



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

Thursday, April 11, 2024

5:00 PM

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. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. [24-385](#) Minutes of March 14, 2024 Salt Spring Island Local Community Commission

Recommendation: That the minutes of the March 14, 2024 meeting be adopted as circulated.

Attachments: [Minutes: March 14, 2024](#)

4. Chair, Director, and Commissioner Reports

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.

5.1. Delegations

5.1.1. [24-386](#) Delegation - Myna Lee Johnstone; Re: Item 6.3. Ganges Active Transportation Plan Implementation

Attachments: [Delegation Request: M. Johnstone April 03, 2024](#)

6. Commission Business

6.1. [24-387](#) Illegal Dumping and Vandalism in Community Parks

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

Attachments: [Staff Report: Illegal Dumping and Vandalism in Community Parks](#)
[Appendix A: Vandalism and Illegal Dumping Photos](#)

6.2. [24-388](#) LCC Strategic Planning Meeting

Recommendation: That the Salt Spring Island Local Community Commission approve funding of \$7,000 from the Salt Spring Island Administration Operating Reserves for the 2024 Strategic Planning Workshop.

Attachments: [2024 Strategic Planning Workshop – Proposed Scope of Work](#)

6.3. [24-389](#) Ganges Active Transportation Plan Implementation

Recommendation: Verbal discussion

6.4. [24-390](#) GeoTube Pilot Project Implementation

Recommendation: Verbal discussion

6.5. [24-391](#) Verbal Staff Updates

Recommendation: Staff will provide verbal updates for information on the following:
* Saturday Market management and operations
* Bylaw enforcement staffing update
* Process for releasing closed meeting minutes
* Process for implementation of Bylaw 4605
* Grant-in-Aid process and advertising update

6.6. [24-392](#) Project Tracker Quarterly No. 13, 2023

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

Attachments: [Project Tracker Quarterly No. 13, 2023 \(Updated Dec. 31\)](#)

7. Notice(s) of Motion

7.1. [24-393](#) Motion with Notice: Capacity for Capital Projects of LCC Services (B. Webster)

Recommendation: [At the March 21, 2024 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 Salt Spring Island Local Community Commission (LCC) request that staff report on options for increasing the capacity of Salt Spring LCC services to undertake capital projects in areas such as transportation, liquid waste and others.

8. Adjournment

Next Meeting:

The meeting is Apr 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 cannot attend.



Making a difference...together

**Minutes of the Regular Meeting of the Salt Spring Island Local Community Commission
Held Thursday, March 14, 2024 at the Salt Spring Island Multi-Space (SIMS)
124 Rainbow Rd, Salt Spring Island, BC V8K 2K3**

DRAFT

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

Staff: K. Campbell, Senior Manager, Salt Spring Island Administration, D. Ovington,
Parks and Recreation Manager, Salt Spring Island

Regrets: Commissioners: G. Baker

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

The meeting was called to order at 5:00 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

Commissioner Rook provided a Territorial Acknowledgement.

2. APPROVAL OF AGENDA

MOVED by Commissioner Webster, **SECONDED** by Commissioner Corno,
That agenda for the March 14, 2024, meeting of the Local Community Commission
be approved as presented.

CARRIED

3. ADOPTION OF MINUTES

3.1. Minutes of February 08, 2024 Salt Spring Island Local Community Commission

MOVED by Commissioner Webster, **SECONDED** by Commissioner Holman,
That the minutes of the February 08, 2024 meeting be adopted with the following
amendments:

- That the date in the motion under item 2. be changed to "February 08,2024"
- That item 6.2. be amended to add the words "Staff are exploring possibilities." after
"This motion with notice was withdrawn."

CARRIED

4. CHAIR, DIRECTOR, AND COMMISSIONER REPORTS

General updates were given.

5. DELEGATIONS/PRESENTATIONS

There were no presentations or delegations.

6. COMMISSION BUSINESS

6.1 SSI Local Community Commission Housing Workshop

Discussion ensued regarding the upcoming housing workshop.

MOVED by Director Holman, **SECONDED** by Commissioner Webster,
That the draft agenda for the Local Community Commission Housing Workshop be amended as follows:

-That item number 3 have the word “Brief” added before the words “Presentations and Selected Updates”

-That item number 4 the words “...on Next Steps” after “Focused Discussion ...” change to “the Role of the LCC”

CARRIED

6.2. SSI Local Community Commission Priority Setting Meeting

Discussion ensued regarding the planning for LCC Priority Setting meeting to be held after May 22.

6.3. Ganges Active Transportation Plan

Discussion ensued regarding preparing for grant application for the Ganges Active Transportation Plan.

MOVED by Director Holman, **SECONDED** by Commissioner Corno,
That staff explore the possibility of John Hicks assisting with the development of legal surveys for the area covered by the Ganges Active Transportation Plan and including the Drake Road and Jackson Road.

