



Making a difference...together

SALT SPRING ISLAND PARKS AND RECREATION COMMISSION
Notice of Meeting on **Monday, September 23, 2013**
following the scheduled closed meeting to start approximately at 6:00 pm
Portlock Park Portable Meeting Room, 145 Vesuvius Bay Rd, Salt Spring Island, BC

AGENDA

1. Approval of Agenda
2. Motion to Move in Camera in Accordance with the Community Charter Part 4, Division 3, Section 90 (1): 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;
3. Adoption of Minutes of August 26, 2013
4. Chair's Remarks
5. Presentations/Delegations
Susan Whitmore- Historical Plaques
6. Reports
 - 6.1 Manager's report
 - 6.1.1 Project Status Report
 - 6.1.2 Pool Shutdown
 - 6.1.3 Quarterly Pool Report- Jim Raddysh
 - 6.2 PARC Planning Committee
 - 6.2.1 Meeting notes from Trails Advisory Group Sept 10 2013
 - 6.3 Finance Committee
 - 6.3.1 Monthly Financial Report- Operating Budget 2013
 - 6.3.2 Capital Reserve Funds 2013
7. Old Business
8. New Business
 - 8.1 Fulford Ball Park Lease
9. Correspondence/Information
10. Next Meeting is October 21, 2013- Regular Meeting 5 to 7 PM
11. Adjourn

To ensure quorum, advise Tracey Shaver 537 4448 if you cannot attend.



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**

DRAFT

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 Draft will be provided to the Commission for review.

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

Project	Comments	Budget (B)
	<i>ITALICS - new information</i>	Revenue (R)
		Actual (A)

1. TRAILS and BEACH ACCESSES		
1.1 Partners with PARC Gifting, Donations	Bench to be installed at Duck Creek	
1.2 Duck Creek Park	Fields mowed- \$997.50 <i>Maintenance will be completed on pathway trail leading down to the bridge.</i> <i>Bridge Completed.</i>	\$10,000 (B) Bridge \$578 (A)
1.3 Dean-Drake Trail	Completed & open. High grade tread on pathway. 2 bridges and 1 culvert installed. Signage- interpretive. Split rail fence installed.	
1.4 Water Access Points	*Request received to develop Eagle Way access point. *Request received to develop an access point at Old Scott Road. Site visited. Application to be submitted. Letters to property owners mailed. Letter of concern received. *New Water access point to be developed on North Beach Road at base of Maliview. Letters to property owners mailed. Letter of concern received.	Development \$10,855 (B) Repairs \$ 5,200 (B) \$ 5,213 (A)
1.5 Mouat Park	General maintenance in park. <i>Scoping in the western portion will be done Oct. 1, 2013</i>	
1.6 Interpretive Signage-Phase II	<i>Testing from the public has been collected on the Interpretive signs. Revisions will be implemented.</i>	
1.7 Channel Ridge	Trail Crew- Broom Cleared at Broadwell entrance. General Maintenance & invasive species removal-(Ongoing)	
1.8 Goat Trail Farm Trail	Trail connection sought from Andreas Vogt Nature Reserve via 'Old Goat' trail down to Beaver Point Road. Application submitted for use of Crown land to connect Bryant Hill Park and Andreas Vogt Nature reserve. <i>Trinity Western University has agreed for a right-a-way for crow's nest.</i>	
1.9 Trincomali	2014 to complete a circular trail around Trincomali: to be scoped and surveyed.	
1.10 Hedger Road to LePage	TAC members & trail crew to scope out potential trail for future development.	
1.11 Dunbabin Trail/park	<i>Monitoring the dam and beavers. A permanent pipe will be installed through the dam. Staff will be continuing to work with Kathy Reimer.</i>	

Project	Comments	Budget (B) Revenue (R) Actual (A)
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ITALICS - new information

