshore boulders would have major negative impact on both the extensive eel grass beds off-shore and the nearer shore critical spawning habitat of the Midshipman fish, thus on the food resources of large populations of eagles and great blue heron that gather along the beach to feed during a critical late-spring period when feeding their young.

3. It is entirely unclear how long the proposed intervention would be expected to last. Judging from the movement that has already taken place of some of the large boulders placed to protect the recent new stairs at the Baker Rd beach, it seems highly unlikely that the proposed gravel bed would last more than a few winters. What then?

Finally, a walk along the beach indicates that erosion is a serious problem for only one of the properties bringing this application. Another property along the same stretch of beach, but not part of this proposal, shows that successful erosion control can be achieved by improved drainage along with rock placement (on the owner's property) plus vegetation. For more on vegetative solutions to high-bank problems, see e.g. material on <https://polsterenvironmental.com/methods/>.

Please reject this proposal.

Ann Gargett, PhD (oceanography), FRSC

From: Gillian Kidd <[REDACTED]>
Sent: Saturday, November 2, 2024 9:02 AM
To: Rob Pingle
Subject: Baker Beach Proposal

November 2, 2024

Subject: Baker Beach

Dear Salt Spring Local Trust Committee (and DPA Planners)

I am writing to express my concerns about the proposed changes to our much loved and well used Baker Road Beach on Booth Bay. I have lived in this neighbourhood since 1976 and along with our neighbours and others have enjoyed walking, swimming and picnicking on this beach. Salt Spring Island is not gifted with many accessible beaches so it is important to protect this amenity.

Baker Beach has a rich diversity of marine life such as oysters, clams, the Blue Heron, winter ducks, seals and otters. In May there is a special event when the Midshipman fish spawns under the rocks in the intertidal zone. During this time a spectacular number of eagles are attracted to the area as well as photographers and nature enthusiasts

If this proposal is approved this sensitive marine environment would be impacted with 1000 cubic yards of aggregate material to build 4 terraces 1 meter high and 5 meters towards the sea along 600 m of beach in the public foreshore. There would also be damage to the shell fish from the barge and the machine delivering the material along the beach. Rocks ranging from .5 to 1.2 metres will be placed in the foreshore creating a hazard for swimmers, dogs, kayaks and paddle boarders. For decades Booth Bay Beach has been known for wonderful warm swimming in the summer and rock clusters in the intertidal zone will impede this enjoyment of the beach.

If the upland property owner's boundary is marked by the high tide then do the terraces create a new high tide level so now who would own that part of the beach? Also who would pay for and maintain these terraces especially if future new owners refuse to do so.

Over the past 45 years I have walked this beach I have observed very little change in the cliffs from the action of the sea. Most erosion has been caused by trees falling from above and bringing soil down with them, due to weathering and ground water effects

What guarantee do the people of Salt Spring have that this extensive work on the public beach would solve the problem of cliff erosion but would not harm the marine life or impede use of this popular beach?

I cannot support a proposal that threatens the marine life, changes the appearance and use of the beach yet may not solve the of problem of long term cliff erosion.

Please do not allow this possible travesty to happen to our still natural public beach!

Sincerely
Gillian Kidd

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

From: Frances Hill <[REDACTED]>
Sent: Sunday, November 3, 2024 1:22 PM
To: Jamie Harris; Laura Patrick; Rob Pingle; Timothy Peterson
Subject: Baker Road Beach application

November 3, 2024

Dear Saltspring Island Local Trust Committee and DPA Planners,

I am addressing the permit to cover the top part of the Baker Road Beach with a meter of sand, gravel and large rocks, a process called Green Shoring. When we hear the word “green” applied to any project, we are immediately skeptical, and in this case I believe our doubts are warranted. We’re living in an age of desperation, a time when those with wealth are willing to throw any amount of money, or in this case sand and gravel, in a bid to hold back the tide.

This beach has been an almost daily walk for me since the early 1980’s. During that time trees have fallen due mostly to having their roots exposed from water running down the slopes above. These trees are often 15 feet above the beach, out of reach of even king tides. Admittedly 40 years is short in geological time, but I have not seen the shoreline change. This can be illustrated by noticing where the rocks were placed below a house that was barged in and dragged up to its position in 1998. The retaining wall of large rocks built below it slightly impedes a walk along the beach at high tide, but this hasn’t changed since the stones were placed there 26 years ago, nor has their position changed relative to the beach. The Islands Trust map shows this part of the island’s shoreline to be at low risk of erosion.

This beach is part of a trail system, a delightful loop with Baker Ridge Trail and the Quarry Drive Trail at either end of the 1/2 km stretch of beach, with a short section of Quarry Drive connecting the trails at the upper ends. Although we are assured by the applicants that the beach will still be walkable, the idea of slogging through a meter of sand and gravel is not appealing.

My concern for this project is not just due to my enjoyment of the beach. Geologists and an oceanographer have voiced their immediate thoughts about sand and gravel placed on a bedrock beach. “It will be gone in a year or two”. Where it goes is the question, and what effect it will have on the lower beach ecosystem, a sensitive habitat that includes the Plainfin Midshipmen. Baker Road Beach is one of the few places in the Salish Sea where this fish spawns and sings.

The other unsettling request in this application for me is “reapplication may occur as required.” We are setting ourselves up for an unknown quantity of this so called “nutrient” to be barged in, only to have it wash away and interfere with the shore life below. A biologist pointed out that nutrient, for any beach, is what comes off the land above. It is not a random application of unknown minerals coming from barged or trucked in sand.

Until we know more about the effects of this project the application file #1415573 needs to be halted.

Thank you for your consideration,

Frances Hill

From: philip grange <[REDACTED]>
Sent: Sunday, November 3, 2024 7:36 PM
To: Rob Pingle
Subject: Baker Beach Erosion proposal.
Attachments: COMMENTS 7 .pdf

Dear Trustees and DPA Planners,

% rpingle@islandstrust.bc.ca

I wish to comment on the

Proposed Beach Mitigation (Pilot) Project located on Booth Bay ,Salt Spring Island.
Application Reference Crown Land File... # 1415573

PRESERVE THE WILD AND NATURAL IN BAKER BEACH

I have enjoyed walking and swimming along this beach for over 45 years.

I have spent time fishing in the waters of the bay.

I have observed all states of tides and effects of wind and weather over these decades, and I have enjoyed the many rich seasonal wild-life cycles of the area.

An important attraction for people visiting any beach is the wild and natural interface of land and sea, and this beach fulfils this admirably. This is still a natural beach-scape largely unspoiled by human activities and structures, which is becoming ever rarer here in the Gulf Islands.

To live and own property on such a beach is a privilege indeed; to visit for a day is a delight.

Having access to this beach is a most important Amenity for our island residents and visitors for both physical and mental health.

We have raised two generations of family here, where children turn over rocks to delight in shore crabs scrambling, and learn to swim in the sea.

We have witnessed many times the annual nesting and spawning of the Plainfin Midshipman fish along this shore. This is a celebration of life for the many species of birds and animals also attending the forage food frenzy it stimulates. Human photographers abound as do Eagles and Blue Heron, and many more.

This event must never be disturbed or degraded.

Shoreline and natural boundary

Our observed changes to the shoreline, over our time here , have been slow and rather minor; nor has there been recent acceleration.

Most of the bottom of the bluffs is already bedrock exposure ; many are more than a metre in height. These rock walls are generally stable and very slow to change under wind , spray and rain effects, perhaps a few centimetres per decade. This will not significantly change the steepness of the bluffs above, and so not increase the risk of landslide from this cause. The aerial photo-study in the reports observes that there is no evidence of landslide along the coast despite the many seismic events over long time. I suspect if this process continues that bedrock will eventually be exposed to a height along the entire shore. Of course actual measurements of shoreline regression have not so far been made and therefore at the moment rely on hearsay.

The Tree Topple

The most noticeable change along this coast has been the periodic Tree-topple from the crest of the bluffs. We estimate the frequency of this at a tree about every 3—4 years along this 600m of coast.

Historically the Eagles and Kingfishers soon find a new perch.

Tree, root and attached soil falls to the toe of slope, which can take a few winters to dissipate and leave woody debris along the high tide area. This soil passes along the drift of the beach to join the sand and mud deposits in the foreshore, and has done so for millennia, resulting in the overall beach deposits as we see them today.

This is the historical “nourishment” of our beach.

I believe the incidence of Tree-Topple is quite likely to continue at historic rates.

The present proposal will neither provide support to existing slopes, nor change the ongoing effects of wind, rain and sunlight on these slopes supporting the trees. Many trees are over 100 years old, confirming the very slow evolution of this bluff edge. There may be ways to reduce loss of trees and soil from bluff edges should the owners prefer not to await nature taking her slow historic course.

The Bluffs

The soil overburden above the rock is quite hard and it too is slow to change by wind and weather. It has been steep in aspect for centuries. The professional reports indicate these slopes primarily vulnerable to water table pressures from upper slopes' rainfall, and also mention this area has been long-time stable. The main change then has been by human occupation of the past 75 years by logging, driveways, ditches, septic fields, perimeter drains and roof drains. Climate-predicted more intense rain events may exacerbate these development effects.

Measures to direct all collected flows to non erosive surfaces near water's edge might well return steep slopes to pre occupation levels of stability.

The Proposal.

I note the geotechnical report confirms a low risk to the stability of all four subject house sites over the long term, yet still suggests the extensive works in the proposal, perhaps intended to preserving the tree cover to the bluffs.

Considering the proposed Beach Terrace and Wave Dissipation structures to be within the intertidal areas I am most uncomfortable with several possible impacts.

—That the predicted migration of the “beach nourishment” terrace materials may very well adversely impact the fish habitat of the iconic Midshipman fish and the entire food chain associated with it.

—That these Terraces on Crown Lands will become effectively privatized to owners, whose investment and plantings there may lead to signage like “No Trespassing-Restoration Area”.

—That the intertidal rock structures 1.2m high will certainly adversely impact the safety and enjoyment of swimmers and paddlers who have used this beach for many years, in particular those areas which have few such rocks at present.

My concern is that this might be a “Pilot” project based on unproven need and effectiveness on such high bank locations and puts at risk the intertidal environment and human enjoyment of this important beach. It would turn this into an “engineered” beach forever.

My request therefore is that the approval be put on hold for sufficient seasons that a more detailed study of the shoreline and bluffs be conducted to provide real data on the “predictive timeline of shoreline regression” , the actual extent of bedrock in the shoreline bluffs, and study and mitigation of impacts of human occupation.

Geotechnical assurances can then be made with more confidence as to the risk of landslide and extent of rock outcrop and its ability to withstand rigours of sea level rise over the next 75 years. Spring (king) tides will continue to occur at the same frequency and size as historically, but above the climate change predicted mean water level some 0.87m higher.

I understand there are other proven Bioengineering techniques available for steep slopes within the properties themselves, and I suggest these be considered to avoid habitat risk in the intertidal zone. Perhaps the woody debris could be secured in a different way to protect the shoreline.

Could the proposed terraces become effectively privatized and restrict public use below present natural boundary?.

Could our governments eventually become financially responsible for protection of the beach environment and maintenance of the proposed mitigations?

Is this a “Pilot “ project to test the technology on High Bluff rock foreshores?

I hope the landowners recognise the historical slow long term natural changes to their lands which have been in process for millennia, and review and design their improvements with minimal intrusion into the wider and equally important surrounding environment . And enjoy the privilege of their very special long term natural location.

Please PRESERVE THE WILD AND NATURAL IN BAKER BEACH

Yours Sincerely
Philip Grange, P.Eng (Ret.)

3 NOVEMBER 2024

I respectfully acknowledge that I live and work within the ancestral and unceded territory of the Hul’qumi’num and SENĆOŦEN speaking people.

From: Brooke Angela <[REDACTED]>
Sent: Monday, November 4, 2024 1:06 PM
To: Rob Pingle
Subject: Baker Beach Project

Dear Salt Spring Local Trust Committee

I'm writing as a concerned resident of Baker rd. I am one of many residents who is unclear on how a project of this scale gets approved by Islands Trust without outside assessment (outside of the company hired to complete the project). Furthermore after weeks of research and reviewing websites and all of the applicant information, I cannot determine how the project is qualified. Does Islands Trust and DFO take the applicants at their word that the foreshore is urgently eroding due to wave action? It is clear that the banks are experiencing some erosion but the application and the signage posted at the beach entrance claims that the foreshore is eroding as well. A confusing statement.

As I am sure you are aware there are many at-risk species that inhabit this beach. Can Islands Trust provide any information to how a project of this nature will ensure their safety, or as the application claims, create a net-benefit for the ecosystems involved?

Besides the critical issue of harm to sensitive ecosystems, clusters of boulders are proposed to be placed below the low tides marks of popular swimming areas. As a resident who visits the beach frequently, daily in summer, the south end of the beach is a sandy rock-free bay where hundreds of people swim during the warm season. The boulder piles would block access to this swimming beach and potentially cause injury. This directly impacts the public's use of the beach. It is difficult to image 1-meter tall 'loaves' of gravel along the foreshore so I am unsure how this part of the project would impact the public other than making walking a bit wonky.

Finally, please let the public know how First Nations have responded to the application process in collaboration with IT. The beach is used annually by local bands to harvest shellfish and is considered a traditional harvest area. While the land agreements that require First Nations collaboration are being debated by Federal and provincial governments, my understanding was that our local governments do work with local Indigenous groups to steward and protect sensitive areas. The applicants have been unable to provide any evidence of collaboration with indigenous groups.

Thank you for your consideration,

Brooke MacDonald

From: Jane Kidd <[REDACTED]>
Sent: Monday, November 4, 2024 9:23 AM
To: Rob Pingle
Subject: Booth Bay - Baker Road Beach Application

Dear Salt Spring Local Trust Committee

I am writing to express my concerns about the changes to the public beach environment proposed in the application File #1415573 submitted to the Ministry of Water, Land & Resources Stewardship. I am a long-term property owner on Salt Spring Island. I am very familiar with Booth Bay beach, I walk on this beach year-round and enjoy swimming in the sea and picnicking on the beach with friends and family during the summer months. Like many individuals on Salt Spring Island I have appreciated the natural marine environment of this public beach for many years.

The application describes the creation of four large gravel terraces covering a significant amount of the beach foreshore. I am concerned that the 85 truck loads of large gravel stated in the application and the potential of additional loads added in the future will significantly alter the ambience of this natural beach. Logs, driftwood, a variety of rocks, shells and other natural elements of foreshore habitat will be buried under this imported aggregate. The intrusion of this amount of imported material will create an engineered beach, inevitably altering the natural beauty of a beach environment that is appreciated by so many.

I am also concerned that the large amount of imported aggregate and the use of heavy equipment on the beach foreshore to distribute and place gravel and additional larger rocks will damage the marine habitat and marine life, which is particularly rich on the section of the beach. The application states that additional material will be added over time, suggesting that the placement of intrusive material will continue into the future. This would seem to limit the possible recovery of the natural habitat and marine life after the initial stage of this project. This also suggests that future restructuring of the beach and interference with the marine environment will be at the discretion of the property owners involved in this application. This would seem to be an unacceptable situation for a public resource.

Although I recognise the concerns about erosion that are core to this application, over the years that I have visited this beach I have been aware of minimal erosion. All four properties involved in this application are at the base of a steep escarpment, so must be subject to overland runoff, which may dislodge trees and debris from above the beach contribute to the perceived problem.

Information available in the application about the geology of the area and the environmental impact is very sparse. This makes it very difficult for concerned members of the public to fully understand and assess the implications of this application and certainly does not generate any confidence in the overall proposal. I feel it is a failing of this process that a public information session was not scheduled. It would seem that this project has implications for the marine environment and public enjoyment of Booth Bay beach as well as the potential for influencing future marine shoreline development and mitigations in other areas of the BC coast.

For the reasons I have discussed above and the lack of public engagement in this process I feel this application should be denied or at the very least delayed until all stakeholders can be properly informed and involved in this process. I sincerely hope the Island Trust will consider the concerns expressed by myself and other Salt Spring residents when reviewing this application.

Sincerely,
Jane Kidd

Jane Kidd
[REDACTED]
Salt Spring Island



Canada

<http://www.janekidd.net>

I respectfully acknowledge I live and work within the ancestral and unceded territory of the Hul'qumi'num and Sencoten speaking people.

From: Jeff & Morgan <[REDACTED]>
Sent: Monday, November 4, 2024 12:18 PM
To: rpingle@islandstrust.ca; SSInfo
Subject: Application File #1415573

I am against the Application File #1415573 because:

1. It would create a precedent for additional loss of control on Crown Lands.
2. The proposed breakwater is unsafe for swimming
3. This would create a new high tide level
4. It artificially changes the environment of a solid stable rock shoreline
5. It will have a negative effect on fish habitat
6. It will need continuous replenishment
7. It will not solve the erosion that is coming from above the Beach

Sincerely,

Jeff Savin
[REDACTED]
[REDACTED]

From: Kelly Graves <[REDACTED]>
Sent: Monday, November 4, 2024 9:03 AM
To: SSInfo
Subject: Fwd: Baker Beach Proposal

Dear Islands Trust,

I've believe we've met a few times over the years at one function or another.

I'm taking a few minutes to write a quick email to voice my opposition to the proposed Baker Beach foreshore modifications. I'm sure you're getting letter after letter outlining why this is a bad idea, so I won't go into great detail here.

But, in essence, the project will wreck a geologically unique beach, covering some of the most interesting rock formations on the island. This should be a last resort to save properties that are under eminent threat. They aren't. BEFORE we do something like this, the owners should take every possible upland measure to ensure stability, and they've done nothing really. It's not hard to envision an upland project with large concrete blocks, some dirtcrete, and a bit of coarse gravel. I know this works because this is exactly what we've had to do on OUR property to ensure slope stability. Many local equipment operators have substantial expertise in slope stability ... and the work would cost a fraction of the cost of 85 loads of gravel and more loads of giant rock.

To be blunt, a beautiful and unique ecosystem should not be buried in gravel because the upland owners aren't willing to deal with the problems in a modest and effective way on the upland areas. This is exactly the kind of abuse Islands Trust exists to prevent.

Thanks,

Kelly Graves
[REDACTED]

From: Morgan Savin <[REDACTED]>
Sent: Monday, November 4, 2024 12:22 PM
To: rpingle@islandstrust.ca; SSIInfo
Subject: Application File #1415573

I am opposed to the Application File #1415573 to significantly change the stretch of Crown Land at Baker Road Beach on Salt Spring Island.

My family and I use this beach extensively over the course of each year (5+ times per week). We appreciate the rocky shore, the diversity of wildlife that we can see while there, the extensive clumps of Spanish Broom which scent the beach for months, the ability to swim in the water there from early spring through to late fall.

Throughout the time we have been going to Baker Beach, we have never seen any evidence of the wall along beach eroding from wave action. Any trees that have fallen seem to have fallen because of insufficient water drainage from the properties above the beach.

