



Notice of Meeting and Meeting Agenda Salt Spring Island Local Community Commission

Thursday, August 8, 2024

5:00 PM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

MS Teams Link: [Click here](#)

E. Rook (Chair), G. Holman (Vice Chair), G. Baker, B. Corno, B. Webster

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. [24-763](#) Minutes of June 13, 2024 Salt Spring Island Local Community Commission

Recommendation: That the minutes of the June 13, 2024 meeting be adopted as circulated.

Attachments: [Minutes: June 13, 2024](#)

4. Chair, Director, and Commissioner Reports

5. Senior Manager Report

6. Presentations/Delegations

Delegations will have the option to participate electronically. Please complete the online application at www.crd.bc.ca/address for "Addressing the Salt Spring Island Local Community Commission" no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the Salt Spring Island Local Community Commission (LCC) at saltspring@crd.bc.ca.

6.1. Presentations

6.1.1. [24-764](#) Presentation: Greg Clayton, Salt Spring Locals, RE: Salt Spring Island Locals Introduction

Attachments: [Presentation request: Greg Clayton, Salt Spring Locals](#)

6.2. Delegations

7. Commission Business

7.1. [24-766](#) SSI Kanaka Skatepark Expansion Proposal

Recommendation: That the Salt Spring Island Local Community Commission approves that staff include the Kanaka Skateboard Park expansion project in the 2025 SSI Parks and Recreation Five Year Financial Plan and allocates \$5,000 of Capital Reserve Funding to support a portion of CRD staff administration costs associated with the project.

Attachments: [Staff Report: SSI Kanaka Skatepark Expansion Proposal](#)
[Appendix A SSI Skatepark Expansion Proposal](#)
[Appendix B Skatepark Expansion Proposal](#)

7.2. [24-767](#) Grant-In-Aid Application - Salt Spring Island Chamber of Commerce

Recommendation: That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director:
Approve the Grant-in-Aid application to Salt Spring Island Chamber of Commerce in the amount of \$5,000.

Attachments: [Staff Report: GIA SSI Chamber of Commerce](#)
[Appendix A: GIA Application SSI Chamber of Commerce](#)

7.3. [24-768](#) Financial Plan Amendments to the SSI Parks and Recreation Service

Recommendation: That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board

- To amend the Salt Spring Island Parks and Recreation Service 2024 Capital Plan by including the \$307,981 "capital on hand" carry forward from 2023 for Project (20-02) - Rainbow Road Electrical System - in the capital plan and increasing its budget by \$42,506 to be funded from Community Works Fund, resulting in the total project budget from \$529,700 to 572,206.
- To amend the Salt Spring Island Parks and Recreation Service 2024 Capital Plan by including Project (18-01) - Pool Building Capital Repairs - in the capital plan with \$37,058 "capital on hand" carry forward from 2023 and increasing its budget by \$16,023 to be funded from Capital Reserve, resulting in the total project budget from \$51,000 to 67,023.

Attachments: [Staff Report: LCC Financial Plan Amendments PARC](#)

8. Notice(s) of Motion

9. Adjournment

Next Meeting:

*The meeting is Aug 15, 2024 at 9:00AM in the Salt Spring Island Multi Space (SIMS) Boardroom, 124 Rainbow Road, Salt Spring Island, BC V8K 2V5.
To ensure quorum, please advise MacKenzie Williamson (mwilliamson@crd.bc.ca) if you cannot attend.*



Making a difference...together

**Minutes of the Regular Meeting of the Salt Spring Island Local Community Commission
Held Thursday, June 13, 2024 at the Salt Spring Island Multi-Space (SIMS)
124 Rainbow Rd, Salt Spring Island, BC V8K 2K3**

DRAFT

Present: Commissioners: E. Rook, G. Holman (Director), G. Baker, B. Corno, B. Webster,

Staff: S. Henderson, Senior Manager, Real Estate and SGI Administration, D. Olafson, Manager, SSI Engineering, D. Ovington, Manager, SSI Parks and Recreation, L. Taylor, Receptionist, (Recorder)

Guest: P. Meyer, Island Pathways, A. Scaia, SSI Skate Park Society

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

The meeting was called to order at 05:00 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

Commissioner Rook provided a Territorial Acknowledgement.

2. APPROVAL OF AGENDA

MOVED by Commissioner Webster, **SECONDED** by Director Holman

That consideration of the following agenda items be moved:

- Agenda item 8.1 be considered before agenda item 7.2.
- Agenda item 8.2 be considered before item agenda 7.2.
- Agenda item 8.3 be considered before item agenda 7.2.
- Agenda item 8.4 be considered before item agenda 7.2.

CARRIED

MOVED by Commissioner Baker, **SECONDED** by Commissioner Webster,
That the amended agenda for the June 13, 2024, meeting of the Local Community Commission be approved as amended.

CARRIED

3. ADOPTION OF MINUTES

3.1. Minutes of May 09, 2024, Salt Spring Island Local Community Commission

MOVED by Commissioner Webster, **SECONDED** by Director Holman,

That the minutes of the May 09, 2024, meeting be adopted with the following amendment. That the words “regarding item 6.4.be replaced with the words “regarding the Ganges Hill Repaving Project, the removal of poles to underground cabling.” After the words “Delores Bender Graves spoke” and before agenda item 6.

CARRIED

4. CHAIR, DIRECTOR, AND COMMISSIONER REPORTS

Commissioner Rook commented that there will be a joint meeting with the local Islands Trust Committee, on June 17th.

Commissioner Baker spoke of the following items:

- Met with minister of tourism.
- Meeting with Max who is a Housing Now coordinator regarding home sharing opportunities.

Commissioner Corno commented on the LCC strategic planning meeting which reviewed LCC capital budgets and future plans.

