



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

Thursday, November 21, 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. [24-1224](#) Minutes of October 17, 2024 Salt Spring Island Local Community Commission

Recommendation: That the minutes of October 17, 2024 meeting be adopted as circulated

Attachments: [Minutes: October 17, 2024](#)

4. Chair, Director, and Commissioner Reports

5. Senior Manager Report

6. Presentations/Delegations

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

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

6.1. Presentations

- 6.1.1. [24-1251](#) Presentation: Pam Tarr, and Deborah Miller, Transition Salt Spring, Re: 2024 Invasive Chipping Program

Attachments: [Presentation Request: Pam Tarr, Transition Salt Spring](#)
[Presentation: 2024 Invasive Chipping Program Report](#)
[Presentation: 2024 Budget for Invasive Chipping Program](#)

6.2. Delegations

7. Commission Business

- 7.1. [24-1206](#) Salt Spring Island 2024 Grant-In-Aid Application - Fall Intake

Recommendation: That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director approve the Grant-in-Aid applications to the applicants listed in Appendix A, in the amount of 12,068.

Attachments: [Staff Report: Salt Spring Island 2024 Grant-In-Aid Application – Fall Intake](#)
[Appendix A: Fall 2024 Salt Spring Island 2024 Grant-In-Aid Application – Appro](#)
[Appendix B: Grant-In-Aid Application – FarmFolk CityFolk Society](#)
[Appendix C: Grant-In-Aid Application – Salt Spring Elementary Parent Advisory](#)
[Appendix D: Grant-In-Aid Application – Salt Spring Baroque Music Society](#)
[Appendix E: Grant-In-Aid Application – Salt Spring Health Advancement Networ](#)

- 7.1.a. [24-1250](#) Facility Booking Request - Chuan Society Pilot Project

Recommendation: That the Salt Spring Island Local Community Commission authorize staff to amend the Lease for Phoenix Elementary, 163 Drake Road, Salt Spring Island between School District 64 and Capital Regional District for a five-year term commencing as soon as possible.

Attachments: [Staff Report: Facility Booking Request – Chuan Society Pilot Project](#)

- 7.2. [24-1207](#) Drummond Park Upgrades Project Charter and Design Options

Recommendation: That the Salt Spring Island Local Community Commission approves the Drummond Park Upgrades Project Charter as presented in Appendix A and the Drummond Park replacement play structure in Appendix B.

Attachments: [Staff Report: Drummond Park Upgrades Project Charter and Design Options](#)
[Appendix A: Project Charter-Drummond Park Playground Replacement Project](#)
[Appendix B: Drummond Park Play Structure Option #1](#)
[Appendix C: Drummond Park Play Structure Option #2](#)
[Appendix D: Drummond Park Play Structure Option #3](#)

7.3. [24-1140](#) Relocation of CRD Offices to SIMS

Recommendation: The Salt Spring Island Local Community Commission recommends that staff not proceed with referring the consideration of relocating Salt Spring Island Capital Regional District offices to the Electoral Areas Committee.

Attachments: [Staff Report: Relocation of CRD Offices to SIMS](#)
[Appendix A: SIMS Floor Plan, Current Use](#)

7.4. [24-1210](#) 2025 Schedule of Regular Local Community Commission Meetings

Recommendation: That the regular meetings for the Local Community Commission will be scheduled in 2025:

On the third Thursday of each month as follows: January 16 (Inaugural), February 20, March 20, April 17, May 15, June 19, July 17, August 21 (at the call of the Chair), September 18, October 16, and November 20.

AND

On the second Thursday of each month as follows: January 09 (at the call of the Chair), February 13, March 13, April 10, May 08, June 12, July 10, August 14 (at the call of the Chair), September 11, October 09, November 13, and December 11 (at the call of the Chair).

Attachments: [Staff Report: 2025 Schedule of Regular Local Community Commission Meeting](#)
[Appendix A: Draft Salt Spring Island Local Community Commission 2025 Meeting Schedule](#)

7.5. [24-1172](#) Historical Society Funding Request

Recommendation: Verbal discussion

Attachments: [Letter: Salt Spring Island Historical Society Oct 29, 2024](#)

7.6. [24-1147](#) SSI Local Community Commission Strategic Plan

Recommendation: That the Salt Spring Island Local Community Commission:

1. Approve the 2024-2027 Salt Spring Island Local Community Commission's Strategic Plan as presented in Appendix A.

2. Refer the 2024-2027 Salt Spring Island Local Community Commission's Strategic Plan to the CRD Board for information.

Attachments: [Staff Report: SSI Local Community Commission Strategic Plan](#)
[Appendix A: 2024-2027 Salt Spring Island Local Community Commission's Strategic Plan](#)

8. Notice(s) of Motion

8.1. [24-1228](#) Motion with Notice: Speed Reader Board Advocacy (G. Baker)

Recommendation: [At the Nov 14, 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 Salt Spring Island Local Community Commission advocate to the Ministry of Transportation and Infrastructure (MoTI) for the installation of additional speed reader boards on Salt Spring Island to include:

* One to two mobile speed read units to be deployed at various locations throughout the island.

* Reconsideration of the denied installation of a permanent speed reader board on Lower Ganges Road south of Central approaching Baker Road.

* Installation of two additional speed reader boards, one on Sunset Road going south near the Duck Creek Park entrance and the other on Vesuvius Bay Road approaching the ferry terminal.

And request staff work with MoTI and ICBC staff to identify funding if needed.

8.2. [24-1229](#) Motion with Notice: Road Reflector Advocacy (G. Baker)

Recommendation: [At the Nov 14, 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 Salt Spring Island Local Community Commission advocate to the Ministry of Transportation and Infrastructure (MoTI) for the installation of 50 flexible reflectors each year for five years along curves of Salt Spring's narrow and often unpainted roads. Request staff work with MoTI and ICBC staff to identify funding if needed.

8.3. [24-1230](#) Motion with Notice: Road Line Painting and Sweep Funding Advocacy (B. Corno)

Recommendation: [At the Nov 14, 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 write Ministry of Transportation and infrastructure requesting an increase in the amount of funding that is applied to Salt Spring Island for line painting and street sweeping in 2025 and beyond.

8.4. [24-1231](#) Motion with Notice: Fulford-Ganges Road Repaving Advocacy (B. Webster)

Recommendation: [At the Nov 14, 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 write to the Ministry of Transportation and Infrastructure to request that the Ministry put a priority on repaving Fulford-Ganges Road from Cranberry Road to the planned new Blackburn Lake Bridge to enhance safety and provide wider shoulders wherever possible to enhance active transportation use.

8.5. [24-1232](#) Motion with Notice: Housing Action Plan Policies (G. Holman)

Recommendation: [At the Nov 14, 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 Local Community Commission policies regarding housing action plan such as affordability, rental versus ownership, employee versus other housing types, community water allocation, and settlement patterns be discussed at its next meeting on an integrated housing plan for SSI.

8.6. [24-1233](#) Motion with Notice: Island Trust Boarding House Advocacy (G. Holman)

Recommendation: [At the Nov 14, 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 Local Community Commission recommend that the Local Trust Committee amend the home-based business provisions of its land use bylaw regarding boarding houses to be consistent with CRD and BC Building Code regulations.

9. Motion to Close Meeting

9.1. [24-1211](#) Motion to Close Meeting

Recommendation: 1. That the meeting be closed for discussion in accordance with Section 90(1)(n) of the Community Charter. [1 item]
2. That the meeting be closed for Negotiations in accordance with Section 90(1)(k) of the Community Charter. [1 item]

10. Rise and Report

11. Adjournment

Next Meeting:

- At the call of the Chair, Thursday, December 12, 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, October 17, 2024

9:00 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

PRESENT:

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

STAFF: S. Henderson, Senior Manager, Real Estate and SGI Administration, D. Ovington, Senior Manager, SSI Administration, D. Olafson, Manager, SSI Engineering, J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area, M. Williamson, Committee Clerk, (Recorder)

EP- Electronic Participation

GUEST: M. Boysen, North Salt Spring Waterworks, E. FitzZaland, J. Gauthier, S. Haley, Ministry of Transportation and Infrastructure (MoTI) (EP), O. Page, MoTI (EP), L. Patrick, Island Trust (EP)

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

The meeting was called to order at 09:01 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 October 17, 2024, meeting of the Local Community Commission be approved as amended with the following amendments in order:

- agenda item 8.8. be moved to be considered before agenda item 8.1.
- agenda item 8.5. be moved to be considered after agenda item 8.8.
- agenda item 8.6. be moved to be considered after agenda item 8.2.
- agenda item 8.3. be moved to be considered after agenda item 8.6.
- agenda item 8.7. be moved to be considered after agenda item 8.4.
- agenda item 7.5. be moved to be considered after agenda item 8.7.

CARRIED

3. Adoption of Minutes

3.1. Minutes of August 22- September 19, 2024 Salt Spring Island Local Community Commission

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the minutes of the following meetings be adopted as presented:
-August 22, 2024 Joint Special Meeting

-September 19, 2024 Regular Meeting.
CARRIED

- 3.2. Minutes of September 12, 2024 Salt Spring Island Local Community Commission
- MOVED by Commissioner Webster, SECONDED by Director Holman, That the detailed minutes of September 12, 2024 Special meeting be adopted as circulated.**
CARRIED

4. Chair, Director, and Commissioner Reports

Director Holman spoke of the following items:

- Director and Local Community Commissioner's remuneration staff report
- CRD primary requisition increase

Commissioner Baker spoke regarding the Active Transportation Infrastructure grant.

5. Senior Manager Report

There was no senior manager report.

6. Presentations/Delegations

6.1. Presentations

- 6.1.2. Presentation: Mark Boysen; North Salt Spring Waterworks District, Re: Moratorium Review Road Map
- M. Boysen provided a presentation on North Salt Spring Waterworks moratorium review road map.

6.2. Delegations

- 6.2.1. Delegation - Maxine Leichter, Positively Forward Re: Item 7.2. Developing the Term of Reference for an Integrated Housing Strategy
- M. Leichter spoke regarding item 7.2.

7. Commission Business

MOVED by Commissioner Webster, SECONDED by Commissioner Corno, That the agenda be amended to move consideration for agenda item 7.1. after agenda item 7.3.
CARRIED

- 7.2. Developing the Term of Reference for an Integrated Housing Strategy
- MOVED by Director Holman, SECONDED by Commissioner Webster, That the rules of the Capital Regional District Board Procedures Bylaw be suspended to allow Janis Gauthier, Elizabeth FitzZaland, Laura Patrick and Chris**

Hutton to speak regarding agenda item 7.2.
CARRIED

J. Starke provided a presentation regarding developing an integrated housing strategy.

Discussion ensued regarding the term of reference for an integrated housing strategy.

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

**MOVED by Commissioner Baker, SECONDED by Commissioner Webster,
That the agenda be amended to move consideration for agenda item 7.1. before
agenda item 7.3.
CARRIED**

Verbal Discussion

7.1. Motion Tracker Q3

This report was received for information.

Discussion ensued regarding Motion Tracker.

The Commission recessed at 12:08 pm.

The Commission reconvened at 12:42pm.

**MOVED by Commissioner Baker, SECONDED by Director Holman,
That the agenda be amended to move consideration for agenda item 8.1.,
agenda item 8.6., and agenda item 8.2., before agenda item 7.3.
CARRIED**

**MOVED by Director Holman, SECONDED by Commissioner Baker,
That the agenda be amended to move consideration for agenda item 8.1., after
agenda item 8.2.
CARRIED**

8.6. Motion with Notice: Housing Now Update Request (G. Holman)

**MOVED by Commissioner Holman, SECONDED by Commissioner Corno,
That the Southern Gulf Islands Community Resource Centre be requested to
provide a written and in-person update on the Housing Now program for Salt
Spring Island, including the employer survey.
CARRIED**

8.2. Motion with Notice: Request Report on Land Holding Authority (B. Webster)

**MOVED by Commissioner Webster, SECONDED by Director Holman,
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
services under the purview of LCC.**

CARRIED

**MOVED by Director Holman, SECONDED by Commissioner Corno,
That the agenda be amended to move consideration for agenda item 8.1., after
agenda item 7.3.**

CARRIED

7.3. Ministry of Transportation and Infrastructure (MoTI)

Discussion ensued regarding the following:

- Salt Spring Island Speed Limits
- Ganges crosswalk study
- Road sweeping and line painting budget
- Road reflectors
- Speed reader boards
- Ganges Parking
- Pathway projects
- Bus stop

**8.1. Motion with Notice: Local Community Commission Reviewing Bylaw
Recommendations (E. Rook)**

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
the next 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

The motion was amended by commissioner Rook.

**MOVED by Commissioner Rook, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission initiates a review of
CRD Bylaws 3384 (Salt Spring Island Noise Bylaw) and 1465 (Animal Control and
Impounding Bylaw) for the purpose of assessing the suitability of existing bylaw
language for the community of Salt Spring Island and recommending changes,
where appropriate, through the Electoral Area Committee to the CRD Board. The
Commissioners will develop an open and transparent process that will include**

community engagement.
CARRIED

MOVED by Commissioner Webster, **SECONDED** by Director Holman,
That the agenda be amended to move consideration for agenda item 8.8., before
agenda item 7.4.
CARRIED

8.8. Motion with Notice: Potential Sites for Warming Space (B. Webster)

MOVED by Commissioner Webster, **SECONDED** by Commissioner Baker,
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.
WITHDRAWN

MOVED by Commissioner Webster, **SECONDED** by Commissioner Baker,
That temporary facility booking, from as soon as possible, till March 31, 2025, the
use of the Salt Spring Island Multi Space (SIMS) studio during regular operating
hours be offered to Chuan Society. Conditions to be negotiated with staff to
ensure appropriate liability insurance, supervision, activities, and responsibility
for cleaning.
CARRIED

7.4. 163 Drake Road - Phoenix Elementary School Property

MOVED by Director Holman, **SECONDED** by Commissioner Webster,
That the Salt Spring Island Local Community Commission approve additional
capital costs for 163 Drake Road upgrades to the 1.459 SSI Pool & Park Land
Service 2025-2029 Five Year Financial Plan in 2025 of \$50,000, funded by
Community Works Funding.
CARRIED

8. Notice(s) of Motion

8.5. Motion with Notice: Centennial Park Washrooms Extended Hours (B.
Corno)

MOVED by Commissioner Corno, **SECONDED** by Commissioner Baker,
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.
CARRIED

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

MOVED by Commissioner Baker,
That the Local Community Commission direct staff to amend the Phoenix lease
with School District 64 for an occupancy date of November 1, 2024.
WITHDRAWN

8.4. Motion with Notice: Chuan Society Agreement Regarding 163-Drake Road

(G. Baker)

MOVED by Commissioner Baker,
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.
WITHDRAWN

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

MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That the Local Community Commission approve the issuance of expression of interest for short term community use of the upper floor of 163 Drake Road the former Phoenix school building.
CARRIED

7.5. LCC Role Regarding Boat-related Issues Discussion

Discussion ensued regarding Boat-related Issues in Salt Spring Island Harbours.

MOVED by Director Holman, SECONDED by Commissioner Baker,
That the Salt Spring Local Community Commission 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.

And

Inclusion of this topic and the potential for future collaboration for discussion at future meetings between the LCC and LTC.

MOVED by Director Holman,
Made a motion to call the question.
FAILED due to lack of a seconder

Question was called on the Motion.

DEFEATED
Opposed Webster, Corno, Baker, Rook

MOVED by Commissioner Baker, SECONDED by Commissioner Corno,
Postpone the remainder the discussion to a future meeting.
CARRIED

[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.

On October 17, 2024 the SSI Local Community Commission postponed consideration until the next meeting.]

Verbal Discussion.

9. Adjournment

MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That the Local Community Commission adjourn the meeting at 04:12pm.
CARRIED

CHAIR

SENIOR MANAGER

From: pam@transtionsaltspring.com <pam@transtionsaltspring.com>

Sent: Tuesday, November 19, 2024 12:02 PM

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::

Pam Tarr

I represent::

Transition Salt Spring

Telephone::

[REDACTED]

Fax::

Email address::

pam@transtionsaltspring.com

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

P.O. Box 768, Salt Spring Island, BC, V8K 2W3

Municipality/Electoral Area in which you reside::

Salt Spring Island E.A.

I wish to address::

Salt Spring Island Local Community Commission

Meeting Date::

November 21

Agenda Item::

Presentation

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

Transition Salt Spring would like to report on the success of the 2024 Invasives Chipping Program, funded in part by a CRD GIA, and our proposals for the ongoing coordination of this annual event.

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.:

Yes

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

I understand,

Submitted at:11/19/2024 12:02:21 PM

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

User Agent:Mozilla/5.0 (Macintosh; Intel Mac OS X 10_15_7) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/130.0.0.0 Safari/537.36

User Host Address:192.168.1.159

2024 INVASIVES CHIPPING PROGRAM REPORT

Program Administered by Transition Salt Spring and the Native Plant Stewardship Group

HISTORY

For fourteen years, a program on Salt Spring Island to drop off invasive plants for chipping has thrived, organized by the Native Plant Stewardship Group. The intent of the program has been to:

- Provide an alternative to burning invasive plants
- Reduce the fire risk of these inflammable species
- Attempt to eradicate invasive species from the island
- Build community awareness about fire risks and the dangers of invasive plants.

With funding from a variety of sources, including Fire Smart money from Salt Spring Fire Rescue, a drop-off location has been provided on two or three days every year for Salt Springers to bring their invasive plant cuttings, where they have been chipped and delivered to several farms on the island.

This project has taxed the resources and energies of the NPSG, which provides countless hours of volunteer labour and organizing every year to make this a success, and the group questioned whether they could take this on again in 2024.

2024 PROGRAM FUNDING

In alignment with the Transition Salt Spring focus on reducing fire risk and increasing public awareness about it, TSS jumped in to add their support for the program. After several meetings with SSFR, it became clear that the FireSmart funding they had expected for this year to fund the majority of the program would not be forthcoming and additional funding would be needed.

To help cover the hard costs for two days of drop-offs, chipping and chip delivery, TSS applied for a CRD Grant In Aid, which was awarded for \$2500. Additional donations from the SSI Garden Club (\$500) and the SSI Conservancy (\$500) completed the outside funding, which was not enough to cover the costs of the program. A new plan to collect fees for drop-offs was created to augment the funding.

The fees were published in advance of the chipping days and on signs at the events:

- Car Trunk \$5 - \$10
- SUV \$5 - \$25
- Trailer \$15 - \$40
- Pickup \$15 - \$40
- Box Truck \$50 - \$150

2024 PROGRAM BUDGET (See finalized budget below)

Based on the funding and estimates for user fees, two days were identified for drop-off events at donated locations: Saturday, May 25 at the Community Gospel Hall and Sunday, June 9 at Fulford Hall. Good as Wood, a local chipping company run by Ben James, offered \$150/hour for

a chipper, truck and two workers, so two of these teams were booked for each day. Two additional workers were hired @\$30/hour for each day. An additional delivery truck was hired for the second day @\$80/hour from Mark Whitear. There were expenses of about \$124 for food and \$405 for the promotional costs of the events by TSS. On Day 1, the user fees totaled \$2,111.56 and on Day 2, the fees were \$760.00.

