



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

Thursday, November 20, 2025

9:00 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

[MS Teams Meeting Link](#)

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. [25-1227](#) Minutes of October 16, 2025 Salt Spring Island Local Community Commission

Recommendation: That the minutes of the October 16 meeting be adopted as circulated.

Attachments: [Minutes: October 16, 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 for "Addressing the Salt Spring Island Local Community Commission" on our website and staff will respond with details. Requests must be received no later than 4:30 p.m. two calendar days prior to the meeting.

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. [25-1228](#) Presentation: Seth Wright, BC Transit Re: Transit Fare Review

Attachments: [Presentation: Transit Fare Review](#)

- 6.1.2. [25-1229](#) Presentation: Steve Martin, Watts Consulting Re: Crosswalk Analysis Update

Attachments: [Presentation: Crosswalk Analysis Update](#)

6.2. Delegations

7. Commission Business

- 7.1. [25-1181](#) Transfer of Assets, Liabilities, and Reserve Balances to the Combined Parks and Recreation Service

Recommendation: That the Salt Spring Island Local Community Commission recommends to the Capital Regional District (CRD) Board that all assets, liabilities, and reserve balances for the following services be transferred to the Salt Spring Island Parks and Recreation Facilities Local Service established under Bylaw No. 2422 as amended by Bylaw 4684, effective December 31, 2025:

- * Bylaw No. 3206 Swimming Pool Service (1.453)
- * Bylaw No. 4149 Community Parks Service (1.455)
- * Bylaw No. 4151 Community Recreation Service (1.458)

Attachments: [Staff Report: Transfer of Assets, Liabilities, and Reserve Balances to the Combi](#)
[Appendix A: 2025 Salt Spring Island Reserve Funds Summary](#)
[Appendix B: Consolidated 2025 Salt Spring Island Reserve Funds Summary](#)

- 7.2. [25-1230](#) Mahon Hall, 114 Rainbow Road, Salt Spring Island

Recommendation: That the Salt Spring Island Local Community Commission defer the request from the Salt Spring Island Arts Council to assume the lease for Mahon Hall until future uses and staffing capacity have been determined for existing facilities including Phoenix and the Ganges Fire Hall.

Attachments: [Staff Report: Mahon Hall, 114 Rainbow Road, Salt Spring Island](#)

- 7.3. [25-1231](#) SSI Centennial Park Garden Upgrades

Recommendation: That the Salt Spring Island Local Community Commission requests that staff defer consideration of the Centennial Park Garden Upgrade Project to the 2027 Budget Planning meeting.

Attachments: [Staff Report: SSI Centennial Park Garden Upgrades](#)

- 7.4. [25-1238](#) Review of the Jackson Road Pedestrian and Bike Path Design

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

Attachments: [Staff Report: Review of the Jackson Road Pedestrian and Bike Path Design](#)
[Appendix A: Location Map and Draft Engineered Pathway Design](#)

7.5. [25-1239](#) SSI LCC Meeting 2026 Schedule

Recommendation: That the Salt Spring Island Local Community Commission directs that the regular meetings for the Local Community Commission will be scheduled in 2026:

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

AND

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

Attachments: [Staff Report: SSI LCC Meeting 2026 Schedule](#)
[Appendix A: Draft Salt Spring Island Local Community Commission 2026 Meeting Schedule](#)

8. Notice(s) of Motion

8.1. [25-1211](#) Motion with Notice: SGITP Funding Advocacy (G. Baker)

Recommendation: [At the October 16, 2025 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Baker into record to be discussed at a following meeting:]

"That the Salt Spring Island Local Community Commission recommend to the Southern Gulf Island Tourism Partnership (SGITP) that \$10,000 be allocated for the 2026 year to support Salt Spring events that enhance the visitor experience. Details of specific allocations will be submitted to the SGITP Board as they are identified."

8.2. [25-1240](#) Motion with Notice: Fulford-Ganges to Vesuvius multi use pathway Advocacy (B. Webster)

Recommendation: [At the November 13, 2025 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Webster into record to be discussed at a following meeting:]

"That the Salt Spring Island Local Community Commission request that the Capital Regional District Board consider advancing the trail designs of the Fulford-Ganges to Vesuvius multi use pathway designs out of Salt Spring Island Regional Trail Feasibility Study from 2027 to 2026 in the Five-Year Financial Plan."

9. Motion to Close Meeting

9.1. [25-1241](#) Motion to Close Meeting

Recommendation: 1. That That the meeting be closed for Proposed Service and Contract Negotiations in accordance with Section 90(1)(k) of the Community Charter. [1 Item]

2. That such disclosures could reasonably be expected to harm the interests of the Regional District. [1 Item]

10. Adjournment

Next Meeting:

*-Thursday, December 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, October 16, 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: S. Henderson, General Manager, Electoral Area Services; D. Ovington, Senior Manager, SSI Administration; C. Hopp, Manager, SSI Engineer, SSI Administration (EP); SSI Administration; M. Williamson, Committee Clerk, SSI Administration (Recorder)

EP- Electronic Participation

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

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

1. Territorial Acknowledgement

Commissioner Rook provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Commissioner Baker, SECONDED by Commissioner Webster,
That agenda for the September 18, 2025, meeting of the Local Community
Commission be approved as amended with the following amendments

-Addition of Agenda item 7.7 Salish Sea Trail

-Recommendation for Agenda item 9.1. be replaced with the following

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

2. That the meeting be closed for consideration of information related to labour
relations or other employee relations under Section 90(1)(c) of the Community
Charter [1 item].”

CARRIED

3. Adoption of Minutes

3.1. Minutes of September 11-18, 2025 Salt Spring Island Local Community Commission

MOVED by Commissioner Corno, **SECONDED** by Commissioner Baker,
That the minutes of the September 11, 2025 meeting be adopted as circulated.
CARRIED

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
That the minutes of the September 18, 2025 meeting be adopted as circulated.
CARRIED

4. Chair, Director, and Commissioner Reports

Commissioner Rook spoke of the following items:

- Joint Meeting with Local Trust Committee
- Cross Border Forum hosted by Southern Gulf Island Forum

Director Holman spoke of the following items:

- Island Trust Local Trust Committee meetings
- Primary Care Network
- GISRA Kings Lane Project
- Minister of housing visit to Salt Spring
- Drake Road Housing site
- CRD Provisional 2026 Budget

Commissioner Baker spoke of the following items:

- Phoenix Landing opening
- Trincomali Trail development
- Green Municipal Fund School Routes Grant application
- Primary Care Network
- Artspring community spaces

5. Senior Manager Report

D. Ovington provided information for the Island Trust Public Hearing regarding the 210 and 220 Kanaka Road property.

6. Presentations/Delegations

There were no presentations or delegations.

7. Commission Business

7.1. SSI Community Transit Service Update

The report was received for information.

Discussion ensued regarding the Max levy increase for the SSI transit service.

**MOVED by Commissioner Rook, SECONDED by Commissioner Baker,
That the Salt Spring Island Local Community Commission (LCC) request the LCC
Chair Commissioner Rook contact the CRD Board Chair regarding the following
points**

**-That the request to the CRD Board for a significant increase to the Transit levy of
July 17, 2025 is no longer urgent due to changing circumstances**

**-That the LCC endorses the motion currently before the CRD Board to increase
the levy by 25% as sufficient to meet current operating needs**

**-That the LCC requests staff to prepare a report on options for transit expansion
and long term, sustainable funding at the spring Provisional Budget meeting for
the 2027 budget**

Commissioner Rook amended the motion

“That the Salt Spring Island Local Community Commission (LCC) request the
LCC Chair Commissioner Rook contact the CRD Board Chair regarding the
following points:

-That the request to the CRD Board for a more significant increase to the

Transit levy of July 17, 2025 is no longer urgent due to changing circumstances

-That the LCC endorses the motion currently before the CRD Board to increase
the levy by 25% as sufficient to meet current operating needs”

The question was called on the motion as amended.

**That the Salt Spring Island Local Community Commission (LCC) request the LCC
Chair Commissioner Rook contact the CRD Board Chair regarding the following
points:**

**-That the request to the CRD Board for a more significant increase to the Transit
levy of July 17, 2025 is no longer urgent due to changing circumstances**

**-That the LCC endorses the motion currently before the CRD Board to increase
the levy by 25% as sufficient to meet current operating needs**

CARRIED

OPPOSED Webster

**MOVED by Commissioner Rook, SECONDED by Commissioner Baker,
That the LCC requests staff to prepare a report on options for transit expansion
and long term, sustainable funding.**

CARRIED

7.2. SSI Centennial Park Washroom Extended Hours Pilot Program

The report was received for information.

**MOVED by Commissioner Webster, SECONDED by Commissioner Rook,
That the Salt Spring Island Local Community Commission endorses continuing to
operate the extended hours at the Centennial Park Washroom.**

CARRIED

7.3. SSI Local Community Commission Services External Grants 2025 Fall

The report was received for information.

7.4. Project Tracker Quarterly No. 20, 2025

The report was received for information.

Discussion ensued regarding progress with ongoing projects under SSI
Administration.

7.5. Motion Tracker Quarterly

The report was received for information.

Discussion ensued regarding progress of acting on motions.

7.6. Annual Progress Report of the Salt Spring Island Local Community
Commission's Strategic Plan

The report was received for information.

Discussion ensued regarding progress on addressing objectives in the LCC
Strategic Plan.

8. Notice(s) of Motion

8.1. Motion with Notice: Flexible Roadside Reflectors Locations (G. Baker)

**MOVED by Commissioner Baker, SECONDED by Commissioner Corno,
That the Salt Spring Island Local Community Commission (LCC) request that the
Ministry of Transport and Transit (MoTT) prioritize the following locations when
installing additional flexible roadside reflectors:**

1) Cusheon Lake Road

2) Cranberry Road:

-The curve between 251 Cranberry Road and 304 Cranberry Road

-The curve between 611 Cranberry Road and 595 Cranberry Road

3) Stark's Road

-The curve near 415 Stark's Road

-The curve near the intersection of Macalister Road

-The curve near 327 Stark's Road

-The curve near 205 Stark's Road

4) Channel Ridge Road

**5) Stewart Road: Both sides of Stewart Road approaching and going around the
bend at Arnell Park.**

6) Collins Road: From the mid 100 block to the 300 block.

7) North End:

-Curves before the intersection of Fairview Road along St. Mary Lake

-The curve south of the intersection Epron Road

-The curve near 195 North End Road

--The curve near 2121 North End Road.

8) Sunset Road:

-The curve near 1340 Sunset Road

-The curve south of 1330 Sunset Road and the intersection Simson Road

-The curve near 1325 Sunset Road

-The curve near 1076 Sunset Road

-The curve near 930 Sunset Road

-The curve near 720 Sunset Road

-The curve near south of Sir Echos Way

Commissioner Baker amended the motion.

"That the Salt Spring Island Local Community Commission (LCC) request that
staff Convey to the Ministry of Transport and Transit (MoTT) staff to prioritize the
following locations when installing additional flexible roadside reflectors:

1) Cusheon Lake Road

2) Cranberry Road:

-The curve between 251 Cranberry Road and 304 Cranberry Road

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- The curve near 327 Stark's Road
- The curve near 205 Stark's Road

4) Channel Ridge Road

5) Stewart Road: Both sides of Stewart Road approaching and going around the bend at Arnell Park.

6) Collins Road: From the mid 100 block to the 300 block.

7) North End:

- Curves before the intersection of Fairview Road along St. Mary Lake
- The curve south of the intersection Epron Road
- The curve near 195 North End Road
- The curve near 2121 North End Road.

8) Sunset Road:

- The curve near 1340 Sunset Road
- The curve south of 1330 Sunset Road and the intersection Simson Road
- The curve near 1325 Sunset Road
- The curve near 1076 Sunset Road
- The curve near 930 Sunset Road
- The curve near 720 Sunset Road
- The curve near south of Sir Echos Way"

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

That the Salt Spring Island Local Community Commission (LCC) request that staff Convey to the Ministry of Transport and Transit (MoTT) staff to prioritize the following locations when installing additional flexible roadside reflectors:

1) Cusheon Lake Road

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- The curve near 930 Sunset Road
- The curve near 720 Sunset Road
- The curve near south of Sir Echos Way

CARRIED

8.2. Motion with Notice: Report on Bylaw Adjudication Process (G. Baker)

MOVED by Commissioner Baker, **SECONDED** by Director Holman,
That the Salt Spring Island Local Community Commission request staff report
back on the new adjudication process and provide information on undertaking
an option for a locally customized mediation process.

CARRIED

OPPOSED Corno

8.3. Notice of Motion: Speculation and Vacancy Advocacy (G. Holman)

Director Holman proposed the following Notice of Motion for consideration at the
next meeting:

“That the Salt Spring Island Local Community Commission support inclusion of
Salt Spring Island in the Speculation and Vacancy Tax and request Islands
Trust to also support inclusion.”

8.4. Notice of Motion: SGITP Funding Advocacy (G. Baker)

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

“That the Salt Spring Island Local Community Commission recommend to the
Southern Gulf Island Tourism Partnership (SGITP) that \$10,000 be allocated for
the 2026 year to support Salt Spring events that enhance the visitor experience.
Details of specific allocations will be submitted to the SGITP Board as they are
identified.”

9. Motion to Close Meeting

9.1. Motion to Close Meeting

MOVED by Commissioner Baker, 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 another body government under Section 90(2)(b) of the Community Charter [1 item].
CARRIED

MOVED by Commissioner Baker, SECONDED by Commissioner Corno,
That the meeting be closed for consideration of information related to labour relations or other employee relations under Section 90(1)(c) of the Community Charter [1 item].
CARRIED

The Salt Spring Island Local Community Commission moved to the closed session at 1:03pm.

Director Holman left the meeting room at 1:26pm.

The Salt Spring Island Local Community Commission rose from its closed session at 1:27pm without report.

10. Adjournment

MOVED by Commissioner Corno, SECONDED by Commissioner Baker,
That the Local Community Commission adjourn the meeting at 1:27pm.
CARRIED

CHAIR

SENIOR MANAGER



Fare Review Salt Spring Island Transit System

November 20, 2025



Fare Review Objective

- Utilize BC Transit's recommended Fare Strategy to account for inflation and operational costs in proposed fare recommendations

Maximize revenue

Attract and retain ridership

Consider affordability

2025 Fare Review Objective

- Increase Revenue
- Align with BC Transit Fare Guidelines
- Consider a multi-year fare change schedule

Salt Spring Island Transit Fare History

Bank of Canada's Inflation Calculator estimates a **\$2.25** fare in 2012 to be equivalent to **\$3.04** in 2025

Fare Product	Audience	September 2008 June 2010	July 2010 June 2012	June 2012 April 2017	May 2017 September 2021	October 2021 Present
Single Ride	Children	Free under 5	Free under 4	Free under 4	Free under 4	Free under 12
	All	\$2.00	\$2.00	\$2.25	\$2.25	\$2.25
DayPASS	All	-	-	\$5	\$4.50	\$4.50
Tickets (10)	All	\$15	\$15	\$20.25	\$20	\$20
Monthly Pass	Adult	\$50	\$50	\$50	\$50	\$50
	Student / Senior*	\$40	\$40	\$40	\$40	\$40

*Reduced fare with valid ID for persons 65 or over and students in full-time attendance to Grade 12

Fare Strategy Guidelines

Fare Type	Fare Strategy Guidelines	Salt Spring Island Fare	Variance
Single Ride (Cash)	Base Fare	\$2.25	-
DayPASS	2 times Base	\$4.50	Aligned
Tickets (10)	9 times Base	\$20.00	8.9x times base, 25 cents variance
Adult 30-Day Pass	20 – 30 times Base Fare	\$50	Aligned, 22.2 times base fare
Concession* 30-Day Pass (Student, Senior, College Student)	Adult 30-Day Pass less 15%	\$40 for concession	20% discount, 5% variance

Transit System Fare Comparisons

Average Adult Cash Fare in 2023 for 102 Transit Agencies across Canada is **\$3.50**

Transit System	Population Served*	Ridership*	Adult Cash Fare	Adult Pass	Concession Pass**
Salt Spring Island, BC	8,792	110,417	\$2.25	\$50.00	\$40.00
Whistler, BC	9,789	3,490,114	\$2.75	\$55.00	-
Cranbrook, BC	18,540	195,102	\$2.25	\$50.00	\$35.00
Nelson, BC	16,459	339,402	\$2.25	\$60.00	\$45.00
Moose Jaw, SK	33,665	183,954	\$3.25	\$80.00	\$54.50
Whitehorse, TE	32,197	734,352	\$3.00	\$75.00	\$44.50
Stratford, ON	33,000	551,160	\$3.00	\$70.00	\$60.00

* Statistics from 2023 Canadian Urban Transit Association Report

** Where multiple Concession Pass fares are available an average was used

Salt Spring Island Transit Current Fare Structure

Fares

subject to change

Cash

Adult/Student/Senior	\$ 2.25
Child, 12 and under	free
<i>Please have exact cash fare ready.</i>	
<i>Drivers do not carry change.</i>	

Note: Paying fare through Umo card and Umo QR code are not accepted in Salt Spring Island Transit.

Tickets (10)

Adult/Student/Senior	20.00
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DayPASS

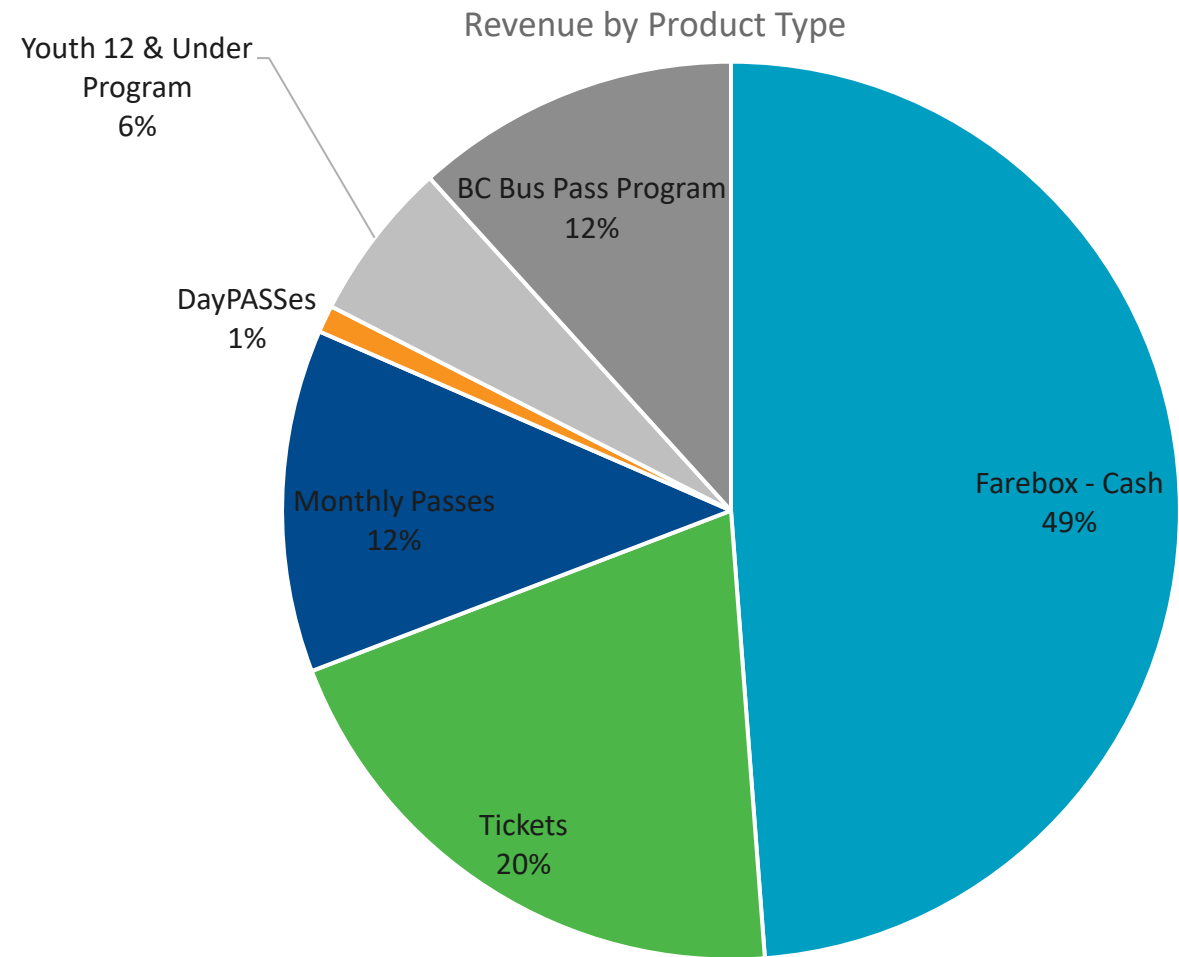
Adult/Student/Senior	4.50
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Note: DayPASS can only be used in the transit system where they were purchased. It is available for purchase from the bus driver.

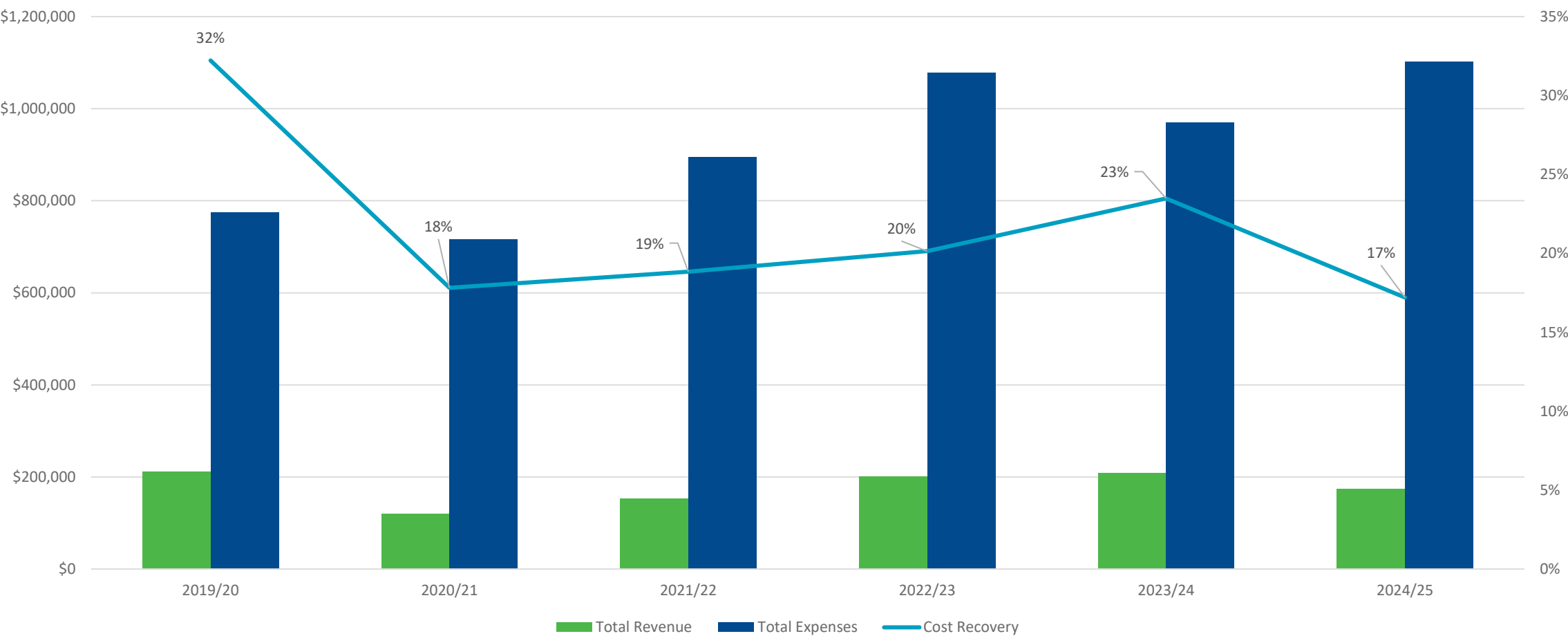
Monthly Pass

Adult	50.00
Student/Senior*	40.00

* Reduced fare with valid I.D. for persons 65 or over and students in full-time attendance to Grade 12.



