



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

Thursday, June 11, 2026

5:00 PM

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. [26-0697](#) Minutes of April 9, 2026 Salt Spring Island Local Community Commission

Recommendation: That the minutes of the April 9, 2026 meeting be adopted as circulated.

Attachments: [Minutes: April 9, 2026](#)

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.

7. Commission Business

7.1. [26-0714](#) Economic Development Initiatives Project Funding

Recommendation: That the Salt Spring Island Local Community Commission approve requests for funding from the 1.124 Salt Spring Island Economic Development Service in the amount of \$55,180 as listed in Appendix A, Table 1.

Attachments: [Staff Report: Economic Development Initiatives Project Funding](#)
[Appendix A: Economic Development Funding Summary Tables 1 & 2](#)
[Appendix B: Economic Development Fund Request for 2026](#)
[Appendix C: 2025 Funded Initiatives Final Reports](#)

7.2. [26-0713](#) Grant-In-Aid Application - SSI Groove Photo Arts Association

Recommendation: That the Salt Spring Island Local Community Commission approve the Grant-in-Aid application to Salt Spring Groove Photo Arts Association in the amount of \$1,000.

Attachments: [Staff Report: Grant-In-Aid Application - SSI Groove Photo Arts Association](#)
[Appendix A: GIA – SS Groove Photo Arts Association](#)

7.3. [26-0588](#) Ganges Fire Hall Project Charter - Consultation

Recommendation: That the Salt Spring Island Local Community Commission approve the Ganges Fire Hall Repurpose Project Charter (Appendix A) and authorize staff to proceed with the project as outlined, including community and First Nations engagement and associated assessments, within the approved project budget.

Attachments: [Staff Report: Ganges Fire Hall Project Charter - Consultation](#)
[Appendix A: Ganges Fire Hall Repurpose Project Charter](#)

7.4. [26-0587](#) Salt Spring Island Local Community Commission's External Grants - Spring 2026

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

Attachments: [Staff Report: Salt Spring Island Local Community Commission's External Grants](#)
[Appendix A: 2026 SSI External Grants Tracker Spring](#)

8. Notice(s) of Motion

8.1. [26-0539](#) Motion with Notice: Increase Economic Development Operating Reserve (B. Webster)

Recommendation: [At the April 16, 2026 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 directs staff to prepare the 1.124 Salt Spring Economic Development Preliminary Five-Year Financial Plan by increasing the transfer to the Operating Reserve from \$7,460 to \$30,000 in 2027.

- 8.2. [26-0540](#) Motion with Notice: Increase Economic Development Project Cost Budget (B. Webster)
- Recommendation:** [At the April 16, 2026 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 directs staff to prepare the 1.124 Salt Spring Island Economic Development Preliminary Five-Year Financial Plan by increasing Project Costs from \$51,716 to \$60,000 in 2027 as an ongoing supplementary item funded by requisition.
- 8.3. [26-0550](#) Motion with Notice: Transit Expansion APP Funding (B. Webster)
- Recommendation:** [At the April 16, 2026 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 directs staff to prepare the 1.238A Salt Spring Island Community Transit Preliminary Five-Year Financial Plan by adding \$20,000 for alternative approval process for service expansion in 2027, funded by a one-time transfer from the Operating Reserve Fund.
- 8.4. [26-0553](#) Motion with Notice: Bus Parking & Charging Facility Project (B. Webster)
- Recommendation:** [At the April 16, 2026 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 directs staff to prepare the 1.238A Salt Spring Island Community Transit Preliminary Five-Year Capital Plan by adding a project for the implementation of a facility for bus parking and electric bus charging in 2028, funded by grant/reserves.
- 8.5. [26-0554](#) Motion with Notice: Centennial/Grace Point Boardwalk Project Funding (B. Webster)
- Recommendation:** [At the April 16, 2026 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 directs staff to prepare the 1.45X Salt Spring Island Parks & Recreation Services Preliminary Five-Year Capital Plan by revising project 25-02 to include the full Centennial / Grace Point boardwalk upgrade project to be carried out in 2029, funded 70 per cent by grant, 20 per cent by debt and ten per cent through a transfer from the Capital Reserve Fund.

8.6. [26-0557](#) Motion with Notice: LCC Membership in UBCM (E. Rook)

Recommendation: [At the April 16, 2026 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Rook into record to be discussed at a following meeting:]

That the Salt Spring Island Local Community Commission directs staff to report on options for obtaining full participatory membership for the LCC in the Union of BC Municipalities (UBCM), either as a stand alone or in conjunction with other SSI elected bodies and include the initial and ongoing costs in the appropriate budget, funded by requisition.

8.7. [26-0558](#) Motion with Notice: LCC Membership in AVICC (E. Rook)

Recommendation: [At the April 16, 2026 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Rook into record to be discussed at a following meeting:]

That the Salt Spring Island Local Community Commission directs staff to report on options for obtaining full participatory membership for the LCC in the Association of Vancouver Island and Coastal Communities (AVICC), either as a stand alone or in conjunction with other SSI elected bodies and include the initial and ongoing costs in the appropriate budget, funded by requisition.

8.8. [26-0600](#) Motion with Notice: Review of Reversal of Transit Route 7 (Director Holman)

Recommendation: [At the April 16, 2026 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at a following meeting:]

"That staff provide a report regarding the possible reversal of #7 transit route."

10. Adjournment

NEXT MEETING:

*-Thursday, June 18, 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, April 9, 2026

5:00 PM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

PRESENT:

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

STAFF: S. Henderson, General Manager, Electoral Area Services ; D. Ovington, Senior Manager, SSI Administration; J. Starke, Senior Manager, SGI Administration (EP); J. Wandolo, Rural Housing Project Coordinator, Regional Housing (EP); M. Williamson, Committee Clerk, SSI Administration (Recorder)

GUEST: Linda Adams, GISRA; Harry Barnes, GISRA; C. Burtini, Lookout Society; Joyce Budnyk, Housing, Now; Julian Clark, Lady Minto Foundation; Adam Evanik, Housing Now; Lee Fox, Lookout Society; Janis Gauthier, GISRA; Alicia Herbert, IWAV; Tamara Speiran, Lookout Society; Brett Webb, Heartwood House Society;

Electronic Participant - EP

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

The meeting was called to order at 05:01 pm.

1. Territorial Acknowledgement

Commissioner Rook provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Commissioner Webster, SECONDED by Director Holman,
That the agenda for the April 09, 2026, meeting of the Local Community
Commission be approved as amended by moving consideration of agenda item
6.2. before agenda item 6.1.
CARRIED**

3. Adoption of Minutes

3.1. Minutes of March 12, 2026 Salt Spring Island Local Community Commission

**MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That the minutes of the March 12, 2026, meeting be adopted as circulated.
CARRIED**

4. Chair, Director, and Commissioner Reports

Commissioner Rook spoke regarding submitting notice of motion in advance of the LCC budget planning meeting.

Commissioner Webster spoke of the ribbon cutting ceremony of two new bus shelters.

Director Holman spoke of the following items:

- Digitalizing Building Inspection data
- Housing data for 2021 census

5. Senior Manager Report

There was no Senior Manager's report.

6. Presentations/Delegations

6.2. Delegation

- 6.2.1. Delegation: Jenny McClean; SSI Resident; Re: Agenda Item 6.1.5.
Presentation: Janis Gauthier, Harry Barnes & Linda Adams, Gulf Islands Seniors Residence Association Re: Kings Lane Housing Project
J. McClean spoke to agenda item 6.1.5.

6.1. Presentations

- 6.1.1. Presentation: Joan Wandolo, Regional Housing Re: CRD Rural Housing Programs
J. Wandolo spoke regarding the CRD Rural Housing Programs.
- 6.1.2. Presentation: Adam Evanik & Joyce Budnyk, Housing Now Re: Housing Now Update
A. Evanik spoke regarding Housing Now.
- 6.1.3. Presentation: Julian Clark & Brett Webb, Lady Minto Foundation Re: Heartwood Housing Project
J. Clark and B. Webb spoke regarding Housing Now.
- 6.1.4. Presentation: Tamara Speiran & Lee Fox, Lookout Society Re: Lookout Society Housing Support on Salt Spring
T. Speiran spoke regarding Lookout Society's Housing Support on Salt Spring.

- 6.1.5.** Presentation: Janis Gauthier, Harry Barnes & Linda Adams,
Gulf Islands Seniors Residence Association Re: Kings Lane Housing
Project
J. Gauthier and H. Barnes spoke regarding the Kings Lane Housing Project.
- 6.1.6.** Presentation: Alicia Herbert, IWAV Re: Norton Road Project
A. Herbert spoke regarding the Norton Road Project.

7. Commission Business

There was no commission business.

8. Notice(s) of Motion

There was no notice(s) of motion.

9. Adjournment

**MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That the Local Community Commission adjourns the meeting at 7:02pm.
CARRIED**

CHAIR

SENIOR MANAGER



Making a difference...together

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, JUNE 11, 2026**

SUBJECT Economic Development Initiatives Project Funding

ISSUE SUMMARY

The purpose of this report is to consider funding requests to support promotion of economic development on Salt Spring Island (SSI).

BACKGROUND

The 1.124 SSI Economic Development Sustainability Service was established to promote, provide information and assist local service agencies with economic development initiatives. Activities that are not considered “promotion” are those activities that are non-seasonal and more than three years in length.

Examples of what has been considered “promotion” to date include:

- Pilot program for industry and worker coordination under three years;
- Seasonal funding to tourism societies to increase service levels;
- Contracts for service for research or coordination (housing feasibility, rental coordination, encouragement o business);
- Workshops and advisory services, promotional programs, marketing strategies, consideration of economic diversification and resiliency; and
- Improvement of public spaces, or private spaces where there is a secured public right to utilize the space.

Examples of what would not be considered “promotion” to date include:

- Graffiti removal from private property;
- Improving, beautifying, or maintaining private property;
- Security cameras or surveillance equipment;
- Where ongoing funding is requested to support a business undertaking (e.g. contribution of funds to make business viable; and
- Funding of Citizens’ On Patrol-style initiatives, mental health outreach, or social work.

