



## Salt Spring Island Local Trust Committee Minutes of Regular Meeting

**Date:** Tuesday, July 28, 2020

**Location:** Electronic Meeting

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

**Staff Present:** Stefan Cermak, Regional Planning Manager (RPM)  
Jason Youmans, Island Planner  
Geordie Gordon, Planner 2  
Shayla Burnham, Office 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 25 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 an electronic meeting of the Salt Spring Island Local Trust Committee. 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 additional item was presented for consideration:

- Item 16.1.3 - Vacation Rentals

**By general consent**, the agenda was adopted as amended.

### 3. TRUSTEE REPORTS

Trustee Patrick reported she would publish a Trustee report on her Trustee Facebook page and presented the following report:

- She acknowledged and expressed gratitude to the Islands Trust staff;

- An article was published in the Driftwood Newspaper on June 2, 2020 that was critical of the Coastal Douglas-fir mapping;
- She is committed to improving governance and cross organization coordination to be more responsive to local needs;
- The Salt Spring Island Official Community Plan cannot be realized without coordination and collaboration with other agencies. She promotes and is involved with community groups including the Salt Spring Island Watershed Protection Alliance, the Salt Spring Island Community Economic Development Commission, the Salt Spring Island Area Farm Plan, the Salt Spring Island Fire Protection District's Ganges Fire Hall Disposition Committee, the Housing Working Group, the Business and Farm Response and Recovery Plan Task Force, the Ecological Research Network, and the Saanich Inlet Protection Society Roundtable;
- Land Use planning plays a direct role in healthy communities: healthy people, healthy society and healthy environment: also known as community based ecosystem management;
- She encouraged members of the public to continue to follow Provincial Health Office directives regarding the COVID-19 pandemic.

Trustee Grove reported he has been recovering from hip surgery and he encouraged everyone to follow the BC Health Office guidelines regarding the COVID pandemic.

#### **4. CHAIR'S REPORT**

Chair Luckham presented the following report:

- Executive Committee and the Local Planning Committee are preparing for Trust Council that will an electronic meeting held September 14 to 16, 2020;
- Will attend a meeting with the Ministry of Health this week regarding the BC Emergency Program Act;
- Spoke to the wildfire risk;
- Spoke to the COVID-19 pandemic and encouraged everyone to be safe and be kind.

#### **5. CRD DIRECTOR'S REPORT**

Director Holman presented the following report:

- The COVID-19 pandemic curve is bending upwards in BC at this time and the Province has recently announced directives regarding vacation rentals;
- The CRD is restarting the Saturday Farmer's Market to create opportunities for vendors that have been impacted by the COVID-19 pandemic. The previous market coordinator resigned and a new market coordinator has been hired. The Saturday Market will operate on a limited basis with a maximum of 20 vendors per day and will increase to a maximum of 50 vendors per day once the new market coordinator is present.
- The CRD has approved gas tax funding for a wastewater system at Salt Spring Island Farmland Trust The Root food storage and processing facility;
- The Union of BC Municipalities (UBCM) did not approve the CRD gas tax funding request for implementation of the Climate Action Plan and the Area Farm Plan;
- The North Ganges Transportation Plan works are underway on Rainbow Road that will increase pedestrian and cyclist safety when complete;
- Encouraged the Local Trust Committee to support the applications SS-DP-2020.3 and SS-DVP-2020.5 (Croftonbrook) to support affordable housing;

- Encouraged the Local Trust Committee to support a CRD Parks and Recreation request for an exemption from a covenant for expansion of the existing pool building for a multi-purpose room at the Rainbow Road Pool site (Item 16.1.2).

## 6. PREVIOUS MEETINGS

### 6.1 Draft Minutes of the Salt Spring Island Local Trust Committee

#### 6.1.1 Draft Minutes of the June 30, 2020 SSI LTC Regular Meeting

The following item was presented for consideration:

- Item 3 – Trustee Reports - replace “Appointed to Chair a Committee that will consider future uses of the Ganges Fire Hall” with “Asked to Chair the meetings of a Salt Spring Island Fire Protection District Committee that will consider future uses of the Ganges Fire Hall”.

