



Salt Spring Island Local Trust Committee Minutes of Regular Meeting

Date: Tuesday, April 28, 2020

Location: Electronic Meeting
200-1627 Fort Street, Victoria

Members Present: Peter Luckham, Chair
Peter Grove, Local Trustee
Laura Patrick, Local Trustee

Staff Present: Stefan Cermak, Regional Planning Manager (RPM)
Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Local Planning Services Director
Warren Dingman, Bylaw Enforcement and Compliance Manager
Mark van Bakel, Senior Technical Analyst
Nigel Hughes, Computer Application Support Technician
Jason Youmans, Island Planner
Geordie Gordon, Planner 2
William Shulba, Senior Freshwater Specialist
Shayla Burnham, Administrative Assistant
Sarah Shugar, Recorder

Media and Others Present: Gary Holman, Capital Regional District (CRD) Salt Spring Island Electoral Area Director
Gulf Islands Driftwood Reporter
Approximately 11 members of the public

These minutes follow the order of the agenda although the sequence may have varied.

1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:30 a.m. and welcomed everyone to the first electronic meeting of the Salt Spring Island Local Trust Committee. He reported that legislation requires meetings to be held at a physical location, which for this meeting is the Islands Trust Victoria office where there is space for the public and staff to support public assembly. He reported Honourable Minister of Public Safety and Solicitor General Mike Farnworth issued an order allowing local government to hold electronic meetings without a physical location on March 26, 2020. The Islands Trust was not included in the order and has requested to be included in the exemption. Chair Luckham introduced himself, the Trustees and staff and acknowledged that the Local Trust Committee is meeting within Coast Salish Territory.

2. APPROVAL OF AGENDA

The following items were presented for consideration:

To move Item 11 - Trustee Reports, Item 12 – Chair’s Report and Item 13 – CRD Director’s Report prior to Item 3.

By general consent, the agenda was adopted as amended.

Items 11, 12 and 13 - the Trustee Reports, the Chair’s Report and the CRD Director’s Report were presented prior to Item 3.

3. PREVIOUS MEETINGS

3.1 Draft Minutes of the Salt Spring Island Local Trust Committee – None

3.2 Resolutions Without Meeting Report - Report dated April 20, 2020

The report was received.

3.3 Draft Minutes of the Advisory Planning Commissions

3.3.1 Draft Minutes of the March 5, 2020 Salt Spring Island Agricultural Advisory Planning Commission Meeting

The minutes were received.

SS-2020-036

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee direct staff to prepare a report regarding the March 5, 2020 Salt Spring Island Agricultural Advisory Planning Commission recommendations.

CARRIED

3.4 Salt Spring Island Local Trust Committee Public Hearing Record - None

3.5 Minutes of the March 3, 2020 Salt Spring Island Board of Variance Hearing

The minutes were received.

4. PREVIOUS MEETINGS BUSINESS ARISING FROM MINUTES

4.1 Follow-Up Action List

The report was received.

5. COMMUNITY INFORMATION MEETING – None

6. PUBLIC HEARING – None

7. REPORTS

7.1 Policy and Standing Resolutions List

The report was received.

7.2 Work Program Top Priorities Report

The report was received.

7.3 Projects List

The report was received.

SS-2020-037

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request staff to prepare a report on the LTC Top Priorities and LTC Projects List in relation to the LTC's strategic plan in particular to Ganges Village Planning.

CARRIED

7.4 Applications with Status Report

The report was received.

7.5 Expense Report

7.5.1 Report dated January 2020

The report was received.

7.5.2 Report dated February 2020

The report was received.

7.6 Islands Trust Conservancy Board Report

The report was received.

7.7 Salt Spring Island Watershed Protection Alliance (SSIWPA) Coordinator's Report

7.7.1 Report dated March 2020

Trustee Patrick presented the following report:

- The Groundwater and Lake Level Monitoring project is ongoing.
- SSIWPA is working with stakeholders to define a terms of reference for a Cedar Lane Water Availability Study.
- SSIWPA is working with water districts and small water systems to coordinate data collection and reporting.
- SSIWPA is coordinating stakeholders related to fire risk.
- Rainwater use brochures are available on the SSIWPA website.
- The Rainwater Harvesting Tour has been postponed.

The report was received.

7.8 Housing Working Group

Trustee Patrick reported the Housing Working Group is working on a proposal for a phased approach to develop a housing planning project with the purpose of reducing impacts of housing while expanding options.