Director Holman spoke of the following items:

- Primary care network planning meeting.
- Met with classroom of elementary students at their request regarding suggestions for projects that the LCC should consider.
- A recent Driftwood article about Fulford water district meeting.
- Ganges Hill Paving Project and timelines.
- The Blackburn Bridge Project

5. Senior Manager Repot

S. Henderson introduced himself to the public.

6. DELEGATIONS/PRESENTATIONS

6.1. Presentations

6.1.1. Presentation: Peter Meyer; Island Pathways, Re: Partners Creating Pathways Proposal

P. Meyer provided a presentation on Partners Creating Pathways Proposal.

MOVED by Commissioner Baker, **SECONDED** by Director Holman
That the proposal be referred back to staff for review.
CARRIED

6.1.2. Presentation: Angelo Scaia; SSI Skate Park Society, Re: Kanaka Skate Park Expansion

A. Scaia provided a presentation on Kanaka Skate Park Expansion.

MOVED by Director Holman, **SECONDED** by Commissioner Corno,
That the proposal be referred back to staff for review.
CARRIED

6.2. Delegation

6.2.1. Delegation - Myna Lee Johnstone, resident of SSI Re: Item 7.1.

M. Johnstone- Graves spoke regarding item 7.1.

7. COMMISSION BUSINESS

7.1 SSI Transportation

Discussion ensued regarding Transportation.

8.1 Motion with Notice: Advocacy for Ganges Crosswalk Study (G. Baker)

[At the May 09, 2024, Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Baker into record to be discussed at the next meeting:]

“That the Local Community Commission write a letter to the Ministry of Transportation and Infrastructure (MoTI) asking them to support ICBC's offer to study our Ganges crosswalks, as recommended in the Ganges Active Transportation Network Plan. (This study will be fully funded by ICBC. Additionally, ICBC will fund MoTI-approved crosswalk improvements identified by this study.)”

MOVED by Commissioner Baker, **SECONDED** by Commissioner Webster,
That the Chair write a letter to the Ministry of Transportation and Infrastructure (MoTI) asking them to support ICBC's offer to study our Ganges crosswalks, as recommended in the Ganges Active Transportation Network Plan.

CARRIED

8.2 Motion with Notice: Advocacy for Lowering Fulford-Ganges Speed Limits (G. Baker)

[At the May 09, 2024, Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Baker into record to be discussed at the next meeting:]

“Move that possible advocacy regarding lowering our Fulford-Ganges speed limits be discussed at the June 20, 2024 LCC meeting.”

MOVED by Commissioner Baker, **SECONDED** by Commissioner Webster,
That staff invite MOTI to future meeting to discuss reducing speed limits on Salt spring island.

CARRIED

8.3 Motion with Notice: Advocacy for Road Sweeping and Painting (G. Baker)

[At the May 09, 2024, Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Baker into record to be discussed at the next meeting:]

“That the Local Community Commission write a letter to MLA Adam Olsen requesting he advocate for more Ministry of Transportation and Infrastructure (MoTI) funding in the 2025 budget for sweeping and line painting on the Southern Gulf Islands and Salt Spring.”

MOVED by Commissioner Baker, **SECONDED** by Commissioner Webster,
That the Chair write a letter advocate to MOTI and to MLA Adam Olsen requesting for increased MoTI funding in the 2025 budget for sweeping and line painting on Salt Spring Island.

CARRIED

8.4 Motion with Notice: Advocacy for Reflectors on Roadways (G. Baker)

[At the May 09, 2024, Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Baker into record to be discussed at the next meeting:]

MOVED by Commissioner Baker,

That the LCC contact ICBC and our local MoTI Area Manager to explore implementing an initiative to add 50 flexible reflectors on the curves of our narrow roads each year for five years.

WITHDRAWN

7.2. SSI Arts Requisition Increase Request

MOVED by Director Holman **SECONDED** by Commissioner Corno,

That Staff prepare the SSI Arts Service Budget 1.299 with a 25% increase to the contribution amount in the 2025 provisional budget.

CARRIED

OPPOSED: Baker and Webster

7.3. SSI Parks and Recreation Supplementary Budget Items

MOVED by Director Holmam, **SECONDED** by Commissioner Corno

That staff prepare the Salt Spring Island Parks and Recreation Draft Five Year Financial Plan including supplementary items listed in Appendix A as amended.

CARRIED

OPPOSED: Baker and Webster

8. Notice(s) of Motion

There were no notice(s) of motion.

10. ADJOURNMENT

MOVED by Commissioner Rook, **SECONDED** by Commissioner Baker,

That the Local Community Commission adjourn the meeting at 6:57pm

CARRIED

CHAIR

SENIOR MANAGER

From: [REDACTED]
To: [Legserv](#)
Subject: Addressing the Board - Submission
Date: Friday, August 02, 2024 12:18:40 PM

The following message was received through the form at 'https://www.crd.bc.ca/about/board-committees/addressing-the-board/addressing-the-crd-board-committees'. Neither the name nor the e-mail address can be confirmed as accurate.

.....

Your name::

Greg Clayton

I represent::

Salt Spring Locals

Telephone::

[REDACTED]

Fax::

Email address::

[REDACTED]

Street address (optional)::

Municipality/Electoral Area in which you reside::

Salt Spring Island E.A.

I wish to address::

Salt Spring Island Local Community Commission

Meeting Date::

August 8

Agenda Item::

Salt Spring Island Locals Introduction

My reason(s) for appearing (is/are) and the substance of my presentation is as follows::

Salt Spring Locals is a comprehensive digital platform designed to connect residents and visitors with essential resources and services on Salt Spring Island. We are presenting this to the local government to demonstrate how this tool can benefit our community and seek your support in integrating it into local initiatives.

