



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

Thursday, July 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. [25-0866](#) Minutes of June 5 - 19, 2025 Salt Spring Island Local Community Commission

Recommendation: That the minutes of the following meetings be adopted as circulated:
-June 5, 2025 Special meeting
-June 19, 2025

Attachments: [Minutes: June 5, 2025 Special meeting](#)
[Minutes: June 19, 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. [25-0867](#) Presentation: Seth Wright, BC Transit Re: BC Transit Update

Attachments: [Presentation: BC Transit Update: Umo, Ridership & Expansion](#)

6.1.2. [25-0868](#) Presentation: Isha Matous-Gibbs, Urban Matters Re: SSI Integrated Housing Strategy Action Plan

Attachments: [Presentation: SSI Integrated Housing Strategy Action Plan](#)

6.1.3. [25-0869](#) Presentation: Cameron Doyle, ISL Engineering and Land Services Ltd. Re: Jackson and McPhillips Active Transportation project design

Attachments: [Presentation: Jackson and McPhillips Improvements](#)

6.2. Delegations

6.2.1. [25-0879](#) Delegation: Maxine Leichter, SSI Resident Re: Item 6.1.2. Presentation: Isha Matous-Gibbs, Urban Matters Re: SSI Integrated Housing Strategy Action Plan

Attachments: [Delegation Request: Maxine Leichter, July 12, 2025](#)

7. Commission Business

7.1. [25-0870](#) Project Tracker Quarterly No. 19, 2025

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

Attachments: [Project Reporting Dashboard No 19 2025](#)

7.2. [25-0871](#) Motion Tracker

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

Attachments: [LCC Motion Tracker 2024 Exported Jul 9, 2025](#)

[LCC Motion Tracker 2025 Exported Jul 9, 2025](#)

- 7.3. [25-0222](#) Bylaw No. 4647 SSI Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 4, 2025
- Recommendation:** That the Salt Spring Island Local Community Commission recommend to the Capital Regional District Board:
1. That Bylaw No. 4647, "SSI Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 4, 2025", be introduced and read a first, second, and third time;
 2. That Bylaw No. 4647 be referred to the Inspector of Municipalities for approval;
 3. That staff be directed to proceed with Salt Spring Island Electoral Area Director consent.
- Attachments:** [Staff Report: Bylaw No. 4647 SSI Community Transit and Transportation Service](#)
[Appendix A: SSI Transit Maximum Levy Simulation and Assumptions](#)
[Appendix B: Bylaw No. 4647 SSI Community Transit and Transportation Service](#)
[Appendix C: Bylaw No. 3438 \(Unofficial Consolidation\)](#)
- 7.4. [25-0832](#) Per-Visit Pass Expiry Dates
- Recommendation:** [At the Jul. 10, 2025 Salt Spring Local Community Commission meeting, the agenda item was postponed to a future meeting. The commission request additional information on rates for passes.]
- That the Salt Spring Island Local Community Commission approve a two-year expiry date for all 10 and 20 visit passes, effective September 1, 2025.
- Attachments:** [Staff Report: Per-Visit Pass Expiry Dates \(Revised\)](#)
- 7.5. [25-0880](#) Ganges Cross Walk Study Scope Change
- Recommendation:** That the Salt Spring Island Local Community Commission request staff amend the current contract for the ICBC Road Improvement Program to include the assessment of an additional crosswalk as identified in Appendix A, not exceeding the total grant amount of \$35,000.
- Attachments:** [Staff Report: Ganges Cross Walk Study Scope Change](#)

8. Notice(s) of Motion

- 8.1. [25-0873](#) Motion with Notice: Staff Report Grace Point Pathway (E. Rook)
- Recommendation:** [At the July 10, 2025 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner rook into record to be discussed at a following meeting:]
- "That the Salt Spring Island Local Community Commission request staff report back on the condition of the Grace Point Statutory Right of Way, issues of use or misuse of the ROW, and options for resolving those issues including, but not limited to, those issues and possible solutions raised by the Grace Point Strata Board"

8.2. [25-0874](#) Notice of Motion: Grant in Aid Chamber of Commerce Hands Across Water (G. Holman)

Recommendation: [At the Jul 10, 2025 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed with same day consideration. same day consideration was granted, Director Holman moved the motion and Commissioner Corno seconded. The motion was postponed to the next meeting.]

"That the Salt Spring Island Local Community Commission support in principle and subject to approval from CRD Finance, a Grant-in-Aid proposal from the Chamber of Commerce to help fund the US-Canada Hands Across the Water event of Sept. 19-21, 2025."

9. Motion to Close Meeting

9.1. [25-0872](#) Motion to Close Meeting

Recommendation: 1. That the meeting be closed for discussion of acquisition/disposition that could reasonably be expected to harm the interest of the Electoral Area under Section 90(1) (e) of the Community Charter. [1 items].

2. That the meeting be closed for discussion that could reasonably be expected to harm the interest of the Electoral Area under Section 90(1)(k) of the Community Charter [2 items].

10. Adjournment

Next Meeting:

-Thursday, September 11, 2025 at 9:00AM 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, June 5, 2025

9:00 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

Special Meeting

PRESENT:

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

STAFF: S. Henderson, Senior Manager, Real Estate and SGI Administration, D. Ovington, Senior Manager, SSI Administration, C. Hopp, Manager, SSI Engineering, J. Byron, Maintenance Supervisor, SSI Parks, Z. Lundrie, Recreation Coordinator, SSI Recreation, K. Gilliam, Recreation Programmer, SSI Recreation, M. Williamson, Committee Clerk, (Recorder)

EP- Electronic Participation

GUEST: K. Hudson, SSI Public Library, M. Pico, Stantec Architecture Ltd.

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

The meeting was called to order at 9:01 am.

1. Territorial Acknowledgement

Director Holman provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Commissioner Corno, SECONDED by Commissioner Webster,
That agenda for the June 5, 2025, Special meeting of the Local Community
Commission be approved as presented.
CARRIED**

3. Presentations/Delegations

3.1. Presentations

- 3.1.1.** Presentation: Michelangelo Pico, Stantec Re: Rainbow Recreation Centre Building Envelope
- M. Pico spoke regarding the proposed Rainbow Recreation Centre Building Envelope replacement.

3.1.2. Presentation: Karen Hudson, SSI Public Library Re: Library Annual Report

K. Hudson spoke regarding the SSI Public Library annual report for 2025.

3.2. Delegations

3.2.1. Delegation: Peter Meyer, Island Pathway Re: Item 7.6. LCC
Supplementary Items and Capital Projects for Consideration

P. Meyer spoke regarding item 4.6.

4. Special Meeting Matters

4.1. LCC Operating & Capital Budget Planning 2026-2030

D. Ovington provided a presentation regarding LCC Operating & Capital Budget Planning 2026-2030

Discussion ensued regarding the suggested Operating and Capital Budget planning for LCC services.

4.2. Rainbow Recreation Centre Building Envelope Renewal Project

The report was received for information.

4.3. Salt Spring Island Multi Space Roof Assessment and Repairs

The report was received for information.

4.4. Reopening the Rainbow Recreation Centre on Statutory Holidays

The report was received for information.

4.5. Community Transit Quarterly Revenue Report

Discussion ensued regarding last quarterly Revenue Report for early 2025.

4.6. LCC Supplementary Items and Capital Projects for Consideration

MOVED by Commissioner Baker,
That Appendix A be amended to reduce the percentage from 12.2% to 8.2% for
item A-1.

FAILED due to lack of seconder

MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That Appendix A be amended to reduce the percentage from 12.2% to 5% for item
A-1.

CARRIED

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

CARRIED

MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That Appendix A be amended with the following amendments

-to increase the percentage from 4% to 5% for item A-2.

-Remove item A-3.

-Remove item A-4.

CARRIED

Opposed Holman

MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That Appendix A be amended to increase the amount from \$3,500 to \$5,000 for
item A-8.

CARRIED

Opposed Baker

MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That Appendix A be amended to remove item A-14.

CARRIED

MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That Appendix A be amended to remove item A-18.

CARRIED

MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That Appendix B be amended to increase the amount from \$12,500 to \$14,000 for
item B-2.

CARRIED

MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That Appendix B be amended to increase the amount from \$2,500,000 to
\$1,500,000 for item B-10.

CARRIED

Opposed Holman, Rook

MOVED by Commissioner Corno, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission requests that staff
include additional budget items identified in Appendix A and B as amended, in
the 2026-2030 Provisional Five Year Financial Plan for further consideration.

CARRIED

4.7. Motion with Notice: Preliminary Transit Service Funding Increase (B. Webster)

MOVED by Commissioner Webster, SECONDED by Commissioner Corno, That the Salt Spring Island Local Community Commission (LCC) directs staff to prepare the 1.238A Community Transit (SSI) preliminary five-year financial plan by increasing the requisition for 2026 by 50 per cent of the anticipated annual amount required to fund planned 2027 service improvements, with this increased funding to go into the operating reserve.

Commissioner Webster amended the motion

“That the Salt Spring Island Local Community Commission (LCC) directs staff to prepare the 1.238A Community Transit (SSI) preliminary five-year financial plan by increasing the requisition for 2026 by 50 per cent of the anticipated annual amount required to fund planned 2027 service improvements, with this increased funding to go into the operating reserve subject to the maximum requisition limit for the service.”

The question was called on the motion as amended.

That the Salt Spring Island Local Community Commission (LCC) directs staff to prepare the 1.238A Community Transit (SSI) preliminary five-year financial plan by increasing the requisition for 2026 by 50 per cent of the anticipated annual amount required to fund planned 2027 service improvements, with this increased funding to go into the operating reserve subject to the maximum requisition limit for the service.

CARRIED

4.8. Motion with Notice: Preliminary Small Craft Harbour Service Funding Increase (B. Webster)

Commissioner Baker left the meeting room at 12:48pm

MOVED by Commissioner Webster, SECONDED by Commissioner Corno, That the Salt Spring Island Local Community Commission (LCC) directs staff to prepare the 1.236 Small Craft Harbour Facilities preliminary five-year financial plan by increasing the requisition for 2026 by \$10,000 for Other Operating Expenses.

Commissioner Baker returned to the meeting room at 12:50pm

The question was called on the motion

That the Salt Spring Island Local Community Commission (LCC) directs staff to prepare the 1.236 Small Craft Harbour Facilities preliminary five-year financial plan by increasing the requisition for 2026 by \$10,000 for Other Operating Expenses.

CARRIED

4.9. Motion with Notice: Preliminary Bylaw Enforcement Funding (B. Corno)

MOVED by Commissioner Corno, That the Salt Spring Local Community Commission consider additional funding for bylaw enforcement in 2026 such that a bylaw officer can be employed 5 days per week on Salt Spring Island.

WITHDRAWN

4.10. Motion with Notice: Artspring Lot Additional Parking (B. Corno)

MOVED by Commissioner Corno, **SECONDED** by Commissioner Baker,
That the Salt Spring Local Community Commission begin exploring the potential
for the park east of the Artspring parking lot for additional parking space
creation.

Commissioner Corno amended the motion.

“That the Salt Spring Local Community Commission direct staff to prepare
1.238B Community Transportation Five Year Capital Plan with a project to
explore the potential for the park east of the Artspring parking lot for additional
parking space creation in 2026.”

The question was called on the motion as amended

**That the Salt Spring Local Community Commission direct staff to prepare 1.238B
Community Transportation Five Year Capital Plan with a project to explore the
potential for the park east of the Artspring parking lot for additional parking
space creation in 2026.**

DEFEATED

OPPOSED Baker, Corno, Holman, Rook, Webster

4.11. Motion with Notice: Preliminary Small Craft Harbour Funding (B. Corno)

MOVED by Commissioner Corno,
That the Salt Spring Local Community Commission increase the transfer to
capital reserves for the Small Craft Harbour Facilities service by 50,000.
WITHDRAWN

5. Adjournment

MOVED by Commissioner Corno, **SECONDED** by Commissioner Baker,
That the Local Community Commission adjourn the meeting at 01:02pm.
CARRIED

CHAIR

SENIOR MANAGER

Meeting Minutes - Draft

Salt Spring Island Local Community Commission

Thursday, June 19, 2025

9:00 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

PRESENT:

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

STAFF: ; K. Morley, Corporate Officer/General Manager, Corporate Services; S. Henderson, Senior Manager, Real Estate, SGI Administration and SSI LCC; D. Ovington, Senior Manager, SSI Administration; M. Williamson, Committee Clerk, (Recorder)

GUEST: S. Palmer, SSI Arts Council, Vice-Chair T. Little

EP- Electronic Participation

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

The meeting was called to order at 09:01 am.

1. Territorial Acknowledgement

Commissioner Rook provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That agenda for the June 19, 2025, meeting of the Local Community Commission
be approved as presented.

CARRIED

3. Adoption of Minutes

3.1. Minutes of May 15, 2025 Salt Spring Island Local Community Commission

MOVED by Commissioner Holman, SECONDED by Commissioner Webster,
That the minutes of May 15, 2025 meeting be adopted as amended by replace the
word "Carloyn" with the word "Carolyn" after the words" D. Ovington
introduced" and before the words "Hopp as the new".

CARRIED

4. Chair, Director, and Commissioner Reports

Director Holman spoke of the following items:

- BC Ferries Vesuvius/Crofton route home porting
- Grant in Aid bylaw amendment
- SGITP meeting

Commissioner Baker spoke of the following items:

- SGITP meeting
- Land Back ceremony event
- Beach access on St. Mary's Lake

Commissioner Corno spoke of the Land Back ceremony event.

Commissioner Webster spoke of the Secondary Anniversary of the LCC.

5. Senior Manager Report

D. Ovington provided information on staff recruitment.

- Engineering Tech 4 position has been hired for August start date
- Park Manager position interviews proceeding

6. Presentations/Delegations

6.1. Presentations

6.1.1. Presentation: Susan Palmer, SSI Arts Council Re: Mahon Hall

S. Palmer spoke regarding the Lease of the Mahon Hall.

**MOVED by Commissioner Webster, SECONDED by Director Holman,
That the proposal be referred to staff to report back to the Salt Spring Island
Local Community Commission.
CARRIED**

6.2. Delegations

7. Commission Business

7.1. Skateboard Park Lease Renewal

**MOVED by Director Holman, SECONDED by Commissioner Webster,
That the Salt Spring Island Local Community Commission recommends that the
Capital Regional District renew the Lease for the Skateboard Park, 120 Kanaka
Road, Salt Spring Island for a five-year term commencing September 1, 2025, at
a license fee of \$10.00.
CARRIED**

- 7.2. Bylaw No. 4684, "Salt Spring Island Parks and Recreation Facilities Local Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 5, 2025"

MOVED by Director Holman, **SECONDED** by Commissioner Corno,
The Salt Spring Island Local Community Commission recommends to the Capital Regional District Board:

1. That Bylaw No. 4684, "Salt Spring Island Parks and Recreation Facilities Local Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 5, 2025", be introduced and read a first, second, and third time;
2. That Bylaw No. 4684 proceed to obtain participating area approval by way of Electoral Area Director consent on behalf; and
3. That Bylaw No. 4684 be submitted to the Inspector of Municipalities for approval.

CARRIED

- 7.3. Commencement of the Ganges Crosswalk Analysis

The report was received for information.

- 7.4. Enhancement to the Ganges Bus Shelter

MOVED by Commissioner Baker, **SECONDED** by Director Holman,
That the Salt Spring Island Local Community Commission requests that staff retain a 20 year License of Occupation for the Ganges bus shelter near the Visitor Centre, and apply for grant funding to enable a new bus shelter to be constructed and installed.

