



Making a difference...together

SALT SPRING ISLAND PARKS AND RECREATION COMMISSION

Notice of Meeting on **Monday, May 11, 2015 at 5:00 PM**

School Board Office, 112 Rainbow Road. Salt Spring Island, BC

Wayne McIntyre

Daniel Clements

Kees Ruurs

Garth Hendren

Matt Kellow (R)

Jon Suk

Sonja Collombin

Tom James (R)

Brian Webster (R)

(R) = Regrets

AGENDA

- 1. Approval of Agenda**
- 2. Adoption of Minutes of April 20, 2015**
- 3. Presentations/ Delegations**
 - 3.1 Recreation Excellence Quarterly Report – Jim Raddysh**
 - 3.2 Y-T-D Financial Report – Peggy Dayton, Senior Financial Analyst, CRD**
- 4. Reports-Chair and Director**
- 5. Outstanding Business**
 - 5.1 Project Status Report May 11, 2015**
 - 5.2 Solar – Rainbow Road Indoor Pool**
 - 5.3 Crime Prevention – Centennial Park**
 - 5.4 North Salt Spring Water District Rates**
- 6. New Business**
 - 6.1 Rowing Regatta on Long Harbour**
 - 6.2 Fees and Charges Report**

That the Salt Spring Island Parks and Recreation Commission recommends to the Capital Regional District Finance Committee

To approve the recommended fees and charges in Appendix A.
- 7. Next meeting June 15, 2015 5-7pm**
- 8. Adjournment**

For Information Only:

Attachment #1 Minutes from the April 8, 2015 with the Salt Spring Island Parks and Recreation Commission regarding the Recreation Needs Assessment

To ensure quorum, advise Dan Ovington 250 537 4448 if you cannot attend



Making a difference...together

**Minutes of the Regular Meeting of the
Salt Spring Island Parks and Recreation Commission
Held April 20, 2015 in the Public Library Meeting Room, 129 McPhillips Avenue,
Salt Spring Island, BC**

DRAFT

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

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

1. Approval of Agenda

MOVED by Commissioner Webster, **SECONDED** by Commissioner Ruurs,
That the agenda be approved by adding Item 5.3 – Letter from Islands Trust, and amending Item 6.4 to separate Saturday Market portion of report from discussion.

CARRIED

2. Adoption of Minutes

MOVED by Commissioner Hendren, **SECONDED** by Commissioner James,
That the minutes of the meeting of March 16, 2015 be amended and approved to include reference that Commissioner James left the meeting at 5:55pm and return at 6:30pm.

CARRIED

3. Presentations/Delegations

Detachment Commander Sgt. George Jenkins and Constable Gerard Kopperud of the Salt Spring Island RCMP detachment reported and answered questions on crime-prevention issues and suggestions for Centennial Park and Ganges core area. Vancouver RCMP headquarters have innovative crime prevention ideas for park designs, within the mission statement to make parks welcoming, inclusive places for everyone.

4. Reports Chair and Director

4.1 Chair Report

Attended the Salt Spring Island Transportation Commission meeting where a presentation was made by Nancy Kreiger for a boardwalk/bicycle path concept. The Salt Spring Island Parks and Recreation Commission will not be directly involved with planning but more so with implementation.

4.2 Director Report

- attended a meeting with Salt Spring Island trustees and trustees of North Salt Spring Water District re: consequences of new housing projects and intended playing fields. Will follow up and report at future meeting.

- Salt Spring Island Governance Study received approval from the province. Governance study and community engagement going forward and administered financially by the CRD to create terms of reference for selected committee, before completion date of March 31, 2016.
- working with Southern Gulf Islands on economic development issues and a concept for inter-island ferry (passengers and bikes only). Trying to create Le Tour des Iles on June 15, 2015, incorporating inter-islands and Sidney.
- attended Coastal Communities conference where a resolution was passed to the Union of BC Municipalities.

5. Outstanding Business

5.1 Project Status Report April 15, 2015

- Staff advised a revenue category has been added to show how administration is trying to recover some costs.
- Chair recognized efforts made by Manager in improving the bottom line since November through increased annual pool pass sales.

5.2 Crime Prevention – Centennial Park

Discussion on overall issues and consensus that Commission is not looking for a quick fix but rather long term, shovel-ready solutions prior to centennial grant application being made. Staff informed Commission that many recreation centres in greater Victoria have surveillance cameras installed, and Westshore parks are looking at implementing surveillance after recent violent crimes committed. Cost estimates are being sought for cameras.

MOVED by Commissioner Ruurs, **SECONDED** by Commissioner Clements,
That Staff acquire reports from Panorama Recreation and Westshore Recreation on surveillance systems.

CARRIED

5.3 Letter from Islands Trust dated April 12, 2015

A letter was received acknowledging receipt only, without any substantive response, of the letter dated April 12, 2015 from Director McIntyre and Chair Suk. Commissioner Ruurs noted that s. 941 of the *Local Government Act* states that Ministry of Transportation and Infrastructure governs decisions on subdivisions. Director can ask Trustees directly if they concurred with content of letter.

MOVED by Commissioner Ruurs, **SECONDED** by Commissioner Hendren,
That staff make efforts to contact Ministry of Transportation and Infrastructure on how the Commission can move forward re: Islands Trust letter dated April 12, 2015.

CARRIED

MOVED by Commissioner James, **SECONDED** by Commissioner Clements,
That the Chair of the Salt Spring island Parks and Recreation Commission draft a letter to the Salt Spring Local Trust Committee requesting an agenda item be added for the next meeting of the Salt Spring Local Trust Committee.

CARRIED

Chair left the meeting at 6:21pm. Vice-Chair stood in place of Chair.

6. New Business

6.1 Youth Week May 1 to 7, 2015

MOVED by Commissioner Clements, **SECONDED** by Commissioner Ruurs,
That the Salt Spring Island Parks and Recreation Commission allow free pool admissions during the Friday Night Madness session on May 7, 2015 to support BC Youth Week.

CARRIED

6.2 North Salt Spring Water District rates

Staff agreed to provide additional information at a future meeting.

6.3 Rainbow Road Indoor Pool 2015 – 2020 Life Cycle Report

A copy of the report from Stolz Mechanical Systems Services Inc. was reviewed.

6.4 Fees and Charges Report

Staff reviewed the report and noted that 47 annual pool passes were sold in March, 2015, totalling close to \$20,000 in new revenue.

MOVED by Commissioner Clements, **SECONDED** by Commissioner Ruurs,
That the Salt Spring Island Parks and Recreation Commission approve the recommended fees and charges in Appendix A of the Fees and Charges Report, excluding the Saturday Market in the Park fees and charges, which is deferred to the next meeting.

CARRIED

6.5 Recreation Needs Assessment

Staff advised that a questionnaire has been created and provided to recreation service providers on Salt Spring with the results to be collated to create an inventory and then categorized by age and/or type to identify any gaps.

7. Next meeting: May 11, 2015 at the School Board portable from 5:00-7:00pm.

8. Motion to Close the Meeting

MOVED by Director McIntyre, **SECONDED** by Commissioner James,
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 6:56pm.

The Commission rose from the closed session at 7:12pm without report.

9. Adjournment

The meeting was adjourned at 7:12pm.

CHAIR

SENIOR MANAGER

REPORT TO PARKS AND RECREATION COMMISSION OF SALT SPRING ISLAND, MAY 11, 2015

SUBJECT: RAINBOW ROAD INDOOR

ISSUE

To provide the commission with a quarterly report (Jan - March) 2015

BACKGROUND

The Rainbow Road Indoor Pool offers a variety of programs including:

1. Public sessions - Attendance Chart - see attached
 1. Early Bird Swim 6:30 am - 8:00 am Monday, Wednesday and Friday
 2. Lap & Leisure 9/10:00 am- 1:00 pm Monday to Friday
 3. Lap & Lesson 2:00 pm - 3:00 pm Monday, Wednesday and Friday
 4. Adult/Youth 1:00 pm - 2:00 pm Tuesday and Thursday
 5. Everyone Welcome 3:00 pm - 6:30 pm Monday, Tuesday, Wednesday, Thursday
 6. Evening Lap 6:30 pm - 8:00 pm Monday and Wednesday
 7. Friday Night Madness 6:30 pm - 8:00 pm Friday
 8. Toonier Swim 1:30 pm - 5:30 pm Sunday
2. Swim lessons
 1. January/February
 1. Friday Am Lessons - 39 registered
 2. Tuesday/Thursday Afternoon Lessons - 6 registered
 3. Monday/Wednesday Afternoon Lessons - 12 registered
 2. March - Spring Break - March 22 to April 5
 1. Monday to Friday - 26 registered
3. Aquafit classes - Attendance Chart - see attached
 1. Energizer 8:00 - 9:00 Monday, Wednesday and Friday
 2. Aquality 9:30 - 10:30 Monday, Wednesday and Friday
 3. Nooners 1:00 - 2:00 Monday, Wednesday and Friday
4. School programs
 1. Phoenix Elementary - January 8, 15, 22, 29 February 19 - March 5, 19 each visit average attendance of 40 swimmers
 2. GISS - Water Polo January 15, 22 - 20 registered
 3. SIMS - open swim two classes January 27 - 32 registered
 4. School Board Lessons - March 10, 12, 17, 19 - 42 registered
 5. Fernwood Family Night February 19 - 80 swimmers attended
5. Swim team - Stingrays Winter Maintenance - Tuesday and Thursday with an average attendance of 20 swimmers per visit over the three month period
6. Special events - Swim 4 Heart - February 15 - 40 participants

7. Other programs

1. National Lifeguard Service - February 14, 15, 28 March 1, 21, 22 - 4 registered
2. PARC Spring Break Day Program March 24, 26, 31 - average attendance of 11 swimmers

The program break down is as follows:

Year	Public Programs	Water Fit	Added Programs	Total
2013	7753	2116	2367	12236
2014	5024	1867	1701	8592
2015	6740	2374	1635	10749

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!

