



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

Thursday, October 17, 2024

9:00 AM

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. [24-970](#) Minutes of August 22- September 19, 2024 Salt Spring Island Local Community Commission

Recommendation: That the minutes of the following meetings be adopted as presented:
-August 22, 2024 Joint Special Meeting
-September 19, 2024 Regular Meeting

Attachments: [Minutes: August 22, 2024 Joint Special Meeting](#)
[Minutes: September 19, 2024](#)

3.2. [24-1034](#) Minutes of September 12, 2024 Salt Spring Island Local Community Commission

Recommendation: That the detailed minutes of September 12, 2024 Special meeting be adopted as circulated.

Attachments: [Simple Minutes: September 12, 2024 Special meeting](#)
[Detailed Minutes: September 12, 2024 Special meeting](#)
[Tracked Changes Minutes: September 12, 2024 Special meeting](#)

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

- 6.1.2. [24-1033](#) Presentation: Mark Boysen; North Salt Spring Waterworks District, Re: Moratorium Review Road Map

Attachments: [Presentation: Moratorium Review Road Map](#)

6.2. Delegations

- 6.2.1. [24-1062](#) Delegation - Maxine Leichter, Positively Forward Re: Item 7.2. Developing the Term of Reference for an Integrated Housing Strategy

Attachments: [Delegation Request: Maxine Leichter, Positively Forward, Oct 14, 2024](#)
[Positively Forward delegation Oct 17 2024](#)
[Letter: Oct 6 2023](#)

7. Commission Business

- 7.1. [24-972](#) Motion Tracker Q3

Recommendation: There is no recommendation. This is for information only.

Attachments: [LCC Motion Tracker 2023-exported Oct 10, 2024](#)
[LCC Motion Tracker 2024-exported Oct 10, 2024](#)

- 7.2. [24-973](#) Developing the Term of Reference for an Integrated Housing Strategy

Recommendation: Verbal Discussion

- 7.3. [24-974](#) Ministry of Transportation and Infrastructure (MoTI)

Recommendation: Verbal Discussion

7.4. [24-961](#) 163 Drake Road - Phoenix Elementary School Property

Recommendation: [On October 10, 2024 the Local Community Commission passed the following portion of the recommendation "That the Salt Spring Island Local Community Commission authorize staff to submit a Temporary Use Permit application to the Islands Trust for the purpose of using 163 Drake Road for a temporary maintenance facility for 12-24 months." and postponed the remainder of the discussion to a future meeting.]

That the Salt Spring Island Local Community Commission authorize staff to submit a Temporary Use Permit application to the Islands Trust for the purpose of using 163 Drake Road for a temporary maintenance facility for 12-24 months.

AND

Approve additional 2025 operating costs of \$26,930, funded by adding \$2,298 to the revenue from the property, \$4,632 requisition and \$20,000 in Community Works Funding.

Approve additional 2025 capital projects totalling \$30,000 funded by \$30,000 of Community Works Funding.

Attachments: [Staff Report: 163 Drake Road - Phoenix Elementary School Property](#)
[Appendix A: Conceptual Drawings, Dated August 22, 2024](#)

7.5. [24-962](#) LCC Role Regarding Boat-related Issues Discussion

Recommendation: [On August 15, 2024, Commissioner Webster served the following Notice of Motion: "That the Salt Spring Island Local Community Commission discuss at one of our October meetings what future role, if any, the Commission should play in managing boat-related issues, including:
- Discussion of whether the LCC should engage directly with the CRD's Environmental Protection Division to ensure that the Salt Spring Island perspective is reflected in its future work on this issue.
-Inclusion of this topic and the potential for future collaboration for discussion at future meetings between the LCC and LTC.
-An assessment of whether current shore services provided through our park services would more appropriately be funded (at least partially) through our small craft harbour service."
On September 12, 2024 the SSI Local Community Commission passed the motion.]

Verbal Discussion.

8. Notice(s) of Motion

8.1. [24-963](#) Motion with Notice: Local Community Commission Reviewing Bylaw Recommendations (E. Rook)

Recommendation: [At the Sep 12, 2024 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Rook into record to be discussed at a following meeting:]

The LCC invites a review of CRD Bylaws 3384 (Salt Spring Island Noise Bylaw) and 1465 (Animal Control and Impounding Bylaw) for the purpose of assessing the sustainability of existing bylaw language for the community of Salt Spring Island and recommending changes, where appropriate, to the CRD board. The Commissioners will work with staff to develop an open and transparent process that will include the following elements:

- Full public notification of the initiation of the review and the specific bylaws under review
- Public solicitation of input in the bylaws under review through multiple means, including written comments public forums, and meetings with stakeholders
- Solicitation of legal opinion and guidance where necessary

8.2. [24-991](#) Motion with Notice: Request Report on Land Holding Authority (B. Webster)

Recommendation: [At the Sep 19, 2024 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Webster into record to be discussed at a following meeting:]

That the Salt Spring Island Local Community Commission (LCC) request that staff report on the land holding authority of the LCC and how it relates to individual service under the preview of LCC.

8.3. [24-1036](#) Motion with Notice: Amend Lease for 163 Drake Road-Phoenix School Property (G. Baker)

Recommendation: [At the Oct 10, 2024 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Baker into record to be discussed at a following meeting:]

"That the Local Community Commission direct staff to amend the Phoenix lease with School District 64 for an occupancy date of November 1, 2024"

8.4. [24-1037](#) Motion with Notice: Chuan Society Agreement Regarding 163-Drake Road (G. Baker)

Recommendation: [At the Oct 10, 2024 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Baker into record to be discussed at a following meeting:]

"That staff enter into an agreement with the Chuan Society for use the upstairs of the former Phoenix School building from November 1, 2024 - April 1, 2025. The Chuan Society will pay \$3,000 for the period of this agreement to cover this extended lease as well as required insurance and utilities. All janitorial needs will be done by the Chuan Society."

8.5. [24-1035](#) Motion with Notice: Centennial Park Washrooms Extended Hours (B. Corno)

Recommendation: [At the Oct 10, 2024 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Corno into record to be discussed at a following meeting:]

"That the Salt Spring Island Local Community Commission request a staff report and, at a future meeting, engage in discussion relating to the provision of a bathroom facility in Centennial Park that is accessible 24 hours per day with consideration for cost and security."

8.6. [24-1038](#) Motion with Notice: Housing Now Update Request (G. Holman)

Recommendation: [At the Oct 10, 2024 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at a following meeting:]

"That the Southern Gulf Islands Community Resource Centre be requested to provide an update to on the Housing Now program for Salt Spring Island."

8.7. [24-1040](#) Motion with Notice: Request for Proposals Short Term of Upper Floor-163 Drake Road (B. Webster)

Recommendation: [At the Oct 10, 2024 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Webster into record to be discussed at a following meeting:]

"That the Local Community Commission approve the issuance of request for proposals for short term community use of the upper floor of the former phoenix school building."

8.8. [24-1039](#) Motion with Notice: Potential Sites for Warming Space (B. Webster)

Recommendation: [At the Oct 10, 2024 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Webster into record to be discussed at a following meeting:]

"That the Local Community Commission request staff to identify on an urgent basis one or more potential sites for a winter 2024/2025 warming space."

9. Adjournment

Next Meeting:

-Thursday, November 14, 2024, at 5:00pm in the Salt Spring Island Multi Space (SIMS) Boardroom, 124 Rainbow Road, Salt Spring Island, BC V8K 2V5

Meeting Minutes - Draft

Salt Spring Island Local Community Commission

Thursday, August 22, 2024

2:00 PM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

Special Meeting- Joint with Island Trust

PRESENT

COMMISSIONERS: E. Rook, 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, M. Williamson, Committee Clerk, (Recorder)

GUESTS: J. Harris, Islands Trust, SSI Trustee (EP), L. Patrick, Islands Trust, SSI Trustee, T. Peterson, Islands Trust, SSI Trustee, C. Hutton, Island Trust, Regional Planning Manager, C. Buchan, Island Trust, (EP), R. Pingle, Island Trust, Legislative Clerk

EP- Electronic Participation

The meeting was called to order at 2:01 pm.

1. Territorial Acknowledgement

Commissioner Rook provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Director Holman, SECONDED by Commissioner Baker,
That agenda for the August 22, 2024, special meeting of the Local Community
Commission be approved as presented.
CARRIED**

3. Special Meeting Matters

3.1. Updating the Official Community Plan and Land Use Bylaw

Discussion ensued regarding the Official Community Plan (OCP-Island Trust) and Land Use Bylaw (Island Trust)

- September/October engagement with CRD regarding chosen indicators and draft map book
- End of October projecting final next steps report from Trust staff
- Subject area working groups provide opportunity for Local Community Commission (LCC) input

3.2. Short Term Vacation Rentals

Discussion ensued regarding Short-Term Vacation Rentals
-Request for Accommodation Group roundtable LCC to host
-OCP update to include short term rental working group
-Provincial data sharing portal access requires municipalities to have business license program
-Island Trust report regarding provincial bill 35 implications to Salt Spring Island being worked on
-LCC discussion regarding business licensing
-Letter of advocacy to province for access to bill 35 data sharing portal

3.3. Ganges Village Planning

Discussion ensued regarding Ganges Village planning
-Ganges village planning is part of OCP review

3.4. Housing

Discussion ensued regarding Housing on Salt Spring Island.
-LCC hosting discussion on developing an integrated housing strategy, Trustee Patrick and Planner Hutton invited
-Island Trust Housing Needs Assessment request for proposals currently open

3.5. Agency Meetings- UBCM

Discussion ensued regarding the meetings that have been request with other agencies during Union of BC Municipalities (UBCM) Convention (Sept. 16- 20, 2024).

3.6. Future Joint meeting planning

Discussion ensued regarding future meetings.
-Island Trust Local Trust Council hosting next joint meeting
-Possible discussion topics

- Water
- Housing
- Bylaw Enforcement
- Harbour Management
- Joint Projects

4. Adjournment

**MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That the Local Community Commission adjourn the meeting at 04:09pm.
CARRIED**

Meeting Minutes - Draft

Salt Spring Island Local Community Commission

Thursday, September 19, 2024

9:00 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

PRESENT:

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

REGRETS: E. Rook

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

EP- Electronic Participation

GUEST: J. Wagner, SSI Public Library

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

The meeting was called to order at 09:02 am.

1. Territorial Acknowledgement

Director Holman provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That a late delegation, K. Goh, Chuan Society be permitted to speak.
CARRIED

MOVED by Commissioner Baker, SECONDED by Commissioner Corno,
That a late delegation, R. Jenkinson, Island pathways be permitted to speak.
CARRIED

MOVED by Commissioner Baker, SECONDED by Commissioner Corno,
That a late delegation, C. Irwin, Penelakut be permitted to speak.
CARRIED

MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That agenda for the August 15, 2024, meeting of the Local Community Commission be approved as amended with the following additions
-6.2.2. Delegation – Kajin Goh, Chuan Society Re: Item 7.1.c. Warming Space
-6.2.3. Delegation – Robin Jenkinson, Island Pathways Re: Item 7.1.b. Active Transportation Network Planning Grant
--6.2.4. Delegation – Kurt Irwin, Penelakut Tribe Re: Item 7.1.a. Grant-in-Aid
-7.1.a Grant-in-Aid for consideration before agenda item 7.1.

-7.1.b. Active Transportation Network Planning Grant for consideration before agenda item 7.1.

-7.1.c. Warming Space for consideration before agenda item 7.1.

CARRIED

3. Adoption of Minutes

3.1. Minutes of August 15, 2024 Salt Spring Island Local Community Commission

MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That the minutes of the August 15, 2024 meeting be adopted as circulated.

CARRIED

4. Chair, Director, and Commissioner Reports

Director Holman spoke of the following items:

- Union of BC Municipalities (UBCM) Convention meetings
- Provincial Election
- Townhall Meeting
- SSI Foundation Funders Table
- CRD Transportation Service Alternative Approval Process (AAP)
- Electoral Area Director Provisional Budget review

Commissioner Webster spoke of the following items:

- SSI Foundation Funder's Table
- Ganges Sewer line extension
- CRD Transportation Service
- Salish Sea Regional Trail

Commissioner Baker spoke of the following items:

- LCC Budget review
- We Are What Eat Enterprise

5. Senior Manager Report

There were no Senior Manager's remarks.

Director Holman spoke briefly regarding UBCM meeting with Ministry of Transportation and Infrastructure.

6. Presentations/Delegations

6.1. Presentations

6.1.1. Presentation: Julia Wagner; SSI Public Library, Re: Installation of a Permanent Storywalk at Mouat Park

J. Wagner provided a presentation on a request for an installation of a permanent Storywalk at Mouat Park.

**MOVED by Commissioner Baker, SECONDED by Director Holman,
That the proposal be refer to staff to report back..
CARRIED**

6.2. Delegations

**MOVED by Commissioner Baker, SECONDED by Commissioner Webster,
That a late delegation, I. Clements, be permitted to speak and that the agenda
be amended to include the addition of agenda item 6.2.1. Delegation – Ian
Clements Re: Item 7.2. BC Active Transportation Grant - Infrastructure Grant
Application - SSI -Rainbow Road Pedestrian and Bike Path for consideration
before agenda item 6.2.2.
CARRIED**

6.2.1. Delegation - Ian Clements Re: Item 7.2. BC Active Transportation Grant - Infrastructure Grant Application - SSI -Rainbow Road Pedestrian and Bike Path

I. Clements spoke regarding item 7.2.

6.2.2. Delegation - Kajin Goh, Chuan Society Re: Item 7.1.c. Warming Space

K. Goh spoke regarding item 7.1.c.

6.2.3. Delegation - Robin Jenkinson, Island Pathways Re: Item 7.1.b. Active Transportation Network Planning Grant

R. Jenkinson spoke regarding item 7.1.b.

6.2.4. Delegation - Curt Irwin, Penelakut Re: Item 7.1.a. Grant-in-Aid

K. Irwin spoke regarding item 7.1.a.

7. Commission Business

7.1.a Grant-in-Aid

D. Ovington spoke regarding Grant-in-Aid intake process.

Discussion ensued regarding Grant-in-Aid fall intake.

7.1.b Active Transportation Network Planning Grant

S. Henderson spoke regarding Regional Parks planning for Regional Salish Sea
Trail.

7.1.c. Warming Space

Discussion ensued regarding warming space.

7.1. Speed Reader Board

Discussion ensued regarding speed reader boards.

7.2. BC Active Transportation Grant - Infrastructure Grant Application - SSI - Rainbow Road Pedestrian and Bike Path

MOVED by Commissioner Baker, **SECONDED** by Commissioner Webster,
That the Salt Spring Island Local Community Commission recommends to the
Capital Regional District Board:

- 1) That the Rainbow Road pedestrian and bike path be considered a priority project.
- 2) That an application to the Province of British Columbia Active Transportation - Infrastructure Grant Program for up to \$315,000 be progressed for the purpose of construction of the Rainbow Road Path on Salt Spring Island.
- 3) That the funding provided through the British Columbia Active Transportation Infrastructure Grant Program will be supported with up to \$135,000 budgeted from the Salt Spring Island Local Community Commission's Financial Plan; and
- 4) That staff be instructed to apply for, negotiate, and if successful, enter into an agreement and do all such things necessary for accepting Active Transportation Infrastructure grant funds and overseeing grant management for the proposed project.

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
That the rules of the Capital Regional District Board Procedures Bylaw be
suspended to allow Ian Clements to speak regarding agenda item 7.2.

CARRIED

Question was called on the main motion.

CARRIED

7.3. Ganges Village Tour Bus Parking Study

There is no recommendation, this report is for information only.

Discussion ensued regarding Ganges Village parking.

8. Notice(s) of Motion

8.1. Notice of Motion: Request Report on Land Holding Authority (B. Webster)

Commissioner Webster provided the following Notice of Motion for
consideration at the next meeting of the SSI Local Community Commission

"That the Salt Spring Island Local Community Commission (LCC) request that
staff report on the land holding authority of the LCC and how it relates to
individual service under the preview of LCC."

9. Motion to Close Meeting

9.1. Motion to Close Meeting

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
That the meeting be closed for Discussion in accordance with Section 90(1)(n) of

the Community Charter. [1 item].
CARRIED

The Salt Spring Island Local Community Commission moved to the closed session at 11:30pm.

The Salt Spring Island Local Community Commission rose from its closed session at 11:48pm without report.

MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That the meeting be extended past the 3-hour scheduled time.
CARRIED

MOVED by Commissioner Corno, SECONDED by Commissioner Baker,
That the meeting be closed for acquisition/disposition under Section 90(1)(e) of the Community Charter. [3 items].
CARRIED

The Salt Spring Island Local Community Commission moved to the closed session at 11:50pm.

10. Rise and Report

The Salt Spring Island Local Community Commission rose from its closed session 2:08pm without report.

11. Adjournment

MOVED by Commissioner Baker, SECONDED by Commissioner Corno,
That the Local Community Commission adjourn the meeting at 02:09pm.
CARRIED

CHAIR

SENIOR MANAGER

Meeting Minutes - Draft

Salt Spring Island Local Community Commission

Thursday, September 12, 2024

10:30 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

Special Meeting-Provisional Budget

PRESENT:

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

STAFF: T. Robbins, Chief Administrative Officer, N. Chan, Chief Financial Officer, S. Henderson, Senior Manager, Real Estate, SGI Administration and LCC, D. Ovington, Senior Manager, SSI Administration, D. Olafson, Manager, SSI Engineering, L. Xu, Manager, Finances Services, A. Elliyoona, Financial Analyst, Finances Services, (EP), K. Vincent, Senior Financial Advisor, Finances Services, (EP) M. Williamson, Committee Clerk, (Recorder)

GUEST: K. Hudson, SSI Public Library, Y. Wand, SSI Arts Council

EP- Electronic Participation

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

The meeting was called to order at 10:33 am.

