



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

**Date:** Tuesday, March 23, 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 8 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

By general consent, the agenda was adopted.

### 3. PREVIOUS MEETINGS

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

##### 3.1.1 Draft Minutes of the February 16, 2021 SSI LTC Regular Meeting

The following item was presented for consideration:

11. Trustee Reports
  - Replace “Reported Local Trust Committees across the Trust Area are appointing representatives to discuss Short Term Vacation Rentals (STVRs) as a regional issue.” with “Reported Local Trust Committees across the Southern Gulf Island Region are appointing representatives to discuss Short Term Vacation Rentals (STVRs) as a regional issue.”

**By general consent**, the minutes of the February 16, 2021 Salt Spring Island Local Trust Committee meeting were adopted as amended.

### **3.1.2 Draft Minutes of the February 11, 2021 SSI LTC Special Meeting**

**By general consent**, the minutes of the February 11, 2021 Salt Spring Island Local Trust Committee Special meeting were adopted.

### **3.2 Resolutions Without Meeting Report**

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. BUSINESS ARISING FROM MINUTES**

### **4.1 Follow Up Action List dated January 2021**

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.

#### **SS-2021-050**

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

that the Salt Spring Island Local Trust Committee direct staff to review Standing Resolution SS-2017-168 (Unlawful Suites and Dwellings) and report back options that better reflect the types of housing being used, including employee housing.

**CARRIED**

**7.2 Work Program Top Priorities Report dated March 2021**

The report was received.

**7.3 Projects List dated March 2021**

The report was received.

**7.4 Applications with Status Report dated March 2021**

The report was received.

**7.5 Expense Report**

**7.5.1 Report dated January 2021**

The report was received.

**7.5.2 SSIWPA Statement of Revenue and Expenditures Quarter 3 - April 1, 2020 to December 31, 2020**

The report was received.

**7.6 Islands Trust Conservancy Board Report dated January 2021**

The report was received.

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

**7.8 Bylaw Compliance and Enforcement Statistics Report**

A briefing dated February 18, 2021 regarding a summary of bylaw enforcement files as of December 31, 2020 was presented.

**8. LOCAL TRUST COMMITTEE PROJECTS**

**8.1 Water Sustainability**

Planner Youmans presented a staff report dated March 11, 2021 regarding a Weston Lake Water Availability and Climate Changes Assessment. Senior Freshwater Specialist Shulba spoke to the project.

**SS-2021-051**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee endorse Weston Lake Water Availability and Climate Change Assessment project charter v.1.1.1 attached as Appendix 1 to the staff report of March 23, 2021.

**CARRIED**

**8.2 Ganges Village Planning and Housing Action Program**

Planner Garbo presented a staff report dated March 2, 2021 regarding a proposed Ganges Village Area Plan Public Engagement Plan and a proposed Housing Action Program Public Engagement Plan.

**SS-2021-052**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee direct staff to amend the proposed Ganges Village Area Plan Public Engagement Plan and the proposed Housing Action Program Public Engagement Plan to include more meaningful continuous and ongoing First Nations engagement.

**CARRIED**

**SS-2021-053**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approves the proposed Ganges Village Area Plan Public Engagement Plan as amended.

**CARRIED**

**SS-2021-054**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approves the proposed Housing Action Program Public Engagement Plan as amended.

**CARRIED**

**SS-2021-055**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee support a grant application for the Union of BC Municipalities (UBCM) Regional Community-to-Community Forum Program 2021-2022.

**CARRIED**

The meeting recessed for an in camera meeting at 10:48 a.m. and reconvened at 11:34 a.m. (See item 11.1 and 11.2). The meeting recessed for a lunch break at 11:34 a.m. and reconvened at 12:00 p.m.

**9. TRUSTEE REPORTS**

Trustee Grove presented the following report:

- Attended Trust Council electronic meetings held March 9 to 11, 2021.

- Attended a meeting with MLA Adam Olsen regarding the BC Speculation and Vacancy tax and housing issues.
- Spoke to the Islands Trust Policy review and expressed support to preserve and protect the environment and healthy communities.

Trustee Patrick presented the following report:

- Attended Trust Council electronic meetings held March 9 to 11, 2021. Trust Council affirmed the Islands Trust mandate contained in section 3 of the Islands Trust Act that includes protection of healthy and inclusive communities including housing and transportation. Trustee Patrick expressed support for Trustees responsibility towards the constituency and the environment.
- Attended North Pender, South Pender and Saturna Island Local Trust Committee meetings.
- Attended two ASK Salt Spring events.
- Attended a Regional Planning Committee regarding finalizing the Model Fees Bylaws and the continued roll out of the Local Planning Services renewal.
- Trustee Patrick has been invited to participate in a round table informing the development of an Islands Trust Freshwater Strategy.
- Attended a Community-to-Community meeting with First Nations to discuss Salt Spring Island and the LTC's long range planning activities.

