



Making a difference...together

SALT SPRING ISLAND PARKS AND RECREATION COMMISSION

Notice of Meeting on **Monday, February 16, 2015 at 5:00 PM**

Salt Spring Public Library, 129 McPhillips Ave. Salt Spring Island, BC

Wayne McIntyre
Matt Kellow
Brian Webster

Daniel Clements
Jon Suk (Chair)

Kees Ruurs
Sonja Collombin

Garth Hendren
Tom James

AGENDA

1. **Approval of Agenda**
2. **Adoption of Minutes of January 19, 2015**
3. **Presentations/Delegations**
 - 3.1 **Stefan Cermak, Islands Trust, Planner re: Islands Trust Land Needs Assessment – November 19, 2014**
 - 3.2 **Jim Raddysh, Recreation Excellence Quarterly Pool Report**
 - 3.3 **Robin Williams, Chair, Salt Spring Island Transportation Commission re Peck's Cove**
4. **Reports-Chair and Director**
5. **Outstanding Business**
 - 5.1 **Project Status Report February 10, 2015**
6. **New Business**
 - 6.1 **Financial Report – Peggy Dayton, Senior Financial Analyst, Capital Regional District**
 - 6.2 **2015 Parks and Recreation Operating and Capital Budgets**

That the Parks and Recreation Commission recommend that the Capital Regional District Board:

 - 1) Approve the 2015 operating and capital budgets for Salt Spring Island Pool, Community Parks, Community Recreation, and Park, Land and Recreation as presented.
 - 2) Carry the 2014 surpluses forward as revenue in 2015.
 - 6.3 **Pool Mechanical**

That the Salt Spring Island Parks and Recreation Commission approve the replacement of the plugged and corroded fittings on all four hot water storage tanks up to a cost of \$8,000.

To ensure quorum, advise Sheila Norton 250.360.3127 if you or your alternate cannot attend.

6.4 220 Maracaibo Lane Subdivision

That the Salt Spring Island Parks and Recreation Commission recommend to the Islands Trust to receive 5% cash in lieu for the 220 Maracaibo Subdivision.

7. **Next meeting March 16, 2015**
8. **Motion to Close Meeting in accordance with the Community Charter Part 4, Division 3, Section 90 (1) (e)** the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.
9. **Adjournment**

For Information Only

Attachment - Trails Advisory Committee Minutes January 13, 2015



Making a difference...together

**Minutes of the Regular Meeting of the
Salt Spring Island Parks and Recreation Commission
Held January 19, 2015 in the Public Library Meeting Room, 129 McPhillips Avenue,
Salt Spring Island, BC**

DRAFT

Present: **Director:** Wayne McIntyre
Commission Members: Jon Suk (Vice-Chair), Matt Kellow, Sonja Collumbin,
Kees Ruurs, Daniel Clements, Brian Webster
Staff: Dan Ovington, Parks and Recreation Manager; Karla Campbell, Senior
Manager, Erin Jory, Recording Secretary
Absent: Garth Hendren, Tom James

Vice-Chair Suk called the meeting to order at 5:01pm.

1. Election of Chair

Vice-Chair Suk called for nominations for the Chair. Commissioner Collumbin nominated Vice-Chair Suk and Commissioner Ruurs seconded the nomination. Commissioner Suk put forward Garth Hendren for Chair. Staff called twice more for nominations, and hearing none, advised a vote would take place and handed out ballots. Ballots were read and unanimous votes elected Vice-Chair Suk as Chair.

Commissioner Kellow left the meeting at 5:04pm and returned at 5:05pm.

2. Approval of Agenda

MOVED by Commissioner Ruurs, **SECONDED** by Commissioner Clements,
That the agenda be approved.

CARRIED

3. Adoption of Minutes

MOVED by Commissioner Collumbin, **SECONDED** by Commissioner Kellow,
That the minutes of the meeting of December 15, 2014 be adopted.

CARRIED

4. Presentations/Delegations

David Trill presented results of the Saturday Market Pilot Project Research Study.

5. Director's Report

- Westjet magazine has SSI as a top 10 destination.
- Huatuco Mexico has 300 days without rain and 15,000 people in peak season. They use grey water for watering lawns, and have massive collection systems through funnels and cisterns. Salt Spring receives 300 days of rain which allows for major collection opportunities.
- Grace Islet now purchased; CRD Task Force created to work with First Nations Groups on future projects.
- New Chair selected for CRD Board Chair. David Howe selected as Vice-Chair.

- Wrote a letter to North Salt Spring Water District (NSSWD) on previous commitments to supply water. NSSWD's official position is no additional water hookups. Will attend NSSWD board meeting to learn more.
- Will report on CRD plans for 2015 at next meeting.

6. Outstanding Business

6.1 Pool Mechanical

MOVED by Director McIntyre, **SECONDED** by Commissioner Clements,
That the Salt Spring Island Parks and Recreation Commission approve the replacement of the domestic hot water tank at the Rainbow Road Pool at a cost of \$9,741.40.

CARRIED

6.2 Grace Point Boardwalk (Drain and Railing Replacement)

Staff sent out a request for quotes and met with contractors for mandatory site meeting where additional deficiencies were revealed. Three quotes were received in the amounts of \$33,000, \$34,000 and \$35,000 respectively. An increase in the budget is required.

MOVED by Commissioner Collumbin, **SECONDED** by Commissioner Ruurs,
That the Salt Spring Island Parks and Recreation Commission approve the replacement of the Grace Point boardwalk drain and railing, from \$31,000 up to a cost of \$45,000.

CARRIED

6.3 Project Status Report January 2015

- Swim 2 Survive Grant approved – all Grade 3 students in School District 64 will be given three one-hour swim lessons, including bussing and instructor costs totalling \$1295.
- Staff will contact Tennis Club to advise pickleball lines being painted in Fulford court.
- 10-year strategic plan wording needs to be updated.

7. New Business

7.1 Financial Report – 2014 Year-End Budget Report

- Staff will provide year-end final numbers at February meeting.
- Expecting to end up with small surplus due to pool closure, January increase in rental revenue, repairs and maintenance budget as well as reduced travel and vehicle costs. Needs assessment pilot project did not occur.

7.2 Combine two Services to Increase the Annual Requisition for the Newly Combined Service

The second paragraph in the conclusion of the Staff Report was struck.

MOVED by Commissioner Webster, **SECONDED** by Commissioner Ruurs,
That the Salt Spring Island Parks and Recreation Commission recommend to the Capital Regional District Board:

That Bylaw No. 4002, "Salt Spring Island Recreation and Facilities Services Combination Bylaw No. 1, 2015" be introduced and read a first and second time, read a third time and adopted; and

That the annual maximum requisition for the newly combined services be increased to \$1,861,432.

CARRIED

Commissioner Webster declared a conflict of interest and left meeting at 6:40pm

7.3 Saturday Market Fees and Charges

MOVED by Commissioner Webster, **SECONDED** by Commissioner Ruurs,
That the Salt Spring Island Parks and Recreation Commission recommend that the Finance Committee:

- 1) Increase seasonal and frontage fees by 25% with a corresponding daily fee, to go towards improving the market and failing infrastructure.
- 2) Charge a seasonal fee of \$200 for all merchants (farmer vs. non-farmer) while removing the additional frontage fee for farmers.
- 3) Increase the off-season permit fee from \$10 to \$25.
- 4) Increase the rate for power by 25%.

