



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

Thursday, April 17, 2025

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. [25-0419](#) Minutes of March 20, 2025 Salt Spring Island Local Community Commission

Recommendation: That the minutes of March 20, 2025 meeting be adopted as circulated.

Attachments: [Minutes: March 20, 2025](#)

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. [25-0421](#) Presentation: Mark Boysen; North Salt Spring Waterworks District, Re: Update Proposed Maxwell Lake Water Treatment Plant

Attachments: [Presentation Request: Mark Boysen, NSSWD , March 4 2025](#)
[Presentation: Maxwell Lake New Water Treatment Plant](#)

- 6.1.2. [25-0432](#) Presentation: Stefanie Campbell; Windsor Plywood and Momentum Design Build, Re: Widening Entrance at 166 Rainbow Road (Windsor Plywood)

Attachments: [Presentation Request: Stefanie Campbell; Windsor Plywood and Momentum Design Build, March 31, 2025](#)
[Presentation: Windsor Plywood Entrance Widening](#)

6.2. Delegations

- 6.2.1. [25-0465](#) Delegation: Myna lee Johnstone, SSI Resident Re: Item 7.1 Ganges Active Transportation Plan

Attachments: [Delegation Request: Myna lee Johnstone, April 7, 2025](#)

7. Commission Business

- 7.1. [25-0466](#) Ganges Active Transportation Plan

Recommendation: Verbal Discussion

- 7.2. [25-0434](#) Project Tracker Quarterly No. 18, 2025

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

Attachments: [Project Reporting Dashboard No 18 2025](#)

- 7.3. [25-0435](#) Motion Tracker

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

Attachments: [LCC Motion Tracker 2023- Exported Mar 31, 2025](#)
[LCC Motion Tracker 2024- Exported Mar 31, 2025](#)
[LCC Motion Tracker 2025- Exported Mar 31, 2025](#)

- 7.4. [25-0414](#) Salt Spring Island Parks and Recreation - 2025-2026 Fees and Charges

Recommendation: That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board that the Salt Spring Island Parks and Recreation 2025/2026 Fees and Charges be approved as presented in Appendix A.

Attachments: [Staff Report: Salt Spring Island Parks and Recreation - 2025-2026 Fees and Ch](#)
[Appendix A: Proposed Changes for 2025-2026 Fees and Charges](#)

7.5. [25-0437](#) Housing Now HomeShare Registry Project

Recommendation: The Salt Spring Island Local Community Commission approved a \$23,724 contract with the Southern Gulf Islands Community Resource Centre for a Housing Now HomeShare Registry for Salt Spring Island.

Attachments: [Staff Report: Housing Now HomeShare Registry Project](#)
[Appendix A: Housing Now HomeShare Registry Project Work](#)

7.6. [25-0455](#) SSI Chamber of Commerce Funding Request

Recommendation: The Salt Spring Island Local Community Commission approve a \$10,000 contract with the Salt Spring Island Chamber of Commerce to support the Salt Spring Island Visitor Centre provided \$10,000 in new grant funding is approved to support the Housing Strategy Initiatives.

Attachments: [Staff Report: SSI Chamber of Commerce Funding Request](#)
[Appendix A: SSI Chamber Funding Request - Dated March 1, 2025](#)

8. Notice(s) of Motion

8.1. [25-0280](#) Motion with Notice: SSI Foundation Meeting (G. Baker)

Recommendation: [At the Feb 20, 2025 Salt Spring Island Local Community Commission meeting, the following notice was read by Commissioner Baker into the record to be discussed at a following meeting.
At the Mar 13, 2025 Salt Spring Island Local Community Commission meeting, the motion was read and seconded by Commissioner Corno. consideration of the motion was postponed to a future meeting:]

"That the Salt Spring Island Local Community Commission requests that staff arrange a meeting involving the Salt Spring Island Foundation, CRD staff and two representatives of the Salt Spring Island Local Community Commission in the near future."

9. Motion to Close Meeting

9.1. [25-0463](#) Motion to Close Meeting

Recommendation: 1.That the meeting be closed for negotiations of a proposed provision of a service that are at their preliminary stages and that could reasonably be expected to harm the interests of the Electoral Area under Section 90(1)(k) of the Community Charter [1 item].

2.That the meeting be closed for consideration of information received and held in confidence relating to negotiations between the Electoral Area and a provincial government Section 90(2)(b) of the Community Charter [1 item].

10. Adjournment

Next Meeting:

-Thursday, May 8, 2025 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, March 20, 2025

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, SGI Administration and SSI LCC, D. Ovington, Senior Manager, SSI Administration, D. Olafson, Manager, SSI Engineering, M. Williamson, Committee Clerk, (Recorder)

EP- Electronic Participation

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

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

1. Territorial Acknowledgement

Commissioner Rook provided a Territorial Acknowledgement.

2. Approval of Agenda

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

3. Adoption of Minutes

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

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

4. Chair, Director, and Commissioner Reports

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

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

Commissioner Webster spoke regarding the secondary suite program ending.

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

5. Senior Manager Report

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

6. Presentations/Delegations

6.1. Presentations

There were no presentations.

6.2. Delegations

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

7. Commission Business

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

7.6. Integrated Housing Strategy Action Plan - Scope of Work

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

CARRIED

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

FAILED due to lack of seconder

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

CARRIED

The Commission recessed at 11:58 pm.

The Commission reconvened at 12:35 pm

8. Notice(s) of Motion

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

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

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

The motion was amended by Commissioner Webster.

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

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

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

CARRIED

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

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

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

funders.”

CARRIED

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

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

The Motion was amended by Director Holman.

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

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

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

DEFEATED

OPPOSED Corno, Rook, Webster

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

FAILED due to lack of seconder

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

CARRIED

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

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

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

CARRIED

OPPOSED Baker

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

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

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

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

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

CARRIED

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

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

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

CARRIED

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

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

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

CARRIED

9. Adjournment

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

CARRIED

CHAIR

SENIOR MANAGER

[Click here for the online registration form](#)

**REGISTRATION FORM FOR DELEGATIONS TO ADDRESS
THE CAPITAL REGIONAL DISTRICT BOARD OR A CRD COMMITTEE**

- The Board (Committee) may, by majority vote, allow a delegation to address the meeting on the **subject of an agenda item**.
- Each delegation is **required to register and submit request to CRD Legislative Services by 4:30 pm not less than two calendar days prior to the meeting**. For a Wednesday meeting, this means that the form must be received on Monday of the week of the meeting.
- If you miss this deadline, you may still register; however, such requests will require unanimous approval.
- Each address shall **be limited to three minutes** unless a longer period is agreed to by unanimous vote.
- Any **PowerPoint or video presentation** which accompanies a delegation's speech must be provided to Legislative Services in its electronic form **at least 24 hours in advance of the meeting**.
- Rules governing delegations are outlined in Section 13 of the Capital Regional District Board Procedures Bylaw 3828.
- All open Board and Standing Committee meetings that take place in the 6th floor Board Room, 625 Fisgard Street, Victoria, will be web streamed.

Submit form to CRD Legislative Services

Email: legserv@crd.bc.ca

I wish to address the: ☐ **CRD BOARD**
☒ **Salt Spring Island Local Community Commission COMMITTEE**

AT THE MEETING OF April 10th, 2025 at 1:00 PM **AM/PM**
ON AGENDA ITEM Presentation

NAME Mark Boysen

ADDRESS (optional) or AREA/MUNICIPALITY YOU RESIDE IN: _____

I REPRESENT North Salt Spring Waterworks District
AS Chief Administrative Officer *(Name of Organization if applicable)*

(Capacity/Office)

TELEPHONE [REDACTED]

E-MAIL cao@nsswaterworks.ca

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

Provide and update on the proposed NSSWD Maxwell Lake water treatment plant leading up to the
loan authorization referendum on May 8th, 2025.

(If more space is required, please attach an additional page to this form.)

- ☒ I will have a PowerPoint or video presentation and will submit it at least 24 hours in advance of the meeting.
- ☒ I am aware that the meeting and my presentation will be web streamed live via the CRD website and recorded.

*Please note personal information contained on this form is collected under the authority of the *Local Government Act* and is subject to the *Freedom of Information and Protection of Privacy Act*. The personal information will be used for contact purposes only. Enquiries about the use of information in this form can be directed to the Freedom of Information and Protection of Privacy contact: Manager, Information Services at 250-360-3639.

March 4, 2025

Date


Signature

Capital Regional District, P.O. Box 1000, 625 Fisgard Street, Victoria, BC, V8W 2S6
Phone: (250) 360-3046

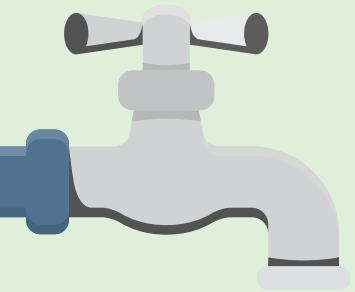


**NORTH
SALT SPRING
WATERWORKS
DISTRICT**

Maxwell Lake New Water Treatment Plant

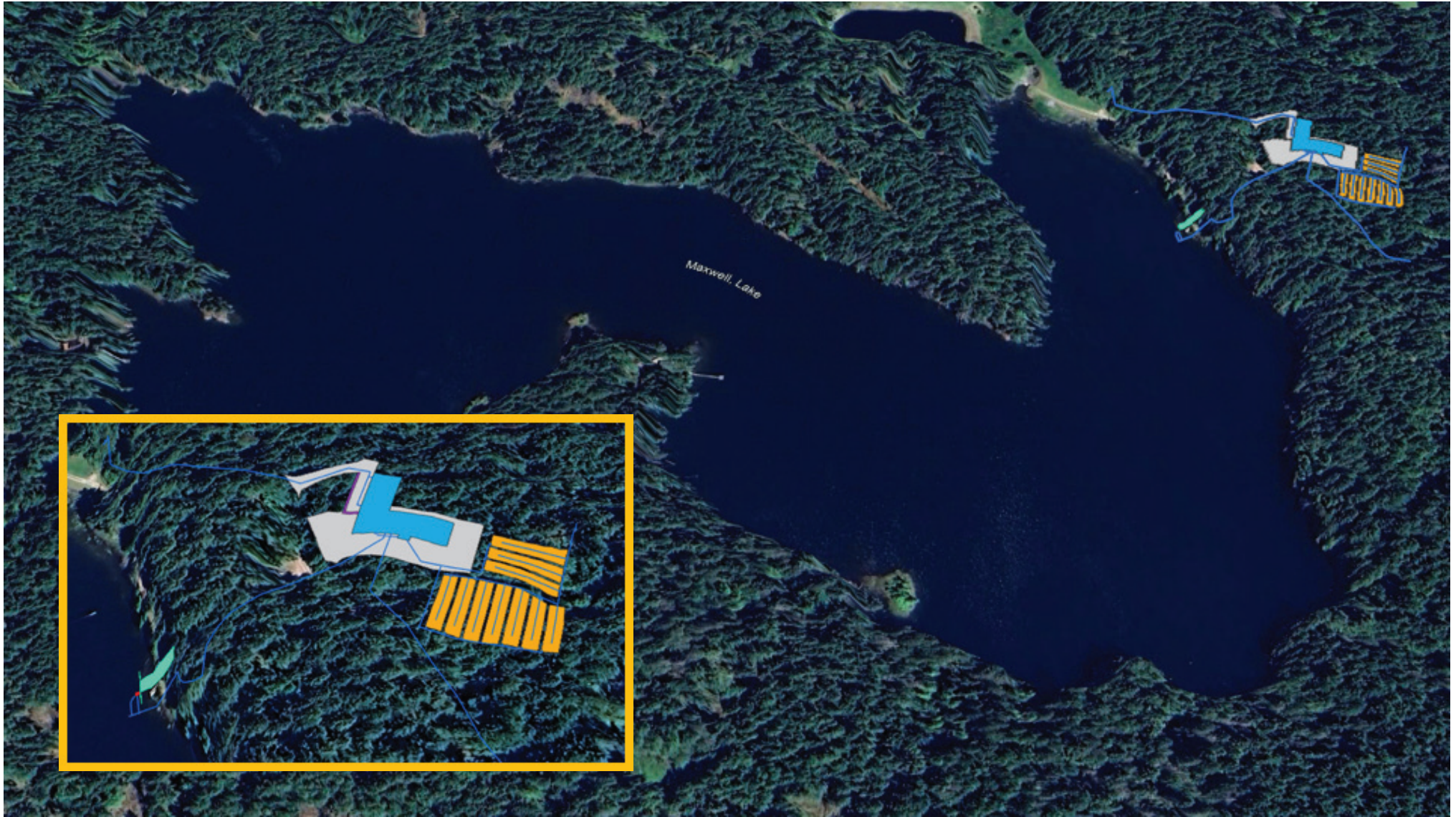
Public Engagement

Open House – Feb 11th and March 13th

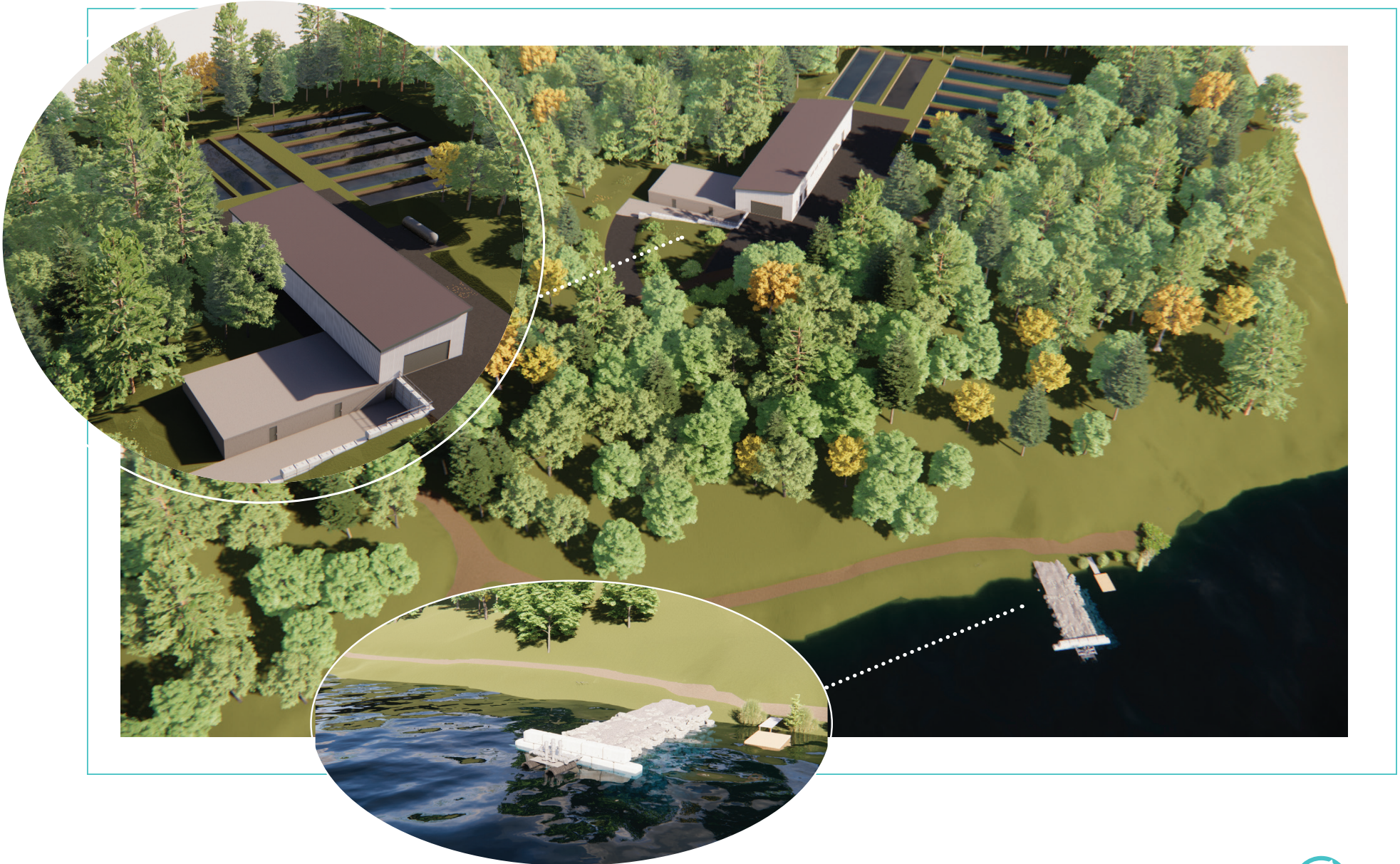


Please provide your feedback by March 20th
projects@nsswaterworks.ca

Maxwell Lake WTP — Google Earth



Maxwell Lake WTP Renderings



Maxwell Lake WTP Project Objectives

Improve water quality:

Island Health Directive

Meet 4-3-2-1 Surface Water Objective

Upgrade from Chlorination

DAF, Filtration and Two-Stage Disinfection

Allow flexibility for future supply reliability

Minimize power consumption

Minimize waste disposal costs

May 8th



Ratepayer referendum vote to confirm loan authorization for \$11.7M to fund the new Water Treatment Plant (WTP).

NSSWD Building Resiliency Strategy

A series of system improvement projects, scheduled for completion by 2027, has potential benefits for improved supply across the whole system.

For 75 years, North Salt Spring Waterworks has been the primary steward of our most precious resource on Salt Spring Island — water.

Raising Weir at St. Mary Lake

Joining of Systems at Crofton Transfer Station

Maxwell WTP Construction Utilizing Rippon Creek Diversion

Today, we're building a more resilient system to ensure a sustainable water supply for Salt Spring Island's future.



Easing of the water moratorium on the Maxwell Lake side of the system.

Raising the weir on St. Mary Lake to improve supply resiliency and sustain flows to Duck Creek.

Constructing a new water treatment plant on Maxwell Lake to improve water quality and supply.

Connecting the two systems to enhance flexibility and reliability.

New DAF Water Treatment Plant at Maxwell Lake

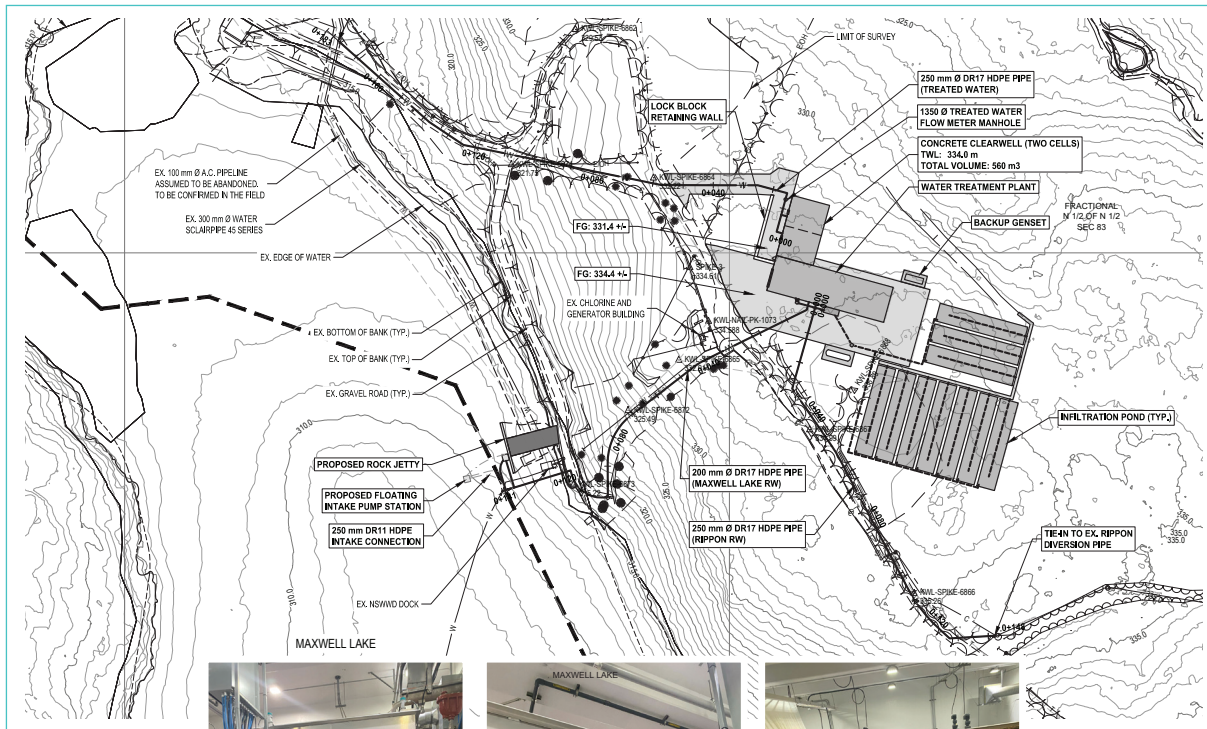
Details:

Specifically mandated by Island Health, Dissolved Air Flotation (DAF) technology has a proven history of effectively treating surface water sources.