Salt Spring Island – Cost Recovery



Option 1 – Gradual Increase to Align with Inflation

Fare Product	Current (24/25) Effective June 2012	2026/27	2027/28	2028/29
Single Ride	\$2.25	\$2.50	\$2.75	\$3.00
DayPASS	\$4.50	\$5.00	\$5.50	\$6.00
10 Tickets	\$20	\$22.50	\$24.75	\$27.00
30 Day Pass Adult	\$50 22.2x	\$55 22x	\$60 24.8x	\$65 22x
30 Day Pass Students 13 18 and Seniors 65+	\$40 20% discount	\$47 15% discount	\$51 15% discount	\$55 15% discount
Projected Fare Revenue*	\$143,730	\$156,894	\$168,917	\$180,731
Projected Impact to Revenue		\$13,164 (9%)	\$12,023 (8%)	\$11,814 (7%)
Projected Impact to # of Rides		2,586 (2%)	2,052 (2%)	1,870 (2%)

*Projected Revenues excludes revenues from Youth 12 and Under Program and the BC Bus Pass estimated at ~\$30,456

Option 2 - Align with Inflation

Fare Product	Current (24/25) Effective June 2012	2026/27
Single Ride	\$2.25	\$3.00
DayPASS	\$4.50	\$6.00
10 Tickets	\$20	\$27.00
30 Day Pass Adult	\$50 22.2x	\$65 22x
30 Day Pass Students 13 18 and Seniors 65+	\$40 20% discount	\$55 15% discount
Projected Fare Revenue*	\$143,730	\$179,650
Projected Impact to Revenue	-	\$35,920 (25%)
Projected Impact to # of Rides	-	7,043 (6.6%)

*Projected Revenues excludes revenues from Youth 12 and Under Program and the BC Bus Pass estimated at ~\$30,456

Option 3 – Larger Single Ride Increase, More Discounted Passes

Fare Product	Current (24/25) Effective June 2012	2026/27	2027/28
Single Ride	\$2.25	\$2.75	\$3.00
DayPASS	\$4.50	\$5.50	\$6.00
10 Tickets	\$20	\$24.75	\$27.00
30 Day Pass Adult	\$50 22.2x	\$55 20x	\$60 20x
30 Day Pass Students 13 18 and Seniors 65+	\$40 20% discount	\$47 15% discount	\$51 15% discount
Projected Fare Revenue*	\$143,730	\$166,865	\$178,675
Projected Impact to Revenue		\$23,135 (16%)	\$11,810 (7%)
Projected Impact to # of Rides		4,302 (4%)	1,912 (2%)

*Projected Revenues excludes revenues from Youth 12 and Under Program and the BC Bus Pass estimated at ~\$30,456

Fare Review Timeline

Fall 2025

- Introduce Fare Review to the Commission – November 20, 2025

Winter 2025

- Open House – January 23, 2026

Spring 2026

- Engagement Summary Presented to LCC and Final Approvals – February 19th, 2026

Summer 2026

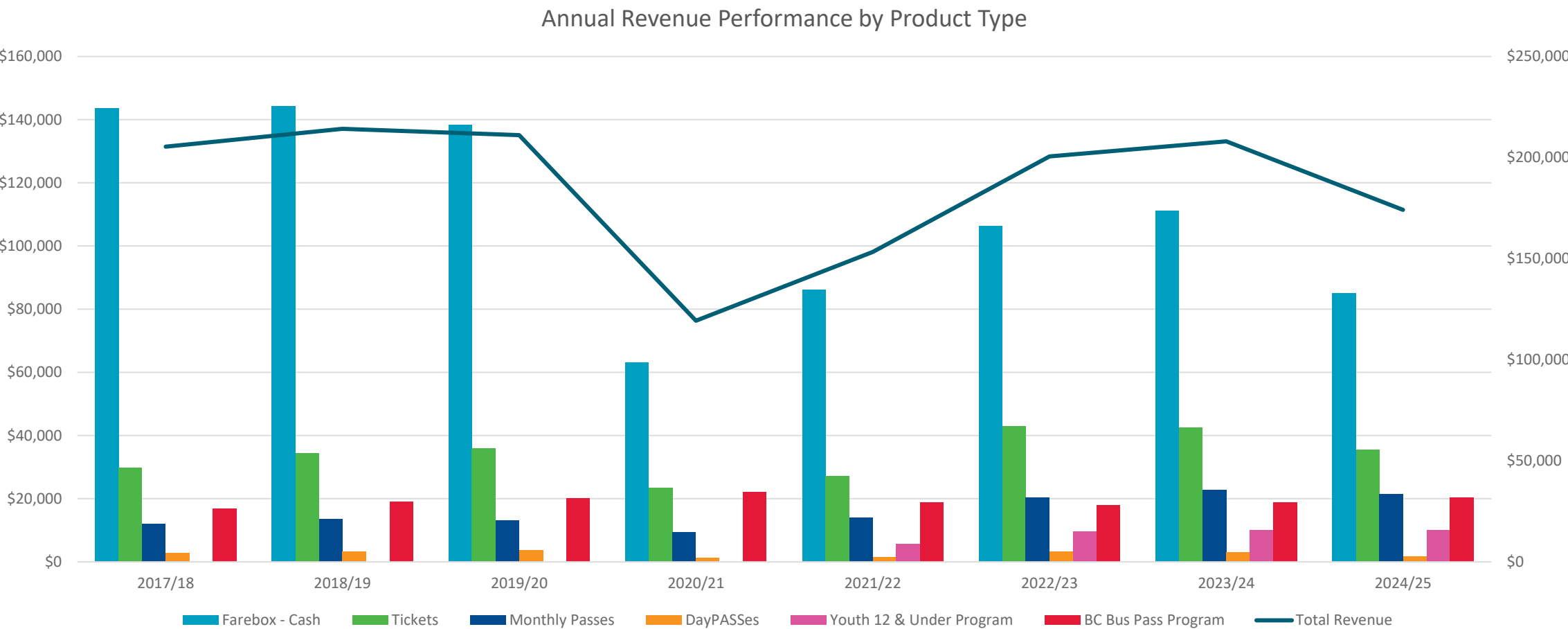
- Marketing campaign to notify riders
- Fare change in-effect – May/June 2026

Option 2 – Small Price Increase

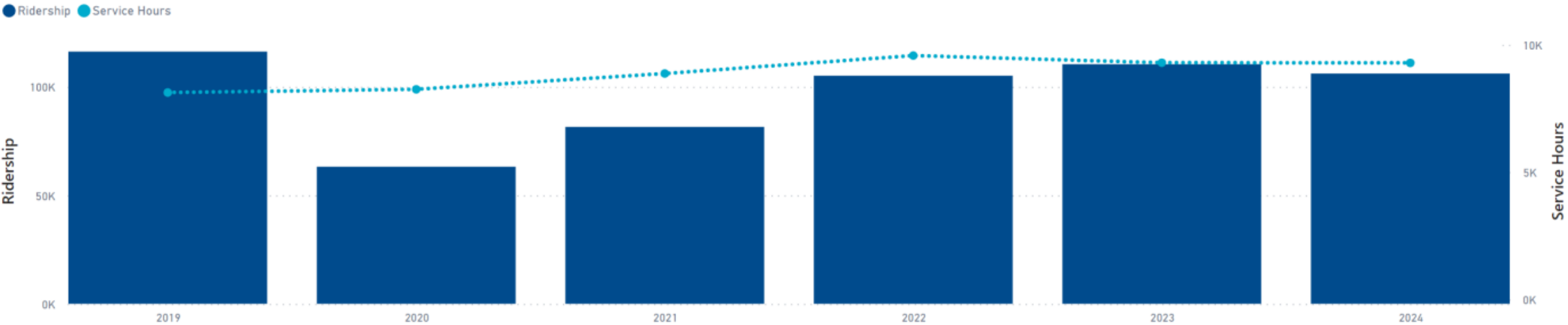
Fare Product	Current (24/25) Effective June 2012	Option 1 Effective June 2026
Single Ride	\$2.25	\$2.50
DayPASS	\$4.50	\$5.00
10 Tickets	\$20	\$22.50
30 Day Pass Adult	\$50 22.2x	\$60 24.8x
30 Day Pass Students 13 18 and Seniors 65+	\$40 20% discount	\$51 15% discount
Projected Fare Revenue*	\$143,730	\$158,456
Projected Impact to Revenue	-	\$14,726 (10.25%)
Projected Impact to # of Rides	-	2,977 (2.8%)

*Projected Revenues excludes revenues from Youth 12 and Under Program and the BC Bus Pass estimated at ~\$30,456

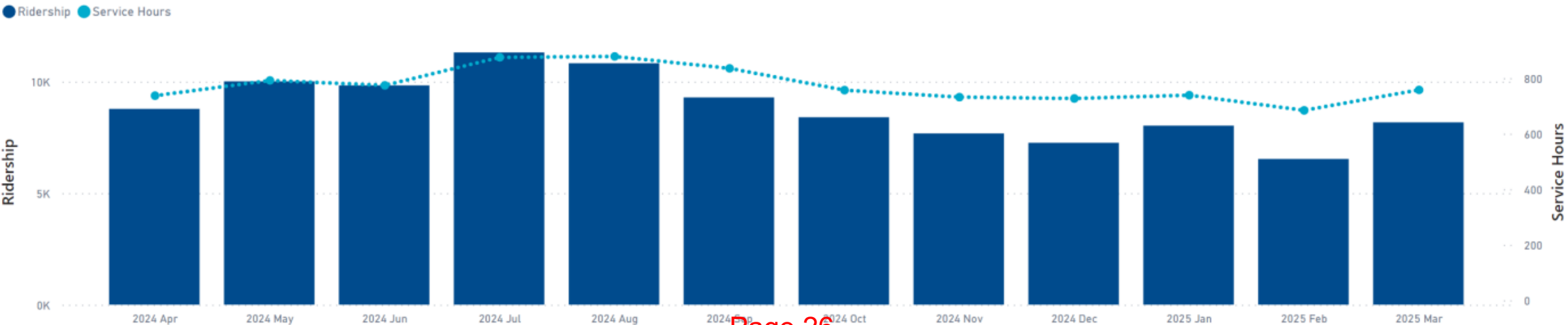
Salt Spring Island Annual Revenue Performance



RIDERSHIP AND SERVICE HOURS BY FISCAL YEAR



RIDERSHIP AND SERVICE HOURS BY MONTH



New Pre-Paid Fare Programs - ProPASS

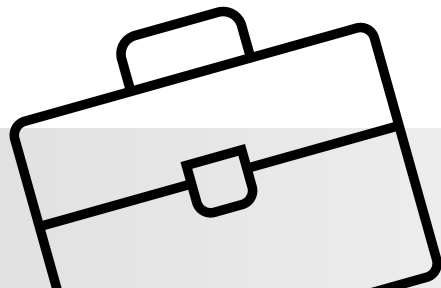
- **ProPASS**

- **Annual program** available to employees through employer facilitated payroll deductions
- To qualify employers must have at least five employees willing to enroll for a one-year period.

- **Recommended pricing:** Adult Pass Rate less 15 per cent

Enrolled employees receive unlimited travel in their local transit system at a discounted rate, to further incentivize transit usage

Employers reduce parking demands and costs, demonstrate action on climate, and improve recruitment and retention



Ganges Crosswalk Analysis and Design

Project Update & Functional Designs


Presentation to the Salt Spring Local Community Commission (LCC)

November 20th, 2025

Steve Martin MASc, EIT
WATT Consulting Group



Project Update

- ✓ LCC Meeting #1 – July 10th, 2025
- ✓ Data Collection – July 12th & July 19th, 2025
- ✓ Crosswalk Review and Analysis
- ✓ Crosswalk Analysis Report – *first draft out for review*
- ✓ Open House + Crosswalk Comment Form – September 17th, 2025
- ✓ Initial Drafts for Functional Designs
-  MoTT Feedback + Design Updates + LCC Meeting #2

An aerial photograph of a coastal town. In the foreground, a paved road with a yellow center line runs horizontally. To the left of the road are several houses with brown and grey roofs. To the right is a dense forest of tall evergreen trees. In the background, a large body of water (a bay or harbor) is visible, filled with many small boats and a larger marina. The water is surrounded by forested hills under a cloudy sky.

Public Engagement

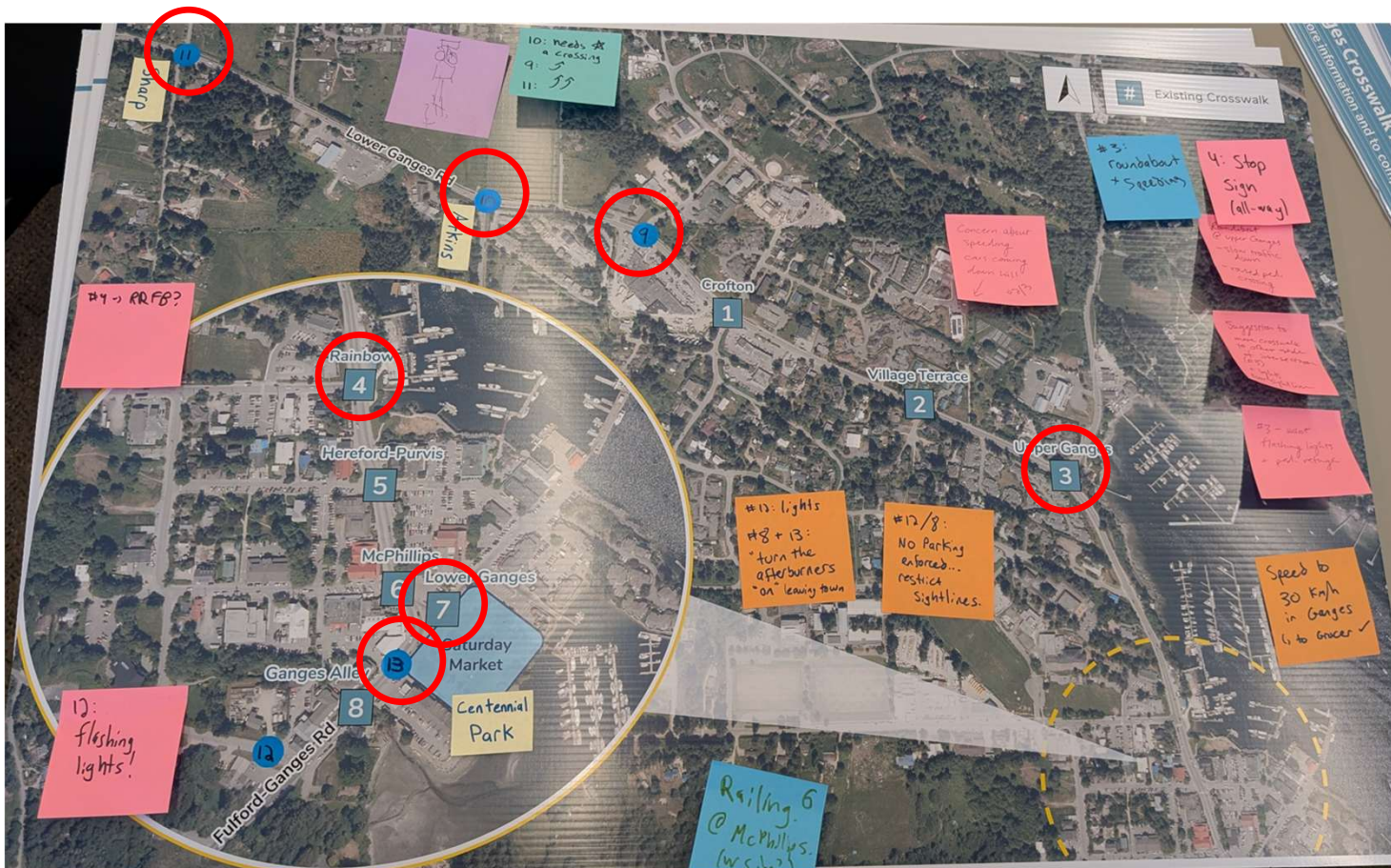
Public Engagement Overview

	In-Person Meetings	Crosswalk Comment Form	Open House
When	July 19 th , 2025	Aug 11 th - Sept 21 st , 2025	Sept 17 th , 2025
What	<p>In-person discussions with various residents on crosswalk safety and experience</p> <p>Meeting with Island Pathways</p>	<p>4 Question Survey</p> <p>Opportunity for residents to comment on experiences and safety at existing crosswalks and provide input on where new crosswalks are needed</p>	<p>Data Collection Summary</p> <p>Crosswalk Analysis & Results</p> <p>Conceptual Design Review</p> <p>Mapping Station</p>
Who	Island Pathways, ~10 individuals, a group of strata residents	75 unique contributors	~40 attendees

What We Heard – General Themes

- **Vehicle Speeds***
- **Pedestrian Safety and Comfort**
 - Frequent failure to yield, vehicles speeding past before pedestrians exit crosswalk
 - Lots of seniors and children in the area
- **Public Education**
 - Requests for a public education program on how to use crosswalks – STOP, LOOK, LISTEN or “Point to Safety”
 - School programs on children making eye contact with drivers to cross
- **Crosswalk Treatments**
 - Flashing lights are effective
 - “LOOK UP” pavement markings at crossings
 - Refresh pavement markings more regularly
 - Improved accessibility at crosswalks
- **Enforcement**
 - For speeding, and for failure to yield
- **On-street parking conflicts with crosswalk visibility**

What We Heard - Locations



- Generally consistent across open house, online form, and in-person discussions
- **New:** Atkins, Blain, Wildwood-Sharp heavily requested
- **Existing:** Improvements needed to Lower / Upper, Fulford-Ganges / Lower
- Flashing lights an emerging theme at many locations – help with pedestrian comfort

An aerial photograph of a coastal town. In the foreground, there are residential houses with brown roofs and a paved road with a yellow double line. A black car is driving on the road. To the left, there's a marina with many sailboats. The background features a large body of water, forested hills, and a cloudy sky.

Functional Designs

Top 6 Priority Locations

Functional Designs

1. Lower Ganges / Upper Ganges Road
2. Lower Ganges / Atkins Road
3. Lower Ganges / Blain Road
4. Fulford-Ganges / Salt Spring Coffee Parking + Gas Station
5. Lower Ganges / Purvis Lane – Hereford Ave
6. Lower Ganges / Village Terrace

Conceptual Design (scope expansion July 2025)

7. Lower Ganges / Wildwood-Sharp Road

Other Locations

- **Fulford-Ganges / Lower Ganges:** full intersection redesign is required for crosswalk and accessibility improvements (outside the scope of this project)
- **Lower Ganges / McPhillips:** crosswalk will form the north leg of the above intersection, no treatment recommendations at this time
- **Upper Ganges / Marina:** other priorities recommended over this location, low risk, minimal use is expected, and sightlines are clear for crossing outside of a marked crossing. Desire line for most pedestrian traffic is on the east side of Upper Ganges from Marina to Lower Ganges.
- **Lower Ganges / Rainbow:** crosswalk upgrades have been proposed in the Rainbow Road Sidewalk project. Flashing beacon will be retained. Potential to add a crosswalk over the north leg in the future.
- **Lower Ganges / Ganges Alley:** crosswalk and sight lines are sufficient, but better sidewalk is needed on the south side
- **Lower Ganges / Crofton:** existing flashing beacon works well.

