



Making a difference...together

SALT SPRING ISLAND PARKS AND RECREATION COMMISSION

Notice of Meeting on **Monday, June 15, 2015 at 5:00 PM**

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

Wayne McIntyre

Daniel Clements

Kees Ruurs

Garth Hendren

Matt Kellow

Jon Suk

Sonja Collombin

Tom James

Brian Webster (R)

(R) = Regrets

AGENDA

1. **Approval of Agenda**
2. **Adoption of Minutes of May 11, 2015**
3. **Presentations/ Delegations**
 - 3.1 **First Nations Art in Centennial Park – Christina Marshall & Joe Akerman**
 - 3.2 **Salt Spring Pickleball Association – Hafiz Bhimji**
 - 3.3 **Transition Salt Spring (Electric Vehicle Group) – Peter Lamb**
4. **Reports-Chair and Director**
 - 4.1 **Recreation Programs Needs Assessment – Tarquin Bowers**
(report distributed at the table)
5. **Outstanding Business**
 - 5.1 **Project Status Report June 10, 2015**
 - 5.2 **Solar – Rainbow Road Indoor Pool**
 - 5.3 **North Salt Spring Water District Rates**
 - 5.4 **Socan Fees – Buskers in Centennial Park**
 - 5.5 **Parkland Dedication**
6. **New Business**
 - 6.1 **Proposed New Seawalk Link Project – Request for Support**
 - 6.2 **Ganges Boardwalk Project - Islands Trust Community Engagement**
 - 6.3 **2016 – 2020 Capital Expenditure Plan Report**

That the Salt Spring Island Parks and Recreation Commission recommend that staff prepare a five year capital plan that prioritizes the major projects identified in Appendix A
7. **Next meeting September 21, 2015 from 5-7pm at SSI Public Library**
(quick tour of the pool at 4:30)



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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 #1 - Minutes from the May 12 Trails Advisory Committee meeting



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**Minutes of the Regular Meeting of the Salt Spring Island
Parks and Recreation Commission Held May 11, 2015 in the
School Board Meeting Room, 112 Rainbow Road, Salt Spring Island, BC**

DRAFT

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

Chair Suk called the meeting to order at 5:02pm.

1. Approval of Agenda

MOVED by Commissioner Hendren, **SECONDED** by Commissioner Collumbin,
That the agenda be approved.

CARRIED

2. Adoption of Minutes

MOVED by Commissioner Ruurs, **SECONDED** by Commissioner Clements,
That the minutes of the meeting of April 20, 2015 be approved.

CARRIED

3. Presentations/Delegations

3.1 Year to Date Financial Report – Peggy Dayton, Senior Financial Analyst, CRD

P. Dayton advised that no reduction in services anticipated due to combining of pool and recreation budgets.

3.2 Recreation Excellence Quarterly Report – Jim Raddysh

- Reduced attendance in Everyone Welcome swim, yet aquatic fitness attendance has increased.
- Lessons and fitness classes are full – more lessons are a consideration.
- Staff to provide J. Raddysh with Recreation Needs Assessment comments.

4. Reports Chair and Director

4.1 Chair Report

- Attended the BC Recreation Programs Association symposium in Victoria with PARC Manager.
- West Vancouver PARC staff encountered challenges with playing field project – ultimately now have a world-class field hockey venue even after numerous setbacks. West Van staff offered to share guidance and strategies. Look forward to utilizing lessons from symposium in Commission work.

4.2 Director Report

- SSI Governance Study: met with Trustee Peter Grove and senior Community, Sport and Culture ministry staff on behalf of the three Salt Spring local elected officials. A discussion was held on the process to be followed and the target to complete two studies: full costing of incorporation study and community engagement review based on the first study. Deadline for completion is March 31, 2016. A governance committee must be appointed. A website has been developed using information from the 2012-2013 study. The Terms of Reference for the new committee as well as other information is located at: <https://ssigovernance.wordpress.com/>
- CRD Strategic Plan was reviewed by the Board. The plan will cover the next four years.
- Second of three sessions held with Salt Spring Island Watershed Protection Authority Structured Decision Making session held with the steering committee, the consultants and with public observers. Specific priority action identified to improve the St. Mary Lake water quality. Conservation actions also included in discussion.
- Executive and senior management at BC Ferries and the SSI Ferry Advisory Committee will have their semi-annual meeting on May 6, 2015.
- SSI Trail and Nature Club is hosting the 2015 BC Nature Conference "Living by the Salish Sea – Protecting our Ecoregion". Approximately 175 delegates and presenters to provide a full program and exposure to the wonder of Salt Spring Island.
- Meeting with Housing Council Chair, Kisae Peterson, to look at new ways to work together.
- Met with Amber Ogilvie re: Driftwood's ShopSaltSpringIsland promotion.
- Tour des Isles June 15-18: free inter-islands boat/ferry proposed.

4.3 Staff Report

- Submitted formal letter to Islands Trust to add item to agenda at next LTC meeting on Thursday, May 14, 2015. Chair will attend at meeting and to request consistency from LTC, and clarity on why consistency departed from re: 2163 Fulford-Ganges Road acquisition of park land.

5. Outstanding Business

5.1 Project Status Report May 11, 2015

Staff read from the report and iterated the year to date budget on the Fulford Park upgrades is \$2,250.

5.2 Solar – Rainbow Road Indoor Pool

Staff advised a return on a \$60,000 will take 30 years and equipment would have a 25-year warranty. BC Energy & Mines offers up to one third funding. SEAPARC has looked at the same grant for LCD lighting with a quicker return on investment. Staff will make more inquiries.

5.3 Crime Prevention – Centennial Park

Centennial grants have become available – need to step back and look at overall improvements. CRD's policy on surveillance cameras: privacy impact study needs to be completed before any decisions are made. CEPTED study (crime prevention through natural design): site lines, bushes, seating.

5.4 North Salt Spring Water District Rates

PARC's main parks have no rain gauges, but there are timers at Rotary Park and Peace Park. Staff advised a cost analysis would be required before decision could be made.

6. New Business

6.1 Rowing Regatta on Long Harbour

Met with Stacy Mitchell at Beachside Drive: planning to launch boats off beach – a tree needs to be trimmed/removed from trail to prepare the site. Notices will be posted that dinghy's will be removed for the day of the regatta.

6.2 Fees and Charges Report

Staff read from the report and advised of an overall 2% increase in the majority of fees; market fees below average costs to comparable markets despite 2% increase.

MOVED by Commissioner Ruurs, **SECONDED** by Director McIntyre,
That the Salt Spring Island Parks and Recreation Commission recommends that the Capital Regional District Finance Committee approve the recommended fees and charges in Appendix A – Salt Spring Island Leisure Services Fees and Charges 2015/16.

CARRIED

7. Next meeting: June 15, 2015 at the Salt Spring Public Library from 5:00-7:00pm.

9. Adjournment

The meeting was adjourned at 6:35pm.

CHAIR

SENIOR MANAGER

RECEIVED JUN 27 2015



How to Be Involved in PARC Decisions

At least one a month, Commission members meet to discuss PARC business. At this time, any written information submitted by a member of the community is distributed and reviewed by all Commission members.

Up to three delegations (including delegations of a single person) are welcome to attend these meetings. This is where your opinion can be expressed effectively on any PARC-related issue. Simply give written notice to the PARC office one week prior to the meeting date. Each delegation is allotted five minutes early in the meeting to address the Commission.

Public input and contributions are welcome and appreciated. For more information, or to become involved, contact the CRD Salt Spring Administration office at Tel: 250.537.4448 Fax: 250.537.4456

Please fill in form and return to:

SSI CRD Administration Office at 145 Vesuvius Bay Road, V8K 1K3 or by email to saltspring@crd.bc.ca

I wish to address the Salt Spring Island Parks and Recreation Commission

At its meeting of: June 15, 2015 at 7 AM/PM

NAME: Christina Marshall (and Joe Akerman)

ADDRESS: 1 Cushman Lake Road V8K

EMAIL: PHONE:

I represent
(if applicable, Name of Organization)

My reason for appearing is, and the substance of my presentation is as follows:

Joe Akerman and myself are leading a
project, to be fully advised by pertinent First
Nation's council, to erect a First Nation's art piece
amidst a small re-claimed natural, native plant
garden in Centennial Park, Ganges.