I will attend the meeting::

In person

I will have a PowerPoint or video presentation and will submit it at least 24 hours in advance of the meeting.:

No

The meeting and my presentation will be webstreamed live via the CRD website and recorded.:

I understand,

Submitted at:8/2/2024 12:18:35 PM

Submitted via:<https://www.crd.bc.ca/about/board-committees/addressing-the-board/addressing-the-crd-board-committees>

User Agent:Mozilla/5.0 (Linux; Android 10; K) AppleWebKit/537.36 (KHTML, like Gecko)

Chrome/127.0.0.0 Mobile Safari/537.36

User Host Address:192.168.1.159



Making a difference...together

REPORT SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF THURSDAY, AUGUST 08, 2024

SUBJECT SSI Kanaka Skatepark Expansion Proposal

ISSUE

To review implications with a proposed expansion to the Kanaka Skateboard Park.

BACKGROUND

The current Kanaka Skateboard Park was constructed in 2004 in partnership with the Salt Spring Island (SSI) Lions Club and is located on School District 64 (SD64) property. The Capital Regional District (CRD) operates and maintains the skatepark through a license agreement between SD64 and the CRD. The CRD is responsible for maintenance and bookings outside of school hours. SD64 is responsible for maintenance and use during school hours. The CRD owns the asset and is responsible for asset management and capital repairs.

A delegation representing the SSI Skate Park Society (SPS) made a presentation to the SSI Local Community Commission (LCC) on June 13th, 2024, requesting approval to expand the existing skatepark (Appendix A). The request was referred to staff for additional information.

Prior to the SSI SPS presenting to the LCC the proposal was first presented to the SD64 Board of Trustees on April 10th 2024, where the following motion was passed.

Moved and seconded that the Board of Education approve, in principle, the expansion of the skate park.

CARRIED 14/24

While SD64 supports the proposal in principle it would be the responsibility of the CRD to draft agreements and manage the project through a Design and Construction Management and Operation License as well as a new Operating License Agreement between SD64 and the CRD for the project to proceed.

There are currently 13 active capital projects in the SSI parks and recreation department alone. This does not include the Peace Park Story Memorial Corridor that was recently approved to proceed by the LCC. A Design and Construction Management and Operation License was recently drafted between SD64 and CRD to complete upgrades to the Hydrofield following a substantial donation. The construction portion of the Hydrofield upgrade project has not yet been initiated and would need to be prioritized ahead of any new capital works.

SSI SPS has indicated they would raise funds and make on payment to the CRD for the project to be initiated. CRD oversight including project management, contract negotiations, procurement and administrative support would also be needed. The ongoing operation and management of the facility would also fall to the CRD and may require additional funding and or staff support.

ALTERNATIVES

That the Salt Spring Island Local Community Commission approves

Alternative 1

That staff include the Kanaka Skateboard Park expansion project in the 2025 SSI Parks and Recreation Five Year Financial Plan and allocates \$5,000 of Capital Reserve Funding to support a portion of CRD staff administration costs associated with the project.

Alternative 2

That the report be referred to staff for additional information.

IMPLICATIONS

Financial Implications

SSI SPS has submitted a design and construction budget of \$357,000 (Appendix B). In addition to these costs the CRD would be recommending that a contingency and administrative costs be added to the project budget.

	Projected Fees	Funding Source
Drafting, 3D Modeling & Rendering	\$3,500	Donation
Project Management & Travel	\$1,500	Donation
Construction Document & Engineering	\$8,000	Donation
Construction	\$344,000	Donation
TOTAL	\$357,000	
Contingency 5%	\$26,850	Donation
CRD Administration 2%	\$10,740	\$5k CRF/Donation
TOTAL	\$394,590	

SSI SPS has indicated that there is financial support from multiple local business and potentially the SSI Lions Club who provided \$100,000 of funding toward the original skateboard park project in 2004.

CONCLUSION

SSI SPS is requesting LCC approval to expand the existing Kanaka Skateboard Park. SD64 owns the property and has indicated support in principle. Should the project proceed SD64 and the CRD would need to enter into formal construction and operational agreements. SSI SPS has indicated there is financial support to move the project ahead but would still need to fundraise.

The CRD would need to prioritize this project following a number of time sensitive projects that are already underway. The LCC would need to approve initial funding to support staff costs associated with license agreements and initiating the project.

RECOMMENDATION

That the Salt Spring Island Local Community Commission approves that staff include the Kanaka Skateboard Park expansion project in the 2025 SSI Parks and Recreation Five Year Financial Plan and allocates \$5,000 of Capital Reserve Funding to support a portion of CRD staff administration costs associated with the project.

Submitted by:	Dan Ovington, BBA, Manager, Parks and Recreation
Concurrence:	Stephen Henderson, BSc, P.G.Dip.Eng, MBA, Senior Manager, Real Estate Southern Gulf Islands Electoral Area and Salt Spring Local Community Commission

ATTACHMENT:

Appendix A – Skate Park Proposal

Appendix B – Kanaka Expansion

Tuesday, December 19, 2023

Proposal for small Skate Park Expansion

Dear SD 64

I am writing to propose a small skateboard park expansion project aimed at providing a safe and engaging recreational space for the locals youth in our community. I believe that investing in the expansion of our existing skatepark will not only enhance the recreational opportunities for our youth but also contribute to community building and positive youth development.

Project overview:

The proposed expansion project aims to add new features and improve existing infrastructure in an area connecting to our current skatepark. The enhancements will include additional ramps, rails, and other elements that cater to various skill levels, ensuring that the park is welcome to beginners and experienced skateboarders. Moreover , replan to integrate landscaping and seating areas to create a more vibrant and inclusive recreational space.

