



Making a difference...together

SALT SPRING ISLAND PARKS AND RECREATION COMMISSION

Notice of Meeting on **Monday, July 28, 2014 at 5:00 PM**

145 Vesuvius Bay Road, Salt Spring Island, BC

Jane Horsburgh
Stanley Shapiro
Wayne McIntyre

Gregg Dow
Matt Kellow

Daniel Clements
Sonja Collombin

Hafiz Bhimji
Jon Suk

AGENDA

1. **Approval of Agenda**
2. **Adoption of Minutes** of May 26, 2014
3. **Presentations/Delegations**
4. **Chair and Director Report**
5. **Reports**
 - 5.1 **2014/2015 Budget and Capital Review**
6. **Outstanding Business**
 - 6.1 **Memo dated July 24, 2014, from Manager Salt Spring island Parks and Recreation, re: Baker-Harrison Trail on Bethal Pentecostal Assembly Lands**
 - 6.2 **Parkland Dedication of Proposed Subdivision of 2161 and 2163 Fulford Ganges Road (Islands Trust Referral – SS-SUB-2014.3)**

That the Parks and Recreation Commission support the Trails Advisory Committee recommendation to send a letter to the National Bethel Pentecostal Assembly expressing concern about the conditions put on the renewal of the statutory right of way on 215 Baker Road and to request their assistance with negotiating and discussion with the local assembly to reconsider their decision.

That the Salt Spring Island Parks and Recreation Commission (SSIPARC) recommends Island's Trust pursue collecting five percent cash-in-lieu in payment for park land dedication equivalent to market value of the land required for park land dedication purposes in accordance with section 941 of the Local Government Act; and that the applicant be responsible for an appraisal report for the cash-in-lieu to the satisfaction of the Capital Regional District;

And further, that the SSIPARC recommend to the Ministry of Transportation and Infrastructure Approving Officer to reject any subdivision plan purposefully circumventing park land dedication requirements as it is not in the public interest and consider the local government land use policies with respect to acquiring public amenities such as open or suitable green space as identified in the 2011 Salt Spring Island's Park Systems' Master Plan.

To ensure quorum, advise Tracey Shaver 250 537 4448 if you cannot attend.

6.3 Memo dated July 24, 2014, from Manager Salt Spring Island Parks and Recreation, re: Islands Trust Referral-SS-RZ-2013.3 Rezoning and OCP Amendment (119-150 Ashya Road)

That the Salt Spring Island Parks and Recreation Commission advise the Islands Trust that their interests are unaffected by the proposed rezoning of 119-150 Ashya Road (SS-RZ-3013.3) as there is an existing access for a parks trail.

6.4 Memo dated July 24, 2014, from Manager Salt Spring Island Parks and Recreation, re: Islands Trust Referral-SS-RZ-2013.5 (315 Robinson Road)

That the Salt Spring Island Parks and Recreation Commission recommends to the Island's Trust that the owner/applicant for the rezoning and OCP amendment of Bullock Lake Cottages (315 Robinson Road) construct at their cost, a connecting multi-use trail, from the northwest corner of the property starting from Robinson Road to the Capital Regional District's (CRD) Bullock Lake linear trail; that the multi-use trail be built to the CRD's specification; and should any areas of the multi-use trail that are contained within private property that a statutory right of way be registered in favour of the CRD and in a form acceptable to the CRD; and further, the CRD will assume the maintenance and liability upon acceptance of the completed works;

6.5 Memo date July 24, 2014, from Manager Salt Spring Island Parks and Recreation, re: Islands Trust Referral-SS-RZ-2013.9 (161 Drake Road)

That the Salt Spring Island Parks and Recreation Commission recommend to the Islands Trust that the applicant for the rezoning of property to connect a trail network to the Dean-Drake trail; and further, that the existing pathway or the statutory right of way along the eastern boundary be upgraded.

6.6 Canada Day 2014 Sponsorship

That the Salt Spring Island Parks and Recreation Commission approve the budget expenditure for a sponsorship of \$500.00 to the Chamber of Commerce for Canada Day fireworks celebrations.

6.7 Harbour House – Crofton Brook Trail

That the Salt Spring Island Parks and Recreation Commission supports the offer by Ganges Vineyard Hotel Ltd., Jack Woodward Law Corporation, Glenda Woodward and Jack Woodward to develop a trail network on the Harbour House property and gift the old heron rookery and/or wetland; with the understanding that the trail dedication and wetland gift is considered a public amenity over and above any public dedication or cash in lieu required by the Local Government Act.

6.8 Fulford Ballpark Lease

That the Salt Spring Parks and Recreation Commission approve the Lease for Fulford Ballpark, Fulford Ganges Road, between James Akerman and Capital

Regional District for a 3 year term commencing January 1, 2015 at an annual rent not to exceed 5% of the previous year's rent with early termination upon acquisition of a development site for an alternative ball field site or with 6 months' notice from the landowner.

7. New Business

7.1 Liquor Sales and Consumption at Farmer's Market – Staff Report

That the Parks and Recreation Commission support issuing a permit to allow liquor sales and sampling at the market in a defined area of Centennial park and further that the Vendor Guidelines for the Saturday Market in the park be amended to allow such activities; and further amend the License of Occupation to allow such activities for the Tuesday Market.

- 8. Motion to close the meeting** in accordance with the *Community Charter*, Part 4, Division 3, 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 and (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

9. Correspondence / Information

9.1 Trails Advisory Committee (TAC) Minutes of May 20, 2014

9.2 Trails Advisory Committee (TAC) Minutes of June 10, 2014

9.3 Project Status Report

- 10. Next Meeting August 18, 2014 5 to 7 p.m.**

11. Adjournment

Discussion regarding seniority points and it was determined that Staff would need to evaluate the pilot project and also review the guidelines.

It was **MOVED and SECONDED** that the Parks and Recreation Commission supports the pilot project for the Saturday market to expand the additional days (Friday and Sunday) to take place on the three long weekends in July, August, and September of 2014

CARRIED

4. Adoption of Minutes

MOVED by Commissioner Bhimji, **SECONDED** by Commissioner Horsburgh, That the minutes of the meeting of April 14, 2014 be adopted.

CARRIED

5. Presentations/Delegations

No presentation or report was given

6. Reports-Verbal

No Reports

7. Reports

7.1 Financial Report– Peggy Dayton, Senior Financial Analyst (via skype)

Presented the Statement of Operations.

7.2 Rainbow Road Indoor Pool

There is white caulking coming off the bottom of the pool. . The pool will remain open for operation and then closed as part of the originally planned shut-down in September.

8. Outstanding Business

No report

9. New Business

9.1 Public Linear Trail Over Bethel Pentecostal Assembly Lands (215 Baker Road)

It was **MOVED and SECONDED** that the Parks and Recreation Commission recommends not compensating the Bethel Pentecostal Assembly for the trail Statutory Right-of-Way (SRW) on 215 Baker Road; and further ask the Bethel Pentecostal Assembly Church to reconsider their position as the trail is in the public interest and a community benefit.

CARRIED

9.2 Island's Trust Referral-SS-RZ-2013.5 Bullock Lake – Platform Properties (315 Robinson Road)

It was **MOVED and SECONDED** that the Salt Spring Island Parks and Recreation Commission recommends to the Island's Trust that the owner/applicant for the rezoning and OCP amendment of Bullock Lake Cottages (315 Robinson Road) construct at their cost, a connecting multi-use trail, from the northwest corner of the

property starting from Robinson Road to the Capital Regional District's (CRD) Bullock Lake linear trail; that the multi-use trail be built to the CRD's specification; and should any areas of the multi-use trail that are contained within private property that a statutory right of way be registered in favour of the CRD and in a form acceptable to the CRD; and further, the CRD will assume the maintenance and liability upon acceptance of the completed works;

And further, that the proposed Bullock Lake connecting multi-use trail be referred to the Trail Advisory Committee for review within the context of the mandate of the Salt Spring Island Parks and Recreation Commission.

CARRIED

9.3 Islands Trust Referral Drake Road SS-RZ-2013.9 (161 Drake Road)

It was **MOVED** and **SECONDED** that the Salt Spring Island Parks and Recreation Commission recommends to the Island's Trust that the applicant for the rezoning of 161 Drake Road construct a multi-use pathway along the entire frontage of the property to connect a trail network to the Dean-Drake trail;

And further, that the proposed multi-use pathway be referred to the Trail Advisory Committee for review within the context of the mandate of the Salt Spring Island Parks and Recreation Commission.

CARRIED

General discussion regarding connectivity from Drake through Mouat's.

9.4 Islands Trust Referral SS-RZ-2013.3 – Rezoning and OCP Amendment – R.Kelln (119 150 Ashya Road)

It was **MOVED** and **SECONDED** that the Salt Spring Island Parks and Recreation Commission refer the Island's Trust OCP and rezoning of 119 – 150 Ashya Road to the Trail Advisory Committee for comment within the context of the mandate of the Salt Spring Island Parks and Recreation Commission.

CARRIED

Staff will coordinate potential development of trails with Regional Parks.

10. Next meeting July 7, 2014

11. Adjournment

MOVED by Commissioner Clements, **SECONDED** by Commissioner Suk,
That the meeting be adjourned at 7:00pm

CARRIED

CHAIR

SENIOR MANAGER

	2014		BUDGET REQUEST			FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	2015 CORE BUDGET	2015 SUPPLEMENTARY	TOTAL 2015	2016	2017	2018	2019
SALT SPRING ISLAND RECREATION - SWIMMING POOL									
OPERATING COSTS:									
Contract for Services	558,930	556,200	572,770	-	572,770	584,110	595,650	607,560	619,710
Utilities	116,740	94,230	126,660	-	126,660	132,940	137,820	141,910	146,350
Programs and Other Operating	20,210	15,730	20,320	-	20,320	20,380	15,570	15,810	16,000
Maintenance & Insurance	20,560	22,150	21,270	-	21,270	21,160	21,590	22,010	22,450
Internal Allocations	8,950	8,950	9,200	-	9,200	9,200	9,380	9,570	9,760
TOTAL OPERATING COSTS	725,390	697,260	750,220	-	750,220	767,790	780,010	796,860	814,270
*Percentage Increase					3.4%				
CAPITAL / RESERVE									
Transfer to Reserve Fund	20,000	20,000	20,000	-	20,000	20,400	20,810	21,230	21,650
DEBT CHARGES									
	276,300	276,300	276,300	-	276,300	276,300	276,300	276,300	276,300
TOTAL CAPITAL / RESERVES									
	296,300	296,300	296,300	-	296,300	296,700	297,110	297,530	297,950
TOTAL COSTS	1,021,690	993,560	1,046,520	-	1,046,520	1,064,490	1,077,120	1,094,390	1,112,220
Internal Recoveries	(64,620)	(64,620)	(107,250)	-	(107,250)	(109,400)	(111,590)	(113,820)	(116,100)
OPERATING LESS RECOVERIES	957,070	928,940	939,270	-	939,270	955,090	965,530	980,570	996,120
FUNDING SOURCES (REVENUE)									
Estimated balance C/F from 2014 to 2015	-	10,610	(10,610)	-	10,610	-	-	-	-
Balance C/F from 2013 to 2014	(28,220)	(28,220)	-	-	-	-	-	-	-
Revenue - Fees	(193,000)	(175,970)	(193,000)	-	193,000	(193,000)	(195,000)	(195,000)	(197,000)
Payments in Lieu	(750)	(750)	(560)	-	560	(570)	(580)	(590)	(600)
Revenue - Other	(2,100)	(1,610)	(2,100)	-	2,100	(2,140)	(2,180)	(2,220)	(2,260)
TOTAL REVENUE	(224,070)	(195,940)	(206,270)	-	(206,270)	(195,710)	(197,760)	(197,810)	(199,860)
REQUISITION	(733,000)	(733,000)	(733,000)	-	(733,000)	(759,380)	(767,770)	(782,760)	(796,260)
*Percentage increase over prior year requisition					0.0%	3.6%	1.1%	2.0%	1.7%
User Funding %	18.89%				18.44%	18.13%	18.10%	17.82%	17.71%
User Funding excluding debt %	25.89%				25.06%	24.49%	24.35%	23.84%	23.57%