Ultimately the decision on what is “promotion” is up to the SSI Local Community Commission (LCC) who have been delegated authority over this service. If the LCC were to engage outside this authority such a decision may be challenged. All such projects are subject to the restriction on assistance to business as set out in the *Local Government Act*.

In 2025, Economic Development “Contribution Projects” funding was allocated to support initiatives led by Housing Now, the Salt Spring Island Chamber of Commerce, and members of the Salt Spring Island Agricultural Alliance (Appendix A, Table 2). These contributions supported community based economic development activities aligned with local priorities. For 2026, the Capital Regional District (CRD) has received funding requests from each of these three organizations again, which are summarized for consideration in (Appendix A, Table 1).

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission approve 2026 requests for funding from the 1.124 Salt Spring Island Economic Development Service in the amount of \$55,180 as listed in Appendix A, Table 1.

Alternative 1

That the Salt Spring Island Local Community Commission approve 2026 requests for funding from the 1.124 Salt Spring Island Economic Development Service in a different amount as listed in Appendix A, Table 1.

Alternative 2

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

IMPLICATIONS

Financial Implications

The Economic Development Service has allocated \$66,896 of funding in 2026 to support not-for-profit organizations that contribute to local economic development through program development, memberships, contribution-projects and third-party payments. The SSI Economic Development Operating Reserve has a projected ending balance of \$11,113 in 2026.

Economic Implications

Supporting community groups to promote economic development provides cost-effective economic benefits by coordinating local efforts, reducing barriers to participation in the economy, and leveraging additional funding and partnerships. Time-limited, promotion-focused contributions enable pilot projects, sector coordination, workforce and housing initiatives, and targeted outreach that support business retention, labour stability, and economic diversification without providing direct assistance to individual businesses.

CONCLUSION

This report outlines the 2026 funding requests under the Salt Spring Island (SSI) Economic Development Sustainability service for the SSI Local Community Commission's consideration. The proposed requests support short-term, promotion focused initiatives delivered by community organizations and do not exceed the approved 2026 budget amounts.

RECOMMENDATION

That the Salt Spring Island Local Community Commission approve requests for funding from the 1.124 Salt Spring Island Economic Development Service in the amount of \$55,180 as listed in Appendix A, Table 1.

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

ATTACHMENTS

- Appendix A: Economic Development Funding Summary Tables 1 & 2
- Appendix B: Economic Development Fund Request for 2026
- Appendix C: 2025 Funded Initiatives Final Reports

Appendix A – 1.124 Economic Development Funding Requests

Table 1: SSI 2026 Economic Development Funding Requests

2025 Economic Development Service	2026 Budget	2026 Committed Funds	Remaining	2026 Funding Requests – Approval Recommended
Program Development	20,000	0	20,000	<ul style="list-style-type: none"> • 23,724 Housing Now
Memberships & Professional Dues	5,180	0	5,180	<ul style="list-style-type: none"> • None
Contribution Projects	51,716	\$21,716 * (IHS)	30,000	<ul style="list-style-type: none"> • 3,000 Agricultural. Alliance • 10,000 Farmland Trust • 3,000 Island Natural Growers • 3,000 Farmers Institute • 2,450 Abattoir Society • \$10,000 Chamber Visitor Centre
Third Party Payments	10,000	10,000 ** (DMMO)		
TOTAL	66,896	\$30,716	\$55,180	\$55,174

* Committed funds carried forward into 2026 to support Integrated Housing Strategy (IHS)

** Committed funds for Southern Gulf Island Tourism Partnership (DMMO)

Table 2: SSI 2025 Economic Development Approved Funding

2025 Economic Development Service	2025 Budget	2025 Approved Funding
Program Development	\$20,000	<ul style="list-style-type: none"> • \$23,724 Housing Now
Memberships & Professional Dues	\$5,180	No funding requested in 2025. \$2,500 in 2024 for the Rural Island Economic Partnership Forum
Contribution Projects	\$71,652	<ul style="list-style-type: none"> • \$51,652 Integrated Housing Strategy (\$51,652 in one-time Operating Reserve Funding) • \$7,000 Farmland Trust • \$5,000 Abattoir skills training • \$3,500 Tuesday Market • \$10,000 Chamber Visitor Centre
Third Party Payments	\$10,000	<ul style="list-style-type: none"> • \$10,000 Southern Gulf Island Tourism Partnership
TOTAL	\$106,832	<ul style="list-style-type: none"> • \$20,000

* Additional funding to support First Nations Engagement under the Integrated Housing Strategy



HOUSING NOW

STATEMENT OF WORK 2026/2027 LCC

ABSTRACT

This Statement of Work outlines the 2026 implementation of the Housing NOW Homeshare Referral Network and Community Connect program, which strengthens workforce housing stability on Salt Spring Island by operating a coordinated homeshare registry, formalizing referral pathways, and engaging community partners to improve access to housing for local workers and residents. Prepared by: Janey Rowland, Michael Cowan, and Joyce Budnyk

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Housing NOW

Statement of Work

Project Name: **Housing NOW Homeshare Referral Network & Community Connect**

Contractor Name: Southern Gulf Island Community Resource Centre

Dept./ Division: SSI LCC/Capital Regional District

Prepared by SGICRC Staff: Janey Rowland, Michael Cowan, and Joyce Budnyk.

Project Overview

The Southern Gulf Islands Community Resource Centre's (SGICRC) Housing NOW (HN) program continues to respond to the persistent rental and workforce housing challenges across Salt Spring Island. Housing instability remains one of the most significant constraints on the island's labour market capacity. Local employers, service providers, and community organizations consistently identify housing scarcity as a primary barrier to recruiting and retaining workers. By reducing preventable vacancies, supporting homeseeker navigation, and helping homeowners confidently participate in homeshare, Housing NOW directly strengthens labour force participation, service continuity, and regional economic resilience.

In 2025, Housing NOW focused on strengthening the digital infrastructure of the Homeshare program and piloting enhanced platform and service features. This work improved system functionality while also surfacing operational gaps related to intake consistency, referral coordination, and follow-through protocols. The resulting structured referral model established an important foundation for labour market support by enabling more efficient matching between available housing and members of the local workforce.

In 2026, the program transitions from platform development to structured service integration. The Homeshare Referral Network and Community Connect model formalize standardized intake and screening procedures, referral tracking, defined service pathways, and coordinated case follow-up. This shift moves Housing NOW from pilot-based improvements to a clearly documented, workforce-aligned service framework designed to improve match efficiency, reduce time-to-housing for workers, and support measurable labour market outcomes across Salt Spring Island.

Housing stability is directly linked to labour force retention, business continuity, and the sustainability of essential services on Salt Spring Island. Employers across healthcare, nonprofit, retail, tourism, and small business sectors continue to report housing access as a critical workforce constraint. By strengthening referral pathways and providing structured homeshare navigation, Housing NOW reduces workforce mobility barriers, supports employee retention, and contributes to the overall stability and productivity of the local labour market. This work positions the program as a practical labour market support mechanism as well as a housing stability initiative.

1. Purpose

This Statement of Work defines the scope, deliverables, governance, and reporting structure for the Housing NOW program as delivered by the Southern Gulf Islands Community Resource Centre in partnership with the Capital Regional District through the Salt Spring Island Local Community Commission. The primary focus of this agreement is service delivery on Salt Spring Island, while maintaining coordinated engagement across the Southern Gulf Islands of Galiano, Mayne, North and South Pender, and Saturna.

2. Program Context and Alignment

Housing NOW supports Salt Spring Island priorities related to housing stability, workforce retention, and community well-being. The program aligns with CRD objectives for rural and island communities by providing practical, community-based housing solutions and strengthening coordination among housing, health, senior-serving, and workforce-support organizations.

3. Program Objectives

The objectives of the Housing NOW program under this agreement are to:

- Support workforce housing stability for local employers and essential service providers
- Increase homeowner participation in homeshare arrangements
- Standardize and formalize access pathway to housing navigation and referral services
- Establish defined inter-agency coordination protocols with community partners on Salt Spring Island
- Provide transparent reporting and accountability to the CRD and Local Community Commission

4. Scope of Services

4.1 Homeshare Registry Operations

Housing NOW will operate the Homeshare Registry on Salt Spring Island, including:

- Intake, screening, and support for homeowners and homeseekers
- Match facilitation and follow-up support
- Ongoing Registry management and data tracking
- Use of digital systems to support reporting and accountability

4.2 Referral and Community Connect Services

Housing NOW will provide a structured referral and navigation pathway for Salt Spring Island residents and organizations. Services include:

- A clear entry point for housing-related inquiries

- Referrals to appropriate housing and community services
- Collaboration with senior-serving, health, and workforce organizations
- Coordination with regional partners where appropriate

4.3 Outreach and Engagement

Program staff will prioritize outreach on Salt Spring Island through community events, presentations, employer engagement, and partnership development. Regional engagement across the Southern Gulf Islands will continue to support shared learning and coordinated service delivery.

5. Deliverables

Key deliverables under this Statement of Work include:

- Ongoing Homeshare Registry operations on Salt Spring Island
- Documented referral pathways and service protocols
- Ongoing activity and outcome reports to the CRD and LCC
- Financial reporting in accordance with CRD requirements
- Annual summary of outcomes, lessons learned, and priorities

6. Governance and Reporting

The Southern Gulf Islands Community Resource Centre will serve as the contract holder and fiscal agent. Housing NOW staff will report through CRC management structures. Reporting to the CRD and Salt Spring Island Local Community Commission will include:

- Quarterly written reports outlining program activities and outcomes
- Financial statements, as requested
- Participation in LCC meetings or presentations as requested

7. Performance Measurement

Performance indicators may include:

- Number of Salt Spring Island homeowners and homeseekers served
- Number of successful or supported homeshare arrangements
- Employer and community partner engagement activities
- Referral volume and service outcomes
- Qualitative feedback and case examples

8. Term and Review

This Statement of Work applies to the 2026 funding period. Program activities and deliverables will be reviewed in collaboration with SSI CRD staff to ensure continued alignment with Salt Spring Island priorities.

