

## Meeting Minutes

### Salt Spring Island Local Community Commission

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Thursday, March 20, 2025

9:00 AM

SIMS Boardroom  
124 Rainbow Road  
Salt Spring Island BC

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PRESENT:

COMMISSIONERS: E. Rook (Chair) G. Holman (Director), G. Baker, B. Corno, B. Webster ,

STAFF: S. Henderson, Senior Manager, Real Estate, SGI Administration and SSI LCC, D. Ovington, Senior Manager, SSI Administration, D. Olafson, Manager, SSI Engineering, M. Williamson, Committee Clerk, (Recorder)

EP- Electronic Participation

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

The meeting was called to order at 09:00 am.

#### 1. Territorial Acknowledgement

Commissioner Rook provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Commissioner Corno, **SECONDED** by Commissioner Baker,  
That agenda for the March 20, 2025, meeting of the Local Community  
Commission be approved as amended with the following amendments:  
-That consideration of agenda item 7.4. be move before agenda item 7.1.  
-The addition of agenda item 8.1.a. "Motion with Notice : SSI Grant-in-aid  
Operating Criteria (B. Webster)" before agenda item 8.1.  
**CARRIED**

#### 3. Adoption of Minutes

##### 3.1. Minutes of February 20, 2025 Salt Spring Island Local Community Commission

**MOVED** by Commissioner Webster, **SECONDED** by Director Holman,  
That the minutes of February 20, 2025 meeting be adopted as circulated.  
**CARRIED**

#### **4. Chair, Director, and Commissioner Reports**

Commissioner Rook spoke of the following items:  
-Next joint meeting with the Local Trust Committee.  
-Electoral Areas General Manager interviews

Director Holman spoke of the following items:  
-The Hearth Program (163 Drake Road)  
-SSI Archives  
-BC Ferries advocacy  
-Bill 35 opt-in  
-Geotubes Meeting

Commissioner Webster spoke regarding the secondary suite program ending.

Commissioner Baker spoke of the following items:  
-SSI Chamber of Commerce meeting  
-Chuan Society  
-SSI Harbours  
-Ask Salt Spring

#### **5. Senior Manager Report**

S. Henderson provided information on:  
-Rural Housing Program  
-Business Improvement Area

#### **6. Presentations/Delegations**

##### **6.1. Presentations**

There were no presentations.

##### **6.2. Delegations**

**6.2.1.** Delegation - Mary Richardson, SSI Resident Re: Item 7.4. Burgoyne Bay -  
The use of Geotubes as an Alternative Liquid Waste Management Method  
M. Richardson spoke to item 7.4.

#### **7. Commission Business**

- 7.4. Burgoyne Bay - The use of Geotubes as an Alternative Liquid Waste Management Method
- MOVED** by Director Holman, **SECONDED** by Commissioner Webster,  
That the rules of the Board Procedures bylaw be suspended to allow Mary Richardson to speak to agenda item 7.4.  
**CARRIED**
- MOVED** by Director Holman, **SECONDED** by Commissioner Webster,  
That staff report back on a high-level assessment of Bio-Char as an element of liquid waste treatment and the Greenhouse Gases implications of the overall process for various options.  
**CARRIED**
- 7.1. Bylaw No. 4647 SSI Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 4, 2025
- MOVED** by Commissioner Baker, **SECONDED** by Director Holman,  
That this item be postponed until the next Salt Spring Island Local Community Commission meeting of Apr 17, 2025.  
**CARRIED**
- 7.2. Construction and Operation of Kanaka Trail Connection
- MOVED** by Commissioner Webster, **SECONDED** by Director Holman,  
1) Obtain a License of Occupation over the Kanaka Connector as identified in Appendix A  
2) Submit a Community Works Fund Application in the amount of \$30,000 to support trail development  
3) Include an ongoing supplementary item for annual trail maintenance in the amount of \$5,000 in the Salt Spring Island Community Parks provisional budget package.  
**CARRIED**
- 7.3. Ganges Fire Hall Repurposing
- MOVED** by Commissioner Webster, **SECONDED** by Commissioner Baker,  
That the Salt Spring Island Local Community Commission requests that staff retain a professional to complete a building code review and costing for a change in use of the Ganges Firehall located at 105 Lower Ganges Road, PID 007 007 876.  
**CARRIED**
- 7.5. 163 Drake Road - Phoenix Elementary School Property Expression of Interest
- MOVED** by Director Holman, **SECONDED** by Commissioner Baker,  
That the Salt Spring Island Local Community Commission authorize staff to post the Expression of Interest in Appendix A as amended for the upstairs of the main building, playground and community gardens located at 163 Drake Road (PID 004-607-295) for consideration.  
**CARRIED**