	2014		2015		FUTURE PROJECTIONS				
	BOARD BUDGET	ESTIMATED ACTUAL	2015 CORE BUDGET	2015 SUPPLEMENTARY	TOTAL 2015	2016	2017	2018	2019
SALT SPRING ISLAND RECREATION - COMMUNITY PARKS									
OPERATING COSTS:									
Salaries	188,790	280,770	193,330	-	193,330	196,270	199,270	202,320	205,430
Maintenance, Security & Insurance	50,390	42,540	51,070	-	51,070	52,090	53,110	54,150	55,200
Internal Allocations	67,450	67,450	68,960	-	68,960	70,340	71,740	73,180	74,640
Utilities & Operating - supplies	25,710	17,900	26,330	-	26,330	26,860	27,400	27,950	28,500
Contract for Services	21,000	31,520	21,500	-	21,500	21,930	22,370	22,820	23,280
Travel - Vehicles	20,760	16,550	21,220	-	21,220	21,640	22,070	22,510	22,960
Operating - Other	5,800	10,710	8,890	-	8,890	9,010	9,130	9,260	9,390
TOTAL OPERATING COSTS	379,900	467,440	391,300	-	391,300	398,140	405,090	412,190	419,400
*Percentage Increase					3.0%				
CAPITAL / RESERVE									
Capital Equipment Purchases	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	10,200	10,200	10,200	-	10,200	2,520	2,590	2,660	2,750
Transfer to Reserve Fund	6,550	6,550	6,670	-	6,670	6,800	6,940	7,080	7,220
TOTAL CAPITAL / RESERVES	16,750	16,750	16,870	-	16,870	9,320	9,530	9,740	9,970
Internal Time Charges	19,410	(79,140)	20,380	-	20,380	20,790	21,200	21,610	22,040
TOTAL COSTS	416,060	405,050	428,550	-	428,550	428,250	435,820	443,540	451,410
FUNDING SOURCES (REVENUE)									
Estimated balance C/F from 2014 to 2015	-	7,740	-	-	-	-	-	-	-
Balance C/F from 2013 to 2014	(1,080)	(1,080)	(7,740)	-	7,740	(65,380)	(66,690)	(68,020)	(69,380)
Rental Income	(63,100)	(63,200)	(64,100)	-	(64,100)	(260)	(270)	(280)	(290)
Payments in Lieu	(330)	(330)	(250)	-	(250)	(7,470)	(7,550)	(7,630)	(7,720)
Revenue-Other	(9,320)	(5,950)	(7,390)	-	(7,390)	(73,110)	(74,510)	(75,930)	(77,390)
TOTAL REVENUE	(73,830)	(62,820)	(79,480)	-	(79,480)	(355,140)	(361,310)	(367,610)	(374,020)
REQUISITION	(342,230)	(342,230)	(349,070)	-	(349,070)	1.7%	1.7%	1.7%	1.7%
*Percentage increase over prior year requisition					2.0%				
AUTHORIZED POSITIONS:									
Salaries	1.50	1.50	1.50	-	1.50	1.50	1.50	1.50	1.50
Converted	0.50	0.50	0.50	-	0.50	0.50	0.50	0.50	0.50
User Funding	15.17%	15.17%	14.96%	-	14.96%	15.27%	15.30%	15.34%	15.37%

SALT SPRING ISLAND - COMMUNITY RECREATION PROGRAMS	2014		BUDGET REQUEST		FUTURE PROJECTIONS				
	BOARD BUDGET	2014 ESTIMATED ACTUAL	2015 CORE BUDGET	2015 SUPPLEMENTARY	TOTAL 2015	2016	2017	2018	2019
OPERATING COSTS:									
Salaries and Wages	23,450	23,450	23,920	-	23,920	24,400	24,890	25,390	25,900
Recreation Programs	38,220	36,370	38,980	-	38,980	39,760	40,550	41,360	42,200
Internal Allocations	7,210	7,210	7,350	-	7,350	7,490	7,630	7,780	7,940
Travel and Insurance	10,610	10,610	10,820	-	10,820	11,040	11,260	11,490	11,720
Other Operating	5,010	3,950	5,070	-	5,070	5,140	5,230	5,320	5,420
TOTAL OPERATING COSTS	84,500	81,590	86,140	-	86,140	87,830	89,560	91,340	93,180
*Percentage Increase					1.9%	2.0%	2.0%	2.0%	2.0%
TOTAL COSTS	84,500	81,590	86,140	-	86,140	87,830	89,560	91,340	93,180
FUNDING SOURCES (REVENUE)									
Estimated balance C/F from 2014 to 2015	-	12,530	(12,530)	-	(12,530)	-	-	-	-
Balance C/F from 2013 to 2014	(15,440)	(15,440)	-	-	-	-	-	-	-
Revenue - Fees	(28,800)	(31,560)	(28,800)	-	(28,800)	(28,800)	(29,500)	(29,500)	(29,500)
Payments in Lieu	(40)	(40)	(40)	-	(40)	(40)	(40)	(40)	(40)
Revenue - Other	(2,010)	(8,870)	(2,910)	-	(2,910)	(2,910)	(3,420)	(3,420)	(3,430)
TOTAL REVENUE	(46,290)	(43,380)	(44,280)	-	(44,280)	(31,750)	(32,960)	(32,960)	(32,970)
REQUISITION	(38,210)	(38,210)	(41,860)	-	(41,860)	(56,080)	(56,600)	(58,380)	(60,210)
*Percentage increase over prior year requisition					9.6%	34.0%	0.9%	3.1%	3.1%
User Funding %	34.08%				33.43%	32.79%	32.94%	32.30%	31.66%

	2014		2015		FUTURE PROJECTIONS				
	BOARD BUDGET	ESTIMATED ACTUAL	2015 CORE BUDGET	2015 SUPPLEMENTARY	TOTAL 2015	2016	2017	2018	2019
SALT SPRING ISLAND - PARKS, LAND & RECREATION PROGRAMS									
OPERATING COSTS:									
Salaries & Wages	248,810	166,900	232,700	-	232,700	236,150	239,680	243,270	246,930
Allocation to SSI Admin	83,110	83,110	107,810	-	107,810	109,970	112,170	114,410	116,700
Maintenance, Disposal & Security	94,920	83,490	138,130	-	138,130	140,910	143,740	146,610	149,540
Utilities & IT	43,170	35,570	44,080	-	44,080	44,960	45,850	46,750	47,690
Contract for Services, Rent & Legal	33,650	29,340	34,630	-	34,630	35,320	36,020	36,740	37,470
Recreation Programs	19,880	1,480	20,160	-	20,160	20,560	20,970	21,390	21,820
Advertising, Promotion & Planning	14,490	3,570	18,750	-	18,750	19,120	19,500	19,890	20,300
Internal Allocations	19,840	115,400	21,940	-	21,940	22,390	22,840	23,290	23,760
Travel & Training	9,130	6,750	7,150	-	7,150	7,290	7,430	7,580	7,740
Licences, Fees & Insurance	7,510	1,140	7,420	-	7,420	7,570	7,720	7,870	8,030
Supplies & Other	16,250	13,330	16,570	-	16,570	16,910	17,250	17,600	17,950
TOTAL OPERATING COSTS	590,760	540,080	649,340	-	649,340	661,150	673,170	685,400	697,930
*Percentage Increase					9.9%	1.8%	1.8%	1.8%	1.8%
CAPITAL / RESERVE									
Capital Equipment Purchases	45,900	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	25,000	25,000	-	-	-	-	-	-	-
Transfer to Reserve Fund	78,260	124,160	128,460	-	128,460	97,850	100,260	102,740	105,270
TOTAL CAPITAL / RESERVES	149,160	149,160	128,460	-	128,460	97,850	100,260	102,740	105,270
TOTAL COSTS	739,920	689,240	777,800	-	777,800	758,980	773,430	788,140	803,200
Internal Recoveries	(76,470)	(76,470)	(67,040)	-	(67,040)	(68,380)	(69,750)	(71,150)	(72,570)
OPERATING LESS RECOVERIES	663,450	612,770	710,760	-	710,760	690,600	703,680	716,990	730,630
FUNDING SOURCES (REVENUE)									
Estimated balance C/F from 2014 to 2015	-	50,130	(50,130)	-	(50,130)	-	-	-	-
Balance C/F from 2013 to 2014	(23,540)	(23,540)	-	-	-	-	-	-	-
Rental Income	(350)	(350)	(520)	-	(520)	(520)	(350)	(570)	(570)
Payments in Lieu	(570)	(570)	(570)	-	(570)	(570)	(570)	(900)	(900)
Revenue - Other	(900)	(350)	(900)	-	(900)	(900)	(900)	(900)	(900)
TOTAL REVENUE	(25,360)	25,320	(52,120)	-	(52,120)	(1,990)	(1,820)	(1,470)	(1,470)
REQUISITION	(638,090)	(638,090)	(658,640)	-	(658,640)	(688,610)	(701,860)	(715,520)	(729,160)
*Percentage Increase over prior year requisition			3.2%		3.2%	4.6%	1.9%	1.9%	1.9%
AUTHORIZED POSITIONS:									
Salaried	3.10	3.10	1.50	-	1.50	1.50	1.50	1.50	1.50
Hourly	0.00	0.00	0.00	-	0.00	0.00	0.00	0.00	0.00
User Funding %	0.05%	0.05%	0.07%	-	0.07%	0.07%	0.05%	0.00%	0.00%

**SSI Parks & Rec Equipment Replacement Funds
2014 - 2019**

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Pool ERF 101412					
Beginning Balance	132,286	118,303	138,303	158,703	179,513
Contribution from Ops	20,000	20,000	20,400	20,810	21,230
Expenditures	(32,350)	-	-	-	-
Stolz Mechanical System	(1,633)	-	-	-	-
Troy Life & Fire Safety					
Ending Balance	118,303	138,303	158,703	179,513	200,743
Parks ERF 101444					
Beginning Balance	60,201	70,401	72,921	30,511	33,171
Contribution from Ops	10,200	2,520	2,590	2,660	2,750
Cost Sharing Recovery	-	-	-	-	-
Expenditures	-	-	(45,000)	-	-
Parks Mtce Truck - replaces unit 894					
Ending Balance	70,401	72,921	30,511	33,171	35,921
Recreation ERF 101455					
Beginning Balance	29,251	27,310	27,310	27,310	27,310
Computer Equipment	(1,942)	-	-	-	-
Ending Balance	27,310	27,310	27,310	27,310	27,310

SSI Parks & Rec Capital Reserve Funds
2014 - 2019

SSI Comm Parks CRF - Centennial Park
1064 101792

	2014	2015	2016	2017	2018	2019
Beginning Balance	40,298	47,047	53,717	60,517	5,700	12,780
Contribution from Ops	6,550	6,670	6,800	6,940	7,080	7,220
Grants				563,243		
Accessible Playground	-	-	-	(125,000)	-	-
Playground Washrooms	-	-	-	(500,000)	-	-
Interest	199	-	-	-	-	-
Ending Balance	47,047	53,717	60,517	5,700	12,780	20,000