SCOPE

In Scope	Out of Scope
Homeshare Registry Platform Operations	
Housing NOW Internal Referral Framework Development	
Housing NOW Community Connect Development	
Housing NOW Community Connect Coordination and Launch	
Housing NOW Website Upgrade	

PROJECT DELIVERABLES

	Deliverables
1.	Ongoing Homeshare Registry Awareness Campaign
2.	Housing NOW Internal Referral Framework Development
3.	Housing NOW Community Connect Development
4.	Housing NOW Community Connect Awareness Campaign
5.	2026 HN Year in Review

TIMELINE

Milestones, etc.	Delivery Date
Referral Framework Development	April - May 2026
SGI Homeshare Registry Awareness Campaign	April - December 2026
Website Revisions	June 2026
YouTube Channel Launch	July 2026
Community Connect Awareness Campaign	July 2026
2026 HN Year in Review	January 2027

BUDGET

Explanation	Amount
Project Management	\$5,000
Registry Coordinator	\$3,825
HN SSI Coordinator	\$9,200
Print & Marketing / Awareness Campaign	\$1,500
Website & YouTube Development / Digital Support	\$1,000
Travel & Accommodations	\$900
Administration 15%	\$3,500
TOTAL	\$ 24,925

Project Team

Role	Team Member	Implementation	Project Review
Project Sponsor	SGI CESC, SSI LCC		
CRD Project Manager	Justine Starke, CRD		
CRC Managing Director	Michael Cowan, CRC	Program Oversight and Final Deliverables	
CRC Financial Oversight	Melody Pender, CRC	Financial Oversight and Reporting	
Project Lead	Joyce Budnyk, CRC	Creation, Coordination, and Execution of Project Plan Program Reporting	
Housing NOW Registry Coordinator	Jacqueline Dupuis, CRC	Execution of Registry Processes, Reporting, Communications, Homesharer Support	
Housing NOW SSI Coordinator	Adam Evanik	Execution of Program Directives, Reporting, Community Engagement, Homesharer Support	
SSI Island Associate	<u>TBD</u>	Coordinator Support, Community Engagement	

SGI Island Associates	TBD, Galiano Roberta Cremonez, Mayne/Saturna	Coordinator Support, Community Engagement Homesharer Support	
Project Support	<u>TBD</u> , CRD	Advisory	

KEY STAKEHOLDERS

Stakeholder	Affected or interested	Role or Involvement
SGI, SSI EA - Capital Regional District	The project will help to address both short- and long-term housing shortages in the SGI and SSI Electoral Areas	I
SGI Community Economic Sustainability Commission	The project will create a functioning Housing Registry model that will facilitate numerous homesharing opportunities in the SGIs	C, A
SGI Tourism Partnership Society	The project will create opportunities for workforce housing in support of the entire region's visitor economy	C
SGI Community Resource Centre	The project will support community capacity building through the creation of workforce housing	PD, A
SSI, SGI Businesses and NPOs	The project will support functionality of community services and programs through	I

	the creation of workforce housing	
SSI, SGI General Public	The project will help in the creation of immediate and affordable housing opportunities in the region	I

COMMUNICATIONS

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

RISK ASSESSMENT

	Risks Identification (related to scope, budget, schedule, etc.)	High Level risk Response (if Applicable)
1.	Limited homeowner participation and housing availability.	Mitigation strategies include proactive outreach, education, and collaboration with community partners to reduce barriers to participation.

<p>2.</p>	<p>The availability of suitable housing units on Salt Spring Island remains constrained. Even with improved referral coordination, limited supply may restrict the number of successful homeshare matches and reduce overall program outcomes.</p>	<p>Housing NOW will mitigate this risk through proactive homeowner engagement and education, emphasizing the benefits and flexibility of homeshare arrangements. Outreach efforts will target underutilized spaces (e.g., secondary suites, private rooms) and seasonal housing transitions. The program will also maintain realistic performance targets aligned with current market conditions and provide transparent reporting to manage expectations regarding placement volume.</p>
<p>3.</p>	<p>The effectiveness of the Referral Network depends in part on sustained engagement from employers, nonprofit organizations, and community partners. Variability in partner participation may limit referral volume or reduce coordination efficiency.</p>	<p>Housing NOW will implement structured engagement processes, including regular employer check-ins, defined referral protocols, and quarterly partner communication updates. Clear documentation of service pathways and response timelines will improve predictability and confidence among partners. Ongoing reporting of outcomes and case examples will reinforce the value of participation and encourage continued collaboration.</p>

WORK PLAN

Timeline	Description
Apr 1 - 30	Referral Framework: Development and Coordination Community Awareness: In person/online events Project Lead Registry Coordinator SSI Coordinator
May 1 - 30	Referral Framework: Coordination and Implementation Community Awareness: In person/online events Project Lead Registry Coordinator SSI Coordinator
June 1 - 30	Community Connect: Development and Coordination Homeshare Awareness: In person/online events Housing NOW Website Revision You Tube Platform Development and Launch Project Lead Registry Coordinator SSI Coordinator
July 1 - 30	Community Connect with You Tube Platform: Launch Community Connect and Homeshare Awareness Campaign: In person/online events Project Lead Registry Coordinator SSI Coordinator
Aug 1 - 30	Community Connect and Homeshare Awareness Campaign: In person/online events Project Lead Registry Coordinator SSI Coordinator

Sept 1 - 30	Community Connect and Homeshare Awareness Campaign: In person/online events Project Lead Registry Coordinator SSI Coordinator
Oct 1 - 30	Community Connect and Homeshare Awareness Campaign: In person/online events Project Lead Registry Coordinator SSI Coordinator
Nov 1 -30	Community Connect and Homeshare Awareness Campaign: In person/online events Project Lead Registry Coordinator SSI Coordinator
Dec 1 - 30	Community Connect and Homeshare Awareness Campaign: In person/online events Project Lead Registry Coordinator SSI Coordinator
January 2027	2026 HN Year in Review Project Lead

Additional Items

ITEM	DESCRIPTION	NEED	COST
Finance	Upon receipt of the initial CRC invoice	1 st disbursement	\$10,000
Finance	Upon Community Connect Platform Launch	2 nd disbursement	\$10,000
Finance	Upon receipt of HN Year in Review	Final disbursement	\$4,925



c/o PO Box 661 Ganges
Salt Spring Island BC V8K 2W3
<https://www.ssiagalliance.org>

April 28, 2026

To Salt Spring Island LCC

Members of the SSI Agriculture Alliance are farming, food and community organizations that work individually and collectively to enhance agriculture and food production on Salt Spring Island. Members include SSI Farmland Trust, SS Farmers Institute, Abattoir Society, SS Community Services, Island Natural Growers, SS Seed Sanctuary, Transition Salt Spring.

We are pleased to make a collaborative application for funding from the CRD's Sustainable Economic Development 2026/27 budget. And with gratitude for the support offered last year we have included in this package the report on those funded projects

For this year's request we have provided the proposals for the listed projects below - **the total for this collaborative request is \$21,450.**

These projects fall within the scope of Salt Springs Area Farm Plan & Climate Action Plan, and we believe they will help continue growth and development of local food production, bringing more land into production and supporting the marketing of local food products.

1. Requested by the Agricultural Alliance: SSI Food Systems Research Design Project - \$3,000. Design the research protocol and data collection approach to answer the questions of "How healthy is Salt Spring's local food system?" and "What are the practical ways we can measure it to support long-term food systems planning?". The ultimate goal of this project is to design a sustainable, long-term process so that we can regularly measure the health and performance of the island's local food system over time. Once this foundation is set and the research project has been designed with stakeholder input, then we can begin the data collection, analysis and reporting for our initial data set and then plan for regular updates to the data over time.

2. Request by the SSI Farmland Trust - Water Infrastructure for the Burgoyne Valley Community farm - \$10,000. See attached proposal.

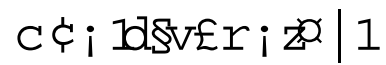
3. Requested by Island Natural Growers: The Neighbourhood Farmer Training program; Volunteer Coordinator- \$3000. See attached document.

4. Requested by Farmers Institute: for their pollinator garden- \$3000. see attached proposal.

5. Abattoir Society: Pilot Project - \$2450. This project will evaluate an expansion of its business model to purchase animals directly from local farmers, process them into market-ready products, and sell them to local customers. See attached proposal.

Members of the Alliance are committed to working collaboratively and synergistically to ensure agriculture and food production remains an important economic driver for Salt Spring Island.

Sincerely,

C. J. Overizer | 1

President of the SS Agricultural Alliance

Proposal to the Ag Alliance for Water Infrastructure at the Burgoyne Valley Community Farm

Dear members of the Ag Alliance,

For over a decade the Farmland Trust has been managing the Burgoyne Valley Community Farm and in that time we have learned many lessons, with one of the biggest challenges being that our geographic location within the Fulford Valley (clay soils and perched water table) means we face highly saturated soil conditions in the Spring and Fall, making year- round crop production nearly impossible.

We are also facing the difficult reality that a farm- wide irrigation system was never developed, so although we are blessed with a reservoir that can supply ample water to our gardeners and farmers, we lack the infrastructure to properly supply this in a holistic manner. Our drainage and irrigation struggles have culminated in the loss of several farm tenants and increasingly undesirable land conditions.

Recognizing these barriers the Farmland Trust has invested in a comprehensive Water Management Plan currently being developed by professional engineer and agrologist Wayne Haddow. We have congruently hired Dr. Ruth Waldick to create a community engagement strategy which brings in local experts to analyse Mr. Haddow's report and create a strategic plan for the Community Farm.

We are now faced with the financial implications that come with such a plan: purchasing water tanks, plumbing fittings, irrigation lines, hiring heavy equipment operators, drainage pipes, etc. It is our belief that by completing these projects we will encourage successful farming on the land, resulting in economically viable farm businesses that do not have the added burden of fronting costs for basic irrigation supply and drainage. We also believe that the existing tenants of the farm will benefit from these projects for years to come.

We would gratefully appreciate your support of the Farmland Trust asking for \$10,000 for the above mentioned projects.

