



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

Thursday, January 15, 2026

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. Election of SSI Local Community Commission Chair
3. Election of SSI Local Community Commission Vice-Chair
4. Approval of Agenda
5. Adoption of Minutes

5.1. [26-0050](#) Minutes of December 11, 2025 Salt Spring Island Local Community Commission

Recommendation: That the minutes of the December 11, 2025 meeting be adopted as circulated.

Attachments: [Minutes: December 11, 2025](#)

6. Chair, Director, and Commissioner Reports
7. Senior Manager Report
8. 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.

8.1. Presentations

8.2. Delegations

9. Commission Business

9.1. [26-0051](#) Project Tracker Quarterly No. 21, 2025

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

Attachments: [Project Reporting Dashboard No 21 2025](#)

9.2. [26-0052](#) Motion Tracker Quarterly

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

Attachments: [LCC Motion Tracker 2024 Exported Jan 6, 2026](#)
[LCC Motion Tracker 2025 Exported Jan 6, 2026](#)
[LCC Motion Tracker 2026 Exported Jan 6, 2026](#)

9.3. [26-0053](#) Baker Public Beach Access Information Panels

Recommendation: That the Salt Spring Island Local Community Commission postpone consideration of Baker Beach access information panels project until the legal dispute has been resolved.

Attachments: [Staff Report: Baker Public Beach Access Information Panels](#)

9.4. [26-0054](#) Process to Establish a Sister City Between Salt Spring Island and Orca Island

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

Attachments: [Staff Report: Process to Establish a Sister City Between Salt Spring Island and](#)

10. Notice(s) of Motion

10.1. [25-0280](#) Motion with Notice: SSI Foundation Meeting (G. Baker)

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

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

10.2. [26-0055](#) Motion with Notice: SSI Chamber of Commerce Meeting (B. Webster)

Recommendation: [At the Dec 11, 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 representatives of the Salt Spring Island Chamber of Commerce meet with the Electoral Area Director, one other LCC commissioner and a staff representative to discuss:

- The potential for establishing a Business Improvement Area on Salt Spring Island
- The ongoing working relationship between the LCC and the Chamber"

11. Motion to Close Meeting

11.1 [26-0056](#) 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]

12. Adjournment

Next Meeting:

-Thursday, January 29, 2026 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, December 11, 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; K. Bittorf, Manager, SSI Parks and Recreation; N. Elliott, Manager, Parks Planning and Development, Regional Parks; K. Webber, Parks Planner, Regional Parks; M. Williamson, Committee Clerk, SSI Administration (Recorder)

GUESTS: S. Wright, BC Transit (EP); M. Midhat, BC Transit (EP);

EP- Electronic Participation

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

The meeting was called to order at 09:03 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 December 11, 2025, meeting of the Local Community
Commission be approved as presented.
CARRIED**

3. Adoption of Minutes

**3.1. Minutes of October 23- November 20, 2025 Salt Spring Island Local
Community Commission**

**MOVED by Director Holman, SECONDED by Commissioner Webster,
That the minutes of the following meetings be adopted as circulated:
-October 23, 2025 Special Joint Meeting
-November 20, 2025
CARRIED**

4. Chair, Director, and Commissioner Reports

Commissioner Rook spoke regarding tour of Mahon Hall.

Commissioner Baker spoke regarding:

- Integrated Housing Strategy workshops
- BC Ferries open house
- Live-aboard society
- Ask Salt Spring
- Coordinator of the SSI Ambassador Program

Commissioner Webster spoke regarding:

- Integrated Housing Strategy Workshops
- CRD December Board meeting
- SSI Harbours Workshop
- Pickleball advocacy

Director Holman spoke regarding:

- CRD December Board meeting
- SSI Regional Trail Feasibility Study
- Recycling contract renewal
- Southern Gulf Island Tourism Partnership budget advocacy
- SSI PARC budget consolidation
- SSI Transit max levy
- Primary Care Network
- Island Trust policy review

5. Senior Manager Report

D. Ovington provided information regarding the new interagency Regional Transportation Committee.

S. Henderson spoke regarding:

- Integrated Housing Strategy Workshops
- Dec 11 CRD Board meeting
- Upcoming January Short-Term Rentals Workshop

6. Presentations/Delegations

6.1. Presentations

- 6.1.1. Presentation: Nikki Elliot and Kevin Webber, Regional Parks Re: Salt Spring Island Regional Trail Feasibility Study
- N. Elliot spoke regarding the Salt Spring Island Regional Trail Feasibility Study.

**MOVED by Director Holman, SECONDED by Commissioner Webster,
That the rules of the Board bylaw be suspended to allow to Island Pathways
representatives to speak regarding agenda item 6.1.1.
CARRIED**

6.2. Delegations

- 6.2.1. Delegation: Robin Jenkinson, Island Pathways Re: Agenda Item 6.1.1.
Presentation: Nikki Elliot and Kevin Webber, Regional Parks Re: Salt Spring Island Regional Trail Feasibility Study
- R. Jenkinson spoke to item 6.1.1.

7. Commission Business

- 7.1. Salt Spring Island Transit Service - Fare Review

**MOVED by Director Holman, SECONDED by Commissioner Baker,
That the rules of the Board bylaw be suspended to allow to BC Transit staff to
speak regarding agenda item 7.1.
CARRIED**

**MOVED by Commissioner Webster, SECONDED by Director Holman,
That the Salt Spring Island Local Community Commission requests that staff
proceed with presenting the three options for public input and report back prior
to giving the fare review and potential fare increases additional consideration.
CARRIED**

- 7.2. Waste and Recycling Receptacles Ganges

Discussion ensued regarding waste and recycling receptacle services offered in Ganges.