The meeting recessed at 10:36 a.m. and reconvened at 10:45 a.m.

8. LOCAL TRUST COMMITTEE PROJECTS

8.1 Water Sustainability Project

Planner Youmans presented a staff report dated April 21, 2020 regarding the Water Sustainability Project – Update and Next Steps.

SS-2020-038

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee defer the Sustainability Master Project Charter Version 9 to a future meeting.

CARRIED

SS-2020-039

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee rename its “Groundwater Preservation Project” to “Groundwater Sustainability Strategy.”

CARRIED

SS-2020-040

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee direct staff to continue groundwater well and lake monitoring for the 2020/21 fiscal year per Groundwater Sustainability Strategy Project Charter Version 9 attached as Appendix 2 to the staff report dated April 28, 2020.

CARRIED

SS-2020-041

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee (LTC) direct staff to provide the LTC with a project charter that is prepared in collaboration with relevant partner agencies to develop a community monitoring well and lake monitoring plan.

CARRIED

SS-2020-042

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee direct staff to prepare a report regarding proof of water availability for subdivision that will include examples from other jurisdictions.

CARRIED

8.2 Proposed Bylaw No. 512 - Affordable Rental Housing - Cottages Project

Planner Youmans presented a staff report dated April 21, 2020 regarding consideration of Bylaw No. 512 – the Affordable Rental Housing – Cottages project.

SS-2020-043

It was MOVED and SECONDED,

that Salt Spring Island Local Trust Committee Bylaw No. 512, cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2018”, be adopted.

CARRIED

Trustee Patrick Opposed

SS-2020-044

It was MOVED and SECONDED,

that Salt Spring Island Local Trust Committee direct staff to implement Bylaw No. 512 in accordance with the implementation plan described in the staff report dated April 28, 2020.

CARRIED

Trustee Patrick Opposed

9. OTHER BUSINESS

9.1 New Business

9.1.1 Policy options for Bylaw Enforcement Compliance on unlawful uses

Bylaw Enforcement and Compliance Manager Warren Dingman presented a staff report dated March 12, 2020 concerning policy options for bylaw enforcement compliance on unlawful uses.

SS-2020-045

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee adopt the following policy on unlawful land uses and planning applications:

- 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.

CARRIED

10. CORRESPONDENCE

10.1 D. Ovington, on behalf of the Capital Regional District, to LTC - Dated February 13, 2020 - Concerning Letter of Support for Ganges Marina

The correspondence was received.

10.2 E. Poole, with Trustee Grove response, to LTC - Dated February 15, 2020 - Concerning decision made for SS-DVP-2018.17 (Vortex)

The correspondence was received.

10.3 C. Lenihan to LTC - Dated February 23, 2020 - Concerning decision made for SS-DVP-2018.17 (Vortex)

The correspondence was received.

10.4 E. and J. Jang to LTC - Dated February 23, 2020 - Concerning decision made for SS-DVP-2018.17 (Vortex)

The correspondence was received.

10.5 D. Wilson to LTC - Dated February 24, 2020 - Concerning decision made for SS-DVP-2018.17 (Vortex)

The correspondence was received.

10.6 S. Leckie, J. Walper, M. Leckie to LTC - Dated February 24, 2020 - Concerning decision made on SS-DVP-2018.17 (Vortex)

The correspondence was received.

10.7 N. Wigen to LTC - Dated February 24, 2020 - Concerning decision made for SS-DVP-2018.17 (Vortex)

The correspondence was received.

10.8 L. Barlow to LTC - Dated February 2, 2020 - Concerning decision made on SS-DVP-2019.6 (445 Blackburn Road, SSI)

The correspondence was received.

10.9 P. Grange to LTC - Dated February 5, 2020 - Concerning connection of Wright Road to Frazier Road, SSI

The correspondence was received.

10.10 D. and J. Barrio to LTC - Dated February 11, 2020 - Concerning decision made on SS-DVP-2019.6 (445 Blackburn Road, SSI)

The correspondence was received.

10.11 J. Litke, Polaris Surveying Inc., to LTC - Dated March 6, 2020 - Concerning proposed subdivision at 445 Blackburn Road, SSI

The correspondence was received.

10.12 S. Dobie to LTC - Dated February 18, 2020 - Concerning Development Permit Area for Coastal Douglas Fir project

The correspondence was received.