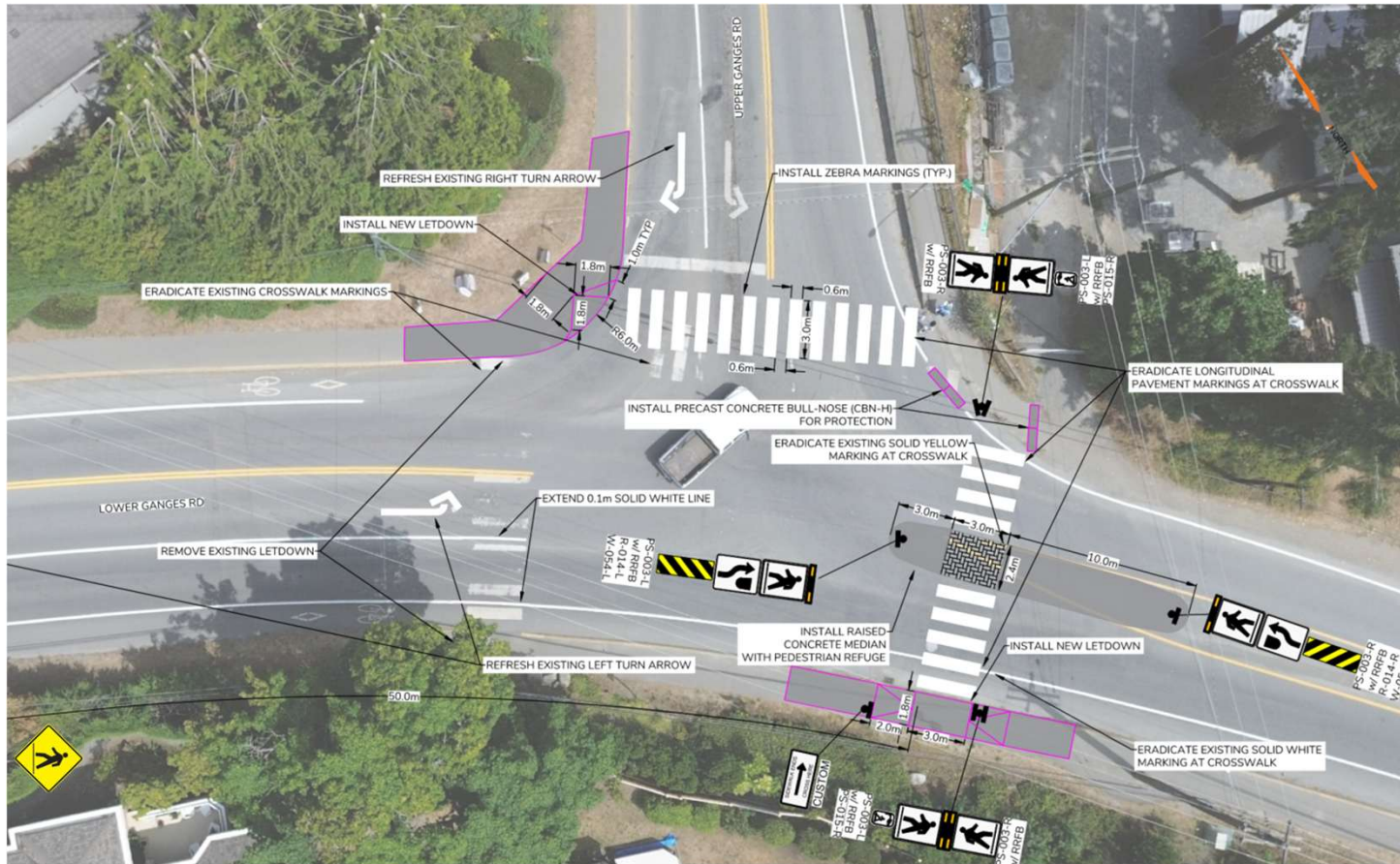
Lower Ganges / Upper Ganges Road

- **Roundabout is the top recommendation,** supported by public engagement
 - Assists with traffic movement from Long Harbour on Upper Ganges
 - Helps decrease speeds entering the Ganges Area
 - Facilitates crosswalks on both legs
 - Limited space – may require property acquisitions (WB-20 design vehicle)
- **Crosswalk Only Recommendation**
 - Provided within the scope of this study
 - General support at open house



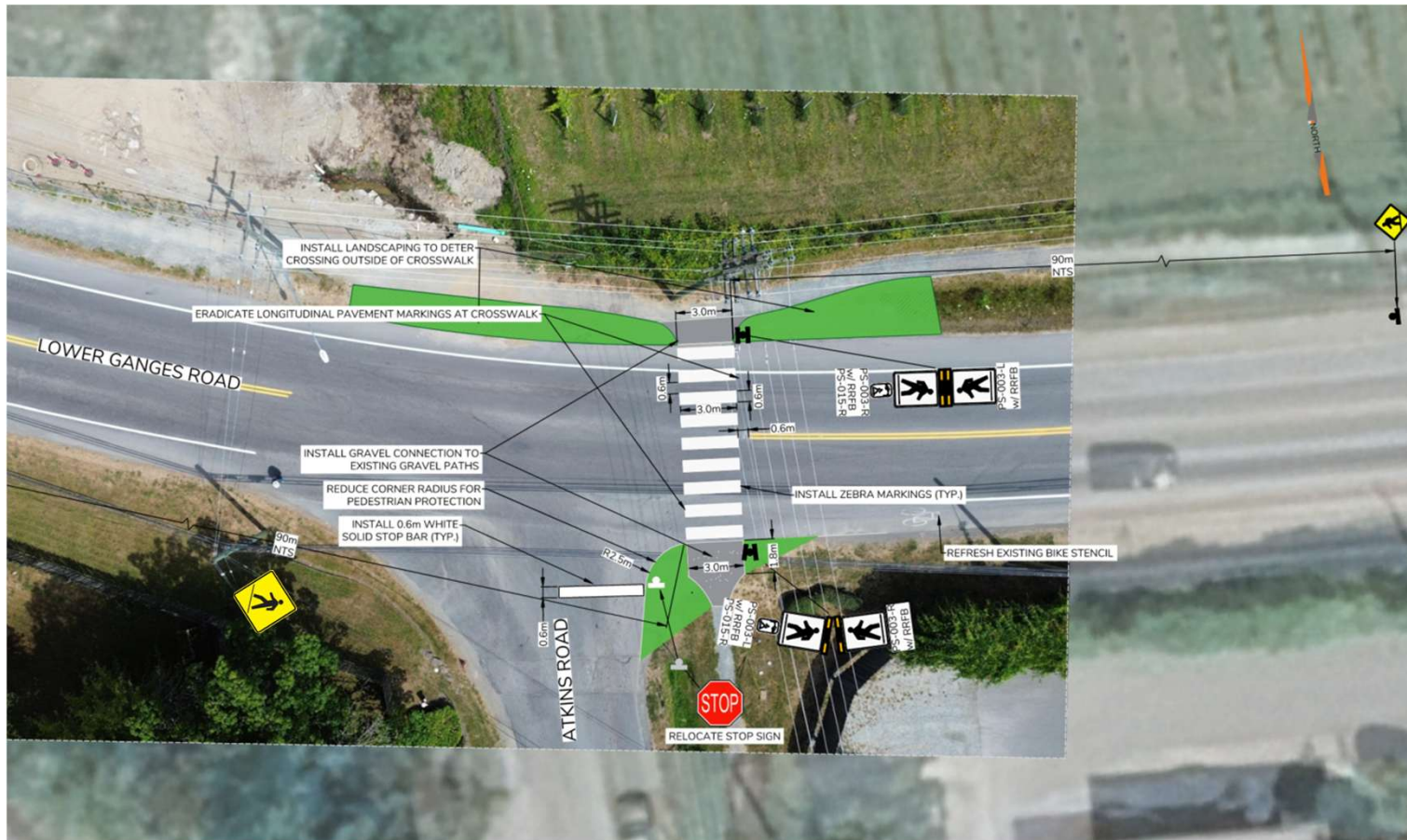
Lower Ganges / Upper Ganges Intersection: Property Lines

Lower Ganges / Upper Ganges Road



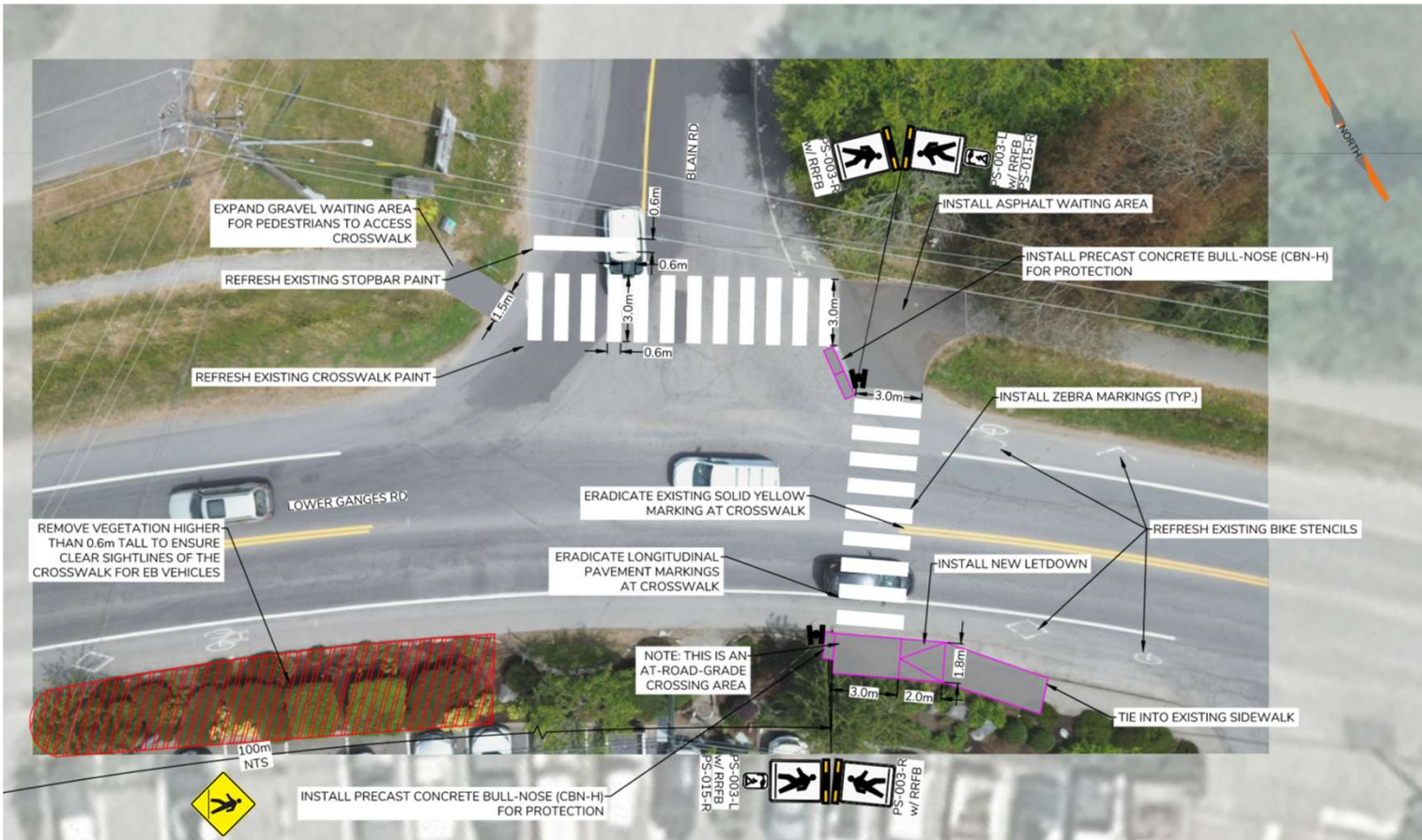
- Top location for crossing improvements (both for safety + public request)
- **Existing:** high speeds, vehicles failing to yield, poor visibility, misses pedestrian desire line on east side
- **Proposed:** relocate to east side, add RRFBs, pedestrian refuge island
- Better visibility with RRFBs, refuge allows seniors to feel protected while crossing

Lower Ganges / Atkins Road



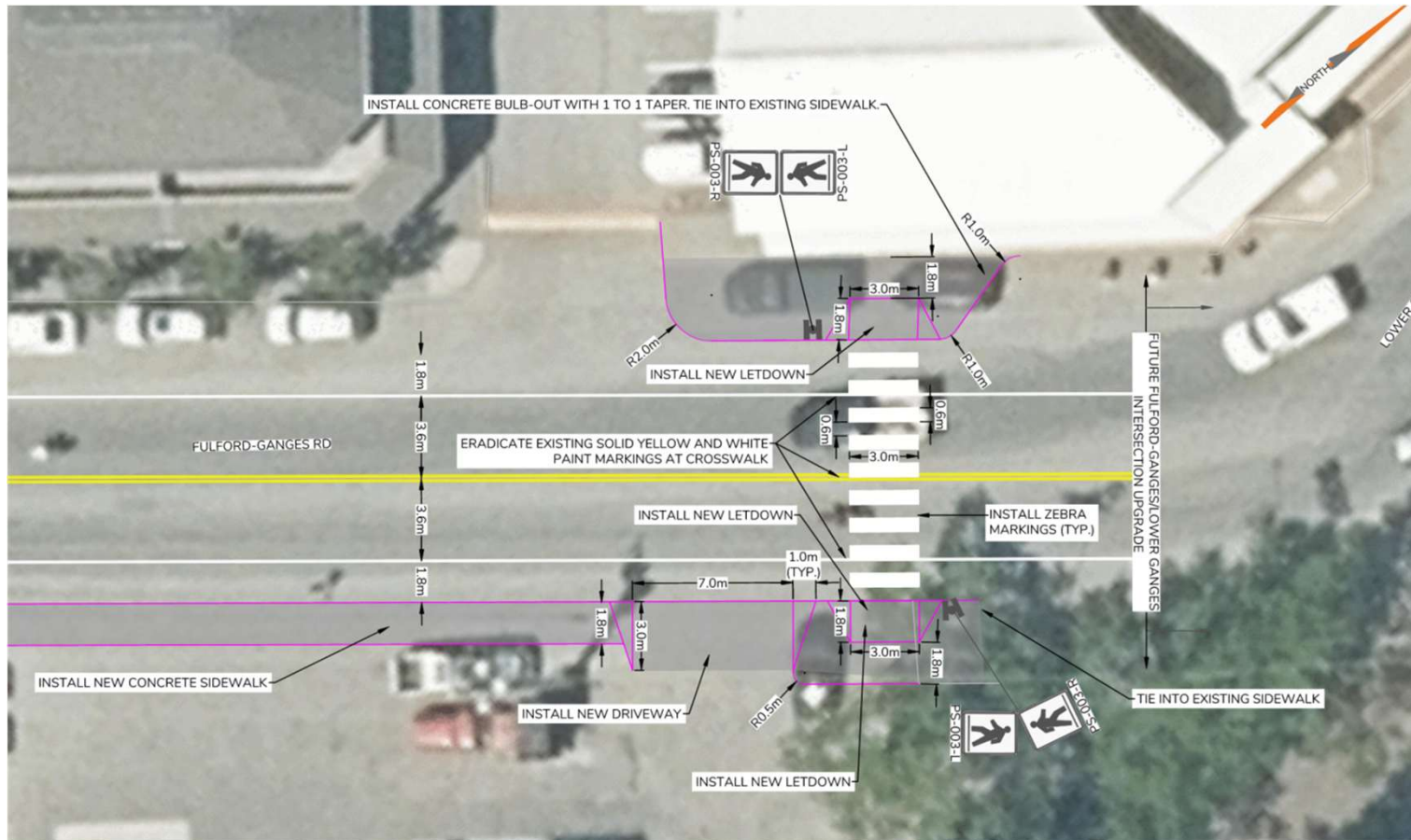
- Integral to Atkins path, very highly requested from engagement
- Impacted sightlines WB due to vertical curve + higher speeds expected after passing Country Grocer
- RRFBs improve visibility by extending available sight distance and expectation for drivers
- Northbound vehicles: relocate stop sign and paint stop bar, helps with sight distance

Lower Ganges / Blain Road



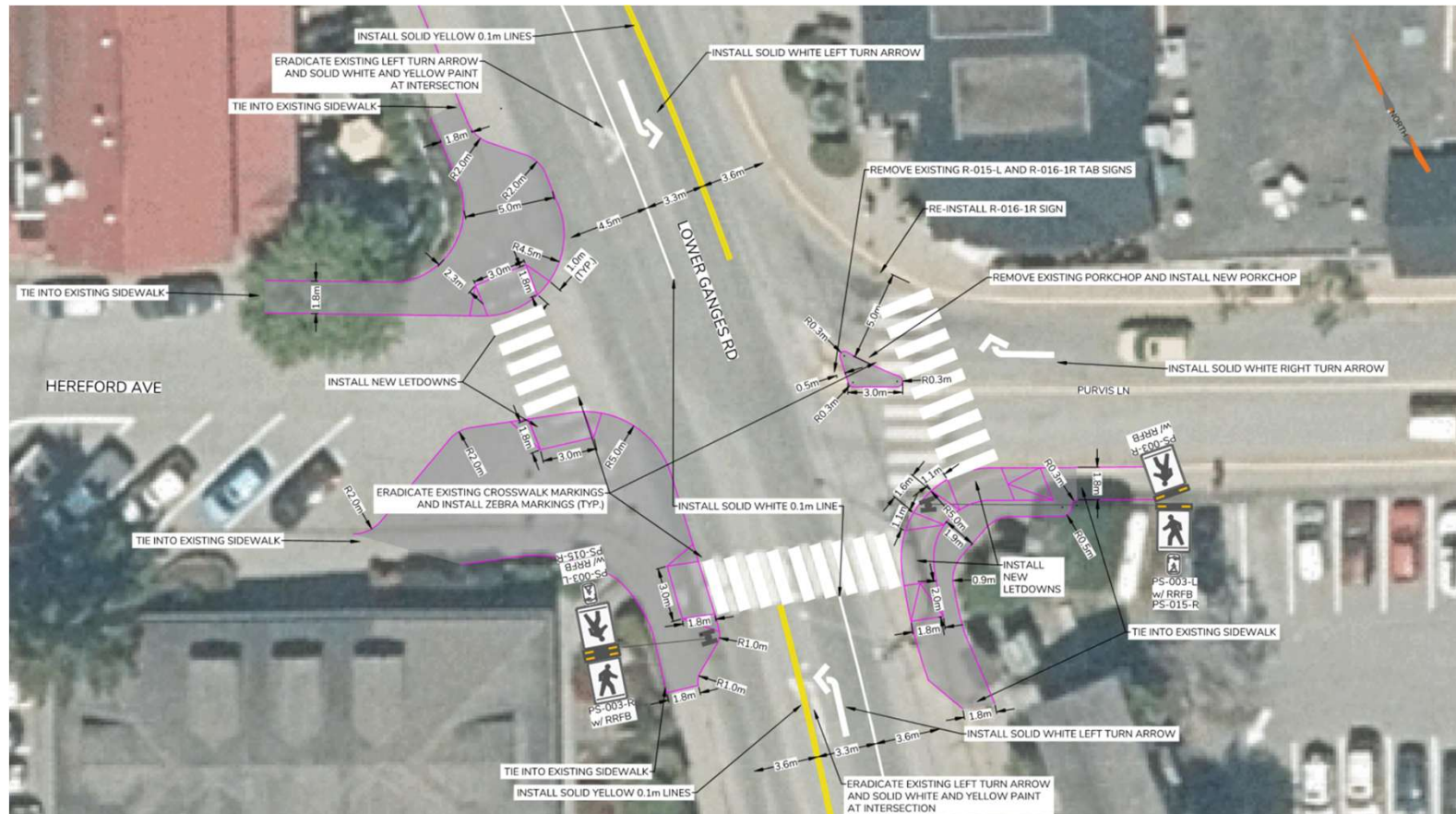
- Heavily requested
- High proportion of seniors look to cross here to access Country Grocer from Legion / Residential
- Closest crossing: Crofton 175m east → difficult for seniors with mobility impairments or devices
- RRFB install recommended to match Crofton control (high speeds anticipated)
- Limited sightlines eastbound requires vegetation removal

Fulford-Ganges / SSC Parking + Gas Station



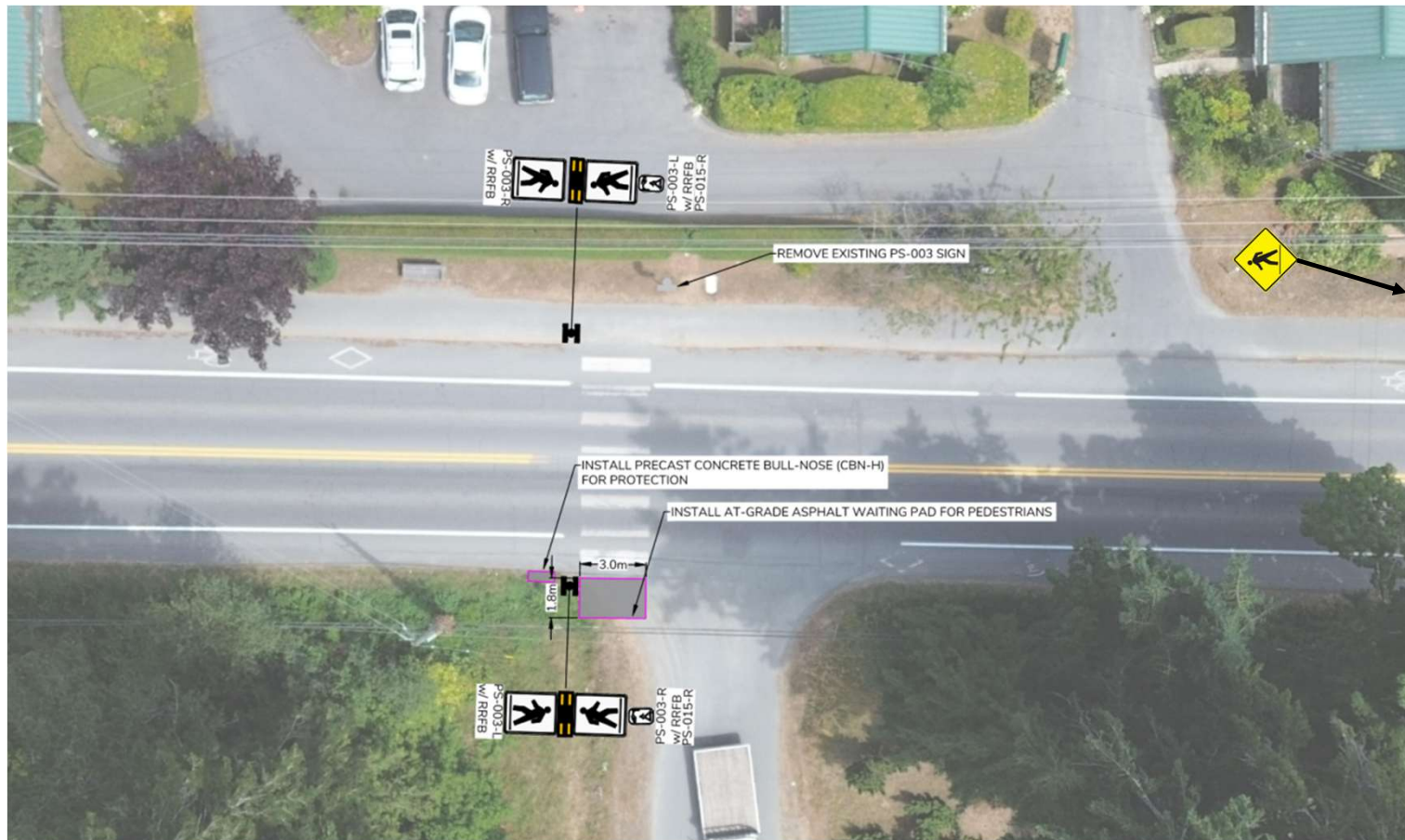
- **Heavy desire line:** 47% of crossers on Fulford-Ganges crossed near here
- **Easement:** two-way driveway to Centennial Park / commercial parking
- Opportunity to be the SW crossing for FG / LG intersection redesign
- Standard signed and marked crosswalk, concrete curb extension on the north side
- New sidewalk along the gas station side to Ganges Alley