(if more space is required, please attach an additional page to this form)

April 19, 2015
Date

CM Marshall
Signature

How to Be Involved in PARC Decisions

At least one a month, Commission members meet to discuss PARC business. At this time, any written information submitted by a member of the community is distributed and reviewed by all Commission members.

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Please fill in form and return to:

SSI CRD Administration Office at 145 Vesuvius Bay Road, V8K 1K3 or by email to saltspring@crd.bc.ca

I wish to address the Salt Spring Island Parks and Recreation Commission

At its meeting of: JUNE, 2015 at 5 AM/PM

NAME: HARIZ BHIMJI

ADDRESS: ISABELLA POINT ROAD V8K

EMAIL: PHONE:

I represent SALT SPRING PICKLEBALL ASSOCIATION.
(if applicable, Name of Organization)

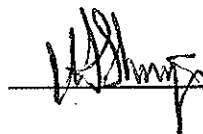
My reason for appearing is, and the substance of my presentation is as follows:

To talk about Pickleball at Parc

(if more space is required, please attach an additional page to this form)

29th May 2015
Date

Signature



Proposal

To PARC Commissioners, Salt Spring Island

c/o Dan Ovington

Re: Pickleball Court Lines at the Portlock Courts

On behalf of the Salt Spring Island Pickleball Association, I am writing to request the line painting of four pickleball courts on the Court Four at Portlock. The courts would be on the north and south sides of the tennis net. The four courts would have the same orientation as the tennis court. The tennis net would act as a barrier between the north and south pickleball courts. Please refer to the accompanying diagram of the layout of the four pickleball courts.

The Pickleball association will buy portable nets to use on these courts. Also, the association is offering to provide the court paint and to paint the lines on the court. The painted pickleball court lines would be in sharp contrast to the white tennis court lines. This would be similar to what has been done at Fulford

We also recommend that the existing pickleball lines on court no. 3 to be removed.

This request is based on the following. Pickleball is generally played in a round robin fashion amongst all the players who show up at the designated playing time. As the sport has grown in popularity the number showing up each time has grown significantly. It is not uncommon for there to be more than sixteen players available to play. With just two courts lined for pickleball play. It means at least 8

players are always waiting to play. Some players have not played as often as they would like because of the waiting. Pickleball is a very social game and scheduling players to arrive at different times is not viable.

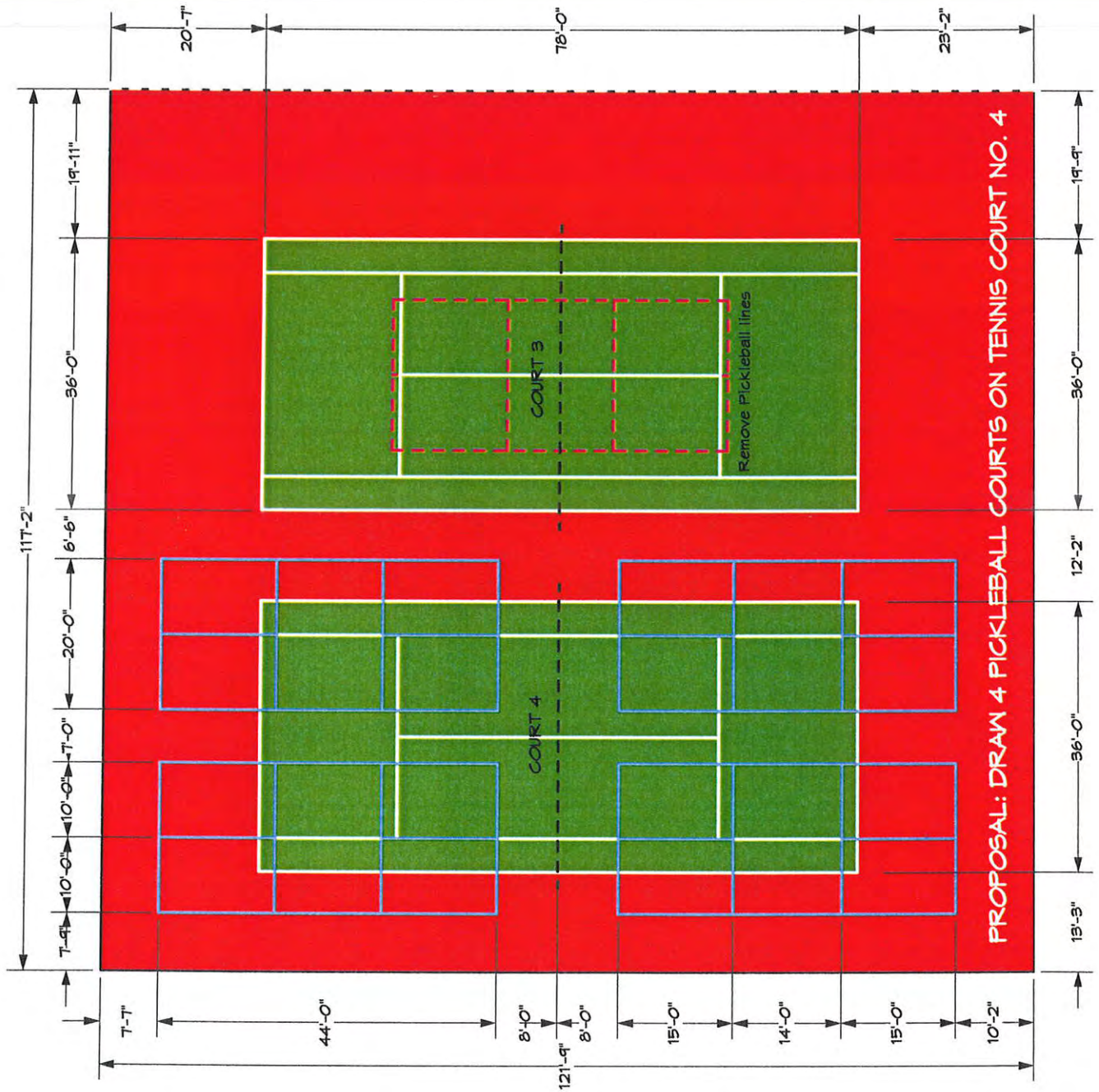
If PARC is supportive of this proposal it would mean that there would always be three tennis courts available during the time scheduled for pickleball. And of course when Pickleball is not being played four courts would be available for tennis. Four courts would also provide the Pickleball Association with the opportunity to host tournaments which include players from off island.

Hopefully, PARC will look favourably on this proposal for multi-use of Court Four at Portlock.

Thank you

Hafiz Bhimji,

Chair, Salt Spring Island Pickleball Association





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RECEIVED
Salt Spring Parks and Recreation Commission
Agenda June 15, 2015
Item 3.3

RULES GOVERNING THE HEARING OF INDIVIDUALS OR DELEGATIONS BY THE SALT SPRING ISLAND TRANSPORTATION COMMISSION

- Under the CRD Procedural Bylaw, the Commission may, by *majority* vote, allow an individual or a delegation to address the meeting **on the subject of an agenda item**.
- Each speaker is required to complete this form and submit it to the Salt Spring Island Transportation Commission secretary not less than two working days prior to the meeting.
- If you miss this deadline, you may still submit this form, however such requests will require *unanimous* approval.
- Each address shall be limited to five (5) minutes unless a longer period is agreed to by unanimous vote.