1. Territorial Acknowledgement

Commissioner Rook provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That agenda for the September 12, 2024, Special meeting of the Local
Community Commission be approved as presented.
CARRIED**

3. Presentations/Delegations

3.1. Presentations

There were no presentations.

3.2. Delegations

3.2.1. Delegation- David Naphtalie, SSI Tennis Association Re: Item 4.1. 2025
Preliminary Local Community Commission Budget Review

S. Ireland spoke regarding item 4.1.

Director Holman joined the meeting at 10:37am.

4. Special Meeting Matters

4.1. 2025 Preliminary Local Community Commission Budget Review

MOVED by Commissioner Corno, **SECONDED** by Commissioner Webster,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land Five Year Financial to on Sundays in 2025 and
add Statutory holidays in 2026

CARRIED

OPPOSED Holman

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land Five Year Financial to plan to increase hours for
one regular part-time staff in 2025 for the pool.

CARRIED

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.455 SSI Community Parks Five Year Financial to plan to defer funding for
“Porta potty deployment one month early” to 2026.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Corno,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land Five Year Financial to defer funding for “SIMS
Facility Maintenance Staffing” until 2026.

CARRIED

OPPOSED Corno

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land Five Year Financial to include a projected
revenue for phoenix school facility of \$8,000.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land Five Year Financial to reduce transfer to capital
reserve:

1. Parkland Capital Reserve Fund (CRF) reducing from 50,000 to 35,000
2. Pool CRF reducing from \$35,000 to \$0

DEFEATED

OPPOSED Corno, Rook, Webster

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
The Local Community Commission recommends the Committee of the Whole
recommend to the Capital Regional District Board that the new initiatives
identified in Appendix C be included in the SSI Parks and Recreation Five Year

Financial Plan with the amendment of the one-time amount for Service 1. 458 SSI Community Recreation "Tennis Court Resurfacing" be increased from \$40,000 to \$50,000 funding by Community Works Funding resulting in no change to the requisition.

CARRIED

The Commission recessed at 1:01 pm.

The Commission reconvened at 1:36 pm

MOVED by Commissioner Webster, **SECONDED** by Commissioner Baker, That the rules of the Capital Regional District Board Procedures Bylaw be suspended to allow Karen Hudson, SSI Public Library to speak regarding agenda item 4.1.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Corno, That the Salt Spring Island Local Community Commission direct staff to amend the SSI Public Library 1.141 to reduce transfer to capital reserves by \$10,000 and that Capital Project 25-01 "Accessibility Projects" will be funded by Grant (Community Works Funds) rather than reserves for the amount of \$10,000.

CARRIED

OPPOSED Webster

MOVED by Commissioner Baker, **SECONDED** by Commissioner Corno, That the Salt Spring Island Local Community Commission direct Staff to amend the Community Transportation Services Capital Budget 1.238B accordingly:

1. Delete Project 22-06 'Lower Ganges Road barrier removal or relocation'
2. Delete Project 22-08 'Lower Ganges Road concrete barrier removal'
3. Move Project 22-12 'Rainbow Road pathway' from 2026 to 2025. Reduce project budget from \$1,015,000 to \$450,000 and adjust the dollars funded by Grant of \$335,000 (\$315,000 BC Active Transportation Grant and \$20,000 Community Works Fund) and Reserves of \$115,000.
4. Move Project 24-03 'McPhillips Ave Pedestrian Facilities' from 2027 to 2026. Funding sources to stay the same.
5. Move Project 24-04 'Referendum or Alternative Approval Process funding for future projects' from 2025 to 2026
6. Move Project 26-01 'Jackson Road pathway' from 2025 to 2026
7. Amend Project 22-13 description to include 'Kanaka pathway and other small pathways' with the current description that is limited to 'Swanson'. The dollar figure will remain the same and from Capital
8. ADD Project 25-03 'Design and Construction of small pathway projects', this will be a 2025 project, would be funded at \$50,000 and from Grant funding
9. ADD Project 26-03 'Speed Reader Boards' this will be a 2026 project, would be funded at \$25,000 and from Grant funding
10. Move Project 24-01 'Strategic Asset Management Plan & Accessibility Assessment' from 2025 to 2026

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Baker, That the Salt Spring Island Local Community Commission direct staff to amend the Community Transportation Services Capital Budget 1.238B to reduce transfer

to capital reserves from \$70,000 to \$50,000.

CARRIED

OPPOSED Corno, Webster

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend
the Community Transit Services Capital Budget 1.238A to reduce transfer to
capital reserves in 2025 from \$20,000 to \$5,000.

WITHDRAWN

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend
the Septage/Composting 3.705 to reduce transfer to capital reserves in 2025 from
\$47,390 to \$32,390 and from project 22-01 'Composting Facility' remove \$40,000
funding from capital reserve and add \$60,000 grant funding (Community Works
Fund).

CARRIED

OPPOSED Corno, Webster

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

CARRIED

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend
the SSI Economic Development 1.124 to reduce the 2025 requisition by \$15,000.

DEFEATED

OPPOSED Baker, Corno, Rook, Webster

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend
the SSI Grant in Aids 1.116 to reduce the 2025 requisition by \$10,000 and increase
the requisition by for 2026-2029 by \$5,000 additional each year.

CARRIED

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the rules of the Capital Regional District Board Procedures Bylaw be
suspended to allow Yael Wand, SSI Arts Council to speak regarding agenda item
4.1.

CARRIED

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend
the SSI Arts 1.299 by reducing the 2025 contribution to Art Centre Society and
Gulf Islands Community Arts Council by \$15,000, prorated (70/30) respectively and
increase by \$15,000 in 2026.

CARRIED

MOVED by Commissioner Webster, SECONDED by Director,
That agenda item 4.1. 2025 Preliminary Local Community Commission Budget
Review and agenda item 4.2. 2025 Local Community Commission Administration
Budget be deferred until the next Salt Spring Island Local Community
Commission meeting of Sept 12, 2024 at 05:00pm.

CARRIED

5. Adjournment

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Local Community Commission adjourn the meeting at 04:53pm.
CARRIED

Meeting Minutes - Draft

Salt Spring Island Local Community Commission

Thursday, September 12, 2024

10:30 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

Special Meeting-Provisional Budget

PRESENT:

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

STAFF: T. Robbins, Chief Administrative Officer, N. Chan, Chief Financial Officer, S. Henderson, Senior Manager, Real Estate, SGI Administration and LCC, D. Ovington, Senior Manager, SSI Administration, D. Olafson, Manager, SSI Engineering, L. Xu, Manager, Finances Services, A. Elliyoona, Financial Analyst, Finances Services, (EP), K. Vincent, Senior Financial Advisor, Finances Services, (EP) M. Williamson, Committee Clerk, (Recorder)

GUEST: K. Hudson, SSI Public Library, Y. Wand, SSI Arts Council

EP- Electronic Participation

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

The meeting was called to order at 10:33 am.

1. Territorial Acknowledgement

Commissioner Rook provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That agenda for the September 12, 2024, Special meeting of the Local
Community Commission be approved as presented.
CARRIED**

3. Presentations/Delegations

3.1. Presentations

There were no presentations.

3.2. Delegations

3.2.1. Delegation- David Naphtalie, SSI Tennis Association Re: Item 4.1. 2025
Preliminary Local Community Commission Budget Review

S. Ireland spoke regarding item 4.1.

Director Holman joined the meeting at 10:37am.

4. Special Meeting Matters

4.1. 2025 Preliminary Local Community Commission Budget Review

MOVED by Commissioner Corno, **SECONDED** by Commissioner Webster,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land Five Year Financial Plan to keep the Sundays
reopening in 2025 as ongoing but defer Statutory holidays opening to 2026 from
2025, resulting in net requisition reduction of \$11,515 with operating costs
reduction of \$16,000 and fee revenue reduction of \$4,4485.

CARRIED

OPPOSED Holman

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land 2025-2029 Five Year Financial Plan to defer the
increased hours for one regular part-time staff to 2026 from 2025, resulting in a net
requisition decrease of \$8,015.

CARRIED

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
T That the Salt Spring Island Local Community Commission direct staff to amend
the 1.455 SSI Community Parks 2025-2029 Five Year Financial Plan to defer
funding for "Porta potty deployment one month early" to 2026 resulting in a
requisition decrease of \$3,340 in 2025.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Corno,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land 2025-2029 Five Year Financial Plan to defer
funding for "SIMS Facility Maintenance Staffing" to 2026 resulting in a net
requisition decrease of \$16,030 in 2025.

CARRIED

OPPOSED Corno

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land 2025-2029 Five Year Financial Plan to include
projected revenue of \$8,000 for phoenix school facility resulting in a requisition
decrease of \$8,000 in 2025.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land 2025-2029 Five Year Financial Plan to reduce
transfer to capital reserve:

1. **Parkland Capital Reserve**
Fund (CRF) reducing from 50,000 to 35,000 resulting in a requisition
decrease of \$15,000

2. Pool CRF reducing from \$35,000 to \$0, resulting in a requisition decrease of \$35,000

DEFEATED

OPPOSED Corno, Rook, Webster

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno, The Local Community Commission recommends the Committee of the Whole recommend to the Capital Regional District Board that the new initiatives identified in Appendix C be included in the SSI Parks and Recreation Five Year Financial Plan with the amendment of the one-time amount for Service 1. 458 SSI Community Recreation "Tennis Court Resurfacing" be increased from \$40,000 to \$50,000 funding by Community Works Funding resulting in no change to the requisition.

CARRIED

The Commission recessed at 1:01 pm.

The Commission reconvened at 1:36 pm

MOVED by Commissioner Webster, **SECONDED** by Commissioner Baker, That the rules of the Capital Regional District Board Procedures Bylaw be suspended to allow Karen Hudson, SSI Public Library to speak regarding agenda item 4.1.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Corno, That the Salt Spring Island Local Community Commission direct staff to amend the 1.141 SSI Public Library 2025-2029 Five Year Financial Plan to reduce transfer to capital reserves by \$10,000, resulting in requisition reduction in 2025 as one-time and that Capital Project 25-01 "Accessibility Projects" will be funded by Grant (Community Works Funds) rather than reserves for the amount of \$10,000.

CARRIED

OPPOSED Webster

MOVED by Commissioner Baker, **SECONDED** by Commissioner Corno, That the Salt Spring Island Local Community Commission direct Staff to amend the 1.238B Community Transportation Services 2025-2029 Five Year Capital Plan accordingly:

1. Delete Project 22-06 'Lower Ganges Road barrier removal or relocation'
2. Delete Project 22-08 'Lower Ganges Road concrete barrier removal'
3. Move Project 22-12 'Rainbow Road pathway' from 2026 to 2025. Reduce project budget from \$1,015,000 to \$450,000 and adjust the dollars funded by Grant of \$335,000 (\$315,000 BC Active Transportation Grant and \$20,000 Community Works Fund) and Reserves of \$115,000.
4. Move Project 24-03 'McPhillips Ave Pedestrian Facilities' from 2027 to 2026. Funding sources to stay the same.
5. Move Project 24-04 'Referendum or Alternative Approval Process funding for future projects' from 2025 to 2026
6. Move Project 26-01 'Jackson Road pathway' from 2025 to 2026
7. Amend Project 22-13 description to include 'Kanaka pathway and other small pathways' with the current description that is limited to 'Swanson'. The dollar figure will remain the same and from Capital
8. ADD Project 25-03 'Design and Construction of small pathway projects',

this will be a 2025 project, would be funded at \$50,000 and from Grant funding

9. ADD Project 26-03 'Speed Reader Boards' this will be a 2026 project, would be funded at \$25,000 and from Grant funding
10. Move Project 24-01 'Strategic Asset Management Plan & Accessibility Assessment' from 2025 to 2026

CARRIED

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend the 1.238B Community Transportation Services 2025-2029 Five Year Financial Plan to reduce transfer to capital reserves from \$70,000 to \$50,000, resulting in requisition reduction of \$20,000 in 2025 as one-time reduction.

CARRIED

OPPOSED Corno, Webster

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend the 1.238A Community Transit Services Capital 2025-2029 Five Year Financial Plan to reduce transfer to capital reserves in 2025 from \$20,000 to \$5,000.

WITHDRAWN

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend the 3.705 Septage/Composting 2025-2029 Five Year Financial Plan to reduce transfer to capital reserves from \$47,390 to \$32,390, resulting in the requisition reduction of \$15,000 in 2025 as one time and to change project 22-01 'Composting Facility' by removing \$40,000 funding from capital reserve and adding \$60,000 grant funding (Community Works Fund).

CARRIED

OPPOSED Corno, Webster

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

CARRIED

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend the SSI Economic Development 1.124 to reduce the 2025 requisition by \$15,000.

DEFEATED

OPPOSED Baker, Corno, Rook, Webster

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend the 1.116 SSI Grant in Aids 2025-2029 Five Year Financial Plan to reduce the 2025 GIA budget by \$10,000 and increase the GIA budget for additional \$5,000 each year for 2026-2029 by balancing with requisitions each year.

CARRIED

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the rules of the Capital Regional District Board Procedures Bylaw be suspended to allow Yael Wand, SSI Arts Council to speak regarding agenda item 4.1.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend
1.299 the SSI Arts 2025-2029 Five Year Financial Plan to reduce the 2025
contribution to Art Centre Society and Gulf Islands Community Arts Council by
\$15,000, prorated (70/30) respectively and to increase the contribution by \$15,000
in 2026 by balancing with requisition with requisitions each year.

CARRIED

MOVED by Commissioner Webster, **SECONDED** by Director,
That agenda item 4.1. 2025 Preliminary Local Community Commission Budget
Review and agenda item 4.2. 2025 Local Community Commission Administration
Budget be deferred until the next Salt Spring Island Local Community
Commission meeting of Sept 12, 2024 at 05:00pm.

CARRIED

5. Adjournment

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That the Local Community Commission adjourn the meeting at 04:53pm.

CARRIED

Meeting Minutes - Draft

Salt Spring Island Local Community Commission

Thursday, September 12, 2024

10:30 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

Special Meeting-Provisional Budget

PRESENT:

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

STAFF: T. Robbins, Chief Administrative Officer, N. Chan, Chief Financial Officer, S. Henderson, Senior Manager, Real Estate, SGI Administration and LCC, D. Ovington, Senior Manager, SSI Administration, D. Olafson, Manager, SSI Engineering, L. Xu, Manager, Finances Services, A. Elliyoona, Financial Analyst, Finances Services, (EP), K. Vincent, Senior Financial Advisor, Finances Services, (EP) M. Williamson, Committee Clerk, (Recorder)

GUEST: K. Hudson, SSI Public Library, Y. Wand, SSI Arts Council

EP- Electronic Participation

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

The meeting was called to order at 10:33 am.

1. Territorial Acknowledgement

Commissioner Rook provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That agenda for the September 12, 2024, Special meeting of the Local
Community Commission be approved as presented.
CARRIED**

3. Presentations/Delegations

3.1. Presentations

There were no presentations.

3.2. Delegations

3.2.1. Delegation- David Naphtalie, SSI Tennis Association Re: Item 4.1. 2025
Preliminary Local Community Commission Budget Review

S. Ireland spoke regarding item 4.1.

Director Holman joined the meeting at 10:37am.

4. Special Meeting Matters

4.1. 2025 Preliminary Local Community Commission Budget Review

MOVED by Commissioner Corno, SECONDED by Commissioner Webster,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land Five Year Financial Plan to keep the ~~open~~ Sundays
reopening in 2025 as ongoing but defer and add Statutory holidays in opening to
2026 from 2025, resulting in net requisition reduction of \$11,515 with operating
costs reduction of \$16,000 and fee revenue reduction of \$4,485.

CARRIED

OPPOSED Holman

MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land 2025-2029 Five Year Financial Plan to defer
the increased hours for one regular part-time staff to 2026 from in 2025 for the
pool, resulting in a net requisition decrease of \$8,015.

CARRIED

MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.455 SSI Community Parks 2025-2029 Five Year Financial Plan to defer
funding for "Porta potty deployment one month early" to 2026 resulting in a
requisition decrease of \$3,340 in 2025.

CARRIED

MOVED by Director Holman, SECONDED by Commissioner Corno,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land 2025-2029 Five Year Financial Plan to defer
funding for "SIMS Facility Maintenance Staffing" until to 2026 resulting in a net
requisition decrease of \$16,030 in 2025.

CARRIED

OPPOSED Corno

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land 2025-2029 Five Year Financial Plan to include a
projected revenue of \$8,000 for phoenix school facility resulting in a requisition
decrease of \$8,000 in 2025.

CARRIED

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.459 SSI Pool & Park land 2025-2029 Five Year Financial Plan to reduce
transfer to capital reserve:

1. Parkland Capital Reserve Fund (CRF) reducing from 50,000 to 35,000
resulting in a requisition decrease of \$15,000
2. Pool CRF reducing from \$35,000 to \$0, resulting in a requisition decrease

of \$35,000

DEFEATED

OPPOSED Corno, Rook, Webster

MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
The Local Community Commission recommends the Committee of the Whole
recommend to the Capital Regional District Board that the new initiatives
identified in Appendix C be included in the SSI Parks and Recreation Five Year
Financial Plan with the amendment of the one-time amount for Service 1. 458
SSI Community Recreation "Tennis Court Resurfacing" be increased from
\$40,000 to \$50,000 funding by Community Works Funding resulting in no change
to the requisition.

CARRIED

The Commission recessed at 1:01 pm.

The Commission reconvened at 1:36 pm

MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That the rules of the Capital Regional District Board Procedures Bylaw be
suspended to allow Karen Hudson, SSI Public Library to speak regarding agenda
item 4.1.

