



Making a difference...together

SALT SPRING ISLAND COMMUNITY ECONOMIC SUSTAINABILITY COMMISSION

Notice of Special Meeting on **Monday, April 25, 2022 at 10:00 AM**

SSI Public Library, 129 McPhillips Ave, Salt Spring Island, BC

Gary Holman

Francine Carlin

Inga Michaelson

Jason Griffin

Daniel Wood

Bryan Young

Dr. Daniel Muzyka

Gerard Zentner

Theresa Duynstee

(r) regrets

Zoom Link:

<https://us06web.zoom.us/j/84890397460?pwd=cThjZFgzellzbWdSNkM3MGE2am9nZz09>

AGENDA

1. Territorial Acknowledgement/Call Meeting to Order

2. Approval of Agenda

1

3. Adoption of Minutes of February 14, 2022

2-7

4. Delegations/Presentations – None

5. Director and Commissioner Reports

6. Outstanding Business – None

7. New Business

7.1 Funding for Salt Spring Island Economic Capacity Building Project

8-12

That the Community Economic Sustainability Commission approve submitting an Island Coastal Economic Trust Ready Capacity Building Program grant application and directing \$10,000 in matching funds allocated in the 2022 budget towards the Salt Spring Island Economic Capacity Building Project.

8. Next Meeting – May 16, 2022 at the Salt Spring Island Library Meeting Room, 129 McPhillips Avenue, Salt Spring Island, BC

9. Adjournment

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



Making a difference...together

**Minutes of the Regular Meeting of the
Salt Spring Island Community Economic Development Commission
Held Monday, February 14, 2022, in the Public Library 129 McPhillips Ave, Salt Spring
Island, BC**

DRAFT

Present: **CRD Director:** Gary Holman
Commission Members: Francine Carlin, Jason Griffin, Daniel Wood, Inga Michaelson, Bryan Young (via Zoom), Dr. Daniel Muzyka (Via Zoom), Gerard Zentner and Theresa Duynstee
Staff: Karla Campbell, Senior Manager, Salt Spring Island Administration, Jesse Brown, Economic Development Coordinator, 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 1:06 p.m.

2. Limited Space Meeting Resolution

MOVED by Commissioner Carlin, **SECONDED** by Commissioner Wood, that this resolution applies to the Salt Spring Island Community Economic Development Commission for the meeting being held on February 14, 2022, and that the attendance of the public at the place of the meeting will be limited in accordance with the applicable requirements or recommendations under the Public Health Act, despite the best efforts of the Commission because:

- a. The available meeting facilities cannot accommodate more than (43) people in person, including members of the Commission and staff, and
- b. There are no other facilities presently available that will allow physical attendance of the Commission and the public in sufficient numbers; and

That the Commission is ensuring openness, transparency, accessibility and accountability in respect of the open meeting by the following means:

- a. By making the meeting agenda, as well as the other relevant documents, available on the CRD website, and directing interested persons to the website by means of the notices provided in respect of the meeting,
- b. By making the minutes of the meeting available on the CRD website following the meeting.

CARRIED

3. Election of Chair and Vice Chair

- Commissioner Carlin was nominated by Commissioner Griffin for position of Chair. Calling three times for additional nominations and hearing none, Commissioner Carlin was re-elected as Chair.
- Commissioner Wood was nominated by Commissioner Carlin for position of Vice-Chair. Calling three times for additional nominations and hearing none, Commissioner Wood accepted the position of Vice-Chair.

4. Approval of Agenda

MOVED by Commissioner Carlin, **SECONDED** by Director Holman, that the Salt Spring Island Economic Development Commission agenda of February 14, 2022 be approved as amended by updating item 9.1 CESC Digital Media Communication Associate RFP to “Digital Contents Specialist and Contract” and by adding item 9.4 Island Coastal Economic Trust (ICET) Grant Application February 25, 2022 Deadline.

CARRIED

5. Adoption of Minutes of November 22, 2021

MOVED by Commissioner Carlin, **SECONDED** by Commissioner Young, that the Salt Spring Island Economic Development Commission minutes of November 22, 2021 be adopted as presented.

