



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

Thursday, December 7, 2023

9:00 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

MS Teams Link [Click here](#)

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. Call to Order
2. Territorial Acknowledgement
3. Approval of Agenda
4. Chair, Director and Commissioner Remarks
5. Presentations/Delegations

Delegations will have the option to participate electronically. Please complete the online application at 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. Requests must be received no later than 4:30 p.m. two calendar days prior to the meeting.

- 5.1. [23-987](#) B. Young Transition Salt Spring and the Salish Sea Trail Network Working Group; re: MoTI Advocacy Support Request for Salish Sea Trail

Attachments: [Presentation Request: Transition Salt Spring and the Salish Sea Trail Network \](#)
[Presentation: SSI Salish Sea Trail Completion Strategy](#)

6. Commission Business

6.1. [23-959](#) Salt Spring Island Multi Space Asbestos

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

Attachments: [Staff Report: Salt Spring Island Multi Space Asbestos](#)

6.2. [23-960](#) Ministry of Transportation and Infrastructure Advocacy

Recommendation: [At the October 19, 2023 Salt Spring Local Community Commission meeting, the following notice was served by Director Holman: "That the Local Community (LCC) urges the Ministry of Transportation and Infrastructure to implement the recommendations of the Salt Spring Cycling Safety Study (2023), including:
-Continuation of its repaving program on Fulford-Ganges Road beginning with the extension of the Ganges hill project to the Blackburn bridge.
-Cycling and pedestrian safety improvements at Fulford, Vesuvius, and Long Harbour ferry terminals."]

6.3. Southern Gulf Island Tourism Partnership

6.3.1. [23-961](#) Meeting with Southern Gulf Island Tourism Partnership

Recommendation: Verbal discussion.

6.3.2. [23-962](#) Housing Now Customization for Salt Spring Island

Recommendation: [At the October 19, 2023 Salt Spring Local Community Commission meeting, the following notice was served by Director Holman: "That the Local Community Commission work with Housing Now representatives to develop a Salt Spring Island specific plan under this program, to be funded from the Community Economic Sustainability Service budget."]
Verbal Discussion.

6.4. [23-964](#) LCC 2024 Meeting Schedule

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

Attachments: [2024 Salt Spring Island LCC Meeting Schedule.](#)

6.5. [23-992](#) Staff Update- LCC Housing Stakeholder Workshop

Recommendation: Verbal update.

7. Notice(s) of Motion

7.1. [23-950](#) Motion with Notice: Road Safety Advocacy (G. Baker)

Recommendation: [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Baker into record to be discussed at the next meeting:]
That the Local Community Commission discuss at its December 7, 2023 meeting a process for identifying road safety issues for advocacy with MoTI and Emcon.

- 7.2. **23-951** Motion with Notice: 2024 Priority Setting Workshop (G. Baker)
- Recommendation:** [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Baker into record to be discussed at the next meeting:]
That the Local Community Commission (LCC) discuss at its December 7, 2023 meeting priority setting workshop(s) early in 2024 with particular attention to 2024 LCC priorities, timelines, and measurable objectives.
- 7.3. **23-952** Motion with Notice: Letter of Support Chamber (G. Baker)
- Recommendation:** [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Baker into record to be discussed at the next meeting:]
That Chair Earl Rook send a letter from the LCC supporting the Salt Spring Island Chamber of Commerce application for Vision Zero funding of \$20,000 to address accessibility issues on private property identified in the Transportation Commission's Ganges Accessibility and Safety Study (GASP) by the first week of January to meet the mid-January grant application deadline.
- 7.4. **23-953** Motion with Notice: LCC Services Terminology (B. Webster)
- Recommendation:** [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Webster into record to be discussed at the next meeting:]
That the Chair undertake discussions with CRD Administration on how best to achieve consistent terminology in identifying all Salt Spring Island LCC Services as "Salt Spring Island LCC Services."
- 7.5. **23-958** Motion with Notice: Draft Bylaw Input (B. Webster)
- Recommendation:** [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Webster into record to be discussed at the next meeting:]
That the Chair write to CRD Administration to ask that a draft of any proposed bylaw directly relating to LCC-administered services be provided to the LCC for input prior to bringing it to the CRD Board.
- 7.6. **23-965** Motion with Notice: 2024 Budget- Grant in Aid for poverty reduction / homelessness measures (G. Holman)
- Recommendation:** [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at the next meeting:]
Reserve current 2023 balance in the Grant In aid for poverty reduction / homelessness measures.
- 7.7. **23-980** Motion with Notice: 2024 Budget- Grant in Aid requisition (G. Holman)
- Recommendation:** [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at the next meeting:]
Grants in Aid -Reduce requisition by \$5,000 to be offset by \$5,000 donation.