Sincerely,

Shannon Farmer
Farm Operations Manger
Salt Spring Island Farmland Trust



Island Natural Growers
Gulf Islands Chapter of Canadian Organic Growers
c/o Anne Macey, 106 Old Scott Road
Salt Spring Island, BC V8K 2L 6
Phone: 250 537 5511; email: annemacey@shaw.ca

April 20, 2026

To the Salt Spring Island LCC & Dan Ovington

Funding request for the Neighbourhood Farmer Training Program

With assistance from the CRD, the development work for the NFTP was completed in 2025 as a joint project with the SSI Farmland Trust, Island Natural Growers and the Institute of Sustainable Food Systems at Kwantlen Polytechnic University. The training program successfully launched in April 2026. There are four students in the first cohort, four participating landowners and potentially four new farming enterprises coming into production in 2027.

Island Natural Growers has taken on administrative responsibility for delivering the training and expanding access to the training for subsequent years. In the fall and winter 2026/2027 we will be exploring options to increase accessibility of the program for interested parties. There are neighbourhoods interested in supporting a farmer but as yet without a matching landowner, and individuals wanting to participate but unable to commit to full-time training without financial support. Part-time options require a different funding model and more flexibility for customised trainings.

ING is a volunteer organization with no staff. We are requesting funds to hire a contractor to assist with this work.

25 hrs/month @ \$30/hr for 4 months - \$3000.

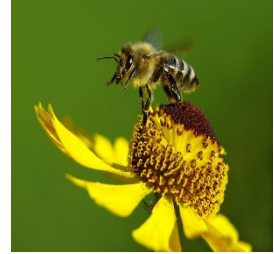
We believe the continuation of this new program bodes well for increased activity in the local food economy and hope the LCC will consider our request.

Sincerely

Anne Macey, Chair, Island Natural Growers

Salt Spring Island Farmers' Institute

Pollinator Garden



To whom it may concern.

The importance of pollinators, of all types, has long been known to farmers, orchardists, vineyards, and gardeners of all kinds. For this reason, the decline in the bee population should be of critical importance to everyone.

Recognising this the Salt Spring Island Farmers Institute is developing a portion of the institute property as a Pollinator Garden. Plantings were designed to attract all kinds of pollinators over the various seasons.

In addition to beautifying the property for our quests at the Fall Fair and other events and creating a home for bees we intend to use the Pollinator Garden as an educational tool to bring awareness to the importance of the various pollinators that support agriculture.

The hope is that the garden will be completed in time for the 2026 Fall Fair. The Salt Spring Island Farmers' Institute is requesting \$3000.00 from the CRD Economic Development Fund be allocated to assist with the cost of completing this wonderful project.

Thank you for your consideration.

Ron Stepaniuk
Salt Spring Island Farmers' Institute

Funding Request – Salt Spring Abattoir Society



CRD Economic Development Program

Since 2012, the Salt Spring Abattoir has been an essential piece of local food infrastructure, supporting island farmers, ensuring access to high-quality local meat, and advancing the goals of the Area Farm Plan. By providing on-island processing, the Abattoir reduces transportation costs and emissions, improves animal welfare, and keeps more agricultural value within the community. As a small-scale, community-focused facility, it offers an alternative to large industrial processors and plays a critical role in maintaining the long-term viability of livestock farming on Salt Spring Island.

However, the Abattoir faces increasing competition from off-island, for-profit processors such as Berryman Brothers and Metchosin Meats. These businesses attract both farmers and local customers by purchasing animals directly and offering selected retail-ready cuts - services that the Abattoir and most Salt Spring farmers cannot provide on their own. This dynamic discourages local livestock production, reduces local food security, increases animal transport, and threatens the sustainability of the Abattoir as a community service.

To address this challenge, the Abattoir Society is evaluating an expansion of its business model to purchase animals directly from local farmers, process them into market-ready products, and sell them to local customers. This approach would strengthen the local food value chain, create new market opportunities for farmers, reduce off-island hauling, and improve the availability of local meat for residents and restaurants. It would also support climate goals by lowering transportation emissions and reinforcing regenerative livestock practices.

Launching this pilot requires modest start-up funding to test processing, pricing, marketing, and logistics. The Abattoir seeks support for the following project costs:

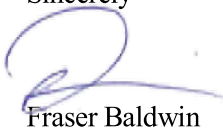
- Working capital for trial purchases
50% contribution toward 3 lambs @ \$500 each \$750
- Processing labour to deliver market-ready meat products
25 staff hours @ avg. \$28/hr cost \$700
- Marketing and outreach
saltspringmeats.com, local advertising, customer engagement \$500
- Miscellaneous project expenses
Travel, packaging, equipment, research \$500

Total funding requested: \$2,450

This pilot will allow the Abattoir to offer value-added services, expand local meat availability, support farmers with new marketing options, and strengthen the island’s food economy. It will also enhance staff engagement and retention by providing more varied, skilled work.

A strong, efficient local Abattoir reduces costs for farmers, improves animal welfare, supports climate-positive agriculture, and provides skilled employment for Salt Spring residents. We appreciate your consideration of this request and your continued support for local food security and agricultural resilience.

Sincerely



Fraser Baldwin

President Salt Spring Abattoir Society



April 15, 2026

Dear Salt Spring Island CRD Director/Local Community Commission,

On behalf of the Salt Spring Chamber of Commerce, I am writing to formally request support of \$10,000 for our local Visitors Information Centre (VIC) through the economic development service. We were pleased to have recent communication confirming that seasonal initiatives could receive funding beyond three years.

As the Chamber of Commerce is in preparation for supporting the VIC to increase service levels for the high tourism season, we are seeking funding increase service levels. The more the VIC is staffed, the more visitors can be assisted, which in turn assists local businesses to grow and prosper. This funding assists with many expenses to the Chamber of Commerce in hosting the VIC and staffing students for the season.

During 2026 our local VIC saw a 30% increase over 2025 and 9,999 people through the door. A combination of 42 volunteers and 4 students had the centre open 1239 hours. We have reason to believe that this number will increase again this year with the World Cup bringing travellers to the region, increased services by Harbour Air and habits returning to normal after the Fulford-Ganges Road construction completion.

We are grateful for any and all support in keeping our local VIC open and assisting local businesses with receiving additional traffic. Thank you for past contributions to this vital infrastructure in our tourism industry and consideration of continuing support.

Sincerely,

A handwritten signature in black ink, appearing to read "JLannan".

Jennifer Lannan
Chamber of Commerce
President

HOUSING NOW

The 2025 Year in Review reflects Housing NOW's ongoing efforts on Salt Spring Island to strengthen housing stability and support the local workforce. The report outlines key activities, partnerships, and progress achieved through community-based solutions and regional collaboration.

Prepared by the Southern Gulf Islands Community Resource Centre

Year In Review
2025

2025 Year in Review

Housing NOW Homeshare Registry Program

In 2025, the Housing NOW Homeshare Registry Program advanced its mandate to strengthen housing stability, workforce retention, and community well-being across the Southern Gulf Islands, with an enhanced focus on Salt Spring Island. The program continued to operate as a community-based housing solution that directly supports local employers, essential service providers, seniors, and residents. By facilitating short and long-term shared housing arrangements, Housing NOW addressed persistent housing supply constraints that impact economic participation and service delivery.



On Salt Spring Island, Housing NOW deepened engagement with employers, senior-serving organizations, housing advocates, and community partners while participating in more than forty outreach activities across the region. Since program inception, Housing NOW has welcomed 111 homeseekers and 60 homeowners to the Registry, resulting in 16 confirmed homeshare matches across the region. Each successful match represents a tangible reduction in workforce displacement and recruitment pressure for island businesses, nonprofit organizations, and public-serving institutions.

While confirmed matches represent the most visible outcome, the Registry also functions as a critical pipeline, maintaining readiness as housing availability fluctuates and enabling rapid placement when suitable opportunities arise. Based on conservative regional construction cost estimates for equivalent rental units, these housing outcomes reflect an estimated value of more than \$3.9 million, achieved through a comparatively modest public and community investment. This demonstrates strong value for money and positions the Homeshare model as a cost-effective tool for economic resilience.

Digital modernization continued through the phased rollout of the Happipad 2.0 platform to support registry operations and data management. While early technical challenges delayed full implementation, system updates are improving reliability, administrative oversight, and user experience. Communications and engagement efforts also expanded through a high-performing newsletter, the launch of the Shelter SGI Podcast, with monthly episodes, and the publication and distribution of the Kitchen Table Conversations guidebook, now available through island libraries.

Looking ahead, Housing NOW is positioning 2026 as a year of deeper coordination through research and implementation planning for a Community Housing Operations Model, alongside the development of a structured inter-agency referral framework to support long-term housing solutions aligned with local and regional priorities.

Program Overview

The Housing NOW Homeshare Registry connects homeowners with individuals seeking affordable, seasonal, and long-term homeshare arrangements. By supporting shared housing, the program

assists local workers, seniors, and residents who are essential to the social and economic fabric of island communities.

Serving Galiano, Mayne, Pender, Salt Spring, and Saturna Islands, Housing NOW operates within a context of limited housing supply, high demand, and seasonal pressures. Across the region, short-term rentals, infrastructure limitations, and fluctuating visitor patterns continue to shape housing availability. As a result, local employers and service providers rely heavily on private homeowners and the secondary rental market to meet workforce housing needs.

Housing NOW responds through trust-based outreach, education, and individualized support. The Homeshare model offers a flexible, community-rooted approach that strengthens housing stability, supports workforce retention, and contributes to healthier, more resilient island communities.

Goals and Objectives for 2024 to 2025

Key program goals during the review period included:

- Sustaining core staffing, including the Salt Spring Island Coordinator and Island Associates
- Launching and piloting the Happipad 2.0 digital platform
- Strengthening partnerships with senior-serving organizations, health and wellness agencies, and community groups
- Publishing and distributing the Kitchen Table Conversations guidebook to support homeowner participation
- Researching social enterprise and service models to inform long-term program sustainability
- Expanding available housing supply through homeowner outreach and education

Registry Operations and Digital Systems

In May 2025, Housing NOW began transitioning Registry operations to the Happipad 2.0 digital platform to improve efficiency, data integrity, and reporting capacity. Early technical challenges related to user access and administrative workflows temporarily reduced participation. To ensure continuity of service, the program relied on established Standard Operating Procedures while working with the platform provider to resolve system issues.