CARRIED

MOVED by Director Holman, SECONDED by Commissioner Corno,
That the Salt Spring Island Local Community Commission direct staff to amend
the 1.141 SSI Public Library 4.4412025-2029 Five Year Financial Plan to reduce
transfer to capital reserves by \$10,000, resulting in requisition reduction in 2025
as one-time and that Capital Project 25-01 "Accessibility Projects" will be funded
by Grant (Community Works Funds) rather than reserves for the amount of
\$10,000.

CARRIED

OPPOSED Webster

MOVED by Commissioner Baker, SECONDED by Commissioner Corno,
That the Salt Spring Island Local Community Commission direct Staff to amend
the 1.238B Community Transportation Services 2025-2029 Five Year Capital Plan
Budget 1.238B accordingly:

1. Delete Project 22-06 'Lower Ganges Road barrier removal or relocation'
2. Delete Project 22-08 'Lower Ganges Road concrete barrier removal'
3. Move Project 22-12 'Rainbow Road pathway' from 2026 to 2025. Reduce project budget from \$1,015,000 to \$450,000 and adjust the dollars funded by Grant of \$335,000 (\$315,000 BC Active Transportation Grant and \$20,000 Community Works Fund) and Reserves of \$115,000.
4. Move Project 24-03 'McPhillips Ave Pedestrian Facilities' from 2027 to 2026. Funding sources to stay the same.
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7. Amend Project 22-13 description to include 'Kanaka pathway and other small pathways' with the current description that is limited to 'Swanson'. The dollar figure will remain the same and from Capital
8. ADD Project 25-03 'Design and Construction of small pathway projects',

this will be a 2025 project, would be funded at \$50,000 and from Grant funding

9. ADD Project 26-03 'Speed Reader Boards' this will be a 2026 project, would be funded at \$25,000 and from Grant funding
10. Move Project 24-01 'Strategic Asset Management Plan & Accessibility Assessment' from 2025 to 2026

CARRIED

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend the **1.238B** Community Transportation Services Capital Budget **1.238B** **2025-2029 Five Year Financial Plan** to reduce transfer to capital reserves from \$70,000 to \$50,000, resulting in requisition reduction of \$20,000 in 2025 as one-time reduction.

CARRIED

OPPOSED Corno, Webster

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend the **1.238A** Community Transit Services Capital Budget **1.238A** **2025-2029 Five Year Financial Plan** to reduce transfer to capital reserves in 2025 from \$20,000 to \$5,000.

WITHDRAWN

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend the **3.705** Septage/Composting **3.705** **2025-2029 Five Year Financial Plan** to reduce transfer to capital reserves in 2025 from \$47,390 to \$32,390, resulting in the requisition reduction of \$15,000 in 2025 as one time and from to change project 22-01 'Composting Facility' by removing \$40,000 funding from capital reserve and adding \$60,000 grant funding (Community Works Fund).

CARRIED

OPPOSED Corno, Webster

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

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend the SSI Economic Development 1.124 to reduce the 2025 requisition by \$15,000.
DEFEATED

OPPOSED Baker, Corno, Rook, Webster

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend the **1.116** SSI Grant in Aids **1.116** **2025-2029 Five Year Financial Plan** to reduce the 2025 requisition **GIA budget** by \$10,000 and increase the requisition by **GIA budget** for additional \$5,000 each year for 2026-2029 by \$5,000 additional each year balancing with requisitions each year.

CARRIED

MOVED by Director Holman, SECONDED by Commissioner Baker,

That the rules of the Capital Regional District Board Procedures Bylaw be suspended to allow Yael Wand, SSI Arts Council to speak regarding agenda item 4.1.

CARRIED

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission direct staff to amend ~~1.299~~ the SSI Arts ~~1.299~~ by **2025-2029 Five Year Financial Plan to reducing-reduce** the 2025 contribution to Art Centre Society and Gulf Islands Community Arts Council by \$15,000, prorated (70/30) respectively and **to increase the contribution** by \$15,000 in 2026 **by balancing with requisition with requisitions each year.**

CARRIED

MOVED by Commissioner Webster, SECONDED by Director,
That agenda item 4.1. 2025 Preliminary Local Community Commission Budget Review and agenda item 4.2. 2025 Local Community Commission Administration Budget be deferred until the next Salt Spring Island Local Community Commission meeting of Sept 12, 2024 at 05:00pm.

CARRIED

5. Adjournment

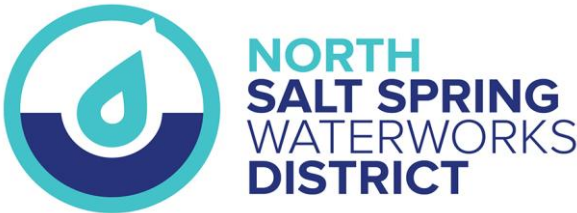
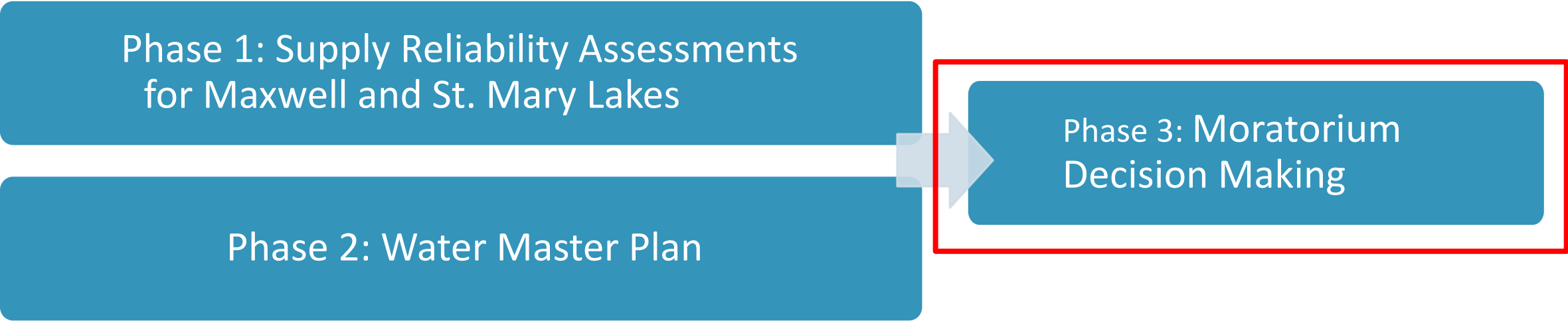
MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Local Community Commission adjourn the meeting at 04:53pm.

CARRIED

Moratorium Review Road Map

PHASE 3: MORATORIUM DECISION-MAKING

2023/2024 Moratorium Policy Review Roadmap



Moratorium Review Project Details

Phase 1 Reliability Assessment for St. Mary Lake and Maxwell Lake	<ul style="list-style-type: none">• Quantify available storage volumes, watershed inflows for past and future climate, and water withdrawals for the St. Mary Lake and Maxwell Lake watersheds.• Carry out a reliability analysis by varying NSSWD water demands across a range of volumes to assess how reliability changes with increasing demand.• Use the reliability analysis to calculate withdrawal volumes that could be supported at various levels of reliability.
Phase 2 Water Master Plan	<ul style="list-style-type: none">• Complete an existing demand analysis.• Develop future demand scenarios.• Update the NSSWD system water model.• Complete a system evaluation including pressure and available fire flow analysis.• Develop a recommended upgrade program including costing.
Phase 3 Moratorium Decision-Making	<ul style="list-style-type: none">• Determine preferred options based on results of Phase 1 and 2 work.• Conduct a review of Capital Expenditure Charges (CEC).• Community and stakeholder engagement.• Conduct a legal review of proposed policy changes.• Final Moratorium Policy revision presented to Board.

Phase 1 Reliability Study: Supply Scenarios

Scenario 1 – Continue to operate as two separate systems each with its own supply. (status quo)

Scenario 2 – Operate as two separate systems in spring/summer and supply St. Mary Lake Zones and Lower Ganges Zones (approximately 50% of current Maxwell Lake demand) from St. Mary Lake to allow Maxwell Lake to refill.

Scenario 3 – Combining the systems to supply the entire NSSWD water demand (St. Mary Lake and Maxwell Lake zones).

Initial analysis of the three scenarios indicated that the reliability of Scenario 2 under current climate is lower than the reliability of Scenario 1. Therefore, it was not carried forward for further analysis.

Simulation Results Summary: Key Considerations

Climate Scenarios Assessed for Current, 2050, and 2080 Conditions

All report tables use the recommended 2080 projected climate conditions, based on 50-year Design Guidelines for Drinking Water Systems in British Columbia.

Emergency Condition (depletion of licensed storage) Assessed for 90%, 95%, and 98% Reliability

95% reliability (1 in 20 years) and 98% reliability (1 in 50 year) scenarios presented. An emergency condition is defined as when a systems licensed storage is depleted.

Volume Estimate Ranges Provided in Quartiles

25th percentile results have been presented as cautious approach in response to the variability of the results.

Scenario 1: Maxwell Lake System

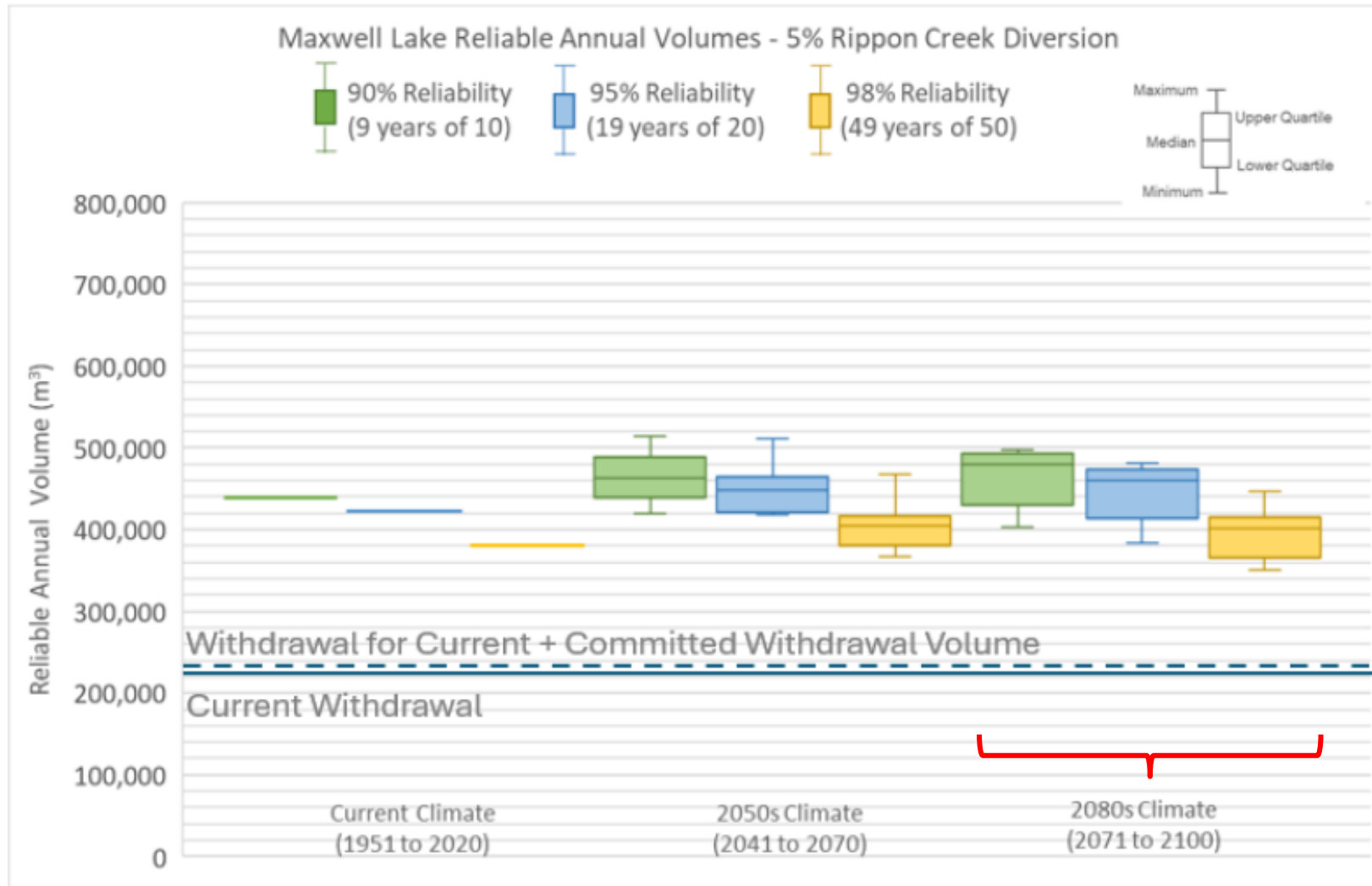


Figure 7-1 in St. Mary Lake and Maxwell Lake Reliability Assessment

Scenario 1: St. Mary Lake System *with Raised Weir*

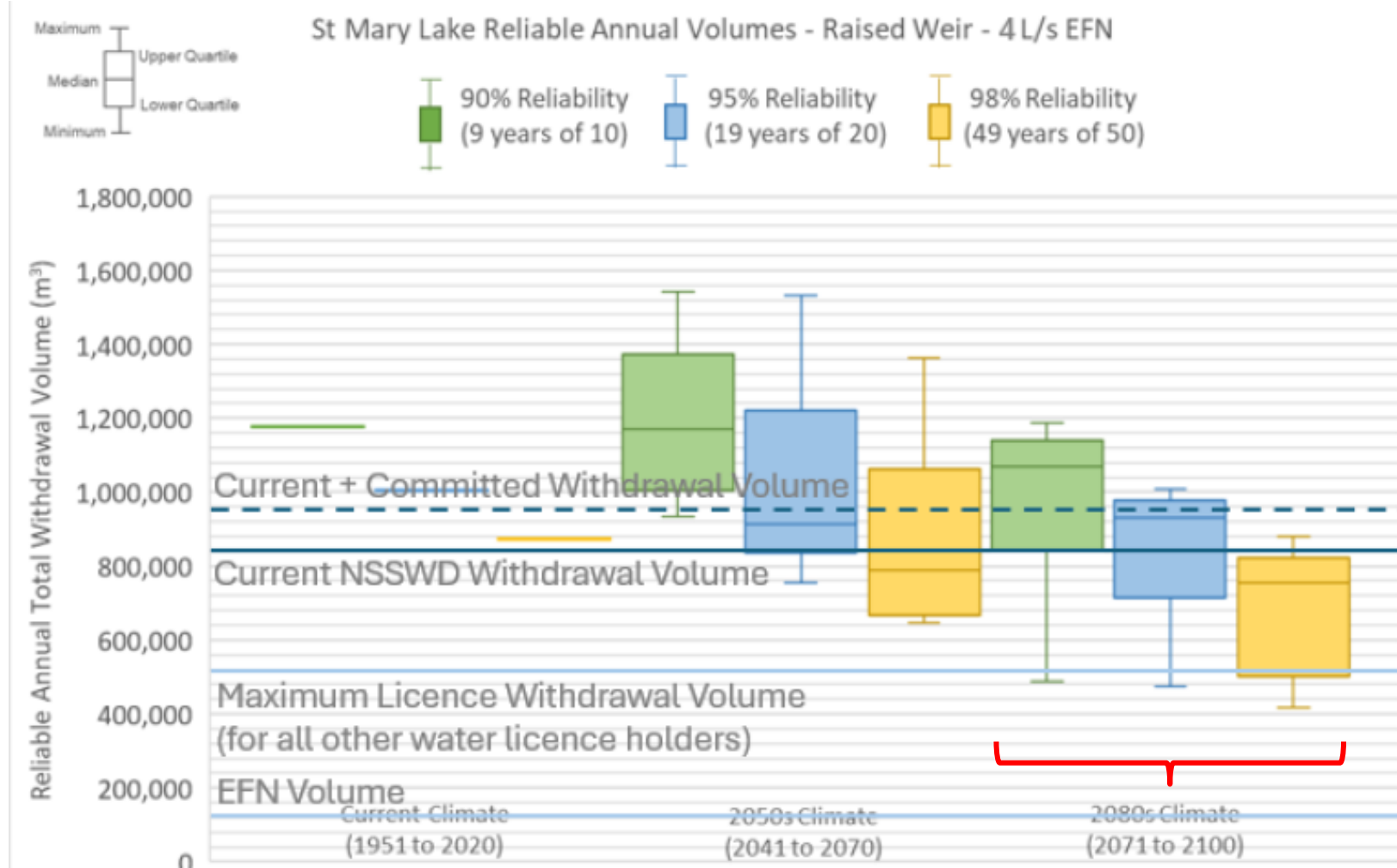


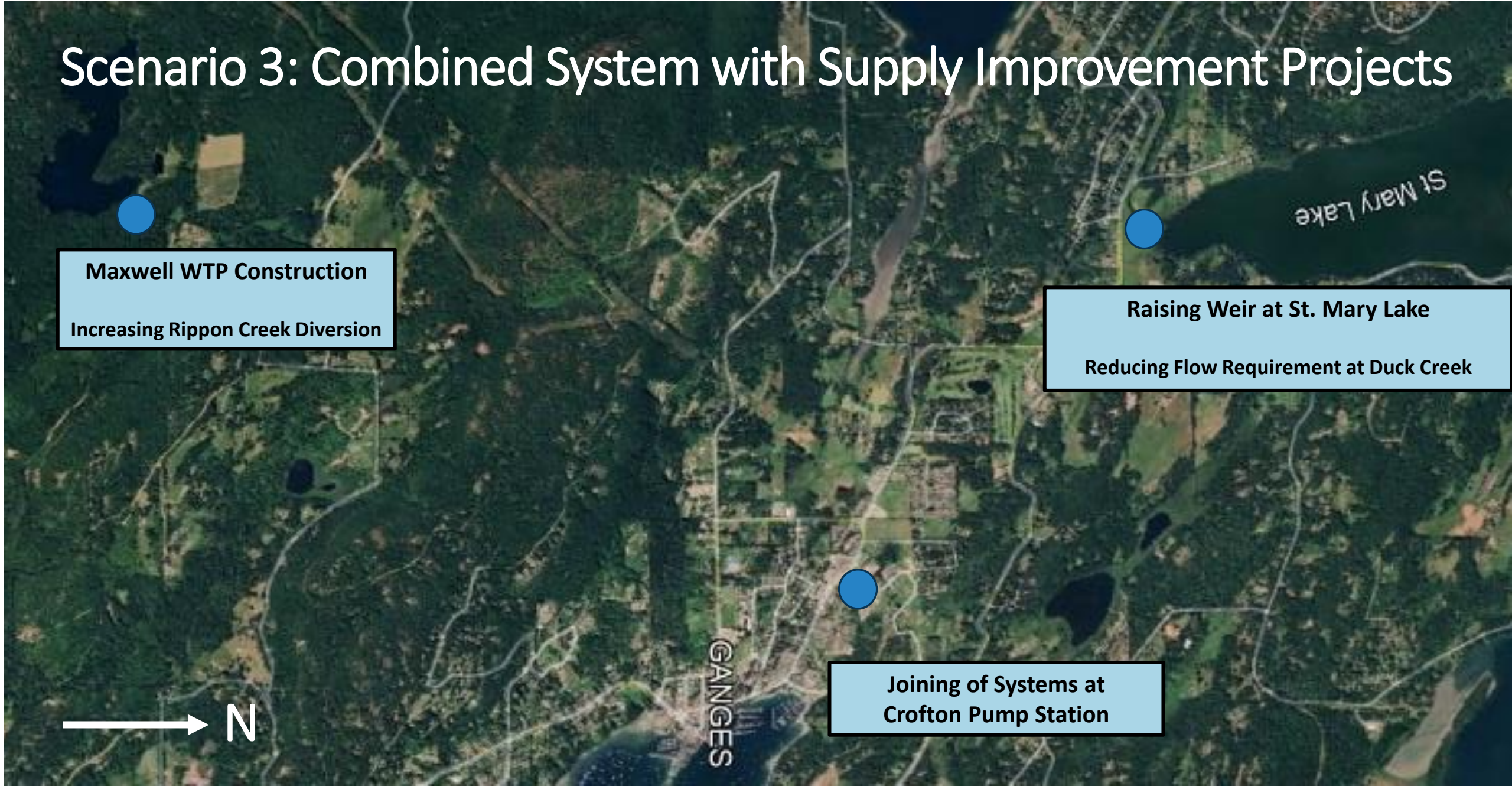
Figure 7-4 in St. Mary Lake and Maxwell Lake Reliability Assessment