Countless hours of volunteer time from the TSS and NPSG teams, including heroic work by the TSS Communications Lead in promotion; donations of the drop off sites by Fulford Hall and the Community Gospel Hall; a reduced hourly fee from Good As Wood; and benevolent reductions in invoices made these events successful.

With 135 vehicles dropping off invasives over the two days, the program netted \$1,832.00, which helped to offset the expenses in labour and promotion by TSS.

CONCLUSIONS

After initial setbacks, the 2024 Invasives Chipping Program flourished, with great potential for the perseverance of an annual event.

- A **great turnout** for drop-offs - we estimated 100 vehicles over two days based on past numbers and got 135
- Wide **support for the drop-off fees** - near universal acceptance by users and seemingly no impediment to participation
- Growing possibilities for **chip delivery locations** - more farms showed interest in receiving chips, including Burgoyne Valley Community Farm, and the potential exists for a program to use them for berms near forests to reduce fire risk
- Other **funding sources** - FireSmart funding may be available in coming years, many sponsorship options were not pursued, potential donations from additional groups exist and CRD could fully fund this.
- Ideally an **ongoing organizer** will take this up, either as:
 - A community initiative by CRD; or
 - An ongoing program of a non-profit or non-profit consortium
- The **large amount of volunteer time and paid staff time** with TSS resulted in the creation of a model that could be simply executed by a coordinator in future years.
- **Partnership with the Fire Department** is possible and should be integral to the intent and messaging of this program.
- A **workable financial model** has been created that could support the cost of a coordinator, if taken up by another group.

FINAL NOTES

Transition Salt Spring and the Native Plant Stewardship Group can no longer take the lead on this program and want to pass the opportunity on to another group.

Some notes for the next Coordinator:

- Our Day 2, Sunday, numbers were much reduced. Possible reasons:

- we announced the second day quite late so most people came to the first
 - Sunday may not be a great day - although we did have some comments that Sunday is preferred.
- However, our Day 2 expenses were much lower, as we were able to let the additional truck and one worker leave quite early, and one of the chippers was released a few hours early.
- Cash was King, with the vast majority of users having it or being willing to go get it. E-transfers didn't come through successfully, and our Square was only used several times, most times unsuccessfully (user fault).

[illegible]

**REPORT TO LOCAL COMMUNITY COMMISSION
MEETING OF DAY, NOVEMBER 21, 2024**

SUBJECT Salt Spring Island 2024 Grant-In-Aid Application – Fall Intake

ISSUE

To review the Fall 2024 Grant-In-Aid application submissions for the Salt Spring Island Electoral Area.

BACKGROUND

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

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

In 2023 the LCC directed that two intakes should occur in 2024. One intake to occur in spring, and another in the fall for any remaining funds. An application was brought forward ahead of the fall intake and approved for \$3,500 at the direction of the LCC due to exceptional financial and time constraints facing the Salt Spring Island Chamber of Commerce that threatened the viability of their proposed project.

Table 1: Salt Spring Island 2024 Grant-In-Aid Overall Summary

2024 GIA Overall Summary	Core GIA		
	Budget	Spent	Remaining
SSI (\$)	53,986	41,918	12,068

The current 2024 GIA budget is \$12,068.

Table 2: Salt Spring Island Grant-in-Aid Awarded for 2024

2024 Project Summary		
Applicant	Project Title	Award (\$)
Salt Spring Literacy	Change door to glass panel and purchase space heaters	998
Bandemonium Music Society	Workshop and year-end concert	2,150
The Circle Salt Spring Education Society	Training Google Workspace	2,000
Wagon Wheel Housing Society	Equipment - Washer and Dryer	2,500
Copper Kettle Community Partnership	Country Grocer Gift Cards	5,000

Applicant	Project Title	Award (\$)
Gulf Islands Community Radio Society	Emergency Response Obligations	2,770
Transition Salt Spring Society	Two days public collection for chipping and invasive plants	2,500
Transition Salt Spring Society	Organize a pilot roadside pickup and chipping of woody debris	2,500
Salt Spring Island Farmland Trust Society	SSI Indigenous Peoples Weekend event June 21-23	4,000
Salish Sea Inter-Island Transportation Society	Support for the Tours des Isles	4,000
Salt Spring Community Health Society	Mental Wellness Initiative	5,000
Salt Spring Abattoir	Ecoflow Septic System	5,000
Salt Spring Island Chamber of Commerce	Third Annual Convergence Festival	3,500
GIA Total		\$41,918

Table 3: Salt Spring Island 2024 Grant-In-Aid Application Summary – Fall Intake

The Fall Intake Salt Spring Island 2024 Grant-In-Aid Application submissions received by the October 30, 2024 deadline include:

2024 Project Summary		
Applicant	Project Title	Award (\$)
FarmFolk CityFolk Society	Support a Fall Seed Cleaning to Salt Spring Island	1,500
Salt Spring Elementary Parent Advisory Committee	Replace the Existing Aged, Inaccessible Playground with New Playground Equipment	5,000
Salt Spring Baroque Music Society	Capital Equipment Upgrade Required to Grow the Organization	3,350
Salt Spring Health Advancement Network (SSHAN)	Facilitated Community Process to Address the Needs of the Insecurely and Unhoused	5,000
GIA Total		\$14,850

Table 4: Post Approval Funds Remaining

2024 GIA Overall Summary	Core GIA			
	Budget	Spent	Fall Intake	Insufficient Funds
SSI (\$)	53,986	41,918	14,850	2,782

If all applications are approved the account will have a shortfall of \$2,782. The requested amounts have been revised and are presented in Appendix A to achieve a \$0 balance at year end.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director approve the Grant-in-Aid applications to the applicants listed in Appendix

A, in the amount of 12,068.

Alternative 2

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

RECOMMENDATION

That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director approve the Grant-in-Aid applications to the applicants listed in Appendix A, in the amount of 12,068.

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

Appendix A: Fall 2024 Salt Spring Island 2024 Grant-In-Aid Application – Approval Recommended

Appendix B: Grant-In-Aid Application – FarmFolk CityFolk Society

Appendix C: Grant-In-Aid Application – Salt Spring Elementary Parent Advisory Committee

Appendix D: Grant-In-Aid Application – Salt Spring Baroque Music Society

Appendix E: Grant-In-Aid Application – Salt Spring Health Advancement Network (SSHAN)



Making a difference...together

Appendix A: Fall Salt Spring Island 2024 Grant-In-Aid Application – Approval Recommended

Applicant	Project Title	Requested Grant (\$)
FarmFolk CityFolk Society	Support a Fall Seed Cleaning to Salt Spring Island	\$1,500
Salt Spring Elementary Parent Advisory Committee	Replace the Existing Aged, Inaccessible Playground with New Playground Equipment	\$3,609
Salt Spring Baroque Music Society	Capital Equipment Upgrade Required to Grow the Organization	\$3,350
Salt Spring Health Advancement Network (SSHAN)	Facilitated Community Process to Address the Needs of the Insecurely and Unhoused	\$3,609
Fall 2024 GIA Total		\$12,068



**Capital Regional District
Grant-In-Aid
Application Form**

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Application Submitted By

Name and Address of Applicant: _____
FarmFolk CityFolk Society
PO BOX 22316 RPO Cedar Cottage, Vancouver, BC V5L 1C1

Contact(s): Lisa Willott Ext 314 604 730-0450
(name) (phone) (fax)
viseedcoordinator@farmfolkcityfolk.ca
Email address

Contact(s): Cheryl Johnson Ext 302 604 730-0450
(name) (phone) (fax)
director@farmfolkcityfolk.ca
Email address

Application Summary

Project or purpose for which you require assistance:

To support farmers and community seed stewards with shared seed cleaning equipment on our fall seed cleaning tour to the Gulf Islands including Salt Spring Island in 2024.

Amount of grant requested \$ 1500

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

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

Cheryl Johnson
(signature of authorized signatory)

Executive Director
(title)

Cheryl Johnson
(print name)

Applicant Profile

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

FarmFolk CityFolk provides support for seed sovereignty across BC. Since 2019 FFCF has toured mobile trailers filled with seed cleaning equipment to Vancouver Island growers to support them in processing their vegetable seeds. Since 2021, we have visited Salt Spring Island to serve the large number of growers that use this service. This service is not supplied by anyone else.

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

FarmFolk CityFolk serves all of BC. With this application we want to increase our programming on the Gulf Islands, especially on SSI. In the past we have not had the capacity or resources to train users for very long and have had to drop the trailer and make it available as a self-serve option. We want to improve the service we offer.

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

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

N/A

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

FarmFolk is the oldest and largest food and agriculture charitable non-profit in BC and has been in operation since 1993. We currently have 62 members and 90 volunteers.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (Mobile Seed Cleaning Trailer Tour to SSI & Gulf Islands)

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

The CRD is home to a relatively high concentration of seed growers, especially on Salt Spring Island. The region is one of the most ideal microclimates for vegetable seed production in BC, specifically cool-season and biennial crops. Local growers require support to improve quality and increase supply. There is also a need for more knowledge exchange through networks and communities within and across the region's seed growers, home gardeners, and consumers. FFCF can help foster seed security and food security in a food system challenged by the impacts of climate change, globalization, and island isolation.

FarmFolk CityFolk has acquired specialized seed cleaning equipment that facilitates the processing of vegetable, herb and flower seeds. By having this equipment available to small scale growers, they can increase production and increase the quantity of locally available seeds. Also, the equipment increases the quality of seeds being sold as the standard of seed processing improves. This encourages more local buyers and creates a higher demand, feeding into the local economy. We are requesting support in touring this equipment in the fall of 2024 to farmers, seed growers, and to community seed stewardship groups on Salt Spring Island.

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

FarmFolk CityFolk owns the equipment and invites growers to use it in Central Saanich, but the logistics for SaltSpring growers to bring large quantities of plant matter to Saanich are complicated and not financially viable. The mobile seed trailer allows us to bring the equipment into communities, which is especially important in isolated or remote areas, such as SSI. There are numerous seed growers on the Gulf Islands however, ferry and travel costs, truck rental and the time to train users can add up, so often we have to drop the equipment in SaltSpring and not provide much training. Users often contribute for the service but what is affordable to growers does not cover the cost of the service. Additionally we host community events at public libraries, farmers markets and through collaborating with other food organizations. In past years we have secured funding from various sources to cover these community events, however this year we have not yet secured adequate funding and may have to cut stops to tighten the budget.

Funding and Financial Information

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

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

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

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
Victoria Foundation	41K (part of a	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Victoria Foundation		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
YESP Wage Subsidy	\$278 (relevant	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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

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

Year	\$ Amount	Purpose for which assistance was used

4. Does your organization:

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

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

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

Or, is your organization:

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

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

Followup:

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

1. Acknowledgement

2. Reporting

Please remember to attach:

1. Project budget
2. Financial statement for your organization

Budget for CRD Grant In Aid Salt Spring Island				
	\$	Days/hours	Total (\$)	
Accommodation (3 nights coordinator, 1 night support staff)	160	4	640	
Per diem allowances	106	5	530	
Ferry costs			95	
Gas and rental costs of vehicle			220	
Labour hours (with benefits) - coordinator @\$32/hr	32	18	576	
Labour hours (with benefits) - support @\$29/hr	29	12	348	
Additional travel costs/mileage for support staff			100	
Incidental materials needed (bags, envelopes, markers, tape)			50	
Administration @ 15%			449	
Total costs			3008	
Expected user contributions (based on 2023 contributions)			230	
Grant contributions from BC Gaming			1000	
Labour covered by YESP grant			278	
Application amount			1500	

FarmFolk CityFolk Society

COMPILED FINANCIAL INFORMATION

December 31, 2022



FarmFolk CityFolk Society
COMPILED FINANCIAL INFORMATION

Table of Contents

for the year ended December 31, 2022

Page	
2	Compilation Engagement Report
3	Statement of Financial Position
4	Statement of Changes in Net Assets
5-6	Statement of Operations
7	Notes to the Compiled Financial Information



COMPILATION ENGAGEMENT REPORT

To Management of FarmFolk CityFolk Society

On the basis of information provided by management, we have compiled the statement of financial position of FarmFolk CityFolk Society as at December 31, 2022, the statement of income and net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information and, if applicable, other explanatory information ("financial information").

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

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

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

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

Pace Accounting Inc.
Chartered Professional Accountants
May 17, 2023
116-3823 Henning Drive
Burnaby, BC, V5C 6P3

FarmFolk CityFolk Society


STATEMENT OF FINANCIAL POSITION

as at December 31

	2022 \$	2021 \$
ASSETS		
CURRENT		
Cash	307,462	318,210
Accounts Receivable	55,637	115,300
GST Refundable	5,519	5,118
Prepaid Expenses	1,563	670
	370,181	439,298
LONG-TERM		
Land - Lohbrunner Farm	300,000	300,000
	670,181	739,298
LIABILITIES & NET ASSETS		
CURRENT LIABILITIES		
Accounts Payable and Accrued Liabilities	15,331	19,971
Wages Payable	18,195	30,896
Deferred Revenue	195,556	270,665
	229,081	321,532
LONG-TERM LIABILITIES		
Loan Payable	90,000	90,000
	319,081	411,532
NET ASSETS		
Internally Restricted	-	56,341
Invested in Farm Land	210,000	210,000
Unrestricted Net Assets	141,099	61,425
	351,099	327,766
	670,181	739,298

Director: 

Andrea Gunner

Director: 

Debbie Oyenuga



FarmFolk CityFolk Society**STATEMENT OF CHANGES IN NET ASSETS**

as at December 31

				2022	2021
	Internally	Invested in	Unrestricted	Total	Total
	Restricted	Farm Land			
	\$	\$	\$	\$	\$
NET ASSETS					
Beginning balance	56,341	210,000	61,425	327,766	307,889
Net Income			23,333	23,333	19,877
Fund Used	(56,341)		56,341		
Closing balance	-	210,000	141,099	351,099	327,766

FarmFolk CityFolk Society**STATEMENT OF OPERATIONS**

for the year ended December 31

	2022 \$	2021 \$
Revenues		
Government Grant		
Federal	79,168	42,376
Provincial	169,233	281,083
Municipal	4,688	5,563
International	18	7,000
	253,107	336,022
Foundations and Other		
Foundations	382,759	296,622
CMHC Rent Subsidy	-	5,220
	382,759	301,842
Donations and Fundraising		
Fundraising	135,316	60,964
Donations	67,377	42,355
Endowment	26,899	13,297
	229,592	116,616
Earned Income		
Fees and Sales	15,600	16,319
Program Sponsorship	15,139	-
Interest and Other Income	5,003	6,545
Membership	1,556	1,550
	37,298	24,414
	902,756	778,894

FarmFolk CityFolk Society**STATEMENT OF OPERATIONS**

for the year ended December 31

	2022	2021
	\$	\$
Expenses		
Program Expenses		
Contractors and Honoraria	129,737	92,100
Awards and Distributions	36,380	14,300
Rental	36,421	10,858
Program Supplies	35,774	109,805
	238,312	227,063
 Operating Expenses		
Wages and Benefits	530,089	482,745
Professional and Consulting Fees	48,475	57,402
Travel	33,347	13,837
Communications	13,810	10,774
Bank Charges	4,250	6,712
Fundraising	2,879	1,982
Insurance	2,645	1,439
Office Printing and Supplies	2,295	3,477
Organizational Development	1,918	2,124
Fees, Licenses, and Dues	1,185	1,277
Office Rent	581	6,525
	641,471	588,294
	879,783	815,358
Income from Operations	22,973	(36,464)
Canada Emergency Wage Subsidy	360	56,341
Net Income	23,333	19,877

FarmFolk CityFolk Society**Notes to the Compiled Financial Information**

for the year ended December 31, 2022

Note 1 - Basis of Accounting

The basis of accounting to be applied in the preparation of the financial information is on the historical cost basis, reflecting cash transactions with the additions of:

-
- Accounts payable and accrued liabilities;
 - Accounts receivable less any allowance for doubtful accounts;
 - Capital assets other than land are expensed in the year of purchase;
 - Restricted contributions are recognized as revenue in the year in which the related expenses are incurred;
 - Donated goods and services are recorded at their fair market value when used in the normal course of the Society's operations and would otherwise have been purchased.
-



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

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

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

Application Submitted By

Name and Address of Applicant: _____

Contact(s): _____ (name) _____ (phone) _____ (fax)

Email address _____

Contact(s): _____ (name) _____ (phone) _____ (fax)

Email address _____


Application Summary

Project or purpose for which you require assistance:

Amount of grant requested \$ _____

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

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



(signature of authorized signatory)

(title)

(print name)

Applicant Profile

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

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

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

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

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

Project / Proposal Profile

1. Assistance is being requested for:

☒ capital project and / or equipment

☐ special event

☐ other purpose (_____)

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

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

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - o] roject à~ â*^ç
 - o grants / funding from other sources,
 - o funding contributed by applicant through fund raising activities or other sources of revenue and,
 - o -â æ 8âç{ ^} öçç{ â^• Á Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

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

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

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)

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

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

Year	\$ Amount	Purpose for which assistance was used

4. Does your organization:

Offer direct financial assistance to individuals or families?	Yes	No
---	-----	----

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

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

Or, is your organization:

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

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

Followup:

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

1. Acknowledgement

2. Reporting

Please remember to attach.

1. Project budget
2. Financial statement for your organization

Playground Development Project

Salt Spring Elementary School

TRANSFORMING SALT SPRING ELEMENTARY'S PLAYGROUND

The Salt Spring Elementary Parent Advisory Committee is embarking on an initiative on behalf of the school, focusing on the replacement of the playground. Now reaching two decades old and constructed in a time when accessibility considerations were not a top priority, we aim to create a new and inclusive play space that caters to the needs of all children, regardless of their situations or abilities.

Our unwavering commitment to fostering a safe and accessible environment for every student and child in our community is what propels our effort, and we invite the **Capital Regional District** to join us in this endeavour. We sincerely appreciate your time in considering our request and reviewing this document detailing our project. If any questions arise, please do not hesitate to reach out; we are more than willing to provide answers and additional information.

ABOUT OUR SCHOOL AND ORGANIZATION

Salt Spring Elementary (SSE), located in the heart of Ganges, BC, stands as a historic educational cornerstone on Salt Spring Island. The school's rich history and timeless charm are evident in its wide hallways and carefully restored large windows, preserving the original character dating back to the 1940's. SSE holds the distinction of being the island's inaugural "big" school, a legacy that continues until today as the largest elementary school on the island, catering to nearly 250 students in grades K-7.

Our school celebrates numerous strengths, including our experienced and dedicated staff, central location providing easy access to enriching learning opportunities in the community, robust music, gardening, and nature-based learning programs, sustained professional development with a focus on mathematics instruction, and a welcoming and friendly culture.