**By general consent**, the minutes of the June 30, 2020 Salt Spring Island Local Trust Committee meeting were adopted, as amended.

#### 6.1.2 Draft Minutes of the June 30, 2020 SSI LTC Special Business Meeting

**By general consent**, the minutes of the June 30, 2020 Salt Spring Island Local Trust Committee Special meeting were adopted.

### 6.2 Resolutions Without Meeting Report - None

### 6.3 Draft Minutes of the Advisory Planning Commissions - None

### 6.4 Salt Spring Island Local Trust Committee Public Hearing Record - None

## 7. CORRESPONDENCE

Correspondence received concerning current applications and/or projects is posted to the LTC webpage.

### 7.1 B. Rush to LTC, Dated June 26, 2020 - Concerning Agenda item 16.1.1, June 30, 2020 LTC meeting

The correspondence was received.

**SS-2020-092**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee rescind Resolution No. SS-2020-088.

**CARRIED**

**7.2 C. and C. Charland to LTC - Dated June 28, 2020 - Concerning Greed vs. Common Sense**

The correspondence was received.

**7.3 D. Hackett to LTC - Dated June 29, 2020 - Concerning Drywall disposal**

The correspondence was received.

**7.4 C. Geavreau, Wagon Wheel Housing Society to Dr. Bonnie Henry, Provincial Health Officer of BC, cc. LTC et al. - Dated June 29, 2020 - Concerning laundromat and public shower facilities**

The correspondence was received.

**7.5 M. Sloss to LTC - Dated June 29, 2020 - Concerning housing dilemma and zoning change**

The correspondence was received.

**8. DELEGATIONS – None**

**9. TOWN HALL & QUESTIONS**

Chair Luckham opened the Town Hall at 10:07 a.m.

Elizabeth FitzZaland expressed support on behalf of Salt Spring Solutions for application SS-DP-2020.3 and SS-DVP-2020.5 (Croftonbrook) and highlighted the need for affordable housing.

A member of the public expressed concerns regarding applications SS-DP-2020.2 and SS-DVP-2020.4 (374 Lower Ganges Road) including unresolved issues with 141 Atkins Road and requested the Local Trust Committee to not proceed with the variance requests. The member of the public also expressed concerns regarding application SS-DP-2020.3 and SS-DVP-2020.5 (Croftonbrook) and noted there are senior members of the public that are concerned about the Croftonbrook project that may not be able to participate in electronic meetings.

A member of the public expressed concerns regarding two applications on the agenda that have contravened land use bylaws and are asking for approval to regulate the uses. The member of the public noted there is a history of property owners asking for unlawful uses to be approved and encouraged the Local Trust Committee not to continue the pattern of approving unlawful uses.

A member of the public spoke to a letter that was submitted regarding the Harbour Farm, expressed concerns regarding SS-DP-2020.3 and SS-DVP-2020.5 (Croftonbrook) and requested the Salt Spring Island Local Trust Committee to conduct a site visit prior to making a decision.

A member of the public spoke to application SS-DP-2020.3 and SS-DVP-2020.5 (Croftonbrook) and highlighted that the proposed office space would replace two housing units and suggested that the office space could be included in the main building.

**10. APPLICATIONS AND REFERRALS**

**10.1 SS-DP-2020.3 and SS-DVP-2020.5 - R. Schindelka, D-Architecture - 132 Corbett Road, SSI (Croftonbrook)**

Planner Gordon presented a staff report dated July 14, 2020 regarding a multi-family development within Development Permit Area 1 (Island Villages) and Development Variance Application for the third storey and height (9.5m) of the residential building and to reduce the setback to an existing water body.

Islanders Working Against Violence Executive Director Kisae Peterson and representative of the applicant, Janis Gauthier spoke to the application.