Scenario 3:

Combined System with Supply Improvement Projects

- Joining of Maxwell Lake and St. Mary Lake systems at Crofton Pump Station
- Completion of the Maxwell Lake water treatment plant including system capacity increase.
- Increasing Rippon Creek diversion flows.
- Raising the weir at St. Mary Lake by 29cm - funded by Province.
- Reducing the Environmental Flow Requirement (EFN) at Duck Creek.

Scenario 3: Combined System with Supply Improvement Projects



Scenario 3: Combined System with All Future Improvements

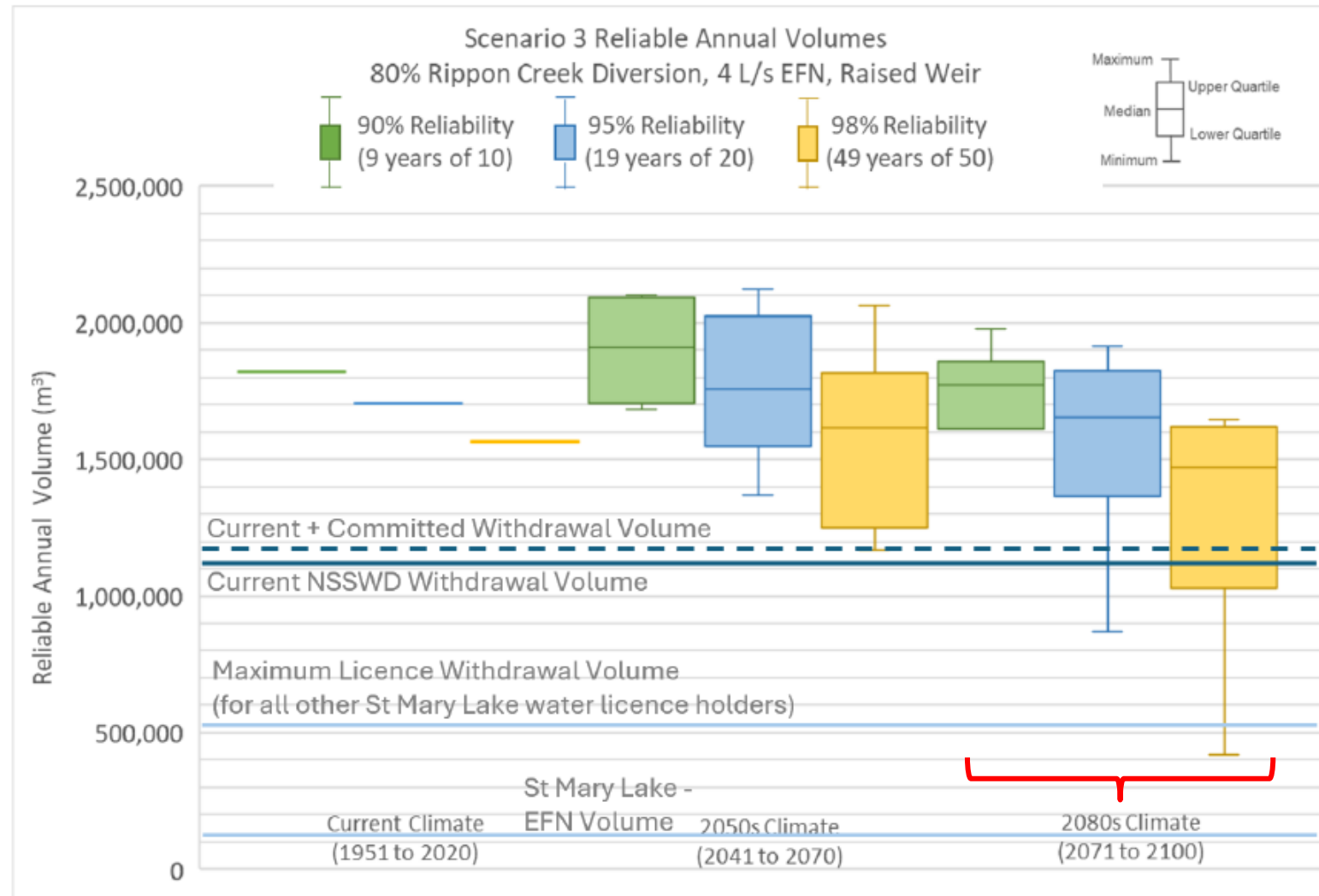


Figure 7-4 in St. Mary Lake and MaxwellLake Reliability Assessment

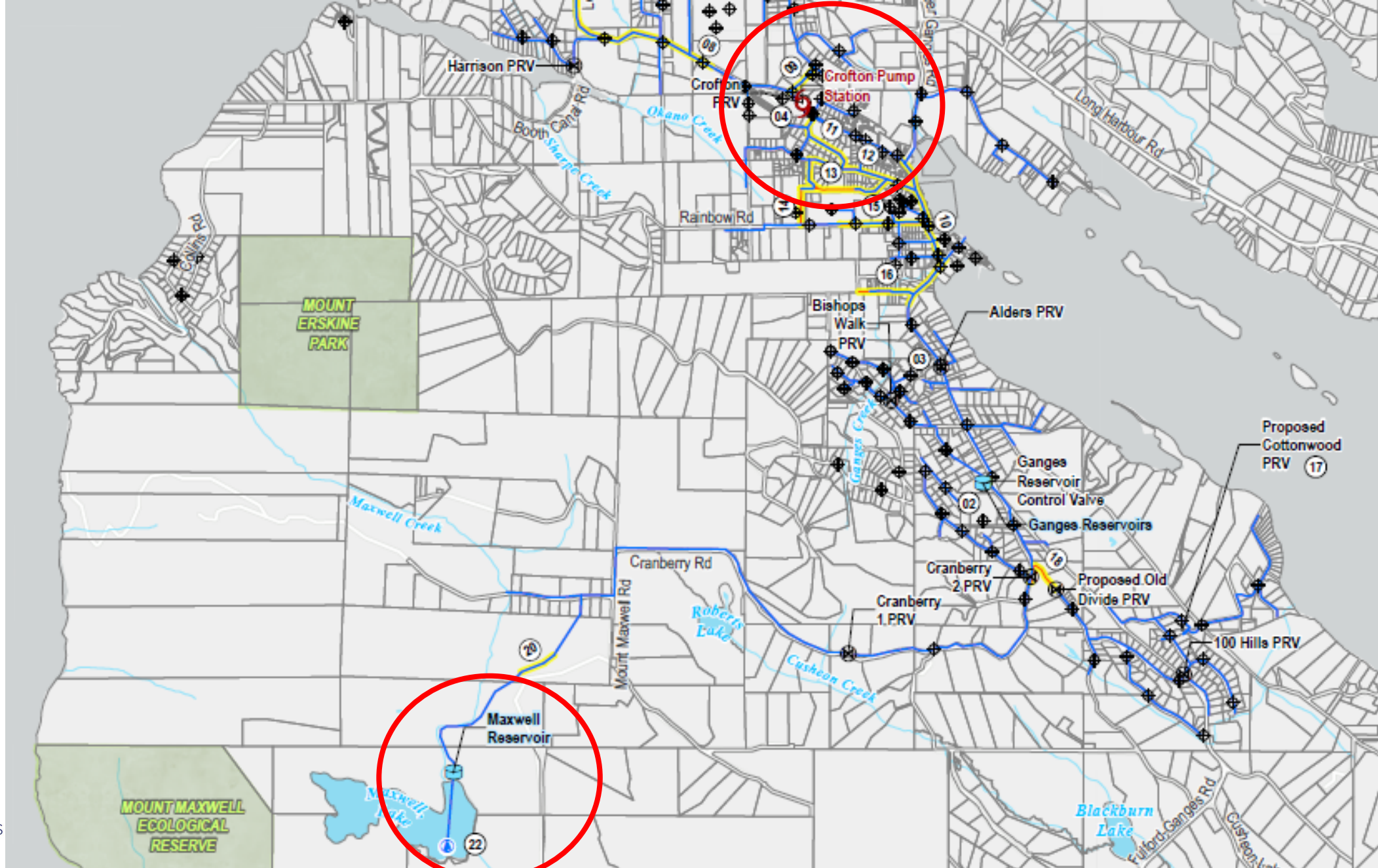
Phase 2: Water Master Plan

The report provides recommendations for system improvements to:

- 1) Meet regulatory and reliability requirements
- 2) Implement condition improvements
- 3) Improve fire flows in the system. (NSSWD is not responsible for providing fire flows)

For the purposes of the Road Map process, the study recommends proceeding with two high-priority projects:

- 1) Maxwell Lake water treatment plant.
- 2) The Crofton Station upgrade to join the Maxwell Lake and St. Mary Lake water distribution systems.



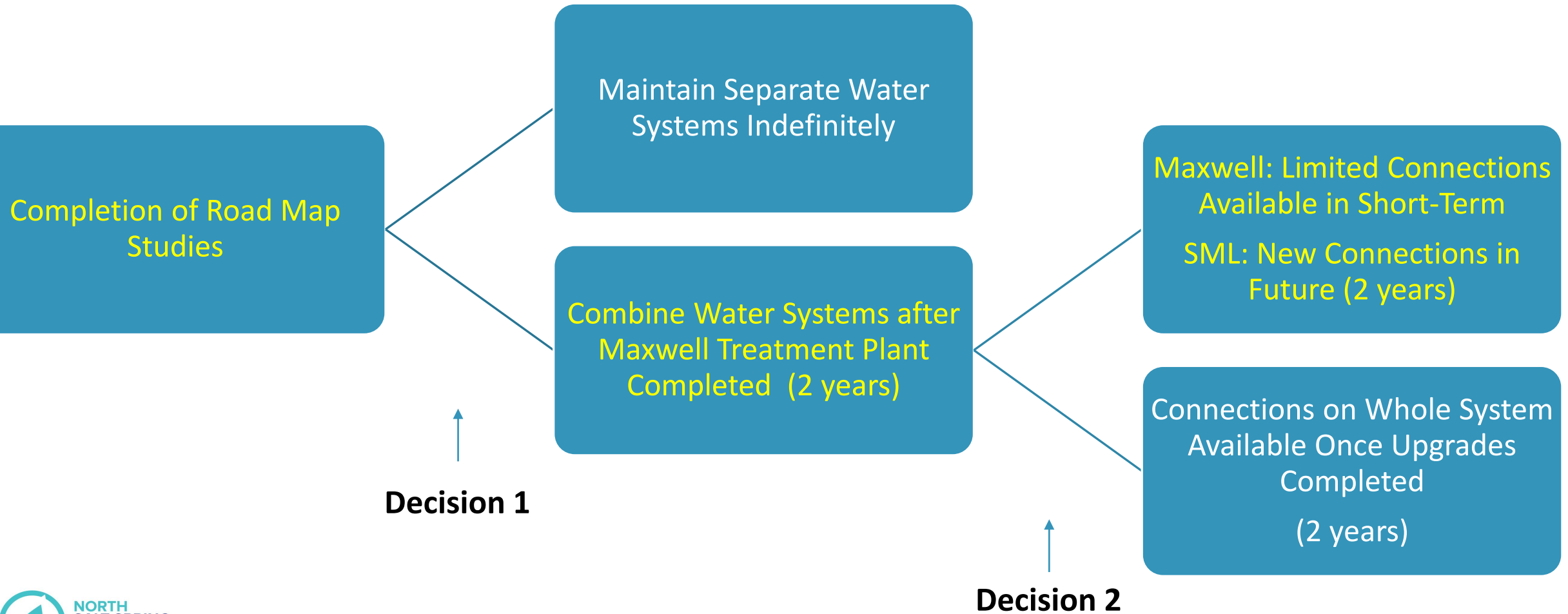
Phase 3: Moratorium Decision-Making

Determine preferred options based on results of Phases 1 and 2 work. (August 2024)

The recommendations provided by KWL in the Reliability Assessment Study (Phase 1) and the Water Master Plan (Phase 2) are supported by Staff. With the intent of providing guidance to the Board regarding Moratorium decision-making, Staff presented the following conclusions.

1. Consultant studies indicate that **there is supply volume** currently available on the Maxwell Lake system for new connections.
2. Consultant studies confirm that **there is inadequate supply volume** currently available on the St. Mary Lake system for new connections.
3. Consultant studies indicate that a range of supply improvements, including the connecting of the two systems, will provide additional supply volumes and greater system resilience when completed.

Moratorium Review Decision Tree



Moratorium Review Road Map Phase 3

Following confirmation of preferred options:

- Conduct a review of Capital Expenditure Charges (CEC). (July 2024 - February 2025)
- Conduct community and stakeholder engagement. (October 2024)
- Conduct a legal review of proposed policy changes. (November 2024)
- Final Moratorium Policy revision presented to Board. (December 2024)

Staff Report: Analysis and Discussion

Staff report identifies reasons for increased water availability on the Maxwell Lake system.

Partial lifting of the moratorium on Maxwell system is recommended as a cautious and sustainable approach.

Quarterly supply and connection reports to the Board will allow monitoring during initial implementation.

Studies should be updated in 2027 to assess supply improvement benefits to the whole system.

August 29, 2024 Approved Motions

Be it resolved that the Board:

1. Receive and approve the Draft Reliability Assessment for St. Mary Lake and Maxwell Lake.
2. Receive and approve the Draft Water Master Plan Final.
3. Conditionally approve the joining of the two water systems through the Crofton Station Upgrade project with a target completion by end of 2026.
4. Uphold the moratorium on the St. Mary Lake side of the system and reassess reliability of the system as a whole in 2027.
5. Propose additional connections (e.g., a withdrawal volume up to an equivalent of 300 multi-family dwellings) on the Maxwell System over the next two years with consideration to following items:
 - a. Initiate public engagement in the Fall of 2024 through online and print communications. An Open House will be scheduled for October 2024 to provide an opportunity for public feedback on the proposed Moratorium Review recommendations.
 - b. Communicate the potential for new connections to the Province, Islands Trust and Capital Regional District in view of their related jurisdictions over subdivision approval and land use approvals, sanitary sewerage infrastructure and building permitting.
 - c. Following completion of engagement process, request Staff to update the Moratorium Policy (NSSWD OP #9 – Water Service Connections during Moratorium) and present to the Board by the end of 2024.
 - d. The Board direct staff to provide quarterly connection and demand volume updates starting Q1 2025, to monitoring supply and demand on a consistent basis.

From: [REDACTED]
Sent: Monday, October 14, 2024 10:17 AM
To: Legserv <Legserv@crd.bc.ca>
Subject: Addressing the Board - Submission

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::
Maxine Leichter

I represent::
Positively Forward

Telephone::
[REDACTED]

Fax::

Email address::
[REDACTED]

Street address (optional): (max 500 characters):

Municipality/Electoral Area in which you reside::
Salt Spring Island E.A.

I wish to address::
Salt Spring Island Local Community Commission

Meeting Date::
October 17, 2024

Agenda Item::
Delegation

My reason(s) for appearing (is/are) and the substance of my presentation is as follows: (max 5000 characters) :

We will be providing recommendations on how to go about creating a Housing Strategy for Salt Spring Island. I will email the presentation to staff in the SSI office.