CARRIED

Commissioner Webster returned to the meeting at 6:55pm

7.4 Bethel Trail Statutory Right of Way

MOVED by Commissioner Clements, **SECONDED** by Commissioner Collumbin,
That the Salt Spring Island Parks and Recreation Commission approve staff enter into a new Agreement with a 90-day termination notice on either side on land legally described as PID 012-918-342 outlined on plan VIP80485.

8. Motion to Close the Meeting

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

The Commission closed the meeting at 7:05pm

The Commission rose from the closed session at 7:13pm without report.

9. Adjournment

The meeting was adjourned at 7:13pm.

CHAIR

SENIOR MANAGER



BLUEPRINT TOWARDS A *WORKING* COMMUNITY

SALT SPRING ISLAND

INDUSTRIAL ADVISORY PLANNING COMMISSION

FINAL REPORT

NOVEMBER 19 2014



Islands Trust

IAPC PROPOSALS

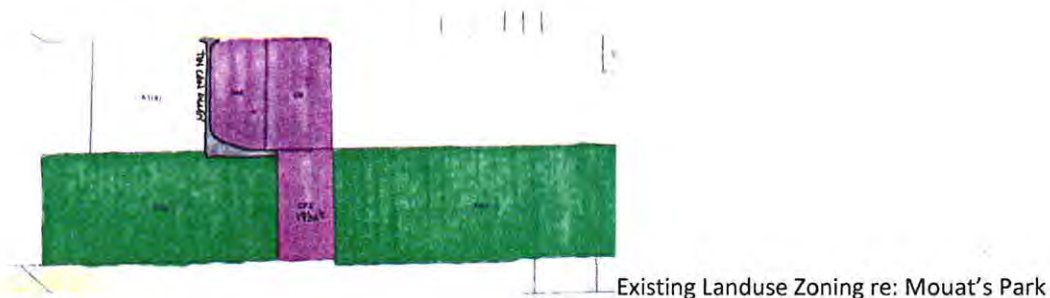
In considering the areas to which new industrial land uses might be directed, the IAPC was guided by the criteria proposed in the ITF report, and endorsed in the UCL report. But in some cases, the Commission's choice of lands to be considered for possible rezoning to industrial use differed from those in the previous reports, where it considered there were inappropriate neighbouring adjacencies or potential accessibility or traffic issues.

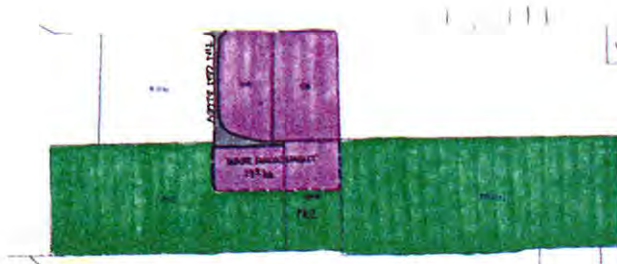
The IAPC also considered a number of sites that may have been overlooked by the two previous reports because the sites are unavailable right now, but certainly could become available within the next 25 years.

Most prominent among these sites are gravel pits, which currently occupy some 193 acres of the island. Different pits will become exhausted at different times, but many will be available for alternative use within the next quarter century. As previously noted, gravel pits are regulated by the BC government, but the relevant regulations allow for local zoning authorities to have a role in determining the zoning and use of these properties once their potential for gravel is exhausted. Most of the gravel pits on Salt Spring are not within the ALR, so there is no requirement that they convert to agricultural use once exhausted, and many of them are sufficiently isolated that they could be considered for general employment 3 and/or waste management purposes. This would require prior consideration of potential impacts on downstream water quality and on neighbouring properties. For this reason, the IAPC chose not to include exhausted gravel pits in its proposed approach to meeting the demand for industrial land.

Other specific sites, currently in other uses, that could help meet the 25-year demand for industrial land include:

- Slegg's lumber yard on Fulford-Ganges, once the business is consolidated at its other site
- Land in the ALR adjacent to the CRD's waste site at Burgoyne Bay; the ALC has recently confirmed that this land could be used for certain CRD wastewater treatments
- A portion of Mouat's Park, which was transferred by the BC government to the CRD in the early 2000s, but retains an industrial zoning area that is adjacent to existing industrially, zoned lands. The amount of land currently zoned industrial could be reconfigured, as shown in the map below, so that the remaining parkland is not split into two pieces.





Proposed Reconfiguring of Landuse Zoning

In the short term, whether or not a piece of property is in the ALR is an important consideration in considering rezoning, since there are major difficulties and potential delays in securing release of land from the ALR for other purposes. But in a 25-year time horizon, this is not a major consideration, since it likely that the challenges that currently exist with ALR lands can be resolved in that time frame.

The areas identified by the IAPC as most suitable to consider for rezoning to different categories of industrial use are shown in Map C and are identified in the following table.

The table shows the amount of land potentially available for each of the categories of industrial use in these areas. The Commission has identified areas with a total acreage significantly greater than the anticipated demand for industrially zoned land over the next 25 years, because not all private landowners may be interested in having their property rezoned for industrial use. Marine Employment land is yet to be determined based upon future study. GE1 and GE2 sites could be developed as stratas with smaller, more affordable lots where appropriate.

IAPC Recommended Areas to be Considered for Future Demand for IAPC zone uses

| General Location | Proposed Zone (acres) | | | | | |
|---|-----------------------|-------------|-------------|------------|-----------|--------------|
| | GE1 | GE2 | Marine Empl | Waste Mgmt | GE3 | Total |
| Stewart Rd unused zoned lots | | 15 | | | 3 | 18 |
| Robinson Rd unused zoned lot | | 1.44 | | | | 1.5 |
| Upper Ganges/Long Harbour Rd | 13 | 2 | | | | 15 |
| Rainbow Rd/Atkins, inc unused zoned lots 345 Rainbow, 131 Knott | | 15 | | 10 | 5 | 30 |
| Mouats Park CF zoned land | | | | 19 | | 19 |
| Ganges Hill | 3 | | | | | 3 |
| Jackson Ave | 2 | 6 | | | | 8 |
| Garner Rd/Fulford Ganges Rd, inc TUP site | | 14 | | | 3 | 17 |
| Isabella/Musgrave | 5 | | | | | 5 |
| Burgoyne Bay | | | | 17 | | 17 |
| Fulford/Ganges/Beaver Point intersection – Ackerman lot portion | 7 | 7 | | | | 14 |
| Sleggs Lumber old site | | 2 | | | | 2 |
| Total | 30 | 62.5 | 0 | 46 | 11 | 149.5 |
| Estimated Demand | 3 | 17-22 | TBD | 40-45 | 10 | 70-80 |



**REPORT TO PARC COMMISSION OF
SALT SPRING ISLAND, JANUARY 215**

SUBJECT: RAINBOW ROAD INDOOR

ISSUE

To provide the commission with a quarterly report (Sept - Dec) Fall/Winter 2014

BACKGROUND

The Rainbow Road Indoor Pool offers a variety of programs including public sessions, swim lessons, aquafit classes, school programs, swim team, rentals and special events. During this quarter there were 10198 participants with 11724 participants in 2013 for the same quarter.