**7.6.** Integrated Housing Strategy Action Plan - Scope of Work

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Baker,  
The Salt Spring Island Local Community Commission request that under the Salt  
Spring Island Economic Development Service staff advance procurement of a  
consultant to complete an Integrated Housing Strategy Action Plan as identified  
in the scope of works as amended in Appendix A.

**CARRIED**

**MOVED** by Director Holman,  
That the anticipated budget for the Integrated Housing Strategy Action Plan be  
\$40,000.

**FAILED** due to lack of seconder

**MOVED** by Director Holman, **SECONDED** by Commissioner Baker,  
That the meeting be extended past the 3-hour scheduled time.

**CARRIED**

The Commission recessed at 11:58 pm.

The Commission reconvened at 12:35 pm

**8. Notice(s) of Motion**

**8.1.a.** Motion with Notice: SSI Grant-in-aid Operating Criteria (B. Webster)

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Corno,  
That the Salt Spring Island Local Community Commission (LCC) establish the  
following operational policies relating to Salt Spring Electoral Area  
Grants-in-Aid:

1. The LCC shall approve grants-in-aid only to Salt Spring Island-based non-profit groups.
2. The LCC encourages grant-in-aid applications for amounts of up to \$5,000.
3. The LCC encourages applications for projects or initiatives that did not receive grant-in-aid support within the previous year.
4. The LCC encourages groups that might appropriately be supported through another LCC service (such as Economic Sustainability, Parks and Recreation or others) to look to that service for support rather than the grant-in-aid program.

The motion was amended by Commissioner Webster.

**“That the Salt Spring Island Local Community Commission (LCC) adopt the following criteria relating to Salt Spring Electoral Area Grants-in-Aid:**

1. The LCC shall approve grants-in-aid only to Salt Spring Island-based non-profit groups.
2. The LCC encourages grant-in-aid applications for amounts of up to \$5,000.
3. The LCC encourages applications for projects or initiatives that did not receive grant-in-aid support within the previous year.
4. The LCC encourages groups that might appropriately be supported through another LCC service (such as Economic Sustainability, Parks and Recreation or others) to look to that service for support rather than the grant-in-aid program.
5. The LCC encourages groups to submit a brief report on completed project or initiatives outcomes.”

**MOVED** by Director Holman, **SECONDED** by Commissioner Webster,  
That the Motion with Notice be amended to add the words “6. The LCC encourages groups to explore matching grants from other funders.” after the words “...completed project or initiatives outcomes.”

**CARRIED**

The question was called on the Motion of Notice as amended.

**“That the Salt Spring Island Local Community Commission (LCC) adopt the following criteria for Salt Spring Electoral Area Grants-in-Aid:**

1. The LCC shall approve grants-in-aid only to Salt Spring Island-based non-profit groups.
2. The LCC encourages grant-in-aid applications for amounts of up to \$5,000.
3. The LCC encourages applications for projects or initiatives that did not receive grant-in-aid support within the previous year.
4. The LCC encourages groups that might appropriately be supported through another LCC service (such as Economic Sustainability, Parks and Recreation or others) to look to that service for support rather than the grant-in-aid program.
5. The LCC encourages groups to submit a brief report on completed projects or initiatives outcomes.
6. The LCC encourages groups to explore matching grants from other

fundings.”

**CARRIED**

**8.1. Motion with Notice: Island Trust Boarding House Advocacy (G. Holman)**

**MOVED** by Director Holman, **SECONDED** by Commissioner Corno,  
That the Local Community Commission recommend that the Local Trust  
Committee amend the home-based business provisions of its land use bylaw  
regarding boarding houses to be consistent with occupancy levels CRD and BC  
Building Code regulations.