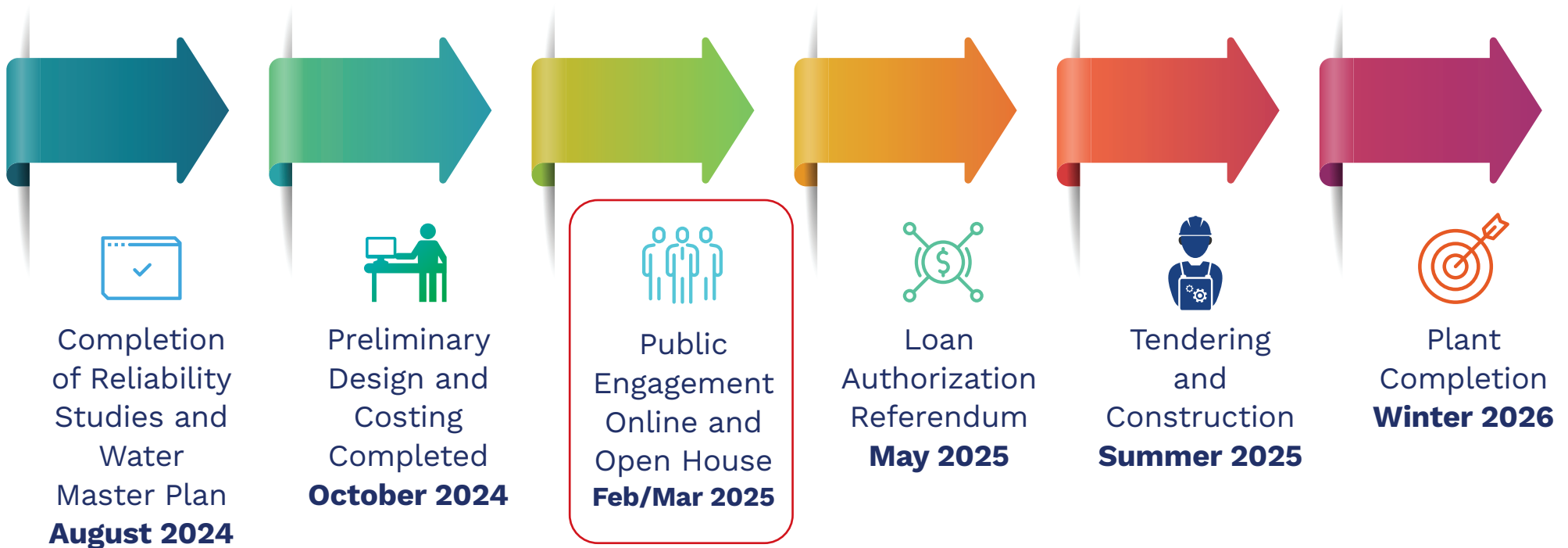
Plant cost preliminary estimate is \$12.7M plus contingency costs and an \$11.7M loan authorization is required from ratepayers.

Plant flow variability added:
production capacity increased
from 26L/s to 46L/s and allows for
lowest flow of 2.5L/s.

Infiltration ponds provide significant reduction in waste, transportation, and disposal costs.



Maxwell Lake WTP Project Timeline



September 2024 **Updated Schedule**

| Phase | Task Name | 2024 | | | 2025 | | | | 2026 | | | |
|-------|--------------------------|--------------------------------|----|----|---|----|----|----|------|----|----|----|
| | | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 |
| A | Preliminary Design | | | | | | | | | | | |
| B | Detail Design | | | | | | | | | | | |
| C | Tendering & Construction | | | | | | | | | | | |
| D | Permits | | | | | | | | | | | |
| E | Archaeology | | | | | | | | | | | |
| F | Legal Survey | | | | OPEN HOUSE DATES FEB 11 th + MAR 13 th , 2025 | | | | | | | |
| G | Public Engagement | | | | | | | | | | | |
| H | Referendum | AGM MAY 8 th , 2025 | | | | | | | | | | |

Maxwell Lake Water Treatment Plant Project Timeline

LEGEND



Revised schedule based on change in scope

Revised unconfirmed schedule
(dependent on site findings/communication with others)

Provincial & Federal Permitting

Island Health

Archeological permit application moving forward

Water Sustainability Act

- Rippon seasonal supply - water license amendment
- Rock jetty – potential change approval

Land Act

- Potential Crown land tenure application for rock jetty

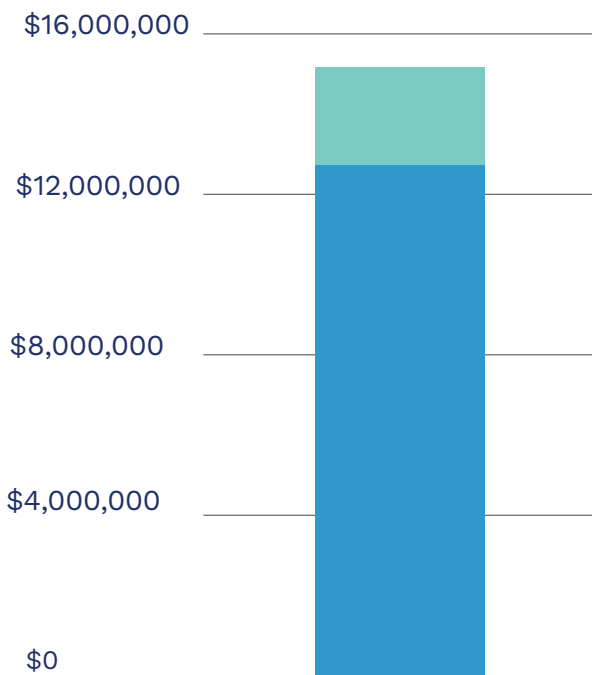
Liaise with Island Health, Fisheries and Oceans Canada, MOE and CRD

- DFO request for review
- Submit application with Preliminary Design
- Authorization under Fisheries Act, may or may not be required



Maxwell Lake WTP Funding Strategy

Estimated Costs



1. Current Funding Plan

| | |
|----------------------|---------------------|
| Loan Authorization | \$11,700,000 |
| Existing CEC Reserve | \$900,000 |
| CECs (2025-2026) | \$2,000,000 |
| Total Cost | \$14,600,000 |

2. Funding Plan with Grant

| | |
|-----------------------|---------------------|
| Loan Authorization | \$5,700,000 |
| CHIF Grant | \$6,000,000 |
| Existing CEC Reserve | \$900,000 |
| CEC Revenue (2025/26) | \$2,000,000 |
| Total Cost | \$14,600,000 |

Loan Payment Plan

| | |
|---|------------------|
| 1. Annual Loan Payment (20 yr) | \$888,000 |
| Approved \$400 Surcharge (starting 2026) | \$845,600 |
| 2. Loan Payment with Grant (20 yr) | \$414,500 |
| Approved \$300 Surcharge (starting 2025) | \$634,200 |

Staff propose that surplus funds in Option 2 (\$220,000/yr) are allocated to asset management and a 0% tax increase in 2026.

Funding Solutions Explained

2. Funding Plan with Grant

| | |
|-----------------------|---------------------|
| Loan Authorization | \$5,700,000 |
| CHIF Grant | \$6,000,000 |
| Existing CEC Reserve | \$900,000 |
| CEC Revenue (2025/26) | \$2,000,000 |
| Total Cost | \$14,600,000 |

20-year loan from a financial institution, currently \$11.7M that could be reduced with CHIF Grant.

Unique grant opportunity from Federal Government to support housing infrastructure has been applied for.

Existing CEC reserve funds will be used to reduce loan amount.

The partial lift of the moratorium on the Maxwell Lake system will produce funds from Capital Expenditure Charges for new connections.

Other NSSWD Conservation Initiatives

Joining the Maxwell and St. Mary Systems in 2026

Grant Funding through CHIF

Water Conservation Demand Strategy

Development in Spring 2025

Raising St. Mary Lake Weir by 2027

\$10M in Provincial Funding

WaterSavers Rainwater Catchment Program

\$40,000 in rebates

CARL Watershed Project

\$250,000 over 5 years

NORTH SALT SPRING WATERWORKS DISTRICT WATER SAVERS REBATE PROGRAM

2024-2025

Up to \$750 for Non-Potable Rainwater Harvesting
For Salt Spring Island North Salt Spring Waterworks District Ratepayers

Transition Salt Spring

CLIMATE ACTION COACH

75th ANNIVERSARY NORTH SALT SPRING WATERWORKS DISTRICT

FUNDING PROVIDED BY:

Referendum Voting Approval Process

May 8th, 2025

→ Referendum (Ascent Voting)

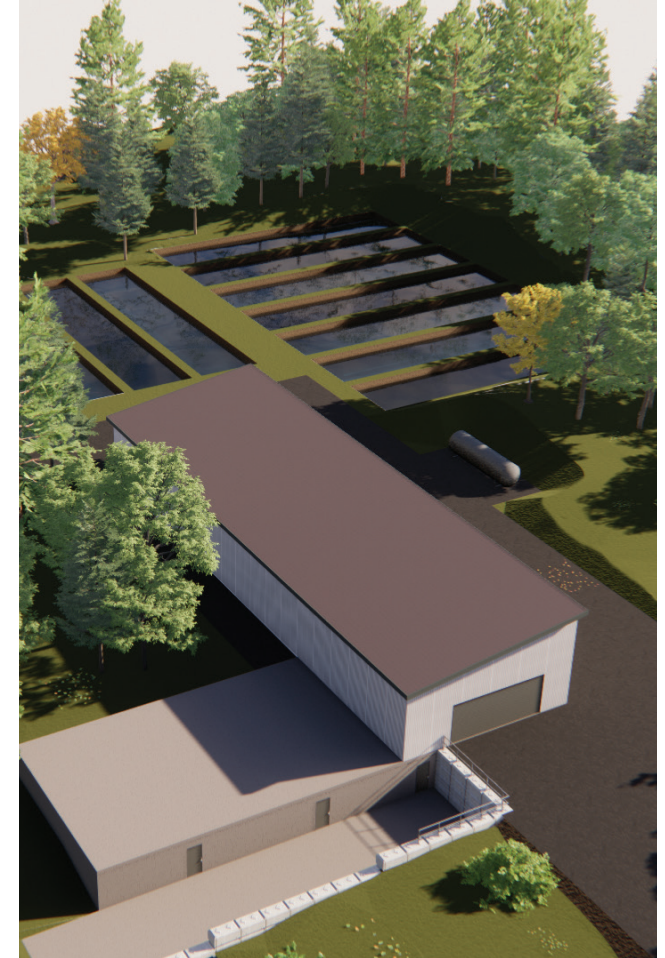
- Administered as an election process
- Will be held at the same time as trustee elections
 - Majority rules (50%+1)
- Same public notice requirements as election

→ Mail-In Voting

March 24th to May 6th

→ In-Person Voting at AGM

May 8th from 2pm-6pm



From: Capital Regional District <noreply@crd.bc.ca>

Sent: Monday, March 31, 2025 10:10 AM

To: Legserv <Legserv@crd.bc.ca>

Subject: New Submission from Addressing the CRD Board & Committees webform - Submission #20 SID #1240

Submitted on Mon, 03/31/2025 - 10:10am

Submitted by: Anonymous

Submitted values are:

Name

Stefanie Campbell

I represent

Windsor Plywood & Momentum Design Build

Telephone

[REDACTED]

Email address

[REDACTED]

Street Address (optional)

[REDACTED]

Municipality/Electoral Area in which you reside

[Salt Spring Island](#)

I wish to address

[Salt Spring Island Local Community Commission](#)

Meeting Date

2025-04-17

Agenda Item

Widening Entrance at 166 Rainbow Road (Windsor Plywood)

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

Requesting to widen the entrance 6 ft at 166 Rainbow Road, to allow for safer access in and out of the entrance for Windsor Plywood. As there are limited sightlines with the current configuration.

I will attend the meeting

By phone

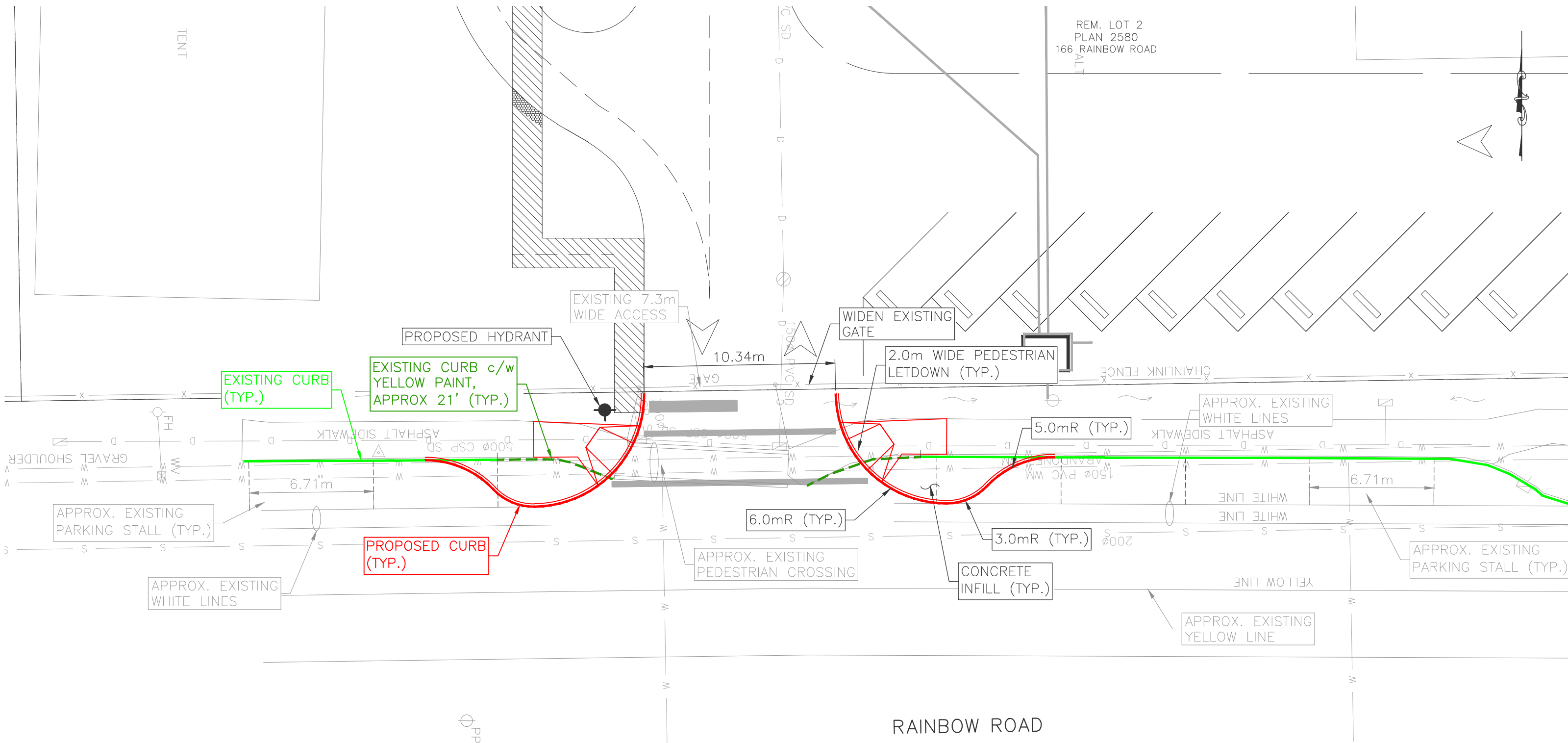
I will have a PowerPoint or video presentation and will submit it at least 24 hours in advance of the meeting.

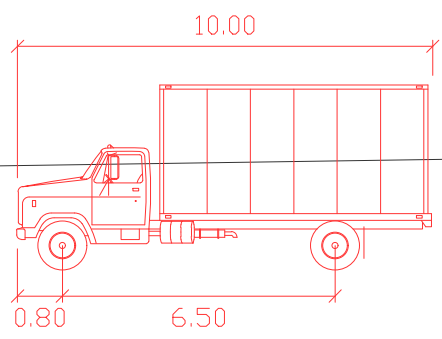
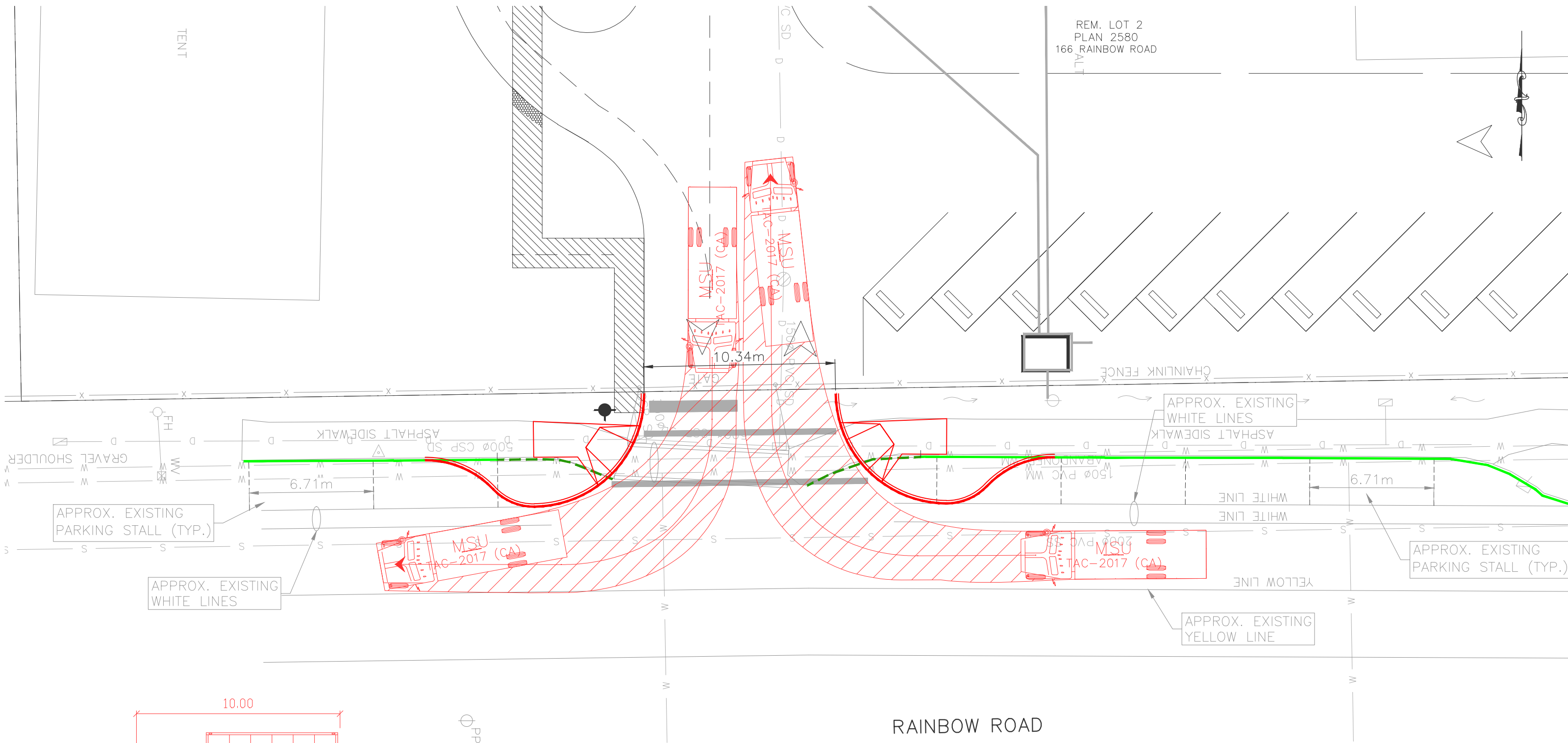
Yes

I understand

Yes

Windsor Plywood
166 Rainbow Road
Entrance Widening





MSU

meters

| | |
|-------------------|--------|
| Width | : 2.60 |
| Track | : 2.60 |
| Lock to Lock Time | 6.0 |
| Steering Angle | : 40.2 |







From: Capital Regional District <noreply@crd.bc.ca>

Sent: Monday, April 07, 2025 11:43 AM

To: Legserv <Legserv@crd.bc.ca>

Subject: New Submission from Addressing the CRD Board & Committees webform - Submission #22 SID #1548

Submitted on Mon, 04/07/2025 - 11:42am

Submitted by: Anonymous

Submitted values are:

Name

Myna lee Johnstone

Telephone

[REDACTED]

Email address

[REDACTED]

Street Address (optional)

[REDACTED]

Municipality/Electoral Area in which you reside

[Salt Spring Island](#)

I wish to address

[Salt Spring Island Local Community Commission](#)