Submit form to Salt Spring Island Transportation Commission

E-mail: ssitc@crd.bc.ca

Fax: (250) 537-4448

Capital Regional District, 145 Vesuvius Bay Road, Salt Spring Island, BC V8K 1K3

I wish to address the: Salt Spring Island Transportation Commission

AT THE MEETING OF JUNE 22, 2015 at 4-6 AM PM
ON AGENDA ITEM _____

NAME PETER LAMB

ADDRESS WOODLAND DRIVE, SSI

I REPRESENT _____

TRANSITION SALT SPRING (ELECTRIC VEHICLE GROUP)

(Name of Organization if applicable)

AS ELECTRIC VEHICLE GROUP MEMBER

(Capacity/Office)

TELEPHONE _____

FAX _____

E-MAIL _____

My reason(s) for appearing is (are) and the substance of my presentation is as follows:

TO REQUEST SUPPORT FOR INSTALLATION OF AN
ELECTRIC VEHICLE CHARGING STATION AT THE CRD/PARC
OFFICES, PORTLOCK PARK.

(If more space is required, please attach an additional page to this form.)

MAY 28, 2015

Date

Peter Lamb

Signature



Electric Vehicle Group

Re: Electric Vehicle Charging Station




The Electric Vehicle Group is promoting electric vehicle use on Salt Spring through expansion of electric vehicle charging stations.

Charging stations are increasingly being found at public buildings, retail stores, tourist accommodations and other locations as the demand for electric cars grows. The benefits of providing a charging station at the PARC office are to encourage residents and visitors with electric vehicles to patronize Portlock Park and stay longer while supporting the clean energy objectives of the CRD.

A new program from Sun Country Highway is offering a limited number of **free** charging units to public facilities, comprising one Sun Country Level 2 unit plus one Tesla charging unit at this proposed location. Responsibility of the property owner will be to provide the location and electrical service to the site as well as the electricity costs for charging vehicles.

An electrician's estimate for installation of these two units at this location is \$3,815. In the contractor's view, the best location would be the two spaces on the west side of the parking lot (adjacent to the Gospel Chapel property) with an underground service.

This is an excellent opportunity to support the growth of zero-emission electric vehicle travel to, and on, the island. This would be the first combined charging station on Salt Spring and the first located in the north part of the island.


Project	Comments <i>ITALICS New Information</i>	Capital Reserve (C) General Operating (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.	Drawing by the Outdoor Student Art installation project *Sign donated by SSI Conservancy	\$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 to the entrance and Quarry Beach have been completed.	\$1000 (O) \$1050 (A)
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)
2.1 Beach Side Drive	Beach access has been improved in preparation for the Rowing Regatta on June 27 th .  	Staff wages \$1120 (O)
2.2 Old Goat Trail	Three informal agreements have been arranged to allow us to connect the trail network to Bryant Hill Park. Once the survey is completed the SRW's will need to be developed and signed.	\$6700 (C)

Project	Comments <i>ITALICS New Information</i>	Capital Reserve (C) General Operating (O) Actual (A) Revenue (R) Grant Funded (G)
2. RECREATION AND PARK PROJECTS		
2.1 Summer Camps	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	\$4515 (G)
2.2 Pickle Ball	The Pickle Ball association has been contacted and informed that they have permission to paint 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.	Supplies purchased by the Pickleball Association
2.3 Mouat Park	Wheelchair accessible, structure-educational use, parking area potholes. Charcoal Beds Restoration Project (\$12,000 – Grant to the Japanese Garden Society) Work has begun, the Japanese Garden Society is documenting this project. I will continue to forward links to PARC.	\$5000(C) \$12000 (G) \$2500 (C)
2.4 Rotary Park	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. Tenure Replacement - The tenure with the Ministry of Forests, Lands and Natural Resources, expired on July 31, 2014. The license has been renewed.	\$5000 (O) \$1425 (A) \$1300 (G) \$3,147 (O) \$3,147 (A)
2.5 Centennial Park	Rocking horse installed at Centennial Park March 17 We have hired an auxiliary parks worker who will work approximately four hours on Saturdays during the market season. This will allow us to reduce overtime and ensure that other parks are receiving attention. It will also give us the ability to backfill other staff.	\$4200 (O)
2.6 Spring Break Adventure Camp	A camp was piloted 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.	\$3860 (A) \$1200 (G) \$3886 (R)
2.7 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.	2000 (G) CRD
2.8 Recreation Needs Assessment	Phase one - create an inventory of current recreation programs offered on SSI, categorize current program offerings by age group and category Phase two – Conduct Focus groups with community stakeholders	\$5000 (O)
2.9 Peace Park	Park staff were contracted by the Japanese Garden Society to complete repairs in the Japanese Garden in preparation for the 5 th Annual Blossom Picnic that was held on April 18.	\$5000 (G) TBA (A)

Project	Comments <i>ITALICS New Information</i>	Capital Reserve (C) General Operating (O) Actual (A) Revenue (R) Grant Funded (G)
2.10 Emergency First Aid	Parks staff completed their first aid training on Friday May 29 th . A contractor was brought over from Victoria and the course was opened up to the public to offset the costs. In addition to staff we had five outside people registered for the course generating \$510 in revenue.	\$250 (A) \$510 (R)
2.11 Portlock Portable	We are waiting on engineer drawings to apply for a building permit to replace the ramp and back stairs bringing the landings up to code. Once the ramp, stairs and skirting have been replaced we are hopeful that we can re-occupy this space.	TBD

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	359 Likes! Our fan base continues to grow. We saw a large number of people engaging in our post linking to the Recreation Needs Assessment Survey with 77 link clicks.	\$50 (O)

Project	Comments <i>ITALICS New Information</i>	Capital Reserve (C) General Operating (O) Actual (A) Revenue (R) Grant Funded (G)
4.4 Road Sign	<p>The chalk board on Vesuvius Bay Road has been mounted with stringers to hold signage that can be changed out each week. The main purpose of the signage is to advertise PARC programs and events. Community groups can also apply to have their information displayed.</p> 	\$600 (A)
4.5 Nature Conference	PARC display table during the May 7-9 Nature conference held at Art Spring	\$100 (A) Auxiliary program staff wages

**REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, JUNE 10, 2015**

SUBJECT Grant Applications to the Community Energy Leadership Program

ISSUE

To request the Capital Regional District (CRD) Board's endorsement of grant applications to the Community Energy Leadership Program.

BACKGROUND

The Community Energy Leadership Program (CELP) provides funding of between \$20,000 and \$80,000 to support up to 33% of implementation costs of *shovel-ready* energy efficiency and renewable energy projects. Of the \$1.24 million in program funding available over three fiscal years, \$250,000 is available in the 2015/16 call out. Projects funded through CELP will support the CRD to meet greenhouse gas (GHG) emissions reductions targets and achieve energy savings. An evaluation of the CELP grant program against the CRD's grant criteria can be found in Appendix A.

Following the April 2015 program announcement, staff identified three potential projects. Expressions of interest were submitted in time for the May 4, 2015 deadline.

- 94 expressions of interest were received by the Province, (including three from CRD);
- 54 projects were advanced to the second round of evaluation, including two from CRD;
- Provincial staff estimate three to twelve projects will be funded in the 2015/16 program call out.

Two CRD projects were advanced to the second round of evaluation to the 2015/16 program: a solar panel retrofit of the Rainbow Road pool on Salt Spring Island (SSI), and a high energy efficiency boiler retrofit at the Capital Region Housing Corporation's (CRHC) Kings Road facility.

The CRHC boiler upgrade project is included within the CRHC capital plan for 2015 and the CRD's funding contribution has been secured. The CRD's proportion of the funding contribution has not been secured for the Rainbow Road solar installation. Project details will be presented to the appropriate governing bodies (CRHC board and SSI Parks & Recreation Advisory Commission respectively) at the June 2015 meetings. Only fully funded shovel-ready applications will go forward into the second round of evaluation, as required by the CELP program. Further details on the program, timeline and the CRD's applications can be found in Appendix A.

ECONOMIC IMPLICATIONS

CELP funding will help offset the capital cost of project implementation. Both projects will generate utility bill savings.