The program break down is as follows:

| Year | Public Programs | Water Fit | Added Programs | Total |
|-------------|------------------------|------------------|-----------------------|--------------|
| 2012 | 7000 | 2044 | 1976 | 11020 |
| 2013 | 6894 | 2742 | 2088 | 11724 |
| 2014 | 6443 | 2620 | 1528 | 10198 |

Promotion and marketing continue to be included during the sessions. A banner advertisement is featured once a month in the local paper as well as a monthly article in the PARC postings for the Driftwood. Posting on The Salt Spring Exchange has also increased the awareness of programs at the pool.

We are still serious about fun!

| Project | Comments <i>ITALICS New Information</i> | Budget (B) Revenue (R) Actual (A) |
|--|---|---|
| 1. TRAILS and BEACH ACCESSES | | |
| 1.1 Water Access Points | Beddis Beach- waiting on Provincial works permit to repair retaining wall. Application was forwarded to 13 First Nations groups on December 29, 2014 for comments. Comments are due by January 28, 2015. <i>An approved application was received February 10, 2015. Project date approval from the Department of Fisheries has been requested.</i> | Development \$10,855 (B) \$578 (A) |
| 1.2 Heron Sign located at the end of Kanaka Rd. (Behind allotment garden at Rainbow Road Indoor Pool) |  <p><i>Drawing by the Outdoor Student Art installation project</i></p> | \$45 material \$65 Labor *Sign donated by SSI Conservancy |
| 1.3 Grace Point Boardwalk (Drain and railing replacement) | A mandatory site meeting took place January 7 th . Three contractors submitted a bid for the project. <i>Lighthouse Ventures Ltd. was the successful contractor. Work is expected to be complete March 15, 2015</i> | \$45,000 (B) revised \$5,969 (A) |

| | | |
|--|---|--|
| 2. RECREATION AND PARK PROJECTS | | |
| 2.3 Summer Camps | 2015 Summer Student Grant application deadline is January 14, 2015. PARC staff is currently working on their application. This application has been submitted. | |
| 2.4 Pickle Ball | The Pickle Ball association has been contacted and informed that they have permission to pain two Pickleball court lines on the Fulford tennis court. <i>Park staff have permission to use the Fulford Fire Hall pressure washer in early spring to prep the court. The Tennis Association has been contacted and raised no additional concerns.</i> | |

| | | |
|----------------|---|--|
| Project | Comments <i>ITALICS New Information</i> | Budget (B) Revenue (R) Actual (A) |
|----------------|---|--|

| 3. INDOOR POOL PROJECT ITEMS | | |
|------------------------------|--|--|
| 3.1 CLASS Software | <p>CRD IT has placed an order for materials and licenses. Including a pool pass scanner and card printer.</p> <p><i>Active Net provided a quote with the assumption that SSI Pool was connecting the network and Class modules at Panorama Recreation Centre not to the PARC Office. This quote was not accurate. The cost for these modules and installation is closer to \$30,000. This project will not be continued until CRD moves away from Class in 2017.</i></p> | \$10,000 (B) |
| 3.2 Swim 2 Survive Grant | <p>A grant to provide all grade three students in SD64 with three one hour swim lessons has been submitted the Royal Life Saving Society. Staff was successful in our application for the Swim 2 Survive Grant for \$1295 to pay for bussing and instructor costs for all 74 grade three Salt Spring Island students to attend three one hour swim lessons.</p> | |
| 2.1 BCRPA Family Day Grant | <p><i>Staff were successful in an application for a \$1000 Family Day Grant. The grant allowed PARC to provide free admissions during the Friday Night Madness, The Sunday Toonie and the Monday Everyone Welcome Swims over the Family Day long weekend Feb 6-9th.</i></p> | <p>\$0 (B) \$1000 (R)</p> |

| | 2014 | | BUDGET REQUEST | | FUTURE PROJECTIONS | | | | |
|--|--------------------|-----------------------|--------------------|--------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| | BOARD BUDGET | 2014 ESTIMATED ACTUAL | 2015 CORE BUDGET | CONTINUOUS SUPPLEMENTARY | TOTAL 2015 | 2016 | 2017 | 2018 | 2019 |
| SALT SPRING ISLAND RECREATION - ALL SERVICE AREAS | | | | | | | | | |
| <u>OPERATING COSTS:</u> | | | | | | | | | |
| Swimming Pool | 725,390 | 697,260 | 750,700 | - | 750,700 | 767,900 | 780,120 | 796,970 | 814,380 |
| Community Parks | 379,900 | 467,440 | 391,300 | - | 391,300 | 398,140 | 405,090 | 412,190 | 419,400 |
| Community Recreation | 84,500 | 81,590 | 86,140 | - | 86,140 | 87,830 | 89,560 | 91,340 | 93,180 |
| Parks, Land & Recreation | 590,760 | 540,080 | 649,510 | - | 649,510 | 661,320 | 673,340 | 685,570 | 698,100 |
| TOTAL OPERATING COSTS | 1,780,550 | 1,786,370 | 1,877,650 | - | 1,877,650 | 1,915,190 | 1,948,110 | 1,986,070 | 2,025,060 |
| *Percentage Increase | | | | | 5.5% | 2.0% | 1.7% | 1.9% | 2.0% |
| <u>CAPITAL / RESERVE</u> | | | | | | | | | |
| Swimming Pool | 20,000 | 20,000 | 20,000 | - | 20,000 | 20,400 | 20,810 | 21,230 | 21,650 |
| Community Parks | 16,750 | 16,750 | 16,590 | - | 16,590 | 9,380 | 9,590 | 9,800 | 10,030 |
| Parks, Land & Recreation | 149,160 | 149,160 | 128,300 | - | 128,300 | 97,660 | 100,090 | 102,570 | 105,100 |
| DEBT CHARGES - Swimming Pool | 276,300 | 276,300 | 276,300 | - | 276,300 | 276,300 | 276,300 | 276,300 | 276,300 |
| TOTAL CAPITAL / RESERVES | 462,210 | 462,210 | 441,190 | - | 441,190 | 403,740 | 406,790 | 409,900 | 413,080 |
| TOTAL COSTS | 2,242,760 | 2,248,580 | 2,318,840 | - | 2,318,840 | 2,318,930 | 2,354,900 | 2,395,970 | 2,438,140 |
| Internal Recoveries | (121,680) | (220,230) | (165,240) | 11,330 | (153,910) | (156,990) | (180,140) | (163,360) | (166,630) |
| OPERATING LESS RECOVERIES | 2,121,080 | 2,028,350 | 2,153,600 | 11,330 | 2,164,930 | 2,161,940 | 2,194,760 | 2,232,610 | 2,271,510 |
| <u>FUNDING SOURCES (REVENUE)</u> | | | | | | | | | |
| Estimated balance C/F from 2014 to 2015 | - | 81,010 | (81,040) | - | (81,040) | - | - | - | - |
| Balance C/F from 2013 to 2014 | (68,280) | (68,280) | - | - | - | - | (10) | (20) | (30) |
| Swimming Pool | (195,850) | (178,330) | (195,770) | - | (195,770) | (195,820) | (197,870) | (197,920) | (199,970) |
| Community Parks | (72,750) | (69,480) | (71,800) | - | (71,800) | (73,170) | (74,570) | (75,990) | (77,450) |
| Community Recreation | (30,850) | (40,470) | (31,750) | - | (31,750) | (31,750) | (32,960) | (32,960) | (32,970) |
| Parks, Land & Recreation | (1,820) | (1,270) | (2,000) | - | (2,000) | (2,000) | (1,830) | (1,480) | (1,480) |
| TOTAL REVENUE | (359,550) | (276,820) | (382,360) | - | (382,360) | (302,740) | (307,240) | (308,370) | (311,900) |
| REQUISITION | (1,751,530) | (1,751,530) | (1,771,240) | (11,330) | (1,782,570) | (1,859,200) | (1,887,520) | (1,924,240) | (1,959,610) |
| *Percentage increase over prior year requisition | | | | | 1.8% | 4.3% | 1.5% | 1.9% | 1.8% |
| AUTHORIZED POSITIONS: | | | | | | | | | |
| Salaried | 3.00 | 3.00 | 3.00 | - | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Hourly | 0.50 | 0.50 | 0.50 | - | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| Equipment Replacement Fund Balance | | 216,756 | | | 211,074 | 189,064 | 187,534 | 211,514 | 234,744 |
| Capital Reserve Fund Balance | | 1,173,254 | | | 1,297,644 | 697,164 | 632,497 | 633,040 | 658,140 |