CARRIED

- 7.5. Review Process of Presenting Feedback for OCP

Discussion ensued regarding how feedback for the OCP review should be sent the Island Trust.

8. Notice(s) of Motion

- 8.1. Motion with Notice: Mobile Speed Reader Board Advocacy (G. Holman)

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That staff submit an immediate request to MOTT for location of their mobile speed reader board on SSI at a priority location, for example: Lower Ganges southbound just before Baker Rd intersection; Sunset Drive southbound near Duck Creek Park; Vesuvius Bay Rd westbound just before ferry terminal.

CARRIED

- 8.2. Motion with Notice: Prioritizing Locations for Reflectors (G. Holman)

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That the Salt Spring Island Local Community Commission develop a list of priority locations for installation of flexible steel reflectors.

WITHDRAWN

8.3. Notice of Motion: Joint-Use Committee with SD64 (B. Webster)

Commissioner Webster proposed the following Notice of Motion for consideration at the next meeting:

“That the Salt Spring Island Local Community Commission (LCC):

1. Appoint one member of the LCC to serve on the Joint Use Committee identified in the 2021 Joint-Use Agreement Between the Capital Regional District and the Board of Trustees of School District No. 64 (Gulf Islands).
2. Request that the Joint Use Committee meet before October 31, 2025 and plan to meet at least twice yearly thereafter.
3. Request that the Joint Use Committee review and recommend appropriate revisions to the 2021 Joint-Use Agreement Between the Capital Regional District and the Board of Trustees of School District No. 64 (Gulf Islands).
4. Request that the Joint Use Committee review all current agreements between Gulf Islands School District and the LCC and provide recommendations on how best to manage these and any new agreements that might be entered into in the future.”

8.4. Notice of Motion: Capital Infrastructure Grant Application Priorities (B. Webster)

Commissioner Webster proposed the following Notice of Motion for same day consideration:

“That the Salt Spring Island Local Community Commission (LCC) direct staff to identify options for a capital infrastructure grant application to the Strategic Priorities Fund 2025, to be submitted prior to the program’s September 12, 2025 application deadline.”

**MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That same day consideration be applied to the Notice of Motion.
CARRIED**

**MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission (LCC) direct staff to identify options for a capital infrastructure grant application to the Strategic Priorities Fund 2025, to be submitted prior to the program’s September 12, 2025 application deadline.
CARRIED**

8.5. Notice of Motion: BC Ferries Vesuvius Advocacy (B. Webster)

Commissioner Webster proposed the following Notice of Motion for same day consideration:

“That the Salt Spring Island Local Community Commission (LCC) work on an urgent basis with other Salt Spring Island elected representatives and community organizations to demand that BC Ferry Corporation maintain Vesuvius Bay as homeport for at least one of the planned two vessels that will operate in the future on the Vesuvius Bay - Crofton ferry route”

**MOVED by Commissioner Webster, SECONDED by Director Holman,
That same day consideration be applied to the Notice of Motion.
CARRIED**

**MOVED by Commissioner Webster, SECONDED by Director Holman,
That the Salt Spring Island Local Community Commission (LCC) work on an urgent basis with other Salt Spring Island elected representatives and community organizations to demand that BC Ferry Corporation maintain Vesuvius Bay as homeport for at least one of the planned two vessels that will operate in the future on the Vesuvius Bay - Crofton ferry route.
CARRIED**

9. Motion to Close Meeting

9.1. Motion to Close Meeting

**MOVED by Commissioner Webster, SECONDED by Director Holman,
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].
CARRIED**

**MOVED by Director Holman, SECONDED by Commissioner Webster,
That the meeting be closed for discussion that could reasonably be expected to harm the interest of the Electoral Area under Section 90(1)(k) of the Community Charter [1 item].
CARRIED**

The Salt Spring Island Local Community Commission returned to the closed session at 11:40pm.

The Salt Spring Island Local Community Commission rose from its closed session at 12:02pm without report.

10. Adjournment

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

CHAIR

SENIOR MANAGER



Salt Spring Island Local Community Commission BC Transit Update: Umo, Ridership & Expansion

Capital Regional District | July 17, 2025

Land Acknowledgment

We acknowledge with respect that BC Transit delivers our mission on the ancestral territories of Indigenous Peoples across British Columbia, and their historical relationships with the land continue to this day.

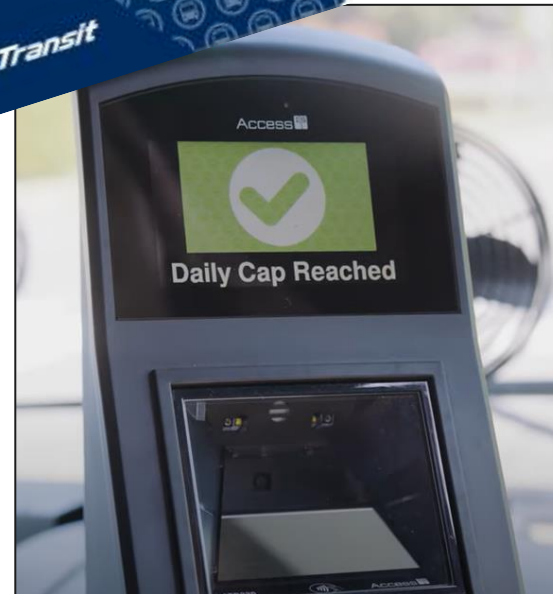
Today's Presentation

Key Topics

- Introduction to Umo & Electronic Fare
- System and Route Performance
- Ridership and Revenue Performance
- Expansion Priorities



Fare Payment: Umo



Fare Payment: Umo



Approved



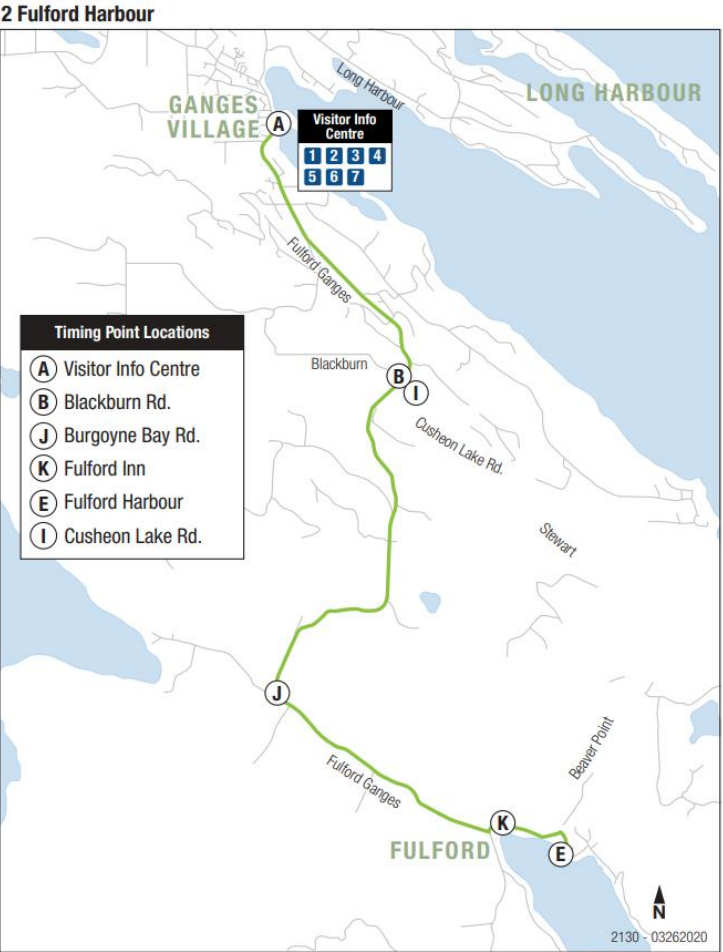
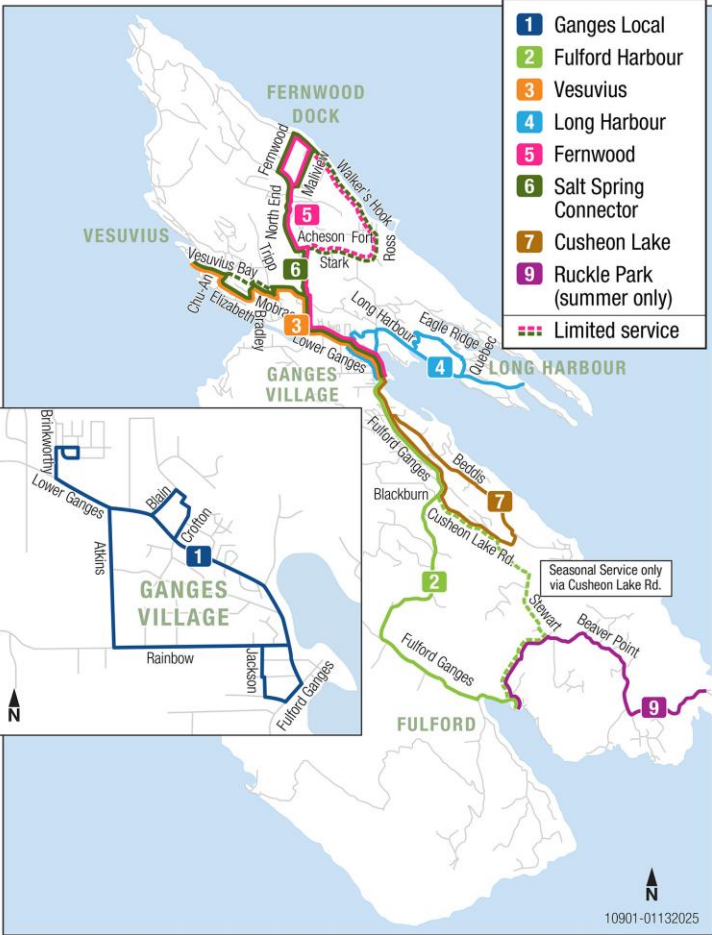
Approved – Warning low
balance or nearing expiry



Declined

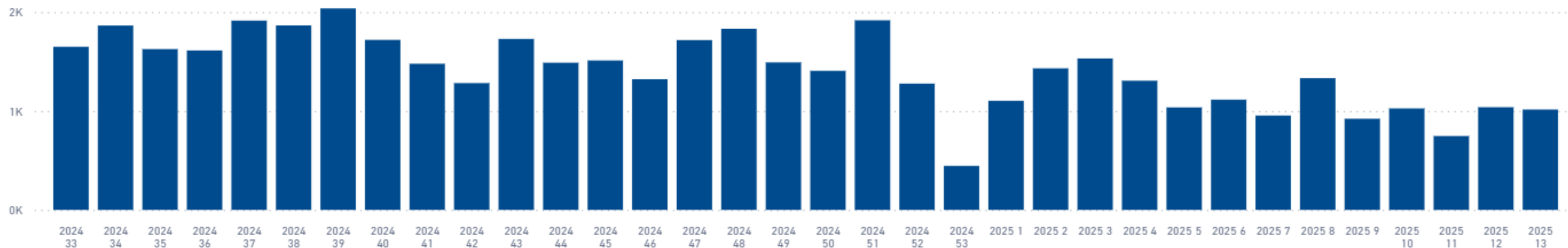


Salt Spring Island Transit



| Fiscal Year | FY23/24 | | FY24/25 | | | | | |
|------------------------------------|---------|---------|---------|---------|-------------------|-------------------|----------------------|------------------|
| Group | Actuals | Budgets | Actuals | Budgets | YoY Var (Actuals) | YoY Var (Budgets) | Tier Average FY24/25 | Tier Average Var |
| Local Investment | | | | | | | | |
| Fleet Size | 5 | 5 | 5 | 5 | 0.0% | 0.0% | 4 | 39.1% |
| Service Hours (000) | 9.3 | 9.3 | 9.3 | 9.3 | -0.1% | 0.7% | 5.0 | 87.1% |
| Service Hours per Capita | 1.1 | 1.1 | 1.0 | 1.1 | -1.0% | -0.3% | .5 | 105.0% |
| Total Cost (\$000) | 970.0 | 1,081.5 | 1,102.0 | 1,196.7 | 13.6% | 10.7% | 694.5 | 58.7% |
| Performance | | | | | | | | |
| Operating Cost Recovery (%) | 23.5 | 20.3 | 17.2 | 19.3 | -26.7% | -4.9% | 8.9 | 92.8% |
| Operating Cost/Passenger Trip (\$) | 8.02 | 9.68 | 9.54 | 10.07 | 18.9% | 4.1% | 29.4 | -67.6% |
| Operating Cost/Service Hour (\$) | 95.33 | 107.53 | 109.04 | 118.49 | 14.4% | 10.2% | 131.2 | -16.9% |
| Passenger Trips/Service Hour | 11.9 | 11.1 | 11.4 | 11.8 | -3.8% | 5.9% | 5.9 | 92.8% |
| Return on Investment | | | | | | | | |
| Passenger Trips (000) | 110.4 | 103.1 | 106.1 | 109.9 | -3.9% | 6.6% | 34.3 | 209.2% |
| Passenger Trips per Capita | 12.6 | 11.7 | 11.9 | 12.4 | -4.8% | 5.6% | 3.7 | 225.9% |
| Revenue/Trip (\$) | 1.88 | 1.97 | 1.64 | 1.95 | -12.9% | -1.0% | 2.2 | -26.5% |
| Total Revenue (\$000) | 208.0 | 202.9 | 174.2 | 214.1 | -16.3% | 5.5% | 59.3 | 193.9% |

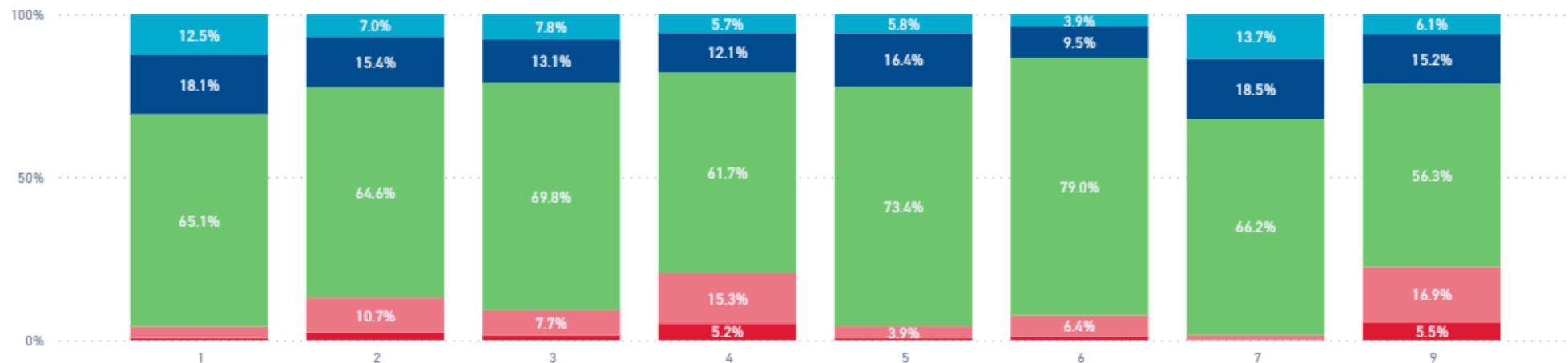
AUTOMATIC PASSENGER COUNTER (APC) BOARDINGS BY WEEK OF YEAR



This boarding dataset transitioned from DILAX -> CONSAT as of 12/08/2024

ON-TIME PERFORMANCE BY ROUTE

OTP_Status ● Very Early ● Early ● On Time ● Late ● Very Late



TOTAL APC BOARDINGS BY ROUTE

| Route | Boardings |
|-------|-----------|
| 2 | 20,641 |
| 3 | 9,401 |
| 5 | 8,340 |
| 6 | 3,147 |
| 1 | 2,418 |
| 4 | 1,902 |
| 7 | 1,665 |
| 9 | 222 |