Summary Sheet for
Winter Quarter Jan - Mar (2013 - 2015)

Public Programs Year	January			February			March		
	2013	2014	2015	2013	2014	2015	2013	2014	2015
Early Bird	114	72	219	117	103	131	172	138	111
Lap & Leisure	718	370	744	674	520	711	709	457	641
Adult Youth	22	3	2	24	3	4	26	6	
Everyone W	886	270	576	752	447	601	893	653	532
Evening Lap	96	27	46	77	70	38		31	58
Everyone W Sat									
Parent & Pre									
SD 64	33	58	62	89	95	23	23	4	
Fri Swim Club									
Toonie	628	395	703	665	459	554	507	547	585
FN Madness	127	102	152	186	96	104	139	98	143
Totals	2624	1297	2504	2584	1793	2166	2469	1934	2070

Water Fitness	January			February			March		
	2013	2014	2015	2013	2014	2015	2013	2014	2015
Energizer	405	199	417	342	290	350	323	337	415
Nooner	172	71	246	175	204	181	173	198	170
Aqualite	176	145	219	156	192	183	189	231	193
Totals	753	415	882	673	686	714	685	766	778

Quarterly Totals

Public Programs			
2013			
Jan	Feb	Mar	Total
2642	2584	2469	7695
2014			
Jan	Feb	Mar	Total
1297	1793	1934	5024
2015			
Jan	Feb	Mar	Total
2504	2166	2070	6740

Added Programs			
2013			
Jan	Feb	Mar	Total
618	811	938	2367
2014			
Jan	Feb	Mar	Total
199	510	992	1701
2015			
Jan	Feb	Mar	Total
614	518	503	1635

Water Fitness			
2013			
Jan	Feb	Mar	Total
753	673	685	2111
2014			
Jan	Feb	Mar	Total
415	686	766	1867
2015			
Jan	Feb	Mar	Total
882	714	778	2374

SSI Community Parks Statement of Operations - 3 Months Ended March 31, 2015

	2015		2014		Actual Difference 2015 - 2014		Comments
	% of		Budget	YTD	\$	%	
	Budget	Budget					
DIRECT OPERATING REVENUES							
Rentals	35.2%	64,100	22,570	8,812	13,758	156.1%	
Recovery Cost	24.8%	3,570	886	886	0	0.0%	
Other	10.8%	3,700	400	1,873	(1,473)	(78.6%)	
TOTAL DIRECT OPERATING REVENUES	33.4%	71,370	23,856	11,571	12,285	106.2%	
DIRECT OPERATING EXPENSES							
Salaries & Wages	32.1%	193,330	61,981	50,476	11,505	22.8%	
Contract for Services	35.5%	21,500	7,622	2,850	4,772	167.4%	
Repairs & Maintenance	11.4%	36,700	4,190	4,714	(524)	(11.1%)	Purple Toque Productions
Signs & Advertising	77.5%	3,200	2,479	2,219	260	11.7%	
Supplies	18.5%	25,000	4,617	2,576	2,041	79.3%	
CRD Labour	0.0%	19,700	-	16,311	(16,311)	(100.0%)	
TOTAL DIRECT OPERATING EXPENSES	27.0%	299,430	80,889	79,146	1,744	2.2%	
INDIRECT OPERATING EXPENSES							
Travel & Vehicles	15.3%	21,220	3,255	3,100	155	5.0%	
Insurance & Fees	57.1%	5,250	2,998	-	2,998	0.0%	Survey Fee for Rotary foreshore
Security	21.8%	4,140	902	863	39	4.6%	
Telephone, water & electricity	24.7%	11,230	2,769	2,372	397	16.8%	
Internal Interest	0.0%	770	-	220	(220)	(100.0%)	
CRD Allocations	25.0%	69,640	17,410	16,862	548	3.2%	
TOTAL INDIRECT OPERATING EXPENSES	24.4%	112,250	27,334	23,417	3,917	16.7%	
INDIRECT REVENUES							
Recovery from Park Land Budget	0.0%	-	18,289	37,276	(18,987)	(50.9%)	
Interest Income	0.0%	120	-	-	-	0.0%	
Grants in Lieu	100.8%	310	312	331	(18)	(5.6%)	
TOTAL INDIRECT REVENUES	4325.9%	430	18,601	37,607	- 19,006	(50.5%)	
TRANSFERS & DEBT							
Transfer to Equip Replacement Fund	25.0%	10,200	2,550	2,550	-	0.0%	
Transfer to Capital Project	0.0%	-	-	-	0	0.0%	
Transfer to Capital Reserve Fund	0.0%	6,390	-	-	0	0.0%	
TOTAL TRANSFERS & DEBT	15.4%	16,590	2,550	2,550	0	0.0%	
NET BEFORE REQUISITION & PRIOR YEAR SURPLUS	19.2%	(356,470)	(68,316)	(55,935)	(12,381)	22.1%	
Requisition	0.0%	349,070	-	-	-	0.0%	
Prior Year Surplus Carry Forward	99.9%	7,400	7,396	1,080	6,316	584.8%	
	2.1%	356,470	7,396	1,080	6,316	584.8%	
NET SURPLUS/(DEFICIT)		-	(60,920)	(54,855)	(6,066)	11.1%	

SSI Community Recreation Statement of Operations - 3 Months Ended March 31, 2015

	% of Budget	2015		2014		Actual Difference 2015 - 2014		Comments
		Budget	YTD	Budget	YTD	\$	%	
DIRECT OPERATING REVENUES								
Program Fees	18.5%	31,300	5,793	30,400	2,724	3,069	112.7%	Spring Break Camps
Rentals	0.0%	-	-	-	-	0	0.0%	
TOTAL DIRECT OPERATING REVENUES	18.5%	31,300	5,793	30,400	2,724	3,069	112.7%	
DIRECT OPERATING EXPENSES								
Salaries & Wages	0.0%	23,920	-	23,450	-	-	0.0%	
Recreation Programs	1.7%	28,560	490	28,000	-	490	0.0%	
Repairs & Maintenance	0.0%	1,200	-	1,200	-	-	0.0%	
Information & Education	0.0%	8,790	-	8,640	-	-	0.0%	
Rentals	25.9%	800	207	790	157	50	31.7%	
Supplies & Other	14.7%	4,330	635	4,250	153	482	314.3%	
TOTAL DIRECT OPERATING EXPENSES	2.0%	67,600	1,333	66,330	311	1,022	328.9%	
INDIRECT OPERATING EXPENSES								
Travel	0.0%	10,330	-	10,130	-	-	0.0%	
Insurance	0.0%	510	-	480	-	-	0.0%	
CRD Allocations	25.0%	7,350	1,838	7,210	1,802	35	1.9%	
Other	0.0%	350	-	350	-	-	0.0%	
TOTAL INDIRECT OPERATING EXPENSES	9.9%	18,540	1,838	18,170	1,802	35	1.9%	
INDIRECT REVENUES								
Interest Income	0.0%	410	-	410	58	(58)	(100.0%)	
Grants in Lieu	87.2%	40	35	40	40	(6)	(13.7%)	
Other	0.0%	-	-	-	190	(190)	(100.0%)	
TOTAL INDIRECT REVENUES	7.7%	450	35	450	289	(254)	(87.9%)	
NET BEFORE REQUISITION & PRIOR YEAR SURPLUS	(4.9%)	(54,390)	2,658	(53,650)	900	1,758	195.4%	
Requisition	0.0%	41,860	-	38,210	-	-	0.0%	
Prior Year Surplus Carry Forward	100.0%	12,530	12,526	15,440	15,440	(2,914)	(18.9%)	
	23.0%	54,390	12,526	53,650	15,440	(2,914)	(18.9%)	
NET SURPLUS/(DEFICIT)		-	15,184	-	16,340	(1,156)	(7.1%)	

SSI Parkland Statement of Operations - 3 Months Ended March 31, 2015

	% of Budget	2015		2014		Actual Difference 2015 - 2014		Comments
		Budget	YTD	Budget	YTD	\$	%	
DIRECT OPERATING REVENUES								
Program Fees	0.0%	900	-	900	-	-	0.0%	
Rentals	0.0%	520	-	350	67	(67)	(100.0%)	
TOTAL DIRECT OPERATING REVENUES	0.0%	1,420	-	1,250	67	(67)	(100.0%)	
DIRECT OPERATING EXPENSES								
Salaries & Wages	15.6%	232,700	36,327	248,810	31,869	4,458	14.0%	
Program Development & Education	0.0%	26,300	-	19,880	740	(740)	(100.0%)	
Repairs & Maintenance	26.5%	17,820	4,720	17,500	1,022	3,698	361.8%	Field Mtce for Portlock
Contract for Services	0.0%	14,970	-	14,680	-	-	0.0%	
Planning Costs	2.0%	9,280	186	9,180	1,500	(1,315)	(87.6%)	
Supplies & Other	24.2%	18,610	4,506	18,250	2,613	1,894	72.5%	
CRD Labour	337.6%	6,870	23,193	6,770	23,335	(142)	(0.6%)	
TOTAL DIRECT OPERATING EXPENSES	21.1%	326,550	68,932	335,070	61,079	7,853	12.9%	
INDIRECT OPERATING EXPENSES								
Legal Expenses	11.2%	5,000	562	5,000	-	562	0.0%	
Travel	5.6%	4,500	252	6,530	174	78	44.7%	
Land Rental	90.9%	14,660	13,331	13,970	13,070	261	2.0%	
Telephone, water & electricity	14.8%	25,390	3,753	24,810	4,048	(295)	(7.3%)	
CRD Allocations	24.3%	252,220	61,210	182,490	43,906	17,304	39.4%	
Other	24.2%	21,190	5,120	22,890	3,309	1,811	54.7%	Appreciation dinner, survey fees re ballfield encroachment
TOTAL INDIRECT OPERATING EXPENSES	26.1%	322,960	84,228	255,690	64,507	19,721	30.6%	
INDIRECT REVENUES								
Grants in Lieu	100.4%	580	582	570	572	11	1.9%	
Other	0.0%	-	-	-	-	-	0.0%	
Internal Recoveries	29.3%	67,040	19,648	76,470	19,118	530	2.8%	
TOTAL INDIRECT REVENUES	29.9%	67,620	20,230	77,040	19,689	541	2.7%	
TRANSFERS & DEBT								
Transfer to Equip Replacement Fund	0.0%	-	-	25,000	6,250	(6,250)	(100.0%)	
Transfer to Capital Project	0.0%	-	-	45,900	-	-	0.0%	
Transfer to Capital Reserve Fund	0.0%	128,300	-	78,260	-	-	0.0%	
TOTAL TRANSFERS & DEBT	0.0%	128,300	-	149,160	6,250	(6,250)	(100.0%)	
NET BEFORE REQUISITION & PRIOR YEAR SURPLUS	18.8%	(708,770)	(132,930)	(661,630)	(112,081)	(20,850)	18.6%	
Requisition	0.0%	658,640	-	638,090	-	-	0.0%	
Prior Year Surplus Carry Forward	100.0%	50,130	50,130	23,540	23,540	26,590	113.0%	
	7.1%	708,770	50,130	661,630	23,540	26,590	113.0%	
NET SURPLUS/(DEFICIT)		-	(82,800)	-	(88,541)	5,741	(6.5%)	

1.453 SSI Pool

2015
March Budget

Cost Center Group: 101856
SSI Swimming Pool Revenue

410400 Sale - Apparel	(63)	(1,500)	(59)	(1,500)
420600 Donations	(1,000)	-	(446)	-
422300 Recovery Cost	-	(600)	-	(600)
429000 Interest Income	-	(1,109)	-	(1,110)
430010 MFA Debt Reserve Fund Earnings	(669)	(670)	(631)	(630)
430010 Grant in Lieu - Fed	-	-	(116)	(120)
430020 Grant in Lieu - PCC	-	(733,000)	-	(733,000)
466000 Requisition	(10,979)	(10,960)	(26,220)	(28,220)
490000 Surplus	(12,711)	(747,859)	(29,471)	(765,180)

Total

Cost Center Group: 101857
SSI Pool Debt Admin Expenses

537040 Transfers to Capital Reserve Fund	-	-	-	-
547070 Transfers to ERF	5,000	20,000	5,000	20,000
570010 Interest - Internal	-	2,780	303	2,780
570050 MFA Debt Reserve Fund	-	1,110	-	1,110
570100 Principal Payment	-	144,830	-	144,830
570110 Interest Payment	-	131,470	-	131,470
730345 Alloc Recovery	(26,813)	(107,250)	(16,155)	(64,620)