2. RECREATION AND PARK PROJECTS		
2.1 Heiwa Peace Park Japanese Garden	<i>Vandalism occurred in the park with irrigation system and fence around a tree. A complaint was filed with the RCMP.</i>	
2.2 Program Development	Young Chef Program- 15 registered. Babysitting Safety Course March 30 th 12 registered May 11th Class- 6 registered <i>October 25th is the start date for fall Young Chef Class (5 Fridays)</i> <i>October 26th is the next Babysitting Safety Course</i> <i>Camp Colossal total participants:</i> <i>In 2013 there were 1132; in 2012 there were 1069</i>	\$ 1,896 (R) \$ 1,442 (A)
2.3 Mouat Park / Ganges Creek Work	Creek Stabilization 80% completed.	\$ 4,000 (B)
2.4 Tennis Courts	<i>Received correspondence from the pickle ball group and staff will be meeting with representatives.</i>	\$ 1,200 (B) \$ 1,721 (A)
2.5 Dog Park	SD constructing 2 bridges. Lions club constructed a shelter for dog owners	
2.6 Leisure Brochure	<i>Fall brochure distributed.</i>	\$ 8,470 (B) \$ 2,782 (A)
2.7 Maintenance Shop / Yard	*Branch drop off to begin in Sept.	
2.8 Portlock Park	Painting Washrooms. Spray washing portable building.	
2.9 Geocaching	Developing guidelines for recreational geocaching activity. 3 new cache installed (Fernwood, Blackburn and newly completed pathway)	
2.10 Centennial Park	<i>Pruning is being completed at Centennial Park.</i>	

3. INDOOR POOL PROJECT ITEMS		
3.1 Driveway Repair	Repairs done- chip seal used over entire driveway.	

Project	Comments	Budget (B) Revenue (R) Actual (A)
	<i>ITALICS - new information</i>	

4. STRATEGIC PLANNING PROJECTS		
4.1 To restate the mandate and re-establish the role and image of the Commission in the community	A new mandate for the Trails Advisory Committee has been prepared and approved. Image in the community improving through provision of positive information regarding PARC's progress. Monthly columns, new Leisure Guide, press releases about progress on projects.	
4.2 To build a framework for effective partnering with other community organizations	Meetings held with Trustees, Community Services, Partners for Pathways, Broom committee, SSI Conservancy; High Nooners. Lions Club, Rotary Club, SSI Foundation etc.	
4.3 To build relationships with partners based on a clear understanding of the Commission's roles and objectives		
4.4 To create better information-dissemination vehicles for both promoting and advertising recreation opportunities, and promoting the key role of the Commission as the centre of the web of recreation delivery agencies on Salt Spring Island	CRD is updating its website. Minor contract issued to Arts Council to update digital inventory of arts groups and artists offering courses. Developed bi-annual leisure guide. Produce monthly articles for the Driftwood. New trail brochure completed.	
4.5 To continue moving forward with trail planning with the development of the backcountry trail network, a biking and walking trail system, and by the completion of the Ganges Linear Park/Boardwalk	2012 will be third year that a trail crew is hired and is working on upgrading and expanding the back country trail network on the island. New sign program implemented.	
4.6 To focus on ocean and lake access as the key element within the Commission's expansion of the "passive" park system on Salt Spring Island	Access assessment report approved by Commission. Three new water access points for 2010 completed, Five in 2011 and several more planned for 2012. 10 Beach Access signs Installed	
4.7 To create an overall parks plan focused on the development of additional capacity for sports and other active recreation pursuits	Final Plan approved by Commission at November 2011 meeting	
4.8 To develop the Rainbow Road Pool and property to maximize recreation opportunities and minimize operating costs	Final Plan approved by Commission at November 2011 meeting. Allotment Garden Developed	
4.9 To establish a budget that is at a sustainable level for both the short and long term	2012 Budget approved by senior management. Planning process for 2013 starting	



VERY LARGE TREE DOWNED IN
RECENT LIGHTNING STORM

DUCK CREEK PARK 2013







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REPORT TO SALT SPRING ISLAND PARKS AND RECREATION COMMISSION
MEETING OF SEPTEMBER 23, 2013

AGENDA ITEM 6.1.3

SUBJECT RAINBOW ROAD INDOOR POOL

ISSUE

To provide the Commission with a quarterly report (July and August) on Summer 2013 programs.

BACKGROUND

The Rainbow Road Indoor Pool offers a variety of programs including public sessions, water fitness classes, school programs, swim team, rentals and special events. During the summer quarter there were a total of 11,241 participants compared to 9630 in 2012.

The additional programs and water fitness class make up the bulk of the increase over the past three years. The Swim Team's annual swim meet had a significant increase this year with 387 swimmers registered making it the third largest swim meet in the region.