Project Name	Service Area	Total Project Cost	Amount Requested from CELP
CRHC energy efficiency boiler upgrade	Capital Region Housing Corporation	\$69,000	\$23,000
Rainbow Rd. Pool solar panels	Salt Spring Island Electoral Area	\$60,000	\$20,000

SOCIAL IMPLICATIONS

Participation in the CELP program helps meet CRD's climate action objectives.

ENVIRONMENTAL IMPLICATIONS

Both projects will reduce GHG emissions.

ALTERNATIVES

Alternative 1

That the Capital Regional District Board endorse CRD applications to the Community Energy Leadership Program.

Alternative 2

That the Capital Regional District Board not endorse CRD applications to the Community Energy Leadership Program.

RECOMMENDATION

That the Capital Regional District Board endorse CRD applications to the Community Energy Leadership Program.

Submitted by:	Glenn Harris, Ph.D., R.P.Bio., Senior Manager, Environmental Protection
Concurrence:	Larisa Hutcheson, P.Eng., General Manager, Parks & Environmental Services
Concurrence:	Robert Lapham, MCIP, RPP

LF:cam

Attachment: Appendix A - Community Energy Leadership Program Overview

Community Energy Leadership Overview Program OVERVIEW

The Community Energy Leadership Program (CELP), funded through the BC Ministry of Energy and Mines, has launched a call for applications for the 2015/16 program year. Program details are outlined below:

Eligibility: BC local governments and First Nations are eligible to apply for **shovel-ready** energy efficiency and/or renewable energy projects. Projects must be supported by existing business case or feasibility study that identifies energy savings. Project must be complete (either full project or major milestone) by March 31, 2016. Local governments may apply for more than one project.

Funding Amount: The program offers \$20,000-\$80,000 per application, and will fund no more than 33% of the total project cost. The applicant must contribute a minimum of 5%.

Application requirements: In addition to the requirements above, applicants must identify a board champion for projects, and present a board resolution in support of the project.

2015/16 Application Timeline: Before applying for the program, applicants needed to submit an Expression of Interest (EOI) by May 4, 2015. EOI were reviewed in May and successful applicants were invited to submit a full application by June 23, 2015. Applicants will need to have completed project or milestone tasks by March 31, 2016.

Subsequent Program Call Outs: The full program is funded with \$1.24 million over three fiscal years (2015/16 through 2017/18 inclusive). The 2015/16 year allotment of \$250,000 is available in project funds. Separate calls for applications will be made each year.

CRD PROJECTS

Staff identified three CRD projects and submitted expressions of interest in time for the May 4, 2015 deadline.

Project Name	Service Area	Total Project Cost	Amount Requested from CELP	Anticipated energy savings	Board/commission champion
SEAPARC lighting retrofit	SEAPARC	\$160,000	\$53,000	12,785 W	Mike Hicks
CRHC energy efficiency boiler upgrade	CRHC	\$69,000	\$23,000	TBD	Rick Cooper
Rainbow Rd. Pool solar panels	SSI	\$60,000	\$20,000	TBD	Jon Suk

Of these projects, two were advanced to the second round of funding evaluation: the CRHC boiler upgrade project, and the Rainbow Rd. Pool Project. The SEAPARC lighting retrofit project didn't advance as the project implementation timing didn't match the grant requirements.

CRHC energy efficiency boiler upgrade: This project proposes replacing the original boilers providing domestic hot water heating and in-floor space heating at 1070 Kings Rd. with 399,000 BTU hi-efficiency condensing gas boilers. Feasibility analysis on the project has been completed and, pending funding, the project is ready for implementation in 2015. The total project cost is \$69,000 of which \$23,000 is requested through the Community Energy Leadership Program.

Rainbow Road Aquatic Center Solar Instillation: This project proposes installing solar photo-voltaic (PV) generated electricity to offset electrical consumption including electrical energy consumed by the Center's water temperature chiller. Total project cost is estimated to be \$60,000, with \$20,000 requested through the Community Energy Leadership Program.

Staff are currently working with the appropriate governing bodies (CRHC board and SSI commission respectively) to determine shovel-readiness of the projects, including securing matching funding. The CRD will submit applications for the 2015/16 CELP program if the projects can be made shovel-ready in time for the June 23 application deadline. Staff will additionally continue to identify and develop shovel-ready energy efficiency projects in preparation for future CELP grant call outs.

The CELP program has been evaluated against the CRD grant process criteria and evaluation tool, below.

CRD CRITERIA		EVALUATION OF CELP
1	LINK TO CRD PRIORITIES Does it align?	CELP will help the CRD meet the strategic priorities of GHG emissions reductions and energy savings.
2	LINK TO SERVICE PLANS Does it relate to CRD Services?	CELP is designed for shovel-ready projects which are identified by CRD service areas.
3	CLIMATE ACTION GOALS Does it help achieve GHG target?	CELP is designed to generate GHG emissions savings.
4	RISK MITIGATION Does it enhance risk management?	It is anticipated that the installation of renewable energy or high efficiency capital projects will improve resiliency of infrastructure.
5	OPERATIONAL COST SAVINGS Will it help reduce costs?	Energy efficiency and renewable energy projects are projected to generate energy savings, reducing operating costs.
6	FINANCIAL SUSTAINABILITY Is it sustainable?	By using the grant to offset the capital cost, project business case is strengthened.
7	CAPACITY BUILDING Does it build capacity?	If projects are found successful, the model can be replicated across other CRD service areas.
8	REGIONAL EQUITY Who benefits?	In the first round of CELP funding, all identified shovel-ready projects were submitted to the program. In future funding call outs, CRD can work across the organization to identify further shovel-ready energy savings projects.
9	FOCUS & FINISH OF PHASED PROJECTS Does it relate to anything else in progress?	CELP is complimentary to the corporate GHG saving energy efficiency initiatives being undertaken by the climate action program.
10	ROGOI (Return on Grant Opportunity Investment) Is the benefit worth the cost and effort of participating?	By applying to CELP, CRD identifies potential energy savings projects. Even if funding is not secured through this process, projects could be implemented at a future time, or used to apply for future grants.

Bylaw 268 – Water Conservation Levels – An Overview

1. Water Conservation Level 1 - Every Other Day Watering - April, September, and October

Note: For Levels 1-3 "Sprinkler Watering" includes all overhead and spray systems and micro and drip irrigation type systems.

- **Sprinkler Watering** - Odd numbered civic addresses may water on odd numbered days and even numbered civic addresses may water on even numbered days. Watering times are 6:00 a.m. to 10:00 a.m. and 6:00 p.m. to 10:00 p.m. and for no more than 3 hours in duration per period with a maximum of 6 hours of total allocated per watering day. For multi-unit stratas, watering applications may be applied based on "unit numbers" or "irrigation zones" to achieve the net same level of watering on permitted days (i.e. half of the watering/irrigation is undertaken on odd numbered days and half on even numbered days). This approach requires the prior written consent of the Trustees.
- Vegetable gardens, shrubs, trees and flowers are restricted to a hand held container or a hose equipped with a shut-off nozzle if watered outside of the times permitted for a maximum of 1 hour per watering day.
- The filling of wading pools, hot tubs, swimming pools, garden ponds and water features, and the watering of public parks, open space, and sports fields is permitted, as is RV and boat washing, the washing of driveways, sidewalks, parking lots and buildings.



2. Water Conservation Level 2 - Every Other Day Watering - May, June, July, and August

- Odd/Even watering times are 6:00 a.m. to 10:00 a.m. and 6:00 p.m. to 10:00 p.m. for no more than 2 hours in duration per period with a maximum of 4 hours of total allocated watering per watering day. Vegetable gardens, shrubs, trees and flowers are restricted to a hand held container or a hose equipped with a shut-off nozzle if watered outside of the times permitted to a maximum of 1 hour per watering day. Multi-unit stratas can apply as in Level 1.
- The filling of wading pools and hot tubs is permitted. The filling of swimming pools, garden ponds and water features, and the watering of public parks, open space, and sports fields is permitted upon application and approval for a special watering permit. Permits are \$200 per application.
- RV and boat washing is restricted to the use of a hand held container or a hose equipped with a shut-off nozzle. The washing of sidewalks, driveways or parking lots and exterior building surfaces is not permitted, except as necessary for applying a product such as paint, sealers, preservative and stucco, or preparing a surface prior to paving or brickwork.