- 7.3. Updated SSI LCC Meeting 2026 Schedule

**MOVED by Director Holman, SECONDED by Commissioner Webster,
1. That the August 13 meeting of the Local Community Salt Spring Island Local
Community Commission be scheduled to start at 9:00am for Provisional Budget
review.
2. That the following meetings be scheduled at the call of the Chair July 09,
July 16 and October 15
AND
The meeting of August 20 not be scheduled at the call of the Chair.
CARRIED**

8. Notice(s) of Motion

8.1. Motion with Notice: Phoenix Upgrade Pathway Project (G. Holman)

**MOVED by Director Holman, SECONDED by Commissioner Corno,
That the Salt Spring Island Local Community Commission requests that staff
include project (26-18) Phoenix Upgrades Pathway Project in the amount of
\$5,000 funded by \$3000 of CWF and \$2,000 of Capital reserves funding to be
included in the 2026 Final Park and Recreation Five Year Financial Plan.
CARRIED**

8.2. Notice of Motion: SSI Chamber of Commerce Meeting (B. Webster)

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

“That the Salt Spring Island Local Community Commission request that
representatives of the Salt Spring Island Chamber of Commerce meet with the
Electoral Area Director, one other LCC commissioner and a staff representative
to discuss:

- The potential for establishing a Business Improvement Area on Salt
Spring Island
- The ongoing working relationship between the LCC and the Chamber”

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

The Commission recessed at 11:28pm.

The Commission reconvened at 12:08pm.

9. Motion to Close Meeting

9.1. Motion to Close Meeting

**MOVED by Commissioner Corno, SECONDED by Commissioner Webster,
That the meeting be closed for Proposed Service and Contract Negotiations in
accordance with Section 90(1)(k) of the Community Charter. [1 Items]
CARRIED**

**MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That such disclosures could reasonably be expected to harm the interests of the
Regional District. [1 Items]
CARRIED**

The Salt Spring Island Local Community Commission moved to the closed session at 12:08pm.

The Salt Spring Island Local Community Commission rose from its closed session at 1:55pm without report.

10. Adjournment

**MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That the Salt Spring Island Local Community Commission adjourn the meeting at
1:55pm.
CARRIED**

CHAIR

SENIOR MANAGER

Salt Spring Island Administration Project Tracker

Report No. 21, 2025 | October -December



Project #	Project	Description	Status	%	Comments	Timing
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Priority Area: Drinking Water

19-01	Highland Fernwood Intake Construction	Construct and install intake screen and pipe improvements	Complete	100	Project completed.	Q3 2025
26-04	Highland Fernwood Intake Study Improvements	Strategies to reduce manganese in raw and treated water - intake, treatment or other	In-Progress	5	St Mary Lake sampling program initiated	2026
28-01	Highland	Highland Upper Reservoir Replacement	On-Hold	50	Detailed design essentially complete. Class A cost estimate required. Funding process (debt) for construction.	2027
24-10/24-11	Highland Fernwood Middle Reservoir	Replace leaking Middle Reservoir Design and Construction	Pending	0	Design project scheduled for 2027	2027-2028
22-01	Highland / Fernwood Back-Up Power	Design back-up power system for Highland / Fernwood water system.	On-Hold	0	Design complete, the construction is scheduled for 2030	2030
24-04/24-05	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.	Completed	100	Project completed	Q3 2025
26-01	Highland Fernwood SCADA Upgrades Design	SCADA controls and instrumentation upgrades with electrical upgrades to replace obsolete control system	In-Progress	5	Equipment specified, RFP pending	2026
23-07	Highland Fernwood SCADA Upgrades Construction	Equipment and Installation of SCADA and controls upgrade	Pending	0	Ratepayer consultation for remainder debt financing.	2026
21-01	Highland Fernwood - Public Engagement	Public Engagement to support the debt borrowing process for AC main replacement design, SCADA upgrades, Middle Reservoir design	Pending	0	Q1 2026 to start with special commission meeting, staff report, petition or AAP, and bylaw	2026
24-01	Fernwood PS Hazard assessment and demolition	Assessment of hazard and demolition	Pending	5	Initial Hazard assessment done in 2017, Fernwood PS Hazard assessment and demolition	2026
26-02/26-03	PRV #2 Design and Construction	Pressure reducing valve station PRV#2 at Maliview Design and Construction	Pending	0	PRV#2 is necessary to reduce pressures in supply system	2026
25-01	Cedars of Tuam New Well Testing	New well testing	Pending	0	Testing of new well (SD property). Grant obtained to undertake well testing.	2026
23-01	Cedars of Tuam Electrical upgrades	Required electrical upgrades to WTP	In-Progress	90	Install electrical upgrades including new mast and panel upgrades. Grant funding obtained.	2025-2026
21-05	Cedars of Tuam sand separator and chlorine analyzer	Install sand separator and chlorine analyzer to improve WTP operation and control	In-Progress	80	To improve treatment and increase reservoir control. Sand separator is installed.	2025-2026
26-03	Cedars of Tuam- Decommission old wells	Decommission unused wells as required	Pending	0	Investigate if unused wells are present, 2026, if present decommission 2027	2026
26-04	WTP H&S improvement	H&S improvement required (building, electrical)	Pending	0	Required H&S improvements including eyewash, building repair	2026
26-05	Installation of Water Meters	Installation of Water Meters	Pending	0	Replace all residential water meters to improve water measurement, leak detection and conservation	2026
27-01	Cedars of Tuam - AMPs	Update Asset Management Plan	Pending	0	Revise McElhanney condition assessment to SAMP	2027
21-06	Cedar Lane Manganese Treatment	Manganese treatment system engineering designs - Phase 2 - Construction	Pending	5	Engineering and design complete. Cost estimate has been updated 2025. Grant and Debt funded. ITT pending funding.	2026
24-04	Cedar Lane - Public Engagement	Public Engagement to support the debt borrowing process for the manganese treatment construction project	In-Progress	15	Public engagement to support petition process, through to approval and Board bylaw	Q1 2026
n/a	Dam Safety	Review weir and water licenses; and CRD responsibilities	Ongoing	15	Operations hold licences, will follow-up with operations team	2026