Lower Ganges / Purvis – Hereford Avenue



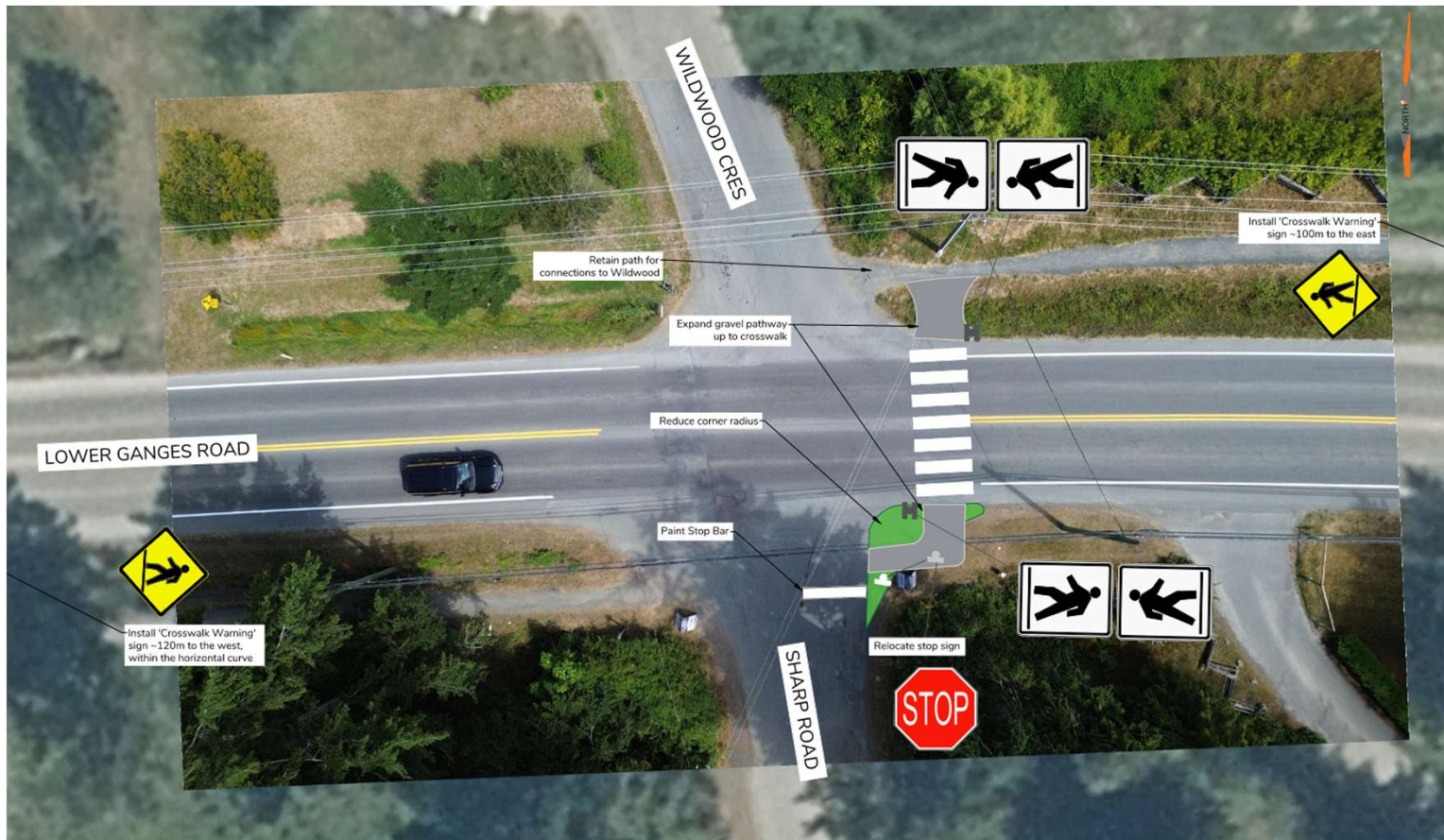
- High pedestrian activity between Purvis and Hereford
- New curb extensions and accessible letdowns recommended
- Shortened crossing distances over Hereford and Lower Ganges
- Lane widths:
 - Min 3.6m through
 - 3.3m turn
- RRFB recommended for visibility (left turns on both approaches)

Lower Ganges / Village Terrace




- High proportion of seniors in the area cross here to access the bus and trail connector
- Located between steep grades to the east and west – poor sightlines
- Observed and highly noted failure to yield here
- High speeds (tubes installed 70m east)
- RRFB install recommended, paint refresh

Lower Ganges / Wildwood – Sharp Road



- Connectivity between trails on the northeast and southwest corners of the intersection
- Special request by the LCC / CRD to include a dedicated **conceptual** design
- Standard signed & marked crosswalk, gravel pathway improvements, sign relocation, reduced corner radius

Schedule & Next Steps

1. LCC Meeting #1
2. Data Collection (July)
3. Crosswalk Review and Analysis (July – August)
4. Conceptual Designs (August – September)
5. Open House / Public Engagement (September)
6. Functional Designs (October – November)
7. Meeting with Ministry of Transportation and Transit (November 4th)
-  8. **LCC Meeting #2 (November 20th)**
9. **Class D Cost Estimates, Final Drawing Package, Crosswalk Analysis Report Submission (Early- to Mid-December)**

Questions?

Steve Martin MASc, EIT

smartin@wattconsultinggroup.com



**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, NOVEMBER 20, 2025**

SUBJECT **Transfer of Assets, Liabilities, and Reserve Balances to the Combined Parks and Recreation Service**

ISSUE SUMMARY

To authorize the transfer of all assets, liabilities, and reserve balances from the existing Salt Spring Island (SSI) Parks and Recreation-related services into the newly established Combined Parks and Recreation Service effective year-end 2025.

BACKGROUND

The Capital Regional District (CRD) has adopted Bylaw 4684 which amends establishment Bylaw No. 2422, "Salt Spring Island Parks, Arts and Recreation Facilities Bylaw No. 1, 1996" to combine the Parks and Recreation Service (Park Land 1.459) with the Swimming Pool Service (1.453), the Community Parks Service (1.455), and the Community Recreation Service (1.458). This consolidates the four existing SSI parks and recreation services into one unified service to enhance administrative efficiency, improve financial management, and enable borrowing authority for future capital projects benefitting the entire community.

Currently, the four separate services each maintain individual Capital Reserve Funds (CRF), Equipment Replacement Funds (ERF), Operating Reserve Funds (ORF), and a Park Land Acquisition Fund, all restricted by bylaw to their respective service purposes. Following the establishment of the new combined service, these reserve funds must be formally transferred into reserve accounts under the Combined Parks and Recreation Service.

The transfer will ensure that all funds remain dedicated to parks and recreation purposes while allowing greater flexibility in allocating resources toward projects that serve multiple facilities and program areas. The process will be completed through Local Community Commission (LCC) and CRD Board resolutions, ensuring continued financial accountability and transparency.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission recommends to the Capital Regional District (CRD) Board that all assets, liabilities, and reserve balances for the following services be transferred to the Salt Spring Island Parks and Recreation Facilities Local Service established under Bylaw No. 2422 as amended by Bylaw 4684, effective December 31, 2025:

- Bylaw No. 3206 Swimming Pool Service (1.453)
- Bylaw No. 4149 Community Parks Service (1.455)
- Bylaw No. 4151 Community Recreation Service (1.458)

Alternative 2

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

IMPLICATIONS

Financial Implications

The consolidation of assets, liabilities, and reserves represents a financial restructuring only and will not result in any increase to taxation.

The transfer will:

- Maintain all funds within the Parks and Recreation service purpose;
- Simplify financial reporting and long-term capital planning;
- Enable more flexible funding of multi-service capital projects; and
- Improve overall transparency and operational efficiency.

There are currently twelve separate reserves under the four previous parks and recreation services (Appendix A). Folding these reserves into four reserve funds supports coordinated capital investment planning across all parks and recreation assets (Appendix B).

Legal Implications

In accordance with the Local Government Act, the transfer of assets, liabilities, and reserve balances between dissolved and continuing services requires a resolution of both the Local Community Commission and the CRD Board. Legal review confirms this process is appropriate and consistent with the authority granted under the Local Government Act.

Service Delivery Implications

Combining liabilities, assets and reserves will improve the LCC's ability to plan and deliver community-wide capital projects that support recreation facilities, community programs, and park infrastructure. Without consolidation, reserves would remain fragmented and restricted to specific service boundaries, limiting the Commission's capacity to strategically fund projects across the broader system.

CONCLUSION

Transferring all assets, liabilities, and reserve balances into the expanded Salt Spring Island Parks and Recreation Facilities Local Service is a necessary administrative step following the adoption of Bylaw No. 4684. This action will streamline financial management, enhance flexibility in funding multi-use projects, and strengthen service delivery for the Salt Spring Island community.

RECOMMENDATION

That the Salt Spring Island Local Community Commission recommends to the Capital Regional District (CRD) Board that all assets, liabilities, and reserve balances for the following services be transferred to the Salt Spring Island Parks and Recreation Facilities Local Service established under Bylaw No. 2422 as amended by Bylaw 4684, effective December 31, 2025:

- Bylaw No. 3206 Swimming Pool Service (1.453)
- Bylaw No. 4149 Community Parks Service (1.455)
- Bylaw No. 4151 Community Recreation Service (1.458)

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

ATTACHMENTS

[Appendix A: 2025 Salt Spring Island Reserve Funds Summary](#)

[Appendix B: Consolidated 2025 Salt Spring Island Reserve Funds Summary](#)

1.45X SSI Pool, Park Land, Community Recreation and Community Parks
Reserves Summary
2026 - 2030 Financial Plan

Reserve/Fund Summary						
Reserve/Fund Summary	Estimated	Budget				
	2025	2026	2027	2028	2029	2030
1.459 SSI Park Land						
Operating Reserve Fund - SSI Park Land	34,081	22,477	47,477	77,477	107,477	137,477
Capital Reserve Fund - SSI Park Land	178,354	108,354	143,354	233,354	333,354	443,354
Capital Reserve Fund - Park Land Acquisition	651,820	401,820	401,820	401,820	401,820	401,820
Subtotal	864,255	532,651	592,651	712,651	842,651	982,651
1.453 SSI Pool						
Capital Reserve Fund - SSI Pool	111,313	86,313	146,313	211,313	281,313	356,313
Equipment Replacement Fund - SSI Pool	34,140	64,140	94,140	124,140	144,140	164,140
Subtotal	145,453	150,453	240,453	335,453	425,453	520,453
1.458 SSI Community Recreation						
Operating Reserve Fund	3,798	6,298	11,298	18,298	26,298	34,298
Capital Reserve Fund - Community Recreation Facilities	122,707	80,207	37,707	45,207	49,707	54,207
Equipment Replacement Fund	2,103	4,103	6,103	8,103	10,103	12,103
Subtotal	128,608	90,608	55,108	71,608	86,108	100,608
1.455 SSI Community Parks						
Operating Reserve Fund	14,624	7,624	12,624	17,624	22,624	29,624
Capital Reserve Fund - Community Parks	11,709	4,709	4,709	4,709	4,709	4,709
Capital Reserve Fund - Community Park Facilities	18,247	8,247	18,247	28,247	43,247	58,247
Equipment Replacement Fund	57,880	66,880	35,880	39,880	51,880	63,880
Subtotal	102,459	87,459	71,459	90,459	122,459	156,459
Ending Balance \$	1,240,775	861,171	959,671	1,210,171	1,476,671	1,760,171

1.459 SSI Parks and Recreation Facilities Local Service
Reserves Summary
2026 - 2030 Financial Plan

Reserve/Fund Summary						
Reserve/Fund Summary	Estimated	Budget				
	2025	2026	2027	2028	2029	2030
Capital Reserve Fund	442,330	287,830	350,330	522,830	712,330	916,830
Land Reserve Fund	651,820	401,820	401,820	401,820	401,820	401,820
Operating Reserve Fund	52,503	36,399	71,399	113,399	156,399	201,399
Equipment Replacement Fund	94,122	135,122	136,122	172,122	206,122	240,122
Ending Balance \$	1,240,775	861,171	959,671	1,210,171	1,476,671	1,760,171

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, NOVEMBER 20, 2025**

SUBJECT Mahon Hall, 114 Rainbow Road, Salt Spring Island

ISSUE SUMMARY

To review implications with assuming the operation and management of Mahon Hall.

BACKGROUND

At the June 19, 2025, regular meeting the Salt Spring Island (SSI) Arts Council gave a presentation regarding Mahon Hall Lease. In response to the presentation the Salt Spring Island Local Community Commission (LCC) passed the following motion:

“That the proposal be referred to staff to report back to the Salt Spring Island Local Community Commission.”

Located at 114 Rainbow Road in Ganges Village, Mahon Hall was originally constructed in 1902 and is considered a historic/heritage building. The building is a one-story wood framed structure with a crawl space/basement, cast in place concrete foundations and an asphalt shingle roof. The building has historical significance, aesthetic, cultural and social value.

Approximate timeline of renovations to the building:

- 1902 – Original construction of Mahon Hall.
- 1921 – Addition was added to the hall with the construction of the elevated stage.
- 1930 – Two extensions on eastern façade, small extension on corner (since removed).
- 1982 - Building restored with repairs to the roof, south entrance and wheelchair ramp.
- 2004 – New exterior paint and electrical panel.

The Salt Spring Arts Council (SSAC) currently leases the building from School District 64 (SD64) under a sixty-year lease effective December 31, 2014. SD64 has provided a longer-term lease based on the operational assumption that Mahon Hall cannot be used for education in the future. SSAC is responsible for all operating costs associated with Mahon Hall as well as all costs for preservation and renovation. SSAC is mainly made up of volunteers and has approached the LCC to take over their current lease with SD64 to better support building operations and required capital upgrades.

SSAC has completed several assessments including a Structural Assessment, a Geotechnical Assessment, Building Code Compliance Gap Assessment and Revitalization Study.

The Revitalization Study completed in 2023 provides four options for revitalization: A) Steward the hall, B) Steward the hall and basement, C) Steward the hall, basement and addition, D) New construction. High level cost estimates were provided for each option with option A being the cheapest.

Most recently in 2025 the SSAC commissioned a Mahon Hall Renewal Project Study to review previous assessments with a focus on functional improvements, safety improvements and energy efficiency improvements. The report also provides high level budget estimates and can serve as a key document when applying for grants or donations.

The LCC has assumed responsibility for several new facilities on SSI including Phoenix and the Ganges Fire Hall. How these facilities are going to be operated and the staff required to support operations is still to be determined. Prioritizing the future use and development of these sites should be prioritized ahead of taking on any new amenities or an increase in service levels.

When considering taking over the operation and management of new facilities or amenities the current staffing level should be assessed as well as the current funding model to identify capacity and funding requirements to support an increase in the service level.

When assessing staff capacity to support current and future facility management the creation of a facilities manager position should be explored. In addition to better supporting facilities currently under the LCC additional staff capacity may also be able to support facility management for contribution services such as Artspring and the SSI Library.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission defer the request from the Salt Spring Island Arts Council to assume the lease for Mahon Hall until future uses and staffing capacity have been determined for existing facilities including Phoenix and the Ganges Fire Hall.

Alternative 2

That the Salt Spring Island Local Community Commission requests that staff report back on the costs and funding model to support the addition of a facilities manager under the Salt Spring Island Administration service.

Alternative 3

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

IMPLICATIONS

Financial Implications

The 2023 Revitalization Study and the 2025 Mahon Hall Renewal Project Study include Rough Order of Magnitude (ROM) costs. These estimates have not been made public. Should the LCC wish to review the reports and cost estimates the report would need to be brought back in a closed meeting. Note that cost estimates are not based on preliminary or detailed designs and do not account for escalating construction costs including tariffs.

Operating Implications

The Salt Spring Island Parks and Recreation department has acquired several new facilities in recent years including assuming the operation and management of the Rainbow Recreation Centre in 2018, the creation of the Mouats Bike Park in 2018, the Salt Spring Island Multi Space in 2022, Mount Maxwell Community Park in 2024, Phoenix Elementary in 2024, Morningside Drive Park in 2025 and will assume full responsibility for the Ganges Fire Hall in 2026. Capital improvements for the Salt Spring Island Library have been handed to the SSI Engineering Team who support capital improvements for CRD infrastructure and buildings on the island. Transit and Transportation infrastructure has also been added to the parks maintenance workplan. The management, operation, repairs and regular maintenance of Mahon Hall will require additional staff support should the LCC wish to assume responsibility of the building.

Social Implications

Mahon Hall is a historic hall that is over 120 years old. The hall is well-known as the host of Artcraft, visual arts exhibitions, arts workshops, community theater performances and other community events.

Archaeological Implications

Situated on the land of the traditional territory of the Coast Salish people, specifically the ancestral and unceded territory of the Hul'qumi'num and SENCOTEN speaking peoples the hall borders a registered archaeological site requiring permitting and First Nation consultation prior to any land altering works.

CONCLUSION

Mahon Hall, constructed in 1902, is a designated heritage building in Ganges Village that has been identified through recent assessments as requiring significant capital improvements and preventative maintenance. The SSAC, a volunteer-based organization, has requested that the LCC assume its current lease with SD 64 to better support building operations and upgrades. If the CRD were to take on the lease, substantial financial investment, capital works, and additional operational resources would be required. Given the LCC's ongoing assumption of other facilities with uncertain cost implications, further assessment is needed to determine the long-term feasibility and sustainability of CRD involvement with Mahon Hall.

RECOMMENDATION

That the Salt Spring Island Local Community Commission defer the request from the Salt Spring Island Arts Council to assume the lease for Mahon Hall until future uses and staffing capacity have been determined for existing facilities including Phoenix and the Ganges Fire Hall.

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

REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF THURSDAY, NOVEMBER 20, 2025

SUBJECT SSI Centennial Park Garden Upgrades

ISSUE SUMMARY

To seek direction from the Salt Spring Island Local Community Commission (LCC) to enhance the garden areas within Centennial Park in response to visitor complaints.

BACKGROUND

Centennial Park is a central public gathering space in Ganges Village, hosting the popular Saturday Market, seasonal community events, and serving as a daily destination for both residents and visitors. Past park upgrades have focused on infrastructure improvements, including washrooms, playground, drainage, and the plaza. However, the garden areas have not received significant investment or enhancement in several years.

Wildflower seeds were planted as part of the Centennial Park Plaza upgrade project; however, the plantings have since deteriorated, become overgrown, and no longer contribute positively to the park's visual character.

Community feedback, including comments shared on social media platforms and online visitor reviews, frequently note that the gardens lack vibrancy, flowers, shrubs, and overall visual appeal. These observations highlight a desire among residents and visitors to see the park's green spaces restored and maintained to reflect the park's importance as the heart of Ganges Village.

Enhancing the garden areas presents an opportunity to:

- Improve the visual quality and first impressions of Ganges Village's main public park.
- Respond directly to community feedback regarding the park's current appearance.
- Support biodiversity and pollinator-friendly plantings through native and seasonal species.
- Encourage year-round use and enjoyment by providing more engaging and visually dynamic spaces.

Potential improvements could include replanting with perennial and native flowering species, adding shrubs and decorative planters, and implementing a seasonal maintenance plan to sustain garden health and appearance. Collaboration with local garden clubs and volunteer groups could also be explored to support ongoing stewardship however an initial investment in the gardens would be required.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission requests that staff defer consideration of the Centennial Park Garden Upgrade Project to the 2027 Budget Planning meeting.

Alternative 2

That the Salt Spring Island Local Community Commission requests that staff include Project (26-17) Centennial Park Garden Upgrade Project funded by \$5,000 of capital reserve funding and that an additional \$4,800 of operating funds be included in the 2026 Final Budget Parks and Recreation Five Year Financial Plan.

Alternative 3

That the Salt Spring Island Local Community Commission refers the report back to staff for additional information.

IMPLICATIONS

Financial Implications

The provisional 2026 Parks and Recreation Centennial Park plants and planters budget is \$290, up from \$280 in 2025. This funding supports materials for a “pre market” clean of the garden beds where staff weed and lay bark mulch. CRD parks staff wages to complete this work are not included in this line item.

Preliminary estimates suggest that an initial investment of \$10,000 would be required to support landscaping design, soil improvements and plantings to upgrade the current wildflower beds as well as improvements to the remaining planters and shrubs in Centennial Park. Irrigation to the wildflower beds surrounding the plaza was installed as part of the plaza upgrade. Additional funding would be required to maintain the beds throughout the year and for annual upgrades.

Funding sources for initial upgrades to the wildflower beds could include the SSI Parks and Recreation capital reserves, Community Works Funds or an increase to the requisition. Any improvements to the gardens would require additional annual maintenance costs added to the parks and recreation operating budget.

Centennial Park Garden Upgrade Project		
Initial Upgrades	Replace wildflower beds with soil improvements, shrubs and plantings	\$5,000
Annual Maintenance (staff time)	Monthly weeding and seasonal planting	\$4,800
Annual Repairs (materials)	Annual soil and bark mulch application	\$2,000
Total		\$11,800

CONCLUSION

Enhancing the gardens in Centennial Park will revitalize one of Salt Spring Island’s most visible and well-used public spaces. Community and social media feedback indicate a desire for more vibrant, well-maintained, and seasonally appealing garden areas. Investing in these improvements will strengthen the park’s role as a welcoming gathering place for residents and visitors alike.

RECOMMENDATION

That the Salt Spring Island Local Community Commission requests that staff defer consideration of the Centennial Park Garden Upgrade Project to the 2027 Budget Planning meeting.

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

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, NOVEMBER 20, 2025**

SUBJECT **Review of the Jackson Road Pedestrian and Bike Path Design**

ISSUE SUMMARY

To review the Jackson Road pedestrian and bike path design prior to progressing towards final approvals.

BACKGROUND

The Capital Regional District (CRD) is advancing the Jackson Road Pathway Project to improve active transportation connections between Jackson Avenue, McPhillips Avenue, and the Ganges Village core. The project includes new sidewalk, cycling lane, and crosswalk improvements to enhance pedestrian and cyclist safety and expand the island's active transportation network. Engineering consulting services have been initiated to prepare full engineered pathway and cycling designs consistent with Ministry of Transportation and Infrastructure (MOTI) requirements and BC Active Transportation Grant eligibility criteria. The planned design corridor includes:

- 240 metres of sidewalk,
- 200 metres of cycling lane, and
- Three new crosswalks along Jackson Avenue and McPhillips Avenue.

The designs must integrate with existing infrastructure, address environmental and geotechnical constraints, and include coordination with adjacent private landowners where statutory rights-of-way or land acquisitions may be required.

CRD will provide archaeological oversight and coordinate First Nations consultation. The engineering consultant will lead all technical design work, engage MOTI, and manage all required sub-consultants.

IMPLICATIONS

Alignment with Existing Plans & Strategies

This Active Transportation proposal is in alignment with the Salt Spring Island Active Transportation Network Plan (2023). The Salt Spring Island Local Community Commission (LCC) identified the development of active transportation initiatives in and around Ganges Village as a priority in the 2024 LCC Strategic Plan.