Total

Cost Center Group: 101878

403000 Fees - Program	141,339	572,770	137,689	558,930
403000 Fees - Program	-	940	-	910
403000 Fees - Program	-	30	-	30
403000 Fees - Program	-	6,570	-	6,440
403000 Fees - Program	-	420	-	310
403000 Fees - Program	1,696	12,690	3,136	12,300
403000 Fees - Program	104	580	144	570
403000 Fees - Program	-	10,000	2,165	10,000
403000 Fees - Program	-	350	-	350
403000 Fees - Program	446	1,970	506	1,930
403000 Fees - Program	-	10,570	-	10,360
403000 Fees - Program	3,569	11,410	1,303	11,220
403000 Fees - Program	328	1,690	302	1,560
403000 Fees - Program	628	2,330	132	2,290
403000 Fees - Program	2,300	9,200	2,237	8,950
403000 Fees - Program	20,857	105,200	24,792	95,160
403000 Fees - Program	-	1,200	-	1,200
403000 Fees - Program	293	-	86	-
Total	171,561	747,920	172,503	722,610

Cost Center Group: 101911
SSI Swimming Pool Youth Revenue

403000 Fees - Program	(5,962)	(27,000)	(4,615)	(27,000)
Total	(5,962)	(27,000)	(4,615)	(27,000)

Cost Center Group: 101912
SSI Swimming Pool Adult Revenue

403000 Fees - Program	(56,533)	(166,000)	(34,839)	(166,000)
Total	(56,533)	(166,000)	(34,839)	(166,000)

Net (Surplus)/Deficit

92,726

1.455 SSI Comm Parks

	2015		
	March	Encumb.	Total
413600 Sale - Recyclables	-	-	(200)
420600 Donators	(400)	-	(3,500)
420800 Rentals	(22,570)	-	(64,100)
422300 Recovery Cost	(886)	-	(3,570)
429000 Interest Income	-	-	(120)
430000 Grant in Lieu - Fed	(312)	-	(312)
430020 Grant in Lieu - PCC	-	-	-
486000 Requisition	(7,396)	-	(349,070)
490000 Surplus	(31,564)	-	(7,400)
Total	58,706	-	(428,270)
587000 Building - Interest Term Expense	(583)	-	166,920
587000 Building - Depreciation	3,858	-	-
587000 Building - Repairs	404	-	26,410
587000 Building - Utilities	2,851	-	1,060
587000 Building - Insurance	220	-	20,160
587000 Building - Maintenance	7,622	-	690
587000 Building - Fuel	-	-	21,500
587000 Building - Security	-	-	550
587000 Building - Other	-	-	20
587000 Building - Other	-	-	4,430
587000 Building - Other	-	-	40
587000 Building - Other	-	-	210
587000 Building - Other	-	-	7,960
587000 Building - Other	2,704	-	16,790
587000 Building - Other	1,487	-	250
587000 Building - Other	-	-	6,890
587000 Building - Other	-	-	4,000
587000 Building - Other	-	-	550
587000 Building - Other	2,479	-	2,650
587000 Building - Other	2,998	-	-
587000 Building - Other	902	-	4,140
587000 Building - Other	901	-	4,900
587000 Building - Other	-	-	810
587000 Building - Other	1,403	-	5,610
587000 Building - Other	857	-	3,430
587000 Building - Other	15,150	-	60,600
587000 Building - Other	1,648	-	5,640
587000 Building - Other	878	-	6,470
587000 Building - Other	254	-	2,660
587000 Building - Other	3,390	-	11,090
587000 Building - Other	95	-	95
587000 Building - Other	-	-	1,780
587000 Building - Other	-	-	3,000
587000 Building - Other	-	-	770
587000 Building - Other	21,846	-	19,700
Total	130,070	-	411,680
600000 Labour Recovery	(40,135)	-	(40,135)
547040 Transfers to GRF	-	-	6,390
547060 Transfers to GCF	-	-	-
547070 Transfers to ERF	2,550	-	10,200
Total	2,550	-	16,590
Grand Total	60,920	-	-

1.458 SSI Comm Rec

2015 Budget 2014 Budget

Cost Center Group: 100650
 SSI Community Rec Day Camp Summer

	2015 Budget	2014 Budget
4030000 Fees - Program	-	(28,800)
Total	-	(28,800)

Cost Center Group: 100671
 SSI Community Rec Tennis Court

	2015 Budget	2014 Budget
4030000 Fees - Program	-	(2,724)
Total	-	(2,724)

Cost Center Group: 100674
 SSI Community Rec Revenue

	2015 Budget	2014 Budget
4030000 Fees - Program	(6,208)	(2,500)
4208000 Rentals	-	-
4223000 Recovery Cost	-	(190)
4271100 User Charge - NSF Check	-	(58)
4290000 Interest Income	(35)	(40)
4300000 Grant in Lieu - Fed	-	(41,850)
4860000 Requisition	(12,526)	(15,440)
4880000 Surplus	(18,769)	(57,340)
Total	(37,038)	(115,708)

Cost Center Group: 100675
 SSI Community Rec Admin Expense

	2015 Budget	2014 Budget
5000000	229	1,220
5001000	-	130
5002000	-	-
5003000	-	350
5004000	107	30
5005000	100	570
5006000	-	230
5007000	-	100
5008000	22	-
5009000	-	8,790
5010000	490	28,560
5011000	63	300
5012000	-	53
5013000	300	1,200
5014000	133	630
5015000	1,405	5,620
5016000	-	-
5017000	-	50
5018000	-	101
5019000	415	-
Total	3,264	47,770

Cost Center Group: 100679
 SSI Community Rec Tennis Court

	2015 Budget	2014 Budget
5000000 R&M Exp Structures	-	1,200
Total	-	1,200

Cost Center Group: 100681
 SSI Community Rec Daycamp Expense

	2015 Budget	2014 Budget
5002800 Auxiliary Wages	-	23,450
5010000 Travel Expense	-	10,130
5020000 Telecommunications	-	200
5140000 Advertising	-	440
5381300 Supplies - Operating	321	2,230
Total	321	36,450

(15,184)

(16,340)

1.459 SSI Park Land & Rec

	2015		Total	Budget	2014	
	March	Encumb.			March	Budget
514010 Postage & Freight	260	-	260	730	227	720
514020 Courier & Express	149	-	149	-	-	-
514030 Advertising	185	-	185	2,600	-	2,550
514060 Program Development	-	-	-	20,160	740	19,880
514230 Volunteer Appreciation Dinner	957	-	957	6,140	-	2,040
514250 Information & Education	-	-	-	-	-	-
514310 Survey Fees	583	-	583	-	-	-
514400 Staff Training & Development	324	-	324	2,650	231	2,600
514420 Memberships & Pro Dues	-	-	-	580	60	570
514450 Moving Expenses	-	-	-	-	-	-
514480 Planning Costs	186	-	186	9,280	1,500	9,180
514500 Computer Programming Support - External	2,022	-	2,022	2,080	2,022	2,040
514590 Security	-	-	-	2,440	431	2,390
514880 Meeting Expenses	188	-	188	500	46	620
515100 Land Title Costs	-	-	-	100	13	100
515360 Licenses Software	-	-	-	5,420	-	5,420
530010 Alloc - Finance & Corp Svc	2,333	-	2,333	9,330	1,922	7,690
530050 Alloc - Real Estate Officer	-	-	-	5,730	-	5,620
530150 Alloc - HR	1,355	-	1,355	5,420	1,345	5,380
530290 Alloc - RP Service	-	-	-	-	-	-
530345 Alloc - Contr Rec Ctr	26,813	-	26,813	107,250	16,155	64,620
530450 Alloc - SSI EA Mgmt	26,953	-	26,953	107,810	20,777	83,110
530460 Alloc - SSI Parc Admin	-	-	-	320	-	-
530750 Alloc - Network Services - Fixed	180	-	180	720	180	720
530770 Alloc - IT Services	3,172	-	3,172	14,020	3,128	13,760
531010 Alloc GIS Needs	405	-	405	1,620	398	1,590
538000 Supplies Office	953	-	953	5,300	963	5,200
538030 Supplies & Rental - Photocopy	2,624	-	2,624	3,180	-	3,120
538320 Supplies - Computer Software/Upgrades	0	-	-	-	1,070	-
570010 Interest - Internal	-	-	-	980	279	960
590000 Purchases - Engineering Structures	-	-	-	-	-	-
600000 Labour Consumption	2,365	-	2,365	570	2,345	560
Cost Center Group: 100690	88,418	-	88,418	411,660	64,035	352,640
SSI Rec Parks Land Residences Expense						
500280 Auxiliary Wages	-	-	-	-	-	940
508060 R&M Eng Structures - Parks/Grounds	-	-	-	770	-	770
535090 Electricity	21	-	21	110	19	100
538290 Supplies - Operating - Grounds	-	-	-	2,120	-	2,080
Cost Center Group: 100691	21	-	21	3,000	19	3,890
SSI Rec Parks Land General Expense						
500000 Salaries - Full/Part Time Regular	1,585	-	1,585	45,340	4,045	43,830
600000 Labour Consumption	10,310	-	10,310	-	9,812	-
	11,895	-	11,895	45,340	13,857	43,830

Cost Center Group: 100690
SSI Rec Parks Land Residences Expense

500280 Auxiliary Wages	-	-	-	-	-	940
508060 R&M Eng Structures - Parks/Grounds	-	-	-	770	-	770
535090 Electricity	21	-	21	110	19	100
538290 Supplies - Operating - Grounds	-	-	-	2,120	-	2,080

Cost Center Group: 100691
SSI Rec Parks Land General Expense

500000 Salaries - Full/Part Time Regular	1,585	-	1,585	45,340	4,045	43,830
600000 Labour Consumption	10,310	-	10,310	-	9,812	-
	11,895	-	11,895	45,340	13,857	43,830

1.459 SSI Park Land & Rec

	2015		2014	
	March	Encumb.	Total	Budget
500000 Salaries - FullPart Time Regular	1,094	-	1,094	108
500280 Auxiliary Wages	-	-	-	367
503130 Contract for Services	159	-	159	442
508060 R&M Eng Structures - Parks/Grounds	-	-	-	2,910
535100 Garbage Disposal	-	-	-	800
538290 Supplies - Operating - Grounds	3,230	-	3,230	581
600000 Labour Consumption	451	-	451	-
	96	-	96	10,820
	-	-	-	250
	1,680	-	1,680	2,009
	640	-	640	580
	290	-	290	-
	-	-	-	2,220
	7,833	-	7,833	9,638
	15,473	-	15,473	13,827
				71,080

Cost Center Group: 100695

SSI Rec Parks Land Fulford Ballpark

500000 Salaries - FullPart Time Regular	93	-	93	-	1,780
500280 Auxiliary Wages	-	-	-	-	510
503130 Contract for Services	-	-	-	-	3,440
508060 R&M Eng Structures - Parks/Grounds	1,331	-	1,331	-	2,040
535100 Garbage Disposal	-	-	-	-	150
538290 Supplies - Operating - Grounds	-	-	-	-	-
600000 Labour Consumption	13,331	-	13,331	13,070	13,970
	-	-	-	-	510
	-	-	-	-	250
	1,073	-	1,073	54	-
	15,829	-	15,829	13,124	22,650