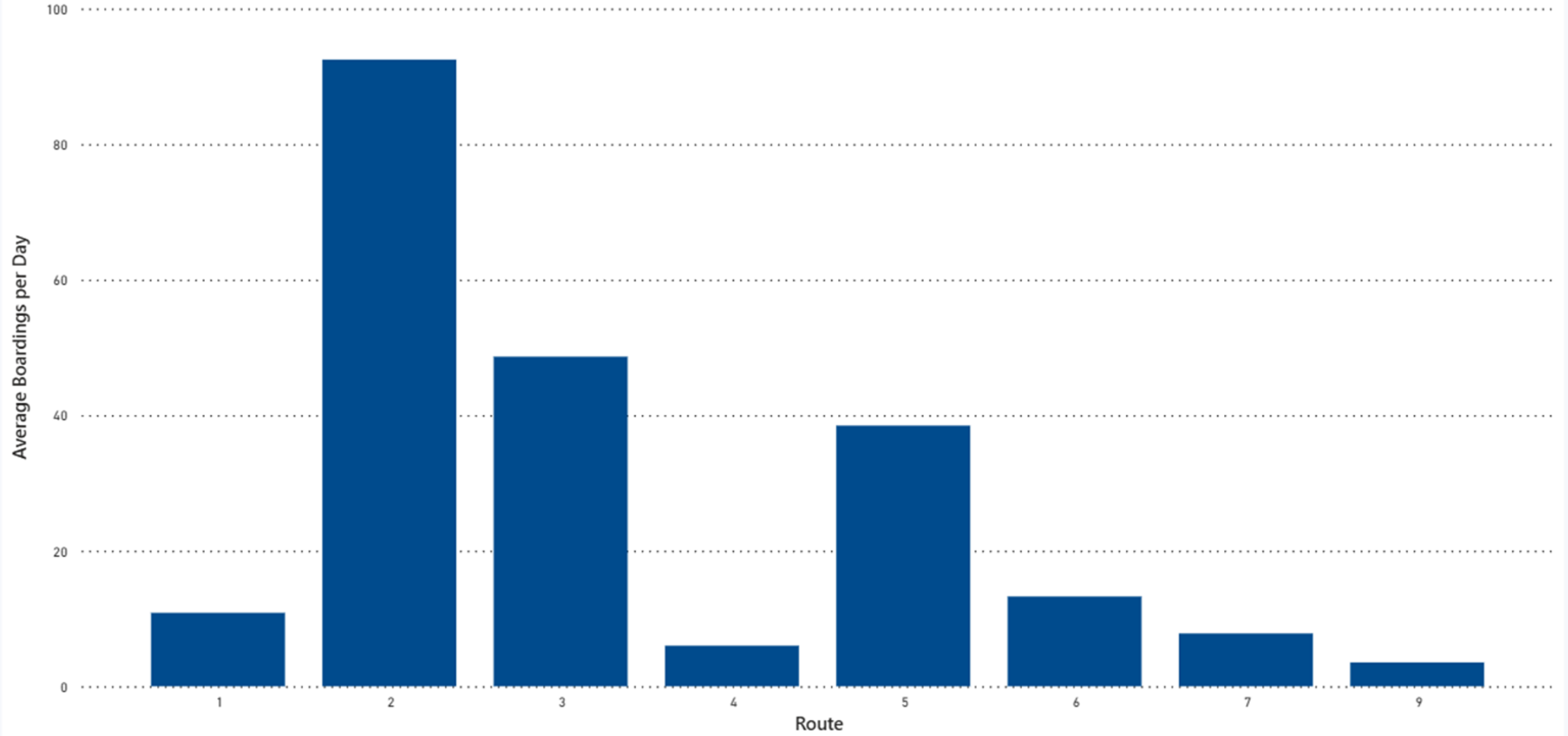
View #1

View #2

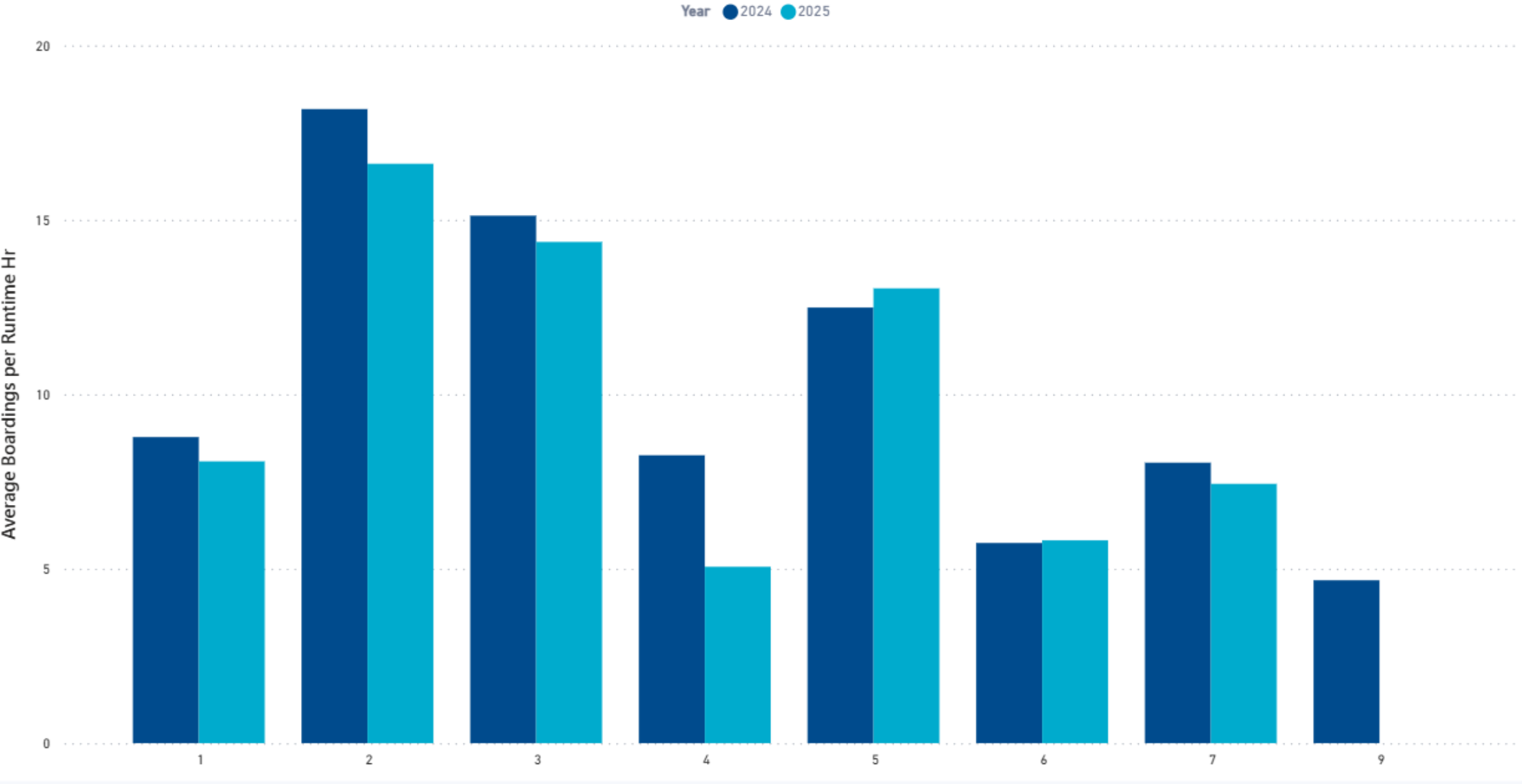
View #3

View #4

AVERAGE DAILY BOARDINGS BY ROUTE



Average Boardings per Runtime Hr by Route and Year



Approaching & Prioritizing Service Improvements

| | |
|--|--|
| 1. Operational Needs/Critical Fixes | <p>Are the existing routes reliable and consistent? Any outstanding performance issues?</p> <p><i>*Note: The Province is prioritizing support for expansion funding in this area</i></p> |
| 2. Performance Data Response | <p>Are any routes reaching capacity thresholds? Any additional critical fixes needed?</p> |
| 3. Outstanding Transit Future Service Planning Priorities | <p>What changes identified in the most recent Transit Future Service Plan (or past TIPS requests) have not yet been addressed.</p> |



Service Improvements on Route 2- Fulford Harbour

Introduce additional peak service on Route 2- Fulford Harbour. to accommodate for ridership growth and ferry-oriented traffic.

- This service was identified as a priority for improvement in public engagement and via the 2021 Salt Spring Island Transit Future Service Plan.
- According to BC Transit performance data (Sept.-Dec. 2024), the Route 2 carries the largest share of transit users on Salt Spring Island, with approx. 100-105 boardings/avg. service day.

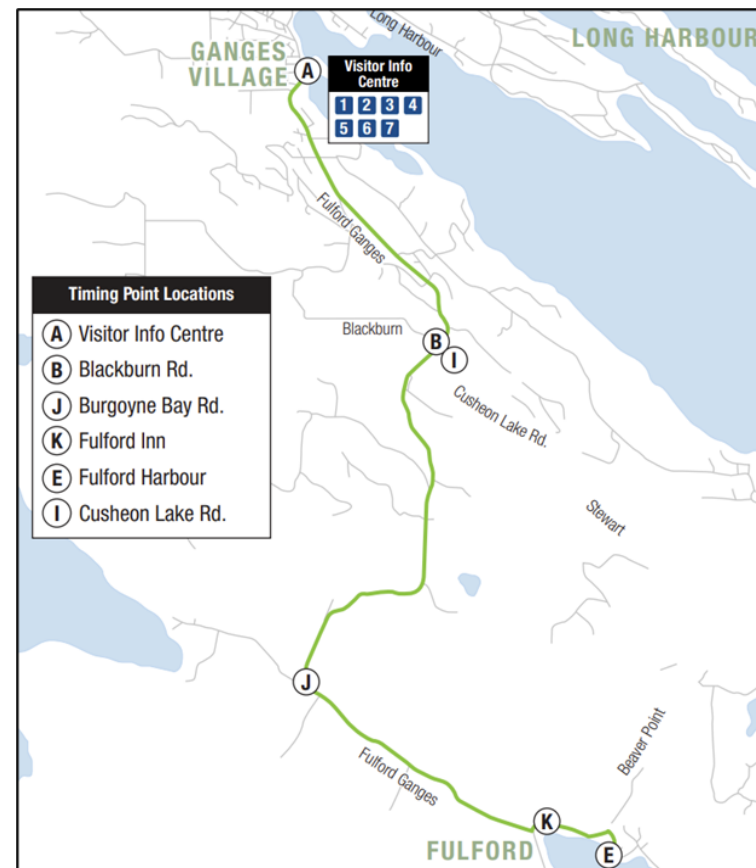
1,000

Estimated annual service hours

1*

Additional Vehicle *(Subject to further operational analysis)*

Note: Not including required spare/contingency vehicles.



| PROPOSED EXPANSION INITIATIVES | | | | | | |
|--------------------------------|--------------|--------------|--|--------------------------|------------------------------|--------------------------------------|
| AOA Period | In Service | Annual Hours | Vehicle Requirements | Estimated Annual Revenue | Estimated Annual Total Costs | Estimated Annual Net Municipal Share |
| 2026/27 | January 2027 | 1,000 | 2 | 14,348 | 210,170 | 108,158 |
| | | Description | Additional peak service on Route 2- Fulford Harbour. | | | |

A

| | | | | | | |
|---------|--------------|-------------|--|-------|--------|--------|
| 2027/28 | January 2028 | 300 | 0 | 4,304 | 77,413 | 32,320 |
| | | Description | Extend route 7 Cusheon Lake to Beddis Beach. | | | |

B

| | | | | | | |
|---------|--------------|-------------|---|-------|---------|--------|
| 2027/28 | January 2028 | 600 | 0 | 8,609 | 104,826 | 40,984 |
| | | Description | Extend route 7 Cusheon Lake to Beddis Beach (300 hrs.). On-time performance adjustments and service reliability improvements (300 Hrs.). | | | |



Seth Wright
Senior Manager, Government Relations
swright@bctransit.com

Jacob Burnley
Transit Planner
jburnley@bctransit.com

SALT SPRING ISLAND INTEGRATED HOUSING – ACTION PLAN

LCC Meeting
July 17, 2025

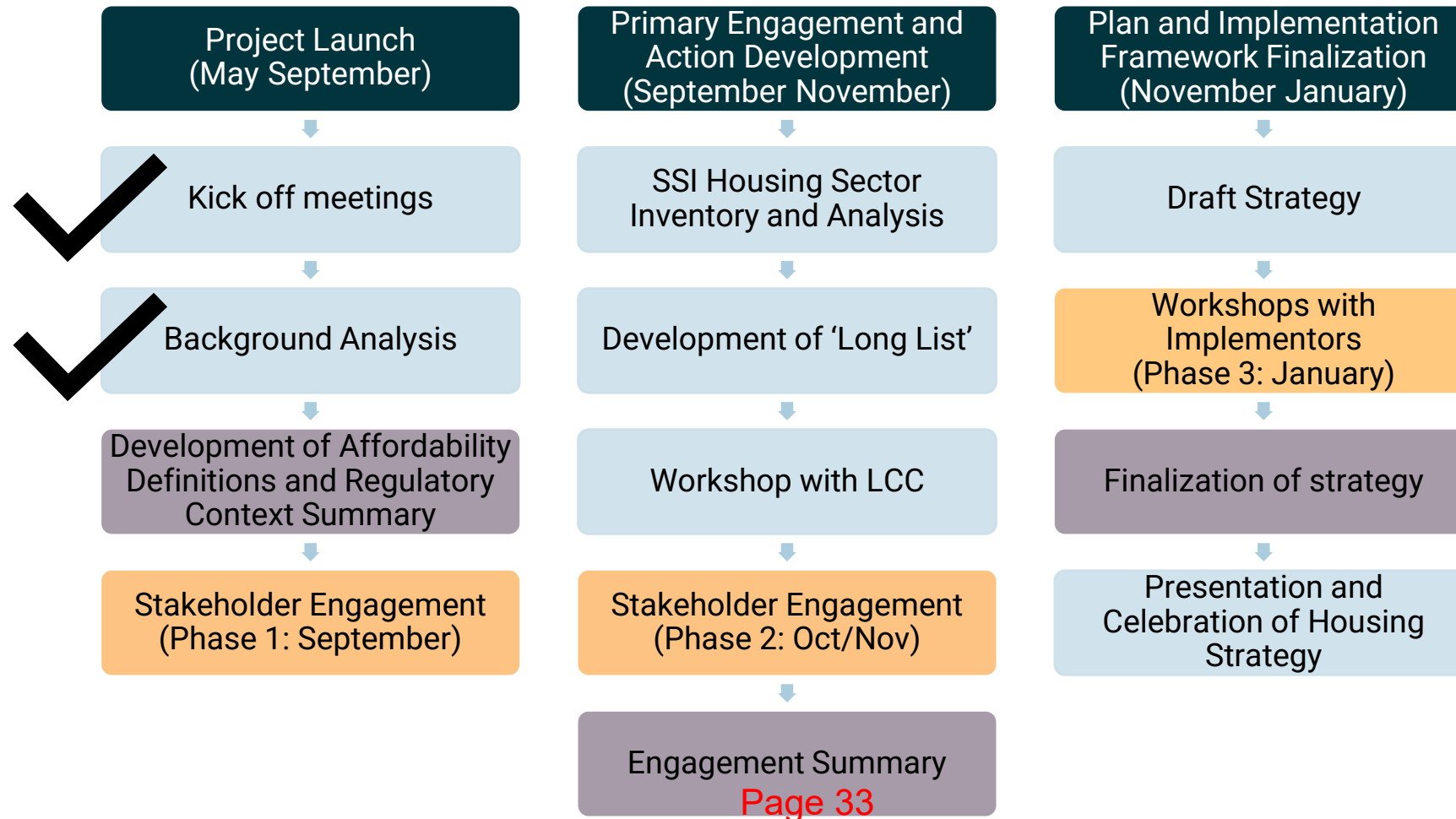
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matters



AGENDA

1. Background Review Key Findings
2. Connecting Key Findings to Engagement Plan
3. September Proposed Engagement

Creating an Integrated Housing Strategy – Action Plan



Housing Continuum

The Housing Continuum



CRD Housing Spectrum



Background Review

- Reviewed dozens of documents including past housing strategies, community engagement related to housing, and more.
- Identified some key themes to help shape engagement under three main categories:
 - Visions and principals identified by the community
 - Strategies and actions: what's been done/tried already, key directions, and strategies to achieve them
 - Pieces we hope to address with this plan

Vision and principals identified

- implementable and coordinated approaches,
- livability alongside housing,
- providing affordable housing to meet a diversity of needs,
- environmental protection and ecological integrity
- community character
- NOTE: Many documents did not present a clear vision of housing on SSI. This is an area to explore and validate in our engagement.