Financial Implications

The Active Transportation Infrastructure Grant program is currently deferred and could be re-started in the future. The program required that the local government contribute a minimum of 30% of the project costs associated with developing the project. Other grant programs will also be pursued.

An initial class C estimate is in process and will be further developed following the completion of

the design. Reserve funding of \$130,000 has been included in the 2026 capital plan to support matching funds for potential grant opportunities.

First Nations Reconciliation

WSÁNEĆ Leadership Council and CRD have quarterly meetings to review projects that require land alteration for consideration of archaeology and cultural heritage. This project does not appear to overlap any areas of high potential or registered archaeological sites however given the proximity to surrounding areas of high potential the project may be brought forward to a future quarterly meeting for discussion.

Intergovernmental Implications

The Ministry of Transportation and Infrastructure (MOTI) is the authority having jurisdiction over the road right of ways on Salt Spring Island. Any final design decisions are at the discretion of MOTI.

CONCLUSION

The Jackson Road Pathway Project advances key active transportation priorities for Salt Spring Island by improving safety and connectivity for pedestrians and cyclists. Preliminary designs meet provincial standards and position the project for future grant opportunities. Ongoing coordination with MOTI, First Nations, and affected property owners will refine the final design and ensure regulatory requirements are met.

RECOMMENDATION

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

Submitted by:	Dan Ovington, BBA, Senior Manager, CRD Salt Spring Island Administration
Concurrence:	Stephen Henderson, MBA, B Sc, General Manager, Electoral Area Services

ATTACHMENT

Appendix A: Location Map and Draft Engineered Pathway Design

CAPITAL REGIONAL DISTRICT

SALT SPRING ACTIVE TRANSPORTATION PROJECT

JACKSON AND MCPHILLIPS AVENUE IMPROVEMENTS

Appendix A

PROJECT No. 34288

SUBMISSION DATE: SEPTEMBER 10, 2025

ISSUED FOR GRANT SUBMISSION

Sheet List Table	
Sheet Number	Sheet Title
00	COVER
01	GENERAL NOTES
02	JACKSON AVENUE STA. 0+000 TO STA. 0+170
03	ELGIN RD - STA. 1+000 TO STA. 1+260
04	MCPHILLIPS AVENUE STA. 1+000 TO STA. 1+090
05	DETAILS
06	TYPICAL SECTIONS



LOCATION PLAN
NOT TO SCALE

GENERAL NOTES:

1.

ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH:
 - CAPITAL REGIONAL DISTRICT ENGINEERING SPECIFICATIONS; UNLESS OTHERWISE NOTED;
 - APPLICABLE CONTRACT DOCUMENTS AND ALL SPECIFICATIONS REFERENCED THEREIN;
 - MINISTRY OF ENVIRONMENT AND/OR FEDERAL DEPARTMENT OF FISHERIES AND OCEANS;
 - MINISTRY OF TRANSPORTATION "BC TRAFFIC CONTROL MANUAL FOR WORK ON ROADWAYS", LATEST EDITION; AND
 - WORK SAFE BC, LATEST EDITION.
- THE CONTRACTOR SHALL MAINTAIN ON SITE COPIES OF THE ABOVE DOCUMENTS AND SHALL ENSURE THAT ALL SUB CONTRACTORS ARE THOROUGHLY FAMILIAR WITH THE APPLICABLE SECTIONS OF THE DOCUMENTS.
2.

THE CONTRACTOR SHALL REPAIR OR REPLACE ANY EXISTING STREETS, SERVICES, SIGNS, LANDSCAPING, DRIVEWAY LETDOWNS, PRIVATE LANDSCAPING, OR PRIVATE IMPROVEMENTS THAT MAY BE DAMAGED AS A RESULT OF CONSTRUCTION. REPAIRS TO EXISTING CAPITAL REGIONAL DISTRICT SERVICES SUCH AS WATER, SANITARY SEWER, STORM SEWER, AND STREET OR TRAFFIC LIGHTING SHALL BE MADE BY THE OWNER AT COST TO THE CONTRACTOR. REPAIRS TO EXISTING SURFACE WORKS MAY BE DONE BY THE CONTRACTOR AT THE DISCRETION OF THE CONTRACT ADMINISTRATOR.
3.

ALL PROVIDED DATA UTILIZES A GRID BASED COORDINATE SYSTEM (SCALE FACTOR = 0.9996076).
4.

THE LOCATION OF EXISTING UTILITIES IS COMPILED FROM OWNER AND UTILITY SUPPLIED RECORD DRAWINGS AND ARE CONSIDERED APPROXIMATE ONLY. THE EXACT LOCATION AND EXTENT OF UTILITIES SHOULD BE DETERMINED BY CONSULTING THE LOCAL AUTHORITIES AND UTILITY COMPANIES CONCERNED. THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION AND INVERT ELEVATION BY HAND OR HYDROVAC EXCAVATION BEFORE CONSTRUCTION OF UTILITY CROSSINGS AND SHALL BE RESPONSIBLE FOR RESTORATION OF ANY DAMAGE TO EXISTING UTILITIES. ANY COSTS ASSOCIATED WITH UTILITY CONFLICTS THAT WERE NOT PRE-LOCATED WILL BE THE CONTRACTORS RESPONSIBILITY.
5.

REPORT ANY DISCREPANCIES TO THE CONTRACT ADMINISTRATOR A MINIMUM 72 HOURS PRIOR TO CONSTRUCTION TO ENSURE THAT THE LINE AND GRADE CAN BE ADJUSTED TO SUIT FIELD CONDITIONS AS REQUIRED.
6.

RESTORATION OF EXISTING DRIVEWAYS, CURBS, STAIRS AND WALKWAYS TO CONFORM TO CAPITAL REGIONAL DISTRICT ENGINEERING SPECIFICATIONS AND THE CONTRACT DRAWINGS; AND TO BE INCIDENTAL TO THE UNIT PRICES IN THE CONTRACT.
7.

EVERY EFFORT IS TO BE MADE TO SAVE EXISTING LANDSCAPING WITHIN THE ROAD R.O.W. LANDSCAPING IS TO BE RESTORED TO ITS ORIGINAL OR BETTER CONDITION. IN THE EVENT OF LANDSCAPING REMOVAL THE PROPERTY OWNER SHALL BE ADVISED OF THE REMOVAL AND THE LANDSCAPING PLACED IN OWNERS PROPERTY UPON THEIR REQUEST.
8.

ALL SURVEY MONUMENTS WITHIN THE PROJECT BOUNDARIES SHALL BE PROTECTED DURING THE COURSE OF THE WORK. SHOULD ANY SURVEY MONUMENT REQUIRE RAISING OR RELOCATION, THE CONTRACTOR SHALL NOTIFY THE CONTRACT ADMINISTRATOR AT LEAST 72 HOURS IN ADVANCE OF SCHEDULING WORK.
9.

SURVEY PINS DISTURBED DURING THE COURSE OF CONSTRUCTION SHALL BE REPLACED BY A B.C. LAND SURVEYOR AT THE CONTRACTOR'S EXPENSE.
10.

ALL ELEVATIONS ARE GEODETIC AND REFERENCED TO INTEGRATED SURVEY MONUMENT ELEVATIONS LOCATED ON ROAD RIGHT-OF-WAYS.
11.

ALL PUBLIC ROADWAYS AFFECTED BY THE WORKS SHALL BE KEPT IN A CLEAN STATE AT ALL TIMES AND FREE OF EQUIPMENT AND MATERIALS AT ALL TIMES WHEN CONSTRUCTION ACTIVITY IS NOT UNDERWAY. DUST CONTROL MEASURES SHALL ALSO BE EMPLOYED.
12.

THE CONTRACTOR IS SOLELY RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES, AND FOR COORDINATING THE VARIOUS PARTS OF THE WORK. -THE CONTRACTOR IS RESPONSIBLE TO ENSURE THAT DISRUPTION TO SERVICE SHOULD BE MINIMIZED AND COORDINATED WITH THE CONTRACT ADMINISTRATOR AND OWNER. IF DISRUPTION IS ANTICIPATED, TO NOTIFY THE CONTRACT ADMINISTRATOR & OWNER A MINIMUM OF 72 HOURS PRIOR, AND OBTAIN APPROVAL FOR THE DISRUPTION.
13.

THE CONTRACTOR SHALL PROVIDE TEMPORARY PATCHING OF SIDEWALKS AND CURBS AND GUTTERS TO BE MADE WITH HOT MIX ASPHALT AND MEET THE EXISTING SURFACE.
14.

ALL GRASS AREAS TO BE REINSTATED TO EXISTING OR BETTER CONDITION. THE CONTRACTOR IS RESPONSIBLE FOR A 1 YEAR MAINTENANCE PERIOD. GRASS AREA'S SHALL BE COMPLETED AS SPECIFIED WITHIN THE CONTRACT DRAWINGS, EITHER :

A)

200mm OF TOPSOIL AND HYDROSEEDDED PER THE PROCEEDING SPECIFICATIONS (WHERE SPECIFIED); OR

B)

200mm OF TOPSOIL AND PREMIER PACIFIC SEEDS "PREMIER 100% NATIVE RIPARIAN MIX" OR APPROVED ALTERNATIVE (WHERE SPECIFIED).
15.

PAVEMENT MARKINGS AND SIGNAGE ARE TO BE PER TAC MUTCD UNLESS OTHERWISE NOTED.
16.

SURFACE RESTORATION IS TO BE COMPLETED AS PER CAPITAL REGIONAL DISTRICT ENGINEERING SPECIFICATIONS AND THE CONTRACT DRAWINGS; UNLESS OTHERWISE NOTES.
17.

SURFACE MILLING INCLUDES ALL BUTT JOINTS, AND MINOR PROFILING AS SHOWN ON THE CONTRACT DRAWINGS AND AS DIRECTED BY THE CONTRACT ADMINISTRATOR. ALL BUTT JOINTS TO BE SURFACE MILLED TO 0 TO 50mm OVER MIN. 5m LENGTH OR AS DIRECTED BY CONTRACT ADMINISTRATOR. BUTT JOINTS TO BE "KEYED IN".
18.

THE CONTRACTOR WILL BE RESPONSIBLE FOR COMPLETION OF ALL TAPED TEMPORARY AND PERMANENT PAINT AND THERMOPLASTIC PAVEMENT MARKINGS IN THE *PLACE OF THE WORK*. THE OWNER WILL NOT BE PROVIDING ROAD MARKING DRAWINGS FOR THE INSTALLATION OF PERMANENT MARKINGS. THE CONTRACTOR SHALL THEREFORE BE REQUIRED TO PERFORM ANY PRE AND POST-CONSTRUCTION SURVEY WORK ESSENTIAL FOR THE REINSTATEMENT OF PERMANENT PAVEMENT MARKINGS TO THEIR PRE-CONSTRUCTION LOCATIONS. TEMPORARY PAVEMENT MARKINGS ARE TO BE PLACED DAILY. PERMANENT LANE MARKINGS ARE TO BE PLACED WITHIN SEVENTY-TWO (72) HOURS OF FINAL PAVING AND PERMANENT THERMOPLASTIC PAVEMENT MARKINGS ARE TO BE PLACED WITHIN FIVE (5) DAYS OF FINAL PAVING.
19.

WORK ON MUNICIPAL ROAD ALLOWANCE PERMIT MUST BE ACQUIRED FROM THE CAPITAL REGIONAL DISTRICT PRIOR TO CONSTRUCTION (CRD REQUIRES MINIMUM 5 DAYS TO PROCESS PERMIT REQUEST).

ENVIRONMENTAL NOTES:

1.

ALL CATCHBASINS IN PROXIMITY TO TRENCH WORK OR EXPOSED ROAD BASE WILL BE FITTED WITH MANUFACTURED INLET CONTROL DEVICES AND OR 'FILTER SACK' TYPE CATCHBASIN CONTROL (OR APPROVED ALTERNATIVE). CONTROL DEVICES TO BE MAINTAINED IN A FULLY FUNCTIONAL STATE AT ALL TIMES.
2.

INLET CONTROL DEVICES (I.E. FILTER SACKS) MUST HAVE A MINIMUM 8" DROP FROM SURFACE OF THE CATCHBASIN.
3.

UNDER NO CIRCUMSTANCES ARE CATCHBASINS TO BE FITTED WITH GEOTEXTILE SHEATHS CUT FROM STOCKPILE ROLLS.
4.

AVOID EARTH DISTURBING ACTIVITIES DURING SUBSTANTIAL RAIN EVENTS.
5.

THE CONTRACTOR SHOULD AVOID STOCKPILING SOILS, SANDS AND OTHER ERODIBLE MATERIALS ONSITE WHERE POSSIBLE. IT IS PREFERABLE TO "HOT-LOAD" SPOIL DIRECTLY INTO TRUCKS FOR OFFSITE DISPOSAL. IF TEMPORARY WASTE OR SOIL STOCKPILES ARE NECESSARY, MAKE SURE THEY ARE FULLY COVERED WITH POLYETHYLENE DRAWING OR TARPS AND WEIGHTED WITH SANDBAGS.
6.

TRACKING OF SEDIMENT, SOIL AND/OR ROADBASE FROM WORKSITE TO VEHICLE TRAVEL LANES MUST BE PREVENTED.
7.

ROADS MUST BE SWEPT CLEAN OF SOIL, LOOSE ROAD BASE, EARTH AND SEDIMENT. MECHANICAL SWEEPING IS PREFERRED TO MANUAL SWEEPING. HOWEVER, FREQUENT HAND SWEEPING IS PREFERABLY TO ONCE DAILY MECHANICAL SWEEPING.
8.

THE CONTRACTOR IS RESPONSIBLE FOR ENSURING THAT NO SEDIMENT OR SEDIMENT LADEN WATER IS DISCHARGED FROM THE WORKS TO THE OWNER'S DRAINAGE SYSTEM .
9.

AN EMERGENCY SPILL KIT WILL BE KEPT ONSITE AT ALL TIMES THE CONTRACTOR IS OPERATING. SPILL KITS MUST INCLUDE BOOMS, SPILL PADS, GLOVES, AND CATCHBASIN BARRIERS. A SPILL KIT WITH AT LEAST 125 LITRES ABSORBENCY IS RECOMMENDED. SANDBAGS AND A SUPPLY OF SAND MUST BE KEPT ONSITE.
10.

IT IS THE CONTRACTOR'S RESPONSIBILITY TO DEVELOP A SPILL RESPONSE PLAN THAT PROVIDES WRITTEN SAFE WORK PROCEDURES IN THE EVENT OF A SPILL.
11.

THE CONTRACTOR IS TO HAVE ONSITE SODIUM THIOSULPHATE TO TREAT CHLORINATED WATER IN THE EVENT OF A WATER MAIN BREAK.
12.

THE CONTRACTOR IS TO DISPOSE OF CHLORINATED WATER AT AN APPROVED LOCATION ONLY AFTER APPROPRIATE TREATMENT WITH SODIUM THIOSULPHATE. AT NO TIME WILL THE CONTRACTOR DISCHARGE CHLORINATED WATER DIRECTLY TO A CATCHBASIN, CREEK, DITCH OR SWALE.
13.

THE CONTRACTOR IS TO OBTAIN OWNER'S APPROVAL PRIOR TO DISCHARGING FLUSHING WATER OR DISINFECTION WATER TO OWNER SANITARY SEWER MANHOLES.

TRAFFIC MANAGEMENT, NOTIFICATION AND APPROVAL NOTES:

1.

THE CONTRACTOR SHALL PROVIDE CONSTRUCTION SIGNAGE, BARRIERS, FLASHING INDICATORS, ETC. AT ALL TIMES TO ENSURE THE SAFETY OF THE PUBLIC. TRAFFIC CONTROL WILL BE REQUIRED FOR ALL CONSTRUCTION WORKS WITHIN THE TRAVELED PORTION OF THE ROAD. NO ROAD SHALL BE CLOSED WITHOUT THE WRITTEN CONSENT OF THE OWNER.
2.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE DISPOSAL OF ALL EXCAVATED MATERIAL UNSUITABLE FOR REUSE AT A SUITABLE OFF-SITE DISPOSAL AREA, IN ACCORDANCE WITH ALL APPLICABLE REGULATIONS.
3.

THE CONTRACTOR SHALL ENSURE THAT ALL APPROVALS REQUIRED FOR THE PROPOSED WORKS HAVE BEEN OBTAINED FROM ALL AUTHORITIES AND AGENCIES PRIOR TO COMMENCING THE WORK.
4.

RESIDENTS, BUSINESSES & SCHOOL DISTRICT DIRECTLY AFFECTED BY CONSTRUCTION OF THESE WORKS AND SERVICES SHALL BE GIVEN 5 DAYS WRITTEN NOTICE OF THE PROPOSED START OF CONSTRUCTION. THE CONTRACTOR IS TO DISTRIBUTE A NOTICE OF CONSTRUCTION LETTER TO ALL AFFECTED RESIDENTS AND BUSINESSES. LETTER TO DIRECT INQUIRIES TO CONTRACT ADMINISTRATOR. FOLLOWING CONSTRUCTION ACTIVITY ON ANY PRIVATE PROPERTY, A WRITTEN RELEASE MAY BE REQUIRED FROM THE PROPERTY OWNER AT THE DISCRETION OF THE OWNER.
5.

APPROVALS FOR REQUIRED TREE CUTTING OR TRIMMING NOT INDICATED IN CONTRACT DRAWINGS SHALL BE OBTAINED BY THE CONTRACTOR FROM THE OWNER PRIOR TO WORK BEING PERFORMED.
6.

CONTRACTOR TO OBTAIN APPROVED LANE CLOSURE REQUEST FORM FOR ALL WORKS. APPROVED REQUESTS ARE CIRCULATED TO ALL EMERGENCY SERVICES. CONTRACTOR TO PROVIDE MINIMUM 7-DAYS NOTICE TO THE CAPITAL REGIONAL DISTRICT AND MOTI.
9.

CONTRACTOR TO SUBMIT A TRAFFIC MANAGEMENT PLAN WITH LANE CLOSURE REQUEST FOR ALL MAJOR ROADS AND ANY LOCAL ROADS WHICH REQUIRE ANY DETOURS.
10.

ALL TRAFFIC CONTROL TO CONFORM TO THE LATEST EDITION OF THE BC MOTI TRAFFIC CONTROL MANUAL FOR WORK ON ROADWAYS.
11.

APPROVAL OF NOISE VARIANCE FOR ALL WORK OUTSIDE OF NORMAL APPROVED WORK HOURS REQUIRED BY THE CAPITAL REGIONAL DISTRICT.
12.

NOTICE OF CONSTRUCTION SIGNS TO BE INSTALLED AT PROJECT LIMITS AS PER BELOW. NOTIFY CONTRACT ADMINISTRATOR WITH CONSTRUCTION SCHEDULE AND LOCATIONS. SIGNS PROVIDED AND INSTALLED BY CONTRACTOR.
13.

CONTRACTOR TO PROVIDE NOTICE OF CONSTRUCTION SIGNS AT LOCATIONS DETERMINED BY THE CONTRACT ADMINISTRATOR A MINIMUM OF 5 DAYS PRIOR TO THE START OF CONSTRUCTION.
14.

THE CONTRACTOR SHALL NOTIFY BC TRANSIT A MINIMUM OF TWO WEEKS PRIOR TO CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING WITH BC TRANSIT FOR THE RELOCATION OF BUS STOPS.

PARKS NOTES:

1.

THE OWNER WILL RETAIN THE PROJECT ARBORIST. THE PROJECT ARBORIST SHALL SUPERVISE EXCAVATION WORK WITHIN CRITICAL ROOT ZONES OF ALL TREES.
2.

ALL EXCAVATION WORK WITHIN 5 METERS OF ALL TREES SHALL BE SUPERVISED BY AN I.S.A. CERTIFIED ARBORIST (PROJECT ARBORIST).
3.

THE CONTRACTOR MUST CONTACT THE PARKS DIVISION PRIOR TO THE START OF SITE WORK TO IDENTIFY THE PROJECT ARBORIST AND PROVIDE THE DATES THAT THE PROJECT ARBORIST WILL BE ON SITE.
4.

TREE PROTECTION MEASURES MUST BE USED TO RETAIN THE HEALTH, STRUCTURE, STABILITY AND REDUCE NEGATIVE IMPACTS TO THE TREES.
5.

ROOTS CRITICAL FOR TREE HEALTH, STRUCTURE AND STABILITY SHALL BE PRESERVED AND PROTECTED THROUGHOUT THE PROJECT.
6.

THE PROJECT ARBORIST SHALL UNDERTAKE/SUPERVISE ALL REQUIRED ROOT CUTTING.
7.

NON-DAMAGING METHODS OF EXCAVATION ARE REQUIRED AROUND TREES, AIR SPADING, HAND DIGGING AND HYDRO EXCAVATION MAY BE REQUIRED AS DIRECTED BY THE PROJECT ARBORIST.
8.

WHEN HYDRO-EXCAVATING, LOW PRESSURE OR HAND DIGGING MUST BE USED TO EXPOSE THE TREE ROOTS. ONCE EXPOSED, THE ROOTS MUST BE WRAPPED FOR PROTECTION FROM DAMAGE.
9.

WHEN ROOTS ARE TO REMAIN EXPOSED FOR MORE THAN 2 DAYS, PROTECTION MUST BE PUT IN PLACE TO STOP DRYING AND DESICCATION OF THE EXPOSED ROOTS.
10.

THE PARKS DIVISION MUST BE CONTACTED IMMEDIATELY IF THE PROJECT ARBORIST IDENTIFIES DECAY, STRUCTURAL FLAW, TREE INSTABILITY OR CONSTRUCTION IMPACTS THAT REQUIRE THAT A TREE OR PORTION OF A TREE BE REMOVED.
11.

THE PROJECT ARBORIST SHALL PROVIDE A WRITTEN REPORT TO CRD PARKS DETAILING THE WORK THAT WAS UNDERTAKEN, IMPACTS TO THE TREE/TREES AND ANY RECOMMENDED REMEDIAL WORK.
12.

HYDROSEEDING TO BE USED FOR TOPSOIL SURFACE RESTORATION WHERE POSSIBLE (UNLESS OTHERWISE NOTED).
13.

ALL TREE REMOVAL TO BE COMPLETED OUTSIDE OF BIRD NESTING WINDOW (MARCH 15 - AUGUST 17)

THE CONTRACTOR MUST OBTAIN TREE PERMIT(S) FROM PARKS AS REQUIRED FOR WORK.

STORM DRAIN NOTES:

1.

SEWER AND DRAIN PIPE UP TO AND INCLUDING 150mm DIAMETER SHALL BE PVC DR-28 UNLESS OTHERWISE NOTED.
2.