| | 2014 BOARD BUDGET | | 2014 ESTIMATED ACTUAL | BUDGET REQUEST | | | FUTURE PROJECTIONS | | | |
|--|-------------------|-----------------------|-----------------------|------------------|--------------------|------------------|--------------------|------------------|------------------|------------------|
| | 2014 BOARD BUDGET | 2014 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 | | 127,180 | - | 127,180 | 133,050 | 137,930 | 142,020 | 146,460 |
| 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 | | 21,230 | - | 21,230 | 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 | | 750,700 | - | 750,700 | 767,900 | 780,120 | 796,970 | 814,380 |
| *Percentage Increase | | | | | | 3.5% | | | | |
| 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 | | 1,047,000 | - | 1,047,000 | 1,064,600 | 1,077,230 | 1,094,500 | 1,112,330 |
| 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 | | 939,750 | - | 939,750 | 955,200 | 965,640 | 980,680 | 996,230 |
| FUNDING SOURCES (REVENUE) | | | | | | | | | | |
| Estimated balance C/F from 2014 to 2015 | - | 10,610 | | (10,980) | - | 10,980 | - | - | - | - |
| 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) | | (670) | - | 670 | (680) | (690) | (700) | (710) |
| Revenue - Other | (2,100) | (1,610) | | (2,100) | - | 2,100 | (2,140) | (2,180) | (2,220) | (2,260) |
| TOTAL REVENUE | (224,070) | (195,940) | | (206,750) | - | (206,750) | (195,820) | (197,870) | (197,920) | (199,970) |
| 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% | | | | | 18.43% | 18.13% | 18.10% | 17.82% | 17.71% |
| User Funding excluding debt % | 25.89% | | | | | 25.04% | 24.48% | 24.35% | 23.83% | 23.56% |
| Equipment Replacement Fund Balance | | 116,908 | | | | 108,706 | 129,106 | 124,916 | 146,146 | 169,376 |
| Capital Reserve Fund Balance | | 57,476 | | | | 57,476 | 37,476 | 37,476 | 37,476 | 37,476 |

| | 2014 BOARD BUDGET | | 2014 ESTIMATED ACTUAL | | BUDGET REQUEST | | | FUTURE PROJECTIONS | | | |
|--|-------------------|-----------------------|-----------------------|--------------------|------------------|------------------|------------------|--------------------|------------------|--|--|
| | 2014 BOARD BUDGET | 2014 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 | 6,390 | - | 6,390 | 6,860 | 7,000 | 7,140 | 7,280 | | |
| TOTAL CAPITAL / RESERVES | 16,750 | 16,750 | 16,590 | - | 16,590 | 9,380 | 9,590 | 9,800 | 10,030 | | |
| 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 | 428,270 | - | 428,270 | 428,310 | 435,880 | 443,600 | 451,470 | | |
| FUNDING SOURCES (REVENUE) | | | | | | | | | | | |
| Estimated balance C/F from 2014 to 2015 | - | 7,740 | (7,400) | - | (7,400) | - | - | - | - | | |
| Balance C/F from 2013 to 2014 | (1,080) | (1,080) | - | - | - | - | - | - | - | | |
| Rental Income | (63,100) | (63,200) | (64,100) | - | (64,100) | (65,380) | (66,690) | (68,020) | (69,380) | | |
| Payments in Lieu | (330) | (330) | (310) | - | (310) | (320) | (330) | (340) | (350) | | |
| Revenue-Other | (9,320) | (5,950) | (7,390) | - | (7,390) | (7,470) | (7,550) | (7,630) | (7,720) | | |
| TOTAL REVENUE | (73,830) | (62,820) | (79,200) | - | (79,200) | (73,170) | (74,570) | (75,990) | (77,450) | | |
| REQUISITION | (342,230) | (342,230) | (349,070) | - | (349,070) | (355,140) | (361,310) | (367,610) | (374,020) | | |
| *Percentage increase over prior year requisition | | | | | 2.0% | 1.7% | 1.7% | 1.7% | 1.7% | | |
| AUTHORIZED POSITIONS: | | | | | | | | | | | |
| Salaried | 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% | | 14.97% | - | 14.97% | 15.26% | 15.30% | 15.33% | 15.37% | | |
| Equipment Replacement Fund Balance | | 71,679 | 74,199 | - | 74,199 | 31,789 | 34,449 | 37,199 | 37,199 | | |
| Capital Reserve Fund Balance | | 47,580 | 53,970 | - | 53,970 | 60,830 | 6,073 | 13,213 | 13,213 | | |

| | 2014 BOARD BUDGET | | 2014 ESTIMATED ACTUAL | | BUDGET REQUEST | | | FUTURE PROJECTIONS | | | |
|---|-------------------|-----------------------|-----------------------|--------------------|-----------------|-----------------|-----------------|--------------------|-----------------|--|--|
| | 2014 BOARD BUDGET | 2014 ESTIMATED ACTUAL | 2015 CORE BUDGET | 2015 SUPPLEMENTARY | TOTAL 2015 | 2016 | 2017 | 2018 | 2019 | | |
| SALT SPRING ISLAND - COMMUNITY RECREATION PROGRAMS | | | | | | | | | | | |
| 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 | 38,960 | - | 38,960 | 39,740 | 40,530 | 41,340 | 42,180 | | |
| 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 | 10,840 | - | 10,840 | 11,060 | 11,280 | 11,510 | 11,740 | | |
| 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% | | |
| Equipment Replacement Fund Balance | | 28,169 | | | 28,169 | 28,169 | 28,169 | 28,169 | 28,169 | | |