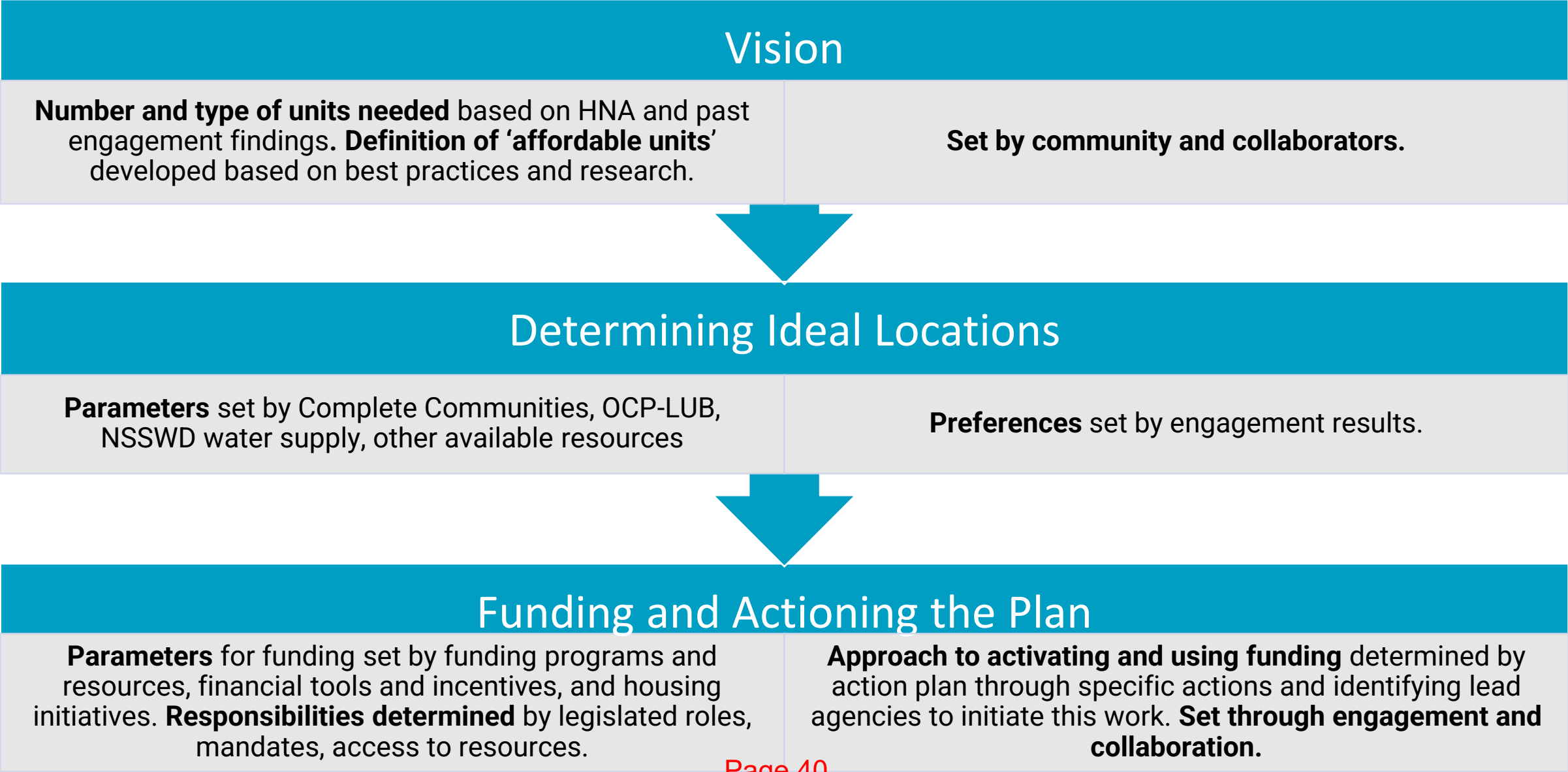
Strategies and Actions: key directions and strategies to achieve them identified in the review

- Incentivizing affordable housing
- Increasing housing while preserving the environment
- Utilizing and preserving current housing stock
- Housing for priority populations
- Improve coordination and implementation
- Build community readiness for affordable housing
- NOTE: removing barriers and innovative approaches were common goals, but concrete actions on how to achieve this was generally missing

Missing pieces we hope to address:

- Establishing/validating a clear vision/direction/ and set of goals for affordable housing on SSI
- Community understanding – building community support
- Specifying concrete actions for achieving goals, which will help form the long-list of housing solutions

Key Community Decisions



Engagement Round 1

- Moving to September
- Conduct a two-day in-person engagement sprint
 - One workshop with Collaborators Group
 - One Public Open House
 - Two-four stakeholder workshops

Objectives of Engagement Sprint

- Understand/validate the community vision for affordable housing
- Understand and explore what has worked, what has been tricky, and what we can learn from past experiences to help inform the long list
- Receive input from different groups to ensure that a range of perspectives are being considered

Examples of engagement questions

- What features are most important in your **vision** for affordable housing on Salt Spring Island? (*Validate & quantify*)
- What targeted **actions** have been taken to create affordable housing on SSI in the last five years? Was it successful, why or why not? (*Gain current context on existing action items*)
- Are there any specific housing solutions or models you would like to see considered for Salt Spring Island? (*For long list*)

THANK YOU!

CAPITAL REGIONAL DISTRICT JACKSON AND MCPHILLIPS AVENUE IMPROVEMENTS SALT SPRING ISLAND

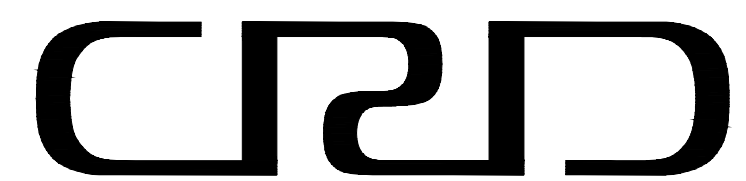
PROJECT No. 34288

SUBMISSION DATE: JULY 15, 2025

PRELIMINARY SUBMISSION



LOCATION PLAN
NOT TO SCALE



Making a difference...together

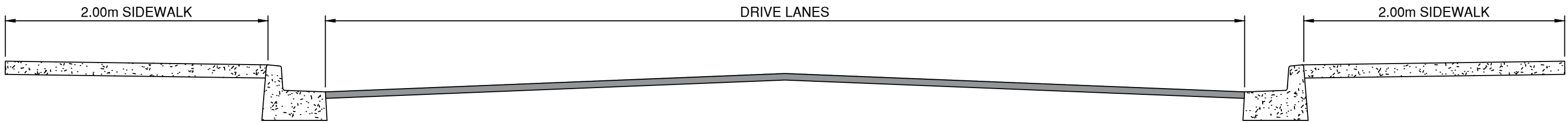
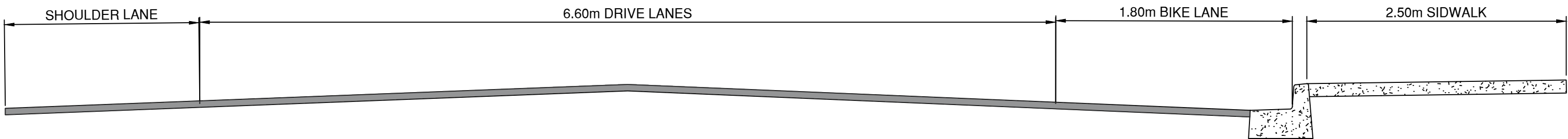
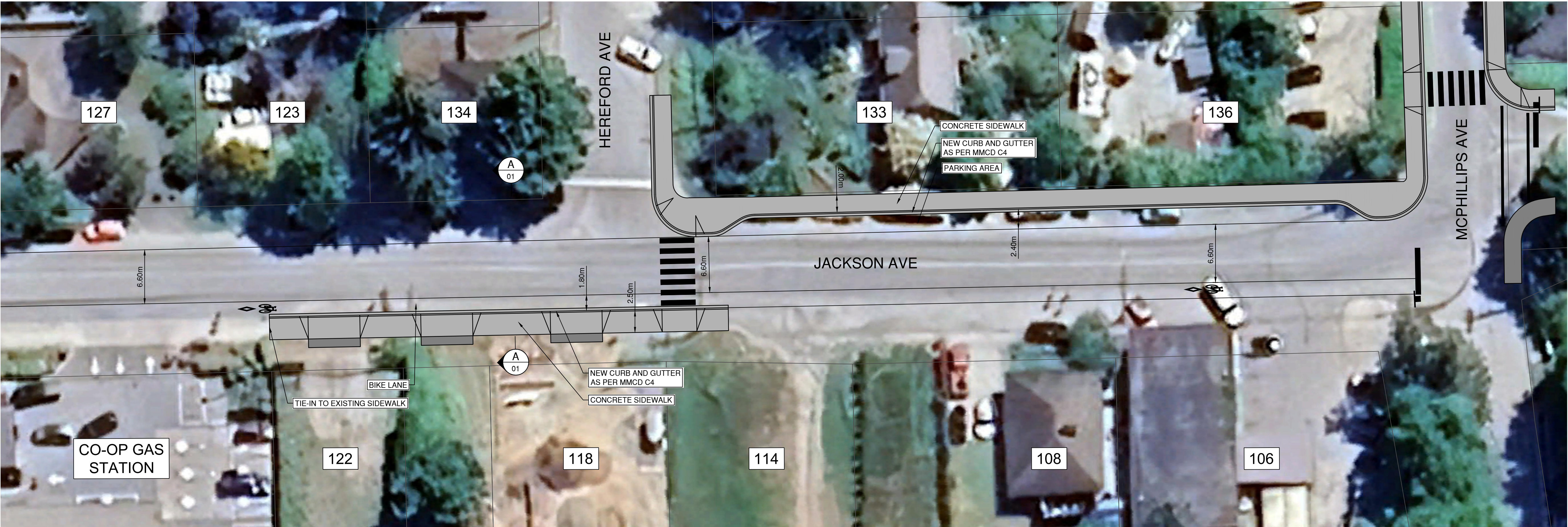


1051 Vancouver St, Victoria, BC V8V 3K3
T: (250)361-3230 F: (604)629-5756

34288

REV. 0

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CIVIL LEGEND

- NEW CONCRETE INSTALLATION
- NEW ASPHALT INSTLLATION

ISL TO REVIEW BC TRANSIT MOVEMENTS
DURING DETAILED DESIGN

FOR DISCUSSION

JULY 15, 2025



| REV NO. | REVISION DESCRIPTION | DATE | DRAWN | APPRD |
|---------|----------------------|------------|-------|-------|
| 1 | PRELIMINARY DESIGN | 07/15/2025 | AG | IM |
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ROAD
WORKS

JACKSON AVE

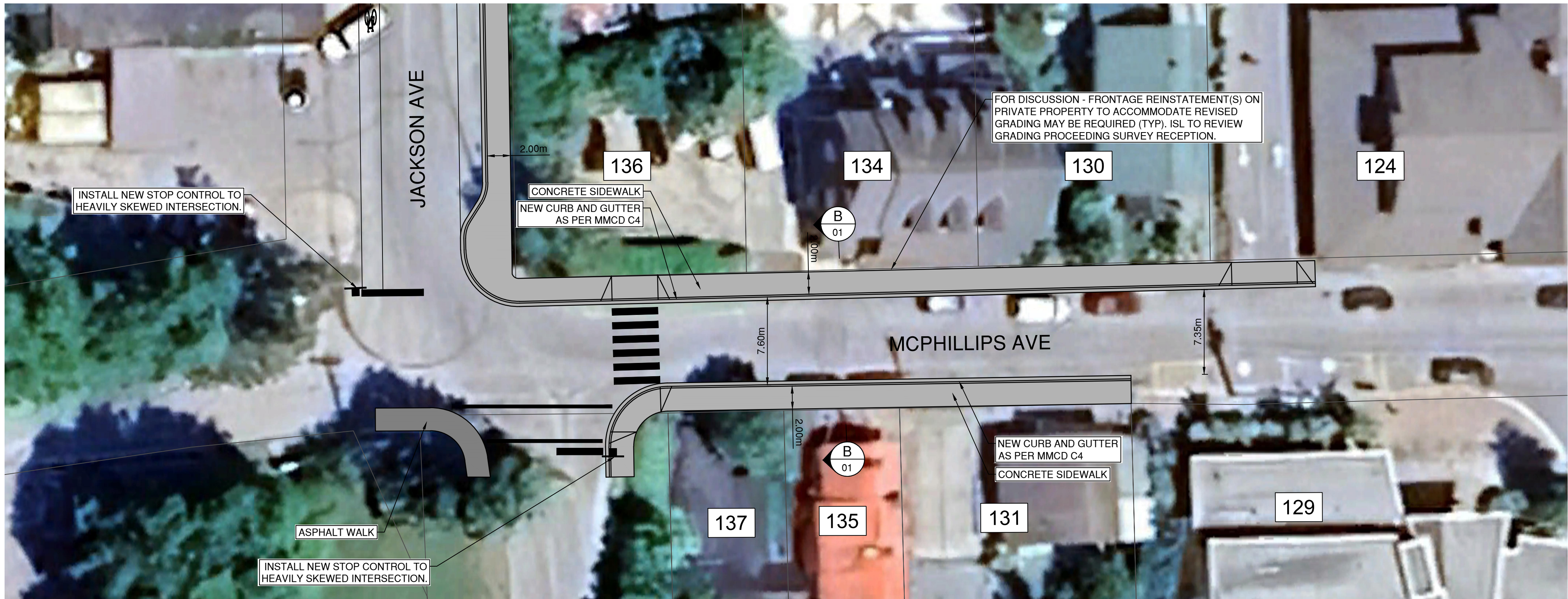
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DESIGN NO.