- 7.8. [23-966](#) Motion with Notice: 2024 Budget- Grant In Aid Archives (G. Holman)
- Recommendation:** [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at the next meeting:]
Grants in Aid - Commit \$5,000 GIA in 2024 to the Salt Spring Island archives until more permanent funding arrangement resolved to avoid need to increase 2024 requisition.
- 7.9. [23-967](#) Motion with Notice: 2024 Budget- Transit Capital Reserve Transfer (G. Holman)
- Recommendation:** [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at the next meeting:]
Transit - Reduce transfer to capital reserves by \$10,000 to zero, since bus electrification not scheduled by BC Transit for the near future.
- 7.10. [23-969](#) Motion with Notice: 2024 Budget- Fernwood Dock Requisition (G. Holman)
- Recommendation:** [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at the next meeting:]
Fernwood Dock - Reduce requisition and transfer to capital reserves by \$5,000 and fund needed repairs with capital reserve and gas tax.
- 7.11. [23-970](#) Motion with Notice: 2024 Budget- Transportation Capital Reserves Transfer (G. Holman)
- Recommendation:** [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at the next meeting:]
Transit - Transportation - Reduce transfer to capital reserves by \$20,000 (i.e., reduce transfer to reserve by \$10,000 compared to 2023) and fund capital projects from capital reserve (2024 balance roughly \$400,000), gas tax, and grants (e.g., Active Transportation, SS Foundation).
- 7.12. [23-972](#) Motion with Notice: 2024 Budget- Liquid Waste Capital Reserves Transfer (G. Holman)
- Recommendation:** [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at the next meeting:]
Liquid Waste - Reduce transfer to capital reserve by \$10,000 and fund dewatering project by borrowing, gas tax.
- 7.13. [23-981](#) Motion with Notice: 2024 Budget- Administration Equipment Reserve Transfer (G. Holman)
- Recommendation:** [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at the next meeting:]
Administration-Reduce transfer to equipment reserve by \$10,000.

7.14. [23-973](#) Motion with Notice: 2024 Budget- Bylaw Enforcement Requisition (G. Holman)

Recommendation: [At the November 23, 2023 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at the next meeting:]
Bylaw Enforcement - Reduce requisition by \$10,000 unless clearly inappropriate regarding concerns raised in recent staff report.

8. Motion to Close the Meeting

8.1. [23-984](#) Motion to Close the Meeting

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

9. Rise and Report

10. Adjournment

Next Meeting:

*The next meeting is January 18, 2024. at 9:00AM in the Salt Spring Island Multi Space (SIMS) Boardroom, 124 Rainbow Road, Salt Spring Island, BC V8K 2V5
To ensure quorum, please advise MacKenzie Williamson (mwilliamson@crd.bc.ca) if you or your alternate cannot attend*

From: [REDACTED]
Sent: Thursday, November 30, 2023 9:26 AM
To: Legserv [REDACTED]
Subject: Addressing the Board - Submission

The following message was received through the form at '<https://www.crd.bc.ca/about/board-committees/addressing-the-board/addressing-the-crd-board-committees>'. Neither the name nor the e-mail address can be confirmed as accurate.

.....

Your name::
Bryan Young

I represent::
Transition Salt Spring and the Salish Sea Trail Network Working Group

Telephone::
[REDACTED]

Fax::

Email address::
[REDACTED]

Street address (optional)::

Municipality/Electoral Area in which you reside::
Salt Spring Island E.A.

I wish to address::
Salt Spring Island Local Community Commission

Meeting Date::
Friday, December 7th

Agenda Item::
MoTI Advocacy Support Request for Salish Sea Trail

My reason(s) for appearing (is/are) and the substance of my presentation is as follows::
There is a strategic opportunity to advocate for the inclusion of a 2.7km section of Fulford-Ganges Road between Cranberry and the proposed Blackburn Bridge. MoTI line staff are recommending bundling the RFPs for Ganges Hill and Blackburn Bridge. SSTN Working Group is advocating for widened shoulders on this 2.7km stretch to meet the widened shoulders at Cranberry and the new bridge. SSTN needs local government support for this position to give us a chance of winning an additional amenity for Salt Spring.

I will have a PowerPoint or video presentation and will submit it at least 24 hours in advance of the meeting.:
Yes

The meeting and my presentation will be webstreamed live via the CRD website and recorded.:
I understand

SSI Salish Sea Trail Completion Strategy | Priority Trail Projects 2022 - 2024 *Draft*



1: 100,000



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Revised March 7, 2022

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Connecting Fulford and Vesuvius Ferry Terminals, the 20km route provides a safe and efficient active transportation route for cyclists, pedestrians, and others.



Making a difference...together

REPORT TO THE SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF THURSDAY, December 7, 2023

SUBJECT Salt Spring Island Multi Space Asbestos

ISSUE

To consider financial implications with asbestos-containing materials identified at 124 Rainbow Road.

BACKGROUND

The operation and management of the Salt Spring Island Middle School was assumed by the Capital Regional District (CRD) in 2022. Now referred to as the Salt Spring Island Multi Space (SIMS), this community amenity serves as a community centre supporting not for profit groups, sports groups, recreation service providers, special events and the community.