Project Objectives:

Provide Safe Recreation: Expand the skatepark to accommodate a growing number of skateboard enthusiast, ensuring a safe environment for beginners and novice to further their recreational activities and skills.

Promote Physical Activity: Encourage an active lifestyle among the youth by offering a facility that promotes physical fitness, balance, and coordination.

Community Engagement: Foster a sense of community by creating a space that brings together individuals of all ages and backgrounds, promoting social interactions and community relationships.

Positive Youth Development: Provide a positive outlet for self-expression and skill development, reducing the likelihood of engaging in negative behaviour.

Budget Overview and Funding:

The proposed construction for the skateboard park expansion is \$ 357,000. The budget will be allocated in the attached Radius Doc.

Multiple local business have expressed in financial donations and the local Lions Club have expressed interest in being a financial contributor.

Community Support:

Tuesday, December 19, 2023

To gauge community support for the project, we have conducted preliminary surveys and the response has been overwhelmingly positive. With strong support from parents, local businesses, and the youth themselves, we believe that this project aligns with community's desire for more recreational opportunities for the youth.

Conclusion:

In conclusion, the skateboard park expansion is an investment in the well-being and development of our local youth. The allocation of the area needed for the expansion is crucial to ensuring the success of this endeavour . We kindly request the support and approval of the SD64 to proceed with this project and the overall enhancement of our community.

Thank yo for considering this proposal. We look forward to the opportunity to discuss this project further and address any questions or concerns you may have.

Sincerely

Angelo Scaia



KANAKA SKATEPARK EXPANSION

PROPOSAL FOR DESIGN & BUILD SERVICES

KANAKA SKATEPARK, SALTSRING ISLAND BC

RADIUS CONTRACTING - PARC, SKATEBOARD SOCIETY

NOV 2, 2023

EXHIBIT A – SCOPE OF WORK

PROJECT DESCRIPTION

Radius Contracting has prepared a professional design services proposal for the expansion of 430m2 connecting to the existing concrete skatepark in Granges, British Columbia, Canada. Completed concepts will assist the Skateboard Society with community support and grant applications. Completed Phase 1 scope, will enable the PARC to easily transition to Phase 2, Construction Documents and Construction, funding pending.

PHASE 1 – DESIGN DEVELOPMENT

Task 1.1 Project Kick-Off Meeting – Radius and the Client will kick-off the project with a site meeting. We will review the project goals, project schedule and points of coordination.

- Task 1.1 Deliverable
 - Meeting Minutes (PDF)

Task 1.2 Information Gathering & Review – During the Project Kick-Off Meeting, Radius and the Client will take stock of existing site data, studies and any other information pertinent to the project and project site. We will review existing information and work with the Client to collect additional information as necessary. The site information typically required to begin design work is as follows:

- Site survey (AutoCAD) (By client, if required)
- As-built drawings (Existing Park)
- Geotechnical report (By client, if required)
- Any master plan design work or future improvements planned for the site

Task 1.3 75% Design Development – Incorporating input from the Project Kick-Off Meeting, Radius will prepare a conceptual design. Conceptual design will address footprint, access, circulation, spacing, elevations and estimated budget target, but not detail the specific dimensions of every obstacle.

- Task 1.3 Deliverable
 - 3D Renderings (JPEG)
 - Labeled & Scaled 2D Site Plan (PDF)
 - 2D Base (AutoCAD)

- Project Cost Estimate

Task 1.4 75% Design Development Review Meeting – Radius will lead a virtual meeting with the Client and other relevant stakeholders to present the conceptual design and solicit feedback.

- Task 1.4 Deliverable
 - Meeting Minutes (PDF)

Task 1.5 100% Design Development – Incorporating feedback from the 75% Design Development Review Meeting, Radius will refine the conceptual design to a 100% Design Development level.

- Task 1.5 Deliverable
 - 3D Renderings (JPEG)
 - Labeled & Scaled 2D Site Plan (PDF)
 - 2D Base (AutoCAD)

EXHIBIT B – PROJECT FEES

Fees for services described in Exhibit A shall be incurred and paid pursuant to the following schedule:

PHASE 1 – DESIGN DEVELOPMENT TASK:	FEE:
DRAFTING, 3D MODELING & RENDERING	\$3,500.00
MISCELLANEOUS PROJECT MANAGEMENT & COORDINATION TRAVEL	\$1500.00
DEVELOPMENT FEES TOTAL	\$5000.00
CONSTRUCTION DOCUMENTS & ENGINEERING TOTAL	\$8000.00
EXPANSION CONSTRUCTION AREA 430m2 @ \$800	\$344000.00
EXPANSION PROJECT TOTAL	\$357000.00

EXPERIENCE

RADIUS CONTRACTING IS HEADQUARTERED ON VANCOUVER ISLAND -BC MANY OF CANADA'S PREMIERE SKATEPARKS

Radius Contracting has been specializing in quality skatepark construction since 2005 and currently employs 10 people. Founder and skateboarder Brian Savard has maintained his commitment to innovation, environmental responsibility, product endurance, and skater experience by attracting the most qualified, expert builders in North America to his crews. Radius' key concrete craftspeople have been building parks longer than anyone else in Canada. As skateboarders, they have an inherent understanding of the subtleties of skatepark construction, and their years of skatepark specific construction experience has made them true masters of their craft. As a relatively small company, Radius also considers itself more nimble and easier to work with than some of their larger competitors. This a huge advantage, as it allows us to prioritize community building and maximize value.

RADIUS as constructed numerous parks across BC including: New Hazelton, Vanderhoof, Clearwater, Quesnel, Metlakatla, Duncan, Creston, Crofton, Cumberland and Gabriola. We are well prepared to construct the Ucluelet Skatepark Expansion.