SSI Parks & Rec Capital Reserve Funds
2014 - 2019

SSI Comm Parks CRF - Boardwalk/Waterfront Access
1060 102030

	2014	2015	2016	2017	2018	2019
Beginning Balance	42,678	21,889	42,859	17,859	18,059	28,459
Contribution from Ops	10,000	20,970	10,000	10,200	10,400	10,610
Beach Access Improvements		-		(10,000)	-	-
Boardwalk Repair	(31,000)		(35,000)			
Interest	211	-	-	-	-	-
Ending Balance	21,889	42,859	17,859	18,059	28,459	39,069

SSI Parks/Rec CRF - Tennis
1060 101786

	2014	2015	2016	2017	2018	2019
Beginning Balance	64,402	84,720	104,650	14,650	10,150	960
Contribution from Ops	20,000	19,930	25,000	15,500	5,810	26,000
Donations			165,000			
Rebuild Tennis Courts	-	-	(280,000)	(20,000)	(15,000)	(25,000)
Interest	318	-	-	-	-	-
Ending Balance	84,720	104,650	14,650	10,150	960	1,960

SSI Parks & Rec Capital Reserve Funds
2014 - 2019

SSI Parks/Rec CRF
1060 101603

	2014	2015	2016	2017	2018	2019
Beginning Balance	354,812	450,725	508,621	36,451	31,011	17,541
Contribution from Ops	94,160	87,560	62,830	74,560	86,530	68,660
Contribution from 3rd Parties	-	-	-	-	25,000	-
Ball Field development	-	-	(500,000)	-	-	-
Maintenance Equipment Tractor	-	(10,300)	-	-	-	-
Trail development upgrades	-	(19,363)	(35,000)	(35,000)	(35,000)	(35,000)
Utility vehicle	-	-	-	-	-	(20,000)
Tractor	-	-	-	(30,000)	-	-
Mower	-	-	-	(15,000)	-	-
Vehicle	-	-	-	-	(45,000)	-
Bike Park	-	-	-	-	(45,000)	-
Interest	1,753	-	-	-	-	-
Ending Balance	450,725	508,621	36,451	31,011	17,541	31,201

SSI Parks & Recreation 2015 Budget Variances

POOL	2014			2015						
	Budget	Estimate	Difference	%	Comment	Budget	Estimate	Difference	%	Comment
Contract for Services	558,930	556,200	(2,730)	-0.5%		572,770	572,770	13,840	2.5%	
Utilities	116,740	94,230	(22,510)	-19.3%		126,660	9,920	9,920	8.5%	
Programs and Other Operating	20,210	15,730	(4,480)	-22.2%		20,320	110	110	0.5%	
Maintenance & Insurance	20,560	22,150	1,590	7.7%		21,270	710	710	3.5%	
Internal Allocations	8,950	8,950	-	0.0%		9,200	250	250	2.8%	
Total Operating Costs	725,390	697,260	(28,130)	-3.9%		750,220	24,830	24,830	3.4%	
Debt	276,300	276,300	-	0.0%		276,300	-	-	0.0%	
Transfer to ERF	20,000	20,000	-	0.0%		20,000	-	-	0.0%	
Recovery from Park/Land	64,620	64,620	-	0.0%		107,250	42,630	42,630	66.0%	
Pool Fee Revenue	193,000	175,970	(17,030)	-8.8%	Low revenue offset by low expenses	193,000	-	-	-6.7%	
Other revenue	2,850	2,360	(490)	-17.2%		2,660	(190)	(190)	-6.7%	
Surplus	28,220	28,220	-	0.0%		10,610	(17,610)	(17,610)	-62.4%	Reduction in surplus and increase in ops Costs offset by reduced transfer to ERF and increased recovery from Park/Land
Requisition	733,000	733,000	-	0.0%		733,000	-	-	0.0%	

COMMUNITY PARKS

	2014			2015						
	Budget	Estimate	Difference	%	Comment	Budget	Estimate	Difference	%	Comment
Salaries	188,790	260,770	91,980	48.7%	High salaries recovered by charges to Park Land	193,330	4,540	4,540	2.4%	
Maintenance Security & Insurance	50,390	42,540	(7,850)	-15.6%		51,070	680	680	1.3%	
Internal Allocations	67,450	67,450	-	0.0%		68,960	1,510	1,510	2.2%	
Utilities & Operating - supplies	25,710	17,900	(7,810)	-30.4%		26,330	620	620	2.4%	
Contract for Services	21,000	31,520	10,520	50.1%		21,500	500	500	2.4%	
Travel - Vehicles	20,760	16,550	(4,210)	-20.3%		21,220	460	460	2.2%	
Operating - Other	5,800	10,710	4,910	84.7%		8,890	3,090	3,090	53.3%	
Total Operating Costs	379,900	467,440	87,540	23.0%		391,300	11,400	11,400	3.0%	Increased costs are funded by increase in requisition and in surplus
Internal Time Charges	19,410	(79,140)	(98,550)	-507.7%		20,380	970	970	5.0%	
Reserves	16,750	16,750	-	0.0%		16,870	120	120	0.7%	
Rental Income	63,100	63,200	100	0.2%		64,100	1,000	1,000	1.6%	
Other revenue	9,650	6,280	(3,370)	-34.9%		7,640	(2,010)	(2,010)	-20.8%	
Surplus	1,080	1,080	-	0.0%		7,740	6,660	6,660	616.7%	
Requisition	342,230	342,230	-	0.0%		349,070	6,840	6,840	2.0%	

SSI Parks & Recreation 2015 Budget Variances

COMMUNITY RECREATION

	2014			2015					
	Budget	Estimate	Difference	%	Comment	Budget	vs 2014 Budget	%	Comment
Salaries and Wages	23,450	23,450	-	0.0%		23,920	470	2.0%	
Recreation Programs	38,220	36,370	(1,850)	-4.8%		38,980	760	2.0%	
Internal Allocations	7,210	7,210	-	0.0%		7,350	140	1.9%	
Travel and Insurance	10,610	10,610	-	0.0%		10,820	210	2.0%	
Other Operating	5,010	3,950	(1,060)	-21.2%		5,070	60	1.2%	
Total Operating Costs	84,500	81,590	(2,910)	-3.4%	Low costs carried over in surplus to 2015	86,140	1,640	1.9%	
Revenue - Fees	28,800	31,560	2,760	9.6%		28,800	-	0.0%	
Other revenue	2,050	8,910	6,860	334.6%		2,950	900	43.9%	
Surplus	15,440	15,440	-	0.0%		12,530	(2,910)	-18.8%	
Requisition	38,210	38,210	-	0.0%		41,860	3,650	9.6%	

PARK/LAND

	2014			2015					
	Budget	Estimate	Difference	%	Comment	Budget	vs 2014 Budget	%	Comment
Salaries & Wages	248,810	166,900	(81,910)	-32.9%	Budgeted salaries charged to Comm	232,700	(16,110)	-6.5%	
Allocation to SSI Admin	83,110	83,110	-	0.0%	Parks and charged back through	107,810	24,700	29.7%	
Maintenance, Disposal & Security	94,920	83,480	(11,430)	-12.0%	Labour Consumption	138,130	43,210	45.5%	
Utilities & IT	43,170	35,570	(7,600)	-17.6%		44,080	910	2.1%	
Contract for Services, Rent & Legal	33,650	29,340	(4,310)	-12.8%		34,630	980	2.9%	
Recreation Programs	19,880	1,480	(18,400)	-92.6%		20,160	280	1.4%	
Advertising, Promotion & Planning	14,490	3,570	(10,920)	-75.4%		18,750	4,260	29.4%	
Internal Allocations	19,840	115,400	95,560	481.7%		21,940	2,100	10.6%	
Travel & Training	9,130	6,750	(2,380)	-26.1%		7,150	1,980	-21.7%	
Licences, Fees & Insurance	7,510	1,140	(6,370)	-84.8%		7,420	90	-1.2%	
Supplies & Other	16,250	13,330	(2,920)	-18.0%		16,570	320	2.0%	
Total Operating Costs	590,760	540,080	(50,680)	-8.6%	Surplus carried forward to 2015	649,340	58,580	9.9%	Surplus funds increase in expenses
Capital Purchases	45,900	-	(45,900)	-100.0%		128,460	(45,900)	-100.0%	
Reserves	103,260	149,160	45,900	44.5%		25,200	25,200	24.4%	
Internal Recoveries	76,470	76,470	-	0.0%		67,040	(9,430)	-12.3%	
Other revenue	1,820	1,270	(550)	-30.2%		1,990	170	9.3%	
Surplus	23,540	23,540	-	0.0%		50,130	26,590	113.0%	
Requisition	638,090	638,090	-	0.0%		658,640	20,550	3.2%	
Grand Total Requisition	1,751,530	1,751,530	-	0.0%		1,782,570	31,040	1.8%	
Grand Total Salaries & Wages	461,050	471,120	10,070	2.2%		449,950	(11,100)	-2.4%	

Salaries & Wages in 2014 included \$25,880 in retro pay
Actual increase is 3%

Memo

The logo for the County of Ramsey District (CRD) is located in the top right corner of the page. It consists of the letters 'CRD' in a stylized, bold font, with a wavy line underneath.

Agenda Item 6.1

TO: Salt Spring Island Parks and Recreation Commission

FROM: Lorraine Brewster
Manager, Salt Spring Island Parks and Recreation Commission

DATE: July 24, 2014

SUBJECT: **Baker – Harrison Trail on Bethel Pentecostal Assembly Lands**

The Salt Spring Island Trails Advisory Committee considered the Baker-Harris Trail at their June 10, 2014 meeting and passed the following motion:

The Salt Spring Island Trails Advisory Committee recommends to the Salt Spring Island Parks and Recreation Commission to write a letter to the National Bethel Pentecostal Assembly and express their concern about the conditions put on the renewal of the statutory right of way on 215 Baker Road and express that the Salt Spring Island Parks and Recreation Commission is seeking assistance with negotiations and discussion with the local assembly.

CARRIED

In this regard it is recommended that the Salt Spring Island Parks and Recreation Commission consider passing the following motion:

That the Parks and Recreation Commission support the Trails Advisory Committee recommendation to send a letter to the National Bethel Pentecostal Assembly expressing concern about the conditions put on the renewal of the statutory right of way on 215 Baker Road and to request their assistance with negotiating and discussion with the local assembly to reconsider their decision.



Making a difference...together

**REPORT TO SALT SPRING PARKS AND RECREATION COMMISSION
MEETING OF MONDAY, JULY 28, 2014**

Item 6.2

**SUBJECT PARK LAND DEDICATION OF PROPOSED SUBDIVISION OF 2161 and 2163
FULFORD-GANGES ROAD**

ISSUE

The Island's Trust referred a proposed subdivision plan for 2161 and 2163 Fulford-Ganges Road for consideration of park land dedication.

BACKGROUND

The proponent has submitted two subdivision applications to Ministry of Transportation. The first subdivision is for a three lot fee simple subdivision, and a subsequent subdivision to enable a bare land six lot strata subdivision.

At the April 14, 2014, Salt Spring Island Parks and Recreation Commission (SSIPARC) meeting staff recommended to the Commission to request Islands Trust to pursue collecting five percent cash-in-lieu in payment for park land dedication equivalent to market value of the land required for park land dedication purposes; and that the applicant be responsible for an appraisal report for the cash-in-lieu to the satisfaction of SSIPARC.

The applicant made a presentation stating their subdivision should be exempt from park land for the following reasons:

- (1) Park land dedication is discretionary; and
- (2) Subdivisions creating more than three lots, and are 5 acres (2 ha) or less, park land dedication requirements under Section 941 of the *Local Government Act* (LGA) apply. However the applicant stated they could circumvent the park land dedication requirements by creating strata lots greater than 5 acres by changing their subdivision from six, 3 acre lots (1.2 ha), to six, 5 acre (2 ha) lots by incorporating the common property into the actual lot size.