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Project #	Project	Description	Status	%	Comments	Timing
28-04/25-01	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
26-01	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. RFP pending. Design is Capital Reserve funded	2026
24-07	Fulford SCADA Upgrades Construction	Equipment and Installation of SCADA and controls upgrade	Pending	0	Construction to follow Design. Construction is Grant and Debt funded	2026
21-02	Fulford - Public Engagement	Public Engagement to support the debt borrowing process for the SCADA Upgrade construction project	In-Progress	0	Public engagement to support petition process, through to approval and Board bylaw	Q1 2026
24-02	Fulford WTP ventilation	Install Mechanical ventilation for DAF plant	In-Progress	5	Air changes to be specified, equipment purchased and installed	2026
24-03	Fulford WTP floc Mixer Motor Gearboxes	Replacement of WTP floc Mixer Motor Gearboxes (2)	In-Progress	10	Gearboxes are on order, replaced will be refurbished and kept as spare, bearings to be investigated	2026
26-02	Fulford Reservoir Security Improvements	Security fencing required for Fulford Reservoir	Pending	0	Security fencing required for Fulford Reservoir, debt funded	2026
24-05	Replace Air Valves in raw water line on Sunnyside	Air Valve investigation and replace	Pending	0	Replace Air Valves in raw water line on Sunnyside. Includes construction services	
23-01	Beddis Abandoned AC Water Line	Remove ~ 50 m of abandoned asbestos cement water line	Completed	100	Project Completed	Q2 2025
26-04	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. RFP pending. Capital Reserve funded	2026
24-08	Beddis SCADA Upgrades Construction	Equipment and Installation of SCADA and controls upgrade	Pending	0	Construction to follow Design. Construction is Grant and Debt funded	2026
21-03	Beddis - Public Engagement	Public Engagement to support the debt borrowing process for the SCADA Upgrade construction project	In-Progress	1	Public engagement to support petition process, through to approval and Board bylaw	Q1 2026
2104	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	2028
24-05	Beddis DAF WTP ventilation	Install Mechanical ventilation for DAF plant, H&S requirement	In-Progress	5	Air changes to be specified, equipment purchased and installed	2026
24-06	Beddis WTP floc Mixer Motor Gearboxes	Replacement of WTP floc Mixer Motor Gearboxes (2)	In-Progress	10	Gearboxes are on order, replaced will be refurbished and kept as spare	2026
25-07	Investigate DAF Residual Disposal Alternatives	Investigate alternatives for the disposal of DAF residuals	In-Progress	5	Investigate alternatives for the disposal of DAF residuals	2026
25-08	Review of Sky Valley Reservoir	Review configuration and develop cost estimate for Sky Valley Reservoir.	Pending	15	Upper Reservoir beyond useful life	2026
n/a	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						
21-06	Ganges WWTP Aeration System Design	Design for upgrade to Ganges WWTP aeration system.	Complete	100	Project Completed	Q3 2025
21-03	Ganges WWTP VFD Installation	VFD installation for the EQ Tank at the Ganges WWTP.	In-Progress	40	Project initiated. Included in Aeration System.	2026
24-03	Ganges WWTP E I & C Upgrades	Upgrade E I & C components of facility and replace obsolete control system components.	In-Progress	20	Project initiated. Servers installed, electrical upgrades in progress. Long delivery electrical and control equipment being ordered. Design in progress.	2026