PERSONNEL

BRIAN SAVARD

TITLE: FOUNDER & PRESIDENT

PROJECT ROLL: PRINCIPLE-IN-CHARGE, LEAD DESIGNER

Brian, an avid skateboarder and a former world-renowned professional snowboarder, has been working in the construction industry for over 16 years. He has managed numerous skatepark design and build projects since founding Radius in 1995. He has bookkeeping, business training and years of hands-on skatepark construction; he spends 80% of each project on the ground building with the crew. He is a certified ACI shotcrete nozzleman and concrete pump operator. He leads the Radius vision and commitment to quality and innovation in skatepark construction.

His keen eye for detail, skill, and personal expertise of the sport, enables him to effectively collaborate with designers to field fit and optimize finishing touches. In the winter months, when the weather does not permit skatepark construction, Brian strengthens his skills and knowledge through stone masonry, high end custom home building and decorative concrete/ faux stone / concrete sculpture work. Brian's leadership, professionalism and skills in communication make him the ideal person to serve as the single point of contact through the duration of the contract.

MARCUS ZUIDHOF

ROLL: SKATEPARK DESING & CONSTRUCTION SUPERINTENDENT

Marcus, a hardcore skateboarder, leads one of the Radius construction crews. Over ten years ago, his passion to create quality skate terrain led him to build parks across Canada and Israel, learning the secrets of skatepark construction from master craftspeople. Marcus has years of concrete experience and possesses a firm understanding of and familiarity with construction drawings.

ROB POYNER

ROLL: CONSTRUCTION FOREMAN

Rob is a hardcore skateboarder and an enthusiast of active recreation. Rob has been building concrete skateparks for over 12 years. Since 2008, Rob has worked with the best skatepark construction crews in Canada and the USA, building skateparks in Georgia, Oregon, Washington, Ontario, Alberta, British Columbia and Nova Scotia. Rob is Radius' most experienced construction specialist. He is also a highly accomplished carpenter with over 15 years of experience.



PROJECTS

HALIBURTON SKATEPARK - DYSART ET AL, ONTARIO
OWNER: MUNICIPALITY OF DYSART ET AL
CONTACT: ANDREA MUELLER
705-457-1740 AMUELLER@DYSARTETAL.CA
SCOPE: SKATEPARK DESIGN-BUILD
YEAR: 2017
BUDGET: \$350,000.00

DYSART ET AL, ONTARIO HALIBURTON SKATEPARK



CAMPBELLFORD SKATEPARK - CAMPBELLFORD, ONTARIO
OWNER: MUNICIPALITY OF TRENT HILLS
CONTACT: KELLI STAPLEY
705-653-1900 KELLI.STAPLEY@TRENTHILLS.CA
SCOPE: SKATEPARK DESIGN-BUILD
YEAR: 2009
BUDGET: \$390,000.00

CAMPBELLFORD ONTARIO CAMPBELLFORD SKATEPARK



WHITEFISH BAY SKATEPARK - WHITEFISH BAY, ONTARIO
OWNER: NAOTKAMEGWANNING FIRST NATION
CONTACT: MARY ANNE MOORING
807-226-1133
SCOPE: SKATEPARK DESIGN-BUILD
YEAR: 2020
BUDGET: \$380,000.00

WHITEFISH BAY, ONTARIO WHITEFISH BAY SKATEPARK



GABRIOLA SKATEPARK - GABRIOLA ISLAND BC
OWNER: REGIONAL DISTRICT NANAIMO
CONTACT: JORDAN VANDAR KLOK
(250) 248 4744 X 3669
SCOPE: SKATEPARK BUILD
YEAR: 2022
BUDGET: \$780,000.00





CONCLUSION

Radius is an innovative and energetic design / build force that has a proven record of design and construction excellence, and client satisfaction. Our experience in building skateparks includes nearly 100 examples in municipalities throughout Canada and the world.

Our team possesses the comprehensive suite of skills necessary to completely meet the needs of the project. Our expertise in skatepark Construction and in kind donations is evident by the ecstatic skateboarders and communities that have chose to have Radius build projects of similar scale and scope. We continually challenge ourselves to find cost effective strategies that work for everyone.

Our goal is to exceed the expectations of the Skatepark Community. We have proven experience building industry-leading cast-In-place skateparks and pump tracks across the world, and we would be very pleased to have the opportunity to demonstrate our experience, expertise and creativity for this community park.

We would be pleased to answer any questions.



**REPORT TO LOCAL COMMUNITY COMMISSION
MEETING OF DAY, AUGUST 8, 2024**

SUBJECT **GRANT-IN-AID APPLICATION – SALT SPRING ISLAND CHAMBER OF COMMERCE**

ISSUE

To review one Grant-in-Aid application submission for the Salt Spring Island Electoral Area.

BACKGROUND

The Supplementary Letters Patent for Grant-In-Aid (GIA) requires Capital Regional District (CRD) approval be obtained before any payments for GIA are made on behalf of one or more-member electoral areas to any organization deemed to be contributing to the general interests and advantage of the area.

This service covers the Electoral Areas (EA). Before exercising the powers described above, the Supplementary Letters Patent requires that the Salt Spring Island (SSI) Local Community Commission (LCC) obtain the written approval of the Director of each EA to the proposed GIA for such EA.

In 2023 the LCC directed that two intakes should occur in 2024. One intake to occur in spring, and another in the fall for any remaining funds. This application was brought forward of the fall intake due to exceptional financial and time constraints facing the Salt Spring Island Chamber of Commerce that threatened the viability of their proposed project.

FINANCIAL IMPLICATIONS

Salt Spring Island Chamber of Commerce

The purpose of this application is to request \$5,000 for third annual Convergence Festival – a free, one-day, family friendly event that brings the community together, highlights local music talent and transforms a parking lot into a vibrant community gathering. The applicant provided a 2024 Convergence Budget, Convergence Parking Lot Festival 2024 Proposal, and Financial Statements for the Fiscal Year 2023.