By general consent, the Salt Spring Island Local Trust Committee request staff to add this item 10.12 to the next Coastal Douglas Fir project report.

10.13 R. Hawkins to LTC - Dated March 1, 2020 - Concerning global temperature warming and climate impacts

The correspondence was received.

10.14 D. Rogers, Gambier Area Trustee, to LTC - Dated March 3, 2020 - Concerning Galiano Island Advisory Planning Commission report regarding Climate Change

The correspondence was received.

10.15 Salt Spring Island Local Trust Committee to E. FitzZaland, Salt Spring Solutions

The correspondence was received.

10.2 E. FitzZaland on behalf of Salt Spring Solutions to LTC, Dated January 30, 2020 - Concerning Invitation to participate in Housing Solutions Lab

The correspondence was received.

10.16 S. Rompre and Trustee P. Grove, response - Dated March 21-23, 2020 - Concerning protection of Salt Spring community during COVID-19

The correspondence was received

10.17 K. and M. Ballantyne to LTC, et al - Dated March 23, 2020 - Concerning evictions on Salt Spring Island during COVID-19

The correspondence was received

10.18 R. Forrester to LTC - Dated March 23, 2020 - Concerning tourist accommodation during COVID-19

The correspondence was received

10.19 K. Clark to LTC - Dated March 24, 2020 - Concerning air quality, backyard burning and COVID-19

The correspondence was received

10.20 P. Meyer to LTC - Dated March 26, 2020 - Concerning Salt Spring Recycling Depot 2-week shutdown during COVID-19

The correspondence was received

10.21 G. and S. Bywater to LTC - Dated March 27, 2020 - Concerning local accommodation providers during COVID-19

The correspondence was received

10.22 B. Deroos, to LTC et al, Dated April 17, 2020 - Concerning Community safety in Ganges and Grace Point Boardwalk

The correspondence was received

SS-2020-046

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee request staff to forward items 10.16 to 10.22 to the Capital Regional District Salt Spring Island Emergency Services Program.

CARRIED

11. TRUSTEE REPORTS

Trustee Patrick presented the following report:

- Executive Committee has been working with staff to respond to the COVID-19 crisis.
- Acknowledged staff for adapting to the COVID-19 crisis and working to accommodate electronic meetings.
- She suggested the elected officials host a community town hall for COVID-19 response.
- The Housing Working Group is making progress outlining a housing planning project with the objective of reducing the impacts of housing and expanding options.
- Attended a Salt Spring Island Watershed Alliance meeting on April 17, 2020 and she noted the Rainwater Harvesting Tour has been postponed.
- She is working with community leaders to coordinate the COVID-19 Business and Farm Emergency Response and Recovery.
- She acknowledged market coordinator Rob Pingle for his work to open the Tuesday Farmer's Market.
- The Rural Island Economic Partnership has an information hub for COVID-19. She acknowledged Salt Spring Island Chamber of Commerce Executive Director Jessica Harkema and Salt Spring Island Community Economic Development Chair Francine Carlin for their work to support the business community.
- The COVID-19 pandemic is an opportunity to the community to consider how to create a more resilient community.

Trustee Grove presented the following report:

- Acknowledged staff for responding to the COVID-19 crisis.
- Attended the first electronic Trust Council meeting on April 20, 2020.
- Attends the semi-weekly CRD Emergency Program meetings regarding COVID-19. There are ongoing concerns regarding people gathering in Centennial Park and the lack of social distancing. Salt Spring Island is a high-risk community and he encouraged the community to follow Provincial Health Officer Dr. Bonnie Henry's recommendations.
- Islands Trust and land use planning will be an important aspect of recovery from the COVID-19 pandemic.

12. CHAIR'S REPORT

Chair Luckham presented the following report:

- Attended the first electronic Trust Council meeting on April 20, 2020. Trust Council approved an amendment to the 2020/21 budget in response to the impacts of the COVID-19 pandemic on islanders and island communities.
- Attended the 2020 Salish Sea Ecosystem Conference on April 21-22, 2020 and noted over 2000 participants attended the virtual conference.
- Acknowledged Lasqueti Island Trustee Peter Johnston and North Pender Island Trustee Ben McConchie for initiating and supporting electronic meetings.
- Attended the first electronic Lasqueti Island Local Trust Committee meeting on April 26, 2020.

