



Making a difference...together

**Minutes of the Regular Meeting of the
Salt Spring Island Parks and Recreation Commission
Held August 26, 2013 in the Portlock Park Meeting Room, Salt Spring Island, BC**

PRESENT: **Director:** Wayne McIntyre
Commission Members: Gregg Dow (Chair), Jane Horsburgh (Vice Chair),
Gayle Baker, Hafiz Bhimji, Sonja Collombin, Matt Kellow, Stanley Shapiro
Staff: Lorraine Brewster, Parks and Recreation Manager; Karla Campbell, Senior
Manager; Sarah Shugar, Recording Secretary
ABSENT: **Commissioner:** Daniel Clements

Chair Dow called the meeting to order at 5:05 pm.

1. APPROVAL OF AGENDA

MOVED by G. Baker, **SECONDED** by M. Kellow,
That the agenda be approved with the addition of:
Item 8.1 Commission Operation Guidelines G. Baker

CARRIED

2. MOTION TO CLOSE THE MEETING

MOVED by G. Baker, **SECONDED** by J. Horsburgh,
That the Salt Spring Island Parks and Recreation Commission close the meeting
in accordance with the Community Charter Part 4, Division 3, Section 90 (1):
(e) the acquisition, disposition or expropriation of land or improvements, if the
council considers that disclosure could reasonably be expected to harm the
interests of the municipality;

CARRIED

The Salt Spring Parks and Recreation Commission closed the meeting at 5:05 pm and
resumed an open session at 5:50 pm.

3. ADOPTION OF MINUTES OF JULY 22, 2013

It was noted that Item 6.1 be changed to:
The Salt Spring Parks and Recreation Commission defer the recreation program
funding changes until the next scheduled meeting.

MOVED by G. Baker, **SECONDED** by S. Collombin,
That the minutes of the meeting of July 22, 2013 be adopted as amended.

CARRIED

4. CHAIR REMARKS

There was no report at this time.

5. PRESENTATIONS / DELEGATIONS

There were no presentations at this time.

6. REPORTS

6.1 Manager Report

6.1.1 Project Status Report

The project status report to August 26, 2013 was provided for information. The following items were highlighted:

- Duck Creek fields were mowed at a cost of \$997.50. The hay was not suitable to sell. The bridge will be replaced by September 15, 2013. Application submitted to MoE.
- Interpretive Signs for Mouat Park are being drafted for testing. A trail counter has been placed in the park to collect data. A presentation of the project will be included at the next Commission meeting.
- Goat Trail – Working with Trinity Western University to grant a statutory Right of Way across the south boundary of their property.
- Trincomali – planned scoping and survey for a circular trail.
- Hedger Road/LePage – TAC members and trail crew to scope out potential trail for future development.
- The Preschool Camp was cancelled again due to lack of registration.
- Leisure Guide – Fall 2013 brochure to be released September 11, 2013.
- PARC will have a table at the Fall Fair.

An Invasive Species Workshop was noted as a community education opportunity. CRISP: Capital Region Invasive Species Partnership was noted as a resource.

6.1.2 Pool Shutdown

The Annual Pool Shutdown is scheduled for September 2 – 20, 2013. A doggie swim is scheduled on September 11, 2013 10:00 – 11:00 am, prior to the draining of the main pool tank.

6.2 PARC Planning Committee

6.2.1 Meeting notes from Trails Advisory Group August 6, 2013

The meeting notes were received for information.

6.3 Finance

6.3.1 Monthly Financial Report – 2013 Operating Budget and Capital Reserve Funds

The Operating Budget Report and Capital Reserve Funds ending July 31, 2013 were provided for information.

6.4 Market Advisory Group

6.4.1 Survey

A review of the Saturday Market is in progress and is expected to be complete for the 2014 market season. A survey of visitors, residents, vendors and the business community is part of the review.

7. OLD BUSINESS

7.1 Draft Cycling Plan Endorsement

MOVED by S. Shapiro, **SECONDED** by S. Collombin,
That Salt Spring Island Parks and Recreation Commission endorse the Draft SSI
Cycling Master Plan prepared by Alta Planning and Design.

CARRIED

The expected date of completion of the final Cycling Master Plan is December 2013.

8. NEW BUSINESS

8.1 Commissioner Operation Guidelines

Director McIntyre reported S. Santarossa is preparing the Draft Commissioner Operation Guidelines in collaboration with a working committee. Manager Campbell is on the working committee. The Handbook will be provided to the Commission.

9. CORRESPONDENCE / INFORMATION

9.1 Salt Spring Tennis Association Board

A letter dated August 12, 2013 was received for information. There was discussion regarding the communication between the SS Tennis Association and pickle ball players. It was suggested the pickle ball players form an association. It was noted that it is PARC's mandate to provide recreational opportunities and facilities.

10. NEXT MEETING

The next regular meeting is scheduled on September 23, 2013 5:00 to 7:00 pm.

11. ADJOURNMENT

MOVED by W. McIntyre, **SECONDED** by J. Horsburgh,
That the meeting be adjourned at 6:40 pm.

CARRIED