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**Minutes of the Regular Meeting of the Salt Spring Island Local Community Commission
Held Thursday, February 15, 2024 at the Salt Spring Island Multi-Space (SIMS)
124 Rainbow Rd, Salt Spring Island, BC V8K 2K3**

Present: Commissioners: E. Rook, G. Holman (Director), G. Baker, B. Corno, B. Webster,

Staff: K. Campbell, Senior Manager, Salt Spring Island Administration, D. Olafson, Engineering Manager, Salt Spring Island, C. Jenkinson, Manager, Executive Services (EP), L. Xu, Manager, Finance Services (EP), M. Williamson, Committee Clerk, (Recorder)

Guest: S. Sawada, Japanese Garden Society, R. Kanesaka, Japanese Garden Society, M. Nakata, Japanese Garden Society, S. Taylor-Munro, Japanese Garden Society, M. Quetton, SSI Chamber of Commerce, J. Roy Allen, SSI Chamber of Commerce, M. Chandler, SSI Chamber of Commerce, M. Ogilvie, SSI Chamber of Commerce, R. Steinbach, SSI Chamber of Commerce,

EP- Electronic Participation

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

The meeting was called to order at 9:02 am.

1. TERRITORIAL ACKNOWLEDGEMENT

Commissioner Rook provided a Territorial Acknowledgement.

2. APPROVAL OF AGENDA

MOVED by Commissioner Webster, **SECONDED** by Commissioner Baker, That agenda for the February 15, 2024, meeting of the Local Community Commission be approved with the following amendments:

- addition of Item 6.6. Invasive Species Plant Drop-of
- addition of Item 6.7. Geotubes

CARRIED

3. ADOPTION OF MINUTES

3.1. Minutes of January 18, 2024 Salt Spring Island Local Community Commission

MOVED by Commissioner Baker, **SECONDED** by Commissioner Webster, That the minutes of the January 18, 2024 meeting be adopted with the following amendments:

- amendment of the second motion under item 8.4.5. to read "That the motion be amended" before the word "to read...".
- the first bullet point under item 8.6. the "Spring" be capitalized.

CARRIED

3.2. Minutes of February 01, 2024 Salt Spring Island Local Community Commission

MOVED by Commissioner Webster, **SECONDED** by Director Holman,
That the third motion under item 4.4. from the February 01, 2024 agenda be
amended to replace the word “in” with the words “associated with”.

CARRIED

MOVED by Commissioner Baker, **SECONDED** by Director Holman,
That the minutes of the February 01, 2024 meeting be adopted with the following
amendments:

-amendment of the second motion under 4.1. to read” Move consideration of the
motion regarding adding project 24-05 Portlock Shed and Equipment Replacement
in the five-year capital plan to item 4.2.”

-amendment of the fifth motion under 4.2. to change the word “to” to “from” after the
words “... and increase transfer...” and before “...operating reserves by \$30,000.”

-amendment of the eighth motion under 4.2. to remove the word “by” after the words
“...Amend Project 23-06 SIMS Upgrades...” and before the words “...currently
funded by \$30,000 Community Works Fund...”

-amendment of the second motion under 4.3. to add the word “Salt Spring Island for”
after the word “...tax revenues for...” and before the words “...another five-year
period...”.

CARRIED

4. CHAIR, DIRECTOR, AND COMMISSIONER REPORTS

Director Holman spoke of the following items:

- Salt Spring Island CRD 2024 budget approval
- Alternative approval process for Land Bank and Housing Security service
borrowing
- Rural Housing Program
- Southern Gulf Island Tourism Partnership five-year renewal
- Meeting with BC Housing
- Harbour Management
- CRD Code of Conduct for Directors and Commissioners

Commissioner Baker spoke of the following items:

- Road Sweeping
- Ask Saltspring

Commissioner Webster remarked about upcoming Commissioner office hours.

Commissioner Corno spoke of the ocean clean up events.