Meeting Date

2025-04-17

Agenda Item

Ganges Actove transportation Plan

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

Many problems known have not been attended too

I will attend the meeting


In person


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


No


I understand


Yes


| Salt Spring Island Administration Project Tracker | | | | Report No. 18, 2025 January-March | |
|---|---|-------------|----|---|---------|
| | | | |  <small>Making a difference...together.</small> | |
| Project | Description | Status | % | Comments | Timing |
| Priority Area: Drinking Water | | | | | |
| Fulford Water Main Distribution System Replacement | Investigation, analysis, design and strategy for replacement of asbestos/concrete (A/C) sections of Fulford water main distribution system. | In-Progress | 80 | Consultant contract awarded Q4 2022. Draft Technical Report complete. Commission reviewed and provided comments. CRD responding to Commission questions and to bring forward report to Commission to finalize A/C replacement strategy. | Q3 2025 |
| Fulford Sunnyside Pump Station H & S Improvements | Design and install guard rail at Sunnyside Pump Station to address H & S concerns. | Cancelled | | Project deemed not necessary. | |
| Beddis Intake Construction | Construct and install intake screen and pipe improvements | In-Progress | 99 | System commissioned April 8th, 2025. As-built drawings expected by end of April 2025. | Q2 2025 |
| Highland Fernwood Intake Construction | Construct and install intake screen and pipe improvements | In-Progress | 95 | Project substantially complete. Awaiting installation of vault access lid. | Q2 2025 |
| Highland/Fernwood - DAF Float Waste Pump Design and Construct | Design and construct waste pump. | On-Hold | 80 | Design complete. Delayed to 2023 due to insufficient funds available for construction in 2022. Revised operations procedures may preclude requirement. Plan to investigate alternate residual disposal methods. | Q2 2025 |
| Highland (Legacy Service Area) | Highland Upper Reservoir Repair. | In-Progress | 50 | Detailed design essentially complete. Coordinate and include back up power design. Class A cost estimate required. Funding process (debt) for construction. | Q3 2025 |
| Highland / Fernwood Back Up Power | Design back up power system for Highland /Fernwood water system. | In-Progress | 95 | Engineering and design essentially complete. Need to integrate final design with Upper Reservoir project. | Q3 2025 |
| Highland Fernwood Water Treatment Plant and Reservoir #1 H & S Improvements | Design and install guard rails at WTP and Reservoir #1 to address H & S concerns. | In-Progress | 5 | Project initiated. Meeting contractor on site on April 26th, 2025 to refine scope of work. | Q2 2025 |
| Cedars of Tuam New Well Investigation | New well and water treatment plant designs and construction; and water conservation plan. | In-Progress | 10 | Staff to develop alternatives including testing of new well. Grant obtained to undertake well testing. | Q3 2025 |
| Cedar Lane Manganese Treatment | Manganese treatment system engineering designs - Phase 1. | In-Progress | 95 | Engineering and design complete. Staff preparing report on the next steps to advance the infrastructure improvement and ratepayer consultation. Grant funding has been received to support this project. | Q3 2025 |
| Dam Safety | Review weir and water licenses; and CRD responsibilities | On-hold | 5 | Consultation with province on inspection and reporting requirements. | Q3 2025 |
| Lake level monitoring - Cusheon and Weston Lakes | Install lake level monitors in Weston and Cusheon Lake | In-Progress | 10 | Purchase and install lake level monitors. | Q3 2025 |
| Turbidity meter on influent line - Fulford | Install turbidity meter on influent line on Fulford water system. | In-Progress | 95 | Turbidity meters purchased. Operations to install as process conditions allow. | Q2 2025 |
| Install in-line strainers - Beddis | Install in-line strainers at Stewart Creek and Sunnyside pressure control stations on Beddis system. | Cancelled | | Specifying equipment. Grant funding has been received to support this project. Project under review. Strainers deemed not necessary. | |

| Salt Spring Island Administration Project Tracker | | | | Report No. 18, 2025 January-March | |
|---|---|-------------|-----|--|---------|
| | | | |  <small>Making a difference...together.</small> | |
| Project | Description | Status | % | Comments | Timing |
| Design and install lifting apparatus | Design and install lifting apparatus for saturator lid at Fulford, Beddis and Highland Fernwood | In-Progress | 100 | Grant funding has been received to support this project. Design contract is essentially complete. Construction complete. Awaiting stamped as-built drawings. Drawings received. | Q1 2025 |
| Replace Impellers at Sunnyside Pump Station | Replace impellers at Sunnyside Pump Station to match Fulford WTP capacity. | In-Progress | 15 | Specifying impellers. Grant funding has been received to support this project. Operations to install as process conditions allow. | Q2 2025 |
| Beddis Abandoned AC Water Line | Remove ~ 50 m of abandoned asbestos cement water line | In-Progress | 10 | Project initiated. Contract awarded. Contractor waiting for drier site conditions to start demolition. | Q2 2025 |
| Priority Area: Sewer/Liquid Waste | | | | | |
| Ganges WWTP Storage | Concept Design for Storage at Ganges WWTP. | In-Progress | 75 | Currently reviewing preliminary design, analysis and cost estimates, as well as evaluating various options to optimize the construction of the storage/work area building. Coordinating with <u>Aeration project and Performance Improvement Study</u> . | Q4 2025 |
| Ganges WWTP Aeration System Design | Design for upgrade to Ganges WWTP aeration system. | In-Progress | 95 | Preliminary design complete. Detailed design starting in August 2024. Detailed design essentially complete as of mid-April. <u>Awaiting final document package from consultant.</u> | Q2 2025 |
| Ganges WWTP VFD Installation | VFD installation for the EQ Tank at the Ganges WWTP. | In-Progress | 40 | Project initiated. Included in Aeration System. | Q2 2025 |
| Maliview WWTP Upgrade Detailed Design | Detailed design and cost estimation for upgrading of Maliview WWTP | In-Progress | 80 | Major process equipment delivered in 2024 and in storage on Salt Spring. Grant funding has been received to support this project. 95% Design complete. Starting electoral assent, petition and <u>Loan Authorization Bylaw process.</u> | Q2 2025 |
| Maliview Electoral Assent for Borrowing | Electoral assent for borrowing of funds for the upcoming Maliview WWTP Upgrading Project | In-Progress | 20 | Grant awarded in the amount of \$1.98M. Staff hosted public open house/consultation March 2021. Starting electoral assent, petition and Loan Authorization Bylaw process. | Q3 2025 |
| Composting Facility | Community based composting facility and service agreement | Complete | 100 | Operating agreement and land tenure completed. Small amount of electrical work left to complete as well as connecting water line from reservoir to facility. | Q4 2024 |
| Liquid Waste Treatment Upgrades | Public consultation and engagement strategy | In-Progress | 5 | Geotubes pilot test study completed in December. GeoTubes shown to be not cost effective. Considering next steps. | Q3 2025 |
| Liquid Waste Treatment Upgrades | Geotube Pilot Study | In-Progress | 80 | Laboratory testing of septage and sludge samples complete and analyzing results. GeoTubes shown to be not cost effective. Exploring other options. | Q3 2025 |
| Maliview Inflow and Infiltration Program | Investigation of sewer collection system to determine inflow and infiltration points and strategy for repair. | In-Progress | 5 | Project initiated. Starting electoral assent, petition and Loan Authorization Bylaw process. | Q3 2025 |

| Salt Spring Island Administration Project Tracker | | | | Report No. 18, 2025 January-March | |
|---|---|----------------------|-----|---|---------|
| | | | |  | |
| Project | Description | Status | % | Comments | Timing |
| Liquid Waste Burgoyne Grit Chamber | Design and install Grit Chamber to reduce maintenance on pumps and improve process | On Hold | 10 | Project initiated. Design under way with Operations. On hold pending investigation of options. | Q3 2025 |
| Ganges Sewer Service Area Modelling | Update expand and recalibrate sewer model. Model the effluent conveyance piping system to determine current bottlenecks and explore future capacity requirements. | Complete | 100 | Contract awarded. Project initiated. Report received in Q1 2025 | Q1 2025 |
| Ganges Back-up Power for Pump Stations | Design and specify back up power requirements for pump stations in the Ganges sewer service area. | Complete | 100 | Contract awarded. Project initiated. Complete. Issuing Purchase Order for generator. | Q4 2024 |
| Ganges WWTP E I & C Upgrades | Upgrade E I & C components of facility and replace obsolete control system components. | In-Progress | 5 | Project initiated. Design under way with Operations. Long delivery electrical and control equipment being ordered. | Q4 2025 |
| Priority Area: Transportation | | | | | |
| Merchants' Mews Pathway Design | Design a separate pathway along Upper Ganges Rd from Leisure Lane to Merchants Mews | In-Progress | 95 | Contract awarded to Island Pathways to develop detailed designs to meet Min. of Transportation specifications. Drawings now approved by MoTT. Anticipate tendering and construction in Q2 2025. MoTT Licence of Occupation received April 2025. Construction in Summer and Fall of 2025 | Q2 2025 |
| Rainbow Road Pathway Design | Design of sidewalk and bike path along Rainbow Road from Jackson Ave to Lower Ganges Road | In-Progress | 70 | Contract for Design and Surveying has been initiated. Completing Engineering and design and securing right of ways. BCAT grant application unsuccessful and intending to re-apply with an expanded project scope in 2025. | Q3 2025 |
| Swanson Road Pathway Design | Design a pathway along Swanson Road from Atkins to Leisure Lane. | In-Progress | 5 | Preparing Project Charter to define project scope. Working with Island Pathways for potential design - build. | Q3 2025 |
| Jackson and McPhillips Pathway Design | Design of active transportation infrastructure along Jackson and McPhillips in Ganges | In-Progress | 5 | Preparing RFQ and defining scope. Preparing for a potential BCAT Grant application in Fall 2025. | Q3 2025 |
| Bus Shelter | Design and construction for West Horel bus shelter | On Hold | 20 | Survey complete. Awaiting MOTT permit. Applying to Minor Betterments program for additional funding. LCC agreed to use BC Transit's standard design. | Q1 2026 |
| Bus Shelters | Design and construction of bus shelters at junction of Mobrae Avenue and Vesuvius Bay Road, and junction of Cusheon and Fulford Ganges | In-Progress | 25 | Initial ground works completed at both sites with grant funding, and additional Minor Betterments funding needed to complete shelter installations. LCC agreed to use BC Transit's standard design. | Q3 2025 |
| Transit Bus Depot | Concept designs for a transit bus dept including EV chargers | See Parks Works Yard | | Please see Parks Works Yard project under Park Land section for updates on a shared facility to accommodate park maintenance facility and bus depot including EV chargers for both buses and CRD vehicles | |
| Parking Proposal | Consider options for Saturday parking in Ganges | In-Progress | 20 | Will be contacting other jurisdictions to work towards improvements. | Q2 2025 |
| Ganges Crosswalk Study | Study of Crosswalks in Ganges | In-Progress | 0 | Was anticipated to be completed by MOTT, however CRD has accepted the lead roll. Funding approval is pending in April 2025 and then will commence discussions with LCC and procure a consultant. | Q4 2025 |

| Salt Spring Island Administration Project Tracker | | | | Report No. 18, 2025 January-March | |
|---|---|-------------|----|--|---------|
| | | | |  | |
| Project | Description | Status | % | Comments | Timing |
| Priority Area: Economic Development | | | | | |
| Integrated Housing Strategy | Development of an Integrated Housing Strategy | In-Progress | 15 | Scoping of project complete. RFQ results are in and tender award is imminent. | Q3 2025 |
| Priority Area: Parks and Recreation | | | | | |
| Park Land: | | | | | |
| Phoenix Elementary School | CRD has assumed the operation and management of the former Elementary School and property effective Dec 1, 2024. | In-Progress | 50 | Temporary use permit has been approved to use the site as a temporary maintenance facility. Staff are currently exploring allowable uses under existing zoning, building code and occupancy permit. FOI has been posted. | Q1 2025 |
| SIMS Energy Audit | Energy audit and replacement of HVAC System. | In-Progress | 15 | Level 1 Energy Audit to be funded by BC Hydro. Designs and costing for HVAC replacement funded by CARF. | Q2 2025 |
| Ganges Harbour Walk | A steering committee has been established to secure right of ways, develop designs and consult with the community to build the Ganges Harbour walk. | In-Progress | 25 | Application submitted to the Province to secure foreshore right of way within existing alignment. Province requested detailed designs be submitted. Conceptual designs are being drafted for consultation with upland owners, First Nations and the community to inform detailed design and Class D estimates (+/- 40%). | Q4 2025 |
| Parks Works Yard | Parks Maintenance facility designs and costing | In-Progress | 5 | Conceptual design has been drafted and rezoning application has been submitted to Island Trust. Designs have been coordinated with BC Transit and SSI Transit Service for EV bus charging infrastructure and storage. Grant funding has been received to support this project. | Q4 2025 |
| Hydrofield - Field Upgrades | Proposed enhancement project to upgrade fields with two minor baseball and a soccer practice | In-Progress | 5 | Conceptual designs and cost estimates have been obtained. CRD has formalized a joint use agreement with SD64 for construction and field bookings. A private donation has been received to support this project. | Q4 2025 |
| Portlock Park Master Plan | Develop a master plan for Portlock Park | In-Progress | 90 | LCC has approved Master Plan. Final report and costing are in progress. | Q2 2025 |
| Portlock Park Maintenance Shed | Replacement of destroyed maintenance shed and equipment destroyed in a fire at Portlock Park. | On-Hold | 75 | Equipment has been replaced. Maintenance shed replacement on hold until additional engineering capacity secured. | Q4 2025 |
| Ganges Fire Hall | Repurpose, remediate or demolish the former Ganges Fire Hall | In-Progress | 5 | RFQ has been sent to qualified firms to retain and architect to assess options and implications with repurposing the existing building. | Q4 2025 |
| Community Parks: | | | | | |
| Peace Park - Memorial Story Corridor | Memorial Story Corridor installation planned for Peace Park | In-Progress | 5 | LCC approved Japanese Garden Society to develop a Memorial Corridor in Peace Park. Contract has been drafted for JGS to review. | Q4 2025 |

| Salt Spring Island Administration Project Tracker | | | | Report No. 18, 2025 January-March | |
|---|---|-------------|----|---|---------|
| | | | |  <small>Making a difference...together.</small> | |
| Project | Description | Status | % | Comments | Timing |
| Mt. Maxwell Community Park Management Plan | Management Plan to inform use and open to the public. | In-Progress | 50 | Consultation with First Nations is ongoing. First round of community consultation is now complete. Project Management Plan is being drafted for review and comment from the LCC. | Q3 2025 |
| Trail Development - Mt Maxwell | Develop entrance and trail network to new Mt. Maxwell Community Park | On-Hold | 5 | \$100k grant secured from SSI Foundation to support project. Project is on hold until the completion of the Management Plan | Q4 2026 |
| Trail Development - Trincomali | Development of a connector trail from Dunbabin Park to Trincomali Heights | On-Hold | 25 | Survey and environmental assessment now complete. Initial brush clearing partially complete. Project is on hold following the completion of other trail projects. | |
| Fernwood Dock | Continue with maintenance and repairs as identified in the Condition Assessment report. | In-Progress | 25 | Completed condition assessment in 2023 to plan for capital works in 2024. Preventative maintenance has been completed in 2023. Underwater floats replacement and underwater assessment have been completed. Repair work has been included in tender package for upgrades to other CRD docks in SGI. | Q4 2025 |
| Drummond Park Playground | Replace the Drummond Park playground structure | In-Progress | 5 | Project Charter has been approved and playground replacement has been selected. Waiting on permitting from Archaeological Branch. | Q4 2025 |
| Parkland Acquisition | Accept a donation of land for the purpose of a community park | In-Progress | 5 | Purchase and sale agreement has been drafted. Survey and assessments in progress. | Q4 2025 |
| Trail Development - Kanaka Connector | Re-surface the existing Kanaka Connector Trail and improve | In-Progress | 5 | Application for License submitted to MOTT | Q4 2025 |
| Community Recreation: | | | | | |
| Recreation Program Equipment | Replace and expand existing program equipment | 75 | 5 | Replacement matts and program supplies have been purchased. Grant application submitted to fund a new gym inflatable. | Q2 2025 |
| Tennis Court Resurfacing | Resurface Portlock Tennis Courts | In-Progress | 5 | RFQ was posted and bids are currently being reviewed. | Q2 2025 |
| Accessibility Assessment: Pool & SIMS | Complete Accessibility Assessment for Pool and SIMS | In-Progress | 5 | Scope of work is being developed. | Q4 2025 |
| Pool: | | | | | |
| Pool Structural | Structural assessment for pool exterior wall | On-Hold | 25 | Assessment has been completed. Recommendations and costing have been brought back to LCC with a recommendation for debt borrowing. Alternative Approval Process (AAP) deferred to 2025 - repairs 2026 | Q4 2026 |
| Pool Safety and Security Improvements | Install camera's in the Rainbow Recreation Centre | In-Progress | 75 | Site assessment has been completed and quotes received. Funded by CWF. Works are schedule for completion during pool shutdown March 31-April 22 | Q3 2025 |
| Pool Piping Replacement | Replace cast iron piping during annual shutdown (Phase 1) | In-Progress | 5 | Contract has been awarded. Work schedule to be completed during annual shutdown March 31-April 22 | Q1 2025 |
| Pool Equipment Replacement | Replace mechanical equipment and service pumps and fans during annual pool closure. | In-Progress | 25 | Contractors have been lined up to complete this work during annual shutdown in April 2025. | Q2 2025 |