Integral to the school is our organization, the Salt Spring Elementary Parent Advisory Committee. We take pride in our proven track record of successful projects, including the development of gardens and outdoor learning spaces to assist with the school's outdoor programming. Extending our impact beyond the school grounds, we actively engage in collaborative partnerships with community organizations such as Big Brothers/Sisters, The Circle, and The Salt Spring Conservancy. Our overarching mission is to serve not only the school but also the broader community by engaging in projects aimed at providing resources that promote learning and enhanced quality of life.

ABOUT OUR TOWN

Nestled in the heart of Salt Spring Island, Ganges is a town with a population of 6,000, located in the Southern Gulf Islands, BC. Our charming seaside hamlet is a bustling business centre, housing the island's primary shops, galleries, restaurants, and services. The lively atmosphere reaches its peak during the popular Saturday market, where many visitors and locals alike gather to explore the goods of the hundreds of local crafters and farmers showcasing their talents. Featuring several marinas and a bustling seaplane aerodrome, Ganges' harbor, located just steps from the school grounds,

serves as a focal point for recreational boaters. Its central location also makes it a popular stop for those exploring the Gulf Islands.

PROJECT DETAILS AND TIMELINE

Collaborating closely with SSE staff, School District No.64 (Gulf Islands), and our chosen playground vendor, Habitat Systems Inc., our PAC has devoted extensive efforts to design a modern, engaging, and accessible playground structure. Our ultimate goal is to construct a space that will continue as a key recreation hub for our community, welcoming children of varying ages and abilities for decades to come. To achieve this, our project involves reimagining playground classics, incorporating multiple sections, and prioritizing accessibility through inclusively designed equipment such as spinners and accessible swings. While the final design and specific equipment details await the acquisition of funds, we are confident that our finished product will be a dynamic environment that caters to the diverse needs of our student body and wider community.

With a budget and all necessary approvals in place, our ongoing fundraising endeavors are well underway and will persist until we reach our target. Ideally, we aim to conclude this phase by spring 2025, paving the way for construction during the summer months. This will ensure that upon students' return to school in the fall 2025, they will be greeted with a significantly improved play area, fostering excitement and inclusivity for every child.



WHY OUR PROJECT IS NEEDED

While the recent global pandemic brought unprecedented challenges to all schools across the nation, SSE faced the additional hurdle navigating a reconfiguration within our school district. This reconfiguration resulted in SSE's transformation from a K-5 English school with 160 students to a K-7 English and Late French Immersion school, now accommodating a population of 245. Our school also houses an early learning program serving a number of children who actively utilize our facilities and playground.

All things considered, this drastic shift was managed smoothly. It underscored the urgency to expand our playground to accommodate the increased enrollment and diversity in our student body. Alongside the increase in the student population, our school serves 26 students with diverse needs, spanning physical, social, cognitive, sensory, and learning dimensions. In response, our school has identified a growth area, aiming to address the needs of students grappling with such challenges—specifically those with anxiety, self-regulation difficulties, and social/emotional challenges.

Recognizing the multifaceted response required by these needs, we want to ensure that play, fitness, and exposure to the outdoors remain integral components in our response. Unfortunately, the age and limitations of our current playground—and those in the surrounding area—hinder its ability to fulfill this purpose. Without an exciting, accessible play space, students and community children miss our crucial opportunities for healthy development and overall wellness. For this reason, this playground project is conceived not merely as a recreational addition but as a crucial element in fostering a supportive and enriching school environment.

PROJECT BENEFITS

The playground at Salt Spring Elementary stands as more than just an asset for the school; it plays a vital role in enhancing the broader Salt Spring Island community. Situated centrally, our playground serves as a key play space for residents, various summer camps, and visitors, including the hundreds drawn in by the weekend market that sets up nearby. The upgraded playground, with its emphasis on accessibility, promises to deliver not only valuable health and developmental benefits to our students but also ensures that these advantages reach those who are too often excluded from such spaces. This means that children with disabilities will now have access to an inclusive and accommodating environment that fosters both social interaction and physical activity.

Looking beyond the immediate benefits for the playground users, the facility's positive impact is expected to have continuing effects throughout the broader Salt Spring community, attracting parents, guardians, and visitors to a more vibrant and engaging space. As a community hub, the enhanced playground will serve as a shared space that promotes inclusivity and encourages social cohesion among residents and visitors alike. The welcoming and accessible nature of the playground perfectly aligns with our vision to create a space that not only fosters play but also nurtures connection and a profound sense of community for everyone on Salt Spring Island.

PROMOTION, SUPPORT, AND SUCCESS METRICS

We are actively garnering support for the project, and have the unwavering support of the school, school district, municipality, and wider community. This backing is evident in the enthusiasm our project has generated within the school community and the written support received from residents and community leaders.

We hold high expectations for the impact of the new playground. Although the true extent of its reach cannot be measured, we will deem our project a success when

children of all ages within both the school and the broader Salt Spring community regularly utilize the space without encountering barriers. We also plan to evaluate its impact in the community by soliciting feedback from both the school and residents, which will be discussed in our PAC meetings. Any valuable insights gleaned from this feedback will be communicated with the school to ensure that the playground continues to serve optimally for as long as possible.

PROJECT BUDGET

Despite the unwavering support of our community, the reality is that additional assistance from donors, such as the **Capital Regional District**, is crucial. Without this added support, the project's timeline would be significantly extended, and there would be a heightened risk of our existing playground deteriorating to an unusable state. With your support, we can ensure the prompt and efficient installation of this playground and secure inclusive play for our community children for decades to come.

Outlined below is a summary of our existing and anticipated funding sources, along with a detailed breakdown of our expenses.

Revenue

Source	Amount
Salt Spring Elementary School PAC (available)	\$2,000
Salt Spring Island Foundation Community Grant (confirmed)	\$10,000
BC Gaming (future application)	\$123,069
Mid-Island Co-op Do Some Good (pending)	\$5,000
Raffi Foundation (pending)	\$56,000
Co-op Community Spaces (pending)	\$40,000
Canada Post Community Foundation (pending)	\$5,000
Capital Regional District Grant-In-Aid (current application)	\$5,000
TOTAL	\$246,069

Expenditures

Description	Amount
Supply Play Equipment	\$127,749
Install Play Equipment	\$44,566
Supply and Install Engineered Wood Fiber	\$18,075
Supply, Preparation and Install Turf	\$18,522
Supply and Install Wooden Border	\$11,039
Site preparation	\$14,400
GST (5%)	\$11,718
TOTAL	\$246,069

SUPPLEMENTARY INFORMATION

Organization

Legal name: Salt Spring Elementary School Parent Advisory Council

Contact name: Kari Spiers

Contact phone number: [REDACTED]

Contact email: [REDACTED]

Facility

Name of facility: Salt Spring Elementary School

Street address: 112 Rainbow Road, Salt Spring Island, British Columbia V8K 2K3

Registered land title holder: Gulf Island School District 64

APPENDICES

In addition to the information above, the following have also been included.

- Appendix A – Organization Information
- Appendix B – Letter of Authorization
- Appendix C – Letters of Support
- Appendix D – Project Quote

APPENDIX A – ORGANIZATION INFORMATION

Salt Spring Elementary PAC Executive List 2023-24

Kari Spiers - President - main contact



Robin Jenkinson - Vice President



Candice Arthur - Treasurer - Secondary Contact



Natalia Serafini - Secretary



LIST	July 1 – Sept 30	October 1 –Dec 30	January 1– March 31	April 1 – June 30	Year to Date	Budget 2023/24	Difference
Income:							
Gaming	\$ -	-	-	-	\$ -	\$ 5,660.00	-\$ 5,660.00
Donations	\$ 11.00	\$ 1,500.00	\$ 150.00		\$ 1,661.00	\$ 2,000.00	-\$ 339.00
Fund Raising	\$ 261.00	\$ 569.55	\$ 1,126.39		\$ 1,956.94	\$ 2,500.00	-\$ 543.06
Community Grants	-	-	\$ 1,000.00	-	\$ 1,000.00	\$ 100,000.00	-\$ 99,000.00
Balance Forward	\$ 1,424.35	-	-	-	\$ 1,424.35	\$ 1,424.35	\$ -
Total:	\$ 1,696.35	\$ 2,069.55	\$ 2,276.39	\$ 500.00	\$ 6,042.29	\$ 111,584.35	-\$ 105,542.06
Expenses:							
BCCPAC Membership		\$ 75.00	-	-	\$ 75.00	\$ 75.00	-
Dances	\$ 750.00				\$ 750.00	\$ 2,000.00	\$ 1,250.00
Playground Fund		\$ 2,126.39			\$ 2,126.39	\$ 100,000.00	\$ 97,873.61
Celebrations	\$ 450.00				\$ 450.00	\$ 1,000.00	\$ 550.00
Teacher Asks		\$ 72.72		-	\$ 72.72	\$ 1,000.00	\$ 927.28
School Gifts					\$ -	\$ 800.00	\$ 800.00
Total:	\$ 1,200.00	\$ 2,274.11	\$ -	\$ -	\$ 3,474.11	\$ 104,875.00	\$ 101,400.89

APPENDIX B – LETTER OF AUTHORIZATION

13 February 2024

Re: Project Authorization

To whom it may concern,

This letter confirms that School District No. 64 (Gulf Islands) is the land owner of Salt Spring Elementary School, 112 Rainbow Rd, Salt Spring Island, BC. As land owners, we authorize the Salt Spring Elementary Parents Advisory Committee to proceed with their efforts to redevelop/upgrade the playground located at 112 Rainbow Rd, Salt Spring Island, BC. We acknowledge that the Salt Spring Elementary Parents Advisory Committee is working in partnership with School District No. 64 (Gulf Islands).

Note: Future work is subject to review and approval. School District No. 64 (Gulf Islands) will ensure that compliance is met in design, safety codes and regulations.

We thank you for taking the time to consider the funding application made by Salt Spring Elementary Parents Advisory Committee and look forward to a partnership with your organization.

Please do not hesitate to contact me at jjensen@sd64.org if you have any further questions or require further information.

Sincerely,



Jill Jensen
Superintendent

APPENDIX C – LETTERS OF SUPPORT

Ottawa

Room 349, Confederation Building
Ottawa, Ontario K1A 0A6
Tel.: 613-996-1119
Fax: 613-996-0850



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Ottawa

Pièce 349, Édifice de la Confédération
Ottawa (Ontario) K1A 0A6
Tél. : 613-996-1119
Télec. : 613-996-0850

Constituency

9711 Fourth Street Suite 1
Sidney, British Columbia V8L 2Y8
Tel.: 250-657-2000
Fax: 250-657-2004

Elizabeth May

Member of Parliament / Député(e)
Saanich — Gulf Islands

Circonscription

9711, rue Fourth suite 1
Sidney (Colombie-Britannique) V8L 2Y8
Tél. : 250-657-2000
Télec. : 250-657-2004

January 31, 2024

Re. Salt Spring Elementary PAC grant application

I am writing to express my support for Salt Spring Elementary to be granted funding for a new playground.

Elementary school children benefit immensely from outdoor spaces, equipment and playground infrastructure. More schools are increasingly holding outdoor classes and engaging students in experiential learning. Outdoor learning supports the positive development of both the health and academics of children.

Salt Spring Elementary is the largest elementary school on the island, with nearly 250 students. Outdoor spaces are used both by students and the local community and visitors to the island. The current playground structure at Salt Spring Elementary is over 20 years old and a safe and modern replacement is becoming increasingly necessary.

The Salt Spring Elementary PAC has worked closely with the school district and Habitat Play structures to develop a design, budget and receive approvals. They have shown their commitment to ensuring the success of this project. This funding is necessary for Salt Spring residents to continue to benefit from this outdoor space.

I fully support the grant application from the Salt Spring Elementary PAC. I urge you to accept their funding request. Please do not hesitate to reach out if you require anything else from me.

Sincerely,

Elizabeth May, O.C.
Member of Parliament
Saanich-Gulf Islands
Leader of the Green Party of Canada



New Playground at Salt Spring Elementary

To whom it may concern,

I am writing to express my support for the Salt Spring Elementary Parent Advisory Committee's (SSE PAC) application for funding to facilitate the construction of a new playground at Salt Spring Elementary.

For the last 20 years the playground structure at Salt Spring Elementary has benefited not only the elementary school and its 250 students, but the entire community. The playground is used by kids on the island regularly, is an important resource for numerous summer camps, and is frequented by many of the numerous visitors to the island.

Now over two decades old however, the playground is reaching the end of its life and lacks important accessibility features that would improve inclusivity for the Salt Spring Community.

The SSE PAC is excited by the opportunity to revamp the playground space to support the overall health and inclusivity of the Salt Spring Island community and is committed to making the the project a reality.

The rapid progress that the SSE PAC has made in getting approval from the School District, working with a consultant to create preliminary designs, and developing a budget, make me confident that this project will move forward efficiently and effectively. This funding will be fundamental to ensuring that the good work of the SSE PAC can continue.

I encourage you to consider supporting the important work of the SSE PAC to create a more vibrant and healthy community on Salt Spring. If you have any questions, please don't hesitate to contact my office: Adam.Olsen.MLA@leg.bc.ca.

Sincerely,



Adam Olsen, MLA



Making a difference...together

Salt Spring Island Administration

#108-121 McPhillips Avenue

Salt Spring Island, BC, V8K 2T6

T: 250.538.4448

www.crd.bc.ca

January 26, 2024

File: 0220-20

To whom it may concern:

**RE: LETTER OF SUPPORT FOR THE SALT SPRING ELEMENTARY (SSE) PARENT
ADVISORY COUNCIL (PAC) NEW PLAYGROUND FUNDING**

I am writing to express my full support for the Salt Spring Elementary (SSE) Parent Advisory Council (PAC) in their application for funding for a new school playground that will improve the overall health and inclusivity of almost 250 students, grades K - 7, as well as the many other children of our community that visit this playground. This school playground is used by all Salt Spring Island children on a regular basis as well as the many visitors to Salt Spring Island. SSE is in the center of Ganges, our main island village, and is seen as a safe place for children to run and play. The playgrounds currently on site are over 20 years old and need to be rebuilt to meet updated safety standards and provide a more inclusive play space for all children.

SSE PAC is a dedicated group of parents and community members who are committed to making this project become a reality. This funding would help the school and Salt Spring Island to become a more safe and welcoming space for children.

Thank you for your consideration. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads 'Gary Holman'.

Gary Holman

Capital Regional District Electoral Area Director

Salt Spring Island

(directorssi@crd.bc.ca)

February 12, 2024

To whom it may concern,

RE: New Accessible Playground at Salt Spring Elementary School

I would like to express my full support for the Salt Spring Elementary Parent Advisory Committee's (SSE PAC) request for funding to aid in the construction of a new playground at Salt Spring Elementary.

Nestled in Ganges, the heart of Salt Spring Island, the playground structures at Salt Spring Elementary have been a vital asset not only to the 250 students per year at the elementary school but also to the broader community. The playground serves as a cherished recreational hub for local children, a vital resource for various summer camps, and a welcoming destination for countless island visitors.

However, after two decades of service, the playground is beginning to exhibit signs of wear and lacks crucial accessibility features essential for fostering greater inclusivity within the Salt Spring Community.

The SSE PAC is deeply committed to revitalizing the playground area to enhance the overall well-being and inclusivity of the Salt Spring Island community. Their dedication to ensuring a safe and accessible environment for all students underscores their unwavering resolve to see this project through to completion.

I implore you to consider lending your support to the commendable efforts of the SSE PAC in fostering a more vibrant and healthy community on Salt Spring Island. Should you have any inquiries, please do not hesitate to contact me.

Sincerely,



Jill Jensen
Superintendent of Schools

January 26, 2024

To whom it may concern:

I am writing this letter on behalf of School District 64 Gulf Islands Board of Education. As a School District Trustee I would like to put my full support behind the acquisition of a new playground at Salt Spring Elementary School located in Ganges, Salt Spring Island, BC.

Salt Spring Elementary is literally a “heritage” school and stands proudly in the middle of town. There is an enormous oak tree near the school entrance that was planted more than half a century ago. The building still boasts its wide hallways and large windows and has been carefully restored to maintain its original character. Its charm is in its age and its history. It was the island’s first “big school”.

Personally, I had the opportunity to work as a Late French Immersion teacher at the school, starting in 1984. The population was growing and at that time and the playground was minimal. Over the years, parents have supported garden programs and a host of other initiatives and now wish to expand the playground area. The PAC is an active and hard working group wishing to improve the outdoor spaces for their children and I wholeheartedly concur. Moreover, reconfiguration in our district has increased the SSE population, so expansion of playground equipment is sorely needed.

Thank you for considering this important request.

Yours truly,

Nancy Macdonald

Former Superintendent SD63 Saanich

Former Principal, Gulf Islands Secondary SD64 Gulf Islands

Former Teacher, Salt Spring Elementary, SD64 Gulf Islands

Current Trustee, Board of Education, SD64 Gulf Islands



112 Rainbow Road
Salt Spring Island BC V8K 2K3
Phone: (250)537-9928
Fax: (250)537-1397

January 18, 2024

To whom it may concern,

I would like to express my full support for the Salt Spring Elementary PAC in their application for funding for a new school playground. This project will improve the overall health and wellbeing of our school and community at large.

Salt Spring Elementary school has about 250 students in Kindergarten to grade seven. Our school is located in the heart of Ganges. It acts as a spot to gather and play, not only for our students, but for children in our community and the children of the numerous tourists who visit our island. Our current playground has not been updated in many years. Upgrades to the playground would create a safer more inclusive play space that would invite and encourage physical activity.

The Salt Spring Island PAC has a fantastic history of getting things done. Thanks to the tireless efforts of the many committed parents and community volunteers, the SSE PAC have beautified our school grounds by adding gardens and outdoor learning spaces. Now they are ready to focus on our playground. They are very committed to making this project become a reality and if they were to receive this funding, this would help the Salt Spring Island community become more vibrant, attractive and healthy. Thank you for your consideration. If you have any questions, please don't hesitate to contact me.

Sincerely,

Shelly Johnson, Principal
Salt Spring Elementary
250-537-9928

APPENDIX D – PROJECT QUOTE

Salt Spring Elementary School

Salt Spring Island, BC

12-Feb-24

10413-3-1





Pricing 10413-3-1

Supply playground equipment (Landscape Structures Inc.) includes structure, spinner, swings	\$127,749.00
Install playground equipment (Habitat Systems Inc.)	\$44,566.00
Supply of Habitat's engineered wood fibre surfacing to a 12" compacted depth (complete with geotextile landscape fabric)	\$13,216.00
Installation of the above Habitat's wood fibre surfacing	\$4,859.00
Supply of Habitat Artificial turf - accessible Surfacing	\$9,281.00
Installation of Habitat Turf	\$4,502.00
Aggregate base preparation for Turf area	\$4,739.00
Supply and install of 6" x 6" double stacked wooden border - Full perimeter	\$11,039.00
BUDGETARY SITE WORK-Removal and disposal of Existing equipment, borders and sur	\$14,400.00
Subtotal	\$234,351.00
GST @ 5%	\$11,717.55
Total	\$246,068.55

Pricing in this quotation is valid for 30 days, unless otherwise stated. Pricing includes freight costs to site. Budgetary costing for the removal and disposal of the existing equipment, surfacing and border has been included - These costs will need to be confirmed further.