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,



114 Margaret Ave
Salt Spring Island, BC V8K 1H4
(250) 538-5567
web: positivelyforward.ca
email: positivelyforwardssi@gmail.com

Date: October 13, 2024
To: Salt Spring Island Local Community Commission
From: Positively Forward

Positively Forward is a collaboration of islanders researching and advocating for improved local governance on Salt Spring Island. As such, we are particularly concerned about the need for more affordable worker housing on Salt Spring.

As an organization that supports good governance, we believe it is important that each governmental entity on Salt Spring spend their scarce time and resources on those tasks which are appropriate to that agency. Because the Salt Spring Island Local Community Commission (SSI LCC) is the agency charged with providing services to the island, it is the appropriate agency to address this community challenge.

In October of 2023, we sent you the attached letter, asking to participate in finding solutions that are consistent with the Trust Mandate and to be included with in any meetings held with other community organizations. We again request that we be included in meetings about affordable housing strategies.

Our understanding is that this meeting is not about what should go into the strategy but about how to create a strategy. Our recommendations are below:

1) The LCC housing strategy should be developed by people with knowledge of a broad range of data relating to affordable housing development.

2) The Terms of Reference for the contract should contain the following elements:

- Respect for the special status of Salt Spring under the Islands Trust, meaning we are not a form of local government, but rather a trust created to protect the island from over-development.
- A focus on what the LCC and CRD can legally do, excluding what other agencies should or should not do.
- The final Terms of Reference should be discussed and approved by the LCC.
- Respect for the fact that our island has limited water supplies, sewage treatment capacity, and other services. There is a limit to the population that can be supported here.
- There should be an opportunity for individuals and community groups to submit suggestions on what tasks, data, analysis and assessments should be in the Terms of Reference for the project.
- In order to secure meaningful public participation, the community should be informed of the BC Housing requirements for funding, including how much market housing, or supported housing, must be included to qualify for BC housing funds and if there are other sources of funding and their constraints.
- The strategy should be based on an accurate and fulsome assessment of the causes of the lack of affordable housing on Salt Spring. No strategy can be effective unless it is based on an accurate understanding of the root causes. For example, lack of pre-development funding, lack of development funding, competition from larger communities that can build larger projects, lack of water where densification is appropriate such as in and around Ganges.

Thank you for this opportunity to participate in this process. For more information on our positions on affordable housing, see our website: positivelyforward.ca

Thank you, Maxine Leichter



114 Margaret Ave
Salt Spring Island, BC V8K 1H4
web: positivelyforward.ca
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October 6, 2023

Gary Holman, CRD Director
Earl Rook, Chair Salt Spring Island Local Community Commission
Gayle Baker, Local Community Commissioner
Ben Corno, Local Community Commissioner
Brian Webster, Local Community Commissioner

Dear CRD Director and Commissioners:

Positively Forward is a collaboration of islanders researching and advocating for improved local governance on Salt Spring Island. As such, we are particularly concerned about the need for more affordable worker housing on Salt Spring.

As an organization that supports good governance, we believe it is important that each governmental entity on Salt Spring spend their scarce time and resources on those tasks which are appropriate to that agency. Because the Salt Spring Island Local Community Commission (SSI LCC) is the agency charged with providing services to the island, it is the appropriate agency to address this community challenge.

We applaud your passing this motion at your August 22, 2023 meeting.

“MOVED by Commissioner Webster, SECONDED by Commissioner Baker, That the Salt Spring Island Local Community Commission meet with representatives of the Capital Regional Housing Corporation including staff working on the Rural Housing Program and to invite the Salt Spring Island Local Trust Committee, North Salt Spring Waterworks District, Salt Spring Island Housing Council, Salt Spring Island Chamber of Commerce, Salt Spring Solutions, and other local housing stakeholders.”

We urge you to continue efforts in determining the roles of the SSI LCC and the Capital Regional District (CRD) should play in providing more affordable housing for island residents, especially those who provide critical island services, such as the hospital, schools, private medical and commercial services.

We urge you to determine how to create a housing organization that can provide support for private and non-profit organizations working on this issue, possibly an owner/renter matching service and other services that have been suggested by various organizations.

This letter is also to inform you that as a long-standing community organization committed to governance that is effective at solving community problems, we recognize that affordable housing is a major problem and that we would like to participate in finding solutions that are consistent with the Trust Mandate. If meetings are held that include community organizations, we would like to be included.

If there is something specific that we can provide to help find affordable housing solutions, please do let us know.

Sincerely,

Patricia Lockie, Chair
Positively Forward

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION DATE	CONSIDERATION	MwN File ID	CONSIDERATION DATE	STATUS	NOTES/UPDATES
Grant-in-Aid										
Main Motion	Na	Holman	2024 Grants-in-Aid Application and Distribution of Funds	That the Salt Spring Island Local Community Commission recommends that the Grant-in-Aid process in 2024 include two intake periods and deadlines to be determined by staff for Salt Spring Island Grant-in-Aid applications.	18-Jul-23	Na	23-517	18-Jul-23	Carried	-2024 Grant-in-aids have been split into 2 intakes.
Motion Arising	Na	Baker	2024 Grants-in-Aid Application and Distribution of Funds_2	That the Salt Spring Island Local Community Commission request staff advertise the Grant-in-Aid process through the Salt Spring Exchange and the Gulf Islands Driftwood news paper.	18-Jul-23	Na	Na	18-Jul-23	Carried	
Main Motion	Na	Holman	Grants-in-Aid – Copper Kettle	That the Salt Spring Island Local Community Commission approve a grant-in-aid to Copper Kettle in the amount of \$5,000.00.	18-Jul-23	Na	Na	18-Jul-23	Carried	-Cheque was sent to copper kettle
Motion Arising	Na	Holman	2024 Provisional Buget-Grant-in-Aid	That the Local Community Commission approve the Grant in Aid Preliminary Budget Summary as amended by adding annual increases of \$3,000 for 2025 to 2028.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Main Motion	Na	Holman	Grant-In-Aid Applications - Green Ground Community Design Society	That the Local Community Commission not support the Grant-in-Aid application from the Green Ground Community Design Society in the amount of \$5,000 at this time	19-Oct-23	Same day	Na	19-Oct-23	Carried	-Recommendation split into two motions
Main Motion	Na	Webster	Grant-In-Aid Applications - Salt Spring Film Festival	That the Local Community Commission approve a Grant-In-Aid to Salt Spring Film Festival Society in the amount of \$3,000.00.	19-Oct-23	Same day	Na	19-Oct-23	Carried	-Recommendation split into two motions
Transit										
Motion Arising	Na	Holman	Mobrae Bus Shelter	That the Salt Spring Island Local Community Commission request staff to apply to BC Transit for a bus shelter for Mobrae Avenue.	18-Jul-23	Na	Na	18-Jul-23	Carried	-Bus Shelter to be submittted as part of MoTI Betterments grant
Motion Arising	Na	Baker	MoTI Betterments Grant Bus Shelter Application	That the Local Community Commission take the following actions to enhance public transit on Salt Spring Island by proceeding with an application to the Ministry of Transportation and Infrastructure Betterment Fund for two bus shelters located on: 1. Mobrae Avenue 2. Fulford-Ganges Road at Horel Road West	19-Oct-23	Same day	Na	19-Oct-23	Carried	
Motion Arising	Na	Holman	2024 Provisional Buget-Transit	That the Local Community Commission approve the Transit Preliminary Budget Summary as amended by reducing the transfers to Capital Reserve Fund by \$25,000 from \$35,000 to \$10,000, fund the bus shelter with grant funding in the 2024 Capital Plan and to not support the BC Transit 2024-2025 Transit Expansion Service Expansion MOU in 2024 with a review of the BC Transit Service Expansion MOU in 2025.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Transportation										
Main Motion	Na	Baker	Active Transportation Grant	That the Salt Spring Island Local Community Commission request staff add an Active Transportation Grant discussion to the Tuesday, July 18, 2023 Regular meeting agenda	20-Jun-23	Na	Na	20-Jun-23	Carried	-On the July 18, 2023 Agenda
Main Motion	Na	Holman	Merchant Mews Pathway Design – Additional Funding	That the Salt Spring Island Local Community Commission recommends to the Capital regional District Board that the Salt Spring Island Transportation Service 2023 Capital Plan be amended to increase the budget for the Merchant Mews project by \$16,400 funded from the Capital Reserve Fund.	18-Jul-23	Na	23-493	18-Jul-23	Carried	
Main Motion	Na	Baker	2023/24 B.C. Active Transportation Infrastructure Grant Application - Merchant Mews Pathway	The Salt Spring Island Local Community Commission recommends that the Capital regional District Board recommends to the Capital regional District Board: That approval be given to submit a 2023/24 Active Transportation Infrastructure grant application for the Salt Spring Island Merchant Mews pathway project in the amount of \$160,000; and further that the project proceed as soon as project funding is approved and local weather conditions allow.	22-Aug-23	Na	23-584	22-Aug-23	Carried	
Motion Arising	Na	Holman	Active Transportation Network Plan	That the Salt Spring Island Local Community Commission request Chair Rook and Vice Chair Director Holman to submit a letter to the Ministry of Transportation and Infrastructure requesting the speed limit zones located within the Ganges Active Transportation Network Plan be lowered to 30km/h and further request the Capital regional District (CRD) Board, through the CRD Board Chair, to make a similar recommendation.	18-Jul-23	Na	Na	18-Jul-23	Carried	-Letter was sent.
Motion Arising	Na	Baker	Salt Spring Island Active Transportation Network Plan	That the Local Community Commission endorse the 2023 Salt Spring Island Active Transportation Network Plan.	19-Oct-23	Same day	Na	19-Oct-23	Carried	

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION DATE	CONSIDERATION	MwN File ID	CONSIDERATION DATE	STATUS	NOTES/UPDATES
Motion Arising	Na	Holman	Priorities for the 1.238B Community Transportation service budget Funding	That the Local Community Commission's top priorities for the 1.238B Community Transportation service budget, to be funded by Community Works Funding, and/or funding from the Ministry of Transportation and Infrastructure (MOTI) Active Transportation Grant Program, are the completion of the active transportation network in and around Ganges village (including implementation of the recently completed Salt Spring Island Active Transportation Network Plan and the village components of the MOTI Salt Spring Cycling Safety Study, both completed in 2023), Fulford Harbour and Vesuvius, in that order, subject to funding opportunities or initiatives by other agencies.	19-Oct-23	Same day	Na	19-Oct-23	Carried	
Motion Arising	Na	Holman	Preparation of Designs B.C. Active Transportation Infrastructure Grant 2024 Application	That the Local Community Commission add the preparation of designs in the 1.238B Community Transportation service Five-Year Capital Plan, in the following order of priority for the 2024 BC Active Transportation Infrastructure Grant: 1. Lower Ganges and Fulford-Ganges Road from Rainbow Road to Seaview 2. McPhillips Avenue (Option 1, 2023 Active Transportation Network Plan) 3. Jackson Avenue 4. South Rainbow Road	19-Oct-23	Same day	Na	19-Oct-23	Carried	-Order was reprioritized in 2024
Motion Arising	Na	Baker	Pathway Jackson Ave	That the Local Community Commission add a multi-use pathway along Jackson Road from Rainbow Road to Seaview Avenue as a priority, to the 1.238B Community Transportation service Five-Year Capital Plan.	19-Oct-23	Same day	Na	19-Oct-23	Carried	
Motion Arising	Na	Baker	Drake Road Pathway Partnership	That the Salt Spring Island Local Community Commission request Director Holman to contact BC Housing regarding the need for a cyclist and pedestrian pathway on Drake Road as well as the potential for a partnership.	22-Aug-23	Same day	Na	22-Aug-23	Carried	
Motion Arising	Na	Baker	Drake Road Pathway Survey	That the Local Community Commission request staff undertake a legal Survey of Drake Road to better understand pedestrian and cycling options.	19-Oct-23	Same day	Na	19-Oct-23	Carried	
Motion Arising	Na	Webster	Transportation Governance Engagement Workbook Survey Outcomes	Salt Spring Island Local Community Commission request, based on the current understanding, that the regional transportation potential service exclude Salt Spring Island.	22-Aug-23	Same day	Na	22-Aug-23	Carried	
Motion Arising	Na	Webster	Country Grocer Parking Proposal	That the Country Grocer Parking Proposal be referred back to staff for Additional information.	22-Aug-23	Same day	Na	22-Aug-23	Carried	-Lot is currently be used but MoTI for Ganges Hill project
Motion Arising	Na	Holman	2024 Provisional Buget-Transportation	That the Local Community Commission approve the Transportation Preliminary Budget Summary as amended by increasing the transfer to Capital Reserve Fund by \$10,000 from \$90,000 to \$100,000 for 2024-2028.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Motion Arising	Na	Holman	Defer Moving Booth Canal Curbs	That the Local Community Commission defer consideration of moving or removing the curbs on the Booth Canal Pathway to future years in the 1.238B Community Transportation service Five-Year Capital Plan.	19-Oct-23	Same day	Na	19-Oct-23	Carried	
Motion Arising	Na	Holman	Supports the Salish Sea Trail	That the Local Community Commission strongly supports the completion of the Salish Sea Trail and the Capital Regional District Regional Trail on Salt Spring Island.	19-Oct-23	Same day	Na	19-Oct-23	Carried	
Motion Arising	Na	Holman	Primary Role and Focus Regarding Salish Sea Trail	That the Local Community Commission's (LCC) primary role and focus with respect to the Salish Sea Trail and Regional Trail is on the portions of the trails that are in or near the villages. The LCC also urges the Ministry of Transportation and Infrastructure and Capital Regional District Regional Parks to declare their commitment and work together with the LCC to achieve this goal.	19-Oct-23	Same day	Na	19-Oct-23	Carried	
Motion Arising	Na	Holman	Advocate Regional Parks for Funding Active Transportation Planning, Design, and Construction of Salish Sea Trail	That the Local Community urges Capital Regional District (CRD) Regional Parks to help fund active transportation planning, design, and construction of the Salt Spring Island (SSI) section of the Regional Trail, including: - Collaboration with the Ministry of Transportation and Infrastructure (MoTI) and other agencies to help secure grant funding to complete the Regional Trail on SSI. - Making any necessary revisions to its policies and design standards to allow funding support for the design and construction of shoulder bike lanes as part of the Regional Trail on SSI, the maintenance of which would be a MOTI responsibility. - Inclusion of a substantive SSI component in the CRD Regional Parks plan regarding proposed borrowing for CRD Regional Trail investments active - Participation in the Salish Sea Trail Working Group convened under the auspices of our local MLA.	19-Oct-23	Same day	Na	19-Oct-23	Carried	

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION DATE	CONSIDERATION	MwN File ID	CONSIDERATION DATE	STATUS	NOTES/UPDATES
Motion Arising	Na	Holman	Advocate to MoTI Regarding Recommendations in SSI Cycling Safety Study (2023)	That the Local Community (LCC) urges the Ministry of Transportation and Infrastructure to implement the recommendations of the Salt Spring Cycling Safety Study (2023), including: - Continuation of its repaving program on Fulford-Ganges Road beginning with the extension of the Ganges hill project to the Blackburn bridge. - Cycling and pedestrian safety improvements at Fulford, Vesuvius, and Long Harbour ferry terminals. - More frequent line painting and shoulder sweeping. - Reduction of speed limits on Fulford-Ganges Road.	19-Oct-23	Same day	Na	19-Oct-23	Carried	
Motion Arising	Na	Holman	Support Recommendations in SSI Cycling Safety Study (2023) and Salt Spring Island Active Transportation Network Plan	That the Local Community Commission (LCC) supports the recommendations in the 2023 Salt Spring Island Active Transportation Network Plan and Salt Spring Island 2023 Cycling Safety Review for investments in infrastructure, traffic calming measures, and safety signage and pavement markings to improve cycling and pedestrian; and further, that the LCC urge the Ministry of Transportation and Infrastructure to collaborate with the LCC in implementing these measures as soon as possible.	19-Oct-23	Same day	Na	19-Oct-23	Carried	
NoM	Na	Baker	Letter of Support for Salt Spring Island Chamber of Commerce Vision Zero Grant	That Chair Earl Rook send a letter from the LCC supporting the Salt Spring Island Chamber of Commerce application for Vision Zero funding of \$20,000 to address accessibility issues on private property identified in the Transportation Commission's Ganges Accessibility and Safety Study (GASP) by the first week of January to meet the mid-January grant application deadline	23-Nov-23	Next meeting	23-952	7-Dec-23	Carried	
NoM	Na	Baker	Identifying Road Safety Issues for Advocacy with Ministry of Transportation and Infrastructure and Emcom	That the Local Community Commission discuss at its December 7, 2023 meeting a process for identifying road safety issues for advocacy with Ministry of Transportation and Infrastructure and Emcom	23-Nov-23	Next meeting	23-950	7-Dec-23	Withdrawn	- Discussion ensued in Dec. 7, 2023 meeting
NoM	Na	Baker	2024 Transportation Requisition	That the Local Community Commission request staff report back on the implications of reducing the Transportation requisition by \$90,000.	7-Dec-23	Same day	Na	7-Dec-23	Defeated	-Motion amended in Dec. 7, 2023 Meeting -Opposed Corno, Rook, Webster
Economic Development										
NoM	Na	Webster	SSI Housing for Working People and Families	That the Salt Spring Island Local Community Commission recognizes housing for working people and their families as Salt Spring Island's most pressing economic Sustainability issue.	18-Jul-23	Next meeting	23-609	22-Aug-23	Carried	- Motion amended Aug 22, 2023 meeting and split into four motions
NoM	Na	Webster	SSI Housing for Working People and Families	That the Salt Spring Island Local Community Commission request the Salt Spring Island Local Community Commission and the Capital regional District Board to write the province to urgently request inclusion of Salt Spring Island in the Speculation and Vacancy Tax.	18-Jul-23	Next meeting	23-609	22-Aug-23	Carried	- Motion amended Aug 22, 2023 meeting and split into four motions
NoM	Na	Webster	SSI Housing for Working People and Families	That the Salt Spring Island Local Community Commission revise the Economic Sustainability Bylaw No. 3803 to better address Salt Spring Island housing needs.	18-Jul-23	Next meeting	23-609	22-Aug-23	Carried	- Motion amended Aug 22, 2023 meeting and split into four motions -Draft Bylaw presented to LCC June 27, 2024 meeting
NoM	Na	Webster	SSI Housing for Working People and Families	That the Salt Spring Island Local Community Commission meet with representatives of the Capital regional Housing Corporation including staff working on the Rural Housing Program and to invite the Salt Spring Island Local Trust Committee, North Salt Spring Waterworks District, Salt Spring Island Housing Council, Salt Spring Island Chamber of Commerce, Salt Spring Solutions, and other local housing stakeholders.	18-Jul-23	Next meeting	23-609	22-Aug-23	Carried	- Motion amended Aug 22, 2023 meeting and split into four motions - Housing workshop took place on May 22, 2024
Motion Arising	Na	Holman	2024 Provisional Budget-Economic Development	That the Local Community Commission approve the Community Economic Development Preliminary Budget Summary as presented.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Motion Arising	Na	Holman	Request report Community Economic Development Preliminary Budget Operating Other item for 2024	That the Local Community Commission request staff to report on the Community Economic Development Preliminary Budget Operating Other item for 2024 to assist the commission with decisions on whether to continue with expenses.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Motion Arising	Na	Holman	Drake Road Encampment	That the Local Community Commission and Salt Spring Island Electoral Area Director commit to working with BC Housing and non-government organizations to explore possibilities of various locations for a limited number of inadequately housed workers currently located at Drake Road.	19-Oct-23	Same day	Na	19-Oct-23	Carried	