The rocky oyster shores of the beach buffer the impact of stormy waves and shoreline erosion. It provides essential habitat for the native shore crabs that live there.

This beach is one of the few habitats that support the spawning of the Midshipman Fish. These fish provide food for the Eagles and Great Blue Herons that frequent Baker Beach to the delight of all of us who go there.

It was appalling to me to think that if it wasn't for the astute, observant fellow beach goer that this significant alteration of a Crown Land Public Beach would have gone ahead with only a small public notification posted at the bottom of the staircase going down to Baker Beach.

I urge you to do everything you can to prevent File #1415573 Application from being approved.

Sincerely,

Morgan Savin
[REDACTED]
[REDACTED]

From: [REDACTED]
Sent: Tuesday, November 5, 2024 3:52 AM
To: Rob Pingle
Cc: [REDACTED]
Subject: Baker Beach

To Island Trust Staff/Council,

With apologies for missing the deadline. I have been travelling and have only now been able to provide some thoughts about the proposed Green Shore project on Booth Bay's shores. I hope you can consider these in your mix of responses.

My family has been part of Booth Bay since 1906, and as you can imagine, we have seen many changes to the area. Notably, the housing development of the northeast shore of the Bay, including the properties in question.

We've watched the storms and king tides come and go, with the knowledge that the SW winds are the trickiest (gusts and very strong and straight into that area), and the NW winds bringing the pounding of the waves along that shore. My grandparents would have watched the machinery that moved the rocks into swales, and as I am not a marine biologist, I can only speculate on the changes to the shoreline that that activity wrought.

There's a fundamental question at work, I believe, and that is, what is the role of the Island Trust in setting the parameters for any changes to the land/marine environment. By this I mean, are current setbacks enough to protect houses built along the shore? I would argue, with the knowledge we now possess about sea level rise, magnified storms, and general geo-physics, that we are badly short of what is needed. Something to deeply consider for the future. Regardless, these property owners built their homes and now they are worried about bank erosion. Whose responsibility is this?

They have hired a group to help them create green shore plans, following guidelines prepared by the Stewardship Council of BC. This is thoughtful, but does this go far enough in deciding whether or not to approve their plans?

I think that what's missing is a recognition of the public's right to shoreline access, and the ecosystem's right to not be disturbed. When the tide is high, there almost always remains a sliver of walkable beach for those who want to find a bit of swimming/sitting/contemplating ground. This proposal would, it seems to me, significantly impact this option. The work proposed could also significantly impact the seashore life, not just by the cliffs but below as run-off will undoubtedly take gravel lower, impacting the important spawning grounds for the midshipman fish, the eel grass beds, and all that live within the tidal area and below. Finally, with a steep cliff in the background, it just seems foolish to me to think that we can stop the forces of water from eating away that shore. Everywhere you walk here you see evidence of people trying to do this and failing. Remnants of rock-filled areas, gravel areas disappeared from concrete surrounds, etc etc. I do think that there are areas where green shore techniques could be usefully employed, but I cannot see this working in this instance.

With regards,
Nora Layard

[REDACTED]

Follow Up Action Report

Salt Spring Island

15-Feb-2022

Progress	Activity	Responsibility	Dates	Status
0%	<p>1 Housing Action Program</p> <p>That the Salt Spring Island Local Trust Committee request staff to proceed with research on funding and the referral process on the Tiny Homes Village Pilot Project. Housing Action Plan CMHC grant application related</p>		Target: 31-Jan-2024	In Progress

09-Feb-2023

Progress	Activity	Responsibility	Dates	Status
0%	<p>1 Advisory Planning Commissions and Special Advisory Planning Commissions for SS LTC Projects (Task Forces) - Staff Report (Deferred from the January 26, 2023 SS LTC Special Meeting)</p> <p>That the Salt Spring Island Local Trust Committee defer consideration of disbanding the Housing Action Program Task Force pending further information on how the relationship between the Housing Action Program Task Force and Islands Trust can continue.</p>	Chris Hutton	Target: 31-Dec-2023	In Progress

Follow Up Action Report

Salt Spring Island

18-May-2023

Progress	Activity	Responsibility	Dates	Status
0%	<p>1 SS-DVP-2022.12 - J. Litke - 744 Lower Ganges Road & Baker Road, SSI That the Salt Spring Island Local Trust Committee approve Development Variance Permit SS-DVP-2022.12 and direct that staff not issue the permit until a covenant consistent with the draft covenant in Attachment 6 of the report from Planner Baugh, dated May 18, 2023 is registered on title.</p> <p>That the Salt Spring Island Local Trust Committee direct staff to forward correspondence received and concerns raised in relation to application SS-DVP-2022.12 to the Ministry of Transportation and Infrastructure Subdivision Approving Officer. DONE</p> <p>06-Dec-2023 - Applicant haven't responded yet. 5-mar-2024 - Reached out to Applicant to clarify covenant issue 2024-11-05 - Re-assigned to RPM to assess completeness and technical requirements to consider covenant sufficiently completed or not.</p>		Target: 03-Dec-2024	In Progress

Follow Up Action Report

Salt Spring Island

22-Jun-2023

Progress	Activity	Responsibility	Dates	Status
0%	<p>1 Clean and Safe Harbours Initiative</p> <p>That the Salt Spring Island Local Trust Committee request staff to work with CRD staff to explore the potential to expand the Saanich Peninsula Waterways Environmental Action Service to include the Salt Spring Island Local Trust area and to report back to the LTC.</p> <p>March 19, 2024 - Ongoing discussion with CRD staff.</p>	Chris Hutton	Target: 11-Jul-2024	In Progress
0%	<p>2 Clean and Safe Harbours Initiative</p> <p>That the Salt Spring Island Local Trust Committee request staff to review the Clean and Safe Harbours Initiative and report back to the LTC at a future meeting.</p> <p>March 19, 2024 - Invite from CRD to discuss marine liveaboard issues for April 30th.</p>	Chris Hutton	Target: 16-May-2024	In Progress

Follow Up Action Report

Salt Spring Island

14-Sep-2023

Progress	Activity	Responsibility	Dates	Status
0%	<p>1 Coastal Douglas Fir Project</p> <p>That the Salt Spring Island Local Trust Committee request staff to review the status of the integrated geographical data base tool created by the former Coastal Douglas Fir Project Science Working Group and report back to the LTC.</p>	<p>Chris Hutton</p> <p>Chris Buchan</p> <p>Jason Youmans</p>	<p>Target: 16-May-2024</p>	<p>In Progress</p>
46%	<p>2 SS-DVP-2022.13 - J. Litke - 536 Beaver Point Road, SSI</p> <p>That the Salt Spring Island Local Trust Committee approve Development Variance Permit SS-DVP-2022.13 and direct that the staff do not issue the permit until a covenant consistent with the draft covenant in Attachment 5 of the report from Planner Buchan, dated September 14, 2023 is registered on the property title addressing the installation of a storm water drainage system and water treatment system for proposed lots 1 - 3 prior to the construction of a dwelling unit (536 Beaver Point Road).</p> <p>That the Salt Spring Island Local Trust Committee, with reference to Section 512(2) of the Local Government Act, approve the frontage relief from the required 10 percent to 2.5 percent for proposed Lot 3 as shown on the plan of subdivision in Attachment 4 of the report from Planner Buchan dated September 14, 2023 (536 Beaver Point Road).</p> <p>Waiting on the applicant to get back with the covenant. Reaching back to them again in end of Sep 2024</p> <p>Exploring legal options related to covenant registration delay.</p> <p>Received Draft Covenant on 04-11-2024</p>	<p>Oluwashogo Garuba</p> <p>Rob Pingle</p>		<p>In Progress</p>

Follow Up Action Report

Salt Spring Island

07-Mar-2024

Progress	Activity	Responsibility	Dates	Status
50%	<p>1 Official Community Plan - Land Use Bylaw: Project Terms of Reference</p> <p>That the Salt Spring Island Local Trust Committee create a new special Advisory Planning Commission for the OCP-LUB Update Project. Candidates will be sought in September</p>	<p>Chris Buchan</p> <p>Kalyaan Selvakumar</p> <p>Oluwashogo Garuba</p>	Target: 30-Nov-2024	In Progress
0%	<p>2 Official Community Plan - Land Use Bylaw: Project Terms of Reference</p> <ul style="list-style-type: none"> ·That the Salt Spring Island Local Trust Committee direct staff to provide a draft Project Charter based on the discussions on the Terms of Reference in Appendix 1. ·That the Salt Spring Island Local Trust Committee request staff to have Sue Hallet review the recommended amendments to Official Community Plan - Land Use Bylaw Update Project Terms of Reference. 	Chris Buchan	Target: 01-Oct-2024	Completed

Follow Up Action Report

Salt Spring Island

11-Apr-2024

Progress	Activity	Responsibility	Dates	Status
0%	<p>1 Ministry of Housing - Dated 20 March 2024 - Regarding Short-Term Rental Accommodations Act</p> <p>That the Salt Spring Island Local Trust Committee request staff to provide options to exercise the LTC's authorities regarding correspondence item 9.4 Ministry of Housing - Dated March 20, 2024 - regarding the Short-Term Rental Accommodations Act and potential future legislation.</p> <p>Nov. 5, 2024: Anticipated discussion with LCC at upcoming joint meeting. Staff report to be presented in December.</p>	Chris Hutton	Target: 13-Dec-2024	In Progress
49%	<p>2 Follow-Up Action List dated April 2024</p> <p>That the Salt Spring Island Local Trust Committee direct staff to work with Tsawout First Nation staff to develop a Memorandum of Understanding and report back to the LTC.</p> <p>May 2024- Anticipate leadership to leadership meeting summer of 2024</p> <p>Sep 2024 - Development is still underway, MOU after the feast with the Tsawout First Nation.</p> <p>Nov 2024 - As this work related more closely to TAS, Clare Frater to partner and lead ongoing Feast discussions.</p>	Chris Hutton Clare Frater		In Progress
50%	<p>3 Standing Resolution SS-2019-153 regarding Short Term Vacation Rentals</p> <p>That the Salt Spring Island Local Trust Committee rescind Standing Resolution SS-2019-153 and that staff report back on further considerations regarding proactive management of Short Term Vacation Rental's by March 1, 2025.</p>	Warren Dingman	Target: 01-Mar-2025	In Progress

Follow Up Action Report

Salt Spring Island

11-Apr-2024

Progress	Activity	Responsibility	Dates	Status
50%	4 That the Salt Spring Island Local Trust Committee request staff to prepare a staff report on 265 Furness Road and report back to the Trustees.	Chris Buchan	Target: 30-Nov-2024	In Progress

06-Jun-2024

Progress	Activity	Responsibility	Dates	Status
50%	1 Bylaw Enforcement Policy That the Salt Spring Local Trust Committee direct staff to close files for non-permitted dwellings where there is no evidence of disposal of waste on land.	Rob Kroeker Warren Dingman		In Progress

11-Jul-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 Regarding Agriculture that the Salt Spring Island Local Trust Committee request Staff to provide reporting on Capital Regional District enforcement on agricultural issues and implications for island agriculture including potential conflicts between Local Trust Committee and Capital Regional District bylaws. that the Salt Spring Island Local Trust Committee request Staff to provide a short briefing on current legal action between the Capital Regional District and a local resident regarding roosters.	Chris Hutton		In Progress

Follow Up Action Report

Salt Spring Island

12-Sep-2024

Progress	Activity	Responsibility	Dates	Status
0%	<p>1 North Salt Spring Water District Presentation</p> <p>That the Salt Spring Island Local Trust Committee request staff to work with and support water and waste water infrastructure service agencies to seek opportunities to develop appropriate policies that prioritize connections for housing that matches community values and needs.</p> <p>Will be presenting a proposal in Jan 2025</p>	<p>Chris Hutton</p> <p>Chris Buchan</p> <p>Oluwashogo Garuba</p>	<p>Target: 31-Jan-2025</p>	In Progress
33%	<p>2 SS-DP-2021.4/SS-DVP-2021.22 - E. Rommel - 270 Furness Road, SSI</p> <p>That the Salt Spring Island Local Trust Committee approves issuance of Development Permit SS-DP-2021.4 (270 Furness Road) subject to the collection of a landscaping security deposit of \$89,662.50 (150% of pre-tax estimate).</p> <ul style="list-style-type: none"> - DVP has been issued - Applicant has indicated that they will not be paying the landscaping security deposit until early 2025 	<p>Rob Pingle</p>		In Progress
15%	<p>3 SS-RZ-2024.1 - F. Oprea - Vesuvius Ferry Terminal, SSI - Staff Report</p> <p>That the Salt Spring Island Local Trust Committee request staff refer Proposed Bylaw No's. 538 and 539 to the Advisory Planning Committee for comment.</p> <p>Will be referred in the APC meeting scheduled for 28th Nov 2024</p>	<p>Chris Buchan</p> <p>Kalyaan Selvakumar</p>	<p>Target: 24-Oct-2024</p>	In Progress
0%	<p>4 SS-RZ-2024.1 - F. Oprea - Vesuvius Ferry Terminal, SSI - Staff Report</p> <p>That the Salt Spring Island Local Trust Committee request staff provide Proposed Bylaw No's. 538 and 539 to the Salt Spring Island Ferry Advisory Committee for information</p>	<p>Chris Buchan</p> <p>Rob Pingle</p>		Completed

Follow Up Action Report

Salt Spring Island

12-Sep-2024

Progress	Activity	Responsibility	Dates	Status
0%	<p>5 SS-RZ-2024.1 - F. Oprea - Vesuvius Ferry Terminal, SSI - Staff Report</p> <p>That the Salt Spring Island Local Trust Committee request that the applicant submit to the Islands Trust a report from a qualified environmental professional prior to second reading conducting an assessment of the following:</p> <ul style="list-style-type: none"> a. Conservation Assessment; b. Site Impact Assessment; c. Impact Mitigation Measures; d. Monitoring Requirements; e. Restoration Assessment; f. A Professionally certified opinion that, if the development is implemented as proposed, there will be no harmful alteration, disruption or destruction of environmentally valuable features, functions and conditions. 	Chris Buchan		In Progress
0%	<p>6 Official Community Plan - Land Use Bylaw Update</p> <p>That the Salt Spring Island Local Trust Committee request staff to evaluate if the provincial housing needs assessment methodology should be supplemented to improve the usefulness of housing needs assessment being prepared for Salt Spring Island under a Trust Council project and if supplemental data is recommended, to identify resource needs.</p>	Chris Hutton	Target: 13-Dec-2024	In Progress
0%	<p>7 Official Community Plan - Land Use Bylaw Update</p> <p>That the Salt Spring Island Local Trust Committee request staff to provide an update on the suitable land analysis to the LTC.</p>	Chris Hutton Chris Buchan		In Progress

Follow Up Action Report

Salt Spring Island

10-Oct-2024

Progress	Activity	Responsibility	Dates	Status
0%	1 PLDVP20240082 - J. Braun - 220 Canvasback Place, SSI - Staff Report That the Salt Spring Island Local Trust Committee approve issuance of DevelopmentVariance Permit PLDVP20240082 (220 Canvasback Place).	Rob Pingle		Completed
0%	2 PLDVP20240185 - B. Fossen - 1155 Mountain Road - Staff Report That the Salt Spring Island Local Trust Committee approve issuance of DevelopmentVariance Permit application PLDVP20240185 (1155 Mountain Road).	Rob Pingle		Completed
0%	3 Draft Portlock Park Site Master Plan Referral from Capital Regional District That the Salt Spring Island Local Trust Committee request staff to respond to the referral from the Capital Regional District (CRD) for Portlock Park Site Master Plan, indicating that the Salt Spring Island Local Trust Committee supports the Portlock Park Site Master Plan.	Oluwashogo Garuba Rob Pingle		Completed
100%	4 UPCOMING MEETINGS That the Salt Spring Island Local Trust Committee reschedule the November 14, 2024 Regularmeeting to start at 12:30 p.m.	Chris Hutton Rob Pingle		Completed



DATE OF MEETING: November 14, 2024

TO: Salt Spring Island Local Trust Committee

FROM: Bruce Belcher, Planner 1
Salt Spring Island Team

COPY: Chris Hutton, Regional Planning Manager

SUBJECT: Temporary Use Permit for Commercial/Retail use within the Ganges Village Upper on a Commercial Accommodation parcel
Applicant: Celeste Cavaliere
Location: 126 Upper Ganges Road

RECOMMENDATION

1. That the Salt Spring Island Local Trust Committee approve issuance of Temporary Use Permit PLTUP20240134 (126 Upper Ganges Road) for a period of three (3) years.

REPORT SUMMARY

This report concerns an application for a Temporary Use Permit (TUP) for the operation of the Benjamin Moore paint store which is the current tenant of the Harbour’s End Building in the Salt Spring Marina. Pursuant to Section G.1.2 a TUP may be issued on lands designated Ganges Village Upper (GVU) where the use of land is compatible with land use designations but not specifically allowed by the local zoning bylaw.

The property owners are now seeking to bring the commercial land use into compliance with the Salt Spring Island Land Use Bylaw No. 355, 1999 (LUB) through a TUP application. Due to the proposed long term use a rezoning application would better suit this property. The owners have expressed a desire to apply for a rezoning, a TUP would provide time for a rezoning application to be made prior to the permit’s expiry. The applicant has provided a letter outlining the history of the property’s use included as Attachment 6.

BACKGROUND

The subject property is 0.43 ha (1.06 ac) in area and is located at 126 Upper Ganges Road. The property is zoned Commercial Accommodation 1 variant c – CA1(c). The lot contains a commercial marina and marina office, the Moby’s Pub building and patio, a boating amenities building, and the subject building of this application known as the Harbour’s End Building. The previous tenants of the Harbour’s End Building were a marine mechanic and retail facility. The new tenants are the Benjamin Moore paint store which requires a temporary use permit to allow the use to continue. The applicant has described that limited commercial spaces available in the Ganges Village area have made it difficult to find a tenant that meets the specific zoning.

There is no new construction or building additions proposed as a part of this TUP application. The entire commercial business will operate within the existing Harbour’s End Building. The notice and draft permit can be found as Attachment 4 and Attachment 5.

