



Making a difference...together

**Minutes of the Regular Meeting of the
Salt Spring Island Parks and Recreation Commission
Held March 16, 2021 at the SSI Public Library-121 McPhillips Ave, Salt Spring Island, BC**

Present: **Director:** Gary Holman
 Commission Members: Sonja Collombin, Brian Webster, John Gauld, Colin Walde, Drew Bodaly, Sean Norgard, Drew Takahashi, Randy Cunningham
 Staff: Dan Ovington, Parks and Recreation Manager; Robin Soles, Recording Secretary

1. Territorial Acknowledgement / Call Meeting to Order

Chair Collombin provided a Territorial Acknowledgement and called the meeting to order at 3:02 pm.

2. Public Prohibited Meeting Resolution

MOVED by Commissioner Gauld, **SECONDED** by Commissioner Webster,
That this resolution applies to the Salt Spring Island Parks and Recreation Commission (PARC) for the meeting being held on February 16, 2021, and that in-person attendance of the public is prohibited by Order of the B.C. Public Health Officer.

That the Commission is ensuring openness, transparency, accessibility and accountability in respect of the open meeting by the following means:

- a. By making the meeting agenda, as well as the other relevant documents, available on the CRD website, and directing interested persons to the website by means of the notices provided in respect of the meeting,
- b. By making the minutes of the meeting available on the CRD website following the meeting.
- c. By offering the ability to listen to the meeting by invitation.

CARRIED

3. Approval of Agenda

MOVED by Commissioner Bodaly, **SECONDED** by Commissioner Gauld,
That the Salt Spring Island Parks and Recreation Commission agenda of March 16, 2021 be approved with the addition of item **8.5 Closed Meeting Procedures** and moving item 8.4 to item 8.2 and renumbering 8.2 to 8.4 accordingly.

CARRIED

4. Adoption of Minutes of February 16, 2021

MOVED by Commissioner Gauld, **SECONDED** by Commissioner Webster, That the Salt Spring Island Parks and Recreation Commission Minutes of February 16, 2021 be approved and amended by changing item 6.1 bullet three the word “an” to “to”, item 7.1 bullet five, sub-bullet one, the word “Pec’s” to “Peck’s”, item 7.2 word “Statuary” to “Statutory”, item 8.1 bullet 6 the words “suggested allocation” to “allocated”, item 8.2 motion line one Commissioner name “Bodlay” to “Bodaly”, and item 8.2 motion line 5 correct the address “456” to “455 Blackburn Road”.

CARRIED

5. Delegation/Presentation- none

6. Director and Chair Reports

6.1 Director Holman reported:

- Final 2021 CRD Budget will be approved March 24.
- Requisition increase for Salt Spring Island will be 1.2%, slightly higher than proposed for the provisional budget.
- Budget summary included in the Director’s report in Driftwood Newspaper.
- Reminded PARC to get get involved in the Trust’s Ganges Village Planning process.
- MOTI remains committed to repaving Ganges Hill, from Seaview to Cranberry Road, with 1.5 metre shoulder lanes. A separate pathway on the uphill side to Beddis Road can be pursued by the Transportaion Commission after the repaving is completed.

6.2 Chair Collumbin briefly reported:

- Chair Collumbin attended a virtual meeting with the Chairs of the Community Economic Development, Salt Spring Transportaion and Liquid Waste Commissions and CRD Senior Manager Karla Campbell.
- The purpose of the meeting was to identify common direction and explore a process of facilitating joint engagement, consultation and communication.
- It was a positive step in enhanced communication between commissions with plans to meet on a regular basis moving forward.

7. Outstanding Business

7.1 Project Status Report – Verbal

- To be presented quarterly.

7.2 Payment for Starks Road Driveway Easement – Verbal

- Total payment of \$47,715
- \$11,015 for operations/recovery fund to offset operating costs.
- Remaining \$36,700 allocated to the Parkland Acquisition Fund.

8. New Business

8.1 Centennial Park and Grace Point Boardwalk Structural Assessment

- It was asked if the Boardwalk should have priority over the plaza.
- Discussion over project scope and whether or not addressing items with one to five years of residual life now versus when they have zero years is preferable. Pros and cons to be weighed.
- Public concern over the gazebo discussed.
- Removing the roof is an option: disposal of roofing costs and public reaction to not having a covered area considered.

MOVED by Commissioner Walde, **SECONDED** by Commissioner Takahashi, That the Salt Spring Island Parks and Recreation Commission supports an application for grant funding for the Centennial Park Harbour Viewpoint Upgrade Project through the Salt Spring Island Foundation Spring 2021 regular grant cycle; and

That the Salt Spring Island Parks and Recreation Commission supports the project and commits to any associated ineligible costs and cost overruns.