If you wish to place an order, please fill out and sign where indicated below and email the form back to the person who sent it to you. Our office fax line is (604) 294-4002 or toll free at 1 (866) 294-4002.

Print Name: _____ Date: _____

Signature of Acceptance: _____ Title: _____

PO Number (if applicable): _____

Delivery Address: _____

Installation Address: _____

Site Contact Name: _____ Phone #: _____

Invoicing Name & Address: _____

Colours/Palette: _____

Landscape Structures Inc. (LSI) grants you a limited, worldwide, royalty-free, non-transferable, non-sublicensable and non-exclusive license to download, reproduce, adapt, modify, display, and create derivative works based on the model. LSI owns all right, title and interest in and to the model as well as any modifications, derivatives or improvements made thereto by you, as licensee, including without limitation all Intellectual Property Rights therein. As licensee, you shall ensure that use of the model, as well as any modifications, derivatives or improvements to the model, is marked with appropriate copyright notices in a reasonably prominent position containing at least the text "© Landscape Structures Inc."





Salt Spring Elementary

10403-3-1 • 2.9.2024





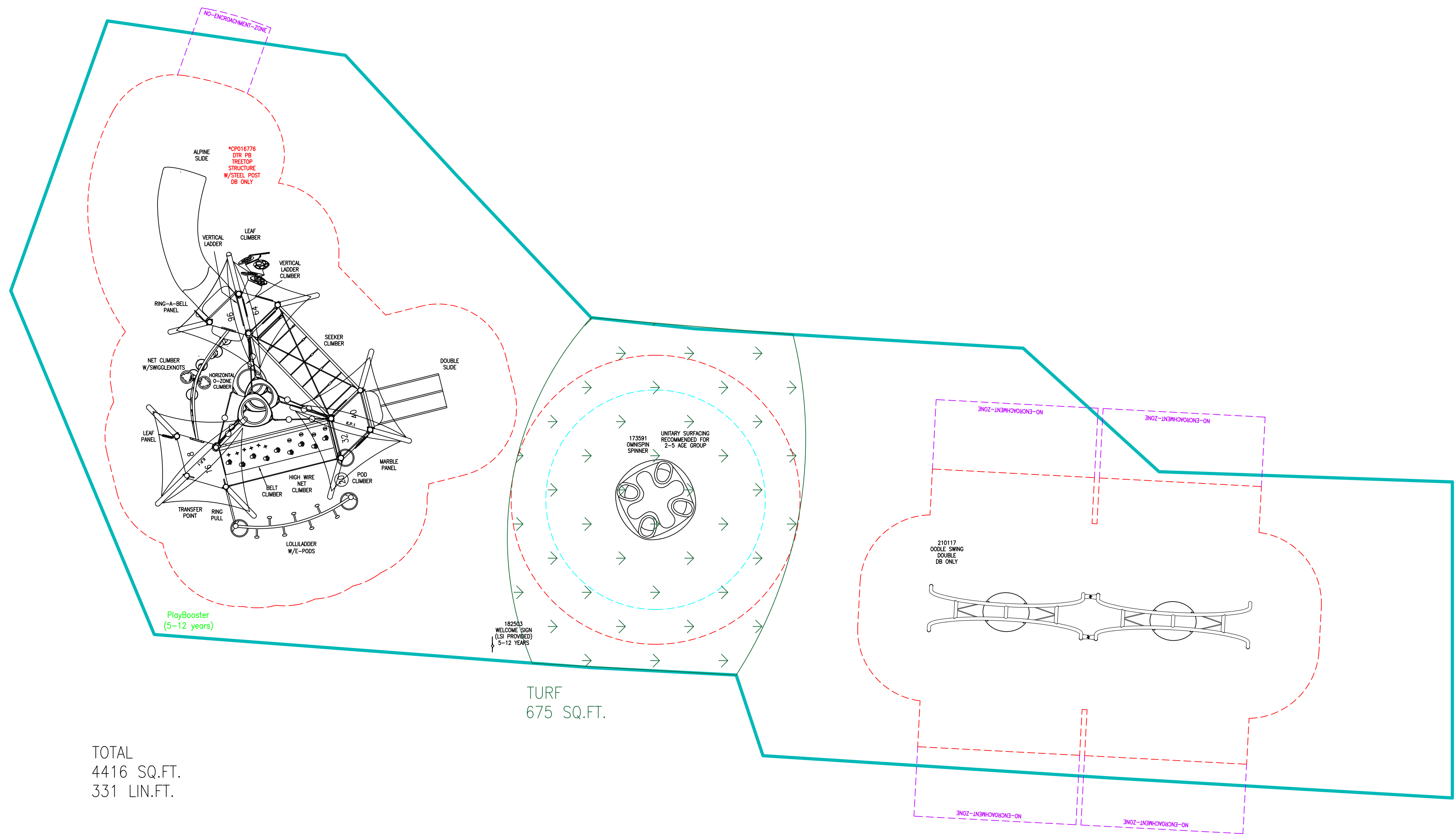


Salt Spring Elementary

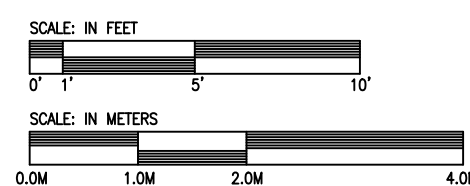
10403-3-1 • 2.9.2024



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TOTAL
4416 SQ.FT.
331 LIN.FT.



Salt Spring Elementary
Salt Spring Island, BC

Habitat Systems Inc.
Adam Walsh

SYSTEM TYPE:
PlayBooster
DRAWING #:
10413-3-1



THIS PLAY AREA & PLAY EQUIPMENT IS
DESIGNED FOR AGES 5-12
UNLESS OTHERWISE NOTED ON PLAN.



THE USE AND LAYOUT OF THESE COMPONENTS
CONFORM TO THE CANADIAN STANDARDS
ASSOCIATION (CSA) STANDARD CAN/CSA-Z614



THE PLAY COMPONENTS IDENTIFIED ON THIS PLAN
ARE IPEMA CERTIFIED (UNLESS OTHERWISE NOTED).
TO VERIFY PRODUCT CERTIFICATION VISIT
WWW.IPEMA.ORG

THIS CONCEPTUAL PLAN WAS BASED ON
INFORMATION AVAILABLE TO US. PRIOR TO
CONSTRUCTION, DETAILED SITE INFORMATION
INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING
UTILITIES, SOIL CONDITIONS, AND DRAINAGE
SOLUTIONS SHOULD BE OBTAINED, EVALUATED, &
UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL
DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND
LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT,
AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES
SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT
HAS A CRITICAL HEIGHT VALUE TO MEET THE
MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF.
CSA -Z614 STANDARD CONSUMER SAFETY
PERFORMANCE SPECIFICATION FOR PLAYGROUND
EQUIPMENT FOR PUBLIC USE, CLAUSE 10.1 CURRENT
REVISION). THE SUBSURFACE MUST BE WELL
DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY
IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER
FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

ACCESSIBLE/PROTECTIVE
LOOSE FILL MATERIAL
(ENGINEERED WOOD FIBER SUGGESTED)

REVISION NOTES

DESIGNED BY:
CW
COPYRIGHT: 02/08/24
HABITAT SYSTEMS INC.
3762 WAPIER ST.
BURNABY, BC V5C 3E5
PH: 1-866-422-4828

landscape
structures
LANDSCAPE STRUCTURES, INC.
601 7th STREET SOUTH - P.O. BOX 198
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6091

Date	Previous Drawing #	Initials

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

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

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

Application Submitted By

Name and Address of Applicant: Kerry Graham

Salt Spring Island, BC

Contact(s): Kerry Graham
(name)

(phone)

(fax)

Email address

Contact(s): John Kyle
(name)

(phone)

(fax)

Email address

Application Summary

Project or purpose for which you require assistance:

Capital equipment upgrade required to grow our organization.

Amount of grant requested \$ 3,350

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

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

K. Graham

(signature of authorized signatory)

President

(title)

Kerry Graham
(print name)

Applicant Profile

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

The Salt Spring Baroque Music Society is based and operates on Salt Spring Island. It is the only arts organization on Salt Spring Island that specializes in presenting only early music concerts and educational events, thus these benefits are not available to the community from another organization. Audiences on Salt Spring Island are underserved when it comes to this genre of music, and we fill that musical gap. Saltspringers usually have to travel to Victoria, Vancouver, or beyond to attend baroque music events. This requires a one or two night hotel stay due to ferry schedules, plus the costs of ferry travel, gas, meals, etc. Many people cannot afford this, particularly seniors, students and marginalized members of our community. By presenting our concerts locally, we keep the cost of attending baroque concerts down significantly for Salt Spring audiences. We present a concert series of 6-7 concerts per year featuring professional baroque musicians. and also organize educational events such as lectures and workshops.

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

Salt Spring Island

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

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

None

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

Our volunteer board has 4 members. We have a general membership of 30-40 people depending on the year - these people can contribute to the organization through the AGM, and some volunteer for tasks such as ticket sales, manning the door at concerts, poster distribution, and billeting of performing musicians. We have been in operation since August 2020, and we have now had 4 years of successful concert programs and educational events.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (_____)

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

Now that we are entering our fifth year of operation, we are striving to grow our organization. When we started our operations, we tended to borrow equipment, or hand make things like signage, in order to keep costs down. We now want to purchase our own equipment, which will be easier to manage, and present a more professional appearance.

There are a number of items we need to purchase:

1. 2 retractable banner stands advertising our society - these will be placed on either side our indoor performing stage, and used at fundraising events.
2. 2 outdoor banner flags - placed at the entrance to our outdoor summer concert, and used at fundraising events.
3. 3 professional Manhasset music stands - we have been borrowing stands from other organizations in the past.
4. 8 professional music stand lights - we have been borrowing these in the past.
5. 1 10x10 canopy tent - to shelter musicians in our outdoor summer festival - we have been borrowing these in the past.

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

Acquisition of these items will make our concert series easier to manage and give us a more professional appearance, which in turn will enable us to attract higher level performers that we can ultimately share with our Salt Spring audiences.

The banners will help with advertising and marketing which will help grow our audience base.

We will make some of the items (music stands, stand lights, and canopy tent) available to be shared with other artistic organizations on Salt Spring.

Funding and Financial Information

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

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

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

We have applied for larger operating grants to pay for our professional musicians.

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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

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

Year	\$ Amount	Purpose for which assistance was used

4. Does your organization:

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

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

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

Or, is your organization:

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

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

Followup:

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

1. Acknowledgement

2. Reporting

Please remember to attach:

1. Project budget
2. Financial statement for your organization

Salt Spring Baroque capital equipment upgrade – June 2024 - BUDGET		
Item	Supplier	Cost
2 x customized retractable banner stands	VistaPrint	550.00
2 x outdoor banner flags	VistaPrint	650.00
Banner design	Imagine That Graphics	100.00
3 x Manhasset Symphony Music Stands	Long & McQuade	300.00
8 x Mighty Bright 53510 LED Orchestra Stand lights	Amazon	800.00
10x10 Heavy Duty Aluminum Pop up Canopy Tent with Roller Bag	Impact Canopy	950.00
	TOTAL:	\$3,350

Salt Spring Baroque Music Society

Profit and Loss

January - December 2023

	TOTAL
INCOME	
Donations	1,423.43
Grant Income	0.00
BC Touring Council	6,000.00
Creative BC Live Music Operational Support Program	2,200.00
Hamber Foundation	1,000.00
Salt Spring Foundation	3,500.00
The Victoria Foundation	7,500.00
Total Grant Income	20,200.00
Membership Dues	300.43
TICKET SALES	0.00
SSB PRESENTS - 2023 Summer Baroque in the Trees	1,808.77
SSB PRESENTS - Cappella Borealis	972.23
SSB PRESENTS - Ensemble La Cigale	1,194.78
SSB PRESENTS - Erin Bardua	896.04
SSB PRESENTS - Joy Muma and Albano Berberi	852.87
SSB PRESENTS - Razvan Georgescu	1,614.82
SSB PRESENTS - Viva La Sonata	670.21
Total TICKET SALES	8,009.72
Workshop Tuition	0.00
Erin Bardua Vocal Health Workshop	1,794.60
Total Workshop Tuition	1,794.60
Total Income	\$31,728.18
GROSS PROFIT	\$31,728.18
EXPENSES	
Advertising	508.65
General	2,739.28
Sandwich Boards	1,107.81
Total Advertising	4,355.74
Bank charges	0.00
Foreign Transaction Fee	30.40
Interac Transfer Fees	66.25
Total Bank charges	96.65
Capital Equipment	4,583.82
Equipment Rental	440.58
Government Fees	40.00
Office expenses	6.98
Participant Food	0.00
Refreshments - Trees Concert 2023	113.53
Vocal Workshop Food	86.35
Total Participant Food	199.88

Salt Spring Baroque Music Society

Profit and Loss

January - December 2023

	TOTAL
Printing	0.00
Posters	185.76
Programmes	621.49
Vocal Workshop Handouts	95.75
Total Printing	903.00
Professional Services	0.00
Accommodation	2,387.64
Piano Tuner	190.40
Professional Musicians	24,054.43
Travel	2,708.35
Total Professional Services	29,340.82
Subscriptions & Website	797.15
TIX Ticketing Fee	270.85
Venue Rental	1,286.25
Total Expenses	\$42,321.72
PROFIT	\$ -10,593.54

Salt Spring Baroque Music Society

Balance Sheet

As of December 31, 2023

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
Gaming Account	124.94
Salt Spring Baroque Music Society	24,311.61
Total Cash and Cash Equivalent	\$24,436.55
Total Current Assets	\$24,436.55
Total Assets	\$24,436.55
Liabilities and Equity	
Liabilities	
Total Liabilities	
Equity	
Retained Earnings	35,030.09
Profit for the year	-10,593.54
Total Equity	\$24,436.55
Total Liabilities and Equity	\$24,436.55

John Kyle
Treasurer, Salt Spring Baroque Music Society



Kerry Graham
President, Salt Spring Baroque Music Society



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

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

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

Application Submitted By

Name and Address of Applicant: Salt Spring Health Advancement Network (SSHAN)

Co-Chair - David Norget

Contact(s): David Norget

(name)

(phone)

n/a

(fax)

Email address

Contact(s): Jessica Terizakis

(name)

(phone)

n/a

(fax)

Email address

Application Summary

Project or purpose for which you require assistance:

Facilitated community process to address the needs of the insecurely and unhoused community members for the benefit of the whole community

Amount of grant requested \$ 5,000.00

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

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

(signature of authorized signatory)

SSHAN Co-Chair

(title)

David Norget

(print name)

Applicant Profile

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

SSHAN's purpose is: to Improve Community Health and Well-being through Networking, Information Sharing, Collaboration, and Advocacy. (With the Health Authority, Health and other services & the Community following the Community Health Network (CHN) Model).

It is a unique convener in the community. It currently has 30 members representing many agencies, organizations, and community groups

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

Salt Spring Island

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

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

SSHAN currently has no paid members. Any remuneration is built into the community projects that are created and overseen by the Network and sponsoring financial agencies/organizations.

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

Within SSHAN - approx 30 members (started Nov 2012)

Within the Mental Wellness Initiative - approx 40 members (started Jan 2020)

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (facilitated community engagement process)

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

Addressing the needs of insecurely housed & unhoused for benefit of the whole SSI community

This is a facilitated process project over 1-1.5 years that will include:

Engagement with different agencies/organizations and grassroots groups, & Insecure/unhoused community members to determine how to best service needs - systems, mapping of services, and feedback loops:

Identify and reach out to organizations open to participating

Identify and reach out to people with insecure/unhoused open to participating

A facilitated process with:

- A vehicle for effective participation from people with insecure/unhoused
- A format that can enable organizations with limited resources to find beneficial ways of collaborating more closely
- Identify resources needed to ensure next steps can be effectively addressed

[2024-10-24 Report on Community Discussions regarding Unhoused and Insecurely Housed People on Salt Spring - attached; outlines current context, challenges and requirements/ideas]

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

Reduce the precariousness of the roughly 160 insecure-unhoused disproportionate impact on the whole community including:

Greater demands on healthcare and emergency services

Greater demands on policing services

Impact to the social and mental well-being of families and friends of those supporting individuals

Social tensions over use of community public spaces

Overall strengthening community bonds and social harmony by:

Forming a network which links the above services organizations in a way that ensures more coordinated and collaborative use of programs and services

Ensuring that programs, services and other initiatives are designed from the start with people with lived experience at the center

Creating a dynamic and flexible process that is able to adapt to the changing circumstances of our highly unstable times

Establishing a communications model to help educate and engage the broader community

Funding and Financial Information

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

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

If yes, complete the following chart. **If no**, please explain We will be applying for a grant through the SSI Foundation

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
		<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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

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

Year	\$ Amount	Purpose for which assistance was used
2020	\$ 3,000.00	MWI - Coalition building & Community Summits (IWAV)
2022	\$ 5,000.00	MWI - PS & VC Program Design (SSCHS)
2023	\$ 5,000.00	MWI - Ambass. Program Planning & Start-up (SS Alliance)
2024	\$ 5,000.00	Mental Wellness Initiative (general support)

4. Does your organization:

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

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

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

Or, is your organization:

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

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

Followup:

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

1. Acknowledgement

2. Reporting

Please remember to attach:

1. Project budget
2. Financial statement for your organization

BUDGET Facilitation - Winter is Coming - Community-Interagency Needs of Insecure/Unhoused Project

(Updated 2024-08-18dn)

Revenue:

	Budget	Notes:
CRD Grants-in-Aid	\$5,000	
SSI Foundation	\$4,225	
Total:	\$9,225	

Expenses:

Community Engagement & Facilitation - 100 hours @ \$60/hr -Community member forums, Interagency convenings - multiple sessions Facilitation contingency 10% (GST+)	\$6,000	Remainder of time would be donation-in-kind
Indigenous honourariums - consultation/participation	\$600	
Honourariums (for persons representing lived experience expertise - insecurely or unhoused, mental health user) 12 x \$100	\$750	
	\$1,200	
	\$8,550	

Other Expenses

Space rental - convening (also in-kind donation of space)	\$0	In-kind donation of space \$1000
Office expenses - printing - public engagement	\$300	
Bookkeeping - total x 4.25% (Fiduciary organization)	\$375	\$8,850 x 4.25% = \$375 (rounded down)
	\$675	
	\$9,225	Total Budget

Income Statement
Nov 1, 2023 - Mar 31, 2024

Revenue		
SSIF Grant	\$ 3,500.00	
Community Donations	\$ 194.00	
Total Revenue	\$ 3,694.00	
Expenses		
Consultants	\$7,199.47	
Honorariums	\$ 600.00	
Operating/Office Expenses	\$ 307.00	
Banking	\$ 17.50	
Bookkeeping	\$ -	
Technology	\$ 623.67	
Supplies	\$ 20.61	
Insurance	\$ 1,601.00	
Subscriptions	\$ -	
Total Expenses	\$ 10,369.25	
Net Revenue	\$ (6,675.25)	

Salt Spring Community Health Society

Balance Sheet

March 31, 2024

ASSETS

Current Assets

Chequing Account \$ 67,300.70

Petty Cash \$ -

Total Chequing/Savings \$ 67,300.70

Other Current Assets \$ -

Total Current Assets \$ 67,300.70

Fixed Assets \$ -

Vehicles \$ 15,468.93

Total Fixed Assets \$ 15,468.93

TOTAL ASSETS \$ 82,769.63

LIABILITIES AND EQUITY \$ -

Liabilities \$ 4,328.85

Current Liabilities \$ -

Funds in Trust for SSHAN \$ -

Funds Received for Training \$ -

Total Current Liabilities \$ 4,328.85

Total Liabilities \$ 4,328.85

\$ -

Equity \$ -

Externally restricted \$ 26,000.00

Retained Earnings \$ 59,116.03

Net Income \$ (6,675.25)

Total Equity \$ 78,440.78

TOTAL LIABILITIES AND EQUITY \$ 82,769.63

Report on Community Discussions regarding Unhoused and Insecurely Housed People on Salt Spring October 2024

The following report was compiled by Dominic Scott, an independent consultant contracted by the Salt Spring Health Advancement Network (SSHAN), as a follow up to the Interagency Coordination Meeting on Unhoused & Insecurely Housed People which was held in Sep 2023. The findings of this report were based on a series of interviews conducted by Dominic Scott between August and October, 2024.