13. CRD DIRECTOR'S REPORT

Director Holman presented the following report:

- The CRD's primary role in the COVID-19 pandemic is to ensure continuity of essential services and to coordinate agencies through the CRD Emergency Programs Emergency Operations Centres (EOC). The Emergency Operations Centre holds semi-weekly meetings and is focused on health and safety issues. The EOC reviewed the plan to reopen the Farmer's Market and made the recommendation for the Farmer's Market to be held on Tuesdays instead of Saturdays. The EOC reviewed the Salt Spring Island Golf Club's plan to reopen and the golf club is now open to resident members only.
- The COVID-19 Business and Farm Emergency Response and Recovery Task Force is focused on the economic recovery and supports for the community.
- The Salt Spring Community Services shelter capacity has been reduced to 7 people due to social distancing protocols. BC Housing has agreed to reimburse Salt Spring Community Services for the Seabreeze Inn rooms that have been rented out for alternative shelter space. Salt Spring Community Services purchased a property adjacent to their main site for use as a year round shelter and BC Housing has expressed support for assisting with funding the renovation project.
- He has supported CRD grants-in-aid funding for various community groups including Salt Spring Community Services, Copper Kettle and the Salt Spring Island Foundation COVID-19 Emergency Preparedness and Relief Fund.
- The Salt Spring Island Transit service has been significantly impacted by the COVID-19 pandemic. The Province mandated a zero fare policy, bus service levels will likely be reduced to winter service levels and the Beddis Road expansion has been postponed.
- The CRD has increased bylaw enforcement patrols in Centennial Park. BC Ambulance Community Paramedic, Chris Griffiths is working with the vulnerable population regarding outreach/COVID-19 testing.
- The Rainbow Road Indoor Pool renovations are scheduled to be complete on May 4, 2020. The showers may be opened to provide access for members of the community that do not have access to showers.
- The CRD Water Service Optimization Study is in process and the draft report has been received for review.
- He attended a meeting with the Salt Spring Fire Protection District Fire Rescue Advisory Committee regarding upgrading the fire hall or potentially building a new fire hall.

- He advised that Salt Spring Island Fire Rescue is looking into a chipping program as a wildfire prevention measure.
- Both the Islanders Working Against Violence (IWAV) Croftonbrook affordable housing project and the Salt Spring Island Community Services Salt Spring Commons affordable housing project are in the construction phase.
- Please email any questions to directorssi@crd.bc.ca.

14. DELEGATIONS – None

15. TOWN HALL AND QUESTIONS - None

16. APPLICATIONS AND REFERRALS

16.1 SS-LCB-2019.5 - L. Large, Cathay Western Properties Ltd. - 382 Lower Ganges Road, SSI

Planner Gordon presented a staff report dated April 21, 2020 regarding an application referral from the Liquor and Cannabis Regulation Branch (LCRB) for a cannabis retail sales license.

Applicant Leigh Large spoke to the application.

SS-2020-047

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee exempt application SS-LCRB-2019.5 from the requirement to be subject to a public meeting as per Salt Spring Island Local Trust Committee Standing Resolution SS-2018-177 (Cannabis Regulation).

CARRIED

SS-2020-048

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee directs staff to send a response to the Liquor and Cannabis Regulation Branch regarding the Cannabis Retail Sales license application for 382 Lower Ganges Rd that states:

- The Salt Spring Island Local Trust Committee has considered the location of the proposed Cannabis Retail Sales licence application;
- The potential impacts of the noise in the immediate vicinity of the establishment would be minimal;
- The impacts on the community if the application is approved would be negligible;
- The Local Trust Committee recommends the application be approved.

CARRIED

SS-2020-049

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee direct staff to include a record of the community consultation with the response to the Liquor and Cannabis Regulation Branch regarding the Cannabis Retail Sales license application.

CARRIED

SS-2020-050

It was MOVED and SECONDED,

that the Salt Spring Island Local Trust Committee direct staff to consider the correspondence received for application SS-LCRB-2019.5 in consideration of the cannabis production project.

CARRIED

17. CLOSED MEETING - None

18. UPCOMING MEETINGS

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled on May 26, 2020. Please check the website at www.islandstrust.bc.ca for details regarding this meeting and other upcoming meetings.

19. ADJOURNMENT

By general consent the meeting adjourned at 12:11 p.m.

Peter Luckham, Chair

CERTIFIED CORRECT:

Sarah Shugar, Recorder