SEWER AND DRAIN PIPE 200mm TO 525mm SHALL BE PVC DR-35 UNLESS OTHERWISE NOTED.
3.

ALL PVC PIPE SHALL BE C.S.A APPROVED.
4.

ALL CATCH BASIN LEADS SHALL BE 150mm DIAMETER PVC DR-28 AT MINIMUM 2.0% (UNLESS NOTED OTHERWISE).
5.

PROVIDE SHOP DRAWINGS FOR APPROVAL PRIOR TO CONSTRUCTION FOR ALL MANHOLES / MANHOLE BASES.
6.

A PROFESSIONAL ENGINEER, REGISTERED IN THE PROVINCE OF BC, SHALL REVIEW, INSPECT, AND USE BEST ENGINEERING PRACTICES TO PROTECT THE EXISTING CRD RESIDUAL SOLIDS LINE FROM THE EXCAVATION, BACKFILL AND COMPACTION ACTIVITIES. THE CONTRACTOR SHALL PROVIDE MINIMUM 1-DAYS WRITTEN NOTICE PRIOR TO WORK WITHIN 3.0 m OF EXISTING CRD INFRASTRUCTURE.
7.

THE CONTRACTOR SHALL INITIATE A BC1 CALL SHALL DURING THE CONSTRUCTION PHASE (INCLUDING EXPLORATORY EXCAVATIONS OR PRE-LOCATES) TO REQUEST A UTILITY LOCATE SERVICE TO PROTECT THE EXISTING CRD RESIDUAL SOLIDS LINE.

GENERAL LEGEND		
EXISTING	PROPOSED	DESCRIPTION
		BENCH MARK - GEODETIC DATUM
		CONCRETE CURB
		PAVEMENT EDGE
		SIDEWALK
		WATER REDUCER
		WATER VALVE
		AIR RELEASE VALVE
		HYDRANT
		CAPPED END
		FLUSH VALVE
		WATER SERVICE CONNECTION c/w METER
		SANITARY SEWER MANHOLE
		SANITARY SEWER SERVICE (C/W INSPECTION CHAMBER)
		STORM DRAIN
		CLEANOUT
		STORM DRAIN SERVICE (C/W INSPECTION CHAMBER)
		STORM DRAIN CULVERT
		CATCH BASIN - TOP INLET
		LAWN DRAIN
		SILT TRAP
		DITCH
		TOP OF BANK
		FENCE WALL
		UNDERGROUND HYDRO TEL
		GASMAIN WITH GAS VALVE
		STATUTORY RIGHT-OF-WAY
		PROPERTY LINE
		DAVIT STREETLIGHT POLE
		UTILITY POLE C/W ANCHOR
		TRAFFIC SIGNAL POLE
		JUNCTION BOX
		HYDRO KIOSK
		POWER VAULT
		SIGN
		TREE

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SALT SPRING ACTIVE TRANSPORTATION PROJECT
GENERAL NOTES

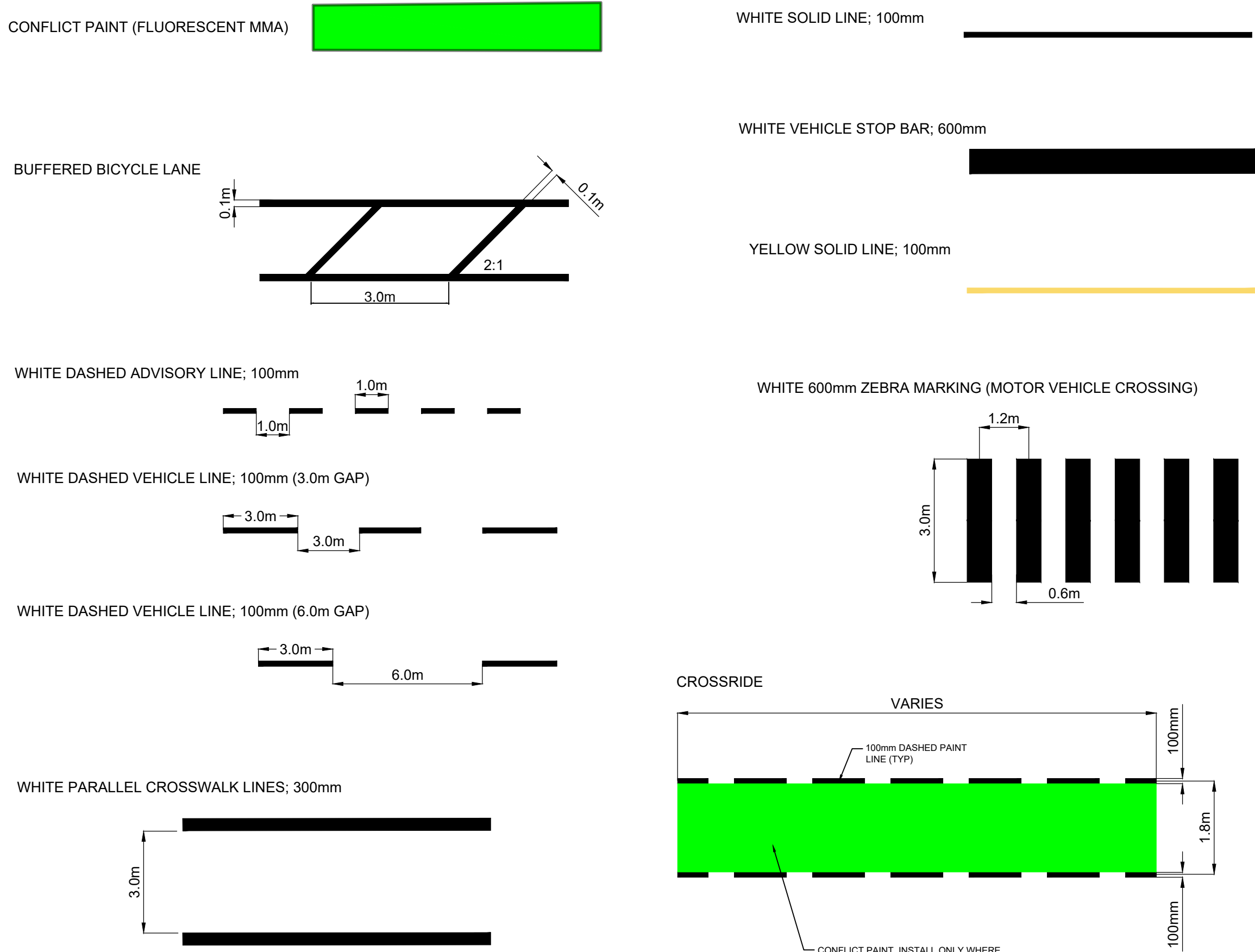


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PLOT DATE	September 10, 2025			REV. 0

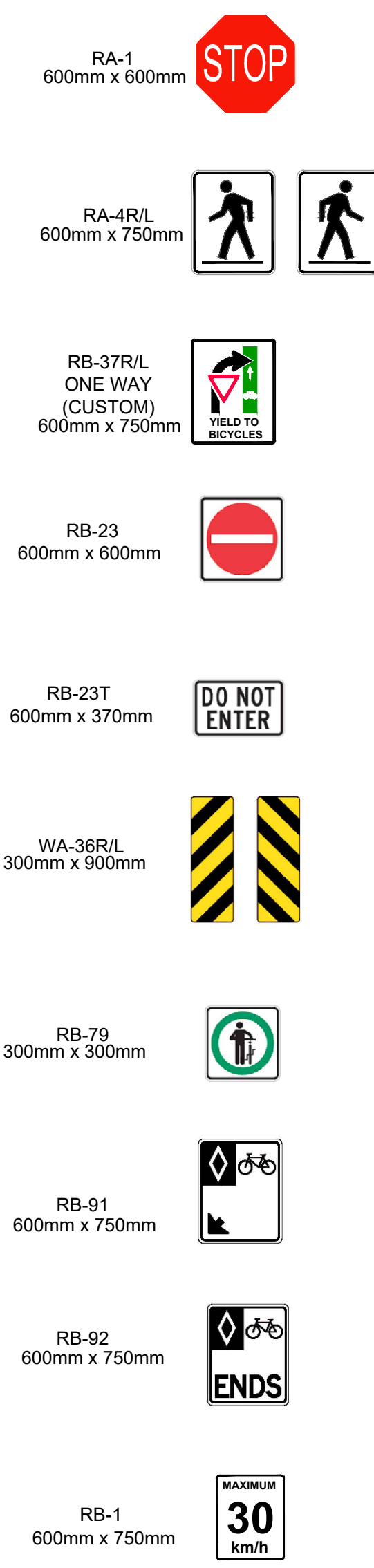
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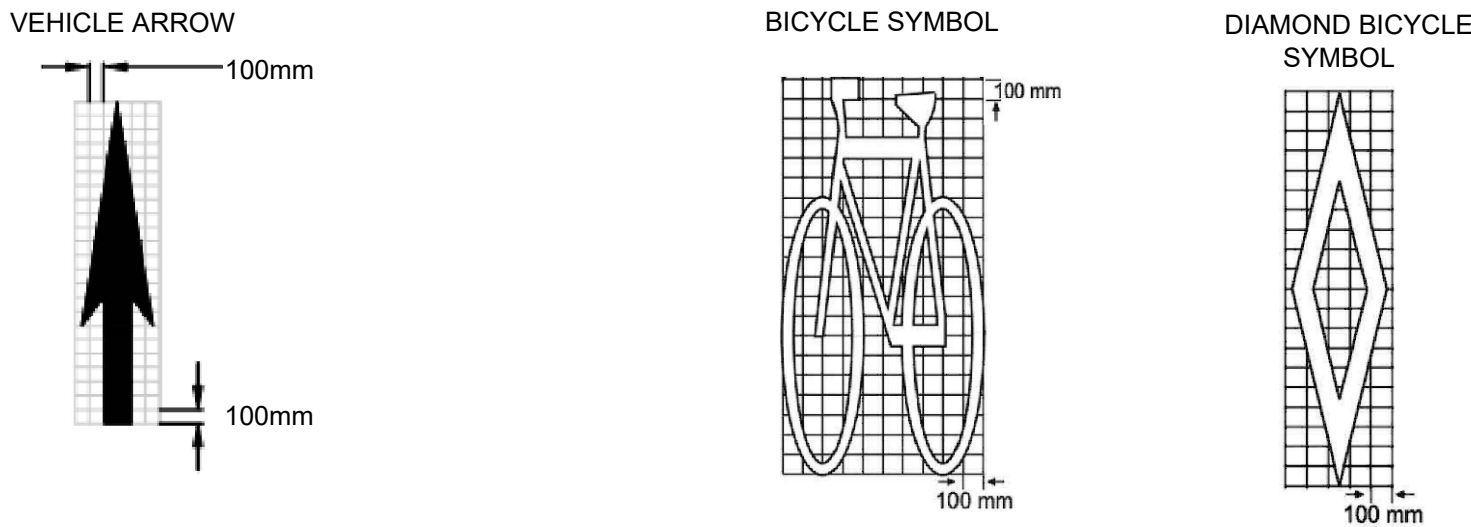
PAVEMENT DETAILS



SIGNAGE DETAILS



- ALL PAVEMENT MARKINGS AND SIGNS PER THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), LATEST EDITION UNLESS STATED OTHERWISE. ALL REGULATORY AND SAFETY SIGNAGE PER TRANSPORTATION ASSOCIATION OF CANADA'S BIKEWAY TRAFFIC CONTROL GUIDELINES FOR CANADA, LATEST EDITION UNLESS STATED OTHERWISE. ALL PAVEMENT MARKINGS TO BE THERMOPLASTIC UNLESS OTHERWISE SPECIFIED.
- ALL SIGNS TO BE DIAMOND GRADE.
- ALL SIGN POSTS TO BE CAPPED.
- PAVEMENT MARKINGS ARE NOT TO SCALE.
- CONFLICT PAINT METHYL-METHACRYLATE (MMA):
 - ULTRA-VIOLET ("UV") STABLE;
 - ISO CERTIFIED DURABLE ROAD MARKING MATERIAL;
 - HAVE MINIMUM SKID RESISTANCE OF 49 BPN;
 - COLOUR MUST MATCH THE CITY'S CURRENT GREEN TINT (PANTONE #368) WHICH CONFORMS TO THE NEW FHWA FLUORESCENT GREEN STANDARDS; AND
 - GLASS BEADS MUST CONFORM TO AASHTO M247 TYPE 1 (STANDARD GRADATION) SPECIFICATIONS.
- WHITE AND YELLOW PAVEMENT MARKINGS WITHIN MMA CONFLICT PAINT TO BE MMA.
- ALL BIKE STENCILS INCLUDING BIKE SYMBOLS, SHARROWS, DIRECTIONAL CHEVRONS, RESERVED SYMBOL DIAMONDS AND ARROWS, ETC. SHALL BE PERFORMED TORCH ON THERMOPLASTIC STENCILS THAT WILL REQUIRE SURFACE CLEANING/HEATING AND APPLICABLE SEALER APPLIED BEFORE APPLICATIONS.
- ALL POURED/SPRAYED AND SCREED THERMOPLASTIC APPLICATIONS SHALL HAVE A MINIMUM THICKNESS OF 60 MILS AND A MAXIMUM THICKNESS OF 120 MILS.



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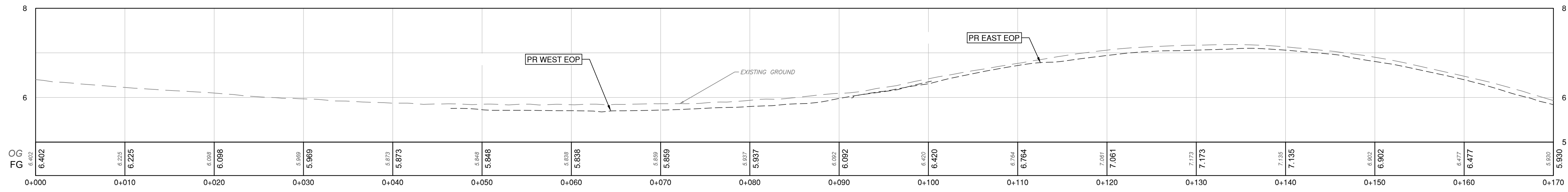
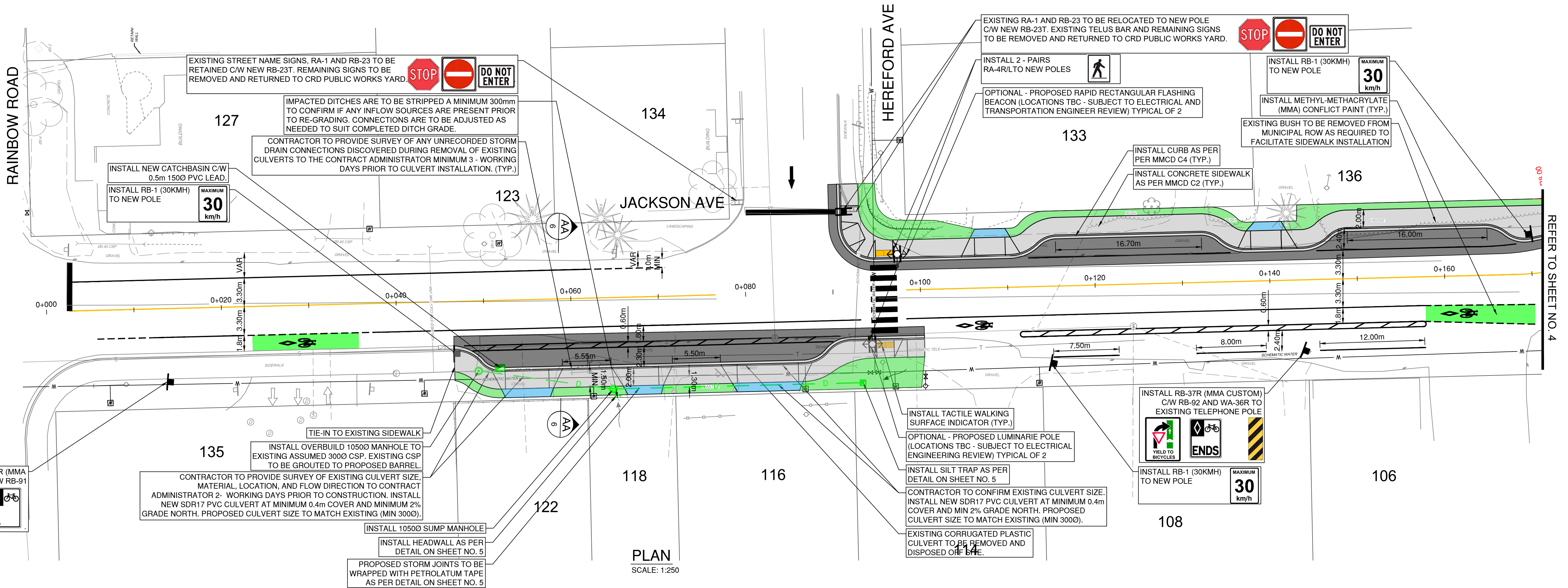







ROAD WORKS

SALT SPRING ACTIVE TRANSPORTATION PROJECT
PAVEMENT MARKING AND SIGNAGE LEGEND



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HATCHING LEGEND	
	PROPOSED 80mm FULL DEPTH ASPHALT RESTORATION
	PROPOSED CONCRETE
	PROPOSED 50mm ASPHALT DRIVEWAY
	PROPOSED NATIVE GRASS
	TACTILE WARNING SURFACE INDICATOR (ARMOR-TILE ADA-C-2424 OR APPROVED ALTERNATIVE)