Table 1: 2024 GIA Overall Summary

2024 GIA Overall Summary	Core GIA			
	Budget	Spent	Pending*	Remaining
SSI (\$)	53,986	33,418	5,000	20,568

Table 2: GIA Awarded for 2024

2024 Project Summary		
Applicant	Project Title	Award (\$)
Salt Spring Literacy	Change door to glass panel and purchase space heaters	998
Bandemonium Music Society	Workshop and year-end concert	2,150

Applicant	Project Title	Award (\$)
The Circle Salt Spring Education Society	Training Google Workspace	2,000
Wagon Wheel Housing Society	Equipment - Washer and Dryer	2,500
Copper Kettle Community Partnership	Country Grocer Gift Cards	5,000
Gulf Islands Community Radio Society	Emergency Response Obligations	2,770
Transition Salt Spring Society	Two days public collection for chipping and invasive plants	2,500
Transition Salt Spring Society	Organize a pilot roadside pickup and chipping of woody debris	2,500
Salt Spring Island Farmland Trust Society	SSI Indigenous Peoples Weekend event June 21-23	4,000
Salish Sea Inter-Island Transportation Society	Support for the Tours des Isles	4,000
Salt Spring Community Health Society	Mental Wellness Initiative	5,000
GIA Total		\$33,418

* 2024 Pending Funds: Salt Spring Abattoir: \$5,000 for the refurbishment of the Abattoir's Ecoflow septic system. The application is approved subject to not being eligible for Community Works Funds.

Table 3: Post Approval Funds Remaining

2024 GIA Overall Summary	Core GIA				
	Budget	Spent	Pending*	Aug. Award	Remaining
SSI (\$)	53,986	33,418	5,000	5,000	15,568

Approving the request from the Salt Spring Island Chamber of Commerce in full would result in \$15,568 remaining from the GIA budget to be awarded to applicants in the fall intake.

ALTERNATIVES

That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director:

Alternative 1

Approve the Grant-in-Aid application to Salt Spring Island Chamber of Commerce in the amount of \$5,000.

Alternative 2

Deny the Grant-in-Aid application to Salt Spring Island Chamber of Commerce in the amount of \$5,000.

Alternative 3

Award a different amount to partially support the Grant-in-Aid applications to Salt Spring Island Chamber of Commerce.

Alternative 4

Refer the Grant-in-Aid applications back to staff for more information.

RECOMMENDATION

That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director:

Approve the Grant-in-Aid application to Salt Spring Island Chamber of Commerce in the amount of \$5,000.

Submitted by:	Dan Ovington, Senior Manager, Salt Spring Island Administration
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Appendix A: Grant-in-Aid Application – Salt Spring Island Chamber of Commerce



Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Salt Spring Island Chamber of Commerce
in partnership with Salt Spring Arts

Contact(s): Matthew Quetton 778-990-8762 _____
(name) (phone) (fax)
matthew@saltspringchamber.com
Email address

Contact(s): Yael Wand 250-537-0899 _____
(name) (phone) (fax)
admin@ssartscouncil.com
Email address

Application Summary

Project or purpose for which you require assistance:

The third annual Convergence Festival - a free, one-day, family friendly event that brings our community together, highlights local music talent and transforms a parking lot into a vibrant community gathering space.

Amount of grant requested \$ 5,000.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder

(signature of authorized signatory)

Executive Director

(title)

Matthew Quetton
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

Among the benefits the Chamber provides to the business community, we also develop and host a variety of civic projects in and around Ganges that provide benefit to all residents and visitors. These have recently included the permanent instillation of public garbage bins around the Visitors Centre and Bus Shelter, and extend to our representation in the Harbour Walk, and seasonal events around Ganges.

2. Describe the geographic area that receives services or benefits from your organization.

Our business member benefits extend across Salt Spring, with civic improvement projects, community engagement and economic development focusing on public benefit around Ganges and Salt Spring in general

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

The Chamber currently has one part-time contracted staff member, the Executive Director. In the summer months, 2-5 summer students are recruited as paid staff to supplement the work generously provided by our more than 40 volunteers. Business members receive no funds from the Chamber.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

Members = 240

Volunteers = 40+

In operation since 1948

Project / Proposal Profile

1. Assistance is being requested for:
 - capital project and / or equipment
 - special event
 - other purpose (Special Event _____)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

Please see attached:

- Event Summary
- Site Map
- Budget

3. Please describe how this proposal will benefit the community.

Convergence Festival:

- brings our local community together after the bustle of the busy tourist season;
- highlights local talents by presenting a musical line up consisting of primarily Salt Spring Island musicians and groups;
- showcases the collaborative leadership of local partners and businesses in supporting a thriving culture and community on Salt Spring
- delivers a free, accessible event for all ages in the heart of Ganges;
- demonstrates the power of transforming a parking lot into a vibrant pedestrian hub rich with local cultural activities: in addition to live music and art installations, Salt Spring Arts will activate a creative maker tent for kids and families.
- Salt Spring Chamber will co-host a community engagement tent with info about local events, organizations and business.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - project budget,
 - grants / funding from other sources,
 - funding contributed by applicant through fund raising activities or other sources of revenue and,
 - financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☐ NO ☒ YES

If yes, complete the following chart. **If no**, please explain _____

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
Presenter: Mateada	\$ 3,000.00	☒	☐	☐
Berman Foundation	\$ 3,000.00	☒	☐	☐
Local Sponsors	\$ 3,250.00	☐	☐	☒
		☐	☐	☐

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☐ NO ☒ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used
2021	\$ 5,000.00	Public Garbage Bins