An Asbestos Inventory report was completed for School District 64 (SD64) in 2017 with the intention of identifying the locations and types of asbestos-containing materials present in the school and Annex building, and provided an overview of those materials that may be encountered on a daily basis by workers. Asbestos containing materials were found in drywall joint compound, vinyl floor tiles, duct mastic, pipe elbows and fire door insulation and the following recommendations were noted in the report:

- All drywall joint compound in the main school building was to be considered asbestos containing unless tested and proven otherwise.
- Any unpainted and/or damaged drywall was to be painted and repaired. All drywall in good condition was to be managed in place.
- The vinyl floor tiles were in good condition and could be managed in place.
- Pipe elbows in the girls change room were damaged and recommended to be removed by a qualified contractor.
- Door insulation for the boiler room was slightly exposed and was recommended to be removed or enclosed.

Prior to the CRD assuming responsibility of SIMS several assessments including the Asbestos Inventory were provided for review. While it was known that the building was built in 1965 and contained asbestos, costs associated with remediation work and potential renovations were underestimated. Consideration will need to be given to increasing SIMS repair and maintenance as well as contract for service budgets in the future.

In 2023, a limited Hazardous Materials Investigation was completed for the CRD prior to renovations scheduled for Classroom 1 and Dance Rooms A and B. This report focused on identifying the locations and types of hazardous materials present in the renovation area. The hazardous materials identified were, asbestos in drywall joint compound (walls), lead in interior surface paint, silica assumed to be in the concrete and joint compounds/drywall, and leachable lead found in painted surfaces.

Salt Spring Island Parks and Recreation Commission – December 7, 2023
Salt Spring Island Multi Space Asbestos Inventory

Recommendations for managing the hazardous materials during construction work were as follows:

- Asbestos- Prior to the performance of any work that may disturb asbestos containing material, it is a regulatory requirement that a qualified person perform a Risk Assessment, and a Notice of Project (NOP) for work involving asbestos must be submitted to WorkSafe BC, minimum 48 hours before.
- Trained qualified contractors are required to carry out any remedial work on hazardous materials.
- Lead- All untested painted surfaces are to be presumed containing lead. Lead may also be present as solder on any remaining plumbing systems and may be present on other fixtures such as flashing or roof vents.
- Prior to commencement of work, WorkSafeBC requires an employer to conduct a risk assessment by a qualified person and implement an exposure control plan if worker may be exposed for lead-based fumes.
- Air samples must also be collected at the beginning of work to ensure proper control method are employed.
- Leachable Metals – Interior painted surfaces MAY have leachable compounds, so it is the responsibility of the client/contractor to have samples tested prior to disposal.
- Silica – WorkSafeBC requires a Silica Exposure Control Plan including site specific Safe Work Procedures prior to commencing work.

IMPLICATIONS

Financial Implications

Prior to any new room renovation projects including removal of cabinetry, white boards, decommissioned sinks etc. additional funding will need to be secured. Below is a breakdown of costs associated with asbestos investigation and abatement for Classroom 1 and Dance Room A and B that were complete in 2023.

Asbestos Investigation and Abatement	
Hazardous Materials Investigation	\$ 1,438
Abatement (removal/disposal of materials)	\$ 4,725
Total	\$ 6,163

Cost for Trained qualified contractors are required to carry out any remedial work on hazardous materials. The cost for future abatement contracts will vary depending on the scope of work.

Remediation costs identified in the Asbestos Inventory report are still being determined.

Salt Spring Island Parks and Recreation Commission – December 7, 2023
Salt Spring Island Multi Space Asbestos Inventory

Staff Training

CRD Facility Maintenance staff require asbestos certification training. Training will be scheduled in 2024.

Asbestos Certification Training	Course Fee	Total
Foundational Awareness Level 1 Online (6 hrs.)	\$ 60 x 4 staff	\$ 240
Combined Asbestos Awareness & Abatement Level 1 & 2 Provided by Island EHS (24 hrs.)	\$ 1,200 x 3 staff	\$ 3,600
Total		\$ 3,839.96 *

* Total does not include hourly rate for Facility Maintenance Worker to attend.

CONCLUSION

SIMS has been under the operation and management of the CRD since July 2022. An Asbestos Inventory report was provided to the CRD along with several other condition assessments prior to the CRD assuming the responsibility of the building. With growing community demand and a need to renovate existing classrooms and common areas, future budget consideration needs to be given for additional costs associated with any renovation work.

RECOMMENDATION

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

DO:sh

Submitted by:	Dan Ovington, BBA, Parks and Recreation Manager
Concurrence:	Karla Campbell, MBA, BPA, Senior Manager

**2024 SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING SCHEDULE
JANUARY – DECEMBER 2024**

This schedule has been prepared for planning purposes and is subject to change.

Board/Committee	Meeting Time	Meeting Dates
Local Community Commission	3 rd Thursday @ 9:00 AM	Jan 18 Feb 15 Mar 21 April 18 May 16 June 20 July 18 Aug 15* Sep 19 Oct 17 Nov 21

* - at the call of the Chair or TBC (To Be Confirmed)