



## Salt Spring Island Housing Action Program Task Force Meeting Minutes

**Date:** Thursday, February 3, 2022

**Location:** Baptist Church, Lower Level Meeting Room  
520 Lower Ganges Road, Salt Spring Island

**Members Present:** Rhonan Heitzmann, Chair  
Maïkan Bordeleau  
Stanley Shapiro  
Daniel Wood  
Bryce Chapman  
Yvonne Saunders  
Frejya Skye

**Absent:** None

**Regrets:** Kerrie Proulx, Vice Chair  
Nejmah Guermoudi  
Jessica Terezakis

**Staff Present:** Stefan Cermak, Regional Planning Manager  
Louisa Garbo, Island Planner (by phone)  
Geordie Gordon, Planner 2  
Rob Pingle, Recorder

**Others Present:** Laura Patrick, Islands Trust Salt Spring Island Trustee

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

The meeting was called to order at 10:03 AM Chair Heitzmann welcomed the task force members and acknowledged the meeting is being held in Coast Salish First Nations treaty and traditional territory.

### 1. CALL TO ORDER

#### 1.1 Approval of Agenda

The following items we suggested for inclusion:

- 4.2 Tiny Home Update
- 4.3 Meeting Logistics

**It was MOVED and SECONDED,**  
That the agenda be adopted as amended.

**CARRIED**

ADOPTED

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## 2. MINUTES OF PREVIOUS MEETINGS

### 2.1 Approval of Draft Minutes for December 15, 2021

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

That the minutes of the December 15, 2021 Housing Action Program Task Force meeting be adopted.

**CARRIED**

## 3. ADMINISTRATIVE UPDATE

### 3.1 Housing Action Program Task Force Resolutions

There was conversation regarding the wording for resolution 7.

### 3.2 Conversation with RPM

RPM Cermak introduced himself.

There was discussion about the current communication practice of the members of the Task Force.

- It was noted that when members make public statements they are providing them as individuals not for the Task Force as a whole.
- It was noted that members are also tasked with fact finding and this requires communication.
- It was noted that members are to be good listeners.
- There was discussion about the ability for the Task Force to educate the public about the rationale behind their ideas through public communication.
- There was discussion about the ability for the Task Force members to respond to comments in the public sphere that are deemed inaccurate.
- It was suggested that responses to issues such as this should be directed through the Chair and to the locally elected officials.
- There was discussion about the process for ensuring a quick resolution of issues raised by the Task Force members. The legislative procedure for passing new Bylaws within the Trust area was described.

There was discussion about the about the Secondary Suites Bylaw being created.

- It was discussed how it can avoid the issues that the Bylaw No. 512 (Affordable Rental Housing—Cottages Project) experienced.
- It was described that Bylaw No. 512 was changed after a legal review showed the original was in contravention of the Official Community Plan (OCP).
- A member asked which part of the OCP caused the issue. It was explained that the OCP must be taken as a whole.
- There was discussion about the location of secondary suites in accessory buildings.

- There was discussion about the work being done to update the OCP through early and ongoing discussions with First Nations so that an amendment can be made to consider allowing secondary suites in accessory buildings.
- There was discussion if a cap was made on the creation of accessory buildings as secondary suites per year, would that avoid a need to change the OCP. It was noted that previous legal opinion and limitations on the administrative function of the Trust make this difficult.
- There was discussion about the use of tiny homes and it was noted that property owners with tiny homes on wheels can apply for a Temporary Use Permit to allow them as dwellings in most zones.
- There was discussion about the creation of mapping for the Secondary Suite Bylaw to provide better numbers of the dwellings that will be created.
- There was discussion about the number of First Nations that need to be consulted on the OCP process.
- There was discussion about the possibility to increase the number of multi-family dwellings on the island. It was noted that water and sewer was the main factor holding back projects like these.
- There was discussion about the creation of eco-villages. It was noted that the LTC has addressed many rezoning applications to create a variety of multi-family dwellings of all styles.
- There was a recognition that the process driven structure of the Trust has its benefits.
- There was discussion about how a secondary suite within a primary dwelling is not considered an increase to density, but a suite in an accessory building is - and this is where the OCP would need an amendment.
- There was discussion about the timeline for the OCP amendment and the pros and cons of having more than one issue addressed in the amendment.

### **3.3 LTC's resolution SS 2021-160**

It was requested that members consider this resolution.

### **3.4 OCP review matrix**

It was requested that members fill their names on the matrix. There was discussion that all comments of the OCP review should be provided to staff by the end of February.

### **3.5 Public Engagement process**

Due to time constraints this items was not discussed. But staff mentioned that the webpage update is in progress to include OCP information and that the Task Force should start thinking about planning for the Open House.

## **4. OTHER BUSINESS**

### **4.1 Updates to LTC through Chair's monthly reporting**

Staff explained that it will be a standing item on future agenda for the group as a whole to offer input on what the Chair could report to the LTC.

**4.2 Tiny Home Update**

There was a comment that this process is nearing completion.

**4.3 Meeting Logistics**

Due to time constraints this items was not addressed.

**5. ADJOURNMENT**

The meeting was adjourned at 12:06 PM.

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Rhonan Heitzmann, Chair

CERTIFIED CORRECT:

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Rob Pingle, Recorder