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION DATE	CONSIDERATION	MwN File ID	CONSIDERATION DATE	STATUS	NOTES/UPDATES
NoM	23-794	Holman	Housing Now	That the Local Community Commission work with Housing Now representatives to develop a Salt Spring Island specific plan under this program, to including the possibility of funding from the Community Economic Sustainability Service budget	19-Oct-23	Same day	23-917	23-Nov-23	Carried	-Motion amended Nov. 23, 2023 meeting
Parks and Recreation										
Motion Arising	Na	Webster	Appoint Members to Ganges Harbour Walk Steering Committee	That the Salt Spring Island Local Community Commission request an agenda item to reassess the terms of reference for the Ganges Harbour Walk Steering Committee be added to the July 18, 2023 Regular meeting agenda for discussion.	20-Jun-23	Na	Na	19-Oct-23	Carried	-Terms of reference brought to the July 18, 2023 meeting.
Motion Arising	Na	Corno	Ganges Harbour Walk Steering Committee Terms of Reference	That the Salt Spring Island Local Community Commission (LCC) increase the Ganges Harbour Walk Steering Committee terms of reference to include three members at large nomiNated by the LCC.	18-Jul-23	Na	23-518	18-Jul-23	Carried	-Ganges Harbour Walk Steering Committee terms of reference were updated>>>
Main Motion	Na	Rook	Harbourwalk Members at Large Appointment	That the Salt Spring Island Local Community Commission appoints Jen Oestreicher, Robin Williams and Sonja Collombin to the Ganges Harbour Walk Steering Committee as the three members at large, effective immediately, for a two-year term, expiring December 31, 2025	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Main Motion	Na	Webster	Portlock Park Site Master Plan	That the Salt Spring Island Local Community Commission recommends that the three amended Landscape Conceptual designs developed by LADR Landscape Architects dated June 23, 2023 be used for further community consultation.	18-Jul-23	Na	23-509	18-Jul-23	Carried	- three designs were design to the public for a second survey in August and September 2023 -Feedback from 2nd survey was presented at November 23, 2023 Meeting
Main Motion	Na	Corno	Rainbow Recreation Centre Building Envelope Renewal Project	That staff include funding in the 2024 Salt Spring Island Parks and Recreation Capital Plan to hold an Alternative Approval Process for electors to indicate whether they are against the CRD borrowing funds to support the Rainbow Recreation Centre Building Envelope Renewal Project.	22-Aug-23	Na	23-587	22-Aug-23	Carried	-Included in the Provisional Budget presented Sept
NoM	Na	Corno	Park Infrastructure	That the Local Community Commission (LCC) request staff notify the LCC before moving infrastructure from CRD parks and consult with them on whether this infrastructure will be repaired or replaced.	21-Sep-23	Next meeting	23-775	19-Oct-23	Withdrawn	-motion was not seconded and therefore discussion did not proceed. -staff noted that best practice is to send an email to commissioners when able.
Motion Arising	Na	Webster	Centennial Park Plaza Upgrade and Lighting Project	1. That an application for \$198,000 of Community Works Funding be submitted. 2. That the Salt Spring Island Community Commission recommends the Capital regional District Board amend the Salt Spring Island Community Parks Service Five-Year FiNancial Plan to increase the Centennial Park Project budget by \$198,000 (from \$761,748 to \$959,748) to upgrade Centennial Park with funding from a combiNation of Capital Reserve Funding and Community Works Funding in 2023.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Motion Arising	Na	Holman	Defer Saturday Market Evolution	That the Salt Spring Island Local Community Commission defer the evolution of the Saturday market.	21-Sep-23	Same day	Na	21-Sep-23	Defeated	-Commissioner Corno stated potential conflict and left the room for the vote
Motion Arising	Na	Holman	Kanaka Maintenance Facility Transfer Reserves	That the Salt Spring Island Local Community Commission reduce the transfer to capital reserves required for the local share of the KaNaka mainteNance facility from 156k to 25k with a commitment to make up the balance with a Community Works Funds contribution.	21-Sep-23	Same day	Na	21-Sep-23	Carried	
Motion Arising	Na	Holman	Addition of a Salt Spring Island Multi Space (SIMS) Facility Worker	That the Salt Spring Island Local Community Commission defer the addition of a Salt Spring Island Multi Space (SIMS) facility worker until 2025	21-Sep-23	Same day	Na	21-Sep-23	Carried	
Motion Arising	Na	Holman	Rainbow Recreation Centre Remain Closed on Sundays	That the Salt Spring Island Local Community Commission confirms that the Rainbow Recreation Centre remain closed on Sundays removing \$35,000 in auxiliary wages and \$13,000 in revenue from the 2024 budget.	21-Sep-23	Same day	Na	21-Sep-23	Carried	
Motion Arising	Na	Holman	Defer Rainbow Recreation Centre Leisure Pool Pool Expansion	That the Salt Spring Island Local Community defer the designs and costing for the Rainbow Recreation Centre leisure pool expansion.	21-Sep-23	Same day	Na	21-Sep-23	Carried	
Motion Arising	Na	Holman	Include Significant Rainbow Road Pool Update to Borrowing	That the Salt Spring Island Local Community include the mechanical equipment and any other significant updates to the swimming pool with the municipal borrowing.	21-Sep-23	Same day	Na	21-Sep-23	Carried	
NoM	Na	Rook	Beach Access	Staff is requested to provide an overview to the Commission at its next meeting on the maNagement of beach access sites on Salt Spring Island. The report should include a summary of Capital regional District maNaged access sites, known issues with the maNagement of these sites, and any plans for future site expansion, improvements, or development. Also of interest to commissioners are opportunities for public/private partnerships for maNaging the sites or for funding improvements.	23-Nov-23	Same day	23-868	23-Nov-23	Carried	-Information Report was provided at Mar. 21, 2024 meeting

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NoM	Na	Baker	2024 Parks and Recreation Budget	That the Local Community Commission request staff report back on reducing the 2024 Parks and Recreation budgets by \$100,000.	7-Dec-23	Same day	Na	7-Dec-23	Carried	-Opposed Corno, Webster -Information Report was provided at Jan. 18, 2024 meeting
NoM	Na	Holman	Relocating Islands Trust offices to Salt Spring Island MultiSpace	That staff contact Islands Trust and report to the LCC regarding the feasibility of relocating their offices at SALT SPRING ISLAND MULTI-SPACE, including implications regarding space, zoning, and building code requirements.	7-Dec-23	Same day	Na	7-Dec-23	Carried	-Opposed Webster
Liquid Waste										
Motion Arising	Na	Webster	Burgoyne Bay Septage Receiving Facility Alternative Waste-Stream MaNagement Option ANalysis	That staff prepare a public consultation and engagement strategy to gather comments and input from the community on Option 4 for LCC consideration; and that funding for community engagement strategy and the evaluation of Option 4 be increased in the 2024 - 2028 Capital Plan.	22-Aug-23	Na	Na	22-Aug-23	Carried	-Option being evaluated prior to public engagement
Motion Arising	Na	Holman	2024 Provisional Buget-Liquid Waste	That the Local Community Commission approve the Liquid Waste Preliminary Budget Summary as presented.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Adminstration/Other										
NoM	Na	Holman	LCC Meeting Scheduling	That the Salt Spring Island Local Community Commission requests staff to provide a report by the next Regular meeting on options to achieve: 1. Holding each monthly regular LCC meeting over two sessions, each to take place on a different day, 2. One of these monthly sessions to be held during the day and the other to be held in the early evening, and 3. Holding town halls and similar meetings on an as-required basis.	20-Jun-23	Same day	Na	20-Jun-23	Carried	-A staff report was brought to the Aug 22, 2023 meeting.
Main Motion	Na	Webster	LCC Meeting MaNagement and Public Participation	1. That the LCC hold one regular daytime meeting per month and one evening meeting per month, starting at 5:00 pm and limited in duration to 2 hours, subject to the CRD reaching agreement on overtime or variation of normal work hours; 2. That staff make any operatioNal changes necessary to accommodate the service level adjustment, including deferring planned work or reducing public office hours if necessary; 3. That costs associated for Additional and evening meetings to support the LCC on an ongoing basis be included in the 2024 Salt Spring Island Administration Budget. 4. That twice monthly meetings will begin as soon as possible/feasible	22-Aug-23	Same day	Na	22-Aug-23	Carried	-Alternative motion provided by Commissioner
NoM	Na	Rook	Local Policy Update	That the Salt Spring Island Local Community Commission (LCC) adopt the following local policy on its meetings, consistent with the Capital regional District Procedures Bylaw 3828, Community Charter, and Local Government Act, to provide more detailed guidance for the planning, implementation, and reporting of LCC meetings. Pursuant to the LCC motion approved 22nd August 2023 that “the LCC hold one regular daytime meeting per month and one evening meeting per month,“ it shall be the policy of the LCC that those meetings be scheduled on a regular and predictable basis as follows: • The monthly evening meeting will be scheduled for 5:00PM on the 2nd Thursday of each month. • The monthly daytime meeting will be scheduled for 9:00AM on the 3rd Thursday of each month. This meeting calendar will be effective as of the January 2024 LCC meetings. Evening meetings will begin as soon as practicable after resolution of outstanding issues related to venue, support, and funding.	21-Sep-23	Next meeting	23-776	23-Nov-23	Carried	-Motion defered at the Oct,. 19, 2024 meeting - Motion amended Nov 23, 2023 meeting and split into two motions

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION DATE	CONSIDERATION	MwN File ID	CONSIDERATION DATE	STATUS	NOTES/UPDATES
NoM	Na	Rook	Local Policy Update	<p>Pursuant to the LCC motion approved 20th June, requesting “the Chair and Vice Chair to meet with staff to develop agendas and to participate in regular administrative briefings,” those meetings will be scheduled by the Chair for the first Monday of the month at 10AM (the following Tuesday in the event of a statutory holiday) or ten days prior to the scheduled meeting so as to allow adequate time to prepare, review, and post the meeting agendas. While the Chair retains the authority to change the date and time of the meeting due to circumstances, it should be used sparingly so as to not unduly limit the time available to all parties for their agenda preparation work.</p> <p>Pursuant to section 12(1) of Capital regional District Board Procedures Bylaw 3828, the agenda shall be prepared “under the direction of the Chair”. A copy of the final agenda will be provided to the Chair and Vice-Chair, after the agenda meeting and at least 24 hours prior to public posting, for their review and approval. An LCC meeting agenda will not be publicly posted without prior approval of the Chair or Vice-Chair.</p> <p>The draft minutes of each meeting shall be provided to the LCC Commissioners as soon as they are available but in no case later than one week following the second monthly meeting so that the Commissioners will have the opportunity to make corrections to the draft minutes prior to their release in the subsequent agenda package. Motion passed by the LCC text will not be modified once carried.</p>	21-Sep-23	Next meeting	23-776	23-Nov-23	Carried	-Motion deferred at the Oct., 19, 2024 meeting - Motion amended Nov 23, 2023 meeting and split into two motions
NoM	Na	Baker	Local Advertising of LCC Meetings	<p>That the the Salt Spring Island Local Community Commission requests staff to advertise all future Commission meetings as required under the Board Procedures Bylaw and also through postings submitted well in advance to:</p> <p>1. The “What’s On” section of the Gulf Islands Driftwood newspaper. 2. The “Events” section of Salt Spring Exchange, and 3. Any other low or no-cost forms of advertising staff or LCC members may identify that reach significant numbers of Salt Spring Island residents.</p>	20-Jun-23	Same day	Na	20-Jun-23	Carried	
NoM	Na	Baker	Invitation for input to LCC	<p>That the Salt Spring Island Local Community Commission requests that staff invite the following people to attend our next meeting to provide input on Salt Spring Island Local Community Commission services and strategic priorities and to provide any written documentation and input in advance, if they so desire:</p> <p>1. Past members of Salt Spring Island advisory commissions, and 2. Salt Spring residents who have expertise in local government and local community commissions.</p>	20-Jun-23	Same day	Na	20-Jun-23	Carried	
NoM	Na	Webster	Expression of Thanks	<p>That that the Salt Spring Island Local Community Commission expresses its thanks for contributions toward establishing our Salt Spring Island Local Community Commission (LCC) to:</p> <ul style="list-style-type: none">• Salt Spring community members who voted to establish the LCC and whose commitment to improved democratic representation and local decision-making led to its creation.• Past members of Salt Spring advisory commissions who accomplished so much working selflessly over many years under the previous governance system.• Our Electoral Area Director, whose advocacy for the initiative was essential to it moving forward.• The CRD Board and its Chair, who supported the right of Salt Spring residents to decide how to govern themselves, and• CRD staff, including the Salt Spring Island Senior Manager, the Chief Administrative Officer (current and previous) and — particularly — the General Manager of Corporate Services, whose work enabled the Salt Spring Island Community to move in this exciting new direction.	20-Jun-23	Same day	Na	20-Jun-23	Carried	
NoM	Na	Webster	Public Participation added to LCC agenda	<p>That the Salt Spring Island Local Community Commission request staff to report back on their request to add a public participation section topic to be included on the agenda to every regular meeting.</p>	20-Jun-23	Same day	Na	20-Jun-23	Carried	
NoM	Na	Holman	LCC agenda planning meetings	<p>That the Salt Spring Island Local Community Commission request the Chair and Vice Chair to meet with staff to develop agendas and to participate in regular administrative briefings</p>	20-Jun-23	Same day	Na	20-Jun-23	Carried	

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION DATE	CONSIDERATION	MwN File ID	CONSIDERATION DATE	STATUS	NOTES/UPDATES
NoM	Na	Corno	LCC commitment to open government	<p>That the Salt Spring Island Local Community Commission adopts the following commitment to open government: The Salt Spring Island Local Community Commission will work on an ongoing basis to be accessible, transparent, accountable and open to community advice and guidance.</p> <p>Accessibility We will be accessible to our community by:</p> <ul style="list-style-type: none">• Holding meetings at times and locations that make them as accessible to community members as possible,• Making information available to the community in advance on what topics we will be discussing, where and when, and• Exploring the feasibility of making our meetings – and recordings of them – available via video. <p>Transparency and Accountability We will work actively to be transparent and accountable to our community by:</p> <ul style="list-style-type: none">• Minimizing the use of closed meetings, as guided by the relevant Provincial legislation,• Sharing information widely on the priorities we identify,• Reporting to the community on a regular basis about our progress, and• Holding a reporting and accountability session at least once yearly to report to the community on our activities and receive feedback on how we are doing. <p>Community Advice and Guidance We commit to welcoming and considering public advice and guidance. We invite Salt Spring residents to provide this by:</p> <ul style="list-style-type: none">• Sending us e-mails or letters,• Speaking as a delegation at an LCC meeting,• Inviting LCC members to attend community meetings and other gatherings.	20-Jun-23	Next meeting	Na	18-Jul-23	Carried	-A staff report was brought to the Aug 22, 2023 meeting.
Main Motion	Na	Rook	Determine Next Meeting Date	<p>That the Salt Spring Island Local Community Commission request staff schedule a Special meeting on Tuesday, July 11, 2023 to discuss dissolved commission projects with former Commissioners from the Salt Spring Island Parks and Recreation Commission, Salt Spring Island Community Economic Sustainability Commission, Salt Spring Island Liquid Waste Disposal Local Services Commission and the Salt Spring Island Transportation Commission and, to further discuss the 2023 Operating and Capital Plan Budget.</p>	20-Jun-23	Na	Na	20-Jun-23	Carried	-Special meeting was held July 11, 2023
Motion Arising	Na	Webster	Additional and Evening Meetings	<p>That the Salt Spring Island Local Community Commission direct staff to schedule a Regular meeting on Tuesday, August 22, 2023 at 9:00am and to schedule a Town Hall on August 31, 2023.</p>	18-Jul-23	Na		18-Jul-23	Carried	-August 22