CARRIED

6.4. SSI Island Trust Joint Meeting

Discussion ensued regarding the possibilities for as joint meeting the Salt Spring Island Local Island Trust.

MOVED by Commissioner Rook, **SECONDED** by Commissioner Webster,
That the Salt Spring Island Local Community Commission (LCC) request staff to coordinate with the Salt Spring Local Trust Committee (LTC) staff to schedule a joint meeting between the LCC and the LTC, for the purpose of the discussing opportunities to improve cooperation and coordination and community planning with advocacy. Pursuant LTC resolution SS2024-10 of the February 15, 2024 LTC meeting. Agenda coordinated with LCC.

CARRIED

6.5. Staff Verbal Updates

Staff provided verbal updates for information on the following:

- Colocation of Local Island Trust and/or CRD offices at SIMS
- New Economic Development bylaw language
- Ganges Harbourwalk Steering Committee meeting
- Meeting room video system updates
- Motion Tracking
- Correspondence portal

7. Notice(s) of Motion

7.1. Notice of Motion: SSI Chamber of Commerce’s Visitor Centre Funding (G. Baker)

Chair proposed on behalf of Commissioner Baker the following Notice of Motion:

"That \$10,000 be allocated from the Economic Development service for continued support of the Salt Spring Chamber of Commerce's Visitors' Centre."

7.2. Motion with Notice: Harbour Management Workshop (G. Holman)

Director Holman proposed the following Notice of Motion:

“That Director Holman and Chair Rook attend the planned CRD workshop regarding harbour management and report back to the LCC.”

8. ADJOURNMENT

MOVED by Commissioner Rook, **SECONDED** by Commissioner Webster,
That the Mar. 14, 2024 Local Community Commission meeting be adjourned at
6:52pm.

CARRIED

CHAIR

SENIOR MANAGER

[REDACTED]

From: [REDACTED]
Sent: Wednesday, April 3, 2024 10:13 AM
To: Legserv <Legserv@crd.bc.ca>
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::
myna lee johnstone

I represent::

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::
April 11/2024

Agenda Item::
trtationranspo

My reason(s) for appearing (is/are) and the substance of my presentation is as follows::

- 1.Need to request/demand MOTI extend the 30m/hr zone further on Lower Ganges RD
- 2.Support for a riideshare program

I will attend the meeting::
In person

I will have a PowerPoint or video presentation and will submit it at least 24 hours in advance of the meeting.:
No

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

Submitted at:4/3/2024 10:13:12 AM

Submitted via:<https://www.crd.bc.ca/about/board-committees/addressing-the-board/addressing-the-crd-board-committees>

User Agent:Mozilla/5.0 (Windows NT 10.0; Win64; x64; rv:124.0) Gecko/20100101 Firefox/124.0

User Host Address:192.168.1.159



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**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF Thursday, April 11, 2024**

SUBJECT Illegal Dumping and Vandalism in Community Parks

ISSUE

To inform the Salt Spring Island Local Community Commission of current operating practices to minimize illegal dumping and vandalism in community parks.

BACKGROUND

Public garbage and recycling receptacles are provided at select community parks, trails, docks and beach accesses as a courtesy to park users and in an effort to minimize litter. Washroom facilities, porta potties and pit toilets are also provided as a courtesy to visitors. We encourage visitors to “pack in and pack out” garbage at locations where receptacles are not provided.

It is illegal to dump or deposit and household, business, construction or garden waste in any park. Despite this park staff spend a considerable amount of time removing household, boater and other garbage from our parks and beach accesses. In addition to illegal dumping washroom facilities are often the targets of vandalism especially during times when the park is not being heavily used.

With reduced staffing and in an effort to reduce illegal dumping and minimize washroom vandalism the availability of garbage receptacles and washroom facilities is reduced during the off season.

<u>Location</u>	<u>Service</u>	<u>Reduction</u>	<u>Dates</u>
Portlock Park	Washroom Facility Garbage and Recycling	No reduction	
Centennial Park	Washroom Facility Garbage and Recycling	3 reduced to 1 5 reduced to 2	* Nov – May
Drummond Park	Pit Toilet Garbage and Recycling	No reduction 2 reduced to 1	
Mouats Park	Porta Potty Garbage	No reduction	
Rotary Park	Garbage and Recycling	2 reduced to 1	Oct – May
Fulford Ballpark	Porta Potty Garbage	Removed	Oct – May
Cusheon Lake	Porta Potty Garbage	Removed	Oct – May
Blackburn Lake	Porta Potty	Removed	Oct – May
St. Mary Lake	Porta Potty Garbage & Recycling	Removed	Oct – May
Fernwood Dock	Garbage & Recycling	Removed	Oct – Apr
Duck Creek	Garbage	No reduction	
Vesuvius Beach	Porta Potty Garbage	Removed	Oct – May
Stowel Lake	Porta Potty	Removed	Oct - May

* Washrooms fully open during Spring Break and Easter Weekend



Making a difference...together

Salt Spring Island Local Community Commission – Thursday, April 11, 2024

Illegal Dumping and Vandalism in Community Parks

Seasonal parks staff support washroom cleaning and garbage removal during peak seasons. Reducing the availability of garbage and washroom facilities during the off season is also required to support a reduced number of parks staff.