The program breakdown is as follows:

Year	Public Programs	Water Fit	Added Programs	Total
2011	3551	1068	4780	9399
2012	3923	1285	4422	9630
2013	3350	1733	6158	11241

Promotion and marketing continue to be included during the sessions. A banner advertisement is featured once a month in the local paper as well as a monthly article in the PARC postings for the Driftwood.

RECOMMENDATION(S)

That the Parks and Recreation Commission:

Receive this report for information.

Jim Raddysh
Pool Manager





Making a difference...together

**Minutes of the Salt Spring Island Trails Advisory Committee Meeting
Held September 10, 2013 in the Portlock Park Meeting Room, Salt Spring Island, BC**

DRAFT

PRESENT: **Committee Members:** Rob Wiltzen (Chair), John Borst, Stefan Cermak, Jean Gelwicks, Judy Fry, Charles Kahn, Herb Otto
Staff: Kirk Harris, Parks Maintenance Supervisor; Sarah Shugar, Recording Secretary

ABSENT: Lorraine Brewster, Phillip Grange, Matt Kellow, Maureen Milburn, Gary Quiring, Kees Ruurs, William Shulze

Chair Wiltzen called the meeting to order at 5:00 pm.

1. Opening and Introductions

Chair Wiltzen welcomed everyone to the meeting.

2. Adoption of Minutes of August 6, 2013

It was noted that Item 5 should read the Manager provided the following update. It was generally agreed that the minutes of the meeting of August 6, 2013 be adopted as amended.

3. Update Trail Crew Projects

K. Harris reported on the status of the following projects:

- Dean / Drake Trail is complete.
- Trincomali – the trail route is flagged.
- Bryant Hill Trail – there was vandalism to the boardwalk portion of the trail.
- Duck Creek – received MOE approval for removal of the metal bridge. The work has to be complete by September 15, 2013 due to MOE regulations re: fresh water creeks. A large balsam tree was hit by lightning and fell very close to the new bridge.
- Scoping of the western part of Mouat Park will begin in October. Will be flagging new trail development.
- There has been an increased workload due to SSITC and Island Pathways projects. This has resulted in an extended season for the Trails Crew.

There was question re: status of the trail on Grier Place behind Blue Horse Gallery. K. Harris to follow up.

4. Trail Development Harbour House

K. Harris provided the following update:

- L. Brewster and K. Campbell met with Jack Woodward and walked the back of the farm property.
- K. Harris and crew walked the proposed route to GPS and identify obstacles.

The route is GPS'd and the following obstacles were identified: a considerable grade change, invasive species (blackberry and holly), and wet areas.

- There was discussion re: connecting with Churchill Rd.
- It was noted that P. Grange has been working towards resolving the objections of neighbouring property owners.

There was question re: Can the CRD hire persons who are working off community service hours through the restorative justice program? K. Harris advised that is an option, provided that there is adequate lead time to plan.

K. Harris left the meeting at 5:40 pm.

5. Other Business

5.1 North SS Water Preservation Society – Maxwell Lake

There was discussion regarding the North SS Water Preservation Society letter to the Driftwood re: swimming in Maxwell Lake. There was discussion regarding individual letters of support for NSS Water Preservation Society.

There was discussion regarding the availability of trail information on the internet and the increased usage of trails on private property.

5.2 50k / 20k Island Trail Run

The 50k / 20k Island Trail Run is not going ahead this year.

5.3 Partners Creating Pathways

J. Gelwicks reported that PCP will have an article in the Driftwood this week re: the completion of the Rainbow Road pathway between the pool and Atkins Road. The pathway will be open for the Fall Fair.

6. Next Meeting

The next meeting is scheduled on October 1, 2013 5:00 to 7:00 pm.

J. Borst left the meeting at 6:00 pm.

7. Motion to Close the Meeting

MOVED by C. Kahn, **SECONDED** by J. Gelwicks,

That Salt Spring Island Trails Advisory Committee 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 Island Trails Advisory Committee closed the meeting at 6:00 pm and resumed an open session at 6:25 pm.

8. Adjournment

MOVED by C. Kahn, **SECONDED** by J. Gelwicks,
That the meeting be adjourned at 6:25 pm.

