



Salt Spring Island Local Trust Committee Minutes of Regular Meeting

Date: Tuesday, January 19, 2021

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)
Jason Youmans, Island Planner
Louisa Garbo, Island Planner
Geordie Gordon, Planner 2
Kristine Mayes, Planner 1
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
Approximately 15 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 stated gratitude to live and work in Coast Salish First Nations treaty and traditional territory.

2. APPROVAL OF AGENDA

The following additional item was presented for inclusion in the agenda:
8.4 Correspondence Concerning the Francis Bread Application (SS-RZ-2020.2)

By general consent, the agenda was adopted as amended.

3. PREVIOUS MEETINGS

3.1 Draft Minutes of the Salt Spring Island Local Trust Committee

3.1.1 Draft Minutes of the December 15, 2020 SSI LTC Regular Meeting

By general consent, the minutes of the December 15, 2020 Salt Spring Island Local Trust Committee meeting were adopted.

3.1.2 Draft Minutes of the December 17, 2020 SSI LTC Special Meeting

By general consent, the minutes of the December 17, 2020 Salt Spring Island Local Trust Committee Special meeting were adopted.

3.2 Resolutions Without Meeting Report dated January 2021

The report was received.

3.3 Draft Minutes of the Advisory Planning Commissions - None

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

4. LOCAL TRUST COMMITTEE PROJECTS

4.1 Housing Working Group

Housing Working Group member David Secord presented the Housing Working Group Report dated September 1, 2020.

Trustees expressed appreciation to the members of the Housing Working Group for the report.

4.2 Housing Challenges and Solutions

Planner Garbo presented a staff report dated December 23, 2020 regarding the Housing Challenges and Solutions Initiative Project.

By general consent, the Salt Spring Island Local Trust Committee deferred further consideration of the Housing Challenges and Solutions project update to the Special Meeting scheduled on January 22, 2021.

Item 4.4 was considered following item 4.2. Item 4.3 was considered prior to Item 12.

4.3 Water Sustainability

Planner Youmans presented a staff report dated January 7, 2021 regarding Salt Spring Island Watershed Protection Alliance (SSIWPA) Special Property Tax Requisition.

SS-2021-001

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request a special property tax requisition for \$75,500 from the Salt Spring Island Local Trust Area in the 2021/2022 fiscal year, subject to Trust Council Policy 6.3.ii, in order to fund coordination of watershed management on Salt Spring Island, using the powers delegated to the Salt Spring Island Local Trust Committee by Trust Council Bylaw No. 154.

CARRIED

SS-2021-002

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee endorse the special property tax requisition consultation/communications plan identified in the staff report dated January 19, 2021.

CARRIED

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request that Islands Trust Council amend the 2021/22 draft budget to include a draw of \$14,097 from Salt Spring Island Local Trust Committee surplus funds – comprising the remainder of the constituency grant received by SSIWPA in 2017 – for the development of a Weston Lake Water Availability and Climate Change Assessment Study to be carried out by a contractor in cooperation with the Capital Regional District.

SS-2021-003

It was MOVED and SECONDED,

That the motion be amended to replace \$14,097 with \$30,000, which includes the remainder of the constituency grant.

CARRIED

Trustee Grove left the meeting at 2:40 p.m. due to a technical difficulty and returned to the meeting at 2:43 p.m.

The question was called on the amended motion.

SS-2021-004

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request that Islands Trust Council amend the 2021/22 draft budget to include a draw of \$30,000 from Salt Spring Island Local Trust Committee surplus funds – which includes the remainder of the constituency grant received by SSIWPA in 2017 – for the development of a Weston Lake Water Availability and Climate Change Assessment Study to be carried out by a contractor in cooperation with the Capital Regional District.

CARRIED

SS-2021-005

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee direct staff to develop a draft project charter and partnership agreement for a Weston Lake Water Availability and Climate

Change Assessment Study to be carried out by a contractor in cooperation with the Capital Regional District.

CARRIED

Item 4.5 was considered following item 4.3.

4.4 Salt Spring Island Watershed Protection Alignment and Opportunities

Trustee Patrick presented a Trustee Sponsored Request for Decision dated January 19, 2021 regarding Salt Spring Island Watershed Protection Alignment and Opportunities. Planner Youmans and Freshwater Specialist Shulba spoke to the development of a watershed protection strategic plan.

SS-2021-006

It was MOVED and SECONDED,

That the Salt Spring Local Trust Committee approve in principle the development of, under the guidance of a qualified consultant, an executable strategic plan to guide and prioritize watershed protection work on a long-term basis (5 to 10 year time frame) to better support decision-makers in advancing effective, modernized land and water use planning.