**SS-2020-093**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee rescind resolution SS-2020-084 referring draft permits and correspondence related to SS-DP-2020.3 and SS-DVP-2020.5 to the Advisory Planning Commission (132 Corbett Road).

**CARRIED**

**SS-2020-094**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit SS-DVP-2020.5 (132 Corbett Road).

**CARRIED**

**SS-2020-095**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve issuance of Development Permit SS-DP-2020.3 conditional upon receipt of a Letter of Undertaking from the applicant's lawyer regarding the registration of the Statutory Right of Way specified in covenant CA7696246 (132 Corbett Road).

**CARRIED**

**SS-2020-096**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee request that the applicant explore options to further mitigate the impact of construction on current Croftonbrook residents.

**CARRIED**

**10.2 SS-DP-2020.2 and SS-DVP-2020.4 - T. Dickie for Cathay Western Properties - 382 Lower Ganges Road, SSI**

Planner Gordon presented a staff report dated July 15, 2020 regarding a Commercial Development within Development Permit Area 1 (Island Villages) and request for height exemption.

Applicant Trevor Dickie and property owner Leigh Large spoke to the application.

**SS-2020-097**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve issuance of Development Permit SS-DP-2020.2 (382 Lower Ganges Road).

**CARRIED**

**SS-2020-098**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve issuance of Development Variance Permit SS-DVP-2020.4 (382 Lower Ganges Road).

**CARRIED**

**10.3 SS-DP-2018.15 - P. Akerman - 281 Beaver Point Road, SSI**

RPM Cermak presented a staff report dated July 13, 2020 regarding a Development Permit for Development Permit Area 7 (Riparian Areas), park land dedication, 2 amended covenants (no further subdivision and water treatment) for a proposed 2-lot subdivision.

Applicant Patrick Akerman spoke to the application.

**SS-2020-099**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve issuance of Development Permit SS-DP-2018.15 (281 Beaver Point Road).

**CARRIED**

**SS-2020-100**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee accept an amended covenant (CA4890036) under Section 219 of the Land Title Act requiring treatment of water from the registered owners of Lot 9, Section 5, Range 1, South Salt Spring Island, Cowichan District, Plan 25293 and designate any member of the Local Trust Committee to sign the covenant (SS-SUB-2017.5, 281 Beaver Point Road).

**CARRIED**

**SS-2020-101**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee accept an amended covenant (EX11483, modified by CA4890035) under Section 219 of the Land Title Act restricting further subdivision from the registered owners of Lot 9, Section 5, Range 1, South Salt Spring Island, Cowichan District, Plan 25293 and designate any member of the Local Trust Committee to sign the covenant (SS-SUB-2017.5, 281 Beaver Point Road).

**CARRIED**

**SS-2020-102**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee accept the amount of fifteen thousand dollars (\$15,000) as cash in lieu of park land and park land dedication in accordance with the plan shown in Figure No. 3, to satisfy the park land dedication conditions of subdivision SS-SUB-2017.5 (281 Beaver Point Road).

**CARRIED**

**10.4 SS-DP-2020.4 - J. Colligan - 250 Furness Road, SSI**

RPM Cermak presented a staff report dated July 15, 2020 regarding a Development Permit for Development Permit Area 7 (Riparian Areas) and a covenant restricting use and prohibiting further subdivision.

Property owner Robyn Kelln spoke to the application.

**SS-2020-103**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve issuance of Development Permit SS-DP-2020.4 (250 Furness Road).

**CARRIED**

**SS-2020-104**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee accept a covenant under Section 219 of the Land Title Act restricting use and prohibiting further subdivision and disposition of the common property separate from the strata lots from the registered owners of Lot 9, Section 5, Range 1, South Salt Spring Island, Cowichan District, Plan 25293 and designate any member of the Local Trust Committee to sign the covenant (SS-SUB-2019.2, 250 Furness Road).