There has been an increase in vandalism and illegal dumping in recent years. Most recently the Centennial Park washrooms were graffitied (Appendix A). Prior to that all the mirrors were scratched, and the toilets were smashed. Illegal dumping is an ongoing issue requiring increased staff time and additional costs to clean up dispose.

IMPLICATIONS

Financial Implications

Service	2023 Actual	2024 Budget
Porta Potty Rentals	\$11,350	\$11,270
Garbage Removal		
Garbage Removal	**\$8,565	\$6,270
	* \$19,915	* \$17,540

* Costs do not include parks staff time to support these services.

** 2023 Actual were over budget due to an increase in illegal dumping.

CONCLUSION

Public garbage and washroom facilities are provided at a number of community parks and beach accesses on Salt Spring Island. We encourage visitors to “pack in and pack out” garbage at locations where receptacles are not provided.

To minimize illegal dumping and vandalism and to support a reducing staffing compliment in the off season some park amenities are temporarily removed.

RECOMMENDATION

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

DO

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

Appendix A – Vandalism and Illegal Dumping Photos

Vandalism - Centennial Park washrooms March 14, 2024



Garbage in the Parks



Drummond Park Washroom – August 16, 2023 (one week after washroom was repainted)



Linda Adams, BSc, MCIP, RPP
Local Government Consultant

Salt Spring Island, BC
[REDACTED]

March 27, 2024

Salt Spring Island Local Community Commission and Senior Staff
2024 Strategic Planning Workshop – Proposed Scope of Work

Purpose

To create and deliver a series of Strategic Planning Workshop sessions in the Spring of 2024 for the Salt Spring Island Local Community Commission and Senior Staff and provide follow-up documentation in preliminary draft form.

Deliverables:

1. Prepare a pre-workshop survey to collect responses from LCC members in advance of the workshop.
2. Prepare a summary of survey responses for presentation at the Strategic Planning Workshop.
3. Prepare detailed agenda(s) for each Strategic Planning Workshop session, in consultation with CRD staff. See **Attachment 1** for draft agendas.
4. Prepare workshop materials (e.g. PowerPoint presentations, facilitation materials, handouts) in consultation with CRD staff.
5. Facilitate the Strategic Planning Workshop with LCC members and senior staff to identify important Strategic Themes(pillars), Goals and Objectives consistent with the Strategic Planning Process outline shown in **Attachment 2**, with the following approximate times:
 - a. Workshop Session 1: ½ day
 - b. Workshop Session 2: full day
 - c. Workshop Session 3: ½ day
6. Prepare a first draft in MS Word of a simplified strategic plan with Strategic Themes, Goals and Objectives identified, and presented in a format similar to that shown in **Attachment 3**, or another similar format, as requested. If Tasks and Actions have been identified during the workshop, these will also be included. The identification of staff and financial resources, as well as success measures and status updates is not included. Final formatting of a Strategic Plan for public presentation is not included.

Methodology

1. Pre-workshop discussion of strategic planning needs with CRD staff.
2. Develop draft survey questions (Survey Monkey) for review by CRD staff.
3. Virtual meetings and/or email discussion with CRD staff to receive feedback regarding draft survey questions and timing.
4. Finalize survey instrument on Survey Monkey and invite responses from LCC members.
5. Collect, analyze and summarize survey responses for presentation to LCC and senior staff.
6. Finalize detailed workshop agendas in consultation with CRD staff.
7. Develop draft presentation and other facilitation materials related to the Strategic Planning Workshop.
8. Virtual meetings and/or email discussion with CRD staff to receive feedback on agendas, preparations and draft presentation and facilitation materials.
9. Finalize agendas, presentation, and facilitation materials.
10. Attend and facilitate Strategic Planning Workshop sessions on Salt Spring Island with LCC members and senior staff in May of 2024. (meetings and all related logistics to be organized by CRD staff at a location and mutually convenient times to be confirmed).
11. Using outcomes from the workshop, prepare a first draft of a simple strategic plan to include themes, goals and objectives.