| | 2014 | | BUDGET REQUEST | | | FUTURE PROJECTIONS | | | |
|---|------------------|-----------------------|------------------|--------------------------|------------------|--------------------|------------------|------------------|------------------|
| | BOARD BUDGET | 2014 ESTIMATED ACTUAL | 2015 CORE BUDGET | CONTINUOUS 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 |
| Licenses, Fees & Insurance | 7,510 | 1,140 | 7,590 | - | 7,590 | 7,740 | 7,890 | 8,040 | 8,200 |
| 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 | 649,510 | - | 649,510 | 661,320 | 673,340 | 685,570 | 698,100 |
| *Percentage Increase | | | | | 9.9% | 1.8% | 1.8% | 1.8% | 1.8% |
| CAPITAL / RESERVE | | | | | | | | | |
| Capital Equipment Purchases | 45,900 | 45,900 | - | - | - | - | - | - | - |
| Transfer to Equipment Replacement Fund | 25,000 | 25,000 | - | - | - | - | - | - | - |
| Transfer to Reserve Fund | 78,260 | 78,260 | 128,300 | - | 128,300 | 97,660 | 100,090 | 102,570 | 105,100 |
| TOTAL CAPITAL / RESERVES | 149,160 | 149,160 | 128,300 | - | 128,300 | 97,660 | 100,090 | 102,570 | 105,100 |
| TOTAL COSTS | 739,920 | 689,240 | 777,810 | - | 777,810 | 758,980 | 773,430 | 788,140 | 803,200 |
| Internal Recoveries | (76,470) | (76,470) | (76,370) | 11,330 | (67,040) | (68,380) | (69,750) | (71,150) | (72,570) |
| OPERATING LESS RECOVERIES | 663,450 | 612,770 | 699,440 | 11,330 | 710,770 | 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) | (520) | - | (520) | (520) | (10) | (20) | (30) |
| Rental Income | (350) | (350) | (580) | - | (580) | (580) | (580) | (580) | (580) |
| Payments in Lieu | (570) | (570) | (900) | - | (900) | (900) | (900) | (900) | (900) |
| Revenue - Other | (900) | (350) | (52,130) | - | (52,130) | (2,000) | (1,840) | (1,500) | (1,510) |
| TOTAL REVENUE | (25,360) | 25,320 | (647,310) | (11,330) | (658,640) | (688,600) | (701,840) | (715,490) | (729,120) |
| REQUISITION | (638,090) | (638,090) | (647,310) | (11,330) | (658,640) | (688,600) | (701,840) | (715,490) | (729,120) |
| *Percentage increase over prior year requisition | | | 1.4% | | 3.2% | 4.5% | 1.9% | 1.9% | 1.9% |
| AUTHORIZED POSITIONS: | | | | | | | | | |
| Salaried | 3.00 | 3.00 | 3.00 | 0.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Hourly | 0.50 | 0.50 | 0.50 | 0.00 | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| User Funding % | 0.05% | 0.05% | 0.07% | | 0.07% | 0.07% | 0.05% | 0.00% | 0.00% |
| Capital Reserve Fund Balance (5 Funds) | 1,068,198 | 1,068,198 | 1,186,198 | | 1,186,198 | 598,858 | 588,948 | 582,351 | 607,451 |

5 Year Capital Expenditure Plan

EQUIPMENT REPLACEMENT FUNDS

| | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Beginning Balance | 221,739 | 216,756 | 216,756 | 171,756 | 171,756 | 171,756 |
| NEW FUNDING | | | | | | |
| Transfers from Operating Budgets | 55,200 | - | - | - | - | - |
| Interest Income | 4,263 | - | - | - | - | - |
| Total New Funding | 59,463 | - | - | - | - | - |
| EXPENDITURES | | | | | | |
| Pool | (55,938) | - | - | - | - | - |
| Parks | - | - | (45,000) | - | - | - |
| Recreation | (8,509) | - | - | - | - | - |
| Total Expenditures | (64,447) | - | (45,000) | - | - | - |
| Ending Balance | 216,756 | 216,756 | 171,756 | 171,756 | 171,756 | 171,756 |

5 Year Capital Expenditure Plan

SSI Pool CRF
1078 102045

| | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> |
|-------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Beginning Balance | 56,453 | 57,476 | 57,476 | 37,476 | 37,476 | 37,476 |
| Contribution from Splash | - | - | - | - | - | 3,000,000 |
| Leisure Pool | - | - | - | - | - | (3,000,000) |
| Painting interior of building | - | - | (20,000) | - | - | - |
| Interest | 1,023 | - | - | - | - | - |
| Ending Balance | 57,476 | 57,476 | 37,476 | 37,476 | 37,476 | 37,476 |

5 Year Capital Expenditure Plan

SSI Comm Parks CRF - Centennial Park
1064 101792

| | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Beginning Balance | 40,298 | 47,580 | 53,970 | 60,830 | 6,073 | 13,213 |
| Transfers from Operating Budgets | 6,550 | 6,390 | 6,860 | 7,000 | 7,140 | 7,280 |
| Grants | | | | 563,243 | | |
| Accessible Playground | - | - | - | (125,000) | - | - |
| Playground Washrooms | - | - | - | (500,000) | - | - |
| Interest | 733 | - | - | - | - | - |
| Ending Balance | 47,580 | 53,970 | 60,830 | 6,073 | 13,213 | 20,493 |

5 Year Capital Expenditure Plan

SSI Comm Parks CRF - Boardwalk/Waterfront Access 1060 102030

| | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Beginning Balance | 42,678 | 22,193 | 42,993 | 17,823 | 17,853 | 28,083 |
| Transfers from Operating Budgets | 10,000 | 20,800 | 9,830 | 10,030 | 10,230 | 10,440 |
| Beach Access Improvements | - | - | - | (10,000) | - | - |
| Boardwalk Repair | (31,000) | - | (35,000) | - | - | - |
| Interest | 514 | - | - | - | - | - |
| Ending Balance | 22,193 | 42,993 | 17,823 | 17,853 | 28,083 | 38,523 |

SSI Parks/Rec CRF - Tennis 1060 101786

| | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Beginning Balance | 64,402 | 85,576 | 105,516 | 15,516 | 11,016 | 1,826 |
| Transfers from Operating Budgets | 20,000 | 19,940 | 25,000 | 15,500 | 5,810 | 26,000 |
| Donations | - | - | 165,000 | - | - | - |
| Rebuild Tennis Courts | - | - | (280,000) | (20,000) | (15,000) | (25,000) |
| Interest | 1,174 | - | - | - | - | - |
| Ending Balance | 85,576 | 105,516 | 15,516 | 11,016 | 1,826 | 2,826 |

