



Making a difference...together

**Minutes of the Inaugural Meeting of the
Salt Spring Island Parks and Recreation Commission
Held February 7, 2013 in the Portlock Park Meeting Room, Salt Spring Island, BC**

Present: **Director:** Wayne McIntyre
 Commission Members:
 Daniel Clements; Jane Horsburgh; Matt Kellow; Stan Shapiro
 Staff:
 Lorraine Brewster, Parks and Recreation Manager; Carin Perrins,
 Administrative Secretary; Kirk Harris, PARC Maintenance; Sarah Shugar,
 Recording Secretary
 Observer: Sean McIntyre, Driftwood
Excused: Gayle Baker; Hafiz Bhimji; Gregg Dow

L. Brewster called the meeting to order at 5:10 pm.

1. Call to Order

1.1 Introduction of new Commission Members

L. Brewster introduced Matt Kellow as a new member of Commission. It was noted that Colin McDougall is the other new Commissioner.

1.2 Election of Chair and Vice Chair

L. Brewster called for nominations for Chair of Commission.

J. Horsburgh nominated G. Dow.

L. Brewster called a second and third time for nominations.

There were no other nominations heard.

G. Dow was elected by acclimation as Chair of Commission for a one-year term.

L. Brewster called for nominations for Vice Chair of Commission.

S. Shapiro nominated J. Horsburgh.

J. Horsburgh accepted the nomination.

L. Brewster called a second and third time for nominations.

There were no other nominations heard.

J. Horsburgh was elected by acclimation as Vice Chair of Commission for a one-year term.

2. Approval of Agenda

MOVED by D. Clements, **SECONDED** by M. Kellow,
That the agenda be adopted with the following addition:

Item 8.5 CRD CAO W. McIntyre

CARRIED

3. Approval of Minutes

It was agreed that item 5.1 should read: three new caches have been installed.

MOVED by D. Clements, **SECONDED** by S. Shapiro,
That the minutes of December 3, 2012 Regular Meeting be approved as amended.

CARRIED

4. Presentations / Delegations

There were no delegations to be heard at this time.

5. Rise and Report

There were no rise and report items at this time.

6. Reports

6.1 Manager's Report

6.1.1 Project Status Report

L. Brewster provided the Project Status Report as of February 7, 2013. She verbally addressed the following items:

- The removal of the dangerous trees in Channel Ridge is complete.
- Goat Trail – working with the SSI Conservancy on trail development.
- Program development – student has started on the interpretive sign project and PARC is going to sponsor a Young Chefs program over Spring Break in partnership with Thrifty Foods.
- Continuing to work on the playground equipment at Portlock Park.
- Branch drop-off has been successful and will be moving to the golf course.
- There has been no response yet to the Fernwood Community Playing Fields grant application.

K. Harris provided an update on the Churchill Beach Access repairs. The repairs were due to storm damage and the project is complete.

6.2 PARC Planning Committee

5.2.1 Meeting Notes from the Trails Advisory Group, January 8, 2013.

It was generally agreed to invite a TAC member to a future meeting to discuss the ferry to ferry trail (Fulford to Vesuvius). The minutes were received for information.

- 6.3 Finance Committee
The budget meeting was held prior to the regular meeting.
C. Perrins called for motions on the budget items.

6.3.1 Rainbow Road Indoor Pool Budget - 453

MOVED by S. Shapiro, **SECONDED** by D. Clements,
That the Salt Spring Island Parks and Recreation Commission
approve to carry forward any surplus from 2012 and requisition
\$758,850.00, a 3.4% decrease from 2012.

UNANIMOUSLY CARRIED

6.3.2 Parks Budget - 455

MOVED by S. Shapiro, **SECONDED** by W. McIntyre,
That the Salt Spring Island Parks and Recreation Commission
approve to requisition \$336,580.00, a 2% increase from 2012 and
carry forward \$23,500.00 of the 2012 surplus with the balance of
the surplus going to the Parks and Recreation capital reserve
101603.

UNANIMOUSLY CARRIED

6.3.3 Recreation Budget - 458

MOVED by W. McIntyre, **SECONDED** by S. Shapiro,
That the Salt Spring Island Parks and Recreation Commission
approve to carry forward the 2012 surplus and reduce the
requisition to \$48,500.00.

UNANIMOUSLY CARRIED

6.3.4 Joint Parks and Recreation Budget - 459

MOVED by M. Kellow **SECONDED** by D. Clements,
That the Salt Spring Island Parks and Recreation Commission
approve to requisition \$581,580.00 and carry forward \$4,170.00 of
the 2012 surplus with the balance of the surplus going to the
Parks and Recreation capital reserve 101603.

UNANIMOUSLY CARRIED

C. Perrins advised that this is an overall budget increase of 0.6% from
2012.

W. McIntyre and J. Horsburgh thanked C. Perrins for excellent work
in preparing the budget information.

7. Old Business

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

8. New Business

8.1 Centennial Park Maintenance

In a staff report the Manager provided an update on the maintenance for Centennial Park.

K. Harris provided a review of the report. He advised that the safety concerns are scheduled to be complete by March 30, 2013, the first day of the Saturday Market. Also, there will be a maintenance staff person dedicated to the parks downtown: Centennial Park, Rotary Park and Peace Park.

The report was received for information.

8.2 Park Use Permit Program

In a staff report the Manager provided a summary on special use activities in the parks and trails system.

The report was received for information.

8.3 Dog Bylaw for Centennial Park

L. Brewster advised that in a previous meeting the Commission had requested a review of the no dog policy in Centennial Park. It was generally agreed that the signage in Centennial Park be changed to reflect that dogs are not allowed in the park except in designated areas. The SPCA doggie day care during the Saturday Market would be one of the designated areas. It was noted to look into whether non-licensed dogs are allowed to use the SPCA doggie day care.

8.4 Trincomali Heights Trail System

L. Brewster reviewed the letter from a group of SSI residents interested in seeing the completion of the trails network throughout the Trincomali Heights area. It was noted that this is on the list of priorities for 2013. The letter was received for information.

8.5 CEO CRD

W. McIntyre advised that at the CRD Board meeting on February 6, 2013 there was unanimous support for Bob Lapham to be the new CEO.

9. Tabled Items

There were no tabled items for consideration at this time.

10. Correspondence and Information Items

10.1 Island Pathways Newsletter – Winter 2013

10.2 Newsletter – Growing Together January 2013
Received for information.

11. Next Meeting

The next meeting of Commission is scheduled on February 18, 2013.

12. Adjournment

MOVED by W. McIntyre, **SECONDED** by D. Clements,
That the meeting be adjourned at 6:05 pm.

CARRIED