



Making a difference...together

**Minutes of the Regular Meeting of the
Salt Spring Island Parks and Recreation Commission
Held June 12, 2017 at 145 Vesuvius Bay Road, Salt Spring Island, BC**

Present: **Director:** Wayne McIntyre
Commission Members: Jon Suk 5:20 pm (Chair) Sonja Collombin, Garth Hendren, Brian Webster, Daniel Clements, Jacky Cooper
Staff: Dan Ovington, Parks and Recreation Manager; Karla Campbell, Senior Manager, Salt Spring Island Electoral Area; Tracey Shaver, Recording Secretary; Kirk Harris, Maintenance Supervisor; Kara McKay, Recreation Programmer.

Vice-Chair Hendren called the meeting to order at 5:03 pm.

1. Approval of Agenda

MOVED by Commissioner Webster, **SECONDED** by Director McIntyre,
That the Salt Spring Island Parks and Recreation Commission agenda of June 12, 2017 be approved.

CARRIED

2. Adoption of Minutes of May 15, 2017

MOVED by Commissioner Collombin, **SECONDED** by Commissioner Clements ,
That the Salt Spring Island Parks and Recreation Commission Minutes of May 15, 2017 be approved.

CARRIED

3. Delegation/Presentation- none

4. Director and Chair Reports

4.1 Director McIntyre briefly reported on the following:

- CRD Board has been focusing on improving relations with First Nations; recently observed a historical presentation by Pacheedaht First Nation.
- Incorporation Vote; Panels for debating yes or no are being set up. Dates Aug 30-31. The Referendum date will stay the same (Sept 9th), downtown polling location has been changed from the library to the Gulf Islands Secondary School.
- Hitchhiking Rally- Attended event, met with Sargent Netzer afterwards to confirm that the intent was to identify the Embe location as a safety concern.
- Ganges Harbour Walk Project Steering Committee held their first meeting. Information on the project can be found on the CRD website.
- Elected officials met with MLA Adam Olsen and agreed to hold quarterly meeting to keep in touch with island issues.

- Toured the property and viewed plans for the Farmland Trust's new local food processing, distribution and storage facility to be called the "ROOT".
- Composting; local group heard a presentation by Stephan Salter a consultant with the Farallon group who spoke regarding worldwide efforts to convert waste into various forms of energy and useful end products. Consideration being given to a feasibility study for Salt Spring Island.
- Attended the Dragonfly housing project information meeting at the site. Lots of public interest.
- Rural Accelerator Program; CEDC just had a graduation celebration for the first group of participants in the program. Very useful and well received.
- Tug a War event to be held on Heritage Day (July 16th): organizers looking for teams to represent North, South, East and West areas of the island.

5. New Business

5.1 Operating and Capital Budget Planning 2018- 2022

Staff provided a power point presentation to review the successes and challenges of various community parks and recreation programs.

- Last minute registrations continue to be a detriment to running programs.
- Lack of ability to use school gym and swimming pool has reduced interest in the Friday camps. General lack of space for programming.
- First Aid and language courses are very popular.
- Transition to online registrations going well.
- Increasing recreation programming hours continues to grow opportunities, promote registration and increase participant numbers.
- Weather had a direct impact on work loads of park staff.
- Many trees down, runoff damage to trails and the drought conditions were challenging.
- Staff development has been a priority.
- More demands on staff services with increased use of facilities and additional pathways.
- Equipment replacement and upgrades will streamline coordination of work.
- Dry working spaces needed for maintenance and mechanical works.

K. Mackay and K. Harris left the meeting at 6:08 pm

Staff provided further details on the financial plans for each service as outlined in the 5 year Capital Plan.

T. Shaver left the meeting at 7:00 pm.

Staff reviewed the 2009 Strategic Plan to provide update and achievements derived from the plan strategies.

The Commission held a general discussion about the Strategic Plan Update Project Charter and recommended making the following revisions:

- Under section 2 (c) {Project Purpose}- change "set clear priorities" to read "set strategies and actions";
- Under Section 3 (d) {Critical Success Factors}- add a seventh bullet to read, "provides for annual review and updates to the Annual Capital Plan in parallel of the Five Year Financial Plan"

- Under Section 15 {Key Stakeholders} add to the “Key Stakeholders Legend “C” to define Consult.

6. Outstanding Business

6.1 Memorandum, Dated June 12, 2017 Pool Equipment Replacement

Information received for information.

6.2 Strategic Plan Request for Proposals

MOVED by Commissioner Suk, **SECONDED** by Commissioner Cooper,
That the Salt Spring Island Parks and Recreation Commission approve the draft Parks and Recreation Strategic Plan Project Charter as revised and direct staff to seek submissions for qualified firms.

CARRIED

7. Next Meeting

The Commission agreed to postpone the regularly scheduled June 19, 2017 meeting to a date to be determined in July.

8. Adjournment

MOVED by Commissioner Webster, **SECONDED** by Commissioner Collombin,
That the meeting be adjourned at 7:30 pm.

CHAIR

SENIOR MANAGER