CARRIED

SS-2021-007

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee direct staff to report back with a project charter for the development of a watershed protection strategic plan generally consistent with the Request for Decision included in January 19, 2021 regular meeting agenda package and that staff investigate opportunities to harmonize plan development with the Regional Planning Committee's Freshwater Sustainability Strategy.

CARRIED

SS-2021-008

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee requests that Trust Council amend the 2021/22 draft budget to include the allocation of up to \$50,000 from Salt Spring Island Local Trust Committee surplus funds to hire a contractor to guide the development of a strategic watershed protection plan for Salt Spring Island and that the funds would only be expended with explicit approval of the Local Trust Committee.

CARRIED

The meeting recessed for a lunch break at 12:03 p.m. and reconvened at 12:31 p.m. Item 4.5 was considered following Item 4.3.

4.5 Coastal Douglas-Fir and Associated Ecosystems Protection

Planner Youmans presented a memorandum dated January 7, 2020 regarding a Coastal Douglas-Fir Protection project update including the development of education and communications materials and the Coastal Douglas-Fir Science Working Group.

In discussion, Trustees expressed support for integration with Water Sustainability, Ganges Village Planning, and Housing initiatives to support the community dialogue. It was noted the communication materials should include a short summary regarding the Coastal Douglas-Fir project.

5. TRUSTEE REPORTS

Trustee Grove presented the following report:

- Responded to over 500 correspondence items in support of the Francis Bread application.
- Attended an ASK Salt Spring event on January 15, 2021.
- Scheduled to attend a Financial Planning Committee meeting on January 20, 2021.
- Encouraged everyone to continue to follow the BC Health Directives regarding COVID.

Trustee Patrick presented the following report:

- The Islands Trust is working on community priorities including Housing, Ganges Village, Water Sustainability and protecting the environment. She spoke to the interconnections between these projects and factoring in Reconciliation, Climate Change and Equity.
- Acknowledged the public concerns directed towards the Islands Trust in relation to the Francis Bread rezoning application. Trustee Patrick has requested the Salt Spring Island Community Economic Development Commission to consider business licenses under the CRD to help streamline regulations for businesses.
- Trustee Patrick donated her December salary to local organizations working to build food security capacity and helping families in need.
- Attended a meeting with the Trust Council Executive.
- Attended a meeting with the Salt Spring Island Watershed Protection Alliance and noted the Local Trust Committee has approved, in principle, to hire a contractor to guide the development of a strategic watershed protection plan for Salt Spring Island.
- Attended a meeting with the Salt Spring Island Agricultural Advisory Planning Commission and the Salt Spring Island Agricultural Alliance regarding agricultural issues.
- Attended a meeting with the Regional Planning Committee regarding a water sustainability grant opportunity.
- Attended a second joint community information meeting with the North Pender Island Local Trust Committee and the South Pender Island Local Trust Committee regarding residential floor area.

6. CHAIR'S REPORT

Chair Luckham presented the following report:

- Encouraged everyone to follow the BC Health Directives regarding COVID.
- Chair Luckham has been working with staff and Trustees to prepare for the next Trust Council meetings to be held electronically on March 8 to 11, 2021.

- Attended the inaugural meeting of the Trust Council Governance and Management Review Select Committee.
- An online survey to seek public input regarding Updating the Islands Trust Policy Statement is available on the Islands Trust website.

7. CRD DIRECTOR'S REPORT

Director Holman presented the following report:

- Director Holman continues to work with Salt Spring Island Liquid Waste Commission Chair Mary Richardson and the Salt Spring Farmland Trust on the Burgoyne Valley community composting initiative.
- Expressed support for a BC Housing proposal for a 24/7 shelter at Salt Spring Island Community Services and noted the proposal includes a year round, 24/7 shelter with showers, laundry and wellness support.
- Director Holman continues to work with the RCMP regarding crime prevention measures in Centennial Park and noted the RCMP has increased RCMP presence in Centennial Park.
- Construction of the CRD Booth Canal pathway project is expected to begin soon. Director Holman reported a contractor has been selected and an arborist has identified several trees to be removed for construction of the pathway. Director Holman expressed support for a rural standard for pathway construction and noted the current pathway standard is too costly.
- A workshop regarding small business recovery grants hosted by the Salt Spring Island Community Economic Development Commission and the Chamber of Commerce will be held on January 21, 2021.
- The Salt Spring Island Transportation Commission (SSITC) is reviewing the 2021 transportation and transit priorities that will include SSITC request to participate in the Ganges Village Plan Task Force.
- The CRD Board has approved First Nations participation in all regional CRD Standing Committees.

