



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

Tuesday, June 20, 2023

9:00 AM

SIMS Boardroom  
124 Rainbow Road  
Salt Spring Island BC

**Inaugural Meeting**

MS Teams Link: [click here](#)

G. Baker, B. Corno, G. Holman, E. Rook, 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. Call to Order**

**2. Territorial Acknowledgement**

**3. Oath of Office**

**4. Election of Chair**

**5. Election of Vice Chair**

**6. Approval of Agenda**

**7. Adoption of Minutes**

7.1. [23-420](#) Minutes of October 24, 2022 Salt Spring Island Community Economic Sustainability Commission Meeting

**Attachments:** [Minutes - October 24, 2022](#)

7.2. [23-421](#) Minutes of March 14, 2023 Salt Spring Island Parks and Recreation Commission Meeting

**Attachments:** [Minutes - March 14, 2023](#)

- 7.3. [23-422](#) Minutes of March 27, 2023 Salt Spring Island Transportation  
Commission Meeting

Attachments: [Minutes - March 27, 2023](#)

## 8. Chair's Remarks

## 9. Presentations/Delegations

*Delegations will have the option to participate electronically. Please complete the online application at [www.crd.bc.ca/address](http://www.crd.bc.ca/address) for "Addressing the Salt Spring Island Local Community Commission" no later than 4:30 pm two days before the meeting and staff will respond with details.*

*Alternatively, you may email your comments on an agenda item to the Salt Spring Island Local Community Commission (LCC) at [saltspring@crd.bc.ca](mailto:saltspring@crd.bc.ca). Requests must be received no later than 4:30 p.m. two calendar days prior to the meeting.*

## 10. Commission Business

- 10.1. [23-436](#) Orientation
- 10.2. [23-434](#) Appoint Members to Harbour Walk Steering Committee

## 11. Notice(s) of Motion

## 12. New Business

## 13. Adjournment

The next meeting is July 18, 2023 at 9:30AM in the Salt Spring Island Multi Space (SIMS) Boardroom, 124 Rainbow Road, Salt Spring Island, BC V8K 2V5.

To ensure quorum, please advise Shayla Burnham 250 537 4448 if you cannot attend.



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**Minutes of the Meeting of the Salt Spring Island Community Economic Sustainability Commission Held Monday, October 24, 2022, in the Public Library 129 McPhillips Ave, Salt Spring Island, BC**

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**DRAFT**

**Present:** **CRD Director:** Gary Holman  
**Commission Members:** Francine Carlin, Jason Griffin, Daniel Wood, Inga Michaelsen, Dr. Daniel Muzyka, Gerard Zentner and Theresa Duynstee  
**Staff:** Karla Campbell, Senior Manager, Salt Spring Island Administration, and Shayla Burnham, Recording Secretary

**1. Territorial Acknowledgement/Call Meeting to Order**

Chair Carlin provided a Territorial Acknowledgement and called the meeting to order at 10:03 a.m.

**2. Approval of Agenda**

**MOVED** by Commissioner Muzkya, **SECONDED** by Commissioner Michaelsen, that the Salt Spring Island Economic Sustainability Commission agenda of October 24, 2022 be approved as amended by adding item 4.1 Randy Cunningham re: Southern Gulf Islands Tourism Partnership Society and item 6.5 Local Community Commission Update. Lastly, to include Commissioner Young's email regarding his immediate resignation which was forwarded to Chair Carlin for the Commission's information.

**CARRIED**

**3. Adoption of Minutes of May 16, 2022**

**MOVED** by Commissioner Griffin, **SECONDED** by Commissioner Wood, that the Salt Spring Island Economic Sustainability Commission minutes of the May 16, 2022 be adopted as presented.

**CARRIED**

**4. Delegations/Presentations**

**4.1 Randy Cunningham re: Southern Gulf Islands Tourism Partnership Society**

- Independent non-profit society.
- Managed by an elected tourism sector Board of Directors.
- Includes Salt Spring Island and surrounding Southern Gulf Islands.
- To date, the society has received roughly 1 million in grant funding.
- Covid-19 pandemic caused operational delays.
- A discussion regarding regional funding opportunities occurred.

## **5. Director and Chair Reports**

**Director Holman** briefly reported:

- Re-elected as Capital Regional District (CRD) Salt Spring Island Electoral Area Director for the 2023-2026 term.
- Local Community Commission (LCC) won voter approval with an election to take place at a date to be determined in 2023.
- Will be working with the Ministry of Health in regards to the recent on island overdoses.
- The Commission requested clarity in regards to the future of the Community Economic Sustainability Commission (CESC) and Director Holman responded that the CESC would dissolve following the LCC election process.