5 Year Capital Expenditure Plan

SSI Parks/Rec CRF
1060 101603

| | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Beginning Balance | 354,812 | 409,891 | 487,151 | 14,981 | 9,541 | 1,904 |
| Transfers from Operating Budgets | 48,260 | 87,560 | 62,830 | 74,560 | 86,530 | 68,660 |
| Contribution from 3rd Parties | - | - | - | - | 25,000 | - |
| Ball Field development | - | - | - | - | - | - |
| Maintenance Equipment Tractor | - | (10,300) | (500,000) | - | - | - |
| Trail development upgrades | - | - | (35,000) | (35,000) | (29,167) | (35,000) |
| Utility vehicle | - | - | - | - | - | (20,000) |
| Tractor | - | - | - | (30,000) | - | - |
| Mower | - | - | - | (15,000) | - | - |
| Vehicle | - | - | - | - | (45,000) | - |
| Bike Park | - | - | - | - | (45,000) | - |
| Interest | 6,819 | - | - | - | - | - |
| Ending Balance | 409,891 | 487,151 | 14,981 | 9,541 | 1,903.83 | 15,564 |

**REPORT TO PARKS AND RECREATION COMMISSION
MEETING OF MONDAY, FEBRUARY 16, 2015**

SUBJECT 2015 PARKS AND RECREATION OPERATING AND CAPITAL BUDGETS

ISSUE

This report provides the details of the 2014 operating surplus for the Community Parks, Swimming Pool, Park Land and Recreation and Community Recreation the operating accounts and includes a recommendation for the use of the surplus in the 2015 budgets.

BACKGROUND

The 2014 combined operating surplus for Community Parks, Swimming Pool, Parks Land and Recreation and Community Recreation was \$ 81,040. This surplus is the result of:

- 1) Community Parks Surplus of \$7,400 mainly attributed to:
 - a) \$8,000 in reduced repair and maintenance costs for vehicles. It is proposed that these funds be carried forward as revenue in 2015.
- 2) Swimming Pool Surplus of \$10,980 mainly attributed to:
 - a) \$16,000 in hydro utilities where below the budgeted amount. It is proposed that these funds be carried forward as revenue in 2015 to help offset the increase in operating and contractor cost.
- 3) Park Land and Recreation Surplus of \$ 50,130 mainly attributed to:
 - a) Lower than budgeted legal expenses, planning costs, program development and internal allocations. It is proposed that these funds be carried forward to fund an increase in operating costs from \$590,760 to \$649,510 and to complete the recreation program needs assessment that was planned for 2014.
- 4) Community Recreation Surplus \$12,530 mainly attributed to:
 - a) \$7,533 in increased revenue from 2014 program offerings i.e. Young Chef and Preschool Camps. It is proposed that these funds be carried forward as revenue in 2015 to implement pilot programs as identified in the recreation program needs assessment in the fall of 2015.

IMPLICATIONS

SOCIAL IMPLICATIONS

Participation in recreation and sport activities improves physical and emotional health and can reduce rates of chronic disease in addition to being identified as a key component in the fight against childhood obesity.

ECONOMIC IMPLICATIONS

Participation in recreation, sports and activities can reduce self-destructive behavior and reduce the reliance on other social services and youth intervention.

CONCLUSION

There is a combined surplus of \$81,040 from the Community Parks, Swimming Pool, Park Land and Recreation and Community Recreation operating accounts. These funds are needed to be carried forward into the 2015 operating budgets to offset increased pool operating costs and to implement the recreation programs needs assessment and pilot programs.

RECOMMENDATION

That the Parks and Recreation Commission recommend that the Capital Regional District Board:

- 1) Approve the 2015 operating and capital budgets for Salt Spring Island Pool, Community Parks, Community Recreation and Park Land and Recreation as presented.
- 2) Carry the 2014 surpluses forward as revenue in 2015.

Dan Ovington
Parks and Recreation Manager

Karla Campbell
Senior Manager
Salt Spring Island Electoral Area

DO:ts



Mechanical Systems Service Inc.

Quotation

| | |
|--------------|--------------|
| Date: | Feb 6 - 2015 |
| Prepared By: | DCS |
| Quote No.: | Q2015-0995 |

| Site Location: | |
|-------------------|-----------------------|
| Site Name: | Rainbow Road Pool |
| Street Address: | Rainbow Road |
| City, Prov, P.C.: | Saltspring Island, BC |
| Contact Name: | Jim Raddysh |
| Phone: | Fax: |

| Bill To: | |
|-------------------|-------------------------|
| Client Name: | CRD-PARC |
| Street Address: | 145 Vesuvius Bay Road |
| City, Prov, P.C.: | Salt Spring Island, V8K |
| Contact Name: | Dan Ovington |
| Phone: | Fax: |

Job Description

Replace plugged and corroded 2 1/2" fittings on all 4 domestic hot water storage tanks

- > Shut down and drain tanks
- > Remove corroded and plugged "Black Steel" fittings and nipples at the tank connections **x64**
- > Supply and install new "Brass" fittings and nipples at the tank connections
- > Re and re copper piping as required to accommodate fitting installation
- > Refill tanks
- > Pressure test

Warranty - one (1) year parts and labour, unless otherwise specified

Notes:

The 2 1/2" brass fittings supplied under this quote are custom order and approximately 2 weeks delivery from date of order