CARRIED

SALT SPRING ISLAND PARKS AND RECREATION COMMISSION
Operating Period ending August 31, 2013

AGENDA ITEM 6.3.1

Summary of All Functions (453 to 459)

	2013 Budget	2013 Y-T-D
Sources of Income		
Requisition	1,725,560	1,725,560
Market	62,000	44,075
Programs	222,000	177,186
Donations	0	3,221
Carry Forward - Prior Years	99,640	99,643
Other	6,600	1,875
	<u>2,115,800</u>	<u>2,051,560</u>
Expenses		
Active Parks	159,360	102,389
Trails and Passive Parks	227,210	140,420
Market	62,410	40,145
Programs	733,540	456,694
Grants to Community Groups	36,650	10,589
General Administration	347,880	229,671
Projects	85,620	67,724
Transfer to Reserve Funds	186,830	114,630
Debt Servicing	276,300	190,588
	<u>2,115,800</u>	<u>1,352,850</u>
Surplus/(Deficit)	<u>0</u>	<u>698,710</u>

SALT SPRING ISLAND PARKS AND RECREATION COMMISSION
Operating Period ending August 31, 2013

1.453 Salt Spring Island Pool

	2013 Budget	2013 Y-T-D
Sources of Income		
Requisition	758,850	758,850
Programs	191,500	146,787
Carry Forward	42,640	42,644
Other	1,250	647
	<u>994,240</u>	<u>948,928</u>
Expenses		
Programs		
Contracted Services	563,400	368,101
Maintenance	12,240	1,759
Utilities	112,690	62,568
LEAP	2,240	439
Other	5,630	2,587
	<u>696,200</u>	<u>435,454</u>
General Administration		
Insurance	7,110	7,230
CRD Allocations	8,820	5,880
Interest	2,780	3,330
	<u>18,710</u>	<u>16,440</u>
Transfer to Reserve Funds	3,030	2,020
Debt Servicing	276,300	190,588
	<u>994,240</u>	<u>644,502</u>
Surplus/(Deficit)	<u>0</u>	<u>304,426</u>

SALT SPRING ISLAND PARKS AND RECREATION COMMISSION
Operating Period ending August 31, 2013
1.455 SSI PARC - Community Parks

	2013 Budget	2013 Y-T-D
Sources of Income		
Requisition	336,580	336,580
Market	62,000	44,075
Donations	0	3,221
Carry Forward	23,500	23,500
Other	4,190	195
	<u>426,270</u>	<u>407,571</u>
Expenses		
Trails and Passive Parks		
- General Maintenance and Small Parks		
Wages and Benefits	84,910	56,468
Contracted Services	2,040	1,841
Maintenance and Supplies	19,660	11,728
CRD Allocations	0	222
Utilities	2,080	1,175
Vehicles	20,400	9,957
	<u>129,090</u>	<u>81,391</u>
- Centennial Park		
Wages and Benefits	21,300	21,210
Contracted Services	1,560	696
Maintenance and Supplies	10,460	10,806
CRD Allocations	3,860	741
Utilities	4,800	1,940
	<u>41,980</u>	<u>35,393</u>
- Mouat Park		
Wages and Benefits	8,800	2,534
Maintenance and Supplies	3,570	1,672
CRD Allocations	7,140	5,298
Utilities	340	251
	<u>19,850</u>	<u>9,755</u>
- Rotary Park		
Wages and Benefits	12,370	5,892
Maintenance and Supplies	6,580	1,359
Utilities	1,090	357
	<u>20,040</u>	<u>7,608</u>
- Trails, Boardwalk and Linear Park		
Wages and Benefits	6,180	1,152
Maintenance and Supplies	1,680	725
	<u>7,860</u>	<u>1,877</u>
- Drummond Park		
Wages and Benefits	5,970	2,589
Maintenance and Supplies	1,950	1,606
Utilities	470	201
	<u>8,390</u>	<u>4,396</u>
	<u>227,210</u>	<u>140,420</u>
Market		
Wages and Benefits	10,840	8,461
Contracted Services	24,760	14,524
Advertising	2,550	1,663
Maintenance and Supplies	4,550	4,613
Admin Costs from Function 459	10,450	6,967
CRD Allocations	8,080	3,432
Utilities	1,180	485
	<u>62,410</u>	<u>40,145</u>
General Administration		
Insurance	4,810	4,790
CRD Allocations	8,980	5,987
Admin Costs from Function 459	47,140	31,427
Interest	770	1,053
	<u>61,700</u>	<u>43,257</u>
Projects		
- Trails Maintenance Project	41,750	42,857
- Mouat Park Creek Work	4,000	
- Park Benches	0	3,354
Total Capital and Major Repairs	<u>45,750</u>	<u>46,211</u>
Transfer to Equipment Replacement	10,200	6,800
Transfer to Capital - Trail Development	15,000	
Transfer to Reserve - Centennial	4,000	4,000
	<u>29,200</u>	<u>10,800</u>
Total Expenses	<u>426,270</u>	<u>280,833</u>
Surplus/(Deficit)	<u>0</u>	<u>126,738</u>