Staff have reviewed the above and consider that park land dedication applies for the following reasons:

- (1) Park land dedication is not discretionary. The LGA states that the owner of land being subdivided must provide park land; however, the amount of park land must not exceed five percent of cash-in-lieu or of the land being proposed for subdivision. The discretion relates to the amount, not whether park land is required.
- (2) Park land dedication is accumulative and triggered by the first subdivision creating three lots from two; and a subdivision by which fewer than three additional lots would be created if the parcel proposed to be subdivided was itself created by subdivision within the past five years (Section 941 (5.1) LGA); and

- (3) the first subdivision creating Lot C is 3.83 acres (1.55 ha) and is less than the 5 acres (2 ha).
- (4) Each of the proposed six strata lots are less than 5 acres (2 ha) each.
- (5) According to the *Strata Property Act* “common property” is defined as land that is not part of the strata lot, therefore the common area cannot be included in the calculation of a strata lot size.
- (6) There may not be sufficient land for the applicant to circumvent the park land dedication by creating six 5 acre (2 ha) lots.

ALTERNATIVES

Alternative 1:

That the SSIPARC recommends Island’s Trust pursue collecting five percent cash-in-lieu in payment for park land dedication equivalent to market value of the land required for park land dedication purposes in accordance with section 941 of the *Local Government Act*; and that the applicant be responsible for an appraisal report for the cash-in-lieu to the satisfaction of the Capital Regional District;

And further, that the SSIPARC recommend to the Ministry of Transportation and Infrastructure Approving Officer to reject any subdivision plan purposefully circumventing park land dedication requirements as it is not in the public interest and consider the local government land use policies with respect to acquiring public amenities such as open or suitable green space as identified in the 2011 Salt Spring Island’s Park Systems’ Master Plan.

Alternative 2:

That the SSIPARC recommends Island’s Trust pursue park land dedication in the amount of five percent of the total land being proposed for subdivision in accordance with section 941 of the *Local Government Act*, in a location acceptable to the SSIPARC; and that the applicant be responsible for, to the satisfaction of the Capital Regional District, professionally prepared plans, survey maps and drawing to identify the location and dimensions of any land dedication or trail construction;

And further, that the SSIPARC recommend to the Ministry of Transportation and Infrastructure Approving Officer to reject any subdivision plan purposefully circumventing park land dedication requirements as it is not in the public interest and consider the local government land use policies with respect to acquiring public amenities such as suitable open or green space as identified in the 2011 Salt Spring Island’s Park Systems’ Master Plan.

Alternative 3:

That the SSIPARC recommends Island’s Trust pursue a combination of park land dedication and cash-in-lieu equivalent to five percent of the total land and market value of the land being proposed for subdivision in accordance with section 941 of the *Local Government Act*;

And that the applicant be responsible for an appraisal report for the cash-in-lieu portion;

And that the applicant be responsible for, to the satisfaction of the Capital Regional District,

professionally prepared plans, survey maps and drawing to identify the location and dimensions of any land dedication or trail construction;

And further, that the SSIPARC recommend to the Ministry of Transportation and Infrastructure Approving Officer to reject any subdivision plan purposefully circumventing park land dedication requirements as it is not in the public interest and consider the local government land use policies with respect to acquiring public amenities such as open or suitable green space as identified in the 2011 Salt Spring Island's Park Systems' Master Plan.

IMPLICATIONS

Alternative 1:

It is recognized practice that where a park or public trail systems have been identified in a local government land use planning documents that property owners are expected to contribute land; and where future park locations are not identified or referenced in planning documents, and development applications are consistent with land use plans, it is reasonable for owners to expect to contribute cash-in-lieu of land.

Both the Island's Trust Official Community Plan (OCP), and the 2011 Salt Spring Island's Park Systems' Master Plan identifies a shortage of playing fields. There is a large gap between available fields and the needs in Salt Spring community, especially for active soccer and baseball leagues. In this regard SSIPARC has been made it their number one strategic priority to acquire land to develop suitable much needed recreational fields.

The main tool available to Salt Spring Island in acquiring funds for future playing fields is through collecting cash-in-lieu at the time of subdivision, as there are no development cost charges. Given that both local governments have developed land use documents based on input from the community; and it is in the public interest that future open or green space needs be considered when dealing with the provisions of the LGA that deal with the five percent park land dedication requirement; it is not unreasonable to request the Approving Officer consider rejecting applications that attempt to circumvent this statutory amenities.

Alternative 2:

The applicant does not support providing five percent of their land for parkland purposes.

Alternative 3:

The Trails Advisory Committee (TAC) considered the proposed subdivision at their June 10, 2014 meeting and made the following recommendation:

"That the Trails Advisory Committee recommend the Salt Spring Island Parks and Recreation Commission and Islands Trust discuss and negotiate public access on the strata road at 2161 and 2163 Fulford-Ganges Road up to the turn-around; and further, negotiate a trail from the turn around to the eastern boundary of the property; and further collect the remainder of parkland dedication as cash in lieu."

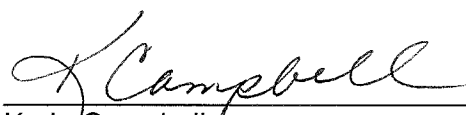
TAC's recommendation is in alignment with Alternative 3, however, acquiring this public access is also contingent upon obtaining the consent of the owner of the parcel of land north of the

proposed subdivision. Staff discussed TAC's recommendation with the applicant, and upon deliberating with all the owners, expressed their desire in providing five percent cash-in-lieu in payment for park land dedication. The subdivision is being created for an agricultural co-housing community and food production, therefore they did not want to encourage other types of uses on the lands that may be in conflict with their farming practices. Other reasons have to do with access/parking and Agricultural Land Reserve approval process. To provide access on their lands for a trail would require the applicant to make another application to the Agricultural Land Commission to allow a "transportation, utility, and recreational uses" under their subdivision and procedure regulations. The issue of providing parking raises concerns with limited ability to find space for dedicated parking with the topographical challenges and confines of the subdivision layout design.

RECOMMENDATION(S)

That the Salt Spring Island Parks and Recreation Commission (SSIPARC) recommends Island's Trust pursue collecting five percent cash-in-lieu in payment for park land dedication equivalent to market value of the land required for park land dedication purposes in accordance with section 941 of the *Local Government Act*; and that the applicant be responsible for an appraisal report for the cash-in-lieu to the satisfaction of the Capital Regional District;

And further, that the SSIPARC recommend to the Ministry of Transportation and Infrastructure Approving Officer to reject any subdivision plan purposefully circumventing park land dedication requirements as it is not in the public interest and consider the local government land use policies with respect to acquiring public amenities such as open or suitable green space as identified in the 2011 Salt Spring Island's Park Systems' Master Plan.



Karla Campbell
Salt Spring Island Electoral Area Senior Manager

Attachments:

1. Memorandum dated February 17, 2014 from Jason Youmans, Islands Trust Planner, re Park land dedication (SS-SUB-214.2)
2. Letter dated April 7, 2014, from Elizabeth White, on behalf of Fulford Creek Holdings Ltd., re Delegation to the April 14, 2014 PARC meeting
3. Excerpt of Section 941 of the *Local Government Act* [Provision of Park Land]



Islands Trust

Memorandum

1-500 Lower Ganges Rd. Salt Spring Island BC V8K-2N8

Telephone (250) 537-9144 FAX: (250) 537-9116

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC 1.800.663.7867

ssiinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date February 17, 2014 File Number SS-SUB-2014.2

To Salt Spring Island Parks and Recreation Commission c/o Lorraine Brewster, CRD Parks and Recreation Manager, Salt Spring Island

From Jason Youmans
Planner 1
Salt Spring Island

Re Parkland dedication: Proposed subdivision of the south 70 acres of Section 7, Range 2, South Salt Spring Island, Cowichan District, Except the southerly 262 feet of the westerly 104 feet and except part in Plan VIP 57719 and Lot A, Section 7, Range 2, South Salt Spring Island, Cowichan District, PLAN VIP57719.

Greetings,

Please review and provide comments and recommendations on the attached proposed subdivision plan, as per the 1994 Protocol Agreement Regarding the Provision of Parkland between the Salt Spring Island Local Trust Committee and the Salt Spring Island Parks and Recreation Commission. The Ministry of Transportation and Infrastructure has referred the proposed subdivision plan to Islands Trust for comment, and Islands Trust's assessment suggests that park dedication is required under S. 941 of the *Local Government Act*.

Please contact me at 250-538-5611 if you have any questions or require additional information.

Best,

pc Janis Gauthier - Applicant



Applicant File #:
eDAS File #: 2013-05690
Date: Dec/31/2013

Islands Trust, SSI
1-500 Lower Ganges Road
Salt Spring Island, BC V8K 2N8

Re: Proposed Bare Land Strata Subdivision Application for THE SOUTH 70 ACRES OF SECTION 7, RANGE 2, SOUTH SALT SPRING ISLAND, COWICHAN DISTRICT, EXCEPT THE SOUTHERLY 262 FEET OF THE WESTERLY 104 FEET AND EXCEPT PART IN PLAN VIP57719

Enclosed is a copy of a proposed Bare Land Strata Subdivision Application regarding the above noted location(s) on Fulford-Ganges Road on Salt Spring Island. This bare land strata subdivision will follow a 3 lot Fee Simple subdivision.

It would be appreciated if you would examine this application from the viewpoint of your regulations and policies and give us your comments. Please send your reply to this office, with a copy to the applicant:

Fulford Creek Holdings;
c/o JG Consulting Services Ltd.
Janis J Gauthier - janisgauthier@shaw.ca

The applicant has been advised of this referral and might contact you to discuss their proposal. In order to expedite the processing of the application, your agency's response would be appreciated February 17, 2014 after which we will prepare recommendations for the Approving Officer's decision.

Contact the applicant for any additional information you may require. If you have any questions please feel free to call Jordan Wagner at (250) 751-7090.

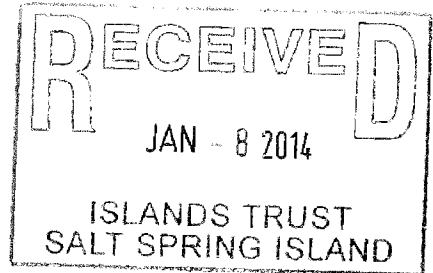
Please quote file number 2013-05690 when contacting this office.

