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**Minutes of the Inaugural Meeting of the Salt Spring Island Local Community Commission
Held Tuesday, June 20, 2023 at the Salt Spring Island Multi-Space (SIMS)
124 Rainbow Rd, Salt Spring Island, BC V8K 2K3**

Present: **Director:** Gary Holman (Vice Chair)
 Commission Members: Earl Rook (Chair), Gayle Baker, Ben Corno and
 Brian Webster
 Staff: Ted Robbins, Chief Administrative Officer, Kristen Morley, General
 Manager, Corporate Services, Karla Campbell, Senior Manager, Salt Spring Island
 Administration, Dan Ovington, Parks and Recreation Manager, Dean Olafson,
 Engineering Manager, Salt Spring Island, and Shayla Burnham,
 Recording Secretary

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

1. Call to Order

The meeting was called to order at 9:01am by Ted Robbins, Chief Administrative Officer.

2. Territorial Acknowledgement / Call Meeting to Order

A Territorial Acknowledgement was provided by Ted Robbins, Chief Administrative Officer.

3. Oath of Office

Kristen Morley, General Manager, Corporate Services, swore in Gayle Baker, Ben Corno, Earl Rook and Brian Webster.

4. Election of Chair

Ted Robbins, Chief Administrative Officer, called for nominations for Chair. Commissioner Baker elected Commissioner Rook for Chair. After calling three times and hearing no other nominations, Commissioner Rook was nominated as Chair.

5. Election of Vice Chair

Commissioner Rook called for nominations for Vice Chair. Commissioner Baker elected Director Holman for Vice Chair. After calling three times and hearing no other nominations, Director Holman was nominated as Vice Chair.

6. Approval of Agenda

MOVED by Commissioner Rook, **SECONDED** by Commissioner Corno,
That the Salt Spring Island Local Community Commission approve the amended agenda
of June 20, 2023 by updating Item 8. Chairs Remark's to "Chair, Director, and
Commissioner's Remarks" and, by adding Item 12.1 Determine Next Meeting Date.
Lastly, to add Item 12.2 Active Transportation Grant.

CARRIED

7. Adoption of Minutes

7.1 Minutes of October 24, 2022 Salt Spring Island Community Economic Sustainability Commission Meeting

MOVED by Director Holman, **SECONDED** by Commissioner Corno,
That the minutes of the October 24, 2023 meeting be adopted as presented.

CARRIED

7.2 Minutes of March 14, 2023 Salt Spring Island Parks and Recreation Commission Meeting

MOVED by Director Holman, **SECONDED** by Commissioner Corno,
That the minutes of the March 14, 2023 meeting be adopted as presented.

CARRIED

7.3 Minutes of March 27, 2023 Salt Spring Island Transportation Commission Meeting

MOVED by Director Holman, **SECONDED** by Commissioner Corno,
That the minutes of the March 27, 2023 meeting be adopted as presented.

CARRIED

The Commission expressed that the above minutes were those of dissolved Commissions and that they were not present during the meetings.

8. Chair, Director, and Commissioner's Remarks

Chair Rook briefly reported:

- Thanked the assembled members of the public for attending the inaugural meeting.

Director Holman briefly reported:

- Expressed congratulations to the other LCC Commissioners and public.
- Significant budget pressures for the 2024 LCC Commission forthcoming.

Commissioner Baker briefly reported:

- Expressed congratulations to the other LCC Commissioners and public.

Commissioner Corno briefly reported:

- Encouraged the community to connect on island priorities and/or issues.

Commissioner Webster briefly reported:

- Resigned from prior positions on not-for-profit organizations.

9. Presentations/Delegations

MOVED by Director Holman, **SECONDED** by Commissioner Webster,
That the Salt Spring Island Local Community Commission accept Robin Williams late delegation request regarding the Salt Spring Island Fire Rescue Appointment Request to Ganges Harbour Walk Steering Committee.

CARRIED

9.1 R. Williams re: Salt Spring Island Fire Rescue Appointment Request to Ganges Harbour Walk Steering Committee

- R. Williams appointed by the Salt Spring Island Fire Rescue (SSIFR) on Monday, June 19, 2023 to be the Liaison between SSIFR and the LCC.
- SSIFR is requesting an additional member of the SSIFR be appointed to the Ganges Harbour Walk Steering Committee.
- Fire prevention measures, storage and access to waterfront and pumping capacity noted as the location is within the SSIFR fire protection area.