Prices valid for 30 days

Subtotal \$7,429.87

Customer Acceptance

Signature _____

Name _____

Title _____

GST Extra
 Total _____

P.O. Number _____

Date _____

Above estimate is based on our standard terms and conditions of sale

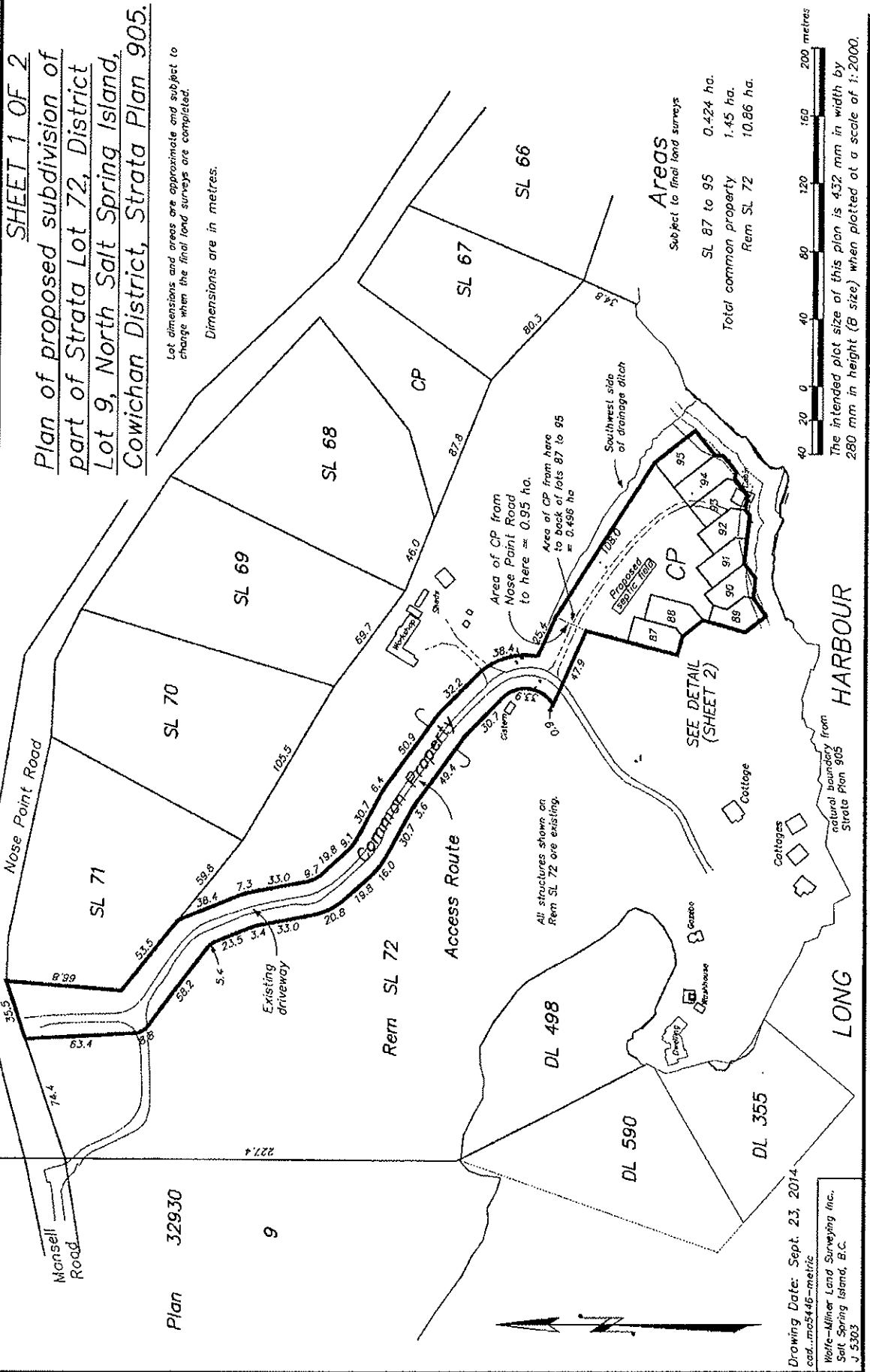
Stolz MSS Inc.
 Unit 111 - 4268 Lozells Ave
 Burnaby, B.C Canada V5A 0C6

Tel: (604) 244-2225
 Fax: (604) 244-2255

E-Mail: david@stolzms.com



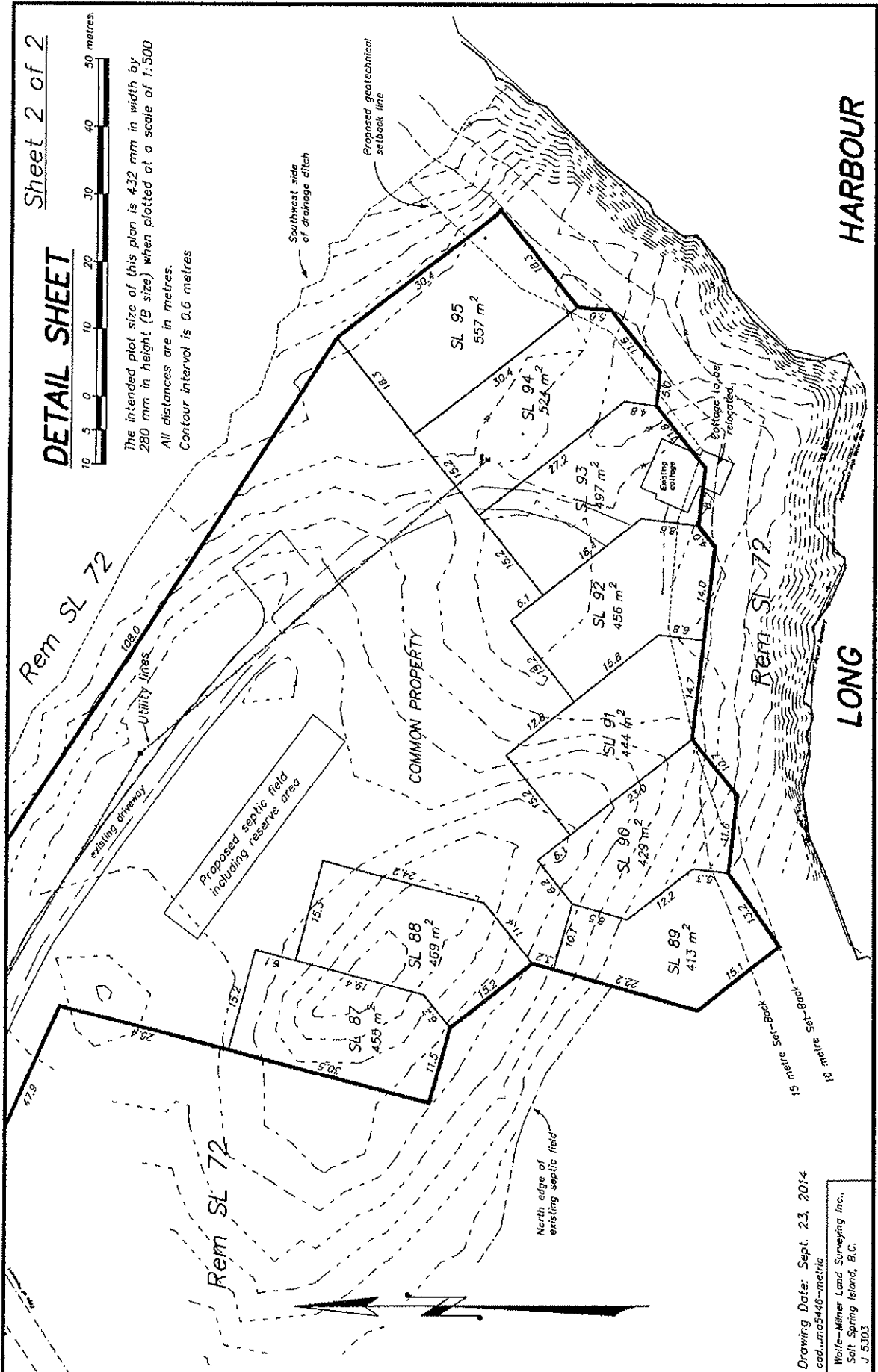




DETAIL SHEET



The intended plot size of this plan is 432 mm in width by 280 mm in height (B size) when plotted at a scale of 1:500. All distances are in metres. Contour interval is 0.6 metres.



HARBOUR

LONG

Drawing Date: Sept. 23, 2014

Wolf-Miller Land Surveying Inc.
Salt Spring Island, B.C.
J 5303



Making a difference...together

**Minutes of the Regular Meeting of the Salt Spring Island Trails Advisory Committee
Held January 13, 2015, School Board Meeting Room, 112 Rainbow Road, Salt Spring
Island, BC**

DRAFT

Present: Members: (Chair) Rob Wiltzen, Phillip Grange, Kees Ruurs, Herb Otto, Matt Kellow, Stefan Cermak, Nieke Visser, William Schulze, Gary Quiring, Jean Gelwicks, Judy Fry

Staff: Dan Ovington, PARC Manager; Erin Jory, Recording Secretary

Absent: John Borst, Maureen Milburn, Maxine Leichter

Chair Wiltzen called the meeting to order at 5:03pm.