Linda Adams, BSc, MCIP, RPP
Local Government Consultant

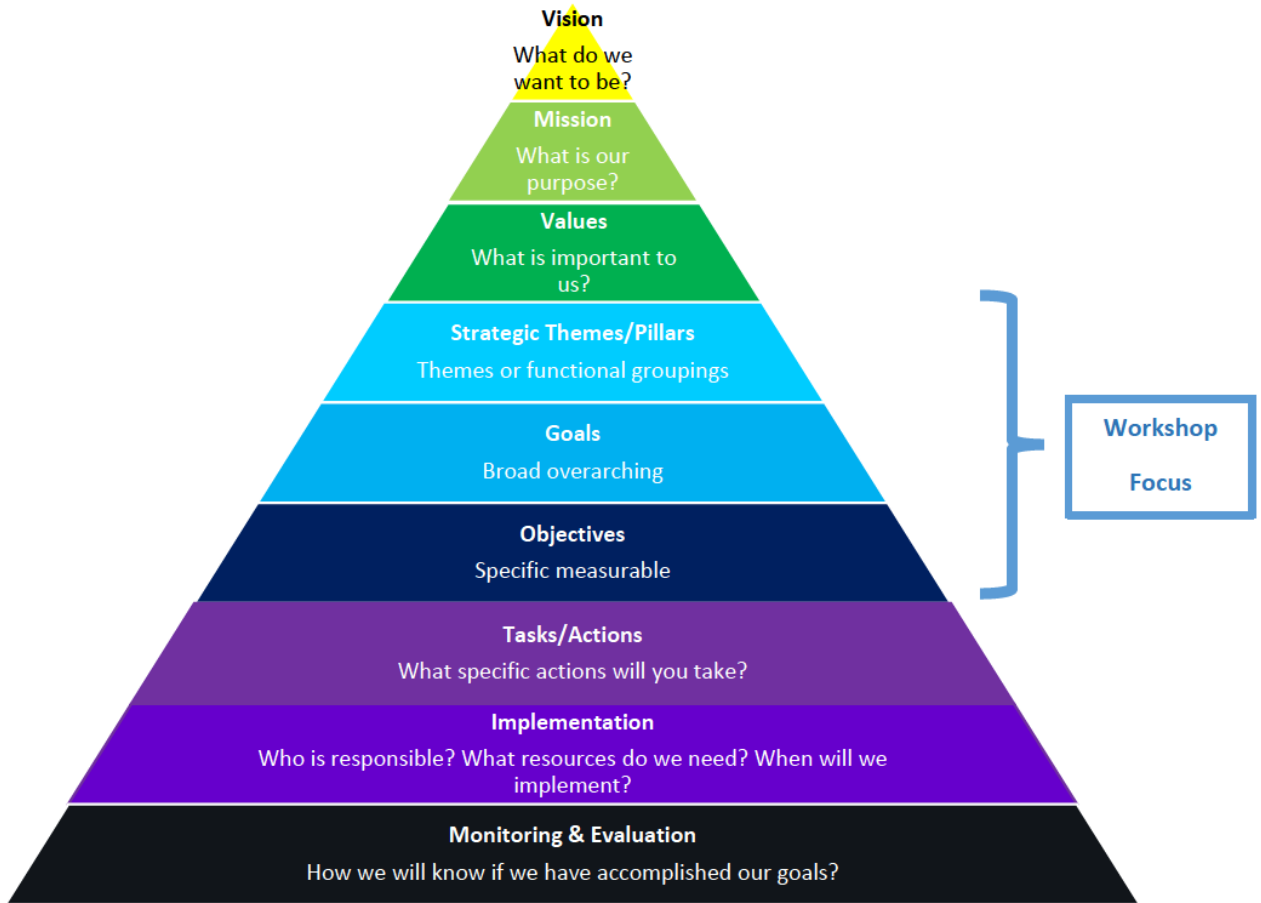
ATTACHMENT 1
Salt Spring Island Local Community Commission
Strategic Planning Workshop Agenda – Draft for Discussion
May ddd – ddd, 2024
Location TBD
Salt Spring Island, BC

Workshop 1 – Half day session (e.g. afternoon) Invited: LCC Members, Senior staff Facilitator: Linda Adams		
Time	Topic	Who
Noon	Welcome, land acknowledgement, purpose & introductions	Commission Chair
12:10 p.m.	Agenda overview	Linda Adams
12:15 p.m.	LCC Roundtable LCC self-introductions What do you want to accomplish this term?	LCC Members
12:30 p.m.	Strategic Planning 101 Commission/staff roles	Linda Adams
1:15 p.m.	LCC Roundtable What are your thoughts about strategic priorities for our community?	LCC Members
2:00 p.m.	Break	All
2:15 p.m.	Current work plans, staff capacity, work status, etc.	Karla Campbell
2:45 p.m.	Current Financial Plan	?
3:15 p.m.	What did the LCC surveys tell us?	Linda Adams
4:00 p.m.	LCC Roundtable Current Services and Priorities Goals and Objectives for the remainder of the Term	LCC Members
4:45 p.m.	Wind-up, next steps, adjourn	Linda Adams
DINNER – 5:00 p.m. (optional) Invited: LCC, Senior Staff, Linda Adams Location: TBD		