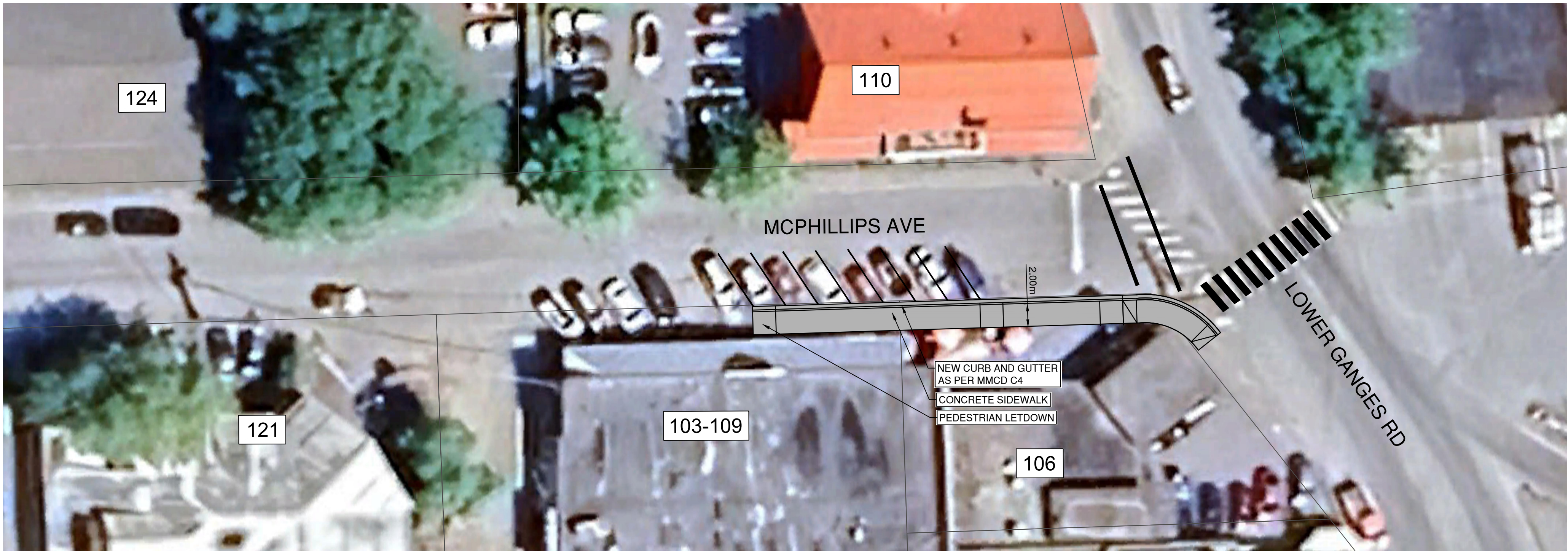
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| PLOT DATE | JULY 15, 2025 | | |



PLAN
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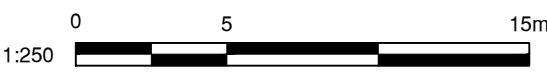
PLAN
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CIVIL LEGEND

| | |
|--|---------------------------|
| | NEW CONCRETE INSTALLATION |
| | NEW ASPHALT INSTALLATION |

ISL TO REVIEW BC TRANSIT MOVEMENTS
DURING DETAILED DESIGN

FOR DISCUSSION
JULY 15, 2025



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| REV NO. | REVISION DESCRIPTION | DATE | DRAWN | APPRD |
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| 1 | PRELIMINARY DESIGN | 07/15/2025 | AG | IM |
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ROAD
WORKS

MCPHILLIPS AVE

CONCEPTUAL DESIGN

DESIGN NO.

34288



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| PLOT DATE | JULY 15, 2025 | | REV. ---- |

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

Sent: Saturday, July 12, 2025 3:44 PM

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

Subject: New Submission from Addressing the CRD Board & Committees webform - Submission #45 SID #4130

Submitted on Sat, 07/12/2025 - 3:44pm

Submitted by: Anonymous

Submitted values are:

Name

Maxine Leichter

I represent

myself

Telephone

[REDACTED]

Fax

[none](#)

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

2025-07-17

Agenda Item

6.1.2 Integrated Housing Strategy Presentation

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

Various considerations that should be conveyed to the consultant such as who should be consulted and how, methods of public consultation, existing challenges and more.

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. 19, 2025 April-June | |
|---|---|-------------|-----|---|---------|
| | | | |  <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. | On-Hold | 80 | Consultant contract awarded Q4 2022. Draft Technical Report complete. | 2026 |
| 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 | Complete | 100 | System commissioned April 8th, 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. | Q3 2025 |
| Highland/Fernwood - DAF Float Waste Pump Design and Construct | Design and construct waste pump. | Complete | 100 | Design complete. Revised operation initiated | Q2 2025 |
| Highland (Legacy Service Area) | Highland Upper Reservoir Replacement | On-Hold | 50 | Detailed design essentially complete. Class A cost estimate required. Funding process (debt) for construction. | 2027 |
| Highland / Fernwood Back Up Power | Design back up power system for Highland /Fernwood water system. | On-Hold | 95 | Engineering and design essentially complete. | 2030 |
| 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 | 25 | Project initiated. | Q3 2025 |
| Highland Fernwood SCADA Upgrades Design | SCADA controls and instrumentation upgrades with electrical upgrades to replace obsolete control system | In-Progress | 5 | Equipment specified, class D cost estimates completed | 2026 |
| Cedars of Tuam New Well Investigation | New well and water treatment plant designs and construction; and water conservation plan. | On-Hold | 10 | Testing of new well on hold per Commission. Grant obtained to undertake well testing. | 2026 |
| Cedars of Tuam Electrical upgrades | Required electrical upgrades to WTP | In-Progress | 60 | Install electrical upgrades including new mast and panel upgrades. Grant funding obtained. | Q3 2025 |
| Cedars of Tuam sand separator and chlorine analyzer | Install sand separator and chlorine analyzer to improve WTP operation and control | In-Progress | 60 | To improve treatment and increase reservoir control | Q3 2025 |
| Cedar Lane Manganese Treatment | Manganese treatment system engineering designs - Phase 1. | Complete | 100 | Engineering and design complete. Cost estimate has been updated. Grant funding has been received to support this construction. Ratepayer consultation for remainder debt financing. | Q2 2025 |
| Dam Safety | Review weir and water licenses; and CRD responsibilities | On-hold | 5 | Consultation with province on inspection and reporting requirements. | Q4 2025 |
| Fulford SCADA Upgrades Design | SCADA controls and instrumentation upgrades with electrical upgrades to replace obsolete control system | In-Progress | 5 | Equipment specified, class D cost estimates completed | 2026 |
| Turbidity meter on influent line - Fulford | Install turbidity meter on influent line on Fulford water system. | Complete | 100 | Turbidity meters installed. | Q2 2025 |
| Fulford DAF WTP ventilation | Install Mechanical ventilation for DAF plant | In-Progress | 5 | Air changes to be specified, equipment purchased and installed | 2026 |
| Design and install lifting apparatus | Design and install lifting apparatus for saturator lid at Fulford, Beddis and Highland Fernwood | Complete | 100 | Grant funding has been received to support this project. Construction complete. Drawings received. | Q1 2025 |

| Salt Spring Island Administration Project Tracker | | | | Report No. 19, 2025 April-June | |
|---|---|-------------|-----|--|---------|
| | | | |  <small>Making a difference...together</small> | |
| Project | Description | Status | % | Comments | Timing |
| Replace Impellers at Sunnyside Pump Station | Replace impellers at Sunnyside Pump Station to match Fulford WTP capacity. | Cancelled | | Not required | |
| Beddis Abandoned AC Water Line | Remove ~ 50 m of abandoned asbestos cement water line | Completed | 100 | Contractor completed demolition and removal. | Q2 2025 |
| Install in-line strainers - Beddis | Install in-line strainers at Stewart Creek and Sunnyside pressure control stations on Beddis system. | Cancelled | | Strainers deemed not necessary. | |
| Beddis SCADA Upgrades Design | SCADA controls and instrumentation upgrades with electrical upgrades to replace obsolete control system | In-Progress | 5 | Equipment specified, class D cost estimates completed | 2026 |
| Beddis Sky Valley Middle Reservoir and booster pump | Design and construction for additional Sky Valley Middle Reservoir and booster Pump | On-Hold | 20 | Design completed and for additional Sky Valley Middle Reservoir and booster Pump on hold per Commission | 2026 |
| Beddis Sy Valley Upper Reservoir demolition | Beddis Sy Valley Upper Reservoir demolition | On-Hold | | Upper Reservoir beyond useful life | |
| New Connections | Evaluation and support of new connections and additions to the service area | Ongoing | | To evaluate and assist new proponents with connection to water services | |
| Priority Area: Sewer/Liquid Waste | | | | | |
| Ganges WWTP Storage | Concept Design for Storage at Ganges WWTP. | On-Hold | 75 | Preliminary design completed. | 2026 |
| Ganges WWTP Aeration System Design | Design for upgrade to Ganges WWTP aeration system. | Complete | 100 | Preliminary design complete. Detailed design complete | Q3 2025 |
| Ganges WWTP VFD Installation | VFD installation for the EQ Tank at the Ganges WWTP. | In-Progress | 40 | Project initiated. Included in Aeration System. | Q4 2025 |
| Ganges WWTP E I & C Upgrades | Upgrade E I & C components of facility and replace obsolete control system components. | In-Progress | 15 | Project initiated. Servers installed, electrical upgrades in progress. Long delivery electrical and control equipment being ordered. RFP out for controls system design. | 2026 |
| Ganges sludge thickener membrane replacement | To replace the sludge thickener membrane at end of life | In-Progress | 10 | Awaiting end-of-life of membrane | 2026 |
| Reclaimed Water Study | To determine options for reclaimed water from Ganges Sewer WWTP | On-Hold | 80 | Study completed with options and recommendations for reclaimed water including distribution, water quality and usage. | 2026 |
| Ganges WWTP Performance Improvement Study | To evaluate process improvements including membrane,tanks,hot water optimization | Complete | 90 | Draft report received from consultants. Includes recommendations and conceptual design. | Q3 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 Loan Authorization Bylaw process. | Q4 2025 |
| Maliview Electoral Assent for Borrowing | Electoral assent for borrowing of funds for the upcoming Maliview WWTP Upgrading Project | In-Progress | 20 | 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 | Q4-2024 |

| Salt Spring Island Administration Project Tracker | | | | Report No. 19, 2025 April-June | |
|---|--|----------------------|-----|---|---------|
| | | | |  <small>Making a difference...together.</small> | |
| Project | Description | Status | % | Comments | Timing |
| 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 | Completed | 100 | 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. | 2026 |
| Liquid Waste Burgoyne Grit Chamber | Design and install Grit Chamber to reduce maintenance on pumps and improve process | In-Progress | 50 | Tank received. Install to be done by operations | 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. | Q3 2024 |
| Priority Area: Transportation | | | | | |
| Merchants' Mews Pathway Design | Design a separate pathway along Upper Ganges Rd from Leisure Lane to Merchants Mews | Completed | 100 | 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 Q3 2025. MoTT Licence of Occupation received April 2025. | Q2 2025 |
| Merchants' Mews Pathway | Construction of pathway | In-Progress | 5 | Procurement documents near completion. Construction in Summer and Fall of 2025 | Q4 2025 |
| Rainbow Road Pathway Design | Design of sidewalk and bike path along Rainbow Road from Jackson Ave to Lower Ganges Road | In-Progress | 85 | 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 Rainbow, Jackson and McPhillips in Ganges | In-Progress | 25 | Contract for engineering design is in progress. Preparing for a potential BCAT Grant application in Fall 2025. | Q3 2025 |
| Bus Shelters | Design and construction of bus shelters at junction of Mobrae Avenue and Vesuvius Bay Road, and junction of Cusheon and Fulford Ganges and West Horel bus shelter, and potentially the Ganges bus shelter adjacent the Visitors Centre | In-Progress | 25 | Initial ground works completed, Grant funding in place for Mobrae and Cusheon bus shelters. | Q3 2025 |
| Transit Bus Depot | Conceptual design for a transit bus depot 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 | |

| Salt Spring Island Administration Project Tracker | | | | | Report No. 19, 2025 April-June |
|---|---|-------------|-----|--|--|
| | | | | | CRD Making a difference...together. |
| Project | Description | Status | % | Comments | Timing |
| Parking Proposal | Consider options for Saturday parking in Ganges | Completed | 100 | Sandwich boards purchased and being deployed during the Saturday market to direct traffic to overflow parking areas. | Q2 2025 |
| Ganges Crosswalk Study | Study of Crosswalks in Ganges | In-Progress | 20 | Consulting project has been initiated | Q4 2025 |
| Priority Area: Economic Development | | | | | |
| Integrated Housing Strategy | Development of an Integrated Housing Strategy | In-Progress | 30 | Project is in progress and initial engagement with community groups has commenced. | 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 working to develop a 12month lease for the Chuan Society to occupy the upstairs. | Q2 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 | 10 | 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 |
| Portlock Upgrades | Upgrades to track and baseball backstop to extend useful life. | In-Progress | 10 | CWF has been secured to support these upgrades. | Q4 2025 |
| Ganges Fire Hall | Repurpose, remediate or demolish the former Ganges Fire Hall | In-Progress | 15 | Architectural Firm has been retained to assess options and implications with repurposing the existing building. | Q4 2025 |
| Community Parks: | | | | | |

| Salt Spring Island Administration Project Tracker | | | | Report No. 19, 2025 April-June | |
|---|---|-------------|-----|---|---------|
| | | | |  <small>Making a difference...together.</small> | |
| Project | Description | Status | % | Comments | Timing |
| 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 signed. Construction planned for Q4 2025. | Q4 2025 |
| 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 | 80 | Purchase and sale agreement has been finalized. Survey and assessments are now complete. Board approval scheduled for Sept. 2025. | Q4 2025 |
| EV Charge Installation | 10 EV chargers planned for installation at Portlock, Artspring, Phoenix, SIMS, Centennial and Rainbow Rec Centre. | In-Progress | 10 | Site assessments completed. Installation for Portlock and Phoenix are being scheduled as phase 1. | Q3 2025 |
| Trail Development - Kanaka Connector | Re-surface the existing Kanaka Connector Trail and improve | In-Progress | 20 | Application for License submitted to MOTT. CWF has been secured to fund this project. | Q4 2025 |
| Community Recreation: | | | | | |
| Recreation Program Equipment | Replace and expand existing program equipment | Complete | 100 | 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 | 25 | Resurfacing scheduled for July 2025. | Q2 2025 |
| Accessibility Assessment: Pool & SIMS | Complete Accessibility Assessment for Pool and SIMS | In-Progress | 50 | RFQ sent to 3 Accessibility Contractors. 2 quotes received. In process of awarding contract. | 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 |

| Salt Spring Island Administration Project Tracker | | | | Report No. 19, 2025 April-June | |
|---|---|-------------|-----|---|---------|
| | | | |  <small>Making a difference...together</small> | |
| Project | Description | Status | % | Comments | Timing |
| Pool Safety and Security Improvements | Install camera's in the Rainbow Recreation Centre | Complete | 100 | Site assessment has been completed and quotes received. Funded by CWF. Works are schedule for completion during pool shutdown March 31-April 22 | Q2 2025 |
| Pool Piping Replacement | Replace cast iron piping during annual shutdown (Phase 1) | In-Progress | 50 | 50% of work was completed during annual shutdown March 31-Aprill 22, 2025. Remaining work is scheduled for 2026 with approved CWF. | Q1 2025 |
| Pool Equipment Replacement | Replace mechanical equipment and service pumps and fans during annual pool closure. | Complete | 100 | Contractors have been lined up to complete this work during annual shutdown in April 2025. | Q2 2025 |
| Other | | | | | |

[illegible]