Cost Center Group: 100696

SSI Rec Parks Land Waterfront

500000 Salaries - FullPart Time Regular	176	-	176	50	3,340
500280 Auxiliary Wages	-	-	-	-	1,000
503130 Contract for Services	-	-	-	-	11,240
508060 R&M Eng Structures - Parks/Grounds	-	-	-	-	1,220
535100 Garbage Disposal	-	-	-	-	410
538290 Supplies - Operating - Grounds	-	-	-	-	200
600000 Labour Consumption	1,288	-	1,288	964	-
	1,463	-	1,463	1,014	17,410

1.459 SSI Park Land & Rec

Cost Center Group: 100699
 SSI Community Parks Transfer to Own Fund

	2015		Total	Budget	2014	
	March	Encumb.			March	Budget
547040 Transfers to Comm Parks CRF 101603	-	-	-	128,300	-	78,260
547060 Transfers to GCF 191060	-	-	-	-	-	45,900
547070 Transfers to SSIPOOLERF	-	-	-	-	-	18,150
547070 Transfers to SSIRECERF	-	-	-	-	6,250	6,850
	-	-	-	128,300	6,250	149,160

Cost Center Group: 101485
 SSI Rec Parks Land Skate Park

500000 Salaries - Full/Part Time Regular	89	-	89	2,550	71	1,700
500280 Auxiliary Wages	-	-	-	-	-	260
508060 R&M Eng Structures - Parts/Grounds	-	-	-	530	-	520
535100 Garbage Disposal	-	-	-	320	-	310
600000 Labour Consumption	324	-	324	-	521	-
	414	-	414	3,400	592	2,790
	82,800	-	82,800	-	88,541	-

SSI Parks & Rec Equipment Replacement Funds
2015

	<u>Beginning Balance</u>	<u>Added</u>	<u>Spent</u>	<u>Ending Balance</u>
SSIPOOL.ERF				
EI0066 Interest Alloc	212,581	5,000	-	217,581
E00245 SSI Equipment - Pool	(95,673)	-	(20,524)	(116,197)
Total SSI POOL.ERF	116,908	5,000	(20,524)	101,384

	<u>Beginning Balance</u>	<u>Added</u>	<u>Spent</u>	<u>Ending Balance</u>
SSIPRK.ERF				
EI0028 - Interest Alloc	166,004	2,550	-	168,554
E00660 - SSI Parc Equip Cmty Parks	(15,286)	-	-	(15,286)
E00934 - 2004 Express Custom Trailer	(2,893)	-	-	(2,893)
E00984 - 2006 Dodge Ram	(28,131)	-	-	(28,131)
EZ1103 - 2011 Mower	(14,342)	-	-	(14,342)
E12010 - 2012 Chevrolet Silverado	(33,673)	-	-	(33,673)
Total SSIPRK.ERF	71,679	2,550	-	74,229


	<u>Beginning Balance</u>	<u>Added</u>	<u>Spent</u>	<u>Ending Balance</u>
SSIREC.ERF				
EI0029 Interest Alloc	63,774	-	-	63,774
E00550 SSI COMM REC -Equipment	(25,219)	-	-	(25,219)
E00753 SSI Parc Office Equipment	(10,387)	-	(1,801)	(12,188)
Total SSIREC.ERF	28,169	-	(1,801)	26,368
Grand Total	216,756	7,550	(22,324)	201,981

SSI Parks & Recreation
2015 Capital Reserves and Projects Activity

	<u>Beginning Balance</u>	<u>Added</u>	<u>Interest Income</u>	<u>Spent</u>	<u>Ending Balance</u>
SSI Pool Capital Reserve	57,476	-	351	-	57,827
SSI Comm Parks Capital Reserve	47,580	-	251	-	47,831
SSI Comm Parks Capital Reserve	22,193	-	265	-	22,458
SSI Parks/Rec CRF	85,576	-	401	-	85,977
SSI Parks/Rec CRF	409,891	-	2,207	-	412,098
SSI Park Land Acquisition	524,220	-	3,203	-	527,423
SSI Park 2nd Service Capital Reserve	26,319	-	161	-	26,480
Grand Total	1,173,254	-	6,839	-	1,180,093
Capital Project Fund					
2015 Boardwalk	42,726	-	-	(32,127)	10,599

Project	Comments <i>ITALICS New Information</i>	Capital Reserve (C) General Revenue (O) Actual (A) Revenue (R) Grant Funded (G)
1. TRAILS and BEACH ACCESSES		
1.1 Beddis Beach Park Water Access	Retaining wall repairs - An approved application was received February 10, 2015. Project date approval from the Department of Fisheries has been requested.	Development \$10,855 (C) \$578 (A)
1.2 Heron Sign located at the end of Kanaka Rd.	<i>Drawing by the Outdoor Student Art installation project</i> <i>*Sign donated by SSI Conservancy</i>	\$110 (O) \$110 (A)
1.3 Grace Point Boardwalk	A mandatory site meeting took place January 7 th . Three contractors submitted a bid for the project. Lighthouse Ventures Ltd. was the successful contractor. Work was completed and a site visit was done on March 17, 2015	\$45,000 (C) revised \$39,714 (A)
1.4 Spring Maintenance	Walk all trails, trim, identify hazards and add to work plan	
1.5 Fern Creek Trail	Repair Stairs, Removal of trees.	\$2000 (O)
1.6 Duck Creek	Upgrades, finish interpretative signage	\$5000 (C) \$450
1.7 Quarry Beach	Upgrades	\$1000 (O)
1.8 Harrison Baker	Upgrades	\$500 (O)
1.9 Vesuvius Beach Access – off Tantramar	Upgrades	\$1000 (O)
2.0 Trincomali Heights – loop	SRW to be negotiated, construct trail (Labour x 3 weeks)	\$7500 (C)

2. RECREATION AND PARK PROJECTS		
2.1 Summer Camps	<i>2015 Summer Student Grant application deadline is January 14, 2015. This application was approved and PARC has received funding support of \$5.13/hr for two summer staff</i>	\$4515 (G)
2.2 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. 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.	
2.3 Mouat Park	Wheelchair accessible, structure-educational use, parking area potholes. Charcoal Beds Restoration Project (\$12,000 – Grant to the Japanese Garden Society)	\$5000(C) \$6350 (G) \$2500 (C)

Project	Comments <i>ITALICS New Information</i>	Capital Reserve (C) General Revenue (O) Actual (A) Revenue (R) Grant Funded (G)
2.4 Rotary Park	<p>Upgrades - New garbage containers have been installed. The Rotary Park signs has been removed and is being refinished. Abandoned boats have been removed from the Rotary dock.</p> <p>Tenure Replacement - The tenure with the Ministry of Forests, Lands and Natural Resources, expired on July 31, 2014. The license has been renewed.</p>	<p>\$5000 (O) \$1425 (A) \$1300 (G)</p> <p>\$3,147 (O) \$3,147 (A)</p>
2.5 Centennial Park	Rocking horse installed at Centennial Park March 17	
2.6 Centennial Grants	CRD grants and bylaw office will notify us when the 2017 Centennial Grants become available.	
2.7 Spring Break Adventure Camp	PARC piloted a M-Th camp over the two weeks of spring break. There were a total of 26 registrations generating \$3166 in revenue. PARC also offered a Young Chef Camp sponsored by Thrifty Foods that had nine registrants generating \$720 in revenue.	<p>\$3860 (A) \$1200 (G) \$3886 (R)</p>
2.8 Clean Air Bylaw	CRD's Clean Air Bylaw came into effect on April 1, 2015. This bylaw bans smoking in public parks and trails. New Garbage cans and signage have been installed at Centennial Park and Rotary Park.	100 signs were paid for by CRD's Health Department
2.9 Recreation Needs Assessment	<p><i>Phase one – create an inventory of current recreation programs offered on SSI, categorize current program offerings by age group and category</i></p> <p><i>Phase two – Conduct Focus groups with community stakeholders</i></p>	\$5000 (O)
2.10 Peace Park	<i>Park staff were contracted by the Japanese Garden Society to complete repairs in the Japanese Garden in preparation for the 5th Annual Blossom Picnic that was held on April 18</i>	<p>\$5000 (G) TBA (A)</p>
2.11 Fulford Ball Field	 <p><i>Staff re- worked the infield and re- built the roof on the home dugout in preparation for the 1st Girls Softball game May 2.</i></p>	<p>\$4750 TBA (A)</p>

Project	Comments <i>ITALICS New Information</i>	Capital Reserve (C) General Revenue (O) Actual (A) Revenue (R) Grant Funded (G)
3. INDOOR POOL PROJECT ITEMS		
3.1 Swim 2 Survive Grant	A grant to provide all grade three students in SD64 with three one hour swim lessons has been submitted to 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.	\$1295 (G)
3.2 BCRPA Family Day Grant	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 6-9 th .	\$1000 (G)
3.3 Discounted Pool Pass (March)	On Monday December 15, 2014 the Commission approved the sale of a discounted annual pool pass at the price of \$393.50 for adults and \$256 for children for one month prior to the 2015 fees and charges review. During the month of March 47 Annual Passes were sold. In 2014 a total of six annual passes were sold.	\$19,774 (R)

4. MARKETING		
4.1 Leisure Guide	The Spring Summer Leisure Guide has been distributed at 42 island locations	\$8640 (O) \$2750 (A)
4.2 Website Design	New program application fillable form- in available on the CRD website and in the Spring Summer Leisure Guide. A request for a sub-sites (outside the CRD website template like Panorama Recreation) will be reviewed by the Website Steering Committee.	
4.3 Facebook	292 Likes! A Facebook page was created to allow for inexpensive advertising targeting specific demographics on SSI.	\$10 (O)
4.4 Road Sign	The chalk board on Vesuvius Bay Road is being mounted with stringers to hold signage that can be changed out each week. The main purpose of the signage will be to advertise PARC programs and events but community groups can also apply to have their information displayed.	\$600 (O)

Rainbow Rd. Aquatic Centre- Solar PV retrofit



Kjell Liem

Saltspring Solar Ltd.

April 2015

Table of Contents

Introduction	3
Site Analysis	4
System Sizes	4
• 6kW	4
• 12kW	5
• 16kW	5
Business Case	6
Appendix	7
• Note 1 Reference for BC Hydro Rates	7
• Fig 1 Rainbow Rd. Electrical Consumption	7
• Figure 2 Heat Pumps	8
• Figure 3 Heat Exchanger	8
• Figure 4 Chiller	9
• Figure 5 Panel C	9
• Figure 6 Site Information	10
• Figure 7 6kW Production Table	10
• Figure 8 12kW Production Table	11
• Figure 9 16kW Production Table	12
• Figure 10 Comparitave Production Graph	13

Introduction

In December, 2014 the Salt Spring Community Energy Group was contacted by Salt Spring Island Parks and Recreation about using solar energy to heat the water at the Rainbow Rd. indoor pool. A site visit was arranged, measurements were taken of the solar insolation available, a review of the electrical infrastructure was undertaken and estimates of three sizes of PV systems were produced. This report will briefly describe the heating system in place at the pool, the rationale for PV as an amendment for the facility, a description of 3 sizes of PV installations, and a suggestion about the cost recovery of each of the system sizes.