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION DATE	CONSIDERATION	MwN File ID	CONSIDERATION DATE	STATUS	NOTES/UPDATES
NoM	Na	Webster	Branding for Salt Spring Island LCC Services	<p>That all services under the purview of the Salt Spring Island Local Community Commission (LCC) be branded as “Salt Spring Island LCC Services” and the following steps be taken to implement this new branding:</p> <ul style="list-style-type: none">• Conduct a community logo/wordmark design contest for Salt Spring Island LCC Services during fall 2023• Open the contest to all Salt Spring residents and particularly encourage youth submissions• Assemble a selection of LCC service-related prizes for the contest (such as a swim pass, a transit pass and other items) in addition to a modest cash award• Invite a small group of local art teachers, commercial artists and/or graphic designers plus a staff member to serve as ad hoc contest judges/advisors, tasked with selecting from the contest entries a shortlist of three logos/wordmarks for the consideration of the commission• Ask the judges/advisors to rate the entries using six criteria:<ul style="list-style-type: none">o Appropriateness to our communityo Graphic qualityo Distinctivenesso Versatilityo Memorablenesso Timelessness• The Commission shall assess the three shortlisted logo/wordmarks at an LCC meeting using the same criteria, and• Roll out the selected logo/wordmark over time as new signs, documents and other materials are needed.	18-Jul-23	Next meeting	23-610		Postponed	-Deferred at Aug 22, 2023 meeting -Motion to refer Notice to staff for Additional information carried Sep 21, 2023 -Information report provided at the Oct. 19, 2023 meeting
Motion Arising	Na	Holman	Appointment to the Salt Spring Island Library Board	That the Salt Spring Island Local Community Commission appoint Commissioner Corno to the Salt Spring Island Library Board.	22-Aug-23	Same day	Na	22-Aug-23	Carried	
Motion Arising	Na	Holman	2024 Provisional Budget-Street Lighting	That the Local Community Commission approve the Street Lighting Preliminary Budget Summary as presented.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Motion Arising	Na	Holman	2024 Provisional Budget-Search and Rescue	That the Local Community Commission approve the Search and Rescue Preliminary Budget Summary as presented.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Motion Arising	Na	Holman	2024 Provisional Budget-Livestock Compensation	That the Local Community Commission approve the Livestock Compensation Preliminary Budget Summary as presented.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Motion Arising	Na	Holman	2024 Provisional Budget-SSI Arts	That the Local Community Commission approve the Arts Preliminary Budget Summary as amended by moving the \$5,690 for Other Operating Expenses within the 2024 Budget request from an ongoing expense to a one-time expense.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Motion Arising	Na	Holman	2024 Provisional Budget-Library	That the Local Community Commission approve the Library Preliminary Budget Summary as amended by increasing the contribution payment to library operating costs by 10% over 2023 for 2024 and an Additional 10% over 2024 for 2025.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Motion Arising	Na	Holman	Letter to the Province Regarding Funding for Library Staff	The Local Community Commission requests a letter to the Province to confirm if a portion of the additional provincial funding provided to the Salt Spring Island Public Library may be used to fund new core library staffing.	19-Oct-23	Same day	Na	19-Oct-23	Carried	
Motion Arising	Na	Holman	Report on Reducing Bylaw Enforcement Cost	That the Salt Spring Island Local Community Commission request staff look to reduce annual Bylaw Enforcement labour costs and report back to the Commission.	21-Sep-23	Same day	Na	21-Sep-23	Carried	
Main Motion	Na	Webster	Report on contribution services responsiblites	That the Local Community Commission request staff to provide a report on maintenance and capital responsibilities relating to facilities operated by societies contribution services operated under the Local Community Commission services.	14-Sep-23	Same day	Na	14-Sep-23	Carried	
Motion Arising	Na	Webster	Local Community Commission Administrative Support	That the Local Community Commission (LCC) defer the full-time administrative support position to the 2024 Salt Spring Island LCC Administrative budget until further consideration in January 2024.	19-Oct-23	Same day	Na	19-Oct-23	Carried	-Alternative motion provided by Commissioner -included in 2025 Provisinal Budget dicussed at Sept 12, 2024 meeting
NoM	Na	Webster	Public Meeting Notifications	That the Local Community Commission (LCC) request staff to provide the LCC with where possible, seven days advance notice of plans to post, repost, or cancel public procurement relating to any LCC service.	21-Sep-23	Next meeting	23-774	19-Oct-23	Carried	- Report regarding CRD procurement Policy provided to LCC at Nov. 23, 2023 Meeting
NoM	Na	Baker	Local Community Commission Priority Setting Workshop	That the Local Community Commission (LCC) discuss at its December 7, 2023 meeting priority setting workshop(s) early in 2024 with particular attention to 2024 LCC priorities, timelines, and measurable objectives	23-Nov-23	Next meeting	23-951	7-Dec-23	Withdrawn	- Disscussion ensued in Dec. 7, 2023 meeting

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION DATE	CONSIDERATION	MwN File ID	CONSIDERATION DATE	STATUS	NOTES/UPDATES
NoM	Na	Webster	LCC Services Terminology	That the Chair undertake discussions with Capital regional District Administration on how best to achieve consistent terminology in identifying all Salt Spring Island Local Community Commission services as Salt Spring Island Local Community Commission services.	23-Nov-23	Next meeting	23-953	7-Dec-23	Carried	-Motion amended Dec. 07, 2023 meeting
NoM	Na	Webster	Local Community Commission review of LCC Bylaws	That the Chair write to Capital regional District (CRD) Administration to ask that a draft of any proposed bylaw directly relating to LCC-administered services be provided to the LCC for input prior to bringing it to the CRD Board.	23-Nov-23	Next meeting	23-958	7-Dec-23	Carried	

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION DATE	CONSIDERATION	MwN File ID	CONSIDERATION DATE	STATUS	NOTES/UPDATES
Grant-in-Aid										
NoM	NA	Holman	Budget- Grant in Aid for poverty reduction / homelessness measures	Reserve current 2023 balance in the Grant In aid for poverty reduction / homelessness measures.	23-Nov-23	January Meeting	23-965	18-Jan-24	Withdrawn	
NoM	NA	Holman	2024 Budget- Grant in Aid requisition	1.116 SSI Grants in Aid 2024 Service Budget -reduce 2024 requisition by \$5,000.	23-Nov-23	January Meeting	23-980	18-Jan-24	Carried	- Opposed Corno, Webster
NoM	NA	Holman	2024 Budget- Grant In Aid Archives	Grants in Aid - Commit \$5,000 GIA in 2024 to the Salt Spring Island archives until more permanent funding arrangement resolved to avoid need to increase 2024 requisition	23-Nov-23	January Meeting	23-966	18-Jan-24	Withdrawn	
Transit										
NoM	NA	Holman	2024 Budget- Transit Capital Reserve Transfer	1.238A Community Transit 2024 Service Budget- Reduce transfer to 2024 capital reserves by \$10,000, and decrease transfer from operating reserves, by \$10,000	23-Nov-23	January Meeting	23-967	18-Jan-24	Carried	- Motion amended January 18th, 2024 meeting.
NoM	NA	Holman	2024 Budget- Proposed Bus Storage	That staff contact BC Transit and BC Hydro and report on the possibility of funding for the proposed bus storage and charging facility on Kanaka Road.	07-Dec-23	Next meeting	24-089	08-Feb-24	Withdrawn	
NoM	NA	Baker	Bus Shelter Betterment Grant	That staff work with LCC to submit a Ministry of Transportation and Infrastructure Betterments grant application of a total of \$100,000, for two bus shelters. One will be located on Vesuvius Bay Road at the intersection of Mobrae ave in the 200 block, and the other will be located on Fulford-Ganges Road at the intersection of Horel Road West.	16-May-24	Same day	NA	16-May-24	Carried	
NoM	24-670	Webster	BC Transit- SSI service expansion	That the Salt Spring Island Local Community Commission direct staff to request that BC Transit provide a revised costing for expansion of the following priorities: 1. For implementation in January 2026, expansion of 1000 annual service hours on the route 2 Fulford-Ganges, but not including the introduction of year-round service to Beaver Point/Ruckle Park. 2. For implementation in January 2027, expansion on the route 7 Cusheon Lake to be extended to Beddis Beach and request consideration to change the direction of the route 7 to counter-clockwise, rather than clockwise	27-Jun-24	Same day	NA	27-Jun-24	Carried	-Request sent to BC Transit Staff
Transportation										
NoM	NA	Holman	2024 Transportation Budget	1.238B- Community Transportation (SSI) - 2024 service budget, reduce one-time 2024 transfer to capital reserves by \$60,000.	23-Nov-23	Next meeting	23-970	01-Feb-24	Carried	- Motion amended Feburary 01, 2024 meeting. - Opposed Corno, Webster
NoM	24-219	Holman	Letter of Support for Island Pathways	That the Local Community Commission provide a letter of support signed by Chair Rook and Director Holman for the Island Pathways grant proposal to Pacifican.	15-Feb-24	Same day	NA	15-Feb-24	Carried	- Letter sent to island pathways
NoM	NA	Baker	Advocacy for Ganges Crosswalk Study	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.	9-May-24	Next meeting	24-501	13-Jun-24	Carried	
NoM	NA	Baker	Advocacy for Road Sweeping and Painting	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.	9-May-24	Next meeting	24-502	13-Jun-24	Carried	- Motion amended June 13, 2024 meeting.
NoM	NA	Baker	Advocacy for Reflectors on Roadways	That the Local Community Commission contact ICBC and our local Ministry of Transportation and Infrastructure (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.	9-May-24	Next meeting	24-503	13-Jun-24	Withdrawn	
NoM	NA	Baker	Advocacy for Lowering Fulford-Ganges Speed Limits	That staff invite MOTI to future meeting to discuss reducing speed limits on Salt spring island.	9-May-24	Next meeting	24-504	13-Jun-24	Carried	- Motion amended June 13, 2024 meeting. - Staff have reached out to MOTI and MOTI will be attending a LCC meeting in Sept. or Oct.
NoM	NA	Webster	CRD Regional Transportation SSI Exemption	That the Salt Spring Island Local Community Commission write as soon as practicable to the Capital Regional District Board and its Chair requesting that the proposed Capital Regional District regional transportation service not include the Salt Spring Island Electoral Area, the letter to include the following points: 1. Unlike all other jurisdictions within the Capital Regional District, the Salt Spring Island Electoral Area already has its own local transportation and transit service. 2. Unlike all other jurisdictions within the Capital Regional District, a significant proportion of Salt Spring's transportation links are not within the CRD. 3. It is neither fair nor appropriate for Salt Spring Island taxpayers to fund projects and initiatives that are used minimally by Salt Spring Island residents.	8-Aug-24	Next meeting	24-781	15-Aug-24	Carried	- Motion amended August 15, 2024 meeting.

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION DATE	CONSIDERATION	MwN File ID	CONSIDERATION DATE	STATUS	NOTES/UPDATES
Economic Development										
NoM	24-090	Holman	Southern Gulf Islands Tourism Partnership - Priorities for Municipal Regional District Tax	That the LCC support the renewed designation of the Southern Gulf Islands Tourism Partnership (SGITP) as the recipient of Municipal and Regional District (MRDT) tax revenues for Salt Spring Island for another five-year period beginning in September 2024, subject to SGITP committing to devote the full amount of Online Accommodation Platform (OAP) MRDT revenues to affordable housing initiatives, except for an instance when there was a severe unanticipated decline in other MRDT revenues or a significant change in the programs the SGITP is supporting, to the extent that it could compromise the SGITP’s ability to deliver its core marketing programs	18-Jan-24	Same day	24-138	1-Feb-24	Carried	- Motion deferred to Feburary 01, 2024 meeting - Motion amended Feburary 01, 2024 meeting and split into two motions.
NoM	24-090	Holman	Southern Gulf Islands Tourism Partnership - Priorities for Municipal Regional District Tax	That the Local Community Commission recommend to Southern Gulf Islands Tourism Partnership the following: -That approximately \$100,000 of online MRDT be allocated annually to the CRD rural housing program, approximately \$50,000 for the Housing Now program, subject to changes over time in these programs and changes in online MRDT revenue. -That \$100,000 of online MRDT (OAP) revenue in 2024 be allocated to SGITP’s existing \$200,000 capital reserve for housing. -That best efforts be made to ensure an equitable distribution of MRDT-related funding between electoral areas.	18-Jan-24	Same day	24-138	1-Feb-24	Carried	- Motion deferred to Feburary 01, 2024 meeting - Motion amended Feburary 01, 2024 meeting and split into two motions.
NoM	NA	Baker	SSI Chamber of Commerce’s Visitor Centre Funding	That \$10,000 be allocated from the Economic Development service for continued support of the Salt Spring Chamber of Commerce's Visitors' Centre.	14-Mar-24	Next meeting	24-309	21-Mar-24	Carried	
NoM	NA	Webster	Development of Integrated Housing Strategy	That the Salt Spring Island Local Community Commission, through its Economic Sustainability service, invite the following experts to meet with the Commission in September 2024 to discuss next steps toward the development of an integrated housing strategy for Salt Spring Island: Janis Gauthier, Consultant, Justine Starke, CRD, Laura Patrick, Salt Spring Island Local Trust Committee, Island trust planner and Elizabeth FitzZaland, Salt Spring Solutions.	8-Aug-24	Next meeting	24-780	15-Aug-24	Carried	
NoM	NA	Webster	SSI Agriculture Input Meeting	That the Salt Spring Island Local Community Commission, through its Economic Sustainability service, hold a public meeting during September 2024 to receive input on the topic of Salt Spring Island agriculture and Capital Regional District noise and animal control bylaws and other community issues.	8-Aug-24	Next meeting	24-782	15-Aug-24	Carried	- Motion amended August 15, 2024 meeting. -Town Hall September 9th, 2024
Parks and Receation										
NoM	NA	Holman	2024 Fernwod Dock Budget	1.236- SSI Fernwood Dock- 2024 service budget, reduce one-time 2024 transfer to capital reserves by \$5,000.	23-Nov-23	Next meeting	23-969	01-Feb-24	Carried	- Motion amended Feburary 01, 2024 meeting.
NoM	NA	Holman	2024 Bylaw Enforcement Funding	1.455- SSI Community parks - 2024 service budget, reduce 2024 ongoing requisition by \$10,000 for Bylaw Labour.	23-Nov-23	Next meeting	23-973	01-Feb-24	Carried	- Motion amended Feburary 01, 2024 meeting.
NoM	NA	Holman	Sale of Surplus Community Park Land	That staff report on the possibility of selling of a surplus community park (i.e., acquired as a result of subdivision dedication).	07-Dec-23	Next meeting	24-088	08-Feb-24	Carried	- Motion amended Feburary 08, 2024 meeting.
Liquid Waste										
NoM	NA	Holman	2024 Liquid Waste Budget	3.705- Septage/Composting - 2024 service budget, reduce the one-time 2024 transfer to capital reserve by \$5,000 and reduce the transfer to operating reserve by \$5,000.	23-Nov-23	Next meeting	23-972	01-Feb-24	Defeated	- Motion amended Feburary 01, 2024 meeting. - Opposed Baker, Corno, Webster
Adminstration/Other										
NoM	24-167	Webster	Capital Project Signage for LCC Services	That the Salt Spring Island Local Community Commission adopt the following operational policy: When a capital project relating to an LCC service is undertaken, a prominent and easily readable on-site sign (or multiple signs, where appropriate) shall be posted at the project site as early as possible before the start of work. This sign shall include: 1. The name of the project 2. A plain language description of the project 3. The estimated budget for the project and funding sources 4. An email address and/or phone number for more information The cost of producing and erecting such a sign shall be included as part of the project budget	08-Feb-24	Next meeting	24-209	15-Feb-24	Carried	
NoM	NA	Holman	Harbour Management Workshop	That Director Holman and Chair Rook attend the planned CRD workshop regarding harbour management and report back to the LCC.	14-Mar-24	Next meeting	24-311	21-Mar-24	Carried	

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION DATE	CONSIDERATION	MwN File ID	CONSIDERATION DATE	STATUS	NOTES/UPDATES
NoM	24-806	Webster	Boat-related Issues Discussion	that the Salt Spring Island Local Community Commission discuss at one of our October meetings what future role, if any, the Commission should play in managing boat-related issues, including: <ul style="list-style-type: none"> •Discussion of whether the LCC should engage directly with the CRD’s Environmental Protection Division to ensure that the Salt Spring Island perspective is reflected in its future work on this issue. •Inclusion of this topic and the potential for future collaboration for discussion at future meetings between the LCC and LTC. •An assessment of whether current shore services provided through our park services would more appropriately be funded (at least partially) through our small craft harbour service. 	15-Aug-24	Next meeting	24-816	12-Sep-24	Carried	
NoM	NA	Webster	Capacity for Capital Projects of LCC Services	That the Salt Spring Island Local Community Commission (LCC) request that staff report on options for increasing the capacity of Salt Spring LCC services to undertake capital projects in areas such as transportation, liquid waste and others.	21-Mar-24	Next meeting	24-393	18-Apr-24	Carried	
NoM	NA	Holman	2024 Budget-Administration Equipment Reserve Transfer	1.111- Admin Expenditures (SSI) Local Community Commission - 2024 service budget,reduce the transfer to equipment reserve replacement fund by \$20,000.	23-Nov-23	Next meeting	23-981	01-Feb-24	Carried	- Motion amended Feburary 01, 2024 meeting.
NoM	NA	Corno	School District 64 Meeting	That the Local Community Commission, through the chair, invites the trustees and staff of School District 64 to a special joint meeting for the purpose of connecting in a public meeting and to discuss our shared priorities and responsibilities.	8-Aug-24	Next meeting	24-783	15-Aug-24	Carried	
NoM	24-898	Rook	Local Community Commission Reviewing Bylaw Recommendations	The LCC invites a review of CRD Bylaws 3384 (Salt Spring Island Noise Bylaw) and 1465 (Animal Control and Impounding Bylaw) for the purpose of assessing the sustainability of existing bylaw language for the community of Salt Spring Island and recommending changes, where appropriate, to the CRD board. The Commissioners will work with staff to develop an open and transparent process that will include the following elements: <ul style="list-style-type: none"> -Full public notification of the initiation of the review and the specific bylaws under review -Public solicitation of input in the bylaws under review through multiple means, including written comments public forums, and meetings with stakeholders. -Solicitation of legal opinion and guidance where necessary 	12-Sep-24	October meeting				
NoM	24-990	Webster	Request Report on Land Holding Authority	That the Salt Spring Island Local Community Commission (LCC) request that staff report on the land holding authority of the LCC and how it relates to individual service under the preview of LCC	19-Sep-24	Next meeting				

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF Thursday, October 10, 2024**

SUBJECT 163 Drake Road – Phoenix Elementary School Property

ISSUE SUMMARY

To review opportunities and implications for temporary and long-term uses at 163 Drake Road.