Corrective actions included streamlined registration processes, enhanced administrative dashboards, temporary fee waivers during testing, and ongoing quality assurance. The recent release of an upgraded administrative dashboard with improved reporting functionality establishes a stronger foundation for performance monitoring and outcome reporting moving into 2026.

Between May and October 2025, the platform recorded 227 users, 275 sessions, and 691 page views. These metrics provide a baseline for future evaluation as digital systems stabilize and participation increases.

Housing Affordability Trends

Affordability remains a persistent challenge. Average rents listed by homeowner hosts ranged from \$1,500 to \$1,850, while average homeseeker budgets remained closer to \$1,000. Educational outreach and incentive-based engagement with homeowners continue to be essential for narrowing this gap and supporting workforce stability on Salt Spring Island and across the region.

Community Outreach and Engagement

Salt Spring Island

Salt Spring Island remained a central hub for program activity and community engagement. The Salt Spring Island Coordinator played a key role in advancing the Happipad partnership, supporting outreach, and strengthening relationships with local organizations, employers, and service providers.

Community engagement highlights included:

- More than 100 residents participating in the Harbour House High Tea Series
- Over 80 participants engaging in the Transition Salt Spring Common Ground Summit
- More than 50 attendees at the Evicted Cities screening during the Salt Spring Film Festival
- Over 200 community members connecting through the Social Justice Bazaar

Key partnerships included:

- HEARTH, SSHAN, and Fulford Seniors
- Transition Salt Spring and local business associations
- A presentation at the Rural Island Economic Partnership Forum with representatives from 32 BC communities

These activities reinforced workforce housing as a core community planning issue and positioned Housing NOW as a practical, community-led housing response aligned with Salt Spring Island priorities.

Southern Gulf Islands

Across the Southern Gulf Islands, Housing NOW maintained consistent outreach and engagement to support regional coordination and shared learning.

- On Galiano Island, the program convened a housing roundtable with more than 14 community leaders and engaged directly with over 40 organizations and businesses, reaching approximately 250 contacts through mail and email.
- On Pender Island, Housing NOW participated in more than 25 community events, engaging approximately 50 organizations and reaching an estimated 350 to 500 residents through markets, fairs, and seniors' gatherings.

- On Mayne and Saturna Islands, outreach included participation in 12 community events and engagement with approximately 70 organizations and businesses, reaching more than 250 residents and visitors.

Regional communications initiatives included the Shelter SGI Podcast, distribution of the Kitchen Table Conversations guidebook through all island libraries, a quarterly newsletter with a 77 percent open rate and nearly 300 subscribers, collaboration with the SGI Community Justice Program on online housing conversations, and local print and media outreach.

Collectively, these efforts engaged a wide range of Salt Spring Island residents, employers, and service providers and strengthened a relationship-based approach to housing engagement.

Future Direction: Community Housing Operations Model and Referral Framework

Employers and nonprofit organizations across the region consistently identified challenges related to workforce accommodation and housing logistics. In response, Housing NOW is exploring the development of a Community Housing Operations Model as a regional framework to support long-term, purpose-built housing operations.

The Community Housing Operations Model is intended to provide shared operational capacity for community-led housing initiatives, including administrative management support, standardized service agreements, and coordinated tenant relations. This work is being approached in alignment with Provincial governance structures and local implementation readiness.

Complementing this work, Housing NOW is working to develop and implement a structured referral framework that strengthens coordination between housing, healthcare, seniors' services, and workforce-serving organizations. Building on a public-facing Community Connect pathway, the referral framework is designed to improve service navigation, follow-through, and inter-island coordination, while reducing fragmentation for employers and service providers.

Communications and Economic Alignment

Housing NOW increased its regional profile through consistent communications, local media coverage, and public presentations. Coverage in *The Driftwood* and participation in regional forums helped connect housing initiatives with broader economic development and community planning conversations.

The program employed five staff and three contract specialists, worked with local suppliers, and benefited from in-kind support from island businesses, reinforcing local economic circulation and responsible reinvestment of public funds.

Challenges and Lessons Learned

Several factors shaped program delivery in 2025. Affordability mismatches, restrictive pet policies, and varying levels of homeowner readiness affected match potential. Technical delays during the digital platform transition reinforced the importance of flexible service models and strong offline systems. Staffing changes and Canada Post service disruptions also impacted outreach timelines.



These challenges informed improvements to program workflows, communication strategies, and partnership approaches, strengthening Housing NOW's operational resilience and capacity to respond to changing community needs.

Funding and Resource Development

Housing NOW operates with support from the Capital Regional District and regional partners. The Southern Gulf Islands Community Resource Centre has applied for funding through the Rural Economic Diversification and Infrastructure Program in 2026 to advance the Community Housing Operations Model and strengthen operational capacity. Additional applications are under review with BC Gaming.

No funding decisions have been confirmed at this time, and all initiatives are being planned to align with multiple potential funding outcomes and responsible fiscal management.

Priorities for 2025 to 2026

- Secure funding for the Community Housing Operations Model
- Develop and implement an inter-agency homeshare referral framework
- Strengthen Registry workflows and digital systems
- Continue inter-island engagement and workforce housing advocacy
- Deepen collaboration with community partners across Salt Spring and the Southern Gulf Islands

Acknowledgments

Housing NOW extends appreciation to the Salt Spring Local Community Commission and Capital Regional District, as well as community partners, homeowners, homesharers, employers, and service organizations whose collaboration and trust continue to make this work possible. Together, these efforts support stable housing pathways, resilient services, and strong island communities.

To the LCC members:

The reports below cover two of the 4 recipients from the 2025 Ec Dev. fund from the collaborative request made by the SSI Agriculture Alliance.

Those are Listed here:

1. Linking Land program & identifying host sites for Neighbourhood farmer training program \$7000 (FLT & ING project)- **report below**
2. Abattoir Skills Training \$5000 (Abattoir Society)- **report below**
3. Expanding the Reach of the Tuesday Market \$4500 (Community Market Society) - receiving these funds now (April 2026) - and will use them to promote the market for 2026.
4. Removal and chipping of invasive plants/feasibility of linking with composter project \$3500 (Transition Salt Spring)- We are of the understanding a decision was to fund this from the Grant in Aid program.

Salt Spring Abattoir

1447 B Fulford Ganges Road
Salt Spring Island V8K 2B2



Summary of 2025 Training Achievements – Salt Spring Abattoir Society

In 2025, the Salt Spring Abattoir Society undertook a coordinated training program that significantly strengthened staff capability across all areas of poultry and red-meat processing. Thanks to the financial support from CRD, the Abattoir delivered targeted, hands-on instruction led by experienced butchers, external specialists, and senior crew members.

Key Achievements

- Expanded workforce skills and versatility: Multiple staff were cross-trained across poultry, lamb, beef, and pork processing, reducing operational risk and improving scheduling flexibility.
- Strengthened evisceration and processing proficiency: Focused training in both poultry and red-meat evisceration improved speed, accuracy, and consistency, directly enhancing product quality and regulatory compliance.
- Improved onboarding of new staff: New hires received structured, multi-day training that accelerated integration and ensured they could contribute productively much sooner.
- Enhanced animal-welfare and food-safety practices: Staff received instruction in stunning, equipment handling, sanitation, and proper storage, supporting high compliance standards.
- Increased resilience in Cut & Wrap operations: Dedicated training days improved capacity in

lamb and beef wrapping, addressing a long-standing bottleneck.

- Strengthened team coordination: A full-crew meeting and ongoing mentorship improved communication, alignment, and operational cohesion.

Overall Impact

The 2025 training program delivered clear, measurable improvements in operational reliability, staff competence, and service capacity. The Abattoir is now better equipped to maintain high standards, manage staff turnover, and support the island's farming community. The CRD investment directly enabled these gains, and its positive effects are already visible in day-to-day operations.

The Neighbourhood Farmer Training Program Report to the CRD and Local Community Commission April 2026

Funds provided by the LCC to the SSI Farmland Trust supported the work done in 2025 by the SSI FLT and Island Natural Growers to develop the Neighbourhood Farmer Training Program and for the recruitment of the 2026 training cohort. Funds were also received from other sources.

- 4 part-time contractors and volunteers from the participating organizations worked on the program team.
- The Neighbourhood Farmer Training Program is unique in that it combines professional farmer training, land matching and support from a local neighbourhood.
- The Salt Spring Agricultural Alliance hosted a webpage for the program providing detailed information for landowners, neighbourhoods, and potential trainees (www.ssiagalliance.org/nfp).
- Other outreach activities included newspaper articles, a CBC radio interview, social media, and attendance at agricultural events on Vancouver Island and the Lower Mainland.
- Conversations were held with twenty-two Salt Spring landowners. Five farm sites were secured with two more landowners prepared to sign agreements. □ Kwantlen Polytechnic University assisted with developing a robust curriculum which covers organic-regenerative agricultural practices, rural entrepreneurship and community-based food systems.

- The training commitment is 18 months. This includes six months full time training at Chorus Frog Farm, matching with a participating landowner, mentoring and support to develop the new farm and to connect with the local neighbourhood.

- Interest was received from across Canada from individuals with diverse backgrounds including career-transition adults and young families, highlighting the widespread need for accessible pathways into farming.

- The first cohort of 4 trainees started the training on April 7, 2026. Feedback to date suggests landowners and trainees are excited about the potential of the program. □ Although good value for money, the cost of training combined with full-time attendance was prohibitive for some. For 2027 we will be exploring options for customised part-time attendance to increase accessibility.



Salt Spring Island

Neighbourhood

Farm Program



✓ Do you have land that needs a farmer?

✓ Are you a farmer looking for land?

✓ Do you want to support a local farmer and eat locally grown food?