Pool Energy use and the HVAC system

Based on a review of BC Hydro Bills from Dec 11, 2013 to Dec 2014 the Pool consumes 1,026,492kWh/yr. The rate class is the Large General Service Conservation Rate. Based on 10 months of financial record I estimate the 2014 annual costs to be \$70,951. This figure includes the 1) Basic Charge, 2) Energy Charge per kWh Part 1, 3) Energy Charge per kWh Part 2, 3) the Demand Charge, 4) the Power Factor Surcharge, 5) The Conservation Rate 6) Rate Rider, 7) GST, 8) PST. [See note1 for link to rate description].

The Pool uses two air to water heat exchangers [see figure 2&3] to heat the pool, domestic water system, and the air. This system is integrated into the dehumidification system and cannot be replaced with another heat source without adding an additional addressing humidity control of the facility. By design, the temperature of the water in the system is moderated by a chiller [see figure 4] during times of the passive solar gain. The building's air temperature heats up when the sun is shining, the heat pump extracts the heat, and excess heat is cooled outside the building by the chiller. For this reason, the logical application of solar is to use the PV generated electricity to offset the electrical consumption including the electrical energy consumed by the chiller.

Site Analysis

The electrical infrastructure was found to have ample capacity to retrofit a PV Solar system without any significant equipment upgrades. Panel C [see figure 5] was determined to be most assessable to the PV circuit, as well as having ample space for the new breakers. There were no issues with the main service panel and point of interconnection with the BC Hydro grid.

The steel roof looks to be in good repair, and accommodates a standard racking and clamping system that prevents the need to penetrate the roofing material with fasteners.

The solar exposure is also very good. The western portion of the south facing roof presents a mostly unobstructed exposure to the sunpath as recorded by a Solar Pathfinder study with 93.5% of the solar radiation available.

System Sizes

For the purposes of this report, I have produced the design and data for three options of system sizes. I have chosen these sizes to optimize the equipment specifications, as well as to present some options for a range of budgets. Below is a description of a 6kW system, a 12kW system, and a full size 16kW system.

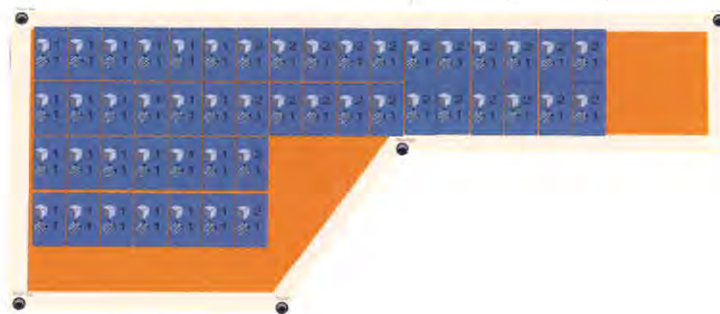
The 6kW system



The 6kW is a tidy 24 panel system that will generate 6,377kWh per year with annual revenue of approximately \$631.40 at the LRMC or “long-run marginal cost-based price” as of April 2015. (This was formerly know as the Conservation Rate. It’s a rate based on energy savings over the facilities baseline). See figure 6 for monthly production estimates.

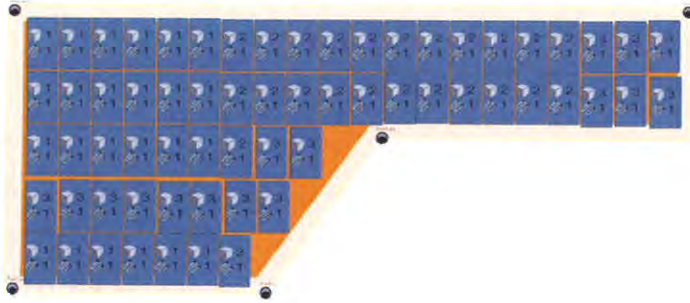
The 12 kW system

The 12kW is a 48 panel system. It also optimizes the equipment specifications and will generate 12,790 kWh per year with annual revenue of approximately \$1266 at the LRMC rate. (See figure 7 for monthly production estimates).



The 16 kW system

The 16kW is a 64 panel system. This system optimizes the working space of the roof. It will generate 17,004 kWh per year with an annual revenue of approximately \$1683 at the LRMC rate. (See figure 8 for monthly production estimates).



Business Case

At the energy prices currently paid by the Pool, the payback on these systems is very much a long-term prospect. While electricity prices are predicted to rise from 3 to 5% per year at today's prices it would take over 30yrs to make payback.

- 6kW System has a simple return on investment of 2.6%.
- 12kW System has a simple return on investment of 3%.
- 16kW System has a simple return on investment of 3%.

Appendix

Note 1: For a breakdown of BC Hydro's Large General Conservation Rate, please see:

<https://www.bchydro.com/accounts-billing/rates-energy-use/electricity-rates/business-rates.html#lgs>

or,

https://www.bchydro.com/content/dam/hydro/medialib/internet/documents/apcontent/your_account/a11_548_lgs_guide_web.pdf

Figure 1

Rainbow Rd. Swimming
Pool
Electricity consumption
2014

Month	kWh
Jan	114381
Feb	92383
Mar	64791
Apr	87839
May	83100
June	72153
July	71975
Aug	63364
Sept	68764
Oct	96435
Nov	96926
Dec (est)	114381
	1,026,492

Figure 2 Heat Pumps



Figure 3 Heat Exchanger



Figure 4 Chiller



Figure 5

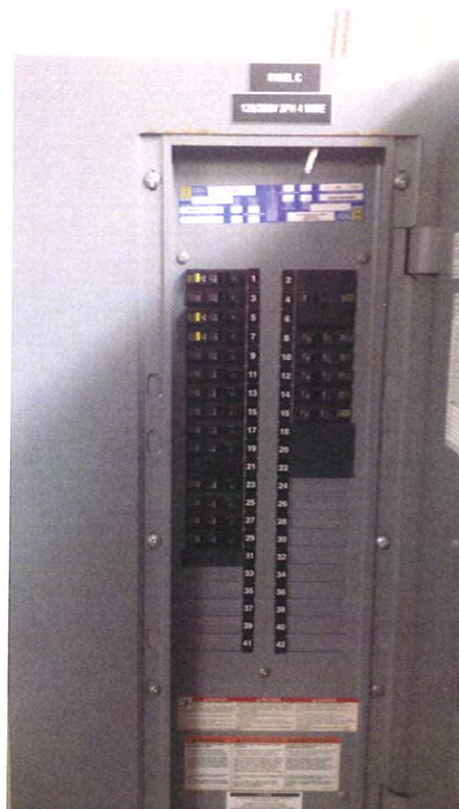


Figure 6 Site Information

Report Name	Rainbow Rd. Aquatic Centre
Report Date	4/14/2015
Declination	Lat/Long specified
Location	Rainbow Rd.
Lat/Long	48.855 / -123.51
Weather Station	Victoria Int'l, BC, Elevation: 19 Meters, 48.650 / -123.433
Site Distance	23 Kilometers
Extreme Temperatures (low, high)	0.099 (\$/kWh)
Report Type	210 VAC 60 Hertz
Electric Cost	0.099 (\$/kWh)
Utility Voltage Grid Frequency	208 VAC 60 Hertz

Figure 7 6kW Solar Pathfinder Production Table

Month	Unshaded % of Ideal Site Azimuth=180 Tilt=48.86	Actual Shaded Solar Radiation Azimuth=180.0 Tilt=28.0 kWh/m2	Actual Shaded AC Energy (kWh) Azimuth=180.0 0 Tilt=28.00	PV Solar Cost Savings 0.099 (\$/kWh)
January	74.31 %	0.99	139.07	\$13.77
February	81.52 %	1.98	270.57	\$26.79
March	92.03 %	3.16	468.69	\$46.40
April	96.59 %	4.58	707.26	\$70.02
May	98.61 %	5.97	858.62	\$85.00
June	98.04 %	5.49	790.51	\$78.26
July	98.52 %	6.33	888.00	\$87.91
August	96.57 %	6.01	903.55	\$89.45
September	93.56 %	4.56	650.35	\$64.38
October	87.36 %	2.60	404.40	\$40.04
November	76.59 %	1.45	222.66	\$22.04
December	49.81 %	0.64	74.14	\$7.34
Totals	86.96% Unweighted Yearly Avg	43.76 Effect: 91.70% Sun Hrs: 3.65	6,377.82	\$631.40

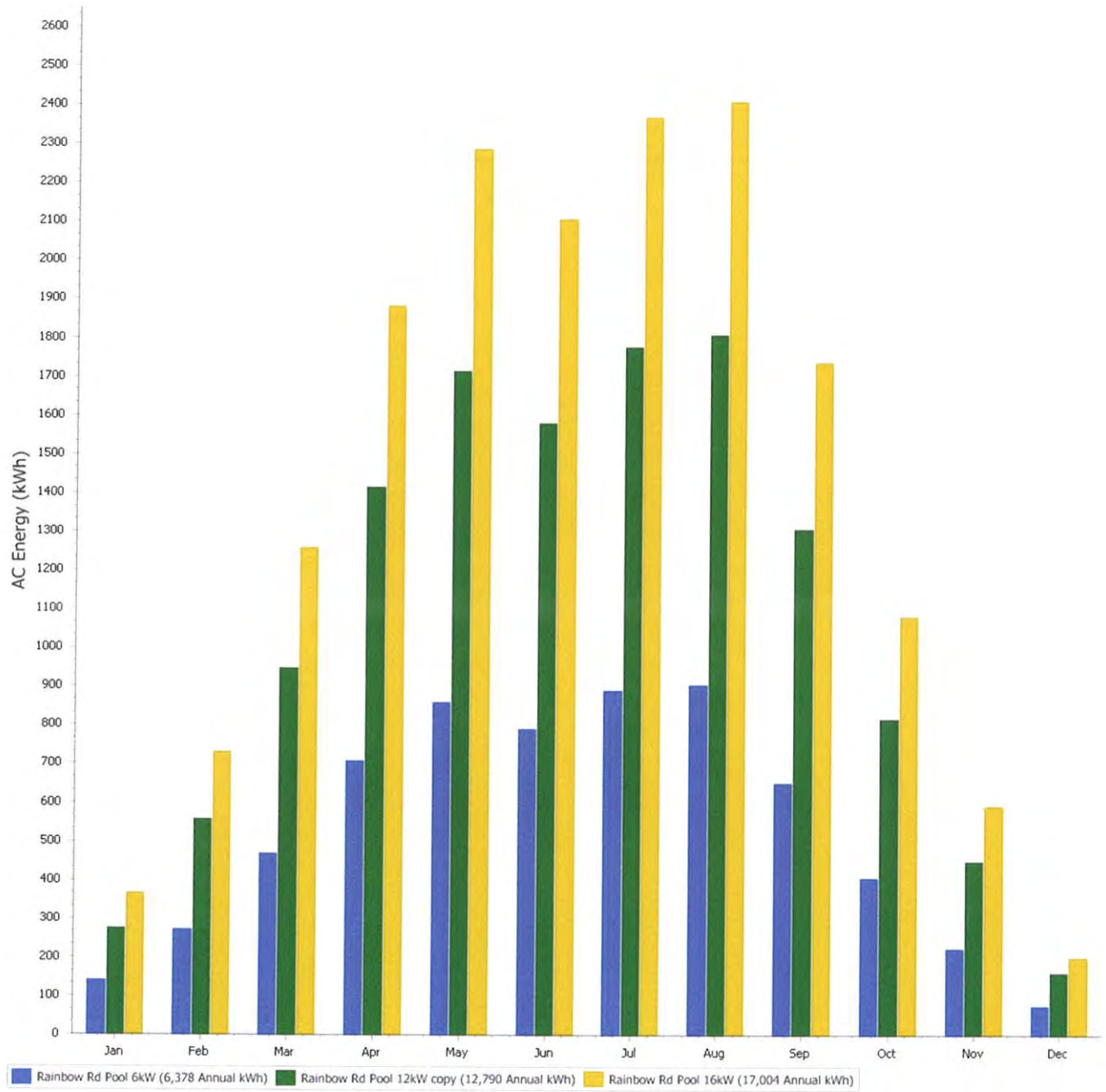
Figure 8 12kW Solar Pathfinder Production Table

