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**Minutes of the Regular Meeting of the  
Salt Spring Island Parks and Recreation Commission  
Held September 18, 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, 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

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

**1. Approval of Agenda**

**MOVED** by Commissioner Cooper, **SECONDED** by Commissioner Webster,  
That the Salt Spring Island Parks and Recreation Commission agenda of September 18, 2017 be amended and approved with the addition of addendum Item 6.2 Salt Spring Island Parks and Recreation Trails Naming Convention Policy and Item 6.3 Delegation Requests.

**CARRIED**

**2. Adoption of Minutes of July 17, 2017**

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

**CARRIED**

**3. Delegation/Presentation**

**3.1 Val Perkins-Market in the Park**

Ms. Perkins representing the Saturday Market Farm and Food Vendors Group requested that CRD/PARC meet with all the agricultural stakeholder groups to find solutions for the farmers. Expanding the market to allow farmers into Fulford Ganges Road is the preferred location and solution. Additionally, they would like PARC to remove the space restrictions and the revised definition of farmer.

**4. Director and Chair Reports**

**4.1 Director McIntyre briefly reported on:**

- The Incorporation Referendum had a high voter turnout and resulted in a strong No outcome. Elected officials will be meeting with MLA Olson to discuss SSI governance issues.
- Environmental Services Committee:  
Proposal to establish a new service for a regional invasive species coordinator was not supported.

- Integrated Resource Management Project will consider Salt Spring Island a sub-regional IRM project alternative within the procurement process.

**4.2** Chair Suk informed the Commission that his work will take him out of the area for the next few months (Oct-Dec) however he will continue to follow agenda items. Garth Hendren will Chair in his absence.

## **5. New Business**

### **5.1 Project Status report**

- Life Rings- A donation was received from the Clements Family and a new life ring was installed at Vesuvius Beach. So far there has been no serious vandalism to the life rings, however curious people have been breaking the safety seals to see what is inside. Once the seal is broken the parks crew must reset the device to make sure it is ready and properly functioning when needed.
- Multi-Sport Court- funding for this capital project has been moved to 2018 to allow for community input during the strategic plan update on the size, use and location of the facility.

### **5.2 Bike Park- Project Charter**

Project Charter was reviewed and the following points made:

- Lions Club contribution confirmed
- Project fits criteria for Community Works Funding
- .8 acre is enough space to start with and does not impinge on any other activities in the area.
- This project is proceeding ahead of the strategic planning process due to clear community benefits and low cost to tax payers.

**MOVED** by Commissioner Cooper, **SECONDED** by Commissioner Clements, That the Salt Spring Island Parks and Recreation Commission approve the draft Family Bike Park Project Charter and direct staff to apply for Community Works Funds in the amount of \$33,000 to be used for site preparation including grading and drainage studies.

**CARRIED**

### **5.3 2018-2022 SSI Parks and Recreation Operating Budget**

Staff presented the budget.

**MOVED** by Commissioner Hendren, **SECONDED** by Commissioner Cooper, That the Salt Spring Island Parks and Recreation Commission recommend to the Capital Regional District Board approve the 2018-2022 operating and capital budgets for Salt Spring Island Pool and Parkland Combined, Community Parks and Community Recreation as presented; And balance any 2017 actual revenue and expenditures as transfers to capital reserves.

**CARRIED**

**5.4 Regional Parks- Gulf Islands Regional Trail Plan**

Brief discussion on the route of the trail noting that it now directs users to follow pathways through Rainbow and Atkins Road.

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Cooper,  
That the Salt Spring Island Parks and Recreation Commission supports the draft Gulf Islands Regional Trail Plan.

**CARRIED**

**5.5 Correspondence Dated September 12, 2017 RE: Expansion of the Rainbow Road Allotment Gardens**

Brief discussion:

- This is the only indoor recreation zoned property
- Expanded foot print would be harder to move
- Group meeting suggested to establish a long term vision for allotment gardens on Salt Spring Island

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Clements,  
That the Salt Spring Island Parks and Recreation Commission refer expansion of the Rainbow Road Allotment Gardens to the SSI Strategic Plan Update process scheduled to start in the Fall of 2017.

**CARRIED**

**6. Outstanding Business**

**6.1 PARC Strategic Plan- Notice of Contract Award**

McElhanney Consulting Services Ltd was award the contract. Proposal focused on updating the 2009 plan based on cost of projects and the human resources to accomplish. Consultation with community stakeholders will begin soon.

**6.2 Salt Spring Island Parks and Recreation Trails Naming Convention Policy**

Staff prepared a draft policy based on a similar policy recently developed by CRD Regional Parks. It was noted that the words “municipal council” and “local government” should be struck from item 7B (iii).

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Clements,  
That the Salt Spring Island Parks and Recreation Commission recommends to the Electoral Area Service Committee that the Capital Regional District Board approve the attached Salt Spring Island Community Parks and Community Trails Naming Convention Policy.

**CARRIED**

**6.3 Delegation Requests**

Brief discussion on the process the CRD Board uses for delegations under Bylaw 3828.

- Preference to allow more public participation

- When to release agenda packages to allow public to consider addressing item on the agenda.
- Provision of clarity on what is expected or allowed
- Procedures for commission meetings cannot supersede the CRD Board bylaws
- Ability to address only agenda topics

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Hendren,  
That the Salt Spring Island Parks and Recreation Commission re-affirms the intent of a delegation as being open to all island residents who wish to present information on any parks and recreation related topic up to a maximum of four minutes.

**CARRIED**

Commissioner Cooper Opposed

**8. Next Meeting: October 16, 2017 at 5 pm in Portlock Park Meeting Room**

**9. Adjournment**

**MOVED** By Director McIntyre, **SECONDED** by Commissioner Webster,  
That the meeting adjourn at 6:50 pm

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**CHAIR**

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**SENIOR MANAGER**