| Salt Spring Island Administration Project Tracker | | | | Report No. 18, 2025 January-March | |  Making a difference...together |
|---|-------------|--------|---|-------------------------------------|--------|---|
| | | | | | | |
| Project | Description | Status | % | Comments | Timing | |
| Other | | | | | | |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------------|-------------|--------------|---|---|-------------------|---------------|-------------|--------------------|---------|--|
| Grant-in-Aid | | | | | | | | | | |
| Transit | | | | | | | | | | |
| Transportation | | | | | | | | | | |
| Motion Arising | Na | Baker | B. Young and R. Jenkinson Transition Salt Spring and the Salish Sea Trail Network Working Group; re: Ministry of Transportation Advocacy Support Request for Salish Sea Trail | That Commissioner Rook work with Byran Young to create a letter and share it with the Local Community Commission, which will go to the Ministry asking them for some incremental work in the primary language | 07-Dec-23 | Na | Na | 07-Dec-23 | Carried | Brief report of the progress of the completion strategy for the Salt Spring Island Salish Sea Trail. -2025 project planning is progressing and include in Regional Parks Capital Plan |
| Economic Development | | | | | | | | | | |
| Main Motion | Na | Holman | Housing Now Customization for Salt Spring Island | That the Salt Spring Local Community Commission recommends the top priority for Housing Now on Salt Spring Island be for employee housing. | 07-Dec-23 | Na | Na | 07-Dec-23 | Carried | |
| Main Motion | Na | Holman | Housing Now Customization for Salt Spring Island | That the Salt Spring Local Community Commission recommends that larger employers (to be defined) access the Housing Now program on a fee-for-service basis. | 07-Dec-23 | Na | Na | 07-Dec-23 | Carried | OPPOSED Commissioner Corno -program has been established and fee for service has not been implemented |
| Parks and Recreation | | | | | | | | | | |
| Main Motion | Na | Webster | Salt Spring Island Portlock Park Site Master Plan | That the Salt Spring Island Local Community Commission refer the Salt Spring Island Portlock Park Site Master Plan report back to staff for additional consideration. | 23-Nov-23 | Na | Na | 23-Nov-23 | Carried | -Portlock Master Plan report brought back at Aug 15, 2024 meeting |
| Motion Arising | Na | Holman | Include Significant Rainbow Road Pool Update to Borrowing | That the Salt Spring Island Local Community include the mechanical equipment and any other significant updates to the swimming pool with the municipal borrowing. | 21-Sep-23 | Same day | Na | 21-Sep-23 | Carried | |
| Main Motion | Na | Holman | Encampment Follow-up | That Commissioner Baker and Commissioner Corno work with Chuan Society to development a formal proposal for use of park land | 7-Dec-23 | Na | Na | 7-Dec-23 | Carried | |
| Main Motion | Na | Holman | Salt Spring Island Library Archives Climate Control System Replacement | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board: To add the Salt Spring Island Library Archives Climate Control System Replacement project in the amount of \$80,000 to the 2024- 2028 Five Year Capital Plan. | 23-Nov-23 | Na | Na | 23-Nov-23 | Carried | |
| Liquid Waste | | | | | | | | | | |
| Motion Arising | Na | Webster | Burgoyne Bay Septage Receiving Facility Alternative Waste-Stream MaNagement Option ANalysis | That staff prepare a public consultation and engagement strategy to gather comments and input from the community on Option 4 for LCC consideration; and that funding for community engagement strategy and the evaluation of Option 4 be increased in the 2024 - 2028 Capital Plan. | 22-Aug-23 | Na | Na | 22-Aug-23 | Carried | -Geotube pilot test report presented March 20, 2025 -Staff directed to look at Biochar and GHGs at March 20, 2025 |
| Motion Arising | Na | Holman | Staff report for including geotubes in pilot test study | That staff report back on the possibility of including geotubes pilot test study be in the options and to delay public consultation until options are clarified. | 23-Nov-23 | Na | Na | 23-Nov-23 | Carried | -Dicussed at the april 11, 2024 meeting -Geotube pilot test report presented March 20, 2025 |
| Adminstration/Other | | | | | | | | | | |
| Main Motion | Na | Baker | 2024 Local Community Commission Budget Review | That the Salt Spring Island Community Commission defer until January meeting the amendment of the Park land Service Budget 1.459, to add \$25,441 to the Park Land Service budget 1.459 for auxiliary labour in Salt Spring Island Middle School facility maintenance budget 2024. | 23-Nov-23 | Na | Na | 23-Nov-23 | Carried | |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|-------------|-------------|--------------|--|--|-------------------|---------------|-------------|--------------------|---------|---------------|
| Main Motion | Na | Holman | 2024 Schedule of Regular Local Community Commission Meetings | <p>That the Salt Spring Island Local Community Commission (LCC) adopt the following local policy on its meetings, consistent with the Capital Regional District Procedures Bylaw 3828, Community Charter, and Local Government Act, to provide more detailed guidance for the planning, implementation, and reporting of LCC meetings. Pursuant to the LCC motion approved 22nd August 2023 that “the LCC hold one regular daytime meeting per month and one evening meeting per month,” it shall be the policy of the LCC that those meetings be scheduled on a regular and predictable basis as follows:</p> <ul style="list-style-type: none">• The monthly evening meeting will be scheduled for 5:00PM on the 2nd Thursday of each month.• The monthly daytime meeting will be scheduled for 9:00AM on the 3rd Thursday of each month. <p>This meeting calendar will be effective as of the January 2024 LCC meetings. Evening meetings will begin as soon as practicable after resolution of outstanding issues related to venue, support, and funding.</p> | 23-Nov-23 | Na | Na | 23-Nov-23 | Carried | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------|-------------|--------------|--|--|-------------------|---------------|-------------|--------------------|----------|------------------------------------|
| Grant-in-Aid | | | | | | | | | | |
| Main Motion | NA | Holman | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, not support the Grant-in-Aid applications listed in Appendix C, in the amount of \$17,000. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Motion Arising | NA | Holman | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, approve the Grant-in-Aid applications of Transition Salt Spring Society for the following amounts: -Two days public collection for chipping and invasive plants of \$2,500 - Organize a pilot roadside pick-up and chipping of woody debris of \$2,500 | 16-May-24 | Na | Na | 16-May-24 | Carried | OPPOSED Baker |
| Motion Arising | NA | Webster | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, not support the Grant-in-Aid applications of Lady Minto Hospital Auxiliary society. | 16-May-24 | Na | Na | 16-May-24 | Carried | OPPOSED Holman |
| Motion Arising | NA | Webster | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, approve the Grant-in-Aid applications of the following: -Salt Spring Literacy for the amount of \$997.54 -Wagon Wheel Housing Society for the amount of \$2500.00 - Gulf Islands Community Radio Society for the amount of \$2770.00 | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Motion Arising | NA | Webster | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That consideration of the Grant-in aid application of Capital Bike be deferred until staff contact Capital Bike for additional information. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Motion Arising | NA | Webster | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, approve the Grant-in-Aid applications of Salt Spring Abattoir subject to not being eligible of Community Works funding. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Motion Arising | NA | Webster | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, approve the Grant-in-Aid applications of Bandemonium Music Society for the amount of \$2,150. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Motion Arising | NA | Webster | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, approve the Grant-in-Aid applications of Salt Spring Abattoir subject to not being eligible of Community Works funding. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Motion Arising | NA | Webster | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, approve the Grant-in-Aid applications of Copper Kettle Community Partnership for the amount of \$4,000. | 16-May-24 | Na | Na | 16-May-24 | Defeated | OPPOSED Baker, Corno, Holman, Rook |
| Motion Arising | NA | Holman | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, approve the Grant-in-Aid applications of Copper Kettle Community Partnership for the amount of \$5,000. | 16-May-24 | Na | Na | 16-May-24 | Carried | OPPOSED Webster |
| Motion Arising | NA | Webster | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, approve the Grant-in-Aid applications of Salt Spring Island Farmland Trust Society for the amount of \$4,000. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Motion Arising | NA | Webster | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, approve the Grant-in-Aid applications of Salish Sea Inter-Island Transportation Society for the amount of \$4,000. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Motion Arising | NA | Webster | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, approve the Grant-in-Aid applications of the Circle Salt Spring Education Society for the amount of \$2,000. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Motion Arising | NA | Webster | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director, approve the Grant-in-Aid applications of Salt Spring Community Health Society for the amount of \$5,000. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Motion Arising | NA | Holman | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That staff explore with the Chamber of Commerce funding for the replacement bus shelter at the Visitor Centre through the Transit Service and report back about a possible agreement. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Motion Arising | NA | Holman | Spring 2024 Grant-In-Aid Salt Spring Island Application - April Intake | That Local Community Commission delegates Commissioner Baker to participant in discussion with staff and the Chamber of Commerce regarding the replacement bus shelter at the Visitor Centre. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Motion Arising | NA | Holman | Grant-In-Aid Application - Salt Spring Island Chamber of Commerce | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director: Approve the Grant-in-Aid application to Salt Spring Island Chamber of Commerce in the amount of \$5,000. | 8-Aug-24 | Na | 24-767 | 8-Aug-24 | | |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------|-------------|--------------|--|---|-------------------|---------------|-------------|--------------------|-----------|---|
| Motion Arising | Na | Holman | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend the 1.116 SSI Grant in Aids 2025-2029 Five Year Financial Plan to reduce the 2025 GIA budget by \$10,000 and increase the GIA budget for additional \$5,000 each year for 2026-2029 by balancing with requisitions each year. | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Carried | |
| Main Motion | Na | Holman | Salt Spring Island 2024 Grant-In-Aid Application - Fall Intake | 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 with the following amendments: -Reduce the amount for FarmFolk CityFolk Society from \$1,500 to \$1,000 -Reduce the amount for Salt Spring Elementary Parent from \$3,606 to \$3,300 -Reduce the amount for Salt Spring Baroque Music Society from \$3,350 to \$2,400 -Reduce the amount for Salt Spring Health Advancement Network from \$3,606 to \$3,300 for a total amount of \$10,000. | 21-Nov-24 | Na | 24-1206 | 21-Nov-24 | Carried | |
| Main Motion | Na | Holman | Salt Spring Island 2024 Grant-In-Aid Application - Fall Intake | That the Salt Spring Island Local Community Commission develop a formal Salt Spring Electoral Area specific Grant-in aid policy and meet with other local funders to better coordinate grant programs. | 21-Nov-24 | Na | 24-1206 | 21-Nov-24 | Carried | -Policy is not changed, however, new criteria were accepted at the March 20, 2025 Meeting |
| Main Motion | Na | Holman | Grant-In-Aid Application - The Chuan Community Arts Society | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director: Approve the Grant-in-Aid application to the Chuan Community Arts in the amount of \$2,068. | 5-Dec-24 | Na | 24-1306 | 5-Dec-24 | Carried | |
| Transit | | | | | | | | | | |
| Motion Arising | Na | Webster | 2024 Local Community Commission Budgets | 1.238A- Community Transit (SSI)- 2024 service budget, reduce one-time 2024 transfer from operating reserves by \$20,000. | 1-Feb-24 | Na | NA | 1-Feb-24 | Defeated | OPPOSED Baker, Holman, Rook |
| Main Motion | Na | Holman | BC Transit Service Update | That Salt Spring Island Local Community Commission have a detailed discussion of expansion possibilities at a future meeting with BC Transit. | 21-Mar-24 | Na | Na | 21-Mar-24 | Carried | -Dicussed at the June 27, 2024 meeting |
| Motion Arising | Na | Holman | BC Transit Expansion of Services | That the Salt Spring Island Local Community Commission requests BC Transit to consider enhancing Long Harbour Route as per the service priorities presented in the 2021 service plan in 2026. | 12-Sep-24 | Na | 24-814 | 12-Sep-24 | Carried | -priorities revised to include Fulford and Cusheon Lake routes |
| Main Motion | Na | Webster | BC Transit Expansion of Services | That the Salt Spring Island Local Community Commission directs staff to report back on the process of increasing the levy for the transit service | 12-Sep-24 | Na | 24-814 | 12-Sep-24 | Carried | - Staff report postponed from March 20, 2025 meeting due to changes in funding. Revised report is pending determination of funding. |
| Motion Arising | Na | Holman | BC Transit Expansion of Services | That the Salt Spring Island Local Community Commission support the Fulford Harbour route expansion in 2026. | 12-Sep-24 | Na | 24-814 | 12-Sep-24 | Carried | |
| Motion Arising | Na | Holman | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend the 1.238A Community Transit Services Capital 2025-2029 Five Year Financial Plan to reduce transfer to capital reserves in 2025 from \$20,000 to \$5,000. | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Withdrawn | |
| Motion Arising | Na | Baker | 2024 Local Community Commission Budgets | 1.238A- Community Transit (SSI)- 2024 service budget, reduce one-time 2025 transfer from capital reserves by \$30,000 and increase transfer from operating reserves by \$30,000. | 1-Feb-24 | Na | NA | 1-Feb-24 | Carried | OPPOSED Corno, Webster |
| Transportation | | | | | | | | | | |
| Motion Arising | NA | Holman | 2024 Local Community Commission Budgets | 1.238B- Community Transportation (SSI) - 2024 service budget, reduce one-time 2024 transfer to operating reserves to \$0. | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | OPPOSED Corno, Webster |
| Motion Arising | Na | Holman | 2024 Local Community Commission Budgets | 1.238B- Community Transportation (SSI) - 2024 service budget, reduce one-time 2024 transfer to capital reserves by \$60,000. | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | OPPOSED Corno, Webster |
| Motion Arising | Na | Baker | SSI Transportation Capital Plan | That the five-year Capital plan for service 1.238B- Community Transportation (SSI) be amended to postpone 22-09 “Pathway Standards and Maintenance Development” amount of \$22,000 to 2025. | 15-Feb-24 | Na | Na | 15-Feb-24 | Carried | |
| Motion Arising | Na | Baker | SSI Transportation Capital Plan | That the five-year Capital plan for service 1.238B- Community Transportation (SSI) be amended to defer 24-04 “Referendum or Alternative Approval Process - Funding for Future Projects” amount of \$35,000 to 2025. | 15-Feb-24 | Na | Na | 15-Feb-24 | Carried | |
| Motion Arising | Na | Baker | SSI Transportation Capital Plan | That the five-year Capital plan for service 1.238B- Community Transportation (SSI) be amended to postpone 23-03 “Design and construction of Pathway along harbour side on Lower Ganges Road. (400 m)” expenditure of \$60,000 in 2024 until 2025. | 15-Feb-24 | Na | Na | 15-Feb-24 | Withdrawn | |
| Motion Arising | Na | Baker | SSI Transportation Capital Plan | That the five-year Capital plan for service 1.238B- Community Transportation (SSI) be amended to defer 23-05 “Pathway Maintenance Equipment” expenditure of \$45,000 until prioritized list of pathway maintenance needs is available in 2025. | 15-Feb-24 | Na | Na | 15-Feb-24 | Defeated | OPPOSED Corno, Rook, Webster |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------|-------------|--------------|---|--|-------------------|---------------|-------------|--------------------|---------|--|
| Motion Arising | Na | Baker | SSI Transportation Capital Plan | That the five-year Capital plan for service 1.238B- Community Transportation (SSI) be amended - move 26-02 “Prepare designs in support of application for the BC Active Transportation Infrastructure Grant.” designs in support of application for the BC Active Transportation Infrastructure grant in October 2024 from 2026 to 2024 to implement the Ganges Active Transportation Network Plan (south Rainbow, McPhillips, Seaview, Fulford-Ganges, Seaview to Lower Ganges, Lower Ganges to Rainbow) estimated at \$120,000; - consolidate projects: 22-12 “Design and Construction of Pathway - Rainbow Road (350 m)”, 24-03 “McPhillips Avenue Pedestrian Facilities”, 26-01 “Design and Construction of Pathway - Jackson Road (310 m)” into project 26-02 in year 2024. | 15-Feb-24 | Na | Na | 15-Feb-24 | Carried | |
| Motion Arising | Na | Baker | SSI Transportation Capital Plan | That the five-year Capital plan for service 1.238B- Community Transportation (SSI) be amended to remove 23-01 “Design and Construction of Pathway - Park Drive (200 m)”, 24-02 “Design and Construction of Pathway - Whims Road (300 m)”, 25-01 “Design and Construction of Pathway - Sunset Road (500 m)”. | 15-Feb-24 | Na | Na | 15-Feb-24 | Carried | OPPOSED Holman |
| Main Motion | Na | Baker | Partners Creating Pathways Proposal for new pathways will be submitted to the LCC | That the proposal be referred back to staff for review. | 13-Jun-24 | Na | Na | 13-Jun-24 | Carried | |
| Main Motion | Na | Baker | Island Pathways Ganges Active Transportation Plan Implementation | That Director Holman in the absence of Commissioner Rook work with Island Pathways or Ministry of Transportation and Infrastructure to create a letter of support. | 11-Apr-24 | Na | Na | 11-Apr-24 | Carried | |
| Motion Arising | Na | Holman | Ganges Active Transportation Plan | That staff explore the possibility of John Hicks assisting with the development of legal surveys for the area covered by the Ganges Active Transportation Plan and including the Drake Road and Jackson Road. | 14-Mar-24 | Na | Na | 14-Mar-24 | Carried | |
| Main Motion | Na | Holman | Ganges Active Transportation Plan | That the Salt Spring Island Local Community Commission direct staff to amend project 26-02 to replace the \$100,000 debt funding with \$130,000 of capital reserve funding and move all project funds from 2026 to 2024 Transportation Capital Plan 1.238B and amend the project description to include SSI Active Transportation Network Plan (SSIATNP), Jackson Road, and Drake Road. | 29-May-24 | Na | Na | 29-May-24 | Carried | |
| Motion Arising | Na | Holman | Ganges Active Transportation Plan | That the Salt Spring Island Local Community Commission direct staff to prioritize Rainbow Road for detailed designs. | 29-May-24 | Na | Na | 29-May-24 | Carried | -Designs presented at the September 19, 2024 meeting |
| Motion Arising | Na | Webster | Ganges Active Transportation Plan | That the Salt Spring Island Local Community Commission direct staff to prioritize McPhillips Avenue for detailed designs following completion of the Rainbow Road detailed designs. | 29-May-24 | Na | Na | 29-May-24 | Carried | |
| Motion Arising | Na | Corno | Ganges Active Transportation Plan | That the Salt Spring Island Local Community Commission direct staff to prioritize Jackson Avenue for detailed designs following completion of the Rainbow Road and McPhillips Avenue detailed designs. | 29-May-24 | Na | Na | 29-May-24 | Carried | |
| Main Motion | Na | Holman | Ganges Active Transportation Plan | That staff: 1. Immediately issue a sole source contract for a legal survey of all MOTI RoWs identified in the Ganges Active Transportation Plan, as well as for: South Rainbow Road (from Fulford Ganges Road to Jackson); Drake Road (from the Dragonfly property to Fulford-Ganges Road); and Jackson Avenue / Seaview Avenues (from Rainbow Road to Fulford-Ganges Road). 2. With assistance from Victoria Regional and Strategic Planning staff, immediately organize a meeting with directly affected property owners regarding the projects identified in the Ganges Active Transportation Plan and on Jackson Avenue. | 11-Apr-24 | Na | Na | 11-Apr-24 | Carried | -In progress |
| Main Motion | Na | Holman | Brinkworthy Pathway Project Charter | That the Salt Spring Island Local Community Commission approves the Brinkworthy Pathway Project Charter in Appendix A as amended | 15-Aug-24 | Na | 24-771 | 15-Aug-24 | Carried | |
| Motion Arising | Na | Holman | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend the 1.238B Community Transportation Services 2025-2029 Five Year Financial Plan to reduce transfer to capital reserves from \$70,000 to \$50,000, resulting in requisition reduction of \$20,000 in 2025 as one-time reduction. | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Carried | OPPOSED Corno, Webster |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------------|-------------|--------------|---|--|-------------------|---------------|-------------|--------------------|---------|--|
| Motion Arising | Na | Baker | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct Staff to amend the 1.238B Community Transportation Services 2025-2029 Five Year Capital Plan accordingly: 1. Delete Project 22-06 'Lower Ganges Road barrier removal or relocation' 2. Delete Project 22-08 'Lower Ganges Road concrete barrier removal' 3. Move Project 22-12 'Rainbow Road pathway' from 2026 to 2025. Reduce project budget from \$1,015,000 to \$450,000 and adjust the dollars funded by Grant of \$335,000 (\$315,000 BC Active Transportation Grant and \$20,000 Community Works Fund) and Reserves of \$115,000. 4. Move Project 24-03 ‘McPhillips Ave Pedestrian Facilities’ from 2027 to 2026. Funding sources to stay the same. 5. Move Project 24-04 'Referendum or Alternative Approval Process funding for future projects' from 2025 to 2026 6. Move Project 26-01 'Jackson Road pathway' from 2025 to 2026 7. Amend Project 22-13 description to include 'Kanaka pathway and other small pathways' with the current description that is limited to 'Swanson'. The dollar figure will remain the same and from Capital 8. ADD Project 25-03 ‘Design and Construction of small pathway projects’,this will be a 2025 project, would be funded at \$50,000 and from Grant funding 9. ADD Project 26-03 ‘Speed Reader Boards’ this will be a 2026 project, would be funded at \$25,000 and from Grant funding 10. Move Project 24-01 ‘Strategic Asset Management Plan & Accessibility Assessment” from 2025 to 2026 | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Carried | |
| Main Motion | Na | Baker | BC Active Transportation Grant - Infrastructure Grant Application - SSI - Rainbow Road Pedestrian and Bike Path | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board: 1) That the Rainbow Road pedestrian and bike path be considered a priority project. 2) That an application to the Province of British Columbia Active Transportation - Infrastructure Grant Program for up to \$315,000 be progressed for the purpose of construction of the Rainbow Road Path on Salt Spring Island. 3) That the funding provided through the British Columbia Active Transportation Infrastructure Grant Program will be supported with up to \$135,000 budgeted from the Salt Spring Island Local Community Commission's Financial Plan; and 4) That staff be instructed to apply for, negotiate, and if successful, enter into an agreement and do all such things necessary for accepting Active Transportation Infrastructure grant funds and overseeing grant management for the proposed project. | 19-Sep-24 | Na | 24-882 | 19-Sep-24 | Carried | -Grant application submitted Octobter 31, 2024 |
| Economic Development | | | | | | | | | | |
| Motion Arising | Na | Holman | 2024 Local Community Commission Budgets | 1.124- SSI Economic Sustainability 2024 service budget, reduce the 2024 transfer to operating reserve by \$5,000. | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | OPPOSED Webster |
| Motion Arising | Na | Holman | Farmland Trust Funding Request | That the Local Community Commission request that Farmland Trust consider opportunities for expansion of Grow Local’s nutrition coupon program and provide quantification of the impacts of the Grow Local program. | 15-Feb-24 | Na | Na | 15-Feb-24 | Carried | |
| Main Motion | Na | Holman | Farmland Trust Funding Request | That the Local Community Commission support in principle the Farmland Trust’s Local Food System Coordination proposal of up to \$20,000 and that staff report back on the eligibility of the program. | 15-Feb-24 | Na | Na | 15-Feb-24 | Carried | -Staff report presented at April 18, 2024 meeting |
| Main Motion | | Webster | Bylaws No. 4590 and 4591 - Salt Spring Island Economic Development Seviles. | That Bylaws No. 4590 and 4591 be advanced to the Capital Regional District Board for introduction, readings and adoption. | 27-Jun-24 | Na | Na | 27-Jun-24 | Carried | |
| Main Motion | Na | Baker | Housing Workshop | That Positively Forward be invited to the May 22 Local Community Commission special meeting regarding housing. | 16-May-24 | Na | Na | 16-May-24 | Carried | -Positively Forward representative attended the May 22 meeting |