Commissioner Rook informed the members present of the stakeholder meeting on
housing.

5. DELEGATIONS/PRESENTATIONS

5.1. Presentations

- 5.1.1. Presentation: Shelly Sawada; representing Japanese Garden Society of SSI
Re: Japanese Garden Society, Story Corridor Project**

S. Sawada provided a presentation on the Japanese Garden Society Story Corridor Project.

MOVED by Director Holman, **SECONDED** by Commissioner Webster,
That the Japanese Garden Society's Story Corridor Projects proposal be referred to staff.

CARRIED

5.1.2. Presentation: Matthew Quetton; representing SSI Chamber of Commerce Re: Grant Funding

M. Quetton provided a presentation on grant funding for Chamber of Commerce operations of Visitor Information Centre and expanded economic development projects.

5.2. Delegation

5.2.1. Delegation - Sheila Dobie; representing SSI Farmland Trust Society Re: Food Security Coordination and Work of Grow Local Team

S. Dobie spoke to Item 6.1.

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That the Local Community Commission suspend the rules of procedure to allow a discussion on agenda item 6.1. Farmland Trust funding request with Sheila Dodie
CARRIED

6. COMMISSION BUSINESS

6.1 Farmland Trust Funding Request

Commissioner Rook suspended the rules of procedure to hear from Sheila Dodie regarding Farmland Trust funding request at 10:46 am.

Discussion ensued regarding:

- Food coordination in cooperation with SSI Chamber of Commerce
- The Root program

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That the Local Community Commission support in principle the Farmland Trust's Local Food System Coordination proposal of up to \$20,000 and that staff report back on the eligibility of the program.
CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Webster,
That the Local Community Commission request that Farmland Trust consider opportunities for expansion of Grow Local's nutrition coupon program and provide quantification of the impacts of the Grow Local program.
CARRIED

6.2. Island trust Office Relocation SIMS

Discussion ensued regarding the possibility for Island Trust office relocation to SIMS.

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
Amend the Motion with Notice from December 07, 2024, agenda item 7.8. Notice of
Motion: Relocating Islands Trust offices to Salt Spring Island Multi Space (Director
Holman) to include “the feasibility of relocation CRD offices to SIMS”.

WITHDRAWN

MOVED by Director Holman, **SECONDED** by Commissioner Corno,
That staff report to the Local Community Commission regarding the feasibility of
relocating CRD offices to Salt Spring Island Multi Space, including implications
regarding space, zoning, and building code requirements.

CARRIED

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

CARRIED

The Commission recessed at 12:02 pm.

The Commission reconvened at 12:37 pm

L. Xu provide information on 1238A – Community Transit Service transfer to
reserves for 2025.

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
To amend the fifth motion under 4.2. from the February 01, 2024, agenda with the
following amendments:

-to change the word “from” to “to” after the words “... and increase transfer...” and
before “...operating reserves by \$30,000.”.

- to change the word “from” to “to” after the words “... one-time 2025 transfer...” and
before “...capital reserves by \$30,000...”.

CARRIED

MOVED by Commissioner Baker, **SECONDED** by Director Holman,
That staff communicate with Islands Trust concerning all the possibilities for the
entire SIMS Building.

WITHDRAWN

6.3. SSI Transportation Capital Plan

Discussion ensued regarding Salt Spring Island Transportation Capital Plan.

MOVED by Commissioner Baker, **SECONDED** by Director Holman,
That the five-year Capital plan for service 1.238B- Community Transportation (SSI) be
amended to postpone 22-09 “Pathway Standards and Maintenance Development”
amount of \$22,000 to 2025.

CARRIED

MOVED by Commissioner Baker, **SECONDED** by Director Holman,

That the five-year Capital plan for service 1.238B- Community Transportation (SSI) be amended to defer 24-04 "Referendum or Alternative Approval Process - Funding for Future Projects" amount of \$35,000 to 2025.