Workshop 2 – Full day. Morning Session – 9:00 a.m. - Noon		
Invited: LCC Members, Senior staff		
Facilitator: Linda Adams		
Time	Topic	Who
9:00 a.m.	Welcome, agenda review/ purpose	Linda Adams
9:05 a.m.	LCC Roundtable Review and reflect on Workshop 1 discussion What are the most important gaps and opportunities?	LCC Members
10:30 a.m.	Break	All
10:45 a.m.	LCC Roundtable - Continued	LCC Members
11:00 a.m.	Initial conclusions Priority strategic goals and objectives for current term	LCC Members
11:55 a.m.	Wrap up, next steps	Linda Adams
Noon	Adjourn	All
LUNCH – Noon to 1 p.m.		
Invited: LCC Members, Senior Staff, Linda Adams		
Location: TBD		
Workshop 2 – Full day. Afternoon Staff Working Session – 1:00 p.m. - 4:00 p.m.		
Invited: Senior staff		
Facilitator: Linda Adams		
Time	Topic	Who
1:00 p.m.	Welcome/purpose	Linda Adams
1:05 p.m.	LCC input so far Reality check re budget/capacity Develop preliminary recommendations re goals/objectives	All
2:30 p.m.	Break	All
2:45 p.m.	Develop initial recommendations re potential task/activities/budget/staffing requirements, etc. (are there concerns that would impact goals and objectives for 2023-26?)	All
3:45 p.m.	Wrap up, next steps	Linda Adams
4:00 p.m.	Adjourn	All

Workshop 3 – Half day session (e.g. morning)		
Invited: LCC Members, Senior Staff		
Facilitator: Linda Adams		
Time	Topic	Who
8:30 a.m.	Welcome /recap/purpose	Linda Adams
8:35 a.m.	Presentation of staff recommendations re priority goals/objectives	Linda Adams
9:00 a.m.	LCC Roundtable - Consideration of staff recommendations re priority goals/objectives	LCC Members
9:45 a.m.	Amendment/confirmation of priority goals/objectives	LCC Members
10:30 a.m.	Break	All
10:45 a.m.	Presentation of staff advice re tasks/activities/budget/staffing recommendations/timing, etc. (implications for goals and objectives in 2023-26)	Karla Campbell
11:15 a.m.	LCC Roundtable – reflection on staff recommendations about tasks/activities/budget/staffing Preliminary confirmation (if possible)	LCC
11:45 a.m.	Wrap up/next steps Any questions or comments?	Chair
12:00 p.m.	End of workshop	
LUNCH – Noon to 1 p.m.		
Invited: All		
Location: TBD		

ATTACHMENT 2 – Strategic Planning Process Outline



Attachment 3: Simplified Strategic Plan Template

Strategic Theme 1:					
GOAL 1.1 :					
Objectives	Tasks	Who will work on it?	Is funding in place or required?	How will we measure our success?	Status Update
OBJECTIVE 1.1.1	Task 1.1.1.a				
	Task 1.1.1.b				
OBJECTIVE 1.1.2	Task 1.1.2.a				
	Task 1.1.2.b				
	Task 1.1.2.c				
GOAL 1.2:					
Strategic Theme 2:					
GOAL 2.1 :					
Objectives	Tasks	Who will work on it?	Is funding in place or required?	How will we measure our success?	Status Update
OBJECTIVE 2.1.1	Task 2.1.1.a				
	Task 2.1.1.b				
OBJECTIVE 2.1.2	Task 2.1.2.a				
	Task 2.1.2.b				
	Task 2.1.2.c				
GOAL 2.2:					