This report is confidential and not for distribution without prior discussion.

1. List of Organizations Interviewed

- 1) Chuan Society
- 2) CRD
- 3) Gabriel's Kitchen
- 4) Island Community Services
- 5) Island Health
- 6) Islanders Working Against Violence (scheduled but not completed)
- 7) LCC
- 8) RCMP
- 9) Safely Salt Spring
- 10) Umbrella Society
- 11) (Individual, unaffiliated advocates)

2. Numbers of Unhoused & Insecurely Housed People (UIP) on Salt Spring Island (SSI)

- BC Housings 2023 report estimates there are 165 UIP on SSI – this includes individuals who are staying with friends ('couch-surfing'), living in vehicles, living on boats.
- According to the BC Housing report, SSI had the highest number of UIP per capita in all communities in BC covered in the report. By its own admission, the BC Housing report likely underestimates the true number of UIP.
- UIP on SSI appear to be a mix of medium to longer-term residents, together with more transient residents (often coming for summer work and then staying).
- Increasing numbers of older SSI residents are living in precarious situations (in shacks, in vehicles etc) and who are often invisible to service and support agencies.
- Numbers of UIP started spiking on SSI in 2017-18 but appear to have stabilized since then. Possibly about a dozen homeless currently in Ganges as of Fall 2024 (a number of individuals regularly in Centennial Park are apparently not actually homeless).
- The housing affordability crisis on SSI appears to be the leading contributor to the number of UIP on SSI. However, substance addition, mental health issues, generational trauma are all leading causes. Physical disabilities is also a contributing factor.
- Needs appear to be increasing, driven mainly by rapidly rising housing prices and food prices which are pushing people who were previously secure into more marginal situations.
- Anecdotal evidence indicates a number of UIP on SSI appear to be drawn in part by the climate, the welcoming atmosphere and the availability of services (similar to the draw for other SSI residents).

3. Perspectives on the Status of the Current Situation regarding UIPs on Salt Spring

- Some positive developments: Fewer people appear to be camping out; More affordable housing is opening next year (Drake Rd housing will add 32 units); ICS shelter is functioning; Laundromat is a success (although apparently losing money); Croftonbrook was completed 2-3 years ago, providing housing for seniors.
- A number of UIP in SSI prefer not to have a landlord or to live in low-income housing close to other people. They prefer to live independently.
- ICS year-round shelter appears to have helped bring down the number of those camping out from 30 to perhaps 6 to 12 individuals.
- Ganges situation (security, relationship between businesses and those in the park, as well as the relationship between police and community) has improved, in part due to more collaboration between RCMP and advocacy groups.
- RCMP is maintaining increased foot patrols but it is becoming too costly and taking resources away from other serious needs. RCMP has tightened up enforcement over the last 8 months, since just having 'conversations' appears to have peaked in terms of effectiveness.
- There are few means-tests for support provided to UIP (For example, other communities require food bank recipients to show proof of income support).
- Alcohol, stimulants and psychedelics are the primary drugs on SSI – opioids and fentanyl are not yet major issues.

4. Current Challenges

- Substance addiction, mental health and generational trauma are major issues but SSI is very under-resourced in healthcare and support services (For example, there is no longer a resident psychiatrist on SSI; very few support groups or other services).
- Lack of GP/family doctor or NP limits access to support services for UIP.
- Need more focus on how to improve mental health, possibly through the Adult Guardianship Act, due to more elderly living alone and deteriorating.
- Drug testing is challenging because of the way drugs are combined. Negative tests can yield false negative results which can be fatal.
- Not enough volunteers for Ambassador program. Ambassadors can help serve transition in staff from social services or RCMP. Overall, the program is well received.
- Boating community is particularly at risk – maybe 60-70 people (some with significant health issues) living in unstable conditions with poor sanitation and hygiene. Marine Search & Rescue has offered to assist with boats and personnel (for marine safety).
- Housing service for CRD is a regional service so even though LCC wants to play a bigger role, it does not have the means (However, LCC is now holding housing meetings).
- LCC funded top-up money to create Housing Now to promote home-sharing (1500 homes on SSI have just 1 person living there) but take up has been slow.
- ICS has a rental income support program but is unable to disperse all its money due to the shortage of available housing.
- Lack of programs and support for UIP to take greater responsibility for contributing to SSI community in whatever way they can.
- Significant need for Supported Housing, with support provided by trained staff. Trained staff themselves will require housing, which is a challenge.
- Lack of alignment between government, service-providers and grass-roots organizations on Salt Spring. Fragmented approach results in wasted time and resources.
- Competition between service providers has a negative impact on collaboration.

5. Short-Term Support Requirements & Ideas

- Warming space/community space may be set up at SIMS and/or Phoenix school (Chu-An, Mental Wellness Initiative, Restorative Justice, Salt Spring Safely could all be support organizations). Key issue is to have a dedicated, physical space; also requires processes in place to ensure safety and security. Grass roots-run space likely more effective than if run by agency due to high costs (ICS estimates \$500K if they were to do it) but more importantly something better-oriented to the individual needs of people participating.
- Closer alignment with Island Health (possibly nurses paired with police); ideally, better support for individuals before police interventions
- More immediate and robust support for substance abuse and addiction required.

6. Mid-Term Support Requirements & Ideas

- Need for: 1) Detox Centre; 2) Treatment Centre; 3) Supported Recovery Housing
- Sobering center/sobering space could potentially reduce pressure on ICS shelter
- Can King's Lane housing be repurposed? (Old containers which BC Housing paid a \$1M to bring over)
- Engage off-island service providers to bring fresh perspectives and fresh ideas.

7. Longer-Term Support Requirements & Ideas

- Addressing the shortage of affordable housing is top priority.
- Reaching Home (federal funding of which CRD is a recipient) could be a source of funding for housing(?)
- CRD, BC Housing and Island Health – SSI need to build relationships with the 'big three' and engage strategically in Victoria; too difficult to get the big three to engage locally.
- CRD considering a rural housing program which could provide pre-development funding, feasibility work.
- Opportunity for closer alignment with Greater Victoria Coalition to End Homelessness (funded in part through CRD)?
- Lifting the water moratorium should have a big impact on housing stock.
- Tiny homes as a possibility for addressing housing – now more possible with water moratorium lifted. (ICS spends \$1.3M annually on 40-bed shelter out of a total budget of about \$8M – more effective to try and solve housing problem than expand shelter.)
- Key is how to get 120 units of housing – needs to be supported (mental health, addiction, systems advocacy, health, vocational support etc)
- How to obtain a large piece of land where UIP could live far apart from others in their own homes?
- Create a housing Real Estate Investment Trust (REIT) for SSI with capped returns to support the construction of affordable houses.

8. Organizational Issues

- Three distinct types of organizations each with different mandates and requirements.
 - 1) Government-type organizations (some but not all with representation on SSI):
 - BC Housing
 - CRD
 - Island Health
 - Islands Trust
 - LCC
 - Local MLA
 - SSI Public Library
 - RCMP
 - 2) Service Providers:
 - Island Community Services
 - IWAV
 - Lookout
 - Umbrella Society
 - 3) Grass-Roots Organizations:
 - Chuan Society
 - Churches (Anglican, Gospel, United)
 - Gabriel's Kitchen
 - GIFTS
 - Safely Salt Spring
 - Salt Spring Restorative Justice
 - SSHAN

9. Organizational Alignment Ideas

- Feedback on Sep 2023 meeting was that it was of value to bring stakeholders together but as an ongoing vehicle it was not seen as the most effective means of achieving progress on UIP challenges going forward. Ideas for improved organizational alignment include:
- LEVERAGE EXISTING ALIGNMENT VEHICLES
 - 1) SSHAN: Add quarterly meetings around very specific topics and include the government-type organizations and service providers.
 - 2) SSHAN: Create smaller working groups of like-minded organizations to engage on very specific topics, such as a warming space or a detox center.
 - 3) Extreme Weather Response (EWR) meeting organized by ICS. (Could be extended to grassroots and other agencies)
 - 4) Interagency Housing Committee – meets monthly (chaired by ICS), focuses on service delivery, not about planning for new things
- HOLD A MULTI-PART STAKEHOLDER MEETING AROUND LIVED EXPERIENCES
 - 1) Start with a sharing circle focused on people with lived experience. Goal is to increase knowledge, understanding and empathy.
 - 2) Align stakeholders into smaller groups to tackle specific issues such as: A) Warming/Community/Safe Space; B) Enforcement /Community Respect/Policy (leverage Restorative Justice approach?); C) Gangs as Focal Point (UIP, community, local business, police etc)

- 3) Mix up grass-roots organizations and other stakeholders so that people are mixing more with those they do not regularly engage with; Key issue is seat at table for UIP, and not to adopt a 'service provider' model
- **LAUNCH OFF-ISLAND ADVOCACY PROGRAM**
 - 1) Create 'Representatives Group' of different SSI stakeholders to come together and engage regularly and strategically with key off-island decision-makers and funders.
 - 2) CRD Director could call together this 'Representatives Group', to create an advocacy delegation to engage off-island with CRD, Island Health, BC Housing. Representatives could come from:
 - LCC
 - MLA
 - Island Community Services
 - Site Administrator for Island Health? Local physician group?
 - Chamber of Commerce
 - RCMP
 - Grassroots representative (s)
 - 3) Choice of whether to bring 'Representatives Group' together regularly or constitute it on an as-needed basis around specific issues
- **INVENTORY OF AVAILABLE RESOURCES**
 - 1) Requirement for inventory of available resources (especially if local government/LCC is to play a greater role).
 - 2) Need more information-sharing on what resources are available from different organizations (Ex: link between Island Health and MWI could be closer)
 - 3) Inventory is important to address perceived lack of transparency around existing resources and their allocation

10. Best Practices

- Cowichan Community Health Network
- Sooke and Nanaimo (tiny housing)
- Port Alberni (sobering center and treatment)

11. Recommended Next Steps

- Complete any further stakeholder interviews to fill in any gaps in information.
- Develop further the Organizational Alignment options in #8 above and share these options with key stakeholders.
- Bring together stakeholders based on most effective alignment approach.

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF Thursday, November 21, 2024**

SUBJECT Facility Booking Request – Chuan Society Pilot Project

ISSUE SUMMARY

To review opportunities and implications to accommodate a temporary booking request.

BACKGROUND

The Salt Spring Island Local Community Commission (LCC) received a proposal from the Chuan Society on October 10, 2024, requesting space for a temporary facility to run a pilot project as we head into the colder months.

The original request was for a space at the former Phoenix Elementary School that stated:

“As a short-term, pilot project, this will be a space for community members to gather, work on creative projects, engage in mutual learning and skill-sharing, and participate in workshops, support groups, talking circles and opportunities to connect with other members of the community. In addition, this site will serve as a much-needed point of contact to support members in need in our community, with a redistribution hub, community fridge and pantry, kitchenette and opportunities to connect with outreach services. This project aims to increase equity, lower barriers, and enhance community wellness.”

The LCC’s lease of Phoenix Elementary School does not take effect until January 1, 2025. Given the lease start date and resource concerns identified by staff, the following motion was passed on October 17, 2024.

“That temporary facility booking, from as soon as possible, till March 31, 2025, the use of the Salt Spring Island Multi Space (SIMS) studio during regular operating hours be offered to Chuan Society. Conditions to be negotiated with staff to ensure appropriate liability insurance, supervision, activities, and responsibility for cleaning.”

Following the motion, staff met with the Chuan Society to better understand their needs and to identify required booking conditions. Staff then further explored suitability of the SIMS studio given the proposed use and number of potential participants. This included an assessment of the occupancy limit that has determined that only 15-20 people can occupy the room, depending on the number of tables, chairs and other furnishings set up in the space.

During this time, several SIMS regular users and program participants expressed concerns with the proposed use and have requested that the LCC identify an alternative location. Should the room reach occupant capacity, concerns with spillover have also been identified given that the intent is for participants to be supervised while onsite and in the proposed space.

Hearing these concerns staff have reached out to the School District 64 (SD64) to see if there is a possibility of securing the Phoenix site ahead of January 1, 2025. SD64 has confirmed the space is available should the lease start date need to be amended. Staff also looked at the availability of other rooms at SIMS including Room 2 that was formerly used for a similar purpose but have confirmed all other classrooms are heavily subscribed. With new programs

and bookings beginning in January 2025, using an alternative classroom in the new year would require booking and program cancellations.

While the Phoenix site has the potential to meet a number of community needs, there has been no funding allocated to support community use. To minimize the staff capacity to utilize the site to support the Chuan's Societies request the main building should remain closed and the portable classroom be utilized for this purpose. The classroom has running water and a sink, but does not have a washroom facility and would require a portable washroom onsite prior to being available for public use. A nightly security check would also be required to ensure the building has been locked and that no one is staying onsite outside of the booking contract times.

ALTERNATIVES

That the Salt Spring Island Local Community Commission:

Alternative 1

Authorize staff to amend the Lease for Phoenix Elementary, 163 Drake Road, Salt Spring Island between School District 64 and Capital Regional District for a five-year term commencing as soon as possible.

Alternative 2

Refer the report back to staff for additional information.

IMPLICATIONS

Financial Implications

Potential revenues of \$437.50 a month can be used to offset monthly expenses including porta potty rental, security and staff inspections. This revenue will not offset the monthly rental fee to SD64 of \$1,500 for the Phoenix property and buildings.

CONCLUSION

The LCC received a request to allocate short-term space to the Chuan Society to lead a pilot project for community members during the winter months.

The LCC has directed staff to allocate a space at SIMS for this purpose, but additional information has been received and should be considered when determining the most suitable location for this purpose.

Given that the lease of the Phoenix property is able to be moved up staff are recommending the LCC allocate the Phoenix portable for this purpose.

RECOMMENDATION

That the Salt Spring Island Local Community Commission authorize staff to amend the Lease for Phoenix Elementary, 163 Drake Road, Salt Spring Island between School District 64 and Capital Regional District for a five-year term commencing as soon as possible.

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

**REPORT SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, NOVEMBER 21, 2024**

SUBJECT **Drummond Park Upgrades Project Charter and Design Options**

ISSUE

To provide the Salt Spring Island (SSI) Local Community Commission (LCC) the Drummond Park Upgrades Project Charter playground design for approval.

BACKGROUND

The SSI Parks and Recreation department has received concerns from the community about the current state of the play structure in Drummond Park. Specifically, the cracked slide that has been closed for several years.

Drummond Park is an extensively used neighborhood park on the shoreline of Salish Sea for facilitating open spaces to the community of Fulford for the children's play area and for dedicated events. In addition to a children's play area, park amenities include picnic facilities and public pit toilets. The Park occupies two lots of one acre (approx.) each owned by the Fulford Community Hall Association, on Isabella Point Road.

The Salt Spring Island Local Community Commission (LCC) under the SSI Parks and Recreation service is responsible for all costs of operation and maintenance of the park. Annual operating costs for bylaw enforcement, park maintenance wages, electricity, garbage, supplies and repairs due to vandalism is approximately \$7,500 annually.

The slide has been in unsafe conditions for a considerable time and a replacement is not available. Options for the slide replacement could include installing a stand-alone slide or replacing the entire play structure. This work is included in the 2024 capital plan and waiting for permitting after archaeological investigation.

The permit application was submitted in January 2024 and has recently been referred out to Nations for comment. The referral period is expected to be for 30 days. Responses to the referral will need to be considered prior to any land altering works.

There is a limited budget for the playground replacement project. Staff have engaged with several playground companies for design options and quotes. Three options are being presented for consideration with Option 1 (Appendix B) coming in slightly under budget and is the preferred option to replace the existing play structure features with a similar structure. The footprint of the replacement playground is of great consideration when looking to minimize ground disturbance.

ALTERNATIVES

That the Salt Spring Island Local Community Commission:

Alternative 1

Approves the Drummond Park Upgrades Project Charter as presented in Appendix A and the Drummond Park replacement play structure in Appendix B.

Alternative 2

Refer the report back to staff for additional information.

IMPLICATIONS

Financial Implications

The CRD has approved \$50,000 of Community Work Fund (CWF) and \$10,000 of Community Reserves Fund in addition to \$5,000 contribution from Fulford Community Hall Association that has been confirmed for this project. An additional \$40,000 of CWF has been budgeted in 2024 to fully fund this project provided there is support from the Electoral Area Director.

Cost Explanation	Amount (\$)	Funding Source
Archaeological Assessments	34,665	CRF/CWF
Playground Upgrades	50,000	CWF
Site Preparation	\$5,335	CRF/Donation
SUB TOTAL	\$90,000	
Contingency (5% on Playground upgrades)	\$15,000	CRF
TOTAL	\$105,000	

Estimates	
Option 1 (Appendix B)	\$45,378
Option 2 (Appendix C)	\$49,020
Option 3 (Appendix D)	\$51,465

CONCLUSION

The Drummond Park Upgrades Project is required to replace an existing play structure that has reached end of life. The neighborhood park is used extensively by the community and visitors to SSI. The existing play structure has had the slide closed for a considerable period and there are regular inquiries from community members requesting that the existing structure be replaced.

RECOMMENDATION

That the Salt Spring Island Local Community Commission approves the Drummond Park Upgrades Project Charter as presented in Appendix A and the Drummond Park replacement play structure in Appendix B.