4. Does your organization:

Offer direct financial assistance to individuals or families? ☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency? ☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)? ☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign? ☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the **Grant-In-Aid - Application Completion Guide** regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach:

1. Project budget
2. Financial statement for your organization

2024 Convergence			Application: CRD Grant in Aid	
Applicants:			Submitted: SSI Chamber of Commerce, Salt Spring Arts	
Submission Date:			July 16, 2024	
Convergence Festival Date:			Friday, September 20, 2024	
EXPENSES		CASH	IN KIND	Notes
Event Insurance		1000		
Advertising & Promo		500		
Equipment Rentals				
Production / FOH		1500		
Tent		700		
Site Decor & Lights		1200		
Porta-poties		585		
Contractors				
Stage support		200		
Security		640		
Artist Fees		7900		
Event Manager			2500	Tommy van Deursen
Promotions & Supplies			500	Chamber of Commerce
Production Administration			2000	Salt Spring Arts
TOTAL			19225	
INCOME		CASH	IN KIND	Notes
Mateada Guayaki		3000		Confirmed
Berman Foundation		3000		Confirmed
Local Sponsors		3225		In progress; \$1000 - confirmed
CRD Grant in Aid		5000		<i>This Request</i>
Salt Spring Arts			2000	Confirmed
Community Support			2500	Confirmed
Chamber of Commerce			500	Confirmed
TOTAL			19225	

Festival Summary

Target Date:	Friday, September 20 th , 2024, 2pm – 10pm
Est. Attendance:	300 - 400
Event Type:	Live Music, BBQ, Licensed Area, Art, Kids Area, Free, Community
Artists Line Up:	Approx. least 80% local line-up
Producer:	Tommy van Duersen
Community Supporters:	Salt Spring Arts, Salt Spring Chamber of Commerce

Convergence 2024

Convergence Festival takes place at the location where the *inter*-island tidal river reaches the Ganges harbour. This is a location where wildly diverse and rich ecological life converges - hence the dual meaning of the event name. The day-long event is a free, family friendly festival that encourages our local community to gather and connect after the bustle of the tourism season subsides. The first two Convergence Festival were fully funded by Mateada and aimed to:

- Bring members of our community together, without financial barriers;
- Showcase the incredible SSI talent *and* bring in world-class culture and performances;
- Turn a parking lot into an Open Pedestrian Gathering Place.

As Mataeda Lounge shifts its business focus this season, plans for Convergence Festival 2024 are scaled down, and require a stronger need for local financial support.

This year's event will maintain the above aims, placing a much larger emphasis on presenting local talent (acts include Small Town Artillery Collective, Drama Queen, The Dang Package, etc.). The festival site will be smaller than previous years, utilizing just the parking area outside Mateada, thereby creating less parking disruption for other surrounding businesses (see site map attached). In addition to live music throughout the day, there will be food for purchase, and Mateada Lounger will provide a licensed area (with appropriate security). There will also be space for local cultural organizations to showcase their activities.

Community Supporters

Salt Spring Arts (SSA) and the Salt Spring Chamber of Commerce (CoC) continue a new era of collaboration, most recently exploring strategies to enhance local event capacity. With the demonstrated success of the first two Convergence festivals, SSA and CoC recognize the opportunity to back Convergence 2024 with fiduciary and logistical support.

About: About Tommy van Duersen, Event Producer

Tommy has been Mateada's Artistic Director for the past 3 years, curating and presenting a full-time music program (12 - 15 shows per month) since March 2022 and bringing a wide variety of music and art to the downtown core. In that role, Tommy also produced 2 community parking lot events, known as Convergence Festival, in the Creekside parking lot (Barb's / Mateada / SS Coffee). Tommy's role as Mateada's Artistic Director comes to an end this August. See: Convergence [Recap Video of the Parking Lot Festival 2023](#).



SALT SPRING ISLAND CHAMBER OF COMMERCE

FINANCIAL INFORMATION

MARCH 31, 2023

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COMPILATION ENGAGEMENT REPORT

To the Management of Salt Spring Island Chamber of Commerce:

On the basis of information provided by management, I have compiled the statement of financial position as of March 31, 2023, the statement of operations and changes in net assets for the year then ended, and note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

I performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, Compilation Engagements, which requires me to comply with relevant ethical requirements. My responsibility is to assist management in the preparation of the financial information.

I did not perform an audit engagement or a review engagement, nor was I required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an audit opinion or a review conclusion or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Victoria, BC
June 26, 2023

Liquid Accounting and Tax

Liquid Accounting and Tax Inc.
Chartered Professional Accountant

SALT SPRING ISLAND CHAMBER OF COMMERCE
STATEMENT OF FINANCIAL POSITION
AS AT MARCH 31

	2023	2022
ASSETS		
CURRENT		
Cash	\$ 134,859	\$ 150,141
Accounts receivable	54	11,969
Prepaid expenses	1,455	1,455
	136,368	163,565
Property, plant and equipment (note 3)	2,895	3,619
	\$ 139,263	\$ 167,184
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 5,233	\$ 15,403
Deferred revenue (note 3)	134,402	132,105
	139,635	147,508
CEBA loan (net of forgivable portion)	30,000	30,000
	169,635	177,508
NET ASSETS		
NET ASSETS	(30,372)	(10,324)
	\$ 139,263	\$ 167,184

Approved on behalf of the Board

SALT SPRING ISLAND CHAMBER OF COMMERCE
STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS
FOR THE YEAR ENDED MARCH 31

