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**Minutes of the Regular Meeting of the  
Salt Spring Island Parks and Recreation Commission  
Held Tuesday, October 18, 2022 at the Salt Spring Island Multi-Space (SIMS)  
112 Rainbow Rd, Salt Spring Island, BC V8K 2K3**

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**Present:**       **Director:** Gary Holman  
                  **Commission Members:** Sonja Collombin, Colin Walde, Andrea Little, Sean Norgard, Randy Cunningham, Drew Takahashi, and Drew Bodaly  
                  **Staff:** Karla Campbell, Senior Manager, Salt Spring Island Administration, Dan Ovington, Parks and Recreation Manager, and Shayla Burnham, Recording Secretary

**1. Territorial Acknowledgement / Call Meeting to Order**

A Territorial Acknowledgement was provided by Chair Collombin and the meeting was called to order at 2:32 pm.

**2. Approval of Agenda**

**MOVED** By Commissioner Bodaly, **SECONDED** by Commissioner Walde, that the Salt Spring Island Parks and Recreation Commission approve the agenda of October 18, 2022 as amended by removing item 6.1 Salt Spring Island Parks and Recreation Code of Conduct Guideline, re-ordering the remainder of the agenda numerically, and adding item 7.4 Harbour Walk Update. Furthermore, staff to update page 22 of the agenda package, first table, under the header "To Balance", first row item from "Reducing transfers to reserves and moving the pool expansion designs project to 2023" to "Reducing transfers to reserves and moving the pool expansion designs project to 2024".

**CARRIED**

**3. Adoption of Minutes of September 20, 2022**

**MOVED** By Commissioner Walde, **SECONDED** by Commissioner Norgard, that the Salt Spring Island Parks and Recreation Commission adopt the minutes of September 20, 2022 as presented.

**CARRIED**

**4. Delegation/Presentation - None**

**5. Director and Chair Reports**

**Director Holman** briefly reported:

- Re-elected as Capital Regional District (CRD) Salt Spring Island Electoral Area Director for the 2023 – 2026 term.

- Local Community Commission (LCC) won voter approval with an election to take place at a date to be determined in 2023.

**Chair Collombin** – No report.

## **6. New Business**

### **6.1 131 Brinkworthy Statutory Right of Way**

- Owner of the property has received an offer and a purchase and sale agreement is currently underway. Staff notified the Commission that the owner cannot commit to a statutory right of way while in the process of negotiations.

**MOVED** By Commissioner Takahashi, **SECONDED** by Commissioner Bodaly, that the Salt Spring Island Parks and Recreation Commission refer this report back to staff for further information following the outcome of the property sale of 131 Brinkworthy Road.

**CARRIED**

### **6.2 Financial Literacy**

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

Commissioner Cunningham entered the meeting at 2:52pm.

### **6.3 2023-2027 Budget Review and Approval – Salt Spring Island Parks and Recreation**

- 2019 used as a base for future budget projections as a result of fluctuating service levels due to the Covid-19 pandemic in 2020 through 2021.
- Pool operating at a deficit as a result of revenues not returning to 2019 levels as well as continued ongoing expense increases.
- Detailed designs for the pool expansion to be delayed by one year due to deficit.
- Staff confirmed there was a two month delay in opening the Salt Spring Island Multi Space (SIMS) building due to supply chain issues and network connectivity issues which delayed staffs ability to work out of the facility.
- Kanaka Road maintenance facility detailed designs to move forward as scheduled.
- Community Recreation \$5,000 surplus as a result of higher than budgeted program fees and grant funding to support summer camp staff.
- Community Parks \$20,000 deficit as a result of lower than budgeted market vendor revenue due to the market not returning to capacity in 2022.
- Staff confirmed the Market is the largest revenue generator for Community Parks.
- Fernwood Dock projecting a balanced budget at the end of 2022.
- Staff confirmed the pool will be operating 7 days a week in 2023.
- The Commission asked if Community Works Funds (CWF) could be used for future repairs and/or the demolition of the Ganges Fire Hall and staff noted possibly repairs however, would not be eligible for demolition costs.

- Staff confirmed CWF are not eligible for equipment purchases. PARC Maintenance staff have requested a skid steer for snow removal with a potential cost sharing between the Salt Spring Island Transportation Commission and Salt Spring Island Parks and Recreation Commission.
- The Commission expressed support for the potential purchase of a skid steer.
- The Commission requested clarification on the one time budget request of \$26,500.00. Staff responded an update would be provided during the closed meeting.
- Staff provided the potential donor for the hydro field upgrades with an estimate. Staff confirmed they had not yet received a response.

**MOVED** By Commissioner Walde, **SECONDED** by Commissioner Bodaly, that the Salt Spring Island Parks and Recreation Commission recommends to the Capital Regional District Board that the attached 2023-2027 operating and capital budgets for the Salt Spring Island Pool & Park Land, Community Recreation, Community Parks and Fernwood Dock be approved as presented; and balance any 2022 actual revenue and expenditures as transfers to capital reserves.

**CARRIED**

#### **6.4 Centennial Park Waste Disposal**

- Biohazards located within the waste bins at Centennial Park.
- The Ministry of Transportation and Infrastructure (MOTI) installed “No Overnight Parking” signs in Ganges downtown core. Staff confirmed CRD Bylaw Officers are still commuting from Victoria.

### **7. Outstanding Business**

#### **7.1 Letter dated October 11, 2022 from PARC to Salt Spring Island Pickleball Association**

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

#### **7.2 Letter dated October 11, 2022 from PARC to Salt Spring Trail & Nature Club**

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

#### **7.3 Acquisition of Park Land on Salt Spring Island at Mount Maxwell**

- Salt Spring Island Foundation Bloom Fund Grant of \$100,000 approved for Mount Maxwell Land Acquisition.
- Staff confirmed surplus received will be used towards future improvements and park management planning.

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

**7.4 Harbour Walk Update**

- Staff report forthcoming.

**8. Correspondence**

- Letter dated October 12, 2022 re: Rainbow Recreation Centre and Portlock Park Site Master Plans

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

**9. Motion to 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;

The Commission left the meeting at 3:59pm.

The Commission returned to the meeting at 4:23pm.

**10. Rise and Report**

**MOVED** By Commissioner Walde, **SECONDED** by Commissioner Little, that the Salt Spring Island Parks and Recreation Commission recommends that staff continue to operate the Salt Spring Island Saturday Market for the 2023 market season and post an RFP at a later date.

**CARRIED**

**11. Next Meeting – November 15, 2022 at 2:30 PM in the Salt Spring Island Multi-Space (SIMS) 112 Rainbow Rd, Salt Spring Island, BC V8K 2K3**

**12. Adjournment**

**MOVED** By Commissioner Bodaly, **SECONDED** by Commissioner Little, that the Salt Spring Island Parks and Recreation Commission adjourn the meeting at 4:24pm.

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**CHAIR**

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**SENIOR MANAGER**