10. Commission Business

10.1. Orientation

- Staff presented an Orientation PowerPoint Presentation that was circulated to the Commission for review.

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

The Commission called for a break at 10:56am.

The Commission returned to the meeting at 11:05am.

10.2. Appoint Members to Ganges Harbour Walk Steering Committee

Commissioner Rook called for nominations to the Ganges Harbour Walk Steering Committee. Commissioner Baker nominated Commissioner Webster. After calling three times and hearing no other nominations, Commissioner Webster was appointed to the Ganges Harbour Walk Steering Committee.

CARRIED

MOVED by Commissioner Webster, **SECONDED** by Commissioner Baker,
That the Salt Spring Island Local Community Commission request an agenda item to reassess the terms of reference for the Ganges Harbour Walk Steering Committee be added to the July 18, 2023 Regular meeting agenda for discussion.

CARRIED

11. Notice(s) of Motion

Director Holman proposed the following Notice of Motion for same day consideration:

“That the Salt Spring Island Local Community Commission requests staff to provide a report by the next Regular meeting on options to achieve:

1. Holding each monthly regular LCC meeting over two sessions, each to take place on a different day,
2. One of these monthly sessions to be held during the day and the other to be held in the early evening, and
3. Holding town halls and similar meetings on an as-required basis.”

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That the same day consideration be applied to the motion.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Baker
That the Salt Spring Island Local Community Commission requests staff to provide a report by the next Regular meeting on options to achieve:

1. Holding each monthly regular LCC meeting over two sessions, each to take place on a different day,
2. One of these monthly sessions to be held during the day and the other to be held in the early evening, and
3. Holding town halls and similar meetings on an as-required basis.

CARRIED

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

“That the the Salt Spring Island Local Community Commission requests staff to advertise all future Commission meetings as required under the Board Procedures Bylaw and also through postings submitted well in advance to:

1. The “What’s On” section of the Gulf Islands Driftwood newspaper.
2. The “Events” section of Salt Spring Exchange, and
3. Any other low or no-cost forms of advertising staff or LCC members may identify that reach significant numbers of Salt Spring Island residents.”

MOVED by Commissioner Baker, **SECONDED** by Direction Holman,
That the same day consideration be applied to the motion.

CARRIED

MOVED by Commissioner Baker, **SECONDED** by Director Holman,
That the Salt Spring Island Local Community Commission requests staff to advertise all future Commission meetings as required under the Board Procedures Bylaw and also through postings submitted well in advance to:

1. The “What’s On” section of the Gulf Islands Driftwood newspaper.
2. The “Events” section of Salt Spring Exchange, and
Any other low or no-cost forms of advertising staff or LCC members may identify that reach significant numbers of Salt Spring Island residents.

CARRIED

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

“That the Salt Spring Island Local Community Commission requests that staff invite the following people to attend our next meeting to provide input on Salt Spring Island Local Community Commission services and strategic priorities and to provide any written documentation and input in advance, if they so desire:

1. Past members of Salt Spring Island advisory commissions, and
2. Salt Spring residents who have expertise in local government and local community commissions.”

MOVED by Commissioner Baker, **SECONDED** by Direction Holman,
That the same day consideration be applied to the motion.

CARRIED

MOVED by Commissioner Baker, **SECONDED** by Director Holman,
That the Salt Spring Island Local Community Commission requests that staff invite the following people to attend our next meeting to provide input on Salt Spring Island Local Community Commission services and strategic priorities and to provide any written documentation and input in advance, if they so desire:

3. Past members of Salt Spring Island advisory commissions, and
4. Salt Spring residents who have expertise in local government and local community commissions.

CARRIED

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

“That that the Salt Spring Island Local Community Commission expresses its thanks for contributions toward establishing our Salt Spring Island Local Community Commission (LCC) to:

- Salt Spring community members who voted to establish the LCC and whose commitment to improved democratic representation and local decision-making led to its creation.
- Past members of Salt Spring advisory commissions who accomplished so much working selflessly over many years under the previous governance system.
- Our Electoral Area Director, whose advocacy for the initiative was essential to it moving forward.
- The CRD Board and its Chair, who supported the right of Salt Spring residents to decide how to govern themselves, and
- CRD staff, including the Salt Spring Island Senior Manager, the Chief Administrative Officer (current and previous) and — particularly — the General Manager of Corporate Services, whose work enabled the Salt Spring Island Community to move in this exciting new direction.”

