



Making a difference...together

**Minutes of the Regular Meeting of the
Salt Spring Island Parks and Recreation Commission
Held February 19, 2018 at 145 Vesuvius Bay Road, Salt Spring Island, BC**

Present: **Director:** Wayne McIntyre
Commission Members: Gregg Dow (Chair), Sonja Collombin, Brian Webster, Jacky Cooper, Darlene Steele, John Gauld
Staff: Dan Ovington, Parks and Recreation Manager; Karla Campbell, Senior Manager, Salt Spring Island Electoral Area; Tracey Shaver, Recording Secretary
Absent: Garth Hendren

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

1. Approval of Agenda

MOVED by Commissioner Steele, **SECONDED** by Commissioner Collombin, That the Salt Spring Island Parks and Recreation Commission agenda of February 19, 2018 be amended and approved by adding Item 6.3 Tree Removal Policy.

CARRIED

2. Adoption of Minutes of January 15, 2018

MOVED by Commissioner McIntyre, **SECONDED** by Commissioner Cooper, That the Salt Spring Island Parks and Recreation Commission Minutes of January 15, 2018 be amended and approved as follows: pg 2, Item 5, bullet number two, correct the committee names to Electoral Area Services and Transportation Committee; pg 3, Item 7, bullet number four correct spelling from convent to covenant; pg 3, Item 7a, correct spelling from favor to favour.

CARRIED

3. Delegation/Presentation - none

4. Director and Chair Reports

4.1 Director McIntyre briefly reported on:

- Rural Status – continued efforts and gaining support for the three Electoral Areas to be designated Rural. Status change to rural would allow our community access to alternative funding such as Community Futures.
- Volunteer Appreciation Event- gathering of volunteers from throughout the community whom partner with and further the efforts of CRD projects.
- Attended meeting for the CRD Emergency Services Telecommunications Corporation.
- Electoral Area Services Committee is reviewing the use of Community Works Funds (based over 2006-2018) to prepare for future project requests.
- HealthCare issues: Lady Minto Hospital options for emergency room

- Recycling Depot-CRD subsidy for rural recycling centres to end in 2019; new three year extension approved by CRD Board.

4.2 Chair Dow provided a suggestion on the wording of motions for specific requests made from delegations or groups which are time sensitive and require immediate response.

- a byline such as “without precedence and prejudice”
- use to avoid setting up future problems by current decision making
- public impression of consistency in decision making is important
- Staff to check with CRD Legislative Services to see if such a statement is allowed
- Commission makes recommendations to the CRD Board

5. Outstanding Business

5.1 Project Status Report

- Hired an Aquatic Coordinator with lots of experience; bringing a new family to the island. Assistant position posted for hire.
- Staff to be located at the pool; repurpose of unused concession area as office space.

5.2 Centennial Park Washroom Building Replacement - Rainwater Harvesting and Grey Water Reuse

As requested, staff investigated feasibility of adding rainwater harvesting and reuse of grey water to the scope of the washroom replacement project.

- Building has a very small footprint; low consumption of energy; LEED features are present in the design
- Previous decision based on cost estimates was to add additional green features in later development phases; consider holding referendum to ask community to fund all green features up front
- Increases scope of project in size, costs and time
- Current design is about as cost effective as possible and considered to be an improvement over current facility
- Concern that Centennial Park is sitting on fill and may be difficult to excavate and place water catchment tanks in the ground
- Approval of design allows staff to move to the next step which is to get complete and current costings

MOVED by Commissioner Gauld, **SECONDED** by Commissioner Cooper,
That the Salt Spring Island Parks and Recreation Commission approve the preliminary washroom design as shown on page 12 of the February 19, 2018 staff report and request staff obtain preliminary cost estimates.

CARRIED

Opposed: Director McIntyre and Commissioner Webster

5.3 Request for Second Disc Golf Course

- Project assessment tool to assist decision making will be part of Strategic Plan Update
- First step would be an environmental assessment at a cost of approximately \$7,500

MOVED by Commissioner Gauld, **SECONDED** by Director McIntyre, That the Salt Spring Island Parks and Recreation Commission refer back to staff for further review after completion of the Strategic Plan Update.