Yours truly,

[Handwritten signature of Jordan Wagner]

Jordan Wagner
District Development Technician

Attachment



Local District Address
Vancouver Island District
Third Flr
2100 Labieux Road
Nanaimo, BC V9T 6E9
Canada
Phone: (250) 751-3246 Fax: (250) 751-3289

Application No.: 2013-05690
Submitted Date: 2013/12/18

Application Type: Subdivision Application
Application Sub Type: Bare Land Strata

Applicant File No.:**Bylaw No.:**

Project Description: 6 Lot Bare Land Strata and 1 lot fee simple remainder parcel in the ALR. Please cross reference File no. 2013-05684. This application is to create a 6 lot bare land strata subdivision with common property. Access

Other Information: This is a companion application to file number 2013-05684, a 3 lot conventional subdivision (2 fee simple lots and a boundary adjustment) which will also divide the ALR remainder from the upland Rural lots,

Parties

Type	Name / Company	Phone #	Role
Applicant	Gauthier, Janis - JG Consulting Services Ltd.	(250) 653-0041	
Development Technician	Jordan Wagner		
Owner / Company	Fulford Creek Holdings		

Locations

Location
THE SOUTH 70 ACRES OF SECTION 7, RANGE 2, SOUTH SALT SPRING ISLAND, COWICHAN DISTRICT, EXCEPT THE SOUTHERLY 262 FEET OF THE WESTERLY 104 FEET AND EXCEPT PART IN PLAN VIP57719 Map: 1184789.41,421727.461

Roads

Road - Comments
FULFORD-GANGES ROAD Fulford-Ganges Rd

Related Files

File No.	File Type	Sub Type/Description	Status	Applicant	Date Received
2013-05684	Subdivision	Conventional	Check Application	Gauthier, Janis - JG Consulting Services Ltd.	Dec 18, 2013
<p>3 Lot Subdivision, includes Boundary Adjustment. Please cross-reference file no. 2013-05690. This application is to create 3 fee simple lots from 2 fee simple lots in the Agricultural Land Reserve. The proposal is for a fee simple subdivision of PID 009-727-841 along the ALR and zone boundary to create two lots, and to enable a bareland strata subdivision of the upland Rural lot (outside of the ALR)- which is the subject of the companion application file no. 2013-05690.</p> <p>This application also proposes a boundary adjustment between 2161 Fulford Ganges Road (SSI); PID 018-519-415 (LOT A, SECTION 7, RANGE 2, SOUTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN VIP57719) and 2163 Fulford Ganges Road (SSI); PID 009-727-841 (THE SOUTH 70 ACRES OF SECTION 7, RANGE 2, SOUTH SALT SPRING ISLAND, COWICHAN DISTRICT, EXCEPT THE SOUTHERLY 262 FEET OF THE WESTERLY 104 FEET AND EXCEPT PART IN PLAN VIP57719).</p>					

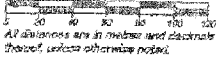
Supersedes:**Recent Tasks**

Task	Assigned To	Outcome	Scheduled Completed
Correspond With Applicant	Jordan Wagner	Request Sent	Dec 31, 2013
Print Referral Letter	Jordan Wagner	Notification Sent	Dec 31, 2013
Print Referral Letter	Jordan Wagner	Notification Sent	Dec 31, 2013
Print Referral Letter	Jordan Wagner	Notification Sent	Dec 31, 2013
Print Referral Letter	Jordan Wagner	Notification Sent	Dec 31, 2013

Agencies

PROPOSED SUBDIVISION OF THE REMAINDER OF THE SOUTH 70 ACRES OF SECTION 7, RANGE 2, SOUTH SALT SPRING ISLAND, EXCEPT THE SOUTHERLY 262 FEET OF THE WESTERLY 104 FEET AND LOT A, PLAN VIP57719, ALL IN COWICHAN DISTRICT.

BQGS MAP SHEET 52B.073



The intended plot size of this plan is 432mm in width by 560mm in height (C Size) when plotted at a scale of 1:2000.

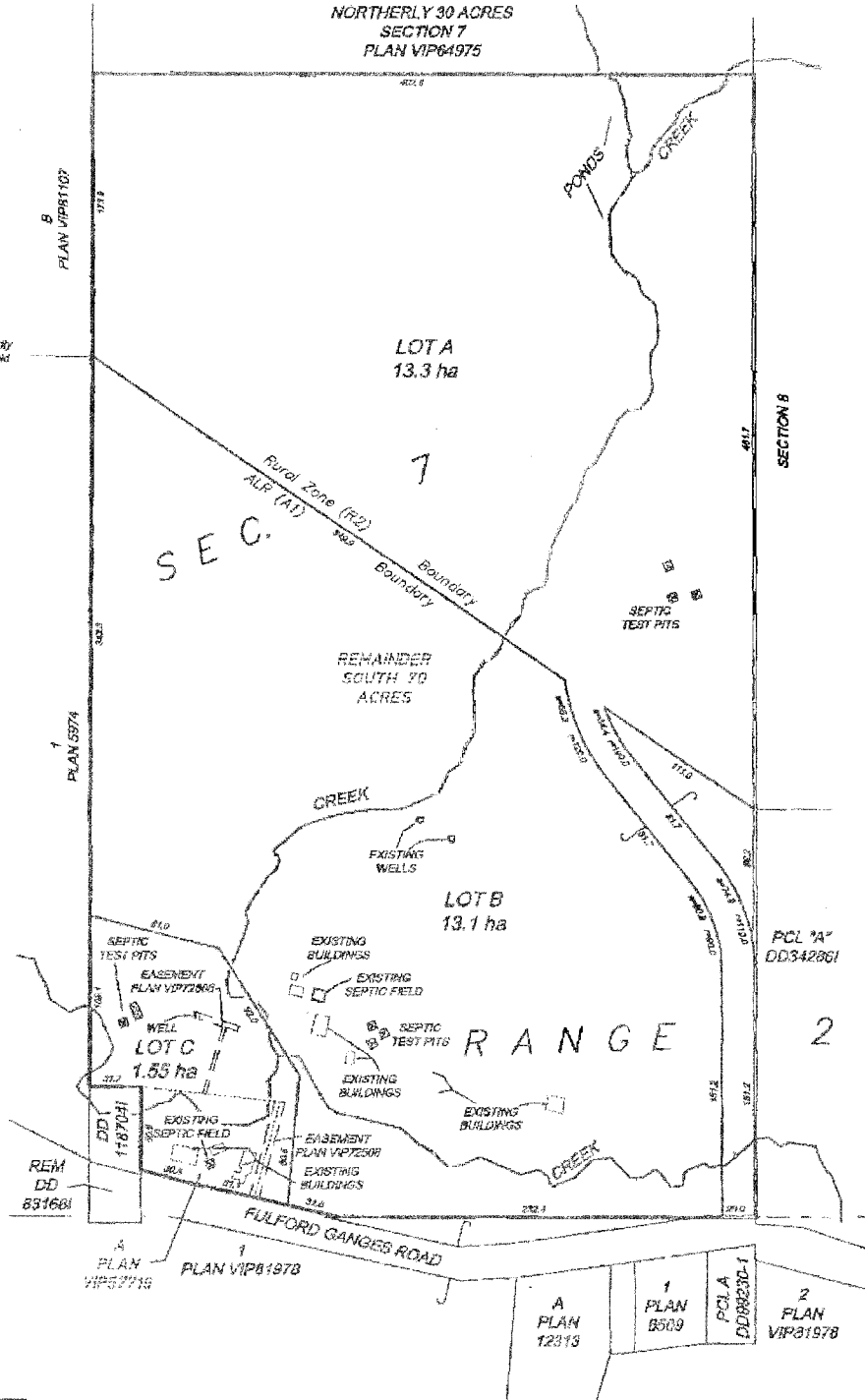
LEGEND

- ha denotes hectares
- a denotes arc
- r denotes radius
- ⊠ denotes septic test pit location

This plan shows horizontal ground level distances.

Dimensions are derived from Land Title and Survey Authority records and are subject to change upon completion of a field survey.

Existing buildings, as shown, are from aerial photography derived from the CRD Regional Community Atlas and are approximate in size, shape and location.



Listing & delivery address:
 Box 324, #100-174 Wilton St,
 Victoria, BC, V8A 7N7
 Toll Free: (877) 603 7386
 Duncan Telephone: (250) 745 0778
 Toll Free Vancouver: (888) 448 7300
 info@polaris.ca
 www.polaris.ca

Date: 2013-12-17
 File: 0407-PL3001
 Drawing: 0407-PLAN.dwg
 Layout: 3

**PROPOSED BARE LAND STRATA OF LOT A, PLAN EPP _____
SECTION 7, RANGE 2, SOUTH SALT SPRING ISLAND,
COWICHAN DISTRICT.**

BCGS MAP SHEET 928.073



Scale: 1:2000
 0 10 20 30 40 50 60 70 80 90 100
 All distances are in metres and boundary lines, unless otherwise noted.

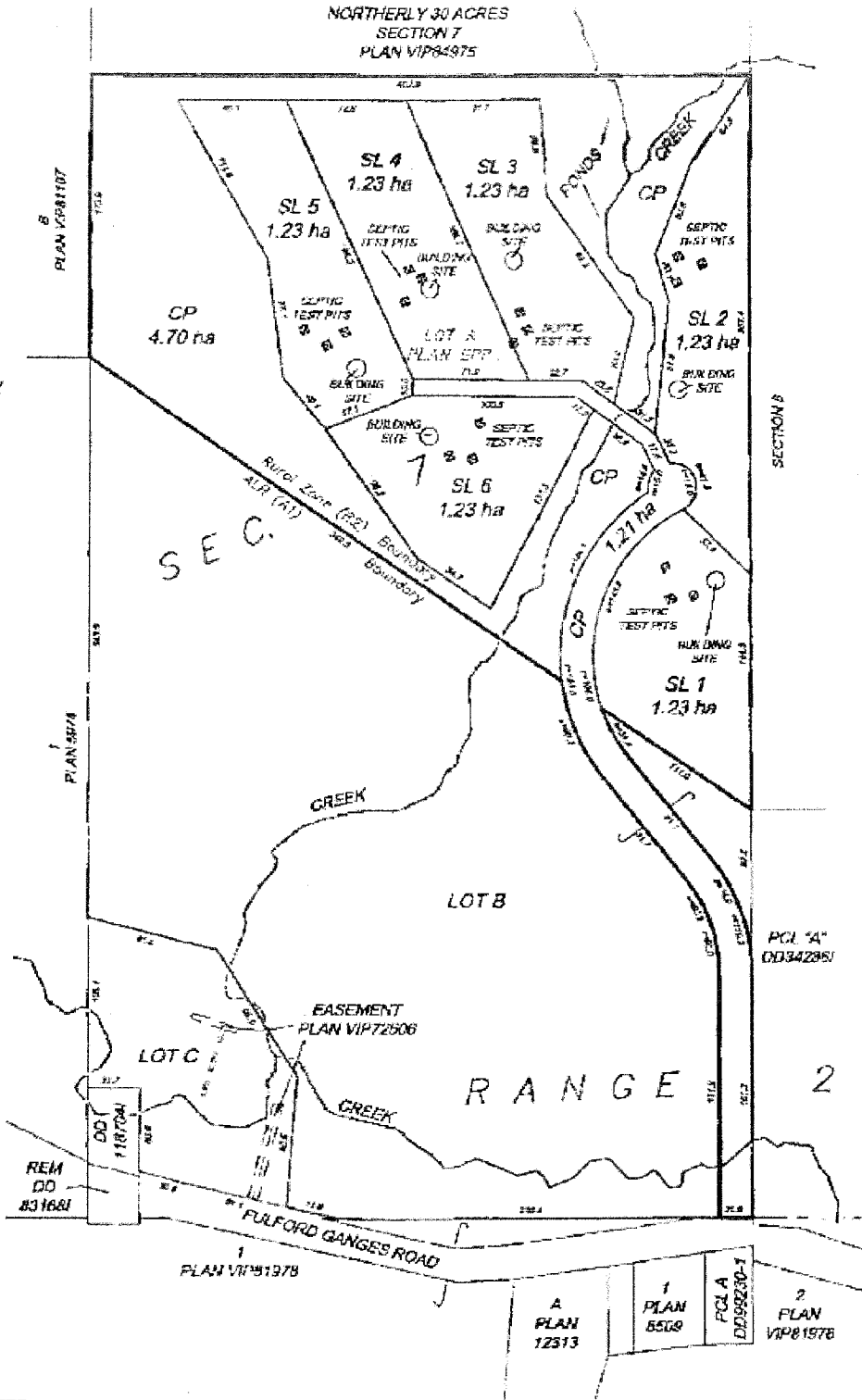
The intended purpose of this plan is to show the layout of 500m x 100m (1/2 acre) lots when reduced to a scale of 1:2000.