Month	Unshaded % of Ideal Site Azimuth=180 Tilt=48.86	Actual Shaded Solar Radiation Azimuth=180.0 Tilt=28.0 kWh/m2	Actual Shaded AC Energy (kWh) Azimuth=180.0 Tilt=28.00	PV Solar Cost Savings 0.099 (\$/kWh)
January	73.55 %	0.98	274.41	\$27.17
February	83.61 %	2.03	554.86	\$54.93
March	93.17 %	3.20	946.01	\$93.65
April	96.53 %	4.57	1,413.59	\$139.95
May	98.32 %	5.95	1,712.11	\$169.50
June	97.95 %	5.49	1,577.82	\$156.20
July	98.33 %	6.32	1,776.00	\$175.82
August	96.53 %	6.01	1,807.11	\$178.90
September	94.12 %	4.59	1,305.69	\$129.26
October	88.04 %	2.62	816.27	\$80.81
November	76.98 %	1.46	448.11	\$44.36
December	53.76 %	0.69	158.22	\$15.66
Totals	87.57% Unweighted Yearly Avg	43.90 Effect: 92.01% Sun Hrs: 3.66	12,790.20	\$1,266.23

Figure 9 16kW Solar Pathfinder Production Table

Month	Unshaded % of Ideal Site Azimuth=180 Tilt=48.86	Actual Shaded Solar Radiation Azimuth=180.0 Tilt=28.0 kWh/m2	Actual Shaded AC Energy (kWh) Azimuth=180.00 Tilt=28.00	PV Solar Cost Savings 0.099 (\$/kWh)
January	73.08 %	0.97	363.48	\$35.98
February	82.41 %	2.00	729.37	\$72.21
March	92.59 %	3.18	1,256.63	\$124.41
April	96.43 %	4.57	1,882.52	\$186.37
May	98.45 %	5.96	2,286.08	\$226.32
June	98.01 %	5.49	2,105.79	\$208.47
July	98.42 %	6.32	2,368.00	\$234.43
August	96.44 %	6.00	2,407.42	\$238.33
September	93.64 %	4.56	1,735.69	\$171.83
October	87.39 %	2.60	1,079.31	\$106.85
November	75.83 %	1.44	589.66	\$58.38
December	50.87 %	0.65	200.10	\$19.81
Totals	86.96% Unweighted Yearly Avg	43.75 Effect: 91.69% Sun Hrs: 3.65	17,004.05	\$1,683.40

Figure 10 Monthly Production Graph



**Saltspring Solar Ltd. &
Bearfoot Renewables
Apr. 26, 2015**

CRD Rainbow Rd. Pool

Salt Spring Solar Ltd. in partnership with Bearfoot Renewables is pleased to provide this preliminary quote.

Installation price includes: system design and installation, commissioning, BC Safety Authority permit, BC Hydro Net Metering approval and stamped electrical engineering drawings.

Prices do not include monitoring equipment, structural engineering approval, or soft costs including CRD Parks project management costs, publicity, public events, etc.

Please see site report for detail regarding these system options

Option #1 6kW PV System	24 panels	\$24,500
Option #2 12kW PV System	48 panels	\$42,000
Option #3 16kW PV System	64 panels	\$55,000

Thank you,

Kjell Liem
Saltspring Solar Ltd.

Jeff Chamberland
Bearfoot Renewables



Making a difference...together

CAPITAL REGIONAL DISTRICT

CORPORATE POLICY

Section	Administration	
Subsection	Policies, Procedures, Manuals	(policy #)
Title	VIDEO SURVEILLANCE	

POLICY:

Public bodies that use video surveillance technology are required to comply with the provisions of the Freedom of Information and Protection of Privacy Act (FIPPA).

Subject to Corporate Leadership Team (CLT) review, video surveillance may be approved for use in CRD facilities and lands, on an exception basis, to pursue goals of security, public safety or the deterrence of crime but with the reasonable expectation of privacy for the public and employees.

PURPOSE:

The Office of the Information and Privacy Commissioner (OIPC) published "Public Surveillance System Privacy Guidelines" which will be followed to ensure the CRD's video surveillance practices comply with FIPPA.

The OIPC requires a Privacy Impact Assessment be conducted to determine if a new enactment, system, project or program meets the requirements of Part 3 of FIPPA.

RESPONSIBILITIES:

FOI Head, and Manager Risk, Insurance and FOI has responsibility for the control, coordination, implementation of the policy after it has been approved by the CLT.

SCOPE:

This policy applies to all of the CRD.

PROCEDURE:

As video surveillance involves the indirect collection of personal information, any video surveillance system operated by the CRD must meet the requirements of the Act.

Because video surveillance is regarded as an intrusive means of monitoring the activities of the public and/or employees, video surveillance must only be implemented as a last resort. Less intrusive means of achieving the desired goal must be investigated. The benefits of video surveillance must substantially outweigh the infringement on the privacy interest of those impacted by the video surveillance.

Before implementing a video surveillance system, consultation with the Information Technology department to discuss video surveillance technology options and a Privacy Impact Assessment (PIA) are required. The Manager, Risk, Insurance & FOI will provide assistance and guidance to ensure the requirements of the Act are being followed.

The PIA must be approved by the CRD's FOI Head and the General Manager of the relevant Service Area.

Operation:

- A video surveillance system must be operated to produce the minimum possible privacy intrusion.
- An exempt staff member must be designated to be in charge of the surveillance system and of ensuring compliance with the *Act*. This individual's power to delegate their authority should be limited.
- Policy must be developed governing the use of equipment, including location of recording and reception equipment, and personnel authorized to use it.
- Personnel authorized to access/use surveillance equipment should be limited and should receive regular training to review knowledge of the *Act* and relevant policies.
- Video surveillance must be restricted to identified areas. Cameras must only be used as necessary and viable deterrents, and must not be set up in such a way as to capture images beyond CRD property.
- Signs must be placed in the area(s) where video surveillance is taking place to notify the public of the reasons for the surveillance and provide the contact information of a CRD representative who can answer questions about the surveillance.
- When choosing the area(s) for video surveillance, the reasonable expectation of privacy of the public and employees must be considered.
- If possible, video surveillance should not occur constantly, but rather at those times where it is especially necessary to fulfil its intended purpose.
- Any surveillance machinery and records produced by the surveillance must be securely stored and accessed only by authorized personnel.

Records:

- Any Request for Access to Video Surveillance Records should be forwarded to the Manager, Risk, Insurance and FOI to process.
- Records should only be accessed/viewed for specific reasons, such as when an incident has been reported
- All tapes/storage devices should be securely locked in a controlled area, accessed only by authorized personnel
- Recommended retention period of not more than 30 days (unless some incident requires keeping it longer – e.g. for evidentiary purposes in a police investigation).

Approval Date:	May 2013	Approved By:	Executive Leadership Team
1. Amendment Date:		Approved By:	
2. Amendment Date:		Approved By:	
3. Amendment Date:		Approved By:	
Next Review Date:		Reviewed By:	
Supersedes:			

Related Policy, Procedure or Guideline (if applicable):

Peninsula Recreation Commission Policy

Subject: Closed Circuit Television Surveillance Policy	Draft Date: August 11, 2010	Policy # 02-2010
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1. Preamble

Whereas closed circuit television (CCTV) surveillance may be utilized at selected locations by the Peninsula Recreation Commission to aid in the security of persons, the safety of staff, assets and property by recording unlawful conduct, as well as a deterrent to negative behaviour (i.e. theft or vandalism) and;

Whereas the use of CCTV surveillance results in the collection of personal information, in the form of images and records of the conduct and communications of identifiable individuals;

Therefore, use of CCTV surveillance shall be in accordance with this policy and the British Columbia *Freedom of Information and Protection of Privacy Act*, applicable legislation, and related regulations, or policies.

2. Purposes

The Peninsula Recreation Commission may collect personal information by the CCTV surveillance system for the purposes of recording conduct of individuals for the following purposes:

- 2.1 To assist in the preservation of commission property and the property of others located on the premises;
- 2.2 To improve personal safety on the premises;
- 2.3 To deter unlawful acts;
- 2.4 To assist commission staff and law enforcement agencies with regard to the investigation of any unlawful act that may occur on the premises.

The determination of the need for surveillance at any particular location shall take into consideration the history of incidents, the safety of staff and whether such surveillance would be effective in dealing with or preventing future incidents.

3. Authority

- 3.1 The Senior Manager shall be responsible for authorizing the use of video surveillance. The authorization shall include the location and field of view of any CCTV surveillance system, whether and when the system may be monitored and/or recorded, and where signals and data from the system will be monitored and/or recorded. Day-to-day authority for the continuing use, maintenance, and record-keeping of authorized CCTV surveillance systems may be delegated to a Manager or Supervisor of the applicable area of the department.
- 3.2 CCTV will not monitor or record the insides of washrooms, change rooms, offices, staff rooms, or other areas where there is a higher expectation of privacy.

4. Public Notice

- 4.1 Signs or other form of notice will be posted so as to provide reasonable notice to persons entering an area subject to CCTV surveillance, either at the entrance to the area under surveillance (e.g. at the entryway to the fitness studio) or at such other location as to provide equal or better notice.

5. Limiting Access, Retention, Use, and Disclosure of Personal Information

- 5.1 Only the Managers or Supervisors authorized by the Senior Manager pursuant to Paragraph 3.1, along with such other persons as may be duly authorized by the Director for purposes consistent with this Policy and the Freedom of Information and Protection of Privacy Act, may have access to the system or the data recorded by it.
- 5.2 The Senior Manager will take reasonable security precautions to prevent unauthorized access to, use or disclosure of data monitored or recorded by CCTV system.
- 5.3 Data recorded from CCTV surveillance system will be kept for a maximum of seven (7) days unless otherwise required for the purposes outlined in this policy. Data stored on tape, hard drive or other data storage media shall be overwritten or otherwise made permanently unreadable seven (7) days after the recording was made.
- 5.4 A log book shall be kept in relation to the system which log shall record the details of any access to, use or disclosure of data recorded from the CCTV surveillance system.
- 5.5 Personal information monitored or recorded pursuant to this policy shall not be used or disclosed for purposes other than for which it was collected, or a purpose compatible with those purposes, except with the consent of the individual or as required by law.
- 5.6 If data recorded from a CCTV surveillance system has been used to make a decision about an individual, the data will be retained for a minimum of one year after the decision.
- 5.7 A person who has been the subject of CCTV surveillance has the right to view any recorded information about that person, except in circumstances where access in full or part may be refused in accordance with Freedom of Information and Protection of Privacy Act, RSBC. A request must identify the date, time, and location of the recording. The log for the relevant CCTV system shall record any access pursuant to this section.