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------|-------------|--------------|---|--|-------------------|---------------|-------------|--------------------|-----------|---|
| Grant-in-Aid | | | | | | | | | | |
| 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 |
| Main Motion | Na | Holman | Salt Spring Island Electoral Area 2025 Grant-In-Aid Application - Spring Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director: 1. Approve the Grant-in-Aid applications to the applicants listed in Appendix A, in the amount of \$39,096; and 2. Approve the Grant-in-Aid applications to the applicants listed in Appendix B in the amount of \$7,500 subject to the application changes listed under Table 5. | 15-May-25 | Na | 25-0553 | 15-May-25 | Failed | -lack of seconder |
| Motion Arising | Na | Webster | Salt Spring Island Electoral Area 2025 Grant-In-Aid Application - Spring Intake | That Appendix A be amended with the following amendments: -Reduce the amount for Salt Spring Historical Society from \$3,000 to \$2,500 -Increase the amount for Gulf Island Community Radio Society to \$5,000 from \$3,000 -Reduce the amount for Salt Spring Community Energy from \$3,000 to \$2,000 -Reduce the amount for The Circle Salt Spring Education Society from \$2,304 to \$2,000 -Increase the amount for GISRA to \$5,000 from \$3,000 -Increase the amount for Salt Spring Island Rowing Club to \$4,000 from \$3,000 -Reduce the amount for Restorative Justice Salt Spring Island from \$3,000 to \$2,000 -Increase the amount for Salt Spring Island Farmland Trust Society to \$3,000 from \$4,000 -Increase the amount for Copper Kettle Community Partnership to \$3,500 from \$3,000 -Remove Bandemoniom Music Society application for \$252 -Increase the amount for Bandemoniom Music Society from \$600 to \$1,000 -Reduce the amount for The Diverse Villiage from \$3,000 to \$2,000 -Reduce the amount for The Salish Sea Inter Island Transportation Society from \$3,000 to \$2,000 -Reduce the amount for Salt Spring Island Minor Baseball Association from \$2,940 to \$2,000 for a total amount of \$40,000. AND That Appendix B be amended with the following amendments: -Reduce the amount for The Penelekut Council from \$2,500 to \$2,000 -Reduce the amount for Patricia Blanchard from \$3,000 to \$2,500 for a total amount of \$4,500 | 15-May-25 | Na | 25-0553 | 15-May-25 | Carried | |
| Motion Arising | Na | Corno | Salt Spring Island Electoral Area 2025 Grant-In-Aid Application - Spring Intake | That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director: 1. Approve the Grant-in-Aid applications to the applicants listed in Appendix A as amended, in the amount of \$40,000; and 2. Approve the Grant-in-Aid applications to the applicants listed in Appendix B as amended in the amount of \$4,500 subject to the application changes listed under Table 5. | 15-May-25 | Na | 25-0553 | 15-May-25 | Carried | |
| Transit | | | | | | | | | | |
| NoM | 25-0583 | Webster | Community Transit 5 Year Financial Plan | That the Salt Spring Island Local Community Commission (LCC) directs staff to prepare the 1.238A Community Transit (SSI) preliminary five-year financial plan by increasing the requisition for 2026 by 50 per cent of the anticipated annual amount required to fund planned 2027 service improvements, with this increased funding to go into the operating reserve subject to the maximum requisition limit for the service. | 8-May-25 | 5-Jun-25 | 25-0636 | 5-Jun-25 | Carried | -Motion amended June 5, 2025 meeting |

| Motion Type | NoM File ID | COMMISSIONER | TITLE | Motion Text | INTRODUCTION DATE | CONSIDERATION | MwN File ID | CONSIDERATION DATE | STATUS | NOTES/UPDATES |
|----------------------|-------------|--------------|--|---|-------------------|---------------|-------------|--------------------|-----------|---|
| Main Motion | Na | Baker | Enhancement to the Ganges Bus Shelter | That the Salt Spring Island Local Community Commission requests that staff retain a 20 year License of Occupation for the Ganges bus shelter near the Visitor Centre, and apply for grant funding to enable a new bus shelter to be constructed and installed. | 19-Jun-25 | Na | 25-0765 | 19-Jun-25 | Carried | |
| Transportation | | | | | | | | | | |
| 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 | |
| Main Motion | NA | Webster | Windsor SSI - Parking & Entrance Widening | That the Salt Spring Island Local Community Commission approve Windsor Plywood's request to widen the westerly entrance to 166 Rainbow Road by approximately six feet, reducing available street parking. | 8-May-25 | Na | 25-0518 | 8-May-25 | Carried | -Approved |
| NoM | 25-0581 | Holman | Mobile Speed Reader Boards | That staff submit an immediate request to MOTT for location of their mobile speed reader board on SSI at a priority location, for example: Upper Ganges southbound just before Baker Rd intersection; Sunset Drive southbound near Duck Creek Park; Vesuvius Bay Rd westbound just before ferry terminal. | 8-May-25 | Next meeting | 25-0575 | 19-Jun-25 | Carried | -Dicussed and submitted to MOTT |
| NoM | 25-0582 | Holman | Installation of Steel Reflectors | That the LCC develop a list of priority locations for installation of flexible steel reflectors. | 8-May-25 | Next meeting | 25-0576 | 19-Jun-25 | Withdrawn | |
| NoM | 25-0586 | Holman | Repaving and Intersection Advocacy | That the Salt Spring Island Local Community Commission (LCC) recommend that Capital Regional District Board Chair to write to the B.C. Minister of Transportation and Transit requesting: 1. In order to enhance road safety, increase active transportation options and support expanded public transit along Salt Spring Island's primary north-south transportation corridor, that the Ministry place a high priority on repaving and widening paved shoulders on Fulford-Ganges Road from Cranberry Road to the planned Blackburn/Cusheon Bridge. 2. In order to improve safety, reduce congestion and enable planning for other projects in the Ganges core, undertake an options study of long-term solutions to the intersection of Fulford-Ganges Road and Lower Ganges Road on Salt Spring Island.. | 8-May-25 | Next meeting | 25-0573 | 15-May-25 | Carried | |
| NoM | 25-0750 | Corno | Artspring Lot Additional Parking | That the Salt Spring Local Community Commission direct staff to prepare 1.238B Community Transportation Five Year Capital Plan with a project to explore the potential for the park east of the Artspring parking lot for additional parking space creation in 2026. | 15-May-25 | 5-Jun-25 | 25-0657 | 5-Jun-25 | Defeated | OPPOSED Baker, Corno,Holman, Rook, Webster -Motion amended at June 5, 2025 meeting |
| Motion Arising | Na | Webster | LCC Supplementary Items and Capital Projects for Consideration | That Appendix A be amended to increase the amount from \$3,500 to \$5,000 for item A-8. | 5-Jun-25 | Na | 25-0633 | 5-Jun-25 | Carried | OPPOSED Baker -Pathway Maintence |
| NoM | 25-0862 | Webster | BC Ferries Vesuvius Advocacy | That the Salt Spring Island Local Community Commission (LCC) work on an urgent basis with other Salt Spring Island elected representatives and community organizations to demand that BC Ferry Corporation maintain Vesuvius Bay as homeport for at least one of the planned two vessels that will operate in the future on the Vesuvius Bay - Crofton ferry route. | 19-Jun-25 | Same Day | Na | 19-Jun-25 | Carried | |
| Economic Development | | | | | | | | | | |
| 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 | -On Agenda June 19, 2025 |

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| 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 |
| 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 | Holman | SSI Chamber of Commerce Funding Request | 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. | 17-Apr-25 | Na | 25-0455 | 17-Apr-25 | Carried | |
| Main Motion | Na | Holman | Housing Now HomeShare Registry Project | That the Salt Spring Local Community Commission refer this report back to staff for additional information. | 8-May-25 | Na | 25-0437 | 8-May-25 | Carried | -Reported back at May 15, 2025 meeting |
| Main Motion | Na | Holman | Housing Now HomeShare Registry Project | 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. | 15-May-25 | Na | 25-0437 | 15-May-25 | Carried | |
| 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 deferred to a future meeting at the Feb. 13, 2025 meeting -Motion was postponed at a future meeting at the Mar. 20, 2025 meeting |
| NoM | 24-1341 | 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 deferred 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 deferred 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 deferred to a future meeting at the Feb. 13, 2025 meeting -Motion was postponed at a future meeting at the Mar. 20, 2025 meeting |
| Parks and Recreation | | | | | | | | | | |
| 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 | - MOTT for licence been issued |
| 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 |
| 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 enter a lease with Chuan Society for a portion of the main building, playground and community gardens located at 163 Drake Road (PID 004-607-295) at a monthly rate of \$750 plus GST for a 12 month term. | 15-May-25 | Na | 25-0554 | 15-May-25 | Carried | -In progress |
| 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 | -In progress |
| Motion Arising | Na | Holman | Salt Spring Island Parks and Recreation - 2025-2026 Fees and Charges | That the Recreation Centre drop-in fees increase by 5% for 2025-2026. | 17-Apr-25 | Na | 25-0414 | 17-Apr-25 | Defeated | OPPOSED Baker, Corno, Rook, Webster |
| Motion Arising | Na | Holman | Salt Spring Island Parks and Recreation - 2025-2026 Fees and Charges | That the Small Classroom and Large Classroom per month rate increase by 5% for 2025-2026. | 17-Apr-25 | Na | 25-0414 | 17-Apr-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 | Salt Spring Island Parks and Recreation - 2025-2026 Fees and Charges | That the Ball Diamond and Main Field/ Side Field per hour rate be \$2.50 for Youth non-profit and \$3.25 for Adult non-profit for 2025-2026. | 17-Apr-25 | Na | 25-0414 | 17-Apr-25 | Carried | |
| Main Motion | Na | Webster | Salt Spring Island Parks and Recreation - 2025-2026 Fees and Charges | 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 excluding Small Classroom and Large Classroom per month rate. | 17-Apr-25 | Na | 25-0414 | 17-Apr-25 | Carried | |
| Main Motion | Na | Holman | Salt Spring Island Parks and Recreation - 2025-2026 Fees and Charges | 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 the Small Classroom and Large Classroom per month rate as amended in Appendix A. | 17-Apr-25 | Na | 25-0414 | 17-Apr-25 | Carried | |
| NoM | 25-0585 | Webster | Saltspring Arts 5 year Financial Plan | That the Salt Spring Island Local Community Commission (LCC) directs staff to prepare the 1.299 Salt Spring Island Arts preliminary five-year financial plan by increasing the requisition for 2026 by five per cent for the Arts Centre Society and Gulf Islands Community Arts Council rather than the 12 per cent increase that was previously included in the financial plan. | 8-May-25 | 5-Jun-25 | 25-0752 | 15-May-25 | Withdrawn | |
| NoM | 25-0749 | Corno | Preliminary Bylaw Enforcement Funding | That the Salt Spring Local Community Commission consider additional funding for bylaw enforcement in 2026 such that a bylaw officer can be employed 5 days per week on Salt Spring Island. | 15-May-25 | 5-Jun-25 | 25-0656 | 5-Jun-25 | Withdrawn | |
| Motion Arising | Na | Baker | LCC Supplementary Items and Capital Projects for Consideration | That Appendix A be amended to reduce the percentage from 12.2% to 8.2% for item A-1. | 5-Jun-25 | Na | 25-0633 | 5-Jun-25 | Failed | -lack of seconder -appendix item A-1. SSI Arts requisition increase |
| Motion Arising | Na | Webster | LCC Supplementary Items and Capital Projects for Consideration | That Appendix A be amended to reduce the percentage from 12.2% to 5% for item A-1. | 5-Jun-25 | Na | 25-0633 | 5-Jun-25 | Carried | -appendix item A-1. SSI Arts requisition increase |
| Motion Arising | Na | Webster | LCC Supplementary Items and Capital Projects for Consideration | That Appendix A be amended with the following amendments -to increase the percentage from 4% to 5% for item A-2. -Remove item A-3. | 5-Jun-25 | Na | 25-0633 | 5-Jun-25 | Carried | OPPOSED Holman -appendix item A-2. SSI Library requisition increase -appendix item A-3. SSI Library Succession Training |
| Motion Arising | Na | Webster | LCC Supplementary Items and Capital Projects for Consideration | That Appendix A be amended to remove item A-14. | 5-Jun-25 | Na | 25-0633 | 5-Jun-25 | Carried | -appendix item A-14. Resurfacing tennis/pickleball courts |
| Motion Arising | Na | Webster | LCC Supplementary Items and Capital Projects for Consideration | That Appendix A be amended to remove item A-18. | 5-Jun-25 | Na | 25-0633 | 5-Jun-25 | Carried | -appendix item A-18. SIMS Saftey improvements |
| Motion Arising | Na | Webster | LCC Supplementary Items and Capital Projects for Consideration | That Appendix B be amended to increase the amount from \$12,500 to \$14,000 for item B-2. | 5-Jun-25 | Na | 25-0633 | 5-Jun-25 | Carried | -appendix item B-2. Disc Gold Upgrades |
| Motion Arising | Na | Webster | LCC Supplementary Items and Capital Projects for Consideration | That Appendix B be amended to increase the amount from \$2,500,000 to \$1,500,000 for item B-10. | 5-Jun-25 | Na | 25-0633 | 5-Jun-25 | Carried | OPPOSED Holman, Rook -appendix item B-10. Pool & Parkland Borrowing to support Facility upgrades |
| Main Motion | Na | Webster | Skateboard Park Lease Renewal | That the Salt Spring Island Local Community Commission recommends that the Capital Regional District renew the Lease for the Skateboard Park, 120 Kanaka Road, Salt Spring Island for a five-year term commencing September 1, 2025, at a license fee of \$10.00. | 19-Jun-25 | Na | 25-0754 | 19-Jun-25 | Carried | -In progress |
| Main Motion | Na | Holman | Lease of the Mahon Hall | That the proposal be referred to staff to report back to the Salt Spring Island Local Community Commission. | 19-Jun-25 | Na | 25-0753 | 19-Jun-25 | Carried | -SSI Art Coucil Presentation request CRD to take over Mahon Hall Lease -In Progress |