**Chair Carlin** – No report.

## **6. Outstanding Business**

### **6.1 Community Economic Forum Update**

- CESC Working Group meeting following directly after regular meeting.
- Community engagement, pop-up boards, in person interviews, etc. to report on CESC updates.

### **6.2 Southern Gulf Islands Tourism Partnership (SGITP) Big Picture Update**

- Recorded under item 4.1 Randy Cunningham re: Southern Gulf Islands Tourism Partnership Society.

### **6.3 Grow Local Big Picture Update**

- Established in April 2022.
- Two contactors were hired to expand agriculture on Salt Spring Island.
- Local Salt app created to unite local farmers and food producers.
- School meal programs and restaurants purchasing from local farmers.
- Creating a new ordering system for bulk buyers and sellers.
- Commissioner Duynstee stated that the program requires a dedicated part time coordinator, especially if scaling up in the coming years.
- Last month of the project is November 2022 with a final report available by December 1, 2022.

### **6.4 2023 Salt Spring Island Community Economic Sustainability Operating Budget**

- The Commission expressed support for the Salt Spring Island Economic Sustainability Coordinator position and further stated the importance in hiring the coordinator to write the overall CESC plan.

**MOVED** by Commissioner Muzyka, **SECONDED** by Commissioner Michaelsen, that the Salt Spring Island Community Economic Sustainability Commission approve the 2023 operating budget and five-year financial plan (2023-2027) for the Salt Spring Island Community Economic Sustainability Commission as presented; and recommends the 2022 actual surplus be balanced on the 2022 transfer to the operating reserve.

**CARRIED**  
**Director Holman Opposed**  
**Commissioner Wood Opposed**  
**Commissioner Carlin Opposed**

**MOVED** by C, **SECONDED** by Commissioner Wood, that the Salt Spring Island Economic Sustainability Commission defer this recommendation until the Commission can meet with a number of NGO's to discuss possible funding opportunities at a date to be determined.

**DEFEATED**

#### **6.5 Local Community Commission (LCC) Update**

- Recorded under item 5. Director and Chair Reports.

#### **7. New Business – None**

#### **8. Next Meeting – Monday, November 21, 2022 at the Salt Spring Island Library Meeting Room, 129 McPhillips Avenue, Salt Spring Island, BC**

#### **9. Adjournment**

**MOVED** by Commissioner Carlin, that the Salt Spring Island Economic Sustainability Commission adjourn the meeting at 12:03 p.m.

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**CHAIR**

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**SENIOR MANAGER**



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**Minutes of the Regular Meeting of the Salt Spring Island Parks and Recreation Commission Held March 14, 2023 at the Salt Spring Island Multi-Space (SIMS) 124 Rainbow Rd, Salt Spring Island, BC V8K 2K3**

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**DRAFT**

**Present:**       **Director:** Gary Holman  
                  **Commission Members:** Sonja Collombin, Colin Walde, Sean Norgard, Randy Cunningham, Andrea Little, and Drew Bodaly  
                  **Staff:** Karla Campbell, Senior Manager, Salt Spring Island Administration, Dan Ovington, Parks and Recreation Manager and Shayla Burnham, Recording Secretary

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

**1. Territorial Acknowledgement / Call Meeting to Order**

A Territorial Acknowledgement was provided by Dan Ovington and the meeting was called to order at 2:32 pm.

**2. Election of the Chair**

Staff called for nominations from the floor. Commissioner Bodaly nominated Commissioner Collombin as Chair. After calling three times and hearing no other nominations, Commissioner Collombin was re-elected as Chair.

**3. Approval of Agenda**

**MOVED** By Commissioner Bodaly, **SECONDED** by Commissioner Norgard, that the Salt Spring Island Parks and Recreation Commission approve the amended agenda of March 14, 2023 by adding item 5.1 Brian Webster, Anne Macey, and Marion Hargrove re: Invasive Species Knotweed – 262 Rainbow Road and, by reordering item 5.1 to 5.2 Portlock Park Master Plan. Lastly, by adding item 7.5 Mouat Park Encampment.

**CARRIED**

**4. Adoption of Minutes of November 15, 2022**

**MOVED** By Commissioner Cunningham, **SECONDED** by Commissioner Norgard, that the Salt Spring Island Parks and Recreation Commission adopt the minutes of November 15, 2022 as presented.

**CARRIED**

**Adoption of Special Minutes of December 6, 2022**

**MOVED** By Commissioner Cunningham, **SECONDED** by Commissioner Norgard, that the Salt Spring Island Parks and Recreation Commission adopt the special minutes of December 6, 2022 as presented.