8. CORRESPONDENCE

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

8.1 J. Allen to LTC and Trustee Patrick reply, Dated December 11, 2020 - Concerning a bylaw amendment to allow stair to the foreshore

The correspondence was received.

8.2 M. Chandler to LTC, dated January 5, 2021 - Concerning November delegation with footnotes

The correspondence was received.

8.3 Dr. T. Varzeliotis to LTC and Trustee Patrick reply - Dated January 5, 2021 - Concerning Consensus for Change

The correspondence was received.

SS-2021-009

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee forward the letter received from Dr. T. Varzeliotis dated January 5, 2021 concerning Consensus for Change to the Trust Council Governance and Management Review Select Committee.

CARRIED

8.4 Correspondence Concerning the Francis Bread Application (SS-RZ-2020.2)

Chair Luckham reported the Local Trust Committee received a high volume of correspondence items in support of the community value of Francis Bread.

9. DELEGATIONS - None

10. TOWN HALL & QUESTIONS

Chair Luckham opened the Town Hall at 1:00 p.m.

A member of the public expressed support for the Ganges Village Plan project and encouraged the Local Trust Committee to separate the issues related to addressing emergency housing needs from the longer-term project of updating the Official Community Plan.

11. APPLICATIONS AND REFERRALS

11.1 SS-RZ-2020.2 - P. Hunt and M. Carr - 125 Churchill Road, SSI

Planner Mayes presented a staff memorandum dated December 14, 2020 regarding a request that the Salt Spring Island Local Trust deem there to be a community need to process SS-RZ-2020.2 while prohibited uses continue on the subject property in accordance with Salt Spring Island Standing Resolution SS-2020-045.

Applicants Meghan Carr and Peter Hunt spoke to the application.

SS-2021-010

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee determine that there is a community need to process SS-RZ-2020.2 (125 Churchill Road) while the prohibited use is continuing and direct staff, per standing resolution SS-2020-045, to temporarily cease bylaw enforcement action for the following commercial uses until consideration of SS-RZ-2020.2:

- Restaurant (Bakery);
- 2 Commercial Guest Accommodation Units.

CARRIED

11.2 SS-TUP-2020.3 - K. Plambeck & T. Wesley - Diggin' It Excavating Ltd. - 215 Margolin Drive, SSI

RPM Cermak presented a staff report dated January 5, 2021 regarding a Temporary Use Permit renewal for a home-based commercial excavation business.

Applicants Kris Plambeck and Tamara Plambeck spoke to the application.

SS-2021-011

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of Temporary Use Permit SS-TUP-2020.3 (215 Margolin Drive).

CARRIED

SS-2021-012

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee direct staff to forward correspondence dated December 22, 2020 to Bylaw Compliance and Enforcement (SS-TUP-2020.3, 215 Margolin Drive).

DEFEATED

Chair Luckham, Trustee Grove and Trustee Patrick Opposed

Chair Luckham noted staff could advise the author of the correspondence item dated December 22, 2020 that there is the option to forward their concerns regarding SS-TUP-2020.3 (215 Margolin Drive) to bylaw enforcement.

11.3 SS-DP-2019.4 - J. Smith, Gulf Islands Seniors Residence Association - 154 Kings Lane, SSI (Meadowlane)

Planner Gordon presented a staff report dated January 6, 2021 regarding reconsideration of a Development Permit application to construct a 50-unit senior's independent living affordable housing complex in Development Permit Area 1 (Island Villages).

Applicant Janet Smith spoke to the application.

SS-2021-013

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee rescind resolutions SS-2020-026 and SS-2020-027 (154 Kings Lane).

CARRIED

SS-2021-014

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of SS-DP-2019.4 as presented in the staff report dated January 19, 2021 conditional upon receipt of a letter from BC Housing assuring the installation and successful establishment of all vegetation as required by the landscaping plan attached as a schedule to the proposed permit, as deemed satisfactory by Islands Trust staff (154 Kings Lane).

CARRIED

11.4 SS-DVP-2020.11 and SS-DP-2020.9 - J. Speirs and D. Young - 135 Leslee Drive, SSI

Planner Gordon presented a staff report dated January 4, 2021 regarding a Development Variance Permit application and a Development Permit application to retroactively authorize placement of fill, placement of fill to support a building and replacement of a building within 10 metres of the natural boundary of the sea.

Applicant Dana Young spoke to the application.

SS-2021-015

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of SS-DVP-2020.11 (135 Leslee Drive).

