



Making a difference...together

**Minutes of the Special Meeting of the  
Salt Spring Island Parks and Recreation Commission  
Held July 17, 2017 at 145 Vesuvius Bay Road, Salt Spring Island, BC**

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

Chair Suk called the meeting to order at 3:05 pm.

**1. Approval of Agenda**

There was discussion around the table regarding the CRD Procedural Bylaw #3828 which provides guidelines for delegations. The specific issue was related to the Saturday Market and the Farmer definition which was not included as an agenda item. The requesting delegate, Val Perkins, was asked by staff to make her presentation at the upcoming September PARC meeting where this topic is anticipated to be on the agenda for the Commission to discuss. The Commission declined to add the Market as topic on this agenda and the delegate declined to be heard at this meeting.

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Collombin ,  
That the Salt Spring Island Parks and Recreation Commission Special Meeting agenda of July 17, 2017 be approved as submitted.

**CARRIED**

**2. Adoption of Minutes of June 12, 2017**

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

**CARRIED**

**3. Delegation/Presentation**

**3.1 Elizabeth FitzZaland- Salt Spring Bike Club**

Elizabeth FitzZaland provided the Commission with an update on the momentum of the project to establish a bike park on Salt Spring Island. The Club is asking PARC to reconsider waiting until the strategic planning process is complete and to begin public consultation.

- Lions Club actively supporting project in principle as a potential funding partner
- New club members joined to assist with strategic planning
- Consulted with Disc Golf club - proposed area is not a conflict
- Proposing the use of the forested area at the end of Seaview between the Artspring upper parking lot and the open meadow
- 1.5 to 3 acres would be ideal and allow for eventual expansion; start with small area and beginner levels and then grow as interest and ability levels increase
- The area proposed has little undergrowth and would give purpose to an area which is often used by illegal campers

- 2010 Parks Master Plan identifies development of a woodland biking area as a potential addition to Mouat's park
- There is current momentum established with interested volunteers for fundraising and project development
- The group would like to do consultation with park users

### **3.2 Myna Lee Johnstone- SSI Agricultural Alliance**

Myna Lee Johnstone representing the SSI Agricultural Alliance as president expressed support for the Saturday Market Farm and Food Vendors Group. The Alliance requests to be consulted in the future on agricultural topics.

## **4. Director and Chair Reports**

### **4.1 Director McIntyre briefly reported on the following topics:**

- Heritage Day had over 300 in attendance; family from New Zealand brought a 1904 Emma Ruckle painting and donated it to the museum.
- Regional Housing Trust Fund to grant \$408,000 toward the Island Women Against Violence affordable housing project on Corbett Rd.
- Federal Funding available for the removal of abandon water vessels to be addressed in partnership regionally
- CRD Board approved the Experience the Gulf Islands concept plan
- Phase II of a hydrology study to be paid for by Community Works Funding to allow for additional searches for water on the Drake Road property. First attempt to locate water was done based on modern technology and this second attempt will be conducted by dowsing.
- Integrated Waste Management is being approached on a regional bases and the Director is keeping Salt Spring involved.
- The Draft Regional Trail plan will be released for public input at the end of July

## **5. New Business**

### **5.1 SSI Bike Proposal**

Staff reported that the Species at Risk study which was previously performed does not identify any areas of risk in the proposed section of Mouat Park being considered, however staff does recommend a high level environmental impact study as part of the project development.

The PARC Commissioner's expressed support for moving this project forward ahead of the strategic planning process because of the high return in health benefits to the community with a relatively small investment.

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Collombin,

That the Salt Spring Island Parks and Recreation Commission requests that staff identify the project costs and funding sources for further consideration by the Commission for the development of a bike park in the proposed woodland area of Mouat Park.

**CARRIED**

**5.2 Project Status report**

Staff briefly reported on various projects

Item 4.1 Centennial Park Washroom; storm water management is the first step and may involve the adjacent properties for a proper drainage and filtering system.