**CARRIED**

**5. Delegation/Presentation**

**5.1 Brian Webster, Anne Macey, and Marion Hargrove re: Invasive Species Knotweed – 262 Rainbow Road**

- Chemical control concern for food and public safety expressed.
- Volunteer agreements for ongoing mechanical control methods suggested by numerous delegates.
- The suggestion for mechanical control to minimize spread suggested.
- The suggestion for castor oil application to minimize spread suggested.

**5.2 Portlock Park Master Plan**

- Support for baseball fields and soccer fields expressed due to high demand.
- Track around the perimeter of the property to be considered.
- The Commission noted the importance in team sports.
- The Commission noted the limited playing fields available on island.
- Support for pickleball courts (separate from tennis courts) expressed. Further support for pickleball courts at Portlock Park expressed.
- The Commission noted children utilize the existing playground.
- Support for tennis courts on Portlock and/or Rainbow Road property expressed.
- Senior youth 12+ require larger playing fields.
- The Commission acknowledged that Portlock Park is utilized from open to close every day by several user groups as well as individuals seeking recreational amenities.

**6. Director and Chair Reports**

Commissioner Little entered the meeting at 3:35pm.

**Director Holman** briefly reported:

- CRD Board to approve the Final Budget in March, 2023.
- Regional requisition for affordable housing could result in overall increase.
- Province of British Columbia Growing Communities Fund announced which will provide a one-time total of \$1 billion in grants to all B.C.'s municipalities and regional districts.

**Chair Collombin** – No report

## 7. New Business

### 7.1 Invasive Species Knotweed – 262 Rainbow Road

- Discussion occurred under item 5.1 Brian Webster, Anne Macey, and Marion Hargrove re: Invasive Species Knotweed – 262 Rainbow Road

**MOVED** By Commissioner Collombin, **SECONDED** by Director Holman, that the Salt Spring Island Parks and Recreation Commission request staff treat knotweed located at 262 Rainbow Road by mechanical and biocontrol means in cooperation with volunteers and that effectiveness of control methods be reassessed annually.

**CARRIED**

### 7.2 Canada Parks and Recreation Youth Employment Grant

- Staff have applied for the Canada Parks and Recreation Youth Employment Grant.
- Program will utilize both the SIMS gym and Rainbow Road Recreation pool with the PARC bus as a shuttle.
- Anticipating a response by March 24, 2023 with the program set to start in June 2023.

### 7.3 Salt Spring Island Parks and Recreation Year End Revenue and Expenses

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

### 7.4 2022/2023 Proposed Fees and Charges

**MOVED** By Commissioner Walde, **SECONDED** by Commissioner Little, that the Salt Spring Island Parks and Recreation Commission recommends that the Electoral Areas Committee and the Capital Regional District Board approve the Salt Spring Island Parks and Recreation 2023/2024 Fees and Charges as presented in Appendix 1.

**CARRIED**

### 7.5 Mouat Park Encampment

- Staff confirmed there is a designated area within Mouat Park for over night camping from dusk to dawn.
- Staff requested a proposal from Green Ground Community Design and confirmed it had not been received.

## 8. Outstanding Business

### 8.1 Rotary Dock Replacement Project

- Rotary Dock grand opening on May 10, 2023.



**8.2 Pool Electrical and Annual Closure December 4, 2023 – January 7, 2024**

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

**9. Rise and Report**

**Fulford Ball park Lease and Non-Exclusive License of Use Renewal**

**MOVED** By Commissioner Bodaly, **SECONDED** by Commissioner Norgard, that the Salt Spring Island Parks and Recreation Commission recommends that the Capital Regional District:

- 1) Approve the Lease for Fulford Ballpark, Fulford-Ganges Road, Salt Spring Island between James Akerman and Capital Regional District for a one year term commencing January 1, 2023 at an annual rent not to exceed a 5% increase to the previous year's rent.

*AND*

- 2) To further approve the Non-Exclusive License of Use for 2501 Fulford-Ganges Road Salt Spring Island between Robert Roodenburg and Marie Roodenburg and Capital Regional District for a two year term commencing January 1, 2023 at a license fee of \$1.00.

**CARRIED**

**10. Next Meeting – TBD**

**11. Adjournment**

**MOVED** By Commissioner Collombin, that the Salt Spring Island Parks and Recreation Commission adjourn the meeting at 4:23pm.

Following adjournment of the meeting, staff provided a tour of the new PARC bus.