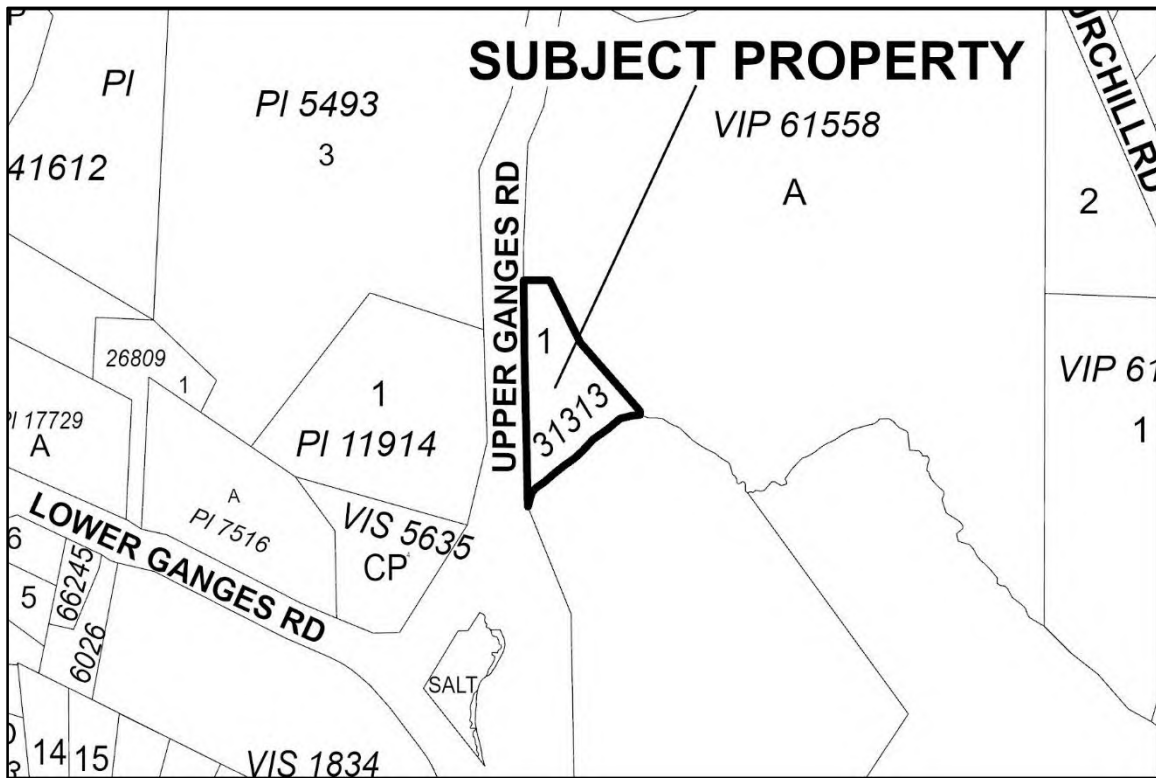


Figure 1: Subject Property

ANALYSIS

Policy/Regulatory

Islands Trust Policy Statement:

The following relevant policy has been identified from the Islands Trust Policy Statement:

4.5.8 - Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.

Official Community Plan (OCP):

Subject to Section G.1.1 *Areas where Temporary Use Permits can be issued*, TUPs may only be issued for specific OCP designations which includes the subject property as it is designated Ganges Village Upper in the OCP.

Additionally the property is sited within Development Permit Area 1 – Island Villages and is adjacent to Development Permit Area 3 – Shoreline. The application is exempt from requiring a Development Permit as there are no construction or building alterations proposed or taking place as a result of TUP application.

The OCP outlines the following objective policy for the Ganges Village Designation relating to this application:

B.5.2.1.1 To accommodate those land uses that allow Ganges to remain the commercial, social, cultural, and institutional centre for residents of Salt Spring Island.

Section G.1.3 of the OCP provides guidelines to be used when considering issuance of a TUP. See Attachment 2 for staff's assessment of the application's consistency with each TUP Guideline. An OCP policy analysis along with staff's assessment of all relevant guidelines and policies has also been included as Attachment 3. The application is generally consistent with the TUP objectives and policies. While the LTC does not possess the authority to issue business licenses, TUP's can stipulate certain requirements that mirror that tool. The intent of a TUP is to permit a use temporary in nature, which does not compromise future uses on the property. If the LTC wishes to move forward with this proposal, they should determine if the proposal meets the merits of being a temporary development. In this specific application the TUP would preclude a rezoning application and provide a pilot period for the proposed used.

Relating to the TUP guidelines the Benjamin Moore paint store is not a new business venture and has operated on Salt Spring Island prior to relocating, but it does not appear to have any direct competitors in the form of a dedicated paint store. The proposed location keeps the commercial use within the Ganges Village area in a previously occupied marine commercial building. The proposed use would not remove the potential for future marine dependent sales businesses, however the use could create more competition for marine dependent businesses by increasing the commercial real estate stock.

Land Use Bylaw (LUB):

The subject property is zoned Commercial Accommodation 1 variant c – CA1(c) in the LUB. A retail paint store is not a permitted principal use in the CA1(c) zone as commercial retail sales are limited to being accessory to a commercial guest accommodation use or a marina. The zoning variant allows for marine-dependent sales as a permitted principal use. The LUB defines marine dependent as:

“marine-dependent” means a use that either requires direct contact with tidal water and cannot exist at a non-marine location due to the intrinsic nature of its operations, or a use that cannot occur economically in a non-marine location.

A change of principal use from marine dependant sales to indoor retail sales would not require an increase in required parking spaces. There is an existing parking capacity of 30 regular parking spaces, 7 bicycle parking spaces, and 1 handicap parking space. This meets or exceeds the parking requirements for a commercial use.

Issues and Opportunities

The location of the proposed temporary use is within the Ganges Village Upper area presenting opportunities and challenges. The location offers visibility and accessibility to Ganges and the entire Salt Spring Island community. Limited available commercial spaces on the island have left the property owners with limited commercial tenant options. The proposed commercial retail principal use is not entirely inconsistent with the area, however given that the zoning is limited to marine dependant sales the change in permitted uses could prevent future marine dependant businesses from finding viable commercial spaces. The request of a temporary use permit for three years would include the option for a renewal for an additional three years. In the meantime, the applicant intends to explore their options to rezone the property to make the use permitted within the LUB.

Consultation

For TUP applications, Section 494 of the *Local Government Act* requires public notification in the form of a newspaper advertisement, and the Salt Spring Island Trust Local Committee Development Procedures Bylaw No. 304 requires that notice be mailed or otherwise delivered to all properties within 100 metres of the subject property.

At the time of writing staff have not received any responses to the public consultation period. Any correspondence received leading up to the November 14th will be addressed at the LTC meeting.

First Nations

This application does not trigger the requirement for agency or First Nations referrals; however, the LTC may refer to agencies or First Nations if it is determined that any may have interest.

The applicants have been provided with a copy of the Government of British Columbia’s chance-find procedure.

Rationale for Recommendation

Staff consider the proposal in line with the TUP objectives while meeting the applicable TUP guidelines outlined in Section G.1.3 of the OCP. Uncertainty remains regarding the potential impact that increased competition of general commercial businesses may introduce for marine dependant sales.

The proposed use would not compromise future uses on the lot and the permit application precludes a rezoning application which the applicant intends to pursue in the future. Staff agree that the temporary use proposal generally meets the objectives and policies in Schedule G of the OCP.

ALTERNATIVES

1. Approve for a different time period

The LTC may opt to approve the permit for a shorter period. Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee approve application PLTUP20240134 for a period of ____ year(s).

2. Request further information

The LTC may request further information prior to making a decision. If selecting this alternative, the LTC should describe the specific information needed and the rationale for this request.

Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee request that the applicant for application PLTUP20240134 submit to the Islands Trust the following _____.

3. Deny the application

The LTC may deny the application and proceed no further.

Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee deny approval of temporary use application PLTUP20240134.

Submitted By:	Bruce Belcher, Planning Technician	October 22, 2024
Concurrence:	Chris Hutton, Regional Planning Manager	November 6, 2024

ATTACHMENTS

1. Site Context
2. TUP Guideline Analysis
3. OCP Policy Checklist
4. Notice
5. Draft Permit
6. Applicant Letter

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	LOT 1, SECTION 3, RANGE 4 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 31313
PID	001-165-291
Civic Address	126 Upper Ganges Rd, SALT SPRING ISLAND BC
Lot Size	0.43 ha (1.06 ac)

LAND USE

Current Land Use	Commercial, Restaurant, Marina, Marine Facilities
Surrounding Land Use	Agriculture, Residential, Commercial, Marine

HISTORICAL ACTIVITY


File No.	Purpose
SS-ALR-1983.7	-
SS-CL-2006.4	To expand marina lease area and install a floating breakwater
SS-CL-2019.1	Water Lease for Salt Spring Marina - 126 Upper Ganges Road, SSI
SS-DP-1992.3	-
SS-DP-2001.8	DPA1 & DPA2 Applications to expand the hotel component of original Development Permit.
SS-DP-2010.8	DPA3 - shoreline - to authorize re-development of Salt Spring Marina.
SS-DP-2017.4	DP amendment to expand and renew the marina.
SS-DP-2021.12	Amendment for expanded patio space
SS-DVP-2004.9	Variance to permit extension of deck
SS-LCB-2012.1	Liquor primary licence expansion
SS-LCB-2018.1	LCB application to amend hours of operation. 124A Upper Ganges Road (Moby's Pub), SSI
SS-LCB-2021.3	Permanent License for Patio Space - 126 Upper Ganges Road, SSI
SS-RZ-2008.1	SS Marina - to rezone marina so that 1 zone captures the entire marina, and to expand the marina. [OCP amendment (DP amendment), DP3, RZ]
SS-TUP-2000.2	Sell Budget Rental cars from a 210 ft. office space in the Salt Spring Marina.
SS-TUP-2005.1	Fitness Centre
UN-CL-1989.40	-
UN-DP-1987.16	-
UN-DP-1987.6	-
UN-DP-1989.1	-
UN-DP-1989.22	-

UN-DP-1990.20	-
UN-RZ-1988.26	-
UN-TUP-1987.4	-

POLICY/REGULATORY

Official Community Plan Designations	Salt Spring Island Official Community Plan Bylaw #434, 2008 – Ganges Village Upper (GVU)
Land Use Bylaw	Salt Spring Island Land Use Bylaw #355, 1999 – Commercial Accommodation 1 zone variant (c)
Other Regulations	N/A
Covenants	FB310381, Granted to the SSI LTC regarding requirements for the marina facilities. Minimum requirements of dock space available for rent at the marina. Minimum boardwalk requirements.
Bylaw Enforcement	SS-BE-2006.21 – Illegal use in a CA1(c) zone

SITE INFLUENCES

Islands Trust Conservancy	There are no Conservancy covenants or properties in the direct area; therefore no referral has been made to the Board.
Species at Risk	Western Painted Turtle Pacific Coast population, Surf Scoter
Sensitive Ecosystems	N/A
Hazard Areas	Moderate, Low risk steep slopes
Archaeological Sites	<p>Possible archaeological potential and known archaeological site identified on the property, Borden Number DfRu-3. Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the <i>Heritage Conservation Act</i>. If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a <i>Heritage Conservation Act</i> permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.</p> 

Climate Change Adaptation and Mitigation	No additional impacts to GHG emissions anticipated as a result of this application.
Shoreline Classification	Sediment Shoreline - Pebble/Sand
Shoreline Data in TAPIS	N/A

ATTACHMENT 2 – TEMPORARY USE PERMIT GUIDELINES

OFFICIAL COMMUNITY PLAN No. 434

	<i>Guideline Not Met</i>		<i>Unclear Whether Guideline Met</i>		<i>Guideline Met</i>
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OCP Objective/Policy	Complies	Planner Comments
G.1.3.1 Permits can be issued for any period up to two years and could be considered for renewal once for any further period up to two years.		The Local Government Act now allows TUPs to be issued for up to three years, which is what is proposed in attached permit PLTUP20240134.
G.1.3.2 Permit conditions should be generally consistent with applicable Development Permit Area guidelines, while recognizing the temporary nature of structures and site development.		Development Permit Area 1 exempt as change of building use would not result in a change in the capacity of the existing parking lot. Development Permit Area 3 also on the property is not impacted by the proposed permit as no development is proposed.
G.1.3.3 Permit conditions should ensure that temporary commercial and industrial uses are compatible with adjacent land uses. Noise, traffic, parking, general activity levels and any disturbance that may be apparent beyond the property's boundaries should be considered.		Proposed use is an internal commercial retail business similar to the previous tenant. Noise associated with the business has been reduced since the previous tenant. Traffic is expected to be similar as the previous use and the available parking remains the same and complies with the Land Use Bylaw requirements for commercial use. There are 30 parking spaces, 7 bike parking spaces, and 1 handicap parking space which equals or exceeds the parking requirements for a commercial use.
G.1.3.4 Permit conditions should ensure that off-street parking is provided in a way that is consistent with local bylaws.		The available parking remains the same and complies with the Land Use Bylaw requirements for commercial use.
G.1.3.5 Permits applications should include evidence that suitable alternate sites with appropriate zoning are not available.		Applicant claims finding a suitable tenant has been challenging with limited commercial businesses operating on Salt Spring Island.
G.1.3.6 Permits should not be issued for uses 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. Consideration could also be given to the temporary relocation of an existing business in emergency or hardship situations.		Does not appear to be any dedicated paint stores on Salt Spring Island. Hardware stores selling paint would be possible competitors. Business is not a new venture, has operated on Salt Spring Island prior to relocation.
G.1.3.7 Permitted uses should be consistent with the objectives of this Plan. B.5.1.1.1 <i>To continue to provide an adequate supply of appropriately zoned land in compact pedestrian oriented villages to support the community's larger commercial, institutional and cultural activities in combination with high and medium density residential use.</i> B.5.1.1.2 <i>To encourage a modest scale of village development compatible with the rural character of Salt Spring Island and with the</i>		The proposed retail commercial principal use is generally consistent with the objectives of the OCP General Village Land Use Objectives.

<p>protection of the community's natural and heritage resources.</p> <p>B.5.1.1.3 To encourage the commercial viability of island villages and to retain traditional village functions.</p> <p>B.5.1.1.4 To promote mixed uses of village land.</p> <p>B.5.1.1.5 To avoid the development of commercial strips along roads leading into island villages.</p> <p>B.5.1.1.6 To ensure that village land uses continue to focus on the requirements and convenience of residents and that traditional village functions are not displaced.</p>		
<p>G.1.3.8 Permitted uses should not preclude or compromise future permitted uses on the land parcel affected.</p>		<p>Proposed principal retail commercial use would not remove the ability for future marine dependant sales businesses to occupy the Harbour's End Building.</p> <p>SS LTC should consider that the proposed use could create more competition for the marine dependent sales businesses by reducing the dedicated marine dependent sites on the Island.</p>
<p>G.1.3.9 Uses should not be allowed if they conflict with any ongoing or intended planning policies or programs.</p>		<p>The proposed use does not conflict directly with any ongoing or intended planning projects.</p>
<p>G.1.3.10 Where appropriate, permit conditions should outline operational plans, including hours and days of operation and staffing to ensure compatibility with neighbouring land uses.</p>		<p>No operational conditions are recommended, as the proposed use would be equivalent to a commercial retail building with little impact outside of the lot lines.</p>
<p>G.1.3.11 Permits can include, as a condition, the provision of an undertaking by the owner of the affected land to remove buildings and restore land to a condition specified in the permit by a date specified in the permit.</p>		<p>The proposed use will take place in a renovated existing building. No removal or restoration will be required as a condition of this permit.</p>
<p>G.1.3.12 Permits can include, as a condition, the provision of security to guarantee the performance of the terms of the permit.</p>		<p>Provision of security not recommended.</p>

ATTACHMENT 3– OFFICIAL COMMUNITY PLAN OBJECTIVES AND POLICIES

OFFICIAL COMMUNITY PLAN NO. 434

	<i>Guideline Not Met</i>		<i>Unclear Whether Guideline Met</i>		<i>Guideline Met</i>
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OCP Objectives	Complies	Planner Comments
A.4.1 General Objectives		
<p>A.4.1.4 To adopt the precautionary principle in the decision-making of the Local Trust Committee. The precautionary principle asserts that, when an activity raises threats of harm to human health or the environment, precautionary measures should be taken even if some cause-and-effect relationships are not fully established scientifically. In this context, the essential elements of a precautionary approach to decision-making include:</p> <ul style="list-style-type: none"> a. a duty to take anticipatory action to prevent harm; b. the right for the community to know complete and accurate information on potential human health and environmental impacts as best it can be determined; c. requiring the proponent to supply this information to the public; d. an obligation to consider alternatives and select the alternative with the least potential impact on human health and the environment, including the alternative of no change; e. a duty to consider broader short-term and long-term costs and benefits to the community when evaluating potential alternatives; and f. a responsibility to make decisions in a transparent, participatory manner, relying on the best available information. 		<p>LTC should adopt a precautionary approach – permit conditions intended to ensure reduced impact from development to site.</p>
<p>A.4.1.5 To identify and protect important components of our island’s heritage, including archaeological and First Nations cultural sites, whether they are reminders of past or present lifestyles.</p>		<p>Existing Archaeological site on the property. No site excavation is proposed, all alterations are within existing buildings.</p>
A.4.3 Limits to Growth		