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

ATTACHMENT:

Appendix A – Project Charter-Drummond Park Playground Replacement Project

Appendix B – Drummond Park Play Structure Option #1

Appendix C – Drummond Park Play Structure Option #2

Appendix D – Drummond Park Play Structure Option #3



Project Charter

Drummond Park Playground Replacement Project
Version No.2

Project Name:	Drummond Park Playground Replacement Project
Department Name / Division Name:	SSI Parks and Recreation / SSI Electoral Area
Budget / Account Code:	CX.166.2006
SharePoint File No.:	5220 Projects – Drummond Park Upgrades
Prepared By / Date:	Newmill Allwyn Jul 30, 2024
Last Updated:	Wednesday, November 13, 2024

1. PROJECT BACKGROUND

The Salt Spring Island Parks, Arts, Recreation and Culture (PARC) department has received several concerns from the community about the current state of play structure in Drummond Park. The existing play structure is near end of life and components including the slide have been decommissioned for a considerable amount of time.

Drummond Park is an extensively used neighborhood park on the shoreline of Salish sea for facilitating open spaces to the community of Fulford for the children's play area and for dedicated events. In addition to a children's play area, park amenities include picnic facilities and public pit toilets. The Park occupies two lots of one acre (approx.) each owned by the Fulford Community Hall Association, on Isabella Point Road.

PARC is responsible for all costs of operation and maintenance of the park and had included the playground replacement in the 2023 SSI Community Parks Capital plan. Initial assessments determined the requirement for permitting through the Archaeological Branch before any ground altering works could take place. An archaeologist has been retained for this purpose and to provide oversight during construction.

2. PROJECT PURPOSE

The purpose of this project is to complete community consultation and construction services associated with the replacement of the Drummond Park Playground.

3. CRITICAL SUCCESS FACTORS

(S.M.A.R.T. – Specific, Measurable, Agreed-upon, Realistic, Time-Sensitive)

The following criteria will be the major indicators of success to the project:

1. Delivered on-budget
2. Continue to meet or exceed recreation use and future demand requirements.
3. Universal accessibility
4. Vandalism resistant
5. Delivered on-time

4. SCOPE

	In Scope	Status
1	Administration: <ul style="list-style-type: none"> - Develop Project Charter - Confirmation of donation funding (confirmed) - Develop Chance Find Procedure 	Drafted
2	Approvals: Present Project Charter with budget to Local Community Commission for approval	In progress
3	Site Assessments /Permitting: <ul style="list-style-type: none"> - Archaeological Survey and groundwork assessments - Permitting through the Archaeological Branch - Playground equipment – Health and safety assessment 	In progress
4	Consultation: <ul style="list-style-type: none"> - Replacement with similar structure to minimize ground disturbance (low level consultation planned) - Consult with Fulford Community Hall Association - Consult with Park Maintenance staff on maintenance needs. - Approval of preferred option by LCC 	
5	Tender: <ul style="list-style-type: none"> - Request for Quotations (RFQ) for the playground replacement project. 	
6	Notice of Award: <ul style="list-style-type: none"> - Evaluate proposals and issue notice of award to the selected contractor 	
7	Construction Management: <ul style="list-style-type: none"> - Manage project construction as per the scope, budget, and timeline - First Nation site visit, monitoring and ground exploration 	

5. PROJECT DELIVERABLES

No.	List of Project Deliverables	Acceptance Criteria (Specific standards, written criteria, etc.)
1	Project Charter	Project Charter approved by LCC
2	Formal Confirmation of Donation	Formal letter and deposit received
2	Permitting	Approved permit from Archaeological Branch
3	Consultation	Low level consultation
4	Project Scope	Approval of preferred option
5	Construction:	Playground Replacement

6. TIMELINES

No.	Milestones, etc.	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Administration	X								
2	Approvals		X							
3	Assessments / Permitting		X	X	X	X				
4	Consultation					X				
5	Select Preferred Option						X			
6	Award contract							X		
7	Construction							X	X	X

7. BUDGET

The initial project budget in 2023 was \$65,000 made up of \$50,000 of Community Work Fund (CWF), \$10,000 of Capital Reserves Funding (CRF) and a \$5,000 contribution from Fulford Community Hall Association. Required archaeological work and permitting totaling \$34,665 has depleted most of this projects funding. An additional \$40,000 of CWF has been budgeted in 2024 pending approval of the SSI Electoral Area Director.

Cost Explanation	Amount (\$)	Funding Source
Archaeological Assessments	34,665	CRF/CWF
Playground Upgrades	50,000	CWF
Site Preparation	\$5,335	CRF/Donation
SUB TOTAL	\$90,000	
Contingency (15% on Playground upgrades)	\$15,000	CWF
TOTAL	\$105,000	

** Class D estimate + or – 50%, a preliminary estimate which due to little or no site information indicates that the approximate magnitude of costs of the proposed project based on the clients' broad requirements*

8. ADDITIONAL ASSUMPTIONS / CONSTRAINTS

No.	Description
1	Adequate staff resources will be available to undertake the project.
2	Key needs and elements have not been confirmed and may impact the timeline for material procurement.
3	Existing site conditions may affect the planned execution.
4	All work must fit within the existing property boundaries.
5	We may have to shorten the work scope due to budget constraints.

9. PROJECT TEAM

The following is a description of the roles and responsibilities for the project team.

Role	Team Member	Responsibilities
Project Sponsor/ Senior Manager/ (CRD)	Dan Ovington	<ul style="list-style-type: none"> • Chief Spokesperson(s). • Overall responsibility for project performance with respect to scope, schedule and budget. • Manage all procurement. • Conduct project status review meetings with the Project Team and key stakeholders. • Identify risks to the project and implement mitigation strategy actions. • Coordinate resources to resolve issues affecting project progress. • Ensure compliance with policies and procedures. • Prepare staff reports for Commission and Board meetings. • Liaise with Commission / Attends Commission meetings as required. • Manage the project team. • Manage the resolution of conflicts (with the team and consultants/contractors, etc.). • Approve scope and budget changes. • Liaise with Engineering Technician. • Sign off on contracts and purchases under \$100,000
Engineering Technician (CRD)	TBD	<ul style="list-style-type: none"> • Overall responsibility for project performance with respect to scope, schedule and budget. • Coordinate all consultation and development of final report. • Prepare communication plans. • Prepare and coordinate all procurement within scope. • Conduct project status review meetings with their own Project Team, CRD, and key stakeholders. • Identify risks to the project and implement mitigation strategy actions. • Ensure compliance with policies and procedures. • Tender and contract administration. • Monitor and control the consultants and contractors' scope, schedule, and budget.
Project Administrator (CRD)	SSI Administration Staff	<ul style="list-style-type: none"> • Distribute communication plans as appropriate. • Development/production of publications displays and presentations. • Update website, newsletters/info sheets. • Support public/stakeholder engagement, liaison, etc.
Senior Parks Maintenance Worker	Justin Byron	<ul style="list-style-type: none"> • Responsible for removing existing Pea Gravel. • Removal & Disposal of existing Playground structures. • Replace the Pea Gravel after casting the Footing fore Superstructure. • Ensure compliance with CRD policies and procedures.

10. KEY STAKEHOLDERS

Stakeholder	How Stakeholder is Affected by/Interested in Project	Role or Involvement in Decision Making (see legend below)
CRD CAO	Needs to be kept informed of the project and political issues. Commitment and support for project is necessary.	A
Local Community Commission	Needs to be kept informed of the project. Commitment and support for project is necessary. Key decision maker who gives final approval for project to proceed.	A, PD
Fulford Community Hall Association	Needs to be kept informed of the project. Commitment and support for project is necessary.	I, C
SSI Operations Maintenance Staff	Kept informed of the project and provides input on process selections, equipment selections, maintenance issues, daily operational impacts etc.	I, C
SSI Administrative Staff	Kept informed of the project and provides input on schedules. Receive public comments.	I, C
Community Partners	Needs to be kept informed of the project and timelines and impact to existing playground use	I, C
User Groups	Needs to be kept informed of the project and timelines and impact to existing playground use	I, C
First Nations	Share information during quarterly meeting. Wsáneć to prepare a review of the project and identify any information deemed relevant and level of participation. Address responses from Archaeological Branch referral.	I, C
Special Interest Groups	Ensure stakeholder requirements are represented on the project. Group's level of concern can have a HIGH impact on the outcomes.	I, C
Adjacent property owners.	Ensure stakeholder requirements are represented on the project. Group's level of concern can have a HIGH level of impact on the decisions.	I, C

Legend

NI = no involvement
 I = information only
 C = consulted
 PD = planning and decision making
 A = approval rights to say "Yes" or "No" to a decision

11. RISK IDENTIFICATION

No.	Risks Identification (Related to scope, schedule, budget, stakeholders, etc.)	Likelihood to Occur (low, medium, high)	Impact if Occurs (low, medium, high)	High Level Risk Response Strategy (if applicable)
1	Environmental / Archaeological/ First Nations	High	High	Complete assessments as first step in project to determine any risks and mitigation strategy.
2	Existing Site Conditions	High	High	Ensure site conditions are assessed properly and site is prepared considering Operations and Maintenance aspects.
3	Adequate staffing is available to manage and implement the project	Medium	High	Ensure staffing requirements are met through either employee, contract employees or consultants.
4	Project costs are greater than budgeted	Medium	High	Need to obtain cost estimates for all the upgrades. A 15% contingency has been included in the budget.
5	Public opposition	Low	High	Ensure effective community communication strategy throughout the process. Develop mitigation action strategies to address issues.
6	Time Overruns	Medium	High	Keep a track on the project timeline to ensure the project is on schedule and update stakeholders if timelines need an adjustment.

12. SIGN-OFF (Signoff provides authorization for the project to proceed.)

Position/Title	Print Name	Signature / Motion	Date
Project Sponsor/ Senior Manager	Dan Ovington		
Commission	Salt Spring Island Local Community Commission		



Henderson®
Providing Playground Fun

Model No. B310769R0



Colors:

Posts: Charcoal
Accents: Teal
Roto-Plastic: Orange
HDPE-Plastic: Orange / White

**CRD - DRUMMOND PARK
OPTION#1**

Brought to you by your local representative:





Henderson®
Providing Playground Fun

Model No. B310769R0



Colors:

Posts: Charcoal
Accents: Teal
Roto-Plastic: Orange
HDPE-Plastic: Orange / White

**CRD - DRUMMOND PARK
OPTION#1**

Brought to you by your local representative:





Henderson®
Providing Playground Fun

Model No. B310769R0



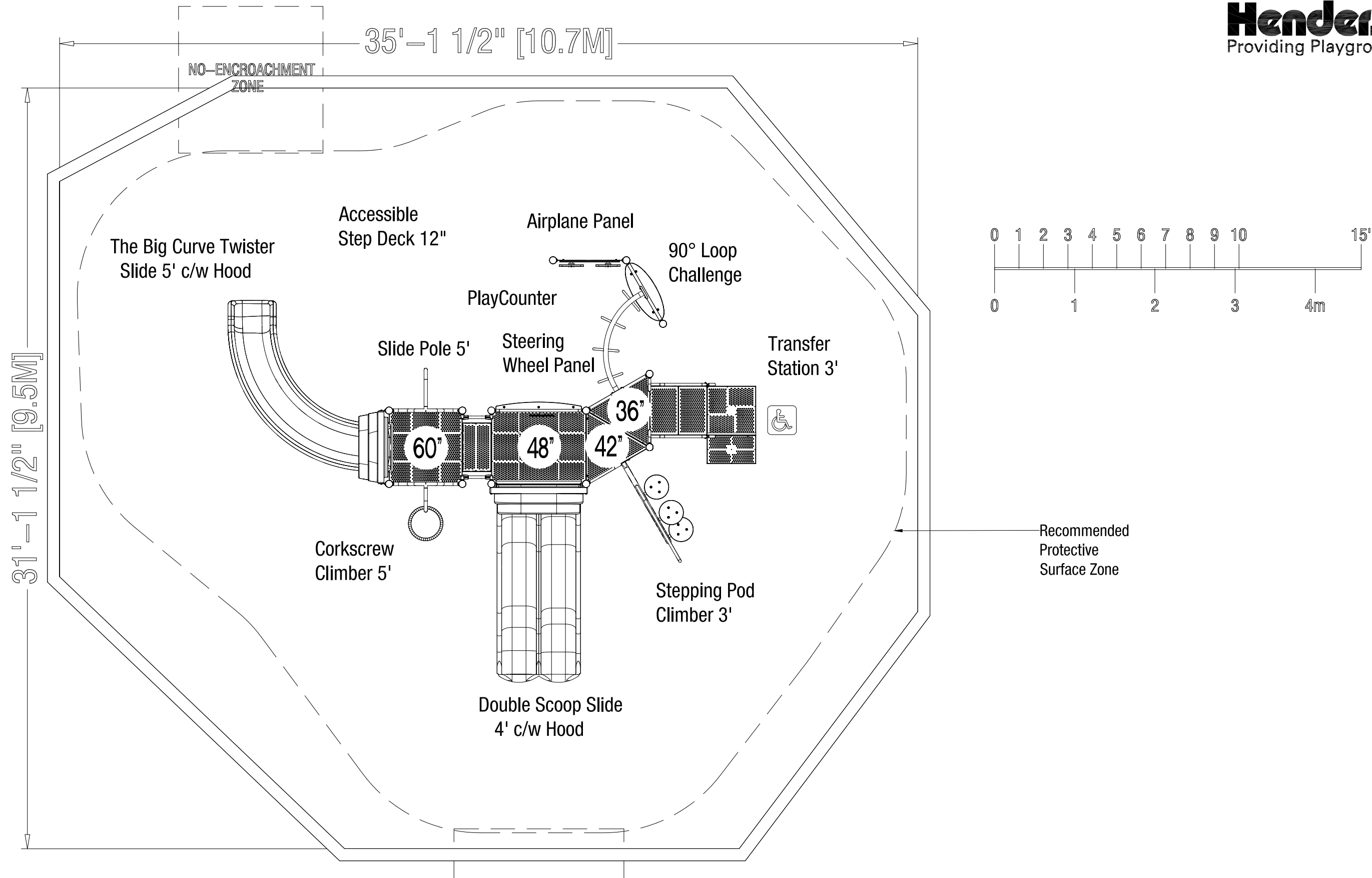
Colors:

Posts: Charcoal
Accents: Teal
Roto-Plastic: Orange
HDPE-Plastic: Orange / White

**CRD - DRUMMOND PARK
OPTION#1**

Brought to you by your local representative:





Model No. B310769R0

Green Roots Play Equipment Inc.
CRD – Drunmond Park – Option#1

Henderson Recreation Equipment Ltd.
PO Box 68, 11 Gilbertson Drive
Simcoe, ON, Canada, N3Y 4K8
T. 1.800.265.5462
F. 519.426.9380
www.hendersonplay.ca

Salesperson |
Drawn By | TD
Date Drawn | 6-20-2023
Revised By |
Revision Date |

Product Line | Playsteel FIT
Standard Compliance | CAN/CSA-Z614
Best User Age | 5 to 12 yrs.
Protective Surfacing Type | Wood Chips
Accessibility |
Number of Children | 27
Fall Height | 9'

Border Area | 942 sq/ft
Border Perimeter | 113'
Installation Type |

WARNING: All play equipment shall have a protective surfacing zone that consists of an obstacle free soft resilient surfacing, as specified for each type of equipment and at depths to meet the critical fall heights as specified by the CAN/CSA Z614, ASTM F1487 and the U.S. Consumer Product Safety Commission.



Henderson®
Providing Playground Fun



Model No. B310770R0



Colors:

Posts: White
Accents: Purple
Roto-Plastic: Grey
HDPE-Plastic: Koala Grey / White

**CRD - DRUMMOND PARK
OPTION#2**

Brought to you by your local representative:





Henderson®
Providing Playground Fun

Model No. B310770R0



Colors:

Posts: White
Accents: Purple
Roto-Plastic: Grey
HDPE-Plastic: Koala Grey / White

**CRD - DRUNMOND PARK
OPTION#2**

Brought to you by your local representative:





Henderson®
Providing Playground Fun

Model No. B310770R0



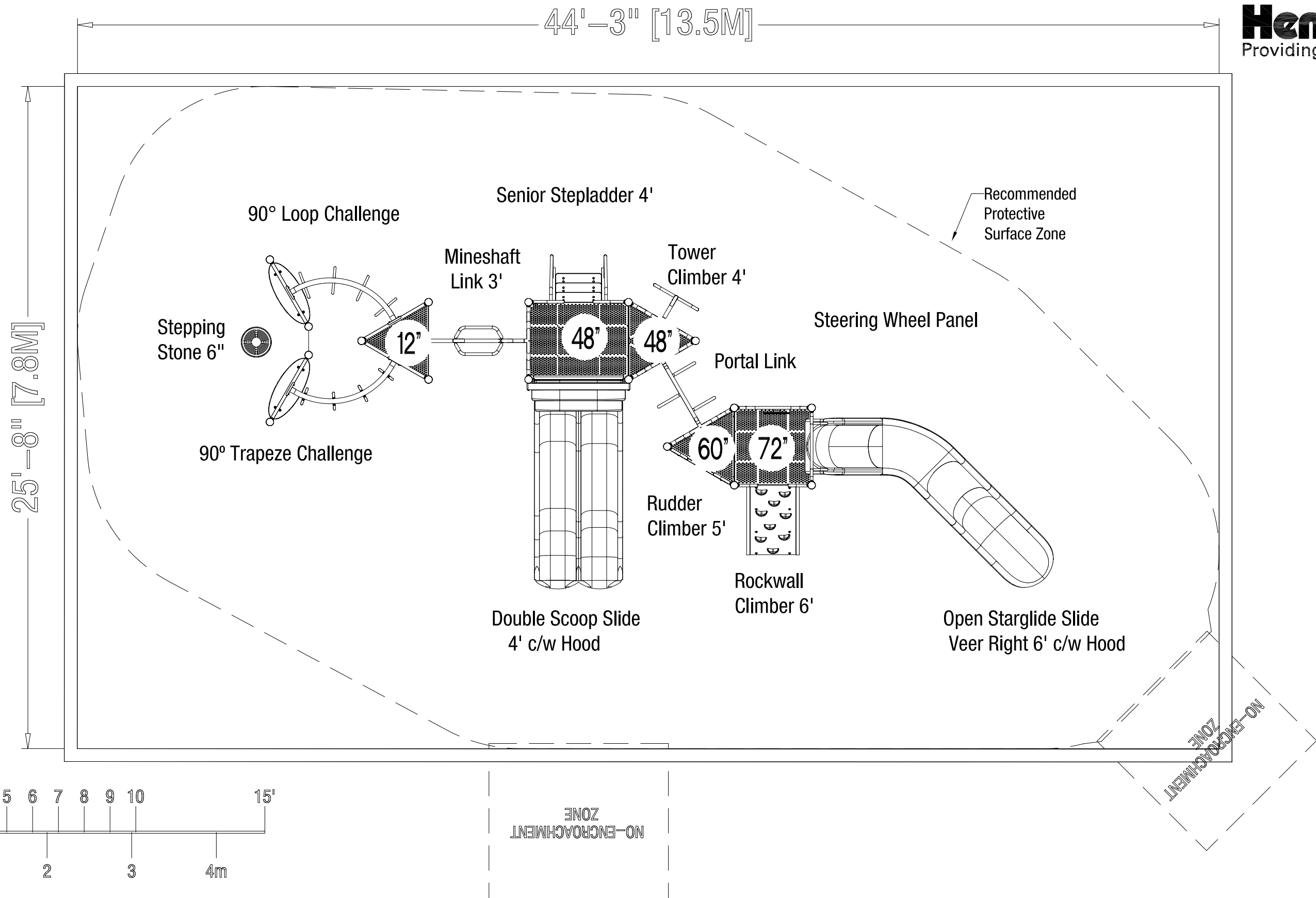
Colors:

Posts: White
Accents: Purple
Roto-Plastic: Grey
HDPE-Plastic: Koala Grey / White

**CRD - DRUMMOND PARK
OPTION#2**

Brought to you by your local representative:





Model No. B310770R0

Green Roots Play Equipment Inc.
CRD – Drunmond Park – Option#2

Henderson Recreation Equipment Ltd.
PO Box 68, 11 Gilbertson Drive
Simcoe, ON, Canada, N3Y 4K8
T. 1.800.265.5462
F. 519.426.9380
www.hendersonplay.ca

Salesperson |
Drawn By | TD
Date Drawn | 6-20-2023
Revised By |
Revision Date |

Product Line | Playsteel FIT
Standard Compliance | CAN/CSA-Z614
Best User Age | 5 to 12 yrs.
Protective Surfacing Type | Wood Chips
Accessibility |
Number of Children | 30
Fall Height | 10'

Border Area | 1136 sq/ft
Border Perimeter | 140'
Installation Type |

WARNING: All play equipment shall have a protective surfacing zone that consists of an obstacle free soft resilient surfacing, as specified for each type of equipment and at depths to meet the critical fall heights as specified by the CAN/CSA Z614, ASTM F1487 and the U.S. Consumer Product Safety Commission.