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Project #	Project	Description	Status	%	Comments	Timing
24-02	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
24-04	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	90	Report received in Q1 2025, available budget for updates	2026
24-05	Ganges WWTP Performance Improvement Study	To evaluate process improvements including membrane,tanks,hot water optimization	Complete	100	Final report accepted including recommendations and conceptual design.	Q3 2025
24-06	Ganges WWTP Performance Improvement Detail Design	Design and construction of recommended performance improvements	Pending	0	Design and construction of recommended performance improvements. Initial improvements grant funded 2026.	2026-2027
22-01	Ganges - Public Engagement	Public Engagement to support the debt borrowing process for the performance improvement project	In-Progress	1	Public engagement to support petition process, through to approval and Board bylaw for debt borrowing in 2027	2026-2027
25-02	Ganges replace 100% surcharged mains	Ganges replace 100% surcharged lines design, construction and project management (GCFC)	Pending	0	Design project 2026 funded by GCFC	2026
23-01	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	Project Completed	Q4 2025
26-02	Kings Lane Sewer Extension	To extend Ganges sewer main to 154 Kings Lane affordable housing	Pending	0	To extend Ganges sewer main to 154 Kings Lane affordable housing	2026
26-04	UF Membrane replacement	Emergency replacement of the UF membrane	Pending	0	early failure of the UF membrane requires replacement of at least one train of UF membrane cassettes	2026
26-05	Ganges H&S catwalk grates and railings	To install Health and Safety improvements to WWTP infrastructure including grates, railings to improve operator safety. Resulting from H&S audit.	Pending	0	To install Health and Safety improvements to WWTP infrastructure including grates, railings to improve operator safety. Resulting from H&S audit.	2026
21-04	Chemical storage Central facility Design and Construction	Design and construction of the central facility at Ganges WWTP to house chemical storage, lab, crew room	Pending	20	Conceptual design of the facility is completed. Temporary storage is planned for 2026	2026-2027
21-03	Maliview WWTP Upgrade	Upgrading current RBC process to MMBR process to meet regulatory requirements	In-Progress	20	Major process equipment delivered in 2024 and in storage on Salt Spring. Grant funding has been received to support this project. 95% Design complete. Petition approved. Pending loan authorization Bylaw process. ITT in progress pending funding	2026
21-01	Maliview Electoral Assent for Borrowing	Electoral assent for borrowing of funds for the upcoming Maliview WWTP Upgrading Project	In-Progress	80	Petition and Loan Authorization Bylaw process.	2026
23-02	Maliview Inflow and Infiltration Program and Repairs	Investigation of sewer collection system to determine inflow and infiltration points and strategy for repair. Required by regulator	In-Progress	5	Project initiated. Pending Loan Authorization Bylaw process. ITT pending funding	2026
26-01	Burgoyne - renew process equipment	Replace gearbox, motor, screen basket, auger shaft	Pending	0	Parts spec'd, to be ordered pending early approval	2026
24-03	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.	2026
	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.	Q3 2025

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Project #	Project	Description	Status	%	Comments	Timing
26-02	Burgoyne - Facility safety upgrades	Hot water, eye wash, shower, insulation, heat, H&S facility upgrades	Pending	0	Hot water, eye wash, shower, insulation, heat, H&S facility upgrades	2026
23-01	Burgoyne Grit Chamber	Design and install Grit Chamber to reduce maintenance on pumps and improve process	In-Progress	95	Tank received. Installed. Final connection pending	Q1 2026

Priority Area: Transportation

22-04	Merchants' Mews Pathway Design	Design an active transportation 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
22-04	Merchants' Mews Pathway	Construction of pathway	In-Progress	30	RFQ issued. Construction Q1 2026	Q1 2026
22-11	Rainbow Road Pathway Design	Design of sidewalk and bike path along Rainbow Road from Jackson Ave to Lower Ganges Road	In-Progress	95	Completing Engineering and design and securing right of ways. BCAT grant application not available in 2026 and applying to another program. May need to reduce cost of construction.	Q1 2026
22-13	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.	2026
23-03	Jackson and McPhillips Pathway Design	Design of active transportation infrastructure along Rainbow, Jackson and McPhillips in Ganges	In-Progress	90	Initial design is completed however BCAT grant not available. May need to reduce cost of construction.	Q1 2026
18-01/22-01/23-01	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 potentially others	In-Progress	40	Initial ground works completed, Grant funding application for Mobrae and Cushion bus shelters. Concrete pad contract awarded. PO for shelters issued.	Q1 2026
	Kanaka Transit Bus Storage / Charging	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	
	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	90	Report being finalized.	Q1 2026

Priority Area: Economic Development

	Integrated Housing Strategy	Development of an Integrated Housing Strategy	In-Progress	70	Project is in progress and engagement with community groups has been completed. Draft report in progress	Q2 2026
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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	Chuan Society signed a 12 month lease to occupy upstairs and maintenance will use basement for storage. A \$5000 upgrade to the pathway funded by CWF and Capital Reserves planned in Q2. LCC to explore future options for the site and building.	Q2 2026
	SIMS Energy Audit	Energy audit and replacement of HVAC System.	Complete	100	Level 1 Energy audit completed. Designs for HVAC replacement funded by CARF have been drafted. Will initiate grant applications with construction to start in 2027.	Q4 2025

Salt Spring Island Administration Project Tracker

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Project #	Project	Description	Status	%	Comments	Timing
	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 2026
	Parks Works Yard	Parks Maintenance facility designs and costing	In-Progress	10	Rezoning has been approved by Islands Trust. Detailed design to be completed in 2026 for a phased project. Phase one includes clearing the lot, hooking up utilities and installing fencing and parks shop.	Q4 2026
	Hydrofield - Field Upgrades	Proposed enhancement project to upgrade fields with two minor baseball and a soccer practice	In-Progress	30	Construction tender process launched in Q4 2025. Successful contractor to be awarded in Q1 2026 with completion of the \$700,000 project in fall of 2026.	Q4 2026
	Portlock Park Master Plan	Develop a master plan for Portlock Park	Complete	100	LCC has approved Master Plan. Final report and costing were presented in October 2025.	Q4 2025
	Portlock Park Maintenance Shed	Replacement of destroyed maintenance shed and equipment destroyed in a fire at Portlock Park.	In-Progress	70	A pre-fabricated steel structure replacing the previous wooden shed to be delivered and installed. Additional funding is required for this project to proceed.	Q3 2026
	Portlock Upgrades	Upgrades to track and baseball backstop to extend useful life.	Complete	100	CWF has been secured to support these upgrades.	Q4 2025
	Ganges Fire Hall	Repurpose, remediate or demolish the former Ganges Fire Hall	In-Progress	25	Report received from architectural firm providing options and implications for repurposing of the building. A staff report is scheduled to be presented to the LCC in February, 2026	Q4 2026

Community Parks:

	Peace Park - Memorial Story Corridor	Memorial Story Corridor installation planned for Peace Park	In-Progress	50	Construction has started on memorial kiosk and is expected to be complete in Spring of 2026.	Q1 2026
	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 has been drafted for FN review ahead of presenting to the LCC for comment.	Q2 2026
	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	In-Progress	50	Trail construction started in Q4 of 2025 in a collaboration between Park staff and Island Pathways volunteers. Will continue to utilize volunteers to clear and finalize the trail upgrades.	Q2 2026
	Fernwood Dock	Continue with maintenance and repairs as identified in the Condition Assessment report.	Complete	100	Project Completed.	Q4 2025
	Drummond Park Playground	Replace the Drummond Park playground structure	On Hold	5	On hold pending discussions with First nations and recommendations from Archeological branch.	Q4 2026
	Parkland Acquisition	Accept a donation of land for the purpose of a community park	Complete	100	Project Completed.	Q4 2025

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Project #	Project	Description	Status	%	Comments	Timing
	EV Charge Installation	10 EV chargers planned for installation at Portlock, Artspring, Phoenix, SIMS, Centennial and Rainbow Rec Centre.	In-Progress	50	EV charge stations installed at Portlock Park and Pheonix in fall 2025. Chargers at Portlock are activated and additional work required at Pheonix before activation. Installation of chargers at Centennial Park, SIMS and Art Spring are more complicated. Exploring options and plans to complete installation at these sites.	Q3 2026
	Trail Development - Kanaka Connector	Re-surface the existing Kanaka Connector Trail and improve	Complete	100	Project Completed.	Q4 2025

Community Recreation:

	Recreation Program Equipment	Replace and expand existing program equipment	Complete	100	Project Completed.	Q2 2025
	Tennis Court Resurfacing	Resurface Portlock Tennis Courts	Complete	100	Project Completed.	Q3 2025
	Accessibility Assessment: Pool & SIMS	Complete Accessibility Assessment for Pool and SIMS	Complete	100	Accessibility reports received for Rainbow Rec, SIMS and Portlock Park. Reports have been referred to the CRD Accessibility Committee prior to LCC review. Upon receiving LCC approval, staff will submit for 25k SPARC grant to implement priority recommendations.	Q3 2026

	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 pending the results of the Strategic Priorities Fund Capital Infrastructure Stream Grant Application.	Q3 2027
	Pool Safety and Security Improvements	Install camera's in the Rainbow Recreation Centre	Complete	100	Project Completed.	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-April 22, 2025. Remaining work is scheduled for 2026 with approved CWF.	Q2 2026
	Pool Equipment Replacement	Replace mechanical equipment and service pumps and fans during annual pool closure.	Complete	100	Project Completed.	Q2 2025

Other

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
Motion Arising	Na	Holman	Salt Spring Island Electoral Area 2025 Grant-In-Aid Application - Fall Intake	That the Salt Spring Island Local Community Commission request Staff invite the Wagon Wheel Housing Society to attend a future meeting to present information regarding their operation.	18-Sep-25	Na	25-0935	18-Sep-25	Carried	-email and phone call to Wagon Wheel Housing Society inviting them have been sent
Main Motion	Na	Webster	Grant-In-Aid Application - Fulford Community Elementary School PAC	That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director approve the Grant-in-Aid application to the Fulford Community Elementary School PAC in the amount of \$3,186.	13-Nov-25	Na	25-1207	13-Nov-25	Carried	
Transit										
Motion Arising	Na	Rook	SSI Community Transit Service Update	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	16-Oct-25	Na	25-1112	16-Oct-25	Carried	OPPOSED Webster - Chair Rook sent email to Board Chair
Motion Arising	Na	Webster	Transit Fare Review	That the Salt Spring Island Local Community Commission refers the transit fare review to staff for additional information.	20-Nov-25	Na	25-1228	20-Nov-25	Carried	-Staff report presented at the Dec 11, 2025
Main Motion	NA	Webster	Salt Spring Island Transit Service - Fare Review	That the Salt Spring Island Local Community Commission requests that staff proceed with presenting the three options for public input and report back prior to giving the fare review and potential fare increases additional consideration.	11-Dec-25	Na	25-1307	11-Dec-25	Carried	-Open house January 23, 2026
Transportation										
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	-CRD Board letter sent -meetings with Director and BC Ferries ongoing

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION	CONSIDERATION	MwN File	CONSIDERATION	STATUS	NOTES/UPDATES
					DATE		ID	DATE		
NoM	25-1065	Baker	Flexible Roadside Reflectors Locations	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 -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	18-Sep-25		25-1070	16-Oct-25	Carried	-Motion amended at October 16, 2025 meeting -Sent to MOTT staff
NoM	25-1066	Baker	Green Municipal Fund, Safe and Active School Routes Grant	That the Salt Spring Island Local Community Commission requests that staff submit an application to the Green Municipal Fund, Safe and Active School Routes in the amount of \$125,000 to support project (26-01 Ganges Pathway Construction) with a total project budget of \$375,000 funded by \$130,000 of capital on hand, \$120,000 of Community Works Funding and \$125,000 of Green Municipal Funding.	18-Sep-25		25-1071	9-Oct-25	Carried	- Application submitted Oct 15
NoM	25-1248	Webster	Salt Spring Island Reginal Trail Feasibility Study	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 out of Salt Spring Island Reginal Trail Feasibility Study from 2027 to 2026 in the Five-Year Financial Plan.	13-Nov-25		25-1240	20-Nov-25	Carried	-Referred to Board December 10th meeting -Board referred motion to Transportation Committee

Economic Development

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		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		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		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		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