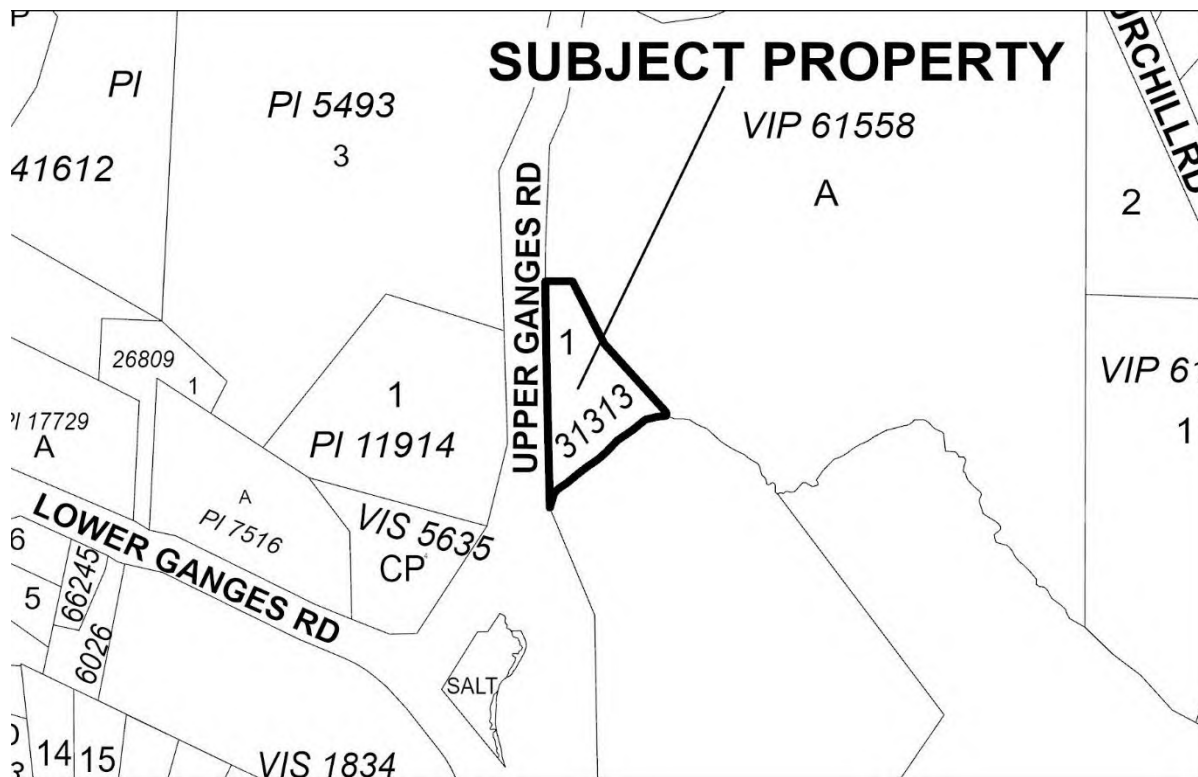
<p>A.4.3.4 To accommodate and direct appropriate development so that its location, appearance and impact are in harmony with the natural environment, community resources, character and existing land uses. To ensure that clustered settlements are well designed so that they become and remain acceptable and compatible with existing development.</p>		<p>Proposal is generally consistent with surrounding character and community resources</p>
<p>A.4.4 Our Sense of Community</p>		
<p>A.4.4.1 To ensure that our community continues to function as an authentic, resident-centred community in the face of internal and external pressures to change and grow; to ensure that growth, including the growth of tourism, is managed in a way that does not displace or detract from our community's important function as a home for its residents.</p>		<p>Proposal does not appear to detract from the community's function as a home to its residents.</p>
<p>A.4.4.2 To recognize the importance of our island community's traditional sense of cohesiveness, self reliance and interconnectedness. To enhance and celebrate these values through the support of community-building events, activities and land uses.</p>		<p>Proposal could serve as a commercial space interconnected with the Ganges area.</p>
<p>A.4.4.3 To recognize the strength and exceptional value of the community's diverse human population - a population characterized by people of many ages and backgrounds who, through choice or circumstance, have a rich variety of lifestyles and livelihoods. To recognize the very real, if intangible, loss that is felt in the community when this diversity is diminished by external pressures and changes.</p>		<p>LTC to consider through decision making process</p>
<p>A.4.4.4 To preserve and protect human diversity in our community by ensuring that the island's people are accommodated by a broad spectrum of appropriate and accessible housing and facilities, transportation choices, service opportunities and choices of livelihood, with a local focus to minimize transportation needs.</p>		<p>Proposal provides a relatively unique commercial business within the Ganges Village area.</p>
<p>A.4.4.5 To recognize the importance of broad community consultation, economic security, coordinated and efficient infrastructure development and established land use policies to the maintenance of a healthy community.</p>		<p>Community Consultation measures taken</p>
<p>A.4.4.7 To recognize that development should be managed to protect our sense of community and maintain our ability to absorb changes.</p>		<p>LTC to determine applicability.</p>

A.4.4.8 To identify creative and proactive ways through which a diverse, liveable and vibrant community can be created within the confines of our island's finite land base and resources.		A variety of commercial options within the Ganges core.
A.4.5 Community Health and Safety		
A.4.5.2 To encourage multiple modes of healthy, active transportation among residents of all ages, such as walking and bicycling.		Applicable – Location accessible in the Ganges core
A.4.6 Island Livelihoods and Economies		
A.4.6.1 To recognize the important role that varied livelihoods and a vibrant economy play in our community's unique character.		LTC to determine applicability, proposal provides a unique commercial business in the Ganges Village area despite reducing the available marine dependant commercial space.
A.4.6.2 To maintain and encourage a diverse and creative community by providing a wide range of opportunities and locations for earning a living that are compatible with and can take advantage of the protection and preservation of the island's beauty and character. In particular, to encourage small, locally owned businesses whose revenues remain on the island, especially those which expand local production and consumption to meet the needs of islanders.		LTC to determine applicability, proposal provides a unique commercial business in the Ganges Village area despite reducing the available marine dependant commercial space.
A.4.6.3 To encourage living-wage, meaningful, year-round employment and income-generating opportunities that especially enable young people and families to remain on the island.		Slight increase to on-island employment.
B.5.2 Ganges Village Designation Objectives and Policies		
B.5.2.1.1 To accommodate those land uses that allow Ganges to remain the commercial, social, cultural, and institutional centre for residents of Salt Spring Island.		Proposed use allows a unique commercial use to remain within the Ganges Village area.
B.5.2.1.6 To maintain the economic viability of Ganges Village by guiding development into a compact, pedestrian-friendly form within a defined containment boundary with a broad variety of complementary uses.		Proposed use is within walking distance of Ganges Village area.
B.5.2.2.2 Zones within the Ganges Village Designation will continue to allow the wide range of commercial, general employment, institutional land uses and the various densities of residential development allowed by existing zoning.		Unclear if proposed use will limit the variety of uses permitted within Ganges Village by reducing marine dependant sales zoned areas.

NOTICE is hereby given pursuant to Section 494 of the *Local Government Act* that the Salt Spring Island Local Trust Committee will be considering a resolution allowing for the issuance of Temporary Use Permit. The proposed permit would allow a commercial retail use within an existing building on the commercial accommodation zoned marina lot as part of a commercial operation.

The property is located on **126 Upper Ganges Road, Salt Spring Island** and is legally described as LOT 1, SECTION 3, RANGE 4 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 31313 (PID: 001-165-291).

The general location of the subject property is shown on the following sketch:



A copy of the proposed permit may be inspected at the Islands Trust Office, 200 – 1627 Fort Street Victoria, BC V8R 1H8 between the hours of 8:30 a.m. to 4:30 p.m. Monday to Friday, excluding statutory holidays, commencing **November 1, 2024** and continuing up to and including **November 13, 2024**.

For the convenience of the public only, and not to satisfy Section 494 (2) (c) of the *Local Government Act*, copies of the Proposed Permit may be inspected online at <https://islandstrust.bc.ca/island-planning/salt-spring/current-applications/>.

Enquiries or comments should be directed to Bruce Belcher, Planning Technician at (250) 537-9144, for Toll Free Access, request a transfer via Enquiry BC: In Vancouver 660-2421 and elsewhere in BC 1-800-663-7867; or by fax (250) 405-5155; or by email to: ssiinfo@islandstrust.bc.ca before 4:30 pm, **November 13, 2024**.

The Salt Spring Island Local Trust Committee may consider a resolution allowing for the issuance of the permit during the business meeting on **November 14, 2024** starting at **12:30 p.m.** at the Salt Spring Legion, Meaden Hall, 120 Blain Road, Salt Spring Island. Please refer to the agenda available on the Salt Spring Island LTC Meeting Calendar webpage at the beginning of that week for an indication of where this application may be placed on the agenda and to view the staff report for the application.

All applications are available for review by the public with prior appointment. Written comments made in response to this notice will also be available for public review.

Rob Pingle, Deputy Secretary

PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE TEMPORARY USE PERMIT PLTUP20240134



To: SS Marina LTD.

1. This Permit applies to land described below:

Legal Description: LOT 1, SECTION 3, RANGE 4 EAST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 31313

PID: 001-165-291

2. This Permit is issued to allow the following:

2.1 A principal use of indoor retail sales within the existing "Harbour's End Building."

3. This Permit is valid for a period of three years from the date of issuance. The uses may be carried out subject to the following conditions:

3.1 The buildings, parking, and general site layout shall be in accordance with Schedule No. 1.

3.2 Any and all signs shall be in accordance with *Salt Spring Island Local Trust Committee Land Use Bylaw No. 355* and Section E.1.9 of *Salt Spring Island Official Community Plan Bylaw No. 434*.

4. This Permit does not relieve the Permittee from the need to secure all other approvals necessary for the proposed uses.

AUTHORIZING RESOLUTION FOR THE ISSUANCE OF THIS TEMPORARY USE PERMIT PASSED BY THE SALT SPRING ISLAND LOCAL TRUST COMMITTEE THIS ____ DAY OF _____, 20____.

DEPUTY SECRETARY, ISLANDS TRUST

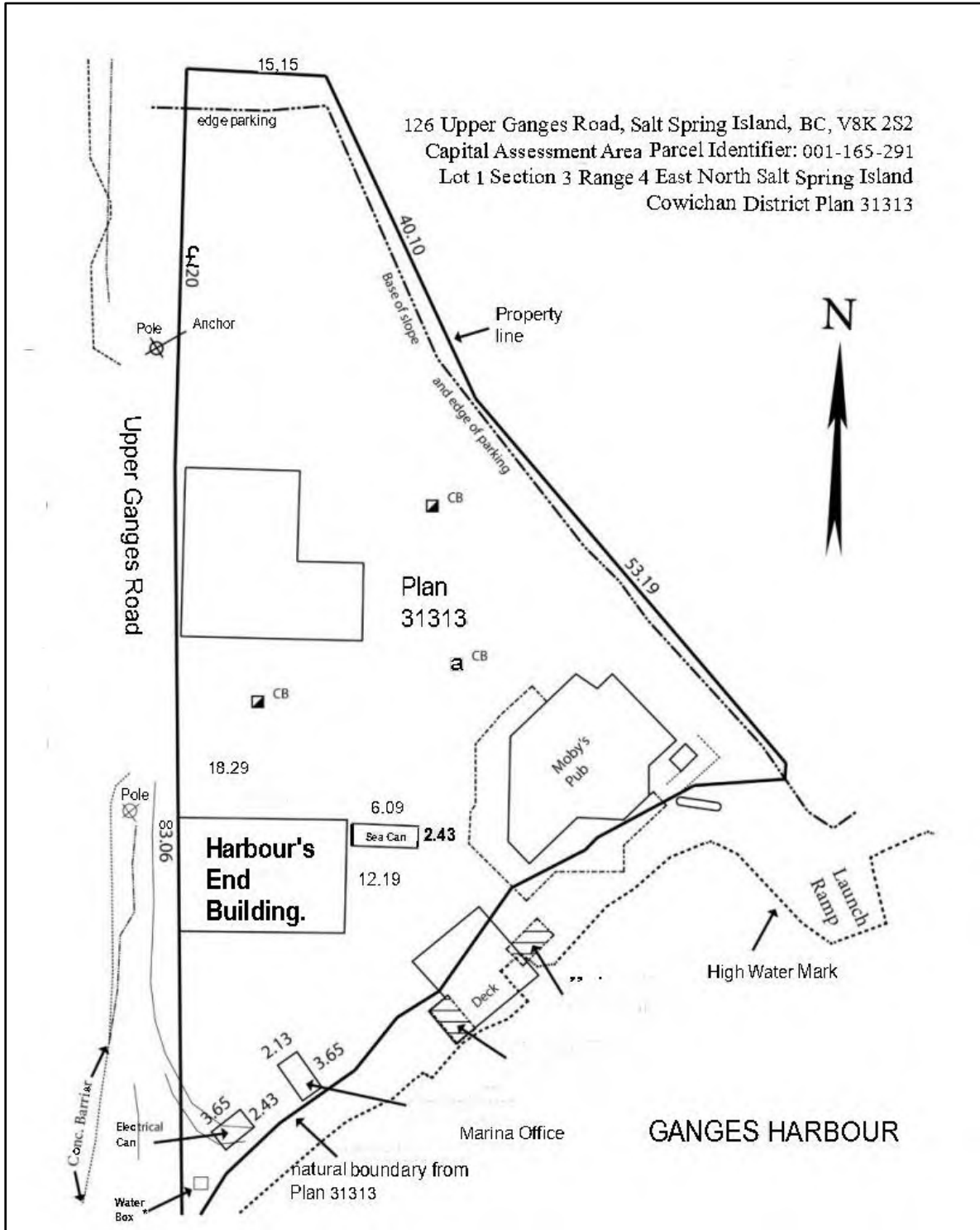
DATE OF ISSUANCE

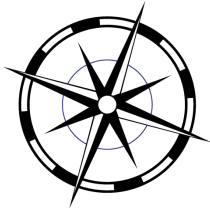


PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE TEMPORARY USE PERMIT PLTUP20240134

SCHEDULE NO. 1





SALT SPRING
MARINA

July 12, 2024

Islands Trust
500 Lower Ganges Rd #1
Salt Spring Island, BC V8K 2N8

To Whom it May Concern,

Re: Existing and Proposed Uses, Buildings, and Structures at 126 Upper Ganges Rd

We are writing to provide a detailed description of the existing and proposed uses, buildings, and structures on the property at 126 Upper Ganges Road in order to obtain a temporary use permit.

Existing Uses and Structures:

The property has a commercial marina, the Moby's Pub building with a patio, a shed containing the marina office, a central building that houses several boater amenities, and an old building that has previously been used as a marine mechanic and retail facility (referred to here as the Harbour's End Building or HEB). We are seeking a temporary use permit to allow the HEB to continue to be used as the Benjamin Moore paint store, which is the current tenant.

History of the Building and Property :

The Harbour's End Building was constructed in the early 1940s by Warren Hastings, a naval architect known for designing WWII landing crafts. Initially, the building served as a workshop for Hastings' landing craft prototypes and personal sailboat projects. At that time, the property featured a single float extending from the beach.

In 1980, the property changed hands to Dick Durante, while Ross Walker owned the marine repair business operating there. Subsequently, the business was sold to Barry Green. During this period, the central building housed the Driftwood newspaper, and then a heating oil distribution company. The building currently accommodates marina laundry, showers, washrooms, marina maintenance storage, and management offices. Additionally, smaller spaces are rented to a car rental company, a hairdresser, an electrician, a cabinet maker, and a sandwich shop, benefiting both boaters and island residents. In 2005, Jerry Parks and Bonny O'Connor acquired the property, while the marine repair business continued to be run by Barry Green. Alongside marine repairs, Harbour's End Marine & Equipment also held franchises for Stihl and Honda, selling tools like chainsaws, lawnmowers, blowers, drills and hand tools which became a significant part of their business.

In 2014, the Harbour's End Marine & Equipment business was sold to Daniel Morgan. The old docks were removed in 2018, and the new expanded marina opened in 2020. Harbours End Marine and Equipment faced significant challenges and were unable to sustain operations. The pandemic and the loss of key clients, including the Salt Spring Water Taxis and the RCMP marine fleet, significantly reduced the marine repair business. In 2021, a Temporary Use Permit allowed Mid-Isle Marine to perform small boat repairs just up the road from our property, further reducing the marine repair business for Harbour's End Marine & Equipment.

While experiencing reduced business, to meet its obligations Harbour's End Marine & Equipment ramped up the retail portion of its business, offering chainsaws, lawn care products, and other retail products including boat paint. In 2023, Daniel Morgan sub-leased a portion of the retail space in the building to the Salt Spring Adventure Company. However, by September 2023, the Harbour's End Marine & Equipment business could no longer afford its costs, so Daniel Morgan terminated his lease and seemingly dissolved his business. The space was advertised as available from the end of 2023, but no marine mechanic or related service businesses expressed interest. Eventually, Benjamin Moore Paints expressed interest and took over the retail storefront in the HEB, continuing the previous use of that portion of the building.

Proposed Uses:

In February 2024, a lease was signed with Benjamin Moore Paints, whose business parallels the former retail operations historically conducted in the HEB, evidenced in part by the fact that they offer boat paint, flooring and other retail products to boaters.

Since taking over, Benjamin Moore Paints has improved the building's functionality and aesthetics, enhancing the curb appeal and eliminating any risk from noxious work done in the old boat yard. Instead of the loud, unpleasant sights and smells that used to occur in the space, we have tidied up the area and are using it as a parking lot for annual boaters. Instead of a privacy wall poorly insulating the marina guests' and pub patio customers from boat washing and mechanical repairs, we have opened up the area and improved the overall appearance, functionality and experience for all. More of the marina deck has been leased to Moby's Pub, and the marina office has been relocated to a quieter, more visible area, away from pub noise and congestion. This new arrangement poses no environmental risks, unlike the previous marine repair operations. We are confident in Benjamin Moore's safe handling of materials, ensuring a cleaner, more efficient use of the property.

We believe these changes constitute a legitimate legal non-conforming use, maintaining the property's historical function while adapting to current market needs. We look forward to your favorable consideration on this matter.

Thank you for your attention.

Sincerely,

Bonny O'Connor, Gerald T Parks and Celeste Cavaliere
S.S. Marina LTD



DATE OF MEETING: November 14, 2024
TO: Salt Spring Island Local Trust Committee
FROM: Oluwashogo Garuba, Planner 1
Salt Spring Island Team
COPY: Chris Hutton, Regional Planning Manager
SUBJECT: Application to amend Salt Spring Island Land Use Bylaw from Rural Zone to Rural Variant f (f) Zone
Applicant: Jordan Litke
Location: 200 Collins Road, SSI

RECOMMENDATION

1. That the Salt Spring Island Local Trust Committee request staff to proceed with processing application PLRZ20240145.
2. 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 SECTION 3, RANGE 2 WEST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, EXCEPT PART IN PLAN 3955, from Rural (R) zone to a Rural (f) (R (f)) zone permitting a Full time rental cottage with floor area up to 90m².
3. That the Salt Spring Island Local Trust Committee request staff to refer to and seek input from the Islands Trust Conservancy Board and other applicable agencies that an application has been received to amend the Salt Spring Island Land Use Bylaw No. 355, 1999.
4. That the Salt Spring Island Local Trust Committee direct the applicant to prepare and provide to staff:
 - a. An addendum report from the Geotechnical Engineer (Andrew Jackson, P.Geo., Eng. L, Ryzuk Geotechnical) that the report provided for the subject property dated March 11, 2019 (at the time of subdivision) can be used for the purpose of assessing a full time rental cottage on the subject property, is still valid, and that there are no recent geotechnical hazard concerns for development;
 - b. A preliminary water supply study report from a Professional Geoscientist or Geotechnical Engineer (registered with Engineers and Geoscientists BC) providing information on the water quality analysis that demonstrates that the surface water and groundwater from each proposed water supply source or well is potable or can be made potable (as defined in Schedule H of Land Use Bylaw No. 355 and Guidelines for Canadian Drinking Water Quality) with a treatment system customarily used in a single-family dwelling, and include a plan of the subject property indicating each well location where a water sample was taken, and a statement that the water samples upon which the water quality analysis was performed were unadulterated samples taken from the locations indicated on the plan;

- c. **A letter from Island Health Authority specifying that the property has adequate sewage system to support two full-time dwellings on the property.**

REPORT SUMMARY

The purpose of this report is to present the Salt Spring Island Local Trust Committee (LTC) with a preliminary staff report for the proposed amendments to the Salt Spring Island Land Use Bylaw No. 355, 1999 (LUB) to permit a proposed single family dwelling and a full time rental cottage on the same lot.

This Staff Report examines relevant policies (Salt spring Island Official Community Plan Bylaw (OCP) No. 434 and the Islands Trust Policy Statement (ITPS)), evaluates the proposed rezoning in consideration of these policies, and provides recommendations on how to proceed with the application. Information pertaining to adequate water and sewage disposal for the proposed additional single family dwelling have not been provided by the applicant. Staff recommends the LTC request the information specified by the OCP policies identified in this report and request draft amendments to the LUB be prepared for LTC consideration.