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| Main Motion | Na | Holman | Bylaw No. 4684, “Salt Spring Island Parks and Recreation Facilities Local Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 5, 2025” | The Salt Spring Island Local Community Commission recommends to the Capital Regional District Board: 1. That Bylaw No. 4684, "Salt Spring Island Parks and Recreation Facilities Local Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 5, 2025", be introduced and read a first, second, and third time; 2. That Bylaw No. 4684 proceed to obtain participating area approval by way of Electoral Area Director consent on behalf; and 3. That Bylaw No. 4684 be submitted to the Inspector of Municipalities for approval. | 19-Jun-25 | Na | 25-0635 | 19-Jun-25 | Carried | -On Board agenda July 9, 2025 |
| NoM | 25-0860 | Webster | Joint-Use Committee with SD64 | That the Salt Spring Island Local Community Commission (LCC): 1. Appoint one member of the LCC to serve on the Joint Use Committee identified in the 2021 Joint-Use Agreement Between the Capital Regional District and the Board of Trustees of School District No. 64 (Gulf Islands). 2. Request that the Joint Use Committee meet before October 31, 2025 and plan to meet at least twice yearly thereafter. 3. Request that the Joint Use Committee review and recommend appropriate revisions to the 2021 Joint-Use Agreement Between the Capital Regional District and the Board of Trustees of School District No. 64 (Gulf Islands). 4. Request that the Joint Use Committee review all current agreements between Gulf Islands School District and the LCC and provide recommendations on how best to manage these and any new agreements that might be entered into in the future. | 19-Jun-25 | Next meeting | | | | -On July 10, 2025 meeting agenda |
| Liquid Waste | | | | | | | | | | |
| 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 | |
| Adminstration/Other | | | | | | | | | | |
| Motion Arising | Na | Webster | Salt Spring Island Harbours Roundtable Workshop - Outcome | That the Salt Spring Island Local Community Commission (LCC) request that staff report back on the opportunities and implications of holding a follow-up harbours roundtable workshop in the fall 2025 to discuss harbour management, regulatory and service options for the future. | 8-May-25 | Na | 25-0521 | 8-May-25 | Carried | -Reported back at July 10, 2025 meeting |
| NoM | 25-0580 | Holman | License of Occupation | That the CRD SSI Electoral Area Director and staff explore possibilities for a Licence of Occupation or similar arrangement allowing for location of a Neighbourhood House on CRD Housing's Drake Road property (PID 028-848-870) in proximity to the supported housing facility. | 8-May-25 | Next meeting | 25-0574 | 15-May-25 | Carried | -In progress |
| NoM | 25-0584 | Webster | Small Craft Harbour Facilities | That the Salt Spring Island Local Community Commission (LCC) directs staff to prepare the 1.236 Small Craft Harbour Facilities preliminary five-year financial plan by increasing the requisition for 2026 by \$10,000 for Other Operating Expenses. | 8-May-25 | 5-Jun-25 | 25-0655 | 5-Jun-25 | Carried | |
| NoM | 25-0751 | Corno | Preliminary Small Craft Harbour Funding | That the Salt Spring Local Community Commission increase the transfer to capital reserves for the Small Craft Harbour Facilities service by 50,000. | 15-May-25 | June 5, 2025 | 25-0658 | 5-Jun-25 | Withdrawn | |
| Main Motion | Na | Corno | LCC Supplementary Items and Capital Projects for Consideration | That the Salt Spring Island Local Community Commission requests that staff include additional budget items identified in Appendix A and B as amended, in the 2026-2030 Provisional Five Year Financial Plan for further consideration. | 5-Jun-25 | Na | 25-0633 | 5-Jun-25 | Carried | -Budget are being prepared to be present at September 11 meering |
| NoM | 25-0861 | Webster | Capital Infrastructure Grant Application Priorities | That the Salt Spring Island Local Community Commission (LCC) direct staff to identify options for a capital infrastructure grant application to the Strategic Priorities Fund 2025, to be submitted prior to the program’s September 12, 2025 application deadline. | 19-Jun-25 | Same Day | Na | 19-Jun-25 | Carried | -In progress |
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**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, JULY 17, 2025**

SUBJECT **Bylaw No. 4647 SSI Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 4, 2025**

ISSUE SUMMARY

The need to increase the maximum allowable requisition for the Capital Regional District (CRD) Salt Spring Island (SSI) Community Transit and Transportation Service.

BACKGROUND

The SSI Community Transit and Transportation Service Establishment was adopted through Bylaw No. 3438 in 2007. The bylaw established two separate services on SSI:

- (1) Community Transit Service ("Transit") provides a public transit system on SSI delivered by BC Transit; and
- (2) Transportation Service ("Transportation") carries out transportation studies, provides for the construction, installation, maintenance and regulation of sidewalks and bicycle paths, parking facilities, pedestrian and safety and traffic calming facilities and implements transportation demand management programs.

In 2024 the SSI Local Community Commission (LCC) progressed discussions with BC Transit to evaluate options for expanding transit service. Several options were considered, and it was determined that efforts should be focused on increasing the frequency of service on Route 2 Fulford Ferry to Ganges to be implemented in 2026, and Route 7 Cusheon/Beddis to Ganges Route through to be implemented in 2027 through the Notice of Motion below.

At the June 27, 2024 meeting the SSI LCC directed staff to request that BC Transit provide a revised costing for expansion of the following priorities:

- 1. For implementation in January 2026, expansion of 1000 annual service hours on the Route 2 Fulford-Ganges, but not including the introduction of year-round service to Beaver Point/Ruckle Park.*
- 2. For implementation in January 2027, expansion on the Route 7 Cusheon Lake to be extended to Beddis Beach and request consideration to change the direction of the Route 7 to counter-clockwise, rather than clockwise*

At the September 12, 2024 meeting the SSI LCC made additional recommendations:

- 1. That the Salt Spring Island Local Community Commission support the Fulford Harbour Route expansion in 2026*
- 2. That the Salt Spring Island Local Community Commission directs staff to report back on the process of increasing the levy for the transit service.*

BC Transit was not able to support the expansion of service hours within the desired time frame and have responded with a 1 year postponement. The revised proposed will have the Route 2 Fulford Ganges proposal implemented in January 2027, and the Route 7 Cusheon Lake to Beddis Beach expansion implemented in June 2027.

The SSI Transit Service budget (1.238A Community Transit) is mainly funded through CRD tax requisition paid by SSI taxpayers and transit fees paid by service users. BC Transit has responded with cost estimates for each service expansion as incremental costs above the existing service level. In 2025, the budgeted requisition of \$454,571 for existing service level is 90% of the current maximum allowable requisition of \$506,538 based on 2025 assessment. Increases in the Community Transit service maximum levy is required to maintain the existing service level and accommodate the service expansions.

The proposed Bylaw No. 4647 amends Bylaw No. 3438 to increase the maximum allowable requisition for Transit Service while the Transportation Service remains unchanged. Pursuant to Section 349 of the *Local Government Act* (LGA), this bylaw amendment requires Inspector and SSI Electoral Area Director Approval.

ALTERNATIVES

Alternative 1

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

1. That Bylaw No. 4647, “SSI Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 4, 2025”, be introduced and read a first, second, and third time;
2. That Bylaw No. 4647 be referred to the Inspector of Municipalities for approval;
3. That staff be directed to proceed with Salt Spring Island Electoral Area Director consent.

Alternative 2

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

IMPLICATIONS

Service Delivery Implications

Transit service expansion investments are important components to sustaining and growing a successful community transit system. The current system experiences capacity issues and users are often passed by during peak times. Additional peak service routes and extending an existing route is expected to mitigate these capacity issues and improve ridership.

Financial Implications

The transit system expansion initiatives being explored require additional funding which exceeds

the current maximum requisition limit in the service establishment bylaw.

Table 1 below summarizes the current maximum limit and proposed new maximum limit.

| Greater of (1) or (2a / 2b) | Current Maximum Limit | New Maximum Limit | Change % |
|--|---------------------------------|----------------------------------|----------|
| (1) Tax Amount \$ | \$245,000* | \$900,000 | 268% |
| (2a) Tax Rate | \$0.076 per \$1000 assess value | \$0.1350 per \$1000 assess value | 78% |
| (2b) Tax Amount \$: 2025 Assessment x (2a) Tax Rate | \$506,538* | \$900,000** | 78% |

*\$245,000 is the Maximum Rate established in the 2013 Bylaw, however with the increase in house values the allowable Maximum Rate increases in a pro-rated manner to \$506,538 in 2025.

**Future assessment will be applied to the tax rate to calculate the maximum limit annually.

The proposed new requisition maximum limit of \$900,000 and \$0.1350 per \$1000 assessed value is mainly informed by the forecasted costs estimates provided by BC Transit. The new maximum limit is required to maintain existing service level, accommodate the new service expansions, mitigate the risk of fee revenue shortfalls and allow contingency for service growth and inflationary adjustments in the longer term.

Forecast costs of the increased Service level were provided by BC Transit in 2025 as follows.

| PROPOSED PARATRANSIT EXPANSION INITIATIVES | | | | | YEAR 1 (2026/27) | |
|--|----------------------|--------------------|--|--------------------------|------------------------------|--------------------------------------|
| AOA Period | Estimated In Service | Annual Hours | Vehicle Requirements | Estimated Annual Revenue | Estimated Annual Total Costs | Estimated Annual Net Municipal Share |
| | | 1,000 | 2 | 14,348 | 210,170 | 108,158 |
| 2026/27 | January 2027 | Description | Additional peak service Route 2 Fulford Harbour. | | | |

| PROPOSED PARATRANSIT EXPANSION INITIATIVES | | | | | YEAR 1 (2027/28) | |
|--|----------------------|--------------------|---|--------------------------|------------------------------|--------------------------------------|
| AOA Period | Estimated In Service | Annual Hours | Vehicle Requirements | Estimated Annual Revenue | Estimated Annual Total Costs | Estimated Annual Net Municipal Share |
| | | 300 | 0 | 4304 | 77,413 | 32,320 |
| 2027/28 | June 2027 | Description | Extend Route 7 Cusheon Lake / Beddis to Ganges. | | | |

Please refer to Appendix A for a detailed analysis and simulation of implications to the requisition and maximum levy for the expanded service level. This appendix also provides a summary of the forecasted costs, revenues and rationale for the proposed increase.

Key assumptions used in this simulation are outlined below:

- The estimated net costs for two service expansions were provided by BC Transit.
- BC Transit costs and fee revenue are forecasted to increase annually at 6% and 2% respectively for existing service level. This is based on the average increases from 2025-2027 draft budget provided by BC Transit.
- CRD's other operating costs are forecasted to increase at an annual inflation rate of 2%.
- Reserve fund transfers are forecasted at a level required to maintain balances within CRD guidelines.
- The service expansion on Route 2, Fulford ferry to Ganges, is scheduled for implementation in January 2027. The estimated annual net cost of **\$108,160** in 2027 budget represents an increase of 21% over the current maximum requisition of \$506,538. Future inflationary adjustments are also considered in the simulation.
- The service expansion on Route 7, Cusheon/Beddis to Ganges is scheduled for implementation in June 2027. The estimated seven months net cost of **\$18,850** in 2027 budget represents an increase of 4% over the current maximum requisition of \$506,538. Future inflationary adjustments and annualization are also considered in the simulation.

Inter-Governmental Implications

The approval of this increase can be made by the Electoral Area Director without the completion of an Alternative Approval Process, and subject to the approval of the Inspector of Municipalities. The advantage of the expedited approval by the Electoral Area Director will reduce the costs to the service of running an island-wide Alternative Approval Process or referendum. However, there is the potential that the Inspector will deny this amendment to the bylaw and request a more formal process be used for participant approval of this amendment.

CONCLUSION

The establishment bylaw has a maximum requisition limit that needs to be raised to implement the two transition service expansions approved by SSI LCC. Pursuant to Section 349 of the LGA., the bylaw amendment requires a review by the Inspector of Municipalities and SSI Electoral Area Director consent.

RECOMMENDATION

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

1. That Bylaw No. 4647, “SSI Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 4, 2025”, be introduced and read a first, second, and third time;
2. That Bylaw No. 4647 be referred to the Inspector of Municipalities for approval;
3. That staff be directed to proceed with Salt Spring Island Electoral Area Director consent.

| | |
|---------------|---|
| Submitted by: | Dan Ovington, BBA Senior Manager, Salt Spring Island Administration |
| Concurrence | Stephen Henderson, MBA, BSc, General Manager Electoral Areas |
| Concurrence | Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance and IT |
| Concurrence | Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer |
| Concurrence | Ted Robbins, B.Sc. C.Tech., Chief Administrative Officer |

ATTACHMENTS

Appendix A: SSI Transit Maximum Levy Simulation and Assumptions

Appendix B: Bylaw No. 4647, “SSI Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No.4, 2025”

Appendix C: Bylaw No. 3438 (Unofficial Consolidation)

Appendix A

| SSI Transit Maximum Levy Simulation and Assumptions <i>Prepared June 2025</i> | Budget 2025 | Max Levy Simulation with Service Expansion | | | | | | Key Assumptions |
|--|----------------|--|------------|------------|------------|--------------|--------------|--|
| | | 2026 | 2027 | 2028 | 2029 | 2030 | 2031 | |
| Budget Requirement from BC Transit - Existing Service Level | \$ 592,612 | \$ 621,260 | \$ 666,310 | \$ 706,290 | \$ 748,670 | \$ 793,590 | \$ 841,210 | a). 2025-2027 drafted budgets provided by BC Transit b). 6% annual increase applied for 2028-2031 based on average increase of BC transit 2025-2027 drafted budgets |
| Estimated Expansion Net Costs from BC Transit - Expanded Service Level | | | | | | | | a). Estimated expansion net costs of \$108,158 and \$32,320 provided by BC Transit for Year one implementation b). 6% annual increase applied for future years |
| Additional Peak Service Route 2 Fulford Harbour - Jan 2027 Start | | | \$ 108,160 | \$ 114,650 | \$ 121,530 | \$ 128,820 | \$ 136,550 | |
| Extend route 7 Cusheon Lake to Beddis Beach - Jun 2027 Start | | | \$ 18,850 | \$ 34,260 | \$ 36,320 | \$ 38,500 | \$ 40,810 | |
| Budget from CRD (Insurance, allocations and other operating costs) | \$ 36,700 | \$ 37,430 | \$ 38,180 | \$ 38,940 | \$ 39,720 | \$ 40,510 | \$ 41,320 | 2% annual increase applied for 2026-2031 |
| Reserve Fund Transfers (Operating and Capital Reserves) | \$ 43,070 | \$ 44,000 | \$ 45,000 | \$ 46,000 | \$ 47,000 | \$ 48,000 | \$ 48,410 | Indicative high-level planning placeholder for reserve funds contribution |
| Total Expenditures | \$ 672,382 | \$ 702,690 | \$ 876,500 | \$ 940,140 | \$ 993,240 | \$ 1,049,420 | \$ 1,108,300 | |
| Change % over previous year | | 5% | 25% | 7% | 6% | 6% | 6% | |
| Transit Fees | \$ 217,011 | \$ 221,030 | \$ 225,450 | \$ 229,960 | \$ 234,560 | \$ 239,250 | \$ 244,040 | a). 2025-2027 drafted budgets provided by BC Transit b). 2% annual increase applied for 2028-2031 based on average increase of BC transit 2025-2027 drafted budgets |
| Other Miscellaneous Revenue | \$ 690 | \$ 700 | \$ 710 | \$ 720 | \$ 730 | \$ 740 | \$ 750 | |
| Total Fee Revenue | \$ 217,701 | \$ 221,730 | \$ 226,160 | \$ 230,680 | \$ 235,290 | \$ 239,990 | \$ 244,790 | |
| Change % over previous year | | 2% | 2% | 2% | 2% | 2% | 2% | |
| Estimated Tax Requisition Requirement | \$ 454,681 | \$ 480,960 | \$ 650,340 | \$ 709,460 | \$ 757,950 | \$ 809,430 | \$ 863,510 | |
| Requisition Increase % | | 6% | 35% | 9% | 7% | 7% | 7% | |

Notes:

- 1 Current Maximum Requisition per Bylaw 3901 is the greater of:
(a). Two Hundred Forty Five Thousand Dollars (\$245,000); or
(b). An amount equal to the amount that could be raised by a property value tax rate of \$0.076 per One Thousand (\$1,000.00) dollars applied to the net taxable value of land and improvements in the Service Area.
- 2 Current maximum requisition per 2025 Assessment is \$ 506,538
- 3 Proposed new maximum requisition is \$900,000 or \$ 0.1350 per 1000 assessed value based on 2025 assessment

| | | | | | | | |
|---|--|------------|------------|------------|------------|------------|------------|
| 4 | Projected future requisition | \$ 480,960 | \$ 650,340 | \$ 709,460 | \$ 757,950 | \$ 809,430 | \$ 863,510 |
| | % increase over current 2025 maximum requisition | 506,538 | -5% | 28% | 40% | 50% | 60% |
| 5 | Projected Incremental Expansion Net Costs | | | | | | |
| | Fulford | | \$ 108,160 | \$ 114,650 | \$ 121,530 | \$ 128,820 | \$ 136,550 |
| | % over current 2025 maximum requisition | 506,538 | 21% | 23% | 24% | 25% | 27% |
| | Cusheon-Beddis | | \$ 18,850 | \$ 34,260 | \$ 36,320 | \$ 38,500 | \$ 40,810 |
| | % over current 2025 maximum requisition | 506,538 | 4% | 7% | 7% | 8% | 8% |

**CAPITAL REGIONAL DISTRICT
BYLAW NO. 4647**

**A BYLAW TO AMEND THE SALT SPRING ISLAND COMMUNITY TRANSIT AND
TRANSPORTATION SERVICES (BYLAW NO. 3438)**

WHEREAS:

- A. Under Bylaw No. 3438, "Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007", the Regional Board established two services: a Transit Service, for off-setting the cost of public passenger transportation on Salt Spring Island; and a Transportation Service, for transportation studies, sidewalk, pedestrian safety, and parking planning and construction, among other purposes;
- B. An increased level of Transit Service is expected from 2027 and ongoing, beginning with additional peak service on Route 2, Fulford Harbour, and extending Route 7, Cusheon Lake to Beddis Beach, this will necessitate the purchase and payment of new vehicle(s), increased expenditures, and will provide an increased level of service;
- C. Participating area approval has been obtained by Electoral Area Director consent on behalf per ss. 342, 347(2), and 349 of the *Local Government Act*, and
- D. The Board wishes to amend Bylaw No. 3438 to increase the level of Transit Service as proposed, as well as update references to now-replaced legislation;

NOW THEREFORE, the Capital Regional District Board in open meeting assembled hereby enacts as follows:

- 1. Bylaw No. 3438, "Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007", is hereby amended as follows:
 - (a) By updating the following references to the *Local Government Act* with the updated references as follows:
 - i. In section 4, Cost Recovery, replacing
 - 1. reference to section 803 with section 378;
 - 2. reference to Division 4.3 of Part 24 with Division 3 of Part 2;
 - 3. reference to section 363 with section 397;
 - ii. In section 5, Maximum Requisition, replacing, in sections 5(1) and 5(2), section 800.1(1)(e) with 339(1)(e);
 - (b) By removing, in section 5, Maximum Requisition, sections 5(3) and 5(4) in their entirety;
 - (c) By replacing section 5(1)(a) and (b) as follows:
 - i. In section 5(1)(a), the words "Two Hundred Fourty Five Thousand Dollars (\$250,000) with the words "Nine Hundred Thousand Dollars (\$900,000)";
 - ii. In section 5(1)(b), the amount "\$0.076" with "\$0.1350".