The Motion was amended by Director Holman.

“That the Local Community Commission recommend at the next joint meeting  
with the Local Trust Committee (LTC) that the Local Trust Committee consider  
amending the home-based business provisions of its land use bylaw regarding  
boarding houses to be consistent with occupancy levels CRD and BC Building  
Code regulations.”

The question was called on the Motion of Notice as amended.

“That the Local Community Commission recommend at the next joint meeting  
with the Local Trust Committee (LTC) that the Local Trust Committee consider  
amending the home-based business provisions of its land use bylaw regarding  
boarding houses to be consistent with occupancy levels CRD and BC Building  
Code regulations.”

**DEFEATED**

**OPPOSED** Corno, Rook, Webster

**MOVED** by Director Holman,  
That the possibility to amend the Land Use Bylaw to facilitate boarding houses  
be placed on the agenda for the next Joint meeting with the Local Trust  
Committee.

**FAILED** due to lack of seconder

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Baker,  
That the Salt Spring Island Local Community Commission meet to discuss its  
participation in the review process of the Official Community Plan in a  
comprehensive way.

**CARRIED**

**8.2.** Motion with Notice: Integrated Housing Strategy Prioritizing (G. Holman)

**MOVED** by Director Holman, **SECONDED** by Commissioner Baker,  
That the proposed 'integrated housing strategy' prioritizes affordable rental  
housing (e.g., rather than market ownership housing).

**MOVED** by Director Holman, **SECONDED** by Commissioner Webster,  
That this Motion with Notice be postponed until the Salt Spring Island Local  
Community Commission meeting where a discussion of the review process of the  
Official Community Plan takes place.

**CARRIED**

**OPPOSED** Baker

**8.3.** Motion with Notice: Review of Official Community Plan Advocacy (G.  
Holman)

**MOVED** by Director Holman, **SECONDED** by Commissioner Baker,  
That the Salt Spring Island Local Community Commission recommends that the  
proposed 'integrated housing strategy' and the Local Trust Committee (LTC)  
Official Community Plan (OCP) review retain existing OCP policies stipulating  
that:

-zoning changes should be prioritized for affordable housing (e.g., B.2.1.2.1)

-new development, including housing, should be directed in or near villages and  
existing transit routes (e.g., B.2.3)

**MOVED** by Commissioner Webster, **SECONDED** by Director Holman,  
That this Motion with Notice be postponed until the Salt Spring Island Local  
Community Commission meeting where a discussion of the review process of the  
Official Community Plan takes place.

**CARRIED**

**8.4.** Motion with Notice: Official Community Plan Affordable Housing Advocacy  
(G. Holman)

**MOVED** by Director Holman, **SECONDED** by Commissioner Corno,  
That the Salt Spring Island Local Community Commission recommends that the  
Island Trust consider immediate land use changes facilitating affordable housing  
options consistent with Official Community Plan (OCP) sections B.2.1.2.1 and  
B.2.3, including: boarding houses, accessory dwelling units in the Fulford area,  
and liveaboards in marinas.

**MOVED** by Commissioner Webster, **SECONDED** by Director Holman,  
That this Motion with Notice be postponed until the Salt Spring Island Local  
Community Commission meeting where a discussion of the review process of the  
Official Community Plan takes place.

**CARRIED**

**8.5.** Motion with Notice: Prioritizing Service Capacity for Affordable Housing Advocacy (G. Holman)

**MOVED** by Director Holman, **SECONDED** by Commissioner Corno,  
That the Salt Spring Island Local Community Commission recommends that in considering zoning changes, and to the extent possible, the SSI Local Trust Committee (LTC) should prioritize limited community water and sewage collection/treatment capacity for affordable housing.

**MOVED** by Commissioner Webster, **SECONDED** by Director Holman,  
That this Motion with Notice be postponed until the Salt Spring Island Local Community Commission meeting where a discussion of the review process of the Official Community Plan takes place.

**CARRIED**

**9. Adjournment**

**MOVED** by Director Holman, **SECONDED** by Commissioner Webster,  
That the Local Community Commission adjourn the meeting at 02:54pm.

**CARRIED**

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**CHAIR**

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**SENIOR MANAGER**