LEGEND

- (thin line) existing boundary
- (thick line) proposed lot
- (circle) boundary corner
- (circle with dot) circular building site

This plan shows horizontal ground level contours.

Dimensions are derived from Land Titles and Survey Authority records and are subject to change upon completion of a field survey.



Land Surveying Inc.
 Metro & delivery services
 Box 204, #110-116 Wilson St.,
 Victoria, BC, V8A 1N9
 Tel: (250) 683 7298
 Fax: (250) 683 7275
 Toll Free: 1-800-468-7298
 Email: info@landsurveying.com
 Website: www.land.ca

Date: 2015-12-11
 File: 067121001
 Drawing: 0403 PLAN.dwg
 Layout: 1

Fulford Creek Holdings Ltd.

2163 Fulford-Ganges Road

Salt Spring Island, BC V8K 1Z7

please respond to: Elizabeth White 250-537-2616

elizwhite@saltspring.com

Chair Dow and the Salt Spring Island Parks and Recreation Commission
Capital Regional District
PARC Main Office
145 Vesuvius Bay Road
Salt Spring Island, B.C.
V8K 1K3

April 7, 2014

Dear Chair Dow,

Re: Delegation to the April 14, 2014 PARC meeting.

CRD PARC has received a referral from Islands Trust for park dedication for a subdivision in the Burgoyne/Fulford Valley (see Islands Trust referral re: SS-SUB-2014.3). Thank you for giving us the opportunity to offer some background information about our project at the April 14 PARC meeting.

Our model of development is to create an agricultural co-housing community, using a bare land strata subdivision and dividing 6 strata lots in the Rural Zone from a large fee simple parcel in the Agricultural Land Reserve. We made application to the Agricultural Land Commission for this project in 2011 and received approval in October, 2012.

The intent is to provide affordable land for farmers, increase local organic food production, protect ecological values and use green building design principles to limit the project's carbon footprint. Although the concept is not new, there are regulatory and financial challenges and we have been unable to find any equivalent projects in BC. We are excited at the opportunity to provide what we hope will be a successful model.

Our concept includes creating six small holdings in 3 acre lots (1.2 ha), where we can cluster our development on the already cleared and impacted land, and leave the ecologically valuable land as common property, protected by covenants.

Park Dedication:

For subdivisions that create more than three lots that are under 5 acres (2ha) in area, Section 941 of the Local Government Act requires a 5% park land dedication, or cash in lieu, at the discretion of the local government. We understand from discussions with staff at Islands Trust that the practice is to seek recommendations from the Parks and Recreation Commission to decide how much land or cash is to be accepted [we note the Trust still has final legal authority re: park dedication].

We support the principle of contributing to the public acquisition of park land and/or other community benefits. However we do not think the park land dedication requirements should apply in our case, since we have the land to create 5 acre lots, which would exempt us from the park dedication requirement,

but have chosen to cluster development in three acre lots leaving the balance of land protected for common use.

We are a small group of islanders with a vision that we believe supports Salt Spring's Official Community Plan and community objectives to increase small-scale organic agricultural production and environmental protection. We are not professional developers. If a 5% cash in lieu payment were to be applied to our project, it would reduce our ability to maintain the affordability of the project, to fund protective covenants, and to build the agricultural infrastructure needed to fulfil the vision for this project.

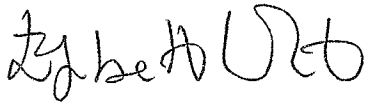
The community benefits associated with this project include ecological protection, affordable energy-efficient housing and access to agricultural land for farm workers.

In summary:

- If we create a strata subdivision with six 5 acre lots, no park dedication is required;
- We prefer to create a strata subdivision with six 3 acre lots and common land;
- We think the 3 acre layout plus 2 acres of common land per lot is equivalent to the 5 acre layout, and provides more community benefits;
- Creation of common land will facilitate and strengthen the protection of ecological values on the property;
- The agricultural co-housing project will provide affordable housing for farm workers and will bring currently fallow farmland into production.

We look forward to discussing our project at the April 14th meeting of the Salt Spring Island Parks and Recreation Commission.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Elizabeth White". The signature is written in a cursive, flowing style.

Elizabeth White, on behalf of Fulford Creek Holdings Ltd.

Provision of park land

941 (1) Subject to section 905.1 (4) (h) and (4.1), an owner of land being subdivided must, at the owner's option,

(a) provide, without compensation, park land of an amount and in a location acceptable to the local government, or

(b) pay to the municipality or regional district an amount that equals the market value of the land that may be required for park land purposes under this section determined under subsection (6).

(2) Despite subsection (1), if an official community plan contains policies and designations respecting the location and type of future parks, the local government may determine whether the owner must provide land under subsection (1) (a) or money under subsection (1) (b).

(3) Despite subsections (1) and (2), if a regional district does not provide a community parks service, the option under subsection (1) (b) does not apply and the owner must provide land in accordance with subsection (1) (a).

(4) The amount of land that may be required under subsection (1) (a) or used for establishing the amount that may be paid under subsection (1) (b) must not exceed 5% of the land being proposed for subdivision.

(5) Subsection (1) does not apply to

(a) a subdivision by which fewer than 3 additional lots would be created, except as provided in subsection (5.1),

(b) a subdivision by which the smallest lot being created is larger than 2 hectares, or

(c) a consolidation of existing parcels.

(5.1) Subsection (1) does apply to a subdivision by which fewer than 3 additional lots would be created if the parcel proposed to be subdivided was itself created by subdivision within the past 5 years.

(6) If an owner is to pay money under subsection (1) (b), the value of the land is whichever of the following is applicable:

(a) the average market value of all the land in the proposed subdivision calculated as that value would be on either

(i) the date of preliminary approval of the subdivision, or

(ii) if no preliminary approval is given, a date within 90 days before the final approval of the subdivision, as though

(iii) the land is zoned to permit the proposed use, and

(iv) any works and services necessary to the subdivision have not been installed;

(b) if the local government and the owner agree on a value for the land, the value on which they have agreed.

(7) If an owner and a local government do not agree on the market value for the purpose of subsection (6), it must be determined in the manner prescribed in the regulations that the minister may make for the purpose.

(8) If an area of land has been used to calculate the amount of land or money provided or paid under this section, that area must not be taken into account for a subsequent entitlement under subsection (1) in respect of any future subdivision of the land.

(9) Subject to subsection (11), land or payment referred to in subsection (1) must be provided or paid to a municipality or regional district before final approval is given, or the owner and the local government may enter into an agreement that the land or payment be provided or paid by a date, specified in the agreement, after final approval has been given.

(10) Notice of an agreement under subsection (9) must be filed with the registrar of land titles in the same manner as a notice of a permit may be filed and section 927 applies.

(11) Despite subsection (9), the minister may, by regulation,

(a) authorize the payment that may be required by this section to be made by instalments, and

(b) prescribe the conditions under which instalments may be paid.

(12) If an owner pays money for park land under this section, the municipality or regional district must deposit this in a reserve fund established for the purpose of acquiring park lands.

(13) If land is provided for park land under this section, the land must be shown as park on the plan of subdivision.

(14) Section 107 of the *Land Title Act* applies to park land referred to in subsection (13), except that

(a) in the case of land within a municipality, title vests in the municipality, and

(b) in the case of land outside a municipality, title vests in the regional district if it provides a community parks service.

(15) Any reserve fund established by a regional district under the *Park (Regional) Act* must be continued on the repeal of that Act as a reserve fund under this Act held for the purpose of acquiring regional parks or regional trails.

Disposition of regional parks and trails

941.1 (1) A regional district, by bylaw adopted with the approval of the electors, may sell a regional park or regional trail or exchange it for other land to be used for park purposes.

(2) The regional district must place the proceeds of a sale under subsection (1) to the credit of a reserve fund established for the purpose of acquiring regional parks or regional trails.

(3) [Repealed 2004-34-18.]

(4) All land taken in exchange under this section is dedicated for the purpose of a park and title to it vests in the regional district.

(5) Transfers of land under this section have effect free of any dedication to the public for the purpose of a park.

Memo

The logo for the County of Riverside Department (CRD) is located in the top right corner of the header. It consists of the letters 'CRD' in a stylized, bold, sans-serif font, positioned above a dark, wavy graphic element that resembles a landscape or water.

Agenda Item 6.3

TO: Salt Spring Island Parks and Recreation Commission

FROM: Lorraine Brewster
Manager, Salt Spring Island Parks and Recreation Commission

DATE: July 24, 2014

SUBJECT: **Island Trust Referral – SS-RZ-2013.3 119-150 Ashya Road**

The Salt Spring Island Trails Advisory Committee considered the Islands Trust Referral regarding 119 150 Ashya Road at their June 10, 2014 meeting and it was generally agreed that their interests were unaffected.

It is recommended that the Salt Spring Island Parks and Recreation Commission consider passing the following motion:

That the Salt Spring Island Parks and Recreation Commission advise the Islands Trust that their interests are unaffected by the proposed rezoning of 119-150 Ashya Road (SS-RZ-3013.3) as there is an existing access for a parks trail.

Memo

The logo for the Capital Regional District (CRD) is located in the top right corner of the header. It consists of the letters "CRD" in a bold, sans-serif font, positioned above a stylized graphic of three wavy lines representing a landscape or water.

Agenda Item 6.4

TO: Salt Spring Island Parks and Recreation Commission

FROM: Lorraine Brewster
Manager, Salt Spring Island Parks and Recreation Commission

DATE: July 24, 2014

SUBJECT: Island Trust Referral – SS-RZ-2013.5-Bullock Lake - 315 Robinson Road

The Salt Spring Island Trails Advisory Committee considered the Islands Trust Referral regarding Bullock Lake- 315 Robinson Road at their June 10, 2014 meeting and passed the following motion supporting the Salt Spring Island and Recreation motion of May 26, 2014.

The Salt Spring Island Trails Advisory Committee recommends that the Salt Spring Island Parks and Recreation Commission support the trail along the full length of the Bullock Lake development on 315 Robinson Road; and further that a trail be built on the road allowance, north of the property line.

CARRIED

In this regard the following Salt Spring Island Parks and Recreation motion from the May 26, 2014 meeting will be forwarded to the Islands Trust for consideration:

That the Salt Spring Island Parks and Recreation Commission recommends to the Island's Trust that the owner/applicant for the rezoning and OCP amendment of Bullock Lake Cottages (315 Robinson Road) construct at their cost, a connecting multi-use trail, from the northwest corner of the property starting from Robinson Road to the Capital Regional District's (CRD) Bullock Lake linear trail; that the multi-use trail be built to the CRD's specification; and should any areas of the multi-use trail that are contained within private property that a statutory right of way be registered in favour of the CRD and in a form acceptable to the CRD; and further, the CRD will assume the maintenance and liability upon acceptance of the completed works.

Memo

The logo for the City of Redwood City (CRD) is located in the top right corner of the header area. It consists of the letters 'CRD' in a bold, sans-serif font, positioned above a stylized graphic of three wavy lines representing water or a landscape.

Agenda Item 6.5

TO: Salt Spring Island Parks and Recreation Commission

FROM: Lorraine Brewster
Manager, Salt Spring Island Parks and Recreation Commission

DATE: July 24, 2014

SUBJECT: Island Trust Referral – SS-RZ-2013.9-Affordable Housing-161 Drake Road

The Salt Spring Island Trails Advisory Committee considered the Islands Trust Referral regarding 161 Drake Road at their June 10, 2014 meeting and passed the following motion:

That the Salt Spring Island Trails Advisory Committee recommends to the Salt Spring Island Parks and Recreation Commission that as part of the design and development of the affordable housing project, that the existing pathway on the statutory right of way along the eastern boundary be upgraded.