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
That the same day consideration be applied to the motion.

CARRIED

MOVED by Commissioner Webster, **SECONDED** by Commissioner Baker,
That the Salt Spring Island Local Community Commission expresses its thanks for contributions toward establishing our Salt Spring Island Local Community Commission (LCC) to:

- Salt Spring community members who voted to establish the LCC and whose commitment to improved democratic representation and local decision-making led to its creation.
- Past members of Salt Spring advisory commissions who accomplished so much working selflessly over many years under the previous governance system.
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- The CRD Board and its Chair, who supported the right of Salt Spring residents to decide how to govern themselves, and
- CRD staff, including the Salt Spring Island Senior Manager, the Chief Administrative Officer (current and previous) and — particularly — the General Manager of Corporate Services, whose work enabled the Salt Spring Island Community to move in this exciting new direction.

CARRIED

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

“That the Salt Spring Island Local Community Commission request staff to report back on their request to add a public participation section topic to be included on the agenda to every regular meeting.”

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
That the same day consideration be applied to the motion.

CARRIED

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
That the Salt Spring Island Local Community Commission request staff to report back on their request to add a public participation section topic to be included on the agenda to every regular meeting.

CARRIED

Director Holman proposed the following Notice of Motion for same day consideration:

“That the Salt Spring Island Local Community Commission request the Chair and Vice Chair to meet with staff to develop agendas and to participate in regular administrative briefings.”

MOVED by Director Holman, **SECONDED** by Commissioner Rook,
That the same day consideration be applied to the motion.

CARRIED

MOVED by Chair Rook, **SECONDED** by Director Holman,
That the Salt Spring Island Local Community Commission request the Chair and Vice Chair to meet with staff to develop agendas and to participate in regular administrative briefings.

CARRIED

Commissioner Corno proposed the following Notice of Motion:

“That the Salt Spring Island Local Community Commission adopts the following commitment to open government:

The Salt Spring Island Local Community Commission will work on an ongoing basis to be accessible, transparent, accountable and open to community advice and guidance.

Accessibility

We will be accessible to our community by:

- Holding meetings at times and locations that make them as accessible to community members as possible,
- Making information available to the community in advance on what topics we will be discussing, where and when, and
- Exploring the feasibility of making our meetings – and recordings of them – available via video.

Transparency and Accountability

We will work actively to be transparent and accountable to our community by:

- Minimizing the use of closed meetings, as guided by the relevant Provincial legislation,
- Sharing information widely on the priorities we identify,
- Reporting to the community on a regular basis about our progress, and
- Holding a reporting and accountability session at least once yearly to report to the community on our activities and receive feedback on how we are doing.

Community Advice and Guidance

We commit to welcoming and considering public advice and guidance. We invite Salt Spring residents to provide this by:

- Sending us e-mails or letters,
- Speaking as a delegation at an LCC meeting,
- Inviting LCC members to attend community meetings and other gatherings.”

12. New Business

12.1 Determine Next Meeting Date

MOVED by Chair Rook, **SECONDED** by Commissioner Webster,
That the Salt Spring Island Local Community Commission request staff schedule a Special meeting on Tuesday, July 11, 2023 to discuss dissolved commission projects with former Commissioners from the Salt Spring Island Parks and Recreation Commission, Salt Spring Island Community Economic Sustainability Commission, Salt Spring Island Liquid Waste Disposal Local Services Commission and the Salt Spring Island Transportation Commission and, to further discuss the 2023 Operating and Capital Plan Budget.

CARRIED

12.2 Active Transportation Grant

MOVED by Commissioner Baker, **SECONDED** by Commissioner Corno,
That the Salt Spring Island Local Community Commission request staff add an
Active Transportation Grant discussion to the Tuesday, July 18, 2023 Regular
meeting agenda.

CARRIED

13. Adjournment

MOVED by Chair Rook, that the meeting adjourn at 1:46pm.

CHAIR

SENIOR MANAGER