

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, JUNE 19, 2025**

SUBJECT **Bylaw No. 4684, “Salt Spring Island Parks and Recreation Facilities Local Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 5, 2025”**

ISSUE SUMMARY

To consolidate four Salt Spring Island Parks, Recreation, and Community Parks services into a single service establishing bylaw, in order to facilitate better administration and the ability to borrow for planned capital projects benefitting the electoral area.

BACKGROUND

Staff are recommending amending Bylaw No. 2422, “Salt Spring Island Parks, Arts and Recreation Facilities Bylaw No. 1, 1996”, to combine the Parks and Recreation Service with the Swimming Pool Service, the Community Parks Service, and the Community Recreation Service.

Currently SSI Parks and Recreation requisitions funds under four separate services:

- **Recreation, Leisure, Art** - Bylaw No. 2422, “Salt Spring Island Parks, Arts and Recreation Facilities Bylaw No. 1, 1996”;
- **Indoor Pool** - Bylaw No. 3206, “Salt Spring Island Indoor Swimming Pool Facility Service Establishment Bylaw No. 1, 2004”;
- **Community Parks** - Bylaw No. 4149, “Salt Spring Island Community Parks Services Conversion Bylaw No. 1, 2017”; and
- **Community Recreation** - Bylaw No. 4151, “Salt Spring Island Community Recreation Services Conversion Bylaw No. 1, 2017”.

Combining these services will make the budgeting process less confusing to elected officials, staff, and the public. It will allow for administrative efficiencies when providing parks and recreation programs and services that fall under multiple services, allow for more flexibility when allocating funds to capital projects that support multiple services, allow for borrowing (with appropriate participant approval) to support multiple parks and recreation services under one loan authorization bylaw and improve transparency when reporting out on parks and recreation related budgets.

The combined service, under Bylaw No. 2422, will cover the scope of all recreation facilities and community programs, inclusive of the pool, as well as the acquisition of recreation related real property and community parks. Consent to combine these services can be given by the SSI Electoral Area Director under s.349(2) and 347(2) of the *Local Government Act*, subject always to Inspector of Municipalities approval.

ALTERNATIVES

Alternative 1

The Salt Spring Island Local Community Commission recommends to the Capital Regional District Board:

1. That Bylaw No. 4684, “Salt Spring Island Parks and Recreation Facilities Local Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 5, 2025”, be introduced and read a first, second, and third time;
2. That Bylaw No. 4684 proceed to obtain participating area approval by way of Electoral Area Director consent on behalf; and
3. That Bylaw No. 4684 be submitted to the Inspector of Municipalities for approval.

Alternative 2

That this report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

The maximum allowable requisition of the consolidated service will be equivalent to the current sum of all four service bylaws as outlined in the Table below:

Maximum Requisition Calculation – 2025 Assessment					
Service	Bylaw	Maximum Tax Rate per 1000	Calculated Max	2025 Actual Requisition	2029 Projected Requisition
1.453 Pool	3206	0.3100	2,066,141	918,375	1,130,601
1.459 Park Land	2422	0.3230	2,152,785	1,151,576	1,484,636
1.455 Com Parks	4149	0.1500	999,746	6,53,536	715,258
1.458 Com Rec	4151	0.0790	526,533	135,060	159,863
Total		0.8620	5,745,205	2,858,547	3,490,358

The service consolidation will have no net increase in maximum allowable taxation for the service area while providing sufficient combined requisition room to fund the projected operating budget and capital projects based on current approved 2025-2029 financial plan.

Separate Capital Reserve Funds (CRF), Equipment Replacement Funds (ERF) and Operating Reserves Funds (ORF) would be combined into one CRF, ERF and ORF.

Legal Implications

If Bylaw No. 4684 is supported by the Inspector of Municipalities and adopted by the CRD Board, the assets of other recreation services will be transferred by resolution of the Salt Spring Island LCC and the CRD Board into the combined service, and a further report will be forthcoming dissolving the other services (Bylaws No. 3206, 4149, and 4151), which will be done by a series of bylaws and require Electoral Area Director consent.

Service Delivery Implications

Without a merger of these services, or an increase in requisition of one or more of these services, borrowing for the Recreation Facilities Upgrades project could not occur as none of the services has the required available requisition room individually to proceed with the planned borrowing.

CONCLUSION

To improve administrative efficiencies, allow for more budget flexibility as well as to improve transparency it is recommended to amend Bylaw No. 2422, “Salt Spring Island Parks, Arts and Recreation Facilities Bylaw No. 1, 1996”, to combine the Parks and Recreation Service with the Swimming Pool Service, the Community Parks Service, and the Community Recreation Service.

RECOMMENDATION

The Salt Spring Island Local Community Commission recommends to the Capital Regional District Board that:

1. That Bylaw No. 4684, “Salt Spring Island Parks and Recreation Facilities Local Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 5, 2025”, be introduced and read a first, second, and third time;
2. That Bylaw No. 4684 proceed to obtain participating area approval by way of Electoral Area Director consent on behalf; and
3. That Bylaw No. 4684 be submitted to the Inspector of Municipalities for approval.

Submitted by:	Dan Ovington, BBA, Senior Manager, CRD Salt Spring Island Administration
Concurrence:	Stephen Henderson, MBA, B Sc, General Manager, Electoral Area Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Bylaw No. 4684, “Salt Spring Island Parks and Recreation Facilities Local Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 5, 2025”

Appendix B: Bylaw No. 2422 (Unofficial Redlined Consolidation)