Project	Description	Status	%	Comments	Timing
Priority Area: Drinking Water					
Fulford Water Main Distribution System Replacement	Investigation, analysis, design and strategy for replacement of asbestos/concrete (A/C) sections of Fulford water main distribution system.	In-Progress	80	Consultant contract awarded Q4 2022. Draft Technical Report complete. Commission reviewed and provided comments. CRD responding to Commission questions and to bring forward report to Commission to finalize A/C replacement strategy.	Q1 2024
Beddis Intake Construction	Construct and install intake screen and pipe improvements	In-Progress	10	Seeking regulatory approval prior to procurement. Procuring riparian report. Met with registered biologist. Grant funding has been received to support this project.	Q2 2024
Highland Fernwood Intake Construction	Construct and install intake screen and pipe improvements	In-Progress	10	Seeking regulatory approval prior to procurement. Procuring riparian report. Met with registered biologist. Grant funding has been received to support this project.	Q2 2024
Highland/Fernwood - DAF Float Waste Pump Design and Construct	Design and construct waste pump.	On-Hold	50	Design complete. Delayed to 2023 due to insufficient funds available for construction in 2022. Revised operations procedures may preclude requirement.	Q1 2024
Highland (Legacy Service Area)	Highland Upper Reservoir Repair.	In-Progress	80	Option analysis complete. Staff presented the preferred option and budget to the Commission for approval. Detailed design underway with first draft reviewed by CRD PM.	Q1 2024
Highland / Fernwood Back Up Power	Design back up power system for Highland /Fernwood water system.	In-Progress	95	Engineering and design essentially complete. Need to integrate final design with Upper Reservoir project.	Q1 2024
Fulford Water System Connection	Request to include a proposed development connected to the Fulford System	In-Progress	60	Draft impact study reviewed and feedback provided. Consulting internal CRD stakeholders.	Q1 2024
Cedars of Tuam	New well and water treatment plant designs and construction; and water conservation plan.	On-Hold	10	Federal/provincial Investing in Canada Infrastructure Program grant application submitted February 2022. Grant application unsuccessful. Staff to develop alternatives. Staff seeking grant funding alternatives.	Q1 2024
Cedar Lane	Manganese treatment system engineering designs - Phase 1.	In-Progress	95	Engineering and design complete. Staff preparing report on the next steps to advance the infrastructure improvement and ratepayer consultation. Investigating alternate well. Grant funding has been received to support this project.	Q1 2024
Dam Safety	Review weir and water licenses; and CRD responsibilities	On-hold	5	Consultation with province on inspection and reporting requirements.	Q1 2024
Mt. Erskine water system	Mt. Erskine water conversion of community water system	Complete	100	Sep/22 grant awarded for an Infrastructure Planning grant for Mount Erskine Water Society to assess the water society's infrastructure, operations, and financial position. Technical report complete and presented to Erskine Water Society.	Q4 2023
Lake level monitoring	Install lake level monitors in Weston and Cusheon Lake	In-Progress	10	Purchase and install lake level monitors	Q2 2024
Dragonfly Commons Water System	Dragonfly water systems transfer to CRD ownership	In-Progress	20	Owner to provide housing agreement and required to build water system to CRD standards.	NA
Turbidity meter on influent line	Install turbidity meter on influent line on Fulford water system.	In-Progress	5	Specifying turbidity meter. Grant funding has been received to support this project.	Q1 2024

Project	Description	Status	%	Comments	Timing
Install in-line strainers	Install in-line strainers at Stewart Creek and Sunnyside pressure control stations on Beddis system.	In-Progress	5	Specifying equipment. Grant funding has been received to support this project.	Q4 2024
Design and install lifting apparatus	Design and install lifting apparatus for saturator lid at Fulford, Beddis and Highland Fernwood	In-Progress	5	Grant funding has been received to support this project. Design contract awarded.	Q2 2024
Replace Impellers at Sunnyside Pump Station	Replace impellers at Sunnyside Pump Station to match Fulford WTP capacity.	In-Progress	5	Specifying impellers. Grant funding has been received to support this project.	Q1 2024
Priority Area: Sewer/Liquid Waste					
Ganges WWTP Storage	Concept Design for Storage at Ganges WWTP.	In-Progress	75	Currently reviewing preliminary design, analysis and cost estimates, as well as evaluating various options to optimize the construction of the storage/work area building. Coordinating with Aeration project.	Q1 2024
Ganges WWTP Aeration System Design	Design for upgrade to Ganges WWTP aeration system.	In-Progress	70	Consultant contract awarded Q4 2022. Providing flow data and testing results to consultant. Continuing to gather data to support design. Preliminary report received.	Q1 2024
Ganges WWTP VFD Installation	VFD installation for the EQ Tank at the Ganges WWTP.	In-Progress	5	Project initiated. Included in Aeration System.	Q2 2024
Maliview WWTP Upgrade Detailed Design	Detailed design and cost estimation for upgrading of Maliview WWTP	In-Progress	45	Major equipment proposals received and being evaluated. Issued purchase order for major equipment (MBBR). Grant funding has been received to support this project. Shop drawings received for major equipment and being reviewed.	Q2 2024
Maliview Electoral Assent for Borrowing	Electoral assent for borrowing of funds for the upcoming Maliview WWTP Upgrading Project	On-Hold	20	Grant awarded in the amount of \$1.98M. Staff hosted public open house/consultation March 2021. On hold until detailed designs and cost estimates are completed to determine amount of borrowing. Preparing FAQ for status update to ratepayers.	Q2 2024
Composting Facility	Community based composting facility and service agreement	In-Progress	70	Executing service planning and procurement of capital works to operationalize composting facility. Shelter redesign required for shelter foundation. Requesting an extension on the grant deadline (March 2024) to allow for improved ground conditions to install foundation. Grant funding has been received to support this project. Grant extension granted until June 30, 2024 to allow for facility completion due to ground conditions. Operating agreement and land tenure completed.	Q2 2024
Liquid Waste Treatment Upgrades	Phase 1: Options for treatment and disposal	Issue has arisen	90	Conduct an options analysis for treatment and disposal options for the Burgoyne Bay Liquid Waste Facility. Options presented to LCC Aug/23. Nov 23/23 staff to report back on the possibility of including geotubes pilot test study be in the options and to delay public consultation until options are clarified	Q3 2024
Liquid Waste Treatment Upgrades	Public consultation and engagement strategy	In-Progress	5	Prepare a public consultation and engagement strategy to gather comments and input from the community on Option 4.	Q2 2024