	2023	2022
REVENUES		
Grants	\$ 126,711	\$ 205,688
Sponsorships and events	39,868	125
Memberships	37,264	31,959
Commissions and rebates	7,673	6,948
Visitor Centre	924	739
Interest income	460	407
Advertising	-	10,899
	212,900	256,765
EXPENDITURES		
Advertising and promotion	3,484	61,111
Amortization	724	904
Bad debts	-	1,757
Bank charges and interest	963	794
Board and committee travel and meetings	2,480	493
Bookkeeping and clerical	20,400	22,900
Dues and subscriptions	601	510
Fundraising and events	5,200	19
Grant expenses (note 2)	64,252	42,674
Insurance	5,160	2,438
Occupancy costs	20,695	29,444
Office	5,022	9,696
Professional fees	1,100	1,150
Salaries and related benefits	97,468	107,882
Telephone and internet	3,424	2,982
Website	1,975	6,082
	232,948	290,836
DEFICIENCY OF REVENUES OVER EXPENDITURES	(20,048)	(34,071)
NET ASSETS, BEGINNING OF YEAR	(10,324)	23,747
NET ASSETS, END OF YEAR	\$ (30,372)	\$ (10,324)

SALT SPRING ISLAND CHAMBER OF COMMERCE
NOTES TO THE FINANCIAL INFORMATION
AS AT MARCH 31, 2023

1. BASIS OF ACCOUNTING

The accompanying compiled financial information has been prepared on the historical cost basis, reflecting cash transactions with the addition of:

- ♦ accounts receivable less an allowance for doubtful accounts
- ♦ property, plant and equipment at cost with amortization on a systematic basis
- ♦ accounts payable and accrued liabilities

2. GRANT EXPENSES

	2023	2022
Subcontractor fees	\$ 23,916	\$ 31,349
Artist fees	37,700	-
Honorariums	2,500	-
Travel	136	-
Contest prizes	-	11,325
	\$ 64,252	\$ 42,674

3. PROPERTY, PLANT AND EQUIPMENT

	Cost	Accumulated amortization	2023	2022
Computer equipment	\$ 9,063	\$ 7,149	\$ 1,914	\$ 2,392
Equipment	11,176	10,195	981	1,227
	\$ 20,239	\$ 17,344	\$ 2,895	\$ 3,619

4. DEFERRED REVENUE

Deferred revenue consists of memberships paid in advance and the unspent portion of grant funding received during the year.



Making a difference...together

REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF THURSDAY, AUGUST 08, 2024

SUBJECT Financial Plan Amendments to the SSI Parks and Recreation Service

ISSUE

Additional funding is needed to close out two projects under the Salt Spring Island (SSI) Parks and Recreation Service.

BACKGROUND

Funding was allocated in the SSI Parks and Recreation capital plan to support the replacement of the electrical system at the Rainbow Recreation Centre and for annual capital repairs to the building. Project (20-02) Rainbow Electrical System \$529,700 and project (18-01) Pool Building Capital Repairs \$51,000 were set up in 2020 and 2018 and have had annual contributions to support planned works.

A portion of funding allocated to the electrical system was used to replace failing infrastructure including piping discovered when the existing electrical equipment was removed. A portable generator not included in the original scope was also required to keep the main circulation pump in operation during the extended power outage. The additional works have resulted in a project overrun of \$42,506.

Funding allocated for pool building capital repairs was used to assess the building envelope, develop designs and cost out repairs. These works were not fully scoped out as the extent of the damage to the building envelope was unknown. These necessary assessments have resulted in a project overrun of \$16,023.

Community Works Funding (CWF) in the amount of \$428,400 has been allocated to the electrical system project. An additional \$42,506 has been committed to fully fund and close the project out. An additional \$16,023 will need to be allocated from capital reserve funding to support the pool building assessment costs.

ALTERNATIVES

That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board

Alternative 1

- To amend the Salt Spring Island Parks and Recreation Service 2024 Capital Plan by including the \$307,981 “capital on hand” carry forward from 2023 for Project (20-02) - Rainbow Road Electrical System – in the capital plan and increasing its budget by \$42,506 to be funded from Community Works Fund, resulting in the total project budget from \$529,700 to 572,206.
- To amend the Salt Spring Island Parks and Recreation Service 2024 Capital Plan by including Project (18-01) - Pool Building Capital Repairs – in the capital plan with \$37,058 “capital on hand” carry forward from 2023 and increasing its budget by \$16,023 to be funded from Capital Reserve, resulting in the total project budget from \$51,000 to 67,023.

Alternative 2

That this report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

The estimated 2024 ending balance of the Pool Capital Reserve Fund (CRF) is \$107,907. Allocating \$16,023 of additional reserve funding towards project (18-01) will result in a year-end balance of \$91,884

Additional CWF funding of 42,506 will be applied towards project (20-02) to fully fund and close out the project.

CONCLUSION

A financial plan amendment is required to allocate additional funding to close out two projects under the SSI Parks and Recreation Service. Allocating additional CWF towards these projects will still require additional CRF to close out these projects.

RECOMMENDATION

That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board

- To amend the Salt Spring Island Parks and Recreation Service 2024 Capital Plan by including the \$307,981 “capital on hand” carry forward from 2023 for Project (20-02) - Rainbow Road Electrical System – in the capital plan and increasing its budget by \$42,506 to be funded from Community Works Fund, resulting in the total project budget from \$529,700 to 572,206.
- To amend the Salt Spring Island Parks and Recreation Service 2024 Capital Plan by including Project (18-01) - Pool Building Capital Repairs – in the capital plan with \$37,058 “capital on hand” carry forward from 2023 and increasing its budget by \$16,023 to be funded from Capital Reserve, resulting in the total project budget from \$51,000 to 67,023.

Submitted by:	Dan Ovington, BBA, Acting Senior Manager, Salt Spring Island Electoral Area
Concurrence:	Lia Xu, M. Sc., CPA, CGA, Manager, Manager Financial Services