



Making a difference...together

**Minutes of the Regular Meeting of the  
Salt Spring Island Parks and Recreation Commission  
Held October 16, 2017 at 145 Vesuvius Bay Road, Salt Spring Island, BC**

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**Present:** **Alternate Director:** Darryl Martin  
**Commission Members:** Sonja Collombin, Garth Hendren (vice chair), Brian Webster, Daniel Clements, Jacky Cooper  
**Staff:** Dan Ovington, Parks and Recreation Manager; Tracey Shaver, Recording Secretary  
**Absent:** Wayne McIntyre; Jon Suk

Acting Chair Garth Hendren called the meeting to order at 5:00 pm.

**1. Approval of Agenda**

**MOVED** by Commissioner Collombin, **SECONDED** by Commissioner Cooper,  
That the Salt Spring Island Parks and Recreation Commission agenda of October 16, 2017  
be amended and approved by adding item 5.5 Parkland Naming Policy and item 5.6  
Ganges Harbour Walk Project.

**CARRIED**

**2. Adoption of Minutes of September 18, 2017**

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Clements,  
That the Salt Spring Island Parks and Recreation Commission Minutes of September 18, 2017  
be amended and approved as follows: item 6.3 first bullet "ability to address only agenda  
topics" be moved to the position of last bullet.

**CARRIED**

**3. Delegation/Presentation-** none registered or requested.

**4. Director and Chair Reports**

**4.1** No chair report

**4.2** No Director report

**4.3** Commissioner Cooper briefly reported on recent Trails Advisory Meeting. Impressed  
by the group working together to prioritize projects and consider new requests.

**5. Outstanding Business**

**5.1 Project Status Report**

Manager Ovington briefly reported on a few items

- Item 1.5 Bikepark- Environmental assessment starting and Community Works Funding request to be considered at Electoral Area Services Committee on Wednesday.
- Item 2.1 Aquatic Training- Training and recertification courses being offered now and again in new year. Significant discount to island residents interested in working at the aquatic centre. All current employees are eligible to apply for the positions which are being advertised with job descriptions and wages. Expanding the operating hours will increase the amount of staff needed to run the facility.
- Item 5.1 Strategic Plan- process has begun with consultants touring the island and meeting with staff. Joint meeting with Staff and PARC Commissioners will be held November 23, 2017, 11:30 to 3:30 pm at the Royal Legion Hall.

**5.2 Memorandum Dated October 16, 2017: Beach Access Improvement Request-Old Scott Road**

Brief discussion on how the inventory of potential beach accesses are rated. This particular site was rated a C and only benefits neighbourhood.

**MOVED** by Commissioner Cooper, **SECONDED** by Commissioner Webster,  
That the Salt Spring Island Parks and Recreation Commission recommend that staff deny the beach access improvement request for Old Scott Road and that a response letter be sent to supportive community members.

**CARRIED**

**5.3 Memorandum Dated October 16, 2017: Baseline Property Condition Assessment- Rainbow Road Aquatic Centre**

Brief discussion on status of building as outlined by report.

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Clements,  
That the Salt Spring Island Parks and Recreation Commission recommend that staff update the 2019-2023 Equipment Replacement and Capital Reserve Funds with budgeted repairs to the Rainbow Road Aquatic Centre as identified in the September 29, 2017 PINCHIN Baseline Property Condition Assessment report.

**CARRIED**

**5.4 Delegation Process-Clarification**

Staff will provide overview of process and expectations to any perspective delegations.

**5.5 Parkland Naming Policy**

The Parkland Naming Policy is in approval process and will be useful tool to guide the Commission.

**5.6 Ganges Harbour Walk**

Commissioner Webster is concerned that social media is already engaged in comments on the design of a project that will eventually fall under PARC's operating expenses.

- The Project Steering Committee has only met once so far and is mandated to assess the current infrastructure only.

- Lengthy process involving: hiring of a project manager, right to enter agreements, survey work, Archeology, environment and geological reports and then assessment of the remaining physical structures for rehabilitation.
- Zoning is under the jurisdiction of Islands Trust.
- Item will be added to the monthly PARC Project Status Report.

## **6. New Business**

### **6.1 Request to use Parkland for a Laundromat and Showers**

Discussion on the principal of using dedicated Parkland for non-recreational activities.

- Public funds used to purchase parkland for recreation
- Only so much parkland available
- Zoning definition of Parkland; approved uses
- Community as a whole needs to address the situation

### **6.2 Portable Lease: Friendship Fundamentals**

Discussion on the use of parkland facility by a for profit business.

- Use of space during school hours M-Th;
- Space currently sits empty and is under-utilized during the day.
- 5 year lease needed to secure grant funding by the contractor
- Contractor offering potential upgrades to storage and fencing for the multipurpose court with grant money
- Generation of revenue for repairs/replacement
- School District recommended the contractor approach staff
- Strategic plan process just starting
- Keep surrounding playground areas open for public use
- Need for open and fair process (public request for interested use of space)
- The space can still be allocated for short term use by a facility booking permit

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Clements,  
That the Salt Spring Island Parks and Recreation Commission defer consideration to enter into a facility lease agreement with Friendship Fundamentals Inc. for the purpose of their business to operate at a CRD facility located at 145 Vesuvius Bay Road until the Strategic planning process is complete.

**MOTION DEFEATED** by tie vote

**MOVED** by Commissioner Cooper, **SECONDED** by Commissioner Collombin,  
That the Salt Spring Island Parks and Recreation Commission defer consideration to enter into a facility lease agreement with Friendship Fundamentals Inc. for the purpose of their business to operate at a CRD facility located at 145 Vesuvius Bay Road until a public request for interest process be completed.

**MOTION DEFEATED** by tie vote

### **6.3 Office Space Lease: Capital Regional District Emergency Services**

Brief discussion on the use of office space at Portlock Park.

- There is open office space not being utilized
- Emergency Services is seeking to relocate to an appropriate facility with access to radio tower signals
- Opportunity to generate revenue during strategic planning process
- In principal this is still not a recreational use of parkland

**MOVED** by Commissioner Collombin, **SECONDED** by Commissioner Clements,  
That the Salt Spring Island Parks and Recreation Commission recommends the  
Capital Regional District enter into a facility lease agreement with Capital Regional  
District Emergency Services for the purpose of their business to operate at a CRD  
facility located at 145 Vesuvius Bay Road on Salt Spring Island from November 1,  
2017 to October 31, 2020.

**MOTION DEFEATED** by tie vote

**6.4 Pool Quarterly Report- April to June**

Report received for information.

**7. Motion to Close the meeting**

**MOVED** Commissioner Cooper, **SECONDED** by Commissioner Collombin,  
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 7:00 pm.  
The Commission returned from the closed meeting without report at 7:12 pm.

**8. Rise and Report – no report**

**9. Next Meeting – November 20, 2017 at 5pm Portlock Park Portable**

**10. Adjournment**

**MOVED** By Alternate Director Martin, **SECONDED** by Commissioner Clements,  
That the meeting adjourn at 7:15 pm.

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**CHAIR**

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**SENIOR MANAGER**