CARRIED

6. Delegation/Presentations

6.1 Theresa Duynstee, Agricultural Alliance

- 2022 project “Expanding the Local Food Economy” aims to connect farmers with a diversity of local buyers.
- Seeking funding to hire a contractor for two days a week between March and November, 2022.
- Agricultural Alliance website updates underway with a goal of becoming more user friendly.
- Abattoir expansion project underway.
- Farmers & Local Food Resilience Café scheduled for February 22, and Seedy Saturday scheduled for February 26, 2022.

6.2 Trustee Laura Patrick, Islands Trust

- Landlords needed in support of rental housing.
- Updates to the Salt Spring Island Land Use Bylaw No. 355 underway to better incorporate housing needs.
- Housing and Workforce Shortage Crisis Declaration across all islands passed in December 2021.

7. Director and Commissioner Reports

Director Holman briefly reported:

- Increase in assessed values for Salt Spring Island and the southern Gulf Islands at about 35%. Increase in assessed values for CRD as a whole was about 25%.
- Composting project underway. Farmland Trust and Salt Spring Abattoir reached a long term rental agreement and possible Provincial grant funding.
- Salt Spring Island Liquid Waste Disposal Local Services Commission to support the Composter with a bylaw amendment to include organics and an intent to operate on a cost recovery basis.
- Future intent to sell island wide following Islands Trust approval through Rezoning or Temporary Use Permit.
- Fire halls now eligible for gas tax funding.

- Salt Spring Island population has grown by 10%.
- BC Housing funding 28 units of affordable housing on Drake Road.
- Province announced new regulations in Agricultural Land Reserve (ALR).

7.1 2022 The Path Forward

Chair Carlin briefly reported:

- Strengthened Community Economic Partnerships with key sector organizations while supporting regional collaborations.
- Economic Development Coordinator role awarded.
- In the last six years, CEDC has brought hundreds of thousands of dollars in grants and revenue opportunities for cross economic sector benefit to the SSI community and the greater southern Gulf Islands region.
- Launch of the SSI-Economic Leaders Group which will formulate recommendations for sustainable SSI Economic Recovery & Resilience.
- Reader friendly Economic Education Project.
- Grants Clearinghouse via SSI Information Hub.
- Continued Advocacy regarding housing, Short Term Vacation Rentals (STVR) solutions and Ganges Village Planning.

7.2 SSI Foundation Focus Group

- Seasonal turnover causes housing difficulties for both employers and employees.
- Smaller businesses facing challenges in securing employer housing.

7.3 Housing Advocacy Update

- Less people available to work in small businesses due to the again population.

7.4 Climate Coach Project

- First public facing program through Transition Salt Spring.
- Launched six months ago.
- Hub for advice and information regarding local, regional and national incentives to reduce emission impacts and the environmental footprint of homes, buildings, and surrounding properties.
- Number of webinars held with close to 1000 attendees.
- Appreciation expressed for CRD funding received.
- Creating job opportunities on Salt Spring Island.
- Collage insulator course discussion underway with School District 64 (SD64).
- Rainwater harvesting rebate launched with 28 new sign ups.
- It was asked if the other southern Gulf Islands were being funded through their rainwater rebate funding. Commissioner Young to report back to the Commission with an update.

7.5 Love Local Initiative

- Chamber received funding from BC Chamber to promote economic activity across southern Gulf Islands.
- Overall success that promoted local businesses.
- Grand prize winner won a trip to another island promoting interisland travel.
- Each island spent \$2,500 supporting local businesses.

8. Outstanding Business

8.1 Agricultural Alliance Request for Unexpended Funds for ICET Local Food Economy Project

MOVED by Commissioner Carlin, **SECONDED** by Commissioner Wood, that the Salt Spring Island Economic Development Commission recommend that the Community Economic Development Commission approve a fee for service contract with the Salt Spring Island Agricultural Alliance in the amount of \$7,000 for the development and coordination of a marketing program for Salt Spring Island agricultural products.

CARRIED

8.2 Community Data Base – SSI Library and Community Foundations Data Platform

- In 2021 a student was hired to gather available data to better understand the Salt Spring Island Community development over time.
- Salt Spring Island Library possible location to house data.
- The Commission asked if Summer Student Grant opportunities were available and staff confirmed the closing date was January 25, 2022.
- A suggestion to apply for grant funding in 2023 was made.
- Interagency collaboration noted with possible CRD and/or Islands Trust funding opportunities.
- Future collaboration with Transition Salt Spring discussed.

