



Making a difference...together

**Minutes of the Regular Meeting of
the Salt Spring Island Parks and Recreation Commission
Held March 3, 2014, 145 Vesuvius Bay Road, Salt Spring Island, BC**

Present: **Director:** Wayne McIntyre
Commission Members: Gregg Dow (Chair), (5:15 pm), Jane Horsburg (Vice Chair), Jon Suk, Hafiz Bhimji, Daniel Clements, Sonja Collombin
Staff: Lorraine Brewster, Parks and Recreation Manager; Peggy Dayton, Senior Financial Analyst; Kirk Harris, Parks Maintenance Supervisor; Karla Campbell, Senior Manager, Michele Akerman, Recording Secretary

Vice-Chair Horsburg called the meeting to order at 5:07 pm.

Election of Chair

Nominations were called for the Chair. Commissioner Horsburg nominated Commissioner Dow, subject to him accepting the nomination upon his arrival. Commissioner Collombin seconded the nomination.

Nominations were called for Vice-Chair. Director McIntyre nominated Commissioner Horsburg. Commissioner Horsburg declined. Commissioner Clements nominated Commissioner Suk. Director McIntyre seconded the nomination. Commissioner Suk accepted the nomination for Vice-Chair.

1. Approval of Agenda

MOVED by Director McIntyre, **SECONDED** by Commissioner Collombin,
That the agenda be approved as presented with the addition a new item under new business. That the order of the agenda be changed under Reports as follows:
4.1 – Financial Reports – Peggy Dayton, Senior Financial Analyst
4.2 – 2014 Budget Approval
4.3 – Chair Report
4.4 – Project Status Report
4.5 – Rainbow Road Pool – Equipment Replacement

CARRIED

2. Adoption of Minutes of December 16, 2013

MOVED by Commissioner Clements, **SECONDED** by Director McIntyre,
That the minutes of December 16, 2013 be approved as presented.

CARRIED

3. Presentations/Delegations

Susan Wetmore/Nycki Samuels-Historical Plaques for Salt Spring Island
S. Wetmore gave an overview of the proposed plaques being placed at Centennial Park and the Fernwood Dock. S. Wetmore spoke specifically about the plaque that is being

affixed to the Fernwood Dock, it will be a long metal plaque with four pictures on it that have been chosen from the Historical Society, that celebrate Bagsville. She also gave an update on the Salt Spring App that provides both a walking and a driving tour. In the process of making it an audio as well, which will have voiceover that will partner with locations that accompany the driving tour with a GPS location. Pictures have been chosen from historical society, so that when they are at the Dock they will be able to see history of Bagsville through the app.

Director McIntyre suggested that S. Wetmore go to the Fernwood Commission to ensure the stability of the dock prior to installing the plaque.

N. Samuels presented the three proposed metal nautical structures for Centennial Park Dock. General discussion regarding safety and stability of plaques. Also discussed the space allowances with the Saturday market. Area has been walked and reviewed by staff and with the Commission chose the spot closer to the marina.

Commission endorsed design and placement for both the Fernwood and Centennial Park plaques.

4. Reports

4.1 Financial Report – Peggy Dayton, Senior Financial Analyst

Manager Brewster explained a change that has occurred to the requisition reducing it from 2.6% to 1.5%.

P. Dayton reviewed the budget with the following highlights:

- There is a \$68,170 surplus carried forward from 2013, which includes some of the surplus from last year. The budget shows a proposed increase of 1.5%, and the budget increases by \$62,000 to \$2,263,180.
- 5 year operating for the pool shows the requisition drops from \$759,000 to \$733,000, because the bylaw only a levy to a maximum amount. Director McIntyre commented that this is related to the assessments. Money has had to be brought in from the main Parks budget to hold it as planned.
- In Community Parks, Land and Recreation there is an increase to cover the drop in the requisition in the the pool. We hadn't reached the maximum requisition in here so we were able to transfer money over to mitigate the drop in the pool.

4.2 2014 Budget Approval

MOVED by Director McIntyre, **SECONDED** by Commissioner Horsburg,
That the Salt Spring Parks and Recreation Commission approve the 2014 Budget with the amendment to number 4 in the amount of \$638,090 being changed from \$656,490:

That the Salt Spring Parks and Recreation Commission approve the 2014 Budget:

1. Carrying forward the 2013 surplus in function 453 (SSI Pool) and requisitioning the maximum allowable in 2014, that being \$733,000.
2. Carrying forward the 2013 surplus in function 455 (Community Parks) and requisitioning \$342,230 for 2014

3. Carrying forward the 2013 surplus in function 458 (Community Recreation) and requisitioning \$38,210 for 2014
4. Carrying forward the 2013 surplus in function 459 (Community Parks, Land and Recreation) and requisitioning \$638,090 for 2014

CARRIED

4.3 Report – Chair Verbal

Welcoming comments from Commissioner Dow to Commissioner Suk who has re-joined the Commission. Farewell to Commissioner Baker and S.Shugar. Commissioner Horsburg asked if the Commission felt it appropriate to send a letter of thanks and a small gift and the Commission agreed to that and Commissioner Horsburg to draft a letter from the Commission to send.