BACKGROUND

The 4.2 ha (10.4 ac) property is located at Collins Road on the north west end of Salt Spring Island, zoned Rural (R), and is currently occupied by:

- a 58 sq m (624 sq ft) Single Family Dwelling (SFD),
- a green house,
- boat shed,
- garage,
- woodshed
- well building/garden shed

The SFD was originally built in late 1986 and additions were later made to it by the current owners after they purchased the property in 2017. The current owners now intend to construct another residential building to be used as a SFD and convert the current SFD to a cottage. The floor area of the existing residential building is greater than the maximum floor area of 56 sq m (602 sq ft) permitted in the LUB for a seasonal cottage, hence the requirement to apply for a rezoning. The applicant has submitted an application to rezone the property from R to R(f), which permits the siting of a full rental cottage of up to 90m² on lots greater than 2 ha (1.98 ac). Surrounding uses are primarily zoned R and the property is bound by Shoreline 6 (S6) – Stuart Channel on the west side. The applicant's rationale (see Attachment 3) for this application includes the following:

- They wish to build a new single family dwelling but would not be able to do so with the proposed cottage over the maximum floor area permitted in the LUB;
- Rezoning will allow the applicants keep the existing SFD and convert it into a full time rental cottage after the new SFD has been completed which will be in compliance with the LUB and also provide additional housing units in Salt Spring Island.

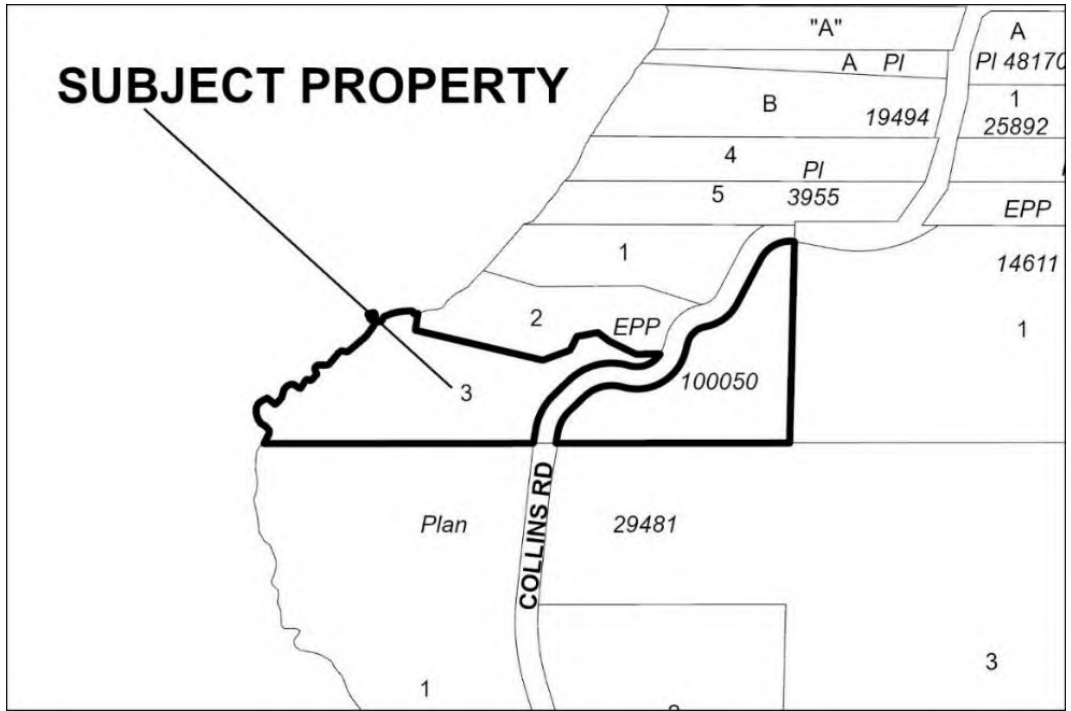


Figure 1: Subject Property Map

ANALYSIS

Policy/Regulatory

Islands Trust Policy Statement:

Staff has reviewed the Islands Trust Policy Statement and highlighted several policies that relate to the application. Relevant policies of the Islands Trust Policy Statement (ITPS) relating to this rezoning proposal are:

3.4.4: Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.

3.4.5: Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

4.4.2: Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure:

- neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater
- water quality is maintained, and
- Existing, anticipated and seasonal demands for water are considered and allowed for.

4.5.10: Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.

5.1.3: Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.

5.2.3: Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.

5.2.4: Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.

5.2.5: Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.

5.2.6: Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards

5.8.6: Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

At this time, staff do not consider the application to fundamentally conflict with any of these policies. If LTC resolves to proceed with the application, but staff will conduct a Policy Statement Directives Checklist analysis in accordance with s. 1.9 of Trust Council Policy 1.3.1 in a future staff report if at such time draft bylaws are presented for first reading.

Official Community Plan:

The Salt Spring Island Official Community Plan Bylaw No 434 (OCP) land use designation for the subject property is currently Rural Neighbourhood (RN). Staff has evaluated the application against the relevant policies contained in the OCP and note several policies that relate to the proposed rezoning, but have not noted any inconsistency with the OCP at this time.

Policy B.2.5.2.2 considers the density as it relates to the subject property. It provides that "Zones within the Rural Neighbourhoods Designation will continue to allow medium density residential development and the other rural uses allowed by existing zoning." As the OCP defines medium-density residential use as between one dwelling per 0.10 hectare and one dwelling per 2 hectares, the current density, as well as the projected future density would be consistent with this policy.

Development Permit Areas:

The subject property is contained within Development Permit Area 6 – Unstable Slopes and Soil Erosion Hazards. Development activities within this DPA would require an issued development permit (DP) from Islands Trust prior to construction or site preparation. The entire subject property is completely within the High Slope Instability Hazard Areas and part of the parcel from the north east to the south west is in the High Slope Stability Hazard Areas. A development permit application will be required if any development is proposed in the future. The applicant submitted a letter from a Geotechnical Engineer when they applied for subdivision (SS-SUB-2018.5)

indicating future development of a single family dwelling within the areas of the property identified as safe for construction is not at a significant risk of flooding based on the flood hazard and risk assessment that was carried out. The applicant will need to provide an addendum report from the Geotechnical Engineer who prepared the report in 2019 which was used for the subdivision that there are no hazard concerns for the construction of an additional dwelling on the property, and in accordance with any private servicing requirements for domestic water, wastewater disposal, or drainage.

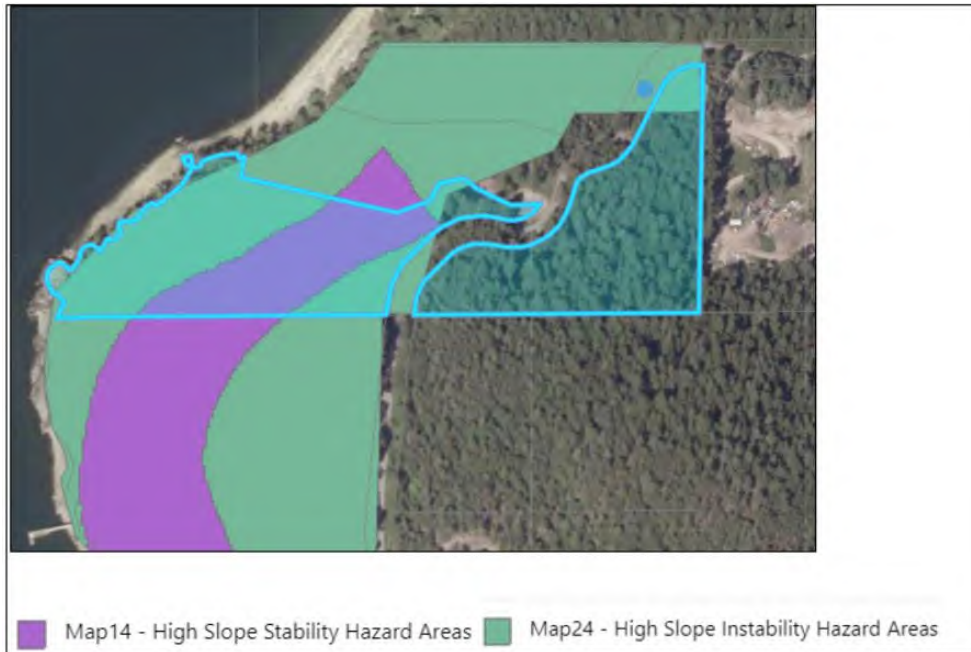


Figure 2: Development Permit Areas on Subject Property

Other relevant OCP policies to this rezoning proposal include:

C.2.2 Land Transportation

C.2.2.2.15 When considering rezoning applications, the Local Trust Committee should ensure that the proposed zoning change supports the development of non-automotive transportation and public transit service.

C.3.3 Private Surface Water and Groundwater Supplies

C.3.3.2.2 when considering rezoning applications, the Local Trust Committee should consider the impacts of the proposed new use on existing wells, springs, or other water supplies. If the proposed use is expected to need more water than the uses already allowed on the property, then the Committee should ask for evidence that wells or other water supplies in the neighbourhood would not be depleted. The Committee should also consider whether water use would affect agricultural activities or deplete any springs necessary to maintain fish habitat. Should a zoning change be proposed where groundwater supplies are not adequate, the applicant could be encouraged to find other means of supplying water. Rainwater catchment or a water conservation program could be considered.

A covenant registered on the title of the subject property stipulates that it will not be connected to a community water system but instead water will be supplied by a private well provided on it. Reports submitted at the time of subdivision (dated November 12 and November 14, 2019, prepared by Steven M. Carballeira, P.Ge) indicated that

the water on subject property does not meet the Potable Water Quality Standards (Schedule H, the Land Use Bylaw) or the Guidelines for Canadian Drinking Water Quality standards for manganese and that the water would meet or exceed these standards if properly treated. Based on this assessment and the conditions in the covenant, the applicant must provide documentation to the LTC that the water treatment system on the lot produces water that is safe to drink and is suitable for domestic uses, and at least specifically will be treated to the required level those water quality parameters that did not meet the applicable standards.

C.4 WASTE MANAGEMENT OBJECTIVES AND POLICIES

C.4.2.3 POLICIES - LANDS OUTSIDE SEWER SPECIFIED SERVICE AREAS

C.4.2.3.1: When the Local Trust Committee receives rezoning applications for land without community sewer service, it should ask for evidence that the expected amount of sewage can be treated on site and effluent disposed of on-site without it reaching the surface of the land, discharging into a body of water, or contaminating a supply of potable water.

Should the application proceed, a checklist for compliance with the above OCP policies would be presented to LTC for review and consideration. As proposed, the proposed rezoning aligns with these policies outlined in the OCP. The recommendation reflects these requirements, requiring that these requirements be borne out to advance the application.

Land Use Bylaw:

The Salt Spring Island Land Use Bylaw No. 355, identifies the subject property within the R zone at present. The application requests to rezone the property to R (f) Below is a comparison of the permitted uses, buildings and structures in both zones:

Rural	Rural (f)
Principal Uses, Buildings and Structures	
<ul style="list-style-type: none"> • Single-family dwellings • Two family dwellings constructed before July 31, 1990 • Dental and medical offices for a maximum of two medical practitioners • Elementary schools, pre-schools and child day care • Public health care facilities • Community halls • Churches and cemeteries • Veterinarian clinics and animal hospitals • Pet boarding services and kennels • Pounds • Active outdoor non-commercial recreation, excluding golf courses and activities primarily involving the use of power-driven means of conveyance • Lighthouse stations • Agriculture 	<ul style="list-style-type: none"> • All uses in the R zone (notwithstanding the limitations described in this zone)

<ul style="list-style-type: none"> • Agriculture, excluding intensive agriculture • Public service uses 	
Accessory uses	
<ul style="list-style-type: none"> • Seasonal cottages subject to Section 3.14 • Home-based business use, subject to Section 3.13 	<ul style="list-style-type: none"> • Instead of a seasonal cottage, the following accessory use is permitted: A seasonal cottage subject to Section 3.14 or a full-time rental cottage subject to Section 3.15

The LUB does not permit a seasonal cottage greater than 56 sq m (602 sq ft) as an accessory building in any zone but a full time rental cottage with floor area up to a maximum of 90 square meters may be permitted in the R (f) zone as an accessory dwelling subject to section 3.15. The subject property requires rezoning with site specific regulations to address floor area.

Terms of Reference

Should the LTC decide to proceed with the application, a terms of reference will be issued to the applicant from staff that provides specific guidance on application requirements consistent with the Salt Spring Island Development Approval Information Bylaw No. 175 (DAI Bylaw). If the recommendation is supported, the following may be included in the terms of reference:

- b. An addendum report from the Geotechnical Engineer (Andrew Jackson, P.Geo., Eng. L, Ryzuk Geotechnical) that the report provided for the subject property dated March 11, 2019 (at the time of subdivision) can be used for the purpose of assessing the seasonal cottage on the subject property, is still valid, and that there are no recent geotechnical hazard concerns for development;
- c. A preliminary water supply study report from a Professional Geoscientist or Geotechnical Engineer (registered with Engineers and Geoscientists BC) providing information on the water quality analysis that demonstrates that the surface water and groundwater from each proposed water supply source or well is potable or can be made potable (as defined in Schedule H of Land Use Bylaw No. 355 and Guidelines for Canadian Drinking Water Quality) with a treatment system customarily used in a single-family dwelling, and include a plan of the subject property indicating each well location where a water sample was taken, and a statement that the water samples upon which the water quality analysis was performed were unadulterated samples taken from the locations indicated on the plan;
- d. A letter from Island Health Authority specifying that the property has adequate sewage system to support two full-time dwellings on the property because if the application is approved, there will be two full time dwellings on the property.

Islands Trust Conservancy:

Should the application proceed, staff have recommended to the LTC that the application be referred to the Islands Trust Conservancy (ITC) as the subject property has an ITC Covenant to enhance the ongoing protection of the larger Mount Erskine protected area. The property is adjacent to the Lower Mount Erskine Nature Reserve. The property also is of high relative importance according to the regional conservation plan 2018-2027.

Issues and Opportunities

Staff have identified the following issues, which are discussed below, and may be considered further once an amendment bylaw is tabled, and through referral responses, if the LTC chooses to proceed with the application:

- Use: the change from R to R (f) zone in order to site a full time rental cottage of up to a maximum of 90 square meters is a permitted use within the R (f) zone.
- Density: the proposal does not in any way conflict the density of the rural (f) zone. According to the LUB, in any zone unless otherwise stated, no more than one dwelling may be permitted. The proposal does not bring an increase to the permitted number of dwelling and accessory buildings permitted for any lot as specified in the LUB. Therefore the proposal is consistent with the LUB and also with the OCP's definition of medium density residential development (medium-density residential use as between one dwelling per 0.10 hectare and one dwelling per 2 hectares, the current density).
- Archaeological potential: Islands Trust reviews all applications/permits to ensure the preservation and protection of cultural heritage, archaeological sites, and ancestral places. In this case, staff will direct the applicant to seek clarification on the location of the development site, review the provincial archaeological branch website, and be guided by the Islands Trust Chance Find Protocol
- Water and septic: according to the OCP, the applicant needs to provide evidence guaranteeing adequate supply of potable water as well as sufficient area for septic facilities.

Section 219 Covenant

The LTC could require that the applicant grant a s. 219 *Land Title Act* covenant to the LTC for any additional restrictions not included in the LUB amendments. For example, a covenant could include ongoing conditions for water use/quality monitoring and reporting.

Consultation

As the proposal is to proposed to facilitate residential development, provided that further policy analysis does not reveal any inconsistency with the OCP, a public hearing may not be held for this application, in accordance with s.464(3) of the *Local Government Act*.

Timeline

If the LTC supports proceeding, amending bylaws would be drafted and brought back for consideration of First Reading, referrals and scheduling of a public hearing Protocols.

Rationale for Recommendation

The recommendation on page 1 are supported as:

1. The proposal appears to be consistent with the policies of the Salt Spring Island Official Community Plan No. 434 (OCP) and Islands Trust Policy Statement (ITPS).

ALTERNATIVES

1. Request additional information

The LTC may request additional information prior to making a decision. Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee request that the applicant submit to the Islands Trust in addition to the recommended resolution the following...

2. Request a new geotechnical report

The LTC may request a new geotechnical report prior to making a decision. Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee request that the applicant submit a new geotechnical report to the Islands Trust in addition to the recommended resolution

3. Deny the application

The LTC may deny the application. Recommended wording for the resolution is as follows:

*That the Salt Spring Island Local Trust Committee deny application PLRZ20240145 for the following reasons
....*

4. Hold the application in abeyance

The LTC may choose to hold the application in abeyance pending completion of a significant study or OCP process, etc. Recommended wording for the resolution is as follows:

That the Salt Spring Island Local Trust Committee place application PLRZ20240145 in abeyance until the conclusion of the Salt Spring Island OCP/LUB update project...

NEXT STEPS

If the recommendations are supported:

- Staff will move forward with processing the rezoning application, refer the application to ITC, initiate the drafting of amending bylaws and issue a TOR consistent with the DAI Bylaw to the applicant.

Submitted By:	Oluwashogo Garuba, Planner 1	November 6, 2024
Concurrence:	Chris Hutton, Regional Planning Manager	Select Date.