8.3 Bylaw for CEDC Name Change to CESC

MOVED by Commissioner Zentner, **SECONDED** by Commissioner Griffin, that the Salt Spring Island Community Economic Development Commission recommends to the Capital Regional District Board:

That staff be directed to proceed with preparing an amendment bylaw to change the name of the Salt Spring Island Community Economic Development Commission to the Salt Spring Island Community Economic Sustainability Commission.

CARRIED

8.4 Empty House Speculation Tax Options

- CEDC passed a resolution in November 2021 recommending revenue from the Speculation and Vacancy Tax raised on Salt Spring Island be earmarked for Salt Spring Island.
- The Commission expressed support regarding ongoing advocacy for Empty House Speculation Tax inclusion specific to the Southern Gulf Islands.
- The Commission discussed customization strategies for the southern Gulf Islands, Whistler and Tofino. The Commission to contact Whistler and Tofino for further discussion.
- A suggestion was made for earmarking STVRs for affordable housing as a permanent funding mechanism.

9. New Business

9.1 Digital Contents Specialist and Contract

- The Commission stated funds were being used ineffectively through the existing Social Media Program.
- The Commission expressed support for a Digital Contents Specialist to develop six web blog features on specific CEDC topics.
- The Commission and Jesse Brown, Economic Development Coordinator, to finalize topics.
- Proposing a \$5,000 contract plus insurance on a pilot basis.

Commissioner Muzyka left the meeting at 2:53pm.

9.2 Survey Input for Fire Services and Facilities on Salt Spring Island

- Commissioners asked to participate in the survey.
- Results forthcoming.

9.3 CRD Business License Report Outcomes

- Cost for business licenses estimated at \$200,000 a year.
- Report received with further information forthcoming.

9.4 Island Coastal Economic Trust (ICET) Grant Application February 25, 2022 Deadline

- Matching funds required and unavailable.
- Possible Gas Tax Funding discussed.
- Staff to look at possible shovel ready projects however, limited time before the application deadline was recognized by all.

Commissioner Michaelsen left the meeting at 3:02pm.

10. Next Meeting – May 16, 2022 at the Salt Spring Island Library Meeting Room, 129 McPhillips Avenue, Salt Spring Island, BC

11. Adjournment

The meeting adjourned at 3:08pm.

CHAIR

SENIOR MANAGER

**REPORT TO SALT SPRING COMMUNITY ECONOMIC SUSTAINABILITY COMMISSION
MEETING OF APRIL 25, 2022**

SUBJECT Funding for Salt Spring Island Economic Capacity Building Project

ISSUE SUMMARY

A project proposal is being developed for Islands Coast Economic Trust (ICET) grant that aims to improve our community's capacity to address economic needs and provide all sector economic resources and guidance to achieve a sustainable Salt Spring Island economy.

ICET requires matching funding and a commitment to an action based implementation plan from Capital Regional District's Salt Spring Island Community Economic Sustainability Commission (CESC).

BACKGROUND

The CESC has prioritized developing collaborative strategies with all sectors of the Salt Spring Island economy in order to achieve a shared vision for sustainable development and a thriving community. Improving access to Salt Spring specific community economic data to drive decision making is another priority of the Commission in 2022.

In order to facilitate this work the CESC is developing a project proposal and seeking funding from ICET through their [READY Capacity Building Program](#).

Aligning CESC priorities and ICET funding objectives, the project will undertake the following components leading to the development of a comprehensive economic sustainability strategy: (1) community engagement and stakeholder outreach through the formation of an Economic Leaders Group (Terms of Reference for Economic Leaders group is outlined in Appendix A); (2) provide strategic recommendations, informed by evidenced-based research, for establishing a management framework that will facilitate the ability to address economic needs and provide all sector economic resources and guidance for achieving a thriving year- round Salt Spring Island economy; (3) Ensure alignment and support for current policies and plans for achieving a thriving economy within a protected rural environment; and (4) provide budget recommendations and a financial structure for achieving these goals.