## **10. CHAIR'S REPORT**

Chair Luckham presented the following report:

- Attended Trust Council electronic meetings held March 9 to 11, 2021.
- Attended Transport Canada Oceans Protection Plan forum in February 2021 regarding marine issues including vessel traffic and anchorages. Trust Council has reaffirmed advocacy regarding vessel anchorages as a priority.
- Attended a meeting with the Coastal Douglas-fir Alliance.
- Attended a Trust Council Governance and Management Review Select Committee meeting regarding a Request for Proposal (RFP) for a consultant to proceed with a Islands Trust Governance and Management Review.
- Attended a Community-to-Community meeting with First Nations regarding the Ganges Village Area Plan project and the Housing Action project.
- Met with the Honourable Josie Osborne Minister of Municipal Affairs and Housing regarding logging, the forestry industry and associated issues including protection of farmland, development of land for housing and Private Managed Forest Lands (PMFL).

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

Director Holman presented the following report:

- Attended a meeting with BC Housing regarding the Drake Road affordable housing project.
- The Salt Spring Island Community Economic Development Commission has been advocating for Salt Spring Island to be included in the BC Community Futures Network and Salt Spring Island is now included in the BC Community Futures Network service area.
- Honourable Josie Osborne Minister of Municipal Affairs and Housing has announced additional COVID relief funding for Regional Districts.

- BC Housing has committed to 24/7 funding for the “In From The Cold” Emergency Shelter at Salt Spring Community Services.
- The Saturday Market in the Park will open on April 3, 2021 and will include food and non-food vendors following the Provincial Health Office guidelines.
- The Salt Spring Island Parks and Recreation Commission has directed staff to develop a business case and partnership alternatives for use of the Salt Spring Island Middle School buildings as a recreational facility.
- Rogers Communications and CREST have proposed a communications tower in the Channel Ridge area to improve emergency communications coverage in the area.
- The Ministry of Transportation and Infrastructure (MOTI) has committed to repaving the Ganges Hill up to the Cranberry Road junction with a 1.5-meter paved shoulder lane and a 0.5-meter packed gravel lane on both sides. MOTI will incur all costs associated with the repaving project. The Salt Spring Island Transportation Commission would be responsible for any subsequent pedestrian pathway development.

**12. DELEGATIONS - None**

**13. TOWN HALL & QUESTIONS**

Chair Luckham opened the Town Hall at 12:35 p.m. There were no speakers in the town hall portion of the meeting.

**14. CORRESPONDENCE**

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

**14.1 F. Attorp to LTC - Dated February 4, 2021 - Concerning Where is the Island Going?**

The correspondence item was received.

**14.2 D. Hodgins to LTC and Trustee Patrick reply - Dated February 5, 2021 and February 2, 2021 - Concerning SSIWPA**

The correspondence item was received.

**14.3 R. Riddell to LTC and responses - Dated February 12 - 15, 2021 - Concerning Vacation/Short-Term Vacation Rentals**

The correspondence item was received.

**14.4 R. Laing to LTC - Dated February 13, 2021 - Concerning scientific facts about logging practices**

The correspondence item was received.

**14.5 R. Grant, Salt Spring Island Community Services to LTC et al, with Trustee Patrick reply - Dated February 21, 2021 - Concerning UBCM funding opportunity**

The correspondence item was received.

**SS-2021-056**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee support and forward to the Executive Committee Salt Spring Community Services request to apply for and manage the Union of BC Municipalities (UBCM) Strengthening Communities' Services Program funding.

**CARRIED**

**SS-2021-057**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee request the Executive Committee to direct staff to work with Salt Spring Community Services and Capital Regional District to provide options and details of activities and grant management of the Union of BC Municipalities (UBCM) Strengthening Communities' Services Program for consideration at the April 14, 2021 regular business meeting.

**CARRIED**

**14.6 S. Taylor-Munro on behalf of the Salt Spring Island Japanese Garden Society to LTC and Trustee Patrick reply - Dated February 23, 2021 - Concerning receipt of a Heritage BC Grant**

The correspondence item was received.

**14.7 S. McCollough to LTC - Dated March 3, 2021 - Concerning Airbnb Properties and other STVRs**

The correspondence item was received.

**14.8 M. Chandler to LTC - Dated March 10, 2021 - Concerning appeal for economic recovery support**

The correspondence item was received.

**14.9 A. Faget to LTC - Dated March 11, 2021 - Concerning glamping**

The correspondence item was received.