SALT SPRING ISLAND PARKS AND RECREATION COMMISSION
Operating Period ending August 31, 2013

1.458 SSI PARC Community Recreation

	2013 Budget	2013 Y-T-D
Sources of Income		
Requisition	48,550	48,550
Programs	29,600	30,399
Carry Forward	22,330	22,329
Other	450	207
	100,930	101,485
Expenses		
Programs		
Wages and Benefits	22,990	17,399
Contracted Services	550	1,346
Facility Rental	120	96
Vehicle	9,930	488
Supplies	2,190	1,104
Other	1,560	807
	37,340	21,240
Grants to Community Groups	36,650	10,589
General Administration		
Insurance	480	470
CRD Allocations	1,720	1,147
Admin Costs from Function 459	14,920	9,947
Interest	50	
Other	100	441
	17,270	12,005
Repairs and Maintenance	1,200	1,721
Leisure Guides	8,470	2,782
Total Expenses	100,930	48,337
Surplus/(Deficit)	0	53,148

SALT SPRING ISLAND PARKS AND RECREATION COMMISSION

Operating Period ending August 31, 2013

1.459 SSI Parkland and Recreation Programs

	2013 Budget	2013 Y-T-D
Sources of Income		
Requisition	581,580	581,580
Carry Forward	11,170	11,170
Programs	900	
Other	710	826
	<u>594,360</u>	<u>593,576</u>
Expenses		
Active Parks		
- General Maintenance - Wages and Benefits	42,970	29,274
- Shop		
Wages and Benefits	920	
Maintenance and Supplies	2,810	217
Utilities	100	42
	<u>3,830</u>	<u>259</u>
- Portlock Park		
Wages and Benefits	25,870	21,291
Contracted Services	2,040	470
Maintenance and Supplies	18,630	9,118
CRD Allocations	6,120	3,432
Utilities	18,280	8,095
	<u>70,940</u>	<u>42,406</u>
- Fulford Ballpark		
Wages and Benefits	2,240	2,583
Contracted Services	3,370	2,650
Lease	13,300	11,874
Maintenance and Supplies	2,900	
	<u>21,810</u>	<u>17,107</u>
- Waterfront Accesses		
Wages and Benefits	4,250	3,303
Contracted Services	11,020	7,000
Maintenance and Supplies	1,800	2,206
	<u>17,070</u>	<u>12,509</u>
- Skate Park		
Wages and Benefits	1,920	834
Maintenance and Supplies	820	
	<u>2,740</u>	<u>834</u>
	<u>Total Active Parks</u>	<u>102,389</u>
	159,360	157,969
General Administration		
Wages and Benefits	234,930	152,584
Legal	5,000	435
Insurance	780	780
Contracted Services	4,650	841
CRD Allocations	35,780	34,113
Interest	940	1,629
Other	46,560	19,880
Recovered from 455 and 458	-78,440	-52,293
	<u>250,200</u>	<u>157,969</u>
Projects		
- Program Development	19,000	11,797
- Brochures	6,000	
- Churchill Beach Major Repair	5,200	5,213
	<u>30,200</u>	<u>17,010</u>
Transfers to Reserve Funds		
Transfer to Equipment Replacement Fund	23,370	15,580
Transfer to Trail Development	45,000	
Transfer to Reserves for Projects	86,230	86,230
	<u>154,600</u>	<u>101,810</u>
	<u>Total Expenses</u>	<u>379,178</u>
	594,360	379,178
Surplus/(Deficit)	<u>0</u>	<u>214,398</u>

Salt Spring Island Parks and Recreation Commission
 Capital Reserve Funds at August 31, 2013