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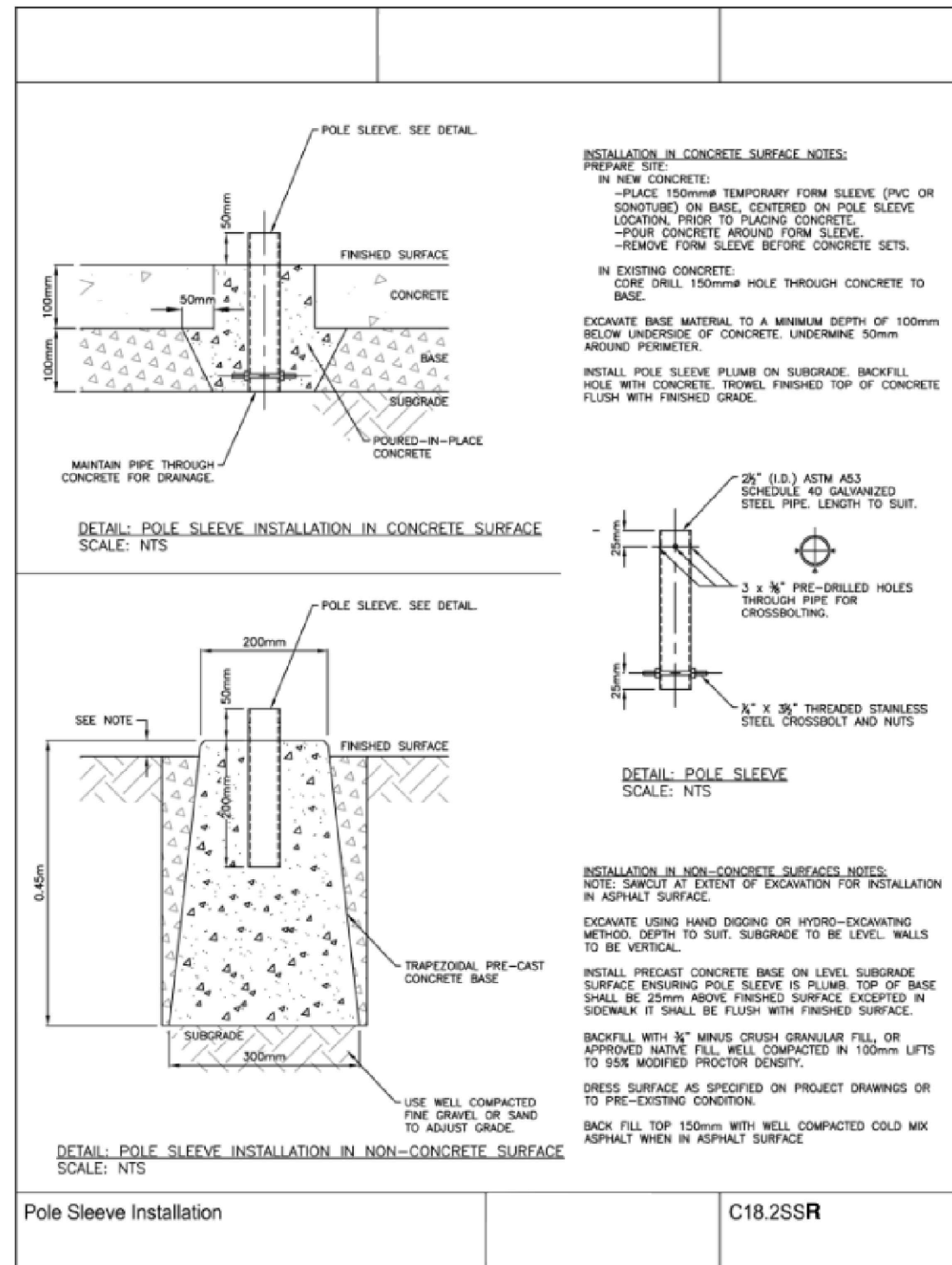
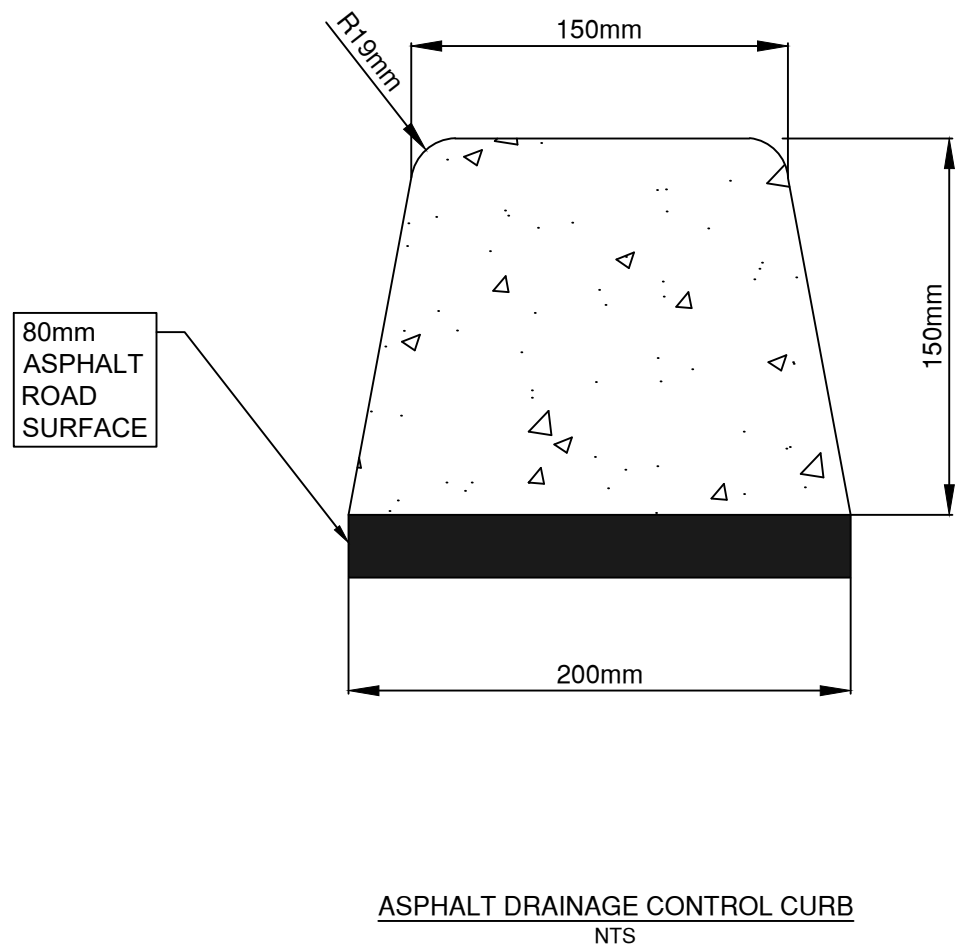
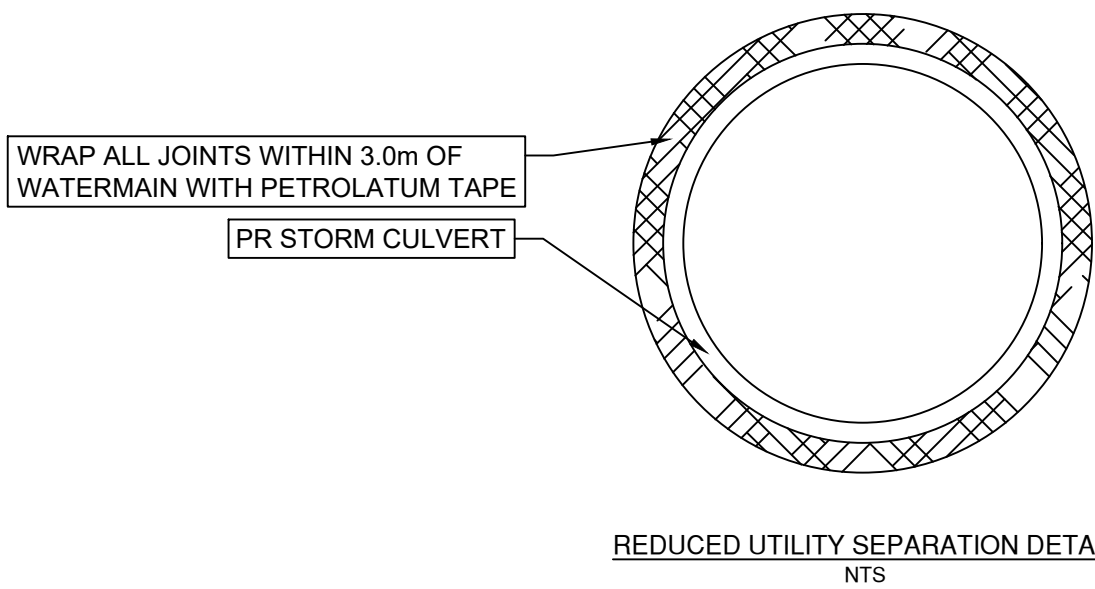
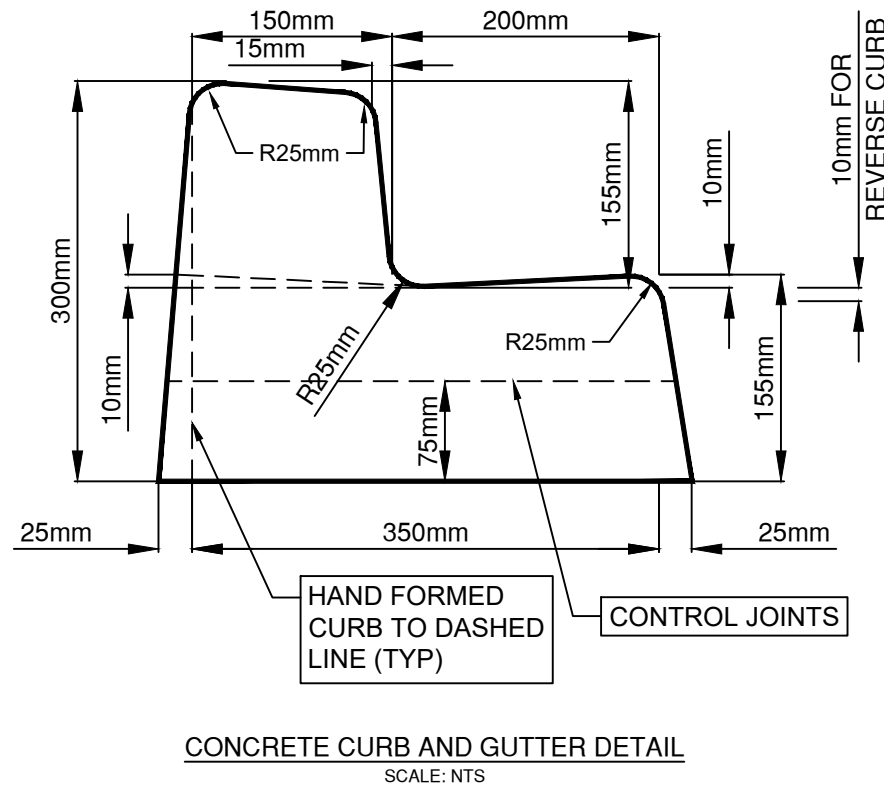
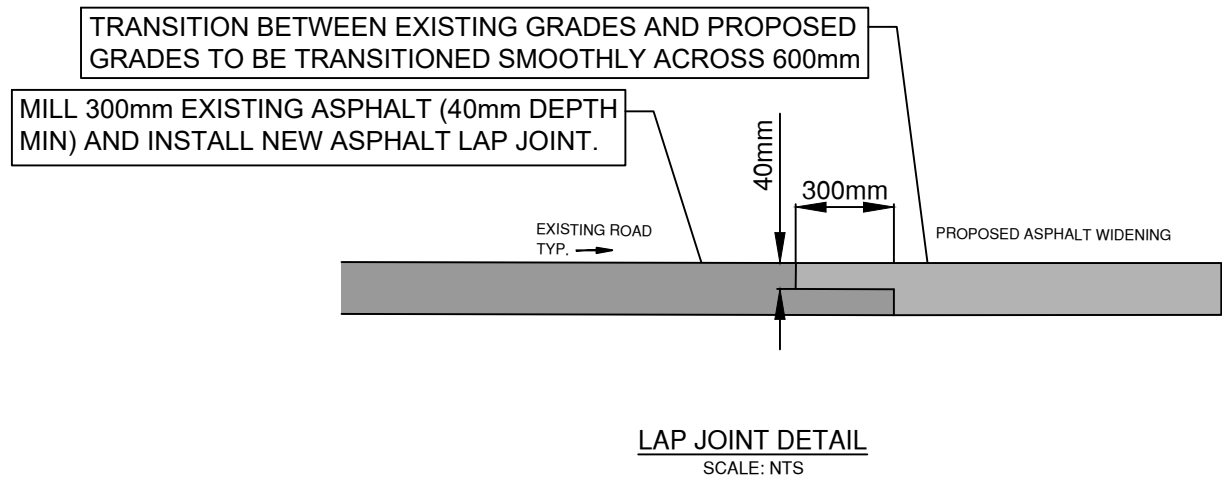
ROAD WORKS

SALT SPRING ACTIVE TRANSPORTATION PROJECT
JACKSON AVENUE STA. 0+000 TO STA. 0+170

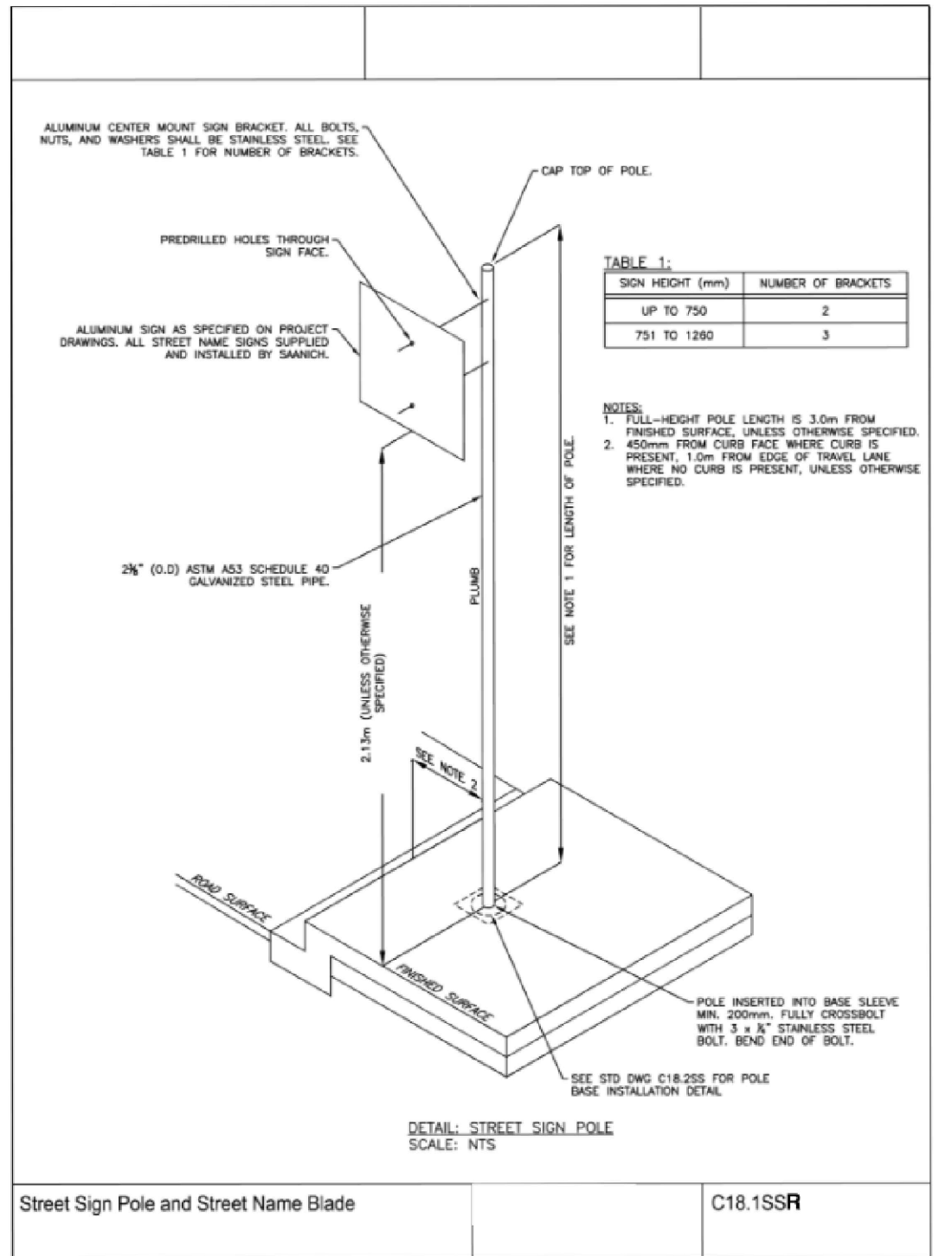


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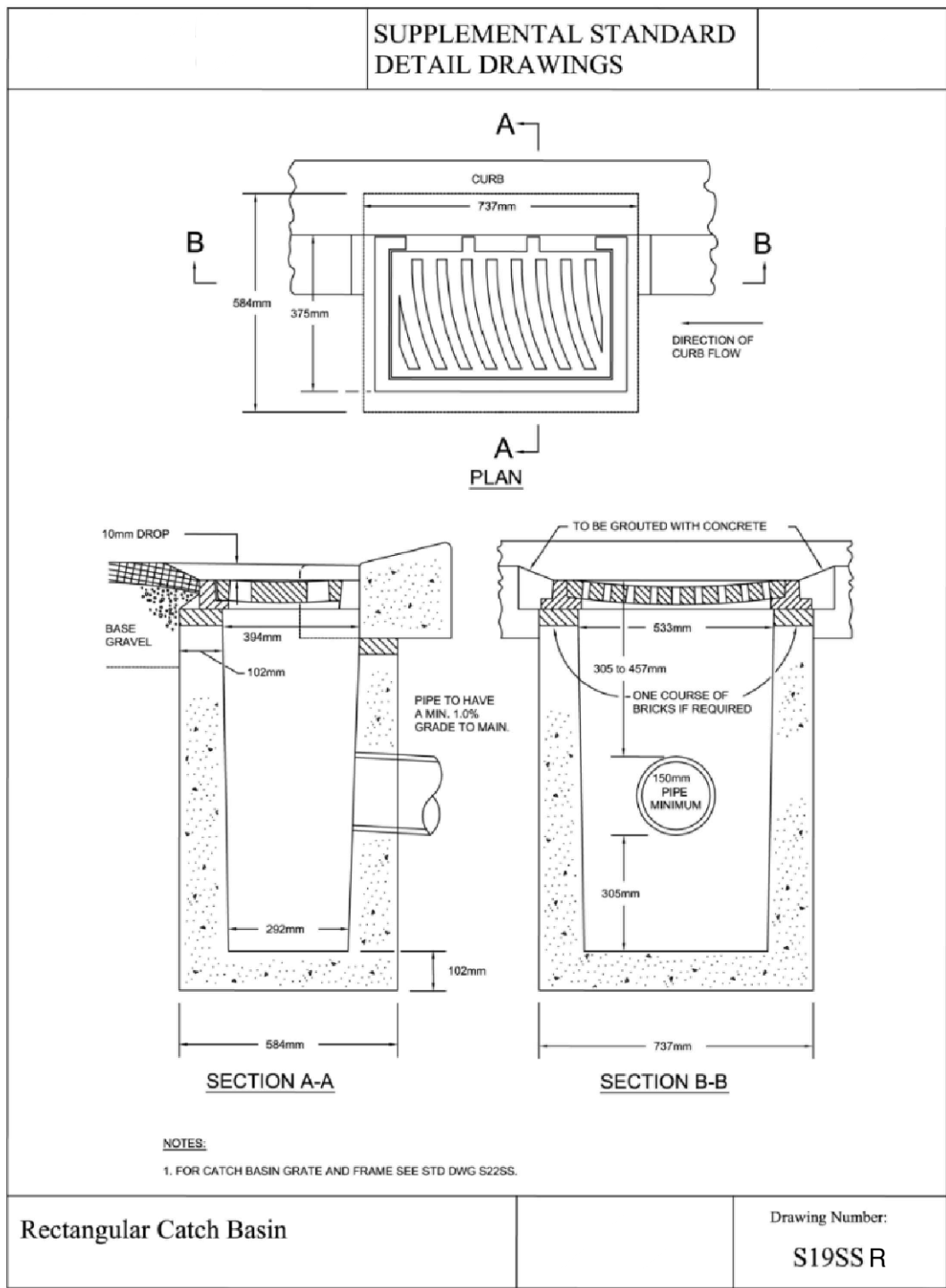
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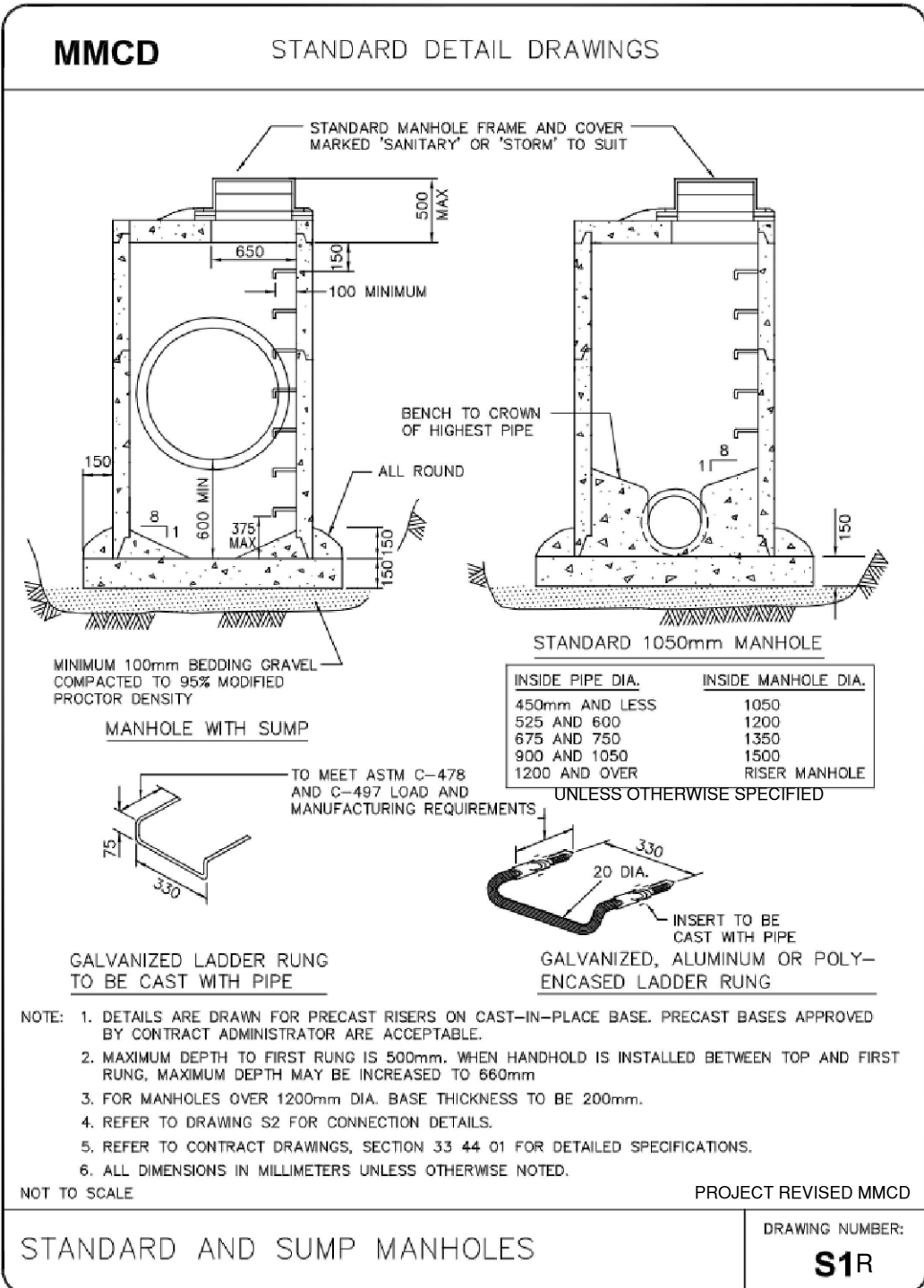
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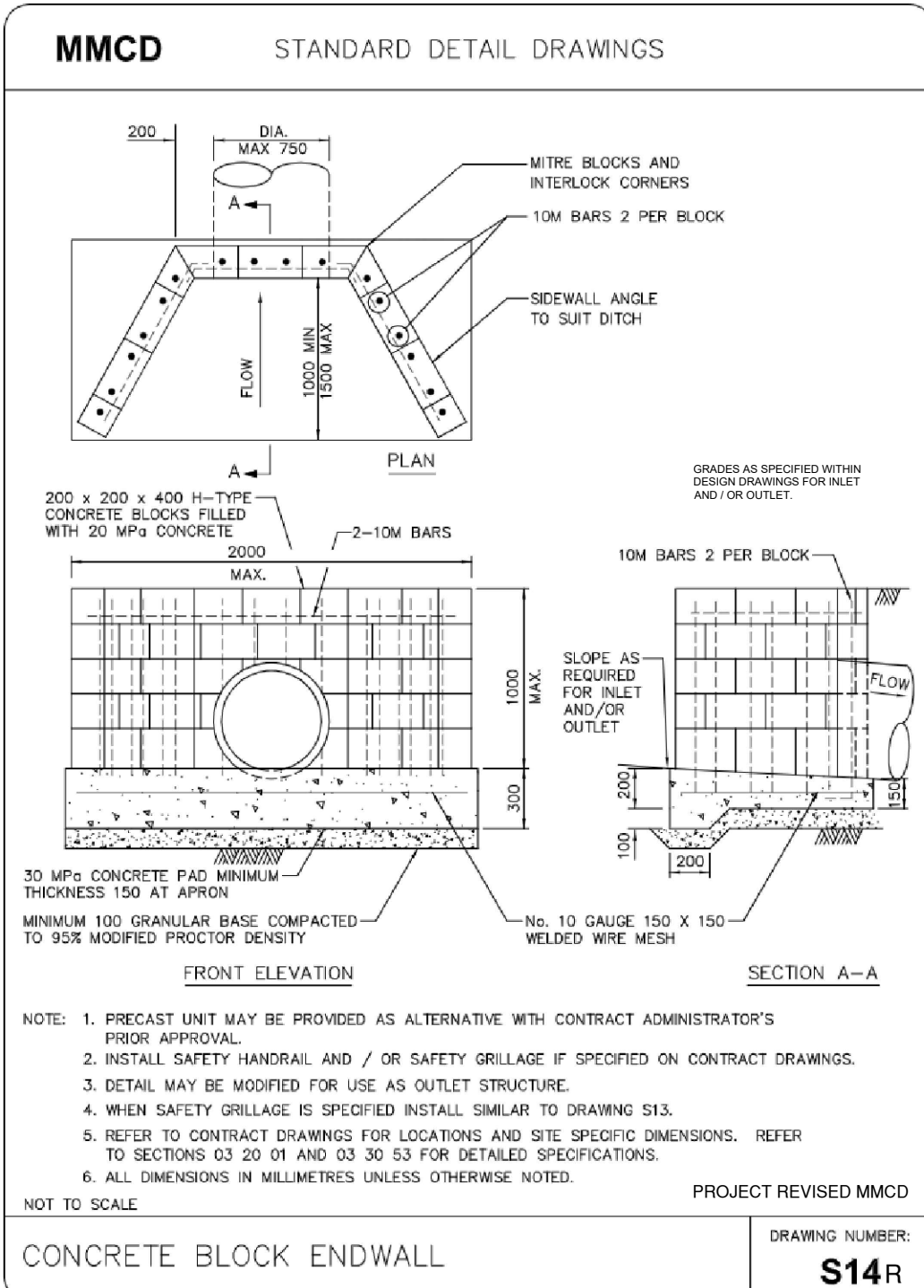
SIGN POLE BASE DETAIL
SCALE: NTS