CARRIED

It is recommended that the Salt Spring Island Parks and Recreation Commission consider passing the following motion:

That the Salt Spring Island Parks and Recreation Commission recommend to the Islands Trust that the applicant for the rezoning of property to connect a trail network to the Dean-Drake trail; and further, that the existing pathway or the statutory right of way along the eastern boundary be upgraded.





Making a difference...together

Real Estate Services
625 Fisgard Street, P O Box 1000
Victoria, BC, V8W 2S6

T: 250.360 3176
F: 250.360 3023
www.crd.bc.ca

November 4, 2013

Mr. James F. Akerman,
226 Fulford-Ganges Road,
Salt Spring Island, BC
V8K 1Z6

Dear Mr. Akerman:

Re: Fulford Ball Park – Fulford Ganges Road.

I am pleased to enclose one original signed Agreement to extend the lease to 31st December 2014.

Should you have any questions, please do not hesitate to contact us.

Trusting all is in order.

Sincerely,

A handwritten signature in black ink, appearing to read 'Christine Condron'.

Christine Condron
Real Estate Services

Encls.

cc: Stephen Henderson, Real Estate Services,
Karla Campbell, Salt Spring Island P&R
Val Leigh Dorin, Finance.

REAL ESTATE SERVICES

October 15, 2013

File: 1459 Fulford Lease

James Frederick Akerman ("Grantor")
2260 Fulford-Ganges Road,
Fulford, BC
V8K 1Z6

and

Capital Regional District ("Grantee")
625 Fisgard Street,
Victoria, BC V8W 1R7

Re: Fulford Ballpark. Fulford Ganges Road, PID: 006-499-724

The Grantor and Grantee entered into a Lease dated the 1st day of January 2007 for a three year term and Modification of Lease dated 1st day of January 2010 to extend the term for a further three years.

Except as otherwise provided in this agreement, the provisions in the Lease will continue to be in full force and effect and binding upon both the Grantor and the Grantee and their respective successors and assigns.

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

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

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date first before written.

Signed by **JAMES FREDERICK AKERMAN**)
this *15th* day of *October* 2013)
in the presence of:)

L. Diana Fisher
Witness:)

James Frederick Akerman
James Frederick Akerman

CAPITAL REGIONAL DISTRICT)
this *31* day of *October* 2013)
by its authorized signatory in the presence of:)

Tracey Altan
Witness:)

Robert Lapham
Robert Lapham, CAO
Salt Spring Island Parks & Recreation

September 11, 2013

File: 1459 Fulford Lease

James Frederick Ackerman ("Grantor")
226 Fulford-Ganges Road,
Fulford, BC
V8K 1Z6

and

Capital Regional District ("Grantee")
625 Fisgard Street,
Victoria, BC V8W 1R7

Re: Fulford Ballpark. Fulford Ganges Road, PID: 006-499-724

The Grantor and Grantee entered into a Lease dated the 1st day of January 2007 for a three year term and Modification of Lease dated 1st day of January 2010 to extend the term for a further three years.

Except as otherwise provided in this agreement, the provisions in the Lease will continue to be in full force and effect and binding upon both the Grantor and the Grantee and their respective successors and assigns.

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

- a) To extend the term for a further one year term commencing 1st January 2013.
- b) To increase the annual rent of \$13,069.95 by five percent (5%) to \$13,723.45 plus applicable taxes.

IN WITENESS WHEREOF the parties hereto have executed this Agreement as of the date first before written.

James Frederick Akerman

Capital Regional District

Salt Spring Island Community Parks

Map Reference P-20 Fulford Ballpark

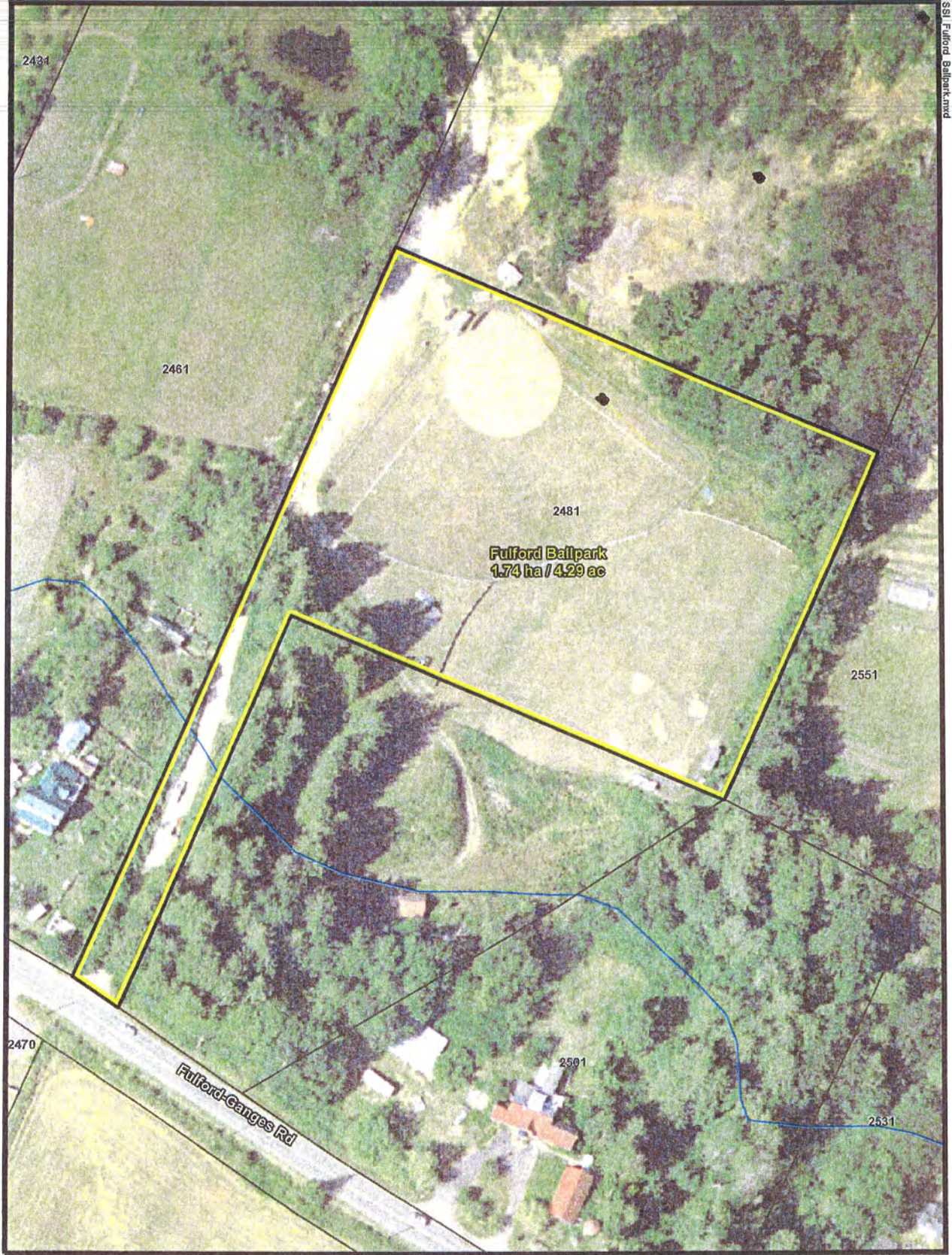
- Corrected TRIM Streams
- Contour - Index (100m)
- Contour - Intermediate (20m)
- 255 Lot Lines with Address
- Park Boundary

Lot lines and civic address published August 2004
Colour orthophoto flown April 2005
Park areas rounded to 2 decimal places
Projection: Universal Transverse Mercator - Zone 10 North
North American Datum 1983

Last Updated: February 20, 2007



1:1,000
Copies may not be at scale indicated
0 5 10 20 30
Metres





Making a difference...together

**REPORT TO SALT SPRING ISLAND PARKS AND RECREATION COMMISSION
MEETING OF MONDAY, JULY 28, 2014**

AGENDA ITEM 7.1

SUBJECT LIQUOR SALES AT FARMERS MARKETS

ISSUE

To seek Commission support for liquor sales by a licensed manufacturer (winery, brewery, or distillery) with an onsite store at the market in Centennial park.

BACKGROUND

In light of the changes in the Liquor Control and Licensing Regulation, a request has been received from the Vice President of the Wine Island Growers Association (who manages a winery on Salt Spring Island) to participate in the market.

The new Liquor Control and Licensing Regulation permits licensed manufacturers to sell their products at farmer's markets. A licensed liquor manufacturer (winery, brewery, or distillery) with an onsite store endorsement may apply for a Farmer's Market Authorization to sell their products at a farmer's market. Licensees are responsible for confirming that the farmer's market complies with local bylaws around the sale of packaged liquor and that the market where they plan to sell meets the following criteria:

- Is comprised entirely of vendors who make, bake, grow or raise the products they sell at the market;
- Is managed or carried on by an organization that is incorporated under the Society Act or the Business Corporations Act;
- Is comprised of at least 6 vendors, and;
- Operates for at least 2 hours in a day, at least 4 times per year, but no more than twice a week.

The Capital Regional District Bylaw No. 3795 which regulates Salt Spring Island community parks and trails Section 4(4) states that "a person must not possess or consume liquor in a community park without legally required permits, including a valid park use permit allowing that activity." As the farmer's market operates within a park, a park permit would need to be issued to the liquor vendor for the sale of liquor at the market. In regards to the Saturday market, staff are consulting with the Market Advisory Group to change their Vendor Guidelines as it currently does not allow alcohol being sold or used at the market.

To establish a process for the sale of liquor at the market, liquor vendors would be invited to participate in the market and selected based on space requirements at Centennial park. Liquor vendors will then be required to conduct all sales and sampling in a defined area of the market. Visitors will not be permitted to remove samples from the sales area to walk around the market or in the park area. Liquor vendors may not charge for samples and sample sizes are restricted as outlined in the Liquor Control and Licensing regulations.

ALTERNATIVES

Alternative 1:

That the Parks and Recreation Commission support issuing a permit to allow liquor sales and sampling at the market in a defined area of Centennial park and further that the Vendor Guidelines for the Saturday Market in the park be amended to allow such activities; and further amend the License of Occupation to allow such activities for the Tuesday Market.

Alternative 2:

That the Parks and Recreation Commission support issuing a permit to allow liquor sales and no sampling at the market in a defined area of Centennial park and further that the Vendor Guidelines for the Saturday Market in the park be amended to allow such activity; and further amend the License of Occupation to allow such activity for the Tuesday Market.

Alternative 3:

That the Parks and Recreation Commission not support the issuing permits for liquor sales or sampling in a defined area of Centennial park.

IMPLICATIONS

SOCIAL

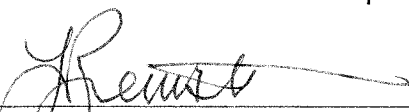
The market is a community event and a cornerstone attraction for tourism situated in the centre of Ganges. For the residents of Salt Spring, the market serves as a social hub for the community, to meet friends and neighbours over the weekend, to invite off-island friends to enjoy the cultural experience of the market and a chance to celebrate the island community. Adding licensed liquor manufacturers (winery, brewery, or distillery) would enhance the market as a social opportunity for residents and tourists and showcase the local beverage producers on the island.

ECONOMIC

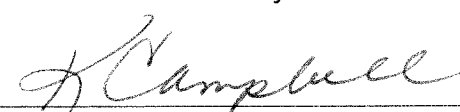
The market is a key economic driver to the community and adding the local beverage producers would enhance the economic impact of the market.

RECOMMENDATION(S)

That the Parks and Recreation Commission support issuing a permit to allow liquor sales and sampling at the market in a defined area of Centennial park and further that the Vendor Guidelines for the Saturday Market in the park be amended to allow such activities; and further amend the License of Occupation to allow such activities for the Tuesday Market.