ATTACHMENTS

1. Site Context
2. Applicant’s Letter of Rationale

ATTACHMENT 1 – SITE CONTEXT

LOCATION

Legal Description	LOT 3 SECTION 3 RANGE 2 WEST NORTH SALT SPRING COWICHAN DISTRICT PLAN EPP100050
PID	031-498-400
Civic Address	200 Collins Road, Salt Spring Island
Lot Size	4.2 hectares (10.4 acres)


LAND USE

Current Land Use	Rural (R)
Surrounding Land Use	Rural (R), Shoreline 6 (S6)

HISTORICAL ACTIVITY

File No.	Purpose
SS-DVP-2019.1	Proposed variance to allow for a 3 lot subdivision split by Collins Road (LUB 355, section 5.11) - 200 Collins Road, SSI
SS-SUB-2018.5	Proposed 3 Lot Subdivision - 200 Collins Road, SSI

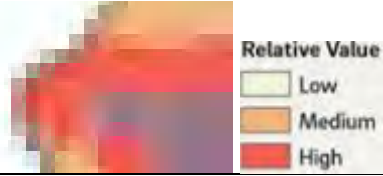
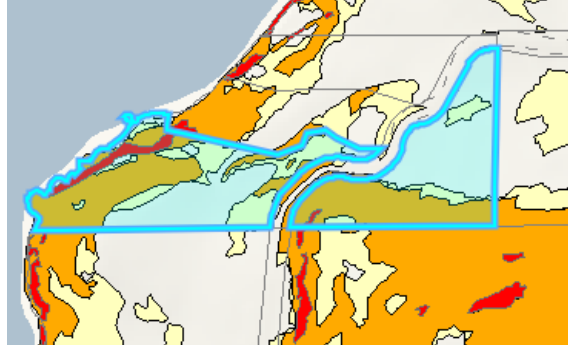
POLICY/REGULATORY

<p>Official Community Plan Designations</p>	<p>Salt Spring Island Official Community Plan Bylaw No. 434, 2008 Designation: Rural Neighbourhoods – RL Development Permit Area 6 – UNSTABLE SLOPES AND SOIL EROSION HAZARDS</p> <div style="text-align: center;">  </div> <p> Map14 - High Slope Stability Hazard Areas Map24 - High Slope Instability Hazard Areas </p>
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Land Use Bylaw	<p>Salt Spring Island Land Use Bylaw No. 355, 1999 – Rural (R)</p> <p>The following are uses permitted in the R zone:</p> <ul style="list-style-type: none"> • Single-family dwellings • Two family dwellings constructed before July 31, 1990 • Dental and medical offices for a maximum of two medical practitioners • Elementary schools, pre-schools and child day care • Public health care facilities • Community halls • Churches and cemeteries • Veterinarian clinics and animal hospitals • Pet boarding services and kennels • Pounds • Active outdoor non-commercial recreation, excluding golf courses and activities primarily involving the use of power-driven means of conveyance • Agriculture • Public service uses <p>The following accessory uses are also permitted:</p> <ul style="list-style-type: none"> • Seasonal cottages subject to Section 3.14 • Home-based business use, subject to Section 3.13
Other Regulations	N/A
Covenants	Right of way - 394758G; Statutory Right of Way - CA6991242; Statutory Right of Way - CA6991243; Covenant - CA9224904; Covenant - CA9224905; Covenant - CA9224906; Covenant - CA9224910; Covenant - CA9224913; Statutory Right of Way - CA9224914
Bylaw Enforcement	None

SITE INFLUENCES

Islands Trust Conservancy	<p>The application is within the Islands Trust Conservancy as it is adjacent to the Lower Mount Erskine Nature Reserve and will be included in the referral period.</p> 
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Regional Conservation Strategy	<p>This application has relatively high value for regional conservancy according to the Regional Conservation Plan 2018-2027</p> 
Species at Risk	None
Sensitive Ecosystems	Coastal Douglas-fir, woodland and mature forest
Hazard Areas	
Archaeological Sites	<p>Notwithstanding the foregoing, and by copy of this report, the owners and applicant should be aware that there is still a chance that the lot may contain previously unrecorded archaeological material that is protected under the Heritage Conservation Act. If such material is encountered during development, all work should cease and Archaeology Branch should be contacted immediately as a Heritage Conservation Act permit may be needed before further development is undertaken. This may involve the need to hire a qualified archaeologist to monitor the work.</p>
Climate Change Adaptation and Mitigation	No additional impacts to GHG emissions anticipated as a result of this application.
Shoreline Classification	Low Rock /Boulder
Shoreline Data in TAPIS	None



Polaris Land Surveying Inc.
204 - 149 Fulford-Ganges Road
Salt Spring Island, BC, V8K 2T9
Salt Spring: 250-537-5502
Toll free: 877-603-7398
ssi@plsi.ca

Polaris File: 0394-06

July 22nd, 2024

Islands Trust
1-500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8

Attention: Planning Staff

Re: Rezoning Request for 200 Collins Road

We are writing on behalf of the owners of 200 Collins Road, Manny and Cynthia Batista. The Batista's own Lot 3, Plan EPP100050 (200 Collins Road).

The Batistas wish to build a new home on Lot 3, in the general area shown on the attached sketch plan. This home would be the primary dwelling on the lot. However there is also an existing cottage on the property, originally believed to be constructed in the late 1980's and then reduced in size in 2019. The cottage is 58.3 m² in size, slightly larger than the allowable size of 56 m² for a seasonal cottage within the R zone.

We believe that the existing cabin being used as a seasonal cottage is in accordance with the spirit of the Land Use Bylaw. The intent of the 2019 modification was to bring the cottage size into accordance with the Land Use Bylaw. Unfortunately, human error resulted in a final size slightly larger than allowable for a seasonal cottage.

Reducing the size of the cabin would be a significant undertaking, requiring major reconstruction of the building. Doing so would be cost-prohibitive and impractical.

The Batistas want to keep the cabin and either use it as a seasonal cottage or rent the cottage. On advice of staff, we submitted a Development Variance Permit application in June, 2023 to remedy this issue. As the application progressed, we were informed that a variance would be unlawful and the only avenue to legalize the cottage would be through rezoning the property. As such, we are seeking to rezone from R to R(f). The R(f) zone variant allows full-time rental cottages up to 90 m² on properties over 2 ha in size. Lot 3 is 4.2 ha, meaning that a rezoning to R(f) would bring the cottage into compliance with the Land Use Bylaw.



We believe rezoning to R(f) is complimentary to proposed bylaw 530, which seeks to legalize accessory dwelling units as a means of creating or legalizing housing on Salt Spring.

Rezoning to R(f) would both solve a problem for the Batistas (a slightly too large seasonal cottage) while also increasing the potential use of the cottage so that it can be used for long-term rentals. This would bring an additional unit of housing into the Salt Spring market, which is in the midst of a housing crisis.

We look forward to your response and support of this modest request.

Sincerely,
Polaris Land Surveying Inc.

A handwritten signature in black ink that reads "Jordan Litke". The signature is written in a cursive, flowing style.

Jordan Litke, P.Surv, BCLS



REQUEST FOR DECISION

To: Salt Spring Island Local Trust Committee
For the Meeting of: November 14, 2024

From: Meeting Administrator
Date Prepared: October 17, 2024

SUBJECT: Draft 2025/26 Salt Spring Island Local Trust Committee Annual Meeting Schedule

RECOMMENDATION: THAT Salt Spring Island Local Trust Committee approve their January, 2025 to March, 2026 Meeting Schedule.

DIRECTOR COMMENTS: The work of developing the proposed 2025 committee schedule has been centralized thereby allowing the Executive Coordinator and Meeting Administrator to consider, at length, the many factors involved in creating an effective schedule that meets the requirements of each committee, the chairpersons, and committee members. The proposed schedule allows decisions made by local trust committees to move onto the relevant standing committee's agenda to Executive Committee in a timely manner allowing for increased efficiency. Adoption of the proposed meeting schedule will increase productivity by allowing a seamless process in completing the work required to organize and publish the meetings without need for significant re-ordering of the schedule.

1 PURPOSE:

To approve the Salt Spring Island Local Trust Committee Business Meeting Schedule from January 1, 2025 to March 31, 2026

2 BACKGROUND:

Each Local Trust Committee (LTC) is asked to endorse, by resolution, its regular annual business meeting schedule for 2025/26. Pending Trust Council's decision at its December meeting, Trust Council Bylaw No. 197, 2024 Section 5 proposes that local trust committee meetings be scheduled for the fiscal year instead of the calendar year. Therefore, if Bylaw No. 197, 2024 is adopted the local trust committee meetings will be scheduled from January 1, 2025 through March 31, 2026 and then April 1 through March 31 thereafter.

As part of this endorsement, the LTC will need to designate which meeting dates are anticipated to be electronic or in-person. This would allow staff to plan further in advance to accommodate meeting logistics, enable staff to book venues for the year and anticipate cancelling the bookings if the meetings get changed to electronic-only at a later date.

Factors that have been considered when putting together the schedule are as follows:

- LTC's preferred meeting days and times;
- Number of meetings held per year;
- Anticipated project commitments and application volumes;
- Chair and trustee availability and conflicts with Executive Committee and Trust Council Standing Committee meeting dates;
- Chair travel;
- Trust Council meeting dates;

- Trust Council Standing Committees including: Executive, Financial Planning and Audit Committee, Governance, Regional Planning, Trust Programs
- Flow of work from LTCs through standing committees to Financial Planning Committee to Executive Committee and then to Trust Council;
- Islands Trust Conservancy Board meetings, Bowen Island Municipality meetings, Union of BC Municipalities, Association of Vancouver Island and Coastal Communities, and other conferences;
- Other local trust committee meeting dates;
- Statutory holidays including Christmas closures;
- Preference to hold as few meetings in August as possible;
- Available staff and financial resources; and
- Ferry and travel schedules.

3 IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL: If Salt Spring Island LTC makes significant amendments to the schedule there will be a substantial re-ordering of LTC and Council Committee meeting dates as a result.

FINANCIAL: LTCs decisions whether to hold electronic meetings or in-person meetings will affect budgets. Electronic meetings do not incur venue costs or travel status costs from trustees or staff.

POLICY:

Trust Council Bylaw No. 197 (Proposed).
LTC Meeting Procedure Bylaws.

IMPLEMENTATION/COMMUNICATIONS: Dates and locations of meetings will be posted immediately following adoption and as per LTC Meeting Procedures Bylaws.

FIRST NATIONS RELATIONS: Not applicable.

OTHER: Adoption of an April to March fiscal LTC meeting schedule will provide each LTC with advance notice of meeting dates for the following year as Trust Council and local trust committees will continue to adopt the schedule in November or December of the previous year.

4 RELEVANT POLICY(S):

Trust Council Bylaw No. 197 (Proposed).
LTC Meeting Procedure Bylaws.

5 ATTACHMENT(S):

1. [SS-LTC_2025_MAR2026 MeetingSchedule-DRAFT.pdf](#)

RESPONSE OPTIONS

Recommendation: As provided.

Alternative: *THAT Salt Spring Island Local Trust Committee approve their January 1, 2025 to December 31, 2025 Business Meeting Schedule.*

Prepared By: Lisa Millard, Meeting Administrator

Reviewed By/Date: Stefan Cermak, Director, Planning Services / October 25, 2024



Islands Trust

DRAFT

Salt Spring Island Local Trust Committee January, 2025 – March, 2026 Regular Meetings

The Salt Spring Island Local Trust Committee will be meeting to consider land use applications, bylaws, correspondence, and various community planning topics.

Meetings are subject to change. Please visit the Islands Trust website for up-to-date schedule information.

DATE		TIME	MEETING TYPE	LOCATION
Thursday	February 13, 2025	9:30 a.m.	Regular	Salt Spring Legion, Meaden Hall 120 Blain Road, Salt Spring Island
Thursday	March 20, 2025	9:30 a.m.	Regular	Salt Spring Legion, Meaden Hall 120 Blain Road, Salt Spring Island
Thursday	April 10, 2025	9:30 a.m.	Regular	Salt Spring Legion, Meaden Hall 120 Blain Road, Salt Spring Island
Thursday	May 8, 2025	9:30 a.m.	Regular	Salt Spring Legion, Meaden Hall 120 Blain Road, Salt Spring Island
Thursday	June 5, 2025	9:30 a.m.	Regular	Salt Spring Legion, Meaden Hall 120 Blain Road, Salt Spring Island
Thursday	July 10, 2025	9:30 a.m.	Regular	Salt Spring Legion, Meaden Hall 120 Blain Road, Salt Spring Island
Thursday	September 11, 2025	9:30 a.m.	Regular	Salt Spring Legion, Meaden Hall 120 Blain Road, Salt Spring Island
Thursday	October 16, 2025	9:30 a.m.	Regular	Salt Spring Legion, Meaden Hall 120 Blain Road, Salt Spring Island
Thursday	November 6, 2025	9:30 a.m.	Regular	Salt Spring Legion, Meaden Hall 120 Blain Road, Salt Spring Island
Thursday	December 11, 2025	9:30 a.m.	Regular	Salt Spring Legion, Meaden Hall 120 Blain Road, Salt Spring Island
Thursday	February 12, 2026	9:30 a.m.	Regular	Salt Spring Legion, Meaden Hall 120 Blain Road, Salt Spring Island
Thursday	March 19, 2026	9:30 a.m.	Regular	Salt Spring Legion, Meaden Hall 120 Blain Road, Salt Spring Island

The proposed meeting agenda is generally available one week prior to the meeting and may be obtained at the Islands Trust office or on our website.

VISIT OUR WEBSITE: <https://islandstrust.bc.ca/location/salt-spring/>

CONTACT US AT 250-537-9144 OR: ssiinfo@islandstrust.bc.ca



File No.: Policy Statement
Amendment Project (PSAP)

DATE OF MEETING: Fall 2024

TO: Local Trust Committees
Bowen Island Municipality

FROM: Trust Area Services

SUBJECT: Phase 4 Community Engagement Options - Policy Statement Amendment Project (PSAP)

RECOMMENDATION

1. That [*name of LTC/Bowen Island Municipality*] select Engagement Option(s) [*Insert option #s here*] for Phase 4 community engagement about the new draft Islands Trust Policy Statement.

REPORT SUMMARY

The purpose of this report is to provide local trust committees (LTCs) and Bowen Island Municipality (BIM) with the opportunity to advise Trust Council which, if any, local public engagement activities the LTC/BIM would prefer used to seek community input to inform the LTC's/BIM's referral response to Trust Council about the draft new Policy Statement. Trust Council will refer the new Policy Statement to LTCs and Bowen Island Municipality for comment once Trust Council has provided approval in principle.

The project work plan anticipates that virtual and on-island engagement will take place between May and October 2025.

BACKGROUND

Through approval of the Policy Statement Amendment Project Charter, Islands Trust Council has confirmed its intent to support a six-month local engagement window once Trust Council grants the draft Policy Statement approval in principle.

The project charter for the Policy Statement Amendment Project envisions Phase 4 engagement taking place simultaneously at the federation-wide and local trust area/Bowen Island levels. At the federation-wide level, the following engagement activities are planned:

- A survey¹, available both online and in hard copy that can be picked up at key locations on the islands; and
- An online workshop open to all that wish to attend.

¹ There will be an opportunity for people to phone in their answers to the survey as well.

Options for on-island engagement are laid out in the table below.

This will be the fourth time that local communities have been engaged as part of the Policy Statement Amendment Project. Information about previous engagement phases is available in the “Project Library” on the [Islands 2050 webpage](#).

ANALYSIS

On-Island Engagement Options

Option Number	Option Type	Option Description	Trust Area Services Staff Participation	Option Cost (from PSAP budget)
1.	No formal on-Island engagement	LTC/BIM receives the draft policy statement and develops a referral response based on their own perspectives or information gathered informally in the community ²	N	\$0
2.	Town Hall during regular LTC/BIM meeting(s)	LTC/BIM allocates time within one or more regular LTC meetings to hear views of community members	N	\$0
3.	LTC/BIM-led Community Information Meeting prior to regular LTC meeting	LTC/BIM requests and advertises Community Information Meeting to be held on regular LTC/BIM meeting day specific to the draft new Policy Statement	N	\$XXX (advertising) \$XXX (engagement materials)
4.	Staff-led Community Information Meeting prior to regular LTC/BIM meeting	LTC/BIM requests and advertises for Community Information meeting to be held on regular LTC/BIM meeting day specific to the Policy Statement	Y	\$XXX (advertising) \$XXX (engagement materials)
5.	Staff-led Community Information Meeting outside of regular LTC/BIM meeting ³	LTC requests and advertises for special meeting to be held specific to the Policy Statement	Y	\$XXX (advertising) \$XXX (engagement materials) \$XXX (hall rental + catering) \$XXX (minute taker)

² Trustees are welcome to convene informal gatherings at their own cost, but use of project funds requires a more formal structure (minute taker/recorder etc).

³ On-Island engagement events that involve TAS staff will likely involve total overtime, travel, and potentially accommodation costs in the order of between \$250 and \$1,000.

6.	Staff-run info booth	Staff set up a booth at a popular community hub to share information about the PSAP and gather feedback for presentation to LTC/BIM	Y	\$XXX (advertising) \$XXX (engagement materials)
7.	Staff-run info booth on the ferry	Staff set up a booth on the ferry to share information about the PSAP and gather feedback for presentation to LTC/BIM	Y	\$XXX (advertising) \$XXX (engagement materials)

Issues and Opportunities

Need for Local Engagement

LTCs/BIM considering Phase 4 local engagement for the Policy Statement Amendment Project should consider the nature of the information they hope to receive to inform their referral response. LTCs/BIM are under no obligation to pursue on-island engagement if they are satisfied they can comment on the draft Policy Statement without it. A survey option will be available to on-island residents regardless of an LTC's/BIM's on-island engagement selection.

Project Budget

Subject to Trust Council approval, the anticipated budget for Phase 4 on-island community engagement is \$20,000. This is not sufficient for staff-supported engagement on all 13 large islands or associated islands. Once all LTCs/BIM have submitted their engagement requests, staff will review the nature of each request, and if it does not seem feasible to deliver the type of engagement requested with the existing budget, staff will advise Executive Committee and propose options and alternatives.

Rationale for Recommendation

The purpose of this report is to solicit LTC/BIM direction so Trust Area Services staff can prepare appropriate opportunities and materials in support of local trust committee engagement on the Policy Statement. The content of any recommendations is at the LTC's/BIM's discretion.

ALTERNATIVES

1. Request alternative approach to engagement

The LTC/BIM may have ideas for local engagement that staff have not included above. If this is the case, and provided such ideas are feasible within both project budget and timeline, then LTC/BIM may request this approach. If this is the case, the following resolution is appropriate :

That the [name of LTC/Bowen Island Municipality] requests the following form of local engagement for Phase 4 community engagement about the new draft Policy Statement

NEXT STEPS

Staff will collate the on-island engagement requests of all LTCs/BIM and assess them for feasibility relative to project budget and staff resources. Depending on the results of that assessment, staff will draft a public engagement plan and schedule for Trust Council approval and/or seek direction from Executive Committee if LTC/BIM requests exceed budget or resourcing limits.

Submitted By:	Jason Youmans, Senior Policy Advisor	September 26, 2024
Concurrence:	Clare Frater, Director, Trust Area Services	October 2, 2024

ATTACHMENTS

- 1. Policy Statement Amendment Project Charter V9

Policy Statement Amendment Project - Project Charter V9

Purpose To support Trust Council’s update of the Islands Trust Policy Statement bylaw, incorporating feedback from Indigenous Governing Bodies, the public, and referral agencies, and approval by the Minister of Municipal Affairs.

Background Trust Council has assigned Executive Committee, with involvement from Trust Programs Committee as appropriate, the task of updating the Islands Trust Policy Statement through the lenses of reconciliation, climate change, and affordable housing, and to undertake early engagement with Indigenous Governing Bodies (IGBs) and the public in the process.

Objectives

- To adopt an updated Policy Statement bylaw that supports Trust Council’s commitments to reconciliation, climate change, and affordable housing, and reflects feedback from the public, IGBs, and partner agencies.