**5.3 Rainbow Road Indoor Pool Quarterly Report**

Received for information

**5.4 Rainbow Road Annual Shut Down Report**

Received for information

**5.5 Trail Prioritization Tool**

The Commission briefly discussed the benefit of having a prioritization tool.

**MOVED** by Commissioner Collombin, **SECONDED** by Commissioner Webster,

That the Salt Spring Island Parks and Recreation Commission adopt the Trail Rating Prioritization Tool and Trail Decision Tree as a guide for developing annual work plans and prioritizing current and future trail projects.

**CARRIED**

**5.6 Beach Access Request**

**MOVED** by Commissioner Webster, **SECONDED** by Director McIntyre,

That the Salt Spring Island Parks and Recreation Commission refer the beach access request on Old Scott Road to the Trails Advisory Committee and use the prioritization tool to guide a recommendation.

**CARRIED**

**5.7 Island Trust referral for Public Trail consideration on 805 Vesuvius Bay Road**

The Commission briefly discussed the benefits of a trail for the neighbourhood in comparison to areas identified on the Parks Master Plan Gap Map. This location is not identified as a priority acquisition, therefore it could be a long time before funding for development and maintenance become available.

**MOVED** by Director McIntyre, **SECONDED** by Commissioner Collombin,

That the Salt Spring Island Parks and Recreation Commission recommends the owners, at their cost register a 5 m statutory right of way in favour of the Capital Regional District (CRD) and in a form acceptable to the CRD, along the full northern alignment of the "property" (known as Lot 1, Section 2, Cowichan Plan VIP4775 Portion Salt Spring) from Margarete Ave to Vesuvius Bay Road.

**CARRIED**

**6. Outstanding Business**

**6.1 Centennial Park Washroom Building Replacement**

The Commission considered the cost of building a basic community amenity versus the desire for an aesthetic town centre piece.

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Collombin,

That the Salt Spring Island Parks and Recreation Commission request staff obtain updated cost estimates for all required components for the Centennial Park washroom facility based on the Elk/Beaver Lake Regional Park washroom design with the addition of an exterior wash basin and that “green features” be considered as a separate phase.

**CARRIED**

**6.2 Naming Convention Policy**

The Commission briefly discussed the content of the Regional Parks naming convention policy and felt that it meets the needs of the Salt Spring Island community.

**MOVED** by Commissioner Webster, **SECONDED** by Director McIntyre,

That the Salt Spring Island Parks and Recreation Commission direct staff to draft a policy similar Regional Parks and Regional Trails Naming Convention Policy to reflect Salt Spring Island community parks and trails.

**CARRIED**

**6.3 Portlock Park Offices**

The administration staff have moved to the new office located at 108 121 McPhillips Avenue and the remaining facility at Portlock Park is zoned only for Parks and Recreation services. CRD Emergency Services is exempt from this zoning issue and is considering occupying the back portion of the office while the PARC works crew uses the front. Rental fee and shared costs are yet to be determined and this will be considered a temporary use of this space.

**7. Motion to Close the meeting**

**MOVED** by Commissioner Collombin, **SECONDED** by Commissioner Webster,

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; **(c)** labour relations or other employee relations; **(k)** negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

**CARRIED**

The Commission closed the meeting at 4:35 pm.

The Commission returned from the closed meeting with a rise and report at 5:10 pm.

**Rise and Report:** That the Salt Spring Island Parks and Recreation Commissions release for public information the content of the land acquisition process to purchase three strips of property on Stark Road for future trail development.

**8. Next Meeting:**

September 18, 2017 at 5 pm in Portlock Park Meeting Room

**9. Adjournment**

**MOVED** By Director McIntyre, **SECONDED** by Commissioner Webster,

That the meeting adjourn at 5:12 pm.

Correspondence and meeting notes received for information

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**CHAIR**

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**SENIOR MANAGER**