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION	CONSIDERATION	MwN File	CONSIDERATION	STATUS	NOTES/UPDATES
					DATE		ID	DATE		
Motion Arising	Na	Webster	Participation in the Review Process of the Official Community Plan	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
NoM	25-0254	Webster	Business Licensing Feasibility Report	That the Salt Spring Island Local Community Commission (LCC) request staff to update the 2022 feasibility analysis of business licensing on Salt Spring Island.	20-Feb-25	Next meeting	25-0284	13-Mar-25	Carried	- Motion amended March 13, 2025 meeting. -OPPOSED Holman -In progress
NoM	25-1232	Holman	Speculation and Vacancy Advocacy	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	16-Oct-25	Next Meeting	25-1210	13-Nov-25	Carried	
NoM	25-1265	Baker	SGITP Funding Advocacy	That the Salt Spring Island Local Community Commission (LCC) recommend to the Capital Regional District Board to recommend to the Southern Gulf Island Tourism Partnership (SGITP) that a minimum of \$10,000 be allocated for the 2026 year to support Salt Spring events and initiatives that enhance the visitor experience.	16-Oct-25	Next Meeting	25-1211	20-Nov-25	Carried	-Motion was postponed at a future meeting at the Nov. 13, 2025 meeting -Motion amended Nov 20, 2025 meeting -Referred to Dec 10 Board Meeting
Parks and Recreation										
Motion Arising	Na	Webster	SSI Centennial Park Washroom Extended Hours Pilot Program	That the Salt Spring Island Local Community Commission endorses continuing to operate the extended hours at the Centennial Park Washroom.	16-Oct-25	Na	25-1113	16-Oct-25	Carried	
Main Motion	Na	Webster	Construction and Operation of Kanaka Trail Connection	1) Obtain a License of Occupation over the Kanaka Connector as identified in Appendix A 2) Submit a Community Works Fund Application in the amount of \$30,000 to support trail development 3) Include an ongoing supplementary item for annual trail maintenance in the amount of \$5,000	20-Mar-25	Na	25-0335	20-Mar-25	Carried	- MOTT for licence been issued
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 -Staff report presented at Nov 20, 2025 Meeting
Main Motion	Na	Webster	Mahon Hall, 114 Rainbow Road, Salt Spring Island	That the Salt Spring Island Local Community Commission (LCC) requests that staff: -Review existing plans for Mahon Hall renovations with the Commission in closed session under section 90 (1)(k) of the Community Charter. -Maintain ongoing liaison with the Salt Spring Island Arts Council as it develops plans for the renovation of Mahon Hall.	20-Nov-25	Na	25-1230	20-Nov-25	Carried	
Motion Arising	Na	Webster	Mahon Hall, 114 Rainbow Road, Salt Spring Island	That the Salt Spring Island Local Community Commission (LCC) requests that staff organize a special meeting to discuss: -Leases and other arrangements for facilities and properties owned by or leased to the LCC. -Major capital projects currently planned and/or contemplated relating to LCC services. -The resources required to efficiently and effectively manage these facilities and properties.	20-Nov-25	Na	25-1230	20-Nov-25	Carried	
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 once the new SSI Parks and Recreation Manager is hired 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	25-0840	10-Jul-25	Carried	-Motion amended at the July 10 meeting
NoM	25-0966	Rook	Staff Report Grace Point Pathway	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.	10-Jul-25	Next meeting	25-0873	17-Jul-25	Carried	
Main Motion	Na	Holman	SSI Off Leash Dog Park Alternative Location Assessment	That the Salt Spring Island Local Community Commission requests that staff defer consideration of the Community Dog Park Designs project to the 2027 Budget Planning meeting	9-Oct-25	Na	25-1064	9-Oct-25	Carried	