6. Incidents

- 6.1 Data recorded from a CCTV surveillance system may be accessed, used and/or disclosed, in accordance with this policy, when there are reasonable grounds to suspect that an incident has occurred.
- 6.2 In the event there are reasonable grounds to suspect that an incident has occurred, a person authorized by the Senior Manager may obtain and preserve any relevant CCTV surveillance system recording. The recording may be copied, but the recording and any copies shall be secured against unauthorized access, use, or disclosure.

7. Accountability and Compliance

- 7.1 The Senior Manager may at any time direct that an audit of the operation, integrity and security of any CCTV surveillance system be conducted. Such audit may include access to and use of data recorded by the CCTV system, but personal information contained in such recordings shall not be disclosed unless otherwise in accordance with this policy.
- 7.2 Persons authorized to operate and/or monitor a CCTV surveillance system, as well as persons authorized to access and use recorded data pursuant to this policy shall be provided with a copy of this policy, and shall indicate in writing that they have read, understand and agree to be bound by its terms.
- 7.3 Any employee who knowingly or deliberately breaches this policy or relevant legislation may be subject to discipline.
- 7.4 A copy of this policy shall be made available to any person through the office of the Senior Manager.

7.5 Any suspected infraction of this policy may be reported to Capital Regional District's Freedom of Information and Protection of Privacy Coordinator, who may request that the Senior Manager direct an audit of the relevant CCTV surveillance system pursuant to the above section 7.1.

Policy Approved by Commission on	
Amendment	

Dan Ovington

Subject: FW: Rowing Regatta on Long Harbour

From: Stacy Mitchell-Work <smitchell@sd64.bc.ca>

Subject: Rowing Regatta on Long Harbour

Date: April 23, 2015 at 7:05:05 PM PDT

Cc: Hans Stofflesma

To: kharris@crd.bc.ca

Hi Mr. Harris,

My name is Stacy Mitchell and I am the head rowing coach for the Salt Spring Island Rowing Club Junior Program (under 18 years of age). We are trying to fundraise to build our boat area up and our quality of boats to make us even more competitive in the Junior racing program than we already are. Our program has 22 junior athletes as well as 13 masters athletes and is growing every year.

The idea that our club and junior athletes came up with was to run a rowing regatta on Long Harbour inlet right across from Miracabo Estates. We were hoping to use the beach access off of Beach Side Drive and launch the boats off the beach.

However, we have no idea who to ask for use of permission and if we could help clean the area up to show case it for our visitors.

I would like to sit down with you and see if you could help direct me or help me answer some questions I have about using that area if at all possible.

I look forward to speaking to you about this very exciting endeavour for us.

Best Regards,

Stacy

Stacy Mitchell

**Math & Science and Alternative Educator
Gulf Islands Secondary School**

112 Rainbow Road
Salt Spring Island, BC
V8K 2K3

250-537-9944 ext 255

smitchell@sd64.bc.ca



Making a difference...together

**REPORT TO SALT SPRING ISLAND PARKS AND RECREATION COMMISSION
MEETING OF MONDAY MAY 11, 2015**

SUBJECT 2015/16 Proposed Fees and Charges

ISSUE

To seek Salt Spring Island Parks and Recreation Commission approval for proposed annual fees and charges effective September 1, 2015.

BACKGROUND

The fees and charges for Salt Spring Parks and Recreation are annually reviewed and approved by the Commission. The fees and charges were last increased in 2014 with the majority of increases being applied to pool programs, adult drop-in admissions and pool pass rates. When the Commission approves the fees and charges, the information is sent to Capital Regional District (CRD) finance committee for endorsement by the CRD Board.

Several considerations were reviewed for the 2015/16 annual fees and charges:

- A discounted annual pool pass was piloted in March and proved successful with 47 passes sold bringing in \$19,744 in revenue.
- To continue to encourage youth, adults and families to participate in aquatic recreation it is proposed that annual membership fees be reduced while drop-in fees increase.
- The current pool membership fees are outside of most peoples monthly and annual recreation expenditures.
- No surplus in revenues are anticipated with the current drop-in and membership fee structure.
- The pool operational contract with Recreation Excellence increases by 2% annually.
- The pool facility is seven years old and is now experiencing maintenance repairs as outlined in the 2015 Lifecycle Report.
- North Salt Spring Water Works increased their fees in October 2014.
- The second phase of the Saturday Market survey was completed and a staff report was presented for permit fees.
- The 2015 Market in the Park fees were approved by the CRD Board in February 2014.

The proposed fees and charges, before applicable tax and including GST, have been identified in a chart (Appendix A). The changes are summarized as follows:

- Free pool admissions for children five and under.
- Aquatic drop in fees increased by 25 cents.
- Aquatic monthly memberships re-calculated to equalling the value of ten drop in visits.
- Annual memberships reduced by 30%.
- Youth annual memberships are listed at the same price as a child annual memberships.

- Introducing an annual pass for aquatic fitness, based on a 30% discount of 12 monthly passes. (Includes admission to regular drop-in sessions)
- No increase to commercial filming fees.
- No increases to pool program fees or school group lessons.
- Park and pool rental fees to increase 2%.
- Removal of Camp Colossal rates from the fees and charges bylaw (Program fees are not typically listed this bylaw).
- Addition of a park cleanup fee of \$32.30/hr. for permit holders who have not cleaned up after themselves.
- Addition of a picnic shelter rental fee Drummond and Portlock park of 10.19/hr to a maximum of \$51/day. (Current fee exists at Centennial).
- Addition of an extra staff fee of \$28.50 for aquatic lifeguards/instructors
- Non-Sufficient Funds Cheque fee of \$15 (Standard CRD charge not previously listed).
- Addition of a \$5 administration fee for refunds (No charge to leave refund on account).

ALTERNATIVES

That the Salt Spring Island Parks and Recreation Commission recommends to the Capital Regional District Finance Committee

1. To approve the recommended fees and charges in Appendix A.
2. To approve the recommended fees and charges in Appendix A as amended.
3. That the report be referred back to staff for further review.

CONCLUSION

CRD staff wages increased by 2% in 2014 and saw another 2% increase in January 2015. Raising fees annually to offset additional staff costs is needed to maintain our current service level. The pool operational contract with Recreation Excellence increases by 2% annually. An increase in pool admission revenue is not expected under the current aquatic drop-in and membership fee structure. Reducing membership fees is expected to encourage patrons to buy into the membership model and increase their participation in aquatic recreation as seen during the piloted project this past March.

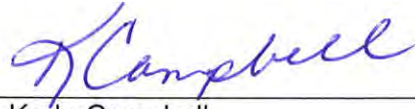
RECOMMENDATION(S)

That the Salt Spring Island Parks and Recreation Commission recommends to the Capital Regional District Finance Committee

To approve the recommended fees and charges in Appendix A.



Dan Ovington
Parks and Recreation Manager



Karla Campbell
Senior Manager
Salt Spring Island Electoral Area

DO/ts

Attachments: Appendix A - Salt Spring Island Leisure Services Fees and Charges 2015/2016

Appendix A - Salt Spring Island Leisure Services Fees and Charges 2015/2016

**SALT SPRING ISLAND LEISURE SERVICES
PROPOSED FEES AND CHARGES
Effective September 1, 2015**

INDOOR POOL - GENERAL ADMISSION FEES ("Everyone Welcome", Lap Swim) Excluding Taxes (Including GST)					
Class of Person	Single	10 x Pass (get 10 for 9)	20 x Pass (get 20 for 17)	1 Month Pass	Annual Pass
Adult (19 yrs and older)	5.48 (5.75)	49.29 (51.75)	93.10 (97.75)	54.76 (57.50)	390.48 (410.00)
Youth (13-18 yrs or valid student card)	4.29 (4.50)	38.57 (40.50)	72.86 (76.50)	42.86 (45.00)	280.95 (295.00)
Child (6-12 yrs)	3.33 (3.50)	30.00 (31.50)	56.67 (59.50)	33.33 (35.00)	280.95 (295.00)
Tot (5 yrs and under)	No Charge	No Charge	No Charge	No Charge	No Charge
Family (max 5 people)	12.38 (13.00)	111.43 (117.00)	210.48 (221.00)	123.81 (130.00)	780.95 (820.00)
"Toonie Swim" * (Incl applicable taxes)	1.90 (2.00)	N/A	N/A	N/A	N/A
Single Admission rates will apply for use of whirlpool or showers only. Single Admission rates apply to each entry per day.					
* As Scheduled					

INDOOR POOL - LESSON FEES – (Private lessons include taxes)		
	Individual	Session (Set of 10)
½ hour Lesson (non-taxable)	6.00	57.00
¾ hour Lesson (non-taxable)	7.00	70.00
½ hour Private Lesson	20.95 (22.00)	
½ hour Semi-Private Lesson (2 people)	31.42 (33.00)	
School Group Lessons (non-taxable) (per hour/per day)	1 st child – 3.60 2 nd child – 2.80 3 rd child or more – 2.05	

INDOOR POOL - AQUATIC FITNESS – (Including GST) (includes admission to regular drop-in swims)				
	Drop-In	10 x Pass (get 10 for 9)	1 Month Pass	Annual
Participant	7.14 (7.50)	64.29 (67.50)	64.55 (67.80)	547.62 (575.00)

INDOOR POOL - RENTAL RATES – (Including GST)			(includes 2 staff)
Class of Organization	Per Lane	Entire Facility	
Commercial Organizations		297.81 (313.70)	
Non-Profit Organizations		198.52 (208.45)	
Youth Aquatic Sport Organizations	12.43 (13.05)	74.43 (78.15)	
Adult Aquatic Sport Organizations	24.81 (26.05)	148.90 (156.35)	
School Organizations	12.43 (13.05)	74.43 (78.15)	
Birthday Party (youth) (includes 1 staff)*		148.90* (156.35)	
Lifeguard/Instructor (additional staff)**	28.50 (29.95)		

** Lifeguard/Instructor is additional charge where additional staff is needed.

FACILITIES				
Facility	Per hour plus Tax			
	Non-Profit		Recreational Commercial	Non-Recreational Commercial
	Youth	Adult		
Tennis Courts (per court)	No Charge	No Charge	6.14 (6.45)	12.24 (12.85)
Ball Diamonds	No Charge	No Charge	6.14 (6.45)	See Park Use Fees
Main Field - Portlock	No Charge	No Charge	6.14 (6.45)	
Side Field - Portlock	No Charge	No Charge	6.14 (6.45)	
Jogging Track	No Charge	No Charge	6.14 (6.45)	
Portlock Meeting Room	No Charge	No Charge	6.14 (6.45)	12.24 (12.85)
Portlock Meeting Room AV Rental	No Charge	15.33 (16.10)	15.33 (16.10)	15.33 (16.10)