**CARRIED**

**10.5 SS-DP-2020.5 - M. Coull - 121 Seaview Avenue, SSI**

RPM Cermak presented a staff report dated July 15, 2020 regarding a Development Permit for development of a culvert and driveway access across an area designated Development Permit Area 7 (Riparian Areas).

The applicant was present.

Trustee Patrick expressed concerns that works were done prior to the application.

**SS-2020-105**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve issuance of Development Permit SS-DP-2020.5 conditional upon receipt of a report from an environmental monitor confirming the hay bale and silt filter fences have been installed in accordance with and satisfy permit conditions 3.2, 3.3, 3.4 and 3.7.1 (121 Seaview Avenue).

**CARRIED**  
**Trustee Patrick Opposed**

It was noted there was an error on page number 332 of the agenda package regarding Delegation of Power. RPM Cermak reported the Local Government Act in accordance with Section 154 of the Community Charter does not permit a local government to delegate (via bylaw) the power to issue Development Permits.

The meeting recessed for lunch at 12:23 p.m. and reconvened at 1:00 p.m.

**11. BUSINESS ARISING FROM MINUTES**

**11.1 Follow-Up Action List Report dated July 2020**

The report was received.

**12. COMMUNITY INFORMATION MEETING - None**

**13. PUBLIC HEARING - None**

**14. REPORTS**

**14.1 Policy and Standing Resolutions List**

The report was received.

**14.2 Work Program Top Priorities Report**

The report was received.

**14.3 Projects List Report dated July 2020**

Planner Youmans presented a verbal update regarding the Ganges Harbourwalk project. He reported the Province has issued a Lease Renewal to the Ganges Marina with provision for a Statutory Right of Way (SROW) for development of a Harbourwalk in the future. Planner Youmans will circulate an excerpt from the lease document regarding the SROW to Trustees by email.

The report was received.



**14.4 Applications with Status Report dated July 2020**

The report was received.

**14.5 Expense Report dated May 2020**

The report was received.

**14.6 Islands Trust Conservancy Board Report - None**

**14.7 Salt Spring Island Watershed Protection Alliance (SSIWPA) Coordinator's Report - None**

**14.8 Housing Working Group Verbal Update**

Trustee Patrick reported the Housing Working Group is preparing a report for the September 1, 2020 Local Trust Committee meeting.

**15. LOCAL TRUST COMMITTEE PROJECTS**

**15.1 Protection of Coastal Douglas Fir and Associated Ecosystems**

Planner Youmans presented a staff report dated July 16, 2020 regarding an updated Protection of Coastal Douglas-fir and Associated Ecosystems (CDF protection) project charter.

**SS-2020-106**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee direct staff to amend the Protection of Coastal Douglas-fir Zones and Associated Ecosystems Project Charter v1.1 to add to "In Scope" the following: "collaborate with community groups, conservation groups, and individuals to advance a broad set of tools for protection of the Coastal Douglas-fir Zone"; and, "develop suitable project performance measures and monitor outcomes".

**CARRIED**

**SS-2020-107**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee endorse Protection of Coastal Douglas-fir and Associated Ecosystems Project Charter v1 attached as Appendix 1 to staff report dated July 28, 2020, as amended.

**CARRIED**

**SS-2020-108**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee transfer \$1,000 in project funds from its Regulation of Cannabis Production project budget to the Protection of Coastal Douglas-fir and Associated Ecosystems Project.

**CARRIED**

## 15.2 Water Sustainability

Planner Youmans presented a staff report dated July 14, 2020 regarding unspent special property tax requisition funds in support of water sustainability initiatives on Salt Spring Island.

### SS-2020-109

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee endorse the Request for Decision included as Appendix 1 in the July 28, 2020 staff report and direct staff to forward it to Islands Trust Council.

**CARRIED**

### SS-2020-110

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee's use of unspent special property tax requisition funds for water sustainability projects should be based on recommendations from the Salt Spring Island Watershed Protection Alliance.