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION	CONSIDERATION	MwN File	CONSIDERATION	STATUS	NOTES/UPDATES
					DATE		ID	DATE		
Motion Arising	Na	Webster	Baker Beach Interpretive Panel Request	That the proposal of an interpretive panel at Baker Beach access be referred to staff to report back to the Salt Spring Island Local Community Commission.	18-Sep-25	Na	25-0933	18-Sep-25	Carried	-Staff Report presented at the Jan 15, 2026 meeting
Main Motion	Na	Webster	Transfer of Assets, Liabilities, and Reserve Balances to the Combined Parks and Recreation Service	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)	20-Nov-25	Na	25-1181	20-Nov-25	Carried	-Approved at Dec 10 Board meeting
Main Motion	Na	Corno	SSI Centennial Park Garden Upgrades	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.	20-Nov-25	Na	25-1231	20-Nov-25	Carried	
NoM	25-1315	Holman	Phoenix Upgrade Pathway Project	That the Salt Spring Island Local Community Commission requests that staff include project (26-18) Phoenix Upgrades Pathway Project in the amount of \$5,000 funded by \$3000 of CWF and \$2,000 of Capital reserves funding to be included in the 2026 Final Park and Recreation Five Year Financial Plan.	20-Nov-25	Next meeting	25-1310	11-Dec-25	Carried	
Liquid Waste										
Main Motion	Na	Holman	Burgoyne Bay - High-Level Analysis of Liquid Waste Management Options	That the Salt Spring Island Local Community Commission (LCC) receives the staff report, Burgoyne Bay - High Level Analysis of Liquid Waste Management Options for information purposes and request that staff report back in 12 months time to the LCC.	9-Oct-25	Na	25-1062	9-Oct-25	Carried	
Adminstration/Other										
Main Motion	Na	Webster	SSI Harbours Fall Workshop Costing	That the Salt Spring Island Local Community Commission request staff proceed with organizing a second Harbours Roundtable Workshop in 2025 funded by the 1.236 Small Craft Harbours Service.	10-Jul-25	Na	25-0831	10-Jul-25	Carried	-In progress. A date has not been selected. May get pushed into the Winter
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
Motion Arising	Na	Webster	Neighbourhood Wood Chipping Pilot Program	That the Salt Spring Island Local Community Commission refer this initiative back to staff for review and report on options.	10-Jul-25	Na	25-0824	10-Jul-25	Carried	-In progress
NoM	25-1088	Corno	LCC Governance Training	That the Salt Spring Island Local Community Commission (LCC) request Staff report back on options for governance training for incoming LCC Commissioners in the next term, including recommendations on program design, delivery methods, and potential resource implications.	11-Sep-25	Next Meeting	25-0986	18-Sep-25	Carried	
NoM	25-1067	Rook	Implications of Amending Bylaw 1465	That the Salt Spring Island Local Community Commission request that the SSI EA Director at the Electoral Areas committee request staff report back on the process and implications for amending the CRD Bylaw 1465 Animal Regulation and Impounding to exempt the Salt Spring Electoral Area from the animal noise section 26 of that bylaw with reference to Bylaw 3384 Noise Suppression Bylaw (Salt Spring Island) as the sole animal noise bylaw applicable to Salt Spring Island	18-Sep-25	Next meeting	25-1072	9-Oct-25	Carried	- Motion amended at Oct 9, 2025 meeting
NoM	25-1068	Rook	Review Exemptions in SSI Noise Bylaws	That the Salt Spring Island Local Community Commission request that the SSI EA Director at the Electoral Areas committee request staff report back clarifying all exemptions to the Bylaw 3384 Noise Suppression Bylaw (Salt Spring Island and Bylaw 1465 Animal Regulation and Impounding Section 26), their scope, legal basis if outside of the bylaw, and definition of eligibility for exemptions.	18-Sep-25	Next meeting	25-1073	9-Oct-25	Carried	- Motion amended at Oct 9, 2025 meeting
NoM	25-1069	Baker	Report on Bylaw Adjudication Process	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	18-Sep-25	Next meeting	20-1074	16-Oct-25	Carried	OPPOSED CORNO

Motion Type	NoM File ID	COMMISSIONER	TITLE	Motion Text	INTRODUCTION	CONSIDERATION	MwN File	CONSIDERATION	STATUS	NOTES/UPDATES
					DATE		ID	DATE		
Main Motion	Na	Corno	SSI LCC Meeting 2026 Schedule	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 Chair), September 10, October 08, and December 10 (at the call of the Chair).	20-Nov-25	Na	25-1239	20-Nov-25	Carried	
Main Motion	Na	Holman	Updated SSI LCC Meeting 2026 Schedule	1. That the August 13 meeting of the Local Community Salt Spring Island Local Community Commission be scheduled to start at 9:00am for Provisional Budget review. 2. That the following meetings be scheduled at the call of the Chair July 09, July 16 and October 15 AND The meeting of August 20 not be scheduled at the call of the Chair.	11-Dec-25	Na	25-1348	11-Dec-25	Carried	

Legend	
	Completed
	Postponed
	GIA
	Budget



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REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF THURSDAY, JANUARY 15, 2026

SUBJECT **Baker Public Beach Access Information Panels**

ISSUE SUMMARY

For the Salt Spring Island Local Community Commission (LCC) to review a proposal for permanent interpretive panels installed at two Capital Regional District (CRD) operated public beach access (PBA).

BACKGROUND

An interest group for Baker Beach attended the Salt Spring Island LCC meeting on September 18, 2025 to propose the installation of an interpretive panel at the Baker Beach PBA and Quarry Park Trail PBA. The panel would be intended to highlight the flora and fauna of the intertidal area on Baker Beach for education of visitors, and care of the environment.

At the September 18, 2025 meeting of the SSI LCC the following motion was passed.

“That the proposal of an interpretive panel at Baker Beach accesses be referred to staff to report back to the Salt Spring Island Local Community Commission.”

Baker Beach is located on the north shoreline of Booth Canal inlet on Salt Spring Island. The Beach is publicly accessed via the Baker Beach access and the Quarry Park Trail both operated by the CRD and located within residential areas. The beach features a mix of sandy and rocky shoreline, tidal pools, and coastal forest. The site is valued by residents and visitors for its views and biodiversity. It is also recognized as a sensitive intertidal zone, home to a variety of marine life and native plant species.

The first location is a PBA at the end of Baker Road that the CRD has a license of occupation to operate a small parking area and a metal staircase down to the beach. The other proposed location is Quarry Park Trail which acts as a PBA to Baker Beach. This small park is operated by the CRD and located in the 200 block of Quarry Drive. The park features a winding trail through the forest down to a beach access. This trail is part of a larger trail loop system that connects with another CRD operated trail, extending from the end of Quarry Drive to the Baker Road PBA. The two trails can be linked by walking along the beach.

The proposed project would be supported by grant funding from the interest group and their partnership with Transition Salt Spring Marine Stewardship division. The initiative would include interpretive panels at both access locations, that would contain information regarding the ecological features of Baker Beach and use on Salt Spring Island.

A petition has been filed in B.C. Supreme Court by three property owners on Baker Beach challenging the Salt Spring Island Local Trust Committee’s (LTC) decision to deny a permit for a shoreline project. The homeowners argue that the LTC relied on Development Permit Area 3 (Shoreline) guidelines in the Official Community Plan, which extend into the intertidal zone, and that these guidelines exceed the LTC’s legal authority.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission postpone consideration of Baker Beach Access Information Panels Project until the legal dispute has been resolved.