PARK USE (plus applicable tax)		
	Permit Fee (per day)	Damage Deposit (non-taxable)
Commercial Filming - minimal set up, less than 5 days	300.00 (315.00)	1000.00
Commercial Filming - Elaborate set up, less than 10 days	500.00 (525.00)	1000.00
Commercial Service or Activity	200.00 (210.00) 500.00 per week	1000.00
Commercial Temporary One-Time Use - such as helicopter landing for equipment pick up	100.00 (105.00)	500.00
Temporary Service Access - for such purposes as accessing private property, utility or public works	No Charge	500.00
Research Activity - such as specimen collection, surveys, inventories, monitoring plots	30.00 (31.50)	500.00
Tournaments - League only	0.00	500.00
Weddings - Ceremony only (with or without guests)	25.50 (26.78)	500.00
- Ceremony and Reception	51.00 (53.55)	500.00
Special Event or Activity - such as a festival which attracts participants and spectators (no alcohol)	102.00 (107.10)	500.00
Gazebo in Centennial Park	10.19 (10.70)/hour to maximum 51.00 (53.55)/day	100.00
Drummond Park Picnic Shelter	10.19 (10.70)/hour to maximum 51.00 (53.55)/day	100.00
Portlock Park Picnic Shelter	10.19 (10.70)/hour to maximum 51.00 (53.55)/day	100.00
Clean Up Fee	32.30 per hour	
Administration Fee - For Refunds (No charge to leave credit on account)	\$5.00	
NSF Cheque Fee	\$15.00	
Road Sign at Portlock (commercial)	\$25.00 Weekly	

Fee Exemptions:

- may be made when all participants are under 18 years of age (recreation)
- may be made when activity provides a benefit or improvement to the community park
- may be made for any school district sponsored activity
- Damage Deposit may be waived at the discretion of PARC for long-standing events with history of good management.

Salt Spring Island Parks and Recreation Commission
2015/2016 Proposed Fees and Charges-April 20, 2015

SATURDAY MARKET IN THE PARK		
PERMITS (Including GST)	2015 Sept 1 – Dec 31	2016 Jan 1 – Aug 31
Seasonal	\$190.48 (200.00) / season	\$194.29 (204.00) / season
Farm	\$190.48 (200.00) / season	\$194.29 (204.00) / season
Day	\$5.95 (6.25) / day	\$6.19 (6.50) / day
Not-for-Profit	\$.95 (1.00) / season	\$.95 (1.00) / season
Youth Vendor	\$.95 (1.00) / season	\$.95 (1.00) / season
Busker	\$.95 (1.00) / season	\$6.90 (7.25) / day
Off-Season	\$23.81 (25.00) / off-season	\$24.29 (25.50) / off-season
LINEAR CHARGES (Maximum 8 feet frontage, unless grandfathered or a farmer)	2015 Sept 1 – Dec 31	2016 Jan 1 – Aug 31
Seasonal	\$1.90 (2.00) / frontage foot / day	\$1.95 (2.05) / frontage foot / day
Farm	\$1.90 (2.00) / frontage foot / day	\$1.95 (2.05) / frontage foot / day
	\$0 / additional frontage foot/day up to 2 feet maximum	\$0 / additional frontage foot/day up to 2 feet maximum
Day	\$1.90 (2.00) / frontage foot / day	\$1.95 (2.05) / frontage foot / day
OTHER		
Power	\$23.81 (25.00) / season where available	\$24.29 (25.50) / season where available
Wash Station/ Water	\$33.33 (35.00) / season	\$34.05 (35.75) / season

Meeting notes from April 8, 2015, 5:00 p.m. held at the CRD PARC Portable, 145 Vesuvius Bay Road, Salt Spring Island, BC with the Salt Spring Island Parks and Recreation Commission (PARC) regarding the Recreation Needs Assessment.

Present:

Tarquin Bowers, Consultant
Sonja Coliombin, PARC Commissioner
Tom James, PARC Commissioner
Matt Kellow, PARC Commissioner
Wayne McIntyre, CRD Director
Dan Ovington, Parks and Recreation Manager
Jon Suk, PARC Chair
Brian Webster, PARC Commissioner
Sarah Shugar, Recorder

The meeting opened at 5:00 p.m.

Dan Ovington, Parks and Recreation Manager provided an introduction. He reported that in 2000 the PARC Commission made a decision to focus on the pool project and put grant in aid funding in place to support community recreation. Tarquin Bowers will be conducting a Recreation Needs Assessment. The process will include community consultation from April to June and the target date for the pilot programs is Fall 2015.

There was discussion regarding community recreation and the following points were noted:

- PARC ran up to 100 programs at one time with in house programming and a few partnerships with private contractors. Prior to 2000, PARC employed three full time programmers.
- High start up costs can be a barrier for private businesses / contractors to provide their programs.
- The Community Education Society was a leader in recreation for several years and Stanley Shapiro, former PARC Commissioner, was involved and has historical knowledge.
- The Leisure Guide published by PARC is vague. It lacks important information such as dates and costs. PARC provides the basic listing for free but the Driftwood charges for including any additional information such as schedules.
- The PARC Strategic Plan would be a helpful resource.
- Peter Lake, former PARC Commissioner was on the Commission during the pool project and has historical knowledge of the project.
- How many tax dollars do we contribute to recreation? The current model seems to be that we contribute the minimum and that does not seem to reflect the community values.
- Director McIntyre spoke to other tax demands. The CRD has over 200 services that all add up and tough choices are going to have to be made by the community over the next few years including two tax referendums.
- Salt Spring Island residents are a large population of recreation users. Tourists are an additional market.

There was discussion regarding delivery of service and the following points were noted:

- Community Recreation on Salt Spring Island will need to be streamlined to provide community members with one central location to access information and program registration. In previous years, PARC discussed having a central clearing house for recreation and the CRD was very restrictive in terms of legalities.
- Quality of service diminished in 2000 when PARC made the decision to focus on the pool.
- Social Networking has changed the way that information is dispersed. The Salt Spring Exchange is currently the best tool for communicating and is an example of collecting a critical mass of information and delivering it consistently.
- An example of a popular children's program is Fulford Academy of Soccer Training (FAST). The owner does not have a web site or advertise via email and registration can be frustrating for parents.
- Online registration is critical to streamline the process.
- PARC could provide the management infrastructure. There would need to be an incentive to partner with PARC and the goal would be to provide consistency in programming.
- It is important to consider where private businesses have delivery issues. The challenges may not be at the professional level. If PARC can deliver the infrastructure we could increase programming all around.
- What would the benefit be to the service providers? Would it be a benefit to take the business side over?
- Would there be liability issues? Is there a standard for qualifications? In terms of liability it is clear that it is a partnership. There would need to be a closed loop that would be monitored with exit surveys. Exit surveys are an important part of the model for consistent programming.
- Would it be feasible to provide service at a cost? It may not be feasible for providers to pay for the service.
- What does the community need? What can be supported here? Programs will be eliminated by the consumers and is a self-selecting process over time.
- To promote the CRD as registration hub.
- Programming requires hiring staff and buying equipment.
- What about the quality of service? Is PARC's role to help organize the delivery?
- PARC could deliver a handful of programs that have been identified as gaps, for example, yoga in the park.
- It will be important to identify the gaps and provide support to those activities (seeding).
- It would be great to include the big associations like baseball and soccer. A benefit to being a small community is that these organizations may want to be a part of it.
- Advertising programs for minors has a lot of issues.
- Could PARC work with organizations to provide social networking? A centralized system where someone who is monitoring social networking and identifying the gaps?
- Oak Bay Recreation Centre runs a robust set of programming.
- Maybe PARC's role will be to survey program providers to identify the gaps and try to fill the gaps directly or indirectly to provide a full spectrum of programs to the community?

There was discussion regarding the high cost of space and the following points were noted:

- The reality is that no one can afford a space. Dance instructors, yoga instructors etc. have a very difficult time finding a space that is suitable and affordable. For example, Kristin Lewis runs yoga and dance and is having a difficult time balancing the revenue that she needs to get to keep her doors open with what parents can afford to pay. There are so many people who are enthusiastic and are starting out and want to provide a service but they can't make it and they leave the island.
- Could PARC partner with the schools to provide low cost recreation space?
- Salt Spring Island has an overinflated cost for facilities. Are the landlords aware that the facilities are cost prohibitive?

The following comments were noted regarding the pool:

- The website for the pool is hosted by Recreation Excellence (Rec Ex) and can be confusing for residents looking for information on the CRD web site.
- Signing up for swimming lessons can be problematic. Recreation Excellence does not provide printed schedules and their registration and program promotion is a problem. Pool programming seems to be semi-random and there is certainly room for enhanced programming.
- Could the new software package for the pool be useful?
- Swim Training Camp in May is run through eventbrite.com -- an online vendor -- there are lots of technology solutions.
- Concern was expressed regarding the position that would be a bash to the pool. The reality is that it does not have to be a choice of one or the other. There are a lot of small communities that have pools and it means that you have to make choices on what you do. Salt Spring Stingrays have the highest participation of kids. There are 80-90 kids in the summer competitive program. Vancouver Island has 1.5 %. Salt Spring island has 10%. There are benefits.
- Concern was expressed to approach this in a more positive way and not have the attitude that the community is stuck with a pool that is expensive to maintain.
- Salt Spring Stingrays moved to 100 % online registration through active networks.
- Salt Spring Stingrays club is the largest renter of the pool. Their season is from May to August.
- The pool is too cold for some elderly people.
- The pool is reaching the age where maintenance costs are increasing.
- Is solar installation a possibility to reduce hydro costs?
- Rainbow Road pool is different than other pools in that it is run by a private operator. There is confusion regarding whom do you talk to? Rec Ex or PARC?
- There is a group that rents the pool privately to roll kayaks and insurance is now an issue. The group is not insured. It may be possible to get insurance through one of the adventure rental businesses. The group uses Facebook to communicate with its members.

There was discussion regarding funding and the following points were noted:

- Is there any Federal money available for recreation programs?
- Graduate students can be great for research and undergraduate students can have wage top up.

- A position could be created to organize students, gather information and registration could make enough to cover the wage. It could be revenue neutral.
- Master's students can be really useful and can offer great value although they need coordination as well.
- The PARC Grant in Aid program is specifically for not for profit organizations.
- The four-day school week has created opportunities for people to run Friday programs.

There was discussion regarding tension amongst recreation groups and the following points were noted:

- There is ongoing tension between the Salt Spring Tennis Association (SSTA) and the SSI Pickle Ball Association.
- Mountain Biking is an activity that is not supported by the trail groups and the Channel Ridge trail network is the only mountain biking area that PARC approves. There is a meeting scheduled on April 16, 2015 to discuss mountain biking. Salt Spring Island is 15 to 20 years behind in this sport.
- There are four trail groups on the island.

Tarquin Bowers thanked everyone for attending the meeting. The meeting closed at 6:30 p.m.