In Scope

- Amendment drafting of V1 as directed by TC resolutions, communications, legal review, and implementation planning
- IGB engagement, public engagement, and agency referrals
- Four readings/Ministerial approval

Out of Scope

- Treaty or territorial negotiations or accommodation
- Consequential amendments to official community plans and land use bylaws

Workplan Overview

Major Deliverable/Milestone	Dates
<p>Past Years (FY 2019-20, 2021-22, 2022-23, 2023-24)</p> <ul style="list-style-type: none"> -IGB early engagement Phases 1 (2019-2021), 2 (2021-2022), and 3 (2023) -Public engagement Phases 1 (2019-2020), 2 (2021), and 3 (2022) -Policy review and analysis by Trust Council’s committees/working groups and staff (2020-22) -Amendment drafting and legal review Phase 1 (Apr-Jun 2021), Phase 2 (Dec 2022-Mar 2023) - IGB Early engagement Phase 3 	2019-2024
<p>Present (FY 2024-25)</p> <ul style="list-style-type: none"> - Review and revision of draft Policy Statement by Committee of the Whole 	May - December 2024
<p>Proposed Next Steps (FY 2024-25)</p> <ul style="list-style-type: none"> -Approval in principle by Trust Council -Six month public engagement (referrals to local trust committees and Island Municipalities for local engagement; Trust-wide survey; and virtual community workshop) - Amendments and First Reading - Bylaw referral to IGBs, regional districts, Conservancy Board and others 	Jan 2025 May– October 2025 Nov- Dec 2025 Dec 2025 - March 2026
<p>Final Adoption (FY 2025-26/2026-27)</p> <ul style="list-style-type: none"> -Trust Council receives referral responses and passes resolutions on further revisions required -Amendment drafting and amendment/Second and Third Reading by Trust Council -Refer proposed bylaw to Minister with final FN engagement report; allow six months for review - Ministerial Approval (estimated—no statutory timeline), and Adoption -Final graphic design and distribution, celebration event, implementation planning 	April 2026 May 2026 May2026 Dec 2026 Dec 2026—Jan 2027

Project Team

Executive Committee Trust Programs Committee Director, TAS	Project Champion Policy Content Advisors Project Director
Sr. Policy Advisor	Project Manager & Policy Writer
Program Coordinator	Public Engagement Coordinator
Communications Specialist	Communications Coordinator

Budget

Item	FY 24-25	FY25-26	FY26-27
Communications	\$10,000	\$26,000	\$10,000
Public Engagement	\$0	\$60,000	\$0
Legal Review	\$25,000	\$5,000	\$5,000
Capacity Funding	\$4,000	\$0	\$0
Total Activity Costs:	\$39,000	\$91,000	\$15,000

Approved by:

Clare Frater, Director, TAS

Endorsement: TC

Date: TC-2024-077, Sept, 25, 2024

*Timeline assumes Trust Council schedules special meetings between regular quarterly meetings.



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2010-02-04	SSI-11-10	Bylaw Enforcement Reports	It was MOVED and SECONDED , that the Salt Spring Island Local Trust Committee directs staff to provide quarterly in-camera and public reports on on-going and current bylaw enforcement investigations and actions in the Salt Spring Local Trust Area. <p style="text-align: right;"><u>CARRIED</u></p>
2013-01-10	SSI-09-13	North Salt Spring Waterworks District Reporting	It was MOVED and SECONDED , that the Salt Spring Island Local Trust Committee request the North Salt Spring Waterworks District to report back to the Local Trust Committee every two years from the date of adoption of Proposed Bylaw 461 on: <ul style="list-style-type: none"> a) changes in water demand by the North Salt Spring Waterworks District customers with new secondary suites within the pilot area; b) total withdrawal from its system in relation to its licensed capacity; c) impacts on the Maxwell Lake, St. Mary Lake, and the district's water supply in general that can be attributed to the introduction of secondary suites within the pilot area. <p style="text-align: right;"><u>CARRIED</u></p> <p>*Bylaw 461 was adopted May 2, 2013</p>



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2016-06-02	SS-2016-114	Grantville Neighbourhood lawful non-conforming sewage disposal field repair or replacement	<p>It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee adopt “Standing Resolution 2” as specified in Appendix 2 of the staff report dated May 25, 2016. (shown below):</p> <p>That the Salt Spring Island Local Trust Committee direct staff to administer and enforce Bylaw 484 according to the following policies:</p> <ol style="list-style-type: none"> 1. Where a sewage disposal field or septage pit is lawfully non-conforming with respect to Bylaw 484, and pursuant to Local Government Act Section 529, the Salt Spring Island Local Trust Committee considers that the following actions do not constitute maintenance, alteration, or extension, and therefore require a development variance permit application to the Salt Spring Island Local Trust Committee: <ol style="list-style-type: none"> a) Removal and replacement of the dispersal system in its entirety. 2. Where a sewage disposal field or septage pit is lawfully non-conforming with respect to Bylaw 484, and where a health hazard exists as defined under the B.C. Public Health Act, an Authorized Person may carry out immediate, temporary repairs of the system that result in a further contravention to Bylaw 484 than that existing at the time the repair or alteration was started to prevent or contain the hazard. Permanent repairs or alterations that result in a further contravention of Bylaw 484 than that existing at the time the repair or alteration was started, or 1(a) above, should be supervised by a Professional and will require a development variance permit application to the Salt Spring Island Local Trust Committee following resolution of the emergency. 3. “Authorized Person” and “Professional” have the same meaning as in the Sewerage System Regulation. <p style="text-align: right;"><u>CARRIED</u></p>



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2017-03-02	SS-2017-16	Quarterly Application Summary Staff Reports	<p>It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee direct staff to provide a quarterly summary of application tracking.</p> <p style="text-align: right;"><u>CARRIED</u></p>
2018-08-16	SS-2018-177	Cannabis Regulation	<p>It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee adopt the following standing resolution with respect to the processing of non-medical cannabis retail license applications:</p> <ul style="list-style-type: none"> • Proposed or amended licenses for non-medical cannabis retail establishments require an application to the Local Trust Committee. • The application process shall comprise a public consultation component, which includes at least one notification to neighbours, one public meeting, posting of public notices and one advertisement in a local periodical. • The public consultation process shall be determined by the Local Trust Committee after initial review of the proposal. • However, as a minimum, the Local Trust Committee will mail or otherwise deliver a notice to all owners and residents of properties within a 500 metre radius of the subject property where the establishment is proposed at least 10 days before adoption of a resolution providing comment on the application. The required notice shall include the following information: <ul style="list-style-type: none"> ○ Name of the applicant and a description of the proposal in general terms; ○ The location of the proposed establishment and the subject site; ○ The place where, and date and time when, both a public meeting will be held and a resolution of the Local Trust Committee considered; ○ The name and contact information of the Islands Trust planning staff member who can provide copies of the proposed or amended license application; ○ How public comments may be submitted to the Local Trust Committee. <p style="text-align: right;"><u>CARRIED</u></p>



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2018-12-06	SS-2018-278	Cannabis – Processing of Notice to Local Authorities	<p>It was MOVED and SECONDED, That the Salt Spring Island Local Trust Committee adopt the following standing resolution: that the Salt Spring Island Local Trust Committee request that Notices of Intention to apply for a Federal Cannabis License be included in the Local Trust Committee Regular Meeting agenda package.</p> <p style="text-align: right;"><u>CARRIED</u></p>
2019-04-30	SS-2019-88	Families as Stakeholders	<p>It was MOVED and SECONDED, That the Salt Spring Island Local Committee direct staff to include families as stakeholders in Project Charters and to propose family oriented engagement techniques, or to explain why such inclusion is not appropriate.</p> <p style="text-align: right;"><u>CARRIED</u></p>



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2019-11-26	SS-2019-253	Reconciliation	<p>It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee adopt the following standing resolution with respect to First Nations in the Local Trust Area:</p> <p>Whereas the Local Trust Committee seeks to engage in Reconciliation with local First Nations, governments and the island community by honouring the Truth and Reconciliation Commission (TRC) Calls to Action, United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), Draft Principles that Guide the Province of British Columbia’s Relationship with Indigenous Peoples, and Islands Trust First Nations Engagement Principles, the Local Trust Committee endeavours to:</p> <ul style="list-style-type: none"> a) Annually, write a letter to First Nations, (re) introducing trustees and staff and provide a schedule of known Local Trust Committee meetings for the upcoming year, as well as, provide an update of current projects and advocacy activities; b) For various Local Trust Committee meetings, invite elders from local First Nations to attend and provide a traditional welcome to the territory; c) Work with First Nation governments on cooperative initiatives, including and not limited to, language, place names, territorial acknowledgements, and community education on Coast Salish and local First Nations’ cultural heritage and history; d) Work with First Nation governments on engagement principles for inclusive land use, marine use, and climate change planning; advocacy, protection and stewardship; and knowledge and information sharing protocols; e) Establish and maintain government-to-government dialogue with First Nations, now and into the future, based on respect and recognition of Aboriginal rights and title, treaty rights, and First Nations’ traditional territories within the Islands Trust Area. <p style="text-align: right;"><u>CARRIED</u></p>



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2019-12-17	SS-2019-275	Referral of Items to the Agricultural Advisory Planning Commission	<p>It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee refer Agricultural Land Commission applications directly to the Agricultural Advisory Planning Commission, prior to consideration by the Salt Spring Island Local Trust Committee when:</p> <ul style="list-style-type: none"> a) Applications demonstrate either that local farming or the greater community would benefit and conditions of Official Community Plan policy B.6.2.2.16 apply, or b) Applications are for public recreation use and are consistent with the Official Community Plan. <p style="text-align: right;"><u>CARRIED</u></p>



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2020-04-28	SS-2020-045	Policy Options for Bylaw Enforcement Compliance on Unlawful Uses	<p>It was <u>MOVED</u> and <u>SECONDED</u>, that the Salt Spring Island Local Trust Committee adopt the following policy on unlawful land uses and planning applications:</p> <ol style="list-style-type: none"> a. Where an application is received and a use is continuing in contravention of a land use bylaw, staff are directed to request that the applicant cease the use prior to processing the application, and that staff are directed to continue with enforcement until the use is ceased. b. The applicant may request that the Local Trust Committee proceed with consideration of the application while the use is continuing; and, where the Local Trust Committee considers there is a community need to process the application while the prohibited use is continuing, the Local Trust Committee may direct that bylaw enforcement actions, including the issuing of notices, temporarily cease. c. Where the Local Trust Committee does not consider that there is a community need, or the applicant has not made such a request of the Local Trust Committee; bylaw enforcement actions, including the issuing of notices, will continue. d. In deciding whether to grant land use approval for a use that was commenced in contravention of a land use bylaw, the Local Trust Committee may consider whether the applicant has suspended the prohibited land use pending a decision on the application. <p style="text-align: right;"><u>CARRIED</u></p>



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2021-06-29 Amended 2021-11-09 Amended 2022-02-15	SS-2021-109 SS-2021-214 SS-2022-017	Unlawful Dwellings	<p>It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee endorse the Housing Action Program Task Force's recommendation to amend standing resolution SS-2021-109 to state that enforcement activities will be deferred for all existing unlawful dwellings being used for residential purposes until there are safe, secure appropriate housing options that are affordable for all demographics and household types in perpetuity, except in the following circumstances:</p> <ul style="list-style-type: none"> a. there are concerns regarding health and safety; b. there are concerns that sewage is not being disposed of in an approved septic or sewage disposal system; c. there are concerns that septic or sewage disposal systems are being used in excess of capacity or ability as a result of unlawful dwellings; d. there are concerns of possible contamination of wells or other drinking water sources; e. unlawful dwellings are in environmentally sensitive areas; f. there are non-permitted campgrounds; and, g. that the Salt Spring Island Local Trust Committee may give direction to resume enforcement activities on any property that poses risk to the health and safety of the neighbouring residents and the residents on the property in question. <p style="text-align: right;"><u>CARRIED</u></p>
2021-06-29	SS-2021-111	Bylaw Enforcement Policy on Portable Sawmills	<p>It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee adopt the following enforcement policy: Enforcement on portable sawmills will be deferred while the Local Trust Committee considers amendments to the Land Use Bylaw.</p> <p style="text-align: right;"><u>CARRIED</u></p>



SALT SPRING ISLAND LOCAL TRUST COMMITTEE POLICY & STANDING RESOLUTIONS LIST

Date	Resolution Number	Topic	Resolution
2021-11-09	SS-2021-213	Residential Use in Commercial Accommodations	<p>It was MOVED and SECONDED, That the Salt Spring Island Local Trust Committee endorse the Housing Action Program Task Force’s recommendation to defer enforcement of residential use in commercial accommodations, such as cabins, hotels, guest houses, and motels that provide long-term (more than 30 days) residency in order to offer an interim solution to the housing needs on Salt Spring Island.</p> <p style="text-align: right;"><u>CARRIED</u></p>
2021-12-14	SS-2021-237	First Nations Consultation for Proposed Antenna Systems	<p>It was MOVED and SECONDED, That the Salt Spring Island Local Trust Committee adopt the following standing resolution with respect to First Nations consultation in accordance with the “Strategy for Antenna Systems” in the Local Trust Area:</p> <ol style="list-style-type: none"> a. The proponent will consult with the Local Trust Area representative during the pre-consultation phase to determine proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential and obtain a list of First Nations rights and title holders; b. The proponent is recommended to undertake consultation during the pre-consultation phase with the Islands Trust and a First Nations cultural knowledge holder for the siting of the proposed antenna system as it relates to cultural and sacred sites; c. The proponent will obtain and provide a BC Archaeological Information request response from the BC Archaeology Branch to confirm proximity of the proposed antenna system to known archaeological sites and/or areas of archaeological potential including permit requirements under the Heritage Conservation Act; d. The proponent will obtain and provide an Archeological Impact Assessment for antenna systems proposed to be sited on or within 100 metres of a known archaeological site or cultural/sacred site identified by a First Nations cultural knowledge holder; and e. The proponent will provide written notice – including, if applicable, the Archeological Impact Assessment – sent by regular mail or hand delivered to all First Nations rights and title holders identified during the pre-consultation phase <p style="text-align: right;"><u>CARRIED</u></p>

Future Projects Report

Salt Spring Island

1. <i>OCP Amendments</i>	Responsible	Date Received
<ul style="list-style-type: none"> ·First Nations Heritage and Cultural Site Protection (Jan. 2015) ·Piers Island Bill 27 OCP Update (Dec. 2015) ·Marine Environment Protection (Foreshore Audit) (June 2016) ·Official Community Plan Review (Nov. 2017) ·Development of a Music Strategy (June 2020) ·Waste Transfer Stations (Waste Management Plan) (July 2020) ·Add a map of the Salish Sea Trail (Oct. 2021) ·Add public access to lake and marine shorelines as an eligible community amenity in Section H.3.2 of the Salt Spring Island Official Community Plan (Feb. 2022) 		06-Oct-2020

2. <i>Land Use Bylaw Amendments</i>	Responsible	Date Received

Future Projects Report

Salt Spring Island

<ul style="list-style-type: none"> ·Outer Islands (Feb. 2015) ·LUB Update: Affordable Housing (June 2015) ·Accessory Buildings Without a Principle Use (Dec. 2016) ·Technical and Minor Amendments (Mar. 2017) <ul style="list-style-type: none"> ·Limit fence height to 2.4m; increase dock width from 1.2m to 1.5m; culverts as structures in waterbody setbacks ·Reduce Permitted Lot Coverage in Rural Upland Zones (Aug. 2018) ·Ganges Village Planning - Harbourwalk (Oct. 2019) ·Commercial Truck Parking and Storage (July 2020) ·Regulate Cannabis Production (Sept. 2020) ·Portable Sawmills (Nov. 2020) ·Review of the residential zoning of islets (Jul. 2022) ·Impacts of future lake levels of St. Mary Lake (Aug. 2022) 	<p>06-Oct-2020</p>
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3. Direct Bylaw Enforcement

Responsible

Date Received

<ul style="list-style-type: none"> ·Bylaw Enforcement Policies (Feb. 2015) ·Short Term Vacation Rentals (STVRs) (May 2017) 	<p>06-Oct-2020</p>
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4. Administrative Processes and Procedures

Responsible

Date Received

Future Projects Report

Salt Spring Island

·Land Use Contracts (Feb. 2015)

06-Oct-2020

·Soil Removal Bylaw update (Feb. 2015)

·Improving Communications (Mine permits for aggregate pits and quarries.) (Jan. 2020)

·Adding requirement for signs in the Development Procedures Bylaw (Sep 2020)

·including discriminatory remarks and inclusion and respectful conduct language to Sec 29 Order and Decorum of Bylaw 529 (Dec 2021)

5. *Advocate*

Responsible

Date Received

·none listed

06-Oct-2020

Salt Spring Island

Minor Project - Housing Action Program - Implementation (Bylaw 537)

Responsible

Dates

Activity:

0. Major Project - Ganges (Shiya'hwt/Syowt) Village Planning

Responsible

Dates

Activity:

Chris Hutton

Rec'd: 08-Jun-2020
Target: 31-Mar-2022

May 18, 2023 - Project abeyed during additional work related to the LTC Work Program relating to grant applications and OCP-LUB Project Scoping.

March 26 & 27, 2022-AHNE facilitates a workshop with GVTF. Final Report of all engagement activities anticipated for April or May LTC meeting.

Nov. 9, 2021 - Ahne Studio finalizes engagement plan with SS LTC and task force. Ahne and staff begin numerous engagement activities including: survey, ideas fair, walk shops, stakeholder virtual events, school engagement, pop-up engage3ment and community design charrette.

Task Force Meetings are ongoing.

March 11, 2021-TC approved \$97,000 project budget

Nov. 10 2020 - Project Charter, Public Engagement Framework, and Task Force Terms of Reference adopted. Endorsed applying for C2C funding.

Salt Spring Island

Dec 14, 2022 - SS LTC endorsed funding for the Task Force to have a two-day workshop facilitated by Ahne Studio.

April 19, 2022 - Ahne Studio presented the engagement summary to SS LTC.

1. Extraordinary Project - OCP-LUB Update

Responsible

Dates

Activity:

Chris Hutton

Rec'd: 01-Apr-2023

Next Steps:

Chris Buchan

Target: 12-Dec-2025

2024 - 09:

- Receive draft Complete Communities deliverables

Most Recent:

2023-11: Ongoing First Nations Engagement, Terms of Reference approved by

Description:

There has been no comprehensive review of the SS OCP since its adoption in 2008, nor any review of the Land Use Bylaw since 1999. The need to update these bylaws is a priority in response to policy, social, and technological change and to address contemporary community challenges the current document no longer serves. Those challenges include a lack of affordable housing and housing options, growth pressures, climate resiliency planning, infrastructure issues (such as the water moratorium), workforce stability challenges, transportation networks, and First Nations Reconciliation. The SS OCP update is intended to provide a framework to guide the

Salt Spring Island

development of a complete community by diversifying and increasing housing options at appropriate locations, advancing First Nations Reconciliation, reducing infrastructure costs, reducing greenhouse gas (GHG) emissions, and improving walkability. The Land Use Bylaw update will improve land use planning regulation to ensure that regulations match the needs and expectations of land use in the community, in consideration of the OCP.