✓ Do you want to start a farm that grows food for your neighborhood?

✓ Check out Salt Spring Island's Neighbourhood Farm Program!



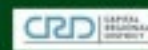
The Neighbourhood Farm Program combines professional farmer training, matching trainees with land, and selling to neighbours and local markets. We are looking for people who want to help grow our island's local food system!



Contact Us
nfp.saltspring@gmail.com



Our Website
sslagalliance.org/nfp



Salt Spring Island Visitor Information Centre



Visitor Statistics 2025 Final Report

Jan. 12, 2026

Brigitte Diebold
VIC Steering Committee Member

1. Visitor Information Centre Statistic 2025 – Final Report

Summarised are key highlights and observations from the Visitor Information Centre (VIC) statistics (Jan. -Dec.2025).



Key Highlights

- **Overall Visitors:** The VIC welcomed 9,999 visitors in 2025 compared to 7,691 visitors in 2024. This is a 30% increase over the year. The month from July-September were seen as peak visitor month for the VIC.
- **Volunteer Support:** 42 VIC ambassadors and 4 summer students covered 1,239 hours in 2025, in comparison to 868 hours in 2024. This is 42.7% more than last year.
- **Global Location from visiting Parties:** 84.2% (5,205) visited from Canada. 7.8 % (487) from the US, 4.7 % (292) from Europe. Asia, Australia and others covered 3.2 % (201).
- **BC Visitor / SSI Residents:** The VIC stated 4286 parties coming from BC, which is 69.3 % of all parties reported. 1645 parties were residents to the island, which is 26.6% who came to the VIC in 2025
- **Nights in Community per Party:** 42.3 % of parties tracked, were day trippers. 44.3% stayed 1-3 nights. 13.3 % stayed 1 or 2 weeks or longer than 14+ days. Those parties with a higher length are indicating a larger impact on the community.

Note:

- Comparisons reflecting the same time period (Jan. to Dec.) for 2024 and 2025
- Destination BC is collecting data based mainly on parties, e.g., a family of 4 visitors is tracked as 1 party
- Starting from Mid June the Visitor Information Centre was open 7 days a week in 2025



Making a difference...together

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, JUNE 11, 2026**

SUBJECT **Grant-In-Aid Application – Salt Spring Island Groove Photo Arts Association**

ISSUE

The purpose of this report is to review one Grant-in-Aid application submission for the Salt Spring Island Electoral Area.

BACKGROUND

The Capital Regional District’s (CRD) GIA Program are one-time grants to fund special projects and activities, awarded to community non-profit organizations who deliver projects benefiting electoral areas (Juan de Fuca, Salt Spring Island and Southern Gulf Islands) that are not already funded by requisition.

Funding may be provided to non-profit organizations or community groups that are considered to contribute to the general interests, wellbeing, and advantage of the community. This governance framework ensures that public funds are allocated transparently, equitably, and in alignment with the CRD’s mandate and the priorities of each electoral area.

In 2023, the Salt Spring Island Local Community Commission (LCC) directed staff to establish two annual GIA intake periods, one in the spring and one in the fall, to better support community organizations and provide predictable funding windows. This structured intake process helps ensure consistent evaluation, accountability, and alignment with community needs.

This application was listed for approval in the May 21, 2026 Spring Grant-in-Aid intake review, but the application form was not included in the appendix provided to the LCC. As a result, the LCC voted to postpone consideration on this application until the full application was included in the agenda package for review.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission approve the Grant-in-Aid application to Salt Spring Groove Photo Arts Association in the amount of \$1,000.

Alternative 2

That the Salt Spring Island Local Community Commission deny the Grant-in-Aid application to Salt Spring Groove Photo Arts Association in the amount of \$1,000.

Alternative 3

That the Salt Spring Island Local Community Commission approve a different amount in support of the Grant-in-Aid application to Salt Spring Groove Photo Arts Association.

Alternative 4

That the Salt Spring Island Local Community Commission refer the Grant-in-Aid application back to staff for more information.

IMPLICATIONS

Financial Implications

The approved 2026 Grant-in-Aid (GIA) budget for the Salt Spring Island Electoral Area is \$90,230.

Table 1: Salt Spring Island 2026 Grant-In-Aid Overall Summary

2026 GIA Overall Summary	Budget
SSI	\$70,230
SSI Foundation Donation	\$20,000
Total Budget	\$90,230

The Transition Salt Spring Society application was brought forward ahead of the GIA Spring Intake at the direction of the LCC and at the May 21, 2026 review of application additional applications were reviewed and awarded.

Table 2: Salt Spring Island Grant-in-Aid Awarded for 2026

2026 Project Summary		
Applicant	Project Title	Award
Transition Salt Spring Society	To organize the collection and chipping of invasive plants in spring 2026.	\$ 3,500
DAISSI Diverse and Inclusive Salt Spring Island	SS Pride 2026 Community Special Events	\$5,000
Graffiti Theatre	Convergence Festival (expanded to 1.5 days) Community Event	\$3,500
Lookout Housing and Health Society	On-site Community Garden	\$3,817
Salish Sea Inter-Island Transportation Society	Support the Tour des Iles 2026 2-day festival	\$5,000
Salt Spring Community Hall Society	Re-roofing the Hall & rebuilding roof structure on the two flat roofs.	\$5,000
Salt Spring Island Farmland Trust Society	Indigenous engagement & collaboration with organizing Indigenous Peoples Weekend on June 19-21, 2026.	\$5,000
Stagecoach School for the Performing Arts	Upgrade of tools and technology for the Film Department within the Performing Arts School.	\$5,000
Salt Spring Island Minor Baseball Association	The purchase of tarps that will maintain field quality, reduce maintenance demands and support safe field use.	\$2,839.20
GIA Total		\$ 38,656.20

CRD Salt Spring Island Electoral Area staff recommend that the total Grants-in-Aid budget be allocated using a 70/30 split between the Spring and Fall intake periods. After awarding **\$38,656.20** in the Spring intake, the remaining balance for the Fall Intake is \$51,573.80.

Table 3: Salt Spring Island 2026 Grant-In-Aid Spring Intake Summary

2026 GIA Spring Intake Summary	Core GIA		
	Budget	Spent	Remaining
SSI (\$)	\$90,230	\$ 38,656.20	\$51,573.80

Table 4: 2026 Grant-In-Aid Application

2026 Grant-In-Aid Application			
Applicant	Project Title	Amount Requested (\$)	Guideline \$5,000 Max (\$)
SSI Community Services Art Grants (Art Craft)	SS Groove Photo Arts Association publicly accessible photographic exhibition.	\$1,000	\$1,000

Sufficient funds exist to approve the application, leaving a remaining balance of \$50,573.80

Table 5: Post Approval Funds Remaining

2026 GIA Overall Summary	Core GIA			
	Budget	Spent	GIA	Remaining Funds
SSI (\$)	\$90,230	\$ 38,656.20	\$1,000	\$50,573.80

CONCLUSION

A Grant in Aid is a one-time financial contribution provided by the CRD to support community-led, non-profit projects that enhance the wellbeing and overall benefit of electoral areas. The biannual intake process established by the Salt Spring Island Local Community Commission continues to promote transparency, consistency, and accountability in funding decisions. Following the deferral on May 21, 2026, the Commission now has a complete application package and may consider the request on its merits in accordance with established program criteria and available funding.

RECOMMENDATION

That the Salt Spring Island Local Community Commission approve the Grant-in-Aid application to Salt Spring Groove Photo Arts Association in the amount of \$1,000.

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

Appendix A: GIA – SS Groove Photo Arts Association



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

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

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

Application Submitted By

Name and Address of Applicant: Salt Spring Island Community Services Arts Grants



Contact(s): Andrew Doyle-Linden [Redacted] [Redacted]
(name) (phone) (fax)

[Redacted]
Email address

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

Email address

Application Summary

Project or purpose for which you require assistance:

Salt Spring Groove Photo Arts Association proposes a publicly accessible photographic exhibition celebrating Salt Spring Island's live music culture. Presented as part of the Society's mission to celebrate, elevate, and amplify local creative life, the exhibition will be sh

Amount of grant requested \$ 1,000.00

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

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

(signature of authorized signatory)

Founder/Director

(title)

Andrew Doyle-Linden

(print name)

Applicant Profile

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

Salt Spring Groove Photo Arts Association is a non-profit society dedicated to celebrating, elevating, and amplifying Salt Spring Island's music culture. The Society's work is grounded in high-quality photographic documentation, including a freely accessible archive of professional photo art available for musicians' own promotional use.

Building from this foundation, Salt Spring Groove produces a biannual magazine, delivers public exhibitions and community events, supports local charities, facilitates musician collectives, and is developing scholarship opportunities for emerging young musicians. All activities are community-focused and delivered on a non-profit basis to support cultural life on Salt Spring Island.

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

Salt Spring Island is the primary geographic area served. Programming is delivered locally through public exhibitions, events, and community venues, benefiting residents, musicians, audiences, and visitors to the island.

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

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

Salt Spring Island is the primary geographic area served. Programming is delivered locally through public exhibitions, events, and community venues, benefiting residents, musicians, audiences, and visitors to the island.

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

The organization does not have a formal membership structure. Approximately 10–15 volunteers have contributed to supporting activities to date, and this number is steadily increasing. Salt Spring Groove Photo Arts Association has been in operation since January 2025.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (Special Event (Exhibition in support of Summer ArtCraft))

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

Salt Spring Groove Photo Arts Association is requesting assistance to support the presentation of the Salt Spring Arts Showcase, a curated photographic exhibition accompanying the Summer ArtCraft event. The showcase will feature a selection of large-format photographic works drawn from the Society's ongoing documentation of Salt Spring Island's live music community.

The exhibition will be installed in a public, accessible setting associated with the Summer ArtCraft event and presented as a one-time cultural experience. The photographs highlight local musicians, performances, venues, and the shared experience between artists and audiences, offering a visual complement to the broader arts programming taking place during the event.

Grant funds will be used toward exhibition presentation costs, including professional printing, mounting, and installation. The project is delivered on a non-profit basis and is intended to provide accessible cultural enrichment for the Salt Spring Island community while recognizing and celebrating the island's vibrant music culture.