BACKGROUND

The Capital Regional District (CRD) submitted a proposal to assume responsibility and maintenance for the buildings and land located at 163 Drake Road in response to School District 64 (SD64) request for applications. The CRD's proposal was accepted and a draft lease agreement effective January 1, 2025 was approved by the Salt Spring Island (SSI) Local Community Commission (LCC) on September 19, 2024.

Staff have not been given direction on the temporary and long-term uses of 163 Drake Road and are recommending that the LCC conducts a community needs assessment to determine the greatest public benefit, capacity and criteria for allocating space. The Needs Assessment is estimated to take 8-10 months to Promote Awareness, Gather Feedback from the General Public, Engage Stakeholders, Examine Local Trends and Demographics, Prepare a Technical Report and Present Recommendations to the LCC for consideration. The needs assessment would also provide options for the LCC to develop criteria for scoring proposals in a fair and equitable way.

While the site has the potential to offer a number of short-term community benefits including room rentals and office space, there has been no funding allocated to support community use. An opportunity exists to meet an immediate need for parks maintenance. The current parks and recreation maintenance facility located on Kanaka Road has reached end of life and the Phoenix site could serve as a temporary maintenance facility while we work through approvals and construction. Once a proper maintenance facility is constructed the Phoenix site could be returned as a community facility to support community recreation and other community needs identified in the needs assessment.

If temporary use as a parks maintenance facility is approved the upstairs of the main building, playground and community gardens could be made available for community use. The LCC has assumed \$8,000 in revenue will be generated by the property in 2025 but has not provided staffing capacity or funding to support any renovations or new booking opportunities.

To support community use in addition to temporary maintenance use, fencing, minor renovations and additional booking clerk hours would be required. To utilize the entire site for community use in 2025 booking clerk hours and janitorial hours would need to be increased accordingly.

ALTERNATIVES

That the Salt Spring Island Local Community Commission:

Alternative 1

Authorize staff to submit a Temporary Use Permit application to the Islands Trust for the purpose of using 163 Drake Road for a temporary maintenance facility for 12-24 months.

AND

Approve additional 2025 operating costs of \$26,930, funded by adding \$2,298 to the revenue from the property, \$4,632 requisition and \$20,000 in Community Works Funding.

Approve additional 2025 capital projects totalling \$30,000 funded by \$30,000 of Community Works Funding.

Alternative 2

Refer the report back to staff for additional information.

IMPLICATIONS

Financial Implications

To assess community needs and provide early public access to the facility in 2025 additional funding will be required. The LCC has assumed \$8,000 in revenue will be generated by the property in 2025 but has not provided staffing capacity or funding to support any renovations or new booking opportunities. The tables below identify potential revenue opportunities as well as additional ongoing and one-time costs to support utilizing a portion of the facility for community use.

Estimated Revenue for 163 Drake Road

Potential Sources of Revenue		Total Revenue
Pic Nic Shelter (Birthday Parties)	\$36/hr. x6	-\$216
Community Garden Plots	\$25/annual x 6	-\$150
Office Rental (monthly)	* \$442/x 2 10 months	-\$8,840
Room Rental (hourly)	* \$21/hr. x 52	-\$1,092
Total		-\$10,298
Currently incorporated in the Operating Budget		\$8,000
Additional Revenue Projection		-\$2,298

* Not for Profit Rates based on Fees and Charges Bylaw

Estimated Operating Cost for 163 Drake Road

Operating	2025 Provisional Operating Budget	Additional Considerations for 2025 Final Budget		Total Budget Adjustment
		Ongoing	One-Time	
Water	\$1,000	\$100		\$100
Hydro	\$3,750	\$375		\$375
Building R&M	\$3,500	\$350		\$350
Garbage	\$250	\$125		\$125
Security / Alarm	\$5,000			
Signage	\$250			
Office Supplies	\$500			
Telecomm/Internet	\$2,400			
Insurance / Fire	\$6,500			
Operating Reserve	\$6,000			
Lease	\$18,000			
Booking Clerk @1hr/wk		\$1,820		\$1,820
Janitorial @2hs/wk		\$4,160		\$4,160
Capacity Assessment			* \$20,000	* \$20,000
TOTAL COST	\$47,150	\$6,930	\$20,000	\$26,930
Rental Revenue	-8000	-\$2,298		-\$2,298
NET COST	<u>\$39,150</u>	<u>\$4,632</u>	<u>\$20,000</u>	<u>\$24,632</u>

* Potentially eligible for Community Works Funding

Estimated Capital Cost for 163 Drake Road

Capital	2025 Capital Budget	Additional Considerations for 2025 Final Budget		Total Budget Adjustment
		Ongoing	One-Time	
Building Renovations	\$0		* \$10,000	* \$10,000
Fencing	\$0		* \$20,000	* \$20,000
TOTAL COST			<u>\$30,000</u>	<u>\$30,000</u>

* Potentially eligible for Community Works Funding

CONCLUSION

The CRD has been selected by SD64 to lease a building and property located at 163 Drake Road.

The SSI Parks and Recreation Service has inadequate maintenance facilities despite being a top priority for a number of years. An opportunity exists to lease a building and property for park maintenance purposes with a future goal of expanding recreation programs and other community opportunities in the near future.

Should the LCC wish to open the facility for public use in 2025 additional staff capacity and funding will be required.

RECOMMENDATION

That the Salt Spring Island Local Community Commission authorize staff to submit a Temporary Use Permit application to the Islands Trust for the purpose of using 163 Drake Road for a temporary maintenance facility for 12-24 months.

AND

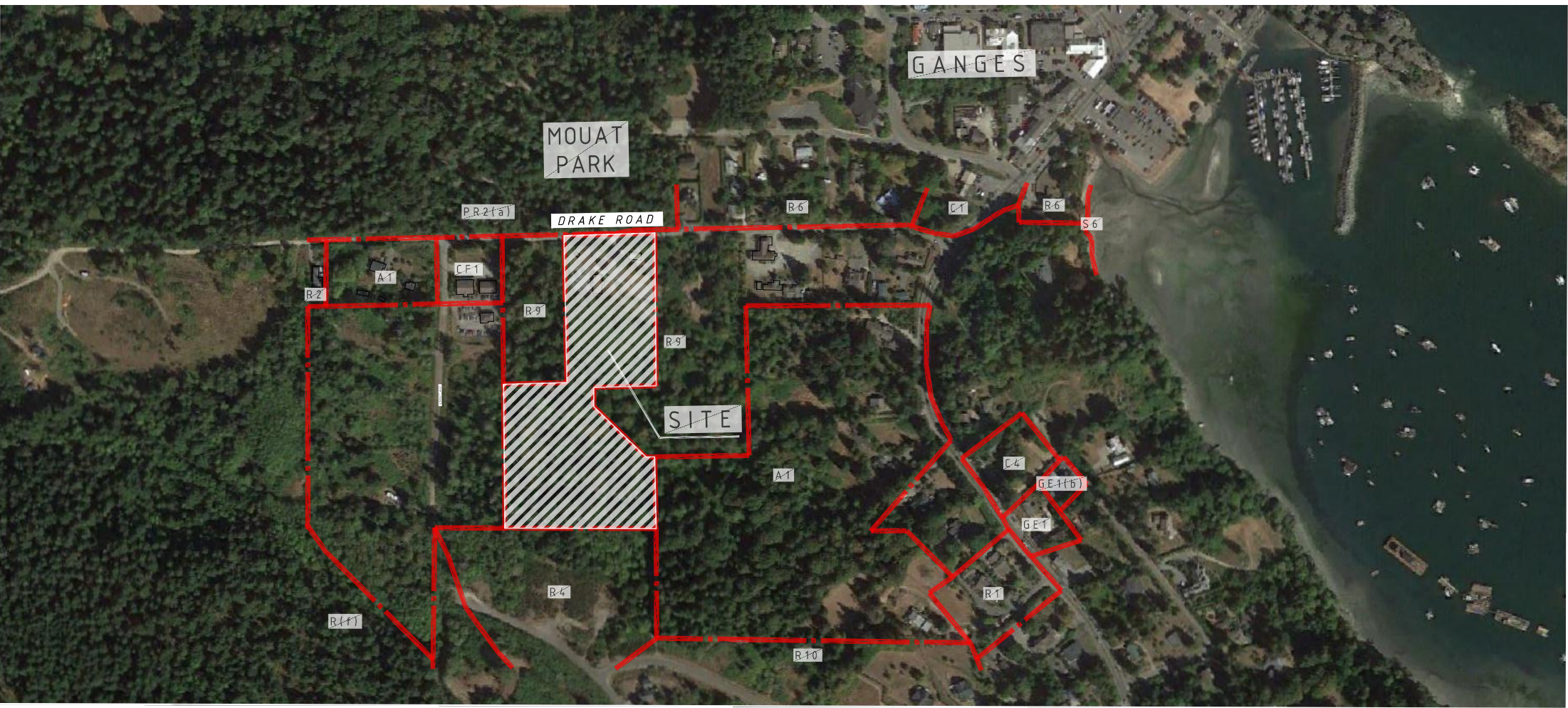
Approve additional 2025 operating costs of \$26,930, funded by adding \$2,298 to the revenue from the property, \$4,632 requisition and \$20,000 in Community Works Funding.

Approve additional 2025 capital projects totalling \$30,000 funded by \$30,000 of Community Works Funding.

Submitted by:	Dan Ovington, BA, Manager of Parks and Recreation
Concurrence:	Stephen Henderson, Senior Manager, Real Estate, Southern Gulf Island Electoral Area and Salt Spring Island Local Community Commission

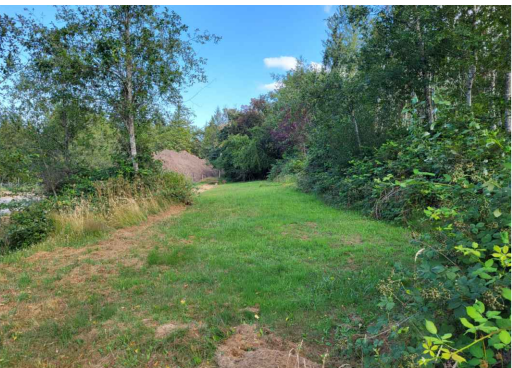
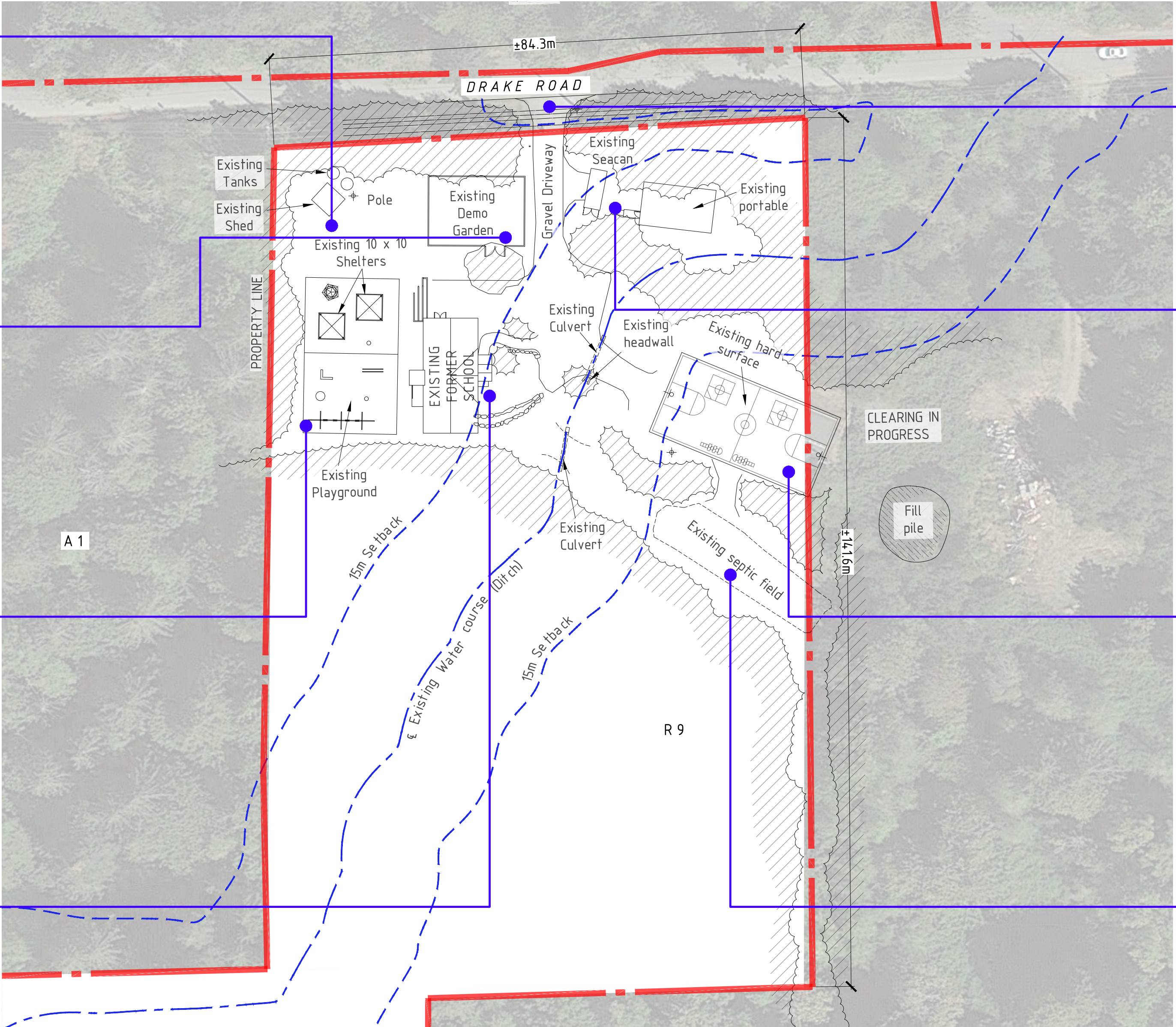
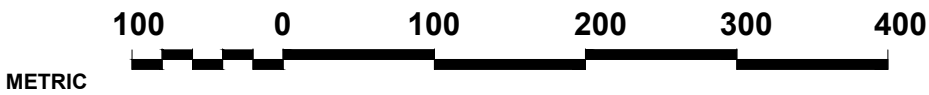
ATTACHMENT(S)

Appendix A – Conceptual Drawings, Dated August 22, 2024



CONTEXT PLAN

Scale: 1:5000



EXISTING SITE PLAN

Appendix A

GENERAL NOTES

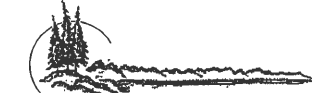
Site Characteristics

- The former “Phoenix Alternate School” has been phased out by the school district. They do not want to dispose of the property but are now offering the facility for long term lease. PARC is interested in leasing it to replace the Kanaka Road parks maintenance yard while that site is being prepared for major improvements.
- To facilitate a lease the CRD must apply for a Temporary Use Permit (TUP).
- An important site feature is the existing watercourse (drainage ditch) that meanders across the site, south to north. Customary setback requirements (15m each side of top of bank) will be applicable to any new uses.

CRD Requirements

- Perimeter security fencing around “maintenance yard” with controlled entrance gate
- Security lighting on buildings or poles
- Demonstration garden and playground to remain accessible to public
- Portable classroom will remain and can be assigned for use, as-is, where-is (note: the building is entirely within the watercourse restriction zone)
- Sea-can will remain and can be used as-is, where-is
- Existing watercourse and required setbacks to remain unchanged
- EV charging stations for two vehicles, close to main building
- Main building use for parks offices, lunchroom, meeting room, washrooms/ changerooms. Possible use of lower floor for inside workshop
- Outside work area adjacent to lower floor entrance, with weather protection (20x20 open-sided structure w/ peaked roof)
- No equipment or fuel storage in main building
- Bulk material storage bins on hard surfaced former sport court.
- Mobile equipment parking and bulk materials storage on hard surface
- Lightweight shelter structure for excavator (pipe frame & fabric)

Revisions		
No.	Date	Description
01	Aug. 08, 2024	General
02	Aug. 12, 2024	General
03	Aug. 14, 2024	General
04	Aug. 22, 2024	General



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CRD
CAPITAL REGIONAL
DISTRICT

SALT SPRING ISLAND
PARKS & RECREATION



PROPOSED
TEMPORARY
PARKS
MAINTENANCE
YARD AT

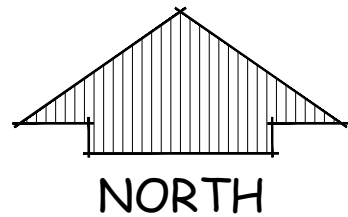
163 DRAKE ROAD,
GANGES,
SALT SPRING ISLAND, BC

CONTEXT &
EXISTING
SITE PLAN

Project No.: 2024-01
Drawn by: dog, srd
Date: August 07, 2024

Drg. No. **SK - 1**

Revision No.: 04 Date: August 22, 2024



Scale: 1:500