| Main Motion | Na | Webster | Housing Now HomeShare Registry Project | The Salt Spring Island Local Community Commission approved a \$22,830 contract with the Southern Gulf Islands Community Resource Centre for a Housing Now HomeShare Registry for Salt Spring Island. | 16-May-24 | Na | Na | 16-May-24 | Carried | |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------------|-------------|--------------|--|---|-------------------|---------------|-------------|--------------------|----------|---|
| NoM | 24-1057 | Holman | Housing Now Update Request | 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. | 10-Oct-24 | Next meeting | 24-1038 | 17-Oct-24 | Carried | - Motion amended October 17, 2024 meeting. -Housing Now presented at the February 20, 2025 meeting. |
| Main Motion | Na | Holman | Housing Now HomeShare Registry Project | That consideration of report be deferred to the Salt Spring Island Local Community Commission meeting in April and request a presentation from Housing Now. | 21-Mar-24 | Na | Na | 21-Mar-24 | Carried | |
| Main Motion | Na | Webster | 2024 Rural Island Economic Partnership Forum - November 15-16, 2024 | Move to defer consideration of the 2024 Rural Island Economic Partnership Forum until staff can obtain information about the event, including the budget for the event | 16-May-24 | Na | Na | 16-May-24 | Carried | -considered at June 20, 2024 meeting |
| Main Motion | Na | Baker | Farmland Trust Grow Local Food Aggregation Fee for Service Contract | The Salt Spring Island Local Community Commission approve a 2024 Grow Local Food Aggregation fee for service contract with the FLTS in the amount of \$20,000 for local food aggregation and coordination, educational programming, and BC Land Matching program with Young Agrarians. | 18-Apr-24 | Na | Na | 18-Apr-24 | Carried | |
| Main Motion | Na | Baker | 2024 Rural Island Economic Partnership Forum - November 15-16, 2024 | That the Salt Spring Island Local Community Commission approves funding of \$2,500 for the 2024 Rural Island Economic Partnership Forum. | 20-Jun-24 | Na | Na | 20-Jun-24 | Carried | |
| Motion Arising | Na | Holman | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend the SSI Economic Development 1.124 to reduce the 2025 requisition by \$15,000. | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Defeated | OPPOSED Baker, Corno, Rook, Webster |
| NoM | 24-1257 | Holman | Housing Action Plan Policy | That Local Community Commission policies regarding housing action plan policies 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. | 14-Nov-24 | Next meeting | 24-1232 | 21-Nov-24 | Carried | -Accepted in the Scope of the Integrated Housing Strategy at March 20, 2025 meeting |
| Main Motion | Na | Webster | Developing a Process for Reviewing Bylaws | That the SSI Electoral Area Director and SSI Local Community Commission convene a meeting with stakeholders and CRD staff regarding bylaw enforcement and dispute resolution process that impacts agricultural activities on Salt Spring Island. | 5-Dec-24 | Na | 24-1300 | 5-Dec-24 | Carried | - Scheduling of meeting is in progress |
| Main Motion | Na | Webster | Developing the Terms of Reference for an Integrated Housing Strategy | That the Salt Spring Island Local Community Commission (LCC) invite members of the expert group on housing to meet with the commission to advise on next steps for the development of an integrated housing strategy and action plan that: 1) Builds on work that already been completed. 2) Does not duplicate other work that is already underway. 3) Is coordinated by a professional. 4) Includes 'hands-on' involvement of LCC commissioners. 5) Brings together all relevant agencies and groups. 6) Invites the involvement of all interested community members. | 5-Dec-24 | Na | 24-1301 | 5-Dec-24 | Carried | - Workshop held February 28, 2025 |
| Parks and Recreation | | | | | | | | | | |
| Motion Arising | Na | Holman | Facility Booking Request - Chuan Society Pilot Project | 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 | 21-Nov-24 | Na | 24-1250 | 21-Nov-24 | Carried | |
| Main Motion | Na | Corno | 163 Drake Road - Phoenix Elementary School Property | That the Salt Spring Island Local Community Commission authorize staff to submit a Temporary Use Permit application to the Islands Trust for the purpose of using 163 Drake Road for a temporary maintenance facility for 12-24 months. | 10-Oct-24 | Na | 24-961 | 10-Oct-24 | Carried | |
| NoM | 24-1058 | Webster | Request for Proposals Short Term of Upper Floor 163 Drake Road | 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. | 10-Oct-24 | Next meeting | 24-1040 | 17-Oct-24 | Carried | -In progress -Staff report regarding expression of interest presented at the February 20, 2025 meeting |
| Motion Arising | Na | Holman | 2024 Local Community Commission Budgets | 1.141- SSI Public Library 2024 service budget, reduce the one-time 2024 transfer to capital reserve by \$10,000. | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | OPPOSED Webster |
| Motion Arising | Na | Holman | 2024 Local Community Commission Budgets | 1.236- SSI Fernwood Dock- 2024 service budget, reduce one-time 2024 transfer to capital reserves by \$5,000. | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | OPPOSED Corno, Webster |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------|-------------|--------------|--|--|-------------------|---------------|-------------|--------------------|-----------|--|
| Motion Arising | Na | Holman | 2024 Local Community Commission Budgets | 1.459- SSI Park, Land & Rec Programs - 2024 service budget, reduce the one-time 2024 transfer to the swimming pool capital reserve by \$30,000 and reduce the one time 2024 transfer to the Parkland capital reserve by \$20,000. Amend Project 23-06 SIMS Upgrades currently funded by \$30,000 Community Works Fund and \$30,000 Capital Reserve, change to \$50,000 Community Works Fund and \$10,000 Capital Reserve. Remove project 22-01 Skate Park Condition Assessment of \$7500 from 5 year capital plan. | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | OPPOSED Corno, Webster |
| Motion Arising | Na | Holman | 2024 Local Community Commission Budgets | That the Salt Spring Island Local Community Commission approves adding Project 24-05 Portlock Shed and Equipment Replacement in the five-year Salt Spring Island Parks and Recreation 1.459 Capital Plan to include \$200,000 of funding to support the replacement project funded by \$150,000 of Insurance Funding and \$35,000 of Capital Reserve Funding and \$15,000 of Equipment Replacement Funding. Project number 24-02 in 1.455 SSI Community Parks capital plan reduce from \$30,000 to \$15,000 | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | |
| Motion Arising | Na | Holman | 2024 Local Community Commission Budgets | 1.459- SSI Park, Land & Rec Programs - 2024 service budget, increase the ongoing projected room rental revenue by \$8,000 and reduce requisition by \$8,000. | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | |
| Motion Arising | Na | Holman | 2024 Local Community Commission Budgets | 1.455- SSI Community parks - 2024 service budget, reduce 2024 ongoing requisition by \$10,000 for Bylaw Labour. | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | |
| Main Motion | Na | Holman | Japanese Garden Society, Story Corridor Project | That the Japanese Garden Society’s Story Corridor Projects proposal be referred to staff. | 15-Feb-24 | Na | Na | 15-Feb-24 | Carried | -Staff report presented at March 21, 2024 meeting |
| Motion Arising | Na | Holman | Island trust Office Relocation SIMS | That staff communicate with Islands Trust concerning all the possibilities for the entire SIMS Building. | 15-Feb-24 | Na | Na | 15-Feb-24 | Withdrawn | |
| Main Motion | Na | Holman | Island trust Office Relocation SIMS | 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. | 15-Feb-24 | Na | Na | 15-Feb-24 | Carried | -Staff report presented at November 21, 2024 meeting |
| Main Motion | Na | Holman | Island trust Office Relocation SIMS | Amend the Motion with Notice from December 07, 2024, agenda item 7.8. Notice of Motion: Relocating Islands Trust offices to Salt Spring Island Multi Space (Director Holman) to include “the feasibility of relocation CRD offices to SIMS”. | 21-Mar-24 | Na | Na | 21-Mar-24 | Withdrawn | |
| Main Motion | Na | Holman | Salt Spring Island Parks and Recreation Sport Field Fees and Charges | That the Salt Spring Island Local Community Commission approve including booking fees for sports field usage in the Salt Spring Island Parks and Recreation 2024/2025 Fees and Charges Bylaw, for future consideration | 21-Mar-24 | Na | Na | 21-Mar-24 | Carried | |
| Main Motion | Na | Holman | Japanese Canadian Memorial Story Corridor Project | That the Salt Spring Island Local Community Commission supports the Japanese Garden Society of Salt Spring Island funding application to the Japanese Canadian Legacies Society to support the Japanese Canadian Memorial Story Corridor Installation project on Capital Regional District land on Salt Spring Island. | 21-Mar-24 | Na | Na | 21-Mar-24 | Carried | -Contract to be signed with Japanese Garden Society |
| Main Motion | Na | Webster | SSI Portlock Park Site Master Plan | That the Salt Spring Island Local Community Commission approves the draft Portlock Park Site Master Plan as presented in Appendix A, amended with the removal of pickleball courts and the addition of storage and field lighting and amend the Rainbow Recreation Centre Site Master Plan with the removal of the multisport court and the addition of six pickleball courts | 15-Aug-24 | Na | 24-770 | 15-Aug-24 | Carried | |
| Main Motion | Na | Webster | Salt Spring Island Portlock Park Site Master | That the Salt Spring Island Local Community Commission approves the draft Portlock Park Site Master Plan and revise the Rainbow Recreation Centre Site Master Plan by relocating courts numbered #10, 11 & 12 to a more central location with sound buffering as presented in Appendix A/B and prepare the final report including Class D cost estimates. | 14-Nov-24 | Na | 24-1171 | 14-Nov-24 | Carried | |
| Main Motion | Na | Baker | Salt Spring Island Portlock Park Site Master Plan | That the Salt Spring Island Local Community Commission approves 1. Additional milestones in the Portlock Park Site Master Plan Project Charter as presented. 2. Draft concept plans to conduct additional consultation as presented. | 18-Apr-24 | Na | Na | 18-Apr-24 | Carried | |
| Main Motion | Na | Holman | SSI Skate Park Society, Re: Kanaka Skate Park Expansion | That the proposal be referred back to staff for review. | 13-Jun-24 | Na | Na | 13-Jun-24 | Carried | - Staff report presented at August 8, 2024 meeting |
| Main Motion | Na | Holman | SSI Kanaka Skatepark Expansion Proposal | That the Salt Spring Island Local Community Commission approves that staff include the Kanaka Skateboard Park expansion project in the 2025 SSI Parks and Recreation Five Year Financial Plan and allocates \$5,000 of Capital Reserve Funding to support a portion of CRD staff administration costs associated with the project. | 8-Aug-24 | Na | 24-766 | 8-Aug-24 | Carried | -Pending Funding |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------|-------------|--------------|---|--|-------------------|---------------|-------------|--------------------|----------|--|
| Main Motion | Na | Holman | Financial Plan Amendments to the SSI Parks and Recreation Service | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board: 1. To amend the Salt Spring Island Parks and Recreation Service 2024 Capital Plan by including the \$307,981 "capital on hand" carry forward from 2023 for Project (20-02) - Rainbow Road Electrical System - in the capital plan and increasing its budget by \$42,506 to be funded from Community Works Fund, resulting in the total project budget from \$529,700 to 572,206. 2. To amend the Salt Spring Island Parks and Recreation Service 2024 Capital Plan by including Project (18-01) - Pool Building Capital Repairs - in the capital plan with \$37,058 "capital on hand" carry forward from 2023 and increasing its budget by \$16,023 to be funded from Capital Reserve, resulting in the total project budget from \$51,000 to 67,023 | 8-Aug-24 | Na | 24-768 | 8-Aug-24 | Carried | |
| Motion Arising | Na | Webster | Salt Spring Island Park Maintenance and Bus Depot Yard | That discussion by the Salt Spring Island Local Community Commission (LCC) regarding the potential future use of the Kanaka Road properties be deferred until after the LCC has reviewed all properties currently held by LCC services and request that staff bring information to one of the LCC's future meeting to enable a discussion of: • All properties currently held by LCC services (location, size, current use, future plans) • Any encumbrances that exist on the use and/or disposal of each property • Options that would be available to the LCC should it decide to change the use of or dispose of one or more of these properties | 18-Apr-24 | Na | Na | 18-Apr-24 | Carried | -Opposed Holman -considered at June 27, 2024 meeting |
| Main Motion | Na | Holman | Salt Spring Island Park Maintenance and Bus Depot Yard | That the Salt Spring Island Local Community Commission approves that staff complete a submission to the Islands Trust a Land Use Application for a bylaw amendment to include a public works and bus depot in the definition of Public Service for 210 and 220 Kanaka Road on Salt Spring Island | 27-Jun-24 | Na | Na | 27-Jun-24 | Carried | -Application submitted to Island Trust -Local Trust Committee approved pending consultation |
| Motion Arising | Na | Holman | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend the 1.141 SSI Public Library 2025-2029 Five Year Financial Plan to reduce transfer to capital reserves by \$10,000, resulting in requisition reduction in 2025 as one-time and that Capital Project 25-01 "Accessibility Projects" will be funded by Grant (Community Works Funds) rather than reserves for the amount of \$10,000 | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Carried | OPPOSED Webster |
| Motion Arising | Na | Webster | 2025 Preliminary Local Community Commission Budget Review | The Local Community Commission recommends the Committee of the Whole recommend to the Capital Regional District Board that the new initiatives identified in Appendix C be included in the SSI Parks and Recreation Five Year Financial Plan with the amendment of the one-time amount for Service 1. 458 SSI Community Recreation "Tennis Court Resurfacing" be increased from \$40,000 to \$50,000 funding by Community Works Funding resulting in no change to the requisition | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Carried | |
| Motion Arising | Na | Holman | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend the 1.459 SSI Pool & Park land 2025-2029 Five Year Financial Plan to reduce transfer to capital reserve: 1. Parkland Capital Reserve Fund (CRF) reducing from 50,000 to 35,000 resulting in a requisition decrease of \$15,000 2. Pool CRF reducing from \$35,000 to \$0, resulting in a requisition decrease of \$35,000 | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Defeated | OPPOSED Corno, Rook, Webster |
| Motion Arising | Na | Holman | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend the 1.459 SSI Pool & Park land 2025-2029 Five Year Financial Plan to include projected revenue of \$8,000 for phoenix school facility resulting in a requisition decrease of \$8,000 in 2025 | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Carried | |
| Motion Arising | Na | Holman | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend the 1.459 SSI Pool & Park land 2025-2029 Five Year Financial Plan to defer funding for "SIMS Facility Maintenance Staffing" to 2026 resulting in a net requisition decrease of \$16,030 in 2025 | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Carried | OPPOSED Corno |
| Motion Arising | Na | Webster | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend the 1.455 SSI Community Parks 2025-2029 Five Year Financial Plan to defer funding for "Porta potty deployment one month early" to 2026 resulting in a requisition decrease of \$3,340 in 2025 | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Carried | |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------|-------------|--------------|--|---|-------------------|---------------|-------------|--------------------|---------|---|
| Motion Arising | Na | Webster | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend the 1.459 SSI Pool & Park land 2025-2029 Five Year Financial Plan to defer the increased hours for one regular part-time staff to 2026 from 2025,resulting in a net requisition decrease of \$8,015. | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Carried | |
| Motion Arising | Na | Corno | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend the 1.459 SSI Pool & Park land Five Year Financial Plan to keep the Sundays reopening in 2025 as ongoing but defer Statutory holidays opening to 2026 from 2025, resulting in net requisition reduction of \$11,515 with operating costs reduction of \$16,000 and fee revenue reduction of \$4,4485. | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Carried | OPPOSED Holman |
| Motion Arising | Na | Holman | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend appendix B ‘January 2025 approvals’ with the following changes: 1. Change Pool staffing FTE from 0.6 to 0.3 and reduce the operating budget from \$18,298 to \$9,149 2. Remove Maintenance staffing. | 12-Sep-24 | Na | Na | 12-Sep-24 | Carried | |
| Motion Arising | Na | Holman | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend 1.299 the SSI Arts 2025-2029 Five Year Financial Plan to reduce the 2025 contribution to Art Centre Society and Gulf Islands Community Arts Council by \$15,000, prorated (70/30) respectively and to increase the contribution by \$15,000 in 2026 by balancing with requisition with requisitions each year. | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Carried | |
| Main Motion | Na | Holman | SSI Public Library Storywalk Project | That the Salt Spring Island Local Community Commission approve the installation of a permanent storywalk display in Mouat’s Park with materials funded by the Salt Spring Island Public Library and installation completed by CRD staff. | 14-Nov-24 | Na | 24-1172 | 14-Nov-24 | Carried | -Pending Funding -Project on Project Tracker |
| Main Motion | Na | Baker | SSI Public Library, Re: Installation of a Permanent Storywalk at Mouat Park | That the proposal be refer to staff to report back.. | 19-Sep-24 | Na | 24-840 | 19-Sep-24 | Carried | -Staff report presented at November 14, 2024 meeting |
| Main Motion | Na | Holman | Drummond Park Upgrades Project Charter and Design Options | That the Salt Spring Island Local Community Commission approves the Drummond Upgrades Project Charter as amended in Appendix A and the Drummond Park replacement play structure in Appendix B. | 21-Nov-24 | Na | 24-1207 | 21-Nov-24 | Carried | - Archaeological survey pending -Project on Project Tracker |
| Main Motion | Na | Holman | Relocation of CRD Offices to SIMS | 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. | 21-Nov-24 | Na | 24-1140 | 21-Nov-24 | Carried | |
| Main Motion | Na | Holman | Salt Spring Island Parks and Recreation - 2024-2025 Fees and Charges | That the Salt Spring Island Local Community Commission recommends that the Electoral Areas Committee and the Capital Regional District Board approve the Salt Spring Island Parks and Recreation 2024/2025 Fees and Charges as presented in Appendix A. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Liquid Waste | | | | | | | | | | |
| Main Motion | Na | Holman | GeoTube Pilot Project Implementation | That staff immediately arrange for testing of septage and sewage samples by Bishop Water Technologies to determine suitability of their geotube technology for dewatering of our liquid wastes. | 11-Apr-24 | Na | Na | 11-Apr-24 | Carried | OPPOSED Commissioner Corno -Geotube pilot test report presented March 20, 2025 |
| Main Motion | Na | Webster | Liquid Waste 2024-2028 Capital Plan and Reserve Balances | That staff to report on next steps to be undertaken for the liquid waste dewatering project including the piloting of the mechanical press and geotube technologies. Staff report as soon as possible on next steps. | 09-May-24 | Na | Na | 09-May-24 | Carried | -Geotube pilot test report presented March 20, 2025 |
| Main Motion | Na | Webster | Financial Plan Amendments to the SSI Economic Development and SSI Liquid Waste Disposal Services | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board that the Salt Spring Island Liquid Waste Disposal Service 2024 capital plan be amended to add a new project for evaluating alternatives to liquid waste disposal (24-03) for \$60,000 budget, funded from the Capital Reserve Fund (CRF). | 20-Jun-24 | Na | Na | 20-Jun-24 | Carried | |
| Motion Arising | Na | Webster | Financial Plan Amendments to the SSI Economic Development and SSI Liquid Waste Disposal Services | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board that the Salt Spring Island Economic Development Service 2024 Operating Budget be amended to increase the budget for one-time project of Integrated Housing Strategy for Salt Spring Island by \$60,000, funded from the Operating Reserve Fund (ORF). | 20-Jun-24 | Na | Na | 20-Jun-24 | Carried | |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|---------------------|-------------|--------------|--|---|-------------------|---------------|-------------|--------------------|---------|--|
| Motion Arising | Na | Holman | 2025 Preliminary Local Community Commission Budget Review | That the Salt Spring Island Local Community Commission direct staff to amend the 3.705 Septage/Composting 2025-2029 Five Year Financial Plan to reduce transfer to capital reserves from \$47,390 to \$32,390, resulting in the requisition reduction of\$15,000 in 2025 as one time and to change project 22-01 ‘Composting Facility’ by removing \$40,000 funding from capital reserve and adding \$60,000 grant funding (Community Works Fund) | 12-Sep-24 | Na | 24-820 | 12-Sep-24 | Carried | OPPOSED Corno, Webster |
| Motion Arising | Na | Webster | 2024 Local Community Commission Budgets | 3.705- Septage/Composting - service budget, LCC request that staff recalculate anticipated revenues and costs based on actual volume and the current rates. | 01-Feb-24 | Na | Na | 01-Feb-24 | Carried | |
| Adminstration/Other | | | | | | | | | | |
| Motion Arising | Na | Holman | Rainbow Recreation Centre Direct Digital Control Replacement | That the Salt Spring Island Local Community Commission approves amending Project 20-01 Pool Electrical Replacement in the five-year Salt Spring Island Parks and Recreation 1.459 Capital Plan to include \$18,200 of funding to support the replacement of the Direct Digital Control system funded by \$16,900 of Community Works Funding and \$1,300 of Equipment Replacement Funding. | 01-Feb-24 | Na | Na | 01-Feb-24 | Carried | |
| NoM | NA | Corno | School District 64 Meeting | That the Local Community Commission, through the chair, invites the trustees and staff of School District 64 to a special joint meeting for the purpose of connecting in a public meeting and to discuss our shared priorities and responsibilities. | 8-Aug-24 | Next meeting | 24-783 | 15-Aug-24 | Carried | - SD 64 scheduled to attend May 15, 2025 meeting |
| Main Motion | Na | Rook | 2024 Local Community Commission Budgets | That the Local Community Commission recommends to the Capital Regional District Board: That the 2024 Local Community Commission 14 services budgets be approved as amended. | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | OPPOSED Corno, Webster |
| Motion Arising | Na | Holman | 2024 Local Community Commission Administration Budget | 1.111- Admin Expenditures (SSI) Local Community Commission - 2024 service budget, that consideration for moving meeting room and additional equipment cost is deferred. | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | |
| Motion Arising | Na | Webster | 2024 Local Community Commission Administration Budget | 1.111- Admin Expenditures (SSI) Local Community Commission - 2024 service budget, reduce the transfer to equipment reserve replacement fund by \$20,000. | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | |
| Motion Arising | Na | Baker | 2024 Local Community Commission Administration Budget | Request that staff report back on cost saving in moving meeting room upgrades before proceeding with current room upgrade plans. | 1-Feb-24 | Na | Na | 1-Feb-24 | Carried | |
| Main Motion | Na | Rook | SSI Island Trust Joint Meeting | That the Salt Spring Island Local Community Commission (LCC) request staff to coordinate with the Salt Spring Local Trust Committee (LTC) staff to schedule a joint meeting between the LCC and the LTC, for the purpose of the discussing opportunities to improve cooperation and coordination and community planning with advocacy. Pursuant LTC resolution SS2024-10 of the February 15, 2024 LTC meeting. Agenda coordinated with LCC. | 14-Mar-24 | Na | Na | 14-Mar-24 | Carried | -Joint meeting happened on June 17, 2024 |
| Main Motion | Na | Rook | LCC Strategic Planning Meeting | The Local Community Commission (LCC) recommends to the Electoral Area Director that up to \$7,000 from the Salt Spring Island Administration operating reserves be allocated to funding the 2024 Local Community Commission priority setting workshop; that the LCC Chair, Vice-Chair, or their designee coordinate with the workshop facilitator to modify the current proposal to better suit the needs of the LCC, but that such coordination shall not be deemed cause for further delaying the date of the workshop. | 11-Apr-24 | Na | Na | 11-Apr-24 | Carried | |
| Main Motion | Na | Webster | Arts requisition budget 2025 | That the request be referred back to staff for review. | 9-May-24 | Na | Na | 9-May-24 | Carried | |
| Main Motion | Na | Holman | Chamber/ Accommodations Group Round Table | That the Local Community Commission Chair or a designated attend the Chamber of Commerce Accommodation round table. | 16-May-24 | Na | Na | 16-May-24 | Carried | |