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

The Salt Spring Arts Showcase provides a publicly accessible cultural experience that celebrates local musicians and the shared relationship between artists and audiences. By presenting high-quality photographic work in a community setting, the exhibition offers recognition for local creative contributors and strengthens public appreciation of Salt Spring Island's music culture.

The showcase also reinforces the foundational role of photographic documentation within Salt Spring Groove's broader community programming. By sustaining the visibility, relevance, and cultural presence of the Society, the exhibition supports ongoing engagement with musicians, audiences, and volunteers, enabling future community events, charitable initiatives, and youth-focused activities. In this way, the project delivers both immediate cultural value and longer-term benefit to the island's creative community.

Funding and Financial Information

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

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

If yes, complete the following chart. **If no**, please explain The project includes a \$500 artist honorarium from Salt Spring Arts related to Summer ArtCraft.

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

Supporting Financial Information

Salt Spring Arts Showcase – Salt Spring Groove Photo Arts Association

1. Project Budget (Estimated)

Assumptions: approximately 25 framed photographic works. Costs include GST/HST. Estimates may vary slightly based on final image count.

Expenses

- Printing (25 × \$22) **\$550**
- Mounting to foam board (25 × \$28) **\$700**
- Exhibition frames (25 × \$20) **\$500**

Total Estimated Project Cost \$1,750

(If image count increases, total costs will rise proportionally.)

2. Grant Funding from Other Sources

- Salt Spring Arts / ArtCraft artist honorarium **\$500**

(Standard participation honorarium, not grant funding.)

3. Funding Contributed by Applicant

(Fundraising or Other Revenue)

- No fundraising activities undertaken for this project.
- Remaining project costs will be covered through **organizational resources and director contribution.**

Applicant contribution (estimated) \$1,250

4. Financial Statement – Fiscal Year Summary (High-Level)

Salt Spring Groove Photo Arts Association has been in operation since **January 2025**.

For the most recent fiscal year:

- Total organizational expenses were modest and related to startup cultural programming, publications, and events.
- **No monies, honoraria, wages, or financial benefits have been paid to members, directors, or officers.**
- The organization is volunteer-run.
- A year-end financial statement exists and can be provided if required; no remuneration disclosures are applicable.

Balance Sheet - Pro Forma YE 2025

Salt Spring Groove Photos Arts Association

\$CAD

2025

Assets

Current assets:

Cash	2,345
Account receivable	-
Other current assets	-

Total current assets 2,345

Inventory assets:

Magazine	3,901
Merchandise	1,071

Total Inventory assets 4,972

Total assets 7,318

Liabilities

Current liabilities:

Accounts payable	-
Loan Payable	-
Tax payable	-
Other current liabilities	-

Total current liabilities -

Long term liabilities:

Long term debt	2,000
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Total long term liabilities 2,000

Total liabilities 2,000

Income Statement - Pro Forma 2025

Salt Spring Groove Photos Arts Association

\$CAD

	2025
Revenue	
Magazine Sales	3,231
Merchandise Sales	2,058
Sponsorship	4,850
Advertising	-
Grants	6,700
Donations	200
Other	-
Total Revenue	17,039
Expenses	
Printing & Production	5,929
Design & Layout	5,170
Merchandise - Cost of Goods Sold	1,905
Marketing & Promotion	1,551
Events	2,138
Scholarships / Give back	-
Income Tax Expense	-
Total Expenses	16,693
Changes in Net Assets	
Net Revenue - Net Expenses	345
Total Excess of Revenues over Expenses	345



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REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF THURSDAY, MAY 21, 2026

SUBJECT **Ganges Fire Hall Project Charter - Consultation**

ISSUE

The purpose of this report is to review and approve a Project Charter outlining the consultation steps associated with the Ganges Hall Repurposing Project.

BACKGROUND

The former Ganges Fire Hall will be vacated in late 2026 following completion and commissioning of the new Salt Spring Island (SSI) Fire Hall. Upon vacancy, responsibility for the operations and maintenance of the existing fire hall building will transfer to the Capital Regional District (CRD) through the SSI Parks and Recreation Service, as delegated to the SSI Local Community Commission (LCC).

In anticipation of this transition, the LCC engaged a registered professional to assess the existing building's compliance with the BC Building Code, and to evaluate the feasibility and cost implications of repurposing the structure for alternative uses. The completed assessment compared the requirements for repurposing the building for assembly occupancy, such as a community hall or farmers market, against demolition of the structure to enable future redevelopment.

The assessment concluded that the existing fire hall cannot support assembly occupancy without significant investment, including upgrades to building systems, fire and life safety measures, universal accessibility, interior reconfiguration and full replacement of the building envelope. Given the scale of required upgrades, the site's central location, and the high level of community interest in its future use, staff recommend a structured planning and engagement process before any decisions are made.

The attached Project Charter (Appendix A) outlines the scope, timeline, budget, governance, risks and consultation framework for this work.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission approve the Ganges Fire Hall Repurpose Project Charter (Appendix A) and authorize staff to proceed with the project as outlined, including community and First Nations engagement and associated assessments, within the approved project budget.

Alternative 2

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

IMPLICATIONS

Financial Implications

A total project budget of \$70,000 has been allocated to the Ganges Fire Hall Repurpose Project. Remaining funding sources include:

- \$21,050 remaining from 2025 Community Works Funding following completion of the initial architectural assessment.
- \$40,000 in reserve funding allocated in 2026.

The budget includes professional assessments, community engagement services, First Nations capacity funding, project management, and contingency. It is not anticipated that the full budget will be required. Any surplus funds will remain available for future project phases or be returned to reserves in accordance with CRD financial practices.

Approval of the Project Charter does not authorize future capital construction or redevelopment expenditures.

First Nations Implications

The property is located in an area of high First Nations interest and archaeological sensitivity. As a result, early and ongoing engagement with Indigenous governments will be a critical component of the project. Broader community consultation would follow to identify community needs, explore feasible options, and understand ratepayer support for various potential outcomes.

CONCLUSION

Approval of the Ganges Fire Hall Repurpose Project Charter will allow staff to undertake the necessary planning, assessment, and engagement work required to bring forward informed and community-supported options for the future use of the former Ganges Fire Hall site. This approach ensures that future decisions reflect community needs, respect Indigenous interests, and clearly outline the financial and operational implications for consideration by the Local Community Commission.


RECOMMENDATION

That the Salt Spring Island Local Community Commission approve the Ganges Fire Hall Repurpose Project Charter (Appendix A) and authorize staff to proceed with the project as outlined, including community and First Nations engagement and associated assessments, within the approved project budget.

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

ATTACHMENT

Appendix A: Ganges Fire Hall Repurpose Project Charter

 <h1 style="text-align: right;">Project Charter</h1> <h2 style="text-align: right;">Ganges Fire Hall Repurpose Project – Consultation</h2>	
Department / Division:	SSI Parks and Recreation / SSI Electoral Area
Budget / Account Code:	CX.201.1415
SharePoint File No.:	5220 Projects – Ganges Fire Hall
Prepared By:	Dan Ovington
Last Updated:	Thursday, May 14, 2026

1. PROJECT BACKGROUND

The former Ganges Firehall at 105 Lower Ganges Road will be vacated in late 2026 following completion of the new Salt Spring Island (SSI) Firehall. At that time, the Capital Regional District (CRD) through the SSI Parks and Recreation Service delegated to the Local Community Commission (LCC) will assume responsibility for the building's operations and maintenance. To inform planning for the site, the LCC engaged a registered professional to assess the structure's compliance with the BC Building Code and to identify the costs and regulatory considerations associated with potential changes in occupancy. The resulting assessment compares the investment required to repurpose the building for assembly uses, such as a community hall or farmers market, with the costs of demolishing the structure to enable future redevelopment.

The assessment concludes that the existing building cannot support assembly occupancy without substantial upgrades, including modernization of building systems, fire and life safety improvements, accessibility enhancements, interior reconfiguration, and full building envelope replacement. Given the site's central location and strong community interest in its future, long term planning and community engagement will be important to identify gaps in community space and guide decisions that align with local priorities and resources. Because the property is situated in an area of high First Nations interest and archaeological significance, early engagement with First Nations will be essential to identifying interests and navigating regulatory requirements. Broader community consultation can then follow to evaluate potential uses and determine ratepayer support for higher-cost redevelopment options.

2. PROJECT PURPOSE

The purpose of this project is to evaluate feasible future options for the former Ganges Fire Hall site either through repurposing the existing building or removing it to enable new development and to support an informed, transparent decision-making process.

3. CRITICAL SUCCESS FACTORS

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

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

- Delivered on-budget, continue to meet or exceed community use and future demand requirements, Universal accessibility, Vandalism resistant, Delivered on-time

4. SCOPE

	In Scope	Status
1	Administration: <ul style="list-style-type: none"> • Draft Project Charter • Stakeholder identification • Review background information (reports) • Complete Privacy Impact Assessment (if required) • Communication plan • LCC to approve project scope / Project Charter <ul style="list-style-type: none"> - Post Request for Proposals and award contract (for community engagement) 	
2	Site Assessments: <ul style="list-style-type: none"> • Survey/ Archaeological • Geotechnical review • Determine any constraints around building/land changes 	
3	Initial Community Input (Listening Phase) * <ul style="list-style-type: none"> • Identify high level options (repurpose, replace, demolish) • Gather feedback on: <ul style="list-style-type: none"> - Community needs and priorities - Perceived value of building • Ideas for repurpose or replace 	
4	Options Development and Evaluation: <ul style="list-style-type: none"> • Prepare three or four options based on community input • Prepare comparative summaries showing implications (cost, timelines, needs, tax implications, benefits, risks, etc.) • Present to LCC for comment /approval prior to making options public 	
5	Community Engagement: <ul style="list-style-type: none"> • Present options back to the community showing how earlier feedback was used / implications of each option • Invite input on preferred option(s) 	
6	First Nations Engagement (ongoing and parallel): <ul style="list-style-type: none"> • Engage Indigenous governments early and throughout the process. • Provide capacity funding to review options and provide input 	
7	Report Back: <ul style="list-style-type: none"> • Compile “What We Heard” summary document (key themes, areas of consensus and disagreement, constraints/implications that inform decision making) • Post publicly, refer to Nations and present to LCC for comments • LCC to recommend preferred option for final comments 	
	Decision Making <ul style="list-style-type: none"> • Develop class D +/-50% cost estimates for preferred option • Present final comments with preferred option to LCC for final comments and consideration. • Draft final report • Post publicly 	

* Engagement details / methods to be specified by consultant.