Commissioner Dow accepted the nomination for Chair.

4.4 Project Status Report

Manager Brewster thanked K. Harris for stepping in for her while she was away and that he did a great job.

- Staff are working with a family currently wanting a memorial set up for a family member and it has been decided that it would be good to put money towards an area where it is most needed and build a memorial bridge instead of a bench. Staff advised that the Duck Creek bridge needs replacing.
- Working to put in some signage at Dean Drake (Bishop's Walk Trail) using some of the language used with our interpretive signage at Mouat Park in terms of education information and the best practices. Dogs need to be leashed because of farming area.
- Residents on Old Scott Road have put forward a letter regarding possible water access points off of Old Scott Road. Staff are reviewing the access and scoping costs for a report back to Commission.
- Beddis beach has a retaining wall that has come away and needs to be repaired at approximately \$6,000-\$7000 not including engineering, labour, or archeologist. For the interim the staff will have put up a split rail fence to protect the site.
- Significant damage to our trails and also the meadow area that is a very sensitive ecosystem at Channel Ridge. This is due to motorized vehicles accessing from Sunset and Broadwell. Staff contacted the Driftwood and they have done a piece to educate the public. There will be split rails put up at the Sunset access point.
- General discussion regarding where the motorcyclists could go. The concern is that if we take away the ability to ride on our trails then they will go somewhere else. Also discussed the possibility of creating a conversation with these people to see where else they could ride.
- Goat Trail Farm still working on it and investigating the application for Crown land and MOT.

- Approached by residents of Hedger Road and development of the trail. The crew has looked at it and I have looked at it with TAC, met with Judy Fry with the Equestrian group and we are looking at walking/equestrian trail development. Still in the talking phase and not on books for this year.
- Young Chef is running on Spring Break.
- Placing an advertisement for Camp Colossal, but it is our understanding that staff from last year might be interested in returning.
- Tennis courts are being pressure washed as soon as snow is gone.
- Reviewing costs to replace screens at the tennis courts.
- Leisure guides will be released in mid-April.
- Branch drop off is now at the golf course, last Saturday of the month.
- Doing some maintenance at Portlock Park, window screens for the office, working on small storage shed for emergency group.
- Staff are looking at new garbage and recycling bins at Centennial and the washrooms will be painted.
- The see-saw in Centennial Park needs to be cleaned and have new metal work done and staff have been approached by a volunteer who would like to do it.

4.5 Rainbow Road Pool – Equipment Replacement

MOVED by Commissioner Suk, **SECONDED** by Commissioner Clements,
That the Parks and Recreation Commission:

Approves \$15,364 to replace two failed heat pumps HP1A and HP1B and \$3,073 for contingency from the 2014 Capital Pool Equipment Replacement budget.

Approves to increasing the capital budget to \$60,000 from the Capital Reserve fund for Pool Equipment Replacement in case of any further repairs required in 2014.

CARRIED

5. Outstanding Business - Expression of Interest – Update

Received submissions for Expression of Interest that we are reviewing, bringing report for the April Commission meeting.

6. New Business

Islands Trust Referral – SS-RZ-2013.1

The referral does not affect the PARC interests.

Courier Services

There have been issues in the past with some Commission members receiving packages prior to meeting. So we have a put out a request, for Courier services to drop off to those people and would like to review and do a staff report to bring back to the Commission.

7. Correspondence / Information

Fern Creek Trail

Article in the paper and received correspondence regarding Fern Creek Trail's damage. We are putting together a work plan, there are some challenges, staff has scoped it, and we can get some of the damage done without much expense. But the bigger challenge is it is sand based and it is one reason why we are losing trees. Crew will spend one week in there, take out trees and if they have to they will just go around the trees. We will go up as far as we can and then bring in a tree specialist to go the rest of the way. It should happen by end of the month. But there is nothing we can do to really improve the trail. It is not a 12 month trail.

8. The next meeting was rescheduled from March 17th to April 14, 2014

9. Motion to Close the Meeting

MOVED by Commissioner Horsburg, **SECONDED** by Director McIntyre,

That the Parks and Recreation Commission meeting be closed to the public 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

10. Adjournment

MOVED by Commissioner Clements, **SECONDED** by Commissioner Bhimji,
That the meeting be adjourned at 6:45 pm.

CARRIED