CARRIED

SS-2021-016

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of SS-DP-2020.9 (135 Leslee Drive).

CARRIED

11.5 SS-DVP-2020.12 - E. FitzZaland, Green City Builders Inc. - 176 Bishops Walk Road, SSI

Planner Gordon presented a staff report dated January 4, 2020 regarding a Development Variance Permit application to install a range in an accessory building.

SS-2021-017

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of SS-DVP-2020.12 (176 Bishops Walk Road).

CARRIED

11.6 SS-DP-2020.11 - R. Waters - 104 Cedar Lane, SSI

Planner Gordon presented a staff report dated January 6, 2021 regarding a Development Permit application to install a replacement of a failed on-site sewerage system in Development Permit Area 5 (Community Well Capture Zones).

SS-2021-018

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee amend Proposed Development Permit SS-DP-2020.11, paragraph 3.2 to read: Prior to the expiry of this Development Permit, a signed statement by a qualified professional, as defined in the Public Health Act Sewerage System Regulation, indicating that the septic system is installed in accordance with Schedule No. 1, shall be submitted to the Islands Trust (104 Cedar Lane).

CARRIED

SS-2021-019

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of SS-DP-2020.11 as amended (104 Cedar Lane).

CARRIED

11.7 SS-DP-2020.13 - N. Casey - Lot A, Mt. Belcher Heights, SSI

Planner Gordon presented a staff report dated January 4, 2021 regarding a Development Permit application to allow a septic system within Development Permit Area 5 (Community Well Capture Zones).

Applicant Neil Casey spoke to the application.

Trustee Grove left the meeting at 2:10 p.m. due to a technical difficulty.

SS-2021-020

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee amend Proposed Development Permit SS-DP-2020.13, paragraph 3.2 to read: Prior to the expiry of this Development Permit, a signed statement by a qualified professional, as defined in the Public Health Act Sewerage System Regulation, indicating that the septic system is installed in accordance with Schedule No. 1, shall be submitted to the Islands Trust (Lot A, Mt. Belcher Heights).

CARRIED

SS-2021-021

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee approve issuance of SS-DP-2020.13 as amended (Lot A, Mt. Belcher Heights).

CARRIED

Trustee Grove returned to the meeting at 2:15 p.m. The meeting recessed at 2:15 p.m. and reconvened at 2:20 p.m. Items 4.3 and 4.5 were considered prior to Item 12.

12. BUSINESS ARISING FROM MINUTES

12.1 Follow Up Action List dated January 2021

The report was received.

13. COMMUNITY INFORMATION MEETING - None

14. PUBLIC HEARING - None

15. REPORTS

15.1 Policy and Standing Resolutions List

The report was received.

15.2 Work Program Top Priorities Report dated January 2021

The report was received.

15.3 Projects List dated January 2021

The report was received.

15.4 Applications with Status Report dated January 2021

The report was received.

15.5 Expense Report - None

15.6 Islands Trust Conservancy Board Report dated November 2020

The report was received.

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

16. OTHER BUSINESS

16.1 NEW BUSINESS

16.1.1 Resolution to Continue Holding Electronic Meetings

SS-2021-022

It was MOVED and SECONDED,

That in order to meet the principles of openness, transparency, and accessibility, meetings of the Salt Spring Island Local Trust Committee will be held electronically until Ministerial Orders under the Emergency Program Act and requirements or recommendations under the Public Health Act change regarding public attendance at trust body meetings; and that such meetings be live streamed, and the public invited to participate in meetings by connecting to the link or the phone number provided in the meeting notice, in order to observe proceedings and speak when invited by the Chair.

CARRIED

17. CLOSED MEETING

17.1 Motion to Close the Meeting

SS-2021-023

At 3:21 p.m., **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 (a) Personal information about individuals appointed to or being considered for appointment as an officer, employee or agent of the local government; and that staff be invited to remain.

CARRIED

17.2 Motion to Open the Meeting

SS-2021-024

At 3:40 p.m., **It was MOVED and SECONDED,** The Salt Spring Island Local Trust Committee re-open this meeting to the public subject to Section 89 of the Community Charter.

CARRIED

17.3 Rise and Report

The minutes of the October 6, 2020 Salt Spring Island Local Trust Committee In Camera meeting were adopted.

18. UPCOMING MEETINGS

A special meeting of the Salt Spring Island Local Trust Committee is scheduled on Friday, January 22, 2021.

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled on February 16, 2021 at 9:30 a.m. 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 3:41 p.m.

Peter Luckham, Chair

CERTIFIED CORRECT:

Sarah Shugar, Recorder