5. PROJECT DELIVERABLES

No.	List of Project Deliverables	Acceptance Criteria
1	Project Charter	Project Charter approved by LCC
2	Assessments	Completion of required assessments (Archeological, geotechnical, others as needed)
3	Initial Input Report	Draft report based on broad community engagement
4	Options Evaluation	Prepare options and comparative summaries, solicit feedback from the community, key stakeholders and First Nations.
5	What we Heard Report	Draft report for LCC consideration
6	Draft Final Option	Draft presented to LCC for final comments before posting publicly for “final thoughts”
7	Final Report	Prepare final report and cost estimates

6. TIMELINES

Milestones, etc.	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Administration	X											
Post RFP		X	X									
Assessments				X	X							
Listening Phase						X	X					
Options Development							X	X				
Options engagement									X	X		
LCC Final Review											X	
Final reports												X

7. BUDGET

\$30,000 of Community Works Funding was included in the 2025 SSI Parks and Recreation Capital plan to engage a registered professional to complete the repurpose evaluation. The contract for this work came in under budget at \$8,950 leaving \$21,050 in the project fund.

An additional \$40,000 of reserve funding has been allocated in 2026 to support the Firehall Repurpose project bringing the total project budget to \$70,000. It is not anticipated that the full budget amount will be required for this phase of the project. Similar to the repurpose evaluation, any funds remaining will be left in the project fund to support next steps or returned to the CRF.

Cost Explanation	Amount (\$)	Funding Source
Architecture assessment	\$8,950	CWF (completed)
Engagement Contractor	\$30,000	CWF/reserves
Professional Assessments	\$10,000	Reserves
First Nation Capacity Funding	\$6,000	Reserves
Miscellaneous (signage, temp. fencing)	\$1,500	Reserves
Project Management (10%)	\$6,000	Reserves
SUB TOTAL	\$62,450	
Contingency (12%)	\$7,550	Reserves
TOTAL	\$70,000	

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

8. ADDITIONAL ASSUMPTIONS / CONSTRAINTS

No.	Description
1	It is assumed that the transfer of ownership will proceed as planned.
2	It is assumed that there will be a timely review of plans to meet project milestones.
3	It is assumed that the community and key stakeholders will participate in the engagement.
4	Capacity funding required for First Nation engagement has not been confirmed
5	Right of way on the property for water storage has not been adequately assessed to determine any set back requirements that may limit development options

9. PROJECT TEAM

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

<p>Project Manager (Dan Ovington, SSI Senior Manager)</p>	<ul style="list-style-type: none"> • Provide overall leadership for the project team and accountability for scope, schedule, and budget. • Manage all project procurement, including contract and purchase approvals under \$100,000. • Plan, coordinate, and allocate resources to address issues and maintain project progress. • Identify project risks and implement mitigation strategies. • Lead project status review meetings and maintain effective communication with key stakeholders. • Liaise with the Commission and attend Commission and Board meetings as required, including preparation of staff reports. • Ensure compliance with applicable policies, procedures, and governance requirements. • Collaborate on the final project report.
<p>Project Administration (SSI Administration Staff)</p>	<ul style="list-style-type: none"> • Provide tender and contract administration. • Book venues for open house/public engagement. • Draft communications plan. • Advertise /promote engagement events/materials as required • Field questions related to project. • Ensure compliance with policies and procedures. • Monitor project budget.
<p>Communications (CRD Corporate Communications)</p>	<ul style="list-style-type: none"> • Approve and distribute communication plans as appropriate. • Approve and distribute media release(s) • Share and promote events / activities on social media. • Development/production of publications displays and presentations. • Update website, newsletters/info sheets. • Support public/stakeholder engagement as needed.
<p>First Nations Engagement (CRD FN Relations Department)</p>	<ul style="list-style-type: none"> • Support project team and consultant with FN engagement. • Provide templates and review letters to FN. • Attend quarterly meetings with WSAANICH Leadership Council. • Attend meetings with Nations. • Provide contact information.

10. KEY STAKEHOLDERS

Stakeholder	How Stakeholder is Affected by/Interested in Project	Involvement (see legend below)
CRD CAO / GM	Needs to be kept informed of the project. Commitment and support for project is necessary.	A
Local Community Commission	Needs to be kept informed of the project. Commitment and support for project is necessary. Key decision maker who makes recommendations to CRD Board for final consideration.	A, PD
SSI Chamber of Commerce	Needs to be kept informed of the project. Commitment and support for project is necessary. Key link to surrounding businesses.	I, C
MOTT / Island Trust	Ensure stakeholder requirements are represented on the project. Group's level of concern can have a high level of impact on the decisions. (Zoning, setbacks)	I, C
Market Boards (Sat / Tue)	Ensure stakeholder requirements are represented on the project. Group's level of concern can have impact on the decisions.	I, C
Arts and Event Organizers	Ensure stakeholder requirements are represented on the project. Group's level of concern can have impact on the decisions.	I, C
Park Users	Ensure stakeholder requirements are represented on the project. Group's level of concern can have impact on the decisions.	I, C
SSI Operations Maintenance Staff	Kept informed of the project and provides input on process selections, equipment selections, maintenance issues, daily operational impacts etc.	I, C
SSI Administrative Staff	Keep informed of the project and prepare contract agreements. Receive public comments.	I, C
Adjacent property owners.	Ensure stakeholder requirements are represented on the project. Group's level of concern can have impact on the decisions.	I, C

Legend

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

11. RISK IDENTIFICATION

No.	Risks Identification (Related to scope, schedule, budget, stakeholders, etc.)	Likelihood to Occur (low, medium, high)	Impact if Occurs (low, medium, high)	High Level Risk Response Strategy (if applicable)
1	Environmental / Archaeological/ First Nations	Medium	High	Complete assessments as first step in project to determine any risks and mitigation strategy.
2	Existing Site Conditions	High	High	Ensure site conditions are assessed properly, and site is prepared considering Operations and Maintenance aspects.
3	Project costs are greater than budgeted	Low	High	Need to obtain cost estimates for all the upgrades. A 12% contingency has been included in the budget.
4	Public opposition	Low	High	Ensure effective community communication strategy throughout the process. Develop mitigation action strategies to address issues.
5	Time Overruns	Medium	High	Keep a track on the project timeline to ensure the project is on schedule and update stakeholders if timelines need an adjustment.

12. SIGN-OFF

Position/Title	Print Name	Approval / Motion	Date
Project Manager	BBA, Senior Manager, Salt Spring Island Electoral Area		
Project Sponsor	Salt Spring Island (SSI) Local Community Commission		



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**REPORT TO THE SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, MAY 21, 2026**

SUBJECT **Salt Spring Island Local Community Commission’s External Grants -
Spring 2026**

ISSUE

This report provides an update on new and in-progress external grants activity for the period from October 2025 to May 2026.

BACKGROUND

A summary of the external grant applications (Appendix A) details grants submission and the application status. Several projects in the Five-Year Financial Plans under the delegated authority of the Salt Spring Island Local Community Commission are reliant on grant funding to proceed.

IMPLICATIONS

Financial Implications

New Grants / Contributions Awarded

1. \$10,226 Summer Student Grant- Camp Leaders (applied for \$18,732).
2. \$23,544 Island Health Inclusion Support Worker for 2-year camp support.

Upcoming Grants Pending Approval

1. \$1,750,000 Capital Infrastructure Stream- Rainbow Recreation Building Envelope.
2. \$100,000 Ministry of Transportation and Transit, Transit Minor Betterments Grant – Ganges Visitor Information Centre Bus shelter.

CONCLUSION

The Capital Regional District recognizes grants are a supplementary funding source to address the needs within the scope of the Salt Spring Island Local Community Commission (LCC) services. A number of services under the LCC are reliant on grant funding to proceed.

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

Appendix A: 2026 SSI External Grants Tracker Spring

2026 SSI LCC Services Grants Tracker

(Updated as of 06-May-26)

 Approved	 Pending	 Unsuccessful
2	2	5
\$23,544	\$1,850,000	\$233,131

2026 Approved Grants

Service	Grant Program	Date Submitted	Project Status	Amount
Salt Spring Island Parks and Recreation	Summer Student Grant- Camp Leaders (partial)	27-Nov-25	100%	\$10,226
	Island Health- Inclusion Support worker for Spring/Summer Camps 2 year	12-Feb-26	100%	\$23,544
Total				\$23,544

2026 Pending Grants

Service	Grant Program	Date Submitted	Project Status	Amount
Salt Spring Island Parks and Recreation	Strategic Priorities Fund Capital Infrastructure Stream - Rainbow Recreation Building Envelope	12-Sep-25	25%	\$1,750,000
Salt Spring Island Transportation	MoTT Transit Minor Betterments - Visitor Centre Bus Shelter and Prep	15-Apr-26	5%	\$100,000
Total				\$1,850,000

X 2026 Unsuccessful Grants

Service	Grant Program	Date Submitted	Project Status	Amount
Salt Spring Island Parks and Recreation	SPARC Local Community Accessibility Grant Program	12-Mar-26	0%	\$25,000
	SSI Foundation Community Grant- Gym Inflatable	12-Mar-25	0%	\$9,625
	Summer Student Grant- Camp Leaders (partial)	27-Nov-25	100%	\$8,506
Salt Spring Island Transportation	Green Municipal Fund School Routes Expression of Interest- Rainbow Road	15-Oct-25	25%	\$125,000
	MoTT Transit Minor Betterments - Visitor Centre Bus Shelter	14-May-25	5%	\$65,000
Total				\$233,131