2. This bylaw may be cited for all purposes as “Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 4, 2025”.

| | | | |
|---|----|--------|------|
| READ A FIRST TIME THIS | th | day of | 20__ |
| READ A SECOND TIME THIS | th | day of | 20__ |
| READ A THIRD TIME THIS | th | day of | 20__ |
| APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS | th | day of | 20__ |
| APPROVED BY ELECTORAL AREA DIRECTOR CONSENT THIS | th | day of | 20__ |
| ADOPTED THIS | th | day of | 20__ |

CHAIR

CORPORATE OFFICER



BYLAW NO. 3438

SALT SPRING ISLAND COMMUNITY TRANSIT AND TRANSPORTATION SERVICE ESTABLISHMENT BYLAW NO. 1, 2007

**Consolidated for Public Convenience
(This bylaw is for reference purposes only)**

ORIGINALLY ADOPTED JULY 11, 2007
(Consolidated with Amending Bylaws 3740, 3901, 3956, 4647)

For reference to original bylaws or further details, please contact the Capital Regional District,
Legislative Services Department, 625 Fisgard St., PO Box 1000, Victoria BC V8W 2S6
T: (250) 360-3127, F: (250) 360-3130, Email: legserv@crd.bc.ca, Web: www.crd.bc.ca

CAPITAL REGIONAL DISTRICT

BYLAW NO. 3438

A BYLAW TO ESTABLISH A SERVICE AREA WITHIN THE
CAPITAL REGIONAL DISTRICT FOR THE PURPOSE OF A COMMUNITY TRANSIT AND
TRANSPORTATION SERVICE ON SALT SPRING ISLAND

WHEREAS under section 796 of the *Local Government Act* a regional district may, by bylaw, establish and operate any service the Board considers necessary or desirable for all or part of the regional district;

AND WHEREAS the Board of the Capital Regional District wishes to establish a service for the purpose of providing a public passenger transportation system as defined in the *British Columbia Transit Act* as a community transit service on Salt Spring Island; together with a service to address transportation needs within the Electoral Area;

AND WHEREAS the approval of the electors in the Participating Areas has been obtained under section 801.3 of the *Local Government Act*;

AND WHEREAS the approval of the Inspector of Municipalities has been obtained under section 801(1)(a) of the *Local Government Act*;

NOW THEREFORE the Board of the Capital Regional District in open meeting assembled enacts as follows:

1. Services

The services being established and to be operated are:

- (1) the Salt Spring Island Community Transit Service (the "**Transit Service**") for the purpose of providing a public passenger transportation system service on Salt Spring Island; and
- (2) the Salt Spring Island Community Transportation Service (the "**Transportation Service**") for the purpose of providing transportation, including , without limitation:
 - (a) transportation studies;
 - (b) construction, installation, maintenance and regulation of sidewalks and bicycle paths;
 - (c) construction, maintenance and regulation of parking spaces, areas and facilities;
 - (d) implementing and providing transportation demand management programs; and
 - (e) construction and maintenance of pedestrian safety and traffic calming facilities.

2. Service Area Boundaries

The boundaries of each of :

- (a) the Transit Service area;
- (b) the Transportation Service area

are the boundaries of the Salt Spring Island Electoral Area (the "**Service Area**").

3. Participating Areas

The Electoral Area of Salt Spring Island is the participating area for each of

- (a) the Transit Service; and
- (b) the Transportation Service.

4. Cost Recovery

As provided in section ~~803-378~~ of the *Local Government Act*, the annual cost of providing each of the Transit Service and the Transportation Service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division ~~4.33~~ of Part ~~24-2~~ of the *Local Government Act*;
- (b) fees and charges imposed under section ~~363-397~~ of the *Local Government Act*;
- (c) revenues raised by other means authorized by the *Local Government Act* or another Act;
- (d) revenues received by way of agreement, enterprise, gift, grant or otherwise.

(Bylaw 46457)

5. Maximum Requisition

- (1) In accordance with section ~~800.1(1)(e)~~339(1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned for the cost of the Transit Service is the greater of:

- (a) Two Hundred Forty Five Thousand Dollars (~~\$245,000~~900,000); or
- (b) an amount equal to the amount that could be raised by a property value tax rate of ~~\$0.076-135550~~ per one thousand (\$1,000.00) dollars applied to the net taxable value of land and improvements in the Service Area.

(Bylaw 3901, 4647)

- (2) In accordance with section ~~800.1(1)(e)~~339(1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned for the cost of the Transportation Service is the greater of:

- (a) One Hundred Forty-Six Thousand Two Hundred Fifty (\$146,250) dollars; or
- (b) an amount equal to the amount that could be raised by a property value tax rate of \$0.044 per One Thousand (\$1,000.00) dollars applied to the net taxable value of land and improvements in the Service Area.

(Bylaw 3740)

~~(3) In accordance with section 800.1(1)(e) of the Local Government Act, and despite the provisions of Section 5(2), for the years 2015 through and including 2018, the maximum amount that may be requisitioned for the cost of the Transportation Service is the great of:~~

- ~~(a) Three Hundred Ninety-Six Thousand Two Hundred Fifty Dollars (\$396,250); or~~

~~(b) — an amount equal to the amount that could be raised by a property value tax rate of \$0.1346 per One Thousand (\$1,000.00) dollars applied to the net taxable value of land and improvements in the Service Area.~~

~~(Bylaw 3956)~~

~~(4) — For greater certainty, for the year 2019 and following, the maximum amount that may be requisitioned for the cost of the Transportation Service shall again be as provided under Section 5(2).~~

~~(Bylaw 3956)~~

6. Citation

This Bylaw may be cited as the "Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007".

| | | | |
|--|------------------|--------|-----------|
| READ A FIRST TIME THIS | 9 th | day of | May 2007 |
| READ A SECOND TIME THIS | 9 th | day of | May 2007 |
| READ A THIRD TIME THIS | 9 th | day of | May 2007 |
| APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS | 24 th | day of | May 2007 |
| RECEIVED THE ASSENT OF THE ELECTORS THIS | 10 th | day of | July 2007 |
| ADOPTED THIS | 11 th | day of | July 2007 |

Original signed by Denise Blackwell
Chair

Original signed by Carmen Thiel
Secretary

| | | | |
|---|------------------|--------|-----------|
| FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS | 16 th | day of | July 2007 |
|---|------------------|--------|-----------|

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

SUBJECT Per-Visit Pass Expiry Dates

ISSUE SUMMARY

To review implications of implementing expiry dates for per-visit passes.

BACKGROUND

The Salt Spring Island Parks, Arts, Recreation and Culture (SSI PARC) Services offer 10-visit and 20-visit passes for admission to the Rainbow Recreation Centre and Salt Spring Island Multi Space. These passes provide patrons with a discount per visit and currently do not have an expiry date creating some implications to be considered.

Firstly, per-visit passes create a financial liability. The recreation software used to manage our passes only recognizes the revenue for a per-visit pass all at once. The system recognizes the revenue at the time of purchase, before delivering the service. It creates an "owed service" for as long as the pass remains active and visits unused. The total financial liability from these passes will continue to grow over time, as not all passes will be fully used. Currently, the total outstanding visits from per-visit passes for Rainbow Recreation Centre exceed 15,900, with an estimated financial liability of \$99,400.

Additionally, the price per visit at the time of purchase may not reflect the cost to deliver the service when it is redeemed. For example, an adult visit in 2025 (\$6.15/visit for a 10-visit pass) may have been purchased at \$5.42/visit in 2018. Another example is a 19 year old adult in 2025 (\$6.15/visit) can redeem passes purchased for them when they were a child in 2018 (\$3.15/visit).

| 2025 Per-Visit Passes | 10x Pass (get 10 for 9) | 20x Pass (get 20 for 17) |
|-----------------------------------|------------------------------------|-------------------------------------|
| Adult (19yrs and older) | \$61.45 | \$116.05 |
| Youth (13-18 or valid student ID) | \$46.30 | \$87.45 |
| Child (5-12yrs.) | \$36.85 | \$69.60 |

According to *Business Practices and Consumer Protection Act*:

- Punch passes can expire under these conditions:
 - Client must be informed at time of purchase
 - Client must receive a copy of the "contract"
- Punch pass can be cancelled if:
 - The pass was purchased in the past 10 days
 - Client is mentally or physically unable to participate, must provide a note from a doctor or nurse practitioner
 - Client moved more than 30km from the facility, must provide proof of new address
 - The services offered have changed, i.e. closure of the pool, or recreation centre

Given these challenges, staff are recommending to proceed with an expiry date of 2 years for all 10-visit and 20-visit passes, effective September 1, 2025.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission approve a two-year expiry date for all 10 and 20 visit passes, effective September 1, 2025.

Alternative 2

That the Salt Spring Island Local Community Commission refer the report back to staff for additional consideration.

IMPLICATIONS

Financial Implications

The introduction of an expiry date on per-visit passes will reduce the financial liability associated with unused visits and prevent ongoing escalation of this liability.

Intergovernmental Implications

Expiry dates on per-visits passes are in place at Saanich, City of Victoria and Oak Bay recreation centres and will be implemented at SEAPARC and Panorama Recreation Centre later this year.

Social Implications

With a two-year expiration date, patrons will have ample time to utilize their 10-visit and 20-visit pass. Implementing a system with automated email reminders when expiry dates are approaching and will ensure that patrons are informed of expiry dates at the time of purchase. A communication plan can also be put in place for per-visit pass purchases which could include:

- Membership expiry information included in membership agreement, which will be emailed at the time of purchase
- Alert will “pop up” on per-visit passes to notify those purchasing online
- Patrons will receive an email notification three months prior to expiry date to encourage use
- Information to be posted on SSIPARC website
- Information shared on the membership page of the SSIPARC activity guide

CONCLUSION

SSIPARC offers 10-visit and 20-visit passes for Rainbow Recreation Centre and Salt Spring Island Multi Space, providing discounts per visit. These passes currently lack an expiry date, creating financial and operational issues. To address these issues, SSIPARC is recommending implementing a two-year expiry date for all per-visit passes, effective September 1, 2025, in accordance with the Business Practices and Consumer Protection Act and inline with other recreation centre's in the Greater Victoria area.

RECOMMENDATION

That the Salt Spring Island Local Community Commission approve a two-year expiry date for all 10 and 20 visit passes, effective September 1, 2025.

| | |
|---------------|--|
| Submitted by: | Dan Ovington, BBA, Senior Manager, Salt Spring Island Administration |
| Concurrence: | Stephen Henderson, MBA, BSc, General Manager, Electoral Areas Services |



Making a difference...together

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

SUBJECT **Ganges Cross Walk Study Scope Change**

ISSUE

To review the scope of the ICBC Road Improvement Program to potentially include a crosswalk connecting the pedestrian pathways located at 164 Lower Ganges Road and Atkins Road.

BACKGROUND

The Capital Regional District (CRD) has received \$35,000 as part of the ICBC Road Improvement Program. The objective of the program is to improve road safety for drivers, cyclists and pedestrians, reduce motor vehicle crashes and reduce claim costs.

The CRD plans to use this funding to undertake a Ganges Village crosswalk study that will investigate several busy crosswalks within Ganges. The study will assess the crosswalks and formulate options to improve pedestrian safety. The CRD's \$41,500 contribution towards this funding application is the pedestrian and cycling path project on Rainbow Road and Lower Ganges Road that includes several crosswalks. Both of these projects were identified as priorities in the Salt Spring Active Transportation Network Plan completed in July 2023.

The Salt Spring Island Local Community Commission (LCC) expressed interest in expanding the scope of the project to include a crosswalk connecting the pedestrian pathways located at 164 Lower Ganges Road and Atkins Road (Appendix A).

The CRD will be responsible for contract management and overseeing all aspects of the work.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission request staff amend the current contract for the ICBC Road Improvement Program to include the assessment of an additional crosswalk as identified in Appendix A, not exceeding the total grant amount of \$35,000.

Alternative 2

That the Salt Spring Island Local Community Commission requests that the report be referred back to staff for additional consideration.

IMPLICATIONS

Financial Implications

The current scope of work has been awarded in the amount of \$32,700. Expanding the scope is estimated to cost an additional \$2,300 and will consume the total grant amount to \$35,000.

Financial Elements Associated with the Grant Funding:

| ICBC Contribution | \$35,000 | Grant Funding for Cross-walks | addition to LCC's financial plan |
|-------------------|----------|---|--|
| CRD Contribution | \$41,500 | Rainbow Road Pedestrian and Cycling Capital Project | Capital Project 22-12 in SSI Transportation Service Budget |
| Total | \$71,500 | | |

CONCLUSION

The contract for the ICBC Road Improvement Program has been awarded. The objective of the program is to improve road safety for drivers, cyclists and pedestrians, reduce motor vehicle crashes and reduce claim costs. Should the LCC wish to expand the current scope staff will work with the contractor to amend the contract and include the additional works in the total budget.

RECOMMENDATION

That the Salt Spring Island Local Community Commission request staff amend the current contract for the ICBC Road Improvement Program to include the assessment of an additional crosswalk as identified in Appendix A, not exceeding the total grant amount of \$35,000.

| | |
|---------------|---|
| Submitted by: | Dan Ovington, BBA, Senior Manager, Salt Spring Island Administration |
| Concurrence: | Stephen Henderson, MBA, BSc, General Manager, Electoral Area Services |