| Main Motion | Na | Corno | 2025 Preliminary Local Community Commission Budget Review | The Local Community Commission recommends the Committee of the Whole recommend to the Capital Regional District Board: 1. That the 2025 LCC Service Budgets be given provisional approval as with specific direction on amendments; and 2. That the new initiatives identified in Appendix B for January 1, 2025, implementation be approved for expenditure as amended. | 12-Sep-24 | Na | Na | 12-Sep-24 | Carried | OPPOSED Holman, Webster |
| Main Motion | Na | Webster | 2025 Local Community Commission Administration Budget | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board to approve funding to the 2025 Salt Spring Island Local Community Commission Administration budget for a full-time administrative support. | 12-Sep-24 | Na | Na | 12-Sep-24 | Carried | OPPOSED Holman |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------|-------------|--------------|--|---|-------------------|---------------|-------------|--------------------|---------|---|
| Main Motion | Na | Holman | SSI Local Community Commission Strategic Plan | That the Draft 2024-2027 Salt Spring Island Local Community Commission's Strategic Plan as presented in Appendix A be made available in hard copy and digital format for public review and comment as a draft plan | 12-Sep-24 | Na | 24-815 | 12-Sep-24 | Carried | |
| Main Motion | Na | Holman | 2025 Schedule of Regular Local Community Commission Meetings | 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). | 21-Nov-24 | Na | 24-1210 | 21-Nov-24 | Carried | |
| Main Motion | Na | Webster | Historical Society Funding Request | The Salt Spring Island Historical Society request be referred to staff for more information. | 21-Nov-24 | Na | 24-1172 | 21-Nov-24 | Carried | - Staff report presented at February 13, 2025 meeting |
| Main Motion | Na | Holman | SSI Local Community Commission Strategic Plan | That the Salt Spring Island Local Community Commission: 1. Approve the 2024-2027 Salt Spring Island Local Community Commission's Strategic Plan as amended in Appendix A, by amending page two replacing the words “the Board but the board retains final approvals” with the words “the Board, while the Board retains authority over bylaw approvals.” after the words “ ...authorities delegated”. 2. Refer the 2024-2027 Salt Spring Island Local Community Commission's Strategic Plan to the CRD Board for information. | 21-Nov-24 | Na | 24-1147 | 21-Nov-24 | Carried | |
| Main Motion | Na | Holman | Invasive Chipping Program | That the Salt Spring Island Local Community Commission request staff report back on ongoing funding possibilities for chipping invasive plant species and woody debris. | 21-Nov-24 | Na | Na | 21-Nov-24 | Carried | - Staff report presented at February 13, 2025 meeting |
| Main Motion | Na | Webster | LCC Role Regarding Boat-related Issues Discussion | That the Salt Spring Island Local Community Commission (LCC) write to the CRD Board requesting: 1) That the Salt Spring Island LCC be consulted in the identification of local government objectives and desired outcomes for Salt Spring Island harbour areas. 2) That the Salt Spring Island LCC be included as part of any regional working group that might be established relating to harbour management issues. 3) That the Board write to the provincial and federal governments requesting them to fulfill their responsibilities relating to better management of Private Mooring Buoys, long-term boat use and live-aboards. | 5-Dec-24 | Na | 24-962 | 5-Dec-24 | Carried | -Workshop April 10, 2025 |
| Motion Arising | Na | Webster | LCC Role Regarding Boat-related Issues Discussion | That the Salt Spring Island Local Community Commission (LCC) write to the Salt Spring Island Local Trust Committee (LTC) to ask that the next meeting between the LCC and LTC include discussion of opportunities to collaborate on potential management of Private Mooring Buoys, long-term boat use and live-aboards in Salt Spring Island small craft harbours. | 5-Dec-24 | Na | 24-962 | 5-Dec-24 | Carried | - Discussed at February 28, 2025 joint meeting |
| | | | | | | | | | | |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------|-------------|--------------|--|---|-------------------|---------------|-------------|--------------------|-----------|--|
| Grant-in-Aid | | | | | | | | | | |
| NoM | 24-1344 | Webster | SSI Grant-in-aid Operating Policies | That the Salt Spring Island Local Community Commission (LCC) adopt the following criteria for Salt Spring Electoral Area Grants-in-Aid: 1. The LCC shall approve grants-in-aid only to Salt Spring Island-based non-profit groups. 2. The LCC encourages grant-in-aid applications for amounts of up to \$5,000. 3. The LCC encourages applications for projects or initiatives that did not receive grant-in-aid support within the previous year. 4. The LCC encourages groups that might appropriately be supported through another LCC service (such as Economic Sustainability, Parks and Recreation or others) to look to that service for support rather than the grant-in-aid program. 5. The LCC encourages groups to submit a brief report on completed projects or initiatives outcomes. 6. The LCC encourages groups to explore matching grants from other funder | 5-Dec-24 | Next meeting | 25-0024 | 20-Mar-25 | Carried | - motion was deffered to a future meeting at the Jan 16, 2025 meeting -motion amended at March 20, 2025 meeting |
| Main Motion | Na | Holman | 2025 Local Community Commission Final Budgets | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board to amend the 1.116 Salt Spring Island Grant in Aid Five Year Financial Plan by reducing funding for Grant in Aid by \$10,000 from \$68,986 to \$58,986 and reducing the requisition by \$10,000 from \$73,725 to \$63,725 as one-time reduction for year 2025. | 30-Jan-24 | Na | 25-0075 | 30-Jan-24 | Defeated | OPPOSED Baker, Corno, Rook, Webster |
| Main Motion | Na | Webster | SSI Invasives Chipping Program Funding Request | That the Salt Spring Island Local Community Commission request that staff approve the Grant-in-Aid (GIA) funding application request from Transitions Salt Spring in the amount of \$3500.00 following approval of the eligibility review of a submitted GIA application. | 13-Feb-25 | Na | 25-0123 | 13-Feb-25 | Carried | OPPOSED Holman |
| NoM | 25-0254 | Baker | SSI Foundation Meeting | That the Salt Spring Island Local Community Commission requests that staff arrange a meeting involving the Salt Spring Island Foundation, CRD staff and two representatives of the Salt Spring Island Local Community Commission in the near future to discuss Grant-in-Aid. | 20-Feb-25 | Next meeting | 24-280 | 13-Mar-25 | Postponed | -postponed until after Staff to Staff meeting |
| Transit | | | | | | | | | | |
| Main Motion | Na | Holman | 2025 Local Community Commission Final Budgets | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board to amend the 123a Salt Spring Island Community Transit Five Year Financial Plan by reducing the one-time funding for the Capital Reserves in the 2025 Operating budget by \$10,000 from \$20,000 to \$10,000 and reducing the requisition from \$217,701 to \$207,701. | 30-Jan-24 | Na | 25-0075 | 30-Jan-24 | Defeated | OPPOSED Corno, Rook, Webster |
| Transportation | | | | | | | | | | |
| Main Motion | Na | Baker | 2025 Local Community Commission Final Budgets | hat the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board to amend the Salt Spring Island Community Transportation (SSI) 1.238b Five Year Financial Plan by removing project 25-02 (Drake Road Survey) funded by \$15,000 Capital Reserves from the 2025 Five Year Capital Plan. | 30-Jan-24 | Na | 25-0075 | 30-Jan-24 | Withdrawn | |
| Main Motion | Na | Baker | 2025 Local Community Commission Final Budgets | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board to amend the 1.238b Salt Spring Island Community Transportation Five Year Financial Plan by a.Reducing funding for the Capital Reserves by \$30,000 from \$50,000 to \$20,000 and reducing the requisition by \$30,000 from \$101,950 to \$71,950 as a one-time reduction for 2025 and b.reducing the Reserve Funding for project 22-12 by \$30,000 from \$115,000 to \$85,000 and increase Community Works Funding for project 22-12 by \$30,000 from \$20,000 to \$50,000 for 2025 | 30-Jan-25 | Na | 25-0075 | 30-Jan-25 | Carried | OPPOSED Corno, Webster |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------------|-------------|--------------|---|--|-------------------|---------------|-------------|--------------------|-----------|--|
| NoM | 25-0117 | Webster | BC Ferries Advocacy | That the Salt Spring Island Local Community Commission (LCC): 1. Consult with the Southern Gulf Islands Electoral Area to determine whether there is interest in jointly engaging with BC Ferries to advocate on behalf of our communities. 2. Consult with the Salt Spring Island Local Trust Committee (LTC) to determine whether there is interest in jointly engaging with BC Ferries to advocate on behalf of our community. 3. Write to BC Ferry Corporation to request that BC Ferries consult on an ongoing basis with the LCC/LTC on its plans and priorities for Salt Spring Island ferry services. 4. Invite Salt Spring Island former ferry advisory committee members and community members to provide the LCC with suggestions for BC Ferries-related advocacy. 5. Discuss, at a future LCC meeting, with a Salt Spring LTC representative invited to attend, priorities for BC Ferries-related advocacy. | 16-Jan-25 | Next meeting | 25-0133 | 20-Feb-25 | Carried | -In progress |
| Economic Development | | | | | | | | | | |
| NoM | 24-1258 | Holman | Island Trust Boarding House Advocacy | That the Local Community Commission recommend at the next joint meeting with the Local Trust Committee (LTC) that the Local Trust Committee consider amending the home-based business provisions of its land use bylaw regarding boarding houses to be consistent with occupancy levels CRD and BC Building Code regulations. | 14-Nov-24 | Next meeting | 24-1233 | 20-Mar-25 | Defeated | - Motion amended November 21, 2024 meeting. -Motion was deffered to a future meeting at the the Nov. 21, 2024 meeting -Motion was deffered to a future meeting at the the Dec. 05, 2024 meeting -Motion was deffered to a future meeting at the Feb. 13, 2025 meeting -Motion amended at March 20, 2025 meeting -OPPOSED Corno, Rook, Webster |
| Motion Arising | Na | Holman | Integrated Housing Strategy Prioritizing - Joint meeting | That the possibility to amend the Land Use Bylaw to facilitate boarding houses be placed on the agenda for the next Joint meeting with the Local Trust Committee. | 20-Mar-25 | Na | 24-1233 | 20-Mar-25 | Failed | -lack of seconder |
| NoM | 24-1338 | Holman | Integrated Housing Strategy Prioritizing | That the proposed ‘integrated housing strategy’ prioritizes affordable rental housing (e.g., rather than market ownership housing). | 5-Dec-24 | Next meeting | 25-0127 | 20-Mar-25 | Postponed | -motion was deffered to a future meeting at the Feb. 13, 2025 meeting -Motion was postponed at a future meeting at the Mar. 20, 2025 meeting |
| NoM | 24-1339 | Holman | Identifying Development Potential in Service Area Advocacy | That the Salt Spring Island Local Community Commission recommends that the SSI Local Trust Committee (LTC) identify the existing development potential (i.e., allowed by current zoning, including suites and cottages) on Agricultural Land Reserve (ALR) and non-ALR land within the North Salt Spring Waterworks District Maxwell Lake service area. | 5-Dec-24 | Next meeting | 25-0022 | 16-Jan-25 | Carried | -Request sent to Islands Trust staff |
| NoM | 24-1340 | Holman | Identifying Properties Allowing Suites and Cottages Advocacy | That the Salt Spring Island Local Community Commission recommends that the SSI Local Trust Committee (LTC) identify the number of properties on which suites and cottages are allowed by current zoning for SSI, on Agricultural Land Reserve (ALR) and non-ALR land, but outside the North Salt Spring Waterworks District service area. | 5-Dec-24 | Next meeting | 25-0023 | 16-Jan-25 | Carried | -Request sent to Islands Trust staff |
| NoM | 24-1341 | Holman | Review of Official Community Plan Advocacy | That the Salt Spring Island Local Community Commission recommends that the proposed ‘integrated housing strategy’ and the Local Trust Committee (LTC) Official Community Plan (OCP) review retain existing OCP policies stipulating that: - zoning changes should be prioritized for affordable housing (e.g., B.2.1.2.1) - new development, including housing, should be directed in or near villages and existing transit routes (e.g., B.2.3) | 5-Dec-24 | Next meeting | 25-0130 | 20-Mar-25 | Postponed | -motion was deffered to a future meeting at the Feb. 13, 2025 meeting -Motion was postponed at a future meeting at the Mar. 20, 2025 meeting |
| NoM | 24-1342 | Holman | Official Community Plan Affordable Housing Advocacy | That the Salt Spring Island Local Community Commission recommends that the Island Trust consider immediate land use changes facilitating affordable housing options consistent with Official Community Plan (OCP) sections B.2.1.2.1 and B.2.3, including: boarding houses, accessory dwelling units in the Fulford area, and liveaboards in marinas | 5-Dec-24 | Next meeting | 25-0131 | 20-Mar-25 | Postponed | -motion was deffered to a future meeting at the Feb. 13, 2025 meeting -Motion was postponed at a future meeting at the Mar. 20, 2025 meeting |
| NoM | 24-1343 | Holman | Prioritizing Service Capacity for Affordable Housing Advocacy | That the Salt Spring Island Local Community Commission recommends that in considering zoning changes, and to the extent possible, the SSI Local Trust Committee (LTC) should prioritize limited community water and sewage collection/treatment capacity for affordable housing | 5-Dec-24 | Next meeting | 25-0132 | 20-Mar-25 | Postponed | -motion was deffered to a future meeting at the Feb. 13, 2025 meeting -Motion was postponed at a future meeting at the Mar. 20, 2025 meeting |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------|-------------|--------------|--|---|-------------------|---------------|-------------|--------------------|-----------|--|
| Motion Arising | Na | Webster | Participation in the Review Process of the Official Community Paln | That the Salt Spring Island Local Community Commission meet to discuss its participation in the review process of the Official Community Plan in a comprehensive way. | 20-Mar-25 | Na | 24-1233 | 20-Mar-25 | Carried | |
| Main Motion | Na | Holman | 2025 Local Community Commission Final Budgets | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board to amend the 1.124 Salt Spring Island Economic Development Five Year Financial Plan by reducing the one-time project costs funded by surplus carryover from \$51,562 to \$41,562 and utilizing the remaining \$10K surplus to offset the requisition as one-time reduction in year 2025. | 30-Jan-25 | Na | 25-0075 | 30-Jan-25 | Defeated | OPPOSED Corno, Rook, Webster |
| Main Motion | Na | Corno | 2025 Local Community Commission Final Budgets | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board to amend the 1.124 Salt Spring Island Economic Development Five Year Financial Plan by increasing the core budget by \$10,000 for Project Costs from \$40,000 to \$50,000 in the 2025 Operating budget and increasing the requisition by \$10,000 from \$64,442 to \$74,442 as ongoing for 2025. | 30-Jan-25 | Na | 25-0075 | 30-Jan-25 | Withdrawn | |
| Main Motion | Na | Holman | SSI Agriculture Alliance Funding Request | That the proposal with exclusion of the chipping program, be referred to staff to report back to the Salt Spring Island Local Community Commission. | 13-Feb-25 | Na | 25-0121 | 13-Feb-25 | Carried | -Staff report presented at the March 13, 2025 Meeting |
| Main Motion | Na | Holman | Food and Community Organizations Fee for Service Contract | That the Salt Spring Island Local Community Commission approve: 1. Neighbourhood Farmer Training Program fee for service contract with Farmland Trust in the amount of \$7,000 for 2025. 2. Abattoir Skills Training program fee for service contact with the Abattoir Society in the amount of \$5,000 for 2025. 3. Tuesday Farmers Market Advertising and promotion fee for service contract with the Community Market Society in the amount of \$4,500 for 2025. Subject to not obtaining funding from the Southern Gulf Island Tourism Partnership. | 13-Mar-25 | Na | 25-0297 | 13-Mar-25 | Carried | -Staff have contacted the Community Market Society, regarding seeking funding from SGITP |
| NoM | 25-0180 | Baker | Grant Application SSI Foundation | That the Salt Spring Island Local Community Commission direct staff to submit a grant application to the Salt Spring Island Foundation in the amount of \$10,000 to support funding the planned Integrated Housing Strategy. AND That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board that the Salt Spring Island Economic Development Service (1.124) 2025 Operating Budget be amended to include \$10,000 grant funding for a one-time project of an Integrated Housing Strategy for Salt Spring Island in 2025 if the grant application is successful. | 13-Feb-25 | Next meeting | 25-0182 | 20-Feb-25 | Carried | -Grant application submitted March 12, 2025 |
| NoM | 25-0181 | Baker | Grant Application SGITP | That the Salt Spring Island Local Community Commission direct staff to submit a grant application to the Southern Gulf Island Tourism partnership (SGITP) for \$15,000, to support funding the planned Salt Spring Island Integrated Housing Strategy. AND That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board that the Salt Spring Island Economic Development Service (1.124) 2025 Operating Budget be amended to include \$15,000 grant funding for a one-time project of an Integrated Housing Strategy for Salt Spring Island in 2025 if the grant application is successful. | 13-Feb-25 | Next meeting | 25-0183 | 20-Feb-25 | Carried | - Request submitted March 12, 2025 |
| NoM | 25-0254 | Webster | Business Licensing Feasibility Report | That the Salt Spring Island Local Community Commission (LCC) request staff to update the 2022 feasibility analysis of business licensing on Salt Spring Island. | 20-Feb-25 | Next meeting | 25-0284 | 13-Mar-25 | Carried | - Motion amended March 13, 2025 meeting. -OPPOSED Holman -In progress |
| NoM | 25-0262 | Holman | Bill 35 Enforcement and Implications Meeting | That the Salt Spring Island Local Community Commission and the Salt Spring Island Local Trust Committee meet with provincial officials to understand enforcement and other implications of Bill 35 Short-Term Rental Accommodations Act. | 20-Feb-25 | Next meeting | 25-0296 | 13-Mar-25 | Withdrawn | |
| Main Motion | Na | Holman | Visitor Centre funding request | That the proposal be referred to staff to report back to the Salt Spring Island Local Community Commission. | 13-Mar-25 | Na | 25-0274 | 13-Mar-25 | Carried | - Staff report to be presented April 17 |
| Main Motion | Na | Webster | Integrated Housing Strategy Action Plan - Scope of Work | The Salt Spring Island Local Community Commission request that under the Salt Spring Island Economic Development Service staff advance procurement of a consultant to complete an Integrated Housing Strategy Action Plan as identified in the scope of works as amended in Appendix A. | 20-Mar-25 | Na | 25-0343 | 20-Mar-25 | Carried | |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|---------------------|-------------|--------------|---|---|-------------------|---------------|-------------|--------------------|---------|--|
| Motion Arising | Na | Holman | Integrated Housing Strategy Action Plan - Scope of Work - Budget | That the anticipated budget for the Integrated Housing Strategy Action Plan be \$40,000. | 20-Mar-25 | Na | 25-0343 | 20-Mar-25 | Failed | -lack of seconder |
| Parks and Receation | | | | | | | | | | |
| Main Motion | Na | Holman | SSI Centennial Park Washroom Operation | That the Salt Spring Island Local Community Commission requests that staff continue to operate the Centennial Park washroom by opening the facility each morning, closing larger washrooms in the afternoon during the off season and keep the universal washroom open overnight on a trial basis | 16-Jan-25 | Na | 25-0020 | 16-Jan-25 | Carried | OPPOSED Baker, Webster |
| Main Motion | Na | Webster | SSI Centennial Park Washroom Operating Hours | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board to amend the Salt Spring Island Community Parks Service (1.455) Five Year Financial Plan by including additional One-Time funding for “Contract for Services” in the 2025 Operating budget funded by a \$5,000 increase to the requisition to support the Centennial Park washroom facility being open until 12am each night. | 30-Jan-25 | Na | 25-0078 | 30-Jan-25 | Carried | OPPOSED Baker |
| Main Motion | Na | Holman | 2025 Local Community Commission Final Budgets | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board to amend the 1.236 Salt Spring Island Small Craft Harbours (Fernwood Dock) Five Year Financial Plan by reducing transfers to capital reserves by \$4,000 from \$5,000 to \$1,000 and reducing the requisition from \$21,870 to \$17,870 as one-time reduction for year 2025. | 30-Jan-25 | Na | 25-0075 | 30-Jan-25 | Carried | OPPOSED Corno, Webster |
| Main Motion | Na | Holman | 2025 Local Community Commission Final Budgets | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board to amend the 1.459 Salt Spring Island Pool and Park Land Five Year Financial Plan by a.reducing transfers to capital reserves by \$30,000 from \$73,000 to \$43,000 and reducing the requisition by \$30,000 from \$2,100,131 to \$2,070,131 as one-time reduction for year 2025. b.increasing costs for project 25-02 (FireHall) from \$50,000 to \$80,000 funded by Community Works Funding c.increase costs for projects 20-10 hydrofield from \$100,000 to \$130,000 funded by community works funding and decrease costs for project 20-10 (Hydrofield) from \$50,000 to \$20,000 funded by capital reserves | 30-Jan-25 | Na | 25-0075 | 30-Jan-25 | Carried | OPPOSED Corno, Webster |
| Main Motion | NA | Holman | SSI Historical Society Funding Request | That the Salt Spring Island Local Community Commission requests that staff 1. Direct requests for funding to support the Historical Society in 2025 to apply for the next Grant-in-Aid intake 2. Increase the 2026 Salt Spring Island Library contribution by \$5,416 above the approved increase amount. | 13-Feb-25 | Na | 25-0125 | 13-Feb-25 | Carried | |
| Main Motion | Na | Holman | Island Pathways Re: Kanaka Connector License of Occupation | That the proposal be referred to staff to report back to the Salt Spring Island Local Community Commission. | 13-Feb-25 | Na | 25-0120 | 13-Feb-25 | Carried | -Staff report presented at the March 20, 2025 meeting |
| Main Motion | Na | Webster | Construction and Operation of Kanaka Trail Connection | 1) Obtain a License of Occupation over the Kanaka Connector as identified inAppendix A 2) Submit a Community Works Fund Application in the amount of \$30,000 to support trail development 3) Include an ongoing supplementary item for annual trail maintenance in the amount of \$5,000 in the Salt Spring Island Community Parks provisional budget package. | 20-Mar-25 | Na | 25-0335 | 20-Mar-25 | Carried | -In progress, application submitted to MOTT for licence |
| Main Motion | NA | Holman | 163 Drake Road - Phoenix Elementary School Property and Selection of Future Tenants | That the Salt Spring Island Local Community Commission authorize staff to post an Expression of Interest for the buildings and land located at 163 Drake Road (PID 004-607-295) for consideration. | 20-Feb-25 | Na | 25-0137 | 20-Feb-25 | Carried | -Staff presented a draft Expression of Interest at the March, 20, 2025 Meeting |
| Main Motion | NA | Holman | 163 Drake Road - Phoenix Elementary School Property Expression of Interest | That the Salt Spring Island Local Community Commission authorize staff to post the Expression of Interest in Appendix A as amended for the upstairs of the main building, playground and community gardens located at 163 Drake Road (PID 004-607-295) for consideration. | 20-Feb-25 | Na | 25-0350 | 20-Feb-25 | Carried | -Expression of Interest posted and Open House on April 3, 2025 |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|---------------------|-------------|--------------|---|--|-------------------|---------------|-------------|--------------------|---------|------------------------|
| Main Motion | Na | Webster | Ganges Fire Hall Repurposing | That the Salt Spring Island Local Community Commission requests that staff retain a professional to complete a building code review and costing for a change in use of the Ganges Firehall located at 105 Lower Ganges Road, PID 007 007 876. | 20-Mar-25 | Na | 25-0336 | 20-Mar-25 | Carried | |
| Liquid Waste | | | | | | | | | | |
| Main Motion | Na | Holman | 2025 Local Community Commission Final Budgets | That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board to amend the 3.705 Salt Spring Island Septage/Composting Five Year Financial Plan: a. Reducing transfers to capital reserves by \$10,000 from \$32,390 to \$22,390 and reducing the requisition by \$10,000 from \$416,117 to \$406,117 as one-time reduction for year 2025 and b. reducing costs for project 24-02 from \$35,000 to \$25,000 | 30-Jan-25 | Na | 25-0075 | 30-Jan-25 | Carried | OPPOSED Corno, Webster |
| Main Motion | Na | Holman | Burgoyne Bay - The use of Geotubes as an Alternative Liquid Waste Management Method | That staff report back on a high-level assessment of Bio-Char as an element of liquid waste treatment and the Greenhouse Gases implications of the overall process for various options. | 20-Mar-25 | Na | 25-0342 | 20-Mar-25 | Carried | -In progress |
| Adminstration/Other | | | | | | | | | | |
| Main Motion | Na | Holman | 2025 Local Community Commission Final Budgets | That the Local Community Commission recommends to the Capital Regional District Board: That the 2025 Local Community Commission 14 services budgets be approved with specific amendments. | 30-Jan-25 | Na | 25-0075 | 30-Jan-25 | Carried | OPPOSED Corno, Webster |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |

**REPORT SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, APRIL 17, 2025**

SUBJECT Salt Spring Island Parks and Recreation - 2025-2026 Fees and Charges

ISSUE

To provide the Salt Spring Island Local Community Commission with recommendations for the 2025-2026 Recreation Services and Facilities Fees and Charges Bylaw, effective September 1, 2025.

BACKGROUND

Each year, all Capital Regional District (CRD) recreation centers are required to review and analyze their fees and charges and recommend any changes for approval by the CRD Board.

The annual process for reviewing Fees and Charges includes consideration of:

- Past and actual budget expenses and revenues
- Activity and usage levels
- Recognition of desired recovery rates and operational deficits
- Operational assumptions regarding access, facility enhancements and recovery
- Fees and charges at other municipal recreation departments
- Previous year's fee increases
- Social and economic conditions; and
- Salt Spring Island Parks and Recreation Fees and Charges Guidelines

The primary consideration in the review of recreation fees and charges is to find a balance between fiscal accountability, access to recreation services, and the marketplace. User fees and charges provide revenue and offset the tax requisition requirement in providing parks and recreation services and programs.

| Revenue Sources as a % of Total Revenue: | 2024 (Actual) | 2025 (Budget) |
|---|--------------------------|--------------------------|
| Requisition | 76.14% | 77.22% |
| Pool | 10.16% | 9.59% |
| Park Land | 4.94% | 5.30% |
| Community Recreation | 7.86% | 7.22% |
| Community Parks | 0.90% | 0.67% |
| Total | 100% | 100% |

Wages, operating costs and inflation impact the cost to operate facilities and deliver programs and services. While revenues have increased over the past two years, escalating operating costs and annual wage increases have resulted in higher than projected operating costs. Staff are recommending a 3-4% increase to most fees and charges. Fees and charges are updated annually in amendments to Bylaw No. 3623, "Capital Regional District Recreation Services and Facilities Fees and Charges Bylaw No. 1, 2009", which contains fees for all CRD recreation centers.

Salt Spring Island Local Community Commission – April 17, 2025

Salt Spring Island Parks and Recreation Services – 2025-2026 Fees and Charges

All fees are to be rounded to the nearest nickel and are listed before applicable tax. Program registration fees are not included in the fees and charges bylaw. Fees included in the fees and charges bylaw include:

- Recreation Centers Admission Fees (SIMS & Rainbow)
- Rainbow Recreation Pool Rental Rates
- Field and Court Rental Rates
- Gym Rental Rates
- Classroom and Storage Rental Rates
- Park Use Rental Rates
- Miscellaneous Fees

Proposed Fees and Charges Adjustments and Changes (Appendix A)

- **Recreation Centre Admission Fees:**
 - 3-4% increase to single admission and timed passes.
 - Discounted admission offered as below:
 - Youth – 75% of adult fee
 - Child – 60% of adult fee
 - Family (Maximum 5) – double the adult fee
 - Tot – free of charge
 - *New punch and timed passes now available for purchase and use at SIMS.*
 - *New free access to the support person for those needing additional assistance when visiting the Rainbow Recreation Centre.*
- **Rainbow Recreation Pool Rental Rates:**
 - 3.5% increase to commercial booking rates.
 - Apply formulas to offer reduced rental rates for non-profit adult (75%) and youth (60%).
- **Field and Court Rental Rates:**
 - 3.5% increase to commercial booking rates.
 - *New \$5.00 daily court rental fee for tennis and pickleball.*
 - *New daily playing field rental fee.*
 - *The addition of a \$5.00 daily playing field rental fee was introduced in 2024.*
 - *Moving to an hourly rental fee is recommended. (non-profit adult = \$3.75 / youth = \$3.00).*
- **Gym Rental Rates:**
 - 3.5% increase to commercial booking rates.
 - Apply formulas to offer reduced rental rates for non-profit adult (75%) and youth (60%).
- **Classroom and Storage Rental Rates:**
 - 3.5% increase to commercial booking rates.
 - Apply formulas to offer reduced rental rates for non-profit adult (75%) and youth (60%).

- **Park Use Rental Rates:**
 - 3-4% increase to commercial park use rental rates.
 - Apply formulas to offer reduced rental rates for non-profit adult (75%) and youth (60%).
- **Miscellaneous Fees:**
 - 3-4% increase to miscellaneous fees excluding lockers.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board that the Salt Spring Island Parks and Recreation 2025/2026 Fees and Charges be approved as presented in Appendix A.

Alternative 2

That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board that the Salt Spring Island Parks and Recreation 2025/2026 Fees and Charges be approved with specific amendments to Appendix A.

IMPLICATIONS

Financial Implications

User fees collected are used to reduce the tax requisition and for the delivery of recreation services. Recreation fees and charges continue to be reasonable and affordable for most residents and visitors and are in alignment with user fees across Greater Victoria. The proposed changes are in alignment with the approved 2025-2029 financial plan.

Equity, Diversity & Inclusion

Recognizing that cost can be a barrier to recreation participation, PARC offers the Leisure Economic Access Pass (LEAP). The LEAP program provides 52 free drop-ins and subsidies for those requiring financial assistance for memberships or registered programs. SEAPARC and Panorama Recreation centres currently offer free access to the support person for those needing additional assistance.

Social Implications

The proposed increase to admission and rental rates ensures fees remain comparable across greater Victoria and accounts for increased operating costs associated with inflation, while keeping recreation accessible to our community members encouraging active living.

Salt Spring Island Local Community Commission – April 17, 2025
Salt Spring Island Parks and Recreation Services – 2025-2026 Fees and Charges

CONCLUSION

Each year, the fees and charges for recreation services are re-evaluated to determine if new charges are required and if existing fees need to be adjusted. Comparing fees to other recreation centers and looking at social and financial factors, the recommendation is that most fees should be increased by an average of 3.5%.

RECOMMENDATION

That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board that the Salt Spring Island Parks and Recreation 2025/2026 Fees and Charges be approved as presented in Appendix A.

| | |
|---------------|--|
| Submitted by: | Dan Ovington, BBA, Senior Manager, Salt Spring Island Administration |
| Concurrence: | Stephen Henderson BSc, MBA, Senior Manager of Real Estate, Southern Gulf Islands Electoral Area and SSI Local Community Commission |
| Concurrence: | Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT |
| Concurrence: | Ted Robbins, B.Sc., C Tech., Chief Administrative Officer |

ATTACHMENT:

Appendix A – Proposed Changes for 2025-2026 Fees and Charges

Appendix A: Proposed Changes for 2025-2026 Fees & Charges

SALT SPRING ISLAND PARKS AND RECREATION FEES AND CHARGES

| 2024-2025 Bylaw 4617 Fees and Charges | | | Proposed Changes for 2025-2026 | % Change |
|--|-------------------------|-----------|--------------------------------|----------|
| RECREATION CENTRES (General Admission Fees; Subject to applicable tax) | | | | |
| Adult (19 yrs and older) | Single Admission | \$6.50 | \$6.75 | 3.8% |
| | 10x | \$58.50 | \$60.55 | 3.5% |
| | 20x | \$110.50 | \$114.35 | 3.5% |
| | 1 month | \$65.10 | \$67.40 | 3.5% |
| | Annual Pass (12 months) | \$443.90 | \$459.45 | 3.5% |
| Youth (13-18 yrs or valid student card) | Single Admission | \$4.90 | \$5.05 | 3.1% |
| | 10x | \$44.10 | \$45.45 | 3.1% |
| | 20x | \$83.30 | \$85.80 | 3.0% |
| | 1 month | \$48.85 | \$50.55 | 3.5% |
| | Annual Pass (12 months) | \$332.95 | \$344.60 | 3.5% |
| Child (5-12 yrs) | Single Admission | \$3.90 | \$4.05 | 3.8% |
| | 10x | \$35.10 | \$36.35 | 3.6% |
| | 20x | \$66.30 | \$68.60 | 3.5% |
| | 1 month | \$39.05 | \$40.45 | 3.6% |
| | Annual Pass (12 months) | \$266.35 | \$275.65 | 3.5% |
| Tot (4 yrs and under) | | No charge | No charge | |
| Family (Maximum 5) | Single Admission | \$13.00 | \$13.50 | 3.8% |
| | 10x | \$117.00 | \$121.10 | 3.5% |
| | 20x | \$221.00 | \$228.70 | 3.5% |
| | 1 month | \$130.20 | \$134.80 | 3.5% |
| | Annual Pass (12 months) | \$887.80 | \$918.90 | 3.5% |
| Aquatic Fitness | Single Admission | \$8.10 | \$8.40 | 3.7% |
| | 10x | \$72.90 | \$75.45 | 3.5% |
| | 20x | \$137.70 | \$142.50 | 3.5% |
| | 1 month | \$73.40 | \$75.95 | 3.5% |
| | Annual Pass (12 months) | \$622.55 | \$644.35 | 3.5% |
| <ul style="list-style-type: none"> - No charge for support workers for those users needing additional support. - Single admission rates apply to each entry per day. - Showers and half price swim times are half price of single admission. - \$5.00 roller skate rental fee - \$25.00 Annual Staff Pass | | | | |
| RAINBOW RECREATION POOL RENTAL (Rates per hour unless otherwise noted; Subject to applicable tax) | | | | |
| Commercial | Per Lane | \$25.60 | \$26.50 | 3.5% |
| | *Entire Facility | \$153.70 | \$159.10 | 3.5% |
| Adult Non-Profit | Per Lane | \$19.20 | \$19.90 | 3.7% |
| | *Entire Facility | \$115.20 | \$119.30 | 3.6% |
| Youth Non-Profit | Per Lane | \$15.35 | \$15.90 | 3.6% |
| | *Entire Facility | \$92.20 | \$95.45 | 3.5% |
| Lifeguard/Instructor (additional staff) | Per Lane | \$33.70 | \$34.90 | 3.6% |
| * Lifeguard/Instructor is additional charge outside of regular operating hours or where additional staff is needed. | | | | |

Appendix A: Proposed Changes for 2025-2026 Fees & Charges

SALT SPRING ISLAND PARKS AND RECREATION FEES AND CHARGES

| 2024-2025 Bylaw 4617 Fees and Charges | | | Proposed Changes for 2025-2026 | % Change |
|---|------------------|-------------------|--------------------------------|-----------------|
| FIELD AND COURT RENTAL (Rates per hour unless otherwise noted; Subject to applicable tax) | | | | |
| Tennis Courts (per court/per day) | Youth Non-Profit | No charge | \$5.00 | 100.0% |
| | Adult Non-Profit | No charge | \$5.00 | 100.0% |
| | Commercial | \$7.15 | \$7.40 | 3.5% |
| Tennis Courts (Per Tournament) | Youth Non-Profit | \$27.85 | \$28.80 | 3.4% |
| | Adult Non-Profit | \$27.85 | \$28.80 | 3.4% |
| | Commercial | See Park Use fees | | |
| Multisport Court | Youth Non-Profit | \$7.30 | \$7.55 | 3.4% |
| | Adult Non-Profit | \$9.10 | \$9.45 | 3.8% |
| | Commercial | \$12.15 | \$12.60 | 3.7% |
| Ball Diamonds | Youth Non-Profit | \$5.00/day | \$3.00/hr | Criteria Change |
| | Adult Non-Profit | \$5.75/day | \$3.75/hr | Criteria Change |
| | Commercial | See Park Use fees | | |
| Ball Diamonds (Per Tournament) | Youth Non-Profit | \$27.85 | \$28.80 | 3.4% |
| | Adult Non-Profit | \$27.85 | \$28.80 | 3.4% |
| | Commercial | See Park Use fees | | |
| Main Field / Side Field– Portlock | Youth Non-Profit | \$5.00/day | \$3.00/hr | Criteria Change |
| | Adult Non-Profit | \$5.75/day | \$3.75/hr | Criteria Change |
| | Commercial | See Park Use fees | | |
| Main or Side Field – Portlock (Per Tournament) | Youth Non-Profit | \$27.85 | \$28.80 | 3.4% |
| | Adult Non-Profit | \$27.85 | \$28.80 | 3.4% |
| | Commercial | See Park Use fees | | |
| Main or Side Field – Portlock (Per Tournament) | Youth Non-Profit | \$27.85 | \$28.80 | 3.4% |
| | Adult Non-Profit | \$27.85 | \$28.80 | 3.4% |
| | Commercial | See Park Use fees | | |
| Jogging Track | | No charge | No charge | |
| GYM RENTAL (Subject to applicable tax) | | | | |
| Gym Rental (Day fee based on five hours of use): | | | | |
| Youth Non-Profit | Per Hour | \$51.45 | \$53.20 | 3.4% |
| | Per Day* | \$257.10 | \$266.10 | 3.5% |
| After School Group | Per Hour | \$25.90 | \$26.80 | 3.5% |
| Gym Rental (Day fee based on five hours of use): | | | | |
| Adult Non-Profit | Per Hour | \$64.30 | \$66.50 | 3.4% |
| | Per Day* | \$321.40 | \$332.60 | 3.5% |
| Gym Rental (Day fee based on five hours of use): | | | | |
| Commercial | Per Hour | \$85.70 | \$88.70 | 3.5% |
| | Per Day* | \$428.50 | \$443.50 | 3.5% |
| * Day fee based on five hours of use. | | | | |

Appendix A: Proposed Changes for 2025-2026 Fees & Charges

SALT SPRING ISLAND PARKS AND RECREATION FEES AND CHARGES

| 2024-2025 Bylaw 4617 Fees and Charges | | | Proposed Changes for 2025-2026 | % Change |
|---|------------------|----------|--------------------------------------|----------|
| ROOM AND STORAGE RENTAL (Rates per month; Subject to applicable tax) | | | | |
| Small Classroom | Youth Non-Profit | \$353.50 | \$365.85 | 3.5% |
| | Adult Non-Profit | \$441.85 | \$457.30 | 3.5% |
| | Commercial | \$589.15 | \$609.75 | 3.5% |
| Large Classroom | Youth Non-Profit | \$385.65 | \$399.15 | 3.5% |
| | Adult Non-Profit | \$482.05 | \$498.95 | 3.5% |
| | Commercial | \$642.75 | \$665.25 | 3.5% |
| Small Storage Room | Youth Non-Profit | \$48.20 | \$49.85 | 3.4% |
| | Adult Non-Profit | \$60.20 | \$62.35 | 3.6% |
| | Commercial | \$80.30 | \$83.10 | 3.5% |
| Large Storage Room | Youth Non-Profit | \$96.40 | \$99.80 | 3.5% |
| | Adult Non-Profit | \$120.50 | \$124.75 | 3.5% |
| | Commercial | \$160.70 | \$166.30 | 3.5% |
| Meeting Room / Classroom (per hour) | Youth Non-Profit | \$16.70 | \$17.30 | 3.6% |
| | Adult Non-Profit | \$20.90 | \$21.60 | 3.4% |
| | Commercial | \$27.85 | \$28.80 | 3.4% |
| Dance Room (per hour) | Youth Non-Profit | \$21.70 | \$22.45 | 3.4% |
| | Adult Non-Profit | \$27.15 | \$28.10 | 3.5% |
| | Commercial | \$36.20 | \$37.45 | 3.4% |
| PARK USE (Rates per day unless otherwise noted; Subject to applicable tax) | | | | |
| Commercial Filming | | \$336.10 | \$347.85 | 3.5% |
| Commercial Service or Activity | | \$231.95 | \$240.05 | 3.5% |
| | Rate per Week | \$579.75 | \$600.05 | 3.5% |
| Commercial Temporary One-Time Use | Rate per Hour | \$115.90 | \$119.95 | 3.5% |
| Research Activity – such as specimen collection, surveys, inventories, monitoring plots | | \$34.85 | \$36.05 | 3.4% |
| Wedding Ceremony | | \$267.80 | \$277.15 | 3.5% |
| Special Event or Activity: (Day fee based on five hours of use) | | | | |
| Youth Non-Profit | Rate per Hour | \$10.00 | \$10.35 | 3.5% |
| | Rate per Day | \$50.15 | \$51.95 | 3.6% |
| Adult Non-Profit | Rate per Hour | \$12.55 | \$13.00 | 3.6% |
| | Rate per Day | \$62.70 | \$64.90 | 3.5% |
| Commercial | Rate per Hour | \$16.70 | \$17.30 | 3.6% |
| | Rate per Day | \$83.60 | \$86.55 | 3.5% |
| Gazebo and Picnic Shelters: (Day fee based on five hours of use) | | | | |
| Youth Non-Profit | Rate per Hour | \$7.30 | \$7.55 | 3.4% |
| | Rate per Day | \$36.95 | \$38.25 | 3.5% |
| Adult Non-Profit | Rate per Hour | \$9.10 | \$9.45 | 3.8% |
| | Rate per Day | \$46.20 | \$47.80 | 3.5% |
| Commercial | Rate per Hour | \$12.15 | \$12.60 | 3.7% |
| | Rate per Day | \$61.60 | \$63.75 | 3.5% |

Appendix A: Proposed Changes for 2025-2026 Fees & Charges

| SALT SPRING ISLAND PARKS AND RECREATION FEES AND CHARGES | | | | |
|--|------------------|-----------------|--------------------------------------|----------|
| 2024-2025 Bylaw 4617 Fees and Charges | | | Proposed Changes for 2025-2026 | % Change |
| MISCELLANEOUS FEES (Subject to applicable tax) | | | | |
| Tent Rental (Plus staff time) | | \$46.80 | \$48.45 | 3.5% |
| Road Sign at Portlock (Commercial) | Rate per Week | \$29.00 | \$30.00 | 3.4% |
| Clean Up Fee | Rate per Hour | \$43.75 | \$45.30 | 3.5% |
| Maintenance Staff | Rate per Hour | \$43.75 | \$45.30 | 3.5% |
| Table Rental (per table) | Rate per Day | \$11.95 | \$12.35 | 3.3% |
| Chair Rental (per chair) | Rate per Day | \$2.35 | \$2.45 | 4.3% |
| Refund Fee (No charge to leave credit on account) | (non-taxable) | \$5.20 | \$5.40 | 3.8% |
| NSF Cheque Fee/Declined Credit Card | (non-taxable) | \$20.70 | \$21.40 | 3.4% |
| Membership Card Replacement | (non-taxable) | \$5.20 | \$5.40 | 3.8% |
| Locker (Small/Medium) | (non-taxable) | \$0.25 | \$0.25 | 0.0% |
| Locker (Large) | (non-taxable) | \$0.50 | \$0.50 | 0.0% |
| Water/Wash Station | Rate per Booking | \$50.30 | \$52.05 | 3.5% |
| Power | Rate per Booking | \$36.40 | \$37.65 | 3.4% |
| Damage Deposit (Major Event/Tournament) | | 20% of Contract | 20% of Contract | |

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, APRIL 17, 2025**

SUBJECT **Housing Now HomeShare Registry Project**

ISSUE SUMMARY

To consider a contract to develop a multi-functional housing registry model in support of workforce housing on Salt Spring Island (SSI).