1. Approval of Agenda

MOVED by K. Ruurs, **SECONDED** by J. Gelwicks,

That the agenda be approved with the addition of items 5.4 Island Pathways – Partners Creating Pathways Update, 5.5 Burgoyne Bay Signage, 5.6 Salt Spring Trail and 7.3 Mountain Biking.

CARRIED

2. Adoption of Minutes

MOVED by P. Grange, **SECONDED** by H. Otto,

That the minutes of the meeting of June 10, 2014 be adopted.

CARRIED

3. Presentations/Delegations

There were no presentations/delegations.

4. Reports – Verbal

The Chair did not provide a report.

5. Reports

5.1. Trail Update from PARC Staff

- Mouat Park trail counter statistics (actual data as opposed to anecdotal) provided to Committee to show where maintenance needs are required.
- Committee members requested further counters in Channel Ridge and elsewhere.
- Cost for counters include software, reader, units are \$500 each – Island Pathways requested consideration to rent trail counters in future.

5.2. 2015 park Operations Work Plan

- Presented by PARC Manager
- Committee had following suggestions:
 - More visible containers for dog waste disposal in Duck Creek.

- Western part of Mouat Park on TAC radar for many years, would like to coordinate with Island Pathways for 2015.
- Access point to Mouat Park at Atkins Road, along with all other loops and plans to West part of park, might need a Licence of Occupation from Ministry of Transportation to develop such an access point.
- What is the plan for Liberty Hall Lane? The work that has been done, the survey, is starting to disappear into the forest. If left for much longer, it might be difficult to ascertain it's location.

5.3. Trail Update from TAC Members

PARC's trail maintenance from mountain biking perspective, the trees are not cut back far enough.

5.4. Island Pathways – Partners Creating Pathways Update

- Special new grant received to do a second project in 2014 across from Harbour House from Mobys Pub up to corner of Lower Ganges Road. Contractors have been notified and walkabout took place on January 9, 2015. Received a Transportation Innovation Infrastructure Grant as a result of solar-lit kiosk to be placed where bench is down the stairs across from Harbour House, to include interpretive panels including artwork and natural history of Ganges Harbour, First Nations, and Settlers. Solar lighting will reduce vandalism and allow night viewing of panels.
- 2015 project going up Rainbow Road in front of Farmer's Institute, and maybe go up Atkins to connect previous pathway on east side.
- Long term Waste Management zoned CF2 – when Mouat Park changed hands made it one long strip, that portion kept its zoning, but subdivision boundary was changed. The Local Trust Committee is considering the Industrial Advisory Planning Commission's recommendation to amend zoning in and around the recycle depot to maintain long term waste management uses in the area.

5.5. Burgoyne Bay Signage

- Met with BC Parks to form subcommittee for signage in Mt. Maxwell and Burgoyne Parks. Agreement made after 1.5 years of discussions, with funds provided for trails and signage. Approximately 20 signs to be erected at trail heads on Mt. Maxwell (materials, printing etc. accomplished within \$1000 budget.) Signs are being designed and should be installed within next month or two. Once complete, Phase 2 will be commenced from Burgoyne Bay up to Mt. Sullivan. Agreed on trails with BC Parks, but will deal with that phase once Mt. Maxwell complete.

5.6. Salt Spring Trail

- Received letter of approval from PARC; Joe Benning at BC Parks has agreed that Girlfriend Trail is approved. First section will go from Burgoyne to Trustees Trail on Mt. Erskine.
- Chamber of Commerce indicated these trails need to be built as soon as possible.

6. Outstanding Business

6.1. Bethel Trail SRW

- Negotiated an SRW with executive members of Pentecostal Church, but nothing finalized as it was not on the agenda. Is on PARC agenda for January 19th meeting.

Negotiation includes clause that if property sells a new negotiation must take place to include SRW.

- Discussion on how to dedicate land for park.

6.2. Bryant Hill Park and Andreas Vogt Nature

- Recently received word from Crown Land that PARC can maintain land starting at Bryant Hill and continuing to Andreas Vogt. Trail crew could work it out if they have time.
- Discussion that trail development might interfere with Nature Reserve negotiation and nothing should be built until those negotiations are complete: it is landlocked and Crown has no land surrounding it.

7. New Business

7.1. Review Terms of Reference – “Membership”

- Mandate of TAC and decision made to change from advisory committee to stakeholder group. Some issues have arisen in that some groups have been formally represented who may not be included in Closed Meetings.
- Revisit the mandate to original intent – discussion, then Motion:

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 under the bullet “membership” of the mandate of the Salt Spring Island Trails Advisory Committee membership agreement: “the Salt Spring Island Parks and Recreation Commission appoint members”, with the remainder of the existing clause struck.

CARRIED

7.2. 2015 TAC Work Plan Discussion

- Goals/Objectives need to be determined.
- Look at summary for planning beyond 2015 prepared by P. Grange for new PARC Manager – contains everything for PARC staff and TAC’s previous discussions.
- Focus on the gaps – whenever opportunity comes up to either close or open a gap, keep the focus on making trails where they could or should be.
- A lot of trails are unofficial creating de facto trail network – decide which ones are going to be kept.
- 2015 Meeting Schedule - Every second month was decided, starting in March, 2015 forward.
- TAC should identify priorities from P. Grange’s document and report to PARC manager.
- TAC requires documentation/budget for trails.
- Non-PARC maintenance: Trail and Nature Club organizes maintenance, but between the paid v. unpaid – some trails are overmaintained where others are undermaintained – eg. Mt. Erskine. Is there room to organize non-paid labour with the trail maintenance structure?
- Erskine off Juniper trail counters needed – PARC has no jurisdiction; it is Salt Spring Conservancy and Islands Trust.
- TAC requires more formal feedback mechanism for issues and general trail maintenance.
- Agreement with former PARC manager to be notified of fallen trees on any trails.

- Friends of Strathcona handles maintenance in Strathcona Park. Perhaps create Friends of Erskine group. Trail and Nature Club has agreement with BC Parks to allow for maintenance to be carried out. Sub-group could be formed to accomplish this.
- Trail across from 1110 Sunset needs ditching.
- Trails Crew returning in February and March.

7.3. Mountain Biking

- Pump track in Mouat park was discussed in 2014. W. Schulze met with former PARC Manager who was very interested in the idea; however location was a problem; perhaps combined with other needs (ball field etc.). Outspoken Bike Shop owner interested, but a group needs to be created to spearhead a pump track. One hectare is required, could even be contained in one acre.
- Mountain biking on Salt Spring is 15 years behind other Canadian and US communities.
- Island Pathways welcomes subcommittees to generate new ideas into reality: one member must sit on the Board, committee created separately.

8. Next Meeting held on Tuesday, March 10, 2015.

9. Adjournment

MOVED and **SECONDED** that the meeting be adjourned at 6:44 pm.

CHAIR

SENIOR MANAGER