AGENDA ITEM 6.3.2

		<u>Balance In Fund</u>
PARKLAND RESERVE (Cash-in-Lieu)		
101379 Parkland Acquisition Fund S&A	Carry forward Dec 31/12	505,023
	Interest Earned	4,416
		<u>509,439</u>
PARKS & RECREATION CAPITAL RESERVES		
101603 Parks and Recreation Capital Reserve	Carry forward Dec 31/12	321,864
	Transfer In from Operating	46,230
	Interest Earned	2,627
		<u>370,721</u>
101898 Parks and Rec 2nd Service Capital Reserve	Carry forward Dec 31/12	25,356
	Interest Earned	222
		<u>25,578</u>
EQUIPMENT RESERVES (Fund 1022)		
101412 Indoor Pool	Carry forward Dec 31/12	144,293
	Expenses	-6,095
	Transfer In from Operating	13,333
		<u>151,531</u>
101444 Community Parks	Carry forward Dec 31/12	50,292
	Expenses	-1,439
	Transfer In from Operating	6,800
		<u>55,653</u>
101455 Community Recreation	Carry forward Dec 31/12	22,412
	Expenses	
	Transfer In from Operating	4,267
		<u>26,679</u>
FACILITY RESERVES		
101786 Tennis Facility - Capital Reserve	Carry forward Dec 31/12	43,406
	Transfer In from Operating	20,000
	Interest Earned	380
		<u>63,786</u>
102030 Boardwalk - Capital Reserve	Carry forward Dec 31/12	31,980
	Transfer In from Operating	10,000
	Interest Earned	280
		<u>42,260</u>
101792 Centennial Park - Market Upgrades	Carry forward Dec 31/12	3,624
	Transfer In from Operating	4,000
	Interest Earned	219
		<u>7,843</u>
102045 Indoor Aquatic Centre - Capital Reserve	Carry forward Dec 31/12	47,528
	Transfer to Project	
	Interest Earned	416
		<u>47,944</u>
TOTAL CAPITAL RESERVES		<u>1,301,434</u>

Salt Spring Island Parks and Recreation Commission
 Capital Projects at August 31, 2013

191015 PARKS & RECREATION CAPITAL PROJECTS

Balance
 In Fund

Playground Upgrades	Carry forward Dec 31/12 Expenses	9,825
		<u>9,825</u>
191018 Capital Project - Rainbow Road Pool		
Parking Lot	Carry forward Dec 31/12 Transfer in from Reserve Expenses	0
		<u>-2,941</u>
		<u>-2,941</u>
191060 CAPITAL PROJECTS - PARKS AND TRAILS		
Interest	Carry forward Dec 31/12 Interest Earned	1,008
		<u>161</u>
		<u>1,169</u>
Trails Projects	Carry forward Dec 31/12 Transfer In from Operating Expenses	0
		<u>-5,454</u>
		<u>-5,454</u>
Waterfront Access Projects	Carry forward Dec 31/12 Expenses	10,855
		<u>10,855</u>
Duck Creek Park Bridge	Carry forward Dec 31/12 Expenses	10,000
		<u>-578</u>
		<u>9,422</u>
TOTAL CAPITAL PROJECTS		<u><u>25,817</u></u>



Making a difference...together

**REPORT TO SALT SPRING ISLAND PARKS AND RECREATION COMMISSION
MEETING OF MONDAY, SEPTEMBER 23, 2013**

Item 8.1

SUBJECT Fulford Ballpark Lease

ISSUE

To seek a Commission motion for Lease agreement for the purpose of softball diamonds (Schedule A).

BACKGROUND


The Capital Regional District (Grantee) and James Ackerman (Grantor) entered into a Lease for Fulford Ballpark, Fulford Ganges Road, dated the 1st day of January 2007. This lease is for a three year term and Modification of Lease dated 1st day of January 2010 to extend the term for further three years.

The Grantor and the Grantee have agreed to amend the Lease as follows:

- To extend the term for a further one year term commencing 1st January 2014.
- To increase the annual rent of \$13,069.95 by five percent (5%) to \$13,723.45 plus applicable taxes.