Lorraine Brewster
Manager
Parks and Recreation



Karla Campbell
Senior Manager
Salt Spring Island Electoral Area



Making a difference...together

**Minutes of the Regular Meeting of
the Salt Spring Island Trails Advisory Committee
Held May 20, 2014, 112 Rainbow Road, Salt Spring Island, BC**

Present: **Members:** R. Wiltzen (Chair), S. Cermak, P. Grange, K. Ruurs, W. Schulze, J. Fry, H. Otto, M. Milburn, J. Borst.
Staff: Lorraine Brewster, Parks and Recreation Manager; Kirk Harris, Parks and Recreation Maintenance Supervisor, Tracey Shaver, Recording Secretary

Chair Wiltzen called the meeting to order at 5:10 pm.

1. Approval of Agenda

MOVED by J. Borst, **SECONDED** by W. Schulze,

That the agenda be approved with the addition of item 6.1 Channel Ridge Signs and item 7.4 Meeting Times

CARRIED

2. Adoption of Minutes of December 3, 2013

MOVED by P. Grange, **SECONDED** by K. Ruurs,

That the minutes of the December 3, 2013 be adopted as submitted.

CARRIED

3. Presentations/Delegations

No delegations or presentations

4. Reports-Verbal

4.1 Chair Wiltzen declined report opportunity

5. Outstanding Business

5.1 Trail Update

K. Harris provided an overview of maintenance work and activities on island trails. Focus on major clean up and repair efforts for several trails due to rain and snow damage, specifically 23 downed trees in Channel Ridge trail system and 12-15 in Peter Arnel. Spring weather providing ideal conditions for growth of grass and brush- trails crew kept busy with additional Partners Creating Pathways trail maintenance.

K. Harris reported on recent activities on trail use and development;

- Channel Ridge Run-successful event with 70+ runners on 8 k of trails
- New upgrade on Seaview to Drake trail which runs through Mouat Park is heavily used by School District and it is wheelchair accessible. Native plants and materials were stored and reused in this area.
- Duck Creek has received the 1st Memorial Bridge, Parks and Recreation Commission to revamp legacy program to seek a variety of usable park enhancements by donation.

- Parks and Recreation staff encourage volunteers and members of the public to report hazards in parks and on trail systems which need urgent repair.

6. Outstanding Business

6.1 Crofton Brook Trail

P. Grange reported that various property owners have been approached and that a multi-use trail route is under consideration and supported. This urban connector trail could provide an off roadside pathway from leisure lane area to the harbour.

K. Harris leaves the meeting at 5.35 pm

6.2 Channel Ridge Trail Signs

PARC staff investigated reports of new trail closure signage as seen recently in the newspaper. The property owner is attempting to discourage trespassers using a historical trail that is closed to public access. The signs have no effect on the PARC maintained public trail system in Channel Ridge.

7. New Business

7.1 Gulf Islands Trails Society (GITS)

K. Ruurs attended a meeting on Mayne Island and reported that the purpose of forming this society to join the Southern Gulf Islands as a group so that they can qualify for Group Liability Insurance. The southern gulf islands is seeking lower cost liability insurance to cover private land owners as they obtain permission to develop trails. There is no benefit to Salt Spring as the CRD/PARC are self insured.

7.2 Experience the Gulf Islands

The Southern Gulf Islands has secured some funding and partnered with Regional Parks for the development of a map that would connect all the islands together in a joint promotion of the Gulf Island Area. The Salt Spring portion would use the same road way route from Fulford to Vesuvius.

7.3 Proposed Subdivision of 2161 and 2163 Fulford Ganges Road

This subdivision referral was investigated by staff and Trails Advisory Committee volunteers who are recommending that Parks and Recreation request cash in lieu. Discussion occurred and an area map was requested to visually identify the proposed lands and orient the group to any potential trail gaps which might link up in the future. Additional time to form consensus was requested prior to a recommendation to PARC is made.

7.4 Meeting Times

The group determined that the start time for TAC meetings would remain 5:00 pm and future meetings will be called on a need basis.

8. Motion to Close the Meeting at 6:35 pm.

MOVED by P. Grange, **SECONDED** by K. Ruurs,

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

The Salt Spring Island Trails Advisory Committee resumed the open meeting at 6:55 pm

9. Next meeting

Arrangements for another meeting will be made in the next few weeks.

10. Adjournment

MOVED by P. Grange, **SECONDED** by K. Ruurs,
That the meeting be adjourned at 7:00 pm.

CARRIED



Making a difference...together

**Minutes of the Regular Meeting of the Salt Spring Island Trails Advisory Committee
Held June 10, 2014, 145 Vesuvius Bay Road, Salt Spring Island, BC**

Present: **Members:** (Chair) Rob Wiltzen, Phillip Grange, Maxine Leichter, Kees Ruurs, Herb Otto, Maureen Milburn, Judy Fry
Staff: Lorraine Brewster, Manager of Parks and Recreation; Karla Campbell, Senior Manger; Michele Akerman, Recording Secretary
Absent: John Borst, Matt Kellow, Stefan Cermak, Nieke Visser, William Schulze, Gary Quiring, Ron Chamney, Jean Gelwicks

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

1. Approval of Agenda

MOVED by K. Ruurs, **SECONDED** by H. Otto,

That the agenda be approved as presented with the addition of item 5.2 Baker Trail.

CARRIED

2. Adoption of Minutes

MOVED by P. Grange, **SECONDED** by K. Ruurs,

That the minutes of the May 20, 2014 be adopted with clerical errors corrected.

CARRIED

3. Trail Update

The next project the crew will be working on is the second access (Rainbow Road) at Mouat Park. Starting to install trail counters in approximately seven locations in Mouat Park and also in Duck Creek and then next year looking at other locations, possibly Peter Arnel and Channel Ridge.

Baker Harrison Trail

The Bethel Pentecostal Assembly has requested that they be compensated for the statutory right of way agreement on the Baker-Harrison Trail. A staff report has gone to the Parks and Recreation Commission and the recommendation is to not compensate the Bethel Pentecostal Assembly. Staff had a phone call with the pastor to see if they would re-consider their position and he does not want to. The trail is now closed. The public will be notified and the website updated.

K. Ruurs recommended that the Parks and Recreation Commission send a letter to the National Bethel Pentecostal Assembly.

MOVED by K. Ruurs, **SECONDED** by M. Milburn,

That the Salt Spring Island Trail Advisory Committee recommends to the Salt Spring Island Parks and Recreation Commission to write a letter to the National Bethel Pentecostal Assembly and express concern about the conditions put on the renewal of the Statutory Right of Way on 215 Baker Road and express that Salt Spring Island Parks and Recreation is seeking assistance with negotiations and discussion with the local assembly.

CARRIED

4. **Outstanding Business**

4.1 Islands Trust Referral- SS-SUB-2014.3 – 2161 and 2163 Fulford Ganges Road

MOVED by K. Ruurs, **SECONDED** by H. Otto,

That the Trails Advisory Committee recommend to the Salt Spring Island Parks and Recreation Commission and Islands Trust discuss and negotiate public access on the strata road at 2161 and 2163 Fulford Ganges Road up to the turn around; and further negotiate a trail from the turn around to the eastern boundary of the property; and further collect the remainder of parkland dedication as cash in lieu.

CARRIED

5. **New Business**

5.1 Islands Trust Referral-SS-RZ-2013.5 Bullock Lake- 315 Robinsond Road

MOVED by K. Ruurs, **SECONDED** by P. Grange,

That it be recommended to the Salt Spring Island Parks and Recreation Commission to support the trail along the full length of the Bullock Lake development on 315 Robinson Road; and further that a trail be built on the road allowance, north of the property line.

CARRIED

5.2 Islands Trust Referral - SS-RZ-2013.9 Affordable Housing – JG Consulting Services – 161 Drake Road

MOVED by K. Ruurs, **SECONDED** by P. Grange,

That the Salt Spring Island Trails Advisory Committee recommends to the Salt Spring Island Parks and Recreation Commission that as part of the design and development of the affordable housing project, that the existing pathway on the Statutory Right of Way along the eastern boundary be upgraded.

CARRIED

5.3 Islands Trust Referral-SS-RZ-2013.3-Rezoning and OCP Ammendment – R. Kelln – 119-150 Ashya Road

No comment as interests are not affected.

6. **Motion to Close the Meeting**

MOVED by K. Ruurs, **SECONDED** by P. Grange,

That the Trails Advisory Committee meeting be closed to the public in accordance with the *Community Charter*, Part 4, Division 3, 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 if they were held in public.

CARRIED

The Committee moved to closed session at 6:10 pm

The Committee rose from closed session at 6:15 pm without report


7. **Adjournment**

It was **MOVED** and **SECONDED** that the meeting be adjourned at 6:15 pm.

CARRIED

CHAIR

SENIOR MANAGER

Project	Comments	Budget (B) Revenue (R) Actual (A)
ITALICS - new information		
1. TRAILS and BEACH ACCESSES		
1.1 Partners with PARC Gifting, Donations	A memorial bridge was constructed in Duck Creek to replace a bridge already scheduled for replacement in 2014. Memorial bench being installed at channel ridge.	\$1800 (R)
1.2 Dean-Drake Trail	Directional signage has been installed	
1.3 Water Access Points	Beddis Beach- retaining wall be installed in September.	Development \$10,855 (B) \$578 (A)
1.4 Mouat Park	4 trail counters installed; Seaview, Drake by Phoenix School, McPhillips, Rainbow Road.	
1.5 Channel Ridge	Maintenance being conducted at various parts of the trail system.	
1.6 Goat Trail Farm Trail	Trail construction 60% complete at 281-285 Beaver Point Road. SROWs being negotiated with Trinity Western properties and private owners.	
1.7 Trincomali	2015 to complete a circular trail around Trincomali.	
1.8 Hedger Road to LePage	Meeting with equestrian users to be arranged and a survey will be conducted for the trail development. Scoped, measured and surveyed for planning purposes.	
1.9 Dunbabin Trail/park	Salmon Enhancement monitoring and working on beaver dam.	
1.10 Crofton Brook\Harbour House Trail	Survey has been completed.	
2. RECREATION AND PARK PROJECTS		
2.1 Heiwa Peace Park Japanese Garden	Work complete on irrigation system- more plantings have been added.	
2.2 Program Development	TRX fitness programs – 2nd round of classes 1 out of 4 offered are running, with a total of 14 participants. Thrifty Foods Young Chef program 15 Registered-waiting list of 10 more. Pre-School Mini Camp- 1st time offered- 6 registered. Camp Colossal- 1st time pre-registration; for month of July total # of campers 442; average day 20 participants	
2.3 Tennis Courts	Rebuilt gear system on court 3	
2.4 Leisure Brochure	Spring brochure released April 30, 2014 Fall brochure scheduled for release towards end of August	\$ 8,640 (B)
2.5 Portlock Park	Basic maintenance	
2.6 Centennial Park	Boardwalk repaired.-Replaced deck boards  (4X12X16) beams.	
2.7 Rotary Park	Basic Maintenance	

Project	Comments	Budget (B) Revenue (R) Actual (A)
ITALICS - new information		
3. INDOOR POOL PROJECT ITEMS		
3.1 Driveway Repair	Repairs done- chip seal used over entire driveway.	
3.2 Rainbow Road Pool	<i>Fitness area upgraded with wood chips. Over 400 swimmers participated in swim meet. Outside grounds used for daily shelters during meet and swim team left the grounds in perfect condition. Parks crew assisted with set up and preparation of the grounds for the event.</i>	\$32,350 (A)
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	