Alternative 2

That the Salt Spring Island Local Community Commission approve the installation of permanent interpretive panels at Baker Beach Access on Baker Road and the bottom of Quarry Park Trail through a volunteer agreement with Baker Beach Interest Group.

Alternative 3

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

IMPLICATIONS

Financial Implications

This project is contingent on the Baker Beach Interest Group securing grant funding to support assessments, creative concepts, design and construction of the two signs. In addition, funding will be required for CRD staff to administer this project and oversee project volunteers. The total project budget is yet to be determined.

First Nations Implications

The proposed locations are not situated within an area of high potential or a registered archaeological site. Due to the potential for unrecorded cultural materials, a Chance Find Protocol must be implemented during all ground-disturbing activities. If there is chance find, additional cost might accrue.

Service Delivery Implications

The Baker Beach interest group has volunteered to design and install the signs. A volunteer agreement would need to be arranged ahead of time to proceed. Staff would be required to supervise volunteer activities.

Social Implications

Proceeding with the project before the court has ruled on the petition could be interpreted as taking a position in an active legal dispute, potentially undermining the expectation that public bodies remain impartial during judicial processes. Moving ahead at this stage may give the impression that the CRD accepts or supports one party's view, even if that is not the intention, which could erode trust in the CRD's commitment to fairness and due process. By acting before the court provides clarity, the organization risks appearing to prejudge the outcome, rather than maintaining a neutral stance while the matter is properly considered by the courts.

CONCLUSION

On September 18, 2025, the Salt Spring Island LCC received a proposal from the Baker Beach Interest Group to install two interpretive panels at CRD-operated beach access points. The signs would educate visitors about local intertidal ecology. The project is proposed to be grant-funded with volunteer support.

RECOMMENDATION

That the Salt Spring Island Local Community Commission postpone consideration of Baker Beach Access Information Panels Project until the legal dispute has been resolved.

Submitted by:	Kent Bittorf, BPhEd, Manager, SSI Parks and Recreation
Concurrence:	Dan Ovington, BBA, Senior Manager, Salt Spring Island Administration
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services



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REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF THURSDAY, JANUARY 15, 2026

SUBJECT **Process to Establish a Sister City Between Salt Spring Island and Orca Island**

ISSUE SUMMARY

To review the process necessary for Salt Spring Island to establish a sister island relationship with Orca Island in Washington State.

BACKGROUND

At the July 16, 2025 Capital Regional District (CRD) Board meeting, the following recommendation was approved:

“That staff provide a brief report on the process necessary for Salt Spring Island to establish a sister island relationship with Orcas Island in Washington State.”

An information report was presented to the at the Electoral Areas Committee and Capital Regional District October 8, 2025 meetings with the following information. The Salt Spring Island Electoral Area director asked that staff refer the report to the Salt Spring Island Local Community Commission for information.

Sister City and Sister Island programs are cooperative agreements between two communities in different countries, designed to foster cultural exchange, educational opportunities, tourism, and community-to-community diplomacy.

Orcas Island, part of San Juan County, Washington, shares many characteristics with Salt Spring Island, including geographic proximity, natural environment, reliance on ferry service, and a strong arts and tourism economy. Informal ties already exist between residents of both islands.

The process to establish a sister island relationship includes:

Preliminary Consultation

- Engage with Orcas Island community leaders, San Juan County officials, and local organizations to gauge interest and secure support.
- Identify key focus areas (e.g., arts, education, environmental stewardship, tourism, economic development).

Formation of a Working Group

- Establish a Sister Island Committee comprised of local stakeholders (business, arts, Indigenous communities, schools, service organizations).
- Mirror committee formation on Orcas Island.

Draft Agreement

- Staff to prepare a draft Memorandum of Understanding (MOU) outlining goals, areas of cooperation, and terms of engagement.
- MOU to be reviewed by both communities and adapted as needed.

Formal Approval

- Present MOU to the Salt Spring Island Local Community Commission to make a recommendation to the Capital Regional District (CRD) Board.
- Host a signing ceremony (in person or virtual).

Implementation

- Establish regular communication between committees.
- Develop an annual work plan with exchange projects, events, or collaborative initiatives.

The benefits of a sister city or sister island include strengthened cross-border cultural and educational ties, promotion of eco-tourism and sustainable economic opportunities, collaboration on shared challenges (e.g., ferry service, island sustainability, housing) and enhanced community identity and international goodwill.

IMPLICATIONS

Financial Implications

Administrative support will be required to coordinate meetings, exchanges, and reporting. Additional funding may be needed for events, travel, or promotional materials. Additional funding to support this initiative could be requisitioned through the Salt Spring Island Economic Development Sustainability Service (1.124).

Should the initiative proceed future costs may include staff coordination time, travel support, and program expenses.

Proposed Budget		
Staff Coordination	1hr/week of auxiliary support	\$2,080
Meetings Expenses	Room rental / snacks to support the development of a work plan, events, or collaborative initiatives	\$420
Events	Plan an annual event to celebrate the partnership	\$2,500
TOTAL		\$5,000

CONCLUSION

Establishing a Sister Island relationship between Salt Spring Island and Orcas Island represents an opportunity to build meaningful cross-border connections that reflect the values and character of both communities. Establishing this relationship would include consultation, committee formation, and adoption of a Memorandum of Understanding. Funding would also be required to support this initiative.

RECOMMENDATION

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

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