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**CHAIR**

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**SENIOR MANAGER**



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**Minutes of the Regular Meeting of the Salt Spring Island Transportation Commission  
Held Monday, March 27, 2023 at the Salt Spring Island Multi Space (SIMS)  
Boardroom, 124 Rainbow Road, SSI, BC**

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**DRAFT**

**Director:** Gary Holman

**Commissioners:** Myna Lee Johnstone, Peter Meyer, Aubrey Smith, Gary Lehman, and Maxine Leichter

**Staff:** Karla Campbell, SSI Senior Manager and Shayla Burnham, Recording Secretary

**Regrets:** Gayle Baker and Luke Campbell

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

**1. Territorial Acknowledgement / Call Meeting to Order**

A Territorial Acknowledgement was provided by Director Holman and the meeting was called to order at 1:15 pm.

**MOVED** by Commissioner Meyer, **SECONDED** by Commissioner Smith, that the Salt Spring Island Transportation Commission appoint Commissioner Leichter as Chair of the meeting.

**CARRIED**

**2. Approval of Agenda**

**MOVED** by Director Holman, **SECONDED** by Commissioner Leichter, that the Salt Spring Island Transportation Commission approve the March 27, 2023 agenda as amended by adding item 7.2 Designated Parking for Tour Buses and, by re-numbering item 9. Next Meeting and, item 10. Adjournment to item 8. Next Meeting and, item 9. Adjournment.

**CARRIED**

**3. Adoption of Regular Minutes of February 27, 2023**

**MOVED** by Commissioner Meyer, **SECONDED** by Commissioner Smith, that the Salt Spring Island Transportation Commission adopt the regular minutes of February 27, 2023 as presented.

**CARRIED**

**4. Delegations/Presentations**

**4.1 Seth Wright, Manager, Government Relations, & Tristan Ford, Transit Planner, BC Transit Update**

- BC Ferries shore power updates at Fulford Harbour and potentially Vesuvius Bay discussed, with a suggestion made for BC Transit and BC Ferries to connect about future BC Transit electrification charging locations.
- Ridership has not fully recovered post pandemic.
- Poor road conditions on Salt Spring Island contribute to more frequent maintenance repairs.

- The Commission asked about the potential turn around option for Croftonbrook and BC Transit staff responded that turn around options are not ideal due to potential safety hazards.
- The suggestion for a smaller passenger vehicle for Croftonbrook was made. BC Transit staff confirmed that sprinter style vans had been explored however, the maintenance is considerably higher due to different design standards.
- Fuel and maintenance cost increases in the 2023/24 budget.

## **5. Report of the Director, Chair and Commissioners**

**Director Holman** briefly reported:

- Final CRD budget to be approved March 31, 2023.

**Commissioner Leichter** – No report.

## **6. Outstanding Business**

### **6.1 Project Updates**

#### **6.1.1 Merchant Mews Design**

- Island Pathways requesting additional funding to complete the Merchant Mews Pathway Designs. Staff will bring forward a report to amend the five-year financial plan.

#### **6.1.2 Speed Reader Boards Update**

- Three locations approved by the Ministry of Transportation and Infrastructure (North End Road near St. Mary Lake, Cusheon Lake Road near CRD WTP/playground zone and, Lower Ganges Road near Village Terrace south of Country Grocer).

#### **6.1.3 Swanson Road Pathway Update**

- No update.

#### **6.1.4 Mobrae and West Horel Bus Shelter Updates**

- No updates.

#### **6.1.5 ArtSpring Upper Parking Lot – Request for the Saturday Market**

- ArtSpring management unavailable to monitor the parking lot.
- Director Holman to discuss further with ArtSpring and report back at a future meeting.

7. New Business

7.1 Report to Salt Spring Island Local Community Commission (LCC) – Draft Discussion

- Commissioner Smith circulated an updated draft of the Report to Salt Spring Island Local Community Commission (LCC) for review.
- The Commission will present the final version for staff to review at a future date TBD.

**MOVED** by Director Holman, **SECONDED** by Commissioner Smith that the Salt Spring Island Transportation Commission receive the draft Report to Salt Spring Island Local Community Commission (LCC) for information.

**CARRIED**

7.2 Designated Parking for Tour Buses

- A request was made by a local tour bus operator to extend the red zone located in front of the Salt Spring Visitor Information Centre in Ganges to allow for more tour bus parking.
- A suggestion for a future Licence of Occupation and annual fee discussed.

**MOVED** by Director Holman, **SECONDED** by Commissioner Lehman, that the Salt Spring Island Transportation Commission request staff investigate the possibility of local tour bus short term parking spots in front of the Salt Spring Visitor Information Centre.

**CARRIED**

**Commissioner Johnstone Opposed**

8. Next Meeting: TBD

9. Adjournment

The meeting adjourned at 3:14 p.m.

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**CHAIR**

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**SENIOR MANAGER**