**CARRIED**

## 15.3 Proposed Bylaws No. 488, 489 and 490 - Industrial Land Uses Project

Planner Youmans presented a staff report dated July 16, 2020 regarding Industrial Lands Review Project (Bylaw Nos. 488, 489 and 490).

### SS-2020-111

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee amend Bylaw No. 488 as follows: remove "near the junction of Fulford-Ganges and Beaver Point roads" from B.3.3.2.10 under section 1.22.

**CARRIED**

### SS-2020-112

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee rescind Resolution SS-2020-111.

**CARRIED**

**Trustee Patrick Opposed**

### SS-2020-113

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee amend Bylaw No. 488 as follows: remove "near the junction of Fulford-Ganges and Beaver Point roads" from B.3.3.2.10 under section 1.22.

**DEFEATED**

**Trustee Grove and Chair Luckham Opposed**

Resolution SS-2020-111 was rescinded at the SS LTC Regular Meeting of July 28, 2020 through Resolution SS-2020-112

**SS-2020-114**

**It was MOVED and SECONDED,**

that Salt Spring Island Local Trust Committee Bylaw No. 488, cited as "Salt Spring Island Official Community Plan Bylaw No. 434, Amendment No. 1, 2016", be adopted.

**CARRIED**  
**Trustee Patrick Opposed**

**SS-2020-115**

**It was MOVED and SECONDED,**

that Salt Spring Island Local Trust Committee Bylaw No. 489, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 1, 2016", be adopted.

**CARRIED**

**SS-2020-116**

**It was MOVED and SECONDED,**

that Salt Spring Island Local Trust Committee Bylaw No. 490, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2016", be adopted.

**CARRIED**

**SS-2020-117**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee direct staff to execute the implementation plan for adoption of Bylaw Nos. 488, 489 and 490 described in the staff report of July 28, 2020.

**CARRIED**

**SS-2020-118**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee add Waste Transfer and Commercial Truck/Heavy Equipment Storage to the LTC Projects List.

**CARRIED**

**16. OTHER BUSINESS**

**16.1 New Business**

**16.1.1 "Contiguous Forest Mapping in the Islands Trust Area Report", by Cabin Forestry Ltd. and, the "Map Book, Forest Ecosystems in the Islands Trust"**

A Request for Decision dated June 11, 2020 was presented for information.

**16.1.2 Covenant for 262 Rainbow Road - Confirmation of Exempted Use**

Planner Gordon presented a staff report dated July 15, 2020 regarding a request to the Salt Spring Island Local Trust Committee from the Capital Regional District Salt Spring Island Park and Recreation Commission (PARC) Manager to not enforce the terms of Covenant EW25260 2004-03-02 for an expansion of the existing pool

building that may otherwise require obtaining a Development Permit for Development Permit Area 1 (Island Villages).

**SS-2020-119**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee agree to not enforce Covenant EW25260 2004-03-02 conditional upon the development being in significant conformity with the Salt Spring Island Rainbow Road Multipurpose Room Site Plan dated June 24, 2020.

**CARRIED**

### **16.1.3 Vacation Rentals**

Trustee Patrick spoke to vacation rentals.

**SS-2020-120**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee direct staff to draft a letter from the Chair addressed to key vacation rental platforms informing them of local bylaws and requesting that they immediately remove properties that contravene these bylaws, especially entire homes, in an effort to reinforce bylaws and control the spread of COVID-19.

**CARRIED**

### **17. CLOSED MEETING - None**

### **18. UPCOMING MEETINGS**

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled for 9:30 a.m. on September 1, 2020. Please check the website at [www.islandstrust.bc.ca](http://www.islandstrust.bc.ca) for details regarding this meeting and other upcoming meetings.

### **19. ADJOURNMENT**

**By general consent** the meeting adjourned at 2:47 p.m.

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Peter Luckham, Chair

**CERTIFIED CORRECT:**

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Sarah Shugar, Recorder