3. Water Conservation Level 3 - Every Other Day Watering - May, June, July, and August

- Odd/Even watering times are 6:00 a.m. to 10:00 a.m. or 6:00 p.m. to 10:00 p.m. and for no more than 1 hour in duration per period with a maximum of two (2) hours of total allocated watering per day. Multi-unit stratas can apply as in Level 1. Vegetable gardens, shrubs, trees and flowers are restricted to a hand held container or a hose equipped with a shut-off nozzle if watered outside of the times permitted to a maximum of 1 hour per watering day.
- The filling of wading pools and hot tubs is permitted.
- Vehicle, RV and boat washing is restricted as in Level 2. Washing of driveways, sidewalks, parking lots and buildings is also restricted as in Level 2. The filling of swimming pools, garden ponds and water features, and the watering of public parks, open space, and sports fields is banned.

4. Water Conservation Level 4- Comprehensive Water Ban

- All outdoor sprinkler watering is prohibited including newly seeded and sodded lawns.
- Vegetable gardens, shrubs, trees and flowers are restricted to a hand held container or a hose equipped with a shut-off nozzle between 6:00 a.m. to 10:00 a.m. or 6:00 p.m. to 10:00 p.m. for a maximum of 1 hour per watering day. A micro-irrigation or drip-irrigation system may be used by odd numbered civic addresses on odd numbered days and even numbered civic addresses on even numbered days for a maximum of 1 hour per watering day.
- All other watering is banned.

For the complete details, penalties and exemptions view Bylaw 268.



Making a difference...together

Salt Spring Island Electoral Area

145 Vesuvius Bay Road

Salt Spring Island, BC, V8K 1K3

T: 250.537.4448

www.crd.bc.ca

June 9, 2015

DELIVERED BY HAND

North Salt Spring Water Works
761 Upper Ganges Road
Salt Spring Island B.C V8K 1S1

RE: Water Conservation Level 3

We are writing to the Board of Trustees of the North Salt Spring Water Works regarding the ban on watering public parks and sports fields. While we recognize the need for water conservation we are hopeful that a major reduction in our watering practices will help to meet this goal, thereby minimizing the impact to the recreation users and the parks and recreation amenities.

Portlock Park

We would like to propose that we stop watering all of the fields at this location with the exception of the baseball field until the baseball season is over the end of July.

Regular usage – 40,500 gallons per week

Requested usage – 3375 gallons per week (Sun, Tue, Fri. nights)

Centennial Park

The centre of Ganges is an economic driver for Salt Spring Island and home of the Saturday Market. We would like to propose that we water the park until the busy market season is over the end of August.

Regular usage – 12,800 gallons per week

Requested usage – 50 % reduction 6400 gallons per week (Sun, Tue, Thu, Sat. nights)

Rotary Park

We would like to propose that we water the park until the middle of August to prevent a buildup of urine and animal feces in the picnic area.

Regular usage – 6000 gallons

Requested usage – 66 % reduction 1920 gallons per week (Sun, Tue, Wed, Fri, nights)

We hope that the Board will consider this request and work with the Parks and Recreation Commission to come up with a solution that will best meet your requirements and the needs of the community.

Sincerely,

Dan Ovington

Manager, Salt Spring Island

Parks and Recreation Commission

145 Vesuvius Bay Road, Salt Spring Island BC, V8K 1K3

T. 250.537.4448 dovington@crd.bc.ca

TARIFF

10A**STROLLING MUSICIANS
& BUSKERS RECORDED
MUSIC IN PARKS,
STREETS AND OTHER
PUBLIC AREAS**

Quick Facts

Licence period:
per day

Fee:

\$32.55 for each day on
which music is publicly
performed (\$222.93 max.
fee over a 3 month period)

Music Licence Form:

socan.ca/form/10A

Licence fee calculation

EXAMPLE 1:

Smalltown holds a Busker's Festival for a total of 3 days during which music is publicly performed.

Fee = \$32.55/day x 3 days = \$97.65 + taxes

EXAMPLE 2:

A strolling musician performs on 3 days in Jun., 3 days in Jul. and 4 days in Aug. Since the daily rate would total more than the tariff maximum in a three month period, the maximum fee (cap) applies.

Fee:

Jun.: (3 x \$32.55) = \$97.65

+ Jul.: (3 x \$32.55) = \$97.65

+ Aug.: (4 x \$32.55) = \$130.20

Total Fee: \$222.93 (max. fee) + taxes

Calculate your licence: socan.ca/calculator/10A

If you have any additional music uses, please contact SOCAN or try the Licence Finder at socan.ca.

SOCAN

Current licensees: 1.866.944.6223
New licensees: 1.866.944.6210
licence@socan.ca
socan.ca

For information purposes only. For the complete text of the tariff, please consult the Canada Gazette, available on our website at socan.ca/licensees/music-use or visit the Copyright Board of Canada's website at www.cb-cda.gc.ca.

MUSIC LICENCE FORM - TARIFF 10A – STROLLING MUSICIANS AND BUSKERS; RECORDED MUSIC in PARKS, STREETS and OTHER PUBLIC AREAS

SOCAN

- Grants you permission to play (publicly perform) musical works by strolling musicians and buskers or by means of recorded music in parks, streets and other public areas
- Fee is \$32.55 for each day music is performed (up to a maximum of \$222.93 per three-month period) + taxes
- For concert performances in parks, streets or other public areas, see [Tariff 4](#)
- Deadline for SOCAN to receive forms and payments is the end of the calendar quarter
- For more information, read the [Tariff 10A infocard](#)

Tired of printing? Would you rather submit your Music Licence Form online? Now you can with [eSOCAN](#)!

Account number _____ (or if you are a new licensee, check here ☐ Website _____)

Business name _____ Legal name of organization or owner _____

Contact name _____ Title _____ Phone number _____ Fax number _____

Email _____ Street address and city _____ Province nil Postal code _____

Mailing address (check here if same as above ☐ _____ Tax exemption number (if applicable) _____

Licence fee = [number of days of recorded music] × \$32.55

Year of licence (YYYY)	Three-month period		Number of days of music performed or played(A)	Licence fee A x 32.55 (max. \$222.93)
	From DD-MMM-YYYY	To DD-MMM-YYYY		
Total licence fee				
GST/HST				
QST				
Total due				

☐ I have read and understand the [Terms & Conditions](#) (see attached/reverse), all the information provided is correct and complete, and I have authority to bind the licensee

Signature _____ Date _____ Name _____ Title _____

Please return this form by email or mail, and send your payment by cheque made payable to **SOCAN** or contact SOCAN to pay by credit card. Or visit [eSOCAN](#) to submit online
If you have any additional use(s) of music, contact us or try our [Licence Finder](#) at [www.socan.ca](#)

SOCAN Licensing, 41 Valleybrook Drive, Toronto ON, M3B 2S6 | Current accounts t 1.866.944.6223 | f 416.442.3829 licence@socan.ca
First time licensees t 1.866.944.6210 | f 514.844.4560



Karla Campbell

From: Karla Campbell
Sent: Wednesday, May 27, 2015 8:42 AM
To: Kirsten.Fagervik@gov.bc.ca
Cc: Dan Ovington
Subject: FW: Subdivision MoTI File 2013-05690 and Parkland Dedication
Attachments: 0921_001.pdf; Parkland_Acquisition_BPG.pdf

Kirsten,

Thank you for taking my call yesterday. In follow up to our conversation I have attached the staff report the Commission considered in their recommendation for requesting 5% cash in lieu for park land dedication.