Project	Description	Status	%	Comments	Timing
Maliview Inflow and Infiltration Program	Investigation of sewer collection system to determine inflow and infiltration points and strategy for repair.	In-Progress	5	Project initiated. Grant funding has been received to support this project.	Q2 2024
Ganges WWTP Membrane Lifting Brackets	Replace MBR membrane lifting brackets.	In-Progress	50	Equipment purchased. Operations to install. One set installed as test. Four remaining in fabrication. Grant funding has been received to support this project.	Q1 2024
Liquid Waste Burgoyne Grit Chamber	Design and install Grit Chamber to reduce maintenance on pumps and improve process.	In-Progress	10	Project initiated. Design under way with Operations.	Q1 2024
Priority Area: Transportation					
Merchants' Mews Pathway Design	Design a separate pathway along Upper Ganges Rd from Leisure Lane to Merchants Mews	In-Progress	90	Contract awarded to Island Pathways to develop detailed designs to meet Min. of Transportation specifications; BC Active Transportation (BCAT) grant submitted Oct/22. Grant declined due to the designs not meeting standards. Drawings have been revised and BCAT Grant application to be submitted in October 2023. Awaiting MoTI approval of drawings.	Q2 2024
Rainbow Road Pathway Design	Design an asphalt sidewalk along Rainbow Road from 167 to Lower Ganges Road	On-Hold	5	Preparing Project Charter to define project scope. On-hold until Merchant Mews designs complete.	Q4 2024
Swanson Road Pathway Design	Design a pathway along Swanson Road from Atkins to Leisure Lane.	On-Hold	5	Preparing Project Charter to define project scope. On-hold until Rainbow Road designs complete.	Q4 2024
Bus Shelter	Design and construction for West Horel bus shelter.	In-Progress	20	Survey complete. Dec/22 application submitted through BC Transit's Bus Shelter Program. Will apply to MoTI's Minor Betterments program for funding. Grant funding has been received to support this project.	Q4 2024
Bus Shelter	Design and construction of art-inspired bus shelter at Mobrae Avenue and Vesuvius Bay Road.	Issue has arisen	5	Design/build contract being developed with local contractor. Contractor has declined to work on project. Will apply to MoTI's Minor Betterments program for funding. Grant funding has been received to support this project.	Q2 2024
Speed Reader Boards	Costing and installing speed reader boards at speed transition zones	In-Progress	50	Three of five locations approved by MoTI. Speed Reader Boards purchased. Support structure designed. Grant funding has been received to support this project. Installation contract has been awarded.	Q1 2024
Transit Bus Depot	Concept designs for a transit bus dept including EV chargers	See Parks Works Yard		Please see Parks Works Yard project under Park Land section for updates on a shared facility to accommodate park maintenance facility and bus depot including EV chargers for both buses and CRD vehicles	
Bus Tour Parking	Ganges Village Tour Bus Parking Study	In-Progress	20	Assessment of potential locations within Ganges Village for designated tour bus parking	Q1 2024
Parking Proposal	Review parking proposal for additional Saturday parking in Ganges	In-Progress	20	Proponent to submit a written proposal.	NA
Priority Area: Economic Development					