CARRIED

MOVED by Commissioner Baker, **SECONDED** by Director Holman,
That the five-year Capital plan for service 1.238B- Community Transportation (SSI) be amended to postpone 23-03 "Design and construction of Pathway along harbour side on Lower Ganges Road. (400 m)" expenditure of \$60,000 in 2024 until 2025.

WITHDRAWN

MOVED by Commissioner Baker, **SECONDED** by Director Holman,
That the five-year Capital plan for service 1.238B- Community Transportation (SSI) be amended to defer 23-05 "Pathway Maintenance Equipment" expenditure of \$45,000 until prioritized list of pathway maintenance needs is available in 2025.

DEFEATED

OPPOSED Corno, Rook, Webster

MOVED by Commissioner Baker, **SECONDED** by Director Holman,
That the five-year Capital plan for service 1.238B- Community Transportation (SSI) be amended

- move 26-02 "Prepare designs in support of application for the BC Active Transportation Infrastructure Grant." designs in support of application for the BC Active Transportation Infrastructure grant in October 2024 from 2026 to 2024 to implement the Ganges Active Transportation Network Plan (south Rainbow, McPhillips, Seaview, Fulford-Ganges, Seaview to Lower Ganges, Lower Ganges to Rainbow) estimated at \$120,000;

- consolidate projects: 22-12 "Design and Construction of Pathway - Rainbow Road (350 m)", 24-03 "McPhillips Avenue Pedestrian Facilities", 26-01 "Design and Construction of Pathway - Jackson Road (310 m)" into project 26-02 in year 2024.

CARRIED

MOVED by Commissioner Baker, **SECONDED** by Commissioner Webster,
That the five-year Capital plan for service 1.238B- Community Transportation (SSI) be amended to remove 23-01 "Design and Construction of Pathway - Park Drive (200 m)", 24-02 "Design and Construction of Pathway - Whims Road (300 m)", 25-01 "Design and Construction of Pathway - Sunset Road (500 m)".

CARRIED

OPPOSED Holman

6.4. Project Quarterly Update

There is no recommendation. This is for information only.

Discussion ensued regarding project tracker.

6.5. Staff Verbal Updates

Staff provided verbal updates for information on the following:

- Grant-in-aid
- Correspondence web portal
- Update on motions/recommendations tracker
- Updates on priority setting, housing stakeholders, and Harbour Walk Steering Committee

6.6 Invasive Species Plant Drop-off

Discussion ensued regarding Invasive Plant Drop-off event.

6.7. Geotubes

Discussion ensued regarding:

- Geotubes piloting
- Staff review testing of coagulates

7. Notice(s) of Motion

MOVED by Director Holman, **SECONDED** by Commissioner Corno,
That the agenda be amended to move item 7.2. before item 7.1.

CARRIED

7.2. Notice of Motion: Letter of Support for Island Pathways (Director Holman)

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

"That the Local Community Commission provide a letter of support signed by Chair Rook and Director Holman for the Island Pathways grant proposal to Pacifican."

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

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That the Local Community Commission provide a letter of support signed by Chair Rook and Director Holman for the Island Pathways grant proposal to Pacifican.

CARRIED

7.1. Motion with Notice: Capital Project Signage for LCC Services (Commissioner Webster)

[At the February 08, 2024, Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Webster into record to be discussed at the next meeting:]

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
That the Salt Spring Island Local Community Commission adopt the following
operational policy:

When a capital project relating to an LCC service is undertaken, a prominent and easily
readable on-site sign (or multiple signs, where appropriate) shall be posted at the
project site as early as possible before the start of work. This sign shall include:

1. The name of the project
2. A plain language description of the project
3. The estimated budget for the project and funding sources
4. An email address and/or phone number for more information

The cost of producing and erecting such a sign shall be included as part of the project
budget.

CARRIED

11. ADJOURNMENT

MOVED by Commissioner Rook,
That the Local Community Commission adjourn the meeting at 3:29pm.

CARRIED

CHAIR

SENIOR MANAGER