CARRIED

5.4 Land Referrals- Dragonfly Commons

This item was brought back from the previous meeting to allow additional consideration by the Commission prior to responding with a recommendation.

- The developer requested that PARC take parkland as the 5% requirement; the land offered has little recreational use other than open space and would require PARC to manage the area for dangerous trees and garbage.
- The developer is now proposing to add an environmental covenant and to give the parkland area to the Islands Trust Fund.
- 30 new units will have people living in the community and requiring recreational services.
- Legislation dictates that the property value is gaged by market value vs assessment value.
- Staff to provide a letter of support for the project in principal to Islands Trust and the Ministry of Transportation along with the recommendations.

A) Ministry of Transportation-File 2017-06898 Subdivision Application

MOVED by Commissioner Steele, **SECONDED** by Commissioner Gauld, That the Salt Spring Island Parks and Recreation Commission recommends the Ministry of Transportation approve the proposed subdivision at 221 Drake Road subject to a 5% cash in lieu calculated on the market value of the portion of the property remaining after a parkland environmental covenant is registered in favour of Islands Trust Fund.

CARRIED

B) Islands Trust Bylaw Referral 504 and 505, re: 221 Drake Road, Dragon Fly Commons

MOVED by Commissioner Steele, **SECONDED** by Commissioner Gauld, That the Salt Spring Island Parks and Recreation Commission recommends that the Salt Spring Islands Trust Committee approve the proposed rezoning at 221 Drake Road subject to a 5% cash in lieu calculated on the market value of the portion of the property remaining after a parkland environmental covenant is registered in favor of Islands Trust Fund.

CARRIED

6. New Business

6.1 Tree House Café (2007) Inc. Licence of Occupation for Manson Road

- No complaints were received regarding the use of the land last season
- The restaurant used sanctions to designate the seating areas and keep the pedestrian pathway open
- The Province has expressed that the area is not being considered for a new road.

MOVED by Commissioner Cooper, **SECONDED** by Commissioner Collombin, That the Salt Spring Island Parks and Recreation Commission recommends the Capital Regional District enter into a property agreement with Tree House Restaurant Owner for the purpose of their business to operate on CRD tenured lands at Manson Road in Ganges Village from March 1, 2018 – March 1, 2021; and further, that CRD staff and Chief Administrative Officer negotiate and execute an agreement suitable for the tenure.

CARRIED

Manager Campbell left the meeting at 6:10 pm

6.2 Co-op Community Spaces Funding

- Manager Ovington briefly reported that the Rotary Club was the partnering entity to apply for this grant until it was recently determined that they are not a registered non-profit.
- PARC is not eligible for this grant without a partner.
- Staff approached the Chamber of Commerce as they have recently worked together on other grant applications.
- Staff confirmed that the project would remain under PARC management

MOVED by Director McIntyre, **SECONDED** by Commissioner Steele, That the Salt Spring Island Parks and Recreation Commission in partnership with the Salt Spring Island Chamber of Commerce submit a grant application for the 2018 Co-op Community Spaces Funding program in the amount of \$124,000 which represents 20% of the capital project costs to replace the washroom facilities in Centennial Park.

CARRIED

6.3 Tree Removal Policy

Commissioner Webster requested a discussion on development of a tree removal policy.

- Two instances of public concern have been raised regarding trees; Centennial Park Master Plan and the bike park to be situated in Mouat Park.
- Unfortunate use of social media without checking facts
- Provide a basic policy to guide staff decision making and defend actions
- Watch for liability wording and public lands

MOVED by Commissioner Webster, **SECONDED** by Commissioner Steele, That the Salt Spring Island Parks and Recreation Commission directs staff to consider options for a policy on tree removal in public parks.

CARRIED

7. **Next Meeting: March 19, 2018 at the Portlock Portable Meeting Room at 5 PM**

8. **Adjournment**

MOVED By Director McIntyre, **SECONDED** by Commissioner Cooper,
That the meeting adjourn at 6:20 pm

CHAIR

SENIOR MANAGER