As the appointed Subdivision Approving Officer for Salt Spring Island we understand that you have the authority to use considerable discretion when making decisions concerning subdivision application, and is responsible to either approve or reject a subdivision application based on your opinion regarding conformation of a subdivision proposal with land use bylaws and policies, and provincial statutes.

Our Parks and Recreation Commission is also of the understanding that the Approving Officer is expected to determine if the final subdivision product is in the public interest.

In this case the Island's Trust accepted less than fair market value of the lands, contrary to provincial 'Parkland Acquisition Best Practices Guide' and exempted lands without any policy statement or guideline upon which to exclude a portion of the lands. All of this could be construed as a capricious use of their discretion and providing assistance to a developer contrary to the section 182 of the *Local Government Act*.

Our Salt Spring Island Parks and Recreation Commission have requested we contact you to outline their concerns and appeal the subdivision application.

Karla Campbell
Senior Manager, Salt Spring Island Electoral Area
 **Capital Regional District**
145 Vesuvius Bay Road, Salt Spring Island, BC, V8K 1K3
T: 250.537.4448 | F: 250.537.4456 | E: kcampbell@crd.bc.ca

From: Karla Campbell
Sent: Tuesday, May 05, 2015 4:12 PM
To: 'Kirsten.Fagervik@gov.bc.ca'
Cc: Dan Ovington
Subject: Subdivision MoTI File 2013-05690 and Parkland Dedication

Kirsten,

I understand that you are the provincial approving officer and my purpose in contacting you is to inquire as to MoTI's position regarding subdivision approval in particular if there is an issue surrounding parkland dedication.

The Capital Regional District's Salt Spring Island Parks and Recreation Commission (SSIPARC) considered the implications of a subdivision at 2163 Fulford Ganges Road on parkland and made a recommendation to the Islands Trust to pursue

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

Upon considering the subdivision application further in conjunction with the recommendation from SSIPARC, Islands Trust made a decision to accept an amount less than the fair market value established by a certified appraiser. In addition Islands Trust made a decision to exempt a portion of the lands from total lands to be included in the calculation for park land dedication.

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

If you have time would you be available for a conference call with myself and Dan Ovington, Manager of Parks and Recreation in the next week or so?

Thank you,

Karla Campbell

Senior Manager, Salt Spring Island Electoral Area

 **Capital Regional District**

145 Vesuvius Bay Road, Salt Spring Island, BC, V8K 1K3

T: 250.537.4448 | F: 250.537.4456 | E: kcampbell@crd.bc.ca



145 Vesuvius Bay Road
Salt Spring Island, BC V8K 1K3
Tel: 250.537.4448
Fax: 250.537.4456

June 8, 2015

Western Economic Diversification Canada
Canada 150 Community Infrastructure Program

Re: Letter of support for the Ganges Harbour Seawalk Link Project

Salt Spring Island Parks and Recreation Commission (PARC) would like to indicate its support of the Ganges Harbour Seawalk Link Project that has been pursued by the Salt Spring Island Transportation Commission.

The revitalization of Peck's Cove Park in addition to creating a connecting boardwalk and trail network between the Harbour's End Pathway and Centennial Park will create a vital link promoting active transportation and outdoor recreation.


PARC expects that the development of the Ganges Harbour Seawalk Link Project will increase accessibility to local parks, playgrounds and waterfront accesses while providing a connection to three major parks in the downtown Ganges core.

The proposed project is aligned with the needs of the residents of our community and we expect a positive impact on the following:

- Increase participation in outdoor recreation.
- Improve the infrastructure of community parks and trails.
- Boosting quality of life within the community.
- Provide social and environmental benefits, such as physical fitness and social interaction.

Please accept this letter as formal recognition of the value of this project in helping the Salt Spring Island Transportation Commission increase active transportation while providing access to outdoor recreation opportunities.

Sincerely,


Jon Suk,
Chair

Dan Ovington

From: Kristin Aasen <kaasen@islandstrust.bc.ca>
Sent: Tuesday, May 26, 2015 1:34 PM
To: Dan Ovington
Cc: Jason Youmans; Seth Wright
Subject: PARC sign proposal
Attachments: HPIM3426.JPG; SKMBT_C554e15052612310.pdf

Hi Dan,

Thank you for chatting with me last week about a proposal to use the PARC map at the intersection of Park Drive and Lower Ganges Road for community engagement on the Ganges boardwalk project. I've attached a simple sketch of what we are proposing. In terms of management of the site, Jason Youmans and Seth Wright (copied to this email) have agreed to monitoring on a frequent basis for graffiti, litter, etc. and to replace the concept maps as they fill will detail. In terms of duration, perhaps you could offer some guidance on what the CRD may approve? Alternatively, we could possibly gauge the level of response and quality of feedback received to determine how long to leave this project in place, perhaps a few weeks? Today is my last day with the Islands Trust, so Jason is also your contact person on the file. He'll also be your point person if you'd like more information on the project, or please refer to [our website](#). With your nod, we'd go ahead and set this up right away.

Many thanks for your enthusiasm for this experiment!

Warmly,

Kristin Aasen 
Planner, Salt Spring Team
Islands Trust

1-500 Lower Ganges Road
Salt Spring Island BC V8K 2N8
Direct: 250.538.5611
Office: 250.537.9144 Fax: 250.537.9116
Email: kaasen@islandstrust.bc.ca
Web: www.islandstrust.bc.ca

poster
affixed
with tape

pond/market
find to
the beams
above

What: your VISION

for the George
boardwalk

concept
section 2

10

concept
Sketch 2

concept
Sketch 1

Sketch 1
Sketch 2

Sketch 1
Sketch 2

Sketch 1
Sketch 2



Vancouver Island



Strait of Georgia

- PARKS ON SALTSRING**
- | | |
|-----------------------|------------------------|
| • MOUNT MARSHALL PARK | • PEARL PARK |
| • DUNSMUIR PARK | • CATHAR WALKING TRAIL |
| • CENTINARA PARK | • FOX CREEK PARK |
| • MARSH PARK | • WILBERTS BAY PARK |
| • PETER ANNEE PARK | • DRUMMOND PARK |
| • PAVILION PARK | • QUARTER DUNE PARK |
| • BEDON SLACK PARK | • STEWART ROAD PARK |
| • DICK CREEK PARK | • RICHIE PARK |
- SALTSRING - PROVINCIAL - HERITAGE