BACKGROUND

In 2022 the Southern Gulf Islands Economic Sustainability Commission developed a Housing Now program with a HomeShare toolkit, home registry, and website. The Housing NOW project gathered data and responses through community engagement with businesses, community organizations, and private residents, to document the Southern Gulf Island housing experience. The program created opportunities for the registry's growth and sustainability by seeking collaboration with the Southern Gulf Island Tourism Partnership (SGITPS) to include Salt Spring Island as an additional service community of the Registry. The financial support supplied by the SGITPS allowed for the creation of a Salt Spring Island coordinator for this new branch of the Housing NOW Registry, as well as an additional advertising and print media budget.

In October 2023, The Salt Spring Island Local Community Commission (LCC) directed staff to work with Housing Now to develop an SSI specific plan. The Housing NOW Project is a multi-functional housing registry model designed for the Southern Gulf Islands and Salt Spring. In 2024 the LCC approved funding of the SSI Housing Now HomeShare Registry project in the amount of \$22,830. This funding was used to produce an SSI housing Now Island associate onboarding and training program, conduct a business housing needs poll, home share community awareness campaign, business housing needs report, employer guarantor registry, SSI Housing Now landing pages, and a HomeSharer Finding Resolutions publication.

The Housing Now HomeShare registry project is requesting \$23,724 in funding in 2025 to implement key initiatives throughout 2025, focusing on digital innovation, enhanced Homeshare support, expanded communication strategies, housing education and the development of a social enterprise model (Appendix A).

ALTERNATIVES

Alternative 1

The Salt Spring Island Local Community Commission approved a \$23,724 contract with the Southern Gulf Islands Community Resource Centre for a Housing Now HomeShare Registry for Salt Spring Island.

Alternative 2

The Salt Spring Island Local Community Commission refer this report back to staff for additional information

IMPLICATIONS

Financial Implications

The Housing Now HomeShare Registry project will be funded from 1.124 Economic Development Service (EDS) budget.

The Economic Development Service has \$101,652 budgeted for project costs and third-party payments in 2025. \$51,652 of this funding was carried forward from 2024 to support LCC housing strategy initiatives. There is \$50,000 remaining to support fee-for-service contracts through the Economic Development Service in 2025

The CRD funded four fee-for-service contracts through the EDS in 2024 totalling \$62,830:

1. SSI Chamber of Commerce: Visitor Information Centre 2024 Operating Season - \$10,000
2. SSI Farmland Trust Society: Farmland Trust Grow Local Food Aggregation - \$20,000
3. Southern Gulf Islands Tourism: DMMO Annual Funding - \$10,000
4. SGI Community Resources: Housing NOW Home Share Registry - \$22,830

Social Implications

The Housing Now Homeshare Registry will support building a workforce housing toolkit of resources specific to Salt Spring Island and guide the creation of a fee-for-service payment structure that will apply to a diverse size range of employers in the region.

CONCLUSION

Seed funding from the SGI Community Economic Sustainability Commission and the SGITP, in 2023, allowed for the foundations of a Home Share Registry. With additional funding in 2024, the SSI Housing Now HomeShare Registry has continued to improve its function and be better equipped to address Salt Spring's more immediate workforce housing needs more broadly.

The LCC has received a request for additional funding to implement key initiatives throughout 2025 and to enhance and expand existing services.

RECOMMENDATION

The Salt Spring Island Local Community Commission approved a \$23,724 contract with the Southern Gulf Islands Community Resource Centre for a Housing Now HomeShare Registry for Salt Spring Island.

| | |
|---------------|--|
| Submitted by: | Dan Ovington, BBA, Senior Manager, Salt Spring Island Electoral Area |
| Concurrence: | Stephen Henderson, BSc, MBA, Senior Manager of Real Estate, Southern Gulf Islands and Salt Spring Local Community Commission |

ATTACHMENT(S)

Appendix A: Housing Now HomeShare Registry Project Work

Housing NOW

Statement of Work

Project Name: Housing NOW Enhanced Homeshare Platform Pilot

Contractor Name: Southern Gulf Island Community Resource Centre

Dept./ Division: SSI/LCC Capital Regional District

Budget: **\$ 23,724.00**

Prepared by SGICRC Staff: Janey Rowland, PPA

Project Overview:

The Southern Gulf Island Community Resource Centre (SGICRC) and the Housing NOW (HN) Project aim to establish a streamlined, accessible Homeshare platform that enhances housing stability, fosters community connections, and promotes sustainable housing solutions for residents across Salt Spring and the Southern Gulf Islands.

Housing NOW is committed to expanding its capacity to provide tailored support for homeowners and tenants within the region. In response to evolving community needs, Housing NOW will implement key initiatives throughout 2025, focusing on digital innovation, enhanced Homeshare support, expanded communication strategies, housing education, and the development of a social enterprise model.

Scope of Work:

1. Improved Digital Platform

- Implement digital security features to increase homeowner confidence.
- Establish automated rent collection and secure deposit management.
- Integrate background checks and affordable tenant insurance services.

2. Enhanced Homesharer Support

- Expand facilitation of Homeshare services to match homeowners and tenants effectively.
- Conduct home inspections and provide direct homeowner support.
- Strengthen homeowner engagement to improve program participation.

3. Expanded Communication Strategy

- Develop targeted marketing campaigns to increase awareness and participation.
- Implement direct engagement efforts to improve community outreach.

4. Housing Education Initiatives

- Organize community conversations and produce podcast episodes to highlight long-term tenancy benefits.
- Conduct targeted initiatives to encourage pet-friendly rental opportunities.

5. Social Enterprise Development

- Research and develop the property management component of the Homeshare Registry platform.

- Explore funding partnerships to ensure long-term program sustainability.

Implementation Strategy:

To ensure the successful integration of these initiatives, Housing NOW will launch a **First-Year Pilot Program** with a primary focus on employer-driven workforce housing solutions. The pilot will include:

- Refinement of both digital and in-person support systems to enhance service delivery.
- Strengthening homeowner engagement through education and direct support.
- Developing sustainable and affordable workforce housing options tailored to regional needs.

By leveraging enhanced technological infrastructure alongside Housing NOW's on-the-ground expertise, this collaboration will create a scalable and sustainable Homeshare program that directly addresses the housing challenges of Salt Spring and the Southern Gulf Islands community.

SCOPE

| In Scope | Out of Scope |
|--|---|
| SSI Homeshare Community Awareness Campaign | |
| Employer Driven Workforce Housing Campaign | |
| Digital Homeshare Platform Pilot | |
| Housing NOW Property Management Division | Initiating Property Management Division |
| Social Enterprise Framework Report | |

PROJECT DELIVERABLES

| | Deliverables |
|----|--|
| 1. | Kitchen Table Conversations Guidebook - Distribution |
| 2. | Property Management Component - Research and Development |
| 3. | Social Enterprise Framework Report |
| 4. | Digital Platform Pilot Six Month Review |
| 5. | 2025 HN Year in Review |

TIMELINE

| Milestones, etc. | Delivery Date |
|--|--------------------------|
| Digital Platform Pilot Initiation | March 2025 |
| SSI Homeshare Community Awareness Campaign | April thru December 2025 |
| Kitchen Table Conversations Guidebook Distribution | May 2025 |
| Enhanced Platform Pilot Review | September 2025 |
| Social Enterprise Framework Report | November 2025 |
| 2025 HN Year in Review | January 2026 |

BUDGET

| Explanation | Amount |
|--------------------------------|---------------------|
| Program Management | \$4,520.00 |
| SSI Coordinator | \$9,000.00 |
| Print and Marketing | \$2,500.00 |
| Digital Platform Licensing Fee | \$2,500.00 |
| Travel & Accommodations | \$1,250.00 |
| Administration 20% | \$3,954.00 |
| TOTAL | \$ 23,724.00 |

Project Team

| Role | Team Member | Implementation | Project Review |
|---------------------|--------------------|---|----------------|
| Project Sponsor | SGI CESC, SSI LCC | | |
| CRD Project Manager | Justine Stark, CRD | | |
| CRC Project Manager | Melody Pender, CRC | Management, Budget, Final Deliverables, and Program Oversight | |

| | | | |
|-------------------------------------|--|--|--|
| Program Manager | Janey Rowland, CRC | Creation, Coordination, and Execution of Project Plan Program Reporting | |
| Housing NOW Registry Coordinator | Jacqueline Dupuis, CRC | Execution of Registry Processes, Reporting, Communications, Homesharer Support | |
| Housing NOW SSI Coordinator | Adam Evanik | Execution of Program Directives, Reporting, Community Engagement, Homesharer Support | |
| SSI Island Associate | <u>TBD</u> | Coordinator Support, Community Engagement | |
| SGL Island Associates | Jeannine Georgeson, Galiano Roberta Cremonez, Mayne/Saturna | Coordinator Support, Community Engagement Homesharer Support | |
| Project Support | <u>TBD</u> , CRD | Advisory | |

KEY STAKEHOLDERS

| Stakeholder | Affected or interested | Role or Involvement |
|---|--|---------------------|
| SGL, SSI EA - Capital Regional District | The project will help to address both short- and long-term housing shortages in the SGL and SSI Electoral Areas | I |
| SGL Community Economic Sustainability Commission | The project will create a functioning Housing Registry model that will facilitate numerous homesharing opportunities in the SGLs | C, A |

| | | |
|---------------------------------|---|-------|
| SGI Tourism Partnership Society | The project will create opportunities for workforce housing in support of the entire region's visitor economy | C |
| SGI Community Resource Centre | The project will support community capacity building through the creation of workforce housing | PD, A |
| SSI, SGI Businesses and NPOs | The project will support functionality of community services and programs through the creation of workforce housing | I |
| SSI, SGI General Public | The project will help in the creation of immediate and affordable housing opportunities in the region | I |

COMMUNICATIONS

| | | |
|-------------------------------|--|-----|
| Internal | | |
| CRD Politicians | | No |
| Management Teams | | No |
| Specific Senior Management | | No |
| External | | |
| Public Consultation | | No |
| Advertising | | Yes |
| Politically sensitive updates | | No |

RISK ID.

| | Risks Identification (related to scope, budget, schedule, etc.) | High Level risk Response (if Applicable) |
|----|--|---|
| 1. | | N/A |
| 2. | | N/A |
| 3. | | |

WORK PLAN

| Timeline | Description | Hours | Wage | Amount |
|--------------|---|----------|---------|------------------------|
| March 1 - 30 | Digital Platform: Team onboarding and platform orientation Community Awareness: Direct business outreach, Enhanced Advertising Program Management SSI Coordinator | 12 30 | \$40.00 | \$480.00 \$1.000.00 |
| April 1 - 30 | Community Awareness: In person/online events, Canada Post direct outreach campaign Onsite inspections and documentation Program Management SSI Coordinator | 12 30 | \$40.00 | \$480.00 \$1.000.00 |
| May 1 - 30 | Community Awareness: In person/online events, Kitchen Table Conversation Guidebook distribution Onsite inspections and documentation Program Management SSI Coordinator | 12 30 | \$40.00 | \$480.00 \$1.000.00 |
| June 1 - 30 | Community Awareness: Social enterprise framework – research and development Onsite inspections and documentation Program Management SSI Coordinator | 12 30 | \$40.00 | \$480.00 \$1.000.00 |

| | | | | |
|-------------|--|----------|---------|------------------------|
| July 1 - 30 | Community Awareness: In person/online events Onsite inspections and documentation Program Management SSI Coordinator | 12 30 | \$40.00 | \$480.00 \$1.000.00 |
| Aug 1 - 30 | Community Awareness: In person/online events Onsite inspections and documentation Project Management SSI Coordinator | 12 30 | \$40.00 | \$480.00 \$1.000.00 |
| Sept 1 - 30 | Community Awareness: Social enterprise framework – research and development Digital Pilot review Onsite inspections and documentation Program Management SSI Coordinator | 12 30 | \$40.00 | \$480.00 \$1.000.00 |
| Oct 1- 30 | Community Awareness: In person/online events, Onsite inspections and documentation Program Management SSI Coordinator | 12 30 | \$40.00 | \$480.00 \$1.000.00 |
| Nov 1 - 30 | Community Awareness: In person/online events Social enterprise framework – research and development Onsite inspections and documentation | | | |

| | | | | |
|--------------|--|----------|---------|------------------------|
| | Program Management SSI Coordinator | 12 30 | \$40.00 | \$480.00 \$1,000.00 |
| Dec 1 - 30 | Community Awareness: Consolidation of data Stakeholder reporting Onsite inspections and documentation Program Management SSI Coordinator | 12 30 | \$40.00 | \$480.00 \$1,000.00 |
| January 2026 | 2025 HN Year in Review Program Management | 5 | \$40.00 | \$200.00 |

Additional Items

| ITEM | DESCRIPTION | NEED | | COST |
|----------------|---|------|------------------------------|------------|
| Finance | Upon receipt of the initial CRC invoice | | 1 st disbursement | \$8,000.00 |
| Finance | Upon receipt of HN platform pilot review | | 2 nd disbursement | \$8,000.00 |
| Finance | Upon receipt of HN Year in Review | | Final disbursement | \$7,724.00 |

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, APRIL 17, 2025**

SUBJECT SSI Chamber of Commerce Funding Request

ISSUE SUMMARY

To consider a funding request from the SSI Chamber of Commerce to support the SSI Visitor Centre as well as Business Licensing and Business Improvement Area feasibility.

BACKGROUND

A representative from the Salt Spring Island (SSI) Chamber of Commerce attended the SSI Local Community Commission (LCC) to give a presentation on March 13th, 2025, requesting funding in 2025 to support the SSI Visitor Centre and to assess the feasibility of Business Licensing and a Business Improvement Area (BIA) (Appendix A).

SSI Visitor Centre - \$15,000

The LCC through its Economic Development Service provided \$10,000 toward SSI Visitor Centre operations in 2023/2024. Funding for fee-for-service contracts through the Economic Development Service are limited to a maximum of three years.

Business Licensing and BIA Feasibility - \$10,000

The feasibility of business licenses on SSI has been previously considered by the former Economic Development Commission who chose not to pursue due to the costs to administer the program. The LCC has requested staff report back with an updated report on the feasibility and cost to administer business licensing on SSI.

A BIA is a local service area established by bylaw where business and light industry property owners finance activities to promote business through grants and taxes paid by the businesses in the local service area.

Prior to considering adopting a bylaw for a BIA, the proponent and the LCC would need to work together to answer the following:

- Are rural unincorporated areas like Salt Spring Island able to have Business Improvement Areas? If not, what will be involved in amending the Provincial legislation?
- Does the community need a BIA and what would be the geographic service boundaries?
- What specific activities would be undertaken through the BIA?
- What information is already available on matters such as the economic profile of the community, market information and plans for the area?
- How can we reach out to local businesses to gauge their interests?
- Is there general interest in business promotion as a way to grow business activity and the local economy?

Funding a feasibility study for the BIA would likely answer these questions. Further consideration would then need to be given to managing the BIA, business promotion scheme, property owner approval, BIA Bylaw, annual budget, cost recovery and staffing.

ALTERNATIVES

Alternative 1

The Salt Spring Island Local Community Commission approve a \$10,000 contract with the Salt Spring Island Chamber of Commerce to support the Salt Spring Island Visitor Centre provided \$10,000 in new grant funding is approved to support the Housing Strategy Initiatives.

Alternative 2

The Salt Spring Island Local Community Commission refer this report back to staff for additional information

IMPLICATIONS

Financial Implications

The Economic Development Service has \$101,652 budgeted for project costs and third-party payments in 2025. \$51,652 of this funding was carried forward from 2024 to support LCC housing strategy initiatives. There is \$50,000 remaining to support fee-for-service contracts through the Economic Development Service in 2025.

Table 1: Salt Spring Island 2025 Economic Development Service Summary

| 2025 Economic Development Service | 2024 Carried Forward | 2025 Budget | Total 2025 Project Cost | Committed Funds * | Remaining |
|--|-----------------------------|--------------------|--------------------------------|--------------------------|------------------|
| SSI (\$) | 51,652 | 50,000 | 101,652 | 51,652 | 50,000 |

** Committed Funds to the LCC Housing Strategy Initiatives*

The LCC funded four fee-for-service contracts through the EDS in 2024 totaling \$62,830:

Table 2: Salt Spring Island 2024 Economic Development Service Spent for 2024

| 2024 Economic Development Service | | |
|--|--|--------------------|
| Contract | Description | Amount (\$) |
| SSI Chamber of Commerce | Visitor Information Centre 2024 Operating Season | 10,000 |
| SSI Farmland Trust Society | Farmland Trust Grow Local Food Aggregation | 20,000 |
| Southern Gulf Islands Tourism | DMMO Annual Funding | 10,000 |
| SIGI Community Resources | Housing NOW Home Share Registry | 22,830 |
| Total Spent 2024 | | \$62,830 |

The LCC has approved three fee-for-service contracts through the EDS in 2025 totaling \$16,500:

Table 3: Salt Spring Island Economic Development Service Approved for 2025

| 2025 Economic Development Service | | |
|-----------------------------------|--|-----------------|
| Contract | Description | Amount (\$) |
| SSI Farmland Trust Society | Neighborhood Farmer Training Program | 7,000 |
| SSI Farmland Trust Society | Abattoir Skills Training | 5,000 |
| Tuesday Market Society | Tuesday Farmers Market Advertising and Promotion | 4,500 |
| Total Spent 2025 | | \$16,500 |

Two additional requests for funding are pending bringing the 2025 total to \$50,224

Table 4: Salt Spring Island Economic Development Service Pending for 2025

| 2025 Economic Development Service | | |
|-----------------------------------|---------------------------------|-----------------|
| Contract | Description | Amount (\$) |
| SIG Community Resources | Housing NOW Home Share Registry | 23,724 |
| Southern Gulf Islands Tourism | DMMO Annual Funding | 10,000 |
| Total Pending 2025 | | \$33,724 |

Should the LCC want to support the full amount, or a portion of the Chambers funding request additional funding would need to be allocated from the operating reserve, pending requests would need to be denied or reduced or funding to the Housing Needs Strategy would need to be reduced.

Table 5: Post Approval and Pending Funds Remaining

| 2024 GIA Overall Summary | Core GIA | | | |
|--------------------------|-------------|--------|---------|--------------------|
| | 2025 Budget | Spent | Pending | Insufficient Funds |
| SSI (\$) | 50,000 | 16,500 | 33,724 | 224 |

Economic Development Operating Reserve Balance = \$10,224

CONCLUSION

The Chamber of Commerce is requesting funding in 2025 to support the SSI Visitor Centre and to assess the feasibility of Business Licensing and a BIA on Salt Spring Island. The visitor centre has received funding in previous years and will no longer be eligible for future funding should the LCC approve the request.

Funding to assess the feasibility of business licenses and a BIA has not been included in the 2025 budget and would require the LCC to allocate additional funding, deny other funding requests or reduce the amount of funding approved for current projects.

RECOMMENDATION

The Salt Spring Island Local Community Commission approve a \$10,000 contract with the Salt Spring Island Chamber of Commerce to support the Salt Spring Island Visitor Centre provided \$10,000 in new grant funding is approved to support the Housing Strategy Initiatives.

| | |
|---------------|--|
| Submitted by: | Dan Ovington, BBA, Senior Manager, Salt Spring Island Electoral Area |
| Concurrence: | Stephen Henderson, BSc, MBA, Senior Manager of Real Estate, Southern Gulf Islands and Salt Spring Local Community Commission |

ATTACHMENT(S)

Appendix A: SSI Chamber Funding Request - Dated March 1, 2025



March 1, 2025

123 Fulford-Ganges Rd.
Salt Spring Island
250-537-4223

Proposal to the Salt Spring LCC for a Economic Development Funding

Update:

Serving local small businesses through collective representation, community networking, membership benefits and, most visibly, through the Ganges Visitors Centre - The Chamber of Commerce has been an important part of the island economy for over 30 years. From the end of 2023 and throughout 2024 the new board (and largely new membership) made important changes to right size operations while focussing on providing the highest impact products and savings to offer such as members mixers, preferential advertising rates and directory listings . We are pursuing progressive steps towards further growth of the island economy, in particular: regional Economic Development; capturing live local business data; studying the feasibility of business licensing, and moving toward establishing a BIA on Salt Spring.

The Chamber's goals are to maintain an appropriate "altitude" of activities thus attracting a wider base of new membership from a range of businesses, and to work collaboratively with the LCC, CRD and other partners to encourage sustainable new growth of the local economy and necessary support systems in the near future.

Visitors Centre:

Provincial data shows the Info Centre on Salt Spring penetrates our tourism population with a higher rate than similar sized destinations. The Info Centre and it's volunteers, play an invaluable role in welcoming and guiding guests of our island to the very services and products (of our members!) that make this island such a unique and memorable experience. Despite this, last year it's total open hours were lowered due to lack of funded student staff, and available volunteer hours, *upon which we are totally dependent*. Nonetheless, the number of visits per hour **increased** not only in the high season (nearly 10% in July and August) but also in the growing shoulder seasons with an increase of 7% across March/April and a jump of 42% in visitors per hour in September/October.

The centre also continues to see growth in local businesses and residents seeking out info about local amenities and connecting with local services and businesses helping an average of more than 100 locals per month within the limited open hours.

The better we support the Info Centre the better we are supporting the link between not only tourism and the local community, but also helping grow resiliency and diversity of our interconnected business economy.

Funding Proposal:

Consistent with these overall goals, the Chamber of Commerce is seeking funding support from the CRD to assist with the following initiatives necessary for the economic viability of the islands. Specific use of funds would be toward:

Salt Spring Visitors Centre : \$15K

To support the operations, staffing and media and marketing as we look for new funding and grant opportunities (*SGITP has pulled back funding support*)

Business Licensing and BIA feasibility work: \$10K

Develop practical next steps to assess the benefits of Business Licensing and to move forward the establishment of a BIA in partnership with CRD