2. <i>Major Project - Water Sustainability - coordinate multiple jurisdictions in planning for water sustainability and watershed protection.</i>	Responsible	Dates
<p>Activity:</p> <p><u>Currently includes:</u></p> <ol style="list-style-type: none"> 1. Coordination of SSIWPA; 2. Development of Proof of Water Bylaw: <ul style="list-style-type: none"> ·To be brought forward following report out on well-monitoring 3. Weston Lake Water Availability Study: <ul style="list-style-type: none"> ·Project completed, now working through follow-up resolutions. 4. Watershed Strategic Plan: <ul style="list-style-type: none"> ·May 14, 2024: Plan developed. Implementation process under consideration. 5. Ongoing well-monitoring: <ul style="list-style-type: none"> May 14, 2024: Synthesizing data to target report out in next 4 months. Sept. 6, 2022: Draft Lake Weston Study received, referred to various agencies and organizations; and to coordinate a discussion with POLIS and other groups for Water Sustainability Act considerations. April 2022: Draft Weston Lake Study being reviewed by staff; Contract issued for phase 	<p>Chris Buchan Jason Youmans William Shulba</p>	<p>Rec'd: 07-Jun-2012 Target: 30-Dec-2022</p>



Active Projects Report

Salt Spring Island

2 of Watershed Strategic Plan; staff seeking LTC direction on reduced SSIWPA budget.
Nov. 19, 2021: kick off meeting with Econics for phase 1 of Watershed Strategic Plan: a Situational Analysis
July 15, 2021: Signed MOU submitted to CRD for Weston Lake Study. RFP posted (Nov. 2021)
May 25, 2021: LTC approves project charter of Watershed Protection Plan
April 27, 2021: MOU approved for Weston Lake Assessment
March 11, 2021 - TC budget approve: \$75,500 special tax requisition for 2021/22 SSIWPA; up to \$80,000 from surplus funds to spend on a watershed strategic plan and Weston Lake Watershed Assessment



Salt Spring Local Trust Committee Open Applications Report

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
Rezoning								
	SS-RZ-2013.9	Don Elliot		Proposal to Rezone for CRD & School District Multi-Family	Milad Panahifar	09/06/2013	Local Trust Committee	Assign to LTC Meeting
	SS-RZ-2017.2	Fernando Dos Santos	221 DRAKE RD	Proposal to permit 30 affordable housing dwelling units and	Chris Buchan	02/15/2017	Under Review	Add Optional Referrals
	SS-RZ-2017.3	Jamie Colligan	2188 NORTH END RD, SALT SPRING ISLAND, BC V8K 1E1	Proposal to Rezone to Rural Zone Variation to Allow Existing Cottage to be Designated as	Chris Buchan	04/05/2017	Open	Determine Next Steps - PL
	SS-RZ-2019.1	Nick Williams	248 UPPER GANGES RD, SALT SPRING ISLAND, BC V8K 2P8	Proposal to change current zoning from R7 to C6 Variance	Oluwashogo Garuba	02/22/2019	Under Review	Add Optional Referrals
	SS-RZ-2021.1	Dale Rivers	114 SWANSON RD, Unit:1, SALT SPRING ISLAND, BC V8K 2R5	Rezoning from existing R6 to R2 to permit the construction of a 6 unit Strata Development - 114	Anthony Fotino	01/28/2021	Open	Determine Next Steps - PL
	SS-RZ-2022.1	Mischa Gelb	1172 MUSGRAVE RD	Rezoning property to allow for four SFD - Sec 50 Musgrave Road, SSI	Chris Buchan	10/26/2022	Withdrawn	Record LTC Decision/Update FUAL
	SS-RZ-2022.2	Chris Leier		To address issues arising from the Temporary Use Permit - 151 Lower Ganges Road, SSI	Chris Buchan	11/29/2022	Open	Determine Next Steps - PL
	SS-RZ-2023.1	Chris Schmah	104 ATKINS RD, SALT SPRING ISLAND, BC V8K 2R5	Rezoning to retire Land use contract - 104 Atkins Road	Chris Buchan	09/27/2023	Under Review	Generate Complete Application Letter
	SS-RZ-2024.1	Floridor Oprea	0 VESUVIUS BAY RD	RZ - To amend the OCP and Land Use Bylaws to permit the redevelopment of the existing	Chris Buchan	01/08/2024	Local Trust Committee	Record LTC Decision/Update FUAL
	PLRZ20240021	Kristin Peebles	355 BLACKBURN RD, SALT SPRING ISLAND, BC V8K 2B8		Chris Buchan	05/17/2024	Under Review	Add Optional Referrals
	PLRZ20240145	Jordan Litke	200 COLLINS RD, SALT SPRING ISLAND, BC V8K 2M9	Please see attached rationale letter	Oluwashogo Garuba	07/23/2024	Under Review	Generate Complete Application Letter



Salt Spring Local Trust Committee Open Applications Report

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
	PLRZ20240188	Daniel Ovington; Sarah Hennessy	210 KANAKA RD, SALT SPRING ISLAND, BC V8K 2A9; 220 KANAKA RD, SALT SPRING ISLAND, BC V8K 2A9	<Optional, enter comments if required>	Oluwashogo Garuba	08/20/2024	Under Review	Generate Complete Application Letter
	PLRZ20240251	Jeff Waters	101 BITTANCOURT RD, SALT SPRING ISLAND, BC V8K 2K2	The 101 Bittancourt Road Redevelopment will provide desperately needed housing for local healthcare workers	Milad Panahifar	10/02/2024	Under Review	Generate Complete Application Letter
Development Permit								
	SS-DP-2017.11	David Karr	190 REYNOLDS RD, SALT SPRING ISLAND, BC V8K 1Y2	Proposed Driveway for residential use and for fire safety	Oluwashogo Garuba	08/22/2017	Waiting for Revisions	Verify Final Review Status
	SS-DP-2021.4	Erin Rommel	270 FURNESS RD, SALT SPRING ISLAND, BC V8K 1Z7	DPA2 - NEW TASTING ROOM, WASHROOM/ACCESSORY BUILDING, CARETAKER'S	Anthony Fotino	03/15/2021	Pending	Record LTC Decision/Update FUAL
	SS-DP-2021.10	Uta Nagel	770 BEAVER POINT RD, SALT SPRING ISLAND, BC V8K 1X9	Delegated DPA 4, 6 & 7 - Carport and Shed - 770 Beaver Point	Milad Panahifar	09/14/2021	In Abeyance	Planning Review
	SS-DP-2022.5	Jordan Litke	536 BEAVER POINT RD, SALT SPRING ISLAND, BC V8K 2J9	Delegated DPA7 Permit to allow subdivision - 536 Beaver Point Road, SSI	Oluwashogo Garuba	05/04/2022	Open	Determine Next Steps - PL
	SS-DP-2022.7	Brent Taylor	250 COLLINS RD, SALT SPRING ISLAND, BC V8K 2M9	Delegated DPA3 Dock - 250 Collins Road, SSI	Anthony Fotino	08/10/2022	Open	Determine Next Steps - PL
	SS-DP-2022.9	David Whitten	161 FULFORD-GANGES RD	DPA 1, 3 & 4 to permit a cafe with indoor seating - 161 Fulford-Ganges Road	Oluwashogo Garuba	09/16/2022	Open	Determine Next Steps - PL
	SS-DP-2023.7	Holly Kerr	687 BEAVER POINT RD, SALT SPRING ISLAND, BC V8K 1Y1	Delegated DPA 7 Driveway Extension - 687 Beaver Point RD, SSI	Anthony Fotino	08/22/2023	Open	Verify Submittal / Fees
	SS-DP-2023.8	Stuart Black	365 ISABELLA POINT RD, SALT SPRING ISLAND, BC V8K 1V4	Delegated DPA3 - 365 Isabella Point RD, SSI	Milad Panahifar	08/24/2023	Open	Verify Submittal / Fees
	SS-DP-2023.11	David Rolland	155 ALDERS AVE, SALT SPRING ISLAND, BC V8K 2K5	Delegated - DPA6 - Retaining Wall construction, drainage and landscaping works	Milad Panahifar	11/21/2023	Under Review	Record Administrative Decision



Salt Spring Local Trust Committee Open Applications Report

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
	PLDP20240056	BRADLEY J FOSSEN	235 QUARRY DR, SALT SPRING ISLAND, BC V8K 1J2		Oluwashogo Garuba	05/30/2024	Under Review	Add Optional Referrals
	PLDP20240057	BRADLEY J FOSSEN	239 QUARRY DR		Oluwashogo Garuba	05/30/2024	Under Review	Add Optional Referrals
	PLDP20240058	BRADLEY J FOSSEN	431 BAKER RD, SALT SPRING ISLAND, BC V8K 2N6		Oluwashogo Garuba	05/30/2024	Under Review	Add Optional Referrals
	PLDP20240059	BRADLEY J FOSSEN	434 BAKER RD, SALT SPRING ISLAND, BC V8K 2N5		Oluwashogo Garuba	05/30/2024	Under Review	Add Optional Referrals
	PLDP20240181	Sina Shalhaf	150 MARGOLIN DR, SALT SPRING ISLAND, BC V8K 1C9		Milad Panahifar	08/13/2024	Under Review	Planning Review
Subdivision								
	SS-SUB-2021.1	Jordan Litke	536 BEAVER POINT RD, SALT SPRING ISLAND, BC V8K 2J9	4-Lot Subdivision - 536 Beaver Point Road, SSI	Chris Buchan	01/19/2021	Open	Determine Next Steps - PL
	SS-SUB-2021.3	Sina Shalhaf	150 MARGOLIN DR, SALT SPRING ISLAND, BC V8K 1C9	2 lot subdivision 150 Margolin Drive	Milad Panahifar	03/31/2021	Under Review	Planning Review
	SS-SUB-2021.7	Patricia Juengst	0 WELBURY DR	2 Lot Subdivision - 007-521-031	Chris Buchan	12/13/2021	Open	Determine Next Steps - PL
	SS-SUB-2022.1	Brent Taylor	250 COLLINS RD, SALT SPRING ISLAND, BC V8K 2M9	3 lot subdivision - 250 Collins Road	Chris Buchan	06/10/2022	Open	Determine Next Steps - PL
	SS-SUB-2022.3	Jordan Litke	115 LUMLEY RD	3 lots Conventional Subdivision - 115 Lumley Road, SSI	Chris Buchan	07/15/2022	Open	Determine Next Steps - PL
	SS-SUB-2022.4	Jordan Litke	373 WRIGHT RD, SALT SPRING ISLAND, BC V8K 2H8	Proposed 2 lot conventional Subdivision, 373 Wright Road,	Milad Panahifar	11/14/2022	Under Review	Planning Review
	SS-SUB-2023.2	Denis Miller	2101 FULFORD-GANGES RD, SALT SPRING ISLAND, BC V8K 1Z7	Proposed 3 Lot Bare Land Strata, 2101 Fulford-Ganges Road, SSI	Milad Panahifar	02/15/2023	Under Review	Planning Review
	SS-SUB-2023.4	Jordan Litke	0 CHURCHILL RD; 291 LONG HARBOUR RD, SALT SPRING	Proposed 4 Lot Conventional Subdivision - 291 Long Harbour	Milad Panahifar	09/06/2023	Waiting for Conditions	Planning Review
	SS-SUB-2023.5	Padra Ahmadi	0 TRUSTEES TRAIL; 261 TRUSTEES TRAIL, SALT SPRING	Proposed 2 lot boundary adjustment - Lot 14 & 15	Oluwashogo Garuba	11/07/2023	Under Review	Add Optional Referrals



Salt Spring Local Trust Committee Open Applications Report

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
	SS-SUB-2024.4	Kerry Michael Akerman	292 JASPER RD		Oluwashogo Garuba	03/28/2024	Administrative Approval	Generate and Send Referral Response Form
Development Variance Permit								
	SS-DVP-2021.7	Brian Craig	344 REGINALD HILL RD, SALT SPRING ISLAND, BC V8K 1V7	Variance for Gate House and Beach Stairs - 344 Reginald Hill	Milad Panahifar	02/26/2021	Open	Planning Review
	SS-DVP-2021.17	Uta Nagel	770 BEAVER POINT RD, SALT SPRING ISLAND, BC V8K 1X9	Carport and Shed within the setback - 770 Beaver Point Road	Milad Panahifar	09/13/2021	Under Review	Planning Review
	SS-DVP-2023.7	Nancy Mullins	120 MANSELL RD, SALT SPRING ISLAND, BC V8K 1P9	Variance to allow for increased size of seasonal cottage and	Oluwashogo Garuba	04/20/2023	Under Review	Add Optional Referrals
	SS-DVP-2023.13	Jordan Litke	200 COLLINS RD, SALT SPRING ISLAND, BC V8K 2M9	Seasonal Cottage size variance - 200 Collins Rd, SSI	Chris Buchan	06/28/2023	Withdrawn	Verify Submittal / Fees
	SS-DVP-2023.14	Bryce Chapman	361 SUNSET DR, SALT SPRING ISLAND, BC V8K 1G2	Variance to allow subdivision with on-site water source - 361 Sunset Drive, SSI	Anthony Fotino	08/14/2023	Open	Verify Submittal / Fees
	SS-DVP-2024.2	Leigh Large	127 VALHALLA RD	To construct a retaining wall - 127 Valhalla Rd	Milad Panahifar	02/13/2024	In Abeyance	Planning Review
	SS-DVP-2024.1	John Bothello	455 LOWER GANGES RD, SALT SPRING ISLAND, BC V8K 1S2	To construct a new Firehall - 455 Lower Ganges Rd	Chris Buchan	02/22/2024	Withdrawn	Request Refund or Deposit
	PLDVP20240174	Jonathon Mishrigi	237 ISABELLA POINT RD	We are requesting an additional 1 meter of height in order to	Milad Panahifar	08/12/2024	Under Review	Add Optional Referrals
	PLDVP20240201	Robert Richmond	2885 SOUTHEY POINT RD, SALT SPRING ISLAND, BC V8K 1A2	The applicant has chosen to modify their plan, so they won't	Milad Panahifar	09/03/2024	In Abeyance	Planning Review
	PLDVP20240244	Justin Oppmann	321 FERNWOOD RD, Unit:101, SALT SPRING ISLAND, BC V8K 1C3	This is part of an ongoing correspondence with the Islands Trust and the CRD. Bylaw		09/27/2024	Submittals Received	Waiting for Fee Payment (PL)
	PLDVP20240255	Dennis G Miller	2101 FULFORD-GANGES RD, SALT SPRING ISLAND, BC V8K 1Z7	<Optional, enter comments if required>		10/04/2024	Submittals Received	Waiting for Fee Payment (PL)



Salt Spring Local Trust Committee Open Applications Report

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
	PLDVP20240260	COLIN A CRYSTAL	325 RAINBOW RD, SALT SPRING ISLAND, BC V8K 2M4			10/08/2024	Waiting for Submittals	Generate/Send Notice of Incomplete Application
	PLDVP20240267	Barbara Gard	132 NARROWS WEST RD, SALT SPRING ISLAND, BC V8K 0A3	<Optional, enter comments if required> For fire evacuation safety I wish to request a		10/16/2024	Submittals Received	Waiting for Fee Payment (PL)
	PLDVP20240286		[031-451-977] OJACKSON AVE			10/31/2024	Waiting for Submittals	Generate/Send Notice of Incomplete Application
Soil Deposit and Removal Permit								
	SS-SDP-2022.2	Neil Kerrigan	155 ALEXANDER BLVD, SALT SPRING ISLAND, BC V8K 2H8	Pond construction - 155 Alexander BLVD, SSI	Chris Buchan	06/27/2022	Open	Determine Next Steps - PL
	SS-SDP-2022.3	Kris Plambeck	131 KNOTT PL	Leveling property for development - 131 Knott Pl, SSI	Oluwashogo Garuba	07/15/2022	Open	Determine Next Steps - PL
	PLSDP20240033		291 LONG HARBOUR RD, SALT SPRING ISLAND, BC V8K 2K9			05/22/2024	Waiting for Submittals	Contact Applicant
Liquor and Cannabis Referral								
	PLLCB20240012	ROYAL CANADIAN LEGION SALT SPRING ISLAND BRANCH NO. 092	120 BLAIN RD, SALT SPRING ISLAND, BC V8K 2P7		Bruce Belcher	05/17/2024	Under Review	Generate Complete Application Letter
Soil Deposit and Removal Registration								
	PLSRP20240014		130 BLACKBURN RD, SALT SPRING ISLAND, BC V8K 2B8		Chris Buchan	05/17/2024	Administrative Approval	Verify Final Review Status



Salt Spring Local Trust Committee Open Applications Report

Type	Application Number	Applicant	Address	Description	Planner	Date Received	Status	Most Recently Completed Activity
	PLSRP20240257		130 BRINKWORTHY RD, SALT SPRING ISLAND, BC V8K 2N9			10/04/2024	Submittals Received	Verify Submittal / Fees
Temporary Use Permit								
	PLTUP20240134	Celeste Cavaliere	126 UPPER GANGES RD, SALT SPRING ISLAND, BC V8K 2S2	A marine mechanic and equipment store recently	Bruce Belcher	07/13/2024	Under Review	Planning Review
	PLTUP20240164	Megan Kriger	129 DEAN RD, SALT SPRING ISLAND, BC V8K 2K4	<Optional, enter comments if required>Lookout Housing and Health Society has a long history of successfully supporting	Oluwashogo Garuba	08/07/2024	Under Review	Generate Complete Application Letter
	PLTUP20240296	Daniel Ovington	163 DRAKE RD, SALT SPRING ISLAND, BC V8K 2K8	The CRD will be taking over the operation and maintenance of		11/06/2024	Open	
Number of Open Applications	60							

Islands Trust

LTC EXP SUMMARY REPORT F2025

Invoices posted to Month ending September 2024

	Invoices posted to Month ending September 2024	<u>Budget</u>	<u>Spent</u>	<u>Balance</u>
655 Salt Spring				
65000-655	LTC "Trustee Expenses"	2,000.00	2,656.26	-656.26
		<u>2,000.00</u>	<u>2,656.26</u>	<u>-656.26</u>
LTC Local				
65200-655	LTC - Local Exp - LTC Meeting Expenses	14,700.00	4,793.65	9,906.35
65210-655	LTC - Local Exp - APC Meeting Expenses	1,000.00	432.43	567.57
65220-655	LTC - Local Exp - Communications	1,500.00	0.00	1,500.00
	TOTAL LTC Local Expense	<u>17,200.00</u>	<u>5,226.08</u>	<u>11,973.92</u>
Projects				
73001-655-2007	Salt Spring OCP/LUB	222,000.00	60,175.00	161,825.00
73001-655-4020	Salt Spring Ganges Village Area Planning	86,500.00	0.00	86,500.00
73001-655-4131	Salt Spring Housing Action Program	5,000.00	0.00	5,000.00
73001-655-4139	SSIWPA Plan Coordination	55,000.00	0.00	55,000.00
73001-655-4140	Salt Spring Groundwater Sustainability Strategy	16,500.00	0.00	16,500.00
73001-655-4141	Salt Spring Proof of Water - Subdivision	1,500.00	0.00	1,500.00
	TOTAL Project Expenses	<u>386,500.00</u>	<u>60,175.00</u>	<u>326,325.00</u>