Making a difference...together

**REPORT TO PARKS AND RECREATION COMMISSION
MEETING OF MONDAY, JUNE 15, 2015**

Item 6.3

SUBJECT 2016-2020 CAPITAL EXPENDITURE PLAN

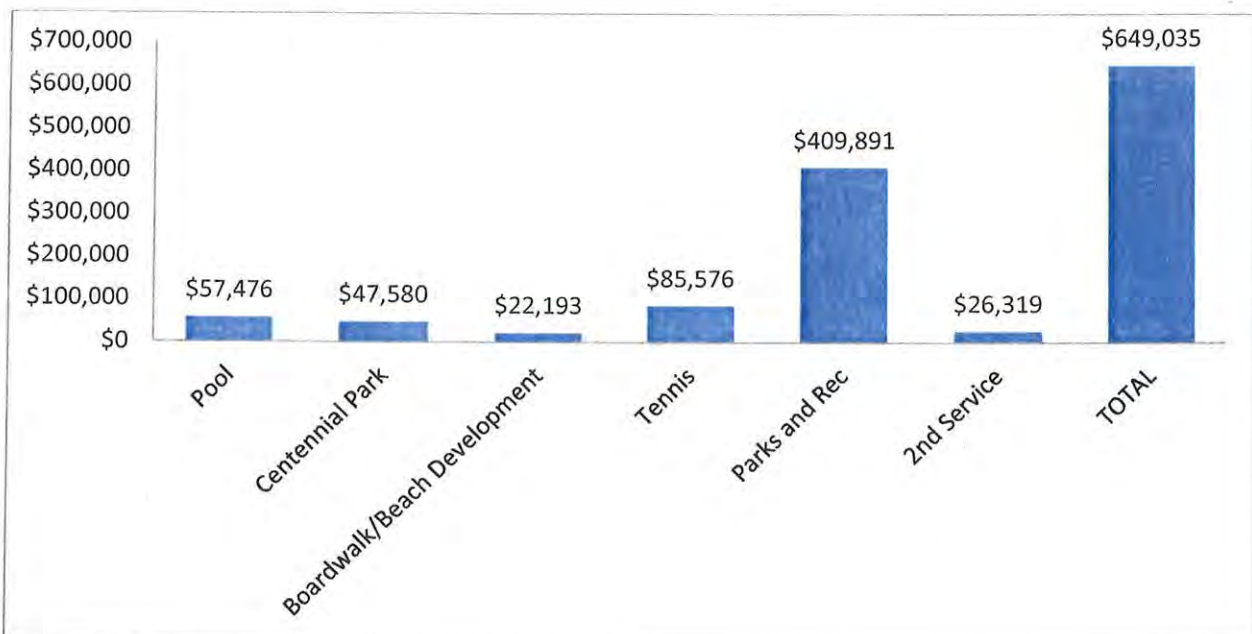
ISSUE

This report provides an overview of the five year parks and recreation capital reserve budgets. The objective is to review major projects and form a recommendation which prioritizes these projects until they have funding support.

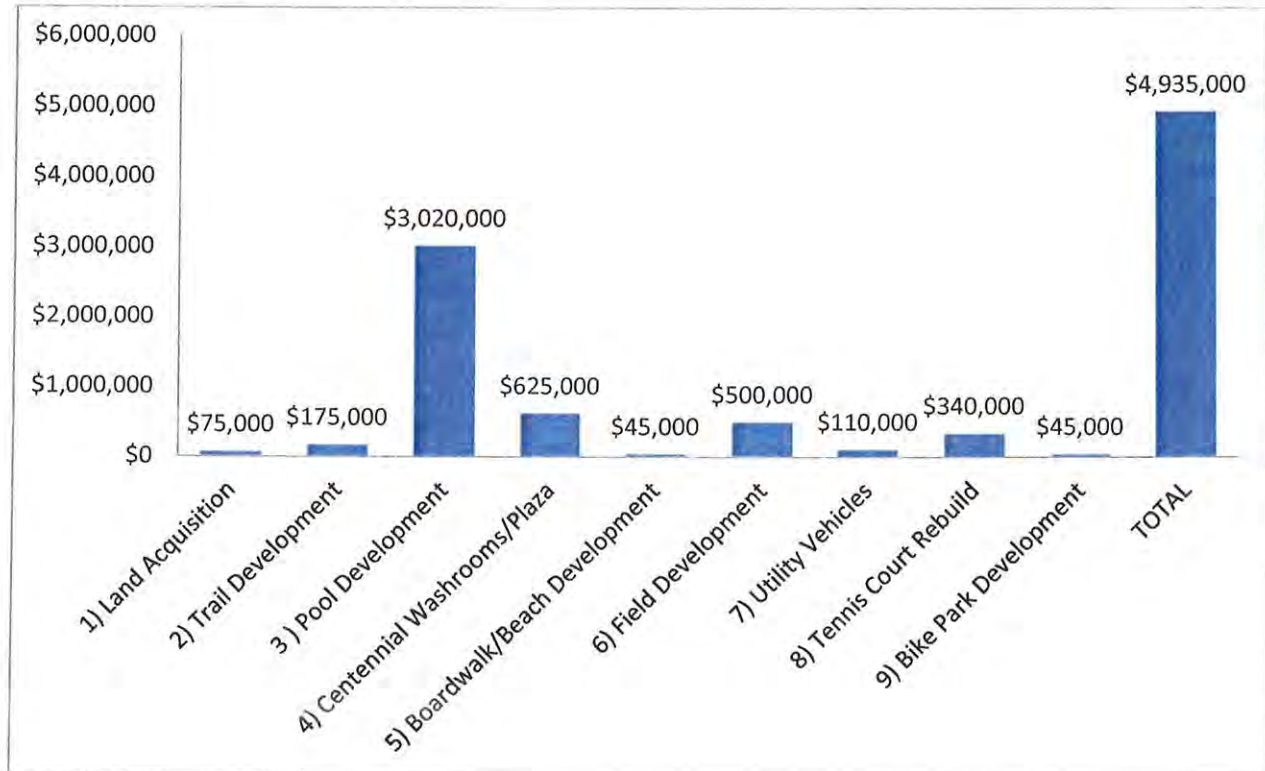
BACKGROUND

The 2015 capital reserves will have a combined total of \$649,035 with approximately \$100,000 being contributing annually giving us a combined total of \$1,313,065 by 2020. The current capital plan relies on donations and grant funding of \$3,728,243 to support the major project initiatives that are planned over the next five years.

2015 Capital Reserve Balances:



2016 – 2020 Major Projects Identified:



- 1) Land acquisition for the purpose of playing fields has been identified as a top priority for PARC. With only \$525,000 in the Land Acquisition fund approximately \$75,000 will need to be allocated from the Parks and Recreation Capital Reserves to this major project in 2016.
- 2) Trail development has \$35,000 allocated each year from 2016-2020 totally \$175,000 over the next five years. There was \$56,700 allocated to trail development projects in 2015. It is anticipated that approximately \$15,000 in trail projects will not be completed in 2015 and will be carried forward as projects in 2016. There has been no increase to operating expenses to maintain existing and newly developed trail networks. Trail development needs to be reduced to \$30,000 annually. \$5,000 from the amount being transferred to capital reserves each year should be kept in the operating budget to maintain the existing trail networks.
- 3) Pool development relies solely on a donation of \$3,000,000 from SPLASH. It is not anticipated that we will receive these funds in the next five years and should remove the addition of a leisure pool from the five year capital plan. One of the Parks and Recreation Strategic Plan strategies is to develop the Rainbow Road Pool and property to maximize recreation opportunities and minimize operating costs. The addition of a multipurpose room for this facility should be identified as a major project in the 2017 Capital Plan providing us with a facility to generate revenue to help offset operating costs and increase annual contributions into the capital reserves.

- 4) Washrooms at Centennial Park are not meeting the current demand and need to be replaced. Grant funding has not been secured for this major project. Market revenue and sponsorship funds will need to be allocated to this project to replace the washroom facility and to repair the plaza in 2017.
- 5) Additional boardwalk repairs have not been investigated by staff. Capital reserves of \$38,000 should remain in this account as a contingency should an issue with the boardwalk network be identified. Beach access improvement should continue to be identified as capital projects every second year.
- 6) The development of playing fields will exceed the projected budget of \$500,000 if we need to consider artificial turf. Borrowing the majority funds of for this project should be explored to construct these facilities in 2018. The pool debt will be paid off in 2021 with the annual debt servicing costs of \$276,000 returned to operating.
- 7) Utility vehicles will be needed to maintain the new playing fields. Field design will be a major factor when considering our utility vehicle needs.
- 8) Tennis courts two, three and four were re-surfaced in 2010 for \$9,000. Patching the existing surface cracks will be completed later this month and tested over the summer as a potential short term solution to the surface cracking issues. Capital reserves should remain in this fund should surface cracking continue to be an issue and the courts need to be re-surfaced.
- 9) The development of a bike park will be of benefit to the community but should be seen as a fundraising project for the Bike Club and removed from the capital plan until funding is available.

2016 – 2020 Additional Capital Projects

- 1) Portlock offices have not been identified in the current capital plan. Portable and office repairs and renovations are needed to maintain and expand these facilities.

CONCLUSION

Prioritizing major projects will allow for staggered development and completion of new park and recreation infrastructure. The current capital plan relies on donations and grant funding totalling \$3,753,243 to support the major project initiatives that are currently planned. Major capital projects identified in the next five years need to be less than \$1,373,455 to meet project goals and maintain a minimal level of emergency reserves for unanticipated expenses.

