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**Minutes of the Special Meeting of the
Salt Spring Island Parks and Recreation Commission
Held Tuesday, June 14, 2022 at the Salt Spring Island Library, 129 McPhillips Avenue, BC**

Present: **Director:** Gary Holman
 Commission Members: Sonja Collombin, Randy Cunningham, Colin Walde, Drew Bodaly and Andrea Little (via Zoom)
 Staff: Dan Ovington, Parks and Recreation Manager, Justin Byron, Senior Parks Maintenance Worker, Salt Spring Island Parks, Zach Lundrie, Recreation Coordinator, Salt Spring Island Administration, Kate Gilliam, Program Instructor 2, Salt Spring Island Administration, Swapnika Chander, Recreation Project Technician, Salt Spring Island Administration, and Shayla Burnham, Recording Secretary
 Regrets: Sean Norgard and Drew Takahashi

1. Territorial Acknowledgement / Call Meeting to Order

A Territorial Acknowledgement was provided by Chair Collombin and the meeting called to order at 2:30 pm.

2. Approval of Agenda

MOVED By Commissioner Cunningham, **SECONDED** by Commissioner Walde, that the Salt Spring Island Parks and Recreation Commission approve the June 14, 2022 Special meeting agenda as presented.

CARRIED

3. Adoption of Minutes of May 24, 2022

MOVED By Commissioner Cunningham, **SECONDED** by Commissioner Walde, that the Salt Spring Island Parks and Recreation Commission approve the minutes of May 24, 2022 as presented.

CARRIED

4. Delegation/Presentation - None

5. Director and Chair Report

Director Holman briefly reported:

- Ballots for the Salt Spring Island Fire Protection District to be given authority to borrow a maximum of \$9.7 million dollars over a period not longer than 25 years to fund the construction of a new fire hall.
- Local Community Commission (LCC) Advisory Committee meeting #4 scheduled for Friday, June 24, 2022 via Zoom.

Chair Collombin

- Acknowledged the public participation in the LCC Advisory Committee meeting #3 that occurred on Monday, June 6, 2022.

6. Outstanding Business

6.1 Stantec Condition Assessment: Fernwood Dock, Salt Spring Island

There is no recommendation. This report is for information only.

7. New Business

7.1 Operating and Capital Budget Planning 2023-2027

- Staff provided an overview of service budgets and reserves.
2019 Strategic Plan Top Three Priorities:
 1. Develop a Rainbow Road indoor community recreation centre and site master plan based on current and future capacity to meet community needs and suitability for expansion
 2. Develop a Portlock Park site master plan and designs to enhance community use, develop additional ball fields and replace aging infrastructure in current or new locations
 3. Review current maintenance service levels and assess the need for equipment, facilities and resource capacity to deliver a sustainable level of excellent service.
- Staff updated the Commission on continued staffing shortages across all departments.
- Staff confirmed that lack of reliable maintenance equipment, maintenance facilities, continued garbage and graffiti damage, removal of encampments and lack of Bylaw Enforcement were ongoing issues.
- The Commission requested an update on Bylaw Enforcement and staff confirmed one full time officer was currently on leave and that two additional Bylaw Officers were commuting from Victoria when able, but the hours were not guaranteed.
- The Commission asked if surplus from the unfilled positions could be applied to new maintenance equipment and staff confirmed surplus would be transferred back into reserves and that staff would bring forward an update at the budget meeting scheduled for fall 2022.
- Staff noted the current lack of facility space for community recreation programs but confirmed that the Salt Spring Island Middle School (SIMS) building would provide additional needed space.
- The Commission asked if secondary students would be offered training for future Parks and Recreation positions and staff confirmed a Youth Leadership Training Program was forthcoming.
- Staff confirmed time sensitive projects were moving ahead.
- The Commission requested a list of organizations that will be renting space in the SIMS building and staff confirmed they would provide an update to the Commission in the fall.

- The Commission asked if lighting was included in the Centennial Park upgrades and staff confirmed the current phase is resurfacing however, if funds were available, staff would return to the Commission with an update. The Commission noted that lighting would assist with security in the park.
- Staff confirmed the five year budget report was forthcoming fall 2022.
- The Commission expressed thanks for the ongoing year to date successions and projects completed by staff.

There is no recommendation. This report is for information only.

8. Correspondence – None

9. Next Meeting – June 28, 2022 at 2:30 PM in the Salt Spring Island Library Meeting Room, 129 McPhillips Avenue, Salt Spring Island, BC

10. Adjournment

MOVED By Commissioner Bodaly, **SECONDED** by Commissioner Walde, that the meeting adjourn at 4:32 pm.

CARRIED

CHAIR

SENIOR MANAGER