Project	Description	Status	%	Comments	Timing
Economic Sustainability Bylaw Review	Review economic development service authority limits	In-Progress	20	Review economic development service authority to expand authority scope to do promotion of economic development broadly and address housing needs.	Q4 2023
Priority Area: Parks and Recreation					
Park Land:					
Ganges Harbour Walk	A steering committee has been established to secure right of ways, develop designs and consult with the community to build the Ganges Harbour walk.	In-Progress	10	Application submitted to the Province to secure foreshore right of way within existing alignment. Province requested detailed designs be submitted. Conceptual designs are being drafted for consultation with upland owners, First Nations and the community to inform detailed design and Class D estimates (+/- 40%). An application for grant funding to support the detailed design phase has been submitted to support this project.	Q2 2024
Parks Works Yard	Maintenance facility designs and costing	In-Progress	5	Initiated conceptual designs to move ahead with approvals. Designs will be coordinated with SSI transit O&M facility planning project for EV bus charging infrastructure and storage. Grant funding has been received to support this project.	Q4 2024
Parkland Acquisition - Playing Fields	Purchase additional parkland for the purpose of playing fields	Issue has arisen	0	On hold until suitable land outside of ALR become available	
Portlock Park Master Plan	Develop a master plan to reconfigure the park with the replacement of failing infrastructure	In-Progress	20	Staff and stakeholder workshop, draft designs presented to LCC and two community surveys are now complete. Information received was presented to LCC and incorporated into one draft design for LCC consideration. LCC has referred back to staff for additional consultation with stakeholders.	Q2 2024
Hydrofield - Field Upgrades	Proposed enhancement project to upgrade fields with two minor baseball and a soccer practice	Issue has arisen	5	Conceptual designs and cost estimates have been obtained. CRD is working with SD64 to formalize a joint use agreement. A private donation has been received to support this project.	Q3 2024
Community Parks:					
Mt. Maxwell Community Park Management Plan	Management Plan to inform use and open to the public.	In-Progress	5	RFP has closed and contract has been awarded. Consultation with First Nations is underway. Community consultation scheduled to begin in March.	Q3 2024
131 Brinkworthy Road	Private owner offered CRD a statutory right of way to develop a pedestrian pathway to connect Lower Ganges Road to the Brinkworthy community, alongside the western portion of the property along Brinkworthy Road.	On-Hold	50	Land survey identifying SRW and trail location has been completed and right of way registered on title. Project is reliant on Community Works Funding (CWF) or grant funding for the project to proceed.	Q3 2024
Trail Development - Trincomali	Development of a connector trail from Dunbabin Park to Trincomali Heights	On-Hold	25	Survey and environmental assessment now complete. Initial brush clearing partially complete. Project is on hold until additional staff resources become available.	Q2 2024

Project	Description	Status	%	Comments	Timing
Park Development (Pecks Cove)	\$150,000 of community works funds were allocated the boardwalk studies and design. Any remaining project funds can be used towards the revitalization of this park	In-Progress	10	Conceptual design included in Harbourwalk scope of work.	Q2 2024
Fernwood Dock	Continue with maintenance and repairs as identified in the Condition Assessment report.	In-Progress	10	Completed condition assessment in 2023 to plan for capital works in 2024. Preventative maintenance has been completed in 2023.	Q4 2024
Centennial Park Plaza	Replace plaza and install lighting in Centennial Park	In-Progress	50	Grant funding has been secured, detailed designs complete. Construction began in November 2023 and is scheduled for completion in March 2024. Grant funding has been received to support this project.	Q1 2024
Saturday Market	CRD to hand over the operation and management of the Saturday Market.	In-Progress	10	RFP has closed and one submission was evaluated. Currently negotiating contract agreement.	Q1 2024
Drummond Park Playground	Replace the Drummond Park playground structure	Issue has arisen	5	An archaeologist has been retained to submit permits for approval of ground altering works on this site.	Q4 2024
Centennial Boardwalk Repair	Repair or replace boardwalk and railing as identified in the 2021 condition assessment report.	In-Progress	5	Preventative maintenance completed in 2023. Quotes for railing and piling repairs and been received and a contractor has been hired to complete repairs to damaged section following a sail boat tying up to the railing.	Q1 2024
Community Recreation:					
Program Development	Develop additional programming for seniors, adults, and youth. Additional programming to better utilize PARC bus	In-Progress	25	Recreation Program Assistant has been approved for 2024 to support additional program offerings including drop in gym activities and bus.	Q1 2024
Pool:					
Pool Electrical	Replacement of the Rainbow Recreation Centre electrical system	In-Progress	50	Assessment has been completed and so has a more detailed report with recommendations. Electrical room has been isolated and electrical equipment design is now complete. Tender has been awarded with replacement scheduled April 2024. Grant funding has been received to support this project.	Q2 2024
Pool Structural	Structural assessment for pool exterior wall	In-Progress	25	Assessment has been completed. Recommendations and costing have been brought back to LCC with a recommendation for debt borrowing. Alternative Approval Process (AAP) 2024 - repairs 2025	Q3 2025
Recreation Centre GHG Study - Recommendation Implementation #1	Installation of new cooling coil with heath pump replacement	Complete	100	Funding secured through CRD Climate Action for engineered designs. Design work has been awarded and is underway. Further investigation determined that the existing cooling coil was adequately sized and recommended adding plates to increase heat pump heating supply	Q4 2023
Pool Mechanical	Heat pumps are at end of life and need to be replaced.	Complete	100	Heat pump replacement scheduled for December 2023. Grant funding has been received to support this project.	Q4 2023

Project	Description	Status	%	Comments	Timing
Other					
Library	Archives climate control system replacement	In-Progress	5	Climate control system to be replaced. CWF funding approved. Work will proceed upon Board budget approval in March 2024.	Q2 2024