Henderson®
Providing Playground Fun

Model No. B310771R0



Colors:

Posts: Brown
Accents: Tan
Roto-Plastic: Green
HDPE-Plastic: Green / White

**CRD - DRUMMOND PARK
OPTION#3**

Brought to you by your local representative:





Henderson®
Providing Playground Fun

Model No. B310771R0



Colors:

Posts: Brown
Accents: Tan
Roto-Plastic: Green
HDPE-Plastic: Green / White

**CRD - DRUMMOND PARK
OPTION#3**

Brought to you by your local representative:





Henderson®
Providing Playground Fun

Model No. B310771R0



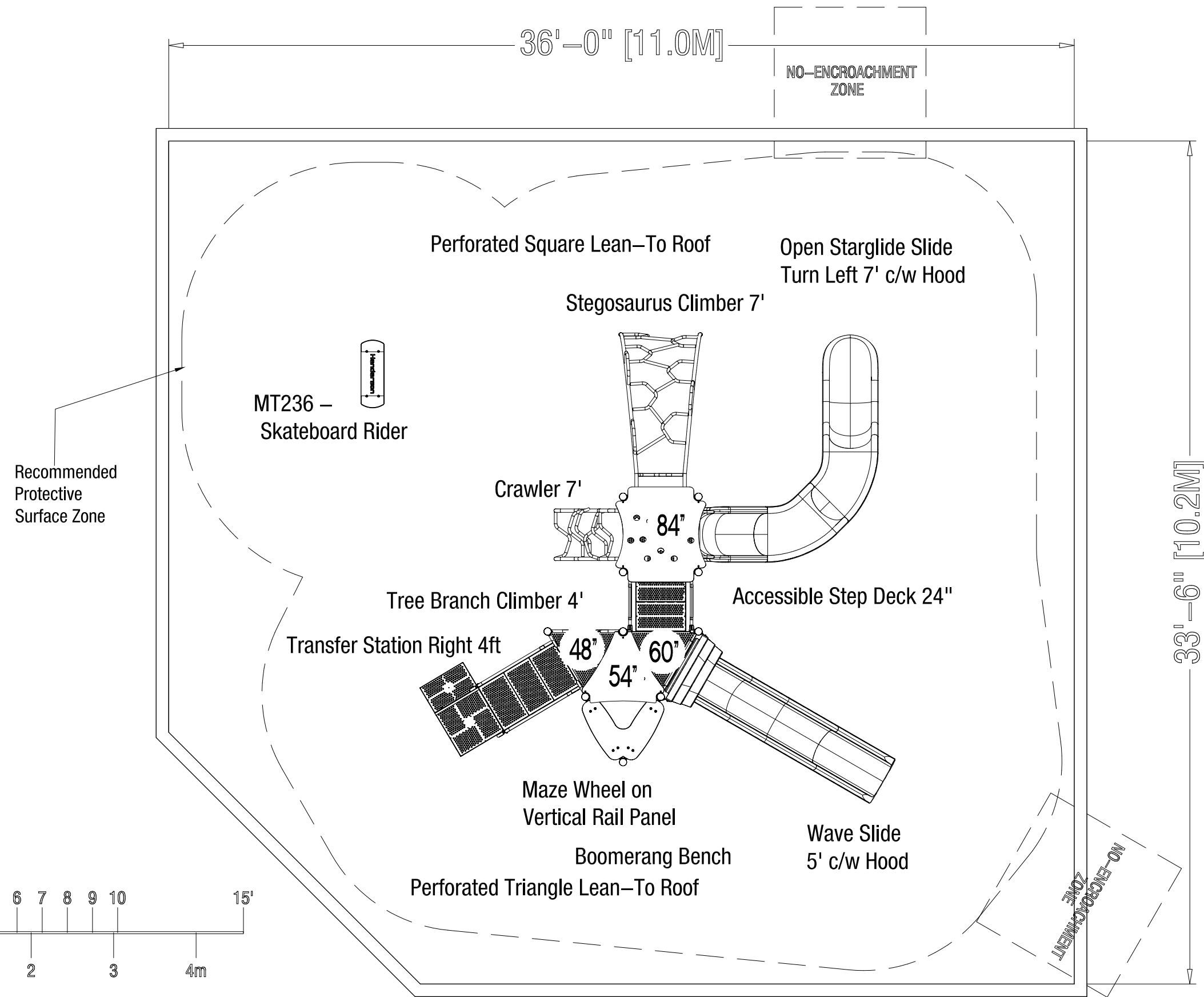
Colors:

Posts: Brown
Accents: Tan
Roto-Plastic: Green
HDPE-Plastic: Green / White

**CRD - DRUMMOND PARK
OPTION#3**

Brought to you by your local representative:





Model No. B310771R0

Green Roots Play Equipment Inc.
CRD – Drunmond Park – Option#3

Henderson Recreation Equipment Ltd.
PO Box 68, 11 Gilbertson Drive
Simcoe, ON, Canada, N3Y 4K8
T. 1.800.265.5462
F. 519.426.9380
www.hendersonplay.ca

Salesperson |
Drawn By | TD
Date Drawn | 6-20-2023
Revised By |
Revision Date |

Product Line | Playsteel FIT
Standard Compliance | CAN/CSA-Z614
Best User Age | 5 to 12 yrs.
Protective Surfacing Type | Wood Chips
Accessibility |
Number of Children | 17
Fall Height | 7'

Border Area | 1156 sq/ft
Border Perimeter | 134'
Installation Type |

WARNING: All play equipment shall have a protective surfacing zone that consists of an obstacle free soft resilient surfacing, as specified for each type of equipment and at depths to meet the critical fall heights as specified by the CAN/CSA Z614, ASTM F1487 and the U.S. Consumer Product Safety Commission.

**REPORT SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, NOVEMBER 21, 2024**

SUBJECT Relocation of CRD Offices to SIMS

ISSUE

To review implications and feasibility of relocating Capital Regional District (CRD) offices to the Salt Spring Island Multi Space (SIMS).

BACKGROUND

The CRD assumed the operation and management of the former Salt Spring Island (SSI) Middle School in July 2022. Now referred to as the SSI Multi Space or SIMS, this facility was built in the 1960s and is approximately 37,650 square feet. This facility currently operates as a community centre supporting local not for profit groups, recreation programs, facility bookings and special events. Operation and management of the facility has been delegated to the SSI Local Community Commission (LCC), under the SSI Parks and Recreation Service.

On December 7, 2023 the following motion was passed by the LCC:

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.

CRD staff met with Island Trust staff at SIMS to view space availability and suitability prior to further investigating zoning and building code implications. Island Trust staff who viewed the site indicated that SIMS is not a suitable location for their office needs. We understand that Islands Trust has since made the decision to re-locate into the office space adjacent to the CRD's SSI Administration office on McPhillips Ave. Their move will result in the Islands Trust and CRD offices being located side-by-side in Ganges.

On February 15, 2024, the following motion was passed by the LCC:

That staff report to the Local Community Commission regarding the feasibility of relocating CRD offices to Salt Spring Island Multi Space, including implications regarding space, zoning, and building code requirements.

The CRD currently rents administrative office space on SSI to support the SSI CRD Administrative Office, SSI Building Inspection, Bylaw and Animal Control. Currently, none of these services have been delegated to the LCC.

ALTERNATIVES

The Salt Spring Island Local Community Commission recommends that:

Alternative 1

Staff not proceed with referring the consideration of relocating Salt Spring Island Capital Regional District offices to the Electoral Areas Committee.

Alternative 2

The report be referred to the Electoral Areas Committee for further consideration.

Alternative 3

The report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

The CRD currently rents administrative office space on SSI that supports a number of CRD services.

	SSI CRD Admin Office	SSI Building Inspection	* SSI Bylaw & Animal Control
Address	108-121 McPhillips Ave	206-118 Fulford-Ganges Rd.	145 Vesuvius Bay Rd.
Rentable Area	1856	920	300
Current Term Expiry	2026-06-30	Month-to-Month	Month-to-Month

* currently renting an office at Portlock Park with annual lease payments going to park revenue.

Zoning Implications

The current zoning is Community Facilities 1 (CF1). In addition to the uses permitted in Subsection 3.1.1 of the Salt Spring Island Local Trust Committee Land Use Bylaw No. 355, the following principal and accessory uses, building and structures and no others, are permitted in the Community Facility zones: public schools, pre-schools and child daycare centres, libraries, churches, community halls, public hospitals, clinics and health care facilities, non-commercial active outdoor recreation, non-commercial indoor recreation facilities, service club buildings, performing and visual art centres, including accessory sales, collection of recyclable materials.

3.1.1 The following uses are permitted in every zone: public utilities, approved navigational aids, natural area parks and reserve uses, buildings and structures accessory to a principal use on the same lot that is permitted by this Bylaw, passive recreation.

The current zoning does not allow for government administrative offices that are not accessory to a permitted use. Rezoning or amending the current zoning to include government administrative offices as a permitted use, would require support from the Ministry of Education and School District 64 (SD64).

Building Code Implications

The SIMS building was designed as, and currently is considered, a Part 3, A2 Assembly Building. If the use of the building were to change to office use it would need to be assessed for Code compliance as a D business and personal services building. If the building were to have both assembly and government office uses, it may need to be assessed as a multiple occupancy building and require fire separations to be constructed. As this is a Part 3, Complex Building we are required to have registered professionals involved in the assessment of the project.

Space Implications

Any potential office space at SIMS is currently at capacity, with the exception of the old Home Economics room and a small studio above the gym (Appendix A). The old Home Economics space is occasionally used by school groups as part of our joint use agreement, for cooking programs, holiday food and gift wrapping. Relocating CRD offices to SIMS would cause displacement of the current users of this space which include not-for-profit groups, CRD recreation programs, and rental bookings.

Lease Implications

The current SIMS lease is for five years and will be up for renewal June 30, 2027. A longer-term lease should be entered into prior to investing in rezoning or major building renovations or capital improvements. Under the current lease agreement, SD64 is responsible for the complete replacement of the building structural, mechanical, electrical and HVAC, in the event of a complete failure. The CRD is responsible for regular operations, maintenance and repairs. The lease may need to be renegotiated should the use of the building change and major building renovations be required.

Current Deficiencies

SIMS was built in 1965 with renovation in 1977 and a seismic upgrade in 2009. Asbestos and other hazardous materials have been identified in the building. Lead and other harmful materials have been found in the water, resulting in just one potable water source in the building.

A roof assessment was complete in 2020 recommending replacement:

- Asphalt shingles of the steep sloped mansard walls of the gymnasium roof were recommended for replacement in 1 to 2 years at the time the report was published in 2020.
- Roof replacement work should also include replacement of all the accessories flashings on the gymnasium, such as, vents, drains, and plumbing flashings.
- Replacement of the SBS membrane roof in approximately 12 to 17 more years, at time of the report. Current replacement projection is between years 2032 - 2037.

Addressing current building deficiencies should be a priority.

2025 SIMS Annual Operating Costs

Projected Revenue	\$148,880
Projected Expenses	\$377,898
Requisition	(\$229,018)

CONCLUSION

The LCC has requested that staff report on the feasibility of relocating SSI CRD offices to SIMS, including implications regarding space, zoning, and building code requirements. In addition to these implications, staff have also identified lease implications and current deficiencies for consideration.

RECOMMENDATION

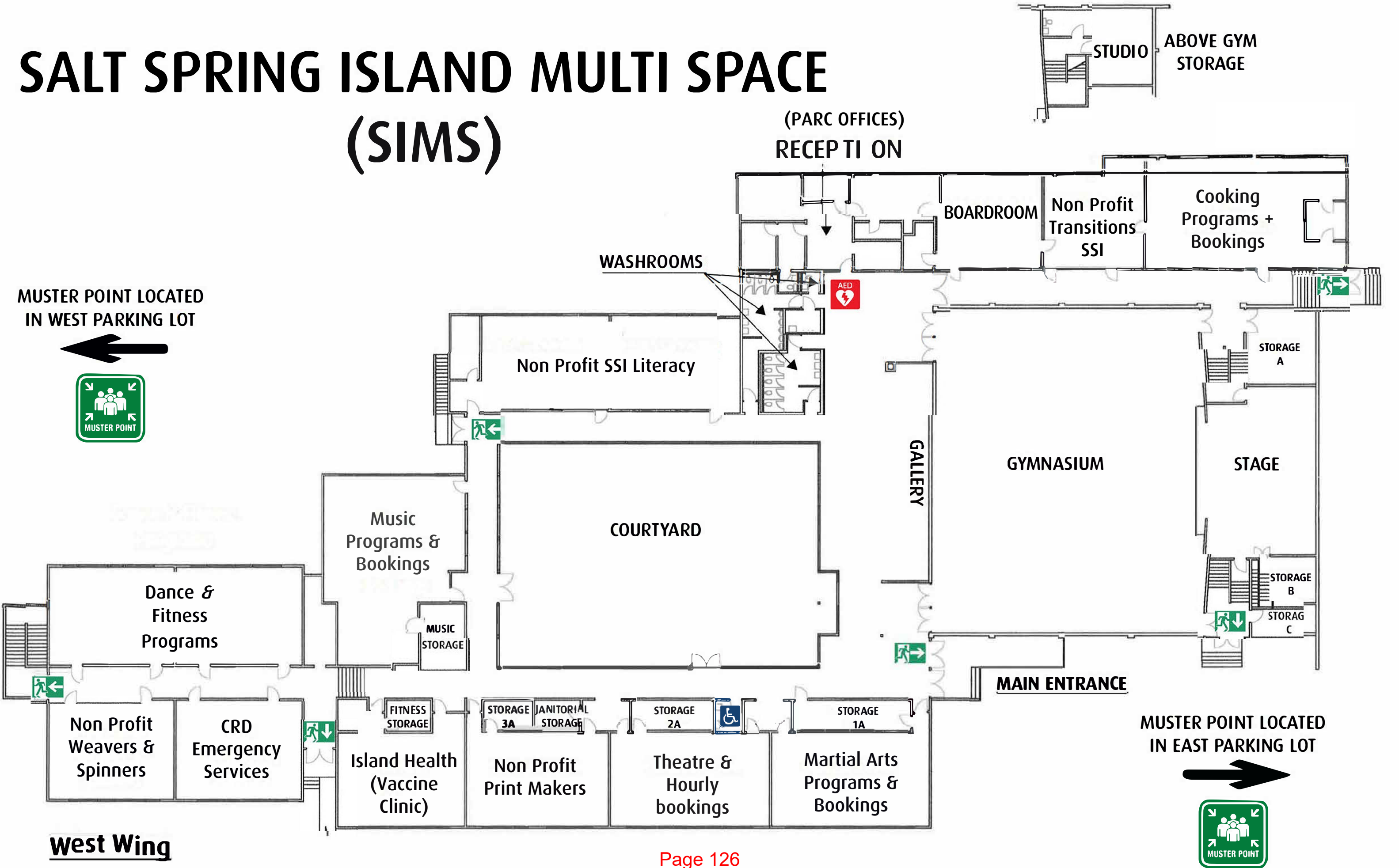
The Salt Spring Island Local Community Commission recommends that staff not proceed with referring the consideration of relocating Salt Spring Island Capital Regional District offices to the Electoral Areas Committee.

Submitted by:	Dan Ovington, BBA. Acting Senior Manager, SSI Administration and SSI Parks and Recreation
Concurrence:	Stephen Henderson, BSc, P.G.Dip.Eng, MBA, Senior Manager, Real Estate Southern Gulf Islands Electoral Area and Salt Spring Local Community Commission
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT:

Appendix A: SIMS Floor Plan, Current Use

SALT SPRING ISLAND MULTI SPACE (SIMS)





Making a difference...together

REPORT TO THE SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF THURSDAY, November 21, 2024

SUBJECT Draft Schedule of Regular 2025 SSI LCC Meetings

ISSUE

To approve the 2025 meeting schedule for the Salt Spring Island Local Community Commission.

BACKGROUND

The Salt Spring Island Local Community Commission (LCC) directed staff to schedule evening meetings beginning on the second Thursday of the month and daytime meeting beginning at 9am on the third Thursday of the month for 2024. Meeting held in July and December were listed “at the call of the chair”.

In addition to regularly scheduled monthly meetings 11 special meetings took place to accommodate special budget meetings, housing workshops and Joint Island Trust meetings.

When determining monthly meeting schedules the LCC should note:

Local Agency	Meeting Schedule
SSI Fire and Rescue Trustees	Meetings are typically held on the third Monday of each month.
SD64 School Board Trustees	Meetings are typically held on the second Wednesday of each month.
SSI Rotary Club	Meeting are held weekly on Wednesdays
North Salt Spring Water Works	Meetings are typically held on the fourth Thursday of the month.
SSI Local Trust Committee	Meetings are held on the second Thursday of each month except for when there is a statutory holiday which can cause the meeting date to <u>move by a week in either direction.</u>
SSI Lions Club	Meeting are held every second and fourth Thursday of the month in the evenings
CRD Board / CRD Electoral Area Committee	Meetings are typically held on the second Wednesday of each month.