CARRIED

8.2 Crime Prevention in Community Parks

- It was asked why there is no Project Charter which led to discussion around the criteria and purpose of Project Charters – if funding is approved, a Project Charter would be created.
- Discussion over a phased in approach, starting with areas that are more problematic.
- Concerns raised over privacy and surveillance – A Privacy Impact Assessment would be required.
- Effectiveness of lighting and cameras questioned – more research needed.
- Increasing the budget for bylaw enforcement can be a continued option.
- Community Works funding a possibility.
- The cost options presented are high level and don't necessarily take into account pre-existing infrastructure.
- Possibility of adding this to the Plaza Replacement Project with additional funds allocated to seek more detailed designs and cost estimates.
- Light pollution is a potential concern.

MOVED by Director Holman, **SECONDED** by Commissioner Bodaly, That the Salt Spring Island Parks and Recreation Commission recommends that staff provide a more detailed safety evaluation and cost estimates for lighting and security cameras at Centennial Park on a phased in basis, and that the Parks and Recreation budget for bylaw enforcement be increased.

CARRIED

Opposed Commissioner Webster

8.3 Project Charter

a) Centennial Park Plaza Replacement Project

Item deferred.

- If approved, community consultation on conceptual designs will be the next step.
- Concern raised over changing the “Salt Spring” look and feel of the park.
- Staff asked to bring back three different options, ranging from a more modest approach of just fixing hazards and minor remediation to a more large-scale re-design.
- Interest in a presentation on the Centennial Park Master Plan expressed.

b) Centennial Park Playground Enhancement Project

- Project name changed from Centennial Park Playground Donation Project to Centennial Park Playground Enhancement Project.
- Change wording on page 32, item 7, below the table from “clients broad requirements” to “donor’s intent”.
- Staff asked to re-examine the table on page 36, item 14 Signoff On Project Changes.
- Playground footprint not to be largely expanded.

MOVED by Commissioner Norgard, **SECONDED** by Commissioner Walde, That the Salt Spring Island Parks and Recreation Commission agrees to sign off on the Centennial Park Playground Enhancement Project as authorization for the project to proceed as presented.

CARRIED.

8.4 Five Year Financial Plan Amendment

- a) **MOVED** by Commissioner Norgard, **SECONDED** by Commissioner Walde, That the Salt Spring Island Parks and Recreation Commission recommends amending the Five Year Financial Plan for approval by the CRD Board to include additional funding of \$8,500 for the Pool Ductwork and Heating, Ventilation and Air Conditioning Cleaning Project and funded from the Salt Spring Island Pool and Park Land Operating Reserve Fund in 2021.

CARRIED

- b) **MOVED** by Commissioner Gauld, **SECONDED** by Commissioner Webster, That the Salt Spring Island Parks and Recreation Commission recommends that a donation to the CRD of up to \$70,000 be accepted; and

That the Salt Spring Island Parks and Recreation Commission recommends amending the Financial Plan for approval by the CRD Board to include the Centennial Park Playground Enhancement Project into the 2021 Salt Spring Island Community Parks Capital Reserve Fund.

CARRIED

8.5 Closed Meeting Procedures

- Only items on the closed meeting agenda may be discussed in the closed meeting.
- A motion was provided to allow staff to rise and report in open meetings on closed meeting proceedings, without having to go back to closed.

9. Correspondence: None.

10. Motion to Close the meeting

MOVED by Commissioner Webster, **SECONDED** by Commissioner Gauld,
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): (n) the considerations of whether a council meeting should be closed under a provision of this subsection;

CARRIED

The Commission closed the meeting at 4:55 pm.

The Commission returned from the closed meeting at 5:01 pm.

Motion to Close the meeting

MOVED by Commissioner Cunningham, **SECONDED** by Commissioner Gauld,
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): (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 5:02 pm.

The Commission returned from the closed meeting at 5:31 with the below rise and report.

11. Rise and Report

MOVED by Director Holman, **SECONDED** by Commissioner Walde,
That the Salt Spring Island Parks and Recreation Commission recommends that business case alternatives be developed to assess the costs associated with the potential initiation, ongoing operation and capital, outlays, and potential opportunities for community uses and partnerships, programming and services of the Salt Spring Island Middle School.

CARRIED

12. Next Meeting:

April 20, 2021, 3 PM, Public Library,
Public attendance to be determined by Order of the B.C. Public Health Officer.

13. Adjournment

MOVED By Commissioner Bodlay, **SECONDED** by Commissioner Cunningham,
That the meeting adjourn at 5:38 pm

CARRIED

CHAIR

SENIOR MANAGER