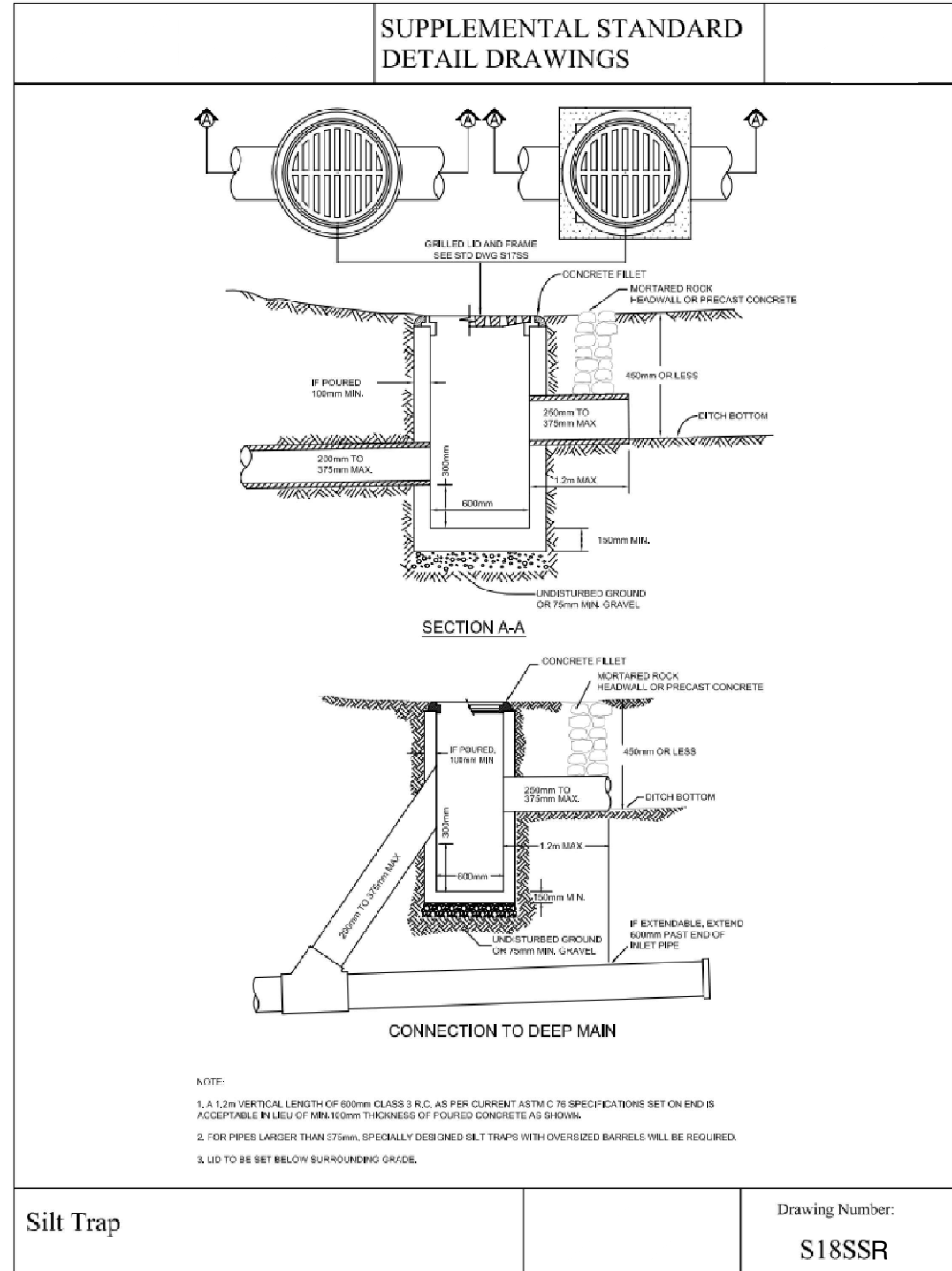
CATCHBASIN DETAIL
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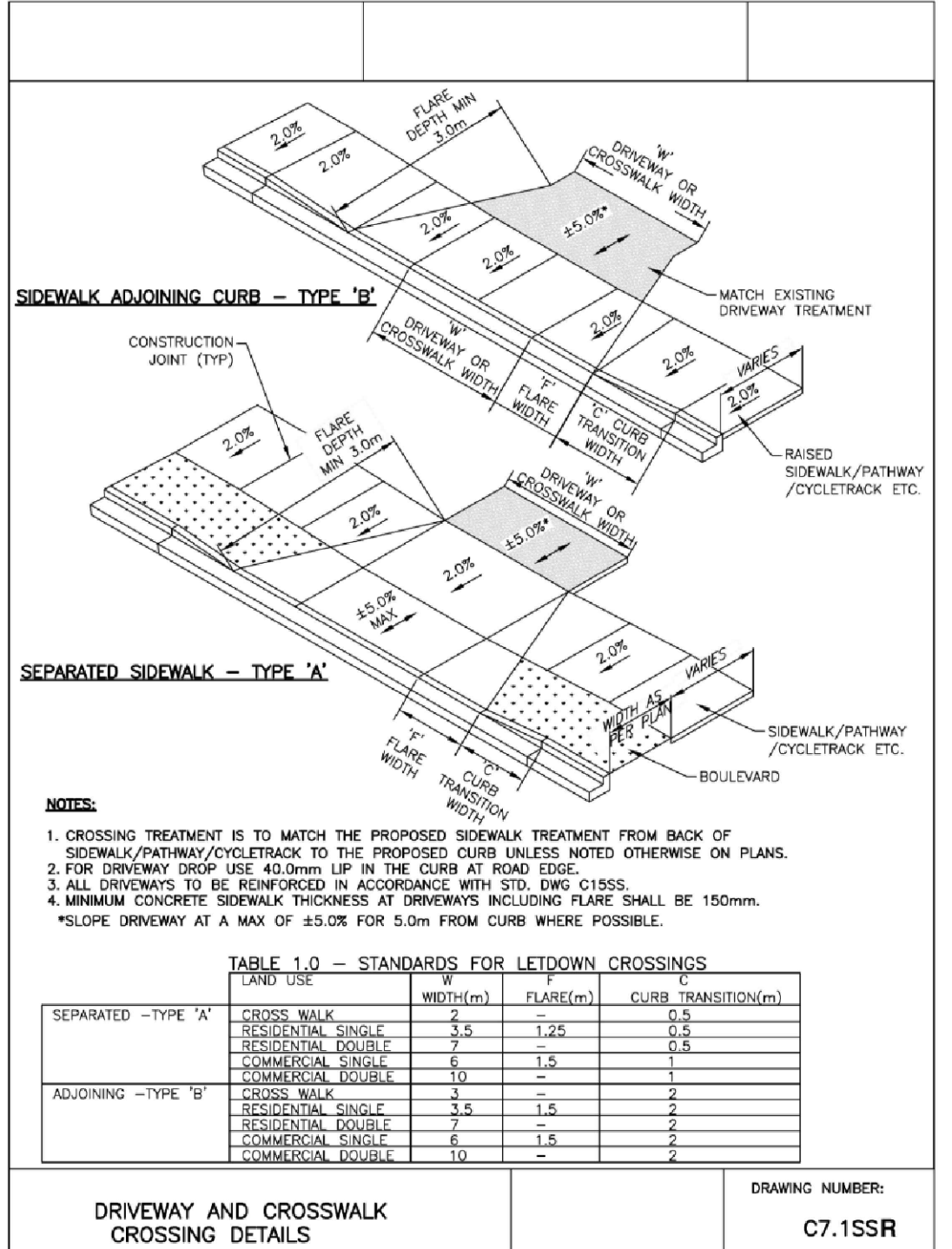
MANHOLE DETAIL
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CONCRETE BLOCK ENDWALL DETAIL
SCALE: NTS



SILT TRAP DETAIL
SCALE: NTS



DRIVEWAY LETDOWN DETAIL
SCALE: NTS

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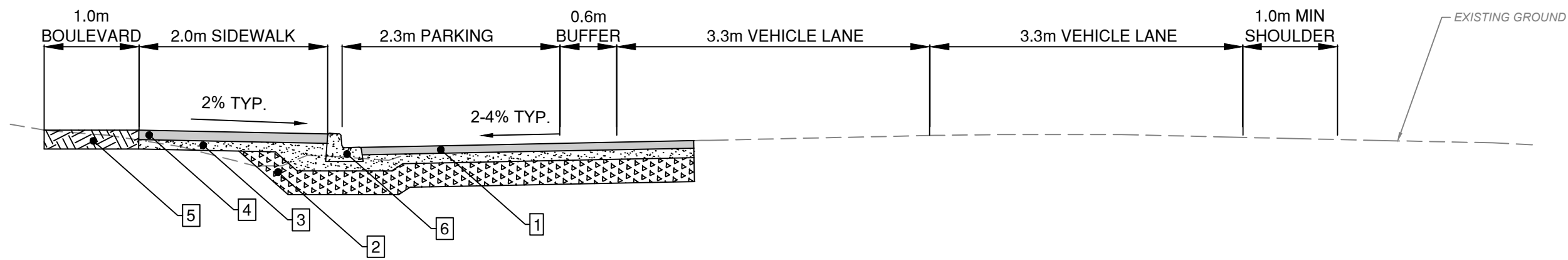
CRD
Making a difference...together

ROAD
WORKS

SALT SPRING ACTIVE TRANSPORTATION PROJECT
DETAILS

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

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SECTION A-A: JACSON AVENUE
SCALE: 1:50

- 1
- MMCD UPPER COURSE #1 - 80mm HOT MIX ASPHALT (TWO LIFTS) C/W TACK COAT AND LAP JOINT

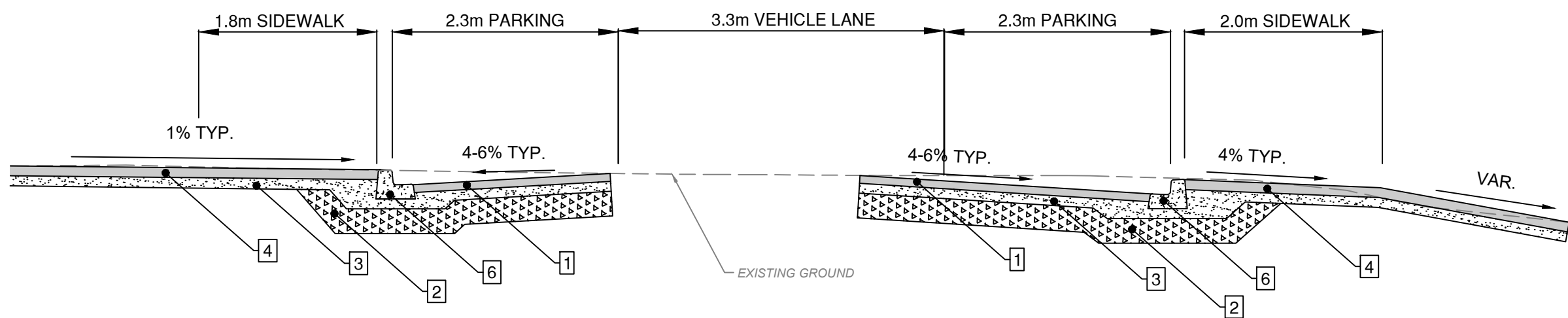
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3

4

5

6



SECTION B-B: MCPHILLIPS AVENUE
SCALE: 1:50

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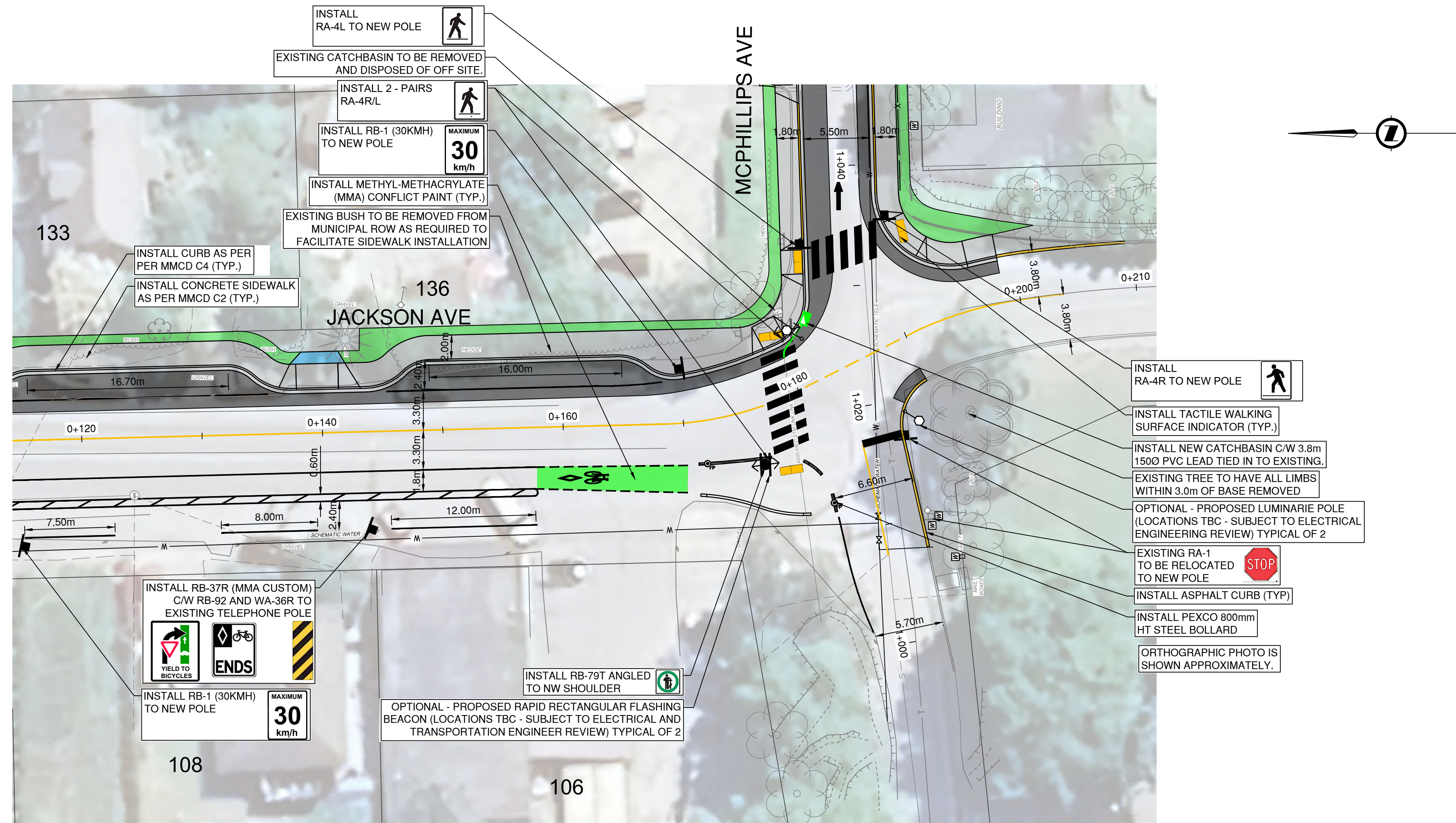


ROAD WORKS

SALT SPRING ACTIVE TRANSPORTATION PROJECT
TYPICAL SECTIONS



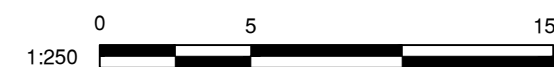
DESIGN NO.		DWG. NO.	
SCALE	1:250	CREATION DATE	06 OF 06
DRAWN BY	CD	DESIGN BY	CD
CHECKED BY	IM	APPROVED BY	IM
PLOT DATE	September 10, 2025		REV. 0



PLAN
SCALE: 1:250

HATCHING LEGEND	
	PROPOSED 80mm FULL DEPTH ASPHALT RESTORATION
	PROPOSED 50mm ASPHALT DRIVEWAY
	PROPOSED CONCRETE
	PROPOSED NATIVE GRASS
	TACTILE WARNING SURFACE INDICATOR (ARMOR-TILE ADA-C-2424 OR APPROVED ALTERNATIVE)

DRAFT FOR DISCUSSION
Sept, 2025



File: C:\ADS\ACCD\pos\34288_CFD_Jackson_Philips_AYP\Project Files\02_CADD\20_Drafting\202_Productions\34288_ROADWAY.dwg

REV NO.	REVISION DESCRIPTION	DATE	DRAWN	APPRD
0	DRAFT FOR DISCUSSION	09/10/2025	CD	IM



ROAD
WORKS

SALT SPRING ACTIVE TRANSPORTATION PROJECT
JACKSON AVENUE STA. 0+110 TO STA. 0+220



DESIGN NO.		DWG. NO.	
SCALE	1:250	CREATION DATE	1
DRAWN BY	CD	DESIGN BY	1
CHECKED BY	IM	APPROVED BY	1
PLOT DATE	Sept 10, 2025	REV.	0

34288



Making a difference...together

REPORT TO THE SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF THURSDAY, November 20, 2025

SUBJECT SSI LCC Meeting 2026 Schedule

ISSUE

To approve the 2026 meeting schedule for the Salt Spring Island Local Community Commission.

BACKGROUND

The Salt Spring Island Local Community Commission (LCC) directed staff to schedule evening meeting beginning at 5pm on the second Thursday of the month and daytime meeting beginning at 9am on the third Thursday of the month for 2025. Meetings held in August and December were listed “at the call of the chair”.

In addition in 2025 to regularly scheduled monthly meetings 7 special meetings took place to accommodate special budget meetings, workshops and Joint Island Trust meetings.

2026 is a general election year. As such, there will be no evening meeting scheduled for November after the election in October. The newly elected commissioners will be sworn in during the daytime meeting in November. The provisional budget schedule will also be adjusted due to the election.

In 2026 there are three special meetings scheduled jointly with the Salt Spring Local Trust Committee on the following dates:

- Thursday February 26, 2026 (Island Trust host)
- Thursday May 28, 2026 (CRD host)
- Thursday November 26, 2026 (Island Trust host)

When determining monthly meeting schedules the LCC should note:

Local Agency	Meeting Schedule
SSI Fire and Rescue Trustees	Meetings are typically held on the third Monday of each month.
SD64 School Board Trustees	Meetings are typically held on the second Wednesday of each month.
SSI Rotary Club	Meeting are held weekly on Wednesdays
North Salt Spring Water Works	Meetings are typically held on the fourth Thursday of the month.
SSI Local Trust Committee	Meetings are held on the second Thursday of each month except for when there is a statutory holiday which can

	cause the meeting date to <u>move by a week in either direction.</u>
SSI Lions Club	Meeting are held every second and fourth Thursday of the month in the evenings
CRD Board / CRD Electoral Area Committee	Meetings are typically held on the second Wednesday of each month.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission directs that the regular meetings for the Local Community Commission will be scheduled in 2026:

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

AND

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

Alternative 2

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

CONCLUSION

The LCC held monthly evening meetings beginning at 5pm and monthly daytime meeting beginning at 9am in 2025. Staff are looking for direction when scheduling regular meetings for 2026.

RECOMMENDATION

That the Salt Spring Island Local Community Commission directs that the regular meetings for the Local Community Commission will be scheduled in 2026:

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

AND

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

Submitted by:	Dan Ovington, BBA Senior Manager, Salt Spring Island Administration
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services

ATTACHMENTS:

Appendix A: Draft Salt Spring Island Local Community Commission 2026 Meetings Dates



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

2026 Public Meeting Dates – Held in SIMS Boardroom

Commission	Date/Time	
	January	
SSI Local Community Commission	Jan 15 (Inaugural)	9:00am – 12:00pm
SSI Local Community Commission	Jan 29 (Special Budget)	9:00am – 12:00pm
	February	
SSI Local Community Commission	Feb 12	5:00pm – 7:00pm
SSI Local Community Commission	Feb 19	9:00am – 12:00pm
SSI Local Community Commission	Feb 26 (Special Joint)	TBA
	March	
SSI Local Community Commission	Mar 12	5:00pm – 7:00pm
SSI Local Community Commission	Mar 19	9:00am – 12:00pm
	April	
SSI Local Community Commission	Apr 09	5:00pm – 7:00pm
SSI Local Community Commission	Apr 16	9:00am – 12:00pm
	May	
SSI Local Community Commission	May 14 (Special)	9:00am – 12:00pm
SSI Local Community Commission	May 21	9:00am – 12:00pm
SSI Local Community Commission	May 28 (Special Joint)	TBA
	June	
SSI Local Community Commission	June 11	5:00pm – 7:00pm
SSI Local Community Commission	June 18	9:00am – 12:00pm
Beddis Water Service (AGM)	TBA	TBA
Cedar Lane Water Service (AGM)	TBA	TBA
Cedars of Tuam Water Service (AGM)	TBA	TBA
Fulford Water Service (AGM)	TBA	TBA
Ganges Sewer Service (AGM)	TBA	TBA
Highland/ Fernwood Water Service (AGM)	TBA	TBA
Maliview Sewer Service (AGM)	TBA	TBA
	July	
SSI Local Community Commission	July 9	5:00pm – 7:00pm
SSI Local Community Commission	July 16	9:00am – 12:00pm
	August	
SSI Local Community Commission	Aug 13*	5:00pm – 7:00pm
SSI Local Community Commission	Aug 20*	9:00am – 12:00pm
	September	
SSI Local Community Commission	Sep 10	5:00pm – 7:00pm
SSI Local Community Commission	Sep 17	9:00am – 12:00pm
	October	
SSI Local Community Commission	Oct 08	5:00pm – 7:00pm
SSI Local Community Commission	Oct 15	9:00am – 12:00pm
Beddis Water Service (Budget)	TBA	TBA
Cedar Lane Water Service (Budget)	TBA	TBA
Cedars of Tuam Water Service (Budget)	TBA	TBA
Fulford Water Service (Budget)	TBA	TBA
Ganges Sewer Service (Budget)	TBA	TBA
Highland/ Fernwood Water Service (Budget)	TBA	TBA
Maliview Sewer Service (Budget)	TBA	TBA
	November	
SSI Local Community Commission	Nov 19 (Inaugural)	9:00am – 12:00pm
SSI Local Community Commission	Nov 26 (Special Joint)	TBA
	December	
SSI Local Community Commission	Dec 10*	5:00pm – 7:00pm

*At the call of the Chair