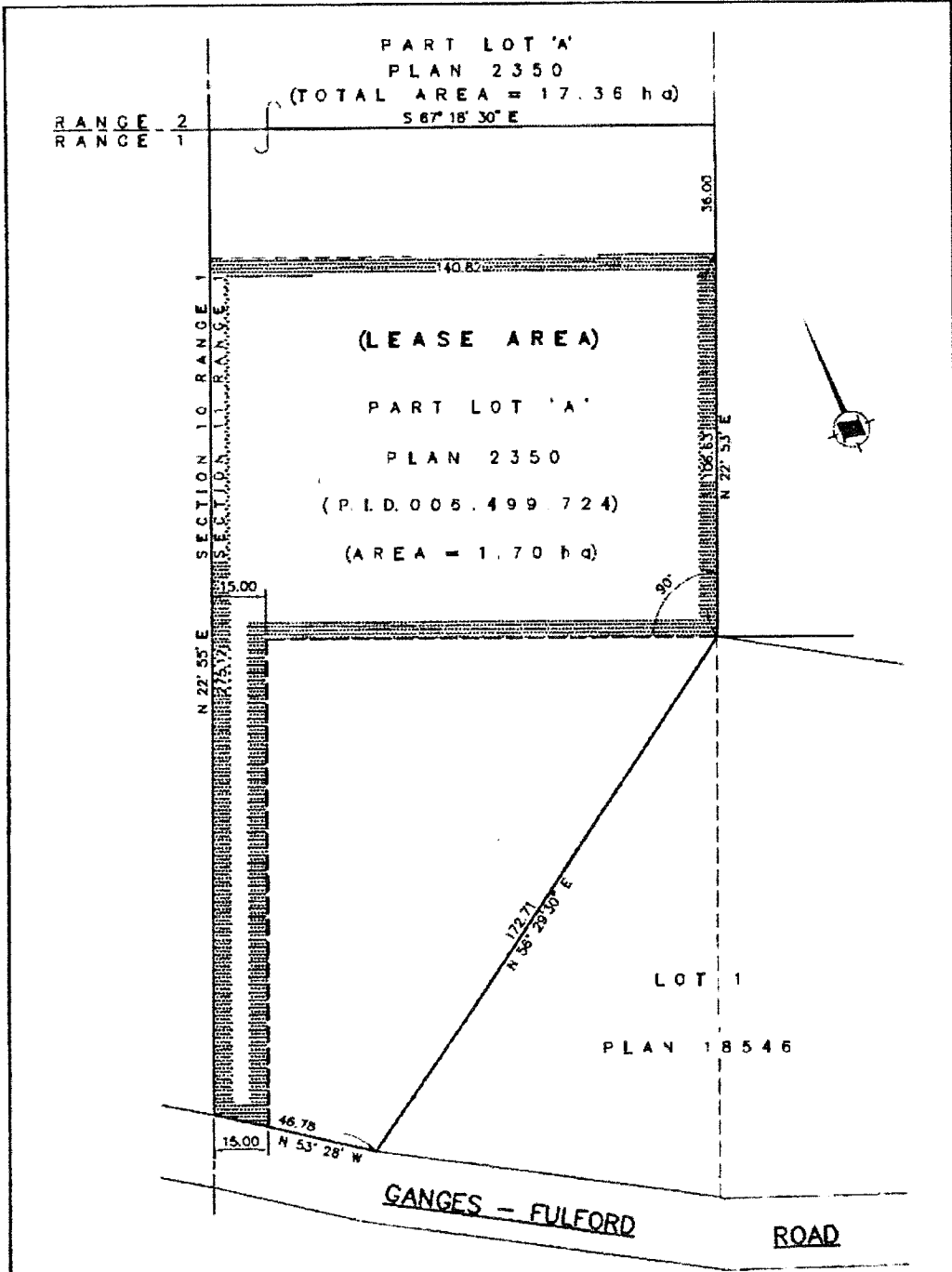
RECOMMENDATION(S)

That the Parks and Recreation Commission approve the Lease for Fulford Ballpark, Fulford Ganges Road, between James Ackerman and Capital Regional District.



Lorraine Brewster
Parks and Recreation Manager

SCHEDULE "A"
(The "PREMISES")



SKETCH PLAN OF PART OF 'PART LOT 'A', SECTION 11, RANGES 1 AND 2, SOUTH SALT SPRING ISLAND, COMCHAM DISTRICT, PLAN 2350, EXCEPT PART IN PLAN 18546.

				CAPITAL REGIONAL DISTRICT			
				SALT SPRING ISLAND - GANGES			
				LEASE AREA - FULFORD BALL PARK, SCHEDULE 'A'			
DESIGNED	G.C.			CHECKED			
DATE	JUNE 1992	SCALE	N.T.S.	DWG. NO.	26-M122-1	REV.	B
BY		NO.				SHT	1 OF 1