RECOMMENDATION

That the Parks and Recreation Commission recommend that staff:

- 1) Prepare a five year capital plan that prioritizes the major projects identified in Appendix A.
- 2) Prepare a five year capital plan with some changes.



Dan Ovington
Parks and Recreation Manager



Karla Campbell
Senior Manager
Salt Spring Island Electoral Area

DO:ts

Appendix A - Five Year Capital Plan - Major Projects

Appendix B - 2015-2019 Five Year Capital Plan – Dependent on External Funding

Appendix A – Five Year Capital Plan – Major Projects

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Beginning Balance, Reserves	649,035	719,725	474,245	236,335	111,045	133,755
Project Carry Forward (Trails)	15,700	15,000				
Transfers from Operating Budgets	134,690	104,520	102,090	104,710	107,710	110,310
1) Land Acquisition		(75,000)				
2) Trail Development	(56,700)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
3) Pool Development (MP Room/Painting)	-	(200,000)	-	-	(5,000)	(5,000)
4) Portlock Building Improvements	-	(60,000)	-	-	-	-
4) Centennial Park Washrooms/Plaza	-	-	(300,000)	-	-	-
5) Playing Field Development	-	-	-	(200,000)	-	-
6) Boardwalk/Beach Development	(23,000)	-	(10,000)	-	(10,000)	-
7) Utility Vehicles	-	-	-	-	(40,000)	-
Ending Balance	719,725	474,245	236,335	111,045	133,755	209,065

Appendix B – 2015 - 2019 Five Year Capital Plan - Dependent on External Funding

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Beginning Balance	649,035	709,425	108,945	44,278	44,821
Transfers from Operating Budgets	134,690	104,520	107,090	109,710	112,380
Contribution from 3rd Parties	-	165,000	563,243	25,000	3,000,000
Ball Field development	-	(500,000)	-	-	-
Maintenance Equipment Tractor	(10,300)	-	-	-	-
Park & Trail development upgrades	(22,500)	(35,000)	(35,000)	(29,167)	(35,000)
Mouat Park	(10,000)	-	-	-	-
Rotary Park	(5,000)	-	-	-	-
Duck Creek	(5,000)	-	-	-	-
Trincomali Heights	(7,500)	-	-	-	-
Utility vehicle	-	-	-	-	(20,000)
Tractor	-	-	(30,000)	-	-
Mower	-	-	(15,000)	-	-
Vehicle	-	-	-	(45,000)	-
Bike Park	-	-	-	(45,000)	-
Rebuild Tennis Courts	-	(280,000)	(20,000)	(15,000)	(25,000)
Beach Access Improvements	-	-	(10,000)	-	-
Boardwalk Major Repairs	(14,000)	(35,000)	-	-	-
Centennial Accessible Playground	-	-	(125,000)	-	-
Centennial Washrooms	-	-	(500,000)	-	-
Rainbow Road Pool - Paint Interior	-	(20,000)	-	-	-
Rainbow Road Pool - Leisure Pool	-	-	-	-	(3,000,000)
Ending Balance	709,425	108,945	44,278	44,821	77,201



Making a difference...together

**Minutes of the Regular Meeting of the Salt Spring Island Trails Advisory Committee
Held May 12, 2015, School Board Meeting Room, 112 Rainbow Road, Salt Spring Island,
BC**

DRAFT

Present: **Members:** (Chair) Rob Wiltzen, Kees Ruurs, Stefan Cermak, Gary Quiring, John Borst, Judy Fry
Staff: Dan Ovington, PARC Manager; Kirk Harris, Senior Maintenance Worker, Erin Jory, Recording Secretary
Absent: Phillip Grange, Herb Otto, Matt Kellow, Nieke Visser, Jean Gelwicks, William Schulze, Maureen Millburn

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

1. **Approval of Agenda**
2. **Adoption of Minutes March 10, 2015**
3. **Presentations/Delegations**

3.1 Tarquin Bowers – Recreation Programs Needs Assessment

Mr. Bowers reported that he has been tasked with this project which is due to be completed within four weeks, and will identify if any gaps are presently in recreation program delivery, and where PARC can assist businesses and individuals in meeting the recreation program needs of the community. Commission members were invited to join a focus group to move the needs assessment forward, as walking trails are integral in the recreational needs of Salt Spring Island residents, as well as mountain biking trails (which need to be vetted and designated). In light of low attendance, staff will send out an email inviting members to meet with Mr. Bowers.

4. **Chair Report**
No report given.

5. Reports

5.1 Trail Project Status Report – Kirk Harris

- Grace Point Boardwalk project completed. Staff also pressure-washed the entire boardwalk after the railings were installed.
- Duck Creek: interpretive signage has been installed; garbage receptacles installed (which reduces household garbage).
- Quarry Beach Access: new entrance completed by May 13th. Installed culvert, raised up the ditch, removed grade to first set of stairs. Removed a number of larger arbutus which interfered with trail.
- Harrison/Baker: signs are back up making this a legal trail again.
- Mouat Park: have plans to complete trail from the loop to Rainbow Road trail. Trail counter statistics show increased use. Will be commencing Charcoal Kiln restoration (funded by SS Foundation, and Victoria Cultural Heritage Society). Sixteen members of the Tasaka family (the family who built the kiln in 1895) came

to view the site along with Rose Murakami. The family offered additional funds if needed. Plans include a picnic area on site and a celebration upon completion, in September, to include honoured guests from Japan and locally.

- Staff completed a contract project for Japanese Garden Society in time for blossom festival (installation of rocks along path and new material on pathway).
- General maintenance/walking through and first cut of debris and nettles.
- Trails crew has been seconded for other projects, but will work later in the fall to make up the time.

5.2 Operations Work Plan – Dan Ovington, PARC Manager

- No smoking bylaw in place as of April 1st in CRD parks and trails – signs still need to be installed in some areas: crews will install signs as they attend sites.
- Playing field offer has been made but is still in closed Board approval process.
- Needs Assessment should create pilot programs for September.
- Hired five staff for summer programs.
- Interviewed for additional park attendant for Saturday Market and also site visits/backfilling for holidays/sick time and special projects.
- More focus on Centennial Park as centennial grants becoming available. Starting a community consultation in the fall re: safety and use as a whole (i.e. not just on market days).

6. Outstanding Business

6.1 Channel Ridge – LOC Registered on Land Title

- Potential sale of Channel Ridge brought up the question of whether CRD's LOC goes with the land or the owner. Determined that LOC stays with the land.
- If the land sells, the CRD and new owner would need to have discussion on continued use and trails need to be re-mapped.
- Commission suggested making a recommendation to renegotiate terms of LOC upon sale to new owner. Tabled for next meeting due to no quorum.

6.2 Trail Development

- \$50,000 allocated from capital reserves for 2015; there is \$27,000 remaining.
- Liberty Hall Lane: received quote for the survey; trail would be done in two phases for completion in 2016.
- Hedgers Turn: LePage Road to Whims Road has been physically measured and survey pins have been identified. Broken down to five priorities. Firstly require survey for SROWs. 2nd phase of the project requires MoTI involvement.
- Old Goat Trail (Existing Project Funds): old funding of \$6700 still available. K. Ruurs provided report and diagram showing where new trail will be placed. Still need to talk with Trinity Western University. Three informal agreements have been arranged. The Formal agreements still need to be finalized and signed after the surveys have been conducted.
- Out of all three above, none can be started immediately; earliest would be the fall of 2015.
- Only trail that can be started immediately would be Mouat Park West.
- Mt. Erskine trail head very muddy, needs gravel and steps. G. Quiring spoke to Joe Benning from BC Parks and a contractor is going into the trail for maintenance and signage through BC Parks/Trail and Nature Club.

7. New Business

7.1 Mill Farm – Streisand Lands

Lot 45 on Musgrave Road: G. Quiring reported and presented a diagram. A Right of Way was created but never formalized through CRD.

Action: Call Islands Trust to inquire on steps to take.

8. Adjournment

The meeting was adjourned at 6:24pm.

CHAIR

SENIOR MANAGER