

SALTSPRING ISLAND PARKS AND RECREATION COMMISSION

Minutes of the Parks and Recreation Commission Meeting
Held January 30, 2012 at 3:00 pm in the
Portlock Park Meeting Room

Attendance: Commissioner Gregg Dow – Chair
Commissioner Hafiz Bhimji
Commissioner Richard Hayden
Commissioner Jane Horsburgh
Commissioner Stanley Shapiro
Wayne McIntyre, CRD Director

Staff: Kees Ruurs, Parks and Recreation Manager
Carin Perrins, Administrative Secretary
Sarah Shugar, Recording Secretary
Kirk Harris, PARC Maintenance Manager

Excused: Commissioner Gayle Baker
Commissioner Jon Suk
Commissioner Dan Clements

Observer: Sean McIntyre, Driftwood

1. The Manager called the meeting to order at 3:10pm.
 - 1.1 Election of Chair and Vice Chair
The Manager called for nominations for Chair.
Commissioner Horsburgh nominated Commissioner Dow and Commissioner Hayden seconded the nomination.
Commissioner Dow accepted the nomination.
The Manager congratulated Commissioner Dow on the appointment of Chair of Commission for 2012.

The Chair called for nominations for Vice Chair.
Commissioner Shapiro nominated Commissioner Suk. The Chair advised that Commissioner Suk is not able to accept the nomination.
Commissioner Hayden nominated Commissioner Horsburgh and Commissioner Shapiro seconded the nomination.
Commissioner Horsburgh accepted the nomination.
The Chair congratulated Commissioner Horsburgh on the appointment of Vice Chair of Commission for 2012.

It was generally agreed that the Finance Committee has replaced the position of Treasurer.

2. Agenda Approval

MOVED by R. Hayden, SECONDED by J. Horsburgh,
That the agenda be approved with the following addition:
Item 8.3 Track R. Hayden
CARRIED

3. Approval of Minutes

MOVED by J. Horsburgh, SECONDED by S. Shapiro,
That the minutes of November 28, 2011 Regular Minutes be
approved as presented.
CARRIED

4. Delegations / Presentations

There were no delegations at this time.

5. Rise and Report

There were no items to rise and report.

6. Reports

6.1 Manager's Report

6.1.1 Project Status Report

The Manager reviewed the January Project Status
Report.

6.2 PARC Planning Committee

6.2.1 Trails Advisory Committee Notes – December 6, 2011

The notes were received for information.

6.2.2 Appointment of Commissioner to TAC

Commissioner Hafiz volunteered to be on the Trails
Advisory Committee.

6.3 Finance Committee

6.3.1 Approval of 2012 Budget

MOVED by W. McIntyre, SECONDED by J. Horsburgh,
That Commission approve the following recommendations:

1. In Function 453 – Pool: to requisition \$785,900 in 2012, and to transfer the surplus from 2011 to Pool Reserve – Equipment Replacement Fund.
2. In Function 455 – Parks: to requisition \$329,980 in 2012, and reduce PARC Admin Allocation, to cover the 2011 deficit.
3. In Function 458 – Recreation: to requisition \$53,550 in 2012, to carry forward the surplus, and to allocate \$13,490 of that surplus to Grants, and the \$3,200 to the production of leisure and hiking brochures.
4. In Function 459 - Parks, Land and Recreation: to requisition \$554,810 in 2012.

CARRIED

MOVED by J. Horsburgh, SECONDED by S. Shapiro,
That Commission approve the use of interest in Fund Centre 191060 to cover the over expense of \$101.29 Dog Park Project.

CARRIED

MOVED by S. Shapiro, SECONDED by J. Horsburgh,
That Commission approve the transfer of a portion of the \$12,000 in Reserve Fund Centre 101603, budgeted for the Portlock Park Picnic Shelter, to cover the balance required, and to keep the unused balance in the fund as unallocated reserves.

CARRIED

MOVED by W. McIntyre, SECONDED by R. Hayden,
That Commission approve the amendment of the Capital Budget, in Function 459, to include the Maintenance Yard (\$10,350) and Waterfront (10,900) projects carried forward from 2011, and the Fernwood School Project (\$507,940).

CARRIED

MOVED by R. Hayden, SECONDED by W. McIntyre,
That Commission approve up to \$45,000, from the Community Parks Equipment Replacement Fund, for the replacement of the 2001 Chevrolet Silverado maintenance vehicle.

CARRIED

6.4 Pool Facility Building

6.4.1 Rainbow Road Pool Report - September to December 2011

It was generally agree that the Manager will look into the discrepancy between attendance and revenue.

6.5 Market Advisory Group

6.5.1 MAG Status

C. Perrins provided a verbal report. She advised that MAG is currently accepting seasonal applications. The first day of the Market in the Park is scheduled on April 7, 2012.

7. Old Business

There were no old business items for discussion at this time.

8. New Business

8.1 Right of Way – Seabright – Drake Road

In a staff report the Manager Brought forward information regarding the possible Right of Way between Seabright and Drake Road.

MOVED by G. Dow, SECONDED by R. Hayden,
That Commission approve the submission of an application to the Ministry of Transportation for a Right of Way across the drainage parcel between lots 134 and 155 to create a trail connecting between Seabright Road and Drake Road.
CARRIED

8.2 Rezoning Application – Kings Lane Property

In a staff report the Manager brought forward the rezoning application for a property of Kings Lane for review.

It was generally agreed that Commission refer this item to the Trails Advisory Committee with regards to the preferred location of the trail on the property in light of the future connection to Norton Road.

8.3 Track

Commissioner Hayden verbally reported that the lighting in Portlock Park is not providing sufficient light on the end of the track that is behind the multi-use court.

It was generally agreed that the Manager would look into lighting options for that area.

9. Tabled Items

There were no tabled items for discussion at this time.

10. Correspondence and Information Items

10.1 Summit Synopsis

10.2 Sharp Tailed Snake Research Report

All Correspondence items were received for information.

11. Next Meeting

The next meeting of PARC Planning Committee is scheduled for February 20, 2012. Please note that this meeting has been moved from February 13 to February 20 and will be held in the School Board Meeting Room.

The next meeting of Commission is scheduled on February 27, 2012.

12. Adjourn

MOVED by R. Hayden, SECONDED by S. Shapiro,
That the meeting be adjourned at 4:01pm.

CARRIED