ALTERNATIVES

That the Salt Spring Island Local Community Commission

Alternative 1

That the regular meetings for the Local Community Commission will be scheduled in 2025:

On the third Thursday of each month as follows: January 16 (Inaugural), February 20, March 20, April 17, May 15, June 19, July 17, August 21 (at the call of the Chair), September 18, October 16, and November 20,.

AND

On the second Thursday of each month as follows: January 09 (at the call of the Chair), February 13, March 13, April 10, May 08, June 12, July 10, August 14 (at the call of the Chair), September 11, October 09, November 13, and December 11 (at the call of the Chair).

Alternative 2

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

CONCLUSION

The LCC held monthly evening meetings beginning at 5pm and monthly daytime meeting beginning at 9am in 2024. Staff are looking for direction when scheduling regular meetings for 2025.

RECOMMENDATION

That the regular meetings for the Local Community Commission will be scheduled in 2025:

On the third Thursday of each month as follows: January 16 (Inaugural), February 20, March 20, April 17, May 15, June 19, July 17, August 21 (at the call of the Chair), September 18, October 16, and November 20.

AND

On the second Thursday of each month as follows: January 09 (at the call of the Chair), February 13, March 13, April 10, May 08, June 12, July 10, August 14 (at the call of the Chair), September 11, October 09, November 13, and December 11 (at the call of the Chair).

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

ATTACHMENTS:

Appendix A: Draft Salt Spring Island Local Community Commission 2025 Meetings Dates



Salt Spring Island Administration

#108-121 McPhillips Avenue

Salt Spring Island, BC, V8K 2T6

T: 250.538.4448

www.crd.bc.ca

Contact: MacKenzie Williamson mwilliamson@crd.bc.ca or (250) 538-4304

2025 Public Meeting Dates – Held in SIMS Boardroom

Commission	Date/Time	
	January	
SSI Local Community Commission	Jan 09*	5:00pm – 7:00pm
SSI Local Community Commission	Jan 16 (Inaugural)	9:00am – 12:00pm
	February	
SSI Local Community Commission	Feb 13	5:00pm – 7:00pm
SSI Local Community Commission	Feb 20	9:00am – 12:00pm
	March	
SSI Local Community Commission	Mar 13	5:00pm – 7:00pm
SSI Local Community Commission	Mar 20	9:00am – 12:00pm
	April	
SSI Local Community Commission	Apr 10	5:00pm – 7:00pm
SSI Local Community Commission	Apr 17	9:00am – 12:00pm
	May	
SSI Local Community Commission	May 08	5:00pm – 7:00pm
SSI Local Community Commission	May 15	9:00am – 12:00pm
	June	
SSI Local Community Commission	June 12	5:00pm – 7:00pm
SSI Local Community Commission	June 19	9:00am – 12:00pm
Beddis Water Service (AGM)	TBA	TBA
Cedar Lane Water Service (AGM)	TBA	TBA
Cedars of Tuam Water Service (AGM)	TBA	TBA
Fulford Water Service (AGM)	TBA	TBA
Ganges Sewer Service (AGM)	TBA	TBA
Highland/ Fernwood Water Service (AGM)	TBA	TBA
Maliview Sewer Service (AGM)	TBA	TBA
	July	
SSI Local Community Commission	July 10	5:00pm – 7:00pm
SSI Local Community Commission	July 17	9:00am – 12:00pm
	August	
SSI Local Community Commission	Aug 14*	5:00pm – 7:00pm
SSI Local Community Commission	Aug 21*	9:00am – 12:00pm
	September	
SSI Local Community Commission	Sep 11	5:00pm – 7:00pm
SSI Local Community Commission	Sep 18	9:00am – 12:00pm
	October	
SSI Local Community Commission	Oct 09	5:00pm – 7:00pm
SSI Local Community Commission	Oct 16	9:00am – 12:00pm
Beddis Water Service (Budget)	TBA	TBA
Cedar Lane Water Service (Budget)	TBA	TBA
Cedars of Tuam Water Service (Budget)	TBA	TBA
Fulford Water Service (Budget)	TBA	TBA
Ganges Sewer Service (Budget)	TBA	TBA
Highland/ Fernwood Water Service (Budget)	TBA	TBA
Maliview Sewer Service (Budget)	TBA	TBA
	November	
SSI Local Community Commission	Nov 13	5:00pm – 7:00pm
SSI Local Community Commission	Nov 20	9:00am – 12:00pm
	December	
SSI Local Community Commission	Dec 11*	5:00pm – 7:00pm

*At the call of the Chair



October 29, 2024

Gary Holman
CRD Director
directorssi@crd.bc.ca

Dear Gary:

I am writing on behalf of the Salt Spring Island Historical Society to ask if funds could be allocated for the Archives for their continued work. As you are aware we operate in the Salt Spring Public Library where both our collection is stored and our workroom where we catalogue and place materials on our website is located. We are a volunteer organization which is registered under the BC Society Act.

Our current resources and programs are on our website at saltspringarchives.com. Our collection continues to grow as we are the largest organization to collect and display the human history of Salt Spring Island.

I would like to ask for an annual grant of \$7000 to support our work. We need \$5000 each year to pay our rent to the library and cover to any inflationary costs. As well we spend \$1500 on liability insurance. In addition, we pay approximately \$500 for rental of other venues as needed to host our informational historical meetings for the public.

Please forward this request to the relevant parties.

We are prepared to meet with you and your committee to discuss this request. We look forward to your response.

Sincerely,

Barbara DuMoulin

Barbara DuMoulin, Secretary

for Bob Mc Whirter, President Salt Spring Island Historical Society



Making a difference...together

REPORT SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF THURSDAY, NOVEMBER 14, 2024

SUBJECT SSI Local Community Commission Strategic Plan

ISSUE

To approve a final version of the 2024-2027 Salt Spring Island (SSI) Local Community Commission (LCC) Strategic Plan (Plan).

BACKGROUND

The SSI LCC has undertaken a strategic planning process to confirm the long-term vision for the services governed by the commission and set priorities to guide future initiatives.

The draft version of the Plan was released to the public through the LCC's Open Agenda on September 6, 2024. Since then the LCC has distributed hard-copies of the Plan at the SSI Fall Fair and posted it on the CRD website. As well, the LCC Commissioners have met with the community and mentioned the Plan at their Town Hall meeting, and through local SSI websites. The community response has been supportive of the strategic priorities, objectives and the initiatives within the strategy. The LCC is now ready to release a final version. There are no changes to the Plan since the release of the draft on September 6, 2024.

This Plan captures key operational and LCC-driven activities needed to guide the organization during the term. Staff will report back to the LCC on progress made in delivering the Plan on an annual basis. An in-depth check-in will be scheduled in the winter of 2026 to allow LCC members to adjust the Plan, if necessary.

Staff will develop operational and implementation plans and budgets annually to advance the LCC initiatives and will bring this forward for review and approval annually during the budgeting process.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission:

1. Approve the 2024-2027 Salt Spring Island Local Community Commission's Strategic Plan as presented in Appendix A.
2. Refer the 2024-2027 Salt Spring Island Local Community Commission's Strategic Plan to the CRD Board for information.

Alternative 2

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

IMPLICATIONS

Financial Implications

The LCC's strategic plan has been reviewed against the 2024-2028 financial plan to determine which initiatives are included within, and which ones will need additional financial assistance. There are 42 initiatives identified in the strategic plan. They were broken down into the following categories:

- 22 initiatives were identified as included in the 2024-2028 Financial Plan. The projects may be identified in the Financial Plan and funding may be from tax requisition, pending a future request for debt, or pending a grant application.
- 12 initiatives were identified as requiring an amendment to the Financial Plan prior to being completed.
- 8 initiatives were not included in the Financial Plan and additional resources will have to be secured.

Service Delivery and Financial Implications

Staff will prepare their divisional service work plans and budgets for LCC and CRD Board approval in the fall of each year. These are prepared annually and will identify actions to advance the LCC priorities and associated financial implications.

CONCLUSION

The LCC has identified five high-level strategic priorities to address over the remainder of their term. The priorities will require ongoing focus throughout the term and progress will be reviewed annually. The LCC's strategic plan aligns with the CRD's 2023-2026 Corporate Plan and CRD services. The LCC's initiatives will set the stage for developing future budget submissions.

RECOMMENDATION

That the Salt Spring Island Local Community Commission:

1. Approve the 2024-2027 Salt Spring Island Local Community Commission's Strategic Plan as presented in Appendix A.
2. Refer the 2024-2027 Salt Spring Island Local Community Commission's Strategic Plan to the CRD Board for information.

Submitted by:	Stephen Henderson, Senior Manager, Real Estate, Southern Gulf Island Electoral Area and Salt Spring Island Local Community Commission
Concurrence:	Dan Ovington, Acting Senior Manager, SSI Administration
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT:

Appendix A: 2024-2027 Salt Spring Island Local Community Commission's Strategic Plan

Salt Spring Island Local Community Commission Strategic Plan 2024–2027



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Salt Spring Island Local Community Commission Strategic Plan 2024–2027

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Message from the Commission

We, your Salt Spring Island Local Community Commission (LCC), are pleased to present our first strategic plan. This is intended to be a living document that identifies our primary policy goals for the remainder of the term and drives decisions on initiatives, planning, and budget. Since the inception of the LCC, we have emphasized the importance of transparency in our deliberations and decision making, and open accessibility for public input. These priorities are not the final word on our goals but the beginning of a more structured conversation with you, our community.

Our Strategic Priorities are divided into four groups. These are high level goals, supported by multiple initiatives and requiring thoughtful identification of funding sources. The Wastewater; Transportation & Transit; Economic Sustainability; and Parks, Arts, Recreation, & Culture (PARC) priorities tie directly to the principal services under the authority of the LCC. Included are the major challenges of expanding affordable housing and implementing more cost-effective methods of liquid waste

disposal, as well as ensuring the ongoing sustainability of bedrock services like our transit system and parks programs. Our Governance priorities address broader fiscal, community, and intergovernmental goals, including the expansion of the role of the LCC.

In addition to our administrative authority across multiple services, we recognize that the LCC also has an important role in advocacy for the Salt Spring Island community. Advocacy initiatives are present throughout the Strategic Priorities but are particularly important for the Governance goal: whether advocating for bylaw revisions to the CRD Board, engaging in collaboration with other agencies or levels of government, or evaluating the expansion of local government services or authority to better serve the needs of our community.

We appreciate your involvement in this Strategic Plan as well as our other initiatives, which are working together to make Salt Spring ever better.

Thank you,
Your Local Community Commissioners

About the Commission

The Salt Spring Island (SSI) Local Community Commission (LCC) is an elected body (including the SSI Electoral Area CRD Director) established in June 2023 following an SSI referendum that supported forming the LCC. The LCC is a regional district commission comprised of elected members and consolidates governance of 14 local CRD services which were previously overseen by four appointed, volunteer commissions. The Commission has certain authorities delegated by the Board but the Board retains final approvals.

The purpose of the LCC is to broaden elected oversight and administration of certain SSI local services so that decisions regarding these services are more locally transparent and reflect the broader public interest. The LCC also has an important role as advocate for the SSI Community.

From left to right:

Electoral Area Director: Gary HOLMAN, **LCC Commissioners:** Gayle BAKER, Brian WEBSTER, Benjamin CORNO, **LCC CHAIR:** Earl ROOK



Commission Priorities





Services

The LCC administers the following CRD services on SSI: Economic Development, Island-wide Liquid Waste, Parks and Recreation, Transportation and Transit, Small Craft Harbours, Street Lighting, and Livestock Injury Compensation. It also makes decisions about Grants-in-Aid and advises the CRD Board regarding support for SSI Search and Rescue, the Arts and the Public Library.

While each of these service areas represent extensive on-going financial support and staff effort, the priorities identified in this Strategic Plan focus on initiatives that are new or that require more intense or urgent effort over the period of this plan.

Strategic Priorities

The strategic priorities of particular focus for the remainder of the LCC mandate are within the areas below. The Governance category reflects the commitment to making ongoing improvements to local governance on SSI.

	Liquid Waste
	Transportation & Transit
	Economic Sustainability
	Parks, Arts, Recreation & Culture
	Governance

From Strategic Goal to Action

This plan will guide strategic decisions of the LCC for the remainder of our mandate and into early 2027. The LCC will work with CRD staff to develop further plans to carry out our specific strategies and will need to make hard decisions about budgets and timing.

Some of the objectives identified here would require an increase in our tax requisition, further funding approvals by the public, successful grant applications, or decisions by others. We will also face other constraints and challenges in achieving our ambitious plan.

Staff reports in our regular public meetings will keep us and the community up to date on our progress and challenges as we focus on our strategic priorities.

Strategic Planning Process

The LCC developed this plan through a workshop format in May 2024. We approved the strategic priorities at our meeting on August, 2024. The LCC and CRD Board approved the plan in September/October 2024. This is an evolving document that will be reviewed and updated in the future.

Staff will report back to the LCC on progress made delivering the strategic plan on an annual basis. An in-depth check in will be scheduled in winter 2026 to give LCC members an opportunity to adjust the plan if necessary.



Bishops Walk, Salt Spring Island

First Nations Reconciliation

We respectfully acknowledge that we live and work on the Territories of the Coast Salish Peoples, including the Hul'qumi'num, Halkomelem, and SENĆOŦEN-speaking communities. We honour their enduring connection to the land, culture and spirit, which continues to thrive today.

The LCC is committed to the CRD Statement of Reconciliation and, as we pursue the goals of this plan, we pledge to build and nurture relationships with First Nations that are rooted in trust, mutual respect, and true partnership. We recognize the importance of listening, learning, and working collaboratively to support the aspirations and self-determination of Indigenous communities.

Climate Change

The impacts of climate change are being felt globally and locally, and will continue to intensify and affect our communities and the natural environment for decades to come. It is urgent that we adapt our service planning and delivery to do our part to stabilize the climate.

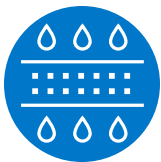
In accordance with the climate emergency declared by the CRD Board in 2019, the LCC developed and will implement this plan in recognition of our responsibilities to mitigate and adapt to climate change.

Equity, Diversity & Inclusion

At the Capital Regional District, we are committed to creating an inclusive workplace culture that celebrates the uniqueness of individuals – where differences are recognized, appreciated and responded to in ways that fully respect each person's background, lived experiences, talents and strengths.

We value equity, diversity, and inclusion and we are committed to listening, learning and evolving on this journey to improve the sense of belonging for everyone at the CRD.

Maxwell Community Park, Salt Spring Island



Liquid Waste

Goal

Cost effective and environmentally responsible management of liquid waste and residuals.

OBJECTIVES	INITIATIVES	BUDGETED
Reduced volume of liquid waste transported off SSI	Determine dewatering technique	Y
	Implement selected dewatering technique	E
Effective local effluent disposal	Determine local effluent disposal technique	Y
	Implement selected effluent disposal technique	E
Effective solid residuals disposal	Determine disposal technique	Y
	Implement selected disposal technique	E

LEGEND Y* = in Financial Plan N* = not in Financial Plan E = requires Financial Plan amendment

* Y = Project may be identified in the Financial Plan, however funding may be through Tax Requisition, pending a future request for Debt, or a pending Grant application

* N = Initiative will require a financial plan amendment and funding source to implement



Transportation & Transit

Goal

Enhance active transportation and transit options.

OBJECTIVES	INITIATIVES	BUDGETED
Effective active transportation network in and around the Ganges Village	Identify priorities within the Ganges SSI Active Transportation Network Plan (ATPN)	Y
	Implement identified priorities within the SSI ATNP in consultation with MOTI	Y
	Identify additional active transportation priorities in and around Ganges Village	E
	Develop additional active transportation priorities in and around Ganges Village	Y
Development of the Salish Sea CRD Regional Trail	Advocacy with MOTI and complementary actions with CRD Regional Parks	Y
Optimized parking within the Ganges Village	Examine feasibility of parking management options	N
	Implement chosen actions (if any)	N
Expanded transit service and use	Identify transit expansion priorities	Y
	Implement identified transit expansion priorities	N
	Expand the number of bus shelters	Y
	Establish appropriately located bus storage and charging facility	Y

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Economic Sustainability

Goal

Encourage a diverse, inclusive and resilient local economy.

OBJECTIVES	INITIATIVES	BUDGETED
Diverse, inclusive and resilient local economy and community	Develop an integrated housing strategy for SSI, including the LCC's involvement in the strategy	Y
	Enhance Grant-in-Aid services capacity to address community need	E
Improved local food security	Support local food security initiatives	E
	Explore feasibility of Ganges Firehall property for Farmer's Market	N
Revitalized Ganges Village	Design Harbourwalk and Harbourside Parks	Y
	Construct Harbourwalk and Harbourside Parks	E
	Explore feasibility of repurposing Ganges Firehall property	N
	Implement Ganges Firehall property repurposing plan	N
	Identify and implement Ganges Village vibrancy and beautification initiatives	E
	Explore options for an LCC role in Ganges Harbour management	N

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Parks, Arts, Recreation & Culture

Goal

Enhance diverse, inclusive opportunities for physical activity and social/cultural enrichment while following environmental best practices.

OBJECTIVES	INITIATIVES	BUDGETED
Exceptional community parks and recreation facilities, programs and services	Review existing strategic plans for SSI Parks, Arts, Recreation & Culture (PRAC) and identify priorities	Y
	Implement approved priorities as approved by the SSI LCC	E
	Repair Rainbow Road Centre building envelope	Y
	Examine long-term use of and improvements to SSI Multi-Space (SIMS)	E
	Examine long-term use of and improvements to the Phoenix School Site	E
Diverse, accessible and affordable arts and culture	Review community priorities for arts funding	N
Sustainable library funding	Engage with the SSI Library Board to develop long-term funding strategy	Y

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Governance

Goal

Promote accountable, collaborative, efficient, consolidated and locally-controlled governance for SSI services

OBJECTIVES	INITIATIVES	BUDGETED
A community that is knowledgeable about and engaged in LCC activities	Broaden and improve comprehensive communications with the public	Y
CRD Bylaws that reflect SSI priorities and needs	Develop consistent and transparent process for reviewing CRD bylaws that affect SSI	Y
Sustainable asset management	Develop sustainable asset management plans for all capital assets	E
Improved and sustainable CRD services that reflect prudent financial management	Develop an improved approach to longer-term year-round budgeting processes, in alignment with CRD financial planning process, that reflect LCC strategic plan priorities	Y
Improved collaboration and cooperation with other agencies	Establish regular meeting schedule with other agencies	Y
Expanded LCC administrative authority to include all SSI local CRD services	Develop initial strategy	Y
	Consult interest holders	Y
	Identify and recommend bylaw amendments	Y

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