**15. APPLICATIONS AND REFERRALS**

**15.1 SS-DP-2020.15 - T. Boekbinder, "El Loco Taco" - 106 Lower Ganges Road, SSI**

Planner Gordon presented a staff report dated March 9, 2021 regarding a development permit application to amend a development permit within Development Permit Area 1 (Island Villages) that was previously issued on the subject property.

Applicant Tom Boekbinder spoke to the application.

**SS-2021-058**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee request staff to refer application SS-DP-2020.15 to the Salt Spring Island Transportation Commission for comment and that the Salt Spring Island Local Trust Committee request the applicant to revise the Development Permit application for greater consistency with the applicable Development Permit Area 1 guidelines and feedback from the Salt Spring Island Transportation Commission specifically to address deficiencies related to pedestrian circulation ("El Loco Taco" - 106 Lower Ganges Road).

**CARRIED**

**15.2 SS-DP-2021.2 - B. Fossen - 404 Mount Belcher Heights, SSI**

Planner Gordon presented a staff report dated March 8, 2021 regarding replacement of a septic system within Development Permit Area 5 (Community Well Capture Zones).

**SS-2021-059**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve issuance of SS-DP-2021.2 (404 Mount Belcher Heights).

**CARRIED**

**15.3 SS-TUP-2021.1 - S. Cazabon - 2591 Fulford-Ganges Road, SSI**

Planner Gordon presented a staff report dated March 9, 2021 regarding a temporary use permit (TUP) application to allow the placement of a food and drink trailer (Harvest Kitchen Café) in the Fulford Community Hall parking lot for a period of three years.

Applicant Simone Cazabon spoke to the application.

**SS-2021-060**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve issuance of SS-TUP-2021.1 for a period of three years, conditional upon receipt of an effluent management plan prepared to the satisfaction of staff (2591 Fulford-Ganges Road).

**CARRIED**

**16. OTHER BUSINESS**

**16.1 New Business**



**16.1.1 Draft Amendments to the Advisory Planning Commission Bylaw No. 467 and Advisory Planning Commission Terms of Reference**

Planner Mayes presented a staff report dated March 8, 2021 regarding proposed amendments to Salt Spring Island Local Trust Committee Advisory Planning Commission Bylaw No. 467 and the Salt Spring Island Advisory Planning Commission(s) Terms of Reference to address the recommendations of the Agricultural Advisory Planning Commission.

**SS-2021-061**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee Bylaw No. 522, cited as “Salt Spring Island Local Trust Committee Advisory Planning Commission Bylaw, Amendment No. 1, 2021” be read a first time.

**CARRIED**

**SS-2021-062**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee Bylaw No. 522, cited as “Salt Spring Island Local Trust Committee Advisory Planning Commission Bylaw, Amendment No. 1, 2021” be read a second time.

**CARRIED**

**SS-2021-063**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee Bylaw No. 522, cited as “Salt Spring Island Local Trust Committee Advisory Planning Commission Bylaw, Amendment No. 1, 2021” be read a third time.

**CARRIED**

**SS-2021-064**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee Bylaw No. 522, be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

**CARRIED**

**SS-2021-065**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee approve the Salt Spring Island Advisory Planning Commission(s) Terms of Reference as amended as shown in Appendix No. 3.

**CARRIED**

**16.1.2 Request to Support Geographical Name Application**

RPM Cermak presented a staff report dated March 10, 2021 regarding a request to support a Geographical Name application.

**SS-2021-066**

**It was MOVED and SECONDED,**

that the Salt Spring Island Local Trust Committee request that the applicant submit to the Salt Spring Island Local Trust Committee evidence of First Nation support for a specific Geographical Name to be applied to the water body on the subject property (PID: 009-743-545).

**CARRIED**

**17. CLOSED MEETING**

**17.1 Motion to Close the Meeting**

**SS-2021-067**

At 10:47 a.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 (1):

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and that staff be invited to remain.

**CARRIED**

**17.2 Motion to Open the Meeting**

**SS-2021-068**

At 11:34 a.m., **It was MOVED and SECONDED,** that 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 Salt Spring Island Local Trust Committee appointed Mike Best, Eric Booth, David Dunnison, John Gauld, Robin Jenkinson, Bob MacKie, Jenny McClean, Sebastian Moffatt, and Kris Plambeck to the Ganges Village Planning Task Force.

**18. UPCOMING MEETINGS**

The next regular meeting of the Salt Spring Island Local Trust Committee is scheduled on April 27, 2021 at 9:30 a.m. Check the website at [www.islandstrust.bc.ca](http://www.islandstrust.bc.ca) for details regarding upcoming meetings.

**19. ADJOURNMENT**

**By general consent** the meeting adjourned at 1:43 p.m.

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Peter Luckham, Chair

**CERTIFIED CORRECT:**

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Sarah Shugar, Recorder