CESC is requesting \$10,000 from ICET which requires a matching \$10,000 commitment from the CESC if the project is approved. The funding will be used to hire a professional to facilitate the Economic Leaders Group in developing an economic sustainability strategy.

ALTERNATIVES

Alternative 1

That the Community Economic Sustainability Commission approve submitting an Island Coastal Economic Trust Ready Capacity Building Program grant application and directing \$10,000 in matching funds allocated in the 2022 budget towards the Salt Spring Island Economic Capacity Building Project.

Alternative 2

That this report be returned to Staff for additional information

IMPLICATIONS

Environmental & Climate Implications

This project aligns with CESC objectives related to fostering sustainable social, environmental, and economic sector capacity building goals. Supporting the local economy and sustainable industry practices, such as tourism and local food production, will reduce Salt Spring Island's carbon emissions, pollution, waste and water usage long term

Board Priorities

The development of an action-oriented economic strategy for Salt Spring Island will have long term positive implications for growth in the Southern Gulf Islands. Supports Board priority for exploring how the CRD can best contribute to regional economic development by advancing Salt Spring Island's economic priorities in achieving their economic goals.

Social Impact

The community engagement and stakeholder relation component of the project will have positive social implications as it will bring together all sectors of the Salt Spring economy together to learn from each other and collaborate. Developing economic strategies will be created in collaboration with various sector organizations and agencies that impact the local economy.

Financial Implications

This request is within the approved 2022/23 CESC budget as there is funding allocated for grants that require matching funds.

CONCLUSION

If approved by ICET, the Salt Spring Island Economic Capacity Building Project will provide additional resources to implement CESC priorities in 2023. Required matching funding by CESC is available to support this application. The project's activities and the total \$20,000 budget (50/50 funding) will support the development of the Economic Leaders Group to assess community economic development needs to inform an action based economic sustainability strategy for Salt Spring Island. Long term positive environmental, social, and regional growth strategy may result.

RECOMMENDATION

That the Community Economic Sustainability Commission approve submitting an Island Coastal Economic Trust Ready Capacity Building Program grant application and directing \$10,000 in matching funds allocated in the 2022 budget towards the Salt Spring Island Economic Capacity Building Project.

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| Submitted by: | Karla Campbell, BA, Senior Manager, Salt Spring Island Electoral Area |
| Concurrence: | Robert Lapham, MICP, RPP, Chief Administrative Officer |

ATTACHMENT(S)

Appendix A: Draft Terms of Reference Economic Leaders Group



Salt Spring Island Economic Leaders Working Group Terms of Reference

Background

The Salt Spring island Community Economic Sustainability Commission serves to provide guidance, support and resources for economic sector capacity building including diversification, retention and business attraction.

Intention: The SSI Economic Leaders Group will provide recommendations for achieving economic capacity building that will insure Salt Spring Island is economically resilient in order to effectively move through current and future economic challenges.

Goals:

1. Provide strategic recommendations, informed by evidenced-based research, for establishing a management framework that will facilitate the ability to address economic needs and provide all sector economic resources and guidance for achieving a thriving year- round Salt Spring Island economy;
2. Ensure alignment and support for current policies and plans for achieving a thriving economy within a protected rural environment;
3. Provide budget recommendations and a financial structure for achieving these goals.

The Economic Leaders Working Group is sponsored by the CESC supported by an professional facilitator and the CESC Economic Sustainability Coordinator.

Group Size & Composition

The composition of the Economic Leadership Group is a representative body composed of members representing the following community groups that are integral to the SSI socio-economic well-being:

- 1) Agricultural Alliance
- 2) Salt Spring Arts Council
- 3) Salt Spring Solutions



- 4) Salt Spring Island Foundation
- 5) Salt Spring Island Chamber of Commerce
- 6) School District 64
- 7) Southern Gulf Islands Tourism Partnership
- 8) Transition Salt Spring
- 9) SS Conservancy
- 10) SSI Water Preservation Society
- 11) SSI-CESC
- 12) Trades Association (Newly formed)

Commitment

A 10-month commitment is requested by each representative of the above groups. Meetings will be held at least monthly.

Group Member Selection

The SSI-Community Economic Sustainability Commission will send an invitation to the Chair/executive director of each of the above organizations to have a representative named.